



# BOARD REPORT

DECEMBER 17, 2019



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## **PUBLIC NOTICE**

**Agenda for the December 17, 2019 Regular Board Meeting  
Old Orchard Country Club  
700 W Rand Road, Mount Prospect, IL 60056**

- I. Call to Order – 7:00 p.m.**
  - A. Roll Call**
  - B. Pledge of Allegiance**
- II. Corrections/Additions/Approval of Agenda**
- III. Correspondence**
  - A. PDRMA Employee Wellness Grant**
- IV. Recognition/Welcome**
- V. Public Comment**

**Completion of Resident Comment Form required prior to Call to Order. Submit to Executive Director.**
- VI. Approval of Minutes**
  - A. Regular Board Meeting – November 19, 2019**
- VII. Announcements (Meetings)**
  - A. Regular Board Meeting – January 28, 2020 7:00 p.m. GMRC**
- VIII. Park District Treasurer's Report**
  - A. Approval of Cash Report #12**
  - B. Approval of Warrants for Payment**
- IX. Superintendent of Finance and Planning Report**
- X. Attorney's Report**

**Legal Matter**
- XI. Administrative/Operational Summary**
  - A. Executive Director**
  - B. Superintendent of Recreation**
  - C. Superintendent of Facilities and Parks**
  - D. Director of Golf**
  - E. Recreation Supervisors**

**XII. Unfinished/Ongoing Business**

- A. Lexington Homes
- B. Feasibility Study

**XIII. New Business**

- A. Proposed 2020 Board Meeting Schedule
- B. Proposed FY2020 Budget
- C. Adopt Tax Levy Ordinance 12.17.2019
- D. Property Tax Extension Resolution 12.17.2019

**XIV. Recess into Executive Session (Visitors are Excused at this Time)**

**XV. Adjournment**

Note 1: Meeting Location – Old Orchard Country Club, 700 W Rand Road, Mount Prospect, IL 60056

Note 2: If you would like to attend a Park Board meeting but require an auxiliary aid, such as a sign language interpreter, please contact the Executive Director, 847-394-2848, at least 72 hours prior to the scheduled meeting.

*Our mission is to enhance the quality of life for all residents of the District through the development and maintenance of park lands and facilities utilizing available resources, as well as to promote community involvement through a variety of recreation programs, educational opportunities and special events.*

Oct. 31, 2019

Edlyn Castil  
Prospect Heights Park District  
110 West Camp McDonald Road  
Prospect Heights, IL 60070

Re: Employee Wellness Grant

Dear Edlyn:

Congratulations! Your proposal for Prospect Height Park District's *Wellness Wednesday* won a 2019 PDRMA Health Employee Wellness Grant Award.

The Wellness Committee considered a total of eight grant proposals this year, and yours was one of the highest vote recipients. Enclosed is an award check in the amount of \$1,000.

On behalf of the entire PDRMA membership, thank you for your commitment to further your agency's wellness program. We will follow up with you in early 2020 regarding the Summary Report due May 1, 2020, which was emailed to you on Oct. 30. This report will be shared with the Wellness Committee.

Sincerely,

The PDRMA Health Program Team

# *2019 Employee Wellness Grant*

*Presented to*

## *Prospect Heights Park District*

*In recognition of the commitment to a workplace that supports and encourages employees to make positive improvements in health and wellness*



**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, NOVEMBER 19, 2019**

**Call to Order**

**Roll Call**

Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

**Commissioners present:**

Ellen Avery  
Vicki Carney  
Betty Cloud  
Terry Curtis  
Karl Jackson  
Tim Jones  
Eric Kirste

**Also Present:**

Christina Ferraro – Executive Director  
Julie Caporusso – Superintendent of Recreation  
Dino Squiers – Superintendent of Parks & Facilities  
Edlyn Castil – Admin. Asst./Recording Secretary  
Marc Heidkamp – Director of Golf Operations  
Annette Curtis – Superintendent of Finance & Planning

**Commissioners absent:**

A quorum was present.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Tim Jones.

**Corrections/Additions/Approval of Agenda**

A motion was made by Commissioner Carney and seconded by Commissioner Curtis to approve the agenda as submitted. The motion was unanimously approved with a voice vote. The motion carried.

**Correspondence**

There was no correspondence received.

**Recognition/Welcome**

Residents Tom & Mary Pat Zolna, Ginger Haas, Adam Myaza, Rob & Margo Quinn, and Nate Wynsma of Lexington Homes, Tom Burney, Attorney for Lexington Homes, and Natural Resource Commission members Peter Hahn, Agnes Wojnarski, Dana Sievertson, John Kamysz, Jill Moskal, Seth Marcus, were in attendance. Park Attorney Adam Simon of Ancel Glink was also in attendance.

**Public Comment**

None

**Presentations**

**Hersey High School Boys Golf Team in Mid-Suburban League**

Hersey High School Boys Golf Team Coach Dan Caporusso proudly introduced the Hersey High School Boys Golf Team and highlighted the team's accomplishments this season. They won the High School Conference Title and the State Series Regional Title. The team used the Old Orchard Country for practice and tournaments. The staff at the Old Orchard Country Club assisted with these young men achieving their goals. The Park Board congratulated the team on their hard work and successful season.

**Presentations (continued)****15-Year Service Award**

Executive Director Christina Ferraro presented Commissioner Vicki Carney a 15-Year Service Award and thanked her for her commitment to the Park District.

**Prospect Heights Natural Resource Commission FY2019 Review/FY 2020 Request**

Dana and Agnes of the Prospect Heights Natural Resource Commission presented a year in review slideshow presentation to the Park Board and submitted a 2020 Budget request proposal.

**Approval of Minutes****Regular Board Meeting – October 29, 2019**

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the October 29, 2019 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one abstain (Jackson). The motion carried.

**Announcements (Meetings)**

A Finance Committee Meeting is scheduled on Tuesday, December 10, 2019 at 6:00 p.m. at GMRC. The next regular board meeting will be held on Tuesday, December 17, 2019 at 7 p.m. at OCCC.

**Park District Treasurer's Report****Cash Report #11**

Mt Pros State	Payroll	Sweep Acct.	\$	(4,298.27)
Mt Pros State	Vendor	Sweep Acct.	\$	(83,535.37)
Mt Pros State	Imprest		\$	2,218.06
Mt Pros State	General/Sweep		\$	866,776.63
Mt Pros State	ATM		\$	16,713.03
Mt Pros State	Cash Reserves		\$	353,340.45
Mt Pros State	Investment		\$	3,053,653.34
Totals				\$ 4,204,867.87

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept the Treasurer's Report – Cash Report #11 dated November 19, 2019 in the amount of \$4,204,867.87. The motion was approved with a unanimous voice vote. The motion carried.

**Approval of Warrants for Payment**

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept Warrants for payment as submitted for Vendor Warrants #10, 10A, and Payroll 21, 22 in the amount of \$498,733.33. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Carney, Cloud, Curtis, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: None

The motion carried.

**Superintendent of Finance and Planning Report**

Superintendent of Finance & Planning Annette Curtis provided an update on where the Staff is at with the budget process. She also reported that the District is looking to replace the current software used for Applicant Tracking and Payroll processing. Staff has met with four vendors and is in the process of selecting one vendor.

## **Attorney's Report**

None

## **Administrative/Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro also reported that the Village of Mount Prospect will be holding a Committee of the Whole meeting on 11/26/19 and video gaming will be an agenda item. In order for OOC to be considered for a video gaming license, OOC would have to serve food 7 days/week 12 month/year. After further discussion, it was decided to remove this item from the Park District's agenda. Christina also reported that interviews were conducted for the Food & Beverage Operations Manager.

**Superintendent of Recreation** – as submitted. Superintendent of Recreation Julie Caporusso reported that the Winter '19/Spring '20 brochure is scheduled to be delivered to residents on 11/30/19. The Park District is now a SilverSneakers and Prime location. A kick-off event will be held on 1/14/20.

**Superintendent of Facilities and Parks** – as submitted. Superintendent of Facilities and Parks Dino Squiers reported Staff has started decorating the GMRC location for the holidays. The City of Prospect Heights Tree Lighting Ceremony will be held at the Park District on Saturday 11/30/19.

**Director of Golf Operations** – as submitted. Director of Golf Marc Heidkamp reported the annual Turkey Shoot was well attended with over 100 participants. The golf course is scheduled to close on Thursday 11/21/19. A Brunch with Santa special event is scheduled on Sunday 12/15/19.

## **Unfinished/Ongoing Business**

### **Lexington Homes**

Nate Wynsma of Lexington Homes and Tom Burney, Attorney for Lexington Homes discussed Lexington Homes proposed development which is contingent with the City of Prospect Heights approving a TIF. Attorney Adam Simon provided a recommendation for Lexington Homes to proceed to act on the Park District's behalf to pursue an application and work directly with IDNR. The Board established a subcommittee with Tim Jones as Chairman and Terry Curtis as Co-Chairman and charged them with meeting to analyze this Muir project and advise / make recommendation to the board in writing.

### **Proposed Video Gaming at OOC**

This item was tabled.

### **Feasibility Study**

Staff will meet with Williams Architect on 12/5/19 to discuss program spaces.

## **New Business**

### **Selection of Committees of the Board**

The following Commissioners were selected for the committees:

- **Finance Committee**  
Vicki Carney, Chairman  
Eric Kirste
- **Personnel and Planning Committee**  
Ellen Avery, Chairman  
Vicki Carney

- **Policy and Procedure Committee**  
Terry Curtis, Chairman  
Ellen Avery
- **Recreation Facilities, Parks & Maintenance Committee**  
Tim Jones
- **Recreation Programs & Resident Relations Committee**  
Betty Cloud, Chairman  
Eric Kirste
- **OCCC Programs, Facilities, Grounds & Maintenance Committee**  
Karl Jackson, Chairman  
Betty Cloud

#### **Approval of Resolution 11.19.2019 Fund Balance Policy**

A motion was made by Commissioner Avery and seconded by Commissioner Carney to adopt Resolution 11.19.2019 Fund Balance Policy as discussed in the 11.19.19 Finance Committee Meeting and as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Carney, Cloud, Curtis, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: None

The motion carried.

#### **Approval of Resolution 11.19.2019A Truth in Taxation for Levy Year 2019**

The initial resolution in the packet was adjusted to reflect revised dollars amounts and distributed to the board at the meeting. The online version will be updated to reflect the revised version proposed.

A motion was made by Commissioner Cloud and seconded by Commissioner Jackson to adopt Resolution 11.19.2019A Truth in Taxation for Levy Year 2019. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Carney, Cloud, Curtis, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: None

The motion carried.

#### **Adjournment**

With no further business to discuss, a motion was made by Commissioner Curtis and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:44 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Respectfully Submitted,  
Edlyn Castil, Recording Secretary

Secretary: \_\_\_\_\_  
Ellen Avery, Prospect Heights Park District Secretary

TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 12/17/2019 CASH REPORT FY 19

Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 12  
12/17/2019 as submitted. Seconded by Commissioner \_\_\_\_\_.

Payroll	#90001511	sweep acct.	\$	(2,912.36)	
Vendor	#90001503	sweep acct.	\$	(47,502.00)	
Imprest	#90001529		\$	2,218.06	
General/Sweep	#90001498		\$	819,366.00	
ATM	#90001537		\$	17,113.03	
Cash Reserves	#90001545	Closed as of Nov. 2019	\$	-	
Investment	#107503657		\$	2,456,317.31	
CD Investment	#355751	Maturity 1.8.2021 annual yeild 1.51%	\$	353,000.00	
<b>TOTALS</b>			\$	3,597,600.04	Voice Vote

#### FINANCIAL RESOLUTION

Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
12/17/2019 as submitted. Seconded by Commissioner \_\_\_\_\_.

