



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

March 15, 2023
10:30 a.m. Regular
Meeting Park Central
Banquet Room 3000 W.
Central Road Rolling
Meadows, IL 60008

AGENDA

- I. Call to Order
 - A. Roll Call
- II. Introduction of Guests: -
 - A. John Dufford – Manager of IT
- III. Public Comment
- IV. Approval of Agenda
- V. **Approval of Consent Agenda – Pages - 3 - 28**
 - A. Approval of Minutes, January 18, 2023
 - B. NWSRA Financial Reports, February 28, 2023
 - 1. NWSRA Profit and Loss
 - 2. NWSRA Balance Sheets
 - 3. Monthly Account Snapshot
 - C. Warrants:
 - 1. January 2023 – \$439,421.34
 - 2. February 2023 – \$420,433.93
 - D. ADA Compliance Projects*:
 - 1. Buffalo Grove Park District:
 - a. Rick Drazner Park – Routes and Surfaces - \$45,061.69
 - b. Fitness Center – Routes and Surfaces - \$913.15
 - c. Multiple 1 – Routes and Surfaces - \$15,435.00
 - d. Multiple 2 – Routes and Surfaces - \$7,382.50
 - e. Multiple 3 – Website - \$11,212.50
 - f. Willow Stream – Routes and Surfaces - \$4,787.50
 - 2. Hoffman Estates Park District:
 - a. Huntington Park – Playgrounds - \$30,000
 - 3. Hanover Park Park District:
 - a. Community Center – Signage - \$4,115
 - 4. Mount Prospect Park District:
 - a. CCC – Routes and Surfaces - \$8,571.96
 - b. CCC – Routes and Surfaces - \$39,522
 - 5. Rolling Meadows Park District:
 - a. Cardinal Drive – Playground - \$134,746.60
 - b. Plum Grove 1 – Fire Alarm System - \$20,160
 - c. Plum Grove 2 – Routes and Surfaces - \$9,749.19
 - d. Plum Grove 3 – Routes and Surfaces - \$72,549.18
 - e. Sunset Park – Routes and Surfaces - \$17,793.30

An extension of the local park districts serving

Arlington Heights • Bartlett • Buffalo Grove • Elk Grove • Hanover Park • Hoffman Estates • Inverness • Mount Prospect
Palatine • Prospect Heights • River Trails • Rolling Meadows • Salt Creek • Schaumburg • South Barrington • Streamwood • Wheeling

* Further details can be found on Directors Site

- VI. Correspondence
 - A. Written
 - B. Oral
- VII. **Staff Reports – Pages - 29 - 36**
 - A. Program Report
 - B. Marketing and P/R Report
 - C. SLSF
 - D. Directors Update - Oral
- VIII. **Old Business – Pages - 37 - 41**
 - A. SRA Governance Task Force Update
 - B. Appointment of Executive Director – Oral Update
- IX. **New Business – Pages - 42 - 50**
 - A. Com Ed Energy Efficiency Program
 - B. Other
- X. **Information/Action Items – Pages - 51 - 53**
 - A. None
 - B. Other
- XI. Closed Session
Closed Session in accordance with Open Meetings Act to consider information regarding:
 - A. Personnel 5ILCS 120/2(c)(1)
- XII. Action as a result of Closed Session
 - A.
- 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
NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT PARK CENTRAL;
3000 CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 18th OF JANUARY, 2023, at 10:30 am**

Chairman Ferraro called the meeting to order at 10:32 a.m.

Administrative Manager Crawford took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Ryan Risinger, Buffalo Grove 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; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romejko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Jeff Janda, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Rita Fletcher, Robert Dowling, Mike Clark and Tony LaFrenera

Jay Morgan arrived at 10:38 am
Steve Adams arrived at 10:48 am

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Tom Draper, Superintendent of Marketing and Communications; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; Liz Thomas, Superintendent of Development, Bob Tannehill and Mike Davis, Finance Department, Kate Moran, Manager of Special Recreation, Faith Johnson Intern and Jessica Vasalos, Administrative Manager as recording secretary

Introduction of Guests

Rachel Hubsch introduced Faith Johnson the new NWSRA intern and Introduction Kate Moran and honored her with her 5 year recognition.

Public Comment

None

Approval of Agenda

Chairman Ferraro asked for a motion to approve the agenda dated January 18, 2023. Director Talsma made the motion and Director O'Brien seconded the motion to approve the agenda dated January 18, 2023. Upon voice vote, the motion was carried.

Approval of Consent Agenda

Chairman Ferraro called for a motion to approve the Consent Agenda of January 18, 2023. During the Executive Committee meeting it was discussed that the PFM Statement will be removed from the packet moving forward and brought to the Finance Committee quarterly. Director Fahnstrom made the motion and Director O'Brien seconded the motion to approve the Consent Agenda dated January 18, 2023. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Correspondence

NONE

Staff Reports

Chairman Ferraro informed the Board that moving forward Appointment of the Executive Director will no longer be voted on as it is no longer needed for NWSRA. This was confirmed by legal counsel.

Superintendent Griffin outlined the changes throughout 2022 and highlighted the changes that will extend to 2023. Superintendent Griffin asked Board Members to refer to the Board Packet as well as the Directors' site for Park District specific information.

Marketing and PR

Superintendent Draper will present his report during the Year End Presentation.

Human Resources Report

Superintendent Negrillo reported that NWSRA is seeing a 9.5% turnover rate. We are actively hiring with 29 new hires. Applications have gone up but still looking for qualified individuals for inclusion. We will be attending job fairs during the 1st and 2nd quarter.

SLSF

Foundation Manager Thomas reported that they are steadily working on the Gold Medal Fashion Show with interviews of the participants and working with the GMFS Committee. She will present further details during the Year End Review.

Directors Report

Executive Director Crawford reviewed the current standings of all the accounts and what the accounts will look like once the capital accounts are moved and invested with PFM. The Finance Committee will be meeting quarterly moving forward and the Personnel Committee will add one more additional meeting annually during the month of April. Rolling Meadows Park District and NWSRA will now be sharing an IT Manager. Recruitment for that position has started and final interviews will be held later on today. Two additional task forces have been created for FY 2023. The MDAA Task Force will be chaired by Mike Clark and Craig Talsma. This task force will review the history of the MDAA and review the current calculation methods to ensure that they are still relevant. They will also explore other options for the MDAA. The other task force that has been created is the Governance Policy and Procedure Task Force. This will outline where NWSRA falls in the governance to officially title what NWSRA is an where it falls. This task force will be headed by Jan Buchs.

Director Crawford has conducted interviews for a Grant Writer for SLSF. The candidate will be charged with writing grants for the foundation as well as the Greenhouse at Wheeling Park District.

The Directors site will see an improvement with an update to make it more user friendly. Director Crawford asked the Board to let her know if there is something that they may feel would make the site better and easier to use. Director Talsma asked Director Crawford for an amended budget to show the \$600,000 loss which includes the rebate given to member districts in FY2022, for grant purposes. Director Crawford responded that typically applications require the SLSF Budget because there is no administrative costs for SLSF.

Old Business

Wheeling Sensory Garden Update

Superintendent Griffin informed the Board that staff are working with Wheeling Park District staff and will be looking at getting the cement pad poured this year.

New Business

None

Informational/Action Items

2022 Year in Review/2023 Goals

The administrative team and Executive Director Crawford reviewed the 2022 Year in Review with the Board of Directors. Superintendent Hubsch presented the 2022 Goals review and presented the 2023 Goals. Executive Director Crawford also reminded the Board that she is available to attend any and all Board Meetings that they feel are needed.

Other

None

Closed Session

None

Adjournment

After no further business, Chairman Ferraro called for a motion to adjourn. Director Janda made the motion and Director Talsma seconded the motion to adjourn the January 18, 2023 meeting at 11:34 a.m. Upon voice vote the meeting was adjourned.

