Putting People First

NEDSRA

Special Recreation Association

Board Packet

Wednesday, May 2, 2018
1770 West Centennial Place, Addison, Illinois

Our Vision

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community to enhance the quality of life for each individual.

Our Mission

To serve as an integral partner with our member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services.

Our Core Values

Service with Compassion
Excellence and Quality
Integrity ◆Commitment ◆Fun

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Putting People First
NEDSRA
Special Recreation Association
1770 W. Centennial Place, Addison, IL 60101-1076
Phone 630.620.4500 Fax 630.620.4598 www.nedsra.org

Agenda
Board of Trustees Regular Meeting
Wednesday, May 2, 2018, 1:30 PM - NEDSRA Office

1. **Call Order** — **Chairman Friedrichs**
2. **Roll Call** — **Chairman Friedrichs**
3. **Introduction of Guests and Staff** — **Chairman Friedrichs**
4. **Public Comments** — **Chairman Friedrichs**
   a. For matters not on the Agenda. Limited to one, three-minute comment per person. Maximum 15 minutes.
5. **Approval of Meeting Minutes** — **Chairman Friedrichs**
   a. Approval of Board of Trustees Regular Meeting Minutes – April 4, 2018 — **Voice Vote**
6. **Comments and Communications** — **Executive Director Poole**
7. **Consent Agenda – Financial Reports** — **Chairman Friedrichs**
   a. Ratify NEDSRA Disbursements and Financial Statements – Period Ending March 31, 2018 — **Roll Call Vote**
8. **Chairman of the Board Comments** — **Chairman Friedrichs**
9. **Agency Report** — **Executive Director Poole**
10. **Unfinished Business** — **Chairman Friedrichs**
    a. None.
11. **New Business**
    a. Retrofit light fixtures with LED lighting. — **Executive Director Poole**
    b. Discussion of June 2018 meeting date
12. **Board of Trustees Comments** — **Chairman Friedrichs**
13. **Motion to Convene into Closed Meeting** — **Chairman Friedrichs**
    a. Approval to convene into Closed Session for the purposes of discussing issues Related to the appointment, employment, compensation, discipline, performance or dismissal of personnel pursuant to the Open Meetings Act, 5 ILCS 120/2/(c)(1). — **Roll Call Vote**
14. **Closed Meeting**
15. **Reconvene Open Meeting** — **Chairman Friedrichs**
    Take action on items discussed in Closed Session pursuant to Section 2(c)(1) of the Open Meetings Act.
    a. Possible action regarding the Executive Director's compensation. — **Roll Call Vote**
16. **Next Meeting Date Wednesday, June 13, 2018, at 1:30 PM, NEDSRA Office.** — **Chairman Friedrichs**
17. **Adjournment** — **Chairman Friedrichs**

Northeast DuPage Special Recreation Association (NEDSRA) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact **ADA Coordinator at 630.620.4500** promptly to allow the Association to make reasonable accommodations.

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BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, April 4, 2018

1. **Call to Order:** Chairperson Friedrichs called the meeting to order at 1:32 p.m.

2. **Roll Call:** The following Roll Call was taken:

Members Present: Geri Estvanik, Addison Park District
Sara June, Butterfield Park District
Keith Knautz, Village of Glendale Heights
Maryfran Leno, Itasca Park District
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
Greg Gola, Village of Villa Park
Matt Ellmann, Wood Dale Park District (1:34 pm)

Members Absent: Joe Vallez, Bensenville Park District
Cathy Fallon, Oakbrook Terrace Park District
John Bealer, Village of Schiller Park

Staff Present: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Sue Martellotta, Executive Assistant to the Director/HR
Kristen Chereso, Marketing & Communications Manager
Lara Batten, Accountant, Lauterbach & Amen, Business Services
Sean Tovey, Recreation Coordinator

3. **Introduction of Guests and Staff**: Sean Tovey, Recreation Coordinator. Chairman Friedrichs requested that Item #11, a. Van Purchase, be moved up to Item # 5. c. as Coordinator Tovey needs to leave early. There were no objections. Director Poole introduced Coordinator Sean Tovey, who was there to make a presentation.

4. **Public Comments:** None

5. **Approval of Meeting Minutes:**
   a. Chairperson Friedrichs requested a motion to approve the Board of Trustees' Executive Committee Meeting Minutes for February 26, 2018. Motion was made by Trustee Baum and a second made by Trustee Leno. There was no discussion. Motion passed unanimously on a voice vote with 8 ayes and no nays.
   b. Chairperson Friedrichs requested a motion for Board of Trustees regular meeting minutes of March 7, 2018. Motion to approve was made by Trustee Gola and a second made by Trustee Kanutz. There being no discussion, motion passed unanimously on a voice vote with 8 ayes and no nays.

11. New Business (moved up as requested)
   a. Director Poole presented the van bid that was opened on March 23, 2018. NEDSRA received three purchase bids and one lease bid. Staff is recommending to purchase the 2018 El Dorado Advantage 240 bus from Central States Bus in the amount of $60,723 after trade in. Trustee Leno asked how this

price compares to the last purchase, if NEDSRA has used this company in the past and if there is a warranty. Superintendent Barton and Coordinator Tovey said that the prior van purchase for a bus this size was over $63,000, that we have used Central States previously and there is a warranty. Chairman Friedrichs requested a motion to approve the recommendation, contingent upon the approval of the 2018/2019 Budget. There being no further discussion, a motion to approve the purchase of a 2018 El Dorado Advantage 240, 14-Passenger Paratransit bus from Central States Bus, in amount of $60,723, after trade-in, as presented, contingent upon passage of the 2018/2019 budget was made by Trustee Knautz and a second made by Trustee Baum. On a roll call voting aye: Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee Estvanik, Addison Park District Trustee June, Butterfield Park District. Motion passed with 8 ayes and no nays.

6. **Comments and Communications:** Director Poole pointed out the flyers in the Board Packet; Chipotle Fundraiser, BBQ Bash, Golf Marathon and the Board of Trustees Directory. The Director noted that the amount of golfers for the Marathon has continued to decrease over the years and he asked for help in promoting the event. Chairman Friedrichs invited everyone to join him at Chipotle on April 10. Trustee Ellmann corrected the email address in the Wood Dale Park District information.

7. **Consent Agenda – Ratify NEDSRA Financial Statements:** Chairperson Friedrichs requested a motion to ratify NEDSRA's Disbursements and Financial Statements for the periods ending February 28, 2018. The motion was made by Trustee Ellmann and seconded by Trustee Gola. Lara Batten, Accountant from Lauterbach & Amen noted that on the balance sheet the amount in the ADA Funds are not included in the general fund balance. On a roll call vote, voting aye: Trustee June, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee Estvanik, Addison Park District. Motion Passed with 8 ayes and no nays.

8. **Chairperson of the Board Comments:** None.

9. **Agency Report:** Director Poole said that he had received another communication to complete a survey for the DCEO grant and will do so at the earliest opportunity. Superintendent Barton spoke about the Reach for the Stars event coming up in June, the attendance and the recognition process. Staff will inform the Board on the names of the award winners. Coordinator Cline and he have reached out to other organizations for pay scale information on inclusion staff. There will be another Inclusion Committee meeting soon. Trustee Leno asked for the balance of the Jeena Greenwalt Scholarship account. Staff will gather that information. Manager Chereso said she is using media to recruit applicants for the scholarship and volunteers for the track meet.

10. **Unfinished Business:**
    a. Director Poole presented the proposed 2018/2019 NEDSRA Budget. He thanked staff for their efforts on this budget and the input from the Board. The Director pointed out the sections in the budget book that was handed out to the Trustees. A significant source of revenue in 2017/2018 is the grant of $232,180 from DCEO. The Booster Club has also made some noteworthy revenues to offset costs of wrapping the mini-van in 2017/2018 and Special Olympics participant fees in 2018/2019. Trustee Leno asked that a separate restricted balance sheet account be set up for the Jeena Greenwalt Scholarship Fund. Director Poole stated that projected in 2017/2018 NEDSRA will be in a positive net position of $139,037. He also noted some repair costs that were unanticipated in the 2017/2018 fiscal year. It was stated that a letter was received from Larry Reiner to say NEDSRA was included in the Illinois

budget for the next fiscal year. There was discussion of the IMRF rates and staff is investigating further explanation from IMRF, there is more detailed explanation in the budget document for all areas, there are some capital projects in the budget which are listed in the document and the marketing and fund-development budget has more detail to compare revenue and expenses. Revenue and expense codes have been added to the general ledger to provide better tracking. Superintendent Barton spoke to the funds budgeted for inclusion staffing and supplies. Superintendent Barton noted that some additional funds allotted to the growing veteran's HMHB programing. This program is anticipating increased participation and the coordinator is reporting her time in more detail. Synergy expenses are below anticipated year-end amount and is expected to remain steady. Trustee Gola thanked staff for all the added details and asked for clarification on some fund-development revenue items, which was explained by Director Poole. Trustee Leno had a question on the type of incentives put into the budget for inclusion. Superintendent explained that there was approximately $7,000 to $8,000 added. Trustee Leno expressed concern that if future findings regarding inclusion needs indicate more money, the current budget would not sustain it. Superintendent did not feel it was only a matter of pay rates and that staff continue to recruit for inclusion. Director Poole stated that staff is addressing the needs during the school year, which indicates that is where the focus should be. Trustee Knautz asked for clarification on the money budgeted to achieve inclusion coverage. Director Poole and Superintendent Barton discussed how the numbers were arrived at for inclusion. Trustee Knautz would like to be sure there is sufficient funds put into inclusion. Chairman Friedrichs stated that there is a commitment from the NEDSRA Board of Trustees to allow more money to be added to inclusion if requested by staff. There was discussion on net revenues from fund-development for year-end 2017/2018. Director Poole explained that the budget has more account separation to increase clarity. Manager Chereso showed how these are broken down in both revenue and expenses. Chairman Friedrichs applauded her efforts. Manager Chereso pointed out the page in the budget that shows history of NEDSRA fund raising events revenue and expenses. The value of the efforts spent on the Direct Mail campaign was discussed. Fund-development event tracking was discussed. Manager Chereso described the process of getting a new web site design, which will also integrate with the new registration software. She also pointed out the new account number and savings she has implemented and the website surveys. The accounts have also been defined further to track restricted donations in more detail. Trustee Baum asked if there would be other capital improvement needs. Director Poole explained that he performed his due diligence and determined that the registration software is the main capital expense. Trustee Baum asked what dollar amount is considered a capital expense. Executive Assistant Martellotta stated that the auditors consider a minimum of $5,000 as a capital expense. Trustee Ellmann inquired as to how the raise pool was determined and Chairman Friedrichs gave the results of a survey staff conducted among member partners and other SRA's. The average raise pool for member partners was 2.75% (with six responding to the survey) and SRA's was 2.95%. Chairman Friedrichs and Superintendent Barton spoke of the increases for part-time staff. There was discussion on what is included in accounts such as equipment, computers and on-line registration systems. Director Poole stated that staff and he gave their best efforts to put together a comprehensive, detailed budget for NEDSRA.