APPROVAL OF WARRANTS 12/17/2019

VENDOR WARRANTS			AMOUNTS
11	In the amount of	CHECKS ISSUED	\$93,951.05
11A	In the amount of	ELECTRONIC	\$43,850.96
Total Vendor Warrants			\$137,802.01

#### PAYROLL WARRANTS

11/8/2019		
23	In the amount of	69,092.19
		gross plus employer costs
11/22/2019		
24	In the amount of	80,314.55
		gross plus employer costs
Total Payroll Warrants		149,406.74

TOTAL OF WARRANTS \$287,208.75 Roll Call



# Prospect Heights Park District, IL

## Check Report

By Check Number

Date Range: 11/01/2019 - 11/30/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
01004	1ST AYD CORPORATION	11/14/2019	Regular	0.00	211.07	48661
02207	ABLE ENGRAVERS, INC	11/14/2019	Regular	0.00	461.54	48662
01006	ADP LLC	11/14/2019	Regular	0.00	993.41	48663
01009	AIRGAS USA LLC	11/14/2019	Regular	0.00	203.54	48664
02124	ALPHA BAKING COMPANY	11/14/2019	Regular	0.00	189.86	48665
01145	AMALGAMATED BANK	11/14/2019	Regular	0.00	475.00	48666
01909	ANCEL GLINK PC	11/14/2019	Regular	0.00	1,542.78	48667
02138	ANDERSON PEST SOLUTIONS	11/14/2019	Regular	0.00	418.91	48668
01232	ARLINGTON POWER EQUIPMENT INC	11/14/2019	Regular	0.00	53.62	48669
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	11/14/2019	Regular	0.00	8,905.54	48670
01744	BLACK LINE FOX VALLEY LLC	11/14/2019	Regular	0.00	3,226.05	48671
01858	CALL ONE	11/14/2019	Regular	0.00	557.77	48672
02143	CENTRAL CONTINENTAL BAKERY	11/14/2019	Regular	0.00	205.00	48673
01293	CHAPMAN AND CUTLER LLP	11/14/2019	Regular	0.00	5,725.00	48674
01022	COMCAST	11/14/2019	Regular	0.00	133.71	48675
02144	COZZINI BROS INC	11/14/2019	Regular	0.00	19.00	48676
01030	DES PLAINES MATERIAL & SUPPLY	11/14/2019	Regular	0.00	111.32	48677
01338	DETECTION SYSTEMS & SERVICE INC	11/14/2019	Regular	0.00	300.00	48678
01324	DIRECT FITNESS SOLUTIONS LLC	11/14/2019	Regular	0.00	115.00	48679
01423	GORDON FOOD SERVICE INC	11/14/2019	Regular	0.00	2,741.91	48680
01368	HERON POND HOMEOWNERS ASSOCIATION	11/14/2019	Regular	0.00	500.00	48681
01693	HINCKLEY SPRINGS	11/14/2019	Regular	0.00	6.91	48682
01040	HOME DEPOT CREDIT SERVICES	11/14/2019	Regular	0.00	1,073.72	48683
02044	JULIE BONILLA	11/14/2019	Regular	0.00	50.76	48684
01045	JW TURF INC	11/14/2019	Regular	0.00	313.64	48685
02073	MARKETING AND MORE GROUP LLC	11/14/2019	Regular	0.00	460.00	48686
02097	MORGAN SERVICES INC	11/14/2019	Regular	0.00	353.93	48687
01056	MOUNT PROSPECT PUBLIC WORKS DEPARTME	11/14/2019	Regular	0.00	50.00	48688
01057	NAPA HEIGHTS AUTOMOTIVE	11/14/2019	Regular	0.00	147.10	48689
01058	NCPERS GROUP LIFE INSURANCE	11/14/2019	Regular	0.00	48.00	48690
01430	NORTHWEST COMMUNITY HOSPITAL	11/14/2019	Regular	0.00	116.00	48691
01134	NORTHWEST ELECTRICAL SUPPLY	11/14/2019	Regular	0.00	107.37	48692
01062	OFFICE DEPOT	11/14/2019	Regular	0.00	95.49	48693
01063	PDRMA	11/14/2019	Regular	0.00	15.00	48694
01066	PLATINUM SYSTEMS INC	11/14/2019	Regular	0.00	190.00	48695
02184	POOLSIDE	11/14/2019	Regular	0.00	98.00	48696
01168	POSTMASTER	11/14/2019	Regular	0.00	1,627.48	48697
01135	PURCHASE POWER	11/14/2019	Regular	0.00	201.00	48698
01120	REPUBLIC SERVICES INC	11/14/2019	Regular	0.00	85.73	48699
02079	ROESCH FORD	11/14/2019	Regular	0.00	20,103.00	48700
02208	ROSEWOOD	11/14/2019	Regular	0.00	1,224.18	48701
01865	SPORTS KIDS INC	11/14/2019	Regular	0.00	956.15	48702
02113	STUEVER & SONS INC	11/14/2019	Regular	0.00	78.00	48703
02173	SWING KING	11/14/2019	Regular	0.00	384.00	48704
02134	TESTA PRODUCE INC	11/14/2019	Regular	0.00	297.50	48705
01964	THE WIFFLOT INC	11/14/2019	Regular	0.00	275.00	48706
01781	THOMAS R PETZEL	11/14/2019	Regular	0.00	950.00	48707
02209	VICTORIA ARTEAGA	11/14/2019	Regular	0.00	35.00	48708
01375	WESTERN IRRIGATION	11/14/2019	Regular	0.00	485.00	48709
01143	VILLAGE OF MOUNT PROSPECT-SALES TAX	11/19/2019	Regular	0.00	591.97	48710
01079	ACUSHNET COMPANY	11/22/2019	Regular	0.00	497.16	48711
02124	ALPHA BAKING COMPANY	11/22/2019	Regular	0.00	619.25	48712
02213	ALPHONSE DRYONK	11/22/2019	Regular	0.00	35.00	48713
02138	ANDERSON PEST SOLUTIONS	11/22/2019	Regular	0.00	142.75	48714

## Check Report

Date Range: 11/01/2019 - 11/30/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	11/22/2019	Regular	0.00	12,905.62	48715
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	11/22/2019	Regular	0.00	-12,905.62	48715
01629	BOLDER LANDSCAPE	11/22/2019	Regular	0.00	700.00	48716
02143	CENTRAL CONTINENTAL BAKERY	11/22/2019	Regular	0.00	205.00	48717
01022	COMCAST	11/22/2019	Regular	0.00	10.43	48718
01024	CONSERV FS	11/22/2019	Regular	0.00	3,080.84	48719
01041	CONSTELLATION NEW ENERGY INC	11/22/2019	Regular	0.00	4,439.58	48720
01041	CONSTELLATION NEW ENERGY INC	11/22/2019	Regular	0.00	3,274.00	48721
01041	CONSTELLATION NEW ENERGY INC	11/22/2019	Regular	0.00	64.83	48722
01041	CONSTELLATION NEW ENERGY INC	11/22/2019	Regular	0.00	130.00	48723
02144	COZZINI BROS INC	11/22/2019	Regular	0.00	19.00	48724
01180	DARLEEN CARL-BECK	11/22/2019	Regular	0.00	198.80	48725
02127	DIRECTV	11/22/2019	Regular	0.00	161.97	48726
02066	FUN SERVICES	11/22/2019	Regular	0.00	472.70	48727
01423	GORDON FOOD SERVICE INC	11/22/2019	Regular	0.00	1,252.41	48728
02212	HARPER COLLEGE LEARNING & CAREER CENTE	11/22/2019	Regular	0.00	195.00	48729
01038	HARRIS MOTOR SPORTS	11/22/2019	Regular	0.00	292.30	48730
01045	JW TURF INC	11/22/2019	Regular	0.00	590.00	48731
01057	NAPA HEIGHTS AUTOMOTIVE	11/22/2019	Regular	0.00	154.14	48732
01058	NCPERS GROUP LIFE INSURANCE	11/22/2019	Regular	0.00	48.00	48733
01062	OFFICE DEPOT	11/22/2019	Regular	0.00	83.63	48734
01064	PENDELTON TURF SUPPLY	11/22/2019	Regular	0.00	1,125.00	48735
01984	PH MEDIA USA INC	11/22/2019	Regular	0.00	597.00	48736
01031	PULSE TECHNOLOGY	11/22/2019	Regular	0.00	1,100.00	48737
01978	RITE BITE FUNDRAISING	11/22/2019	Regular	0.00	1,041.20	48738
02113	STUEVER & SONS INC	11/22/2019	Regular	0.00	78.00	48739
02134	TESTA PRODUCE INC	11/22/2019	Regular	0.00	398.65	48740
01081	VILLAGE OF MOUNT PROSPECT	11/22/2019	Regular	0.00	324.50	48741
01081	VILLAGE OF MOUNT PROSPECT	11/22/2019	Regular	0.00	158.04	48742
01081	VILLAGE OF MOUNT PROSPECT	11/22/2019	Regular	0.00	596.48	48743
01082	WAREHOUSE DIRECT	11/22/2019	Regular	0.00	392.52	48744
02092	WILLIAMS ASSOCIATES ARCHITECTS LTD	11/22/2019	Regular	0.00	1,023.66	48745
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	11/22/2019	Regular	0.00	12,939.25	48746
01032	CARDMEMBER SERVICE	11/25/2019	Bank Draft	0.00	21,424.18	DFT0001101
02205	ILLINOIS MUNICIPAL FUND	11/08/2019	Bank Draft	0.00	14,160.90	DFT0001103
02136	SOUTHERN GLAZER'S OF IL	11/12/2019	Bank Draft	0.00	632.80	DFT0001104
02210	CHICAGO BEVERAGE SYSTEMS	11/13/2019	Bank Draft	0.00	34.00	DFT0001105
02204	WINTRUST ASSET FINANCE	11/04/2019	Bank Draft	0.00	2,175.60	DFT0001106
02206	ILLINOIS DEPARTMENT OF REVENUE	11/19/2019	Bank Draft	0.00	6,439.00	DFT0001107
01032	CARDMEMBER SERVICE	11/15/2019	Bank Draft	0.00	-1,015.52	DFT0001108

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	128	86	0.00	106,856.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-12,905.62
Bank Drafts	7	7	0.00	43,850.96
EFT's	0	0	0.00	0.00
	<b>135</b>	<b>94</b>	<b>0.00</b>	<b>137,802.01</b>

**All Bank Codes Check Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	128	86	0.00	106,856.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-12,905.62
Bank Drafts	7	7	0.00	43,850.96
EFT's	0	0	0.00	0.00
	<b>135</b>	<b>94</b>	<b>0.00</b>	<b>137,802.01</b>

**Fund Summary**

Fund	Name	Period	Amount
950	POOLED CASH FUND	11/2019	137,802.01
			<b>137,802.01</b>



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December 17, 2019

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: December 2019 Board Report

### **2020 Budget**

The 2020 Proposed Budget was presented and discussed at the December 10, 2019 Finance Committee meeting. The budget will be presented to the Board on December 17<sup>th</sup>. I would like to thank staff for their assistance with the budgeting process. We took a new approach, utilized different technology, and they were instrumental in implementation.

### **Payroll System**

Four vendors presented their payroll solutions on November 18, 2019. Staff recommended further discussions with two of the vendors. At this point no final decisions have been made.

### **Phone System**

Staff is reviewing the responses from the phone RFP. Finalists will be interviewed on January 10<sup>th</sup>.

### **2019 Audit**

The 2019 audit has been scheduled. Inventory at OOCB will take place on January 3, 2020. Fieldwork is scheduled for the week of March 2, 2020. The audit will be presented at the May Board meeting.



Prospect Heights Park District, IL

# Income Statement

## Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 100 - CORPORATE FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,173,095.00	1,173,095.00	0.00	1,149,195.68	23,899.32
20 - INTEREST	8,200.00	8,200.00	1,996.12	14,196.12	-5,996.12
35 - ADDITIONAL	0.00	0.00	0.00	1,001.75	-1,001.75
<b>Revenue Total:</b>	<b>1,181,295.00</b>	<b>1,181,295.00</b>	<b>1,996.12</b>	<b>1,164,393.55</b>	<b>16,901.45</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	231,257.00	231,257.00	20,822.89	197,745.89	33,511.11
51 - BENEFITS	26,309.00	26,309.00	1,226.26	18,743.37	7,565.63
52 - CONTRACTED SERVICES	168,240.00	168,240.00	6,907.97	150,476.05	17,763.95
60 - COMMODITIES	16,500.00	16,500.00	598.61	11,555.23	4,944.77
65 - GENERAL EXPENDITURES	191,072.00	191,072.00	250.00	135,100.00	55,972.00
<b>Expense Total:</b>	<b>633,378.00</b>	<b>633,378.00</b>	<b>29,805.73</b>	<b>513,620.54</b>	<b>119,757.46</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>547,917.00</b>	<b>547,917.00</b>	<b>-27,809.61</b>	<b>650,773.01</b>	<b>-102,856.01</b>