Secretary

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
310000 · Member District Assessments				
310001 · Arlington Heights Assessment	0.00	0.00	0.00	0.0%
310002 · Bartlett Assessment	0.00	0.00	0.00	0.0%
310003 · Buffalo Grove Assessment	0.00	0.00	0.00	0.0%
310004 · Elk Grove Assessment	0.00	0.00	0.00	0.0%
310005 · Hanover Park Assessment	0.00	0.00	0.00	0.0%
310006 · Hoffman Estates Assessment	0.00	0.00	0.00	0.0%
310007 · Inverness Assessment	18,927.12	18,927.13	-0.01	100.0%
310008 · Mount Prospect Assessment	181,654.12	181,654.12	0.00	100.0%
310009 · Palatine Assessment	237,686.48	118,843.24	118,843.24	200.0%
310010 · Prospect Heights Assessment	19,372.78	0.00	19,372.78	100.0%
310011 · River Trails Assessment	0.00	0.00	0.00	0.0%
310012 · Rolling Meadows Assessment	0.00	0.00	0.00	0.0%
310013 · Salt Creek Assessment	0.00	0.00	0.00	0.0%
310014 · Schaumburg Assessment	0.00	340,258.44	-340,258.44	0.0%
310015 · South Barrington Assessment	0.00	0.00	0.00	0.0%
310016 · Streamwood Assessment	0.00	0.00	0.00	0.0%
310017 · Wheeling Assessment	0.00	120,264.01	-120,264.01	0.0%
310000 · Member District Assessments - Other	0.00	0.00	0.00	0.0%
Total 310000 · Member District Assessments	457,640.50	779,946.94	-322,306.44	58.7%
320000 · Program Fees				
320001 · Club Fees	9,932.96	3,000.00	6,932.96	331.1%
320002 · Leisure Education Fees	2,206.00	1,400.00	806.00	157.6%
320003 · New Initiatives Fees	0.00	1,666.70	-1,666.70	0.0%
320004 · Special Events Fees	4,020.93	2,000.00	2,020.93	201.0%
320005 · Day Camp Fees	14,790.60	29,166.70	-14,376.10	50.7%
320006 · General Programs Fees	84,961.07	25,000.00	59,961.07	339.8%
320008 · Trips Fees	2,405.00	11,666.70	-9,261.70	20.6%
320009 · PURSUIT	1,150.00	0.00	1,150.00	100.0%
320010 · STAR	0.00	0.00	0.00	0.0%
320011 · Athletic Fees	13,663.30	6,166.70	7,496.60	221.6%
320012 · Program Fees - Credits	943.00			
Total 320000 · Program Fees	134,072.86	80,066.80	54,006.06	167.5%
321000 · Transportation - Door to Door				
321001 · Clubs Door to Door	328.25	416.70	-88.45	78.8%
321003 · New Initiatives Door to Door	0.00	0.00	0.00	0.0%
321004 · Special Events Door to Door	10.00	350.00	-340.00	2.9%
321005 · Day Camp Door to Door	0.00	1,500.00	-1,500.00	0.0%
321006 · General Programs Door to Door	254.01	416.70	-162.69	61.0%
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	592.26	2,683.40	-2,091.14	22.1%
321100 · Transportation - Pick up Points				
321101 · Clubs Pick Up Points	163.79	416.70	-252.91	39.3%
321102 · Leisure Edu Pick Up Points	314.00	280.00	34.00	112.1%
321103 · New Initiatives Pick Up Points	0.00	0.00	0.00	0.0%
321104 · Special Events Pick Up Points	99.02	402.70	-303.68	24.6%
321105 · Day Camp Pick Up Points	0.00	2,000.00	-2,000.00	0.0%
321106 · General Programs Pick Up Points	1,283.22	1,333.30	-50.08	96.2%
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	1,860.03	4,432.70	-2,572.67	42.0%
330000 · Program Refunds	0.00	0.00	0.00	0.0%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
340000 · Non Program Revenue				
340001 · Non Program Revenue	14.44	708.30	-693.86	2.0%
340009 · Collaboratives	36,720.37	73,282.70	-36,562.33	50.1%
Total 340000 · Non Program Revenue	36,734.81	73,991.00	-37,256.19	49.6%
350000 · SLSF Grant Contributions				
350001 · Scholarship Contribution	0.00	12,293.20	-12,293.20	0.0%
350002 · Programs Contribution	0.00	15,901.71	-15,901.71	0.0%
350003 · Inclusion Contribution	0.00	2,474.30	-2,474.30	0.0%
350004 · Transportation Contribution	0.00	9,569.23	-9,569.23	0.0%
350005 · Athletics Contribution	0.00	9,311.99	-9,311.99	0.0%
350006 · Miscellaneous Contribution	0.00	0.00	0.00	0.0%
Total 350000 · SLSF Grant Contributions	0.00	49,550.43	-49,550.43	0.0%
360000 · Sale of Fixed Assets				
360001 · Sale of Fixed Assets	0.00	2,779.20	-2,779.20	0.0%
Total 360000 · Sale of Fixed Assets	0.00	2,779.20	-2,779.20	0.0%
370000 · Interest				
370001 · Operating Interest	20,628.10	15,833.30	4,794.80	130.3%
370002 · Investment Interest	1,432.27	833.30	598.97	171.9%
Total 370000 · Interest	22,060.37	16,666.60	5,393.77	132.4%
380000 · Revenue SLSF				
380001 · Revenue SLSF	72.05	83.30	-11.25	86.5%
Total 380000 · Revenue SLSF	72.05	83.30	-11.25	86.5%
390000 · General Ledger Credit	-340.00			
Total Income	652,692.88	1,010,200.37	-357,507.49	64.6%
Gross Profit	652,692.88	1,010,200.37	-357,507.49	64.6%
Expense				
420000 · Operating Expenses				
421000 · Administration				
421001 · Professional Expenses				
421002 · Professional Fees	27,208.40	14,645.80	12,562.60	185.8%
421003 · Legal Fees	-20,250.00	1,691.70	-21,941.70	-1,197.0%
421004 · Miscellaneous	677.84	128.30	549.54	528.3%
Total 421001 · Professional Expenses	7,636.24	16,465.80	-8,829.56	46.4%
421100 · Office Supplies				
421101 · Coffee / Water	-220.67	70.80	-291.47	-311.7%
421102 · Furniture Needs	477.30	50.00	427.30	954.6%
421103 · Locksmith / Keys	75.29	83.30	-8.01	90.4%
421104 · Nametags	0.00	83.30	-83.30	0.0%
421105 · Supplies	-230.68	500.00	-730.68	-46.1%
421106 · Miscellaneous	228.94	58.30	170.64	392.7%
Total 421100 · Office Supplies	330.18	845.70	-515.52	39.0%
421150 · Credit Card & Bank Fees				
421151 · Bank Fees	574.26	1,416.70	-842.44	40.5%
421152 · Credit Card Processing Fees	0.00	750.00	-750.00	0.0%
421153 · PFM Fees	342.21	333.30	8.91	102.7%
Total 421150 · Credit Card & Bank Fees	916.47	2,500.00	-1,583.53	36.7%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
421200 · Postage				
421201 · Postage	0.00	250.00	-250.00	0.0%
421202 · Postal Machine Rental	-1,785.18	310.00	-2,095.18	-575.9%
421203 · Printing Vendors	0.00	0.00	0.00	0.0%
421204 · Miscellaneous	0.00	40.00	-40.00	0.0%
Total 421200 · Postage	-1,785.18	600.00	-2,385.18	-297.5%
421300 · Telephone/Fax				
421301 · Cell Phone Service	-26.75	1,560.10	-1,586.85	-1.7%
421302 · Director Phone/Internet Service	0.00	200.00	-200.00	0.0%
421303 · Fax Maintenance	0.00	66.50	-66.50	0.0%
421304 · Office Phones	0.00	1,302.00	-1,302.00	0.0%
421305 · Phone Maintenance	0.00	794.70	-794.70	0.0%
421306 · Miscellaneous	0.00	41.70	-41.70	0.0%
Total 421300 · Telephone/Fax	-26.75	3,965.00	-3,991.75	-0.7%
421400 · Conferences/Education				
421401 · NRPA Conf/Wkshps/Webnrs/Schools	0.00	664.70	-664.70	0.0%
421402 · IPRA Conf/Wkshps/Webnrs/Schools	706.25	4,464.74	-3,758.49	15.8%
421403 · PDRMA Conf/Wkshps/Webnrs/School	0.00	101.70	-101.70	0.0%
421404 · IAPD Conf/Wkshps/Webnrs/Schools	0.00	334.50	-334.50	0.0%
421405 · Evaluation Lunches	-153.76	380.00	-533.76	-40.5%
421406 · Professional Meetings	310.40	800.00	-489.60	38.8%
421407 · Other Trainings/Workshops	2,837.30	1,412.30	1,425.00	200.9%
421408 · ATRA/Conf/Wrkshopp Web Schls	0.00	1,873.00	-1,873.00	0.0%
Total 421400 · Conferences/Education	3,700.19	10,030.94	-6,330.75	36.9%
421500 · Memberships				
421501 · ATRA	150.00	250.00	-100.00	60.0%
421502 · CDL Reimbursement / Renewal	0.00	153.30	-153.30	0.0%
421503 · CPRP Exam / Renewal	0.00	117.20	-117.20	0.0%
421504 · CTRS Exam / Renewal	240.00	565.00	-325.00	42.5%
421505 · Distinguished Accreditation	0.00	16.70	-16.70	0.0%
421506 · Hands On Suburban Chicago	0.00	50.00	-50.00	0.0%
421507 · IPRA	543.00	2,124.50	-1,581.50	25.6%
421508 · LAC Group	0.00	83.30	-83.30	0.0%
421509 · NRPA	0.00	87.50	-87.50	0.0%
421510 · Safety	0.00	401.70	-401.70	0.0%
421511 · Costco	0.00	28.30	-28.30	0.0%
421513 · Miscellaneous	828.59	155.50	673.09	532.9%
421514 · CPI Recertification	-200.00	50.00	-250.00	-400.0%
421515 · SHRM	0.00	0.00	0.00	0.0%
Total 421500 · Memberships	1,561.59	4,083.00	-2,521.41	38.2%
421600 · Health Insurance				
421601 · Voluntary Benefits	1,512.34	0.00	1,512.34	100.0%
421602 · Employee Contributions	0.00	0.00	0.00	0.0%
421603 · Employer Contributions	32,274.08	74,460.66	-42,186.58	43.3%
Total 421600 · Health Insurance	33,786.42	74,460.66	-40,674.24	45.4%
421700 · Maintenance/Utilities				
421701 · Condo Maintenance	2,011.05	1,833.30	177.75	109.7%
421702 · Electric	692.15	2,000.00	-1,307.85	34.6%
421703 · Gas	297.27	666.70	-369.43	44.6%
421705 · Total Fire and Safety	1,677.00	1,246.20	430.80	134.6%
421706 · Internet	26.57	2,895.14	-2,868.57	0.9%
421707 · Miscellaneous	275.19	833.30	-558.11	33.0%
421708 · Cleaning Supplies	205.42	763.39	-557.97	26.9%
Total 421700 · Maintenance/Utilities	5,184.65	10,238.03	-5,053.38	50.6%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
421800 · Rent				
421801 · Condo Association Fee	2,130.00	2,130.00	0.00	100.0%
421802 · RMCC Rental Space	5,000.00	5,000.00	0.00	100.0%
421803 · HPPD Rental Space	2,886.00	2,886.00	0.00	100.0%
421804 · MPPD Rental Space	0.00	5,000.00	-5,000.00	0.0%
421805 · Wheeling Rental Space	15,000.00	5,000.00	10,000.00	300.0%
421806 · BGPD Rental Space	0.00	5,015.00	-5,015.00	0.0%
421807 · HEPD Rental Space	0.00	5,015.00	-5,015.00	0.0%
Total 421800 · Rent	25,016.00	30,046.00	-5,030.00	83.3%
421900 · Computer				
421901 · Database Enhancements	95.88	756.20	-660.32	12.7%
421902 · Framework Support	7,223.30	13,530.00	-6,306.70	53.4%
421903 · Server Lease	0.00	0.00	0.00	0.0%
421904 · Web Development	18.55	150.00	-131.45	12.4%
421905 · Miscellaneous Software	905.33	9,901.19	-8,995.86	9.1%
421906 · Miscellaneous Hardware	-2,453.14	450.00	-2,903.14	-545.1%
Total 421900 · Computer	5,789.92	24,787.39	-18,997.47	23.4%
Total 421000 · Administration	82,109.73	178,022.52	-95,912.79	46.1%
422000 · Program				
422100 · Rental Municipal				
422101 · Clubs	0.00	333.30	-333.30	0.0%
422102 · Leisure Education	0.00	166.70	-166.70	0.0%
422104 · Special Events	0.00	159.80	-159.80	0.0%
422105 · Day Camp	0.00	1,333.30	-1,333.30	0.0%
422106 · General Programs	0.00	1,916.70	-1,916.70	0.0%
422107 · Miscellaneous	0.00	0.00	0.00	0.0%
422108 · Trips	0.00	0.00	0.00	0.0%
422109 · PURSUIT	486.00	600.00	-114.00	81.0%
422110 · STAR	0.00	0.00	0.00	0.0%
422111 · Athletics	320.00	666.70	-346.70	48.0%
Total 422100 · Rental Municipal	806.00	5,176.50	-4,370.50	15.6%
422200 · Commercial Expenses				
422201 · Clubs	290.00	1,083.30	-793.30	26.8%
422202 · Leisure Education	0.00	166.70	-166.70	0.0%
422204 · Special Events	1,297.60	1,333.30	-35.70	97.3%
422205 · Day Camp	60.00	1,000.00	-940.00	6.0%
422206 · General Programs	-1,479.88	3,500.00	-4,979.88	-42.3%
422207 · Miscellaneous	-112.06	0.00	-112.06	100.0%
422208 · Trips	0.00	5,833.30	-5,833.30	0.0%
422209 · PURSUIT	-1,833.15	5,000.00	-6,833.15	-36.7%
422210 · STAR	0.00	0.00	0.00	0.0%
422211 · Athletics	-2,576.49	3,666.70	-6,243.19	-70.3%
Total 422200 · Commercial Expenses	-4,353.98	21,583.30	-25,937.28	-20.2%
422300 · Program Development				
422301 · New Programming Space	-70.00	750.00	-820.00	-9.3%
422302 · PURSUIT	0.00	0.00	0.00	0.0%
422303 · New Initiatives / Programs	0.00	416.70	-416.70	0.0%
422304 · STAR Scholarship Reimbursement	0.00	0.00	0.00	0.0%
422305 · Program Space 6	0.00	333.30	-333.30	0.0%
Total 422300 · Program Development	-70.00	1,500.00	-1,570.00	-4.7%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
422400 · Program Supplies				
422401 · Clubs	496.44	666.70	-170.26	74.5%
422402 · Leisure Education	0.00	166.70	-166.70	0.0%
422404 · Special Events	-259.64	133.30	-392.94	-194.8%
422405 · Day Camp	-2,004.78	1,333.30	-3,338.08	-150.4%
422406 · General Programs	-1,085.14	2,891.70	-3,976.84	-37.5%
422407 · Equipment Repair	0.00	166.70	-166.70	0.0%
422408 · Trips	0.00	50.00	-50.00	0.0%
422409 · PURSUIT	629.86	3,583.30	-2,953.44	17.6%
422411 · Paper Products	76.40	333.30	-256.90	22.9%
422412 · Training / Orientation	78.11	208.30	-130.19	37.5%
422413 · CPI Books	-1,025.64	0.00	-1,025.64	100.0%
422414 · First Aid / CPR	216.00	216.70	-0.70	99.7%
422415 · Staff Appreciation Party	15.00	250.00	-235.00	6.0%
422416 · Part Time/ Volunteer Apparel	0.00	0.00	0.00	0.0%
422417 · Storeroom Supplies	0.00	83.30	-83.30	0.0%
422418 · Miscellaneous	-166.44	0.00	-166.44	100.0%
422419 · Full Time Apparel	15,400.00	0.00	15,400.00	100.0%
422420 · STAR	0.00	0.00	0.00	0.0%
422421 · Safety/Behavior	12.69	916.70	-904.01	1.4%
422422 · Committees	-211.18	333.30	-544.48	-63.4%
422423 · Athletics	0.00	333.30	-333.30	0.0%
Total 422400 · Program Supplies	12,171.68	11,666.60	505.08	104.3%
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	0.00	24,000.00	-24,000.00	0.0%
422508 · Trips	0.00	2,500.00	-2,500.00	0.0%
422509 · Miscellaneous	0.00	0.00	0.00	0.0%
422510 · Athletics	0.00	833.30	-833.30	0.0%
Total 422500 · Commercial Transportation	0.00	27,333.30	-27,333.30	0.0%
422600 · Mileage				
422601 · Mileage	5,685.44	5,166.70	518.74	110.0%
Total 422600 · Mileage	5,685.44	5,166.70	518.74	110.0%
422700 · Transportation Maintenance				
422701 · Cleaning Supplies	0.00	230.00	-230.00	0.0%
422702 · Repair / Maintenance	7,385.29	12,770.00	-5,384.71	57.8%
422703 · General Equipment	-149.50	0.00	-149.50	100.0%
422705 · Miscellaneous	0.00	83.30	-83.30	0.0%
Total 422700 · Transportation Maintenance	7,235.79	13,083.30	-5,847.51	55.3%
422800 · Transportation- Gas/Tolls/Park				
422801 · Gas	4,578.24	13,200.00	-8,621.76	34.7%
422802 · Tolls	1,162.20	1,050.00	112.20	110.7%
Total 422800 · Transportation- Gas/Tolls/Park	5,740.44	14,250.00	-8,509.56	40.3%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	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	450.00	450.00	0.00	100.0%
422904 · Paper	0.00	408.30	-408.30	0.0%
422905 · Printer Service	0.00	0.00	0.00	0.0%
422906 · Printer Toner (OSP)	-446.34	1,420.00	-1,866.34	-31.4%
422907 · Seasonal Brochure	0.00	2,950.00	-2,950.00	0.0%
422908 · Stationary / Business Cards	104.58	188.30	-83.72	55.5%
422909 · Miscellaneous	-825.10	250.00	-1,075.10	-330.0%
Total 422900 · Printing	-716.86	5,666.60	-6,383.46	-12.7%
423100 · Public Awareness				
423101 · Awards / Recognition	10.42	250.00	-239.58	4.2%
423102 · Ads	89.42	163.30	-73.88	54.8%
423103 · Legal Notices	0.00	83.30	-83.30	0.0%
423104 · Online Media	0.00	160.00	-160.00	0.0%
423105 · Giveaways	0.00	125.00	-125.00	0.0%
423106 · Admin Professionals Week	0.00	41.70	-41.70	0.0%
423107 · Staff Support	-1,630.83	533.30	-2,164.13	-305.8%
423108 · Subscriptions	-640.05	346.00	-986.05	-185.0%
423109 · Miscellaneous	0.00	0.00	0.00	0.0%
423110 · Recruitment	59.00	3,568.20	-3,509.20	1.7%
423111 · Outreach	471.88	833.30	-361.42	56.6%
Total 423100 · Public Awareness	-1,640.16	6,104.10	-7,744.26	-26.9%
Total 422000 · Program	24,858.35	111,530.40	-86,672.05	22.3%
424000 · Salary(Staff & Indep Cntrctrs)				
424100 · Full Time				
424101 · Salary	365,100.71	406,185.59	-41,084.88	89.9%
424102 · Overtime	25.25	33.30	-8.05	75.8%
424103 · Phone/Data Stipend	3,000.00	3,360.00	-360.00	89.3%
424100 · Full Time - Other	400.00			
Total 424100 · Full Time	368,525.96	409,578.89	-41,052.93	90.0%
424200 · Part Time				
424201 · Clubs	0.00	333.30	-333.30	0.0%
424203 · Program Dev't	0.00	333.30	-333.30	0.0%
424204 · Special Events	0.00	0.00	0.00	0.0%
424205 · Day Camp	18,877.35	45,833.30	-26,955.95	41.2%
424206 · General Programs	23,984.19	16,166.70	7,817.49	148.4%
424207 · Office Support	4,457.34	5,705.00	-1,247.66	78.1%
424208 · Trips	0.00	0.00	0.00	0.0%
424209 · PURSUIT	4,213.01	4,080.00	133.01	103.3%
424210 · STAR	0.00	0.00	0.00	0.0%
424211 · Training	922.94	5,833.30	-4,910.36	15.8%
424213 · Athletics	0.00	1,416.70	-1,416.70	0.0%
424214 · Transportation	12,123.72	13,333.30	-1,209.58	90.9%
Total 424200 · Part Time	64,578.55	93,034.90	-28,456.35	69.4%
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	360.00	241.70	118.30	148.9%
424304 · W2 Processing	0.00	55.00	-55.00	0.0%
424305 · Miscellaneous	0.00	0.00	0.00	0.0%
Total 424300 · Payroll Processing	360.00	296.70	63.30	121.3%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
424400 · Independent Contractors				
424401 · Day Camp	0.00	333.30	-333.30	0.0%
424402 · General Programs	0.00	1,666.70	-1,666.70	0.0%
424403 · Office	-147.00	833.30	-980.30	-17.6%
424404 · Trips	0.00	0.00	0.00	0.0%
424405 · PURSUIT	-855.00	500.00	-1,355.00	-171.0%
424406 · STAR	0.00	0.00	0.00	0.0%
424407 · Athletics	250.00	416.70	-166.70	60.0%
424408 · Leisure Ed	0.00	416.70	-416.70	0.0%
Total 424400 · Independent Contractors	-752.00	4,166.70	-4,918.70	-18.0%
424500 · Car Allowance				
424501 · Car Allowance	1,200.00	1,300.00	-100.00	92.3%
Total 424500 · Car Allowance	1,200.00	1,300.00	-100.00	92.3%
Total 424000 · Salary(Staff & Indep Cntrctrs)	433,912.51	508,377.19	-74,464.68	85.4%
Total 420000 · Operating Expenses	540,880.59	797,930.11	-257,049.52	67.8%
441000 · Liabilities				
441001 · Criminal Background Checks	-5.00	273.30	-278.30	-1.8%
441002 · Drug Tests / Physicals	0.00	700.00	-700.00	0.0%
441003 · Unemployment	0.00	2,213.13	-2,213.13	0.0%
441004 · Liability Fees	0.00	10,711.00	-10,711.00	0.0%
441006 · Miscellaneous	0.00	0.00	0.00	0.0%
Total 441000 · Liabilities	-5.00	13,897.43	-13,902.43	-0.0%
442000 · Audit				
442001 · Audit	0.00	2,083.30	-2,083.30	0.0%
442002 · GASB	0.00	0.00	0.00	0.0%
Total 442000 · Audit	0.00	2,083.30	-2,083.30	0.0%
442100 · FICA - Employer Tax Expense	0.00	46,038.42	-46,038.42	0.0%
442200 · IMRF				
442201 · ER Contributions - FT	-4,768.34	15,725.10	-20,493.44	-30.3%
442203 · ER Contributions - PT	-207.78	6,059.26	-6,267.04	-3.4%
442204 · EE Deductions - PT	186.27	0.00	186.27	100.0%
442205 · Voluntary Contributions	1,677.28	0.00	1,677.28	100.0%
Total 442200 · IMRF	-3,112.57	21,784.36	-24,896.93	-14.3%
450000 · Inclusion				
450001 · Arlington Heights	6,196.32	5,172.42	1,023.90	119.8%
450002 · Bartlett	-1,019.54	1,540.06	-2,559.60	-66.2%
450003 · Buffalo Grove	3,918.74	7,393.03	-3,474.29	53.0%
450004 · Elk Grove Village	769.93	2,121.45	-1,351.52	36.3%
450005 · Hanover Park	-19.54	1,498.94	-1,518.48	-1.3%
450006 · Hoffman Estates	849.66	3,977.56	-3,127.90	21.4%
450007 · Inverness	-19.54	16.70	-36.24	-117.0%
450008 · Mount Prospect	1,350.46	3,252.05	-1,901.59	41.5%
450009 · Palatine	2,790.86	6,922.23	-4,131.37	40.3%
450010 · Prospect Heights	368.90	2,627.10	-2,258.20	14.0%
450011 · River Trails	638.71	1,015.65	-376.94	62.9%
450012 · Rolling Meadows	3,350.87	7,017.41	-3,666.54	47.8%
450013 · Salt Creek	299.46	471.11	-171.65	63.6%
450014 · Schaumburg	8,170.63	9,554.77	-1,384.14	85.5%
450015 · South Barrington	220.24	551.02	-330.78	40.0%
450016 · Steamwood	29.19	423.59	-394.40	6.9%
450017 · Wheeling	5,510.21	10,398.26	-4,888.05	53.0%
450018 · Ability Awareness	0.00	83.30	-83.30	0.0%
450019 · Training Salary	309.76	1,375.00	-1,065.24	22.5%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual**

