



REGULAR MEETING
February 18, 2021



AGENDA

REGULAR MEETING OF THE LISLE PARK DISTRICT BOARD OF PARK COMMISSIONERS REMOTE MEETING

**Thursday, February 18, 2021
7:00 p.m.**

**Pursuant to the State of Illinois Open Meetings Act (5 ILCS 120/7(e)),
the February 18, 2021 Regular Meeting of the Board of Park Commissioners
will be held using remote participation.**

For access to this remote meeting, please contact Board Secretary Dan Garvy at dgarvy@lisleparkdistrict.org by 3:00 p.m. on February 18, 2021. You will be provided a link to join the meeting and you will be able to participate during the Public Comment portion of the meeting. Public comments may also be emailed in advance of the meeting to dgarvy@lisleparkdistrict.org and will be entered into the public record.

Any individual with a disability requiring a reasonable accommodation to participate in this meeting should contact Dan Garvy within a reasonable time at the Lisle Park District Administrative offices, 1925 Ohio Street, Lisle, IL 60532 or call (630)964-3410 ext. 4310, Monday through Friday 8:30 am to 5:00 pm. Requests for a qualified interpreter require a five working day advance notice.

I. CALL TO ORDER AND ROLL CALL

II. PRESENTATIONS

- A. Gentle Learning Preschool Update – Jill Jehs, Youth & Early Childhood Manager.

III. PUBLIC COMMENT

Visitors are welcome to address the Board of Park Commissioners. You are asked to raise your hand and wait to be recognized by the Board President. When recognized, please state your name, address, and the item you wish to discuss. It is requested that one spokesperson for a group be appointed to present the views of the entire group, rather than have multiple individuals repeat similar opinions. There will be a 5-minute time limit per speaker.

IV. APPROVE MEETING AGENDA

V. CONSENT AGENDA ITEMS

- A. Approve Minutes of Regular Meeting of January 21, 2021.
B. Approve the February 2021 Voucher List in the amount of \$132,944.31.
C. Approve the reservation of Saturday, September 25, 2021 for set up and Sunday, September 26, 2021 for the DuPage Humane Society's Barkapalooza dog walk in Community Park.

VI. COMMUNICATIONS

- A. Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting.

- B. Daily Herald Article – Photo Contest Winners.

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A. Arbor View Park Playground and Court Area Redevelopment Landscape Architectural Services.
- B. River Bend/Wheatstack Electronic Sign Replacement.

IX. STAFF REPORTS

- A. Community Park Fitness 2020 Annual Report.
- B. River Bend Golf Club 2020 Annual Report.
- C. Wheatstack License Agreement Update.
- D. Village of Lisle Bike Ped Plan – Hitchcock Avenue/Com Ed Corridor Path.

X. PARTNERS FOR PARKS REPORT

XI. SEASPAR REPORT

XII. OFFICER REPORTS

- A. President, Commissioner Cook.
- B. Treasurer, Commissioner Altpeter.
 - i. Financial Reports ending January 31, 2021.
- C. Commissioners' Reports.

XIII. CLOSED SESSION

A closed session is called pursuant to the Open Meetings Act Section 2(c)6, the setting of a price for sale or lease of property owned by the public body and Section 2(c)(21): Discussion of minutes lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

XIV. OPEN MEETING

XV. CALL TO ORDER AND ROLL CALL

XVI. ACTION ON CLOSED SESSION ITEMS

- A. Wheatstack License Agreement – Possible Action.
- B. Approve certain closed session meeting minutes.
- C. Release certain closed session meeting minutes.
- D. Authorize the destruction of verbatim recordings of certain closed session meetings.

XVII. ADJOURN OPEN MEETING

MISSION STATEMENT

It is the mission of the Lisle Park District to enrich the quality of life for people of all ages by providing constructive and creative leisure opportunities.

**THE LISLE PARK DISTRICT
JOURNAL OF PROCEEDINGS
REGULAR MEETING- Remote via Zoom
January 21, 2021**

I. CALL TO ORDER AND ROLL CALL: President Cook called the meeting to order at 7:00 p.m. via remote access, stating the pursuant to State of Illinois Executive Order 2020-07 suspending the requirement of in person attendance by members of the public body, the January 21, 2021 regular meeting of the Board of Park Commissioners will be held using remote participation. Director Garvy, Superintendent Silver, President Cook and Commissioner Olson were present at the Lisle Park District Recreation Multipurpose Room, 1925 Ohio Street, Lisle, IL 60532.

Director Garvy Called Roll:

Commissioners Present via
telephone remote access: Altpeter
Richter

Commissioners Present in person: Cook
Olson

Commissioners Absent: Ferron

Staff Present in-person:
Director of Parks & Recreation Garvy
Superintendent of Finance Silver

Also Present via telephone
remote access:
Superintendent of Recreation Pratscher
Superintendent of Parks Cerutti
Cultural Arts, Rental & Office Manager Nadeau
Recreation Program Manager Breihan
Athletic & Youth Camp Manager Wise
Parks Manager Hamilton
Marketing Specialist Kosartes
Facilities & Safety Manager Mendez

II. PLEDGE OF ALLEGIANCE:

None.

III. PRESENTATIONS

None.

IV. PUBLIC COMMENT

Mr. Tom Hummel said he is glad to see the canoe launch project moving forward and said he thinks it should have been completed last year or 2019 instead of the parks garage. He said he would like to see the park district try to have this project completed in late winter or early spring if water levels and weather allows so it can be used by the public sooner in the season. He said he is ecstatic that the park district is going to outsource the operation of Wheatstack but thinks it should have been discussed before now, the process could have been more transparent, and it should have been bid out.

He said he has been advocating for this for over a decade and is glad this is finally happening.

V. APPROVE MEETING AGENDA

Commissioner Altpeter moved to approve the meeting agenda for the regular meeting for Thursday, January 21, 2021. Commissioner Richter seconded the motion.

Roll Call:

Ayes: Altpeter, Richter, Olson, Cook

Absent: Ferron.

Nays: None

Motion Passed.

V. CONSENT AGENDA ITEMS

Commissioner Altpeter moved to approve consent agenda items A, B, C, D, E and F.

A. Approve the Minutes of Special Meeting of December 17, 2020.

B. Approve the Minutes of Regular Meeting of December 17, 2020.

C. Approve the January 2021 Voucher List in the amount of \$300,706.07.

D. Award the Carriage Hill Park concrete pathway project to Landmark Construction in the amount of \$32,759.00.

E. Award the River Bend Golf Club well pump repairs project to Water Well Solutions in the amount of \$13,970.00.

F. Ordinance 21-01, an Ordinance approving the disposal of personal property owned by the Lisle Park District.

Commissioner Richter seconded the motion.

Roll Call:

Ayes: Altpeter, Richter, Olson, Cook

Absent: Ferron.

Nays: None

VI. COMMUNICATIONS

None.

VII. UNFINISHED BUSINESS

A. Community Park Boat Launch Reinstatement and Retention of Semper Fi Land, Inc. as Contract Awardee.

Director Gavy reported the memo is in the board packet and would entertain any questions.

Commissioner Altpeter moved to award the Community Park Boat Launch project to Semper Fi Land Services in the amount of \$142,500.

Commissioner Richter seconded the motion.

Commissioner Altpeter said she is happy to see this project moving forward again and is looking forward to it being completed.

Roll Call:

Ayes: Altpeter, Richter, Olson, Cook
Absent: Ferron.
Nays: None

VIII. NEW BUSINESS

A. Wheatstack License Agreement - discussion

Director Garvy stated his memo is in the board packet with the information the District knows to date and said he will entertain any questions or concerns, saying this is on the Closed Session agenda to discuss the financial considerations of the draft agreement.

IX. STAFF REPORTS

A. Village of Lisle I-Net

Director Garvy stated his memo is submitted and expressed his gratitude for Superintendent Silver's involvement in clarifying Comcast costs and what I-Net will provide. He said staff recommends not to pursue it any further unless it becomes more cost effective.

Commissioner Olson thanked staff for exploring the option knowing he was nudging this along based on other bodies' questioning the Park District's logic in not being members. He said he appreciates the staff time of not only the Park District, but also the time Village staff devoted to determining whether or not it was in the Park District's best interest. President Cook said this has been a long time coming and thanked Superintendent Silver for getting this resolved and agrees it is not in the Park District's best interest at this time.

B. Arbor View Park Playground and Court Area Redevelopment

Director Garvy stated his memo is provided and welcomed any questions or comments. Commissioner Olson said he has no objection to getting the design process started based on the content of staff's memo. He asked if there are plans to get community input and staff input on identifying opportunities to incorporate environmentally friendly options in the design process. Director Garvy stated there are stormwater management issues there, no matter what is considered, the standards have been elevated and at the very least we'll see best management practices like bioswales and rain gardens. He said there could be opportunities to expand upon that and provide more interactive features, too. He said the process will include input from the neighborhood. Commissioner Olson asked if the District is open to suggestions outside of normal recreation amenities and referenced the gaga ball pit at Beau Bien Park. Director Garvy replied this his confidence and experience with Signature Design and input from the neighbors will provide a lot of opportunities.

President Cook asked if one of the tennis courts could be lined to accommodate Pickle Ball Court. Director Garvy said he would recommend that as it is growing in popularity. Director Garvy referenced the limited parking on site and would look to the neighbors to support any changes from what is there currently.

X. PARTNERS FOR PARKS REPORT

The Partners for Parks Report is included in the Board Packet.

XI. SEASPAR REPORT

The SEASPAR report is included in the Board Packet.

President Cook asked if there were any further questions for staff. Commissioner Altpeter said she wants to note that participation numbers are down but wanted to clarify these numbers are a consequence of the pandemic and not due to a lack of staff effort.

XII. OFFICER REPORTS

A. President, Commissioner Cook

None.

B. Treasurer, Financial Reports ending, August 31, 2020.

Superintendent Silver stated the District's investments are all collateralized or FDIC insured. The District currently has roughly 7 months of funding for operating expenses which is enough to get to June when tax payments come in. The tough decisions made in 2020 have definitely paid off. He reported the golf course finished at a record high of over \$800,000 in revenue and the Enterprise Fund finished with a \$90,000 profit but that does not include the \$200,000 bond payment. He reported the Recreation Fund has a loss of \$35,000 when staff projected a much higher loss and credited staff for providing programs that were allowable.

Commissioner Altpeter reported she attended the virtual holiday social for seniors and complimented staff member Debbie Breihan on the program and providing a much needed holiday event for our seniors

C. Commissioners' Reports.

Commissioner Richter reported he drives around the community to look at parks and facilities and said as he drives by the new parks department building, it's great to know all the expensive equipment is stored inside away from the elements. He said that serves the best interest of the citizens and protects those investments. He said taking care of equipment is responsible and is very grateful that project was completed. He said he is glad to see the boat launch moving forward and said the delays were outside the Park District's control and is happy with where the pricing came in. He said he has also participated in some Illinois Department of Natural Resources classes and encouraged others to look into what they have to offer.

President Cook said he agrees with Commissioner Richter's comments on the garage and boat launch.

XIII. CLOSED SESSION

Commissioner Olson moved to enter into closed session at 7:26 p.m. pursuant to the Open Meetings Act Section 2(c)6, the setting of a price for sale or lease of property owned by the public body. Commissioner Richter seconded the motion.

Roll Call:

Ayes: Olson, Richter, Altpeter, Cook

Absent: Ferron.

Nays: None.

Motion Passed.

XIV. OPEN MEETING

The Board returned to Open Session at 8:17 pm.

XV. CALL TO ORDER AND ROLL CALL

The following commissioners identified themselves as present: Cook, Richter, Altpeter, Olson. Director Garvy and Superintendent Silver also identified themselves as present.

XVI. ACTION ON CLOSED SESSION ITEMS

No action taken.

XVII. ADJOURN OPEN MEETING

Commissioner Olson moved to adjourn the open meeting at 8:18. Commissioner Richter seconded the motion.

Roll Call:

Ayes: Olson, Richter, Altpeter, Cook

Absent: Ferron.

Nays: None.

Motion Passed.

DRAFT

DATE: 02/11/2021
 TIME: 13:23:00
 ID: AP45000.WOW

LISLE PARK DISTRICT
 PAID INVOICE LISTING

FROM 01/15/2021 TO 02/11/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ALARM	32146	01 FLAGS	100600026273	01/22/21		59946	02/11/21	514.40	514.40
							VENDOR TOTAL:		514.40
ALARM	224855-1003	01 ALARM MONITORING	250000006600	01/10/21		59947	02/11/21	231.00	231.00
							VENDOR TOTAL:		231.00
ALEXAN	173445	01 FUEL GAUGE INSERT	1013000046335	01/05/21		59948	02/11/21	28.95	28.95
							VENDOR TOTAL:		28.95
ALLCOVER	904540	01 WIRELESS ACCESS KIT	1003000006730	07/02/20		59900	01/22/21	28,525.00	432.00
							VENDOR TOTAL:		432.00
	936281	01 DATACARDS & RIBBONS	100000006270	02/06/20		59900	01/22/21	28,525.00	415.00
		02 DATACARDS & RIBBONS	210000006270						207.50
							VENDOR TOTAL:		207.50
	937556	01 LAPTOP COMPUTERS	1003000006730	02/27/20		59900	01/22/21	28,525.00	1,660.00
							VENDOR TOTAL:		1,660.00
	938420	01 MAR 20 COMPUTER CONSULTING	2103000006490	03/02/20		59900	01/22/21	28,525.00	3,531.00
		02 MAR 20 COMPUTER CONSULTING	1003000006490						1,765.50
							VENDOR TOTAL:		1,765.50
	949917	01 LED MONITOR	1003000006730	05/21/20		59900	01/22/21	28,525.00	199.00
							VENDOR TOTAL:		199.00
	956852	01 JUL 20 MONTHLY CONSULTING	1003000006490	07/06/20		59900	01/22/21	28,525.00	4,326.00
		02 JUL 20 MONTHLY CONSULTING	2103000006490						2,163.00
							VENDOR TOTAL:		2,163.00
	959079	01 DOCKING STATION	1003000006730	08/05/20		59900	01/22/21	28,525.00	298.00
							VENDOR TOTAL:		298.00
	968886	01 OCT 20 MONTHLY COMP CONSULTING	2103000006490	01/18/21		59900	01/22/21	28,525.00	4,326.00
		02 OCT 20 MONTHLY COMP CONSULTING	1003000006490						2,163.00
							VENDOR TOTAL:		2,163.00

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LISLE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
969957		01 EXTERNAL HARD DRIVES	1003000006730	10/19/20		59900	01/22/21	28,525.00	360.00 360.00
973184		01 NOV 20 COMPUTER CONSULTING	1003000006490	11/05/20		59900	01/22/21	28,525.00	4,326.00 2,163.00 2,163.00
977139		02 NOV 20 COMPUTER CONSULTING	2103000006490						
		01 DEC 20 COMPUTER CONSULTING	1003000006490	12/07/20		59900	01/22/21	28,525.00	4,326.00 2,163.00 2,163.00
		02 DEC 20 COMPUTER CONSULTING	2103000006490						
980936		01 DEC 2020 COMPUTER CONSULTING	1003000006490	01/05/21		59900	01/22/21	28,525.00	4,326.00 2,163.00 2,163.00
		02 DEC 2020 COMPUTER CONSULTING	2103000006490						
							VENDOR TOTAL:	28,525.00	
AT&T C	AT&T								
210105-	2709239500			01/05/21		59932	02/05/21	476.56	476.56 238.28 238.28
	01	BACKUP T1 LINE	100000006605						
	02	BACKUP T1 LINE	210000006605						
							VENDOR TOTAL:	476.56	
BASESOLU	BASE SOLUTIONS LLC								
172615		01 RTU REPAIR PARTS	211200036260	01/06/21		59949	02/11/21	190.04	190.04 190.04
							VENDOR TOTAL:	190.04	
BASICIER	BASIC IRRIGATION SERVICES INC								
27736		01 CP FOUNTAIN MAINTENANCE	100600136260	01/21/21		59950	02/11/21	674.00	674.00 674.00
							VENDOR TOTAL:	674.00	
BREI	DEBBIE BREIHAN								
PC012221		01 SENIOR SUPPLIES	210770006303	01/22/21		59951	02/11/21	20.00	20.00 20.00
							VENDOR TOTAL:	20.00	
BURLGOLF	WILLICK LLC								
012021		01 GOLF BALLS	511000105000	01/20/21		59952	02/11/21	555.00	555.00 555.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CASEYS	CASEY'S FOODS								555.00
	012521	01 END OF YR RECOGNITION	100000006140	01/25/21		59933	02/05/21	693.18	693.18
									693.18
CHI	CHICAGO METROPOLITAN FIRE								693.18
	CR00119278	01 CREDIT	250000006600	09/13/19		59953	02/11/21	1,106.70	-391.30
									-391.30
	IN00349015	01 CC FIRE ALARM SERVICE	250000006600	01/13/21		59953	02/11/21	1,106.70	214.00
									214.00
	IN00351426	01 RB MAINT ALARM MONITORING	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351427	01 TAVERN ALARM MONITORING	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351428	01 NETZLEY/YENDER ALARM MONITOR	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351429	01 RB ALARM MONITORING	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351430	01 CC ALARM MONITORING	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351431	01 PARKS ALARM MONITORING	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351432	01 DEPOT ALARM MONITORING	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
	IN00351433	01 BLACKSMITH SHOP ALARM MONITOR	250000006600	01/23/21		59953	02/11/21	1,106.70	160.50
									160.50
COMMON	COMMONWEALTH EDISON								1,106.70
	012721-8032707009	01 RIVER RD MAINT	101200056601	01/27/21		59934	02/05/21	12,214.32	193.15
									193.15

VENDOR TOTAL:

VENDOR TOTAL:

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LISLE PARK DISTRICT
 PAID INVOICE LISTING

FROM 01/15/2021 TO 02/11/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
210126-0795009059	01	BEUBIEN TAVERN	220700146601	01/26/21		59934	02/05/21	12,214.32	75.93 75.93
210126-8114710000	01	DEPOT MUSEUM	220700186601	01/26/21		59934	02/05/21	12,214.32	671.90 671.90
210126-8114711007	01	NETZLEY/YENDER HOUSE	220700196601	01/26/21		59934	02/05/21	12,214.32	174.50 174.50
210126-8198293004	01	CONNELLY PARK	100600026601	01/26/21		59934	02/05/21	12,214.32	52.11 52.11
210127-0474252009	01	WOODGLENN PARK	100600026601	01/27/21		59934	02/05/21	12,214.32	384.96 384.96
210127-1483087146	01	VETS MEMORIAL	220700156601	01/27/21		59934	02/05/21	12,214.32	27.40 27.40
210127-5459044006	01	BLACKSMITH SHOP	220700156601	01/27/21		59934	02/05/21	12,214.32	74.90 74.90
210128-0472134017	01	PONDS/STAGE/FOUNTAIN	100600026601	01/28/21		59934	02/05/21	12,214.32	9,051.18 485.02 944.27 2,832.81 117.25 159.42 171.82 8.18 1.31 54.21 17.36 261.41 147.46 775.06 1,373.97 1,373.97 66.25
210128-2103066059	01	RB PROSHOP	511000106601	01/28/21		59934	02/05/21	12,214.32	1,208.02 1,208.02
210128-4909038093	01	ALTA CT STREETLIGHTS	100600026601	01/28/21		59934	02/05/21	12,214.32	300.27 300.27

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	331.16
FIDELITY		FIDELITY SECURITY LIFE INS							
164658601				01/21/21		59958	02/11/21	241.40	241.40
		01 FEB 2021 VISION INSURANCE	100000006160						190.45
		02 FEB 2021 VISION INSURANCE	210000006160						44.42
		03 FEB 2021 VISION INSURANCE	511000106160						6.53
								VENDOR TOTAL:	241.40
FOX VALL		FOX VALLEY FIRE & SAFETY							
IN00404697				12/30/20		59922	01/29/21	136.50	136.50
		01 REC CTR ANSUL SYS INSPECTION	250000006600						136.50
								VENDOR TOTAL:	136.50
GONZASHI		SHIRLEY SORIA GONZALEZ							
PAYCK011521				01/15/21		59959	02/11/21	49.87	49.87
		01 1/15/21 PAYCK REPLACEMENT	100000001010						49.87
								VENDOR TOTAL:	49.87
GRAING		GRAINGER							
9771317709				01/13/21		59960	02/11/21	251.86	97.20
		01 TRASH BAGS	211200036225						97.20
9772749082				01/14/21		59960	02/11/21	251.86	86.58
		01 WATER HEATER INSTALL PARTS	100600136260						86.58
9778985136				01/20/21		59960	02/11/21	251.86	68.08
		01 LIGHT FIXTURE	100600136260						68.08
								VENDOR TOTAL:	251.86
GUARD		THE GUARDIAN LIFE INSURANCE CO							
FEB21VOLLIFE				02/01/21		59935	02/05/21	275.60	275.60
		01 FEB 2021 VOLUNTARY LIFE INS	100000002052						275.60
								VENDOR TOTAL:	275.60
HARRIS		HARRIS COMPUTER CORPORATION							
MN00004298				10/28/20		59961	02/11/21	6,084.38	5,898.64
		01 2021 MSI SOFTWARE MAINTENANCE	100300006720						5,898.64
MSIXT0000006				01/07/21		59961	02/11/21	6,084.38	185.74
		01 W-2'S & 1099'S	100000006270						92.87
		02 W-2'S & 1099'S	210000006270						92.87

