



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

**September 28, 2022
10:30 a.m., Regular Board Meeting
Park Central Conference Room
Rolling Meadows, IL**

Agenda

- I. Call to Order
Roll Call

- II. Introduction of Guests
 - A. Christian Guenther – Recreation Specialist
 - B. Lexi Brandlin – Recreation Specialist
 - C. Jillian Trentadue – Recreation Specialist
 - D. Sean Skala – Recreation Specialist
 - E. Jordan Ross – 5 Year Recognition
 - F. Steve Adams and/or Kevin Noll – Robbins, Schwartz

- III. Public Comment

- IV. Approval of Agenda

- V. **Approval of Consent Agenda – Pages 3-46**
 - A. Approval of Minutes – July 27, 2022
 - B. NWSRA Financial Reports – August 31, 2022
 - 1. Profit and Loss
 - 2. Balance Sheet
 - 3. PFM Account Statement
 - C. Warrant:
 - 1. July 2022 - \$997,658.74
 - 2. August 2022 - \$825,911.59
 - D. ADA Compliance Projects:
 - 1. Hoffman Estates Park District – \$20,979.49
 - a. Hoffman Park – Playground Surfaces
 - 2. Wheeling Park District – \$447,60.48
 - a. Pleasant Run Park and Husky Park – Routes and Surfaces - \$103,500
 - b. Avalon Sienna Playground – Playgrounds – Routes and Surfaces - \$114,241
 - c. Childerley Playground – Playgrounds – Play Surfaces – \$229,319.48

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

- VII. **Staff Reports – Pages – 47-55**
 - A. Program Report
 - B. Marketing and P/R Report

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- C. SLSF Report
- D. Directors Report - Oral
- VIII. **Old Business – Pages – 56-58**
 - A. PURSUIT 6 Program Update - Oral
 - B. 2023 Member District Annual Assessment Approval
 - C. Other
- IX. **New Business – Pages – 59-72**
 - A. Bus Bid
 - B. Audit Bid
 - C. IT Service Provider
 - D. Other
- X. **Information/Action Items – Pages – 73-75**
 - A. Inclusion Services
 - B. Board/Staff Retreat – 10/13 at Rolling Meadows Community Center - Oral
 - C. Other/Misc.
- XI. Closed Session
 - A. Pending or Imminent Litigation 5ILCS 120/2(c)(11)
- XII. Action as a result of Closed Session
- XIII. Adjournment



- 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



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 DIRECTORS OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
REGULAR BOARD MEETING ON THE 27th
DAY OF JULY 2022 AT 10:30 A.M.**

Chairman Ferraro called the meeting to order at 10:30 a.m. Recording Secretary Jessica Vasalos took roll call. The following members of the Board were present: Brian Meyer, Arlington Heights Park District; Ben Curcio, Elk Grove Park District; Bob O'Brien, Hanover Park Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Nick Troy, Mount Prospect Park District; Mike Clark, Palatine Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romjeko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Steve Burgess, Schaumburg Park District; Jay Morgan, So. Barrington Park District; Steve Muenz, Streamwood Park District

Absent: Rita Fletcher, Ryan Risinger, Robert Dowling

Also present: Kadison Mills and Logan Drill Coordinators; Tracey Crawford, Executive Director Crawford; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; Tom Draper; Superintendent of Marketing and Communications; Anne Kiwala, Superintendent of Development; Wes Levy, Accounting; and Jessica Vasalos, Administrative Manager as recording secretary

Jan Buchs, Wheeling Park District arrive at 10:34 a.m.

Public Comment

None

Approval of Agenda

Chairman Ferraro asked for a motion to approve the agenda dated July 27, 2022. Director Fahnstrom made the motion and Director Talsma seconded the motion. Upon voice vote the agenda was approved.

Approval of Consent Agenda

Chairman Ferraro called for a motion to approve the Consent Agenda of July 27, 2022. Director Muenz made the motion and Director O'Brien seconded the motion to approve the Consent Agenda dated July 27, 2022. Upon roll being called, the vote was as follows:

AYA: Ben Curcio, Bob O'Brien, Craig Talsma, Nick Troy, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

Abstain: Brian Meyer

The motion carried.

Correspondence

NONE

Staff Reports

Program and Outreach Report

Superintendent Hubsch shared photos from Camp and spoke about the work the team have been doing with the National Williams Syndrome Convention and in that was able to attract new participants and highlighted 2 new campers that have been participating and utilizing transportation. She also spoke about several special events that were held during camp.

Marketing and P/R Report

Superintendent Draper Informed the Board about all the happenings in his department including all the marketing and public relations for Vogelei House as well as the marketing materials that have come out of his department during the summer months. Comcast has approved the construction to get internet capability at Vogelei House. The cabling project at the main office will start very soon. The final step in the CIVI system of the financial portion has been started and will be completed soon.

SLSF Report

Superintendent Kiwala highlighted the Foundations report as follows the end of the second quarter, SLSF has brought in over \$190,000 in total revenue, with just over half of that being brought in from events. Also, secured over 50% of our budgeted sponsorship amount. We are still very much in the middle of golf season and are preparing for the remaining 5 golf outings. We hosted two events in past 2 months. In June, SLSF hosted the Palatine Hills Golf Classic and had 85 golfers on the course to help raise over \$20,000 for NWSRA Athletics programs. SLSF is proud to announce that we also recently hosted a first-time family event at Top Golf with 80 individuals participating. The event brought together NWSRA families, staff, and sponsors to spend a Sunday together while supporting the foundation. SLSF staff also volunteered along the NWSRA Lighting Booster Club to run a dessert booth at the Frontier Days Festival to help spread awareness and raise funds for the Booster club. SLSF is currently running a fundraising competition with the Summer Camps to see which age group can sell the most fun shaped pasta. So far, they've sold of \$1600 in pasta in the attempts to win an ice cream party for their group.

Human Resources Report

Executive Director Crawford reviewed the new Human Resources Report showing all applicants and the status of those applicants including; if they were hired, if they trained, and if they did not show up. She also reported the new summer Wellness Program that NWSRA is allowing full time staff to participate in. She gave major kudos to the Inclusion department on handling all the demand despite being down two full time staff and a manager (on maternity leave).

2nd Quarter Financial Report

Wes Levy, (Lauterbach and Amen – Finance Department) reviewed the financial report and the quarterly financial reports. There were no questions.

2nd Quarter Goals/Director Work Plan Update

Superintendent Hubsch reviewed the 2nd quarter goals update and stated the program Development Team will be meeting next week to develop focus groups (regionally) to utilize and identify the possible collaborations in the community. This action will include tapping into the CTRS staff for possible ideas for programs. Staff will also be looking for a Swim Coach that will be able to coach the abilities vs. focusing on the strokes of swim themselves as well as looking at what the “senior” status looks like, to see which participants would be recognized for that category. She also mentioned the transportation hub system that NWSRA will be developing. With this hub system, NW will be looking to possibly partner with PACE bus system to allow more routes for participants. Scholarships have been advertised in different areas of the

brochure to ensure that parents/guardians are aware that financial status should never be a deterrent to participate. Executive Director Crawford developed a hub system that split each member district into a region. Superintendent Griffin and Executive Director Crawford authored an Inclusion chapter for the Inclusive Leisure textbook. Executive Director Crawford was interviewed regarding DEI in each of the districts.

Executive Director Crawford reviewed her Directors Work Plan with the Board, highlighting senior programs, transportation services, fleet management and the collaboration with Clearbrook. She also included the breakdown of the group home model that currently exists and how NWSRA and Clearbrook can continue to provide services. She also outlined the COVID protocol that Clearbrook is conducting. Some discussion was had regarding COVID protocol at Park Districts and NWSRA. Director Crawford will keep the Board apprised of any COVID information. There were no further questions.

Craig Talsma left at 11:15 am.

Old Business

Project Updates

Superintendent Griffin informed the Board that the Fire Marshall came out and listed three items to fixed prior to opening, as well as the Dept. of Human Services coming out to inspect next week. Looking to host an Open House on August 23, 2022, at Hoffman Estates Park District, Vogelei House.

NWSRA Manual Approval

Benefits Manual

Executive Director Crawford clarified the changes that occurred in the manual. There were no further questions. Director Crawford asked for a motion to approve the Employee Benefit Manual as presented. Director Clark made the motion and Director Romejko seconded the motion to approve the Benefits Manual as presented. Upon roll being called, the vote was as follows:

AYE: Brian Meyer, Ben Curcio, Bob O'Brien, Nick Troy, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Pandemic Return to Work Manual

Director Crawford asked for a motion to approve the Pandemic Return to Work Manual as presented. Director Fahnstrom made the motion and Director Muenz seconded the motion to approve the Pandemic Return to Work Manual. Upon roll being called, the vote was as follows:

AYE: Brian Meyer, Ben Curcio, Bob O'Brien, Nick Troy, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Resolution R2022-3

Chairman Ferraro reviewed the Closed Session Minutes during the May 25, 2022, with the Board of Directors. However, voting on Resolution R2022-3 was omitted from the open session. Chairman Ferraro called for a motion to approve Resolution R2022-3 indicating no Action will be taken at this time. Director Clark made the motion and Director Romejko seconded the motion to approve Resolution R2022-3. Upon roll being called, the vote was as follows:

AYA: Ben Curcio, Bob O'Brien, Craig Talsma, Nick Troy, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

Abstain: Brian Meyer

The motion carried.

New Business

MDAA

Executive Director Crawford and Wes Levy presented and explained the Member District Annual Assessment Packet for FY2023. NWSRA will remain flat in the MDAA ask, but the EAV and Gross Population numbers have been unfrozen at for the 2023 fiscal year. The Special Recreation Recommendation page will be updated to the actual percentage that the Member District levy's rather than the assumption of 4%. Mr. Levy outlined the changes in EAV and Gross Population and highlighted the Member District Contributions. Director Clark asked if all the capital needs and staffing needs will be covered if the agency remains flat with no increase in the MDAA ask? Executive Director Crawford responded that NWSRA will be ok for 2023. However, additional scenarios will be presented to the Board soon. Director Crawford called for a motion to approve the MDAA as presented. Director Burgess made the motion and Director Clark seconded the motion to approve the MDAA as presented. Upon roll being called, the vote was as follows:

AYE: Brian Meyer, Ben Curcio, Bob O'Brien, Nick Troy, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Executive Director Crawford called for motion to approve the MDAA to be taken to their perspective Boards for approval. Director Clark made the motion and Director O'Brien seconded the motion to approve the MDAA to be taken to each perspective Park District Board for approval. Upon roll being called, the vote was as follows:

AYE: Brian Meyer, Ben Curcio, Bob O'Brien, Nick Troy, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Information/Action Items

Summer Gardening Projects

Superintendent Griffin thanked Arlington Heights for the accessible garden plots and thanked Elk Grove Park District for the vegetables donated for the sensory garden.

Closed Session

At 11:40 am, Chairman Ferraro asked all in attendance, except for Official Directors of the Board, to excuse themselves from the meeting. Ferraro requested motion to return to open session at 12:15pm. Director Buchs made the motion and Director Clark seconded the motion to return to open session. Upon roll being called the vote was as follows:

AYA: Mike Clark, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jan Buchs, Christina Ferraro, Ben Curcio, Bob O'Brien, Jay Morgan

NAY: none

Action as a result of Closed Session

NONE

Adjournment

After no further business, Chairman Ferraro called for a motion to adjourn. Director Clark made the motion and Director O'Brien seconded the motion to adjourn the July 27, 2022, meeting at 12:20pm. Upon roll being called the vote was as follows:

AYA: Mike Clark, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Steve Burgess, Jan Buchs, Christina Ferraro, Ben Curcio, Bob O'Brien, Jay Morgan

NAY: none

The motion carried.

Secretary

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through August 2022**

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
310000 - Member District Assessments				
310001 - Arlington Heights Assessment	142,996.90	571,987.59	-428,990.69	25.0%
310002 - Bartlett Assessment	118,760.84	237,521.67	-118,760.83	50.0%
310003 - Buffalo Grove Assessment	158,644.21	317,288.41	-158,644.20	50.0%
310004 - Elk Grove Assessment	161,476.79	322,953.58	-161,476.79	50.0%
310005 - Hanover Park Assessment	76,454.98	152,909.96	-76,454.98	50.0%
310006 - Hoffman Estates Assessment	155,702.33	311,404.66	-155,702.33	50.0%
310007 - Inverness Assessment	30,858.76	38,635.31	-7,776.55	79.9%
310008 - Mount Prospect Assessment	288,244.11	360,825.27	-72,581.16	79.9%
310009 - Palatine Assessment	385,081.58	480,992.40	-95,910.82	80.1%
310010 - Prospect Heights Assessment	39,323.48	78,646.95	-39,323.47	50.0%
310011 - River Trails Assessment	52,904.36	105,808.74	-52,904.38	50.0%
310012 - Rolling Meadows Assessment	69,052.04	138,104.07	-69,052.03	50.0%
310013 - Salt Creek Assessment	19,472.02	38,944.03	-19,472.01	50.0%
310014 - Schaumburg Assessment	537,018.49	672,676.14	-135,657.65	79.8%
310015 - South Barrington Assessment	37,678.51	75,357.02	-37,678.51	50.0%
310016 - Streamwood Assessment	90,353.45	180,706.90	-90,353.45	50.0%
310017 - Wheeling Assessment	188,021.27	235,544.65	-47,523.38	79.8%
Total 310000 - Member District Assessments	2,552,044.12	4,320,307.35	-1,768,263.23	59.1%
320000 - Program Fees				
320001 - Club Fees	13,043.78	15,500.00	-2,456.22	84.2%
320002 - Leisure Education Fees	1,468.00	25,000.00	-23,532.00	5.9%
320003 - New Initiatives Fees	0.00	20,000.00	-20,000.00	0.0%
320004 - Special Events Fees	7,037.64	22,000.00	-14,962.36	32.0%
320005 - Day Camp Fees	167,849.34	192,290.00	-24,440.66	87.3%
320006 - General Programs Fees	123,887.35	250,000.00	-126,112.65	49.6%
320008 - Trips Fees	22,222.00	28,000.00	-5,778.00	79.4%
320009 - PURSUIT	0.00	5,000.00	-5,000.00	0.0%
320010 - STAR	0.00	0.00	0.00	0.0%
320011 - Athletic Fees	15,384.20	39,018.25	-23,634.05	39.4%
320012 - Program Fees - Credits	568.75	3,500.00	-2,931.25	16.3%
Total 320000 - Program Fees	351,461.06	600,308.25	-248,847.19	58.5%
321000 - Transportation - Door to Door				
321001 - Clubs Door to Door	1,216.22	3,000.00	-1,783.78	40.5%
321003 - New Initiatives Door to Door	0.00	1,000.00	-1,000.00	0.0%
321004 - Special Events Door to Door	0.00	0.00	0.00	0.0%
321005 - Day Camp Door to Door	9,231.12	2,000.00	7,231.12	461.6%
321006 - General Programs Door to Door	1,380.00	2,880.00	-1,500.00	47.9%
321007 - Miscellaneous Door to Door	0.00	0.00	0.00	0.0%
321008 - Athletics Door to Door	0.00	0.00	0.00	0.0%
Total 321000 - Transportation - Door to Door	11,827.34	8,880.00	2,947.34	133.2%
321100 - Transportation - Pick up Points				
321101 - Clubs Pick Up Points	834.05	1,500.00	-665.95	55.6%
321102 - Leisure Edu Pick Up Points	0.00	3,880.00	-3,880.00	0.0%
321103 - New Initiatives Pick Up Points	0.00	0.00	0.00	0.0%
321104 - Special Events Pick Up Points	675.37	1,225.00	-549.63	55.1%
321105 - Day Camp Pick Up Points	12,952.24	20,000.00	-7,047.76	64.8%
321106 - General Programs Pick Up Points	5,467.91	8,000.00	-2,532.09	68.3%
321107 - Miscellaneous Pick Up Points	0.00	0.00	0.00	0.0%
321108 - Athletics Pick Up Points	0.00	0.00	0.00	0.0%
Total 321100 - Transportation - Pick up Points	19,929.57	34,605.00	-14,675.43	57.6%
340000 - Non Program Revenue				
340001 - Non Program Revenue	1,162.50	5,000.00	-3,837.50	23.3%
340009 - Collaboratives	234,892.91	423,566.20	-188,673.29	55.5%
Total 340000 - Non Program Revenue	236,055.41	428,566.20	-192,510.79	55.1%
350000 - SLSF Grant Contributions				
350001 - Scholarship Contribution	51,240.50	65,000.00	-13,759.50	78.8%
350002 - Programs Contribution	9,589.69	65,000.00	-55,410.31	14.8%
350003 - Inclusion Contribution	154.00	10,000.00	-9,846.00	1.5%
350004 - Transportation Contribution	31,084.47	48,500.00	-17,415.53	64.1%
350005 - Athletics Contribution	9,128.01	30,000.00	-20,871.99	30.4%
350006 - Miscellaneous Contribution	0.00	0.00	0.00	0.0%
Total 350000 - SLSF Grant Contributions	101,196.67	218,500.00	-117,303.33	46.3%

Northwest Special Recreation Association Profit & Loss Budget vs. Actual

January through August 2022

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
360000 · Sale of Fixed Assets				
360001 · Sale of Fixed Assets	0.00	1,500.00	-1,500.00	0.0%
Total 360000 · Sale of Fixed Assets	0.00	1,500.00	-1,500.00	0.0%
370000 · Interest				
370001 · Operating Interest	25,193.13	5,783.87	19,409.26	435.6%
370002 · Investment Interest	269.87	4,216.13	-3,946.26	6.4%
Total 370000 · Interest	25,463.00	10,000.00	15,463.00	254.6%
380000 · Revenue SLSF				
380001 · Revenue SLSF	249.53	500.00	-250.47	49.9%
Total 380000 · Revenue SLSF	249.53	500.00	-250.47	49.9%
Total Income	3,298,226.70	5,623,166.80	-2,324,940.10	58.7%
Gross Profit	3,298,226.70	5,623,166.80	-2,324,940.10	58.7%
Expense				
420000 · Operating Expenses				
421000 · Administration				
421001 · Professional Expenses				
421002 · Professional Fees	32,545.48	3,475.00	29,070.48	936.6%
421003 · Legal Fees	6,885.25	5,150.00	1,735.25	133.7%
421004 · Miscellaneous	273.80	1,770.00	-1,496.20	15.5%
421001 · Professional Expenses - Other	0.00			
Total 421001 · Professional Expenses	39,704.53	10,395.00	29,309.53	382.0%
421100 · Office Supplies				
421101 · Coffee / Water	643.47	470.00	173.47	136.9%
421102 · Furniture Needs	1,705.51	300.00	1,405.51	568.5%
421103 · Locksmith / Keys	-299.51	460.00	-759.51	-65.1%
421104 · Nametags	671.97	400.00	271.97	168.0%
421105 · Supplies	4,102.74	3,612.37	490.37	113.6%
421106 · Miscellaneous	278.59	350.00	-71.41	79.6%
421100 · Office Supplies - Other	118.23			
Total 421100 · Office Supplies	7,221.00	5,592.37	1,628.63	129.1%
421150 · Credit Card & Bank Fees				
421151 · Bank Fees	7,950.47	2,450.00	5,500.47	324.5%
421152 · Credit Card Processing Fees	227.25	6,000.00	-5,772.75	3.8%
421153 · PFM Fees	2,076.09	2,000.00	76.09	103.8%
Total 421150 · Credit Card & Bank Fees	10,253.81	10,450.00	-196.19	98.1%
421200 · Postage				
421201 · Postage	4,074.71	5,500.00	-1,425.29	74.1%
421202 · Postal Machine Rental	909.42	1,860.00	-950.58	48.9%
421203 · Printing Vendors	0.00	0.00	0.00	0.0%
421204 · Miscellaneous	181.11	240.00	-58.89	75.5%
Total 421200 · Postage	5,165.24	7,600.00	-2,434.76	68.0%
421300 · Telephone/Fax				
421301 · Cell Phone Service	5,486.99	8,042.50	-2,555.51	68.2%
421302 · Director Phone/Internet Service	0.00	0.00	0.00	0.0%
421303 · Fax Maintenance	399.00	399.00	0.00	100.0%
421304 · Office Phones	4,246.99	6,540.50	-2,293.51	64.9%
421305 · Phone Maintenance	2,986.00	4,768.00	-1,782.00	62.6%
421306 · Miscellaneous	0.00	250.00	-250.00	0.0%
Total 421300 · Telephone/Fax	13,118.98	20,000.00	-6,881.02	65.6%
421400 · Conferences/Education				
421401 · NRPA Conf/Wkshps/Webnrs/Schools	3,727.94	3,475.00	252.94	107.3%
421402 · IPRA Conf/Wkshps/Webnrs/Schools	8,120.35	35,154.00	-27,033.65	23.1%
421403 · PDRMA Conf/Wkshps/Webnrs/School	210.00	610.00	-400.00	34.4%
421404 · IAPD Conf/Wkshps/Webnrs/Schools	0.00	2,007.00	-2,007.00	0.0%
421405 · Evaluation Lunches	1,410.64	1,564.00	-153.36	90.2%
421406 · Professional Meetings	4,631.08	4,200.00	431.08	110.3%
421407 · Other Trainings/Workshops	9,977.00	7,310.00	2,667.00	136.5%
421408 · ATRA/Conf/Wrkshopp Web Schls	2,940.00	5,460.00	-2,519.91	53.8%
421400 · Conferences/Education - Other	0.00			
Total 421400 · Conferences/Education	31,017.10	59,780.00	-28,762.90	51.9%

