



# BOARD REPORT

MAY 26, 2020



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## **PUBLIC NOTICE**

### **Agenda for the May 26, 2020 Regular Board Meeting Virtual Meeting using the Zoom platform**

***Pursuant to Governor Pritzker Executive Order 2020-07 which suspends the requirement of the Illinois Open Meetings Act requiring in-person attendance by members of a public body during the duration of the Gubernatorial Disaster Proclamation, the Park District Board will be using the virtual meeting platform, Zoom. All staff and Board members will be meeting virtually through this platform. See meeting instructions at the bottom of the agenda.***

- I. Call to Order – 7:00 p.m.**  
**Roll Call**
- II. Corrections/Additions/Approval of Agenda**
- III. Correspondence**  
**Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2018**
- IV. Recognition/Welcome**  
**Guest: Anthony Cervini, CPA, CFE, Partner, Sikich LLP**
- V. Public Comment**  
**Items for Public Comment may also be emailed to [ecastil@phparks.org](mailto:ecastil@phparks.org) by 4:30 p.m. on the day of the meeting to be read at the meeting.**
- VI. Special Presentation**  
**2019 Sikich LLP Financial Audit Presentation/Approval**
- VII. Approval of Minutes**  
**Regular Board Meeting – April 14, 2020**
- VIII. Announcements (Meetings)**  
**Regular Board Meeting – June 23, 2020 7:00 p.m. Virtual Meeting**
- IX. Park District Treasurer's Report**
  - A. Approval of Cash Report**
  - B. Approval of Warrants for Payment****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: Muir Park subcommittee
- B. Feasibility Study

**XIII. New Business**

- A. COVID-19 Operations
  - 1. Operations, Financial & Economic Impact
  - 2. Lions Pool Summer 2020
  - 3. Summer Camp 2020
- B. Adoption of Tax Abatement Ordinance 05.26.2020
- C. Contract award to Ashburn Power & Light, Inc. to upgrade the electrical system at the golf course \$255,955
- D. Park District Appointments June 2020-May 2021
  - 1. Representative to NWSRA Board: Christina Ferraro
  - 2. Recording Secretary: Edlyn Castil
  - 3. Approve legal counsel: Ancel Glink

- XIV. Recess into Executive Session (Visitors are Excused at this Time)**  
In accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of Personnel (Section 2(c) (1))

**XV. Adjournment**

**Note 1: Meeting Location – THIS IS A VIRTUAL MEETING**

**Note 2: MEETING PARTICIPATION INSTRUCTIONS:**

Computer access: Join the Zoom Meeting

<https://zoom.us/j/93949854515?pwd=NWY4TEZE0Gk4SG5EZTdyaS9RdUpJZz09>

Meeting ID: 939 4985 4515

Password: 616871

Phone access: Audio participation on telephone 1-312-626-6799

Meeting ID: 939 4985 4515

Password: 616871

Please be sure to use your legal name. Any use of inappropriate names may result in ejection from the meeting. The meeting will open at 6:50 p.m. Please join the meeting at least 5 minutes prior to start of meeting. Participants are automatically muted. Members of the public wishing to speak during “Public Comment”, will then be unmuted to speak. Items for Public Comment may also be emailed to [ecastil@phparks.org](mailto:ecastil@phparks.org) by 4:30 p.m. on the day of the meeting to be read at the meeting.

**Note 3: 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.*



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**Prospect Heights Park District  
Illinois**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**December 31, 2018**

*Christopher P. Morrell*

Executive Director/CEO



**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
VIRTUAL MEETING  
ZOOM MEETING ID: 587 344 836 PASSWORD: 019355  
TUESDAY, APRIL 14, 2020**

**Call to Order**

**Roll Call**

Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:05 p.m.

Commissioners present:

Ellen Avery  
Vicki Carney  
Betty Cloud  
Terry Curtis (arrived at 7:42 p.m.)  
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:

None

A quorum was present.

**Corrections/Additions/Approval of Agenda**

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

**Correspondence**

The Park District received an IAPD PowerPlay Grant Award Letter awarding the District \$1,000 for the aftercare sports program.

**Recognition/Welcome**

Tom Diehl of GreenPlay, LLC, and Frank Parisi, Tom Poulos, Anna Szybowski of Williams Architects was in attendance.