FROM 01/15/2021 TO 02/11/2021

VENDOR # INVOICE # ITEM DESCRIPTION ACCOUNT NUMBER INV. DATE P.O. NUM CHECK # CHK DATE CHECK AMT INVOICE AMT/ ITEM AMT

HINCKLEY DS SERVICES OF AMERICA INC
 17039803010821
 01 DRINKING WATER & WATER COOLER 100000006270 01/08/21 59901 01/22/21 40.52 40.52
 02 DRINKING WATER & WATER COOLER 210000006270 20.26
 20.26
 17039803020521
 01 RB MAINT COOLER RENTAL 100000006270 02/05/21 59962 02/11/21 18.73 18.73
 02 RB MAINT COOLER RENTAL 210000006270 9.36
 9.37
 VENDOR TOTAL: 6,084.38

HUNTINGT HUNTINGTON NATIONAL BANK
 JAN21
 01 JAN 21 RIVER RD MAINT 100600026320 01/27/21 59963 02/11/21 918.64 918.64
 02 JAN 21 CC 100600026320 86.65
 03 JAN 21 PARKS GARAGE 100600026320 218.00
 04 JAN 21 RB 100600026320 276.01
 05 JAN 21 REC CTR 100600026320 199.98
 06 CC FEE 100000004404 138.00
 07 CC FEE CREDIT 100000004404 50.00
 -50.00
 VENDOR TOTAL: 918.64

INDELE INDUSTRIAL ELECTRIC SUPPLY
 12100 01 DIMMER SWITCH 211200036260 01/27/21 59964 02/11/21 129.24 129.24
 129.24
 VENDOR TOTAL: 129.24

KARLOWSK KAREN M. KARLOWSKI
 JAN2021 01 JAN 2021 YOGA CLASSES 210930306430 02/01/21 59965 02/11/21 481.65 481.65
 481.65
 VENDOR TOTAL: 481.65

KONI KONICA MINOLTA BUSINESS
 270537189 01 OCT-DEC 20 CC PRINTER MAINT 100000016235 12/31/20 59902 01/22/21 2,099.79 61.12
 61.12
 270537274 01 OCT-DEC 20 PARKS COPIER FEES 100600026235 12/31/20 59902 01/22/21 2,099.79 4.78
 4.78
 VENDOR TOTAL: 2,099.79

270537464 01 OCT-DEC 20 CC COPIER USEAGE FE 100000016235 12/31/20 59902 01/22/21 2,099.79 6.02
 3.01
 02 OCT-DEC 20 CC COPIER USEAGE FE 210000016235 3.01
 3.01
 VENDOR TOTAL: 2,099.79

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LISLE PARK DISTRICT
 PAID INVOICE LISTING

FROM 01/15/2021 TO 02/11/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
270537741		01 REC CTR COPIER USEAGE	210000016235	12/31/20		59902	01/22/21	2,099.79	147.11
		02 REC CTR COPIER USEAGE	100000016235						73.55
38234385		01 RB COPIER MAINT CREDIT	511000106235	06/16/17		59902	01/22/21	2,099.79	-176.74
									-176.74
9006562044		01 FEB 20 PRINTER MAINT	100000016235	02/29/20		59902	01/22/21	2,099.79	142.25
9006738902		01 APR 20 PRINTER MAINT	100000016235	05/30/20		59902	01/22/21	2,099.79	142.25
9006764024		01 FEB-MAY 20 COPIER/PRINTER MAIN	100000016235	06/08/20		59902	01/22/21	2,099.79	87.55
									87.55
9006823758		01 MAY 20 PRINTER MAINT	100000016235	06/30/20		59902	01/22/21	2,099.79	142.25
9007048557		01 JUL 20 PRINTER MAINT	100000016235	09/19/20		59902	01/22/21	2,099.79	142.25
9007083504		01 AUG 220 PRINTER MAINT	100000016235	08/31/20		59902	01/22/21	2,099.79	142.25
9007166865		01 SEP 20 PRINTER MAINT	100000016235	09/30/20		59902	01/22/21	2,099.79	142.25
9007307940		01 OCT 20 PRINTER MAINT	100000016235	12/23/20		59902	01/22/21	2,099.79	142.25
9007330251		01 NOV 20 PRINTER MAINT	100000016235	11/30/20		59902	01/22/21	2,099.79	154.08
									154.08
9007410171		01 DEC 20 PRINTER MAINT	100000016235	12/31/20		59902	01/22/21	2,099.79	154.08
9007412812		01 OCT-DEC 20 MAINT FEES	100600026235	12/31/20		59902	01/22/21	2,099.79	666.04
		02 OCT-DEC 20 MAINT FEES	100000016235						4.78
		03 OCT-DEC 20 MAINT FEES	210000016235						307.28
		04 OCT-DEC 20 MAINT FEES	511000106235						307.28

VENDOR TOTAL: 2,099.79

LISLE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	7652	01 CLEANING SUPPLIES	211200036225	01/11/21		59969	02/11/21	711.57	47.98 47.98
	7697	01 ANTIFREEZE	210800066260	01/12/21		59969	02/11/21	711.57	19.95 19.95
	7710	01 TEFLON TAPE	210800066260	01/12/21		59969	02/11/21	711.57	22.37 22.37
	7771	01 CONDUIT	100600136260	01/13/21		59969	02/11/21	711.57	202.28 202.28
	7820	01 PUMPHOUSE REPAIR PARTS	511000106260	01/14/21		59969	02/11/21	711.57	36.78 36.78
	8032	01 PIPE	100600136260	01/18/21		59969	02/11/21	711.57	152.63 152.63
	8178	01 PLUMBING SUPPLIES	100600136260	01/22/21		59969	02/11/21	711.57	5.28 5.28
	8179	01 PLUMBING SUPPLIES	100600136260	01/22/21		59969	02/11/21	711.57	1.29 1.29
	8180	01 PLUMBING SUPPLIES	100600136260	01/22/21		59969	02/11/21	711.57	1.29 1.29
	8190	01 PAINTING SUPPLIES	210800066260	01/22/21		59969	02/11/21	711.57	130.26 130.26
	8419	01 CREDIT	100600136260	01/27/21		59969	02/11/21	711.57	-4.97 -4.97
	8519	01 FLUSH MOUNT	100600136260	01/29/21		59969	02/11/21	711.57	21.92 21.92
	9857	01 TESTER	211200036225	01/05/21		59969	02/11/21	711.57	18.93 18.93
MOOKA	AMY L MOOK						VENDOR TOTAL:		1,196.57
41		01 JAN 2021 YOGA CLASSES	210930306430	02/01/21		59970	02/11/21	417.24	417.24 417.24

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	DEC20-011021A			01/10/21		59926	01/29/21	7,659.82	7,659.82
		05 CREDIT	210771006303						-5.00
		06 PESTICIDE EXAM	100600006130						12.00
		07 RB CONSTANT CONTACT	511000106480						195.00
		08 COMPUTER SOFTWARE	100300006720						495.00
		09 FB ADS	210900126410						7.69
		10 FB ADS	210700006410						75.00
		11 FB ADS	210750006410						95.63
		12 VILLAGE SIGN AD	210900126410						10.00
		13 VILLAGE SIGN AD	210700006410						11.00
		14 NEWSPAPER SUBSCRIPTION	100600006110						15.96
		15 ZOOM MONTHLY FEE	100000006110						76.23
		16 CC INTERNET	100300006607						149.85
		17 REC CTR INTERNET	100300006607						259.92
		18 REC CTR CABLE	100300006606						51.06
		19 REC CTR PHONE	100000006605						76.58
		20 REC CTR PHONE	210000006605						76.58
		21 RB INTERNET	511000106607						153.35
		22 RIVER RD MAINT INTERNET & PHON	100000056605						158.33
		23 RB PHONE	511000106605						421.33
		24 CORP PHONE	100000006605						173.62
		25 REC PHONE	210000006605						173.62
		26 CPF PHONE	210900126605						122.18
		27 PARKS DEPT PHONE	100600026605						45.01
		28 RB MAINT PHONE	100600136605						25.72
		29 RB PHONE	511000106605						83.60
		30 MUSEUM TELEPHONE	220700186605						19.29
		31 TAVERN PHONE & INTERNET	220700146605						151.20
		32 CC TELEPHONE	100000006605						292.02
		33 RB TELEPHONE	511000106605						374.23
		34 NETZLEY/YENDER PHONE	220700196605						138.38
		35 BLACKSMITH SHOP PHONE	220700156605						138.38
		36 DEPOT MUSEUM PHONE	220700186605						163.64
		37 NOV CELL PHONE CHARGES	100000006605						1,054.15
		38 PESTICIDE EXAM	100600006130						12.00
		39 PESTICIDE EXAM	100600006130						24.00
		40 PESTICIDE EXAM	100600006130						45.00
		41 CREDIT	100600006130						-24.00
		42 PESTICIDE EXAM	100600006130						45.00
		43 CPR TRAINING	250000006180						440.00
		44 OFFICE SUPPLIES	100000006270						7.99
		45 OFFICE SUPPLIES	100000006270						33.97
		46 SUPPLIES	210762006303						22.61
		47 RB CONSTANT CONTACT	511000106480						1,443.00
	JAN21-011021B			01/14/21		59976	02/11/21	134.44	134.44
		01 OFFICE SUPPLIES	100000006270						32.55
		02 CPF CABLE	210900126605						63.77

LISLE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT	P.O. NUM
SIKICH	SIKICH LLP							145.65	
	481332	01 YEAR END AUDIT FEES	240000006490	12/31/20	01/29/21	59927	2,500.00	2,500.00	
								2,500.00	
SILVPC	SCOTT SILVER							2,500.00	
	PC012021	01 SUPPLIES	210770006303	01/20/21	01/22/21	59904	197.64	197.64	
		02 SUPPLIES	210752006303					20.00	
		03 SUPPLIES	210770006303					3.19	
		04 SUPPLIES	210770006303					5.97	
		05 SUPPLIES	210741256303					20.00	
		06 MILEAGE	100000006190					6.88	
		07 WREATHS	100000006265					11.60	
								130.00	
STANDA	STANDARD INSURANCE COMPANY							197.64	
	21FEBLTD	01 FEB 21 LTD INSURANCE	250000006161	02/01/21	02/11/21	59983	493.04	493.04	
STATEC	STATE CHEMICAL MANUFACTURING							493.04	
	901813248	01 CLEANING SPRAY	211200036260	01/05/21	02/11/21	59984	1,712.22	282.29	
								282.29	
	9018225554	01 DISCOVER & CLEANING SUPPLIES	250000006730	01/13/21	02/11/21	59984	1,712.22	718.85	
								718.85	
	9018226190	01 TRUCKWASH	100600136225	01/14/21	02/11/21	59984	1,712.22	711.08	
								711.08	
SUBDOO	SUBURBAN DOOR CHECK							1,712.22	
	INS32804	01 REPAIR DOOR HANDLE	250000006260	01/04/21	01/29/21	59928	124.00	124.00	
								124.00	
	INS33238	01 WOODGLENN SHELTER LOCK REPAIR	250000006600	01/14/21	02/11/21	59985	713.75	200.00	
								200.00	

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T0001611	IN533469	01 MAINTAIN & REKEY LOCK	250000006260	01/21/21		59985	02/11/21	713.75	179.50 179.50
	IN533470	01 REKEY & REPAIR DOOR LOCK	250000006260	01/21/21		59985	02/11/21	713.75	334.25 334.25
							VENDOR TOTAL:		837.75
T0001667	REFUND120220	01 REPLACE LOST REFUND CK #59734	210000002000	12/02/20		59938	02/05/21	188.00	188.00 188.00
							VENDOR TOTAL:		188.00
T0001668	REFUND011321	01 REFUND 1/13/21	210000002000	01/13/21		59905	01/22/21	163.00	163.00 163.00
							VENDOR TOTAL:		163.00
T0001669	REFUND012221	01 REFUND 1/22/21	210000002000	01/22/21		59939	02/05/21	154.00	154.00 154.00
							VENDOR TOTAL:		154.00
T0001670	REFUND012721	01 REFUND 1/27/21	210000002000	01/27/21		59940	02/05/21	236.00	82.50 82.50
	REFUND012721B	01 REFUND 1/27/21	210000002000	01/27/21		59940	02/05/21	236.00	153.50 153.50
							VENDOR TOTAL:		236.00
T0001671	REFUND012521	01 REFUND 1/25/21	210000002000	01/25/21		59941	02/05/21	96.00	96.00 96.00
							VENDOR TOTAL:		96.00
T0001671	REFUND012521	01 REFUND 1/25/20	210000002000	01/25/21		59942	02/05/21	119.00	119.00 119.00

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	012621-12325101	01 BATHHOUSE WATER SEWER SPRKL FE 210800096604		01/26/21		59945	02/05/21	763.53	47.89 47.89
	012621-12325201	01 NORTH SHELTER SEWER WATER 100600026604		01/26/21		59945	02/05/21	763.53	22.89 22.89
	012621-12325301	01 CONCESSION WATER SEWER SRKLR FE 210800096604		01/26/21		59945	02/05/21	763.53	47.89 47.89
	012621-12325601	01 SOUTH SHELTER SEWER WATER 100600026604		01/26/21		59945	02/05/21	763.53	22.89 22.89
	012621-12325801	01 RIVERVIEW/SHORT WATER 100600026604		01/26/21		59945	02/05/21	763.53	19.89 19.89
	012621-12331401	01 RB WATER SEWER SPRINKLER FEE 511000106604		01/26/21		59945	02/05/21	763.53	67.78 67.78
	012621-12331501	01 RB SEWER WATER 511000106604		01/26/21		59945	02/05/21	763.53	22.89 22.89
	012621-12331601	01 RB MAINT SEWER WATER 511000106604		01/26/21		59945	02/05/21	763.53	22.89 22.89
	012621-12492501	01 OLD TAVERN WATER 100600026604		01/26/21		59945	02/05/21	763.53	19.89 19.89
	012621-13100501	01 NETZLEY/YENDER WATER SEWER SPR 220700196604		01/26/21		59945	02/05/21	763.53	47.89 47.89
	012621-13100601	01 DEPOT WATER SEWER SPRKLR FEE 220700186604		01/26/21		59945	02/05/21	763.53	47.89 47.89
	012621-13100701	01 TAVERN WATER SEWER SPRKLR FEE 220700146604		01/26/21		59945	02/05/21	763.53	47.89 47.89
	012621-14007001	01 SURREY RIDGE PK WATER 100600026604		01/26/21		59945	02/05/21	763.53	19.89 19.89
FUEL-DEC20		01 PARKS/ADMIN FUEL 101300046602		01/05/21		59929	01/29/21	1,027.06	1,027.06
		02 RB FUEL 511000106602							973.29 53.77
								VENDOR TOTAL:	1,790.59

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
WATERLOG WATERLOGIC USA INC										
423408		01 REC CTR COOLER MAINT AGREEMENT	100000006270	01/01/21		59987	02/11/21	307.56	157.56	
		02 REC CTR COOLER MAINT AGREEMENT	210000006270						78.78	
423409		01 PARKS COOLER MAINTENANCE	100000006270	01/01/21		59987	02/11/21	307.56	150.00	
		02 PARKS COOLER MAINTENANCE	210000006270						75.00	
									VENDOR TOTAL:	
WEBSTERJ	JAMES WEBSTER									307.56
212021		01 SKIDSTER REPAIR	1013000046330	02/01/21		59988	02/11/21	875.00	875.00	
									VENDOR TOTAL:	
WELCOMEW	WELCOME WAGON LLC									875.00
119625		01 WELCOME WAGON AD	100000006410	01/21/21		59989	02/11/21	450.00	450.00	
									VENDOR TOTAL:	
WESTSI	WEST SIDE TRACTOR SALES CO									450.00
N02094		01 SKIDSTEER PARTS	1013000046335	01/26/21		59990	02/11/21	137.31	137.31	
									VENDOR TOTAL:	
									137.31	
TOTAL --- ALL INVOICES:									132,944.31	



ADMINISTRATION & RECREATION CENTER

1925 OHIO STREET | LISLE, IL 60532

PHONE: 630.964.3410 | FAX: 630.964.7448

TDD: 1.800.526.0857

WWW.LISLEPARKDISTRICT.ORG

Memo

To: Board of Park Commissioners
From: Wendy Nadeau, Cultural Arts, Rental & Office Manager
Date: February 11, 2021
Re: DuPage Humane Society, Barkapalooza

The following communication from DuPage Humane Society is requesting the reservation of Saturday, September 25, 2021 for set up and Sunday, September 26, 2021 for their Barkapalooza, dog walk in Community Park. Staff has spoken with representatives from the DuPage Humane Society to discuss potential dates for 2021, as well as the special events checklist, including all COVID-19 restrictions and guidelines. Staff will work closely with the organization to ensure that the requirements approved by the Board are met.

Recommended Motion: Move to approve the reservation of Saturday, September 25, 2021 for set up and Sunday, September 26, 2021 for the DuPage Humane Society's Barkapalooza dog walk in Community Park.

Thank you for your consideration.

000006



**West Suburban
Humane Society**

January 28, 2021

Wendy Nadeau
Office Manager and Event Coordinator
Lisle Park District
1925 Ohio Street
Lisle, IL 60532

Dear Wendy,

I would like to request the use of Lisle Community Park for our biggest fundraiser of the year, Barkapalooza Dog Walk and Pet Expo. We would like to request the park for Saturday, September 25th and Sunday, September 26th. We would use the park for signage set up on Saturday, September 25th from 3 to 7 pm. The event itself would be on Sunday, September 26th from 10 am to 2 pm. We would arrive to set up on that Sunday around 7:30 am and will be out of the park by 3:00 pm.

The event is a dog walk around the park. We also have breed specific rescue groups, dog related vendors, food vendors and entertainment.

We would need access to power at the band shell and to the water outside of the Aquatic Center.

We will adhere to any park district and state guidelines that are in place at the time of the rental.

Please let me know if you have any questions or need any additional information.

Thank you for your consideration.

Sincerely,


Carolyn Mossberger
Executive Director

/cjm

000007



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

2/4/2021

Don Cook
President
Lisle Park District, Illinois

Dear Mr. Cook:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended December 31, 2019 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Director, Technical Services

000008



COURTESY OF LISLE PARK DISTRICT

The winners of Lisle Park District's annual photo contest: upper left, first place, "Smile with Your Eyes"; second place, "Let's Fly"; third place "Highlight Reel"; and honorable mention, "The Fantastic Four."

Lisle Park District announces annual photo contest winners

Submitted by Lisle Park District

The Lisle Park District has chosen its annual photography contest winners, which showcase the perspective of patrons enjoying local parks during a year when open, outdoor space played an increasingly important role to many.

In fact, three in five U.S. residents — more than 190 million — visited a park, trail, public open space or recreation facility at least once during the first three months of the pandemic, according to the 2020 NRPA Engagement with Parks Report.

The 2020 Photo Contest winners captured various experiences throughout 110 acres in Lisle Community Park, 1800 Short St.

The highest award was presented to Nicole Albanese for her photo "Smile With Your Eyes," taken on the new,

all-inclusive Discovery Playground, which opened to the public last August near the entrance of Sea Lion Aquatic Park, 1825 Short St.

The second-place prize was given to Danielle Milostan for her original photograph "Let's Fly," overlooking the recently renovated Van Kampen Memorial Stage.

The honor of third place was awarded to Dana Mali for her vibrant photo of the fishing pond in Lisle Community Park titled "Highlight Reel."

Last, but not least, honorable mention was granted to Scarlett Winterburn for her lively snapshot captured while enjoying a walk in the park with "The Fantastic Four."

Amateur or seasoned photographers are invited to visit Lisle Park District's open space, parks, facilities, recreation program and events.

Enter the park district's

annual photo contest now through Oct. 1.

All photos must be taken at Lisle Park District's parks, facilities, events or programs. Categories include, but are not limited to: recreation and people at play; sports and events; nature; wildlife; fine art; and architecture. The digital photos may be color or black and white.

Winning entries (first to fourth place) will be featured in the Lisle Park District 2022 Winter-Spring Program Guide and each winner will receive a winner certificate and prize. All ages are welcome.