There being no further discussion, Chairperson Friedrichs thanked staff for all their work on the budget and requested a motion to approve the NEDSRA 2018/2019 Budget as presented. A motion was made by Trustee Ellmann and seconded by Trustee Gola. On a roll call vote, voting aye: Trustee June, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee Estvanik, Addison Park District. Motion Passed with 8 ayes and no nays.

11. **New Business:**
    b. The annual NEDSRA Conflict of Interest form was distributed to Trustees for their completion. Executive Assistant Martellotta explained that this is an internal form for NEDSRA and the DuPage County Economic Interest is also due on May 1.

12. **Board of Trustees Comments:** Trustee Estvanik thanked staff for their work on budget. Trustee Ellmann asked for the Board's support on a park district grant by voting on line. Trustee Gola express his thanks for staff's work on the budget. Chairman Friedrichs said that he will send to Board members the forms for the Executive Director's review on April 13. The evaluation will take place on the May 2, 2018 Board meeting. The Chairman expressed concern on the Trustees that have been absent.

13. **Next Meeting Date:** Wednesday, May 2, 2018. 1:30 pm at the NEDSRA offices.

14. **Adjournment:** Chairperson Friedrichs stated that there was no further business before the NEDSRA Board of Trustees and requested a motion to adjourn. A motion was made by Trustee Baum and a second by Trustee Knautz. The motion passed unanimously on a voice vote with 8 ayes and no nays. The meeting was adjourned at 3:30 PM.

Respectfully submitted,

Susan Martellotta, Recording Secretary

Paul Friedrichs, Chairperson

Matt Ellmann, Board Secretary

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Addison, Illinois 60101
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FINANCIALS NARRATIVE

To: NEDSRA Board of Trustees
From: Lara Batten, Business Services
Date: May 2, 2018
Re: Financial Statements for Period Ending 03/31/2018

2018 Total Revenue is down compared to the previous year. However, we anticipate funding from the state to come in the next month, for over $200,000.00. All accounts are trending on schedule in accordance with the budget.

	3/31/2018 YTD Actual	2017/18 Budget	03/31/2017 YTD Actual
Revenue	$2,027,688	$2,114,996	$2,241,877
Expenses	$1,849,551	$2,211,036	$1,773,724
Net Revenue/Expenses *	**$178,137**	**($96,040)**	**$468,153**

* Net *revenue includes ($7,009) in the Vehicle Fund*

General Fund	03/31/2018 YTD Actual	2017/18 Budget
Beginning Balance	$881,277	$881,277
*** Increase/Decrease**	$185,146	($93,870)
Ending General Fund Balance (Unaudited)	**$1,066,423**	**$787,407**

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Disbursements

Period Ending 03/31/2018

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Integrity ◆Commitment ◆Fun

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Northeast DuPage Special Recreation Association
Check List Summary

All Bank Accounts

March 1, 2018 - March 31, 2018

Check Number	Check Date	Payee		Amount
Vendor Checks				
51713	03/02/18	Addison, Village of		200.81
51714	03/02/18	American Litho		2,695.00
51715	03/02/18	Andrews, Caryn		1,856.00
51716	03/02/18	Carol Stream Park District		175.00
51717	03/02/18	Comcast		365.00
51718	03/02/18	ComEd		1,033.85
51719	03/02/18	FVSRA		40.00
51720	03/02/18	Jensen's Plumbing & Heating, INC		1,201.09
51721	03/02/18	Kiwanis Club of Addison		315.00
51722	03/02/18	Konica Minolta Business Solutions, Inc.		365.59
51723	03/02/18	Lauterbach & Amen, LLP		4,583.33
51724	03/02/18	NICOR		1,434.54
51725	03/02/18	Sams Club Direct		147.48
51726	03/02/18	Shaw Media		145.24
51727	03/02/18	Verizon Wireless		209.69
51728	03/02/18	Women's Club of Addison		94.00
51729	03/12/18	Illinois Director of Employment Security		4,653.00
51730	03/15/18	3E Prints		469.50
51731	03/15/18	Addison, Village of		80.00
51732	03/15/18	Allen-Sebok, Donna		2,350.00
51733	03/15/18	AT&T		127.27
51734	03/15/18	Docu-Shred		112.50
51735	03/15/18	Illinois Assoc. Of Park Dist.		300.00
51736	03/15/18	Jensen's Plumbing & Heating, INC		455.00
51737	03/15/18	Medieval Times		632.06
51737	03/15/18	Medieval Times		(632.06)
51738	03/15/18	Morong, Dawn		90.00
51739	03/15/18	Park District Risk Management Agency		14,943.91
51740	03/15/18	Pitney Bowes Global Financial Services LLC		478.44
51741	03/15/18	Shaw Media		223.30
51742	03/15/18	Thyssenkrupp Elevator Corp.		370.00
51743	03/15/18	Ashley, Lisa		780.00
51744	03/15/18	Fritsch, Sean		200.00
51748	03/22/18	Robbins Schwartz Nicholas Lifton & Taylor		200.00
3/15/2018	03/31/18	WageWorks		104.00
3/15/2018	03/15/18	Paychex		63.19
3/15/2018	03/15/18	Paychex		298.30
3/16/2018	03/16/18	Paychex		368.94
3/28/2018	03/31/18	Paychex		350.32
3/31/2018	03/31/18	BMO Harris P-Card		10,733.36
3/5/2018	03/15/18	AFLAC		20.04
			Vendor Check Total	52,632.69
			Check List Total	52,632.69

Check count = 41

Northeast DuPage Special Recreation Association
Check List Detail
All Bank Accounts
March 1, 2018 - March 31, 2018

Payee / Account #	Account Description	Description	Check Date / Amount	Check Number	Check Amount
Vendor Checks					
Addison, Village of			03/02/18	51713	200.81
58400	Building Expenses:Village Water	Acct # 13927000	200.81		
American Litho			03/02/18	51714	2,695.00
53200	Printing Expenses	Inv # 252902-01	2,695.00		
Andrews, Caryn			03/02/18	51715	1,856.00
54300	Contractual Services	Graphic Design Services Feb 2018	1,856.00		
Carol Stream Park District			03/02/18	51716	175.00
55000	Public Relations	Curved Metal Poster Stand	175.00		
Comcast			03/02/18	51717	365.00
58100	Building Expenses:Telephones/Internet	Acct # 8771 20 183 0128322	365.00		
ComEd			03/02/18	51718	1,033.85
58200	Building Expenses:Electricity	Acct # 7526727003	1,033.85		
FVSRA			03/02/18	51719	40.00
53600	Admissions & Facility Space	Entry Fee for FVSRA Swim Meet	40.00		
Jensen's Plumbing & Heating, INC			03/02/18	51720	1,201.09
58500	Building Expenses:Facility Maintenance	Inv # 101943	1,201.09		
Kiwanis Club of Addison			03/02/18	51721	315.00
56100	Professional Memberships	Kiwanis Club of Addison Pre-Paid Lunches	140.00		
56100	Professional Memberships	2018 Membership Dues	175.00		
Konica Minolta Business Solutions, Inc.			03/02/18	51722	365.59
54400	Office Maint/Contractual Agree.	Inv # 9004323270	365.59		
Lauterbach & Amen, LLP			03/02/18	51723	4,583.33
54100	Business Services - Contract	January Accounting 2018	4,583.33		
NICOR			03/02/18	51724	1,434.54
58300	Building Expenses:Natural Gas	Acct # 40-60-14-9669 4	1,434.54		
Sams Club Direct			03/02/18	51725	147.48
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	Acct # 0402 57103830 6	147.48		
Shaw Media			03/02/18	51726	145.24
55100	Legal Publications	Shaw Media 02161507659	72.62		
55100	Legal Publications	Shaw Media 02141507659	72.62		
Verizon Wireless			03/02/18	51727	209.69
58100	Building Expenses:Telephones/Internet	Verizon Wireless	209.69		
Women's Club of Addison			03/02/18	51728	94.00
55000	Public Relations	Women's Club of Addison	94.00		
Illinois Director of Employment Security			03/12/18	51729	4,653.00
52100	Unemployment Compensation	Illinois Director of Employment Security - 2017 4th Qtr	4,653.00		
3E Prints			03/15/18	51730	469.50

Northeast DuPage Special Recreation Association
Check List Detail
All Bank Accounts
March 1, 2018 - March 31, 2018