**Income Statement**
**For Fiscal: 2019 Period Ending: 11/30/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	444,859.00	444,859.00	0.00	329,686.28	115,172.72
30 - RENTAL	56,058.00	56,058.00	3,924.48	55,850.76	207.24
35 - ADDITIONAL	21,320.00	21,320.00	2,573.50	13,977.69	7,342.31
41 - PROGRAM REVENUES	1,002,801.00	1,002,801.00	64,478.30	847,378.86	155,422.14
42 - RERESHMENT REVENUE	24,500.00	24,500.00	147.50	23,742.00	758.00
<b>Revenue Total:</b>	<b>1,549,538.00</b>	<b>1,549,538.00</b>	<b>71,123.78</b>	<b>1,270,635.59</b>	<b>278,902.41</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,029,468.00	1,029,468.00	12,501.63	957,991.41	71,476.59
51 - BENEFITS	133,407.00	133,407.00	3,744.21	85,399.94	48,007.06
52 - CONTRACTED SERVICES	404,860.00	404,860.00	19,611.93	279,076.09	125,783.91
60 - COMMODITIES	169,011.00	169,011.00	18,976.04	128,953.69	40,057.31
65 - GENERAL EXPENDITURES	45,923.00	45,923.00	2,339.99	32,511.79	13,411.21
<b>Expense Total:</b>	<b>1,782,669.00</b>	<b>1,782,669.00</b>	<b>57,173.80</b>	<b>1,483,932.92</b>	<b>298,736.08</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-233,131.00</b>	<b>-233,131.00</b>	<b>13,949.98</b>	<b>-213,297.33</b>	<b>-19,833.67</b>

**Income Statement**
**For Fiscal: 2019 Period Ending: 11/30/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 301 - GOLF BANQUETS</b>					
<b>Revenue</b>					
30 - RENTAL	15,000.00	15,000.00	0.00	4,719.75	10,280.25
42 - RERESHMENT REVENUE	645,000.00	645,000.00	19,475.47	566,143.58	78,856.42
<b>Revenue Total:</b>	<b>660,000.00</b>	<b>660,000.00</b>	<b>19,475.47</b>	<b>570,863.33</b>	<b>89,136.67</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	128,000.00	128,000.00	7,692.32	76,906.68	51,093.32
51 - BENEFITS	47,973.00	47,973.00	703.60	14,565.46	33,407.54
52 - CONTRACTED SERVICES	173,700.00	173,700.00	13,347.12	188,219.03	-14,519.03
60 - COMMODITIES	267,600.00	267,600.00	7,656.29	224,783.20	42,816.80
65 - GENERAL EXPENDITURES	35,000.00	35,000.00	1,288.83	18,454.72	16,545.28
<b>Expense Total:</b>	<b>652,273.00</b>	<b>652,273.00</b>	<b>30,688.16</b>	<b>522,929.09</b>	<b>129,343.91</b>
<b>Fund: 301 - GOLF BANQUETS Surplus (Deficit):</b>	<b>7,727.00</b>	<b>7,727.00</b>	<b>-11,212.69</b>	<b>47,934.24</b>	<b>-40,207.24</b>
<b>Total Surplus (Deficit):</b>	<b>220,982.00</b>	<b>220,982.00</b>	<b>-49,160.00</b>	<b>426,596.66</b>	

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	547,917.00	547,917.00	-27,809.61	650,773.01	-102,856.01
200 - RECREATION FUND	-233,131.00	-233,131.00	13,949.98	-213,297.33	-19,833.67
300 - GOLF	-101,531.00	-101,531.00	-24,087.68	-58,813.26	-42,717.74
301 - GOLF BANQUETS	7,727.00	7,727.00	-11,212.69	47,934.24	-40,207.24
<b>Total Surplus (Deficit):</b>	<b>220,982.00</b>	<b>220,982.00</b>	<b>-49,160.00</b>	<b>426,596.66</b>	



Prospect Heights Park District, IL

# Income Statement

## Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 02 - RECREATION/GENERAL</b>					
Revenue	496,029.00	496,029.00	4,384.48	374,551.69	121,477.31
Expense	805,508.00	805,508.00	30,758.15	651,386.90	154,121.10
Department: 02 - RECREATION/GENERAL Surplus (Deficit):	-309,479.00	-309,479.00	-26,373.67	-276,835.21	-32,643.79
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	120,675.00	120,675.00	9,140.50	81,129.87	39,545.13
Expense	80,918.00	80,918.00	6,291.94	57,703.85	23,214.15
Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):	39,757.00	39,757.00	2,848.56	23,426.02	16,330.98
<b>Department: 04 - KINDERSTOP</b>					
Revenue	195,800.00	195,800.00	27,660.98	187,223.57	8,576.43
Expense	120,996.00	120,996.00	18,175.53	137,383.39	-16,387.39
Department: 04 - KINDERSTOP Surplus (Deficit):	74,804.00	74,804.00	9,485.45	49,840.18	24,963.82
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	37,685.00	37,685.00	4,447.64	25,433.86	12,251.14
Expense	37,100.00	37,100.00	954.25	26,168.90	10,931.10
Department: 05 - YOUTH PROGRAMS Surplus (Deficit):	585.00	585.00	3,493.39	-735.04	1,320.04
<b>Department: 06 - DANCE</b>					
Revenue	56,900.00	56,900.00	6,433.53	47,045.77	9,854.23
Expense	36,450.00	36,450.00	5,756.16	33,270.14	3,179.86
Department: 06 - DANCE Surplus (Deficit):	20,450.00	20,450.00	677.37	13,775.63	6,674.37
<b>Department: 07 - ATHLETIC</b>					
Revenue	34,800.00	34,800.00	1,883.77	34,928.65	-128.65
Expense	19,890.00	19,890.00	1,263.89	15,699.12	4,190.88
Department: 07 - ATHLETIC Surplus (Deficit):	14,910.00	14,910.00	619.88	19,229.53	-4,319.53
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	50,379.00	50,379.00	0.00	38,144.10	12,234.90
Expense	35,536.00	35,536.00	0.00	36,257.90	-721.90
Department: 08 - PERFORMING ARTS Surplus (Deficit):	14,843.00	14,843.00	0.00	1,886.20	12,956.80
<b>Department: 09 - CONCESSIONS</b>					
Revenue	24,500.00	24,500.00	147.50	23,742.00	758.00
Expense	21,200.00	21,200.00	176.26	25,431.84	-4,231.84
Department: 09 - CONCESSIONS Surplus (Deficit):	3,300.00	3,300.00	-28.76	-1,689.84	4,989.84
<b>Department: 10 - AQUATICS</b>					
Revenue	84,270.00	84,270.00	0.00	85,903.70	-1,633.70
Expense	125,082.00	125,082.00	217.63	125,561.52	-479.52
Department: 10 - AQUATICS Surplus (Deficit):	-40,812.00	-40,812.00	-217.63	-39,657.82	-1,154.18
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	135,400.00	135,400.00	12,556.05	89,712.20	45,687.80
Expense	119,700.00	119,700.00	10,487.95	77,212.91	42,487.09
Department: 11 - ACTIVE ADULTS Surplus (Deficit):	15,700.00	15,700.00	2,068.10	12,499.29	3,200.71
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	11,000.00	11,000.00	1,760.50	8,903.50	2,096.50
Expense	15,700.00	15,700.00	2,764.03	14,223.05	1,476.95
Department: 12 - SPECIAL EVENTS Surplus (Deficit):	-4,700.00	-4,700.00	-1,003.53	-5,319.55	619.55
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	45,100.00	45,100.00	2,708.83	28,602.68	16,497.32
Expense	41,850.00	41,850.00	2,837.17	30,058.28	11,791.72
Department: 13 - FITNESS CENTER Surplus (Deficit):	3,250.00	3,250.00	-128.34	-1,455.60	4,705.60

Income Statement

For Fiscal: 2019 Period Ending: 11/30/2019

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	-233,131.00	-233,131.00	13,949.98	-213,297.33	-19,833.67
300 - GOLF	-101,531.00	-101,531.00	-24,087.68	-58,813.26	-42,717.74
301 - GOLF BANQUETS	7,727.00	7,727.00	-11,212.69	47,934.24	-40,207.24
<b>Total Surplus (Deficit):</b>	<b>-326,935.00</b>	<b>-326,935.00</b>	<b>-21,350.39</b>	<b>-224,176.35</b>	



December 17, 2019

To: Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: December 2019 Board Report

### **Lexington Homes**

Lexington presented to City Council who agreed to a "Resolution of Inducement pertaining to the acquisition and redevelopment of land for a residential development in conjunction with the establishment of a TIF district in Prospect Heights". The Park subcommittee met this month. More to report in January.

### **Proposed Video Gaming at OCCC**

The Village of Mount Prospect Board held a committee of the whole meeting to review its first year since Mount Prospect trustees approved the first video gaming license in the village. The ordinance is being revised to allow establishments to go from five to six terminals and for allowing video gaming signage appropriate for the village.

The Golf Course has a License: Class F-6 to serve alcoholic beverages. Currently video gaming is not allowed in a Class F-6 licensed premises. The operation must be in continuous bona fide operation under that license for no less than twelve (12) months at the time of its application for the license; Full food service including dinner and/or luncheon menus shall be offered at all times while alcoholic beverages are served. The Liquor Commissioner has the authority to waive the requirements upon a petition by the applicant that demonstrates that the one year requirement is not necessary.

### **Feasibility Study**

Staff met with Williams Architects to discuss program spaces. They will present a concept at the March 31, 2020 board meeting.

### **Legal Counsel**

Began reviewing the agreement for the potential cell phone tower lease  
Continue to wait on deed and ownership for grounds property 700 Camp McDonald Rd  
Continue to work on updating the District's list of property held by Cook County Assessor to maintain an accurate list of tax exempt property



December 10, 2019

To: Christina Ferraro, Executive Director  
From: Julie Caporusso, Superintendent of Recreation  
Re: December Board Report

### **Front Desk**

Our Registrar position is now being shared by Michelle Brennan and Kathy DeCoursey. Michelle is training Kathy on all of the Registrar duties. It has been great to have Kathy covering Tuesdays, Thursdays and Wednesday afternoons.

### **Block Party**

The entertainment has been booked for Saturday, June 27<sup>th</sup>.

5pm	Straight Ethyl – local classic rock and blues band
7pm	Cowboy Jukebox – country band
9:30pm	7 <sup>th</sup> Heaven – rock band

### **Marketing**

Marketing and More will be producing monthly videos for our District. These videos will be used on our social media, PH City TV channel, our website and on our digital signage. Creative Kids Preschool was highlighted in December and the Fitness Center will be completed in January.

Marketing for Creative Kids Preschool has included yard signs, video, social media and postcards mailed to residents. Registration for Creative Kids Preschool starts Monday, January 6. The Open House is February 6 at 5:30pm.

Postcards will also be sent out for the Kickoff for Silver Sneakers which will be held on Tuesday, January 14 from 9-11am. We have an easel board, bulletin board, social media and we are creating a video. The Kickoff will include free t-shirts, a raffle, refreshments, demonstrations and orientations on our new equipment.

The City will be making a video highlighting Old Orchard in January for their TV channel.

### **PDRMA**

I attended the Risk Management Institute on Nov. 15. PDRMA has new software for the Loss Control Review and will be in development for 2020. Our next review will take place in 2021 or 2022 depending on which group we are placed in.



December 11, 2019

To: Christina Ferraro, Executive Director  
From: Dino Squiers, Superintendent of Facilities & Parks  
Re: December Board Report

### **HVAC**

Booster inline heater for the pool supervisor's office would not turn on. Transformer that controls the low voltage relay burned out and would not engage the contacts. Transformer that converts 480 volts to 24 volts was replaced.

### **FLOORING**

Gym floor was screened, cleaned and then two coats of sealant were applied. After the floor cured, we added pickle ball lines for two courts. Racquetball court and dance room floors were also done at this time. Next time when the gym floor will be refinished it will probably need to be sanded down to bare wood, damaged boards replaced, courts repainted for basketball, volleyball and pickleball. After that sealant can be applied.

### **PLUMBING**

Water backing up in the kitchen in room one was due to a blockage in the catch basin on the rear deck. Line was rodded from the first basin into the building and then the line between the two basins. We will schedule to have a contractor pump out the sludge that is in the first basin.

### **ADMINISTRATION BUILDING**

CCTV for the front entry was not working. After removing the camera for inspection, the picture returned on the monitor. Coax connector was replaced on the camera, if the picture goes out again a replacement camera will be installed. Front door was sagging due to a stripped screw in the upper hinge. We glued and wedged spacer in the holes to tighten the hinge, since there is no support behind the hinge side of the door longer screws would not work.

### **SKYLIGHTS**

Since are roofing contractor is no longer available, we are getting quotes from contractors to move forward on the skylight replacement project

### **ROOF**

High winds a few weeks ago blew Santa out of his sled and cracked a vent pipe on the roof. Decorations on the roof are attached to concrete blocks so the sleigh stayed in place but not the driver. Damaged section of the vent pipe was removed and a temporary cap was installed

### **PARKS**

Grass cutting is finally completed for the season, most areas are dried out. Cleanup, garbage pickup and trimming are ongoing at the parks.