**Public Comment**

None

**Special Presentation**

Tom Diehl of GreenPlay, LLC and Frank Parisi of Williams Architects provided an overview and key issues of the Feasibility Study. Three conceptual plans were reviewed. Superintendent of Finance and Planning Annette Curtis discussed the option of going out for a bond referendum and what the potential impact on an average household would be. There was discussion about the process and timeframe for this proposed project.

**Approval of Minutes**

**Public Hearing Meeting – January 28, 2020**

A motion was made by Commissioner Cloud and seconded by Commissioner Avery to approve the January 28, 2020 Public Hearing Meeting Minutes as submitted. The motion was approved with a voice vote. The motion carried.

**Approval of Minutes (continued)****Regular Board Meeting – January 28, 2020**

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the January 28, 2020 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote. The motion carried.

**Acceptance of Minutes****Finance Committee Meeting - November 19, 2019**

A motion was made by Commissioner Carney and seconded by Commissioner Jackson to accept the November 19, 2019 Finance Committee Meeting Minutes as submitted. The motion was approved with a voice vote. The motion carried.

**Finance Committee Meeting - December 10, 2019**

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept the December 10, 2019 Finance Committee Meeting Minutes as submitted. The motion was approved with a voice vote. The motion carried.

**Announcements (Meetings)**

The next regular board meeting will be a virtual meeting and will be held on April 28, 2020 7:00 p.m.

**Park District Treasurer's Report****Cash Report #2**

Mt Pros State	Payroll	Sweep Acct.	\$	(4,941.46)
Mt Pros State	Vendor	Sweep Acct.	\$	(116,630.30)
Mt Pros State	General/Sweep		\$	359,471.50
Mt Pros State	ATM		\$	26,633.03
Mt Pros State	Investment		\$	2,459,601.29
CD Investment			\$	354,333.12
Totals				\$ 3,078,467.18

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept the Treasurer's Report – Cash Report #2 dated February 25, 2020 in the amount of \$3,078,467.18. The motion was approved with a voice vote with one absent (Commissioner Curtis). The motion carried.

**Approval of Warrants for Payment**

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept Warrants for payment as submitted for Vendor Warrants #1, 1A, and Payroll 1, 2, and 3 in the amount of \$450,313.83. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Curtis

The motion carried.

**Park District Treasurer's Report (continued)****Cash Report #3**

Mt Pros State	Payroll	Sweep Acct.	\$	(4,109.45)
Mt Pros State	Vendor	Sweep Acct.	\$	(60,595.86)
Mt Pros State	General/Sweep		\$	460,934.81
Mt Pros State	ATM		\$	26,433.03
Mt Pros State	Investment		\$	2,461,267.91
CD Investment			\$	354,333.12
Totals				\$ 3,238,263.56

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept the Treasurer's Report – Cash Report #3 dated March 31, 2020 in the amount of \$3,238,263.56. The motion was approved with a voice vote with one absent (Commissioner Curtis). The motion carried.

**Approval of Warrants for Payment**

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept Warrants for payment as submitted for Vendor Warrants #2, 2A, and Payroll 4, 5 in the amount of \$332,366.52. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Curtis

The motion carried.

*Commissioner Curtis arrived at 7:42 p.m.*

**Superintendent of Finance and Planning Report**

As submitted. Superintendent of Finance and Planning Annette Curtis also stated that the Audit presentation will be held in the May 2020 Board Meeting. She discussed the proposed Budget timeline with Staff presentation to the Executive Director in July 2020, presentation to the Finance Committee on December 8, 2020, presentation to the Board on December 15, 2020, and Budget approval in January 2021. Annette reported that Staff has looked at lost revenue through May 1. They have extended memberships, rescheduled rentals and banquet event dates. District will have to amend budget for unemployment because it will be over budget.

**Attorney's Report**

None

**Administrative/Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro also reported staff has done a great job with things changing every day. Staff has been working on protocols for when we reopen regards to operations and PPE. The OOC electric project bid has been extended to May. A walk through was held and ten firms were in attendance. Staff is working on the implementation of Paycor HRIS/Payroll system and telephone project. There was discussion about canceling the annual Block Party due to the pandemic.