To learn how you can participate, visit lisleparkdistrict.org/photographycontest for contest rules, submission guidelines, and additional information.

For more information, contact Samantha Sleezer at ssleezer@lisleparkdistrict.org.



ADMINISTRATION & RECREATION CENTER

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WWW.LISLEPARKDISTRICT.ORG

Memo

To: Board of Park Commissioners
From: Dan Garvy, Director of Parks & Recreation
Date: February 11, 2021
Re: Arbor View Park Playground and Court Area Redevelopment Architectural Services

As reported last month, a copy of which follows this memo, we are in the beginning stages of developing a plan for the redevelopment of the playground and court area of Arbor View Park. Staff received a proposal from Signature Design Group that includes due diligence and field research, planimetric and topographic survey, preliminary park design with a public presentation, final park design, final engineering, stormwater narrative (for permitting), engineering permit services, bid phase services (developing detailed bid specifications and assisting in the bid process), and the development of record drawings at the conclusion of construction. Signature Design Group's proposal includes all architectural and engineering services for the project at a cost of \$50,450. Mr. Sagan's proposal also follows this memo for your reference and a more detailed explanation of the services provided.

Recommended Motion: Move to award the Arbor View Park Playground and Court Area Redevelopment Architectural Services work to Signature Design Group in the amount of \$50,250.

000010



Memo

To: Board of Park Commissioners
From: Dan Garvy, Director of Parks & Recreation
Date: January 14, 2021
Re: Arbor View Park Playground and Court Area Redevelopment

As explained in staff's budget preview memo, there is an allocation within the Corporate Fund to retain the services of a landscape architect to design a redevelopment plan for the playground and court area of Arbor View Park.

The two tennis courts on site are in a state of continued deterioration and are scheduled for replacement next year. The basketball court is scheduled for replacement at the same time. The playground equipment is nearing end of life as it was installed in 2000 and is showing signs of increasing wear and tear, as is the wooden playground surfacing containment. Further, there are large wooden retaining walls adjacent to the tennis courts that are also beginning to fail and stormwater management in this area continues to be a challenge as it tends to accumulate east of the tennis and basketball courts, adjacent to the residential neighbors there. As a result of all of these park components experiencing end of life, staff recommends taking this opportunity to reimagine this area of the park for improved functionality, stormwater management, accessibility, and possibly even introducing other amenities depending upon feedback received from the park's neighbors through the redesign process.

Ideally, staff recommends regrading this entire area of the park to rid it of the expansive and costly retaining walls if possible, and to improve site drainage and overall accessibility. Superintendent Cerutti and I expect the cost of construction, which is tentatively planned for 2022, to be in the vicinity of \$500,000 as it will include the demolition, removal, and disposal of the two playgrounds, courts, fencing, and retaining walls; relatively large-scale site grading; new playground equipment; new playground surfacing (poured in place rubber) and a concrete surfacing containment; a redesign of pedestrian circulation and sitting areas; new tennis courts, basketball court, and fencing; quite possibly an extensive underdrainage system to channel stormwater away from this active play area to the nearby detention basin; new landscaping; and of course engineering, permitting, etc.

Staff's recommendation is to engage Signature Design Group to assist in the creation of this redevelopment plan. They have been an excellent partner in the District's more complicated projects including the Woodglenn Park redevelopment, Veterans Memorial (which they performed at no cost to the District), the Van Kampen Stage redevelopment, and most recently Discovery Playground, some of which, again, was performed at no cost to the District. Superintendent Cerutti and I are in the process of reviewing the scope of this phase of the project and we are planning on presenting a recommendation for your consideration in February.

6 JANUARY 2021



MR. DAN GARVY, DIRECTOR
LISLE PARK DISTRICT
1925 OHIO ST.
LISLE, IL 60532

Land Planning
Landscape Architecture
Environmental Site Design

**RE: Arbor View Park Renovation - Lisle, IL
Proposal No: S.20231**

Dear Dan:

Signature Design Group, Inc. is pleased to submit the following proposal for Landscape Architectural Services on the above referenced project. The following is a summary of our services and fees.

PROJECT UNDERSTANDING:

We understand the Lisle Park District (LPD) would like to renovate and repair the north end of Arbor View Park, including the following tasks:

- Renovate 2 existing tennis courts and ½ court basketball court
- Remove and replace existing playground equipment into a single, consolidated play area. PIP surfacing is preferred and to be evaluated.
- Redesign/ re-grade site to minimize retaining walls. All new walls should be a new concrete, unit wall system
- Correct existing drainage issue – especially swale east of tennis courts.
- Redesign sidewalks (pedestrian circulation) and sitting areas
- Add new landscaping where required

The design process will include a meeting and presentation to the Arbor View HOA to solicit neighbor's comments and input.

SCOPE OF DESIGN SERVICES:

A. Due Diligence, Field Research & Tree Survey:

- Obtain and review Village record drawings for the site improvements, and the existing stormwater basins design.
- Field inspection and photo documentation of the existing site conditions, drainage patterns, utilities, adjacent properties patios & views, and vegetation
- Field inventory existing trees in the project area (Tree Survey) per Ordinance.

B. Planimetric and Topographic Survey:

- A current, accurate survey of the project area will be required. Survey crews will provide a planimetric and topographic survey of the full project area based on N.A.V.D 1988 datum.

C. Preliminary Park Design:

- Kick-off meeting with Lisle Park District staff to establish project goals and design reqts.
- Meet with civil engineer to establish design criteria and methods to address all grading and stormwater requirements.
- Prepare a "Preliminary Site Plan" to illustrate potential park improvement options.
- Color render and mount the plan for presentation. Also provide electronic copy.
- Prepare a Preliminary Opinion of Probable Costs.
- Attend a HOA meeting with LPD staff to present the plan, solicit input and answer questions.
- Following the meeting revise, and refine, the plan as necessary to proceed into final design.

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SCOPE OF DESIGN SERVICES (continued):

D. Final Park Design:

- Finalize design, and construction details for all Park elements, including:
 - a) Tennis Courts & Fencing
 - b) Basketball Court
 - c) Playground Equipment, Containment & Surfacing
 - d) Sidewalks & Sitting Area(s)
 - e) Site Furnishings
 - f) Retaining Walls
- Coordinate all proposed park elements with the final grading plan
- Provide landscape planting plan with required schedules and turf establishment limits
- Prepare final construction drawings, details & specifications.
- Prepare a final Schedule of Quantities and Final Opinion of Probable Cost.
- Coordinate Engineer's plans and assemble set for final permit.
- Submit to LPD and Village of Lisle for review.
- Revise plans (once) if required by review, re-submit and obtain permits.
- Prepare final bid packages for LPD use (technical specifications only).
NOTE: Assumes prevailing wage & standard contract requirements provided by LPD.
NOTE: Construction Phase services are not included in our scope at this time.

E. Final Engineering:

- Prepare a demolition plan
- Prepare a final grading & drainage plan
- Prepare final engineering construction details & engineering specs.
- Calculate stormwater requirements and re-size the existing basin if required
- Prepare a SWPP Plan
- Prepare a Final Schedule of Quantities
- Engineer attend project meetings (assumes 2)

F. Stormwater Narrative:

- Prepare a Stormwater Narrative with appropriate calculations and exhibits showing the proposed improvements satisfy the stormwater management requirements for the site, and for Village approval.

G. Engineering Permit Services:

- Provide technical criteria, written descriptions, and design data and prepare applications for LPD use in requesting permits from governmental authorities such as IHPA, IDNR, the Village of Lisle and other agencies having jurisdiction to review or approve the final design. Assist LPD in consultations with appropriate authorities if necessary, and in obtaining permits.

H. Bid Phase:

- Provide LPD electronic copies of both the Plan Set and Bid Documents
- Answer questions that come up during bidding & issue Addendums - if required.
- Attend Bid Opening w LPD staff.
- Assist LPD staff with bids analysis and award recommendation
NOTE: Construction Phase services are not included in our scope of work.

SCOPE OF DESIGN SERVICES (continued):

I. **Record Drawings:**

- Upon completion of construction, the Engineer shall utilize the Final Site Development Plans, and the interim record elevations and measurements obtained by Land Surveyor to prepare a set of reproducible record prints (Record Drawings) for the improvements in accordance with Village ordinances. The Engineer will issue a statement of opinion as to whether the construction project was or was not completed in substantial conformance with the Contract Documents, and/or provide a list of observed deficiencies based on the information furnished.

FEE SCHEDULE:

Our fee schedule for the above referenced services will be as follows:

A. Due Diligence and Field Research	\$ 1550.00
B. Planimetric and TOPO Survey.....	\$ 3600.00
C. Preliminary Park Design / Presentation.....	\$ 5100.00
D. Final Park Design.....	\$16,500.00
E. Final Engineering.....	\$14,500.00
F. Stormwater Narrative	\$ 2900.00
G. Engineering Permit Services	\$ 1000.00
H. Bid Phase Services	\$ 1800.00
I. Record Drawings	\$ 3500.00

TOTAL	\$ 50,450.00

NOTE: Permit fees, Filing fees and Review fees – by LPD. Not included in our Scope.

Our base fees **include one revision** at both preliminary & final design, to address any changes / modifications required by Client or Village Review. All Village required revisions will include a detailed *Response Letter* with the re-submittal.

Any additional drawings, color renderings, meeting attendance or project management **requested** would be billed on an hourly basis upon the following **2021 rate schedule:**

SDG Principal	\$205.00 / Hour
Sr. Landscape Architect / Project Manager	\$135.00 / Hour
Landscape Architect Associate	\$105.00 / Hour
CAD Draftsman / Designer	\$ 90.00 / Hour
Word Processing	\$ 75.00 / Hour
Clerical	\$ 50.00 / Hour

CEMCON Principal	\$ 245.00 / Hour
Sr. Project Manager	\$ 198.00 / Hour
Professional Engineer	\$ 198.00 / Hour
Professional Land Surveyor	\$ 152.00 / Hour
CAD Technician	\$ 96.00 / Hour

FEE SCHEDULE (continued):

- * Direct expenses incurred (printing, reproduction, messengers, postage etc.) will be billed at **cost plus 10 %**. We have estimated a **budget allowance of \$ 1800.00** for Direct Expenses.
- * Invoices will be billed monthly based on a percentage of the work complete – plus any reimbursables for the period.
- * Payment is due within 30 days of invoice date.

TIME SCHEDULE:

Upon your authorization to proceed, and **receipt** of the signed proposal, we will be able to start our work **immediately** and complete our preliminary services for the initial HOA Presentation in late Spring, followed by Final Design summer/fall 2021, Bid winter 2021 and Construction Spring 2022 as requested.

Dan, thank you for your continued consideration of **Signature Design Group, Inc.** and I look forward to working with you again on this project. Should you have any questions, please do not hesitate to give me a call.

Sincerely,
Signature Design Group, Inc.

Greg G. Sagen, RLA
Principal

ACCEPTED BY: _____

TITLE: _____ DATE: _____

COMPANY: _____ PHONE: _____



Memo

To: Board of Park Commissioners
From: Dan Garvy, Director of Parks & Recreation
Date: February 11, 2021
Re: River Bend / Wheatstack Electronic Sign

The electronic portion of the sign at River Bend / Wheatstack has been turned off. This section of the sign is made up of 44 individual electronic panels, 22 on each side, but at least 6-7 of them are malfunctioning making messaging illegible. In working with the original manufacturer, Doyle Signs, they reported that the existing electronic portion's technology is obsolete and replacement parts and replacement panels are no longer available. This was confirmed by Aurora Sign Company.

Facility & Safety Manager Adrian Mendez has received prices from three vendors to replace this section of the sign with new, modern electronic panels with generally the same appearance and functionality that is there currently:

- Doyle Signs: \$25,690
- IC Signs & Graphics: \$25,302
- Aurora Sign Company: \$18,724

This is an unbudgeted expense and one on which I would like the Board's feedback. Although the sign is used to promote River Bend, its main function has been to promote restaurant specials, events, and employment opportunities. Our experience with the electronic sign's reliability leaves a lot to be desired as we have been replacing several panels every few years, and we should expect similar exposure as a new electronic sign ages, too. Therefore, staff is not convinced a reasonable return on investment can be realized with this level of capital outlay and ongoing maintenance, and considering the District's plans to outsource restaurant operations, I am looking for some direction.

We have a few options.

1. Replace the electronic sign section in its entirety at the Park District's cost. The sign is used to promote both the restaurant and golf course and providing this means to promote both facilities can financially benefit the Park District. But as mentioned above, quantifying the financial benefit would be difficult at best. Additionally, I cannot argue that the sign has a greater value to the restaurant than the course and absorbing 100% of this cost can be difficult to justify considering our current status of negotiating a license agreement with an independent contractor for restaurant operations.
2. The Park District can require funding assistance from our potential licensee. I had reported the District will be deciding to repair/replace this section of the sign to Mr. Shamberg a few weeks ago, telling him the cost to replace would likely be in the \$15,000 - \$20,000 range. He said he would understand if that was something the District chose not to replace at this time considering the cost. So, I think you can imagine his reaction if we impose some or all of this replacement cost on him. I am confident his opinion today would be the same as it was a few weeks ago – he will do without it.

3. We can replace the electronic section with corrugated fiberglass sign faces on both sides with tracks to accept individual 8" letters – like the sign in front of the Community Center. This new, custom built cabinet would contain lighting inside, so the letters are visible at night. We received a proposal for this option in the amount of \$6,315. Should we consider this less costly but also less dynamic option, it could be either a permanent fix or a temporary solution until such time revenue from that facility is more predictable. The two funding options above could be considered for this option, too.
4. We can do nothing and leave the electronic portion of the sign off and dark until such time we have more confidence in the future long-term operation of the restaurant. This may indicate the facility is closed and therefore can affect our businesses there.
5. We can remove the electronic section altogether leaving only the existing "Wheatstack – A Midwestern Eatery & Tap at River Bend Golf Club." A temporary vinyl sign can still be used for targeted promotions.

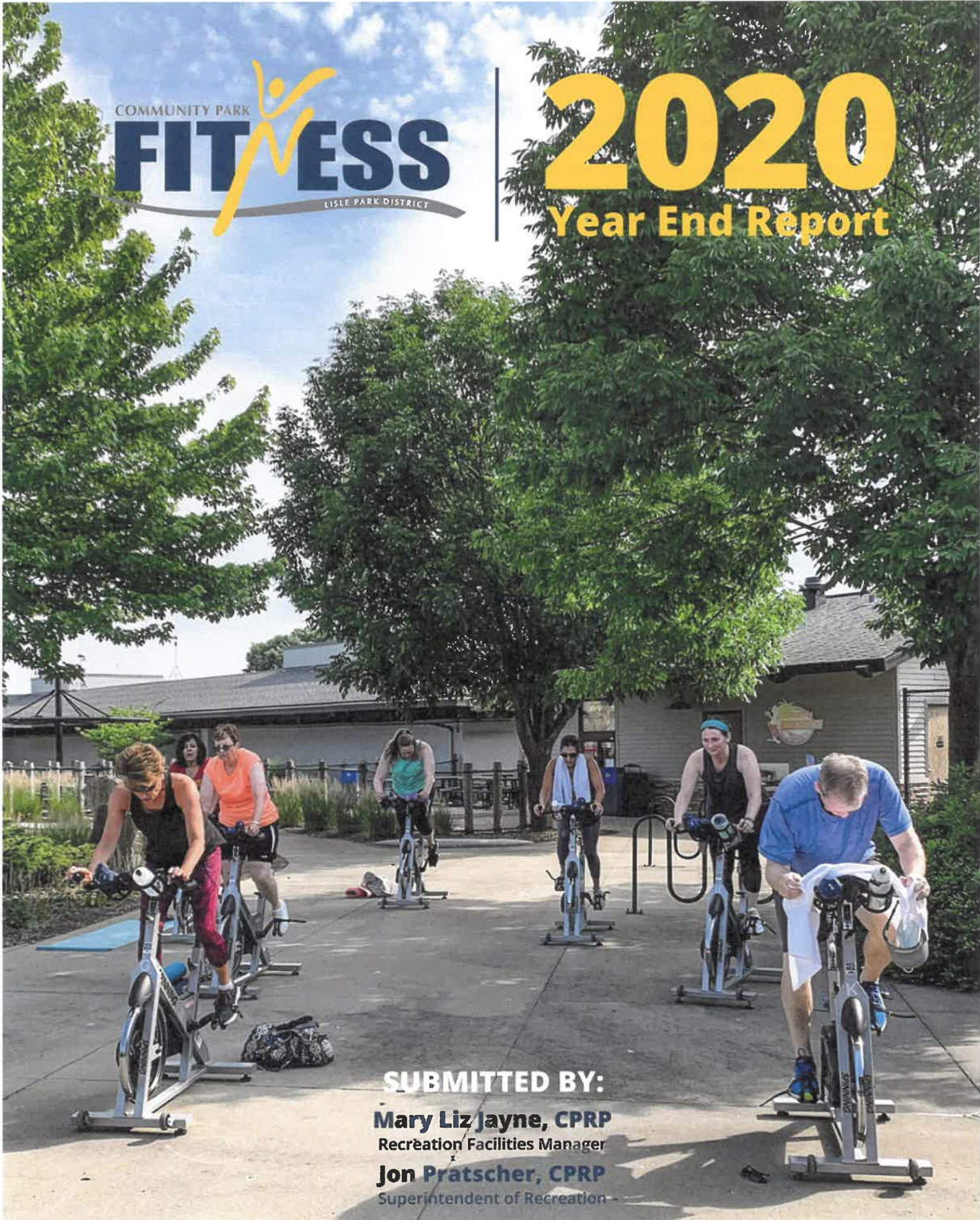
Please consider the above options and any other you may foresee in preparation to provide direction to staff at the meeting of February 18.

Thank you.



2020

Year End Report



SUBMITTED BY:
Mary Liz Jayne, CPRP
Recreation Facilities Manager
Jon Pratscher, CPRP
Superintendent of Recreation



2020 Year End Report

This report serves as an outline of 2020 at Community Park Fitness. Below are tables to present membership sales, revenues/expenses, and registration data for 2020. The information presented serves as a guide for the staff's decisions for the year 2021 and beyond.

COVID-19 Response

Community Park Fitness closed its doors on March 13, 2020. All memberships were frozen and operations were suspended for a total of 109 days until we reopened on July 1. Since welcoming members back in July, we've utilized a reservation system, increased cleaning/sanitation protocols, and rearranged the fitness floor layout to ensure adequate space for social distancing. Throughout the pandemic, CPF has successfully kept the staff and members safe, healthy, and active.

Group Exercise classes have been well attended throughout the pandemic. Despite classes being initially cancelled and refunded in March, service delivery methods were adapted to offer programs virtually starting in April, less than a month after the shelter in place order began. In June, when in-person outdoor classes were permitted within the Restore Illinois plan, staff quickly repurposed and prepared the otherwise vacant Sea Lion Aquatic Park pool deck as a new venue for these classes. Virtual classes have remained an option for anyone unwilling or unable to take class in person. These virtual classes will remain in conjunction with in-person classes until the pandemic is over, and likely beyond.

Table 1: **Memberships Sold per Month**

Month	2020	2019
January	27	25
February	23	41
March	9	37
April	-	19
May	-	22
June	-	22
July	12	8
August	8	25
September	9	21
October	8	26
November	15	59
December	19	32
Total	130	337

- Total membership sales are down 61% from 2019 to 2020 due to the COVID-19 pandemic and the closure of Community Park Fitness which lasted for nearly four months.
- During that same facility closure timeframe of April-June in 2019, CPF sold 63 memberships. The lack of membership sales during those three months dramatically impacted the ongoing revenue totals for the remainder of the year.
- Additionally, most membership sales are renewals, which was significantly reduced from previous years due to memberships being extended into 2021, as well as a result of people not being comfortable returning to the fitness center until a later time.
- Staff will continue efforts to recruit new members and promote the safety of our facility as a way to bring back expired members.

Table 2: **Type of Memberships Sold**

Membership Types	2020	2019
Individual	22	62
One Month	10	29
Three Month	5	8
One Year	2	14
Continuous	5	11
Family	37	98
One Month	5	33
Three Month	4	13
One Year	4	25
Continuous	24	27
Senior	49	143
One Month	14	40
Three Month	15	50
One Year	10	46
Continuous	10	7
Student	22	34
One Month	19	25
Three Month	1	7
One Year	1	0
Continuous	1	2
Admissions		
Punch Cards Sold	18	34
Daily Admissions	12	47

- Table 2 includes each type of membership sold, by age and membership type.
- The largest membership base remains seniors, age 50+, which is consistent with 2019. Family memberships continue to be the second most popular membership type.
- One-month memberships and continuous memberships were the most popular option in 2020. One-month memberships made up 36% of all memberships while continuous memberships made up 30% (compared to 14% in 2019).
- This is likely due to the ongoing unpredictable nature of the pandemic. However, this might be a recurring trend since people are moving away from long term commitments. Staff will look into highlighting and promoting these short-term memberships for 2021.