December 17, 2019

To: Christina Ferraro, Executive Director  
From: Marc Heidkamp, Director of Golf Operations  
Re: November 2019 Golf Operations Board Report

#### GREENS

The course closed November 21, 2019. Greens that are susceptible to winter damage have been covered. Winter fertilization was applied to entire course in preparation for the 2020 season. Carts have been stored for the winter and will be detailed throughout this winter. Grounds staff continues to repair and maintain equipment during the next several months. Golfing weather was the biggest factor in reaching our budgeted goals for 2019. Record rainfalls along with cooler temperatures plagued the entire season. We witnessed several busy days when the weather was positive, which proved to me that with good weather conditions we were positioned correctly and truly know that the weather was our largest issue during the 2019 season.

#### GOLF

While revenue projections for FY2019 were not met, revenue did increase from 2018:

Golf open play: increased by \$32,000

Golf warm-up: increased by \$4,000

Golf outing: increased by \$13,000

#### FOOD AND BEVERAGE

The team worked hard to improve the customer experience along with better tasting food and drink. This operation continues to be a work in progress with several new goals for the 2020 season. We are currently working to achieve better results moving forward and look forward to the challenges that we face making Old Orchard great again. I'm confident we are on the correct path, and hiring an additional person to help us grow this business. It's been a difficult road repairing all the damage from the past. We are now seeing clients return from the past, and this is a great sign for our future.

November	2018	2019
GREENS FEES	\$9,770.01	\$9,280.42
CART RENTAL FEES	\$676.00	\$472.50
APPAREL	\$2,127.49	\$1,171.42
EQUIPMENT	\$6,070.88	\$3,207.50
GOLF BALLS	\$410.62	\$276.79
DRIVING RANGE	\$32.00	\$2,036.00
SPECIAL ORDERS	\$4,085.00	\$1,018.00
F AND B	\$11,251.38	\$32,314.45
OUTINGS	\$11,725.00	\$11,750.00
TOTAL	\$46,148.38	\$61,527.08



December 11, 2019

To: Julie Caporusso, Superintendent of Recreation  
From: Laura Fudala, Supervisor of Recreation  
Re: December Board Report

### **Preschool**

The big highlight in November for our 4Y old program was their turkey feast! Leading up to the feast the kids made a placemats, jello, and baked cookies! On the day of the feast the kids made pizza muffins! Both the 3Y and 4Y classes sang at the Arts Showcase on November 9<sup>th</sup>.

### **Youth Athletics**

Youth volleyball league started game play. The staff is doing a great job encouraging the kids, and enforcing the modify rules for all players to have a good experience.

### **Fitness Center**

In October we had 6 daily fees. 9 adult, 2 students. Total Revenue \$59

The fitness center is now a SilverSneaker and Prime location. To date we have 3 SilverSneakers and 1 Prime members. The SilverSneaker Kick Off Event is January 14<sup>th</sup>. To promote this event, I attended the book club that meets at OOC, bridge, bunco, and several senior trips. Flyers were given to garden club, the library, the city and Wheeling township. The city included the flyer in their November newsletter.

To date there are 228 individuals that hold a fitness pass or gym and racquetball pass. 65 adult fitness memberships. 115 senior memberships. 31 gym/racquetball memberships. 10 student/youth memberships. 7 student gym/racquetball memberships

### **Three Year Comparison**

<b>Membership</b>	<b>November 2017</b>	<b>November 2018</b>	<b>November 2019</b>
3 months	2	0	3
6 months	5	1	3
1 year	13	7	5
<b>Membership Nov 2019</b>	<b># of Members</b>		<b>Total Revenue</b>
3 months	3		\$200
1 year	5		\$435
Seniors	19		\$1288



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December 2019

To: Julie Caporusso, Superintendent of Recreation  
From: Marci Glinski, Supervisor of Recreation  
Re: December 2019 Board Report

### **Dance**

Our Holiday Recital was held at Rolling Meadow High School Theatre on Saturday, Dec 7<sup>th</sup>. We had all 86 dancers perform in 19 holiday dances. An enjoyable afternoon was had by all 209 people that attended.

Registration is underway for Spring 2020 Dance that will run from January 13<sup>th</sup>-May 2<sup>nd</sup>. Our Competition Dance Teams all performed at Hawthorne Mall on Monday, Dec 9<sup>th</sup> at 6:00pm. It's a great way to showcase our dancers, our program and get the teams ready for the competition season which starts in late January. Our first competition will be at Des Plaines Dance Idol on Jan 31-Feb 2 at the Des Plaines Park District. Next up for our competition teams will be performing at The Windy City Bulls game on Saturday, Jan 25<sup>th</sup> at 6:00pm.

### **Active Adults**

We have had a fun start to the holiday season. We started the season shopping in Shipshewana with 25 patrons, Country Crossroads at the Rosewood Theatre with 16 patrons, A Christmas Story at Fireside Dinner Theatre with 18 patrons, The Magic of The Holidays Tour with 36 patrons, Christmas with The Convertibles at White Fence Farm with 10 patrons, our annual Lawry's Chicago Lights tour with 31 Patrons, A White Christmas at Theatre at The Center with 24 Patrons, Christmas Remembered at Rosewood Theatre with 11 patrons, Mary Poppins at Drury Lane with 14 patrons and Beauty & The Beast with 14 patrons. A good time was had by all that attended.

### **Special Events**

We are finishing the year out strong with the Holiday Trolley Express on Thursday, Dec 12<sup>th</sup> and Friday, Dec 13<sup>th</sup>. We already have 233 people registered over the 2 days.

Happy Holidays & Happy New Year!



December 2019

To: Julie Caporusso, Superintendent of Recreation  
From: Jeanette Garrity, Supervisor of Recreation  
Re: Board Report – December, 2019

**Program updates: Youth Programs, Kinder Stop & Aquatics**

**Kinder Stop**

There is currently a total of 138 students enrolled in KinderStop between the four areas of the program. All staff continue to come up with new crafts and ideas to make the program better and better every month.

All KinderStop staff took part in an epi-pen training taught by the Prospect Heights Fire Department on Wednesday December 4<sup>th</sup>. Staff had this training so that they can be up to date in case of an allergy emergency. After the epi-pen training, staff also had a behavioral management training taught by Northwest Special Recreation Association (NWSRA). During this training staff learned many new ways of dealing with children that have behavioral problems.

**Kids Day Off**

During the week of Thanksgiving there were three Kids Day Off programs. Field trips kids went on were Jump Zone with 37 kids enrolled, Tilt Studio with 45 kids enrolled and Bulls/Sox Academy with 30 kids enrolled. The next upcoming Kids Day Off programs are during Winter Break. There will be six programs during this time. Field trips include Traveling World of Reptiles show, movie at AMC Randhurst Spies in Disguise, Pump it Up, Wheeling Park District indoor pool, Enchanted Castle and Vertical Endeavors.

**Aquatics**

I am scheduled to attend the Jeff Ellis and Associates Lifeguard Instructor renewal class on Saturday December 21<sup>st</sup>. This is an eleven-hour class to get recertified as a Lifeguard Instructor for two years.



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## **2020 REGULAR BOARD MEETING SCHEDULE**

The 2020 Regular Board Meetings will be held on the fourth Tuesday of each month with exceptions indicated below with a double asterisk. All the meetings will be held at 7:00 p.m. at the Gary Morava Recreation Center, 110 West Camp McDonald Road, Prospect Heights, IL 60070.

January 28, 2020

February 25, 2020

March 31, 2020 \*\*

April 28, 2020

May 26, 2020

June 23, 2020

July 28, 2020

August 25, 2020

September 22, 2020

October 27, 2020

November 12, 2020 \*\*

December 15, 2020 \*\*



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December 17, 2019

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: Proposed FY2020 Budget

Staff presented the District's FY20 budget draft, including capital and debt, at the Finance Committee meeting on December 10th.

At the regular board meeting on December 17th, the Board will discuss the proposed budget taking into consideration the staff presentation and Finance Committee recommendation. The FY20 budget will be adopted on January 28, 2020.

The Finance Committee reviewed fund balances in addition to:

- All Funds Summary
- Minor Funds Summary
- All Funds by Operational Category
- Recreation Departments in Summary
- Capital Item Listing by Fund

The committee will also reviewed information pertaining to the levy, debt, minimum wage, PDRMA, IMRF, NWSRA and the Natural Resources Commission.

The attached packet includes information for your review prior to the December 17<sup>th</sup> budget presentation.

**PROSPECT HEIGHTS PARK DISTRICT**  
**BUDGET 2020**

	Major Funds				Minor	Capital			Debt Service			Total
	Corp. F100	Rec. F200	Golf F300	F&B F301		General F518	Golf F523	F&B F525	2014B F608	2019 F612	2020 F613	
EST. FUND BALANCE 1.1.2020	1,493,328	317,907	49,170	35,000	458,994	703,926	88,971	-	24,817	-	-	3,172,113
Property Tax	1,216,587	598,000	-		447,886	-				610,693	-	2,873,166
Operations	26,568	1,067,417	1,125,152	683,200	26,900	-						2,929,237
Bond Proceeds										-	602,205	602,205
Total Revenue	1,243,155	1,665,417	1,125,152	683,200	474,786	-	-	-	-	610,693	602,205	6,404,608
Total Expenditures	616,981	1,855,799	1,202,290	727,095	548,135	134,600	359,400	28,500	449,500	610,693	12,150	6,545,143
NET SURPLUS (DEFICIT)	626,174	(190,382)	(77,138)	(43,895)	(73,349)	(134,600)	(359,400)	(28,500)	(449,500)	-	590,055	(140,535)
Transfer IN	-	-	-	-	4,250	142,055	-	-	448,000	-	-	594,305
Transfer OUT	-	-	-	-	4,250	-	-	-	-	-	590,055	594,305
EST. FUND BALANCE 12.31.2020	2,119,502	127,525	(27,968)	(8,895)	385,645	711,381	(270,429)	(28,500)	23,317	-	-	3,031,578
25%	154,245	463,950	300,573	181,774	137,034	33,650	89,850	7,125				1,368,200

**PROSPECT HEIGHTS PARK DISTRICT**  
**MINOR FUNDS**  
**2020 BUDGET**

	Audit F404	Paving F405	Liab. F406	IMRF F407	Police F408	Museum F409	Spec. Rec F410	S.S. F411	Memorial F412	Community F413	Total
EST. FUND BALANCE 1.1.2020	9,412	7,465	19,818	170,190	125,407	23,824	13,139	40,351	20,020	29,368	458,994
Property Tax	11,000	17,000	100,000	10,000	10,000	10,000	143,406	146,480			447,886
Operations			-	-	-	-			1,000	25,900	26,900
Total Revenue	11,000	17,000	100,000	10,000	10,000	10,000	143,406	146,480	1,000	25,900	474,786
Total Expenditures	15,500	8,550	93,777	100,000	51,850	7,000	92,693	145,000	5,190	28,575	548,135
NET SURPLUS (DEFICIT)	(4,500)	8,450	6,223	(90,000)	(41,850)	3,000	50,713	1,480	(4,190)	(2,675)	(73,349)
Transfer IN	-	-	-	-	-	-	-	-	4,250	-	4,250
Transfer Out	-	-	-	-	-	4,250	-	-	-	-	4,250
EST. FUND BALANCE 12.31.2020	4,912	15,915	26,041	80,190	83,557	22,574	63,852	41,831	20,080	26,693	385,645
25%	3,875	2,138	23,444	25,000	12,963	1,750	23,173	36,250	1,298	7,144	137,034