January through February 2023

Modified Accrual Basis

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
450020 · Rovers Salary	0.00	6,070.00	-6,070.00	0.0%
450021 · Training Supplies	0.00	333.30	-333.30	0.0%
450022 · Miscellaneous	-146.10	626.70	-772.80	-23.3%
Total 450000 · Inclusion	33,569.22	72,441.65	-38,872.43	46.3%
Total Expense	571,332.24	954,175.27	-382,843.03	59.9%
Net Ordinary Income	81,360.64	56,025.10	25,335.54	145.2%
Other Income/Expense				
Other Expense				
460000 · Capital Fund				
460001 · Capital Expenses/Projects	2,134.55	16,432.85	-14,298.30	13.0%
460002 · Vehicles/Maintenance	0.00	77,290.00	-77,290.00	0.0%
460003 · Technology/Hardware	12,294.78	23,775.55	-11,480.77	51.7%
460004 · Building/Maintenance	1,741.74	25,311.80	-23,570.06	6.9%
Total 460000 · Capital Fund	16,171.07	142,810.20	-126,639.13	11.3%
Total Other Expense	16,171.07	142,810.20	-126,639.13	11.3%
Net Other Income	-16,171.07	-142,810.20	126,639.13	11.3%
Net Income	65,189.57	-86,785.10	151,974.67	-75.1%

Northwest Special Recreation Association
Balance Sheet
As of February 28, 2023

Modified Accrual Basis

	Feb 28, 23
ASSETS	
Current Assets	
Checking/Savings	
10100 · Flex Spending - Benefit	14,565.29
10300 · Petty Cash	500.00
10600 · NWSRA Operating	490,888.27
11200 · PFM General Reserve	
11210 · PFM General Reserve Investments	1,180,000.00
11200 · PFM General Reserve - Other	106,499.10
Total 11200 · PFM General Reserve	1,286,499.10
11500 · MDAA Max Safe	880,539.10
11650 · Capital Max Safe	1,826,187.05
Total Checking/Savings	4,499,178.81
Accounts Receivable	
12000 · Accounts Receivable	460,522.45
Total Accounts Receivable	460,522.45
Other Current Assets	
12001 · Scholarship - Receivable	18,505.90
12300 · Prepaid Lease	7,500.00
Total Other Current Assets	26,005.90
Total Current Assets	4,985,707.16
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	6,496,782.06
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-304.91
21100 · Anticipated Refunds - Prog Fees	12,471.20

Northwest Special Recreation Association
Balance Sheet
As of February 28, 2023

Modified Accrual Basis

	Feb 28, 23
21500 · Payroll Liabilities	
21510 · Employee Taxes	-7,511.92
22100 · EE FSA Depend & Med	6,834.13
	-
Total 21500 · Payroll Liabilities	-677.79
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	-2,923.75
22000 · Accrued Payroll	41,655.97
23200 · Deferred Member District Assmnt	460,522.45
	-
Total Other Current Liabilities	510,993.17
Total Current Liabilities	510,993.17
Long Term Liabilities	
22500 · ACCRUED VACATION	90,672.05
	-
Total Long Term Liabilities	90,672.05
Total Liabilities	601,665.22
Equity	
29500 · Retained Earnings	4,148,919.91
29550 · INVESTMENT IN CAPITAL ASSETS	1,511,073.90
29600 · Opening Bal Equity	169,933.46
Net Income	65,189.57
	-
Total Equity	5,895,116.84
TOTAL LIABILITIES & EQUITY	6,496,782.06

NWSRA Account Snapshot as of 01/31/2023:

Village Bank & Trust

1. NW Operating - \$ 442,471.90
 2. MDAA Max Safe - \$1,098,045.83
 3. Capital Max Safe - \$1,819,993.79
- \$3,360,511.52

PFM

4. PFM General Reserve
 - a. Liquid Asset Fund - \$106,198.32
 - b. Investments - \$1,180,000.00
- \$1,286,198.32

Total of all assets/Accounts = \$4,646,709.84

NWSRA Account Snapshot as of 02/28/2023:

Village Bank & Trust

1. NW Operating - \$ 502,690.15
2. MDAA Max Safe - \$880,539.10
3. Capital Max Safe - \$1,826,187.05
\$3,209,416.30

PFM

4. PFM General Reserve
 - a. Liquid Asset Fund - \$106,499.10
 - b. Investments - \$1,180,000.00
\$1,286,499.10

Total of all assets/Accounts = \$4,495,915.40

**Warrant
Summary
As of January 31, 2023**

Administration	Programs	Salary	Liability/Audit/IMRF
421000 Prof. Fees	422100 Rent Municipal	424100 Full Time	441000 Liability/PDRMA
421100 Office Supply	422200 Rent Commercial	424200 Part Time	442000 Audit
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			

Total VB&T Electronic Accounts Payable	\$ 61,058.74
Electronic Accounts Payable (PCARDS-5th-3rd) January 2023	\$ 48,190.83
Total VB&T Business Checking Accounts Payable	\$ 64,219.80
	\$ 173,469.37

Payroll	01.13.23	\$ 135,339.97
	01.27.23	\$ 114,403.30
IMRF Payment	Jan-23	\$ 16,208.70

Motion to approve Warrant 01.31.23	\$ 439,421.34
---	----------------------

**Warrant
Summary
As of January 31, 2023**

Vendor	Description	Amount
Lauterbach & Amen		\$ 6,750.00
Wex Bank		\$ 2,280.36
Aflac		\$ 600.64
Robbin Schwarz		\$ 8,747.85
ComEd	December Electric	\$ 730.30
CostCo	Miscellaneous purchases	\$ 301.81
Wells Fargo	Konica Minolta - 2nd & 3rd Flr Copier	\$ 1,256.72
PDRMA	December Health Benefits and 2nd 2022 payment for liability charge	\$ 38,449.29
Hewlett Packard Fin Svcs	Lease Payment	\$ 1,941.77
Total Warrant for Electronic Accounts Payable		\$ 61,058.74