**Superintendent of Recreation** – as submitted. Superintendent of Recreation Julie Caporusso also reported that the Rec Team put together a drive by bunny event and had over 250 cars come through. The event was well received by the community. Staff held their first virtual Preschool classes this past Monday and Tuesday via Zoom.

**Administrative/Operational Summary (continued)**

**Superintendent of Facilities and Parks** – as submitted. Superintendent of Facilities and Parks Dino Squiers reported Staff has been cleaning the building and completing projects that have been waiting and plan to start cutting the grass in all parks next week.

**Director of Golf Operations** – as submitted. Director of Golf Marc Heidkamp also reported that OOC started an online raffle campaign and they are working on putting together policy manuals.

**Recreation Supervisors** – as submitted.

**Unfinished/Ongoing Business****Lexington Homes: Muir Park subcommittee**

Commissioner Jones reported that an appraisal for the vacant 27,549 square feet land parcel adjacent to Muir Park property was received.

**New Business****Approval of the Unclaimed Property Policy**

Superintendent of Finance and Planning Annette Curtis explained that the policy was reviewed by the Finance Committee. She explained examples of unclaimed property.

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to approve the Unclaimed Property Policy 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 Memorandum of Understanding with PHYBS**

A motion was made by Commissioner Jackson and seconded by Commissioner Cloud to approve a Memorandum of Understanding with PHYBS 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.

**IMRF Resolution 04.14.2020 to Allow Benefit Protection Leave**

Executive Director Christina Ferraro discussed that part time staff was furloughed. There was a discussion about the IMF Benefit Protection Leave. A member on an authorized IMRF Benefit Protection Leave will be afforded IMRF death and disability protection if, before the leave period begins, the member has at least one year of contributing service and form filed with IMRF.

A motion was made by Commissioner Curtis and seconded by Commissioner Carney to adopt IMRF Resolution 04.14.2020 to Allow Benefit Protection Leave. 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.

**New Business (continued)**

A motion was made by Commissioner Avery and seconded by Commissioner Jackson to amend Resolution 04.20.2020 to read Resolution 04.14.2020. 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.

A motion was made by Commissioner Avery and seconded by Commissioner Carney to adopt Resolution 04.14.2020 as amended. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Cloud and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:47 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: 5/26/2020 CASH REPORT FY 20

*Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 4  
5/26/2020 as submitted. Seconded by Commissioner \_\_\_\_\_ .*

Payroll	#90001511	sweep acct.	(2,618.99)	
Vendor	#90001503	sweep acct.	(19,569.91)	
General/Sweep	#90001498		1,122,367.33	
ATM	#90001537		26,853.03	
Investment	#107503657		2,464,482.09	
CD Investment	#355751	Maturity 1.8.2021 annual yield 1.51%	\$ 354,333.12	
<b>TOTALS</b>			<b>\$ 3,945,846.67</b>	<b>Voice Vote</b>

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#### FINANCIAL RESOLUTION

*Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
5/26/2020 as submitted. Seconded by Commissioner \_\_\_\_\_ .*

#### APPROVAL OF WARRANTS 5/26/2020

VENDOR WARRANTS			AMOUNTS
4	In the amount of	CHECKS ISSUED	\$145,163.84
4A	In the amount of	ELECTRONIC	\$57,837.02
Total Vendor Warrants			<u>\$203,000.86</u>

#### PAYROLL WARRANTS

4/10/2020		
8	In the amount of	\$ 51,520.05
gross plus employer costs		
4/24/2020		
9	In the amount of	
gross plus employer costs		\$ 50,522.49
Total Payroll Warrants		<u>102,042.54</u>

<b>TOTAL OF WARRANTS</b>	<b><u>\$305,043.40</u></b>	<b>Roll Call</b>
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## Prospect Heights Park District, IL