Northwest Special Recreation Association Profit & Loss Budget vs. Actual

January through August 2022

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
421500 · Memberships				
421501 · ATRA	650.00	1,250.00	-600.00	52.0%
421502 · CDL Reimbursement / Renewal	155.42	750.00	-594.58	20.7%
421503 · CPRP Exam / Renewal	280.00	1,542.00	-1,262.00	18.2%
421504 · CTRS Exam / Renewal	2,075.00	3,815.00	-1,740.00	54.4%
421505 · Distinguished Accreditation	0.00	100.00	-100.00	0.0%
421506 · Hands On Suburban Chicago	300.00	300.00	0.00	100.0%
421507 · IPRA	1,953.00	12,219.00	-10,266.00	16.0%
421508 · LAG Group	0.00	500.00	-500.00	0.0%
421509 · NRPA	350.00	450.00	-100.00	77.8%
421510 · Safety	840.00	2,410.00	-1,570.00	34.9%
421511 · Costco	170.00	120.00	50.00	141.7%
421513 · Miscellaneous	-1,654.61	1,883.00	-3,537.61	-87.9%
421514 · CPI Recertification	242.46	1,650.00	-1,407.54	14.7%
421515 · SHRM	0.00	558.00	-558.00	0.0%
Total 421500 · Memberships	5,361.27	27,547.00	-22,185.73	19.5%
421600 · Health Insurance				
421601 · Voluntary Benefits	80.00	0.00	80.00	100.0%
421602 · Employee Contributions	0.00	-37,009.46	37,009.46	0.0%
421603 · Employer Contributions	232,278.86	488,002.85	-255,723.99	47.6%
Total 421600 · Health Insurance	232,358.86	450,993.39	-218,634.53	51.5%
421700 · Maintenance/Utilities				
421701 · Condo Maintenance	7,740.70	13,269.32	-5,528.62	58.3%
421702 · Electric	6,404.65	14,557.55	-8,152.90	44.0%
421703 · Gas	2,241.45	2,500.00	-258.55	89.7%
421704 · Hudson Energy	0.00			
421705 · Total Fire and Safety	88.00	715.00	-627.00	12.3%
421706 · Internet	7,964.69	14,932.71	-6,968.02	53.3%
421707 · Miscellaneous	8,652.37	4,160.00	4,492.37	208.0%
421708 · Cleaning Supplies	883.65	5,314.86	-4,431.21	16.6%
421700 · Maintenance/Utilities - Other	0.00			
Total 421700 · Maintenance/Utilities	33,975.51	55,449.44	-21,473.93	61.3%
421800 · Rent				
421801 · Condo Association Fee	8,520.00	12,780.00	-4,260.00	66.7%
421802 · RMCC Rental Space	20,000.00	30,000.00	-10,000.00	66.7%
421803 · HPPD Rental Space	11,544.00	17,316.00	-5,772.00	66.7%
421804 · MPPD Rental Space	20,000.00	30,000.00	-10,000.00	66.7%
421805 · Wheeling Rental Space	30,000.00	30,000.00	0.00	100.0%
421806 · BGPD Rental Space	24,438.00	30,090.00	-5,652.00	81.2%
421807 · HEPD Rental Space	15,000.00	30,090.00	-15,090.00	49.9%
421800 · Rent - Other	0.00			
Total 421800 · Rent	129,502.00	180,276.00	-50,774.00	71.8%
421900 · Computer				
421901 · Database Enhancements	4,825.00	12,500.00	-7,675.00	38.6%
421902 · Framework Support	71,031.19	92,303.00	-21,271.81	77.0%
421904 · Web Development	444.42	900.00	-455.58	49.4%
421905 · Miscellaneous Software	48,978.14	60,783.43	-11,805.29	80.6%
421906 · Miscellaneous Hardware	29,992.20	2,839.48	27,152.72	1,056.3%
Total 421900 · Computer	155,270.95	169,325.91	-14,054.96	91.7%
Total 421000 · Administration	662,949.25	997,409.11	-334,459.86	66.5%
422000 · Program				
422100 · Rental Municipal				
422101 · Clubs	1,735.00	2,000.00	-265.00	86.8%
422102 · Leisure Education	65.00	1,000.00	-935.00	6.5%
422104 · Special Events	336.00	724.00	-388.00	46.4%
422105 · Day Camp	0.00	15,000.00	-15,000.00	0.0%
422106 · General Programs	10,500.77	10,200.00	300.77	102.9%
422107 · Miscellaneous	275.00	0.00	275.00	100.0%
422108 · Trips	0.00	0.00	0.00	0.0%
422109 · PURSUIT	9,115.95	5,749.97	3,365.98	158.5%
422110 · STAR	0.00	0.00	0.00	0.0%
422111 · Athletics	1,534.97	4,000.00	-2,465.03	38.4%
Total 422100 · Rental Municipal	23,562.69	38,673.97	-15,111.28	60.9%

Northwest Special Recreation Association Profit & Loss Budget vs. Actual

January through August 2022

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
422200 · Commercial Expenses				
422201 · Clubs	2,862.47	3,000.00	-137.53	95.4%
422202 · Leisure Education	677.50	3,000.00	-2,322.50	22.6%
422204 · Special Events	6,453.79	4,400.00	2,053.79	146.7%
422205 · Day Camp	3,159.03	5,000.00	-1,840.97	63.2%
422206 · General Programs	16,101.55	15,756.00	345.55	102.2%
422207 · Miscellaneous	240.42	0.00	240.42	100.0%
422208 · Trips	6,486.60	11,000.00	-4,513.40	59.0%
422209 · PURSUIT	22,837.00	32,300.00	-9,463.00	70.7%
422210 · STAR	0.00	0.00	0.00	0.0%
422211 · Athletics	2,679.47	7,500.00	-4,820.53	35.7%
422200 · Commercial Expenses - Other	1,607.17			
Total 422200 · Commercial Expenses	63,105.00	81,956.00	-18,851.00	77.0%
422300 · Program Development				
422301 · New Programming Space	10,173.44	2,500.00	7,673.44	406.9%
422303 · New Initiatives / Programs	1,066.99	2,500.00	-1,433.01	42.7%
422304 · STAR Scholarship Reimbursement	0.00	0.00	0.00	0.0%
422305 · Program Space 6	6,663.21	10,300.00	-3,636.79	64.7%
Total 422300 · Program Development	17,903.64	15,300.00	2,603.64	117.0%
422400 · Program Supplies				
422401 · Clubs	2,327.41	2,500.00	-172.59	93.1%
422402 · Leisure Education	275.34	1,500.00	-1,224.66	18.4%
422404 · Special Events	274.83	635.00	-360.17	43.3%
422405 · Day Camp	4,574.32	5,000.00	-425.68	91.5%
422406 · General Programs	11,685.02	25,000.00	-13,314.98	46.7%
422407 · Equipment Repair	0.00	500.00	-500.00	0.0%
422408 · Trips	735.41	6,000.00	-5,264.59	12.3%
422409 · PURSUIT	28,397.02	25,000.00	3,397.02	113.6%
422411 · Paper Products	1,407.24	500.00	907.24	281.4%
422412 · Training / Orientation	801.58	1,325.00	-523.42	60.5%
422413 · CPI Books	0.00	1,174.50	-1,174.50	0.0%
422414 · First Aid / CPR	3,860.50	700.00	3,160.50	551.5%
422415 · Staff Appreciation Party	4,527.14	2,500.00	2,027.14	181.1%
422416 · Part Time/ Volunteer Apparel	0.00	0.00	0.00	0.0%
422417 · Storeroom Supplies	638.21	500.00	138.21	127.6%
422418 · Miscellaneous	368.19	0.00	368.19	100.0%
422419 · Full Time Apparel	0.00	0.00	0.00	0.0%
422420 · STAR	0.00	0.00	0.00	0.0%
422421 · Safety/Behavior	-3,063.23	1,500.00	-4,563.23	-204.2%
422422 · Committees	1,409.16	1,250.00	159.16	112.7%
422423 · Athletics	859.88	1,000.00	-140.12	86.0%
422400 · Program Supplies - Other	51.75			
Total 422400 · Program Supplies	59,129.77	76,584.50	-17,454.73	77.2%
422500 · Commercial Transportation				
422502 · Leisure Education	0.00	0.00	0.00	0.0%
422504 · Special Events	0.00	0.00	0.00	0.0%
422505 · Day Camp	186,604.97	118,629.96	67,975.01	157.3%
422508 · Trips	0.00	0.00	0.00	0.0%
422509 · Miscellaneous	0.00	0.00	0.00	0.0%
422510 · Athletics	3,003.16	0.00	3,003.16	100.0%
Total 422500 · Commercial Transportation	189,608.13	118,629.96	70,978.17	159.8%
422600 · Mileage				
422601 · Mileage	20,957.08	20,000.00	957.08	104.8%
Total 422600 · Mileage	20,957.08	20,000.00	957.08	104.8%
422700 · Transportation Maintenance				
422701 · Cleaning Supplies	317.25	1,200.00	-882.75	26.4%
422702 · Repair / Maintenance	67,891.60	75,000.00	-7,108.40	90.5%
422703 · General Equipment	0.00	0.00	0.00	0.0%
422705 · Miscellaneous	506.96	623.80	-116.84	81.3%
Total 422700 · Transportation Maintenance	68,715.81	76,823.80	-8,107.99	89.4%
422800 · Transportation- Gas/Tolls/Park				
422801 · Gas	48,560.23	74,000.00	-25,439.77	65.6%
422802 · Tolls	2,647.62	8,300.00	-5,652.38	31.9%
Total 422800 · Transportation- Gas/Tolls/Park	51,207.85	82,300.00	-31,092.15	62.2%

Northwest Special Recreation Association Profit & Loss Budget vs. Actual

January through August 2022

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
422900 · Printing				
422901 · Copier 2nd Floor	0.00	0.00	0.00	0.0%
422902 · Copier 3rd Floor	0.00	0.00	0.00	0.0%
422903 · Day Camp Brochure	2,045.00	2,700.00	-655.00	75.7%
422904 · Paper	2,280.67	2,300.00	-19.33	99.2%
422905 · Printer Service	0.00	0.00	0.00	0.0%
422906 · Printer Toner (OSP)	7,321.56	7,800.00	-478.44	93.9%
422907 · Seasonal Brochure	6,990.00	13,200.00	-6,210.00	53.0%
422908 · Stationary / Business Cards	568.38	1,130.00	-561.62	50.3%
422909 · Miscellaneous	4,031.56	5,500.00	-1,468.44	73.3%
Total 422900 · Printing	23,237.17	32,630.00	-9,392.83	71.2%
423100 · Public Awareness				
423101 · Awards / Recognition	1,880.79	1,500.00	380.79	125.4%
423102 · Ads	0.00	980.00	-980.00	0.0%
423103 · Legal Notices	164.70	500.00	-335.30	32.9%
423104 · Online Media	267.01	960.00	-692.99	27.8%
423105 · Giveaways	891.79	500.00	391.79	178.4%
423106 · Admin Professionals Week	289.18	250.00	39.18	115.7%
423107 · Staff Support	211.28	3,200.00	-2,988.72	6.6%
423108 · Subscriptions	1,461.82	1,859.76	-397.94	78.6%
423109 · Miscellaneous	244.22	1,000.00	-755.78	24.4%
423110 · Recruitment	9,028.08	3,500.00	5,528.08	257.9%
423111 · Outreach	975.00	5,000.00	-4,025.00	19.5%
Total 423100 · Public Awareness	15,413.87	19,249.76	-3,835.89	80.1%
Total 422000 · Program	532,841.01	562,147.99	-29,306.98	94.8%
424000 · Salary(Staff & Indep Cntrctrs)				
424100 · Full Time				
424101 · Salary	1,234,742.13	2,444,793.95	-1,210,051.82	50.5%
424102 · Overtime	0.00	200.00	-200.00	0.0%
424103 · Phone/Data Stipend	10,255.00	18,060.00	-7,805.00	56.8%
Total 424100 · Full Time	1,244,997.13	2,463,053.95	-1,218,056.82	50.5%
424200 · Part Time				
424201 · Clubs	0.00	3,500.00	-3,500.00	0.0%
424203 · Program Dev't	0.00	0.00	0.00	0.0%
424204 · Special Events	0.00	0.00	0.00	0.0%
424205 · Day Camp	246,739.89	273,525.62	-26,785.73	90.2%
424206 · General Programs	146,214.02	180,000.00	-33,785.98	81.2%
424207 · Office Support	17,425.81	21,000.00	-3,574.19	83.0%
424208 · Trips	0.00	0.00	0.00	0.0%
424209 · PURSUIT	6,183.33	17,037.50	-10,854.17	36.3%
424210 · STAR	0.00	0.00	0.00	0.0%
424211 · Training	28,432.03	50,000.00	-21,567.97	56.9%
424213 · Athletics	0.00	8,000.00	-8,000.00	0.0%
424214 · Transportation	49,348.47	87,600.00	-38,251.53	56.3%
Total 424200 · Part Time	494,343.55	640,663.12	-146,319.57	77.2%
424300 · Payroll Processing				
424301 · Payroll Fees	0.00	0.00	0.00	0.0%
424302 · Direct Deposit	0.00	0.00	0.00	0.0%
424303 · FSA	0.00	1,450.00	-1,450.00	0.0%
424304 · W2 Processing	140.30	330.00	-189.70	42.5%
424305 · Miscellaneous	10,615.42	0.00	10,615.42	100.0%
Total 424300 · Payroll Processing	10,755.72	1,780.00	8,975.72	604.3%
424400 · Independent Contractors				
424401 · Day Camp	997.50	16,000.00	-15,002.50	6.2%
424402 · General Programs	2,107.75	28,130.00	-26,022.25	7.5%
424403 · Office	4,860.75	3,000.00	1,860.75	162.0%
424404 · Trips	0.00	0.00	0.00	0.0%
424405 · PURSUIT	4,876.00	13,800.00	-8,924.00	35.3%
424406 · STAR	0.00	0.00	0.00	0.0%
424407 · Athletics	0.00	2,500.00	-2,500.00	0.0%
424408 · Leisure Ed	0.00	4,232.00	-4,232.00	0.0%
Total 424400 · Independent Contractors	12,842.00	67,662.00	-54,820.00	19.0%

Northwest Special Recreation Association Profit & Loss Budget vs. Actual

January through August 2022

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
424500 · Car Allowance				
424501 · Car Allowance	5,100.00	7,800.00	-2,700.00	65.4%
Total 424500 · Car Allowance	5,100.00	7,800.00	-2,700.00	65.4%
Total 424000 · Salary(Staff & Indep Cntrctrs)	1,768,038.40	3,180,959.07	-1,412,920.67	55.6%
Total 420000 · Operating Expenses	2,963,828.66	4,740,516.17	-1,776,687.51	62.5%
441000 · Liabilities				
441001 · Criminal Background Checks	0.00	0.00	0.00	0.0%
441002 · Drug Tests / Physicals	1,957.00	3,000.00	-1,043.00	65.2%
441003 · Unemployment	7,599.72	8,000.00	-400.28	95.0%
441004 · Liability Fees	28,400.04	56,800.00	-28,399.96	50.0%
441006 · Miscellaneous	0.00	0.00	0.00	0.0%
Total 441000 · Liabilities	37,956.76	67,800.00	-29,843.24	56.0%
442000 · Audit				
442001 · Audit	10,645.00	6,625.00	4,020.00	160.7%
442002 · GASB	860.00	2,550.00	-1,690.00	33.7%
Total 442000 · Audit	11,505.00	9,175.00	2,330.00	125.4%
442100 · FICA - Employer Tax Expense				
442101 · ER Tax - Inclusion	0.00	0.00	0.00	0.0%
442102 · ER Tax - Part Time	0.00			
442103 · ER Tax - Full Time	0.00			
442100 · FICA - Employer Tax Expense - Other	177,774.44	282,010.71	-104,236.27	63.0%
Total 442100 · FICA - Employer Tax Expense	177,774.44	282,010.71	-104,236.27	63.0%
442200 · IMRF				
442201 · ER Contributions - FT	131,903.79	220,197.02	-88,293.23	59.9%
442202 · EE Deductions - FT	0.00			
442203 · ER Contributions - PT	1,918.13	28,406.53	-26,488.40	6.8%
442204 · EE Deductions - PT	0.00			
442205 · Voluntary Contributions	2,877.31	0.00	2,877.31	100.0%
Total 442200 · IMRF	136,699.23	248,603.55	-111,904.32	55.0%
450000 · Inclusion				
450001 · Arlington Heights	21,508.62	65,123.49	-43,614.87	33.0%
450002 · Bartlett	10,740.56	18,340.76	-7,600.20	58.6%
450003 · Buffalo Grove	39,588.33	80,175.36	-40,587.03	49.4%
450004 · Elk Grove Village	11,037.15	35,155.58	-24,118.43	31.4%
450005 · Hanover Park	8,493.54	5,153.09	3,340.45	164.8%
450006 · Hoffman Estates	20,033.66	24,789.66	-4,756.00	80.8%
450007 · Inverness	15.98	250.86	-234.88	6.4%
450008 · Mount Prospect	16,947.35	17,845.94	-898.59	95.0%
450009 · Palatine	33,098.53	44,562.99	-11,464.46	74.3%
450010 · Prospect Heights	15,612.90	10,441.99	5,170.91	149.5%
450011 · River Trails	7,926.55	12,187.66	-4,261.11	65.0%
450012 · Rolling Meadows	33,580.01	25,730.88	7,849.13	130.5%
450013 · Salt Creek	887.96	2,108.64	-1,220.68	42.1%
450014 · Schaumburg	39,460.04	110,209.08	-70,749.04	35.8%
450015 · South Barrington	5,206.32	18,814.83	-13,608.51	27.7%
450016 · Steamwood	4,441.59	13,797.54	-9,355.95	32.2%
450017 · Wheeling	54,896.26	42,739.09	12,157.17	128.4%
450018 · Ability Awareness	14.38	300.00	-285.62	4.8%
450019 · Training Salary	1,499.98	16,950.00	-15,450.02	8.8%
450020 · Rovers Salary	22,023.56	30,520.00	-8,496.44	72.2%
450021 · Training Supplies	1,045.79	2,000.00	-954.21	52.3%
450022 · Miscellaneous	1,389.49	2,760.00	-1,370.51	50.3%
Total 450000 · Inclusion	349,448.55	579,957.44	-230,508.89	60.3%
6560 · Payroll Expenses	0.00	0.00	0.00	0.0%
Total Expense	3,677,212.64	5,928,062.87	-2,250,850.23	62.0%
Net Ordinary Income	-378,985.94	-304,896.07	-74,089.87	124.3%

Northwest Special Recreation Association Profit & Loss Budget vs. Actual

January through August 2022

	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Expense				
460000 · Capital Fund				
460001 · Capital Expenses/Projects	176,475.88	289,872.69	-113,396.81	60.9%
460002 · Vehicles/Maintenance	26,290.00	533,400.00	-507,110.00	4.9%
460003 · Technology/Hardware	69,410.96	132,905.72	-63,494.76	52.2%
460004 · Building/Maintenance	40,630.00	98,858.04	-58,228.04	41.1%
Total 460000 · Capital Fund	312,806.84	1,055,036.45	-742,229.61	29.6%
Total Other Expense	312,806.84	1,055,036.45	-742,229.61	29.6%
Net Other Income	-312,806.84	-1,055,036.45	742,229.61	29.6%
Net Income	-691,792.78	-1,359,932.52	668,139.74	50.9%

Northwest Special Recreation Association

Balance Sheet

09/27/22

As of August 31, 2022

Modified Accrual Basis

	Aug 31, 22
ASSETS	
Current Assets	
Checking/Savings	
10100 · Flex Spending - Benefit	5,216.17
10300 · Petty Cash	500.00
10600 · Operating	228,004.55
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,280,000.00
11200 · PFM Investments Hold Account - Other	3,789.44
Total 11200 · PFM Investments Hold Account	1,283,789.44
11500 · Operating 2	1,844,350.98
11650 · Capital Reserve (Village B&T)	1,992,228.54
Total Checking/Savings	5,354,089.68
Other Current Assets	
12300 · Prepaid Lease	7,500.00
2120 · Payroll Asset	12,914.00
Total Other Current Assets	20,414.00
Total Current Assets	5,374,503.68
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	337,019.00
13070 · Parking Lot	71,730.00
13100 · Equipment	733,692.23
13110 · Accum.Depre- Equipment	-354,540.57
13200 · Transportation Equipment	1,261,025.00
13210 · Accum.Depre.	-1,543,850.76
Total Fixed Assets	1,511,074.90
TOTAL ASSETS	6,885,578.58
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21200 · Accounts Payable	-65,229.16
Total Accounts Payable	-65,229.16
Credit Cards	40,262.78
Other Current Liabilities	
21100 · Anticipated Refunds - Prog Fees	12,471.20
21500 · Payroll Liabilities	
21510 · Employee Taxes	22,512.69
22100 · EE FSA Depend & Med	3,353.33
Total 21500 · Payroll Liabilities	25,866.02
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	-2,923.75
22000 · Accrued Payroll	41,655.97
Total Other Current Liabilities	77,319.44
Total Current Liabilities	52,353.06
Long Term Liabilities	
22500 · ACCRUED VACATION	90,672.05
Total Long Term Liabilities	90,672.05
Total Liabilities	143,025.11