**Warrant
Summary
As of January 31, 2023**

Vendor	Expense Account Title	Account	Amount
January PCards			
AMAZON	PROFESSIONAL FEES	421002	8.40
AMAZON	PROFESSIONAL FEES	421004	13.34
ILLINOIS ASSOC OF PARK	PROFESSIONAL FEES	421004	55.00
GOVDOCS, INC.	PROFESSIONAL FEES	421004	225.79
INTUIT CHECKS / FORMS	PROFESSIONAL FEES	421004	444.97
AMAZON	PROFESSIONAL FEES	421004	7.29
AMAZON	OFFICE SUPPLIES	421101	27.62
AMAZON	OFFICE SUPPLIES	421101	6.99
AMAZON	OFFICE SUPPLIES	421102	148.58
AMAZON	OFFICE SUPPLIES	421102	164.69
AMAZON	OFFICE SUPPLIES	421102	132.04
AMAZON	OFFICE SUPPLIES	421102	31.99
J & R LOCK PALATINE	OFFICE SUPPLIES	421103	75.29
AMAZON	OFFICE SUPPLIES	421105	34.98
AMAZON	OFFICE SUPPLIES	421105	17.84
AMAZON	OFFICE SUPPLIES	421105	11.99
AMAZON	OFFICE SUPPLIES	421105	19.97
AMAZON	OFFICE SUPPLIES	421105	40.43
AMAZON	OFFICE SUPPLIES	421106	49.90
AMAZON	OFFICE SUPPLIES	421106	35.28
AMAZON	OFFICE SUPPLIES	421106	201.82
AUTHORIZE.NET	CREDIT CARD AND BANK FEES	421152	25.00
VZWRLLS APOCC VISB	TELEPHONE/FAX	421301	839.24
FIRST COMMUNICATIONS L	TELEPHONE/FAX	421304	646.37
CONVERGED DIGITAL NETW	TELEPHONE/FAX	421305	329.70
MCDONALD'S F14403	CONFERENCE/EDUCATION	421402	7.16
PARKWHIZ, INC.	CONFERENCE/EDUCATION	421402	67.84
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	(205.00)
STARBUCKS STORE 14335	CONFERENCE/EDUCATION	421402	32.82
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	390.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	(205.00)
SPOTHERO 844-356-8054	CONFERENCE/EDUCATION	421402	18.20
SPOTHERO 844-356-8054	CONFERENCE/EDUCATION	421402	14.51
LAZ PARKING ECOMMERCE	CONFERENCE/EDUCATION	421402	260.00
SPOTHERO 844-356-8054	CONFERENCE/EDUCATION	421402	13.72
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	426.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	400.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	335.00
COOPERS HAWK ARLINGTON	CONFERENCE/EDUCATION	421405	34.68
STARBUCKS STORE 21358	CONFERENCE/EDUCATION	421405	29.76
STARBUCKS STORE 21358	CONFERENCE/EDUCATION	421405	3.28
STARBUCKS STORE 21358	CONFERENCE/EDUCATION	421405	6.84
STARBUCKS STORE 21358	CONFERENCE/EDUCATION	421405	19.25
STARBUCKS STORE 14335	CONFERENCE/EDUCATION	421406	14.13
STARBUCKS STORE 14335	CONFERENCE/EDUCATION	421406	19.69
DUNKIN	CONFERENCE/EDUCATION	421406	7.74
AMERICAN AIRLINES	CONFERENCE/EDUCATION	421406	396.60
GRUBHUBGHPLUS	CONFERENCE/EDUCATION	421406	9.99
SUBWAY 23961	CONFERENCE/EDUCATION	421406	30.27
DD DOORDASH CHIPOTLE	CONFERENCE/EDUCATION	421407	24.98
NORTHWEST MISSOURI STA	CONFERENCE/EDUCATION	421407	971.00

**Warrant
Summary
As of January 31, 2023**

JEWEL	CONFERENCE/EDUCATION	421407	60.68
JIMMY JOHNS - 1065 - E	CONFERENCE/EDUCATION	421407	336.80
JEWEL	CONFERENCE/EDUCATION	421407	65.55
ALLIANZ TRAVEL INS	CONFERENCE/EDUCATION	421407	22.49
MORETTI'S SCHAUMBURG	CONFERENCE/EDUCATION	421407	349.60
WALGREENS #3940	CONFERENCE/EDUCATION	421407	32.38
MGMT ASSC OF IL	CONFERENCE/EDUCATION	421407	250.00
AMERICAN THERAPEUTIC R	MEMBERSHIPS/CERTIFICATIONS	421501	150.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIONS	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIONS	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIONS	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIONS	421504	80.00
IPRA	MEMBERSHIPS/CERTIFICATIONS	421507	807.00
INTERNATIONAL WOMENS G	MEMBERSHIPS/CERTIFICATIONS	421513	199.00
PAYPAL CHI WILS CHI W	MEMBERSHIPS/CERTIFICATIONS	421513	40.00
PAYPAL CHI WILS CHI W	MEMBERSHIPS/CERTIFICATIONS	421513	40.00
AAFPARA	MEMBERSHIPS/CERTIFICATIONS	421513	329.60
PAYPAL CHI WILS CHI W	MEMBERSHIPS/CERTIFICATIONS	421513	40.00
ROLLING MEADOWS CC	MEMBERSHIPS/CERTIFICATIONS	421513	300.00
DOORDASH DASHPASS	MEMBERSHIPS/CERTIFICATIONS	421513	9.99
MARATHON PETRO193003	MAINTENANCE/UTILITIES	421703	171.01
NICOR GAS	MAINTENANCE/UTILITIES	421703	129.02
NICOR GAS	MAINTENANCE/UTILITIES	421703	113.56
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	190.43
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	274.82
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	189.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	265.17
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
AMAZON	MAINTENANCE/UTILITIES	421707	115.62
CUBICLE KEYS	MAINTENANCE/UTILITIES	421707	57.20
SHERWIN ACE HDWE	MAINTENANCE/UTILITIES	421707	9.99
SHERWIN ACE HDWE	MAINTENANCE/UTILITIES	421707	39.97
AMAZON	MAINTENANCE/UTILITIES	421707	7.72
AMAZON	MAINTENANCE/UTILITIES	421707	14.73
AMAZON	MAINTENANCE/UTILITIES	421707	14.97
AMAZON	MAINTENANCE/UTILITIES	421707	14.99
AMAZON	MAINTENANCE/UTILITIES	421708	274.20
WEB BLUEHOST.COM	COMPUTERS	421901	95.88
WIX.COM, INC.	COMPUTERS	421904	68.55
MICROSOFT SUBSCRIPTION	COMPUTERS	421905	10.98
MOSYLE BUS MOSYLE_BUS	COMPUTERS	421905	1638.00
RING PROTECT PLUS YR	COMPUTERS	421905	100.00
HTC CORP	COMPUTERS	421905	12.99
FLEETIO.COM	COMPUTERS	421905	153.90
BAMBOOHR HRIS	COMPUTERS	421905	1010.95
EIG CONSTANTCONTACT.CO	COMPUTERS	421905	125.00
APPLE.COM/BILL	COMPUTERS	421905	0.99
INTUIT QUICKBOOKS	COMPUTERS	421905	1556.46
RIGHT NETWORKS	COMPUTERS	421905	56.85
WWW.MAKESHIFT.CA	COMPUTERS	421905	799.70
AMAZON	COMPUTERS	421906	78.98

**Warrant
Summary
As of January 31, 2023**

AMAZON	COMPUTERS	421906	251.86
ARLINGTON LANES	RENTAL MUNICIPAL	422109	294.00
ARLINGTON LANES	RENTAL MUNICIPAL	422109	90.00
ARLINGTON LANES	RENTAL MUNICIPAL	422109	102.00
VSI WAUKEGAN PK DIST	RENTAL MUNICIPAL	422111	80.00
M-NASR	RENTAL MUNICIPAL	422111	80.00
M-NASR	RENTAL MUNICIPAL	422111	80.00
M-NASR	RENTAL MUNICIPAL	422111	80.00
RVT CHSD 128-WEB	RENTAL MUNICIPAL	422111	300.00
BULLDOGS - ROLLING MEA	COMMERCIAL EXPENSE	422201	290.00
CHICAGO CUBS	COMMERCIAL EXPENSE	422204	1478.40
MUSEUM OF SCIENCE & IN	COMMERCIAL EXPENSE	422204	38.73
CHUCK E CHEESE 688	COMMERCIAL EXPENSE	422204	77.94
MUSEUM OF SCIENCE & IN	COMMERCIAL EXPENSE	422204	42.98
FOX AND HOUND #65055	COMMERCIAL EXPENSE	422204	29.00
FOX AND HOUND #65055	COMMERCIAL EXPENSE	422204	204.00
PARKINGCOM	COMMERCIAL EXPENSE	422204	25.00
DUNN MUSEUM	COMMERCIAL EXPENSE	422205	60.00
SQ BALL FACTORY MOUNT	COMMERCIAL EXPENSE	422205	210.00
NOW ARENA TIX	COMMERCIAL EXPENSE	422206	340.00
CHIPOTLE 0131	COMMERCIAL EXPENSE	422209	33.71
STORE	COMMERCIAL EXPENSE	422209	31.83
STARBUCKS 800-782-7282	COMMERCIAL EXPENSE	422209	12.32
WILMOT MOUNTAIN	COMMERCIAL EXPENSE	422211	100.65
WILMOT MOUNTAIN	COMMERCIAL EXPENSE	422211	55.92
WILMOT MOUNTAIN	COMMERCIAL EXPENSE	422211	55.92
WILMOT MOUNTAIN	COMMERCIAL EXPENSE	422211	55.92
AMAZON	PROGRAM DEVELOPMENT	422301	15.95
NOVAK AND PARKER HOME	PROGRAM DEVELOPMENT	422301	317.96
AMAZON	PROGRAM DEVELOPMENT	422301	112.01
JEWEL	PROGRAM SUPPLIES	422401	(38.57)
WALMART	PROGRAM SUPPLIES	422401	4.86
WALMART	PROGRAM SUPPLIES	422401	54.92
JEWEL	PROGRAM SUPPLIES	422401	47.64
PARTY CITY 5256	PROGRAM SUPPLIES	422401	38.00
WALMART	PROGRAM SUPPLIES	422401	107.41
DOLLAR TREE	PROGRAM SUPPLIES	422401	51.25
WALMART	PROGRAM SUPPLIES	422401	80.93
EXXON	PROGRAM SUPPLIES	422405	13.19
WM SUPERCENTER #1892	PROGRAM SUPPLIES	422406	37.88
DOLLAR TREE	PROGRAM SUPPLIES	422406	28.75
GOOGLE GOOGLE STORAGE	PROGRAM SUPPLIES	422406	1.99
JEWEL	PROGRAM SUPPLIES	422406	61.80
SAMSCLUB #6487	PROGRAM SUPPLIES	422406	192.74
PARTY CITY 196	PROGRAM SUPPLIES	422406	52.82
DOLLAR TREE	PROGRAM SUPPLIES	422406	52.25
TARGET 00010363	PROGRAM SUPPLIES	422406	146.45
AMAZON	PROGRAM SUPPLIES	422406	19.98
DOLLAR TREE	PROGRAM SUPPLIES	422406	(105.83)
JEWEL	PROGRAM SUPPLIES	422409	30.41
JEWEL	PROGRAM SUPPLIES	422409	18.73
JEWEL	PROGRAM SUPPLIES	422409	15.53
MICHAELS STORES 1338	PROGRAM SUPPLIES	422409	27.94