# Check Report

By Check Number

Date Range: 04/01/2020 - 04/30/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
02124	ALPHA BAKING COMPANY	04/08/2020	Regular	0.00	143.95	49186
01909	ANCEL GLINK PC	04/08/2020	Regular	0.00	-1,282.50	49187
01909	ANCEL GLINK PC	04/08/2020	Regular	0.00	1,282.50	49187
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	04/08/2020	Regular	0.00	7,927.95	49188
01744	BLACK LINE FOX VALLEY LLC	04/08/2020	Regular	0.00	1,795.00	49189
02143	CENTRAL CONTINENTAL BAKERY	04/08/2020	Regular	0.00	444.00	49190
01022	COMCAST	04/08/2020	Regular	0.00	114.20	49191
01022	COMCAST	04/08/2020	Regular	0.00	158.89	49192
01023	COMMONWEALTH EDISON	04/08/2020	Regular	0.00	23.16	49193
01041	CONSTELLATION NEW ENERGY INC	04/08/2020	Regular	0.00	4,000.10	49194
01041	CONSTELLATION NEW ENERGY INC	04/08/2020	Regular	0.00	137.05	49195
01041	CONSTELLATION NEW ENERGY INC	04/08/2020	Regular	0.00	2,919.02	49196
01041	CONSTELLATION NEW ENERGY INC	04/08/2020	Regular	0.00	24.54	49197
01042	CONSTELLATION NEWENERGY - GAS DIVISION L	04/08/2020	Regular	0.00	3,586.98	49198
01423	GORDON FOOD SERVICE INC	04/08/2020	Regular	0.00	6,118.41	49199
02117	GREAT LAKES COCA-COLA DISTRIBUTION	04/08/2020	Regular	0.00	1,152.10	49200
01155	HALOGEN SUPPLY COMPANY	04/08/2020	Regular	0.00	4,471.56	49201
01038	HARRIS MOTOR SPORTS	04/08/2020	Regular	0.00	366.88	49202
01040	HOME DEPOT CREDIT SERVICES	04/08/2020	Regular	0.00	440.92	49203
02073	MARKETING AND MORE GROUP LLC	04/08/2020	Regular	0.00	2,288.10	49204
01773	MIDCO INC	04/08/2020	Regular	0.00	330.00	49205
02097	MORGAN SERVICES INC	04/08/2020	Regular	0.00	168.93	49206
01058	NCPERS GROUP LIFE INSURANCE	04/08/2020	Regular	0.00	48.00	49207
01059	NICOR	04/08/2020	Regular	0.00	77.24	49208
01062	OFFICE DEPOT	04/08/2020	Regular	0.00	85.37	49209
01277	PADDOCK PUBLICATIONS INC	04/08/2020	Regular	0.00	580.00	49210
01063	PDRMA	04/08/2020	Regular	0.00	16,569.48	49211
01984	PH MEDIA USA INC	04/08/2020	Regular	0.00	597.00	49212
01065	PITNEY BOWES GLOBAL FINANCIAL SERVICES	04/08/2020	Regular	0.00	236.56	49213
01066	PLATINUM SYSTEMS INC	04/08/2020	Regular	0.00	190.00	49214
01120	REPUBLIC SERVICES INC	04/08/2020	Regular	0.00	1,915.23	49215
01075	SIKICH LLP	04/08/2020	Regular	0.00	1,000.00	49216
02134	TESTA PRODUCE INC	04/08/2020	Regular	0.00	846.30	49217
01781	THOMAS R PETZEL	04/08/2020	Regular	0.00	1,100.00	49218
02157	VERIZON	04/08/2020	Regular	0.00	108.03	49219
01082	WAREHOUSE DIRECT	04/08/2020	Regular	0.00	139.68	49220
01639	AMERICAN DOOR AND DOCK	04/09/2020	Regular	0.00	1,156.84	49221
01909	ANCEL GLINK PC	04/09/2020	Regular	0.00	-1,121.25	49222
01909	ANCEL GLINK PC	04/09/2020	Regular	0.00	1,121.25	49222
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	04/09/2020	Regular	0.00	3,247.32	49223
01030	DES PLAINES MATERIAL & SUPPLY	04/09/2020	Regular	0.00	447.90	49224
01338	DETECTION SYSTEMS & SERVICE INC	04/09/2020	Regular	0.00	102.00	49225
01423	GORDON FOOD SERVICE INC	04/09/2020	Regular	0.00	232.51	49226
01044	JC LICHT AND COMPANY	04/09/2020	Regular	0.00	73.84	49227
01416	MIDWEST TRADING	04/09/2020	Regular	0.00	674.00	49228
01057	NAPA HEIGHTS AUTOMOTIVE	04/09/2020	Regular	0.00	273.90	49229
01062	OFFICE DEPOT	04/09/2020	Regular	0.00	72.12	49230
01277	PADDOCK PUBLICATIONS INC	04/09/2020	Regular	0.00	58.05	49231
01063	PDRMA	04/09/2020	Regular	0.00	21,701.58	49232
01063	PDRMA	04/09/2020	Regular	0.00	45.00	49233
01064	PENDELTON TURF SUPPLY	04/09/2020	Regular	0.00	3,014.25	49234
01073	ROUTE 12 RENTAL	04/09/2020	Regular	0.00	47.70	49235
01793	SUPERIOR PETOLEUM MARKETERS INC	04/09/2020	Regular	0.00	262.45	49236
02100	ZURCHER TIRE INC	04/09/2020	Regular	0.00	58.00	49237