Northwest Special Recreation Association

Balance Sheet

As of August 31, 2022

	<u>Aug 31, 22</u>
Equity	
29500 · Retained Earnings	5,923,272.35
29550 · INVESTMENT IN CAPITAL ASSETS	1,511,073.90
Net Income	-691,792.78
	<hr/>
Total Equity	6,742,553.47
	<hr/>
TOTAL LIABILITIES & EQUITY	6,885,578.58
	<hr/> <hr/>



Account Statement - Transaction Summary

For the Month Ending **August 31, 2022**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	3,591.57
Purchases	100,286.33
Redemptions	(88.46)
Unsettled Trades	0.00
Change in Value	0.00

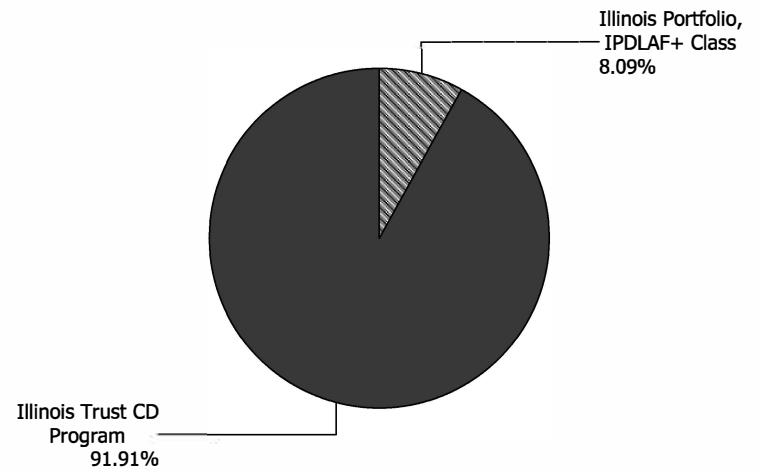
Closing Market Value	\$103,789.44
Cash Dividends and Income	86.33

Illinois Trust CD Program	
Opening Market Value	1,280,000.00
Purchases	0.00
Redemptions	(100,000.00)
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$1,180,000.00
Cash Dividends and Income	200.00

Asset Summary		
	August 31, 2022	July 31, 2022
Illinois Portfolio, IPDLAF+ Class	103,789.44	3,591.57
Illinois Trust CD Program	1,180,000.00	1,280,000.00
Total	\$1,283,789.44	\$1,283,591.57

Asset Allocation



**Warrant
Summary
As of July 31, 2022**

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			
12000 Accounts Receivable				

Total VB&T Electronic Accounts Payable	\$ 29,715.71
Electronic Accounts Payable (PCARDS-BMO)	\$ 2,046.85
Electronic Accounts Payable (PCARDS-5th-3rd)	\$ 34,683.44
Total VB&T Business Checking Accounts Payable	\$ 154,840.91
	\$ 221,286.91

Payroll	07.01.22	\$ 226,120.78
	07.15.22	\$ 228,919.03
	07.29.22	\$ 297,443.28

IMRF Payment	Jul-22	\$ 23,888.74
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Motion to approve Warrant 07.31.22	\$ 997,658.74
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**Warrant
Summary
As of July 31, 2022**

Vendor	Description	Amount
Excal Tech	Software/Hardware	\$ 8,152.18
Wex Bank		\$ 11,476.07
Aflac		\$ 600.64
Mission Square ICMA		\$ 2,440.00
ComEd	May Electric	\$ 951.42
CostCo	Miscellaneous purchases	\$ 775.00
Wells Fargo	Konica Minolta - 2nd & 3rd Flr Copier	\$ 1,256.72
Pitnay Bowes	Postage	\$ 1,000.00
Hewlett Packard Fin Svcs	Lease Payment	\$ 3,063.68
Total Warrant for Electronic Accounts Payable		\$ 29,715.71

**Warrant
Summary
As of July 31, 2022**

Vendor	Expense Account Title	Account	Amount
Amazon	Program Supplies	421105	\$ 14.98
Authorize.net	Credit Card and Bank Fees	421150	\$ 25.00
Verizon	Telephone/Fax	421301	\$ 702.56
ATRA	conference/education	421408	\$ 425.00
zoom	computers	421905	\$ 14.99
Fleetio	Computers	421905	\$ 136.80
ApplicantPRO	Computers	421906	\$ 29.00
St. Charles Park District	Municipal	422109	\$ 35.00
Cole Administration	Commerical Expense	422205	\$ (50.00)
amazon	program development	422301	\$ 15.99
amazon	program development	422301	\$ 48.03
Rotary International	Program Supplies	422405	\$ (35.00)
amazon	supplies	422406	\$ 27.09
Jewel	Supplies	422409	\$ 30.32
Jewel	Supplies	422409	\$ 40.30
Dunkin	Supplies	422409	\$ 32.20
Amazon	Supplies	422409	\$ 33.53
Jewel	Supplies	422409	\$ 44.93
Netflix	Supplies	422409	\$ 19.99
Amazon	Supplies	422409	\$ 9.99
Amazon	Supplies	422409	\$ 9.98
Amazon	Supplies	422409	\$ 56.82
Amazon	Supplies	422409	\$ 19.38
Walmart	Supplies	422409	\$ 15.66
Amazon	Committees	422422	\$ 14.76
Amazon	Printing	422909	\$ 66.49
Daily Herald	Public Awareness/Subscriptions	423108	\$ 149.20
Amazon	Inclusion	450010	\$ 97.93
Adobe	Inclusion	450021	\$ 15.93
Total Charge for BMO Solutions			\$ 2,046.85

**Warrant
Summary
As of July 31, 2022**

Total Charge for BMO Solutions	\$	4,093.70
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**Warrant
Summary
As of July 31, 2022**

Vendor	Expense Account Title	Account	Amount
Amazon	Office Supplies	421101	\$ 34.91
Amazon	Office Supplies	421101	\$ 81.34
Amazon	Office Supplies	421101	\$ 50.55
Amazon	Office Supplies	421102	\$ 16.48
Amazon	Office Supplies	421102	\$ 49.02
Amazon	Office Supplies	421102	\$ 56.06
Amazon	Office Supplies	421102	\$ 13.25
J&R Lock	Office Supplies	421103	\$ 8.00
J&R Lock	Office Supplies	421103	\$ 86.99
Amazon	Program Supplies	421105	\$ 43.47
Amazon	Program Supplies	421105	\$ 116.83
Amazon	Office Supplies	421105	\$ 25.62
Amazon	Office Supplies	421106	\$ 39.76
Amazon	Office Supplies	421106	\$ 34.91
Name Badges Intl	Office Supplies	421140	\$ 143.74
Upwork	Credit Card & Bank Fees	421151	\$ 9.33
Upwork	Credit Card & Bank Fees	421151	\$ 4.33
Upwork	Credit Card & Bank Fees	421151	\$ 5.00
Upwork	Credit Card & Bank Fees	421151	\$ 8.67
Upwork	Credit Card & Bank Fees	421151	\$ 7.67
First Comm.	Telephone/Fax	421304	\$ 638.01
Converged Digital	Telephone/Fax	421305	\$ 314.00
NPRA	Conference/Education	421401	\$ (307.00)
Park District Risk Man	Conference/Education	421403	\$ 25.00
PDRMA	Conference/Education	421403	\$ 25.00
PDMRA	Conference/Education	421403	\$ 25.00
Eggsperience	Conference/Education	421405	\$ 38.07
Chipotle	Conference/Education	421405	\$ 22.06
Doordash	Conference/Education	421406	\$ 41.21
Panera Bread	Conference/Education	421406	\$ 76.51
Portillos	Confrence/Education	421406	\$ 101.21
panera	confrence/education	421406	\$ 32.12
starbucks	confrence/education	421406	\$ 13.33
Illinois State Council	Conference/Education	421407	\$ 199.00
Michigan DMV	Membership/certifications	421502	\$ 12.17
Hand on Suburban	Memberships/Certifications	421506	\$ 300.00
IPRA	Memberships/Certifications	421507	\$ 279.00
IPRA	Memberships/Certifications	421507	\$ 279.00
IPRA	Memberships/Certifications	421507	\$ 279.00
IPRA	Memberships/Certifications	421507	\$ 279.00
Amazon	Maintenance / Utlities	421708	\$ 21.90
Nicor Gas	Maintenance / Utlities	421703	\$ 155.72

**Warrant
Summary
As of July 31, 2022**

Nicor Gas	Maintenance / Utlities	421703	\$ 265.19
Comcast	Maintenance / Utlities	421706	\$ 197.85
Comcast	Maintenance / Utlities	421706	\$ 114.90
Comcast	Maintenance / Utlities	421706	\$ 114.90
Comcast	Maintenance / Utlities	421706	\$ 268.79
Comcast	Maintenance / Utlities	421706	\$ 114.90
Comcast	Maintenance / Utlities	421706	\$ 135.43
Amazon	Maintenance / Utlities	421708	\$ 6.95
Speedway	Transportation Gas / Tolls	421801	\$ 600.00
Wix	Printing	421904	\$ 43.00
Makeshift	Computers	421905	\$ 1,475.90
Right Networks	Computers	421905	\$ 75.80
Intuit	Computers	421905	\$ 1,556.46
Mosyle	Computers	421905	\$ 96.00
Zoom	Computers	421905	\$ 1,799.10
Apple	Computers	421905	\$ 0.99
Ring	Computers	421905	\$ 100.00
HTC Corp	Computers	421905	\$ 12.99
Kitcast	Computers	421905	\$ 228.00
Freepik	Computers	421905	\$ 119.99
Amazon	Computers	421906	\$ 50.57
Amazon	Computers	421906	\$ 108.76
Amazon	Computers	421906	\$ 298.00
Lisle PD	Rental Municipal	422109	\$ 25.00
Miller's Ale House	commercial expense	422201	\$ 218.83
Comet's Custard	commercial expense	422201	\$ 57.83
safari land	commercial expense	422204	\$ 15.75
safari land	commercial expense	422204	\$ 22.43
safari land	commercial expense	422204	\$ 36.75
safari land	commercial expense	422204	\$ 42.00
Metropolis	commercial expense	422204	\$ 352.00
Giordano's on rush Chic	commercial expense	422204	\$ 312.64
Triton College	Commercial Expense	422205	\$ 36.00
Village of Bensenville	Commerical Expense	422205	\$ 219.00
Village of Bensenville	Commercial Expense	422205	\$ 180.75
Reuland Food	Commercial Expense	422205	\$ 7.50
Blackberry Farm	Commercial Expense	422205	\$ 91.00
Arlington Lanes	Commercial Expense	422205	\$ 96.00
Sky Centers	Commercial Expense	422205	\$ 105.00
Arlington Lanes	Commercial Expense	422205	\$ 136.50
Thrown Elements	Commercial Expense	422205	\$ 260.00
Arlington Lanes	Commercial Expense	422205	\$ 28.00
Randall Oaks Zoo	Commercial Expense	422205	\$ 310.00
Poplar Creek Bwol	Commercial Expense	422206	\$ 126.00

**Warrant
Summary
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Poplar Creek Bwol	Commercial Expense	422206	\$ 126.00
Poplar Creek Bwol	Commercial Expense	422206	\$ 135.00
Thrown Elements	Commercial Expense	422206	\$ 147.00
Thrown Elements	Commercial Expense	422206	\$ 140.00
Thrown Elements	Commercial Expense	422206	\$ 147.00
Thrown Elements	Commercial Expense	422206	\$ 147.00
Roccovinos Twin Lakes	Commercial Expense	422206	\$ 25.31
Twin Lakes Recreation	Commercial Expense	422206	\$ 15.00
Party City	Commercial Expense	422206	\$ 38.50
Streamwood Bowl	Commercial Expense	422206	\$ 94.50
poplar creek bowl	Commercial Expense	422206	\$ 90.00
poplar creek bowl	commercial expense	422206	\$ 94.50
poplar creek bowl	commercial expense	422206	\$ 90.00
Streamwood bowl	commercial expense	422206	\$ 24.50
poplar creek bowl	commercial expense	422206	\$ 90.00
Krispy Kream	commercial expense	422206	\$ 23.35
Mountain view	commercial expense	422206	\$ 49.50
Portillo's	commercial expense	422206	\$ 75.51
Streamwood Bowl	commercial expense	422206	\$ 97.50
Streamwood Bowl	commercial expense	422206	\$ 112.00
Streamwood Bowl	commercial expense	422206	\$ 131.00
Milwaukee Brewers Box	commercial expense	422208	\$ 342.00
Starbucks	commercial expense	422209	\$ 33.04
Smash Factor	commercial expense	422209	\$ 50.00
Starbucks	commercial expense	422209	\$ 15.85
Dunkin Donuts	commercial expense	422209	\$ 13.63
Big Sammy's	commercial expense	422209	\$ 219.24
Starbucks	commercial expense	422209	\$ 27.50
Prospect Music	commercial expense	422209	\$ 375.00
Smash Factor	commercial expense	422209	\$ 50.00
Goat Yoga Chi	commercial expense	422209	\$ 399.00
Goat Yoga Chi	commercial expense	422209	\$ 399.00
Goat Yoga Chi	commercial expense	422209	\$ 399.00
Goat Yoga Chi	commercial expense	422209	\$ 399.00
Goat Yoga Chi	commercial expense	422209	\$ 399.00
Goat Yoga Chi	commercial expense	422209	\$ 399.00
Smash Factor	commercial expense	422209	\$ 50.00
Fox Valley Special Rec	commercial expense	422211	\$ 80.00
West Suburban Spec	commercial expense	422211	\$ 80.00
Amazon	Program Development	422301	\$ 25.36
Amazon	Program Development	422301	\$ 107.49
Ace Hardware	Program Development	422303	\$ 35.56

**Warrant
Summary
As of July 31, 2022**

Home Depot	Program Development	422303	\$ 88.56
Amazon	Program Development	422303	\$ 38.45
Home Depot	Program Development	422303	\$ 5.51
Home Depot	Program Development	422303	\$ 64.23
Dollar Tree	Program Development	422303	\$ 63.10
Target	Program Development	422303	\$ 22.00
Jewel	Program Development	422303	\$ 31.10
Dollar Tree	Program Development	422303	\$ 50.88
ace	program development	422305	\$ 41.99
Arlington Lanes	Supplies	422401	\$ 353.51
Jewel Osco	Supplies	422401	\$ 134.28
Dollat Tree Rolling Mea	Supplies	422401	\$ 25.00
Safari Land	Supplies	422404	\$ 2.16
Dunkin Egift	Supplies	422405	\$ 25.00
Amazon	Supplies	422405	\$ 36.90
Walmart	Supplies	422405	\$ 20.03
Amazon	Supplies	422405	\$ 17.33
Walmart	Supplies	422405	\$ 71.72
Walmart	Supplies	422405	\$ 108.34
Amazon	Supplies	422405	\$ 20.90
Home Depot	Supplies	422405	\$ 6.97
Walmart	Supplies	422405	\$ 38.75
Dollar Tree	Supplies	422405	\$ 17.50
Dollar Tree	Supplies	422405	\$ 11.12
Marathon	Supplies	422405	\$ 5.50
Dollar Tree	Supplies	422405	\$ 7.50
Walmart	Supplies	422405	\$ 26.72
Michaels	Supplies	422405	\$ 30.43
Dollar Tree	Supplies	422405	\$ 14.75
Dollar Tree	Supplies	422405	\$ 24.25
Dollar Tree	Supplies	422405	\$ 18.75
Jewel	Supplies	422405	\$ 11.75
Dollar Tree	Supplies	422405	\$ 39.75
Dollar Tree	Supplies	422405	\$ 18.75
Walmart	Supplies	422405	\$ 22.50
Walgreens	Supplies	422405	\$ 10.56
Target	Supplies	422405	\$ 55.81
Target	Supplies	422405	\$ 34.67
Dollar Tree	Supplies	422405	\$ 13.00
Dollar Tree	Supplies	422405	\$ 23.75
Dollar Tree	Supplies	422405	\$ 11.25
Dollat Tree Rolling Mea	Supplies	422405	\$ 10.00
Aldi	Supplies	422406	\$ 35.66
Jewel	Supplies	422406	\$ 58.17

**Warrant
Summary
As of July 31, 2022**

Dollar tree	Supplies	422406	\$	25.20
Carniceria	Supplies	422406	\$	16.37
Aldi	Supplies	422406	\$	65.03
Dollar tree	Supplies	422406	\$	8.75
Aldi	Supplies	422406	\$	71.20
Jewel-Osco	Supplies	422406	\$	17.95
Jewel-Osco	Supplies	422406	\$	14.17
Jewel-Osco	Supplies	422406	\$	26.13
Walmart	Supplies	422406	\$	49.50
Sams Club	Supplies	422406	\$	62.64
Dollar Tree	Supplies	422406	\$	62.02
Amazon	Supplies	422406	\$	11.99
Amazon	Supplies	422406	\$	35.48
Amazon	Supplies	422406	\$	33.90
Amazon	Supplies	422406	\$	72.95
Jewel Osco	Supplies	422406	\$	15.63
Jewel Osco 3491 Rolling Meadiws IL	Supplies	422406	\$	72.47
Walmart	Supplies	422409	\$	5.94
Jewel	Supplies	422409	\$	22.98
Jewel	Supplies	422409	\$	30.47
Jewel	Supplies	422409	\$	66.12
Amazon	Supplies	422409	\$	35.55
Amazon	Supplies	422409	\$	319.51
Dollar Tree	Supplies	422409	\$	21.25
Lowes	Supplies	422409	\$	56.88
Amazon	Supplies	422409	\$	209.51
Jewel	Supplies	422409	\$	14.99
Walmart	Supplies	422409	\$	39.51
Jewel	Supplies	422409	\$	2.99
Amazon	Supplies	422409	\$	55.76
Amazon	Supplies	422409	\$	62.99
Walmart	Supplies	422409	\$	40.39
jewel	Supplies	422409	\$	24.25
jewel	Supplies	422409	\$	7.74
LJ and Berties	Supplies	422409	\$	16.25
jewel	Supplies	422409	\$	34.97
Goodwill	Supplies	422409	\$	16.94
jewel	Supplies	422409	\$	25.31
jewel	Supplies	422409	\$	47.83
jewel	Supplies	422409	\$	22.62
jewel	Supplies	422409	\$	43.93
jewel	Supplies	422409	\$	45.39
jewel	Supplies	422409	\$	29.15

**Warrant
Summary
As of July 31, 2022**

Jewel	Supplies	422409	\$ 78.68
Amazon	Supplies	422409	\$ 118.62
Walmart	Supplies	422409	\$ 29.09
Target	Supplies	422409	\$ 79.01
Amazon	Supplies	422409	\$ 18.48
Amazon	Supplies	422409	\$ 28.48
Amazon	Supplies	422409	\$ 7.98
Amazon	Supplies	422409	\$ 39.98
Jewel	Supplies	422409	\$ 23.67
Goodwill	Supplies	422409	\$ 21.49
Jewel	Supplies	422409	\$ 85.79
Oberweis	Supplies	422409	\$ 29.97
Jewel	Supplies	422409	\$ 12.00
Jewel	Supplies	422409	\$ 18.47
Dunkin	Supplies	422409	\$ 18.22
Walmart	Supplies	422409	\$ 39.46
Jewel	Supplies	422409	\$ 38.46
Walmart	Supplies	422409	\$ 21.42
Hobby Lobby	Supplies	422409	\$ 49.72
Amazon	Supplies	422409	\$ 22.84
Amazon	Supplies	422409	\$ 22.99
Amazon	Supplies	422409	\$ 23.57
Amazon	Supplies	422409	\$ 33.44
Amazon	Supplies	422409	\$ 215.95
Amazon	Supplies	422409	\$ 63.20
Walmart	Supplies	422409	\$ 77.37
Amazon	Supplies	422409	\$ 79.10
Amazon	Supplies	422409	\$ 18.29
Jewel Osco	Supplies	422409	\$ 67.75
Walgreens	Supplies	422409	\$ 3.03
Dollar Tree	Supplies	422409	\$ 3.00
7-Eleven	Supplies	422409	\$ 12.13
Walmart	Supplies	422409	\$ 22.38
Dollar Tree	Supplies	422409	\$ 5.00
Walmart	Supplies	422409	\$ 17.25
Walmart	Supplies	422409	\$ 25.20
Tony's	Supplies	422409	\$ 38.90
Uber Eats	Supplies	422412	\$ 12.28
Positive Promotions	Supplies	422415	\$ 567.54
Party City	Supplies	422415	\$ 247.00
Amazon	Supplies	422415	\$ 79.91
Dollar Tree	Supplies	422415	\$ 8.75
Binnys Beverage	Supplies	422415	\$ 20.95
Jewel Osco	Supplies	422415	\$ 255.95