Prospect Heights Park District, IL

# Budget Worksheet

## Group Summary

For Fiscal: 2020 Period Ending: 12/31/2020

Category	Defined Budgets					
	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 100 - CORPORATE FUND</b>						
<b>Revenue</b>						
10 - TAXES	1,085,848.00	1,087,546.69	1,173,095.00	1,149,195.68	1,231,155.00	0.00
20 - INTEREST	9,000.00	8,444.30	8,200.00	12,200.00	12,000.00	0.00
35 - ADDITIONAL	0.00	2,633.20	0.00	1,001.75	0.00	0.00
<b>Revenue Total:</b>	<b>1,094,848.00</b>	<b>1,098,624.19</b>	<b>1,181,295.00</b>	<b>1,162,397.43</b>	<b>1,243,155.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	255,055.00	220,790.06	231,257.00	176,923.00	288,860.27	0.00
51 - BENEFITS	25,583.00	22,674.84	26,309.00	17,517.11	25,464.72	0.00
52 - CONTRACTED SERVICES	138,432.00	125,509.29	168,240.00	152,325.05	149,446.41	0.00
60 - COMMODITIES	18,000.00	33,678.38	16,500.00	11,589.74	22,210.00	0.00
65 - GENERAL EXPENDITURES	404,115.00	360,335.45	191,072.00	134,850.00	131,000.00	0.00
<b>Expense Total:</b>	<b>841,185.00</b>	<b>762,988.02</b>	<b>633,378.00</b>	<b>493,204.90</b>	<b>616,981.40</b>	<b>0.00</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>253,663.00</b>	<b>335,636.17</b>	<b>547,917.00</b>	<b>669,192.53</b>	<b>626,173.60</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 200 - RECREATION FUND</b>						
<b>Revenue</b>						
10 - TAXES	493,767.00	413,743.97	444,859.00	329,686.28	598,000.00	0.00
30 - RENTAL	54,423.00	59,680.07	56,058.00	51,926.28	64,538.00	0.00
35 - ADDITIONAL	17,670.00	26,357.30	21,320.00	11,404.19	25,460.00	0.00
41 - PROGRAM REVENUES	906,243.00	916,345.19	1,002,801.00	782,883.06	952,044.00	0.00
42 - RERESHMENT REVENUE	18,250.00	21,415.70	24,500.00	23,585.50	25,375.00	0.00
<b>Revenue Total:</b>	<b>1,490,353.00</b>	<b>1,437,542.23</b>	<b>1,549,538.00</b>	<b>1,199,485.31</b>	<b>1,665,417.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	920,081.00	923,596.46	1,029,468.00	945,489.78	1,167,930.15	0.00
51 - BENEFITS	103,716.00	93,342.72	133,407.00	81,655.73	110,336.18	0.00
52 - CONTRACTED SERVICES	346,035.00	341,355.18	404,860.00	287,620.11	379,779.00	0.00
60 - COMMODITIES	163,236.00	145,423.25	169,011.00	122,534.67	162,131.00	0.00
65 - GENERAL EXPENDITURES	49,281.00	29,592.34	45,923.00	31,321.03	35,623.00	0.00
<b>Expense Total:</b>	<b>1,582,349.00</b>	<b>1,533,309.95</b>	<b>1,782,669.00</b>	<b>1,468,621.32</b>	<b>1,855,799.33</b>	<b>0.00</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-91,996.00</b>	<b>-95,767.72</b>	<b>-233,131.00</b>	<b>-269,136.01</b>	<b>-190,382.33</b>	<b>0.00</b>

## Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 300 - GOLF</b>						
<b>Revenue</b>						
30 - RENTAL	135,017.00	114,328.65	0.00	0.00	0.00	0.00
35 - ADDITIONAL	6,000.00	9,147.47	10,300.00	6,221.54	15,900.00	0.00
41 - PROGRAM REVENUES	1,158,050.00	980,662.51	1,192,050.00	999,536.09	1,109,252.00	0.00
<b>Revenue Total:</b>	<b>1,299,067.00</b>	<b>1,104,138.63</b>	<b>1,202,350.00</b>	<b>1,005,757.63</b>	<b>1,125,152.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	386,390.00	416,551.43	417,050.00	373,290.88	397,542.25	0.00
51 - BENEFITS	72,240.00	83,415.53	112,220.00	76,111.69	93,747.16	0.00
52 - CONTRACTED SERVICES	435,281.00	403,052.74	443,111.00	405,479.49	377,101.00	0.00
60 - COMMODITIES	307,450.00	298,514.25	313,500.00	219,147.98	316,500.00	0.00
65 - GENERAL EXPENDITURES	97,706.00	80,675.10	18,000.00	19,200.26	17,400.00	0.00
<b>Expense Total:</b>	<b>1,299,067.00</b>	<b>1,282,209.05</b>	<b>1,303,881.00</b>	<b>1,093,230.30</b>	<b>1,202,290.41</b>	<b>0.00</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>0.00</b>	<b>-178,070.42</b>	<b>-101,531.00</b>	<b>-87,472.67</b>	<b>-77,138.41</b>	<b>0.00</b>

## Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	Total Budget	Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 301 - GOLF BANQUETS</b>						
<b>Revenue</b>						
30 - RENTAL	0.00	0.00	15,000.00	4,719.75	3,700.00	0.00
42 - RERESHMENT REVENUE	0.00	0.00	645,000.00	546,668.11	679,500.00	0.00
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>660,000.00</b>	<b>551,387.86</b>	<b>683,200.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	0.00	0.00	128,000.00	69,214.36	168,000.00	0.00
51 - BENEFITS	0.00	0.00	47,973.00	13,861.86	54,270.48	0.00
52 - CONTRACTED SERVICES	0.00	0.00	173,700.00	194,858.58	258,379.00	0.00
60 - COMMODITIES	0.00	0.00	267,600.00	225,956.50	232,750.00	0.00
65 - GENERAL EXPENDITURES	0.00	0.00	35,000.00	18,403.23	13,696.00	0.00
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>652,273.00</b>	<b>522,294.53</b>	<b>727,095.48</b>	<b>0.00</b>
<b>Fund: 301 - GOLF BANQUETS Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>7,727.00</b>	<b>29,093.33</b>	<b>-43,895.48</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 404 - AUDITNG FUND</b>						
<b>Revenue</b>						
10 - TAXES	15,354.00	15,442.27	16,604.00	16,251.36	11,000.00	0.00
<b>Revenue Total:</b>	<b>15,354.00</b>	<b>15,442.27</b>	<b>16,604.00</b>	<b>16,251.36</b>	<b>11,000.00</b>	<b>0.00</b>
<b>Expense</b>						
52 - CONTRACTED SERVICES	13,500.00	13,500.00	13,500.00	13,000.00	15,500.00	0.00
65 - GENERAL EXPENDITURES	583.00	0.00	631.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>14,083.00</b>	<b>13,500.00</b>	<b>14,131.00</b>	<b>13,000.00</b>	<b>15,500.00</b>	<b>0.00</b>
<b>Fund: 404 - AUDITNG FUND Surplus (Deficit):</b>	<b>1,271.00</b>	<b>1,942.27</b>	<b>2,473.00</b>	<b>3,251.36</b>	<b>-4,500.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>						
<b>Revenue</b>						
10 - TAXES	5,221.00	5,250.21	5,646.00	5,461.51	17,000.00	0.00
<b>Revenue Total:</b>	<b>5,221.00</b>	<b>5,250.21</b>	<b>5,646.00</b>	<b>5,461.51</b>	<b>17,000.00</b>	<b>0.00</b>
<b>Expense</b>						
52 - CONTRACTED SERVICES	3,200.00	2,128.78	2,700.00	1,611.07	2,250.00	0.00
60 - COMMODITIES	6,300.00	5,949.50	6,300.00	5,667.35	6,300.00	0.00
65 - GENERAL EXPENDITURES	198.00	0.00	215.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>9,698.00</b>	<b>8,078.28</b>	<b>9,215.00</b>	<b>7,278.42</b>	<b>8,550.00</b>	<b>0.00</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>-4,477.00</b>	<b>-2,828.07</b>	<b>-3,569.00</b>	<b>-1,816.91</b>	<b>8,450.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>						
<b>Revenue</b>						
10 - TAXES	95,898.00	96,451.27	103,704.00	101,542.77	100,000.00	0.00
35 - ADDITIONAL	0.00	9,470.00	0.00	199.58	0.00	0.00
<b>Revenue Total:</b>	<b>95,898.00</b>	<b>105,921.27</b>	<b>103,704.00</b>	<b>101,742.35</b>	<b>100,000.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	15,000.00	15,000.00	15,000.00	0.00	15,000.00	0.00
51 - BENEFITS	1,800.00	776.00	1,800.00	851.00	1,000.00	0.00
52 - CONTRACTED SERVICES	78,254.00	89,962.36	80,615.00	59,056.23	74,277.00	0.00
60 - COMMODITIES	4,500.00	12,297.93	4,500.00	3,472.37	3,500.00	0.00
65 - GENERAL EXPENDITURES	3,644.00	0.00	3,941.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>103,198.00</b>	<b>118,036.29</b>	<b>105,856.00</b>	<b>63,379.60</b>	<b>93,777.00</b>	<b>0.00</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>-7,300.00</b>	<b>-12,115.02</b>	<b>-2,152.00</b>	<b>38,362.75</b>	<b>6,223.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 407 - IMRF FUND</b>						
<b>Revenue</b>						
10 - TAXES	147,360.00	148,209.50	159,355.00	156,156.36	10,000.00	0.00
<b>Revenue Total:</b>	<b>147,360.00</b>	<b>148,209.50</b>	<b>159,355.00</b>	<b>156,156.36</b>	<b>10,000.00</b>	<b>0.00</b>
<b>Expense</b>						
51 - BENEFITS	117,947.00	107,869.21	94,200.00	77,053.37	100,000.00	0.00
65 - GENERAL EXPENDITURES	5,600.00	0.00	6,056.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>123,547.00</b>	<b>107,869.21</b>	<b>100,256.00</b>	<b>77,053.37</b>	<b>100,000.00</b>	<b>0.00</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>23,813.00</b>	<b>40,340.29</b>	<b>59,099.00</b>	<b>79,102.99</b>	<b>-90,000.00</b>	<b>0.00</b>