**Warrant
Summary
As of January 31, 2023**

DOLLAR TREE	PROGRAM SUPPLIES	422409	7.99
AMAZON	PROGRAM SUPPLIES	422409	34.71
DOLLAR TREE	PROGRAM SUPPLIES	422409	7.50
WALMART	PROGRAM SUPPLIES	422409	31.12
WALMART	PROGRAM SUPPLIES	422409	42.46
JEWEL	PROGRAM SUPPLIES	422409	17.76
JEWEL	PROGRAM SUPPLIES	422409	25.12
AMAZON	PROGRAM SUPPLIES	422409	30.99
AMAZON	PROGRAM SUPPLIES	422409	10.20
AMAZON	PROGRAM SUPPLIES	422409	221.53
MARIANOS #501	PROGRAM SUPPLIES	422409	10.57
AMAZON	PROGRAM SUPPLIES	422409	10.99
WALMART	PROGRAM SUPPLIES	422409	18.29
SAMSCLUB #6487	PROGRAM SUPPLIES	422409	192.73
JEWEL	PROGRAM SUPPLIES	422409	39.96
JEWEL	PROGRAM SUPPLIES	422409	18.62
ARLINGTON LANES	PROGRAM SUPPLIES	422409	108.00
GOODWILL RETAIL #158	PROGRAM SUPPLIES	422409	15.97
MARIANOS #506	PROGRAM SUPPLIES	422409	23.55
JEWEL	PROGRAM SUPPLIES	422409	22.96
WALMART	PROGRAM SUPPLIES	422409	15.52
TARGET 00008805	PROGRAM SUPPLIES	422409	86.87
AMAZON	PROGRAM SUPPLIES	422409	47.36
AMAZON	PROGRAM SUPPLIES	422409	11.49
AMAZON	PROGRAM SUPPLIES	422409	84.99
WALMART	PROGRAM SUPPLIES	422409	59.18
JEWEL	PROGRAM SUPPLIES	422409	10.48
JEWEL	PROGRAM SUPPLIES	422409	30.64
JEWEL	PROGRAM SUPPLIES	422409	14.77
WALMART	PROGRAM SUPPLIES	422409	23.52
WALMART	PROGRAM SUPPLIES	422409	157.67
WALMART	PROGRAM SUPPLIES	422409	36.74
WALMART	PROGRAM SUPPLIES	422409	37.80
AMAZON	PROGRAM SUPPLIES	422409	102.96
AMAZON	PROGRAM SUPPLIES	422409	9.99
NETFLIX.COM	PROGRAM SUPPLIES	422409	19.99
WALMART	PROGRAM SUPPLIES	422409	59.47
EBAY O 18-09535-35327	PROGRAM SUPPLIES	422409	64.90
AMAZON	PROGRAM SUPPLIES	422409	67.39
DOLLAR TREE	PROGRAM SUPPLIES	422409	18.75
AMAZON	PROGRAM SUPPLIES	422409	26.99
AMAZON	PROGRAM SUPPLIES	422409	7.91
AMAZON	PROGRAM SUPPLIES	422409	77.82
AMAZON	PROGRAM SUPPLIES	422409	13.99
AMAZON	PROGRAM SUPPLIES	422409	64.73
JEWEL	PROGRAM SUPPLIES	422411	27.04
AMAZON	PROGRAM SUPPLIES	422411	49.36
AMAZON	PROGRAM SUPPLIES	422411	239.40
AMAZON	PROGRAM SUPPLIES	422411	92.28
WALMART	PROGRAM SUPPLIES	422412	71.36
DOLLAR TREE	PROGRAM SUPPLIES	422412	6.75
WALMART	PROGRAM SUPPLIES	422412	2.18
WALMART	PROGRAM SUPPLIES	422412	150.00

**Warrant
Summary
As of January 31, 2023**

AMAZON	PROGRAM SUPPLIES	422413	9.98
AMERICAN RED CROSS	PROGRAM SUPPLIES	422414	216.00
DUNKIN	PROGRAM SUPPLIES	422415	15.00
ULTIMATESCREENPRINTING	PROGRAM SUPPLIES	422416	(1822.00)
SPOTIFY USA	PROGRAM SUPPLIES	422418	15.99
ULTIMATESCREENPRINTING	PROGRAM SUPPLIES	422419	15400.00
AMAZON	PROGRAM SUPPLIES	422421	12.69
ULTIMATESCREENPRINTING	PROGRAM SUPPLIES	422423	147.00
ILDOT	TRANSPORTATION GAS/TOLLS	422802	1162.20
VISTAPRINT	PRINTING	422908	46.59
VISTAPRINT	PRINTING	422908	57.99
VISTAPRINT	PRINTING	422908	53.99
WALGREENS #3512	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423101	24.50
AMAZON	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423101	10.99
AMAZON	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423101	49.98
PAPA SAVERIOS - ROLLIN	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423101	170.46
JEWEL	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423101	72.15
PAYPAL EDIBLEARRAN	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423101	74.90
WALGREENS #4355	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423107	37.25
DAILY HERALD/REFLEJOS	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423108	120.40
U OF IA-CAREER CENTER	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423110	50.00
UWLAX - HANDSHAKE	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423110	70.00
EASTERN IL UNIVERSITY	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423110	25.00
WIU-CAREER DEVELOPMENT	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423110	100.00
YM CAREERS	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423110	299.00
ILIPRA.ORG	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423110	180.00
JEWEL	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423111	33.89
JEWEL	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423111	171.14
EB MPJWC 2023 BOWLING	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	423111	266.85
AMAZON	INCLUSION	450001	11.98
AMAZON	INCLUSION	450003	10.99
AMAZON	INCLUSION	450003	27.50
AMAZON	INCLUSION	450003	9.99
AMAZON	INCLUSION	450003	160.74
AMAZON	INCLUSION	450003	50.98
AMAZON	INCLUSION	450009	83.95
AMAZON	INCLUSION	450012	39.59
AMAZON	INCLUSION	450012	7.22
STARBUCKS STORE 08609	INCLUSION	450022	13.54
AMAZON	INCLUSION	450022	30.54
PORTILLOS HOT DOGS #11	INCLUSION	450022	33.57
STARBUCKS STORE 25698	INCLUSION	450022	17.74
AMAZON	INCLUSION	450022	15.27
TOP GOLF SCHAUMBURG 62	INCLUSION	450022	103.75
STARBUCKS STORE 26266	INCLUSION	450022	17.82
AMAZON	INCLUSION	450022	14.11
AMAZON	CAPITAL EXPENSES	460003	1199.00
PODS 9/100	CAPITAL EXPENSES	460004	89.00
MODERN OFFICE	CAPITAL EXPENSES	460004	1098.00
SHERWIN ACE HDWE	CAPITAL EXPENSES	460004	29.56
AMAZON	CAPITAL EXPENSES	460004	23.73
AMAZON	CAPITAL EXPENSES	460004	397.80
AMAZON	CAPITAL EXPENSES	460004	86.68

**Warrant
Summary
As of January 31, 2023**

AMAZON	CAPITAL EXPENSES	460004	452.11
AMAZON	CAPITAL EXPENSES	460004	154.00
AMAZON	CAPITAL EXPENSES	460004	152.96
Total Warrant for Electronic Accounts Payable			48,190.83

**Warrant
Summary
As of January 31, 2023**

Num	Name	Memo	Account	Original Amount
6555	Physicians Immediate Care - Chicago	Statement #4301144	10600 · NWSRA Operating	-257.00
		Drug Test/Physical Charges	441002 · Drug Tests / Physicals	257.00
				<u>257.00</u>
6556	Bill's Auto & Truck Repair		10600 · NWSRA Operating	-6,293.52
		Vehicle Maintenance and Repairs; Invoice #1164	422702 · Repair / Maintenance	2,107.07
		Invoice #116589, #116555	422702 · Repair / Maintenance	4,186.45
				<u>6,293.52</u>
6557	Buffalo Grove Park District	Invoice #2836	10600 · NWSRA Operating	-16,938.00
		Rent and Cleaning Charges for BG Pursuit Site	421806 · BGPD Rental Space	16,938.00
				<u>16,938.00</u>
6558	Carolyn McCambridge		10600 · NWSRA Operating	-100.00
		Zumba Instructor Fee	422209 · PURSUIT	100.00
				<u>100.00</u>
6559	CZ Enterprise	Invoice #281361	10600 · NWSRA Operating	-5,275.00
		Labor Charges for Back Office Remodel	460004 · Building/Maintenance	5,275.00
				<u>5,275.00</u>
6560	Official Finders, LLC	Invoice #11963	10600 · NWSRA Operating	-50.00
		Basketball Ref	424407 · Athletics	50.00
				<u>50.00</u>
6561	Palatine Park District		10600 · NWSRA Operating	-277.73
		Inclusion Aides	450009 · Palatine	277.73
				<u>277.73</u>
6562	Premistar-North	Invoice #SI2188452	10600 · NWSRA Operating	-3,360.00
		December 22 Office Thermostats	421708 · Cleaning Supplies	3,360.00
				<u>3,360.00</u>
6563	Rolling Meadows Park District	Invoice #134NFeb-Apr2023	10600 · NWSRA Operating	-91.05
		Pest Service 1st Quarter 2023	421701 · Condo Maintenance	91.05
				<u>91.05</u>
6564	South Barrington Park District		10600 · NWSRA Operating	-160.00
		Group Fitness Classes	450015 · South Barrington	160.00
				<u>160.00</u>
6565	Sterling Network Integration		10600 · NWSRA Operating	-6,742.50
		December Support Hours; Invoice #01052302	421902 · Framework Support	3,022.50
		Configuration of Mt. Prospect Firewall; Invoice #	421902 · Framework Support	3,720.00
				<u>6,742.50</u>

**Warrant
Summary
As of January 31, 2023**

6566 VITASYS	Invoice #1388	10600 · NWSRA Operating	-9,675.00
	Civi Database Enhacemenets	421901 · Database Enhancements	9,675.00
			9,675.00
6567 Wheeling Park District		10600 · NWSRA Operating	-15,000.00
	Rent July 22-June 23	421805 · Wheeling Rental Space	15,000.00
			15,000.00
Total for Warrant VB&T Business Checking Accounts Payable			\$ 64,219.80

VII. Staff Reports

[Return to Home](#)

Date: March 15, 2023
To: Tracey Crawford
From: Andrea Griffin and Rachel Hubsch, Superintendents of Recreation
Re: Program Report January – February 2023

NWSRA General Therapeutic Recreation Programs & Services

Northwest Special Recreation Association 2023 Winter/Spring season is well underway for the general therapeutic recreation programs. NWSRA offered a total of 69 in-person and virtual weekly programs. Within the 69 programs over 300 registrations were received. All virtual programs are being led by the virtual intern Kadaisha Wilson. Kadaisha is a student at Winston Salem State University.

The Broadway Buddies program, in partnership with Buffalo Grove Park District, has been working on new and exciting things. There are six new participants and buddies alongside the new director Annie Snow. The May showcase will feature our participants in our adaptation of the 'The Wizard of Oz'. The participants are learning stage directions, script lines and improving their motor skills through dancing.

Meet N' Place has had a consistent group of participants for the past few seasons. The program is specifically for individuals with physical and visual disabilities. The group of friends has visited Teddy's Diner in Elk Grove Village. The participants continue to work on money management and community integration. They socialized over breakfast and lunch fare. Chris Sawka (a resident of Wheeling) ordered his food by himself using his communication device! The rest of the season should be spectacular as the group spent the first week planning out all the places they will go.

A small, but mighty group of six participants are starting the new year right in the Thursday Staying Fit program at Park Place in Streamwood. Led by the CTRS Lacey Allen, the program focuses on improving physical and mental health using various exercises. Patrick Sullivan (a resident of Streamwood), encouraged his peers and staff to successfully complete 100 calf raises!

NWSRA Special Events & Leisure Education Program

NWSRA ran three school day-out events on 1/16. In the event 'Where Kids can be Kids' we took five early childhood kids to Chuck E Cheese and swimming at the Arlington Ridge Center. The kids had a great time with this action-packed day. On the 'Science Adventure Trip' staff took teens to the Museum of Science and Industry where they were able to look at the different exhibits and spend the day in Chicago. The Sports Galore Special Event was for NWSRA adult participants. They enjoyed an evening at Fox and Hound Restaurant in Schaumburg where they watched sports, ate food, and enjoyed the day with games. On Monday, February 20, staff took participants to the DuPage Children's Museum. After the museum we took the group to Schaumburg CRC to go swimming and have lunch. In addition, a participant favorite, special event was held at Villa Oliva Tubing Hill in Bartlett.

Leisure Education trips officially started on 2/7/23 running through 4/28/2023. Staff have run 19 different leisure education trips all with different classrooms and have been getting great feedback. The Leisure Education Program provides outings to 33 different classrooms this year. Each classroom will get three outings during the winter/spring season.

Lightning Athletics

NWSRA Lightning Athletics competed at Special Olympics Winter Games in Galena January 31-February 2 and brought home Gold, Silver, and Bronze medals. The Swim Team has participated in two different Swim Meets with Libertyville and WDSRA. The swimmers have utilized the Meets to prepare for their upcoming Special Olympics Qualifier for Summer Games! Gymnastics and Powerlifting will be competing to qualify for Summer Games in these upcoming weeks as well!

Collaborative

The Collaborative Team has spent over 175 hours completing assessments with potential clients for the PURSUIT Adult Day Program; with the goal of bringing every site up to 100% capacity. Managers, Katrina Weigand and Lauren Jevaney continue to work with the following schools and school districts to educate them and their families on the PURSUIT Adult Day Program and have provide presentations on NWSRA and the PURSUIT Adult Day Program to NSSEO Kirk Teachers, Parent Education and Post-Secondary Panel for District 125 Stevenson and NSSEO PERC.
Schools and School Districts

1. District 214
2. True North District 804
3. District 211/Fremd
4. District U46
5. Kirk/ NSSEO
6. District 125
7. D211 APT South and North
8. High Roads School

PURSUIT clients decked themselves out in red and enjoyed the Valentines Festivities at an all-PURSUIT dance on Tuesday, February 14th. Over 100 clients made valentines, played valentines games and danced the day away. The Collaborative Coordinators were able to tap into their creativity, put on a casino day, pajama party, spa day, sock hop and Mardi Gras party for clients over the last two months.

Inclusion

The Inclusion Team recently held their seasonal Winter/Spring Training for their part-time inclusion aides. The training heavily focused on behavior management and how to successfully de-escalate participants and situations particularly in the after-care setting. The team also recently completed a training for the Bartlett Library, covering Empathy & Disability Awareness. Additionally, the team geared up to provide another school-wide

Ability Awareness at Greenbrier Elementary in Arlington Heights. This involves teaching the students a variety of ability levels and how to focus on commonalities rather than differences.