**Warrant
Summary
As of July 31, 2022**

Walmart	Supplies	422415	\$ 101.62
Amazon	Supplies	422421	\$ 19.95
Kona Ice	Supplies	422422	\$ 235.00
mcalisters	Supplies	422422	\$ 32.11
Dollar Tree	Supplies	422423	\$ 12.50
Wal-mart	Supplies	422423	\$ 32.45
Wal-mart	Supplies	422423	\$ 52.23
Amazon	Transportation Maintenance	422701	\$ 83.42
City of Chicago	Transportation Gas/Tolls	422802	\$ 101.97
Illinois tollway	Transportation Gas/ tolls	422802	\$ 1,574.45
Garvey Ofc Supp	Printing	422904	\$ 172.80
Konica Minolta	Printing	422906	\$ 1,215.26
Vistaprint	Printing	422908	\$ 41.99
Vistaprint	Printing	422908	\$ 49.99
Home Depot	Printing	422909	\$ 47.61
Home Depot	Printing	422909	\$ 35.55
G Media Wraps	Printing	422909	\$ 2,487.50
Home Depot	Printing	422909	\$ 24.89
Lowe's	Printing	422909	\$ 23.40
Ace Hardware	Printing	422909	\$ 11.98
Home Depot	Printing	422909	\$ 24.27
Amazon	Public Awareness	423101	\$ 19.68
Amazon	Public Awareness	423101	\$ 18.35
Amazon	Public Awareness	423101	\$ 80.20
Jewel	Public Awareness	423107	\$ 25.00
Indeed	Public Awareness / Subscription	423110	\$ 120.00
Jobmatch	Public Awareness / Subscription	423110	\$ 329.00
Moretti's	Public Awareness / Subscription	423110	\$ 181.05
Jewel	Public Awareness	423111	\$ 150.32
Upwork	Independent Contrators	424403	\$ 186.67
Upwork	Independent Contrators	424403	\$ 86.67
Upwork	Independent Contrators	424403	\$ 100.00
Upwork	Independent Contrators	424403	\$ 173.33
Upwork	Independent Contrators	424403	\$ 153.33
Amazon	Inclusion	450002	\$ 17.90
Amazon	Inclusion	450002	\$ 45.94
Starbucks	Inclusion	450004	\$ 24.25
Amazon	Inclusion	450009	\$ 116.59
Amazon	Inclusion	450011	\$ 7.99
Amazon	Inclusion	450014	\$ 9.99
Amazon	Inclusion	450014	\$ 34.68
Starbucks	Inclusion	450017	\$ 15.00
Factory Direct	Capital Expenses	460001	\$ 33.82
Total Charge for BMO Solutions			\$ 34,683.44

Warrant Summary As of July 31, 2022

Num	Name	Memo	Account	Original Amount
6116	Advance DJ Service	Pursuit Commercial	10600 · Operating	-500.00
		Pursuit Commercial	422209 · PURSUIT	500.00
				<u>500.00</u>
6117	Bill's Auto & Truck Repair	Inv#114301, 114313, 114239, 114220, 114346, 114420	10600 · Operating	-6,953.77
		Repairs and Maintenance	422702 - Repair/Maintenance	6,953.77
				<u>6,953.77</u>
6118	Hanover Park Park District	Rent JUL 2022	10600 · Operating	-1,443.00
07-01-22		Rent JUL 2022	421803 · HPPD Rental Space	1,443.00
				<u>1,443.00</u>
6119	IRS	Notice CP220	10600 · Operating	-2,650.44
		Changes to December 31,2020 941	424305 · Miscellaneous	2,650.44
				<u>2,650.44</u>
6120	Jillian Bliss	Inv June 2020 - Piano and Voice Lessons	10600 · Operating	-268.75
		Inv June 2020 - Piano and Voice Lessons	424402 · General Programs	268.75
				<u>268.75</u>
6121	Lauterbach & Amen, LLP	Inv#68049-June 2022	10600 · Operating	-6,750.00
		Inv#68049-June 2022	421002 · Professional Fees	6,750.00
				<u>6,750.00</u>
6122	Northwest Suburban Special Education Org:	Pursuit-Municipal	10600 · Operating	-73.84
		Pursuit-Municipal	422109 · PURSUIT	73.84
				<u>73.84</u>
6123	Park Central Condo Assn.	Monthly Condo Assoc Dues	10600 · Operating	-1,065.00
22a-007		Monthly Condo Assoc Dues	421801 · Condo Association Fee	1,065.00
				<u>1,065.00</u>
6124	PDRMA		10600 · Operating	-67,269.68
		Inv FH22132H - June 2022 Health Premiums	421603 · Employer Contributions	39,269.64
		Inv FH22132 - Contributions for 1/1/22-6/30/22	441004 · Liability Fees	28,000.04
				<u>67,269.68</u>
6125	Physicians Immediate Care - Chicago	Inv#4272281-Drug Testing	10600 · Operating	-226.00
		Inv#4272281-Drug Testing	441002 · Drug Tests / Physicals	226.00
				<u>226.00</u>
6126	Rolling Meadows Park District		10600 · Operating	-3,460.00
22-0707		Maintenance Reimbursement	421701 · Condo Maintenance	960.00
22-0207		Rental South East Wing RMPD Community Cer	421802 · RMCC Rental Space	2,500.00
				<u>3,460.00</u>
6127	Sterling Network Integration		10600 · Operating	-38,690.00
		Inv 07122201 - Hardware for Main Office Cablin	421906 · Miscellaneous Hardware	24,430.00
		Inv 07122202 - Prepaid hours for hardware imp	421902 · Framework Support	14,260.00
				<u>38,690.00</u>
6128	Wheeling Park District	Inv#July 8, 2022-Annual Lease Fee	10600 · Operating	-15,000.00
		Inv#July 8, 2022-Annual Lease Fee	421805 · Wheeling Rental Space	15,000.00
				<u>15,000.00</u>
6185	U.S. Postal Service	Reference Job #46142	10600 · Operating	-1,300.00
		Postage for Fall Brochure	422907 · Seasonal Brochure	1,300.00
				<u>1,300.00</u>

**Warrant
Summary
As of July 31, 2022**

1,300.00

**Warrant
Summary
As of July 31, 2022**

6187	A. Hardy	Pursuit Food Truck Event	10600 · Operating	-250.00
		Pursuit Food Truck Event	424405 · PURSUIT	250.00
				<u>250.00</u>
6188	Cash	To reimburse petty cash	10600 · Operating	-321.32
		To reimburse petty cash	10300 · Petty Cash	321.32
				<u>321.32</u>
6189	Chris Workman	Drum Lessons	10600 · Operating	-153.00
		Drum Lessons	424402 · General Programs	153.00
				<u>153.00</u>
6190	Katrina Wiegand	Sam's Club Purchase on 7/19/22	10600 · Operating	-286.84
		Sam's Club - Staff Appreciation	422406 · General Programs	286.84
				<u>286.84</u>
6191	Lorna Place	Sensory Garden Supplies from Walmart	10600 · Operating	-54.93
		Sensory Garden Supplies from Walmart	422406 · General Programs	54.93
				<u>54.93</u>
6192	South Barrington Park District	Group Fitness for Fitness Staff	10600 · Operating	-160.00
		Group Fitness for Fitness Staff	450015 · South Barrington	160.00
				<u>160.00</u>
6193	Sterling Network Integration	Inv. #07212201	10600 · Operating	-2,964.34
		Server Cabinet for Main Office	421905 · Miscellaneous Software	2,964.34
				<u>2,964.34</u>
6194	Tacos Chapultepec	Pursuit Food Truck Event	10600 · Operating	-2,500.00
		Pursuit Food Truck Event	424405 · PURSUIT	2,500.00
				<u>2,500.00</u>
6243	Mt. Prospect Park District	July 2022 Rent	10600 · Operating	-2,500.00
		July 2022 Rent	421804 · MPPD Rental Space	2,500.00
				<u>2,500.00</u>
Total for Warrant VB&T Business Checking Accounts Payable				\$ 154,840.91

**Warrant
Summary
As of August 31, 2022**

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			
12000 Accounts Receivable				

Total VB&T Electronic Accounts Payable	\$ 38,029.12
Electronic Accounts Payable (PCARDS-BMO)	\$ 681.33
Electronic Accounts Payable (PCARDS-5th-3rd)	\$ 45,685.70
Total VB&T Business Checking Accounts Payable	\$ 299,267.19
	\$ 383,663.34

Payroll	08.12.22	\$ 289,702.70
	08.26.22	\$ 116,363.33

IMRF Payment	Aug-22	\$ 36,182.22
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Motion to approve Warrant 08.31.22	\$ 825,911.59
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**Warrant
Summary
As of August 31, 2022**

Vendor	Description	Amount
Excal Tech	Software/Hardware	\$ 9,478.63
Wex Bank		\$ 11,470.70
Aflac		\$ 600.64
Mission Square ICMA		\$ 3,630.00
IL Dept. Empl Sec Unempl Tax		\$ 7,588.00
ComEd	May Electric	\$ 966.48
CostCo	Miscellaneous purchases	\$ 96.18
Wells Fargo	Konica Minolta - 2nd & 3rd Flr Copier	\$ 1,256.72
Pitnay Bowes	Postage	\$ 1,000.00
Hewlett Packard Fin Svcs	Lease Payment	\$ 1,941.77
Total Warrant for Electronic Accounts Payable		\$ 38,029.12

**Warrant
Summary
As of August 31, 2022**

Vendor	Expense Account Title	Account	Amount
In Salvi Sports Enter	Rental Municipal	422107	\$ 275.00
Amazon	Office Supplies	421105	\$ 38.51
Authorize.net	Credit Card and Bank Fees	421150	\$ 25.00
Zoom	Computers	421905	\$ 14.99
Pinstripes	Commerical	422209	\$ 70.50
Pinstripes	Commerical	422209	\$ 70.50
Pinstripes	Commerical	422209	\$ 37.63
Daily Herald	Public Awareness/Subscriptions/A ds	423108	\$ 149.20

Total Warrant for Electronic Accounts Payable	\$ 681.33
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**Warrant
Summary
As of August 31, 2022**

Vendor	Expense Account Title	Account	Amount
AMAZON	OFFICE SUPPLIES	421102	\$ 134.87
WM SUPERCENTER #1898	PROGRAM SUPPLIES	422422	\$ 66.52
MCDONALD'S F11261	COMMERCIAL EXPENSE	422209	\$ 44.96
WALMART	PROGRAM SUPPLIES	422408	\$ 22.42
JEWEL	PROGRAM SUPPLIES	422409	\$ 31.96
PARK DISTRICT RISK MAN	CONFERENCE/EDUCATION	421403	\$ 25.00
SPUNKY DUNKERS DONUTS	COMMERCIAL EXPENSE	422209	\$ 46.82
AMAZON	INCLUSION	450017	\$ 15.99
DLX FOR SMALLBUSINESS	OFFICE SUPPLIES	421105	\$ 367.86
JEWEL	PROGRAM SUPPLIES	422409	\$ 62.69
JEWEL	PROGRAM SUPPLIES	422409	\$ 35.10
WALMART	PROGRAM SUPPLIES	422412	\$ 34.77
WALMART	PROGRAM SUPPLIES	422412	\$ 40.00
DOMINO'S 2880	PROGRAM SUPPLIES	422412	\$ 90.92
JEWEL	PROGRAM DEVELOPMENT	422301	\$ 228.77
FH GOAT YOGA CHICAGO	INDEPENDENT CONTRACTORS	424405	\$ (399.00)
DUNKIN	COMMERCIAL EXPENSE	422209	\$ 24.93
AMAZON	COMPUTERS	421906	\$ 483.00
JEWEL	CONFERENCE/EDUCATION	421407	\$ 33.25
AMAZON	PROGRAM SUPPLIES	422411	\$ 49.59
NWSRA	CONFERENCE/EDUCATION	421406	\$ 15.00
ECONOMY DISPOSAL	TRANSPORTATION MAINTENAN	422705	\$ 375.00
PARK DISTRICT RISK MAN	CONFERENCE/EDUCATION	421403	\$ 25.00
AMAZON	INCLUSION	450004	\$ 90.56
CASEYS #6504	PROGRAM DEVELOPMENT	422301	\$ 48.52
ME-HOFFMAN EST-RESERVE	COMMERCIAL EXPENSE	422209	\$ 100.00
ME-HOFFMAN EST-RESERVE	COMMERCIAL EXPENSE	422209	\$ 100.00
THE MORTON ARBORETUM	COMMERCIAL EXPENSE	422209	\$ 750.00
SNAGAJOB	PUBLIC AWARENESS/SUBSCRI	423110	\$ 89.00
HOBBY-LOBBY #520	PROGRAM DEVELOPMENT	422301	\$ 113.21
JIMMY JOHNS - 0300 - E	PROGRAM DEVELOPMENT	422303	\$ 41.72
SPOTIFY USA	COMMERCIAL EXPENSE	422209	\$ 15.99
PARTY CITY 5256	PROGRAM SUPPLIES	422406	\$ 44.00
NAME BADGES INT'L	OFFICE SUPPLIES	421104	\$ 83.28
PORTILLOS HOT DOGS#140	COMMERCIAL EXPENSE	422209	\$ 106.74
POTBELLY # 62	CONFERENCE/EDUCATION	421407	\$ 19.57
AMAZON	MAINTENANCE/UTILITIES	421708	\$ 139.99
THE HOME DEPOT #1904	PROGRAM DEVELOPMENT	422301	\$ 65.80
WM SUPERCENTER #1413	PROGRAM DEVELOPMENT	422301	\$ 105.28
WM SUPERCENTER #1897	PROGRAM DEVELOPMENT	422301	\$ (87.21)
POTBELLY # 62	CONFERENCE/EDUCATION	421407	\$ 168.81
THE HOME DEPOT #1917	PROGRAM DEVELOPMENT	422303	\$ 51.46
THE HOME DEPOT #6701	PRINTING	422909	\$ 48.45
THE HOME DEPOT #6701	PRINTING	422909	\$ 13.10
VISTAPRINT	PRINTING	422908	\$ 49.99
AMAZON	COMPUTERS	421906	\$ 12.99
HTC CORP	COMPUTERS	421905	\$ 12.99
DUNKIN	CONFERENCE/EDUCATION	421406	\$ 24.62
WALGREENS #3940	PROGRAM SUPPLIES	422409	\$ 10.79
AMAZON	MAINTENANCE/UTILITIES	421708	\$ 239.99

**Warrant
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DOLLAR TREE	PROGRAM DEVELOPMENT	422301	\$	68.75
DOLLAR TREE	PROGRAM DEVELOPMENT	422301	\$	40.50
WM SUPERCENTER #5060	PROGRAM DEVELOPMENT	422301	\$	31.76
UPWORK -506545291REF	INDEPENDENT CONTRACTORS	424403	\$	106.67
UPWORK -506545291REF	CREDIT CARD AND BANK FEES	421153	\$	5.33
WALMART	PROGRAM DEVELOPMENT	422301	\$	319.36
WM SUPERCENTER #1681	PROGRAM SUPPLIES	422409	\$	37.24
MICHAELS STORES 8634	PROGRAM SUPPLIES	422409	\$	5.49
DOLLAR TREE	PROGRAM SUPPLIES	422422	\$	32.75
JEWEL	PROGRAM SUPPLIES	422422	\$	15.00
UNITED AIRLINES	CONFERENCE/EDUCATION	421407	\$	102.60
UNITED AIRLINES	CONFERENCE/EDUCATION	421407	\$	23.00
AMAZON	PROGRAM DEVELOPMENT	422303	\$	74.98
THE HOME DEPOT #6701	PROGRAM DEVELOPMENT	422303	\$	136.87
MR ACE	PRINTING	422909	\$	3.24
WALGREENS #6796	PRINTING	422909	\$	33.90
PARTY CITY BOPIS	PROGRAM DEVELOPMENT	422305	\$	59.68
BEERHEAD BAR & EATERY	PROGRAM SUPPLIES	422409	\$	89.44
844 BOWLERO 800342526	COMMERCIAL EXPENSE	422201	\$	422.25
MENARDS MOUNT PROSPECT	PROGRAM SUPPLIES	422417	\$	249.23
AMAZON	PROGRAM SUPPLIES	422408	\$	12.99
CITY WORKS SCHAUMBURG	CONFERENCE/EDUCATION	421405	\$	39.88
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	\$	222.19
AMAZON	COMPUTERS	421906	\$	23.99
AMAZON	COMPUTERS	421906	\$	271.44
PAYPAL CHI WILS CHI W	CONFERENCE/EDUCATION	421407	\$	25.00
AMAZON	MAINTENANCE/UTILITIES	421707	\$	380.00
AMAZON	PROGRAM DEVELOPMENT	422305	\$	14.39
AMAZON	OFFICE SUPPLIES	421101	\$	19.65
AMAZON	PROGRAM SUPPLIES	422422	\$	6.99
AMAZON	INCLUSION	450003	\$	76.05
AMAZON	OFFICE SUPPLIES	421105	\$	(18.96)
SAMS CLUB #6339	PROGRAM DEVELOPMENT	422301	\$	226.73
JEWEL	PROGRAM SUPPLIES	422409	\$	26.07
TRAVEL GUARD GROUP INC	CONFERENCE/EDUCATION	421407	\$	14.00
ALLIANZ TRAVEL INS	CONFERENCE/EDUCATION	421407	\$	27.00
DELTA	CONFERENCE/EDUCATION	421407	\$	247.60
DELTA	CONFERENCE/EDUCATION	421407	\$	19.99
DUNKIN	CONFERENCE/EDUCATION	421405	\$	23.13
WM SUPERCENTER #1735	PROGRAM SUPPLIES	422409	\$	24.55
AMAZON	PROGRAM SUPPLIES	422409	\$	7.49
AMAZON	PROGRAM SUPPLIES	422409	\$	11.25
THE HOME DEPOT #6701	PROGRAM SUPPLIES	422406	\$	28.74
AMAZON	PROGRAM SUPPLIES	422409	\$	132.96
AMAZON	PROGRAM SUPPLIES	422409	\$	46.06
SPEEDWAY 07504 1902 AR	PROGRAM SUPPLIES	422405	\$	10.00
BUFFALO WILD WINGS 034	CONFERENCE/EDUCATION	421406	\$	101.77
NOODLES & CO 628	CONFERENCE/EDUCATION	421406	\$	30.13
AMAZON	PROGRAM SUPPLIES	422409	\$	34.58
AMAZON	COMPUTERS	421906	\$	759.96
MCDONALD'S F38024	COMMERCIAL EXPENSE	422209	\$	3.56
AMAZON	PROGRAM SUPPLIES	422409	\$	140.61

**Warrant
Summary
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AMAZON	OFFICE SUPPLIES	421105	\$	18.96
THE HOME DEPOT #6701	PROGRAM SUPPLIES	422406	\$	78.13
THE HOME DEPOT #6701	PROGRAM SUPPLIES	422406	\$	74.24
FH SAFARI LAKE GENEVA	COMMERCIAL EXPENSE	422208	\$	(10.37)
JEWEL	PROGRAM SUPPLIES	422409	\$	58.36
AMAZON	INCLUSION	450022	\$	15.29
AMAZON	PROGRAM DEVELOPMENT	422301	\$	86.24
AMAZON	OFFICE SUPPLIES	421102	\$	131.30
CHIPOTLE ONLINE	CONFERENCE/EDUCATION	421407	\$	151.26
JOANN STORES #2048	PROGRAM DEVELOPMENT	422301	\$	46.20
PETCO 1986 63519862	PROGRAM SUPPLIES	422409	\$	95.97
SQ 10 S. PINE: CAPANN	COMMERCIAL EXPENSE	422209	\$	38.18
JEWEL	PROGRAM SUPPLIES	422409	\$	11.04
JEWEL	PROGRAM SUPPLIES	422409	\$	17.67
AMAZON	PROGRAM SUPPLIES	422409	\$	56.84
AMAZON	PROGRAM SUPPLIES	422409	\$	20.00
AMAZON	PROGRAM SUPPLIES	422409	\$	22.90
AMAZON	PROGRAM SUPPLIES	422409	\$	107.65
AMAZON	PROGRAM SUPPLIES	422409	\$	290.17
ME-HOFFMAN EST-RESERVE	RENTAL MUNICIPAL	422109	\$	226.47
VILLAGE OF BENSENVILLE	PROGRAM SUPPLIES	422409	\$	280.00
AMAZON	TRANSPORTATION MAINTENAI	422701	\$	40.79
UPWORK -504557322REF	INDEPENDENT CONTRACTORS	424403	\$	200.00
UPWORK -504557322REF	CREDIT CARD AND BANK FEES	421153	\$	10.00
FLEETIO.COM	COMPUTERS	421905	\$	136.80
AMAZON	PROGRAM SUPPLIES	422409	\$	27.28
AMAZON	PROGRAM SUPPLIES	422409	\$	23.94
CONVERGED DIGITAL NETW	TELEPHONE/FAX	421305	\$	314.00
AMAZON	PROGRAM SUPPLIES	422409	\$	12.99
AMAZON	PROGRAM SUPPLIES	422409	\$	15.98
WALMART	INCLUSION	450001	\$	15.98
WALMART	INCLUSION	450002	\$	15.98
WALMART	INCLUSION	450003	\$	15.98
WALMART	INCLUSION	450004	\$	15.98
WALMART	INCLUSION	450005	\$	15.98
WALMART	INCLUSION	450006	\$	15.98
WALMART	INCLUSION	450007	\$	15.98
WALMART	INCLUSION	450008	\$	15.98
WALMART	INCLUSION	450009	\$	15.98
WALMART	INCLUSION	450010	\$	15.98
WALMART	INCLUSION	450011	\$	15.98
WALMART	INCLUSION	450012	\$	15.98
WALMART	INCLUSION	450013	\$	15.98
WALMART	INCLUSION	450014	\$	15.98
WALMART	INCLUSION	450015	\$	15.98
WALMART	INCLUSION	450016	\$	15.98
WALMART	INCLUSION	450017	\$	16.02
AMAZON	PROGRAM SUPPLIES	422409	\$	31.96
AMAZON	PROGRAM SUPPLIES	422409	\$	77.94
VZWRLSS APOCC VISB	TELEPHONE/FAX	421301	\$	1,078.69
THE HOME DEPOT #1917	PRINTING	422909	\$	54.23
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	\$	114.90