Payee / Account #	Account Description	Description	Check Date / Amount	Check Number	Check Amount
53530	HMHB Program Supplies	3E Prints Inv # 7199	469.50		
Addison, Village of			03/15/18	51731	80.00
58500	Building Expenses:Facility Maintenance	Addison, Village of Inspection Fee	80.00		
Allen-Sebok, Donna			03/15/18	51732	2,350.00
54330	HMHB Contractual Services	Healthy Minds & Bodies Inv # 3-18	1,175.00		
54330	HMHB Contractual Services	Healthy Minds & Bodies Inv # 2-18	1,175.00		
AT&T			03/15/18	51733	127.27
58100	Building Expenses:Telephones/Internet	AT&T Inv # 630916686002	127.27		
Docu-Shred			03/15/18	51734	112.50
53400	Office Supplies & Duplicating	Docu-Shred Inv # 42117	112.50		
Illinois Assoc. Of Park Dist.			03/15/18	51735	300.00
56100	Professional Memberships	Illinois Assoc. Of Park Dist. 2018 Membership Dues	300.00		
Jensen's Plumbing & Heating, INC			03/15/18	51736	455.00
58500	Building Expenses:Facility Maintenance	Jensen's Plumbing & Heating, INC Inv # 101987	455.00		
Medieval Times			03/15/18	51737	632.06
53600	Admissions & Facility Space	Medieval Times Order ID # 15351863	632.06		
Medieval Times			03/15/18	51737	(632.06)
53600	Admissions & Facility Space	Medieval Times VOID CHECK	-632.06		
Morong, Dawn			03/15/18	51738	90.00
54300	Contractual Services	Morong, Dawn PiYo Yoga Instructore	90.00		
Park District Risk Management Agency			03/15/18	51739	14,943.91
51600	Payroll:Health Insurance	Park District Risk Management Agency Inv # 0218139H	14,943.91		
Pitney Bowes Global Financial Services LLC			03/15/18	51740	478.44
54400	Office Maint/Contractual Agree.	Pitney Bowes Global Financial Services LLC Inv # 3101993891	478.44		
Shaw Media			03/15/18	51741	223.30
55100	Legal Publications	Shaw Media Inv # 021810073181	223.30		
Thyssenkrupp Elevator Corp.			03/15/18	51742	370.00
58920	Miscellaneous Expenses:Park District Portion	Thyssenkrupp Elevator Corp. Inv # 6000294453	185.00		
54400	Office Maint/Contractual Agree.	Thyssenkrupp Elevator Corp. Inv # 6000294453	185.00		
Ashley, Lisa			03/15/18	51743	780.00
54300	Contractual Services	Ashley, Lisa Private Music Instructor	780.00		
Fritsch, Sean			03/15/18	51744	200.00
10850	Petty Cash	Fritsch, Sean - Theater Tickets Bank	200.00		
Robbins Schwartz Nicholas Lifton & Taylor			03/22/18	51748	200.00

Northeast DuPage Special Recreation Association
Check List Detail
All Bank Accounts
March 1, 2018 - March 31, 2018

Payee / Account #	Account Description	Description	Check Date / Amount	Check Number	Check Amount
53800	Legal Services	Robbins Schwartz Nicholas Lifton & Taylor, Inv # 280070	200.00		
WageWorks			03/31/18	3/15/2018	104.00
21250	Payroll Liabilities:FSA Deduction	WageWorks, Inv # 592824	104.00		
Paychex			03/15/18	3/15/2018	63.19
54000	Payroll Services - Contract	Paychex	63.19		
Paychex			03/15/18	3/15/2018	298.30
54000	Payroll Services - Contract	Paychex Inv # 83433	298.30		
Paychex			03/16/18	3/16/2018	368.94
54000	Payroll Services - Contract	Paychex Inv # 84387	63.19		
54000	Payroll Services - Contract	Paychex Inv # 84375	305.75		
Paychex			03/31/18	3/28/2018	350.32
54000	Payroll Services - Contract	Inv # 85261	287.13		
54000	Payroll Services - Contract	Inv # 85294	63.19		
BMO Harris P-Card			03/31/18	3/31/2018	10,733.36
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	470.25		
53600	Admissions & Facility Space	BMO Harris P-Card	3,981.58		
58100	Building Expenses:Telephones/Internet	BMO Harris P-Card	606.70		
53500	Program Supplies	BMO Harris P-Card	3,914.57		
55000	Public Relations	BMO Harris P-Card	101.86		
53200	Printing Expenses	BMO Harris P-Card	78.00		
57300	Vehicle Expenses:Van Repair & Parts	BMO Harris P-Card	242.74		
53650	Program Equipment	BMO Harris P-Card	74.77		
55200	Subscription & Publication	BMO Harris P-Card	37.98		
56100	Professional Memberships	BMO Harris P-Card	496.00		
58600	Building Expenses:Office Improvements	BMO Harris P-Card	208.35		
53675	Fund Raising Expenses	BMO Harris P-Card	334.56		
57400	Vehicle Expenses:Van Rental	BMO Harris P-Card	186.00		
AFLAC			03/15/18	3/5/2018	20.04
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	AFLAC Inv # 407476	20.04		
				Check List Total	52,632.69

Check count = 41

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
03072018	SOLID IMPRESSIONS INC	PPT Supplies/Admissions	53200	78.00	78.00	SEAN FRITSCH
03082018	TST* GRANNY S RESTAURA	PPT Supplies/Admissions	53500	45.71		COLLEEN CLINE
03022018	DAIRY QUEEN #18614 QPS	Traveling Tourists program supply	53500	38.49		TESSA LONGO
03072018	HOBBY-LOBBY #0174	D89/93 Art Therapy Supplies	53500	77.86		A MAGGIE GOODE
03082018	FUN EXPRESS	EXCEL Special Supplies	53500	238.13		A MAGGIE GOODE
03012018	WM SUPERCENTER #5442	Fitness Fruit Friends Supplies	53500	35.43		BETH CORSO
03082018	HOBBY-LOBBY #0174	D89 & D93 Art Therapy	53500	57.24		BETH CORSO
03142018	WAL-MART #5442	Social Committee Supplies	53500	31.95		BETH CORSO
02282018	WAL-MART #5442	Cooking Basics	53500	25.41		CARRIE HENRY
03062018	WALGREENS #5468	Pictures for PRO League	53500	11.20		CARRIE HENRY
03082018	MCDONALD S M6783 OF	Snack for New Release	53500	6.64		CARRIE HENRY
03082018	IHOP #5411	Lunch for ppts/staff for New Release	53500	87.05		CARRIE HENRY
03142018	PANERA BREAD #601447	Lunch for ppt/staff for New Release	53500	74.10		CARRIE HENRY
03222018	PORTILLOS HOT DOGS #4	Lunch for ppts/staff for New Release	53500	65.70		CARRIE HENRY
03232018	GRAND VICTORIA F&B	Lunch for ppts/staff for Grand Vic Casin	53500	109.25		CARRIE HENRY
03232018	GRAND VICTORIA F&B	Tip for Grand Victoria Buffet	53500	15.01		CARRIE HENRY
03262018	OLIVE THEORY PIZZERIA	PPT Supplies/Admissions	53500	58.68		CARRIE HENRY
03022018	IHOP #5411	PPT Supplies/Admissions	53500	47.55		COLLEEN CLINE
03052018	GENEVA EGG HARBOR CAFE	PPT Supplies/Admissions	53500	89.94		COLLEEN CLINE
03052018	METRA MOBILE	PPT Supplies/Admissions	53500	40.00		COLLEEN CLINE
03052018	SQU*SQ *GENEVA HISTORY	PPT Supplies/Admissions	53500	14.00		COLLEEN CLINE
03122018	2 TOOTS TRAIN WHISTLE	PPT Supplies/Admissions	53500	84.15		COLLEEN CLINE
03152018	BENTLEY S PANCAKE	PPT Supplies/Admissions	53500	60.66		COLLEEN CLINE
03162018	KEANS BAKERY	PPT Supplies/Admissions	53500	221.31		COLLEEN CLINE
03192018	WHEATON EGG HARBOR CAF	PPT Supplies/Admissions	53500	68.55		COLLEEN CLINE
03262018	37 - LOU MALNATIS PIZZ	PPT Supplies/Admissions	53500	78.56		COLLEEN CLINE
03232018	STARDUST BOWL OF A	PPT Supplies/Admissions	53500	11.75		DONNA SEBOK
03232018	VICTORS SNACK SHOP	PPT Supplies/Admissions	53500	44.27		DONNA SEBOK
03022018	TST* BRIKI CAFE	Bowl Appetit Meals	53500	24.00		GERARD MORAN
03022018	TST* BRIKI CAFE	Bowl Appetit Meals	53500	98.00		GERARD MORAN
03022018	MEDIC FIRST AID INTL I	PPT Supplies/Admissions	53500	20.00		JERRY BARTON
03022018	SQU*SQ *DUPAGE SECURIT	PPT Supplies/Admissions	53500	94.35		JERRY BARTON
03072018	SALERNO S PIZZERIA&S	TREC Supplies	53500	48.43		KRISTEN ROBERTSON
03132018	WM SUPERCENTER #5442	TREC Supplies	53500	47.88		KRISTEN ROBERTSON
03152018	SQ *SQ *SNOW FACTORY	TREC supplies	53500	50.90		KRISTEN ROBERTSON
03202018	WM SUPERCENTER #5442	TREC Supplies	53500	33.47		KRISTEN ROBERTSON
03222018	BEEF SHACK	TREC Supplies	53500	48.49		KRISTEN ROBERTSON
03232018	SUBWAY 04247888	TREC Supplies	53500	40.00		KRISTEN ROBERTSON
03022018	ALDI 40033	PPT Supplies/Admissions	53500	29.33		MEGAN CZACHORSKI
03022018	ADDISON CINEMAS-2302	PPT Supplies/Admissions	53500	8.10		MEGAN CZACHORSKI
03122018	MCDONALD S M6783 OF	PPT Supplies/Admissions	53500	8.73		MEGAN CZACHORSKI
03122018	MCDONALD S M6783 OF	PPT Supplies/Admissions	53500	25.48		MEGAN CZACHORSKI
03162018	DOLLAR TREE	PPT Supplies/Admissions	53500	37.34		MEGAN CZACHORSKI