## Check Report

Date Range: 04/01/2020 - 04/30/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01079	ACUSHNET COMPANY	04/10/2020	Regular	0.00	6,651.29	49238
01667	AFLAC	04/10/2020	Regular	0.00	51.24	49239
01062	OFFICE DEPOT	04/10/2020	Regular	0.00	1,103.23	49240
01031	PULSE TECHNOLOGY	04/10/2020	Regular	0.00	1,210.00	49241
02045	SUN MOUNTAIN	04/10/2020	Regular	0.00	1,897.44	49242
01078	TAYLOR MADE	04/10/2020	Regular	0.00	3,314.88	49243
01450	THE CIT GROUP COMMERCIAL SERVICES INC	04/10/2020	Regular	0.00	2,961.64	49244
01427	A STARS & STRIPES FLAG CORPORATION	04/20/2020	Regular	0.00	199.39	49245
01270	ACE SECURITY SYSTEMS INC	04/20/2020	Regular	0.00	1,087.00	49246
01006	ADP LLC	04/20/2020	Regular	0.00	1,047.07	49247
01009	AIRGAS USA LLC	04/20/2020	Regular	0.00	221.09	49248
01909	ANCEL GLINK PC	04/20/2020	Regular	0.00	1,121.25	49249
01014	ARTHUR CLESEN	04/20/2020	Regular	0.00	120.00	49250
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	04/20/2020	Regular	0.00	6,313.82	49251
01858	CALL ONE	04/20/2020	Regular	0.00	1,721.26	49252
01090	CITY OF PROSPECT HEIGHTS	04/20/2020	Regular	0.00	73.50	49253
01022	COMCAST	04/20/2020	Regular	0.00	139.20	49254
01022	COMCAST	04/20/2020	Regular	0.00	10.47	49255
01041	CONSTELLATION NEW ENERGY INC	04/20/2020	Regular	0.00	24.61	49256
01041	CONSTELLATION NEW ENERGY INC	04/20/2020	Regular	0.00	3,626.99	49257
01041	CONSTELLATION NEW ENERGY INC	04/20/2020	Regular	0.00	30.55	49258
01041	CONSTELLATION NEW ENERGY INC	04/20/2020	Regular	0.00	132.80	49259
01189	DAVE'S AUTO CLINIC INC	04/20/2020	Regular	0.00	1,681.00	49260
01030	DES PLAINES MATERIAL & SUPPLY	04/20/2020	Regular	0.00	821.82	49261
02127	DIRECTV	04/20/2020	Regular	0.00	121.98	49262
01034	FIRST COMMUNICATIONS LLC	04/20/2020	Regular	0.00	493.62	49263
01423	GORDON FOOD SERVICE INC	04/20/2020	Regular	0.00	1,633.86	49264
01040	HOME DEPOT CREDIT SERVICES	04/20/2020	Regular	0.00	290.87	49265
01045	JW TURF INC	04/20/2020	Regular	0.00	69.87	49266
01057	NAPA HEIGHTS AUTOMOTIVE	04/20/2020	Regular	0.00	275.13	49267
01058	NCPERS GROUP LIFE INSURANCE	04/20/2020	Regular	0.00	48.00	49268
01134	NORTHWEST ELECTRICAL SUPPLY	04/20/2020	Regular	0.00	110.48	49269
01064	PENDELTON TURF SUPPLY	04/20/2020	Regular	0.00	11,985.60	49270
01031	PULSE TECHNOLOGY	04/20/2020	Regular	0.00	1,100.00	49271
01070	RAMROD	04/20/2020	Regular	0.00	430.11	49272
01074	SAM'S CLUB/SYNCHRONY BANK	04/20/2020	Regular	0.00	40.00	49273
01081	VILLAGE OF MOUNT PROSPECT	04/20/2020	Regular	0.00	490.96	49274
01081	VILLAGE OF MOUNT PROSPECT	04/20/2020	Regular	0.00	176.32	49275
01081	VILLAGE OF MOUNT PROSPECT	04/20/2020	Regular	0.00	220.90	49276
01143	VILLAGE OF MOUNT PROSPECT-SALES TAX	04/20/2020	Regular	0.00	542.51	49277
01032	CARDMEMBER SERVICE	04/07/2020	Bank Draft	0.00	-611.15	DFT0001211
01032	CARDMEMBER SERVICE	04/07/2020	Bank Draft	0.00	22,095.58	DFT0001212
02204	WINTRUST ASSET FINANCE	04/02/2020	Bank Draft	0.00	2,175.00	DFT0001225
02204	WINTRUST ASSET FINANCE	04/04/2020	Bank Draft	0.00	13,710.00	DFT0001226
02205	ILLINOIS MUNICIPAL FUND	04/10/2020	Bank Draft	0.00	14,983.99	DFT0001227
02206	ILLINOIS DEPARTMENT OF REVENUE	04/20/2020	Bank Draft	0.00	5,483.00	DFT0001228