**Warrant
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JOHN WEISS ACE HDWE	MAINTENANCE/UTILITIES	421708	\$	51.74
BIBIBOP ASIAN GRILL -	COMMERCIAL EXPENSE	422209	\$	23.50
MENARDS CARPENTERSVILL	PROGRAM SUPPLIES	422406	\$	185.37
AMAZON	PROGRAM SUPPLIES	422409	\$	12.99
AMAZON	PROGRAM SUPPLIES	422409	\$	5.99
AMAZON	PROGRAM SUPPLIES	422409	\$	15.69
AMAZON	PROGRAM SUPPLIES	422409	\$	417.34
AMAZON	PROGRAM SUPPLIES	422409	\$	148.81
FH SAFARI LAKE GENEVA	COMMERCIAL EXPENSE	422208	\$	210.23
JEWEL	PROGRAM SUPPLIES	422409	\$	40.19
GOODWILL RETAIL #091	PROGRAM SUPPLIES	422409	\$	5.00
ARMANDS PIZZERIA	COMMERCIAL EXPENSE	422204	\$	350.00
HOBBY-LOBBY #0177	PROGRAM DEVELOPMENT	422301	\$	246.05
AMAZON	PROGRAM SUPPLIES	422409	\$	277.66
MEIJER # 206	PROGRAM SUPPLIES	422409	\$	60.00
MCDONALD'S F38024	COMMERCIAL EXPENSE	422209	\$	7.12
MGMT ASSC OF IL	CONFERENCE/EDUCATION	421406	\$	250.00
AMAZON	COMPUTERS	421906	\$	499.99
JEWEL	PROGRAM SUPPLIES	422409	\$	47.06
CHIPOTLE ONLINE	CONFERENCE/EDUCATION	421406	\$	87.96
AMAZON	PUBLIC AWARENESS/SUBSCRI	423107	\$	35.90
THE HOME DEPOT #1917	PRINTING	422909	\$	16.80
JEWEL	PROGRAM SUPPLIES	422409	\$	34.47
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	\$	888.99
TARGET 00010363	PROGRAM SUPPLIES	422417	\$	82.63
AMAZON	PROGRAM SUPPLIES	422421	\$	14.99
AMAZON	PROGRAM SUPPLIES	422409	\$	120.61
MCALISTERS TILSTER#102	CONFERENCE/EDUCATION	421406	\$	75.33
JEWEL	PROGRAM SUPPLIES	422409	\$	31.42
AMAZON	OFFICE SUPPLIES	421105	\$	27.14
AMAZON	OFFICE SUPPLIES	421105	\$	153.99
AMAZON	INCLUSION	450003	\$	18.88
WESTWOOD TAVERN TAP	CONFERENCE/EDUCATION	421405	\$	78.00
DOLLAR TREE	PROGRAM SUPPLIES	422421	\$	34.38
AMAZON	OFFICE SUPPLIES	421102	\$	131.03
COMPLETE WEDDINGS EVE	INDEPENDENT CONTRACTORS	424405	\$	300.00
CAFE ZUPA WHEELING	CONFERENCE/EDUCATION	421405	\$	30.91
TARGET 00008805	PROGRAM SUPPLIES	422409	\$	172.28
AMAZON	PROGRAM DEVELOPMENT	422301	\$	50.15
AMAZON	PUBLIC AWARENESS/SUBSCRI	423101	\$	50.00
AMAZON	PROGRAM DEVELOPMENT	422301	\$	44.97
ACCURATE OFFICE SUPPLY	PRINTING	422904	\$	997.50
AMERICAN AIRLINES	CONFERENCE/EDUCATION	421407	\$	53.86
AMAZON	PRINTING	422909	\$	69.99
AMAZON	PROGRAM SUPPLIES	422406	\$	39.99
JEWEL	PROGRAM SUPPLIES	422406	\$	40.03
AMAZON	TRANSPORTATION MAINTENAI	422701	\$	33.98
DUNKIN	COMMERCIAL EXPENSE	422209	\$	24.05
AMAZON	PROGRAM SUPPLIES	422409	\$	59.06
JEWEL	CONFERENCE/EDUCATION	421406	\$	30.25
AMAZON	PROGRAM DEVELOPMENT	422301	\$	360.35
AMAZON	PROGRAM SUPPLIES	422409	\$	77.01

**Warrant
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SAMS CLUB #6339	PROGRAM SUPPLIES	422406	\$	55.21
WALMART	PROGRAM SUPPLIES	422409	\$	67.67
AMAZON	INCLUSION	450022	\$	25.08
TARGET 00013854	PROGRAM SUPPLIES	422409	\$	50.39
ADOBE ACROPRO SUBS	INCLUSION	450021	\$	71.68
NRPA OPERATING	CONFERENCE/EDUCATION	421407	\$	70.00
ADVENTURE IN A BOX	PROGRAM SUPPLIES	422409	\$	7.00
WWW.PINSTripES.COM	COMMERCIAL EXPENSE	422209	\$	33.75
UPWORK -502611903REF	INDEPENDENT CONTRACTORS	424403	\$	120.00
UPWORK -502611903REF	CREDIT CARD AND BANK FEES	421153	\$	6.00
AMAZON	OFFICE SUPPLIES	421105	\$	62.35
NICOR GAS	MAINTENANCE/UTILITIES	421703	\$	49.79
NICOR GAS	MAINTENANCE/UTILITIES	421703	\$	49.79
PROSPECTMUSICThERAPY.N	INDEPENDENT CONTRACTORS	424405	\$	375.00
VILLAGE OF BENSENVILLE	COMMERCIAL EXPENSE	422209	\$	214.50
AMERICAN AIRLINES	CONFERENCE/EDUCATION	421407	\$	(11.91)
VILLAGE OF BENSENVILLE	PROGRAM SUPPLIES	422408	\$	256.25
JEWEL	PROGRAM SUPPLIES	422409	\$	11.27
AMAZON	PROGRAM SUPPLIES	422409	\$	77.95
AMAZON	PROGRAM SUPPLIES	422409	\$	17.12
TCKTWEB ARIESSPEARS	COMMERCIAL EXPENSE	422201	\$	394.90
DOMINO'S 2771	PROGRAM SUPPLIES	422406	\$	30.00
JEWEL	PROGRAM SUPPLIES	422406	\$	22.25
JEWEL	PROGRAM SUPPLIES	422409	\$	21.48
JIMMY JOHNS - 1889	PROGRAM SUPPLIES	422406	\$	58.21
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	\$	114.25
TARGET 00019505	PUBLIC AWARENESS/SUBSCRI	423107	\$	62.04
COOKS ICE (2 OF 2 PA	INDEPENDENT CONTRACTORS	424405	\$	475.00
DOMINO'S 2771	PROGRAM SUPPLIES	422401	\$	46.96
WWW.PINSTripES.COM	COMMERCIAL EXPENSE	422209	\$	33.75
AMAZON	PROGRAM SUPPLIES	422409	\$	17.59
AMAZON	PROGRAM SUPPLIES	422411	\$	330.24
ZOOM.US 888-799-9666	COMPUTERS	421905	\$	(867.52)
ALDI 40077	PROGRAM SUPPLIES	422405	\$	18.14
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	\$	197.85
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	\$	205.23
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	\$	269.10
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	\$	215.87
APPLE.COM/BILL	COMPUTERS	421905	\$	0.99
INDEED	PUBLIC AWARENESS/SUBSCRI	423110	\$	120.00
ALDI 40055	PROGRAM SUPPLIES	422405	\$	9.07
JEWEL	PROGRAM SUPPLIES	422406	\$	19.00
MGMT ASSC OF IL	CONFERENCE/EDUCATION	421406	\$	400.00
MGMT ASSC OF IL	CONFERENCE/EDUCATION	421406	\$	150.00
GIFTOGRAM	TRANSPORTATION GAS/TOLLS	422801	\$	100.00
AMAZON	PROGRAM SUPPLIES	422421	\$	75.64
AMAZON	PROGRAM SUPPLIES	422421	\$	68.50
AMAZON	PROGRAM SUPPLIES	422409	\$	9.79
AMAZON	PROGRAM SUPPLIES	422409	\$	76.81
AMAZON	PROGRAM SUPPLIES	422409	\$	186.88
AMAZON	OFFICE SUPPLIES	421105	\$	145.51
SAMSClUB #6487	PROGRAM SUPPLIES	422409	\$	41.41

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JEWEL	PROGRAM SUPPLIES	422405	\$	26.96
JEWEL	PROGRAM SUPPLIES	422405	\$	17.44
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	\$	144.00
JEWEL	PROGRAM SUPPLIES	422406	\$	35.06
SEÑOR TACOS	PROGRAM SUPPLIES	422406	\$	151.75
JEWEL	PROGRAM SUPPLIES	422409	\$	36.43
AMAZON	PROGRAM SUPPLIES	422409	\$	11.17
THE HOME DEPOT #6701	PRINTING	422909	\$	34.86
DUNKIN	PROGRAM SUPPLIES	422409	\$	15.42
JEWEL	PROGRAM SUPPLIES	422406	\$	6.33
TST REPS PLACE	COMMERCIAL EXPENSE	422206	\$	160.00
GIFTOGRAM	TRANSPORTATION GAS/TOLLS	422801	\$	50.00
GRUBHUBWESTWOODTAVERN	CONFERENCE/EDUCATION	421405	\$	89.98
WM SUPERCENTER #1681	PROGRAM SUPPLIES	422409	\$	81.97
GIFTOGRAM	TRANSPORTATION GAS/TOLLS	422801	\$	250.00
AMAZON	PUBLIC AWARENESS/SUBSCRI	423101	\$	10.07
DKG MEDIA, LP	CONFERENCE/EDUCATION	421407	\$	387.00
AMAZON	INCLUSION	450022	\$	22.99
AMAZON	OFFICE SUPPLIES	421105	\$	8.78
AMAZON	OFFICE SUPPLIES	421105	\$	55.96
AMAZON	OFFICE SUPPLIES	421105	\$	27.49
NETFLIX.COM	PROGRAM SUPPLIES	422409	\$	19.99
JEWEL	PROGRAM SUPPLIES	422405	\$	48.12
JEWEL	PROGRAM SUPPLIES	422409	\$	43.67
PETCO 1986 63519862	PROGRAM SUPPLIES	422409	\$	25.98
WALMART	PROGRAM SUPPLIES	422405	\$	10.97
WALMART	PROGRAM SUPPLIES	422406	\$	130.77
JEWEL	PROGRAM SUPPLIES	422405	\$	30.00
THE HOME DEPOT #1917	PRINTING	422909	\$	3.16
DUNKIN	PROGRAM SUPPLIES	422406	\$	19.47
AMAZON	PROGRAM SUPPLIES	422409	\$	145.95
AMAZON	PROGRAM SUPPLIES	422409	\$	11.04
AMAZON	PROGRAM SUPPLIES	422409	\$	37.64
YOURMEMBER-CAREERS	PUBLIC AWARENESS/SUBSCRI	423110	\$	299.00
AMAZON	PUBLIC AWARENESS/SUBSCRI	423101	\$	34.52
AMAZON	PROGRAM SUPPLIES	422409	\$	25.97
ILIPRA.ORG	PUBLIC AWARENESS/SUBSCRI	423110	\$	305.00
ADOBE 800-833-6687	COMPUTERS	421905	\$	58.09
SPEEDWAY 08344 1295 RA	TRANSPORTATION GAS/TOLLS	422801	\$	450.00
AMAZON	PROGRAM SUPPLIES	422409	\$	27.93
CHIPOTLE ONLINE	COMMERCIAL EXPENSE	422209	\$	137.26
ELLACARD.COM	INCLUSION	450021	\$	8.99
CRUMBL	INCLUSION	450021	\$	24.58
MAGO GRILL & CANTINA A	INCLUSION	450021	\$	138.13
JEWEL	PROGRAM SUPPLIES	422405	\$	6.79
JEWEL	PROGRAM SUPPLIES	422409	\$	11.49
DOLLAR TREE	PROGRAM SUPPLIES	422409	\$	30.00
DOLLAR TREE	PROGRAM SUPPLIES	422405	\$	9.25
AMAZON	CONFERENCE/EDUCATION	421407	\$	16.09
STREAMWOOD BOWL	PROGRAM SUPPLIES	422406	\$	90.25
CHIPOTLE 0404	CONFERENCE/EDUCATION	421405	\$	32.00
AMAZON	PRINTING	422909	\$	35.52

Warrant Summary As of August 31, 2022

LOWES #01821	PRINTING	422909	\$	57.22
AMAZON	COMPUTERS	421906	\$	10.44
DOLLAR TREE	PROGRAM SUPPLIES	422405	\$	10.00
WM SUPERCENTER #1420	PROGRAM SUPPLIES	422409	\$	37.76
PICTURE SHOW BLOOMINGD	COMMERCIAL EXPENSE	422205	\$	71.50
PICTURE SHOW BLOOMINGD	COMMERCIAL EXPENSE	422205	\$	29.00
AMAZON	PROGRAM SUPPLIES	422409	\$	13.53
DISNEY PLUS	PROGRAM SUPPLIES	422409	\$	79.99
MOSYLE BUS MOSYLE_BUS	COMPUTERS	421905	\$	31.50
FIRST COMMUNICATIONS L	TELEPHONE/FAX	421304	\$	651.16
UPWORK -500590488REF	INDEPENDENT CONTRACTORS	424403	\$	213.33
UPWORK -500590488REF	CREDIT CARD AND BANK FEES	421153	\$	10.67
RIGHT NETWORKS	COMPUTERS	421905	\$	75.80
HRDIRECT/POSTERGUARD	PROGRAM SUPPLIES	422412	\$	211.44
INTUIT QUICKBOOKS	COMPUTERS	421905	\$	1,556.46
WM SUPERCENTER #1420	PROGRAM SUPPLIES	422409	\$	35.06
CASHSTAR STARBUCKS GFT	INCLUSION	450022	\$	5.00
CASHSTAR STARBUCKS GFT	INCLUSION	450022	\$	5.00
PICTURE SHOW BLOOMINGD	COMMERCIAL EXPENSE	422205	\$	62.50
IL - SCHAUMBURG-I HEAR	COMMERCIAL EXPENSE	422206	\$	7.02
SQ WOK A HOLIC	COMMERCIAL EXPENSE	422206	\$	24.14
DUNKIN	CONFERENCE/EDUCATION	421406	\$	9.68
JEWEL	PROGRAM SUPPLIES	422405	\$	26.85
CONGO RIVER ADVENTURE	COMMERCIAL EXPENSE	422201	\$	144.00
DOLLAR TREE	PROGRAM SUPPLIES	422406	\$	15.13
JEWEL	PROGRAM SUPPLIES	422401	\$	13.98
ARLINGTON LANES	COMMERCIAL EXPENSE	422205	\$	42.00
WWW.MAKESHIFT.CA	COMPUTERS	421905	\$	1,473.94
GIFTOGRAM	TRANSPORTATION GAS/TOLLS	422801	\$	800.00
WALMART	PROGRAM SUPPLIES	422409	\$	15.18
WM SUPERCENTER #1420	PROGRAM SUPPLIES	422409	\$	33.10
MENARDS HANOVER PARK I	PROGRAM SUPPLIES	422406	\$	67.60
FH LAKE GENEVA CRUISE	COMMERCIAL EXPENSE	422208	\$	272.00
JEWEL	PROGRAM SUPPLIES	422405	\$	103.06
JEWEL	PROGRAM SUPPLIES	422405	\$	12.98
THE HOME DEPOT #1964	PROGRAM SUPPLIES	422405	\$	6.97
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	\$	36.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	\$	90.00
7-ELEVEN 38440	PROGRAM SUPPLIES	422409	\$	2.89
DOLLAR TREE	PROGRAM SUPPLIES	422409	\$	25.00
JEWEL	PROGRAM SUPPLIES	422409	\$	19.26
SMASH FACTOR INDOOR GO	COMMERCIAL EXPENSE	422209	\$	55.00
AMAZON	PROGRAM SUPPLIES	422409	\$	44.44
MARIANOS #541	PROGRAM SUPPLIES	422401	\$	16.74
SQ SUKI HANA	COMMERCIAL EXPENSE	422206	\$	14.81
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	\$	119.00
ARLINGTON LANES	COMMERCIAL EXPENSE	422205	\$	91.00
AMAZON	PROGRAM SUPPLIES	422409	\$	172.61
SQ BALL FACTORY MOUNT	COMMERCIAL EXPENSE	422205	\$	142.50
JEWEL	PROGRAM SUPPLIES	422415	\$	78.48
DOLLAR TREE	PROGRAM SUPPLIES	422406	\$	6.25
PANERA BREAD #204093 P	CONFERENCE/EDUCATION	421407	\$	25.25

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AMAZON	PROGRAM SUPPLIES	422409	\$	10.99
AMAZON	PROGRAM SUPPLIES	422409	\$	133.73
AMAZON	PROGRAM SUPPLIES	422409	\$	47.47
DOMINO'S 2771	PROGRAM SUPPLIES	422406	\$	57.50
JEWEL	PROGRAM SUPPLIES	422406	\$	11.98
DOLLAR TREE	PROGRAM SUPPLIES	422405	\$	5.00
AMAZON	INCLUSION	450022	\$	14.99
AMAZON	INCLUSION	450022	\$	9.99
AMAZON	INCLUSION	450022	\$	8.95
TARGET 00007328	PROGRAM SUPPLIES	422409	\$	9.97
STARBUCKS STORE 14335	COMMERCIAL EXPENSE	422209	\$	14.96
SCHAUMBURG BOOMERS	COMMERCIAL EXPENSE	422209	\$	3.00
KALAHARI RESORT - WI	COMMERCIAL EXPENSE	422208	\$	3,885.00
JEWEL	PROGRAM SUPPLIES	422409	\$	57.73
JEWEL	PROGRAM SUPPLIES	422409	\$	12.26
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	\$	147.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	\$	147.00
FRATELLOS II	COMMERCIAL EXPENSE	422205	\$	28.79
IN SALVI SPORTS ENTER	COMMERCIAL EXPENSE	422209	\$	798.00
AMAZON	PROGRAM SUPPLIES	422406	\$	376.73
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422205	\$	160.00
ACCURATE OFFICE SUPPLY	PRINTING	422904	\$	11.28
ZANIES BOX OFFICE	COMMERCIAL EXPENSE	422209	\$	500.00
AMAZON	PROGRAM SUPPLIES	422409	\$	227.73
SKY CENTERS MARTIAL AR	COMMERCIAL EXPENSE	422205	\$	165.00
AMAZON	PROGRAM SUPPLIES	422409	\$	37.43
SCHAUMBURG BOOMERS	COMMERCIAL EXPENSE	422205	\$	2.00
SQ SALVI SPORTS ENTER	COMMERCIAL EXPENSE	422205	\$	6.00
THE TIKI TERRACE	OFFICE SUPPLIES	421105	\$	1,660.00
JEWEL	PROGRAM SUPPLIES	422405	\$	15.63
JEWEL	PROGRAM SUPPLIES	422405	\$	11.53
AMAZON	INCLUSION	450003	\$	6.79
AMAZON	INCLUSION	450014	\$	13.49
AMAZON	PROGRAM SUPPLIES	422409	\$	7.99
AMAZON	MAINTENANCE/UTILITIES	421707	\$	163.34
DOLLAR TREE	PROGRAM SUPPLIES	422409	\$	6.25
COOKS ICE (1 OF 2 PA	INDEPENDENT CONTRACTORS	424405	\$	475.00
DOLLAR TREE	PROGRAM SUPPLIES	422415	\$	5.00
DOLLAR TREE	PROGRAM SUPPLIES	422415	\$	13.75
PARTY CITY 196	PROGRAM SUPPLIES	422415	\$	91.00
BINNYS BEVERAGE DEPOT	PROGRAM SUPPLIES	422415	\$	39.95
MICHAELS STORES 1338	PROGRAM SUPPLIES	422405	\$	38.97
MICROSOFT CONSOLE 1 MO	COMPUTERS	421905	\$	10.98