Table 3: **Monthly Revenue & Expenses – Fitness Center Operations**

Month	2020			2019		
	Revenues	Expenses	Surplus (Deficit)	Revenues	Expenses	Surplus (Deficit)
January	\$4,998.75	\$7,497.73	(\$2,498.98)	\$6,019.99	\$4,062.99	\$1,957
February	\$6,008.68	\$9,879.35	(\$3,870.67)	\$5,861.12	\$7,136.36	(\$1,275.24)
March	\$2,127.15	\$7,655.47	(\$5,528.32)	\$6,410.51	\$10,544.90	(\$4,134.39)
April	\$1,283.68	\$4,957.20	(\$3,673.52)	\$6,185.79	\$9,451.26	(\$3,265.47)
May	\$1,145.68	\$1,594.21	(\$448.53)	\$4,868.23	\$7,247.91	(\$2,379.68)
June	\$67.00	\$1,651.67	(\$1,584.67)	\$4,861.02	\$5,299.93	(\$438.91)
July	\$2,743.26	\$6,951.14	(\$4,207.88)	\$4,999.23	\$5,448.26	(\$449.03)
August	\$3,718.38	\$4,871.91	(\$1,153.53)	\$4,676.10	\$8,258.51	(\$3,582.41)
September	\$2,920.42	\$4,212.56	(\$1,292.14)	\$4,229.25	\$6,456.94	(\$2,227.69)
October	\$3,496.84	\$4,441.56	(\$944.72)	\$4,606.71	\$5,646.54	(\$1,039.83)
November	\$3,458.96	\$4,739.64	(\$1,280.68)	\$3,600.83	\$5,999.54	(\$2,398.71)
December	\$2,871.77	\$7,802.58	(\$4,930.81)	\$8,453.36	\$10,503.51	(\$2,050.15)
Total	\$34,840.57	\$66,255.02	(\$31,414.45)	\$64,772.14	\$86,056.65	(\$21,284.51)

- Net revenue decreased by \$9,856.94 or 32% from 2019 to 2020. This is consistent with what was expected with the facility being closed for a quarter of the year.
- The revenues dropped significantly starting in March when we closed and just now are slowly rebuilding. As shown in Table 1, membership sales decreased drastically, which coincides with a decrease in income flow each month. Additionally, members were given the option to suspend their memberships, resulting in not collecting the monthly dues.
- The expenses remained higher in March and April even after the closure since part-time staff were paid for their scheduled wages until mid-April. The remaining expenses were primarily fixed costs like utilities and full-time wages.
- Management adjusted the staffing plan starting in August to utilize full-time employees from across all District departments to work the fitness desk in order to save on part-time wages. The higher expenses in the beginning of the year were to equip the functional training studio.

Table 4: **Group Exercise and Personal Training Participants**

	2020	2019
Personal Training – 1 Session	2	2
Personal Training – 5 Sessions	2	5
Personal Training – 10 Sessions	0	3
Group Exercise Participants	1,809	1,296
Virtual	831	-
In Person	586	1,296
Outdoor	392	-
Total	1,813	1,306

- Table 4 highlights the number of participants in Community Park Fitness programming, including personal training and group exercise classes.
- Despite all pandemic-related challenges, group exercise participation increased by 38% from 2019. This area of success is attributed to updated registration structure, in which class sessions were reformatted to one month long as opposed to 7 weeks. This allowed for flexibility regarding class sizes, location and other logistics related to pandemic restrictions.
- Had staff not evolved services to include virtual and outdoor classes, group fitness would have seen a 54% participation reduction, rather than the substantial increase.

Table 5: **Monthly Revenue & Expenses – Fitness Center Operations & Programming**

Month	2020			2019		
	Revenues	Expenses	Surplus (Deficit)	Revenues	Expenses	Surplus (Deficit)
January	\$15,449.25	\$9,025.33	\$6,423.92	\$12,849.03	\$4,756.76	\$8,092.27
February	\$15,341.18	\$16,794.05	(\$1,452.97)	\$12,316.12	\$10,987.93	\$1,328.19
March	(\$2,980.35)	\$9,107.17	(\$12,087.52)	\$7,938.01	\$12,398.49	(\$4,460.48)
April	\$3,801.78	\$7,268.00	(\$3,466.22)	\$14,105.79	\$13,325.71	\$780.08
May	\$1,381.13	\$2,925.51	(\$1,544.38)	\$6,750.73	\$11,509.62	(\$4,758.89)
June	\$6,116.75	\$4,356.82	\$1,759.93	\$12,032.52	\$7,308.45	\$4,724.07
July	\$7,457.01	\$10,504.41	(\$3,047.40)	\$12,780.73	\$10,829.31	\$1,951.42
August	\$9,317.13	\$8,112.81	\$1,204.32	\$8,240.60	\$9,923.31	(\$1,682.71)
September	\$10,037.42	\$8,119.06	\$1,918.36	\$15,337.75	\$10,644.14	\$4,693.61
October	\$10,077.59	\$7,795.53	\$2,282.06	\$13,735.59	\$10,846.99	\$2,888.60
November	\$9,620.96	\$7,521.57	\$2,099.39	\$4,669.83	\$8,837.34	(\$4,167.51)
December	\$7,122.52	\$10,048.18	(\$2,925.66)	\$14,203.60	\$18,239.94	(\$4,036.34)
Total	\$92,742.37	\$101,578.44	(\$8,836.07)	\$134,960.30	\$129,607.99	\$5,352.31

- Table 5 displays revenues and expenses combined for CPF operations and programming. Programming includes personal and group training, as well as group exercise classes.
- Revenue for operations and programming combined decreased by \$14,188.38 from 2019, which could have potentially been much worse had group exercise classes not been as successful as previously mentioned.

2020 Accomplishments:

- Distributed member satisfaction survey and utilized feedback received to adjust operations.
- Launched new Functional Training Studio after survey responses showed need for more space and room for free weight exercises
- Enhanced cleaning/sanitation procedures
- Established reservation system and increased emphasis on member communication
- Implemented virtual and live stream group exercise class options
- Developed Community Park Fitness *Welcome Back* video as the facility reopened in July
- Adjusted CPF hours to better serve the community at peak times
- Repurposed outdoor pool deck to provide safe venue for fitness programs (386 total classes offered from June-October with 1,193 participants)
- Hosted *Yoga in the Park* series at various District parks
- Offered promotions including a January Jump Start Free Personal Training Offer, a Leap Day Flash Sale, Spring Break Shape Up, and the Home for the Holidays student special
- Member engagement events offered include March Mania and the Holiday Hustle
- Distributed 11 e-newsletters and 57 posts on the CPF Facebook and Instagram Pages

River Bend Golf Club

2020 Year End Report



The purpose of this 2020 report is to show the performance of the River Bend Golf Club. The report will follow the profit and loss statement for easy reference and conclude with other notables.

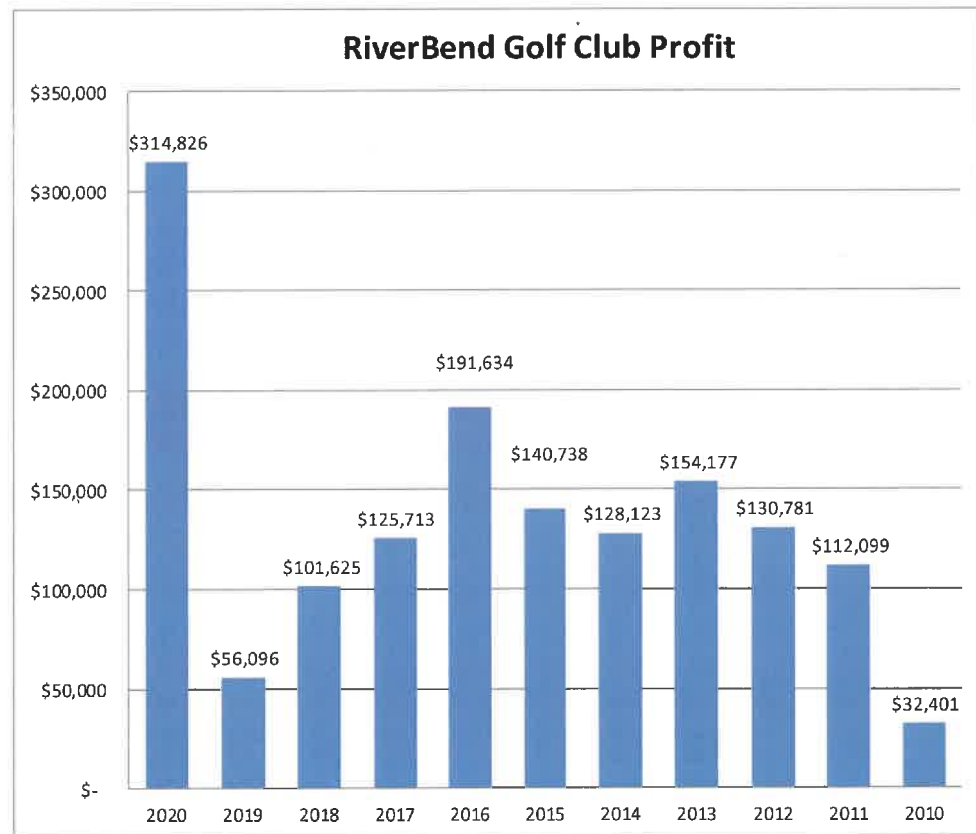
2020 YTD revenue for River Bend Golf Club was \$816,842 compared to \$551,633 in 2019, representing an increase of \$265,209 or 48%.

River Bend Golf Club 2020 YTD expenses were \$502,016 compared to \$495,537 in 2019, representing an increase of \$6,479 or 1.31%.

Below represents River Bend Golf Club's performance over the previous 11 years.

RiverBend Golf Club Surplus/(Deficit)

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Revenue	\$ 816,842	\$ 551,633	\$ 588,724	\$ 620,021	\$ 683,319	\$ 639,014	\$ 598,673	\$ 712,758	\$ 628,553	\$ 593,009	\$ 612,730
Expense	\$ 502,016	\$ 495,537	\$ 487,099	\$ 494,308	\$ 491,686	\$ 498,277	\$ 470,551	\$ 558,582	\$ 497,772	\$ 480,910	\$ 580,329
Surplus	\$ 314,826	\$ 56,096	\$ 101,625	\$ 125,713	\$ 191,634	\$ 140,738	\$ 128,123	\$ 154,177	\$ 130,781	\$ 112,099	\$ 32,401



**Year to Date Income Statement
December 2020 vs December 2019**

	December YTD-20	December YTD-19	Variance	Percent
Revenues				
Rental Income	1,425.00	1,785.00	(360.00)	-20.17%
Green Fee's Resident Weekday	74,571.00	44,773.00	29,798.00	66.55%
Green Fee's Resident Weekend	42,699.00	36,787.00	5,912.00	16.07%
Green Fee's -Non Resident Weekday	109,674.20	90,280.87	19,393.33	21.48%
Green Fee's -Non Resident Weekend	270,756.00	101,949.51	168,806.49	165.58%
Outings	8,944.74	19,581.00	(10,636.26)	-54.32%
Handicap Services	2,640.00	3,705.00	(1,065.00)	-28.74%
League Revenue	65,884.66	89,355.00	(23,470.34)	-26.27%
Green Fee's High School	11,264.00	9,036.00	2,228.00	24.66%
Concessions	32,069.13	21,880.80	10,188.33	46.56%
Beverage Cart	33,098.50	16,707.50	16,391.00	98.11%
Motorized Cart Rental	132,504.00	80,367.00	52,137.00	64.87%
Pull Carts	5,202.00	5,589.00	(387.00)	-6.92%
Discounts	(4,686.75)	(4,516.80)	(169.95)	3.76%
Miscellaneous	1,034.54	119.30	915.24	767.18%
Sponsors	1,580.00	6,375.55	(4,795.55)	-75.22%
Merchandise	23,107.44	21,077.80	2,029.64	9.63%
Programs Fee's	5,075.00	6,780.00	(1,705.00)	-25.15%
Total Revenue	816,842.46	551,632.53	265,209.93	48.08%
Expenses				
Merchandise	16,204.45	14,869.50	1,334.95	8.98%
Food(outings)	0.00	64.14	(64.14)	100.00%
Bottled Beer	11,023.30	6,637.20	4,386.10	66.08%
Liquor	1,392.69	374.00	1,018.69	272.38%
Non-Alcoholic Beverage	3,875.68	1,824.23	2,051.45	112.46%
Shrinkage	170.48	296.64	(126.16)	-42.53%
Wages Full Time	82,938.76	70,430.29	12,508.47	17.76%
Starters	741.44	1,488.46	(747.02)	-50.19%
Rangers	17,912.96	30,138.48	(12,225.52)	-40.56%
Beverage Cart Attendant	4,169.51	2,536.00	1,633.51	64.41%
Club House	22,741.14	28,753.91	(6,012.77)	-20.91%
Conference Expense	130.01	1,691.14	(1,561.13)	-92.31%
Insurance-Health	11,362.86	9,615.63	1,747.23	18.17%
Meetings	0.00	222.82	(222.82)	-100.00%
Uniforms	0.00	26.43	(26.43)	-100.00%
Contractual	172.12	294.39	(122.27)	-41.53%
Exterminator Services	100.00	0.00	100.00	0.00%
Maintenance	240,926.46	240,142.84	783.62	0.33%
Office Supplies	0.00	93.32	(93.32)	-100.00%
Printing & Publishing	1,162.32	1,870.20	(707.88)	-37.85%
Restaurant Supplies	1,036.56	315.22	721.34	228.84%
Advertising	150.00	1,118.23	(968.23)	-86.59%
Contractual	969.90	1,820.55	(850.65)	-46.72%
Leases	757.98	505.32	252.66	50.00%
Marketing	995.74	879.45	116.29	13.22%
Bond Fees	124.18	2,535.50	(2,411.32)	-95.10%
Interest	5,768.75	12,157.00	(6,388.25)	-52.55%
Credit Card Processing	18,649.09	10,793.08	7,856.01	72.79%
Licenses	2,200.00	0.00	2,200.00	0.00%
Sales Tax	5,567.00	3,819.00	1,748.00	45.77%
Electric	12,008.04	11,798.24	209.80	1.78%
Fuel Charge	1,960.70	4,094.09	(2,133.39)	-52.11%
Gas	1,316.29	1,576.18	(259.89)	-16.49%
Sewer/Water	1,732.18	728.73	1,003.45	137.70%
Telephone	6,195.59	4,691.49	1,504.10	32.06%
Internet Cost	996.74	862.55	134.19	15.56%
Landscaping	0.00	1,084.50	(1,084.50)	100.00%
Vehicles	26,563.09	25,388.01	1,175.08	4.63%
Total Expenses	502,016.01	495,536.76	6,479.25	1.31%
Revenue	816,842.46	551,632.53	265,209.93	
Expense	502,016.01	495,536.76	6,479.25	
Change	314,826.45	56,095.77	258,730.68	

Financial Overview- Golf Course Revenues

River Bend Golf Club had a record breaking 2020 season. Covid kept a stranglehold on many things, but golf was not one of them. Below is a brief description of how we adapted our rules based on COVID protocol.

May 1st-31st we were allowed 2 players every 15 minutes. No riding carts or rented push carts were allowed.

June 1st-30th we went to 4 players every 10 minutes and had 1 person per riding cart and pull carts were allowed.

July 1st-to the end of the season we resumed our normal 4 players every 8 minutes with 2 person per riding cart and pull carts were allowed

Throughout the season we were limited in event gatherings of 50 players or less. Even with all these restrictions golf was the place to be and tee times were reserved and sold-out day after day.

Golf Course Revenue Only

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2020	\$ -	\$ 729	\$ 3,003	\$ -	\$ 47,567	\$ 125,566	\$ 153,436	\$ 170,929	\$ 115,614	\$ 65,594	\$ 32,492	\$ 12,534	\$ 727,465
2019	\$ 819	\$ 200	\$ 5,141	\$ 34,057	\$ 50,614	\$ 101,558	\$ 98,584	\$ 98,730	\$ 64,627	\$ 27,652	\$ 2,967	\$ -	\$ 484,948
2018	\$ -	\$ 296	\$ 7,802	\$ 30,325	\$ 76,383	\$ 85,807	\$ 107,213	\$ 94,720	\$ 67,009	\$ 23,181	\$ 3,709	\$ 868	\$ 497,314
2017	\$ -	\$ 7,274	\$ 4,742	\$ 43,144	\$ 62,852	\$ 98,726	\$ 104,071	\$ 100,386	\$ 81,263	\$ 29,529	\$ 6,472	\$ 3,883	\$ 542,343

Below is a comparison of total revenue from year-to-year over the previous four years.

River Bend Golf Course
Year to Date Income Statement
Year end History 2020-2017

	YTD-20	YTD-19	YTD-18	YTD-17
Revenues				
Rental Income	\$ 1,425.00	\$ 1,785.00	\$ 1,815.00	\$ 1,785.00
Green Fee's Resident Weekday	\$ 74,571.00	\$ 44,773.00	\$ 46,289.00	\$ 44,773.00
Green Fee's Resident Weekend	\$ 42,699.00	\$ 36,787.00	\$ 42,119.00	\$ 36,787.00
Green Fee's -Non Resident Weekday	\$ 109,674.20	\$ 90,280.87	\$ 87,301.71	\$ 90,280.87
Green Fee's -Non Resident Weekend	\$ 270,756.00	\$ 101,949.51	\$ 97,913.45	\$ 101,949.51
Outings	\$ 8,944.74	\$ 19,581.00	\$ 19,945.00	\$ 19,581.00
Handicap Services	\$ 2,640.00	\$ 3,705.00	\$ 3,210.00	\$ 3,705.00
League Revenue	\$ 65,884.66	\$ 89,355.00	\$ 87,390.00	\$ 89,355.00
Green Fee's High School	\$ 11,264.00	\$ 9,036.00	\$ 9,128.00	\$ 9,036.00
Concessions	\$ 32,069.13	\$ 21,880.80	\$ 26,058.91	\$ 21,880.80
Beverage Cart	\$ 33,098.50	\$ 16,707.50	\$ 15,540.00	\$ 16,707.50
Motorized Cart Rental	\$ 132,504.00	\$ 80,367.00	\$ 95,029.67	\$ 80,367.00
Pull Carts	\$ 5,202.00	\$ 5,589.00	\$ 5,178.00	\$ 5,589.00
Food Sales	\$ -	\$ -	\$ -	\$ -
Vending	\$ -	\$ -	\$ -	\$ -
Discounts	\$ (4,686.75)	\$ (4,516.80)	\$ (5,700.15)	\$ (4,516.80)
Coupons	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 1,034.54	\$ 119.30	\$ 10,111.79	\$ 119.30
Sponsors	\$ 1,580.00	\$ 6,375.55	\$ 18,143.50	\$ 6,375.55
Employee Insurance	\$ -	\$ -	\$ -	\$ -
Merchandise	\$ 23,107.44	\$ 21,077.80	\$ 22,833.01	\$ 21,077.80
Programs Fee's	\$ 5,075.00	\$ 6,780.00	\$ 5,075.00	\$ 4,905.00
Food Sales-Outings	\$ -	\$ 1,680.00	\$ 7,696.00	\$ 8,694.00
Total Revenue	\$ 816,842.46	\$ 553,312.53	\$ 595,076.89	\$ 558,451.53