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
03162018	WM SUPERCENTER #5442	PPT Supplies/Admissions	53500	18.19		MEGAN CZACHORSKI
03232018	WAL-MART #5442	PPT Supplies/Admissions	53500	14.44		MEGAN CZACHORSKI
03052018	PARTY CITY	PPT Supplies/Admissions	53500	7.36		NEDSRA CAMP
03232018	WAL-MART #5442	PPT Supplies/Admissions	53500	11.24		NESDRA CAMP 2
03272018	NICKEL CITY	PPT Supplies/Admissions	53500	70.00		NESDRA CAMP 2
03162018	HOBBY-LOBBY #0174	PPT Supplies/Admissions	53500	10.77		RACHEL BELL
02282018	WM SUPERCENTER #5442	All Social Club Event Supplies	53500	197.89		ROBERT GRIFFIN
02282018	WAL-MART #5442	Cooking Basics Supplies	53500	20.40		ROBERT GRIFFIN
03142018	DOLLAR TREE	St Paddy's Day Bingo Night Supplies	53500	50.00		ROBERT GRIFFIN
03142018	WAL-MART #5442	St Paddys Day Bingo Supplies	53500	53.39		ROBERT GRIFFIN
03012018	71836 - STANDARD PKG-S	PPT Supplies/Admissions	53500	9.00		SEAN FRITSCH
03012018	WAL-MART #5442	PPT Supplies/Admissions	53500	9.00		SEAN FRITSCH
03062018	DOLLAR TREE	PPT Supplies/Admissions	53500	27.00		SEAN FRITSCH
03162018	FIREHOUSE SUBS #15	PPT Supplies/Admissions	53500	91.16		SEAN FRITSCH
03162018	BP#9770686WOOD DALEQPS	PPT Supplies/Admissions	53500	10.07		SEAN FRITSCH
03222018	WAL-MART #5442	PPT Supplies/Admissions	53500	12.77		SEAN FRITSCH
03262018	SAMS CLUB #6487	PPT Supplies/Admissions	53500	66.66		SEAN FRITSCH
03192018	JIMMY JOHNS # 1408	State Basketball Meals	53500	40.53		SEAN TOVEY
03202018	HOLIDAY INN EXPRESS	State Basketball Hotel Rooms	53500	665.28		SEAN TOVEY
03022018	DAPPERS RESTAURANT	Traveling Tourists program supply	53500	41.52		TESSA LONGO
03022018	WAL-MART #5442	School Day Out supplies	53500	77.65		TESSA LONGO
03272018	MICHAELS STORES 1278	Little Tykes Camp supplies	53500	57.16	3,914.57	TESSA LONGO
03162018	STARDUST BOWL OF A	EXCEL Special Admissions	53600	762.00		A MAGGIE GOODE
03212018	MARRIOTT THEATRE	Oklahoma Program Admissions	53600	600.00		A MAGGIE GOODE
03232018	STARDUST BOWL OF A	EXCEL Special Admissions	53600	362.25		A MAGGIE GOODE
03022018	MEDIEVAL TIMES SCHA TI	Medevil Times Admissions	53600	632.06		BETH CORSO
03132018	CAPTAIN MIKE S DOL	Savannah Trip Admissions	53600	203.40		BETH CORSO
03022018	PARAMOUNT ARTS CENTER	Admissions to Cabrat	53600	152.00		CARRIE HENRY
03072018	FANDANGO.COM	Movie Tickets for New Release	53600	45.00		CARRIE HENRY
03142018	FANDANGO.COM	Movie Tickets for New Release	53600	45.00		CARRIE HENRY
03202018	FANDANGO.COM	Movie Tickets for New Release	53600	40.00		CARRIE HENRY
03122018	OAKTON ICE ARENA	PPT Supplies/Admissions	53600	27.00		DEBBI PAWINSKI
03022018	STARDUST BOWL OF A	Bowl Appetit Bowling Admissions	53600	36.00		GERARD MORAN
03262018	WOOD DALE BOWL	PPT Supplies/Admissions	53600	90.00		JACOB BOYKO
03012018	MAIN EVENT WARRENVILLE	TREC Admissions	53600	88.17		KRISTEN ROBERTSON
03092018	MAIN EVENT WARRENVILLE	TREC Admissions	53600	87.94		KRISTEN ROBERTSON
03192018	HOLIDAY INN EXPRESS	PPT Supplies/Admissions	53600	110.88		MAGGIE RESILLEZ
03192018	HOLIDAY INN EXPRESS	PPT Supplies/Admissions	53600	110.88		MAGGIE RESILLEZ
03232018	PICTURE SHOW BLOOMINGD	PPT Supplies/Admissions	53600	50.00		NESDRA CAMP 2
03232018	PICTURE SHOW BLOOMINGD	PPT Supplies/Admissions	53600	30.00		NESDRA CAMP 2
03022018	BB *DUPAGECHILDRENSMUS	Admissions for EXCEL	53600	59.25		SEAN TOVEY
03052018	WOOD DALE BOWL	Huskies Bowling Admission	53600	153.00		SHARON PEARCE
03062018	WOOD DALE BOWL	Bowling Admission for Bowling Bonanza	53600	134.75		SHARON PEARCE

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
03122018	WOOD DALE BOWL	Huskies Bowling Admission	53600	126.00		SHARON PEARCE
03022018	STARDUST BOWL OF A	Traveling Tourists program admissions	53600	36.00	3,981.58	TESSA LONGO
03232018	PLASTICARE	Sensory Station equipment	53650	47.78		TESSA LONGO
03262018	AMAZON MKTPLACE PMTS W	Sensory Station equipment	53650	26.99	74.77	TESSA LONGO
03012018	AMAZON MKTPLACE PMTS	Marketing/FD Supplies	53675	26.97		KRISTEN CHERESO
03092018	JEWEL #3294	Marketing/FD Supplies	53675	3.23		KRISTEN CHERESO
03152018	JIM AND STEVES SPORTSC	Marketing/FD Supplies	53675	280.00		KRISTEN CHERESO
03232018	JIM AND STEVES SPORTSC	Marketing/FD Supplies	53675	24.36	334.56	KRISTEN CHERESO
03012018	ADOBE SYSTEMS, INC.	Graphics Subscription	55000	31.86		SUSAN J MARTELLOTTA
03052018	CTC*CONSTANTCONTACT.C	Email Marketing	55000	70.00	101.86	SUSAN J MARTELLOTTA
03092018	AmazonPrime Membership	Membership Renewal	55200	12.99		A MAGGIE GOODE
03062018	SIGNUPGENIUS	PPT Supplies/Admissions	55200	24.99	37.98	NEDSRA NEDSRA1
03212018	ILLINOIS ASSOC OF PARK	Legislative Conference	56100	496.00	496.00	RICK POOLE
03092018	SAMS CLUB #6487	PPT Supplies/Admissions	57100	67.96		COLLEEN CLINE
03092018	SAMSCLUB #6487	PPT Supplies/Admissions	57100	38.84		COLLEEN CLINE
03092018	SAMSCLUB #6487	PPT Supplies/Admissions	57100	67.96		COLLEEN CLINE
03122018	METRA MOBILE	PPT Supplies/Admissions	57100	50.00		COLLEEN CLINE
03192018	METRA MOBILE	PPT Supplies/Admissions	57100	17.00		COLLEEN CLINE
03192018	METRA MOBILE	PPT Supplies/Admissions	57100	17.00		COLLEEN CLINE
03262018	METRA MOBILE	PPT Supplies/Admissions	57100	16.50		COLLEEN CLINE
03162018	SAMS CLUB #6487	PPT Supplies/Admissions	57100	35.61		JERRY BARTON
03132018	JET BRITE CAR WASH, IN	Washed van	57100	3.00		CARRIE HENRY
03202018	CASEYS GEN STORE 2230	Vehicle Fuel	57100	76.38		SEAN TOVEY
03162018	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00		SUSAN J MARTELLOTTA
03262018	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00	470.25	SUSAN J MARTELLOTTA
03022018	KRAGE S SERVICE CENTER	PPT Supplies/Admissions	57300	181.16		JERRY BARTON
03232018	KRAGE S SERVICE CENTER	Pre Trip Vehicle Inspection	57300	61.58	242.74	SEAN TOVEY
03142018	FGA*CHICAGOCHART.20714	EXCEL Busing	57400	186.00	186.00	A MAGGIE GOODE
03162018	COMCAST	Telephone	58100	397.01		SUSAN J MARTELLOTTA
03162018	VZWRLSS*MY VZ VB P	Telephone	58100	209.69	606.70	SUSAN J MARTELLOTTA
03062018	CDW GOVT #LXG6871	Flash Drives	58600	93.36		SUSAN J MARTELLOTTA
03152018	AMAZON MKTPLACE PMTS W	Desk Organizer	58600	34.99		SUSAN J MARTELLOTTA
03202018	TECHSOUP	MS Office Suite Pro 2016	58600	80.00	208.35	SUSAN J MARTELLOTTA
	Total			**$10,733.36**	**$ 10,733.36**	

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Putting People First

NEDSRA

Special Recreation Association

Consolidated Monthly Financial Statements Period Ending 03/31/2018

Our Vision

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community to enhance the quality of life for each individual.

Our Mission

To serve as an integral partner with our member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services.

Our Core Values

Service with Compassion
Excellence and Quality
Integrity ◆Commitment ◆Fun

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Northeast DuPage Special Recreation Association
Balance Sheet
As of March 31, 2018 and 2017

	March 31, 2018	March 31, 2017	Variance	% Variance
Assets				
MB Financial - Operating #4960	$ 155,315.07	$ 170,332.91	$ (15,017.84)	-8.82%
MB Financial - Payroll #4979	2,803.01	12,352.64	(9,549.63)	-77.31%
Petty Cash	2,825.00	1,725.00	1,100.00	63.77%
Interest Receivable	0.00	61.06	(61.06)	-100.00%
Prepaid Expenses	1,775.00	0.00	1,775.00	0.00%
Accounts Receivable	84,026.81	24,285.81	59,741.00	245.99%
MB Financial - MM #9401	607,753.98	887,874.54	(280,120.56)	-31.55%
Maxsafe Wintrust - MM #2599	1,024,286.84	1,023,319.19	967.65	0.09%
Total Assets	$ 1,878,785.71	$ 2,119,951.15	$ (241,165.44)	-14.61%
Liabilities and Fund Balance				
Due to Members (ADA)	$ 722,626.94	$ 821,888.72	$ 99,261.78	12.08%
Payroll Liabilities	12,557.85	7,002.33	(5,555.52)	-79.34%
Deferred Income	775.00	6,030.00	5,255.00	87.15%
Gift Certificate Deferred Revenue	0.00	466.00	466.00	100.00%
Vehicle Replacement Fund	99,405.81	147,924.81	48,519.00	32.80%
S.O. Boosters	12,243.20	10,384.75	(1,858.45)	-17.90%
General Fund Balance	1,031,176.91	1,126,254.54	95,077.63	8.44%
Total Liabilities and Fund Balance	$ 1,878,785.71	$ 2,119,951.15	$ (241,165.44)	-11.38%

Northeast DuPage Special Recreation Association
Revenue Over Expenditures
For the 1 Month and 11 Months, Months Ending March 31, 2018