Total Warrant for Electronic Accounts Payable	\$	45,685.70
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**Warrant
Summary
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Num	Name	Memo	Account	Original Amount
6245	Advance DJ Service	Pursuit Food Truck Event	10600 · Operating	\$ (500.00)
		Pursuit Food Truck Event	424405 · PURSUIT	\$ 500.00
				\$ 500.00
6246	Bill's Auto & Truck Repair		10600 · Operating	\$ (9,803.02)
		Vehicle Repairs	422702 · Repair / Maintenance	\$ 3,031.97
		Vehicle Repairs	422702 · Repair / Maintenance	\$ 6,771.05
				\$ 9,803.02
6247	Flynn F Vance	Invoice #104	10600 · Operating	\$ (825.00)
		Contractor Work on updating Job Descriptions	424403 · Office	\$ 825.00
				\$ 825.00
6248	Grand Prairie Transit	Invoice #RGPT2000077	10600 · Operating	\$ (13,730.47)
		Commercial Transportation Day Camp	422505 · Day Camp	\$ 13,730.47
				\$ 13,730.47
6249	NCPERS Group Life Insurance	Invoice #5436082022	10600 · Operating	\$ (16.00)
		Monthly Life Insurance Premiums	421603 · Employer Contributions	\$ 16.00
				\$ 16.00
6250	PDRMA	Invoice #FH22132	10600 · Operating	\$ (400.00)
		2022 1st Half of the Year Liability Payment	441004 · Liability Fees	\$ 400.00
				\$ 400.00
6251	RMC Mechanical Services	Invoice #SI2169266	10600 · Operating	\$ (1,628.00)
		3rd Quarter HVAC Contract	421705 · Total Fire and Safety	\$ 1,628.00
				\$ 1,628.00
6252	Robbins Schwartz	Invoice #926372, #926373, #926374, #926375	10600 · Operating	\$ (1,510.00)
		June 2022 Legal Services	421003 · Legal Fees	\$ 1,510.00
				\$ 1,510.00
6253	Travis Griffin	Pursuit Summer Concert	10600 · Operating	\$ (400.00)
		Band for Pursuit Summer Concert all day field tr	424405 · PURSUIT	\$ 400.00
				\$ 400.00
6257	Buffalo Grove Park District	Invoice #2825	10600 · Operating	\$ (16,938.00)
		6-Month Rent and 6-Month Cleaning Services	421806 · BCPD Rental Space	\$ 16,938.00
				\$ 16,938.00
6258	Hanover Park Park District	Rent AUG 2022	10600 · Operating	\$ (1,443.00)
08-01-22		Rent AUG 2022	421803 · HPPD Rental Space	\$ 1,443.00
				\$ 1,443.00
6259	Mt. Prospect Park District	Invoice #0822	10600 · Operating	\$ (2,500.00)
		August 2022 Rent	421804 · MPPD Rental Space	\$ 2,500.00
				\$ 2,500.00
6260	Park Central Condo Assn.	Monthly Condo Assoc Dues	10600 · Operating	\$ (1,065.00)
22a-008		Monthly Condo Assoc Dues	421801 · Condo Association Fee	\$ 1,065.00

**Warrant
Summary
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			\$ 1,065.00
6261 PDRMA	Invoice #0722132H	10600 · Operating	\$ (38,214.74)
	July 2022 Health Premiums	421603 · Employer Contributions	\$ 38,214.74
			<u>\$ 38,214.74</u>
6262 Rolling Meadows Park District		10600 · Operating	\$ (3,460.00)
22-0208	Rental South East Wing RMPD Community Cer	421800 · Rent	\$ 2,500.00
22-0708	Maintenance Reimbursement	421701 · Condo Maintenance	\$ 960.00
			<u>\$ 3,460.00</u>
6263 SLSF	Top Golf Event Employee Fees	10600 · Operating	\$ (420.00)
	Top Golf Event Employee Fees	422415 · Staff Appreciation Party	\$ 420.00
			<u>\$ 420.00</u>
6264 South Barrington Park District	Group Fitness for Fitness Staff	10600 · Operating	\$ (160.00)
	Group Fitness for Fitness Staff	450015 · South Barrington	\$ 160.00
			<u>\$ 160.00</u>
6304 Bill's Auto & Truck Repair	Invoice #114723, #114803, #114797, #114608	10600 · Operating	\$ (2,478.18)
	Vehicle Maintenance	422702 · Repair / Maintenance	\$ 2,478.18
			<u>\$ 2,478.18</u>
6305 Lauterbach & Amen, LLP	Invoice #68923	10600 · Operating	\$ (6,750.00)
	July 2022 Monthly Financial Services	421002 · Professional Fees	\$ 6,750.00
			<u>\$ 6,750.00</u>
6306 Physicians Immediate Care - Chicago	Invoice #427274	10600 · Operating	\$ (61.00)
	July 2022 Drug Tests	441002 · Drug Tests / Physicals	\$ 61.00
			<u>\$ 61.00</u>
6307 Bill's Auto & Truck Repair	Invoice #114880, #114923	10600 · Operating	\$ (1,869.54)
	Vehicle Repairs	422702 · Repair / Maintenance	\$ 1,869.54
			<u>\$ 1,869.54</u>
6308 Buffalo Grove Park District Arts Center	Invoice #08192022-JH01	10600 · Operating	\$ (2,667.52)
	Broadway Buddies Collab Program with BG Par	422106 · General Programs	\$ 2,667.52
			<u>\$ 2,667.52</u>
6309 Chris Workman	Drum Lessons	10600 · Operating	\$ (76.50)
	Drum Lessons	424402 · General Programs	\$ 76.50
			<u>\$ 76.50</u>
6310 Grand Prairie Transit	Invoice #RGPTE2000093	10600 · Operating	\$ (71,041.14)
	Day Camp Commercial Transportation	422505 · Day Camp	\$ 71,041.14
			<u>\$ 71,041.14</u>
6311 Janae Winston	Petty Cash for Lake Geneva Trip	10600 · Operating	\$ (200.00)
	Petty Cash for Lake Geneva Trip	422408 · Trips	\$ 200.00
			<u>\$ 200.00</u>
6312 Kate Moran	Petty Cash for long trip	10600 · Operating	\$ (200.00)
	Petty Cash for Long trip	422408 · Trips	\$ 200.00
			<u>\$ 200.00</u>
6313 River Trails Park District	2022 Summer Parkour NWSRA	10600 · Operating	\$ (648.00)

**Warrant
Summary
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	2022 Summer Parkour Payment	422106 · General Programs	\$ 648.00
			<u>\$ 648.00</u>
6314	Jani Eliasek	Refund for #1300 Partner Bowl	10600 · Operating
			\$ (72.00)
	Refund for #1300 Partner Bowl	320006 · General Programs Fees	\$ 72.00
			<u>\$ 72.00</u>
6315	Mark Epelbaum	Refund for Summer Programs	10600 · Operating
			\$ (2,136.00)
	Refund for Transportation	321005 · Day Camp Door to Door	\$ 480.00
	Refund for Voyagers 4060, Aftercare 4174, 417	320005 · Day Camp Fees	\$ 1,656.00
			<u>\$ 2,136.00</u>
6316	All Ways Catering & Deli	Invoice #9300	10600 · Operating
			\$ (1,292.50)
	Catering for Vogelei Open House	422301 · New Programming Space	\$ 1,292.50
			<u>\$ 1,292.50</u>
6317	Jillian Bliss	Invoice June 2022	10600 · Operating
			\$ (280.00)
	Piano and Voice Lessons	424402 · General Programs	\$ 280.00
			<u>\$ 280.00</u>
6343	Alice Cason	Refund	10600 · Operating
			\$ (267.00)
	Refund 634 FNF in House Movie	320001 · Club Fees	\$ 15.00
	Refund 1880 Dinner Club	320006 · General Programs Fees	\$ 252.00
			<u>\$ 267.00</u>
6344	Bill's Auto & Truck Repair	Inv# 114602,114835	10600 · Operating
			\$ (4,412.74)
	Repair and Maintenance on company vehicles	422702 · Repair / Maintenance	\$ 4,412.74
			<u>\$ 4,412.74</u>
6345	Burroughs Tactical Training Group	Inv# NC-22-89-S	10600 · Operating
			\$ (400.00)
	Self-Defense Workshop For FT Employees	421407 · Other Trainings/Workshops	\$ 400.00
			<u>\$ 400.00</u>
6346	Gardner Interpreting LLC	Inv#22101,22102	10600 · Operating
			\$ (1,100.00)
	Inclusion Interpreter	450002 · Bartlett	\$ 1,100.00
			<u>\$ 1,100.00</u>
6347	Grand Prairie Transit	Day Camp Commerical Transportation	10600 · Operating
			\$ (101,833.36)
	Day Camp Commerical Transportation-July/Aug	422505 · Day Camp	\$ 101,833.36
			<u>\$ 101,833.36</u>
6349	Karen Grand	Refund	10600 · Operating
			\$ (68.00)
	Refund #555,#553,#556	320001 · Club Fees	\$ 68.00
			<u>\$ 68.00</u>
6351	Northwest Suburban Special Educ	Inv#10131	10600 · Operating
			\$ (8,325.61)
	Use of Schools Thru NSSEO-Summer Day Can	422109 · PURSUIT	\$ 8,325.61
			<u>\$ 8,325.61</u>
6354	Roman Stentowski		10600 · Operating
			\$ (74.87)
	Reimbursement-Pizza for camp party	422205 · Day Camp	\$ 74.87
			<u>\$ 74.87</u>
			<u>\$ 299,267.19</u>

VII. Staff Reports

[Return to Home](#)

Date: August 29, 2022
To: Tracey Crawford
From: Andrea Griffin and Rachel Hubsch, Superintendents of Recreation
Re: Program Report

NWSRA General Therapeutic Recreation Programs & Services

NWSRA's 2022 Summer season concluded the first week of August for our general therapeutic recreation programs. NWSRA offered a total of 57 in-person and virtual programs with a little over 450 registrations. Drum lessons returned this summer since Fall 2021. Led by our new instructor, 5 participants every Tuesday evening learned and practiced various drum skills such as proper stick holding, the drum kit, sounds, and rhythm. The participant, Julie Stoltzner, a group home resident, wants "to best the best drummer ever" and is already highly anticipating the 2023 music recital. Our 1:1 Dream Lab sessions at Rolling Meadows Community Center were led by our Support Services Coordinator, Ethen Frierson. The Dream Lab participants enjoyed working on their fine motor skills and playing games/videos that focused on either music, meditation, or internet safety practices.

Lightning Athletics

Lightning golfers competed in Unified, 3-6-9, and skills competition. Unified golf had one team entry and brought home bronze. The 3-6-9 golfers received three silvers, two bronze, and one 4th place ribbon. The Golf skills athletes received three bronze, one 4th place ribbon, and one-5th place ribbon.

NWSRA Lightning Softball Teams received gold at their qualifier for the Special Olympics State Softball competition for the first time since 2015. The teams will compete at Land of Lincoln Complex in Springfield, IL on September 10th.

NWSRA Lightning bowlers competed at the Special Olympics Regional Competition on August 27th at Stardust Lanes in Addison, IL.

Fall sports such as Volleyball, Gymnastic, Swim Team and Floor Hockey have begun practices and some games! This year we have three volleyball teams and one floor hockey team.

Day Camp

The Day Camp Team successfully ran 14 Day Camps and 1 Aftercare Camp. Camps had 343 registrations with 192 individual campers with over \$46,000 in scholarships were awarded to families. In addition, 65 individuals used transportation services which varied between various park district pick-up locations and door-to-door service. Thank you to our facilities, including Plum Grove Park (Rolling Meadows Park District), Bartlett Community Center (Bartlett Park District), Burning Bush Community Center (River Trails Park District), NSSEO (Sunrise Lake Outdoor Education Center, Kirk School, Miner School, Timber Ridge School), School District 15 (Pleasant Hill School, Marion Jordan

School), and School District 54 (Armstrong School), and Central Community Center – NWSRA Wing (Mt. Prospect Park District).

Our Certified Therapeutic Recreation Specialists had over 450 direct contact hours at camp sites, ensuring that each camp experienced a wide range of interventions including: enhanced leisure awareness, fine and gross motor skills, social emotional skills, community integration, sensory experiences, and healthy lifestyle choices.

Additionally, the Day Camp Team trained, supported and offered daily guidance to over 130 part-time staff. NWSRA families had an overwhelming response to our offerings this summer. Below are some of the quotes received:

- Drake already misses the Sunrise camp and ask to go back.”
- Your camp means so much to us and our house has had a lot of stress this summer (family illnesses, job disruptions, etc.) and I haven’t been as appreciative, but I just wanted you to know this CAMP IS John’s Favorite summer time activity due to the people. I just wanted you to pass on the Sherkey House’s incredible gratefulness to every single person who makes this happen. Mike and I are so grateful!
- Thanks so much for everything this summer. Your staff is so amazing!!!
- I wanted to send a note and let you know how happy my son Marco was to attend camp every day. Since it was our first camp experience with NWSRA, I wasn’t sure what to expect or how he would adjust. All the counselors were great with him, but his main daily staff support Julia did a wonderful job assisting him and helping him be successful. He also really bonded with Salina. I hope they return back next summer. I wanted you both to know how impressed I was with the counselors. It was hard saying goodbye! We can’t wait for camp next year.

Collaboratives

On July 7th clients who will move to our Hoffman Estates PURSUIT site had the opportunity to come visit the new program space with their family. They were excited to see it and eager to move to the new location. On July 20th all PURSUIT sites went to the Rotary fest Carnival in Elk Grove. The carnival was closed to the public and open for NWSRA Day Camp and PURSUIT. Clients enjoyed complimentary hotdogs, bubble show and carnival rides! On July 25th all PURSUIT sites enjoyed a concert in the park at the Wheeling amphitheater. On July 27th the Great Tower Stables hosted a mini zoo experience for all our PURSUIT sites. Our clients enjoyed meeting and feeding the lama, goats, lamb, bunnies, and ducks. On August 5th the all PURSUIT sites enjoyed outdoor games, prizes, face painting and food trucks for lunch.

In July all PURSUIT sites did a combined total of 125 hours of volunteering within our community. Rolling Meadows PURSUIT clients have donated food to the local food

pantry and donated books to little lending libraries within the community. Wheeling PURSUIT clients have a relationship with Pet Supply Plus and picked up pet food donations and dropped them off at Second City Animal Shelter. In July Wheeling and Buffalo Grove PURSUIT clients enjoyed a tour of the Wheeling Airport. Mount Prospect PURSUIT was given a grant and utilized the donation to purchase Access Trax which allows our clients in wheelchairs to easily access grassy or uneven areas. They have been using it this summer and it has made activities in the back of the programming space much more enjoyable.

Inclusion Services

Summer has come to an end and School Year requests are getting back to normal numbers pre-covid. The team is working tirelessly to get out to Park District programming site, provide support, as well as offer trainings to the park district staff. Thus far, Rolling Meadows Park District and Arlington Heights Park District have taken the opportunity to have their staff trained on how to best support all individuals with disabilities. Additionally, full-time staff have been assisting as inclusion aides allowing participants that otherwise could not participate without the assistance of an aide participate. On average, we have a minimum of 10 full-time staff daily going out as an aide. The Inclusion team has also done the following to assist in recruitment efforts:

1. Emailed over 600 contacts within nearby School Districts (this includes: Directors of Special Education, Principals, Teachers & Para Pros)
2. Contacted previous employees from 2018 and onward
3. Emailed all seasonal and yearly inclusion staff a reminder of the referral program

Special Events

NWSRA has been running Special events all summer and have not needed to cancel, postpone, or change any due to weather attendance or any other issues. On June 2nd 12 participants attended Cubs Cardinals baseball game. This late-night event was filled with excitement when we cheered the Cubs to victory in overtime. On June 26 NWSRA took 11 participants to the Sox vs. Orioles game at Guaranteed Rate field. In this nail-biting game participants loved cheering on their team with their friends. . On July 24th we brought a group to Chicago to go on an architecture riverboat tour. After the tour we went out to Lou Malnati's pizza to have classic Chicago deep dish pizza. We brought 12 participants to this event, and it have received a lot of great feedback about it. This is the first year we have done this event, but plan to do it again in the future. On August 11th we brought 18 participants to downtown Arlington Heights for a dinner at Armand's Pizza. After the dinner they will attend the musical Sister Act at the Metropolis theater. We have received great feedback from participants on how they enjoyed the show.

Recruitment (part-time staff and volunteers)

The Support Services Department highlighted part time staff Kaylie Teschner in July. Kaylie is a Camp Counselor and Program Assistant for Exercise & Swim, Co-Rec Volleyball, Golf League, and Community Travelers. Kaylie is very enthusiastic, kind-hearted and willing to learn on the fly. She truly enjoys our participants and being involved in any way possible.

In August, the Support Services Department highlighted part time staff Jodie Moore for staff of the month. Jodie is a Program Assistant for Horseback Riding, a Program Leader for Parkour, and assists with and leads a variety of other programs. Throughout Jodie's time with us she exemplifies our organization's mission and values, communication, and leadership. She goes above and beyond the NWSRA standards to deliver on successful programming.

The Inclusion Department Highlighted part time inclusion aide Abigail Hanley in July. In the short amount of time Abigail has been a part of the inclusion team, she has shown great success in supporting her participant and has been a great asset to the department. Abigail comes to work daily with a smile on her face, is always open to try new strategies and never hesitates to reach out for help. Abigail's actions have shown us that she is not only dedicated to being the best inclusion aide she can possibly be, but also always has her participants best interest at hand.

NWSRA applauds our teams as our employees continue to build wonderful relationships with their co-workers, families, and participants in the community.

Recruitment & Outreach

During the busiest time of NWSRA's calendar year, summer, we have hired 43 part-time and seasonal employees in June and 38 part-time and seasonal employees during July. In June and July, a total of 5 summer volunteers were hired on to help with general programs and our Support Services Team. In August, we have hired 7 part-time employees, who have completed New Hire Orientation and are anxiously waiting for Fall Programs to begin.

While Recruitment focused on hiring part-time and seasonal staff in large groups, there were six New Hire Orientations in June and two New Hire Orientations in July. During those orientations, Human Resources introduced new hires to NWSRA's policies, procedures, and HR systems including technology walk-throughs in addition to annual Safety Training and Sexual Harassment Training. Our new hires were able to meet with their Managers/Teams after orientation to get the specifics on placements/assignments and any other information they needed from their departments.

MARKETING & PR REPORT JULY/AUGUST 2022

As a leader in the field of Therapeutic Recreation, NWSRA maximizes public outreach through a variety of endeavors. The following report highlights some of the recent marketing and public relations activities:

GENERAL MARKETING

- NWSRA Fall Brochures were delivered to homes the week of August 1. The Fall Brochures were also sent to families electronically via email and sent to the school districts in our footprint.
- Published our August NWSRA Now Newsletter keeping families up to date on all things happening at NWSRA. This edition featured a success story from a NWSRA Summer camp participant, highlights from our Vogelei Open House and more.
- Created both print and digital invitations to our Vogelei Open House.
- The marketing team spent an enormous amount of effort highlighting our participants at the Vogelei House within hand-made frames throughout the space
- NWSRA is now on TikTok. Follow us @NWSpecialRec. Both staff and participants have fun making these videos, stay posted for future videos!



SLSF MARKETING

- Sent the post event ads for the Top Golf, Buffalo Grove, Moretti's, and Women's Golf outings to the Daily Herald.
- Published the SLSF Impact July Newsletter
- Designed and sent to print the invites for our 2022 Celebrate Ability Gala.
- Designed the theme of the 2023 Gold Metal Fashion Show.

TECHNOLOGY

- After five months of working with Comcast, internet was successfully installed at the Vogelei House. Firewalls and network equipment were configured, connecting the site back to our main office.
- All Comcast modems have been replaced at all NWSRA sites, along with this, all internet services have been upgraded to 500 mbps.
- Ordered and received a majority of the necessary equipment needed for our Main Office Cabling project, set to begin November 7.
- Replaced the computer and projector in the Rolling Meadows Sensory Room, working with Flaghouse to transfer all necessary software over.

IN PROGRESS

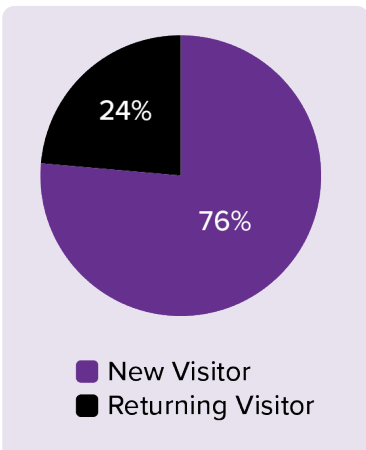
- The first migration of SLSF content from Oracle to Civi has occurred. Staff are actively working with Vitasys to migrate the rest of the data over and ensure the system is working as it should.