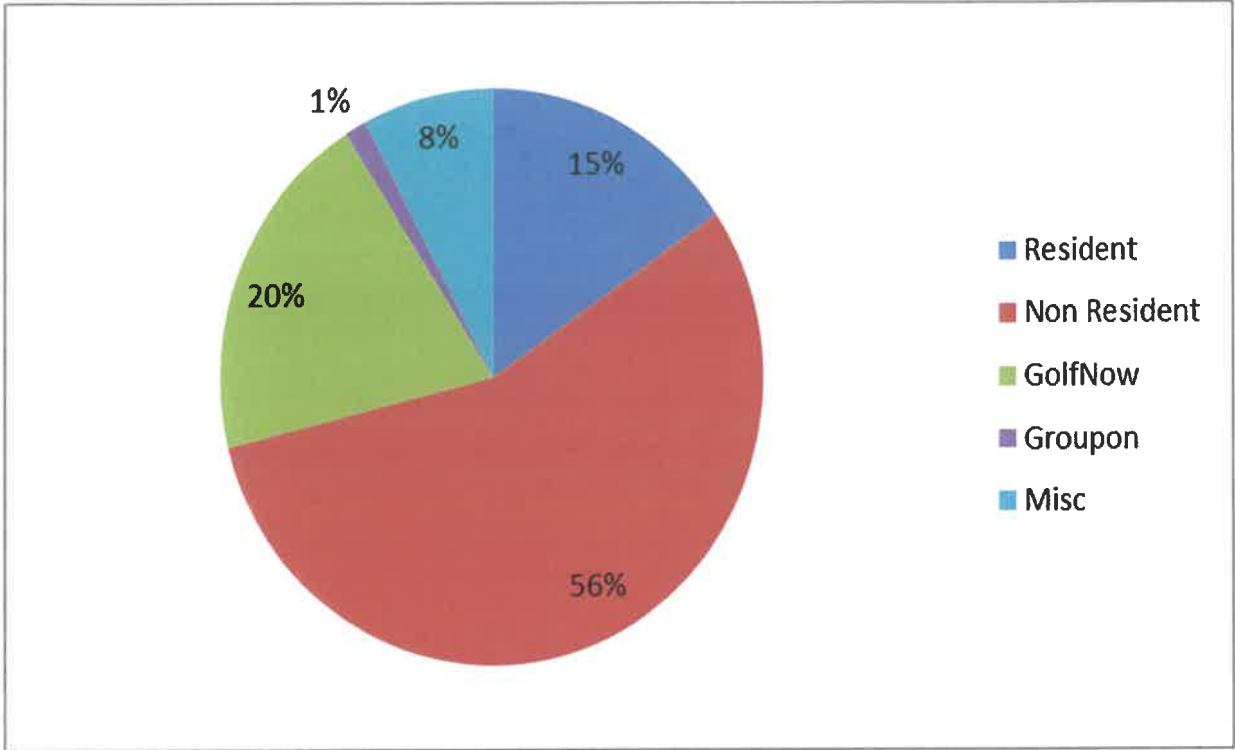
Green Fee's Breakdown

Green Fee's- Weekdays	Ytd 12/2020	Ytd 12/2019	change	percentage
resident	\$ 23,409.00	\$ 12,155.00	\$ 11,254.00	48.08%
non resident	\$ 47,130.00	\$ 22,110.00	\$ 25,020.00	53.09%
sr residnet	\$ 8,560.00	\$ 6,765.00	\$ 1,795.00	20.97%
jr non resident	\$ 2,070.00	\$ 1,785.00	\$ 285.00	13.77%
we repla	\$ 1,054.00	\$ 2,171.00	\$ (1,117.00)	-105.98%
employee	\$ -	\$ -	\$ -	0.00%
comp	\$ -	\$ -	\$ -	0.00%
wd 4 for \$44	\$ -	\$ 627.00	\$ (627.00)	-100.00%
punch card res20	\$ 1,360.00	\$ -	\$ 1,360.00	100.00%
punch card res 10	\$ 170.00	\$ -	\$ 170.00	100.00%
punch card resr/sr20	\$ 1,280.00	\$ 3,600.00	\$ (2,320.00)	-181.25%
punch card res jr/sr10	\$ 1,280.00	\$ 750.00	\$ 530.00	41.41%
punch card non resjr/sr 20	\$ -	\$ 680.00	\$ (680.00)	-100.00%
punch card non res jr/sr 10	\$ 180.00	\$ 340.00	\$ (160.00)	-88.89%
four lakes	\$ -	\$ -	\$ -	0.00%
green trails	\$ -	\$ 495.00	\$ (495.00)	-100.00%
jr residnet	\$ 1,584.00	\$ 1,635.00	\$ (51.00)	-3.22%
sr non-resident	\$ 22,048.00	\$ 17,663.00	\$ 4,385.00	19.89%
wd-March 1-28 green fees	\$ 3,240.00	\$ 7,215.00	\$ (3,975.00)	-122.69%
golf now	\$ 33,816.00	\$ 11,639.95	\$ 22,176.05	65.58%
preapaid golf now	\$ -	\$ -	\$ -	0.00%
groupon	\$ 6,482.29	\$ 36,062.72	\$ (29,580.43)	-456.33%
spectaor fee	\$ 465.00	\$ 330.00	\$ 135.00	29.03%
wd-we fall rate	\$ 32,186.00	\$ 9,030.00	\$ 23,156.00	71.94%
	\$ 186,314.29	\$ 135,053.67	\$ 51,260.62	27.51%

Green Fee's- Weekend	Ytd 12/2020	Ytd 12/2019	change	percentage
non resident	\$ 201,672.00	\$ 64,056.00	\$ 137,616.00	68.24%
resident	\$ 36,974.00	\$ 31,840.00	\$ 5,134.00	13.89%
replay	\$ 1,545.00	\$ 1,890.00	\$ (345.00)	-22.33%
comp	\$ -	\$ -	\$ -	0.00%
punch card we rs20	\$ 760.00	\$ -	\$ 760.00	100.00%
punch card we rs10	\$ -	\$ 380.00	\$ (380.00)	-100.00%
punch cards we nr 10	\$ -	\$ 240.00	\$ (240.00)	-100.00%
four lakes	\$ -	\$ -	\$ -	0.00%
green trails	\$ -	\$ 72.00	\$ (72.00)	-100.00%
senior res before noon	\$ 1,840.00	\$ 2,535.00	\$ (695.00)	-37.77%
pracice fee	\$ 5.00	\$ 25.00	\$ (20.00)	-400.00%
employee guest	\$ 45.00	\$ 45.00	\$ -	0.00%
sr non res before noon	\$ 4,680.00	\$ 4,811.00	\$ (131.00)	-2.80%
golf now	\$ 65,500.00	\$ 32,842.51	\$ 32,657.49	49.86%
prrepaaid golf now	\$ -	\$ -	\$ -	0.00%
	\$ 313,021.00	\$ 138,736.51	\$ 174,284.49	55.68%

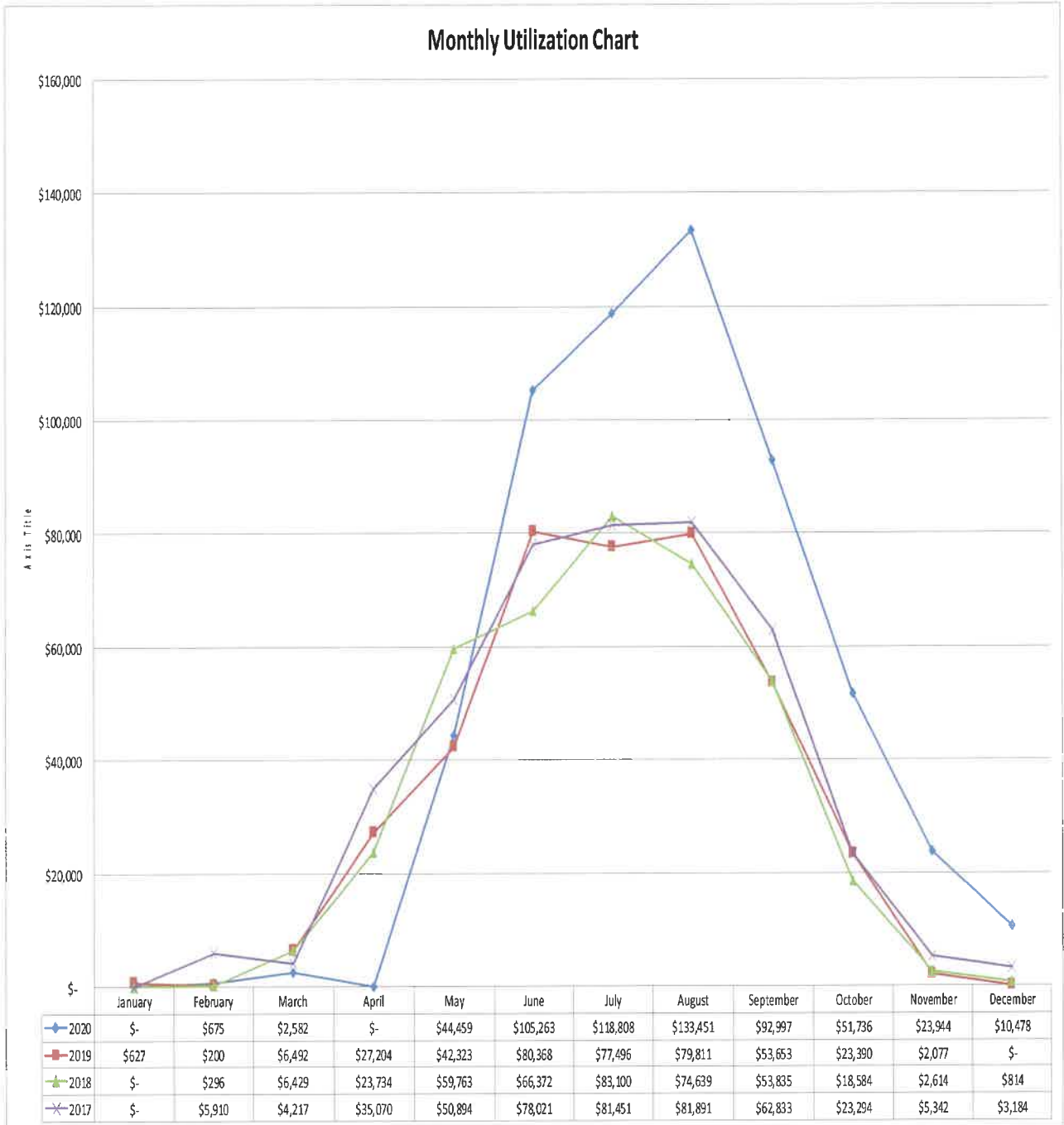
Below is a chart representing the revenue break down by greens fees to the totals as a percentage.

Weekday & Weekend Revenue by Fee



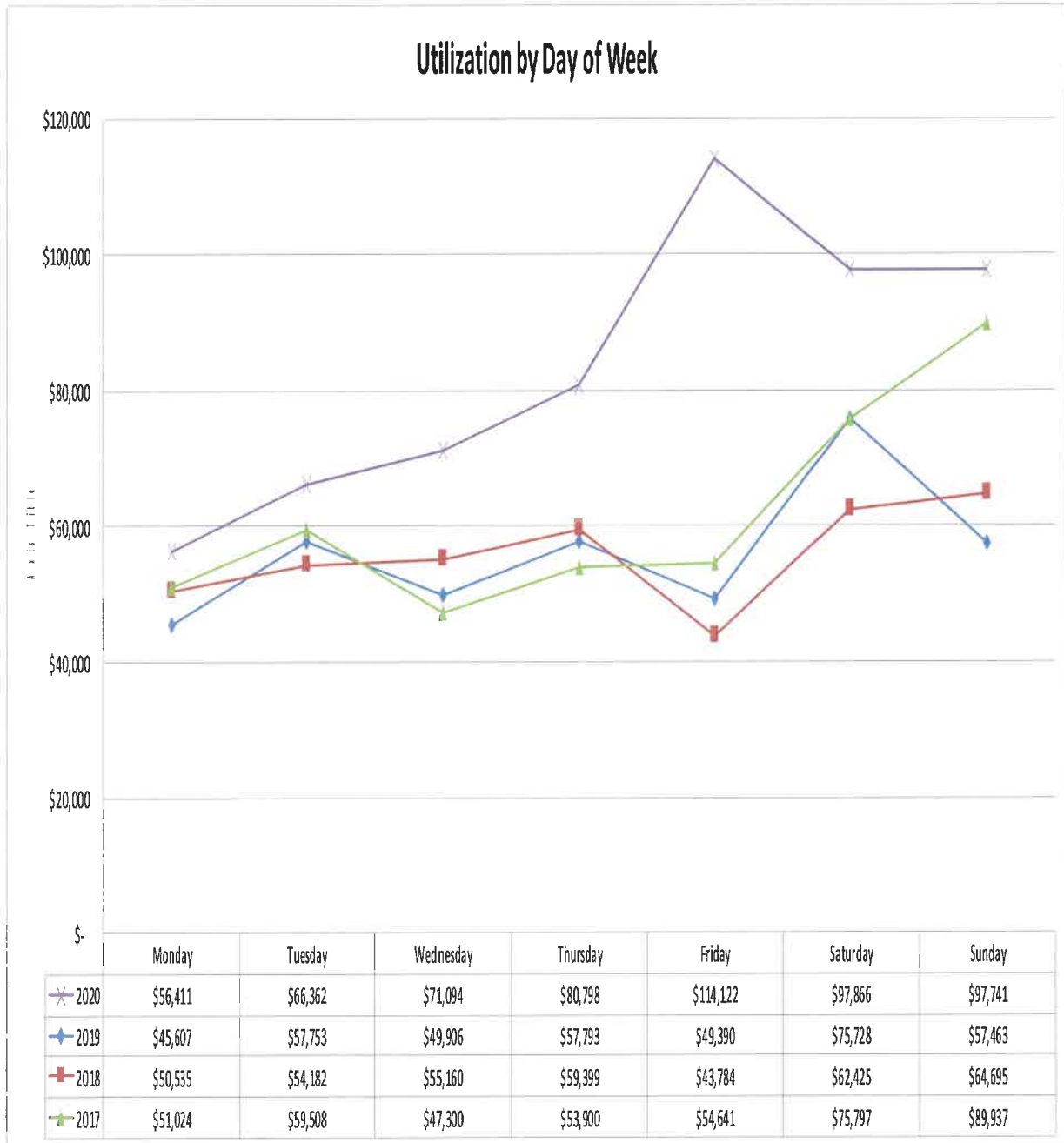
Golf Course Monthly Utilization

Like in previous years revenue follows the bell curve, as expected, peaking in July. This season as soon as we were allowed to open it was BUSY! As you can see we started slow due to Covid and then we saw a sling shot up and stayed well above historical utilization into mid-December.



Golf Course Daily Utilization

As mentioned above, it was a busy year with everyday of the week seeing record highs and weekends still the busiest times. However, unlike seasons in the past where Sunday after 2pm was slow, this was not an issue for 2020.



***Information provided by Fore Reservations Database

Days of Week
Average per golfer

2020	Green Fees Sold	Green Fees Sales	Non-Green Fee Sales	Total Sales	Averager per golfer	Average Green Fee	Average Non-GF
Monday	3,296	\$ 56,410.72	\$ 21,092.33	\$ 77,503.05	\$ 23.51	\$ 17.11	\$ 6.40
Tuesday	3,885	\$ 66,362.28	\$ 24,194.77	\$ 90,557.05	\$ 23.31	\$ 17.08	\$ 6.23
Wednesday	4,025	\$ 91,094.28	\$ 26,013.71	\$ 117,107.99	\$ 29.10	\$ 22.63	\$ 6.46
Thursday	4,777	\$ 80,798.37	\$ 34,678.31	\$ 115,476.68	\$ 24.17	\$ 16.91	\$ 7.26
Friday	5,930	\$ 114,121.92	\$ 38,896.89	\$ 153,018.81	\$ 25.80	\$ 19.24	\$ 6.56
Saturday	5,047	\$ 97,866.08	\$ 43,646.69	\$ 141,512.77	\$ 28.04	\$ 19.39	\$ 8.65
Sunday	4,979	\$ 97,740.64	\$ 41,820.89	\$ 139,561.53	\$ 28.03	\$ 19.63	\$ 8.40
	31,939	\$ 604,394.29	\$ 230,343.59	\$ 834,737.88	\$ 26.14	\$ 18.92	\$ 7.21

2019	Green Fees Sold	Green Fees Sales	Non-Green Fee Sales	Total Sales	Averager per golfer	Average Green Fee	Average Non-GF
Monday	3,193	\$ 45,606.70	\$ 19,046.57	\$ 64,653.27	\$ 20.25	\$ 14.28	\$ 5.97
Tuesday	4,014	\$ 57,752.92	\$ 21,031.94	\$ 78,784.86	\$ 19.63	\$ 14.39	\$ 5.24
Wednesday	3,310	\$ 49,906.08	\$ 19,137.97	\$ 69,044.05	\$ 20.86	\$ 15.08	\$ 5.78
Thursday	4,014	\$ 57,793.31	\$ 31,417.97	\$ 89,211.28	\$ 22.23	\$ 14.40	\$ 7.83
Friday	2,973	\$ 49,389.77	\$ 24,685.90	\$ 74,075.67	\$ 24.92	\$ 16.61	\$ 8.30
Saturday	4,372	\$ 75,728.30	\$ 30,925.92	\$ 106,654.22	\$ 24.39	\$ 17.32	\$ 7.07
Sunday	3,306	\$ 57,463.10	\$ 26,003.91	\$ 83,467.01	\$ 25.25	\$ 17.38	\$ 7.87
	25,182	\$ 393,640.18	\$ 172,250.18	\$ 565,890.36	\$ 22.47	\$ 15.63	\$ 6.84

2020 vs 2019	Green Fees Sold	Green Fees Sales	Non-Green Fee Sales	Total Sales	Averager per golfer	Average Green Fee	Average Non-GF
Monday	103	10,804	2,046	12,850	\$ 124.76	\$ 104.89	\$ 19.86
Tuesday	(129)	8,609	3,163	11,772	\$ (91.26)	\$ (66.74)	\$ (24.52)
Wednesday	715	41,188	6,876	48,064	\$ 67.22	\$ 57.61	\$ 9.62
Thursday	763	23,005	3,260	26,265	\$ 34.42	\$ 30.15	\$ 4.27
Friday	2,957	64,732	14,211	78,943	\$ 26.70	\$ 21.89	\$ 4.81
Saturday	675	22,138	12,721	34,859	\$ 51.64	\$ 32.80	\$ 18.85
Sunday	1,673	40,278	15,817	56,095	\$ 33.53	\$ 24.08	\$ 9.45
	6,757	210,754	58,093	268,848	\$ 39.79	\$ 31.19	\$ 8.60

The rate for non-resident weekday went up \$3.00 from \$22.00 to \$24.00. Combined with the increase rounds of 6,767, this resulted in a revenue increase of \$268,848.

River Bend Golf Club – Year in Review

This year started off normal---we were finishing up the winter work and preparing the course for the year ahead. Then, March came around and everything changed. With the shutdown of the world economy due to the Coronavirus, no one knew what to expect for days, months, or the year to come. Thanks to the Park District's commitment to excellence, we were able to continue maintaining the course not knowing what would happen.

Our mowing schedule changed due to the course closing but we used the extra time for extensive tree trimming on the course.

May 1st the course could open with restrictions, then we broke the record for the wettest May on record. There was so much rain at one point, we had no access to the maintenance facility for two days and we had to rent special pumping equipment to get the water off the course. Needless to say --- the year was not going as expected.

The next three months, we experienced the hottest summer on record. During the month of June, we used over 5 million gallons of water. By June 7th, we had accumulated more 90-degree days than all the year prior. We had the driest August in 40 years with rain fall totaling only 0.8". By this time, all unirrigated areas had gone dormant for the year.

What we did learn through the Coronavirus is that golf is perfect for social distancing. Combine golf being a perfect social distancing sport with all the warm weather we had, and you have a recording breaking golf season. I have never seen a golf course as busy as River Bend was this year. There was nonstop golf every day, all day.

With the warm weather and lack of rain, even the smallest irrigation problem was extremely evident. We replaced 28 sprinkler internals, 14 solenoids, 2 pilot valves, 2 foot valves, we had a pipe repair on #6 by the bridge, #9 fairway, and we had to replace a gate valve on #9. All but 1 of the repairs we did in house and did not charge, saving the park district thousands of dollars. The year of 2020 will be a year no one will forget. With all the bad we experienced; I am glad there was some good.

Golf Leagues

Leagues continue to provide a reliable and steady source of revenue for the golf course and with the course closed due to Covid we were delayed on league play by 2 months. We normally start in April and in 2020 we got started on June 15th. The reduced season caused our league rounds to decrease along participation numbers out of concern for the virus.

League revenue in 2020 was \$65,693 vs \$89,355 in 2019. That's an decrease of \$23,692 or 26.51%. Monday senior league increased as many seniors from the Tuesday and Thursday league picked up an extra day of play.

One of our primary focuses continues to be increasing our in-house leagues. We have good participation in both our Senior leagues and afternoon leagues. Ladies league has been pretty consistent through the years.

For the 2021 season, we have confirmed that most leagues are returning and acquired a new one Thursday night league. As always we will continue to look at ways to generate guaranteed revenue while maximizing course utilization.