REVENUE RECAP		Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Account #	Account								
41000	Partner Contributions	$ 1,564,086.00	$ 0.00	$ 1,564,086.00	$ 0.00	100.00%	$ 1,531,915.00	$ 32,171.00	2.06%
42000	Fees & Charges	304,357.00	47,594.81	317,856.15	13,499.15	104.44%	292,555.78	25,300.37	7.96%
42020	Scholarship/Fee Assistance	0.00	1,133.90	14,212.54	14,212.54	0.00%	19,140.00	(4,927.46)	-34.67%
43000-44000	Fund Development	235,428.00	1,492.40	117,105.73	(118,322.27)	49.74%	428,954.99	(311,849.26)	-266.30%
44210-44230	Booster Club Revenue	3,500.00	0.00	7,196.00	3,696.00	205.60%	582.00	6,614.00	91.91%
44300	Partner ADA Revenue	0.00	0.00	376,657.35	376,657.35	0.00%	328,095.76	48,561.59	12.89%
46000	Miscellaneous Income	3,725.00	80.00	3,731.14	6.14	100.16%	16,250.86	(12,519.72)	-335.55%
46400	Park District Portion Income	1,500.00	0.00	1,377.69	(122.31)	91.85%	1,494.09	(116.40)	-8.45%
47000	Interest Earned	2,400.00	203.60	2,123.15	(276.85)	88.46%	2,028.78	94.37	4.44%
Total Revenue		2,114,996.00	50,504.71	2,404,345.75	289,349.75	113.68%	2,621,017.26	(216,671.51)	-9.01%

EXPENDITURE RECAP		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Account #	Account								
51100-51300	Salaries	$ 1,247,933.00	$ 112,963.03	$ 1,056,855.47	$ (191,077.53)	84.69%	$ 1,165,133.68	$ (108,278.21)	-10.25%
51400-52400	Insurance/Pension	417,713.00	40,516.90	345,457.66	(72,255.34)	82.70%	345,810.58	(352.92)	-0.10%
53000-56200	Operations	385,382.00	26,228.08	338,283.00	(47,099.00)	87.78%	340,823.24	(2,540.24)	-0.75%
57100-57400	Vehicles	35,464.00	832.27	21,959.48	(13,504.52)	61.92%	29,892.65	(7,933.17)	-36.13%
58100-58400	Utilities	55,867.00	6,172.77	52,461.17	(3,405.83)	93.90%	47,108.52	5,352.65	10.20%
58600-58800	Special Projects	31,715.00	0.00	26,511.42	(5,203.58)	83.59%	2,831.05	23,680.37	89.32%
58910-58940	Miscellaneous	9,962.00	185.00	5,529.82	(4,432.18)	55.51%	8,327.36	(2,797.54)	-50.59%
61100-61300	Fund Development	2,000.00	147.48	2,493.02	493.02	124.65%	418.49	2,074.53	83.21%
62000-69000	Other	25,000.00	1,133.90	385,299.96	360,299.96	1541.20%	296,407.82	88,892.14	23.07%
Total Expenditures		2,211,036.00	188,179.43	2,234,851.00	23,815.00	101.08%	2,236,753.39	(1,902.39)	0.00%
Net Revenue over Expenditures		$ (96,040.00)	$ (137,674.72)	$ 169,494.75	$ 265,534.75		$ 384,263.87	$ (214,769.12)	

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 11 Months, Months Ending March 31, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Salaries									
51100	Payroll:Full Time Salaries	860,669.00	87,100.28	725,286.48	(135,382.52)	84.27%	831,312.30	(106,025.82)	-14.62%
51200	Payroll:Part Time Wages & Salaries	270,264.00	23,170.32	248,836.08	(21,427.92)	92.07%	333,821.38	(84,985.30)	-34.15%
51210	Part Time Wages - Inclusion	117,000.00	2,692.43	82,732.91	(34,267.09)	70.71%	0.00	82,732.91	100.00%
		1,247,933.00	112,963.03	1,056,855.47	(191,077.53)	84.69%	1,165,133.68	(108,278.21)	-10.25%
Insurance/Pension									
51400	Payroll:FICA & Medicare	74,789.00	8,002.67	78,056.61	3,267.61	104.37%	85,177.43	(7,120.82)	-9.12%
51500	Payroll:IMRF	149,460.00	11,688.02	110,703.23	(38,756.77)	74.07%	109,378.26	1,324.97	1.20%
51600	Payroll:Health Insurance	156,416.00	16,173.21	124,258.67	(32,157.33)	79.44%	118,622.02	5,636.65	4.54%
52000	Workers Compensation	7,247.00	0.00	5,435.28	(1,811.72)	75.00%	7,080.12	(1,644.84)	-30.26%
52100	Unemployment Compensation	0.00	4,653.00	4,653.00	4,653.00	0.00%	2,840.50	1,812.50	38.95%
52300	Liability Insurance	12,781.00	0.00	9,585.72	(3,195.28)	75.00%	8,904.00	681.72	7.11%
52400	Property Insurance	17,020.00	0.00	12,765.15	(4,254.85)	75.00%	13,808.25	(1,043.10)	-8.17%
		417,713.00	40,516.90	345,457.66	(72,255.34)	82.70%	345,810.58	(352.92)	-0.10%
Operations									
53000	Bank Fees & Charges	3,660.00	315.45	3,301.56	(358.44)	90.21%	3,164.09	137.47	4.16%
53010	Credit Card Fees	8,943.00	491.42	6,472.22	(2,470.78)	72.37%	6,010.84	461.38	7.13%
53100	Postage Expense	7,000.00	0.00	6,814.64	(185.36)	97.35%	6,981.64	(167.00)	-2.45%
53200	Printing Expenses	20,540.00	2,773.00	13,926.04	(6,613.96)	67.80%	16,227.91	(2,301.87)	-16.53%
53300	Meeting Related Expenses	2,725.00	0.00	1,438.49	(1,286.51)	52.79%	2,908.53	(1,470.04)	-102.19%
53400	Office Supplies & Duplicating	8,500.00	112.50	8,668.24	168.24	101.98%	8,201.45	466.79	5.39%
53440	Office Supplies & Duplicating: Miscellaneous	0.00	0.00	0.00	0.00	0.00%	90.00	(90.00)	0.00%
53500	Program Supplies	77,335.00	3,777.81	73,092.22	(4,242.78)	94.51%	69,076.82	4,015.40	5.49%
53510	Support Staff Supplies	3,360.00	0.00	474.00	(2,886.00)	14.11%	0.00	474.00	100.00%
53520	Inclusion Staff Supplies	460.00	0.00	179.00	(281.00)	38.91%	0.00	179.00	100.00%
53530	HMHB Program Supplies	1,400.00	469.50	620.68	(779.32)	44.33%	0.00	620.68	100.00%
53600	Admissions & Facility Space	60,690.00	4,021.58	52,042.51	(8,647.49)	85.75%	44,437.99	7,604.52	14.61%
53630	HMHB Admissions & Facility Space	250.00	0.00	0.00	(250.00)	0.00%	0.00	0.00	0.00%
53650	Program Equipment	7,047.00	74.77	1,608.73	(5,438.27)	22.83%	3,690.13	(2,081.40)	-129.38%
53675	Fund Raising Expenses	26,511.00	334.56	20,525.02	(5,985.98)	77.42%	19,650.92	874.10	4.26%
53700	Auditor	10,000.00	0.00	10,100.00	100.00	101.00%	11,300.00	(1,200.00)	-11.88%
53800	Legal Services	6,900.00	200.00	2,951.70	(3,948.30)	42.78%	31,241.70	(28,290.00)	-958.43%
53900	Professional Consultants	17,040.00	0.00	15,825.50	(1,214.50)	92.87%	19,758.00	(3,932.50)	-24.85%
54000	Payroll Services - Contract	10,000.00	1,080.75	8,898.96	(1,101.04)	88.99%	9,170.81	(271.85)	-3.05%
54100	Business Services - Contract	24,460.00	4,583.33	27,172.75	2,712.75	111.09%	19,063.00	8,109.75	29.85%
54300	Contractual Services	35,350.00	2,726.00	31,532.50	(3,817.50)	89.20%	36,116.57	(4,584.07)	-14.54%
54330	HMHB Contractual Services	19,500.00	2,350.00	13,505.00	(5,995.00)	69.26%	0.00	13,505.00	100.00%
54400	Office Maint/Contractual Agree.	13,679.00	1,029.03	16,254.45	2,575.45	118.83%	11,513.36	4,741.09	29.17%
55000	Public Relations	1,680.00	370.86	1,640.64	(39.36)	97.66%	1,553.40	87.24	5.32%
55100	Legal Publications	1,310.00	368.54	2,533.29	1,223.29	193.38%	1,889.03	644.26	25.43%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 11 Months, Months Ending March 31, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
55200	Subscription & Publication	1,049.00	37.98	924.15	(124.85)	88.10%	1,031.54	(107.39)	-11.62%
56000	Continuing Education	11,180.00	0.00	11,559.41	379.41	103.39%	12,787.51	(1,228.10)	-10.62%
56100	Professional Memberships	4,313.00	1,111.00	5,696.31	1,383.31	132.07%	4,458.00	1,238.31	21.74%
56200	Statewide Legislative Initiatives	500.00	0.00	524.99	24.99	105.00%	500.00	24.99	4.76%
		385,382.00	26,228.08	338,283.00	(47,099.00)	87.78%	340,823.24	(2,540.24)	-0.75%
Vehicles									
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	18,417.00	470.25	9,702.76	(8,714.24)	52.68%	16,182.79	(6,480.03)	-66.79%
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,813.00	(66.72)	4,568.24	(244.76)	94.91%	3,612.98	955.26	20.91%
57300	Vehicle Expenses:Van Repair & Parts	11,834.00	242.74	6,280.48	(5,553.52)	53.07%	7,748.16	(1,467.68)	-23.37%
57400	Vehicle Expenses:Van Rental	400.00	186.00	1,408.00	1,008.00	352.00%	2,348.72	(940.72)	-66.81%
		35,464.00	832.27	21,959.48	(13,504.52)	61.92%	29,892.65	(7,933.17)	-36.13%
Utilities									
58100	Building Expenses:Telephones/Internet	12,000.00	1,308.66	11,317.41	(682.59)	94.31%	11,173.54	143.87	1.27%
58200	Building Expenses:Electricity	12,850.00	1,033.85	10,164.28	(2,685.72)	79.10%	12,162.10	(1,997.82)	-19.66%
58300	Building Expenses:Natural Gas	6,200.00	1,434.54	6,407.88	207.88	103.35%	6,034.77	373.11	5.82%
58400	Building Expenses:Village Water	1,514.00	200.81	1,250.92	(263.08)	82.62%	1,168.76	82.16	6.57%
58500	Building Expenses:Facility Maintenance	14,223.00	1,986.56	17,846.14	3,623.14	125.47%	13,489.12	4,357.02	24.41%
58600	Building Expenses:Office Improvements	9,080.00	208.35	5,474.54	(3,605.46)	60.29%	3,080.23	2,394.31	43.74%
		55,867.00	6,172.77	52,461.17	(3,405.83)	93.90%	47,108.52	5,352.65	10.20%
Special Projects									
58700	Synergy Expenses	31,715.00	0.00	25,771.46	(5,943.54)	81.26%	2,053.87	23,717.59	92.03%
58800	Special Projects	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
58850	Restricted Donation Expense	0.00	0.00	739.96	739.96	0.00%	777.18	(37.22)	-5.03%
		31,715.00	0.00	26,511.42	(5,203.58)	83.59%	2,831.05	23,680.37	89.32%
Miscellaneous Expenses									
58910	Risk Management	3,177.00	0.00	1,528.07	(1,648.93)	48.10%	2,209.18	(681.11)	-44.57%
58920	Miscellaneous Expenses:Park District Portion	3,135.00	185.00	1,562.68	(1,572.32)	49.85%	3,633.09	(2,070.41)	-132.49%
58930	Miscellaneous Expenses:Director's Administ. Fund	2,300.00	0.00	1,073.24	(1,226.76)	46.66%	2,090.70	(1,017.46)	-94.80%
58940	Miscellaneous Expenses:Employee Recognition/Relations	1,350.00	0.00	1,365.83	15.83	101.17%	394.39	971.44	71.12%
		9,962.00	185.00	5,529.82	(4,432.18)	55.51%	8,327.36	(2,797.54)	-50.59%
Fund Development Expenses									
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	2,000.00	147.48	2,493.02	493.02	124.65%	418.49	2,074.53	83.21%
		2,000.00	147.48	2,493.02	493.02	124.65%	418.49	2,074.53	83.21%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 11 Months, Months Ending March 31, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Other Expenses									
65000	Reserve Fund Expenses:Vehicle Replacement	25,000.00	0.00	21,203.00	(3,797.00)	84.81%	0.00	21,203.00	100.00%
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	0.00	349,666.92	349,666.92	0.00%	277,267.82	72,399.10	20.71%
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	1,133.90	14,430.04	14,430.04	0.00%	19,140.00	(4,709.96)	-32.64%
		25,000.00	1,133.90	385,299.96	360,299.96	1541.20%	296,407.82	88,892.14	23.07%
Total Expenditures		2,211,036.00	188,179.43	2,234,851.00	23,815.00	101.08%	2,236,753.39	(1,902.39)	0.00%