**Budget Worksheet**

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 408 - POLICE FUND</b>						
<b>Revenue</b>						
10 - TAXES	76,563.00	77,003.05	82,795.00	81,167.05	10,000.00	0.00
<b>Revenue Total:</b>	<b>76,563.00</b>	<b>77,003.05</b>	<b>82,795.00</b>	<b>81,167.05</b>	<b>10,000.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	34,000.00	34,000.00	34,000.00	0.00	34,000.00	0.00
52 - CONTRACTED SERVICES	25,500.00	10,460.52	26,000.00	10,323.66	17,850.00	0.00
65 - GENERAL EXPENDITURES	2,910.00	0.00	3,147.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>62,410.00</b>	<b>44,460.52</b>	<b>63,147.00</b>	<b>10,323.66</b>	<b>51,850.00</b>	<b>0.00</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>14,153.00</b>	<b>32,542.53</b>	<b>19,648.00</b>	<b>70,843.39</b>	<b>-41,850.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 409 - MUSEUM FUND</b>						
<b>Revenue</b>						
10 - TAXES	13,374.00	13,451.46	14,462.00	14,113.33	10,000.00	0.00
<b>Revenue Total:</b>	<b>13,374.00</b>	<b>13,451.46</b>	<b>14,462.00</b>	<b>14,113.33</b>	<b>10,000.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	7,000.00	7,000.00	7,000.00	0.00	7,000.00	0.00
65 - GENERAL EXPENDITURES	4,758.00	4,250.00	4,800.00	0.00	4,250.00	0.00
<b>Expense Total:</b>	<b>11,758.00</b>	<b>11,250.00</b>	<b>11,800.00</b>	<b>0.00</b>	<b>11,250.00</b>	<b>0.00</b>
<b>Fund: 409 - MUSEUM FUND Surplus (Deficit):</b>	<b>1,616.00</b>	<b>2,201.46</b>	<b>2,662.00</b>	<b>14,113.33</b>	<b>-1,250.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 410 - SPECIAL RECREATION FUND</b>						
<b>Revenue</b>						
10 - TAXES	122,501.00	123,205.42	132,472.00	129,706.93	143,406.00	0.00
<b>Revenue Total:</b>	<b>122,501.00</b>	<b>123,205.42</b>	<b>132,472.00</b>	<b>129,706.93</b>	<b>143,406.00</b>	<b>0.00</b>
<b>Expense</b>						
52 - CONTRACTED SERVICES	0.00	15,866.00	10,000.00	10,940.00	10,000.00	0.00
60 - COMMODITIES	10,000.00	10,000.00	0.00	0.00	0.00	0.00
65 - GENERAL EXPENDITURES	83,148.00	78,492.80	84,467.00	79,612.68	80,293.00	0.00
80 - CAPITAL IMPROVEMENTS	43,147.00	1,600.00	122,640.00	54,598.36	2,400.00	0.00
<b>Expense Total:</b>	<b>136,295.00</b>	<b>105,958.80</b>	<b>217,107.00</b>	<b>145,151.04</b>	<b>92,693.00</b>	<b>0.00</b>
<b>Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):</b>	<b>-13,794.00</b>	<b>17,246.62</b>	<b>-84,635.00</b>	<b>-15,444.11</b>	<b>50,713.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 411 - SOCIAL SECURITY FUND</b>						
<b>Revenue</b>						
10 - TAXES	131,510.00	132,266.83	142,214.00	139,369.55	146,480.00	0.00
<b>Revenue Total:</b>	<b>131,510.00</b>	<b>132,266.83</b>	<b>142,214.00</b>	<b>139,369.55</b>	<b>146,480.00</b>	<b>0.00</b>
<b>Expense</b>						
51 - BENEFITS	112,623.00	125,581.26	144,605.00	119,775.42	145,000.00	0.00
65 - GENERAL EXPENDITURES	4,998.00	0.00	5,405.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>117,621.00</b>	<b>125,581.26</b>	<b>150,010.00</b>	<b>119,775.42</b>	<b>145,000.00</b>	<b>0.00</b>
<b>Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):</b>	<b>13,889.00</b>	<b>6,685.57</b>	<b>-7,796.00</b>	<b>19,594.13</b>	<b>1,480.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 412 - MEMORIAL FUND</b>						
<b>Revenue</b>						
35 - ADDITIONAL	700.00	315.00	700.00	1,095.00	1,000.00	0.00
65 - GENERAL EXPENDITURES	4,250.00	4,250.00	4,250.00	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>4,950.00</b>	<b>4,565.00</b>	<b>4,950.00</b>	<b>1,095.00</b>	<b>1,000.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
52 - CONTRACTED SERVICES	1,400.00	1,137.63	1,400.00	811.24	1,490.00	0.00
60 - COMMODITIES	550.00	0.00	550.00	1,504.54	700.00	0.00
65 - GENERAL EXPENDITURES	0.00	0.00	0.00	0.00	-4,250.00	0.00
<b>Expense Total:</b>	<b>4,950.00</b>	<b>1,137.63</b>	<b>4,950.00</b>	<b>2,315.78</b>	<b>940.00</b>	<b>0.00</b>
<b>Fund: 412 - MEMORIAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>3,427.37</b>	<b>0.00</b>	<b>-1,220.78</b>	<b>60.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 413 - COMMUNITY EVENTS</b>						
<b>Revenue</b>						
35 - ADDITIONAL	11,500.00	10,906.51	11,500.00	1,500.00	14,500.00	0.00
41 - PROGRAM REVENUES	9,100.00	9,774.50	9,020.00	11,322.00	11,400.00	0.00
<b>Revenue Total:</b>	<b>20,600.00</b>	<b>20,681.01</b>	<b>20,520.00</b>	<b>12,822.00</b>	<b>25,900.00</b>	<b>0.00</b>
<b>Expense</b>						
50 - PERSONNEL SERVICES	1,000.00	3,000.00	1,000.00	0.00	3,000.00	0.00
52 - CONTRACTED SERVICES	14,850.00	14,797.67	14,250.00	14,798.50	20,550.00	0.00
60 - COMMODITIES	4,400.00	4,215.34	5,000.00	4,065.93	5,025.00	0.00
<b>Expense Total:</b>	<b>20,250.00</b>	<b>22,013.01</b>	<b>20,250.00</b>	<b>18,864.43</b>	<b>28,575.00</b>	<b>0.00</b>
<b>Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):</b>	<b>350.00</b>	<b>-1,332.00</b>	<b>270.00</b>	<b>-6,042.43</b>	<b>-2,675.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 518 - CAPITAL PROJECT FUND</b>						
<b>Revenue</b>						
35 - ADDITIONAL	167,013.00	0.00	0.00	0.00	0.00	0.00
65 - GENERAL EXPENDITURES	0.00	190,686.45	154,731.00	0.00	142,055.00	0.00
<b>Revenue Total:</b>	<b>167,013.00</b>	<b>190,686.45</b>	<b>154,731.00</b>	<b>0.00</b>	<b>142,055.00</b>	<b>0.00</b>
<b>Expense</b>						
60 - COMMODITIES	58,325.00	30,152.19	31,015.00	5,450.85	26,800.00	0.00
80 - CAPITAL IMPROVEMENTS	261,400.00	210,441.55	298,300.00	225,368.30	107,800.00	0.00
<b>Expense Total:</b>	<b>319,725.00</b>	<b>240,593.74</b>	<b>329,315.00</b>	<b>230,819.15</b>	<b>134,600.00</b>	<b>0.00</b>
<b>Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):</b>	<b>-152,712.00</b>	<b>-49,907.29</b>	<b>-174,584.00</b>	<b>-230,819.15</b>	<b>7,455.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>						
<b>Revenue</b>						
65 - GENERAL EXPENDITURES	294,000.00	294,000.00	0.00	0.00	0.00	0.00
Revenue Total:	294,000.00	294,000.00	0.00	0.00	0.00	0.00
<b>Expense</b>						
80 - CAPITAL IMPROVEMENTS	294,000.00	170,053.97	41,500.00	32,613.50	359,400.00	0.00
Expense Total:	294,000.00	170,053.97	41,500.00	32,613.50	359,400.00	0.00
Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):	0.00	123,946.03	-41,500.00	-32,613.50	-359,400.00	0.00

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	Total Budget	Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 525 - CAPITAL - GOLF BANQUET</b>						
Expense						
60 - COMMODITIES	0.00	0.00	5,000.00	623.32	0.00	0.00
80 - CAPITAL IMPROVEMENTS	0.00	0.00	495,000.00	630,189.18	28,500.00	0.00
Expense Total:	0.00	0.00	500,000.00	630,812.50	28,500.00	0.00
Fund: 525 - CAPITAL - GOLF BANQUET Total:	0.00	0.00	500,000.00	630,812.50	28,500.00	0.00

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 608 - 2014B (2005B Refinance)</b>						
<b>Revenue</b>						
65 - GENERAL EXPENDITURES	576,500.00	576,500.00	573,200.00	0.00	448,000.00	0.00
<b>Revenue Total:</b>	<b>576,500.00</b>	<b>576,500.00</b>	<b>573,200.00</b>	<b>0.00</b>	<b>448,000.00</b>	<b>0.00</b>
<b>Expense</b>						
52 - CONTRACTED SERVICES	1,500.00	1,387.50	1,500.00	475.00	1,500.00	0.00
65 - GENERAL EXPENDITURES	575,000.00	575,000.00	573,200.00	0.00	448,000.00	0.00
<b>Expense Total:</b>	<b>576,500.00</b>	<b>576,387.50</b>	<b>574,700.00</b>	<b>475.00</b>	<b>449,500.00</b>	<b>0.00</b>
<b>Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):</b>	<b>0.00</b>	<b>112.50</b>	<b>-1,500.00</b>	<b>-475.00</b>	<b>-1,500.00</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Category	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 612 - 2019 ROLLOVER BOND</b>						
<b>Revenue</b>						
10 - TAXES	0.00	0.00	0.00	0.00	610,693.00	0.00
35 - ADDITIONAL	0.00	0.00	582,610.00	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>582,610.00</b>	<b>0.00</b>	<b>610,693.00</b>	<b>0.00</b>
<b>Expense</b>						
52 - CONTRACTED SERVICES	0.00	0.00	12,000.00	5,725.00	0.00	0.00
65 - GENERAL EXPENDITURES	0.00	0.00	570,610.00	0.00	610,691.35	0.00
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>582,610.00</b>	<b>5,725.00</b>	<b>610,691.35</b>	<b>0.00</b>
<b>Fund: 612 - 2019 ROLLOVER BOND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-5,725.00</b>	<b>1.65</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Category	Total Budget	Total Activity	Total Budget	Total Activity	2020 Total Budget	2020 YTD Activity
<b>Fund: 613 - 2020 ROLLOVER</b>						
<b>Revenue</b>						
35 - ADDITIONAL	0.00	0.00	0.00	0.00	602,205.00	0.00
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>602,205.00</b>	<b>0.00</b>
<b>Expense</b>						
52 - CONTRACTED SERVICES	0.00	0.00	0.00	0.00	12,150.00	0.00
65 - GENERAL EXPENDITURES	0.00	0.00	0.00	0.00	590,055.00	0.00
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>602,205.00</b>	<b>0.00</b>
<b>Fund: 613 - 2020 ROLLOVER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Report Surplus (Deficit):</b>	<b>38,476.00</b>	<b>224,060.29</b>	<b>-510,602.00</b>	<b>-358,024.25</b>	<b>-140,534.97</b>	<b>0.00</b>

## Fund Summary

Defined Budgets

Fund	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
100 - CORPORATE FUND	253,663.00	335,636.17	547,917.00	669,192.53	626,173.60	0.00
200 - RECREATION FUND	-91,996.00	-95,767.72	-233,131.00	-269,136.01	-190,382.33	0.00
300 - GOLF	0.00	-178,070.42	-101,531.00	-87,472.67	-77,138.41	0.00
301 - GOLF BANQUETS	0.00	0.00	7,727.00	29,093.33	-43,895.48	0.00
404 - AUDITING FUND	1,271.00	1,942.27	2,473.00	3,251.36	-4,500.00	0.00
405 - PAVING & LIGHTING FUND	-4,477.00	-2,828.07	-3,569.00	-1,816.91	8,450.00	0.00
406 - LIABILITY INSURANCE FUND	-7,300.00	-12,115.02	-2,152.00	38,362.75	6,223.00	0.00
407 - IMRF FUND	23,813.00	40,340.29	59,099.00	79,102.99	-90,000.00	0.00
408 - POLICE FUND	14,153.00	32,542.53	19,648.00	70,843.39	-41,850.00	0.00
409 - MUSEUM FUND	1,616.00	2,201.46	2,662.00	14,113.33	-1,250.00	0.00
410 - SPECIAL RECREATION FUND	-13,794.00	17,246.62	-84,635.00	-15,444.11	50,713.00	0.00
411 - SOCIAL SECURITY FUND	13,889.00	6,685.57	-7,796.00	19,594.13	1,480.00	0.00
412 - MEMORIAL FUND	0.00	3,427.37	0.00	-1,220.78	60.00	0.00
413 - COMMUNITY EVENTS	350.00	-1,332.00	270.00	-6,042.43	-2,675.00	0.00
518 - CAPITAL PROJECT FUND	-152,712.00	-49,907.29	-174,584.00	-230,819.15	7,455.00	0.00
523 - CAPITAL 98 GOLF FUND	0.00	123,946.03	-41,500.00	-32,613.50	-359,400.00	0.00
525 - CAPITAL - GOLF BANQUET	0.00	0.00	-500,000.00	-630,812.50	-28,500.00	0.00
608 - 2014B (2005B Refinance)	0.00	112.50	-1,500.00	-475.00	-1,500.00	0.00
612 - 2019 ROLLOVER BOND	0.00	0.00	0.00	-5,725.00	1.65	0.00
613 - 2020 ROLLOVER	0.00	0.00	0.00	0.00	0.00	0.00
<b>Report Surplus (Deficit):</b>	<b>38,476.00</b>	<b>224,060.29</b>	<b>-510,602.00</b>	<b>-358,024.25</b>	<b>-140,534.97</b>	<b>0.00</b>



Prospect Heights Park District, IL

# Budget Worksheet

## Group Summary

For Fiscal: 2020 Period Ending: 12/31/2020

Account Type	Defined Budgets					
	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Department: 02 - RECREATION/GENERAL</b>						
Revenue	542,017.00	458,116.17	496,029.00	370,167.21	652,713.00	0.00
Expense	663,804.00	694,165.16	805,508.00	636,534.26	811,336.01	0.00
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>-121,787.00</b>	<b>-236,048.99</b>	<b>-309,479.00</b>	<b>-266,367.05</b>	<b>-158,623.01</b>	<b>0.00</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>						
Revenue	125,320.00	111,340.04	120,675.00	71,989.37	105,295.00	0.00
Expense	80,533.00	65,810.69	80,918.00	52,174.51	74,478.83	0.00
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>44,787.00</b>	<b>45,529.35</b>	<b>39,757.00</b>	<b>19,814.86</b>	<b>30,816.17</b>	<b>0.00</b>
<b>Department: 04 - KINDERSTOP</b>						
Revenue	153,729.00	195,732.00	195,800.00	159,562.59	184,582.00	0.00
Expense	109,150.00	119,759.52	120,996.00	121,167.02	131,245.50	0.00
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>44,579.00</b>	<b>75,972.48</b>	<b>74,804.00</b>	<b>38,395.57</b>	<b>53,336.50</b>	<b>0.00</b>
<b>Department: 05 - YOUTH PROGRAMS</b>						
Revenue	36,413.00	33,835.25	37,685.00	20,968.72	35,010.00	0.00
Expense	26,789.00	33,556.04	37,100.00	26,168.90	28,090.00	0.00
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>9,624.00</b>	<b>279.21</b>	<b>585.00</b>	<b>-5,200.18</b>	<b>6,920.00</b>	<b>0.00</b>
<b>Department: 06 - DANCE</b>						
Revenue	31,000.00	44,032.71	56,900.00	40,612.24	48,524.00	0.00
Expense	21,058.00	37,860.30	36,450.00	31,966.50	31,207.00	0.00
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>9,942.00</b>	<b>6,172.41</b>	<b>20,450.00</b>	<b>8,645.74</b>	<b>17,317.00</b>	<b>0.00</b>
<b>Department: 07 - ATHLETIC</b>						
Revenue	35,520.00	22,688.60	34,800.00	33,044.88	41,077.00	0.00
Expense	19,591.00	14,133.51	19,890.00	16,108.64	18,948.00	0.00
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>15,929.00</b>	<b>8,555.09</b>	<b>14,910.00</b>	<b>16,936.24</b>	<b>22,129.00</b>	<b>0.00</b>
<b>Department: 08 - PERFORMING ARTS</b>						
Revenue	56,344.00	40,609.69	50,379.00	38,144.10	44,785.00	0.00
Expense	32,370.00	34,980.63	35,536.00	36,257.90	37,321.00	0.00
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>23,974.00</b>	<b>5,629.06</b>	<b>14,843.00</b>	<b>1,886.20</b>	<b>7,464.00</b>	<b>0.00</b>
<b>Department: 09 - CONCESSIONS</b>						
Revenue	18,250.00	21,415.70	24,500.00	23,585.50	25,375.00	0.00
Expense	17,660.00	21,980.99	21,200.00	25,255.58	20,592.50	0.00
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>590.00</b>	<b>-565.29</b>	<b>3,300.00</b>	<b>-1,670.08</b>	<b>4,782.50</b>	<b>0.00</b>