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	133	92	0.00	147,567.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-2,403.75
Bank Drafts	6	6	0.00	57,836.42
EFT's	0	0	0.00	0.00
	<b>139</b>	<b>100</b>	<b>0.00</b>	<b>203,000.26</b>



## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	133	92	0.00	147,567.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-2,403.75
Bank Drafts	6	6	0.00	57,836.42
EFT's	0	0	0.00	0.00
	<b>139</b>	<b>100</b>	<b>0.00</b>	<b>203,000.26</b>

## Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	4/2020	203,000.26
			<b>203,000.26</b>

PROSPECT HEIGHTS PARK DISTRICT ELECTRONIC VENDOR WARRANT REPORT FOR FY 2020  
VENDOR WARRANT 4A  
ELECTRONIC VENDOR WARRANTS  
April  
FY 2020

DATE	VENDOR NAME	TRANSACTION DESCRIPTION	AMOUNT
4/2/2020	Wintrust Finance	OOCC Equipment	\$2,175.60
4/2/2020	Wintrust Finance	OOCC Carts	\$13,710.00
4/3/2020	IMRF	3.2020 Contribution	\$14,983.99
4/9/2020	Card Member Services	3.2020 Statement	\$21,484.43
4/22/2020	Illinois Department of Revenue	Sales Tax	\$5,483.00
TOTAL			<u>\$57,837.02</u>



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May 26, 2020

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: May 2020 Board Report

**2019 Income Statement**

2019 Income Statement is attached. It begins with the District Wide Summary which agrees to the Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds in the 2019 CAFR. Followed by individual fund information on, pages 2- 23, and individual department information on pages 23 and 24.

**2019 Comprehensive Annual Financial Report**

Anthony Cervini, CPA, CFE, Partner Sikich will present for board approval the 2019 Comprehensive Annual Financial Report

**2020 Income Statement is attached.**

2020 Income Statement as of April 30, 2020 is attached. Due to the payroll system transition the April payroll entries have to been recorded. Each of the two April payrolls totaled approximately \$50,000. Recreation revenue is overstated, refunds will be processed beginning June 1. OOC was not opened during April, however they ran a promotional campaign for green fees and carts.