River Bend League Play by Day of the week

	2020	2019	2020vs 2019 1 year
Monday			
Four Lakes Recreation	\$ 5,640.00	\$ 8,280.00	\$ (2,640.00)
Seniors	\$ 9,792.00	\$ 6,555.00	\$ 3,237.00
	<u>\$ 15,432.00</u>	<u>\$ 14,835.00</u>	<u>\$ 597.00</u>
Tuesday			
Senior	\$ 13,420.00	\$ 15,375.00	\$ (1,955.00)
Navistar	\$ 6,680.00	\$ 8,928.00	\$ (2,248.00)
Duster	\$ 4,040.00	\$ 5,040.00	\$ (1,000.00)
	<u>\$ 24,140.00</u>	<u>\$ 29,343.00</u>	<u>\$ (5,203.00)</u>
Wednesday			
Junior	\$ 600.00	\$ 1,200.00	\$ (600.00)
Ladies	\$ 2,684.00	\$ 6,135.00	\$ (3,451.00)
ComEd	\$ 3,332.00	\$ 5,544.00	\$ (2,212.00)
Happy Hour	\$ 6,124.00	\$ 9,584.00	\$ (3,460.00)
	<u>\$ 12,740.00</u>	<u>\$ 22,463.00</u>	<u>\$ (9,723.00)</u>
Thursday			
Senior	\$ 10,101.00	\$ 14,040.00	\$ (3,939.00)
Bill Pieper	\$ -	\$ 3,400.00	\$ (3,400.00)
DWD	\$ 3,280.00	\$ 3,610.00	\$ (330.00)
Shut up & Drive	\$ -	\$ 1,664.00	\$ (1,664.00)
	<u>\$ 13,381.00</u>	<u>\$ 22,714.00</u>	<u>\$ (9,333.00)</u>
House Leagues-	\$ 36,597.00	\$ 43,305.00	\$ (6,708.00)
Other Leagues-	\$ 29,096.00	\$ 46,050.00	\$ (16,954.00)
Total League Revenue	\$ 65,693.00	\$ 89,355.00	\$ (23,662.00)
<i>Benete HS charged to leagues in error</i>	\$ 192.00		

Golf Outings and Club Events

Golf Outings and Club Events in 2020 was \$8,945 compared with 2019 \$21,692 a decrease of \$12,747 or 58.76%. The state mandated restriction cancelled several events and decreased the number of players allowed to gather.

The following is a list of course sponsored events planned for 2021.

- Spring Opener April 17 (weather permitting)
- Couples Scramble July 11
- Junior Championship July 13 & 14
- 3rd Annual In-Town Classic August 22
- Senior Scramble September 14
- Turkey Shoot November 6

Pro Shop

Pro shop merchandise sales in 2020 were \$81,478 compared to \$55,764 in 2019. This is a increase of \$25,714 or 46%. We had a lot of footsteps.

Concessions increased by of \$24,879 accounting for the majority of the increased revenue.

Merchandise gross profit margin in 2020 was 65.28% compared to 59.13% in 2019.

**Pro Shop Merchandise
Gross Margins Fy 2020-2019
YTD Sales thru December**

Fy 12/31/2020	Accessories	Concessions	Clubs	Socks	Gloves	Balls	Headwear	Outerwear	Total
Sales	\$ 314	\$ 60,917	\$ 211	\$ 33	\$ 2,666	\$ 11,862	\$ 1,904	\$ 3,571	\$ 81,478
Costs	\$ 171	\$ 16,266	\$ 0	\$ 27	\$ 1,705	\$ 6,574	\$ 1,187	\$ 2,359	\$ 28,288
Margin	\$ 143	\$ 44,651	\$ 210	\$ 6	\$ 962	\$ 5,289	\$ 717	\$ 1,212	\$ 53,190
Margin %	45.56%	73.30%	100.00%	19.15%	36.07%	44.58%	37.66%	33.94%	65.28%
% to total	0.27%	83.95%	0.40%	0.01%	1.81%	9.94%	1.35%	2.28%	100.00%
Fy 12/31/19	Accessories	Concessions	Clubs	Socks	Gloves	Balls	Headwear	Outerwear	Total
Sales	\$ 310	\$ 36,038	\$ 192	\$ 117	\$ 2,144	\$ 9,609	\$ 2,454	\$ 4,900	\$ 55,764
Costs	\$ 182	\$ 10,226	\$ 0	\$ 98	\$ 1,291	\$ 5,660	\$ 1,610	\$ 3,726	\$ 22,793
Margin	\$ 128	\$ 25,811	\$ 191	\$ 19	\$ 853	\$ 3,950	\$ 844	\$ 1,174	\$ 32,971
Margin %	41.30%	71.62%	100.00%	16.40%	39.78%	41.10%	34.40%	23.95%	59.13%
% to total	0.39%	78.29%	0.58%	0.06%	2.59%	11.98%	2.56%	3.56%	100.00%
Sale Variance	\$ 4	\$ 24,879	\$ 19	\$ (84)	\$ 522	\$ 2,253	\$ (550)	\$ (1,329)	\$ 25,714
Margin change	4.26%	1.68%	0.00%	2.75%	-3.72%	3.48%	3.26%	9.99%	6.16%

High Schools

Lisle High School, and Benet Academy continue to use River Bend as their home course. High school revenue for 2020 was \$11,264 compared to \$9,036 in 2019. The slight increase in revenue is from Downers Grove South holding an 18 hole tournament with 2 other high schools.

GolfTEC

Since the 2012 season, we have continued our partnership with GolfTEC. GolfTEC is a leader in golf improvement, teaching 22% of all golf lessons in the United States annually and delivering a consistent 95% success rate. The agreement with GolfTEC and River Bend Golf Club is they're able to teach private, on-course client lessons in exchange for teaching our group lessons. In years prior to their arrangement with River Bend, their clients received playing lessons in a Des Plaines inside practice facility. Under our current arrangement their clients play our course and pay appropriate greens fees. It is a win-win.

GolfTEC taught all of our junior/adult lessons as well as junior league rules and etiquette clinic for the 2020 season.

Junior Lesson revenue in 2020 was \$3,950 compared \$4,180 in 2019. Adult Lesson revenue in 2020 was \$1,125 compared to \$2,600 in 2019. The decrease is due to when we could start lessons and the number that could participate or felt safe to do so.

GolfTEC normally host the Annual Pro-Am outing at River Bend in May. Each of their PGA professionals brought three customers who played with their pro followed by a backyard barbeque. Due to Covid this event was cancelled and we hope to hold the event for the 2021 season.

GolfTEC and River Bend are excited about the endless exposure and profitability of this partnership and are looking forward to the 2021 season. For more information on GolfTEC, please visit their web site at www.Golftec.com.

GolfNow

Founded in 2001, GolfNow operates the largest online tee-time marketplace in the world, offering 3.5 million registered golfers a variety of ways to stay connected to their favorite courses and the ability to easily book tee times online and via mobile devices anytime of the day. They operate in more than 24 countries worldwide, including the U.S., Canada and the UK, and offers tee times at more than 9,000 courses. GolfNow is headquartered in Orlando, Fla., and is affiliated with Golf Channel, a multimedia, golf entertainment and services company part of the NBC Sports Group. At the end of 2019 GolfNow merged with TeeOff.

The ability to adjust our pricing on the fly and reduce our inventory to a golf savvy market has been the key. Staff monitors the tee sheet throughout the entire day and when warranted, we adjust pricing which is then communicated to the massive GolfNow subscriber list. We have seen positive results by being able to fill otherwise empty tee times. We look forward to continually maximizing this service and increasing our course utilization.

As customers book tee times by mobile or land applications our email data base connects to our Fore Marketing Software allowing us to further communicate by email.

When customers make a tee time reservation we are guaranteed the revenue. A customer can cancel a reservation through a GolfNow agent prior to their scheduled tee time at no charge. If however they do not cancel we are able to charge for the green fee through there site. The total revenue from GolfNow in 2020 was \$99,316 compared to \$44,482 in 2019 a increase of \$54,834. The no show revenue billed and received for 2020 was \$7,610 compared with 2019 revnue of \$2,100 an increase of \$5,510.

	GolfNow	Rounds	Dollars	Average
2020	Wd Green Fee	1837	\$ 33,816.00	\$ 18.41
	Wd Prepaid	561	\$ -	\$ -
	We Green Fee	3547	\$ 65,500.00	\$ 18.47
	We Prepaid	592	\$ -	\$ -
	Cart Golf Now	2040	\$ 20,400.00	\$ 10.00
		<u>6537</u>	<u>\$ 119,716.00</u>	
2019	Wd Green Fee	669	\$ 11,639.95	\$ 17.40
	Wd Prepaid	826	\$ -	\$ -
	We Green Fee	1746	\$ 32,842.51	\$ 18.81
	We Prepaid	866	\$ -	\$ -
	Cart Golf Now	1383	\$ 13,830.00	\$ 10.00
		<u>4107</u>	<u>\$ 58,312.46</u>	

Labor Wages

Wages YTD for 2020 were \$128,504 compared with 2019 \$133,347 a decrease of \$4,843. The decrease in labor is a result of full time staff working shifts.

Wage Comparison

Description	YTD-20	YTD-19	20 vs 19 Fav/(unfav)
Full Time-\$	\$ 82,938.76	\$ 70,430.29	\$ (12,508.47)
Club House Attendants-\$	\$ 22,741.14	\$ 28,753.91	\$ 6,012.77
Ranger/Starters-\$	\$ 18,654.40	\$ 31,626.94	\$ 12,972.54
Beverage Cart -\$	\$ 4,169.51	\$ 2,536.00	\$ (1,633.51)
Total -\$	\$ 128,503.81	\$ 133,347.14	\$ 4,843.33

Staff Training and Communication

Management hasn't made any significant changes to training and internal communication from 2018. The golf course provides beginning-of-the-season training for pro shop employees, starters/rangers, cart attendants, and beverage cart attendants. This training includes a review of present procedures for the returning personnel and on-the-job training for new personnel.

Turnover continues to be relatively low for the starters and rangers, so training required is minimal. Training is supplemented by the daily "duties and checklist" forms. These forms continue to be ongoing as things change based on the business and customer needs and expectations.

We will continue to use communication tools such as our Ranger checklist that communicates what our grounds crew has completed, projects in progress, and course supplies needs. Monthly schedules also include "key-events" for the month such as clinics, outings, leagues and high school play.

We continue to send a monthly staff email to all staff (inside and outside) informing them of any events, promotions/sales, golf course projects, income updates, changes or modification to any procedures, as well as some personal information as a tool to build a positive and informed staff.

Conclusion

With a record breaking season behind us we're looking forward to the 2021 season!



ADMINISTRATION & RECREATION CENTER

1925 OHIO STREET | LISLE, IL 60532

PHONE: 630.964.3410 | FAX: 630.964.7448

TDD: 1.800.526.0857

WWW.LISLEPARKDISTRICT.ORG

Memo

To: Board of Park Commissioners
From: Dan Garvy, Director of Parks & Recreation
Date: February 11, 2021
Re: Wheatstack License Agreement

The draft license agreement to outsource restaurant operations will be discussed in Closed Session with the intention of reaching consensus on a few remaining financial terms. The memo provided to the Park Board last month follows this report as reference to the major terms of the current license agreement draft.

Should the Board reach a consensus in Closed Session, it is recommended the Board approve the License Agreement with any remaining alterations when you return to Open Session.

Thank you.

000018



Memo

To: Board of Park Commissioners
From: Dan Garvy, Director of Parks & Recreation
Date: January 14, 2021
Re: Arbor View Park Playground and Court Area Redevelopment

As explained in staff's budget preview memo, there is an allocation within the Corporate Fund to retain the services of a landscape architect to design a redevelopment plan for the playground and court area of Arbor View Park.

The two tennis courts on site are in a state of continued deterioration and are scheduled for replacement next year. The basketball court is scheduled for replacement at the same time. The playground equipment is nearing end of life as it was installed in 2000 and is showing signs of increasing wear and tear, as is the wooden playground surfacing containment. Further, there are large wooden retaining walls adjacent to the tennis courts that are also beginning to fail and stormwater management in this area continues to be a challenge as it tends to accumulate east of the tennis and basketball courts, adjacent to the residential neighbors there. As a result of all of these park components experiencing end of life, staff recommends taking this opportunity to reimagine this area of the park for improved functionality, stormwater management, accessibility, and possibly even introducing other amenities depending upon feedback received from the park's neighbors through the redesign process.

Ideally, staff recommends regrading this entire area of the park to rid it of the expansive and costly retaining walls if possible, and to improve site drainage and overall accessibility. Superintendent Cerutti and I expect the cost of construction, which is tentatively planned for 2022, to be in the vicinity of \$500,000 as it will include the demolition, removal, and disposal of the two playgrounds, courts, fencing, and retaining walls; relatively large-scale site grading; new playground equipment; new playground surfacing (poured in place rubber) and a concrete surfacing containment; a redesign of pedestrian circulation and sitting areas; new tennis courts, basketball court, and fencing; quite possibly an extensive underdrainage system to channel stormwater away from this active play area to the nearby detention basin; new landscaping; and of course engineering, permitting, etc.

Staff's recommendation is to engage Signature Design Group to assist in the creation of this redevelopment plan. They have been an excellent partner in the District's more complicated projects including the Woodglenn Park redevelopment, Veterans Memorial (which they performed at no cost to the District), the Van Kampen Stage redevelopment, and most recently Discovery Playground, some of which, again, was performed at no cost to the District. Superintendent Cerutti and I are in the process of reviewing the scope of this phase of the project and we are planning on presenting a recommendation for your consideration in February.



Memo

To: Board of Park Commissioners

From: Dan Garvy, Director of Parks & Recreation

Date: February 11, 2021

Re: Village of Lisle Bike Ped Plan – Hitchcock Avenue/Com Ed Corridor Path

The Village of Lisle Board of Trustees recently discussed the opportunity for construction of a 1-mile bicycle path that would travel along the Com Ed corridor beginning at Hitchcock Avenue on the north and head south to at least 59th Street in the Meadows, adjacent to Lisle Elementary School. This new pathway is included in the Village of Lisle Bicycle Pedestrian Plan but because it is outside the corporate limits of the Village, Village Board discussion included soliciting support and participation from other possibly interested parties including School District 202, the Lisle Park District, DuPage County, Lisle Township, Com Ed, and others including potential private parties. The Village Board's discussion included the consideration of performing a feasibility study that would determine, among other things, a projected cost of construction, how to safely cross Maple Avenue, any potential environmental impacts, etc. Clearly this is a large project that would require a significant amount of due diligence to answer the many questions that currently exist and are sure to arise in the future.

There was support from the trustees to consider the study, but a recommendation from their legal counsel was to entertain an intergovernmental agreement with other interested parties prior to them expending any funding for a feasibility study for a trail that would be outside its corporate limits. Further discussion revealed the desire to identify certain "lead agencies" that would assist in spearheading this project and to determine the level of interest. These lead agencies could be any or all of the aforementioned agencies.

This proposed 1-mile pathway is a terrific opportunity for the greater Lisle community including the Lisle Park District, School District 202, and bicyclists and walkers throughout the community. Similar pathways exist throughout Woodridge and are very well used, hence its inclusion in their Bicycle Pedestrian Plan. Continuing that network into and through Lisle will provide the much-desired connectivity Lisle currently lacks, and I intend to represent the Park District and work with the Village of Lisle, Com Ed, and any other interested parties to determine the feasibility of this project. I expect these initial discussions to ascertain Com Ed's appetite to entertain this opportunity and identify any conditions they may have in providing community access.

Thank you.



Memo

To: Board of Park Commissioners
From: Aaron Cerutti, Superintendent of Parks and Facilities
Date: February 10th, 2021
Re: Monthly Report

Carriage Hill Concrete and Asphalt Pathway Replacement

Both projects have had their respective contracts reviewed and setup, and I am awaiting the Contractors to returned them signed with all of the necessary paperwork. Once spring gets here and the weather breaks we will set up dates to begin the work.

Surplus Equipment Sales

All our mowing equipment sold at auction on Monday February 8th.

River Bend Golf Course

After approval was received at the January Board Meeting, I notified Water Well Solutions to begin repairs on the well pump for the irrigation system. Once everything is done, we will coordinate to reinstall and test the pump. We also needed some piping repairs in the pump house, which I coordinated with Dave Drendel, our Golf Course Contractor. The Plumbing Contractor we hired came out and removed some old piping no longer needed for the system, and then fabricated new pieces to replace and bypass parts of the system no longer in use. While the plumbing was removed, our Facilities staff went in and did a bunch of repairs and painting of the well floor plate, and then the contractor came back and put the new pipes in place.

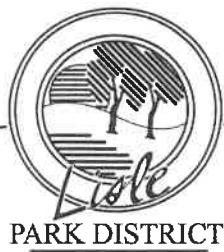
Existing Parks Maintenance Facility

The current Parks Facility is undergoing a bathroom renovation by in house staff. The rooms were both last redone sometime in the early 2000's and were really showing their age. Bathrooms have been repainted, new light fixtures installed, the Men's room has new flooring, and both rooms are receiving new cove base, and plastic wall coverings are being installed in areas that get wet from hand washing, etc., to prevent drywall deterioration.

Tennis Court Replacement Schedule

I have been working with one of our trusted Tennis Court contractors, U.S Tennis Court Construction, to put together a current condition report on all our existing tennis and basketball courts in the District. The work was started in 2020 and completed last month. This is a comprehensive list of each site, its current playability and overall condition, needed repairs and maintenance, and continuing maintenance schedule for each season. The report includes cost estimates for completion of the work and estimates of ongoing maintenance. These documents will give us great flexibility in prioritizing needed repairs and give us a more realistic basis for setting budget numbers in future years.

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Memo

To: Board of Park Commissioners
From: Scott Hamilton, Parks Manager
Date: February 10, 2021
Re: January Parks Update

Ongoing Operations

- Trash picked up at all sites weekly
- Snow removal and salting performed as needed
- Park inspections completed bi weekly
- Assemble new park benches
- Staff continues to work in our natural areas removing invasive plant material
- Sled hill inspections completed as needed
- Vehicle and equipment inspections completed weekly
- Picnic table repairs completed
- Removed three trucks full of recycled items and garbage from the Wheatstack

Encroachments & Vandalism

1/5 – Repeat golfer at Community Park. Action taken: police notified, subject not located at that time.

1/19 – Repeat golfer Community Park. Action taken: police notified, subject not located at that time.

As a point of explanation/clarification, when people golf in the parks, they do not retrieve every golf ball and some are left behind only to be found by our mowers. When struck, golf balls become high speed projectiles that endanger nearby property (vehicles, houses, etc.) and people. This is based on countless firsthand experiences and is why Park District staff takes the position it does. This latest repeat offender has been dismissive and combative to staff, hence our involvement of the police. Further, you will notice the dates on these observations – when the ground has been snow covered, making golf ball retrieval nearly impossible.



Memo

To: Dan Garvy, Director of Parks and Recreation
Aaron Cerutti, Superintendent of Parks and Facilities

From: Adrian Mendez, Facilities and Safety Manager

Date: 2/8/21

Re: February Board Report

Sea Lion Aquatic Park

- Quotes were received for temporary fencing for SLAP's limited opening.
- Check the heater relays for the spa heater.
- Greased pumps.
- Ordered a new sample pump for the main pool

Museums at Lisle Station Park

- Weekly checks of all the buildings were completed.
- Maintenance was performed on the HVAC equipment in the Yender House

River Bend/Wheatstack

- Cleaned the rust off the bottom plate at the pump house in the golf course, treated it with rust inhibitor and painted it.
- Greased and replaced belts in the HVAC unit of River Bend.
- Turned of the bottom portion of the sign due to multiple malfunctioning panels. Received proposals to replace this electronic section of the sign.

Recreation Center (1925 Ohio Street)

- Removed all holiday decorations.
- Replaced burned out lights in the Senior Center and the main hallway.
- Hung new photo contest winner picture in the hallway.
- Installed a new doorstep for the entry door of preschool.
- Replace the three-way switch in SEASPAR.
- Repaired a roof leak above Preschool.
- Cleaned the exhaust fans in the bathrooms of the preschool rooms.
- Replaced inducer motor in RTU # 11.
- Replaced ceiling tiles in Preschool.
- Replace the batteries in PS3 and PS5.

Community Center (1825 Short Street)

- Removed all holiday decorations
- Repaired light fixtures on the south side of CPF.

Safety/Risk Management

- Playground and facility inspects were completed.
- Worked with Debbie Briehan to implement COVID protocol procedures in preparation for Senior Taxes.

Other

- Help parks clear snow as needed.
- Changed out a light fixture at River Bend maintenance shop.
- Cleaned out warped wood from River Bend maintenance shop.
- Replaced the light bulb socket and bulbs in the fixture at the top of the stairs at parks department.
- Guttled and restored restroom at the Parks Department. Work includes new flooring, light fixtures, paint, etc.
- Relocated the thermostats in the wash bay in the new Parks Garage.
- Installed support bracket for an exhaust fan at Parks Department.
- Installed new water heater and water lines in the new Parks Garage.
- Re-keyed the locks at the Woodglenn Park shelter.
- Repaired the door handle at men's room at the Woodglenn Park shelter.