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	Budgeted Member Partner Contribution Due 2017/2018	Operation Allocation Received as of 3/31/2018	Balance Due to Operations Allocation 3/31/2018	Percentage of Operations Allocation Collected as of 3/31/2018	Beginning ADA/Access Reserve Balance	ADA/Access Reserve Received 2017/2018	ADA/Access Reserve Paid 2017/2018	Available ADA/Access Reserve Balance
Addison	$274,003.00	$274,003.00	$0.00	100.00%	$352,219.28	$0.00	$0.00	$352,219.28
Bensenville	$178,293.00	$178,293.00	$0.00	100.00%	$153,910.72	$0.00	$0.00	$153,910.72
Butterfield	$60,844.00	$60,844.00	$0.00	100.00%	$0.00	$40,643.00	$0.00	$40,643.00
Glendale Heights	$168,450.00	$168,450.00	$0.00	100.00%	$3,466.00	$0.00	$0.00	$3,466.00
Itasca	$87,392.00	$87,392.00	$0.00	100.00%	$1.00	$0.00	$0.00	$1.00
Lombard	$290,004.00	$290,004.00	$0.00	100.00%	$0.00	$211,201.37	$211,201.37	$0.00
Medinah	$83,022.00	$83,022.00	$0.00	100.00%	$86,734.52	$47,130.34	$71,017.41	$62,847.45
Oakbrook Terrace	$65,801.00	$65,801.00	$0.00	100.00%	$0.00	$0.00	$0.00	$0.00
Schiller Park	$87,843.00	$43,921.50	$43,921.50	50.00%	$0.00	$0.00	$0.00	$0.00
Villa Park	$135,705.00	$135,705.00	$0.00	100.00%	$120,756.42	$77,682.64	$26,805.14	$171,633.92
Wood Dale	$132,729.00	$132,729.00	$0.00	100.00%	$5,539.00	$0.00	$0.00	$5,539.00
Total	$1,564,086.00	$1,520,164.50	$43,921.50	97.19%	$722,626.94	$376,657.35	$309,023.92	$790,260.37

ADDISON			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$352,219.28**
Check #62028	08/01/2017	$137,001.50	$137,001.50			
Check #62378	12/21/2017	$137,001.50	$137,001.50			
Totals			**$274,003.00**	**$0.00**	**$0.00**	**$352,219.28**

BENSENVILLE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$153,910.72**
Check #50340	07/07/2017	$89,146.00	$89,146.00			
Check #51374	12/19/2017	$89,147.00	$89,147.00			
Totals			**$178,293.00**	**$0.00**	**$0.00**	**$153,910.72**

BUTTERFIELD			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #16512	07/14/2017	$30,422.00	$30,422.00			
Check #16860	12/19/2017	$30,422.00	$30,422.00			
Check #16198	01/23/2018	$40,643.00		$40,643.00		$40,643.00
Totals			**$60,844.00**	**$40,643.00**	**$0.00**	**$40,643.00**

GLENDALE HEIGHTS			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$3,466.00**
Check #192750	08/30/2017	$84,225.00	$84,225.00			
Check #194578	01/11/2018	$84,225.00	$84,225.00			
Totals			**$168,450.00**	**$0.00**	**$0.00**	**$3,466.00**

ITASCA			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$1.00**
Check #54737	06/30/2017	$43,696.00	$43,696.00			
Check #55056	09/18/2017	$43,696.00	$43,696.00			
Totals			**$87,392.00**	**$0.00**	**$0.00**	**$1.00**

LOMBARD			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
ACH Deposit	06/29/2017	$253,140.33	$146,000.00	$107,140.33		$107,140.33
ADA Reimbursement	07/07/2017	$107,140.33			$107,140.33	($107,140.33)
ACH Deposit	07/13/2017	$3,919.76	$3,919.76			
ACH Deposit	08/24/2017	$5,630.50	$5,630.50			
ACH Deposit	09/21/2017	$213,723.30	$134,453.74	$79,269.56		$79,269.56
ACH Deposit	10/05/2017	$11,896.78		$11,896.78		$11,896.78
ADA Reimbursement	10/13/2017	$79,269.56			$79,269.56	($79,269.56)
ADA Reimbursement	10/13/2017	$11,896.78			$11,896.78	($11,896.78)
ACH Deposit	11/07/2017	$6,722.98		$6,722.98		$6,722.98
ADA Reimbursement	11/30/2017	$6,722.98			$6,722.98	($6,722.98)
ACH Deposit	12/31/2017	$6,171.72		$6,171.72		$6,171.72
ADA Reimbursement	01/05/2018	$6,171.72			$6,171.72	($6,171.72)
Totals			**$290,004.00**	**$211,201.37**	**$211,201.37**	**($0.00)**

MEDINAH			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$86,734.52**
ADA Reimbursement	05/31/2017	$100.00			$100.00	($100.00)
Check #25577	07/19/2017	$66,580.72	$66,580.72			
Check #25610	08/22/2017	$1,070.39	$1,070.39			
Check #25654	09/22/2017	$1,228.82	$1,228.82			
ADA Reimbursement	10/01/2017	$125.00			$125.00	($125.00)
ADA Reimbursement	10/01/2017	$2,500.00			$2,500.00	($2,500.00)
ADA Reimbursement	10/01/2017	$720.00			$720.00	($720.00)
Check #25744	10/25/2017	$55,944.92	$14,142.07	$41,802.85		$41,802.85
ADA Reimbursement	11/02/2017	$67,572.41			$67,572.41	($67,572.41)
Check #25779	11/28/2017	$3,659.55		$3,659.55		$3,659.55
Check #25856	12/28/2017	$943.82		$943.82		$943.82
Check #25909	01/19/2018	$724.12		$724.12		$724.12
Totals			**$83,022.00**	**$47,130.34**	**$71,017.41**	**$62,847.45**

OAKBROOK TERRACE

Description	Date	Dollar Amt.	Fiscal Year 2017-2018 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$0.00**
Check #10537	07/07/2017	$32,900.50	$32,900.50			
Check #10726	01/11/2018	$32,900.50	$32,900.50			
Totals			**$65,801.00**	**$0.00**	**$0.00**	**$0.00**

SCHILLER PARK

Description	Date	Dollar Amt.	Fiscal Year 2017-2018 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$0.00**
Check #62752	07/27/2017	$43,921.50	$43,921.50			
Totals			**$43,921.50**	**$0.00**	**$0.00**	**$0.00**

VILLA PARK

Description	Date	Dollar Amt.	Fiscal Year 2017-2018 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$120,756.42**
ADA Reimbursement	06/30/2017	$9,673.00			$9,673.00	($9,673.00)
ADA Reimbursement	06/30/2017	$7,015.00			$7,015.00	($7,015.00)
Check #172160	07/03/2017	$111,172.60	$111,172.60			
ADA Reimbursement	12/19/2017	$10,117.14			$10,117.14	($10,117.14)
Check #175643	12/28/2017	$102,215.04	$24,532.40	$77,682.64		$77,682.64
Totals			**$135,705.00**	**$77,682.64**	**$26,805.14**	**$171,633.92**

WOOD DALE

Description	Date	Dollar Amt.	Fiscal Year 2017-2018 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$5,539.00**
Check #81628	06/27/2017	$66,364.50	$66,364.50			
Check #82470	12/28/2017	$66,364.50	$66,364.50			
Totals			**$132,729.00**	**$0.00**	**$0.00**	**$5,539.00**

Putting People First
NEDSRA
Special Recreation Association
1770 W. Centennial Place, Addison, IL 60101-1076
Phone 630.620.4500 Fax 630.620.4598 www.nedsra.org

Date: May 2, 2018

To: Board of Trustees

From: Rick Poole, Executive Director

Re: Agency Report

Administration Report

Grant

DCEO requested that Periodic Financial and Periodic Performance Reports be completed for the current state grant. Staff returned the finished reports to the Grant Manager immediately and we believe the next step is for the check to be issued to NEDSRA.