Part-Time Staff Update

The Inclusion Department Highlighted Gianna Murkowski for Inclusion Staff of the Month in January. Since joining the NWSRA Team all the way back in September, Gianna has done a wonderful job supporting her participant throughout this school year. Her consistency, dedication and determination has allowed her participant to participate safely and successfully in program. We appreciate all of the hard work Gianna does to help her participant and the Inclusion Department and we could thank her enough for her hard work and dedication that she brings to work every day to make sure her participant has the best possible experience in our Park Districts.

NWSRA applauds our Teams as well as our new employees as we continue to build wonderful relationships with co-workers, families, and participants in the community.

Recruitment & Outreach

Starting off in 2023, NWSRA has a high demand for Inclusion Aides and Daytime Service Providers. Our Park Districts have a high need for Inclusion Aides and our PURSUIT program has more openings after a few resignations. Most of the Recruitment efforts have been posting on various job sites with special campaigns on Indeed.

There have been 13 applications with 4 offers accepted and 1 declined for Inclusion Aides in January. Recruitment is still reaching out to the remaining 5 applicants to schedule interviews and currently waiting for another applicant to accept or reject the offer of employment. In February, the goal is to have all the new Inclusion Aides we have hired, refer candidates as part of our Employee Referral Incentive Program as well as reach a wider range of candidates through job fairs in February.

For Daytime Service Providers, we have had 1 application and that candidate accepted the offer of employment. Recruitment is working with the Collaboratives Department to come up with new strategies to drive more interest and get more applications. One of which is reaching out to Nursing Schools to get their students involved in real world practice while studying their curriculum.

Overall, January has had 25 applications come through to BambooHR with 6 offers accepted and 1 pending. Recruitment has hired 35% of the applicants that have applied to start off the new year.

Recruitment as well as our Outreach team have registered to be at 5 job fairs throughout the month of February. Those job fairs include: Wheeling CRC, Stevenson High School, Western University, Eastern Illinois University, and the University of Iowa. Recruitment and Outreach have also registered to be at 4 job fairs in the month of March to make sure we are focusing on reaching a wide and diverse number of potential candidates to fill the positions and employment needs of this agency.

MARKETING & PR REPORT JANUARY/FEBRUARY 2023

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

- Published and promoted the 2023 Day Camps Brochure.
- Created the February edition of the NWSRA Now Newsletter - highlighting Eric, a NWSRA participant with a impressive history.
- Worked closely with recruitment and outreach to continue to develop materials to send to area high schools and organization to continue to promote hiring.
- Created a meme participating in ATRA's meme contest.
- Designed artwork and wrapped the first of our new NWSRA buses. Each bus design we do will have a consistent look but will feature different NWSRA participants.



TECHNOLOGY

- Hired a new Information Technology Manager who started February 6th.
- Implemented MFA via Cisco Duo on Civi CRM further protecting registration information.
- Successfully shifted fileshare and O365 backups from an on-site disaster recover to SNI immutable cloud storage.

SLSF MARKETING

- Created marketing materials for the Gold Medal Fashion Show including the invites, model interview videos, day of signage, the arch, and more.
- Began promoting upcoming fundraisers including Flower Power and Brackets or Ability.
- Began promoting Bridges of Poplar Creek Golf Outing and Hole Sponsor Deals.

IN PROGRESS

- Developing the 2023 Summer Brochure.
- Creating recruitment materials such as flyers, social media plan, business cards and more to recruit people for the upcoming summer season.
- Gathering and sending artwork for the next NWSRA bus design wraps.

WEBSITE STATISTICS

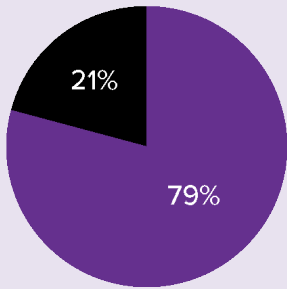
www.nwsra.org

6,077

TOTAL PAGE VIEWS

3,229

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

2,103 NEW VISITORS

MOST VISITED PAGES

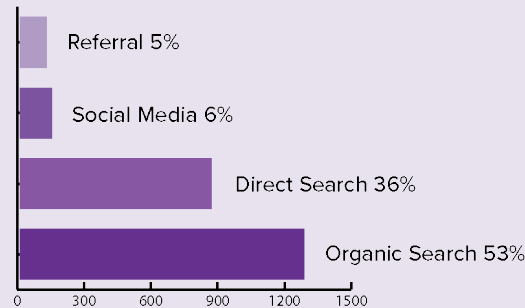
Rank	Page Name	Page Views	Avg. Time Spent
1.	NWSRA Homepage	1,951	50 sec
2.	NWSRA NWSRA Brochure	974	3:20
3.	NWSRA Job Opportunities	427	1:51
4.	NWSRA Staff	379	4:49
5.	NWSRA Employment	297	1:07
6.	NWSRA PURSUIT	238	3:19
7.	NWSRA Day Camps	164	1:33
8.	NWSRA Job Portal	162	39 sec
9.	NWSRA About	146	1:02
10.	NWSRA Contact	100	2:23

PAGE VIEWS

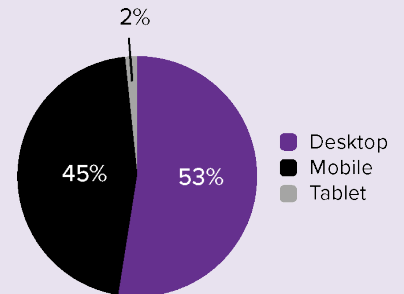
AVG. TIME SPENT

TOP CHANNELS

How people visit the website



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



People Reached: 4,307
Total Page Likes: 9,352
Post Engagements: 1,201



Post Impressions: 2,320
Post Reach: 460
Total Followers: 917



Total Followers: 416
Tweet Impressions: 1,023
Profile Visits: 201



Post Impressions: 2,677
Total Followers: 1,219
Page Views: 64

TRENDING POSTS

- Tracey Crawford Lifetime Achievement Award
- Darleen Negrillo A&F Section Award
- Inclusion TIM Talk Event
- Happy New Years Post



WEBSITE STATISTICS

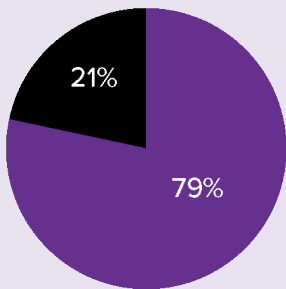
www.nwsra.org

6,855

TOTAL PAGE VIEWS

3,796

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

2,470 NEW VISITORS

MOST VISITED PAGES

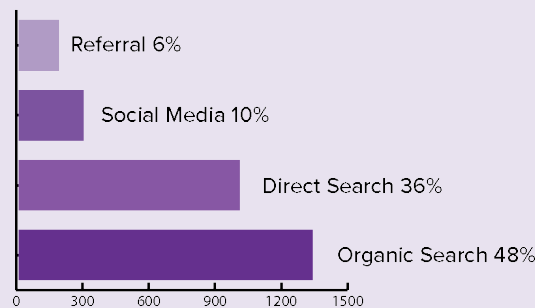
Rank	Page Name	Page Views	Avg. Time Spent
1.	NWSRA Homepage	2,127	50 sec
2.	NWSRA NWSRA Brochure	922	3:38
3.	NWSRA Day Camps	555	3:01
4.	NWSRA Job Opportunities	479	3:04
5.	NWSRA Employment	440	1:17
6.	NWSRA Staff	350	3:08
7.	NWSRA PURSUIT	281	3:52
8.	NWSRA About	131	1:05
9.	NWSRA Contact	131	2:58
10.	NWSRA Job Portal	126	38 sec

PAGE VIEWS

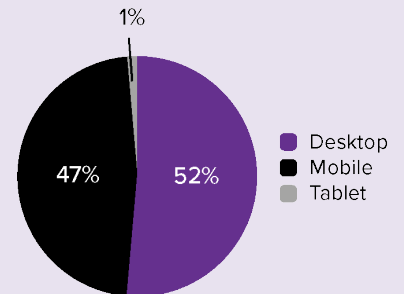
AVG. TIME SPENT

TOP CHANNELS

How people visit the website



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



People Reached: 9,792
Total Page Likes: 9,352
Post Engagements: 920



Post Impressions: 3,934
Post Reach: 540
Total Followers: 906



Total Followers: 415
Tweet Impressions: 1,425
Profile Visits: 204



Post Impressions: 3,584
Total Followers: 1,231
Page Views: 96

TRENDING POSTS

- Program Highlight: District Travelers
- Day Camps Brochure
- PURSUIT Valentine's Day Dance
- PURSUIT Mt. Prospect Volunteering
- NWSRA Visits University of Iowa for Presentation



Date: March 2023
To: Tracey Crawford, Executive Director
From: Anne Kiwala, Superintendent of Development
RE: SLSF Update for the January NWSRA Board Meeting

Sponsorships: Sponsorship dollars are part of the SLSF event budgets. In FY 2022, SLSF received \$88,580 in sponsorship revenue. For FY 2023, SLSF is budgeting \$104,700 for sponsorships. To date \$17,350 has been received, primarily from the Gold Medal Fashion Show, which exceeded its sponsorship goal, bringing in \$16,500.

Grants: The FY 2023 grant budgeted amount is \$127,500. To date, SLSF has applied for \$25,500 in grants with \$7,500 approved. In addition to submitting grants for the five pillars, SLSF is seeking \$74,402 in grants for the Accessible Greenhouse project with the Wheeling Park District; \$140,000 in grants have been identified for the project. Grants for the PURSUIT program are also being targeted, with \$40,000 in planned submissions to date.

Events: The FY 2023 Fundraising Events budgeted amount is \$264,990. Some sponsorship dollars are included in the fundraising events revenue. The budgeted amount is less than FY 2022 due to hosting fewer events. To date, fundraising revenue has generated \$59,379.98, primarily from the Gold Medal Fashion Show, which was held on Sunday, February 26th. The fashion show saw 90 more attendees than last year and brought in the most net revenue since 2019. Some sponsorship dollars are included in the fundraising events revenue.

This year's event focus is on boosting event attendance through widening advertising avenues and highlighting each event's unique personality/theme.

Grants to NWSRA: Grants to NWSRA: SLSF is budgeted to provide \$297,303.33 in grants to NWSRA for 2023. The budgeted amount was raised to include funds not granted to NWSRA in 2022. The first of three installments will be given in May. SLSF will also be using secured grants to fund the first two phases of the Accessible Greenhouse Project.

Outreach: SLSF and NWSRA are hosting a joint multi-chamber event at the Vogelei House with the Hoffman Estates Park District on Wednesday, March 8th to highlight NWSRA programs and employment opportunities with local businesses.

In 2023, SLSF is expanding involvement in regular community groups to include:

- The RAMP Young Professionals Group (multi-chamber)
- Diversity Alliance (Schaumburg Business Association)
- Networking for Introverts (Schaumburg Business Association)
- Non-profit Alliance (Schaumburg Business Association)
- Women's Alliance Group (Schaumburg Business Association)

VIII. Old Business

[Return to Home](#)

Date: March 15, 2023
To: NWSRA, Board of Directors
From: Tracey Crawford, Executive Director
Jan Buchs, Board Member
Re: What are the governance principles and best practices of an SRA?

In 2022, The Board of Directors asked the executive director to work with legal counsel to address the question, “What is an SRA?” and to potentially gather best practices that would govern an SRA.

On February 24, 2023, the Task Force Chair, Jan Buchs, the Chairman of the NWSRA Board of Directors, Christina Ferraro and the Executive Director, Tracey Crawford met and developed the following:

Action Steps

- Crafting the defining purpose of - What are the governance principles and best practices of an SRA? by addressing the question– What is an SRA?
- Get purpose of the Task Force and present an update to the Board at the March 15.
- Will meet again end of March beginning of April to discuss next steps.

Upon conclusion of the meeting, the following resources were gathered and reviewed:

- Just What is an SRA by John McGovern, Illinois Parks and Recreation Magazine July/August 1999**
- Histories of SRA’s by Larry Reiner, www.lib.niu.edu/1997/ip970945.html **
- Special Circumstances by John McGovern, Illinois Parks and Recreation Magazine September/October 2002**
- The Park District Code, IAPD

In the article written by John McGovern and published in the in the Illinois Park and Recreation magazine from July/August 1999, “What is an SRA”, the definition and overview of an SRA was stated as, “A special recreation association or SRA is a partnership of two or more park districts or municipalities formed to provide recreation for adults and children with disabilities and authorized by the park district code.” The first SRA, Northern Suburban Special Recreation Association (NSSRA) was formed in 1970 to reduce duplicate supervisory costs allowing tax dollars to go to qualified staff to conduct the programs and services for individuals with disabilities in the communities.