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets

Account Type	2018 Total Budget	2018 Total Activity	2019 Total Budget	2019 Total Activity	2020 Total Budget	2020 YTD Activity
<b>Department: 10 - AQUATICS</b>						
Revenue	72,889.00	75,479.70	84,270.00	85,903.70	84,674.00	0.00
Expense	122,279.00	100,397.78	125,082.00	126,686.97	131,707.00	0.00
Department: 10 - AQUATICS Surplus (Deficit):	-49,390.00	-24,918.08	-40,812.00	-40,783.27	-47,033.00	0.00
<b>Department: 11 - ACTIVE ADULTS</b>						
Revenue	123,000.00	135,322.42	135,400.00	77,156.15	111,809.00	0.00
Expense	109,155.00	127,094.07	119,700.00	75,940.84	103,873.75	0.00
Department: 11 - ACTIVE ADULTS Surplus (Deficit):	13,845.00	8,228.35	15,700.00	1,215.31	7,935.25	0.00
<b>Department: 12 - SPECIAL EVENTS</b>						
Revenue	10,880.00	7,563.77	11,000.00	7,143.00	8,900.00	0.00
Expense	9,050.00	15,053.65	15,700.00	13,261.11	12,931.25	0.00
Department: 12 - SPECIAL EVENTS Surplus (Deficit):	1,830.00	-7,489.88	-4,700.00	-6,118.11	-4,031.25	0.00
<b>Department: 13 - FITNESS CENTER</b>						
Revenue	55,460.00	32,796.94	45,100.00	25,893.85	29,707.00	0.00
Expense	52,370.00	35,925.85	41,850.00	27,598.90	37,187.50	0.00
Department: 13 - FITNESS CENTER Surplus (Deficit):	3,090.00	-3,128.91	3,250.00	-1,705.05	-7,480.50	0.00
<b>Department: 14 - SUMMER CAMP</b>						
Revenue	219,531.00	236,939.61	247,000.00	240,514.00	277,966.00	0.00
Expense	139,306.00	135,630.62	141,697.00	138,565.95	174,182.25	0.00
Department: 14 - SUMMER CAMP Surplus (Deficit):	80,225.00	101,308.99	105,303.00	101,948.05	103,783.75	0.00
<b>Department: 30 - PARKS</b>						
Revenue	10,000.00	21,669.63	10,000.00	4,800.00	15,000.00	0.00
Expense	179,234.00	96,961.14	181,042.00	140,934.24	242,698.74	0.00
Department: 30 - PARKS Surplus (Deficit):	-169,234.00	-75,291.51	-171,042.00	-136,134.24	-227,698.74	0.00
<b>Department: 41 - GROUNDS</b>						
Expense	478,567.00	510,146.79	513,079.00	477,668.60	536,110.76	0.00
Department: 41 - GROUNDS Total:	478,567.00	510,146.79	513,079.00	477,668.60	536,110.76	0.00
<b>Department: 42 - PRO SHOP</b>						
Revenue	131,800.00	133,916.47	126,800.00	111,619.67	122,102.00	0.00
Expense	105,100.00	98,518.69	105,700.00	29,071.23	100,700.00	0.00
Department: 42 - PRO SHOP Surplus (Deficit):	26,700.00	35,397.78	21,100.00	82,548.44	21,402.00	0.00
<b>Department: 43 - HOOK A KID</b>						
Revenue	50,000.00	49,264.27	66,000.00	55,563.62	62,500.00	0.00
Expense	31,000.00	37,208.16	35,000.00	32,106.55	36,500.00	0.00
Department: 43 - HOOK A KID Surplus (Deficit):	19,000.00	12,056.11	31,000.00	23,457.07	26,000.00	0.00
<b>Department: 44 - WARM UP RANGE</b>						
Revenue	27,000.00	17,747.91	25,000.00	19,590.12	22,000.00	0.00

Budget Worksheet

For Fiscal: 2020 Period Ending: 12/31/2020

Defined Budgets \_\_\_\_\_

Account Type	2018	2018	2019	2019	2020	2020
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity
Expense	7,000.00	4,358.46	7,000.00	5,973.16	8,000.00	0.00
Department: 44 - WARM UP RANGE Surplus (Deficit):	20,000.00	13,389.45	18,000.00	13,616.96	14,000.00	0.00
Report Surplus (Deficit):	-504,863.00	-545,071.17	-676,110.00	-627,182.14	-665,091.09	0.00

## Fund Summary

Defined Budgets

Fund	2018	2018	2019	2019	2020	2020
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity
200 - RECREATION FUND	-91,996.00	-95,767.72	-233,131.00	-269,136.01	-190,382.33	0.00
300 - GOLF	-412,867.00	-449,303.45	-442,979.00	-358,046.13	-474,708.76	0.00
<b>Report Surplus (Deficit):</b>	<b>-504,863.00</b>	<b>-545,071.17</b>	<b>-676,110.00</b>	<b>-627,182.14</b>	<b>-665,091.09</b>	<b>0.00</b>



# Prospect Heights Park District, IL

## Budget Listing

For Fiscal: 2020 Period Ending: 12/31/2020

Account Number	Account Name	2020 2020
<b>Fund: 518 - CAPITAL PROJECT FUND</b>		
<b>Category: 60 - COMMODITIES</b>		
518-99-6045	TECH UPGRADES	26,800.00
<b>Budget Detail</b>		
<b>Budget Code</b>	<b>Description</b>	<b>Units Price Amount</b>
2020	2020 BATTERY FOR BACK UP SERVER	1.00 1,000.00 1,000.00
2020	2020 COMPUTER SWITCHES	1.00 6,000.00 6,000.00
2020	2020 DESKTOP PRINTER	1.00 100.00 100.00
2020	2020 ELECTRONIC SIGN W LIBRARY	1.00 14,000.00 14,000.00
2020	2020 HD CAMERA EXTERIOR GMRC FRONT AREA	1.00 1,300.00 1,300.00
2020	2020 LAPTOP / PC REPLACEMENT SCHEDULE	4.00 700.00 2,800.00
2020	2020 MICROSOFT LICENSE	4.00 300.00 1,200.00
2020	2020 MONITOR REPLACEMENT	2.00 200.00 400.00
<b>Total Category: 60 - COMMODITIES:</b>		<b>26,800.00</b>
<b>Category: 80 - CAPITAL IMPROVEMENTS</b>		
518-99-8010	BUILDING IMPROVEMENTS	34,000.00
<b>Budget Detail</b>		
<b>Budget Code</b>	<b>Description</b>	<b>Units Price Amount</b>
2020	2020 ADMIN BOILER REPLACEMENT	1.00 6,000.00 6,000.00
2020	2020 CONCESSION INTERIOR FLOOR	1.00 2,500.00 2,500.00
2020	2020 GMRC RACQUETBALL LIGHTING	1.00 5,000.00 5,000.00
2020	2020 GMRC SKYLIGHT REPLACEMENT	1.00 8,500.00 8,500.00
2020	2020 GMRC WOMEN LOCKER ROOM	1.00 12,000.00 12,000.00
518-99-8017	PLAYAREA IMPROVEMENTS	3,000.00
<b>Budget Detail</b>		
<b>Budget Code</b>	<b>Description</b>	<b>Units Price Amount</b>
2020	2020 PARKS PLAYGROUND MULCH	1.00 3,000.00 3,000.00
518-99-8018	POOL IMPROVEMENTS	26,000.00
<b>Budget Detail</b>		
<b>Budget Code</b>	<b>Description</b>	<b>Units Price Amount</b>
2020	2020 POOL CERAMIC MARKERS	1.00 1,000.00 1,000.00
2020	2020 POOL DECK REPAIR	1.00 7,500.00 7,500.00
2020	2020 POOL GRATE FOR SLIDE POOL	1.00 4,000.00 4,000.00
2020	2020 POOL PUMP BUILDING METAL ROOF	1.00 7,500.00 7,500.00
2020	2020 POOL UNDER WATER LIGHTS	1.00 6,000.00 6,000.00
518-99-8019	BIKE PATH	1,600.00
<b>Budget Detail</b>		
<b>Budget Code</b>	<b>Description</b>	<b>Units Price Amount</b>
2020	2020 BIKE PATH SIGNAGE	32.00 50.00 1,600.00
518-99-8020	LAND IMPROVEMENTS	25,200.00
<b>Budget Detail</b>		
<b>Budget Code</b>	<b>Description</b>	<b>Units Price Amount</b>
2020	2020 CLAIRE LANE PARK TENNIS COURTS	1.00 8,500.00 8,500.00
2020	2020 LANDSCAPE: TIMBER TO CONCRETE CURB	1.00 13,500.00 13,500.00
2020	2020 LIONS PARK SEALCOAT 20% IN F410	1.00 3,200.00 3,200.00
518-99-8050	EQUIPMENT PURCHASE	18,000.00

Budget Listing

For Fiscal: 2020 Period Ending: 12/31/2020

Account Number	Account Name	2020			
Budget Detail		2020			
Budget Code	Description	Units	Price	Amount	
2020	2020 FITNESS ROOM EQUIPMENT	1.00	13,500.00	13,500.00	
2020	2020 PARKS MOWER	1.00	2,500.00	2,500.00	
2020	2020 TABLES	1.00	2,000.00	2,000.00	
Total Category: 80 - CAPITAL IMPROVEMENTS:		107,800.00			
Total Fund: 518 - CAPITAL PROJECT FUND:		134,600.00			

## Budget Listing

For Fiscal: 2020 Period Ending: 12/31/2020

Account Number	Account Name	2020			
		2020			
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
<b>Category: 80 - CAPITAL IMPROVEMENTS</b>					
523-99-8005	RESTRICTED CAPITAL REPAIR	350,000.00			
Budget Detail					
Budget Code	Description		Units	Price	Amount
2020	2020 OCCC ELETRIC TRANSFORMER		1.00	350,000.00	350,000.00
523-99-8010	BUILDING IMPROVEMENTS	3,000.00			
Budget Detail					
Budget Code	Description		Units	Price	Amount
2020	2020 EXHAUST DOWNSTAIRS KITCHEN		1.00	3,000.00	3,000.00
523-99-8020	LAND IMPROVEMENTS	6,400.00			
Budget Detail					
Budget Code	Description		Units	Price	Amount
2020	2020 SEALCOAT SOUTH LOT (\$1600 IN F410)		1.00	6,400.00	6,400.00
<b>Total Category: 80 - CAPITAL IMPROVEMENTS:</b>		<b>359,400.00</b>			
<b>Total Fund: 523 - CAPITAL 98 GOLF FUND:</b>		<b>359,400.00</b>			

## Budget Listing

For Fiscal: 2020 Period Ending: 12/31/2020

		2020			
Account Number	Account Name	2020			
Fund: 525 - CAPITAL - GOLF BANQUET					
Category: 80 - CAPITAL IMPROVEMENTS					
525-99-8050	EQUIPMENT PURCHASE	28,500.00			
Budget Detail					
Budget Code	Description	Units	Price	Amount	
2020	2020 BANQUET CHAIRS	1.00	12,000.00	12,000.00	
2020	2020 BEVERAGE CART	1.00	15,000.00	15,000.00	
2020	2020 WASHER AND DRYER FOR LINENS	1.00	1,500.00	1,500.00	
Total Category: 80 - CAPITAL IMPROVEMENTS:		28,500.00			
Total Fund: 525 - CAPITAL - GOLF BANQUET:		28,500.00			
Report Total:		522,500.00			



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December 17, 2019

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: Levy for Tax Year 2019 Fiscal Year 2020

**Tax Levy Ordinance 12.17.2019**

The Levy Ordinance reflects the same request approved with the Truth in Taxation Resolution. Total amount requested \$2,938,983. As discussed, the percentage distribution between funds has been rebalanced in conjunction with the Fund Balance Policy.

**Tax Levy Resolution 12.17.2019**

The Tax Levy Resolution will be filed with the levy ordinance. If the levy requested is greater than the calculated extension the Resolution provides the county with direction to maximize the levy requested in all funds except Recreation.