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2019 Period Ending: 12/31/2019

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
100 - CORPORATE FUND	547,917.00	547,917.00	-696,823.47	-46,050.46	593,967.46
200 - RECREATION FUND	-233,131.00	-233,131.00	-83,424.79	-296,858.45	63,727.45
300 - GOLF	-101,531.00	-101,531.00	-170,429.73	-229,242.99	127,711.99
301 - GOLF BANQUETS	7,727.00	7,727.00	-27,173.15	20,761.09	-13,034.09
404 - AUDITNG FUND	2,473.00	2,473.00	-12,053.88	197.48	2,275.52
405 - PAVING & LIGHTING FUND	-3,569.00	-3,569.00	-5,609.37	-1,900.53	-1,668.47
406 - LIABILITY INSURANCE FUND	-2,152.00	-2,152.00	-16,089.24	7,273.51	-9,425.51
407 - IMRF FUND	59,099.00	59,099.00	-7,834.82	63,380.82	-4,281.82
408 - POLICE FUND	19,648.00	19,648.00	-870.25	35,873.14	-16,225.14
409 - MUSEUM FUND	2,662.00	2,662.00	-4,244.67	2,868.66	-206.66
410 - SPECIAL RECREATION FUND	-84,635.00	-84,635.00	-7,429.16	-22,073.27	-62,561.73
411 - SOCIAL SECURITY FUND	-7,796.00	-7,796.00	-14,132.52	-5,155.77	-2,640.23
412 - MEMORIAL FUND	0.00	0.00	4,250.00	29.22	-29.22
413 - COMMUNITY EVENTS	270.00	270.00	9,391.61	3,349.18	-3,079.18
518 - CAPITAL PROJECT FUND	-174,584.00	-174,584.00	88,706.09	-126,474.06	-48,109.94
523 - CAPITAL 98 GOLF FUND	41,500.00	41,500.00	21,269.00	32,613.50	8,886.50
525 - CAPITAL - GOLF BANQUET	-500,000.00	-500,000.00	630,812.50	0.00	-500,000.00
608 - 2014B (2005B Refinance)	-1,500.00	-1,500.00	439,579.26	4.26	-1,504.26
610 - 2017 ROLLOVER BOND	0.00	0.00	41,139.95	41,139.95	-41,139.95
611 - 2018 ROLLOVER BOND	0.00	0.00	-2,772.15	-3,740.00	3,740.00
612 - 2019 ROLLOVER BOND	0.00	0.00	-601,490.00	-6,425.00	6,425.00
900 - CASH RESERVES	0.00	0.00	0.00	1,520.86	-1,520.86
<b>Total Surplus (Deficit):</b>	<b>-510,602.00</b>	<b>-510,602.00</b>	<b>-457,766.79</b>	<b>-594,135.86</b>	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2019 Period Ending: 12/31/2019

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	1,013.32	1,150,209.00	22,886.00
20 - INTEREST	8,200.00	8,200.00	1,633.26	15,829.38	-7,629.38
35 - ADDITIONAL	0.00	0.00	-1,000.00	1.75	-1.75
<b>Revenue Total:</b>	<b>1,181,295.00</b>	<b>1,181,295.00</b>	<b>1,646.58</b>	<b>1,166,040.13</b>	<b>15,254.87</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	231,257.00	231,257.00	24,167.98	221,913.87	9,343.13
51 - BENEFITS	26,309.00	26,309.00	3,319.57	22,062.94	4,246.06
52 - CONTRACTED SERVICES	168,240.00	168,240.00	19,510.64	169,986.69	-1,746.69
60 - COMMODITIES	16,500.00	16,500.00	2,491.95	14,047.18	2,452.82
65 - GENERAL EXPENDITURES	191,072.00	191,072.00	648,979.91	784,079.91	-593,007.91
<b>Expense Total:</b>	<b>633,378.00</b>	<b>633,378.00</b>	<b>698,470.05</b>	<b>1,212,090.59</b>	<b>-578,712.59</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>547,917.00</b>	<b>547,917.00</b>	<b>-696,823.47</b>	<b>-46,050.46</b>	<b>593,967.46</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