The Park District Code states:

Sec. 8-10a.- Every Park District is authorized to establish, maintain and manage recreational programs for the handicapped, including both mentally and physically handicapped, to provide transportation for the handicapped to and from such programs, to provide for such examination of participants in such programs as may be deemed necessary, to charge fees for participating in such programs, the fee charged for non-residents of such district need not be the same as the fees charged the residents of the district, and to charge fees for transportation furnished to participants.

(Source: P. A. 76-805.) (70 ILCS 1205/8-10a) (from Ch. 105, par. 8-10.1)

Sec. 8-10b. Joint recreational programs for the handicapped. Any 2 or more park districts, or in counties with a population of 300,000 or less, a single park district and another unit of local government, are authorized to take any action jointly relating to recreational programs for the handicapped that could be taken individually and to enter into agreements with other park districts and recreation boards and the corporate authorities of cities, villages and incorporated towns specified in Sections 11-95-2 and 11-95-3 of the "Illinois Municipal Code", approved May 29, 1961, as amended, or any combination thereof, for the purpose of providing for the establishment, maintenance and management of joint recreational programs for the handicapped of all the participating districts and municipal areas, including provisions for transportation of participants, procedures for approval of budgets, authorization of expenditures and sharing of expenses, location of recreational areas in the area of any of the participating districts and municipalities, acquisition of real estate by gift, legacy, grant, or purchase, employment of a director and other professional workers for such program who may be employed by one participating district, municipality or board which shall be reimbursed on a mutually agreed basis by the other districts, municipalities and boards that are parties to the joint agreement, authorization for one municipality, board or district to supply professional workers for a joint program conducted in another municipality or district and to provide other requirements for operation of such joint program as may be desirable.

(Source: P.A. 92-230, eff. 1-1-02.) (70 ILCS 1205/8-10b) (from Ch. 105, par. 8-10.2)

“The statutes offer the incentive of a funding vehicle for local governments that join, a property tax can be levied for joint agreement purposes. Without a joint agreement a park district cannot levy this tax.” (What is an SRA)

Although the materials gathered have been insightful regarding the SRA Model establishment, there is very little outside of the Park District Code that governing principles and best practices of an SRA. Since the inception of the first SRA, the Special Recreation Associations have used the Park District Code as the “best practice” benchmark to follow as served as an extension of park districts and municipalities.

As more and more SRA’s are being recognized by IPRA/IAPD as Distinguished Agencies, it is becoming more and more apparent that the Park District Code does not address all of the governance principles and best practices of an SRA. In the past 10 years, there has been legislation affecting health care for employees (the ACA), the posting of salaries and benefits, the Open Meetings Act, the Freedom of Information Act, the HB 162 Committee on Local Consolidation, the pandemic grants and funding associated with COVID Relief, and numerous risk management and cyber security regulations.

Each individual SRA, and their perspective boards, have had to navigate how the SRA should address ever changing legislation and regulations. The issue that arises surrounds the SRA governance principles and what are best practices of an SRA.

Is an SRA a park district? Is an SRA a non-profit? What does an SRA do when they cannot follow the Park District Code to the letter? How do they address the legislation and regulations mentioned above? Is it okay for each SRA to adapt and address them individually? Does their need to be an SRA Code outlining the governance principles and best practices for all SRA's in a document enough to address these challenges?

The purpose of the SRA Governance Task Force is to address the overarching question:

- What are the governing principles for a Special Recreation Association?
- Design an SRA code/best practice model for SRA's to follow and can be used by the SRA's and their park district members and municipalities.

**Documents can be found on the directors site under Meeting Info.

IX. New Business

[Return to home](#)

Date: March 15, 2023

To: NWSRA, Board of Directors

From: Tracey Crawford, Executive Director

Re: Com-Ed Energy Efficiency Program

Com-Ed's Energy Efficiency Program is for customers who want to make Energy Efficient upgrades in the commercial environment. With this program, NWSRA will upgrade all the lights in the NWSRA Administrative Office located at Park Central from fluorescent lights and ballast run panels to LED Lighting.

In January of 2020, all the bulbs were replaced but half of the 4ft light bulbs are not working or starting to burn out. All the ballasts for our light fixtures need to be replaced as they are becoming obsolete. The issues that are occurring range from losing power and loud humming throughout the office that is a distraction to staff.

Product Replacement Cost

Units	Bulb type	Bulb Count	Replacement cost
122	4 ft fluorescent straight bulb	488	\$7,999.80
39	2 ft U-bulb	78	\$1,527.44
198	Light Switches/Sensors		\$7,920.00
	4 days Labor (2021 price)		\$5,760.00
	Total Product Cost		\$23,207.24

The product and installation costs savings to NWSRA by partnering with the Com-Ed Energy Efficiency Program is \$23,207.24 with no out of pocket costs to NWSRA.

Annual Energy Cost Savings

FY2022 Annual Electrical Cost before update	\$8,748.87
Yearly Energy Savings cost per Com-Ed after update	\$6,614.90
After updates Annual Cost	\$2,133.97

The total budget impact represents an energy costs savings of \$2,133.97 annually.

MOTION:

1. A motion to approve the Com-Ed's Energy Efficiency Program Assessment Report and enter into an agreement to replace all fluorescent bulbs to LED in NWSRA's office at no cost to the association.

Assessment Report

Darleen Negrillo • NWSRA
3000 W Central Rd, Suite 205, Rolling Meadows, IL 60008

Friday, February 10, 2023

Annual Energy Usage Benefit

The figures below represent your current energy use and where you'll end up after installing the recommended improvements.

Current Energy Usage

10,000 kWh/yr

After Installing Your Selected Improvements

-72,686 kWh/yr

Financial Benefit

ComEd provides instant incentives to reduce your upfront project costs. The table below shows your project costs before and after your instant incentives.

Cost of Selected Improvements	\$33,164.50
Total Instant Incentives from ComEd*	- \$26,531.60
Bonuses from ComEd	- \$6,632.90
Project Cost Due to Your Service Provider	\$0.00

*All incentives are subject to change and must be reserved to be guaranteed

Benefits Overview

Total Incentives

\$33,164.50

Estimated Payback Period After Incentives

0.0 years

Estimated Annual Cost Savings†

\$6,614.89

†Estimated savings based on average retail price of \$0.08 per kWh and \$0.70 per therm for commercial customers.

Environmental Impact‡

Your project can result in an annual reduction of

40 metric tons of CO₂



That's the equivalent of taking **9 cars** off the road annually!

‡Estimated CO₂ reduction assumes 4.872 * 10⁻⁴ metric tons CO₂e not emitted per kWh reduced. Estimated car removal assumes 1 vehicle removed from service reduces the same amount of CO₂e as reducing electricity production by 9444 kWh / year

Let's Explore



Small
Business
Assistance
Program



DX
Tune-Up



Small
Business and
Multi-Family
Loan Program



Advanced
Lighting
Controls



Distributed
Generation
Rebates
(Solar)

Prepared By

Lead Electric & Lighting Inc.

Derek LaManna

sbes@leadelectricinc.com

Applicant Information

Customer Information

Company Name: NWSRA

Telephone: 847-392-2848

Contact Name: Darleen Negrillo

Email: dnegrillo@nwsra.org

Title: Superintendent of Admin Services

ComEd Account Number: XXXXX56789

Address: 3000 W Central Rd, Suite 205, Rolling Meadows IL, 60008 -

Name as it appears on electric bill: NWSRA

Mailing Address: Same as facility address

Service Provider Information

Contracting Company Name: Lead Electric & Lighting Inc.

Contact Name: Derek LaManna

Title:

Telephone:

Email: sbes@leadelectricinc.com

Address:

Illinois Commerce Commission Certification



You acknowledged that pursuant to Section 16-128B of the Illinois Public Utilities Act, ComEd cannot issue certain incentives or rebates unless it is provided with:

- 1) Certification that measure was self-installed by the ComEd customer, or**
- 2) Evidence that the measure was installed by an installer certified by the Illinois Commerce Commission**

Reminder: All removed equipment must be recycled to ensure inefficient equipment is removed from the market.

You may qualify for more incentives from the ComEd Energy Efficiency Program. If so, we may contact you. For more information, visit ComEd.com/BizIncentives. You can also reach us by phone at **855-433-2700** or email us at BusinessEE@ComEd.com.

Program Offering Agreement

Work with your Service Provider to review this customized project plan. These improvements were identified during your free energy assessment. Receive an instant incentive on these improvements by completing the application, signing the program agreement and scheduling installation with your Service Provider. Your project will be installed by your Service Provider and you will only pay the balance after the incentives are applied.

Program Agreement for: NWSRA
Service Provider Company: Lead Electric & Lighting Inc.

Valid: November 11, 2022 - December 31, 2023
Representative: Derek LaManna

Energy-Saving Improvements					
Selected for Installation	Improvement Type	Proposed	Yearly Energy Cost Savings	Quantity	Total Cost
<input checked="" type="checkbox"/>	LED Retrofits	MES 4ft 2 Strip 40W 4K Mag Kit	\$46.46	4	\$104.00
<input checked="" type="checkbox"/>	Networked Lighting Controls	TIOSL - Fixture Mounted Smart Controller	\$20.70	4	\$154.00
<input checked="" type="checkbox"/>	LED Retrofits	MES 4ft 2 Strip 40W 4K Mag Kit	\$5,362.37	140	\$21,000.00
<input checked="" type="checkbox"/>	Networked Lighting Controls	TIOSL - Fixture Mounted Smart Controller	\$817.56	158	\$7,110.00
<input checked="" type="checkbox"/>	LED Retrofits	MES 2ft 2 Strip 30W 4K Mag Kit	\$228.10	36	\$828.00
<input checked="" type="checkbox"/>	Networked Lighting Controls	TIOSL - Fixture Mounted Smart Controller	\$139.71	36	\$1,386.00

Additional Costs				
Selected for Installation	Cost Type	Yearly Energy Cost Savings	Quantity	Total Cost

Selected for Installation	Cost Type	Yearly Energy Cost Savings	Quantity	Total Cost
<input checked="" type="checkbox"/>	Labor	N/A	1	\$2,582.50

** Must Include L&B Retrofit

Energy-Saving Improvements Cost **\$30,582.00**

Additional Costs **\$2,582.50**

*Instant Incentives** - **\$26,531.60**

Bonuses from ComEd - **\$6,632.90**

FINAL COST PAYABLE TO SERVICE PROVIDER **\$0.00**

*Projects must be approved and incentives reserved before any work begins. If the program does not approve the project, the customer is not required to proceed with the project. Incentives stated in this report are valid for 30 days from date of assessment. If you choose to pursue identified energy-saving improvements after 30 days, please contact the program for a revised list of eligible improvements and pricing.

Terms and Conditions

Commonwealth Edison Company ("ComEd") is offering the ComEd Energy Efficiency Program ("Program") to eligible customers to facilitate the identification and implementation of cost-effective energy-efficiency improvements available for eligible non-residential customers (commercial, industrial, local governments, municipal corporations, public school districts, public universities, state and federal facilities). This Agreement sets forth the terms and conditions applicable to customer's participation in the Program. By signing below, Customer agrees to comply with and be bound by these terms.

PROGRAM YEAR

Program incentives are offered from November 11, 2022 until December 31, 2023 or when approved funding is exhausted, whichever comes first. Funds are limited and applications are accepted on a first-come, first-served basis. If funding is exhausted in a given Program Year or the Program or an offering is cancelled, only projects which have received a written pre-approval will be considered for payment of incentives.

PROGRAM ADMINISTRATOR

ComEd has contracted and authorized Resource Innovations, Inc. ("Program Administrator") to administer the Program including such activities, but not limited to; review, processing, and approval of customer applications; pre and post inspections of customer facilities and facilitate project information requests from customers, and Contractors; completion of energy assessments at customer facilities; and measurement and verification activities.

CONTRACTORS

As a convenience to customers, ComEd may provide a list of Service Providers, distributors, manufacturers, and other organizations ("Contractors") that may assist customers with the Program. Customer acknowledges that Contractors are independent contractors with respect to the Program, and that Contractors are not authorized to make representations or incur obligations on behalf of ComEd. Participation as a Contractor does not constitute an endorsement by ComEd, nor does it certify or guarantee the quality of work performed.

CUSTOMER ELIGIBILITY

- » 0 - 400 kW Peak Demand for Commercial and Industrial Businesses
- » 0 - 400 kW Peak Demand for local governments, municipal corporations, public school districts, community college districts, public universities, state and federal facilities
- » Within the ComEd service territory
- » Pay into the Energy Efficiency and Demand Response Adjustment (Rider EDA)
- » Receive electricity over ComEd wires regardless of retail electric supplier

CUSTOMER INFORMATION

By signing below, Customer authorizes and acknowledges that ComEd may duplicate, disseminate, release and disclose Customer's information relating to Customer's application (including the entirety of its contents), and any other information related to the Customer's participation in the Program, including but not limited to account information, billing data, and energy usage to Program Administrator, Contractors, and other approved third parties, as applicable, for the purposes of verifying Customer's eligibility for participation in the Program; processing the Customer's application; to verify equipment installation system operation and results; or as required to comply with

state and/or federal law, fraud prevention, regulation, and other legal action; in those cases, ComEd, Program Administrator, Contractors and approved third parties shall comply with all legal requirements of the jurisdiction of the individual whose Customer data would be disclosed before making such disclosure.