Memo

To: Board of Park Commissioners
 From: Jon Pratscher, Superintendent of Recreation
 Date: February 18, 2021
 Re: Recreation Department Managers' Reports

Superintendent Pratscher

Monthly Registration Comparison				
January				
	2021	2020	Difference	% of Month Reg.
Category				
Adult	1	10	-9	0.21%
Cultural Arts	32	96	-64	6.65%
Early Childhood	84	98	-14	17.46%
Fitness Memberships	17	38	-21	3.53%
Fitness Classes	163	48	115	33.89%
Remote Enrichment Center	48	0	48	9.98%
Senior Programs/Trips	29	253	-224	6.03%
Special Events	15	90	-75	3.12%
Teens	0	8	-8	0.00%
Youth	92	155	-63	19.13%
Transaction Total	481	796	-315	
Revenue Total	\$43,321	\$61,721	-\$18,400.00	

- Program registration decreased by 39% from January 2020. While the timing of registrations contributed to the totals for each category, the two largest examples of success for the month are the registration numbers for fitness classes and youth programming.
- The decrease in program registration can largely be attributed to the lack of senior programs and trips during the month. In fact, the registration decrease for this category accounted for 71% (224 out of 315) of the total difference between January 2021 and 2020 registrations.
- The large decrease in registration revenue from January 2020 continues to be primarily due to the lack of in-person learning at the Lisle school district during this school year, which resulted in a major reduction in EDGE registration and corresponding revenue. While staff have been able to offer a smaller version of the program, the absence of the typical in-person student body has caused a continued lack of revenue compared to a typical year.
- DuPage County has transitioned into phase 4 of the Restore Illinois plan. Staff are eager to increase in-person services and are focused on continuing to offer safe, high quality program options.
- Staff reports next month will include details on in-person senior programming, museum/blacksmith activities, plans to resume registration desk operations, seasonal employment recruitment initiatives and more!

Recreation and Fitness Manager, Jayne
Community Park Fitness

- There are currently 218 members (-20% from January 2020).
- 8 new members joined CPF and took advantage of the monthly special of \$0 enrollment fee and a free personal training session.
- Since the reopening of CPF back in July, 15 members still have suspended memberships, which continues to impact revenue.
- The overall financial performance of group exercise classes in January decreased from 2020 due to the change in registration process, which now occurs monthly as oppose to six weeks at a time. This change results in a lower per session fee and includes monthly instructor expenses. Staff remain confident that group exercise revenue will continue to positively support fitness operations.
- Group exercise classes are continuing to be offered both virtually and in person with the transition to Phase 4 of Restore Illinois. Most participants have elected to participate virtually, either because of the pandemic or due to the convenience of participating from the comfort of their home.
- One month into 2021, CPF operations and programming has an overall profit of \$1,984 (See Table 7).
- Staff continue to adapt services and strategies to improve the financial performance of CPF.

Table 1: **Membership Analysis**

Memberships	January 2021	January 2020	Change
Total Members	218	279	(61)
Members on Continuous Memberships	134	150	(16)
Renewals	6	13	(7)
Expired	6	10	(4)
Suspensions*	1	-	1
Cancellations	2	3	(1)

* Due to the ongoing COVID-19 pandemic, members were given the option to suspend their membership and be reinstated when they feel safe to return to the facility.

Table 2: **Memberships Sold**

Membership Types	January 2021	January 2020	Change
Individual	6	7	(1)
Family	1	3	(2)
Senior	5	15	(10)
Student	2	0	2
Punch Cards Sold	0	5	(5)
Daily Admissions	3	8	(5)
TOTAL	17	38	(21)

Table 3: **Membership Revenue**

Membership Types	January 2021 Year to Date	January 2020 Year to Date	Change
Individual	\$934.00	\$1,336.90	(\$402.90)
Family	\$996.00	\$1,621.33	(\$625.33)
Senior	\$891.00	\$1,720.52	(\$829.50)
Student	\$202.00	\$44.00	\$158.00
Daily Admission	\$24.00	\$56.00	(\$32.00)
Punch Cards	\$0.00	\$220.00	(\$220.00)
TOTAL	\$3,047.00	\$4,998.75	(\$1,951.75)

Table 4: **Training – Revenue and Expense Comparison**

Personal/Partner/Group Training	January 2021 Year to Date	January 2020 Year to Date	Change
Revenue	\$384.00	\$1,015.00	(\$631.00)
Expenses	\$0.00	\$398.80	(\$398.00)
Program Profit (loss)	\$384.00	\$616.20	(\$232.20)

Table 5: **Group Exercise Classes – Revenue and Expense Comparison**

Group X Class Registration and Punch Cards	January 2021 Year to Date	January 2020 Year to Date	Change
Revenue	\$5,404.15	\$9,435.50	(\$4,031.35)
Expenses	\$2,426.59	\$1,128.80	\$1,297.79
Program Profit (loss)	\$2,977.56	\$8,306.70	(\$5,309.14)

Table 6: **Fitness Center Operations – Revenue and Expense Comparison**

	January 2021 Year to Date	January 2020 Year to Date	Change
Total Revenue	\$3,047.00	\$4,998.75	(\$1,951.75)
Total Expenses	\$4,423.60	\$7,497.73	(\$3,074.13)
Profit (loss)	(\$1,376.60)	(\$2,498.98)	\$1,122.38

Table 7: **Fitness Center Operations and Programming – Revenue and Expense Comparison**

	January 2021 Year to Date	January 2020 Year to Date	Change
Total Revenue	\$8,835.15	\$15,449.25	(\$6,614.10)
Total Expenses	\$6,850.19	\$9,025.33	(\$2,175.14)
Profit (loss)	\$1,984.96	\$6,423.92	(\$4,438.96)

Sea Lion Aquatic Park

- Communicated 2021 season updates to patrons in conjunction with Marketing Specialists Sleezer & Kosartes through social media, e-newsletters and website updates.
- Recruitment action plan for summer 2021 is in progress, with a good amount of former SLAP employees interested in returning for the season.
- The virtual aquatics job fair will be held on February 23, with additional dates in March and April.
- Collaborated with Manager Mendez to combine Guest Service and Facility Attendant positions for a more efficient staffing strategy for the upcoming pool season.
- Monthly marketing and facilities meetings are being held leading up to the summer to prepare and work together to ensure a safe 2021 SLAP season.
- Attended Jeff Ellis & Associates International Aquatics Safety School virtual conference.

Lisle Teens with Character

- There are currently 44 teens registered for the group (-45% than 2020)
- Meetings and projects will be moved to a hybrid format of in person and virtual to allow for more teens to participate.
- Upcoming service projects include: West Suburban Community Pantry and Egg Stuffing.

Senior Center Coordinator, Breihan

- Conducted Wednesday Zoom bingo, with an average group size of 15. Pizza donated from Passero's for the raffle winner each week.
- Continued partnership with Lisle resident and owner of Shiny Squirrel Creations, Beth Lesniak, and the

Lisle/Naperville TRIAD to host a monthly zoom craft club. Participation doubled from the December meeting, with a total of 20 attendees in January.

- Worked with Marketing Department to create and publish senior newsletter and social media posts.
- Coordinated with the Safety Committee and Manager Mendez to prepare for upcoming AARP tax preparation, which begins in February.
- Continued communication with seniors via phone calls, emails and social media.
- Continually adapting the REC program to meet the ever-changing needs of our student population. With Lisle 202 and Naperville 203 school districts resuming in-person learning models, enrollment has decreased. However, staff remain committed to running the program as long as the need remains.
- Continued partnership with the Lisle Library to bring books for students to use in the REC program.

Youth and Early Childhood Coordinator, Jehs

- Gentle Learning preschool continues to successfully hold in person classes for 65 students, with an additional 20 students who are participating in all remote or hybrid learning.
- In lieu of the annual Valentine's Tea this year, teachers created a "Bag of Love" for parents. Each bag had the parts and instructions for families to create Valentine themed projects together.
- Registration for the 2021-2022 school year begins on February 25 from 12-2pm for current families.
- New families can register in person on March 4 from 12-2pm and March 8 from 1-6pm.
- Staff are looking forward to building upon the success of this school year and are hopeful to return to the more traditional numbers for in-person learning next school year.
- Plans are in progress for the annual Easter Egg hunt and Flashlight Easter Egg hunt.
- All Star Sports has resumed in person classes for Basketball, with both classes full. Registration for the late winter and early spring classes are also filling quickly.
- The EDGE program continues to adapt as we progress through this school year. We currently welcome kindergarten and first graders five days a week and second-fifth graders attend only on days they are at school in person. EDGE is also offered to participants of the REC program.

Cultural Arts, Rental & Office Manager, Nadeau

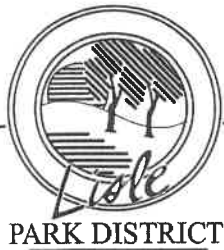
- Continued to work as preschool aide in Mrs. Staib's 3 year old class (M,W,F).
- Assisted in the Remote Enrichment Center on Tuesdays & Thursdays each week.
- The next session of Dungeons & Dragons started on February 7 with 8 participants.
- Measured dance students and ordered costumes for the dance recital.
- Art Enrichment (Artist: Warhol) started February 11 with 4 participants.
- Theatre Club started February 1 with 6 participants.
- Secured additional sponsor for the Film Festival for \$1,000.
- Sent out Garden Plot renewal letters.

Athletic and Youth Camp Manager, Wise

- Conducted first session of basketball skills program (24 total participants)
- Developing future athletic programming options based on current guidelines
- Planning is underway for both Camp Summer Quest and No Name Teen Camp
- Hosted first virtual family trivia night on January 16, with 14 total teams. The next trivia nights are scheduled for February 20 and March 20.
- Planning is also underway for the annual Daddy Daughter Date Night and Mother Son event. Both events will place in the summer in an outdoor venue to accommodate larger group sizes and social distancing guidelines.

Museums at Lisle Station Park

- Operations at The Museums at Lisle Station Park remain suspended.
- Expenditures continue to be limited to necessary building maintenance and content preservation.
- Virtual exhibits, tours and fieldtrip options will still be available online but on-site access to the buildings continues to be limited until further notice.
- A small group of museum volunteers continue weekly activities in the blacksmith shop.
- Blacksmith classes are planned to resume in April.



Memo

To: Board of Park Commissioners
From: Tiffany Kosartes, Marketing Specialist
Date: February 18, 2021
Re: Marketing Department Monthly Board Report

Winter-Spring 2021 Digital Program Guide

As programming in the Winter-Spring Seasonal Program Guide has been added, updated, or cancelled, edits have been made accordingly to the digital guide and websites.

Digital Seasonal Program Guide		
	Winter-Spring 2021	
Statistics	December 2020	January 2021
Pageviews	9,511	10,293
Users	393	455
Average Session Duration	4 min, 28 sec	4 min, 32 sec
Average Pages/Session	17.26 pg.	15.48 pg.

Pageviews and user stats increased month over month since the brochure's release on November 30. The surge is likely due to the pandemic restrictions being lifted in January, which allowed us to offer more in-person program options. Moreover, our patrons are looking for safe, indoor recreation when outdoor opportunities are limited due to severe weather conditions.

Annual LPD Resident Newsletter

- Developed content for annual LPD Newsletter
- Created vibrant layout for newsletter in infographic format, compiling statistics and information that highlights 2020 accomplishments, outlines upcoming projects in 2021, and thanks those who supported the District throughout the pandemic

New Park District Website (in production)

- Developed framework of responsive layout for the website to ensure it adjusts to the size of the user's device and screen by building style sheets and utilizing JavaScript plug-ins

General Park District Advertising

- Created ad placement for 2021-2022 Lisle Area Chamber of Commerce Map showcasing new Discovery Playground, Sea Lion Aquatic Park, Community Park Fitness, River Bend Golf Club, and the Museums at Lisle Station Park
- Designed new layout for ad placement in monthly Welcome Wagon booklet, which was mailed to new residents to showcase District facilities & parks, and includes a \$5 off coupon

2020 Photo Contest

- Wrote PR statement about 2020 photo contest winners, which was posted on Lisle Patch and emailed to approximately 30 local media contacts on January 25. The Daily Herald printed the article in the local paper on February 7.
- Generated social media content for posts & stories to congratulate contest winners & promote entry in 2021 photo contest.

Special Events

- Created ¼ page full color ad for Virtual Family Trivia Night event series in Suburban Life Newspaper on January 7
- Sent Green Trails Homeowners Association information about Virtual Family Trivia Night event series for Pathfinder resident newsletter
- Produced image & content for Village of Lisle electronic sign for Virtual Family Trivia Night
- Submitted event listings for Virtual Family Trivia Night series & Film Festival to be featured on DCVB website
- Produced & deployed (3) eNewsletters
 - Email sent on January 5 to approx. 1,050 park district subscribers promoting new Virtual Family Trivia Night event series
 - Email sent on January 28 to approx. 500 Lisle Area Chamber of Commerce subscribers to promote Film Festival sponsorship
 - Email sent on January 29 to approx. 1,150 park district subscribers promoting Film Festival entry & sponsorship
- Generated social media content for posts & stories to promote registration for Virtual Family Trivia Night, entry in Film Festival & Snowman Building Contest, and share photos from Visits with Santa & Mrs. Claus

Community Park Fitness

- Purchased versatile, branded headwrap/face covering to gift to loyal fitness members
- Created ¼ page full color ad to promote January incentives for new members in Suburban Life Newspaper on January 14
- Produced & deployed eNewsletter sent on January 8 to approx. 500 Lisle Area Chamber of Commerce subscribers to promote January incentives
- Generated image & content for Village of Lisle electronic sign to promote January incentives
- Designed digital image for email signature to promote January incentives
- Generated social media content for posts & stories to promote January incentives, update members on new COVID procedures, and communicate early closure due to weather

River Bend Golf Club

- Created flyer & registration form for 2021 Spring Opener Tournament
- Updated website with new information for 2021 season

Senior Center

- Created flyer for 50+ Broadway Cabaret Social
- Designed signage for 60+ AARP Drop-Off Tax Preparation Program at Recreation Center
- Updated Giving Tree donor list on website
- Generated social media content to promote registration for 50+ Broadway Cabaret Social and 60+ AARP Tax Program



ADMINISTRATION & RECREATION CENTER

1925 OHIO STREET | LISLE, IL 60532

PHONE: 630.964.3410 | FAX: 630.964.7448

TDD: 1.800.526.0857

WWW.LISLEPARKDISTRICT.ORG

Memo

To: Board of Park Commissioners
From: Deb Culbertson, Golf Course Operations Manager
Date: February 18, 2021
Re: January 2021 Golf Department Report

General Update

- Pro Shop merchandise arriving.
- Marketing material for the season in progress - Lessons, league, event flyers.
- League contracts are out for renewal possible new Monday afternoon league.
- Deep cleaning in the pro shop.
- Two computers repurposed from the Recreation Center were installed in pro shop.

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Memo

To: Board of Park Commissioners
From: Scott Silver, Superintendent of Finance
Date: February 11, 2021
Re: Monthly Report

The 2020 year-end audit is in the early stages.

Staff completed and mailed out the year end W-2' and 1099 tax forms.

Filed 4th quarter payroll reports (941, IL 941, Illinois Unemployment Insurance)

Attended the IPBC Finance meeting

Director Garvy charged me with responsibility of managing the information technology system and services for the District in August. It has become obvious that our current provider has not met the District's expectations and we have been considering alternatives. I have been in contact with other companies looking into providing IT services to the District and would like to present a recommendation to change vendors at the March Board meeting.

Standard Monthly Report:

1. Completed the process of three payrolls.
2. Processed AP checks and special checks.
3. Prepared general ledger.
4. Completed and filed the sales tax return.
5. Completed and filed the monthly unemployment report.



Memo

To: Board of Park Commissioners

From: Mary Liz Jayne, Lisle Partners for Parks Foundation

Date: February 10, 2021

Re: Lisle Partners for Parks Foundation Update

Highlights of Foundation business conducted at the February 3rd Board Meeting:

- The Board approved participating in two new fundraisers.
 - LPFPF will sell popcorn through Double Good. This fundraising company gives back 50% of the profits. The fundraiser will run February 22nd-February 25th.
 - LPFPF will participate in Giving DuPage Days from April 26-30th. This is an online giving event organized through Giving DuPage where we can target both new and existing donors.
- The Board discussed some potential new fundraisers to continue to recover the revenues lost without Eyes to the Skies.
- Discussed occurred about potential for outreach about the scholarship program now that programs are back up and running.
- The Board will meet next on March 3rd



For the Record

FEBRUARY 2021 NEWSLETTER

MISSION

SEASPAR provides dynamic recreation programs and quality services for its residents with disabilities

VISION

Discover Abilities
Achieve Potential
Realize Dreams

CORE VALUES

Fun • Excellence
Service • Respect
Accountability

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PROGRAMMING STATUS

Based on information released by the Governor's office regarding Tier 1 mitigations for our region, SEASPAR has decided to cautiously move forward with Winter-Spring Session 1 in-person programming. The start date for the first session of winter-spring in-person programming was originally scheduled for early this year but was delayed due to COVID-19 restrictions. Thanks to newly loosened restrictions, in-person programming, including EAGLES programs, will begin on Monday, February 1.

The news of the return of in-person programming has sparked joy in SEASPAR's participant community, and staff is once again excited for the opportunity to reconnect with participants in person. As always, the safety of staff and participants is our top priority; therefore, masks must be worn during in-person programming, and proper social distancing will be enforced.

We are optimistic for the future and believe this news to be the start of a lasting progress. We thank everyone for their patience. We look forward to seeing our participants face-to-face soon!



THE NEW SHERIFF IN TOWN

Congratulations are in order for Kim Huggins for earning the title of Senior Recreation Coordinator. The new title acknowledges her leadership and mentoring skills, which have benefited SEASPAR's recreation department for over 10 years. Her new responsibilities will undoubtedly be many, but most pressing will be overseeing a team of energetic Recreation Coordinators.

Albeit humbled by the new title, Kim plans to continue providing the same dedication as always, but with a heightened determination to share her experience with SEASPAR's newest team members. Luckily for everyone, Kim's insights are already recognized as integral in the management of SEASPAR's operations, a recognition she earned throughout the years.

Kim's dedication to SEASPAR can technically be measured in years, but you'd come out short even then. It would be impossible to grasp Kim Huggin's dedication without knowing her well. Luckily for those who haven't had an opportunity to work with Kim, an article detailing Kim's passion was published in SEASPAR's 2019-2020 Annual Report. That article, along with other heartwarming articles by SEASPAR's full-time staff, can be found [here](#).

We congratulate Kim and cannot wait to watch her shine in her new role!



[Read Kim's Article](#)

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HYGIENE HYPE

The SEASPAR EAGLES were treated to an informative workshop hosted by Midwestern University's S.E.R.V.E. program. The workshop focused on providing helpful facts about the benefits of proper hygiene, how germs are spread, the importance of proper handwashing, and how cleanliness is related to the prevention of COVID-19.

The workshop was open to all EAGLES participants and their families. In addition to many curious EAGLES, in attendance were EAGLES staff and site coordinators. The class was lead by Corinne Hillertz and Marvin Serdena of Midwestern University, both of whom did a phenomenal job of capturing the attention of all in attendance.

Thank you to Midwestern University for providing SEASPAR with this very helpful resource. Learn more about MWU's outreach program and other opportunities at midwestern.edu.



IN-SERVICE TRAINING

SEASPAR hosted a virtual in-service training on January 6, 2021. The purpose of the training was to prepare incoming and existing staff members for the Winter-Spring 2021 season. The in-service training coordinators took special consideration to speak about potential changes and mitigations SEASPAR anticipates staff may encounter during the season.

Additionally, training coordinators shared important safety tips and guidelines, employee expectations, and introduced staff to Shiftboard, a newly adopted staff management application. SEASPAR is excited about the introduction of Shiftboard because it will be used to track and coordinate staffing and program needs. SEASPAR Support Staff Manager Shannon Tovey believes Shiftboard will help streamline staffing management; "One of the many features Shiftboard offers is the ability for staff members to coordinate their schedules and responsibilities." Shiftboard is a leading staff management application and is utilized by many organizations in the industry. "The application will help SEASPAR oversee scheduling, and staff will have access to content in real-time," Tovey added.

Additional Shiftboard training is expected in the months to come. In the meantime, SEASPAR staff are running tests to work out complications before summer.

000035



PAWSITIVE VIBES

Rainbow Animal Assisted Therapy is an organization that provides SEASPAR with highly trained dogs and handlers. Their services are essential for many of SEASPAR's animal-centric programs. For years, participants turned to these programs for their beneficial properties and developed relationships with the therapy dogs in many cases. When the pandemic arrived, our animal-assisted program was among those affected, resulting in many going without these services.

A video was developed to highlight the relationship between SEASPAR participants and animals, Rainbow Animal Assisted Therapy's partnership with SEASPAR, the issues brought on by the pandemic, and how hard work and cooperation resulted in a solution all can enjoy. Click the button below to view the video.



[Watch Now](#)

FEB 27

DUMMY SAYS WHAT?