Building

After weathering a couple rains with no seepage, staff is confident that leaks in the basement have been eliminated. Earlier this month staff met with representatives from AcculightUSA to review retrofitting lighting at NEDSRA with LED fixtures. The combination of ComEd grants and improved efficiency makes this a good opportunity and an efficient use of funds.

PDRMA Loss Control Review

As we progress through the PDRMA Annual Loss Control Review, our spring safety initiative focuses on the Core 6 Safety Strategies (Core 6). These safety concepts are the cornerstones of safe workplace practices. Core 6 reminder post cards have been placed throughout the NEDSRA building and in vans where their message would be helpful. As staff locate a Core 6 card, the message is then to be sent out to all staff with a reminder of that particular Core 6 strategy.

Recreation Report

Youth Programming

NEDSRA's Spring Break Day Camp and Little Tykes Spring Break Day Camp were big hits in March, with 17 campers total enrolled within the two camps. Thank you to Itasca Park District for hosting these camps.

Sensory Swim expanded into two evenings with a total of 19 participants. During the program children with autism swim at the Addison Club Fitness pool and visit the NEDSRA Sensory Station.

Over 75 student athletes with behavior disorders began their seven-week PRO League soccer season on April13. This competitive sports league focuses on skill development, sportsmanship and healthy leisure outlets.

Travel Trip Program

Our adults with intellectual disabilities recently returned from a memorable trip to Savannah, Georgia. The weeklong trip was jam-packed with a tour of Tybee Island, swims in the Ocean, a dolphin boat trip, visits to parks and forts, tours of lighthouses, and more. Brief overnight stays in Nashville and Louisville on the way out and back added even more to the trip!

Synergy

The Synergy basketball teams competed in the national tournament in Louisville April 13-15. The prep team took 11th place at the junior varsity team earned 3rd place. The tournament marked the completion of the season for both teams.

Inclusion

The following Inclusion/Leisure Buddy (LB) data includes the summer of 2017 and the 2017/18 school year. It was last updated April 1, 2018.

2017/18	LB Requested	LB Placed	Success Rate	Total Expense	% of Expenses	Additional Requests
School Year	17	13	76%	$11,840	13%	23
Summer	51	50	98%	$80,036	87%	7
Total	68	63	93%	$91,876	100%	30

Recruitment

The recruitment committee has attended six job fairs, and co-hosted two more with Addison Park District, since February 1. The group has also contacted twelve high schools, four colleges and eleven libraries and posted employment information at 90% of these locations.

NEDSRA Track Meet

Join us at the NEDSRA Track Meet on Saturday, May 19 at Glenbard East High School in Lombard. Be part of the Opening Ceremonies, help with an event, or cheer on the athletes. Contact Beth Corso for details.

Marketing & Fund Development

Chipotle Fundraiser

Approximately 105 people attended the April 10 Chipotle fundraiser to support NEDSRA. Chipotle donates 50% to the organization. Within 24 hours of the event, the agency was notified that $507.90 would be sent to NEDSRA.

Knights of Columbus:

On Sunday April 22, NEDSRA is receiving a check from both the Villa Park and Bensenville Knights of Columbus organizations. These checks are from the funds raised during the 2017 Tootsie Roll Drive.

BBQ Bash

On April 28, NEDSRA is hosting the 3rd Annual BBQ Bash at Centennial Gym from 5:00 pm to 8:00 pm. Church Street Brewery will be onsite, the Maple Park Trio band will provide entertainment, attendees may compete in a bags tournament, there is a raffle with prizes from surrounding businesses, and there are activities for children. Invitations have been extended to potential future sponsors of NEDSRA.

Golf Marathon

NEDSRA's 100 Hole Golf Marathon will take place on May 4 at the Salt Creek Golf Course. All golfers have reached their minimum requirement donation. Pledges have been received for golfers and will be invoiced after the completion of the Golf Marathon.

Brochure

The summer brochure has been sent to the printer and should arrive within 2 weeks. Starting April 19, the brochure was available online for participants to view.

Annual Service Report

The Annual Service Report (ASR) begins production the beginning of May. Kristen and Lori will work together to develop the ASR, with collaboration from the entire NEDSRA team.

Social Media and Marketing Requests

Marketing has developed an Outlook calendar for all social media posts. The Outlook calendar will show planned post topics one month prior. Recreation staff are able to view this calendar and inform the marketing department of any changes needed at least two weeks in advance. A marketing request form has also been developed for staff to submit any marketing needs. The form requires staff to submit all appropriate materials with the form, including correct dates/times/locations and contact information. This will reduce the number of drafts and speed up the completion process.

Building Relationships

The Marketing Department has reached out and met a handful of sponsors who have supported NEDSRA throughout the years. New contacts have also been made for sponsors with interests in donating to the Sensory Station and Track Meet.

Upcoming Events

NEDSRA 100-Hole Challenge Golf Marathon

Salt Creek Golf Club, Wood Dale
Friday, May 4 – Play begins at 8:00am

NEDSRA Annual Track and Field Meet –

Glenbard East High School, Lombard
Saturday, May 19, Opening Ceremonies at 9:00am

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Putting People First
NEDSRA
Special Recreation Association
1770 W. Centennial Place, Addison, IL 60101-1076
Phone 630.620.4500 Fax 630.620.4598 www.nedsra.org

MEMO

To: NEDSRA Board of Trustees
From: Rick Poole, Executive Director
Date: May 2 , 2018
Re: Retrofit NEDSRA lighting with cost effective LED light fixtures

Earlier this month staff met with representatives from Acculight USA to review NEDSRA's current lighting usage. Acculight is an Elk Grove based light manufacturer who specializes in LED lighting.

After review of our lighting and current usage the attached summary outlines the potential savings in replacing 239 fixtures throughout the facility with energy efficient led lights. In addition, COMEd grants are available that would further reduce the cost of the initial materials and installation.

The cost to replace existing fixtures would be $15,278.50. The estimated energy savings and maintenance savings would pay for this project in 2.8 years.

This is not a 2018/2019 budgeted project.

Suggested Motion
I move to accept the $15,278.50 proposal by Acculight for retrofitting NEDSRA light fixtures with LED lighting.

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Interior & exterior

Northeast Dupage Recreational

1770 W Cenntenial Pl | Addison, IL 60101

Prepared by:

Rahul Reddy Chinkeri

2570 United Lane | Elk Grove Village, IL 60007

rahulc@acculightusa.com

April 09, 2018

*** Data is proprietary and confidential ***

TABLE OF CONTENTS

Executive Summary 1

Project Summary 2

Savings Summary 3

Fixture Detail 4

Environmental Impact 6

Quote Compare 7

Executive Summary

At ACCULIGHTUSA, we make every effort to ensure that our actions only have positive impact to our customers and on our business. We understand that our work results have a lasting outcome on our surroundings. Our innovative state of the art LED lighting solutions further re-iterates this commitment by offering the range of products that are low on maintenance, extremely safe, whilst being environmentally friendly.

We believe in creating solutions that brings more value with less count. For this reason our products are custom-built to ensure maximum output and are optimized to save by reduced power consumption, minimized infrastructural change and require low installation cost.

Over the years we have created custom-built LED lighting solutions for an array of services ranging from industrial, commercial, hazardous location, transportation & public infrastructure settings. We test our products in extreme weather climates so the production sustains weather events that are significantly different from the average. While being cost effective, we ensure that our products respond to environmental challenges and help address issues such as CO2 emission and energy consumption. In doing so, our customers can have clear conscience when buying our environmentally responsible products.

Our high-specification range of products is compatible with a number of long-term global growth objectives, many of which are driven by government regulations and environmental initiatives. These include the current global infrastructure build-out and the need for improvements to the efficiency, reliability and productivity of the electrical grid. With innovation at the forefront, we are always on the lookout for groundbreaking sustainable innovations that help our customers transcend their business goals with a clearer conscience

This proposal outlines the following information:

- Material Costs
- Installation Costs
- Recycle/Disposal Costs
- Projected Rebate Savings
- Energy Savings
- Maintenance Savings
- HVAC Savings
- Projected Payback and ROI

After reviewing this proposal, please sign and send back to get the process started with your lighting upgrade. We look forward to working with you!

Northeast Dupage Recreational

General Scope of Proposed Work	Existing	Proposed
Number of Fixtures	239	230
Lighting System Energy Consumption (kW)	17.693	8.391
Current Utility Rate - $/kWh	$0.0900	

Energy & Demand Reduction	
Kilowatt-Hours (kWh) Reduced Annually	33,859

Savings Summary	
Energy Savings	$3,047
Maintenance Savings	$2,386
First Year Total Savings	**$5,433**

Financial Summary	
Materials and Installation	$21,789.90
Equipment	$0.00
Tax (0.00%)	$0.00
Project Cost	$21,789.90
Less Rebates	$6,511.40
Net Project Cost	**$15,278.50**