PROJECT ELIGIBILITY

Project requirements under the Program and this Offering include the following:

- » Projects must involve new equipment installed at an existing facility that results in a permanent reduction in electrical energy usage (kWh).
- » Equipment must be installed and operational.
- » Equipment must be new (not used or rebuilt, and not for resale) and used at the address for which savings are claimed.
- » Resale of replaced equipment is expressly forbidden.
- » Any measures installed at a facility must be sustainable and provide 100% of the energy benefits as stated in the application for a period of five years or for the life of the product, whichever is less. If the customer ceases to be a delivery service customer of ComEd, or removes the equipment or systems at any time during the five-year period or the life of the product, the customer may be required to return a prorated amount of incentive funds to ComEd.

Projects that are NOT eligible for an incentive include, but are not limited to, the following:

- » All accounts that an eligible large private energy customer has chosen to and been approved to opt out of the ComEd Energy Efficiency Program for the period beginning January 1, 2023 may not contribute to or participate in the ComEd Energy Efficiency Program as of January 1, 2023.
- » Fuel switching (e.g., electric to gas or gas to electric) that does not result in a reduction of total BTUs of electricity and natural gas
- » On-site electricity generation (except as part of a qualifying Combined Heat and Power project)
- » Projects involving gas-driven equipment in place of electric equipment (such as a chiller)
- » Projects focused primarily on power factor improvement
- » Projects that involve peak-shifting (and not kWh savings)
- » Renewables

APPLICATION REVIEW PROCESS

Program Administrator will review application submission packages for eligibility in the order received. Applicants who submit incomplete applications will be notified of their deficiencies upon review of the application, but could experience delays in the approval process until all requested information is submitted. Program incentives exceeding \$40,000 for an account number will require additional review. Applicants are encouraged to call 855-433-2700 if they have any questions.

INSPECTIONS

ComEd reserves the right to inspect all projects to verify compliance with Program rules and verify the accuracy of project documentation. Upon reasonable notice by ComEd, Customer must agree to provide access to project documents and the facility where the efficiency measures were installed for a period of one year after project completion. Customer authorizes ComEd to verify the actual savings from the improvements installed by reviewing three years of billing and usage data pre-installation of the measures and two years post installation of the measures.

Terms and Conditions (cont.)

EVALUATION, MEASUREMENT AND VERIFICATION

The Program is evaluated annually by an independent third-party evaluator, as required by law. Customer's completed project may be selected for evaluation. Depending on the nature of the project, evaluation may include measurement and verification (M&V), the process of monitoring, measuring and/or verifying data related to equipment operation and electrical consumption. Upon reasonable notice, Customer agrees to participate fully in the evaluation process by allowing access to the facility where the project took place and providing information and access to data required for M&V to the Program's evaluator and/or to complete a customer survey.

PROJECT COSTS

For equipment replacement items, the costs listed are estimated costs for materials. Taxes and costs above this base for items such as vapor tight fluorescent fixtures or installation equipment, e.g. lifts, are to be discussed with the customer by the Contractor. Project scope may include additional items not incentivized or listed in this report, please refer to your Contractor for additional documentation for items outside of this report. Incentive payments are issued directly to the Contractor. Customer is responsible for payment of remaining balance to the Contractor.

TOXIC MATERIALS

Neither ComEd nor its Program Administrator shall have any responsibility for the discovery, presence, handling, removal, disposal of, or exposure to hazardous materials of any kind in connection with customer's facility, including without limitation, asbestos, asbestos products, PCBs or any other toxic substances.

All materials removed, including lamps and PCB ballasts, are required to be permanently taken out of service and disposed of in accordance with local codes and ordinances, and resale of replaced equipment is not allowed. Customer understands that its Contractor is responsible for recycling and disposal of old equipment in compliance with applicable codes or ordinances. (Information about hazardous waste disposal can be found at: www.epa.gov/epawaste/hazard/index.htm).

LIMITATIONS OF LIABILITY

IN NO EVENT WILL COMED AND PROGRAM ADMINISTRATOR, BE LIABLE FOR CUSTOMER'S FAILURE TO ACHIEVE A SPECIFIED AMOUNT OF ENERGY SAVINGS, THE OPERATION OF CUSTOMER'S FACILITIES, OR THE IMPLEMENTATION OF ECMs AT CUSTOMER'S FACILITIES. IN NO EVENT WILL COMED OR PROGRAM ADMINISTRATOR BE LIABLE TO CUSTOMER FOR ANY LOST PROFITS, LOST SAVINGS OR INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, ARISING OUT OF CUSTOMER'S PARTICIPATION IN THIS OFFERING.

Each party hereby agrees to defend, indemnify and hold harmless the other party, its consultants, contractors and subcontractors, and their respective officers, employees, agents, assigns, and successors-in-interest ("Indemnified Parties") from and against any third party claims, damages, losses, liability, costs (including attorney's fees and expenses) for bodily injury to any person (including death resulting therefrom) and property damage arising out of or in connection with the Program, except to the extent such claims, damages, losses, liability and costs are caused by the negligence or willful misconduct of the other party.

DISCLAIMER

Customer shall be entitled to the energy cost savings realized by the customer that result from the installation of ECMs at the customer's site. In consideration of the services provided by ComEd as part of this

Offering, the customer agrees that ComEd is entitled to 100% of the rights and benefits associated with the measures, including without limitation PJM products and all other attributes, credits or products associated therewith under any regional initiative or federal, state or local law, program or regulation, and customer waives, and agrees not to seek, any right to the same.

ASSESSMENT REPORT

Customer understands that the Assessment Report ("Report") is provided by ComEd to assist Customer in making energy decisions and is for informational purposes only. The information in the Report is based on an on-site assessment of conditions observed at the facility address identified in Customer's application, information provided by Customer and from ComEd, and industry standard practices and costs for similar projects. The amounts provided are estimates and may vary from actual results of installed measures. This Report is not to be construed as a design document and in no way implies approval of incentive amounts or pre-approval of Customer's application. ComEd reserves the right to make final determination of customer eligibility, qualifying measures, system savings, project cost-effectiveness and final rebate amounts and the final incentive amount is based on approval of installed measures meeting all Program and Offering requirements.

NO WARRANTIES

Customer shall independently evaluate any advice or information offered by ComEd, Program Administrator or Contractors related to estimates of energy savings or project costs and is solely responsible for the selection and implementation of Energy Conservation Measures (ECMs). COMED AND PROGRAM ADMINISTRATOR MAKE NO WARRANTIES OR REPRESENTATIONS OF ANY KIND WITH RESPECT TO THE PERFORMANCE OR EFFECTIVENESS OF ANY POTENTIAL ENERGY OR COSTS SAVINGS, MEASURES IDENTIFIED, EQUIPMENT INSTALLED, MEASURES IMPLEMENTED, AND/OR SERVICES RENDERED BY ANY PERSON OR ENTITY IN CONNECTION WITH THE PROGRAM. COMED AND PROGRAM ADMINISTRATOR DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, TO THE MAXIMUM EXTENT PERMITTED UNDER LAW, WHETHER STATUTORY OR OTHERWISE, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

GOVERNING LAW

This Agreement shall be exclusively governed by and interpreted in accordance with the laws of the state of Illinois, excluding choice of law rules. Any litigation between the parties shall be prosecuted only in the state or federal courts located in Cook County, Illinois.

PROGRAM CHANGES

ComEd reserves the right to modify, update, and amend the terms and conditions of the Program, including, but not limited to, making adjustments to incentive amounts, qualifying measures, and changing or cancelling the Program upon thirty (30) days written notice to Customer and/or Contractor. Pre-approved applications, for which the applicant has completed all Program requirements, will be processed to completion under the terms and conditions in effect at the time of the pre-approval by ComEd.

ENTIRE AGREEMENT

The terms and conditions set forth herein, including all attachments and incorporated references, constitute a complete statement of the terms and conditions applicable to Customer's participation and supersede all prior representations or understandings, whether written or oral.

Terms and Conditions (cont.)

Project Summary

Tool ID: 057263

Total Project Cost: \$33,164.50

Total Incentives: \$33,164.50

Final Cost to Customer: \$0.00

Service Provider Company Name: Lead Electric & Lighting Inc.

CUSTOMER SIGNATURE

By signing below, I certify that:

1. I certify that, as the Customer Representative, I have the authority to bind the Customer to these terms.
2. Customer agrees to the installation of the improvements with the above installation quantities as specified in the Report and that Customer will install the specified product(s) at the facility. I have been informed of the installation costs of the specified products and acknowledge and agree that the products were selected at my discretion.
3. I have read, understand and agree to comply with the terms and conditions set forth in this Agreement.
4. I agree that if I remove the energy-saving improvements installed before a period of five years or the end of the product life, whichever is less, then I shall pay back a prorated amount of incentive funds (equal to the cost of the energy-saving improvement(s)) to ComEd based on the actual period of time in which the related equipment was installed and operating (or the full amount if the equipment was never installed). I understand that this is necessary to assure that the project's related energy benefits will be achieved.
5. I consent to use of a third party service for purposes of electronically signing this Agreement and agree to be bound by electronic signature.

Customer company name

Customer representative signature

Title

Customer representative printed name

Date

X. Information /Action Items

[Return to home](#)

Rolling Meadows Park District wins award for tunnel mural project

Submitted by Rolling Meadows Park District

Recognized for partnering with the Rolling Meadows High School Art Club to enhance quality of life in the community, Rolling Meadows Park District received a Best of the Best Arts in the Park Award from the Illinois Association of Park Districts.

The award was recently presented for the park district's work with Rolling Meadows High School art instructors and students to paint a 92-foot mural on the wall of the Kirchoff Road Pedestrian Underpass. Designed, drawn and painted by members of the Rolling Meadows High School Art Club, the mural depicts recreation activities in all four seasons and celebrates the park district's vision and tagline, "Play Learn Grow." Executive Director Kevin Romejko and park district staff accepted the award, along with Rolling Meadows High School art instructors Martha Nava and Cathy Pach.

"It was a true gift to be involved with the park district," Nava said. "They were

Your news

Submit 'Your News' at dailyherald.com/share

so supportive and my students had a wonderful time designing and creating this mural. I encourage you to reach out to the youth and artists in your community because my students are so proud of what they created, and the community response has been wonderful."

The Kirchoff Road Underpass Mural was designed and painted April through June and unveiled July 14. Prior to the project, the heavily trafficked underpass, frequented by cyclists, walkers, in-line skaters and runners, boasted a dark, discolored cement wall. Power washing and block filler transformed the space into a massive canvas, ready to capture the Rolling Meadows High School Art Club's artistic skills.

For information, visit rmparks.org or call (847) 818-3200.



COURTESY OF ROLLING MEADOWS PARK DISTRICT

Rolling Meadows Park District received a Best of the Best Arts in the Park Award from the Illinois Association of Park Districts. Pictured, from left, are: Top row: Lori Palmer, chairman of the IAPD board of trustees; Conor Cahill, superintendent of Recreation; Kevin Romejko, executive director; and Peter Murphy, IAPD president and CEO. Bottom row: Recreation Supervisor Kailey Schwartzhoff, Rolling Meadows High School art instructor Martha Nava, and Cathy Pach.

Hoffman chamber's
excellence nominees

Hoffman chamber's excellence nominees

Nominees have been announced in four award categories for the Hoffman Estates Chamber of Commerce and Industry's upcoming 12th annual Celebration of Excellence Gala.

The event will take place from 5 to 7:30 p.m. Thursday, Feb. 2, at The Stonegate Banquet & Conference Centre, 2401 W. Higgins Road in Hoffman Estates.

The nominees represent companies and individuals who demonstrated extraordinary effort in continuing the local business community's recovery from the COVID-19 pandemic.

Business of the Year nominees are Alden Poplar Creek, Heardand Bank and Trust Company, Lincoln Property Company, Pearl Banquets & Conference Center, and Poplar Creek Bowl/Bar Down

Sports Grill.

Nominated for Small Business of the Year are Compass Heating and Air Conditioning, Inc., Elle Forte Photography, Farmers Insurance — Steve Henke, FSBOHOMES.COM Chicagoland, and HomeTrust Mortgage Corporation.

Nominees for the Public Sector/Non-Profit Partner of the Year award include Ascension Saint Alexius, Palatine Township, Schaumburg Hoffman Lions Club, Schaumburg Township District Library, and Special Leisure Services Foundation (SLSF).

This year's Volunteer of the Year nominees are Katie Burgess of the Hoffman Estates Park District, Gina Hamilton of Divine Signs & Graphics, Katie Harris of RN Healthy Living — Melaleuca, Vern Kertis of First American Bank, and Maria Mercola of Elements Massage — South Barrington.

For more information about registering for or sponsoring the upcoming gala, visit hechamber.com or call (847) 781-9100.

— Eric Peterson,
epeterson@dailyherald.com