SEASPAR is excited to host a live show featuring ventriloquist Chuck Field and his cast of puppets. Chuck Field is a professional ventriloquist and comedy performer who has been making people laugh for decades. Chuck Field's performance includes comedy suitable for people of all ages, and a cast of animated puppets like Ziggy, whose antics will have all in attendance laughing out loud.

This one-time performance will be held on February 27 and is open to all SEASPAR participants ages 8 and older. This special event is held virtually over Zoom with LIVE performances from Chuck Field and the cast. Registration for this special event remains open but will close one week before the show date. Click below to learn more.



[Learn More](#)

000036

COMING SOON

FEB 05

ESCAPE ROOM

Special Event - Virtual

FEB 06

MIDWESTERN DANCE

Special Event - Virtual

FEB 14

VALENTINE'S DAY PARTY

Special Event - Lisle Recreation Center

FEB 27

VIRTUAL VENTRILOQUIST

Special Event - Virtual



FEB 28

DANCING WITH THE STARS

Special Event - Virtual



Don't miss another moment!
Follow **SEASPAR** on your
favorite social media app for
more news, photos, videos,
and the latest stories about
your favorite activities.



SEASPAR
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SEASPAR.org

Lisle Park District
Fund Balance
31-Jan-21

Fund	UNAUDITED Fund Balance	Revenue	Expenses	Net Income/(Loss)	Ending Fund Balance
10 Corporate	1,678,780.09	19,559.68	149,920.60	(130,360.92)	1,548,419.17
21 Recreation	791,732.69	48,932.72	49,863.96	(931.24)	790,801.45
22 Museum	49,308.78	243.85	4,502.39	(4,258.54)	45,050.24
23 IMRF	45,129.80	1,077.67	8,702.98	(7,625.31)	37,504.49
24 Audit	10,765.50	78.66	-	78.66	10,844.16
25 Insurance	52,665.19	723.69	3,868.69	(3,145.00)	49,520.19
26 Paving & Lighting	673.25	-	-	-	673.25
27 Spec. Recreation	181,459.97	1,569.31	959.44	609.87	182,069.84
28 Social Security	236,983.54	896.75	16,858.90	(15,962.15)	221,021.39
30 Debt Service	33,655.27	5,297.90	-	5,297.90	38,953.17
40 Capital Projects	970,418.13	250.00	-	250.00	970,668.13
51 Enterprise	3,853,543.54	74.90	22,602.26	(22,527.36)	3,831,016.18
98 General LTD	(7,365,630.35)	-	-	-	(7,365,630.35)
99 General FA	32,298,627.07	-	-	-	32,298,627.07
Total	32,838,112.47	78,705.13	257,279.22	(178,574.09)	32,659,538.38

Lisle Park District
Cash Balances
1/31/2021

Bank Name	Interest Rate	Investment Amount	Maturity	Term
MORGAN STANLEY PRIVATE BANK	2.15%	\$101,000.00	7/6/2021	730 Days
TOTAL		<u>\$101,000.00</u>		

Bank Name	Type	Rate	Balance	For
HUNTINGTON BANK	CHECKING		\$215,211.38	PAYROLL
LISLE SAVINGS BANK	CHECKING		\$144,545.33	A/P
LISLE SAVINGS BANK	MONEY MARKET		\$1,711,993.81	CONCENTRATION
MULTI-BANK SECURITIES BANK	MONEY MARKET		\$0.00	GEN - SAVINGS
MAX SAFE	MONEY MARKET		\$1,044,069.21	GEN - SAVINGS
REPUBLIC BANK	MONEY MARKET		\$100,540.86	GEN - SAVINGS
BANK FINANCIAL	MONEY MARKET		\$101,075.94	GEN - SAVINGS
ILLINOIS PARK DISTRICT LIQUID ASSET FUND	MONEY MARKET		\$105.62	GEN - SAVINGS
TOTAL			<u>\$3,317,542.15</u>	

Location	Type	Balance
ADMINISTRATION	BUSINESS OFFICE	\$2,893.00
ADMINISTRATION	FRONT OFFICE	\$425.00
SENIOR CENTER	FRONT OFFICE	\$80.00
PRESCHOOL	FRONT OFFICE	\$250.00
RECREATION	CASH BANK	\$240.00
FITNESS CENTER	CASH BANK	\$130.00
WHEATSTACK/RIVERBEND	BUSINESS OFFICE	\$1,200.00
TOTAL		<u>\$5,218.00</u>

GRAND TOTAL \$3,423,760.15

**Lisle Park District
Income Statement Comparison Summary**

Fund		YTD 1/21	YTD 1/20	Variance
Corporate	Revenue	19,559.68	10,899.79	8,659.89
	Expense	149,920.60	178,276.41	28,355.81
	Profit/(Loss)	(130,360.92)	(167,376.62)	37,015.70
Recreation	Revenue	48,932.72	187,772.05	(138,839.33)
	Expense	49,863.96	138,419.67	88,555.71
	Profit/(Loss)	(931.24)	49,352.38	(50,283.62)
Museum	Revenue	243.85	0.00	243.85
	Expense	4,502.39	8,166.69	3,664.30
	Profit/(Loss)	(4,258.54)	(8,166.69)	3,908.15
IMRF	Revenue	1,077.67	0.00	1,077.67
	Expense	8,702.98	16,368.63	7,665.65
	Profit/(Loss)	(7,625.31)	(16,368.63)	8,743.32
Audit	Revenue	78.66	0.00	78.66
	Expense	0.00	0.00	0.00
	Profit/(Loss)	78.66	0.00	78.66
Liability Insurance	Revenue	723.69	0.00	723.69
	Expense	3,868.69	5,374.90	1,506.21
	Profit/(Loss)	(3,145.00)	(5,374.90)	2,229.90
Paving Lighting	Revenue	0.00	0.00	0.00
	Expense	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00
Special Recreation	Revenue	1,569.31	0.00	1,569.31
	Expense	959.44	2,417.84	1,458.40
	Profit/(Loss)	609.87	(2,417.84)	3,027.71
Social Security	Revenue	896.75	0.00	896.75
	Expense	16,858.90	30,141.89	13,282.99
	Profit/(Loss)	(15,962.15)	(30,141.89)	14,179.74
Debt Service	Revenue	5,297.90	0.00	5,297.90
	Expense	0.00	495.70	495.70
	Profit/(Loss)	5,297.90	(495.70)	5,793.60
Capital Projects	Revenue	250.00	83,874.34	(83,624.34)
	Expense	0.00	29,869.16	29,869.16
	Profit/(Loss)	250.00	54,005.18	(53,755.18)
Enterprise	Revenue	74.90	91,444.67	(91,369.77)
	Expense	22,602.26	147,456.56	124,854.30
	Profit/(Loss)	(22,527.36)	(56,011.89)	33,484.53
General LTD	Revenue	0.00	0.00	0.00
	Expense	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00
General FA	Expense	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00
Total Municipal	Revenue	78,705.13	373,990.85	78,705.13
	Expense	257,279.22	556,987.45	(116,711.63)
	Profit/(Loss)	(178,574.09)	(182,996.60)	195,416.76

FOR FUND: CORPORATE FUND
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE		% VARI-ANCE
				BUDGET	BUDGET	
REVENUES						
ADMINISTRATION	269,095.80	19,367.68	(92.8)	269,095.80	3,229,150.00	19,367.68 (99.4)
PARKS	287.50	192.00	(33.2)	287.50	3,450.00	192.00 (94.4)
TOTAL REVENUES	269,383.30	19,559.68	(92.7)	269,383.30	3,232,600.00	19,559.68 (99.3)
EXPENSES						
ADMINISTRATION	84,011.86	77,548.37	7.6	84,011.86	1,008,143.32	77,548.37 92.3
BUSINESS SERVICES	5,555.40	3,968.88	28.5	5,555.40	66,664.88	3,968.88 94.0
IT	25,729.85	5,898.64	77.0	25,729.85	308,758.41	5,898.64 98.0
CUSTOMER RELIATIONS	12,292.90	10,576.80	13.9	12,292.90	147,515.00	10,576.80 92.8
BOARD	37.50	0.00	100.0	37.50	450.00	0.00 100.0
PARKS	61,137.72	25,560.88	58.1	61,137.72	733,653.52	25,560.88 96.5
RECREATION PROGRAM	0.00	0.00	0.0	0.00	0.00	0.00 0.0
AQUATICS	0.00	0.00	0.0	0.00	0.00	0.00 0.0
FACILITIES	20,518.32	21,563.56	(5.0)	20,518.32	246,220.00	21,563.56 91.2
FLEET	8,680.99	4,803.47	44.6	8,680.99	104,172.00	4,803.47 95.3
TOTAL EXPENSES	217,964.54	149,920.60	31.2	217,964.54	2,615,577.13	149,920.60 94.2
TOTAL FUND REVENUES	269,383.30	19,559.68	(92.7)	269,383.30	3,232,600.00	19,559.68 (99.3)
TOTAL FUND EXPENSES	217,964.54	149,920.60	31.2	217,964.54	2,615,577.13	149,920.60 94.2
SURPLUS (DEFICIT)	51,418.76	(130,360.92)	(353.5)	51,418.76	617,022.87	(130,360.92) (121.1)

FOR FUND: RECREATION FUND
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
ADMINISTRATIVE	97,733.33	2,508.28	(97.4)	97,733.33	2,508.28	(99.7)
COMMUNITY RELATIONS	0.00	0.00	0.0	0.00	0.00	0.0
RECREATION PROGRAM	54,102.75	37,623.79	(30.4)	54,102.75	37,623.79	(94.2)
AQUATICS	17,810.24	(34.50)	(100.1)	17,810.24	(34.50)	(100.0)
FITNESS CENTER	10,108.14	8,835.15	(12.5)	10,108.14	8,835.15	(92.7)
FACILITIES	200.00	0.00	100.0	200.00	0.00	100.0
TOTAL REVENUES	179,954.46	48,932.72	(72.8)	179,954.46	48,932.72	(97.7)
EXPENSES						
ADMINISTRATIVE	21,372.46	17,100.31	19.9	21,372.46	17,100.31	93.3
IT	6,334.16	0.00	100.0	6,334.16	0.00	100.0
COMMUNITY RELATIONS	0.00	0.00	0.0	0.00	0.00	0.0
RECREATION PROGRAM	46,408.81	16,142.70	65.2	46,408.81	16,142.70	97.1
AQUATICS	21,882.23	564.92	97.4	21,882.23	564.92	99.7
FITNESS CENTER	8,895.97	6,850.19	22.9	8,895.97	6,850.19	93.5
FACILITIES	8,587.98	9,205.84	(7.1)	8,587.98	9,205.84	91.0
TOTAL EXPENSES	113,481.61	49,863.96	56.0	113,481.61	49,863.96	96.3
TOTAL FUND REVENUES	179,954.46	48,932.72	(72.8)	179,954.46	48,932.72	(97.7)
TOTAL FUND EXPENSES	113,481.61	49,863.96	56.0	113,481.61	49,863.96	96.3
SURPLUS (DEFICIT)	66,472.85	(931.24)	(101.4)	66,472.85	(931.24)	(100.1)

FOR FUND: MUSEUM
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VARI-ANCE
				BUDGET	BUDGET		ACTUAL	ACTUAL	
REVENUES									
ADMINISTRATIVE	416.66	243.85	(41.4)	416.66	243.85	5,000.00	243.85	(95.1)	
RECREATION PROGRAM	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	
FACILITIES	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	
TOTAL REVENUES	416.66	243.85	(41.4)	416.66	243.85	5,000.00	243.85	(95.1)	
EXPENSES									
ADMINISTRATIVE	71.81	217.21	(202.4)	71.81	217.21	861.76	217.21	74.7	
RECREATION PROGRAM	1,812.36	1,168.30	35.5	1,812.36	1,168.30	21,748.32	1,168.30	94.6	
FACILITIES	533.32	3,116.88	(484.4)	533.32	3,116.88	6,400.00	3,116.88	51.2	
TOTAL EXPENSES	2,417.49	4,502.39	(86.2)	2,417.49	4,502.39	29,010.08	4,502.39	84.4	
TOTAL FUND REVENUES	416.66	243.85	(41.4)	416.66	243.85	5,000.00	243.85	(95.1)	
TOTAL FUND EXPENSES	2,417.49	4,502.39	(86.2)	2,417.49	4,502.39	29,010.08	4,502.39	84.4	
SURPLUS (DEFICIT)	(2,000.83)	(4,258.54)	112.8	(2,000.83)	(4,258.54)	(24,010.08)	(4,258.54)	(82.2)	

FOR FUND: IMRF
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	12,500.00	1,077.67	(91.3)	12,500.00	1,077.67	(99.2)
TOTAL REVENUES	12,500.00	1,077.67	(91.3)	12,500.00	1,077.67	(99.2)
EXPENSES						
ADMINISTRATIVE	11,505.00	8,702.98	24.3	11,505.00	8,702.98	93.6
TOTAL EXPENSES	11,505.00	8,702.98	24.3	11,505.00	8,702.98	93.6
TOTAL FUND REVENUES	12,500.00	1,077.67	(91.3)	12,500.00	1,077.67	(99.2)
TOTAL FUND EXPENSES	11,505.00	8,702.98	24.3	11,505.00	8,702.98	93.6
SURPLUS (DEFICIT)	995.00	(7,625.31)	(866.3)	995.00	(7,625.31)	(163.8)

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: AUDIT
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	1,666.66	78.66	(95.2)	1,666.66	78.66	(99.6)
TOTAL REVENUES	1,666.66	78.66	(95.2)	1,666.66	78.66	(99.6)
EXPENSES						
ADMINISTRATIVE	1,505.16	0.00	100.0	1,505.16	0.00	100.0
TOTAL EXPENSES	1,505.16	0.00	100.0	1,505.16	0.00	100.0
TOTAL FUND REVENUES	1,666.66	78.66	(95.2)	1,666.66	78.66	(99.6)
TOTAL FUND EXPENSES	1,505.16	0.00	100.0	1,505.16	0.00	100.0
SURPLUS (DEFICIT)	161.50	78.66	(51.2)	161.50	78.66	(95.9)

FOR FUND: LIABILITY INSURANCE
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	20,425.00	723.69	(96.4)	20,425.00	723.69	(99.7)
TOTAL REVENUES	20,425.00	723.69	(96.4)	20,425.00	723.69	(99.7)
EXPENSES						
ADMINISTRATIVE	26,018.74	3,868.69	85.1	26,018.74	3,868.69	98.7
TOTAL EXPENSES	26,018.74	3,868.69	85.1	26,018.74	3,868.69	98.7
TOTAL FUND REVENUES	20,425.00	723.69	(96.4)	20,425.00	723.69	(99.7)
TOTAL FUND EXPENSES	26,018.74	3,868.69	85.1	26,018.74	3,868.69	98.7
SURPLUS (DEFICIT)	(5,593.74)	(3,145.00)	(43.7)	(5,593.74)	(3,145.00)	(95.3)

FOR FUND: PAVING & LIGHTING
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
ADMINISTRATIVE	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
PARKS	0.00	0.00	0.0	0.00	0.00	0.0
FACILITIES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

FOR FUND: SPECIAL RECREATION FUND
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES								
ADMINISTRATIVE	44,583.33	1,569.31	(96.4)	44,583.33	1,569.31	535,000.00	1,569.31	(99.7)
TOTAL REVENUES	44,583.33	1,569.31	(96.4)	44,583.33	1,569.31	535,000.00	1,569.31	(99.7)
EXPENSES								
ADMINISTRATIVE	35,184.31	959.44	97.2	35,184.31	959.44	422,212.00	959.44	99.7
PARKS	666.66	0.00	100.0	666.66	0.00	8,000.00	0.00	100.0
TOTAL EXPENSES	35,850.97	959.44	97.3	35,850.97	959.44	430,212.00	959.44	99.7
TOTAL FUND REVENUES	44,583.33	1,569.31	(96.4)	44,583.33	1,569.31	535,000.00	1,569.31	(99.7)
TOTAL FUND EXPENSES	35,850.97	959.44	97.3	35,850.97	959.44	430,212.00	959.44	99.7
SURPLUS (DEFICIT)	8,732.36	609.87	(93.0)	8,732.36	609.87	104,788.00	609.87	(99.4)

FOR FUND: SOCIAL SECURITY
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATION	416.66	896.75	115.2	416.66	896.75	(82.0)
TOTAL REVENUES	416.66	896.75	115.2	416.66	896.75	(82.0)
EXPENSES						
ADMINISTRATION	12,750.00	16,858.90	(32.2)	12,750.00	16,858.90	88.9
TOTAL EXPENSES	12,750.00	16,858.90	(32.2)	12,750.00	16,858.90	88.9
TOTAL FUND REVENUES	416.66	896.75	115.2	416.66	896.75	(82.0)
TOTAL FUND EXPENSES	12,750.00	16,858.90	(32.2)	12,750.00	16,858.90	88.9
SURPLUS (DEFICIT)	(12,333.34)	(15,962.15)	29.4	(12,333.34)	(15,962.15)	(89.2)

FOR FUND: DEBT SERVICE FUND
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES							
ADMINISTRATIVE	146,740.83	5,297.90	(96.3)	146,740.83	1,760,890.00	5,297.90	(99.6)
TOTAL REVENUES	146,740.83	5,297.90	(96.3)	146,740.83	1,760,890.00	5,297.90	(99.6)
EXPENSES							
ADMINISTRATIVE	146,740.83	0.00	100.0	146,740.83	1,760,890.00	0.00	100.0
TOTAL EXPENSES	146,740.83	0.00	100.0	146,740.83	1,760,890.00	0.00	100.0
TOTAL FUND REVENUES	146,740.83	5,297.90	(96.3)	146,740.83	1,760,890.00	5,297.90	(99.6)
TOTAL FUND EXPENSES	146,740.83	0.00	100.0	146,740.83	1,760,890.00	0.00	100.0
SURPLUS (DEFICIT)	0.00	5,297.90	100.0	0.00	0.00	5,297.90	100.0

FOR FUND: CAPITAL PROJECTS FUND
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE		% VARI-ANCE
				BUDGET	ACTUAL	
REVENUES						
ADMINISTRATIVE	17,874.99	250.00	(98.6)	17,874.99	250.00	(99.8)
TOTAL REVENUES	17,874.99	250.00	(98.6)	17,874.99	250.00	(99.8)
EXPENSES						
ADMINISTRATIVE	1,000.00	0.00	100.0	1,000.00	0.00	100.0
PARKS	57,255.83	0.00	100.0	57,255.83	0.00	100.0
AQUATICS	1,279.16	0.00	100.0	1,279.16	0.00	100.0
FACILITIES	625.00	0.00	100.0	625.00	0.00	100.0
FLEET	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	60,159.99	0.00	100.0	60,159.99	0.00	100.0
TOTAL FUND REVENUES	17,874.99	250.00	(98.6)	17,874.99	250.00	(99.8)
TOTAL FUND EXPENSES	60,159.99	0.00	100.0	60,159.99	0.00	100.0
SURPLUS (DEFICIT)	(42,285.00)	250.00	(100.5)	(42,285.00)	250.00	(100.0)

FOR FUND: GOLF AND RESTAURANT
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	0.00	0.00	0.0	0.00	0.00	0.0
GOLF	51,324.96	74.90	(99.8)	51,324.96	74.90	(99.9)
RESTAURANT	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	51,324.96	74.90	(99.8)	51,324.96	74.90	(99.9)
EXPENSES						
ADMINISTRATIVE	0.00	0.00	0.0	0.00	0.00	0.0
GOLF	60,175.86	22,387.36	62.7	60,175.86	22,387.36	96.8
RESTAURANT	0.00	214.90	100.0	0.00	214.90	100.0
TOTAL EXPENSES	60,175.86	22,602.26	62.4	60,175.86	22,602.26	96.8
TOTAL FUND REVENUES	51,324.96	74.90	(99.8)	51,324.96	74.90	(99.9)
TOTAL FUND EXPENSES	60,175.86	22,602.26	62.4	60,175.86	22,602.26	96.8
SURPLUS (DEFICIT)	(8,850.90)	(22,527.36)	154.5	(8,850.90)	(22,527.36)	(78.7)

FOR FUND: GENERAL LONG TERM DEBT
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

FOR FUND: CAPITAL ASSETS
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

MUNICIPAL REPORT TOTALS
 FOR 1 PERIODS ENDING JANUARY 31, 2021

DEPARTMENT DESCRIPTION	JANUARY BUDGET	JANUARY ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE		% VARI-ANCE
				BUDGET	ACTUAL	
TOTAL MUNICIPAL REVENUES	745,286.85	78,705.13	(89.4)	745,286.85	78,705.13	(99.1)
TOTAL MUNICIPAL EXPENSES	688,570.19	257,279.22	62.6	688,570.19	257,279.22	96.8
SURPLUS (DEFICIT)	56,716.66	(178,574.09)	(414.8)	56,716.66	(178,574.09)	(126.2)