Simple Payback	**2.8 yrs**
Simple Return on Investment (ROI)	**230.21%**

Monthly Cost of Delay	**$452.75**

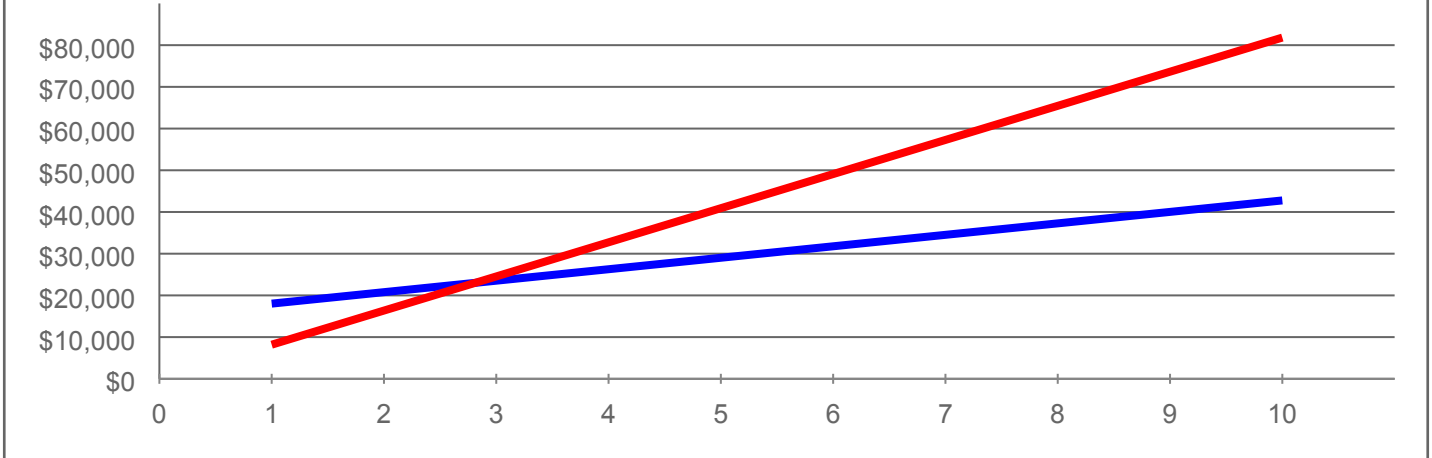
Savings Summary

The following tables show the annual energy and cost savings expected with the proposed design, based on annual usage hours and a utility rate of $0.0900 per kWh.

Energy Savings	
Current kWh	64,403
Current Demand (kW)	17.693
Current Annual Energy Cost	$5,796.00
Projected kWh	30,543
Projected Demand (kW)	8.391
Projected Ann. Energy Cost	$2,749.00
Annual kWh Savings	33,859
Annual kW Savings	9.302
Annual Energy Cost Savings	**$3,047**

Financial Savings	
Cost of Project	$21,789.90
Incentive Estimate	$6,511.40
Net Cost	$15,278.50
Annual Energy & HVAC Savings	NaN
Annual Maintenance Savings	$2,385.70
Total Annual Cost Savings	$5,433.04
Simple Payback (Years)	2.8
Return on Investment	230.21%
Estimated Lifecycle Savings	**$54,330.35**

The Cost of Waiting



	1	2	3	4	5	6	7	8	9	10
-- Cost with Upgrade	$18,028	$20,777	$23,526	$26,275	$29,024	$31,773	$34,522	$37,271	$40,020	$42,769
-- Cost of Waiting	$8,182	$16,363	$24,545	$32,727	$40,909	$49,090	$57,272	$65,454	$73,635	$81,817

Cumulative Costs Over 10 Year Lifecycle ($)

(Graph based on Single Investment project data)

Fixture Detail

Area	Existing					Proposed Solution							Proposed Savings		Payback
Room	Kit	Watts	Qty	Burn	kWh	Proposed	Watts	Qty	% Red.	Burn	kWh	Ctrl	Ctrl Qty	Energy	Rebate	Yrs
Addison / Ground floor																
Sensory station with dimmers	F-F32T8-2	59	4	3,640	859	35W 2x4 Troffer	35	4	0	3,640	510		0	$31.45	$67.20	**4.9**
Stairs	F-F32T8-1	31	3	3,640	339	LED tube 13W	13	3	0	3,640	142		0	$17.69	$37.80	**2.1**
Stairs	F-F32T8-2	59	3	3,640	644	35W 2x4 Troffer	35	3	0	3,640	382		0	$23.59	$50.40	**4.9**
Ground floor warehouse	F-F32T8-4	114	14	3,640	5,809	60w Triproof	60	14	0	3,640	3058		0	$247.67	$529.20	**2.8**
Ground floor warehouse	F-F32T8-4	114	4	3,640	1,660	60w Triproof	60	4	0	3,640	874		0	$70.76	$151.20	**2.8**
Ground floor warehouse	F-F32T8-2	59	6	3,640	1,289	40w Triproof	40	6	0	3,640	874		0	$37.35	$79.80	**6.7**
Generator room	F-F32T8-4	114	1	3,640	415	60w Triproof	60	1	0	3,640	218		0	$17.69	$37.80	**2.8**
Canopy	INCAN-I100-1	100	3	3,640	1,092	45W canopy	45	3	0	3,640	491		0	$54.05	$115.50	**2.1**
Wallpacks	INCAN-I40-1	128	6	3,640	2,796	20W Wallpack	20	6	0	3,640	437		0	$212.28	$453.60	**0.8**
Flood	MH-MH400-1	455	3	3,640	4,969	ACL-AREA-C-150W	150	3	0	3,640	1638		0	$299.75	$640.50	**0.7**
Addison / Second floor																
Hallway	F-F32T8-2	59	10	3,640	2,148	35W 2x4 Troffer	35	10	0	3,640	1274		0	$78.62	$168.00	**4.9**
Hallway	UFL-FU31T8/6-2	56	9	3,640	1,835	28W 2x2 Troffer	28	9	0	3,640	917		0	$82.56	$176.40	**2.3**
Office	F-F32T8-2	59	37	3,640	7,946	35W 2x4 Troffer	35	37	0	3,640	4714		0	$290.91	$621.60	**4.9**

Area	Existing					Proposed Solution							Proposed Savings		Payback
Room	Kit	Watts	Qty	Burn	kWh	Proposed	Watts	Qty	% Red.	Burn	kWh	Ctrl	Ctrl Qty	Energy	Rebate	Yrs
Restrooms	F-F32T8-2	59	4	3,640	859	35W 2x4 Troffer	35	4	0	3,640	510		0	$31.45	$67.20	**4.9**
Kitchen	F-F32T8-2	59	6	3,640	1,289	35W 2x4 Troffer	35	6	0	3,640	764		0	$47.17	$100.80	**4.9**
Small multipurpose rooms 6 panels with dimmers	INCAN-I100-1	100	15	3,640	2,184	35W 2x4 Troffer	35	6	0	3,640	764		0	$127.76	$273.00	**1.1**
Small multipurpose rooms 6 panels with dimmers	INCAN-I100-1	100	15	3,640	3,276	Remove	0	0	100	0	0		0	$294.84	$630.00	**-0.7**
Hallway 2	F-F32T8-2	59	9	3,640	1,933	35W 2x4 Troffer	35	9	0	3,640	1147		0	$70.76	$151.20	**4.9**
Large multipurpose room	F-F32T8-2	59	17	3,640	3,651	35W 2x4 Troffer	35	17	0	3,640	2166		0	$133.66	$285.60	**4.9**
Addison / First floor																
Spot lights	INCAN-I100-1	100	3	3,640	1,092	Area light-C-75W	75	3	0	3,640	819		0	$24.57	$52.50	**6.0**
Hallway	F-F32T8-2	59	20	3,640	4,295	35W 2x4 Troffer	35	20	0	3,640	2548		0	$157.25	$336.00	**4.9**
Restrooms	F-F32T8-2	59	3	3,640	644	35W 2x4 Troffer	35	3	0	3,640	382		0	$23.59	$50.40	**4.9**
Garage	F-F32T8-1	31	20	3,640	2,257	LED tube 13W	13	20	0	3,640	946		0	$117.94	$252.00	**2.1**
Garage	F-F32T8-2	59	5	3,640	1,074	35W 2x4 Troffer	35	5	0	3,640	637		0	$39.31	$84.00	**4.9**
Basketball storage flush mount	F-F32T8-3	89	5	3,640	1,620	35W 2x4 Troffer	35	5	0	3,640	637		0	$88.45	$189.00	**1.9**
Conference	F-F32T8-4	114	11	3,640	4,565	35W 2x4 Troffer	35	11	0	3,640	1401		0	$284.68	$608.30	**0.9**
Office	F-F32T8-2	59	18	3,640	3,866	35W 2x4 Troffer	35	18	0	3,640	2293		0	$141.52	$302.40	**4.9**
Totals			**0**	**0**				**0**			**0**			**$3,047**	**$6,511**	**2.8**

Annual Environmental Impact

Reducing energy use is the quickest, safest, most cost-effective way to reduce the emission of greenhouse gases that accompanies the generationof electricity from fossil fuels. Reducing 33,859 kWh per year on this project is equivalent to:

52,477 lbs. CO_2 Saved
Leading Cause of Global Warming

- OR -

5.0 Cars Removed from Road
(4.73 metric tons of CO2 / Passenger Vehicle)

- OR -

2,678 Gallons of Gas Consumed
(0.008887 metric ton of CO2 per gallon of gasoline)

- OR -

610 Tree Seedlings Grown
(0.039 metric ton CO2 per urban tree planted for 10 years)

- OR -

22.5 Acres of Forest in 1 Year
(1.06 metric tons CO2 sequestered annually by 1 acre U.S. forest)

Cited using http://www.epa.gov/cleanenergy/energy-resources/calculator

Proposal Comparison

Proposal Information		
Proposal Name	**Interior & exterior**	**with lease**
Project Type	Turnkey	Turnkey
Payment Type	Purchase	Finance
Down Payment	$0.00	$6,511.00
Term (Yrs)	0.00	5.00
Monthly Payment	$0.00	$309.80
Total Lease Amount	$21,789.90	$21,789.90
Total Net Purchase Amount	$15,278.50	$0.00
Financial Information		
Payback (Yrs)	2.8	2.8
Monthly Cashflow	$452.75	$142.95
ROI	230.21%	171.42%
IRR	32.44%	0.00%
SIR	3.30	2.71
NPV	$35,172.85	$31,863.75
PV	-$15,278.50	$0.40
Savings Information		
Energy	$3,047	$3,047
Maintenance	$2,386	$2,386
Rebates	$6,511	$6,511
Fixture Information		
Existing Qty	239	239
Proposed Qty	230	230
Control Qty	0	0
Operating Hours Reduce by Controls	54,600	54,600
Current Lumens/kW	0	0
Proposed Lumens/kW	136	136
Environmental Information		
CO2 Saved	60,939	60,939
Cars Removed from Road	5.8	5.8
Gallons of Gas Consumed	3,110	3,110
Tree Seedlings Grown	709	709
Acres of U.S. Forest in 1 Year	26.1	26.1