WEBSITE STATISTICS

www.nwsra.org

5,581
TOTAL PAGE VIEWS

2,928
TOTAL SESSIONS



1,657 NEW VISITORS

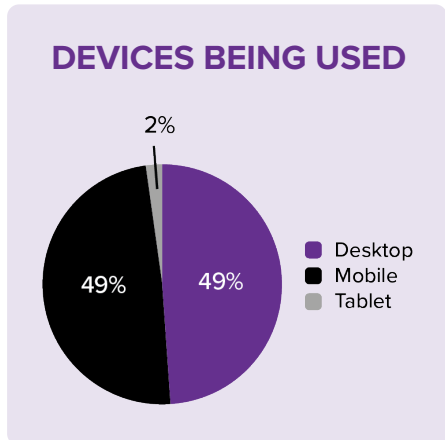
MOST VISITED PAGES

1. NWSRA Homepage	1,893
2. NWSRA NWSRA Brochure	921
3. NWSRA Staff	432
4. NWSRA Job Opportunitess	255
5. NWSRA Day Camps	179
6. NWSRA PURSUIT	168
7. NWSRA About	160
8. NWSRA Meeting Information	134
9. NWSRA Job Portal	119
10. NWSRA Board of Directors	98

PAGE VIEWS

AVG. TIME SPENT

1,893	51 sec
921	2:36
432	5:11
255	2:20
179	3:14
168	3:05
160	1:18
134	1:42
119	45 sec
98	1:14



SOCIAL MEDIA STATISTICS



People Reached: 8,889
Total Page Likes: 9,343
Post Engagements: 5,713



Post Impressions: 7,121
Post Reach: 861
Total Followers: 857



Total Followers: 414
Tweet Impressions: 2,958
Profile Visits: 903



Post Impressions: 1,491
Total Followers: 1,161
Page Views: 74

TRENDING POSTS

- PURSUIT Outdoor Concert
- Elk Grove Rotary Fest
- Part-time & Volunteer Appreciation Party
- Future NWSRA Staff Member
- Support Services Staff of Month - Kaylie



WEBSITE STATISTICS

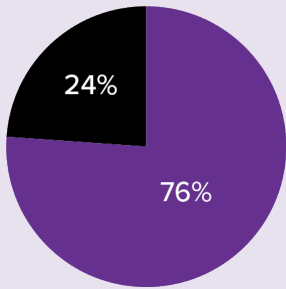
www.nwsra.org

8,314

TOTAL PAGE VIEWS

4,755

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

2,791 NEW VISITORS

MOST VISITED PAGES

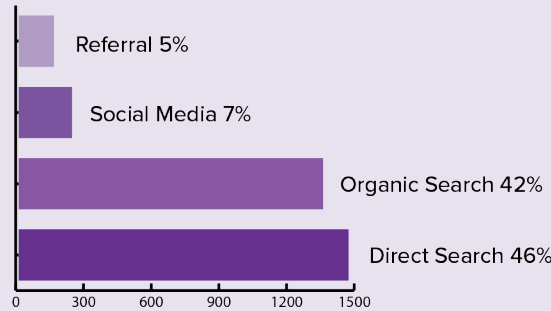
Rank	Page Name	Page Views	Avg. Time Spent
1.	NWSRA Homepage	2,270	54 sec
2.	NWSRA NWSRA Brochure	2,187	5:04
3.	NWSRA Employment	514	52 sec
4.	NWSRA Staff	489	5:40
5.	NWSRA Vogelei Open House	482	4:40
6.	NWSRA Job Opportunities	380	2:56
7.	NWSRA PURSUIT	186	3:45
8.	NWSRA About	140	1:22
9.	NWSRA Job Portal	133	31 sec
10.	NWSRA Contact	73	1:14

PAGE VIEWS

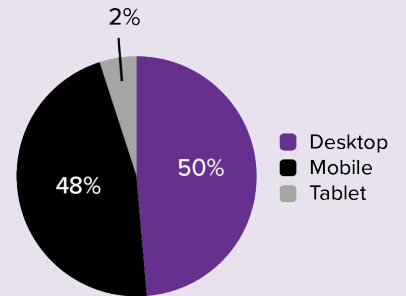
AVG. TIME SPENT

TOP CHANNELS

How people visit the website



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



People Reached: 7,084
Total Page Likes: 9,343
Post Engagements: 2,146



Post Impressions: 4,338
Post Reach: 481
Total Followers: 869



Total Followers: 417
Tweet Impressions: 3,139
Profile Visits: 694



Post Impressions: 3,110
Total Followers: 1,173
Page Views: 161

TRENDING POSTS

- Rachel Hubsch WILS National Delegate
- PURSUIT Ice Cream Truck Post
- Twin Lakes Run Program Push
- Fall Brochure Post
- PURSUIT Food Truck Friday Post



Date: September 2022
 To: Tracey Crawford, Executive Director
 From: Anne Kiwala, Superintendent of Development
 RE: SLSF Update for September NWSRA Board Meeting

Fundraising Events: The FY 2022 Fundraising Events budgeted amount is \$358,667. The budgeted amount is higher than the past two years, anticipating higher event attendance with in-person events possible. To date, fundraising has generated \$179,703 with one golf outing and the Celebrate Ability Gala still to be held. Fundraising revenue is lower than anticipated due to the cancelation of 2 events that were budgeted to bring in \$18,000.

Sponsorships: Sponsorship dollars are part of the SLSF fundraising events budgets. The FY 2022 budgeted amount is \$114,902. To date, \$74,230 has been received in FY 2022 with sponsorships still being collected one golf outing and the Celebrate Ability Gala.

Grants: The FY 2022 grant budgeted amount is \$142,500. To date, SLSF has applied for \$399,813 in grants with \$101,264 approved and the remaining grants still pending. SLSF has also submitted Letters of Inquiry for a total of \$63,750 to grantors throughout the Chicago area. In addition to grants for the five funding pillars, SLSF is also submitting grants to support the Accessible Greenhouse planned for 2023.

Grants to NWSRA: SLSF is budgeted to provide \$218,500 in grants to NWSRA for 2022. The first of three installments was in May: \$117,303.33 to the five funding pillars. The second installment will be paid in October, and the final installment in December. In addition to the NWSRA grants, SLSF has contributed \$577,964 to the Vogeley House project as of September.

Donations:

- Memorial Donations = \$3,919.47
- General Donations = \$42,064.95
- Annual Appeal = \$6,289.96. The majority of these funds are received in December.

Additional Campaigns:

In 2022, SLSF is hosting four virtual fundraising campaigns to take advantage of the \$0 overhead cost to supplement income from fundraising events. 2 of these campaigns are new for 2022.

Date of Campaign	Fundraiser	2021	2022
		Revenue	Revenue
March 1 - April 1	Flower Power	\$1,574.00	\$574.00
May 1 - 31	Brackets for Ability	N/A	\$860.00
July 10 - 31	Fun Pasta	N/A	\$757.20
December 1-5	Popcorn	\$4,680.00	
	Total	\$6,254.00	\$2,191.20

Outreach:

- During August and September, SLSF presented at 1 civic organization about the work of NWSRA and SLSF and attended 2 networking events.
- SLSF volunteered with the Buffalo Grove Rotary for Buffalo Grove Days, the Knights of Columbus Intellectual Disability Drive, Palatine Oktoberfest, and the Ride for Autism Speaks.

VIII. Old Business

[Return to Home](#)

To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: Member District Annual Assessment
Date: September 28, 2022

The NWSRA MDAA is calculated using the 75% EAV and 25% Gross Population formula. The proposed MDAA for FY2023 will remain at the same amount as FY2022. However, as discussed at the July 27, 2022, Board Meeting, the total amount being requested from all Member Districts remains the same but the EAV's and Gross Population numbers have been updated.

Also during the above mentioned meeting, the NWSRA Board voted to approve the proposed 2023 MDAA as presented and approved taking each Member District's Proposed 2023 Annual Assessment to their perspective Boards for approval prior to the August 31, 2022 Board Meeting.

Currently, 16 Member District Resolutions have been ratified for the 2023 NWSRA Member District Annual Assessment.

Motion:

A motion to approve the 2023 MDAA as presented.

NORTHWEST SPECIAL RECREATION ASSOCIATION
PROPOSED MDAA 2023 AT 0%

Member Park District	2019 E.A.V. For 2022 MDAA	2020 E.A.V. For 2023	INCREASE (DECREASE)	% Incr/Decr	2023 E.A.V.*	% of Total EAV	75% of total MDAAA	Gross Population	% of Total Population	25% of total MDAAA	2023 Proposed MDAA	% of Total MDAA
Arlington Heights	3,226,379,740	3,249,612,320	23,232,580	0.7%	3,249,612,320	13.68%	443,205.14	74,409	11.38%	122,878.29	566,083.43	13.1%
Bartlett	1,218,097,755	1,239,658,745	21,560,990	1.8%	1,239,658,745	5.22%	169,073.44	41,105	6.28%	67,880.39	236,953.83	5.5%
Buffalo Grove	1,790,991,751	1,755,474,844	-35,516,907	-2.0%	1,755,474,844	7.39%	239,424.09	43,212	6.61%	71,359.87	310,783.96	7.2%
Elk Grove	1,942,415,575	2,030,139,277	87,723,702	4.5%	2,030,139,277	8.55%	276,884.77	32,458	4.96%	53,600.82	330,485.59	7.6%
Hanover Park	638,428,503	649,288,341	10,859,838	1.7%	649,288,341	2.73%	88,554.54	38,533	5.89%	63,633.02	152,187.56	3.5%
Hoffman Estates	1,622,870,712	1,650,993,361	28,122,649	1.7%	1,650,993,361	6.95%	225,174.17	51,895	7.93%	85,698.89	310,873.06	7.2%
Inverness	230,224,272	228,391,148	-1,833,124	-0.8%	228,391,148	0.96%	31,149.60	4,060	0.62%	6,704.64	37,854.25	0.9%
Mt. Prospect	1,945,499,549	1,975,432,038	29,932,489	1.5%	1,975,432,038	8.31%	269,423.41	56,852	8.69%	93,884.83	363,308.24	8.4%
Palatine	2,472,145,053	2,480,495,752	8,350,699	0.3%	2,480,495,752	10.44%	338,307.58	83,000	12.69%	137,065.38	475,372.96	11.0%
Prospect Heights	386,873,678	386,548,711	-324,967	-0.1%	386,548,711	1.63%	52,720.25	15,000	2.29%	24,770.85	77,491.10	1.8%
River Trails	559,100,594	581,370,345	22,269,751	4.0%	581,370,345	2.45%	79,291.41	17,000	2.60%	28,073.63	107,365.04	2.5%
Rolling Meadows	756,326,298	765,286,584	8,960,286	1.2%	765,286,584	3.22%	104,375.20	23,004	3.52%	37,988.58	142,363.78	3.3%
Salt Creek	205,261,215	204,908,089	-353,126	-0.2%	204,908,089	0.86%	27,946.82	6,300	0.96%	10,403.76	38,350.57	0.9%
Schaumburg	3,965,450,962	4,036,412,239	70,961,277	1.8%	4,036,412,239	16.99%	550,514.49	78,723	12.04%	130,002.38	680,516.87	15.8%
South Barrington	483,574,401	470,725,032	-12,849,369	-2.7%	470,725,032	1.98%	64,200.81	5,075	0.78%	8,380.80	72,581.62	1.7%
Streamwood	814,255,046	807,527,030	-6,728,016	-0.8%	807,527,030	3.40%	110,136.26	40,615	6.21%	67,071.21	177,207.46	4.1%
Wheeling	1,184,465,400	1,245,341,720	60,876,320	5.1%	1,245,341,720	5.24%	169,848.52	42,800	6.54%	70,679.50	240,528.02	5.6%
Total	23,442,360,504	23,757,605,576	315,245,072	1%	23,757,605,576	100%	3,240,230.51	654,041	100%	1,080,076.84	4,320,307.35	100.0%

*The 2020 EAV is the most current available.

**2023 MDAA

2023 MDAA Budget 4,320,307.35 0.0% - Change in value

4,320,307.35
TOTAL 4,320,307.35

The computations are completed using the 75% EAV and 25% Population for each Park District's individual contribution, and 2% floor/ceiling for the total MDAA contribution.

2023	4,320,307.35
2022	(4,320,307.35)
Increase	-

IX. New Business

[Return to home](#)

Date: September 28, 2022
 To: NWSRA, Board of Trustees
 From: Tracey Crawford, Executive Director
 Re: Vehicle Bid Summary – Two (2) 14 Passenger - Accessible Shuttle Bus

Request for vehicle bids was published in the Daily Herald. Two vendors returned sealed bid specifications for an accessible shuttle bus, which were opened on September 07, 2022. NWSRA staff attending the bid opening were Josh Ruston, Operations Coordinator and Darleen Negrillo, Superintendent of Administrative Services. A synopsis of the information is listed below:

Company	Vehicle	Price	Delivery Date
Best Bus Sales	2024 Glaval Universal Ford E 450	\$117,300	May-June 2023
Central States Bus Sales, Inc.	2023 Micro Bird Ford E450	\$108,260 Price increase if 2023 cannot be ordered	10–18 months

Warranty Comparison Chart

	Chassis	Exterior Body	Interior Modifications	Engine/Drive Train	Rust Proofing	Wheelchair Lift
Best Bus Sales	3 Year 36,000 Miles Ford	5 Year 100,000 miles Glaval Bus	5 Year 100,000 Miles Glaval Bus	5 Year 60,000 Miles Ford	2 Year 100,000 Miles Glaval Bus	Parts and Labor 3 Year - 10,000 cycles Labor 1 Year 3,000 cycles Braun Service Dealer
Central States Bus Sales	3 Year 36,000 Miles Ford	1 year 12, 000 miles Micro Bird	1 Year 12,000 miles Micro Bird	5 Year 60,000 Miles Ford	1 Year 12,000 miles Micro Bird	3 Year 10,000 cycles Braun Dealer

*Preferred Warranty Specifications in bold.

14 Passenger Bus

	BEST BUS SALES GLAVAL	CENTRAL MICROBIRD
Flooring	Steel & 5/8" Marine Tech Plywood	Aluminum & Steel & 5/8" Marine Tech Plywood
Step Thred	12" deep	9" deep
Sidewalls	Straight	Straight
Wheelchair Lift	#800 lift – 33"x51" Grate Platform	#800 lift – 33"x51" Grate Platform
Tie-Downs	QRT 360 retractor Slide-n-Clip	QRT Max retractor Slide-n-Clip
Reverse Options	EchoVision Camera with rearview Mirror/Monitor	Rosco Back-up Camera-display
Repair PU & Delivery	Free pick up for repair & maintenance	Free for first 30 days
Seats	Track Seating	Track Seating Not available

*Requested Specifications in bold.

Summary:

Analysis of the bid specifications from the vendors indicates little variance in floor plan and construction, however there is a difference in price, warranty, and specific requested requirements. Each of the vehicles met industry safety standards. Best Bus Sales provides a 5 year/100,000-mile warranty for the interior modifications. Central States provides a 1 year/12,000 mile for the interior modifications. Best Bus Sales warranty of rust proofing and the exterior body is also greater. It should be noted that Central States also bid alternatives to the bid specifications that were desired.

The differences between the 14-passanger are Best Bus Sales Glaval Bus and the Central States Micro Bird Bus are very similar in the construction of the vehicle. The difference is in the options required and offered. Best Bus offers a better rearview option than Central States. The Micro Bird bus does not offer track seating or the tiedown system NWSRA prefers. Best Bus Sales is also offering free pick-up & delivery service for all repairs and maintenance.

The price difference for the 14-Passenger bids is \$9,040. Central States is not guaranteeing the price at time of delivery where Best Bus sales has no price increase once ordered. The difference in warranty and continued service provided outweighs the difference in cost as well.

Recommendation:

Staff recommends accepting the bid from Best Bus Sales for the purchase of two (2) 2024 Glaval Universal buses for the price of \$117,300.

Motion:

A motion to approve the vehicle bid from Best Bus Sales for a price not to exceed \$117,300 per bus ordered.

DATE: September 28, 2022
TO: NWSRA, Board of Directors
FROM: Tracey Crawford, Executive Director
RE: Auditing Service Proposals

NWSRA requested proposals for auditors for a three-year cycle. No auditing firm is allowed to be awarded the bid for more than two cycles. Lauterbach & Amen, LLP has completed two cycles with NWSRA and SLSF with the completion of the Fiscal Year Audits and tax filings for 2021 and now provides the financial services for the association. For the reasons above Lauterbach & Amen are not able to bid on the audit for this cycle.

NWSRA and SLSF requests for proposals for auditing services was published in the Daily Herald. The proposal opening took place on September 8, 2022. Those attending the bid opening were Darleen Negrillo - Superintendent of Administrative Services and Robert Tannehill - Finance Manager. No representatives from auditing firms were present. We only received one bid for this audit cycle.

Summaries from the submissions are listed below:

	Selden Fox, LTD
NWSRA FY 2022	\$12,500
NWSRA FY 2023	\$12,750
NWSRA FY 2024	\$13,000
TOTAL	\$38,250

SLSF FY 2022	\$9,250
SLSF FY 2023	\$9,600
SLSF FY 2024	\$10,000
TOTAL	\$18,850

Recommendation:

Staff recommends the audit proposal for Seldon Fox, Ltd.

Motion:

A motion to approve Selden Fox, LTD for the Audit Cycle for 2022-2024.

Date: September 28, 2022
To: Tracey Crawford, Executive Director
From: Tom Draper, Superintendent of Marketing and Communication
 Devin Morrison, IT Services Coordinator
Re: IT Service Provider Memo

Ahead of PDRMAs new cybersecurity requirements needing to be implemented by the end of January 2023, NWSRA Staff have researched a variety of solutions that will only meet these requirements, but also the specific needs of NWSRA. As staff researched various solutions; considering security, usability, and cost, they realized they needed to look outside the software and hardware solutions offered by their current IT Service Provider. After substantial research, which included a plethora of software and hardware demonstrations, conversations with Park District IT Professionals and other IT Service Providers; NWSRA Staff have concluded the solutions below are in the best interest of NWSRA:

- End Point Detection and Response (EDR): Sentinel One
- Email Filtering: Mimecast
- Multi Factor Authentication: Cisco Duo
- Backups: Cloud Storage
- Access Points: Ubiquiti
- Firewalls: FortiNet
- Switches: HP

After selecting these software and hardware solutions, Staff reached out to a number of IT Service Providers recommended and utilized by Member Districts, as many of the solutions selected were not offered or supported by NWSRA’s current IT Service Provider. When NWSRA Staff discussed its agency’s unique needs with prospective IT Service Providers, it was important these Providers:

- Acted as an extension of NWSRA’s in-house IT department
- Allowed select NWSRA Staff to maintain full access to all systems
- Provide a focus on network-level support and assist the NWSRA IT Services Coordinator in trouble shooting more complex issues
- Offered equally qualified support technicians
- Allowed NWSRA Staff the ability to implement solutions they deemed in best interest for NWSRA.
- Where able to most closely support the above hardware and software solutions

Based on the above factors, the overall cost of each company and conversations with Member Districts who partner with them; below are the top companies NWSRA has received formal proposals from:

IT Service Provider	Monthly Cost
Sterling Network Integration (SNI)	3,168.40
OSG	5,841.32
Mindsight	9,300.00

NWSRA Staff is recommending a partnership with Sterling Network Integration based on the above factors. Attached is their formal contract.

Timeline:

NWSRA is currently under contract with ExcalTech through December 31, 2022. On August 3, 2022, ExcalTech informed NWSRA that they will not be renewing the contract, citing recent “changes at NWSRA do not align with [their] go-forward strategy” coupled with inaccurate information about issues that ExcalTech claims NWSRA Staff have caused.

To ensure that NWSRA’s IT needs are properly met, NWSRA Staff is recommending to formally transition to SNI starting November 1 with the following plan:

- **October:** SNI will configure Mimecast for email filtering and Sentinel One for Endpoint Detection and Response, allowing them the ability to deploy these solutions November 1.
- **November:** Following deployment of Mimecast and Sentinel One, SNI will install its agent on all servers, network equipment and endpoints; along with route all backups from its DR to SNI Immutable Cloud Storage. The week of November 7, SNI will install new Firewalls at NWSRA main office and Hanover Park along with implanting Cisco Duo for Multi Factor Authentication.

On November 7, 2022, the NWSRA Main Office Cabling Project, will being with B2B Technologies. SNI will be on standby, should any network issues arise.

Motion:

A motion to approve Sterling Network Integration’s contract as NWSRA’s IT Services Provider starting November 1, 2022 through December 31, 2023.



Managed Service Agreement

This Consulting Agreement (“Agreement”) is made and entered into by and between Sterling Network Integration; d.b.a. SNI Consulting, Inc. (“Support Vendor”) and Northwest Special Recreation Association. (“Customer”) whose authorized signature appears below.

1. ENGAGEMENT

Customer retains the network support and consulting services of Support Vendor and the Support Vendor hereby agrees to provide the Customer with consulting services until the term on this contract is concluded. This contract will begin on November 1, 2022 and conclude on December 31, 2023.

2. SCOPE OF SERVICES

During the Term of the Agreement, Support Vendor shall render the following services in support of the Customer’s Hardware and Software.