**Prospect  
Heights  
Park  
District**

110 W. Camp McDonald Rd, Prospect Heights, IL.

**FOR TAX YEAR 2019  
TAX LEVY  
ORDINANCE  
NO. 12.17.2019  
FY 2020**

**January 1, 2020 – December 31, 2020**

**STATE of ILLINOIS** }  
**COUNTY of COOK** } **SS**  
**PROSPECT HEIGHTS PARK DISTRICT** }

I, Timothy Jones, do hereby certify that I am the duly qualified elected President and Presiding Officer of the PROSPECT HEIGHTS PARK DISTRICT, Cook County, Illinois, and that the foregoing Tax Levy Ordinance 12.17.2019 was passed in full compliance with the provisions of Section 4 through 7 of " An Act to provide procedures for public notice and hearing on Public Act 82-102 (Truth in Taxation).

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Timothy Jones, President and Presiding Officer  
Prospect Heights Park District

ATTEST:

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Ellen Avery, Board Secretary  
Prospect Heights Park District

Dated 17th Day of December 2019

STATE of ILLINOIS }  
COUNTY of COOK } SS.  
PROSPECT HEIGHTS PARK DISTRICT }

# CERTIFICATE of ANNUAL TAX LEVY ORDINANCE 12.17.19

**TO: THE COUNTY CLERK of COOK COUNTY:**

**I, Ellen Avery, do hereby certify that I am Secretary to the Board of Commissioners of the Prospect Heights Park District, Cook County, duly appointed and qualified and acting in and for said Park District.**

**That pursuant to authority vested in it, the Board Of Commissioners of the Prospect Heights Park District, Cook County, Illinois at its meeting assembled on the 17th Day of December, A.D., 2019 did hereby direct that there be raised by the General Tax Levy Ordinance attached hereto:**

General Park Purposes	\$1,253,479
Recreation Purposes	626,925
Auditing Purposes	11,000
Lighting & Paving	17,000
Liability Insurance	100,000
Retirement Fund (IMRF )	10,000
Social Security	146,480
Police & Security Purposes	10,000
Museums Purposes	10,000
Special Co-op Recreation	143,406
Debt Service Fund	<u>610,693</u>
	\$ 2,938,983

**That the amount set forth in the Annual Tax Levy Ordinance attached hereto, the same being a true and correct copy of said Ordinance be levied upon all taxable property in said Park District of the PROSPECT HEIGHTS PARK DISTRICT, Cook County, Illinois, as itemized and needed for uses and purposes as therein set forth as appears from the record of the proceedings of said Board of Commissioners now on file in the Park District office and that this original form which this copy was made and compared is on record in said office.**

**I, Ellen Avery, being first duty sworn on oath, deposes and says that the above and foregoing statement is true and correct.**

**Ellen Avery, Board Secretary**

## ORDINANCE 12.17.2019

### TAX LEVY ORDINANCE AND RESOLUTION ADOPTING THE SAME FOR TAX YEAR 2019 & FISCAL YEAR JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020 FOR THE PROSPECT HEIGHTS PARK DISTRICT IN THE COUNTY OF COOK AND STATE OF ILLINOIS

**WHEREAS:** It is the duty of the Commissioners of the Prospect Heights Park District to levy a tax for General Park purposes of said Park District and for the purpose of planning, establishing and maintaining Recreation programs within said Park District, and for the purpose of levying a tax for Paving and Lighting of streets and playgrounds, within and upon park district property, for the purpose of levying and collecting tax for the payment of Liability Insurance, for the purposes of levying and collecting a tax for the payment of Federal Old Age and Survivors Insurance and Illinois Municipal Retirement Fund, and for the purpose of maintaining a Police and Security System, and for the purpose of Joint Recreation Programs for the Special Recreation, and for the purpose of levying and collecting a tax for Auditing Fund, and for the purpose of levying and collecting a tax for Museum Fund and for the purpose of levying and collecting a tax for the Debt Service Fund.

**Now, THEREFORE,** Be it Resolved this 17th Day of December 2019, this Tax Levy Ordinance / Resolution was considered by the Board of Commissioners of the Prospect Heights Park District, County of Cook, State of Illinois:

**Section 1:** That there is hereby levied on all taxable property within the Corporate limits of said PROSPECT HEIGHTS PARK DISTRICT for the fiscal year beginning January 1, 2020 and ending December 31, 2020, the total sum of *ONE MILLION TWO HUNDRED FIFTY THREE THOUSAND FOUR HUNDRED SEVENTY NINE DOLLARS (\$1,253,479)* for the Corporate purposes of said Park District and the total sum of *SIX HUNDRED TWENTY SIX THOUSAND NINE HUNDRED TWENTY FIVE DOLLARS (\$626,925)* for Recreation purposes as described by the statutes of the State of Illinois in such case made and provided, the sum of *ELEVEN THOUSAND DOLLARS (\$11,000)* for the Audit Fees of Park District in accordance with the Statutes of the State of Illinois in such case made and provided, and the sum of *SEVENTEEN THOUSAND DOLLARS (\$17,000)* for the Paving and Lighting of streets and playgrounds in accordance with the Statute of the State of Illinois in such case made and provided, and the sum of *ONE HUNDRED THOUSAND DOLLARS (\$100,000)* for the Public Liability Insurance, and the sum of *TEN THOUSAND DOLLARS (\$10,000)* for Illinois Municipal Retirement Fund, in accordance with the Statutes of the State of Illinois in such case made and provided, and the sum of *ONE HUNDRED FORTY SIX THOUSAND FOUR HUNDRED EIGHTY DOLLARS (\$146,480)* for Federal Old Age and Survivors Insurance in accordance with the Statutes of the State of Illinois in such case made and provided, the sum of *TEN THOUSAND DOLLARS (\$10,000)* for organizing and maintaining a, Police and Security in accordance with the Statutes of the State of Illinois in such case made and provided, and the sum of *TEN THOUSAND DOLLARS (\$10,000)*, for the maintenance of Museums, in accordance with the Statute of the State of Illinois in such case made and

provided and the sum of *ONE HUNDRED FORTY THREE THOUSAND FOUR HUNDRED AND SIX DOLLARS (\$143,406)* for Joint Recreation Programs for the Special Recreation, in accordance with the Statutes of the State of Illinois in such case made and provided and the sum of *SIX HUNDRED TEN THOUSAND SIX HUNDRED NINETY THREE DOLLARS (\$610,693)* for Debt Service, in accordance with the Statutes of the State of Illinois in such case made and provided and that the said total of *TWO MILLION NINE HUNDRED THIRTY EIGHT THOUSAND NINE HUNDRED EIGHTY THREE DOLLARS (\$2,938,983)* to defray the necessary expenses for the operation, construction, repair, improvements, and maintenance of parks and grounds, buildings, under the control of the Park District, and Recreation Programs, Auditing Fund, Paving and Lighting of streets and playgrounds, Liability Insurance, payments of Illinois Municipal Retirement Fund & F.I.C.A., and for Museum purposes, for joining the Special Recreation CO-OP District for the Special Recreation and for the Debt Service.

**Section 2:** The Ordinance heretofore adopted lists the objects and purposes for which said funds were made and the respective amounts:

**CORPORATE TAX LEVY**

Personnel Services	\$ 314,324
Contractual Services	149,446
Commodities	22,210
Improvements & Development	767,499
<hr/>	
Total Amount Levied	\$ 1,253,479

**RECREATION TAX LEVY**

Personnel Services	\$ 626,925
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Total Amount Levied	\$ 626,925

**AUDIT LEVY**

Expense for Annual Audit of Park District Accounts	\$ 11,000
<hr/>	
Total Amount Levied	\$ 11,000

**PAVING & LIGHTING TAX LEVY**

Paving & Lighting, Maintaining of Streets and Playgrounds	\$ 17,000
<hr/>	
Total Amount Levied	\$ 17,000

**Section 3:** That all expended balances in any item or items in any levy made by the Tax Levy Ordinance may be expended in making up insufficiency or deficit in any item within the same levy for the general purposes for which it is made.

**Section 4:** That the Secretary of the Board of Commissioners of this Park District is hereby directed to file a copy of this Ordinance and Resolution duly certified by said Secretary in accordance with the provisions of the Statute in such case made and provided with the County of Cook, State of Illinois.

## **PROSPECT HEIGHTS PARK DISTRICT**

### **SUMMARY of TAX LEVY**

	<u>FUND</u>	<u>LEVIED AMOUNT</u>
01	CORPORATE	\$ 1,253,479
02	RECREATION	626,925
04	AUDIT	11,000
05	PAVING & LIGHTING	17,000
06	LIABILITY INSURANCE	100,000
07	RETIREMENT ( I.M.R.F.)	10,000
11	SOCIAL SECURITY	146,480
08	POLICE	10,000
09	MUSEUM	10,000
10	SPECIAL RECREATION	143,406
56	DEBT SERVICE	<u>610,693</u>
		\$ 2,938,983

**Section 5:** On the motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it is hereby resolved that the Tax Levy Ordinance 12.17.2019 be passed by the Board of Commissioners of the said Park District, Cook County, Illinois on the 17th Day of December, 2019 by the following roll call vote:

Ayes:

Nays:

Absent:

Abstain:

Passed and deposited in the office of the Secretary of the Board of Commissioners of the Prospect Heights Park District, this 17th Day of December, 2019 A.D.

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Ellen Avery, Board Secretary  
Prospect Heights Park District

STATE of ILLINOIS }  
COUNTY of COOK } SS  
PROSPECT HEIGHTS PARK DISTRICT }

**I, Ellen Avery, do hereby certify that I am the  
duly qualified Secretary for The Board of Commissioners of the Prospect Heights  
Park District, in the County of Cook and State aforesaid.**

**I do further certify that the foregoing is a full true copy of the Annual Tax Levy Ordinance 12.17.2019, adopted by the Board of Commissioners on this 17th Day of December, 2019.**

**IN WITNESS WHEREOF, I hereunto affix my  
official signature as Secretary of the Board of Commissioners of the Prospect  
Heights Park District.**

**Ellen Avery, Board Secretary  
Prospect Heights Park District**

**Subscribed and Sworn to me this 17th Day of December 2019.**

**Notary Public:** \_\_\_\_\_

**PROSPECT HEIGHTS PARK DISTRICT**

**RESOLUTION**

**The attached resolution is hereby published by the authority of the Board of Commissioners of the Prospect Heights Park District pursuant to Illinois Revised Statutes, Chapter 105, Section 4-3 this 17th Day of December, 2019.**

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**Ellen Avery, Board Secretary  
Prospect Heights Park District**

**(PARK DISTRICT SEAL)**

**By attachment of this statement to any Resolution, said Resolution is made a part of the Park District's Resolutions available to the public upon request.**

**RESOLUTION 12.17.2019**

**A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION  
OF LEVY AND ASSESSMENT OF TAXES FOR THE PROSPECT  
HEIGHT PARK DISTRICT COOK COUNTY, ILLINOIS, FOR THE  
FISCAL YEAR BEGINNING JANUARY 1, 2020 AND ENDING  
DECEMBER 31, 2020**

**WHEREAS**, the Board of Commissioners of the Prospect Heights Park District recognize certain effect of the Property Tax Limitation Act on the annual tax levy of the Park District; and

**WHEREAS**, the Board of Commissioners of the Prospect Heights Park District recognize certain limitations of the annual property tax extension as currently distributed by the Office of the County Clerk; and

**WHEREAS**, it is determined to be in the best interest of the Prospect Heights Park District to maximize the levy extensions in the Corporate, Audit, Paving & Lighting, Liability Insurance, IMRF, Social Security, Police Protection, Museum, and Special Recreation Funds.

**THEREFORE**, be it resolved by the Board of Commissioners of the Prospect Heights Park District that the Director of Tax Extensions of the Office of the County Clerk be authorized to extend the full levy request, up to the legal tax rate limit to Corporate, Audit, Paving & Lighting, Liability Insurance, IMRF, Social Security, Police Protection, Museum, and Special Recreation Funds of the District.

**BE IT FURTHER RESOLVED** that the Director of Tax Extensions of the Office of the County Clerk be authorized to reduce the district's Recreation Fund to provide the necessary tax extension required to maintain the Corporate, Audit, Paving & Lighting, Liability Insurance, IMRF, Social Security, Police Protection, Museum, and Special Recreation Funds, at the full levy amount requested.

Passed and signed on this 17<sup>th</sup> day of December 2019

ATTEST:

TIMOTHY JONES

PARK BOARD PRESIDENT \_\_\_\_\_

Date: December 17, 2019

ELLEN AVERY

PARK BOARD SECRETARY \_\_\_\_\_

Date: December 17, 2019

Adopted: December 17, 2019