- a) Scheduled Projects. Planned service requested by the Customer are considered a “Project”. All work requests should be submitted via our online ticketing system at: <http://support.sterlingnetworks.com>
- b) Network Documentation. Support Vendor will maintain network documentation: on-going documentation of hardware, software, network settings, IP addresses, firewall settings and related network information.
- c) Third-Party Support Contracts. Customer agrees that all third-party licensing and software support contracts purchased through Vendor will be a minimum of 1 year in duration.
- d) Failures and Incidents. For purposes of this Agreement, a "Failure" in the Customer’s equipment is one that prevents the Covered Hardware from operating substantially in accordance with normal operating procedures.
 - i. An "Emergency Incident" shall mean a Failure in the Covered Hardware that is subsequently verified by Support Vendor as causing an immediate and significant disruption in mission critical business operations effecting a majority of Customers employees, and which could not reasonably be avoided through minor operational adjustments.
 - ii. An "Urgent Incident" shall mean a Failure in the Covered Hardware that is subsequently verified by Support Vendor as causing an immediate and significant disruption in mission critical business operations effecting a minor amount of Customers employees, and which could not reasonably be avoided through minor operational adjustments.
 - iii. A “Standard Incident” is any Failure in the Covered Hardware other than an Emergency or Urgent Incident

Managed Service Offerings.

Preventative Maintenance and Updates

- a) Support Vendor shall maintain the current system hardware and software performing any required updates to the system as well as any preventative maintenance the Support Vendor deems necessary.
- b) The Support Vendor shall maintain the ability to remotely connect to Customer’s network to diagnose the operation of Customer’s network.
- c) If Support Vendor is unable to adequately assist Customer remotely, Support Vendor will be available to travel to Customer’s location to support the network onsite.
- d) Support Vendor shall be responsible for using reasonable diligence in determining and correcting errors that Customer experiences with Network Administration based upon Customer’s particular use, installation, and implementation of normal business procedures on its hardware network, unless such errors are due to bugs that are inherent in the Manufacturer’s Hardware itself.

Technology changes. Our standards don't.



Service Hours and Proactive Monitoring

- a) This contract includes 2 hours of service per month to be used at the Customers discretion. Hours above this allotted time will be charged at our current Discounted Park District rate per hour.
- b) Proactive network monitoring includes monitoring the current system for performance issues and identifying potential areas of risk

Add-On Network Services

- a) SentinelOne Endpoint Security - Control Suite
- b) Mimecast Email Security, Remediation, Continuity & Archiving (M3RA) (Replaces Mailprotector)
- c) PC Monitoring and Remote Access (TeamViewer)
- d) SNI Cloud Storage (TB/Month; 10TB minimum)
- e) Cisco Duo
- f) TeamViewer Access for NWSRA IT staff
- g) Custom SLA - priority response for critical PC issues

Priority SLA – PCs / Laptops

The Customer shall supply Support Vendor with verifiable and reproducible evidence of failures. Upon receipt and acknowledgement of a Trouble Report, Support Vendor shall respond:

- a) Emergency Incidents. Within 1 - 2 hours the Support Vendor shall with the cooperation of Customer (including installation of remote connection) commence diagnosis of the Failure. Once the cause of the Failure is known, Support Vendor shall provide a temporary fix or workaround to the Failure at the earliest opportunity. Support Vendor shall thereafter provide a permanent correction as soon as practical.
- b) Urgent Incidents. Within 4 - 8 hours. The Support Vendor shall with the cooperation of Customer (including installation of remote connection) commence diagnosis of the Failure. Once the cause of the Failure is known, Support Vendor shall provide a temporary fix or workaround to the Failure. Support Vendor shall thereafter provide a permanent correction as soon as practical.
- c) Standard Incidents. Within 3 business days, the Support Vendor shall initiate diagnosis and failure correction efforts. Standard Incidents shall be corrected by Support Vendor through telephone support, email support or through the issuance of periodic updates.
- d) Scheduled Projects. Scheduled projects are defined as additional hardware, software, peripherals, equipment, or licenses purchased after consultation with Support Vendor, upgrades to the systems hardware or software as well as preventative maintenance. Scheduled projects are typically scheduled two weeks in advance.

Service Availability

Telephone and email support are available Monday – Friday, 9:00am to 5:00pm. CST. Calls and emails received outside of this time will be answered the next business day. Emergency and Urgent Incident support is available 24 x 7 by calling our Emergency Support line or submitting an Emergency Ticket at <http://support.sterlingnetworks.com>

3. COVERED HARDWARE/SOFTWARE

Support Vendor will provide support to Customer's current hardware and software. Any hardware, software, peripherals, equipment, or licenses purchased after the signing of this agreement, will be supported if, and only if, purchased from, recommended by, or bought after consultation with Support Vendor.

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4. CONSULTING FEES AND CHARGES

The Customer agrees to pay the Support Vendor for services rendered in accordance to the Discounted Park District Hourly Rate Schedule. The Support Vendor will provide an estimated quote for all service hours. Service hours are estimates only, actual hours will be billed at the completion of the project; unforeseen circumstances may cause hours to be more than the provided estimate. The Support Vendor will notify the Customer via email or phone of any overages.

If the Customer’s environment is substantially changed due to a Force Majeure, Support Vendor will evaluate the need for change to IT services to Customer and related change of managed service fees. Recognizing there are ongoing expenses to Support Vendor of maintaining backups, remote monitoring, other vendor support software/licensing and availability of technicians to service on going needs, Support Vendor will review with Customer the need for change of fees if any.

NETWORK SUPPORT OUTLINE

MONTHLY RECURRING COSTS for 2022

Network Monitoring and Management

Includes Preventative Maintenance, Monthly Updates and Proactive Monitoring

Description	Qty*	Price	Subtotal
Servers	5	\$47.00	\$235.00
Network Devices (i.e. firewalls, switches, NAS, etc.)	18	\$12.00	\$216.00
Network engineering prepaid discounted hours	2	\$150.00	\$300.00

EDR /Anti-Virus

SentinelOne Endpoint Security - Control Suite

Description	Qty*	Price	Subtotal
Endpoints	103	\$3.95	\$406.85

Software License/Cloud services

Description	Qty*	Price	Subtotal
Mimecast Email Security, Remediation, Continuity & Archiving (M3RA) (Replaces Mailprotector)	103	\$6.85	\$705.55
PC Monitoring and Remote Access (TeamViewer)	103	\$5.00	\$515.00
SNI Cloud Storage (TB/Month; 10TB minimum)	10	\$15.00	\$150.00
Cisco Duo	50	\$6.00	\$300.00
TeamViewer Access for NWSRA IT staff	1	\$20.00	\$20.00

Priority Support SLA

Custom SLA - priority response for critical PC issues

Description	Qty*	Price	Subtotal
Priority SLA – PCs / Laptops	--	\$300.00	\$300.00

Total Monthly: \$3,148.40

*Quantities will be adjusted as necessary during on-boarding.

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MONTHLY RECURRING COSTS for 2023

Network Monitoring and Management

Includes Preventative Maintenance, Monthly Updates and Proactive Monitoring

Description	Qty*	Price	Subtotal
Servers	5	\$47.00	\$235.00
Network Devices (i.e. firewalls, switches, NAS, etc.)	18	\$12.00	\$216.00
Network engineering prepaid discounted hours	2	\$160.00	\$320.00

EDR /Anti-Virus

SentinelOne Endpoint Security - Control Suite

Description	Qty*	Price	Subtotal
Endpoints	103	\$3.95	\$406.85

Software License/Cloud services

Description	Qty*	Price	Subtotal
Mimecast Email Security, Remediation, Continuity & Archiving (M3RA) (Replaces Mailprotector)	103	\$6.85	\$705.55
PC Monitoring and Remote Access (TeamViewer)	103	\$5.00	\$515.00
SNI Cloud Storage (TB/Month; 10TB minimum)	10	\$15.00	\$150.00
Cisco Duo	50	\$6.00	\$300.00
TeamViewer Access for NWSRA IT staff	1	\$20.00	\$20.00

Priority Support SLA

Custom SLA - priority response for critical PC issues

Description	Qty*	Price	Subtotal
Priority SLA – PCs / Laptops	--	\$300.00	\$300.00

Total Monthly: \$3,168.40

*Quantities will be adjusted as necessary during on-boarding.

ONE-TIME COST

On-Boarding / Migration

Description	Estimated hours	Price	Total
Deployment of SNI agent to servers and network devices	4	\$155.00	\$620.00
Deployment of SNI agent to PCs	4	\$155.00	\$620.00
Migration from Mailprotector Spam Service to Mimecast Email security and Archiving	24	\$155.00	\$3,720.00
Deployment of SentinelOne Anti-Virus to servers and PCs	26	\$155.00	\$4,030.00
Reconfigure Veeam backup to utilize SNI immutable storage	10	\$155.00	\$1,550.00
Gathering licenses and support contract information	2	\$155.00	\$310.00
Full network health evaluation	6	\$155.00	\$930.00
Cisco Duo configuration and implementation	24	\$155.00	\$3,720.00

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The Customer agrees to pay the Support Vendor the Total Monthly rate for the Services rendered in the Scope of Services section of this contract. Current network environment consists of 5 servers and 18 network devices. As more servers/devices are added or removed, the monthly rate will be adjusted to reflect this. Prior notification will be provided if a change occurs. The Customer will be charged the current Discounted Park District rate for all hourly work performed that exceeds the monthly 2 hours of service provided in the contact.

Discounted Park District Hourly Rate Schedule:

The current Discounted Park District Hourly Rate is billed at \$155.00 per hour for all services performed in 2022 and billed at \$165.00 per hour for all services performed in 2023. All fees included within the confines of this contact are for services rendered only. Any additional parts, licenses or equipment purchased by Customer will be billed separately, as per an agreed upon estimate at the time of the occurrence.

Above rates apply Monday thru Friday 9:00 a.m. to 5:00 p.m. CST. Projects scheduled at other times and approved by Customer will be billed at 1.5 times our regular rates. Our fees are based upon the time devoted to the work that we do and are subject to our standard hourly billing rates. Time is charged in 30-minute increments with a 30-minute minimum charge for all services rendered. Billing rates are subject to adjustment by us from time to time upon sixty (60) days advance written/mailed notice to Customer (typically at year-end) and fees will be charged at the rates in effect when the services are performed. Current rate of \$155.00 per hour is valid until December 31, 2022. Rate of \$165.00 per hour is valid until December 31, 2023.

5. CONFIDENTIAL INFORMATION

The Support Vendor acknowledges and agrees that it shall not, during the term of this Agreement, or at any time thereafter, directly or indirectly, disclose or grant access to Customer's confidential information. Confidential Information for the purposes of this Agreement shall include each party's proprietary and confidential information such as, but not limited to, customer lists, business plans, marketing plans, financial information, designs, drawing, specifications, models, software, source codes, and object codes. Confidential Information shall not include any information that Customer makes publicly available or information which becomes publicly available through no act of Support Vendor or Customer or is rightfully received by either party from a third party

- a) Through its performance of the Consulting Services, Support Vendor and its directors, officers, employees, or other representatives may have access to certain confidential and proprietary information concerning Customer's organization, employees, members, and otherwise, including but not limited to, information concerning Customer's organization and structure, business and marketing plans, financial data, the identity of present and prospective members Customer, Customer's current and prospective contracts, and policies, standards, procedures, and practices of Customer (hereinafter referred to collectively as "Confidential Information"). The use of Confidential Information for the benefit of any person or entity other than Customer and the disclosure of such information to any person outside of Customer would cause severe competitive and financial damage to Customer.
- b) Unless expressly authorized by Customer, both during and after the Term of this Agreement, neither Support Vendor nor its directors, officers, employees or other representatives shall use Confidential Information for their own benefit or for the benefit of anyone other than Customer, or disclose such information to anyone outside of Customer, except in the proper course of Customer's business. Support Vendor shall use all reasonable efforts to keep this information confidential.
- c) Upon the termination of this Agreement, or at any time upon the request of Customer, Support Vendor shall return to Customer all printed, audio-visual and electronic documents, data and other materials, including all originals, copies and extracts thereof, containing or referencing any Confidential Information or otherwise relating to Customer's organization or operations, and all other property of Customer then in its possession or in the possession of its directors, officers, employees, or other representatives.

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6. DATA PROTECTION AND SECURITY

a) Ownership and Treatment of Customer Data

Customer data will be and remain, as between the Parties, the property of Customer. Support Vendor will not possess or assert any lien or other right against or to Customer data. No Customer data, or any part thereof, will be commercially exploited by or on behalf of Support Vendor. Customer shall own and retain all right, title and interest, including all intellectual property rights, in and to all Customer data and any information submitted to the applications by its users that is not otherwise Support Vendor's Confidential Information. Support Vendor acknowledges and agrees that notwithstanding any reformatting, modification, reorganization or adaptation of the Customer data (in whole or in part) during its incorporation, storage or processing, or the creation of derivative works from the Customer data, the Customer data will remain as such and will be subject to the terms and conditions of this Agreement. This Agreement does not grant to Support Vendor any license or other rights, express or implied, in the Customer data, except that Customer grants to Support Vendor a limited, non-transferable, nonexclusive, non-sub-licensable license to Customer data for the sole purpose of performing the Services and Support Vendor obligations under this Agreement.

b) Security of Data

Support Vendor will physically secure and maintain control over all paper and electronic media (e.g., computers, electronic media, paper receipts, paper reports, and faxes) that contain Customer data or Personal Information. Without limiting any prohibitions or obligations regarding the treatment of Personal Information, at all times during and after the Term of this Agreement, Support Vendor shall use, handle, collect, maintain, and safeguard all Personal Information in accordance with a Privacy Policy reasonably acceptable to Customer and consistent with the requirements articulated in this Agreement, or any Privacy Laws which may be in effect during the Term of this Agreement as it concerns the subject matter of this Agreement. Support Vendor further acknowledges that it alone is responsible for understanding and complying with its obligations under the Privacy Laws.

c) Leaks

Support Vendor will promptly notify Customer of any actual or potential exposure or misappropriation of Customer Data or Personal Information (any "Leak") that comes to Support Vendor's attention. Support Vendor will cooperate with Customer and with law enforcement authorities in investigating any such Leak.

d) Direct and Remote Access to Computer Systems

If Support Vendor will have access to any part of Customer's computer systems or networks in the course of performing under this Agreement, the provisions of this Section shall apply. Support Vendor agrees that each individual having such access: (a) will be assigned a separate log-in ID by Customer and will use only that ID when logging on to Customer's system; (b) will log-off Customer's system immediately upon completion of each session of service; (c) will not allow other individuals to access Customer's computer system; and (d) will keep strictly confidential the log-in ID and all other information that enables such access. Support Vendor will promptly notify Customer upon termination of employment or reassignment of personnel with access to Customer's computer system so that log-in IDs may be changed, and other necessary preventive measures may be taken by Customer to prevent unauthorized access. If Customer revises the requirements for access to its computer system, Support Vendor shall be notified of the changed or additional requirements and shall comply with them as a prerequisite to further access

7. CUSTOMER'S RESPONSIBILITY

Customer shall be responsible for informing Support Vendor of any problems. The relationship between the Customer and the Support Vendor shall always be open. The Customer shall also allow the Support Vendor access to the necessary company resources required to perform the services called for in this Agreement, such as logins, hard drive image files, and remote access where security is not a concern.

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8. DISCLAIMER OF WARRANTY AND LIMITATION OF LIABILITY

EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, SUPPORT VENDOR DISCLAIMS ANY AND ALL WARRANTIES CONCERNING THE COVERED HARDWARE OR THE SERVICES TO BE RENDERED HEREUNDER, WHETHER EXPRESS OR IMPLIED. In no event shall Support Vendor's cumulative liability for any claim arising in connection with this Agreement exceed the total fees and charges paid to Support Vendor by Customer for the current Agreement. In no event shall Support Vendor be liable for any indirect, consequential, special, exemplary, or incidental damages of whatever kind and however caused, even if Support Vendor should have known of the possibility of such damages.

9. INSURANCE

Customer agrees to carry liability insurance and property insurance covering any damage to its network as well as to any clients of the Customer adversely affected by Customer's network functioning or transmissions from its network. Support Vendor shall maintain professional liability insurance, commercial liability insurance, and Worker's Compensation Insurance, in the minimum amounts as follows and shall provide Customer with Certificates of Insurance evidencing the same.

- a) General Liability at minimum of \$1,000,000 each occurrence and \$2,000,000 Aggregate, and name Customer as Additional Insured.
- b) Workers Comp at the minimum applicable state requirement.
- c) Professional liability of at least \$1,000,000 each occurrence, and name Customer as Additional Insured.

10. TERM AND TERMINATION

This Agreement shall become effective on November 1, 2022 and conclude on December 31, 2023. This agreement may be terminated as follows:

- a) By either party upon the expiration of the then current term of this Agreement.
- b) By either party upon sixty (60) day's written notice to the other.

11. FORCE MAJEURE

Neither party to this Agreement shall have liability or responsibility to the other party for any delay, failure to perform, service interruption, outage, damage, malfunction, or any consequence thereof or damage resulting therefrom, due to any circumstance beyond the party's reasonable control including, but not limited to, inclement weather, climate change, resource shortages, all acts of nature and acts of God, strikes, pandemics, civil disturbances, riots, terrorist acts, unavailability of or delays in goods or services needed from third parties including but not limited to third party hardware, software, data center, collocation, and cloud service providers, interruption or outage of or delay in telecommunications including the public Internet, voice lines, data lines, or any telecommunications equipment or service, transportation, delivery, power outages, electrical or other utility services, failure of third party hardware, software or services, or any acts or omissions of any third parties. Each party shall use reasonable efforts to minimize the duration and consequences of any failure of or delay in performance resulting from a Force Majeure event.

12. MISCELLANEOUS

Each party acknowledges that it has read the Agreement, understands it, and agrees to be bound by its terms. The parties further agree that this is the complete and exclusive statement of agreement of the parties with respect to the subject matter hereof and that it supersedes and merges all prior proposals, understandings, and agreements, whether oral or written, between the parties with respect to the subject matter hereof. This Agreement may not be modified except by written instrument duly executed by the parties hereto. This Agreement and the party's obligations hereunder shall be governed, construed, and enforced in accordance with the laws of the State of Illinois. In the event that any provision of this Agreement is held invalid, illegal, or unenforceable, the remaining provisions shall be enforced to the maximum extent permitted by applicable law. Neither party may assign its rights or duties under this Agreement without the prior written consent of the other party, except to a successor of all or substantially all of the business and properties. The waiver by either party of any term or condition of this Agreement shall not be deemed to constitute a waiver of any further or additional right that such party may hold under this Agreement. The parties hereto indicate their acceptance and agreement to the terms and conditions set forth herein by their signatures below.

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Signatures Required:

Customer Signature, Date

Printed Name and Job Title

 09/02/2022

SNI Consulting, Date

Carolyn Ellison, Director of Operations & Finance
Printed Name and Job Title

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X. Information /Action Items

[Return to home](#)

Date: September 28, 2022
 To: NWSRA Board of Directors
 From: Tracey Crawford, Executive Director
 Andrea Griffin, Superintendent of Recreation
 Re: Inclusion Support Review

Inclusion services are supported by NWSRA and the Member Districts, through a well-defined inclusion model and inclusion process. However, the pandemic made it necessary to change how NWSRA addresses staffing for inclusion support post pandemic.

Across the country, everyone is experiencing staffing shortages. NWSRA has been faced with the challenges of providing services to meet the rising demands, while juggling the lack of staffing resources. Specifically, NWSRA is not seeing an increase in employment for part time staff who are willing to support individuals with disabilities. This led NWSRA to adjust how they provide inclusion support and implement their programs and services. At this time and for the foreseeable future, NWSRA is heavily relying on full time staff to fill vacant part time positions agency wide.

Below you will find the breakdown of part time inclusion aides, with costs for January 2022 to August 2022. This is reflected in GL line item #45000.

<u>FY2022</u>	<u>Actual 1/2022 – 8/2022</u>	<u>Difference</u>
\$574,897.44	\$346,998.89	\$227,898.55

The numbers above do not reflect the costs for inclusion support provided by full time NWSRA employees. Below are the hours spent by full time staff as an inclusion sub, inclusion aide, and providing inclusion training, support, and/or behavior management. An hourly rate has been assigned to each full-time staff to provide a more accurate portrayal of inclusion costs for January – August 2022.

Hours:

Full time staff as Inclusion Aides - 3,953 hours

Inclusion Manager and Inclusion Coordinators supporting Member Park Districts through parent meetings, trainings, site visits, ext. - 242 hours

Hours equated to salary:

<u>Remaining</u>	<u>Inclusion Hours covered by Full time Staff at an hourly rate</u>	<u>Difference</u>
\$227,898.55	\$180,259.15	\$47,639.40

In summary, there will continue to be a staffing shortage in the area of supporting individuals with disabilities. NWSRA is working diligently:

- to implement Senate Bill 3972 to engage High School students in the profession of supporting individuals with disabilities in Day Programs.
- to implement an aggressive new marketing plan targeting communities with the high demands for inclusion aides.

- to identify current working seasoned part time inclusion aides, to become part time 2 level employees, thus giving them the ability to work more hours throughout the year and receive a small benefit package.
- to work with Member Districts who have fulfilled their staffing needs to aide NWSRA in recruitment for inclusion aides at their programs.