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	124.07	329,810.35	115,048.65
30 - RENTAL	56,058.00	56,058.00	10,626.34	66,477.10	-10,419.10
35 - ADDITIONAL	21,320.00	21,320.00	2,321.12	16,298.81	5,021.19
41 - PROGRAM REVENUES	1,002,801.00	1,002,801.00	68,787.69	916,166.55	86,634.45
42 - RERESHMENT REVENUE	24,500.00	24,500.00	0.00	23,742.00	758.00
<b>Revenue Total:</b>	<b>1,549,538.00</b>	<b>1,549,538.00</b>	<b>81,859.22</b>	<b>1,352,494.81</b>	<b>197,043.19</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,029,468.00	1,029,468.00	70,510.28	1,028,501.69	966.31
51 - BENEFITS	133,407.00	133,407.00	17,496.74	102,896.68	30,510.32
52 - CONTRACTED SERVICES	404,860.00	404,860.00	57,981.13	337,057.22	67,802.78
60 - COMMODITIES	169,011.00	169,011.00	15,502.86	144,456.55	24,554.45
65 - GENERAL EXPENDITURES	45,923.00	45,923.00	3,793.00	36,441.12	9,481.88
<b>Expense Total:</b>	<b>1,782,669.00</b>	<b>1,782,669.00</b>	<b>165,284.01</b>	<b>1,649,353.26</b>	<b>133,315.74</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-233,131.00</b>	<b>-233,131.00</b>	<b>-83,424.79</b>	<b>-296,858.45</b>	<b>63,727.45</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
35 - ADDITIONAL	10,300.00	10,300.00	650.00	6,929.04	3,370.96
41 - PROGRAM REVENUES	1,192,050.00	1,192,050.00	-4,701.87	1,025,376.85	166,673.15
<b>Revenue Total:</b>	<b>1,202,350.00</b>	<b>1,202,350.00</b>	<b>-4,051.87</b>	<b>1,032,305.89</b>	<b>170,044.11</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	417,050.00	417,050.00	10,127.09	410,788.89	6,261.11
51 - BENEFITS	112,220.00	112,220.00	15,522.25	93,829.71	18,390.29
52 - CONTRACTED SERVICES	443,111.00	443,111.00	46,892.75	439,124.90	3,986.10
60 - COMMODITIES	313,500.00	313,500.00	91,533.95	296,178.30	17,321.70
65 - GENERAL EXPENDITURES	18,000.00	18,000.00	2,301.82	21,627.08	-3,627.08
<b>Expense Total:</b>	<b>1,303,881.00</b>	<b>1,303,881.00</b>	<b>166,377.86</b>	<b>1,261,548.88</b>	<b>42,332.12</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>-101,531.00</b>	<b>-101,531.00</b>	<b>-170,429.73</b>	<b>-229,242.99</b>	<b>127,711.99</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

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	31,223.45	597,367.03	47,632.97
<b>Revenue Total:</b>	<b>660,000.00</b>	<b>660,000.00</b>	<b>31,223.45</b>	<b>602,086.78</b>	<b>57,913.22</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	128,000.00	128,000.00	17,957.74	94,864.42	33,135.58
51 - BENEFITS	47,973.00	47,973.00	3,176.38	17,741.84	30,231.16
52 - CONTRACTED SERVICES	173,700.00	173,700.00	35,461.98	223,681.01	-49,981.01
60 - COMMODITIES	267,600.00	267,600.00	-3,082.11	221,701.09	45,898.91
65 - GENERAL EXPENDITURES	35,000.00	35,000.00	4,882.61	23,337.33	11,662.67
<b>Expense Total:</b>	<b>652,273.00</b>	<b>652,273.00</b>	<b>58,396.60</b>	<b>581,325.69</b>	<b>70,947.31</b>
<b>Fund: 301 - GOLF BANQUETS Surplus (Deficit):</b>	<b>7,727.00</b>	<b>7,727.00</b>	<b>-27,173.15</b>	<b>20,761.09</b>	<b>-13,034.09</b>



# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 404 - AUDITNG FUND</b>					
<b>Revenue</b>					
10 - TAXES	16,604.00	16,604.00	6.12	16,257.48	346.52
<b>Revenue Total:</b>	<b>16,604.00</b>	<b>16,604.00</b>	<b>6.12</b>	<b>16,257.48</b>	<b>346.52</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	13,500.00	13,500.00	12,060.00	16,060.00	-2,560.00
65 - GENERAL EXPENDITURES	631.00	631.00	0.00	0.00	631.00
<b>Expense Total:</b>	<b>14,131.00</b>	<b>14,131.00</b>	<b>12,060.00</b>	<b>16,060.00</b>	<b>-1,929.00</b>
<b>Fund: 404 - AUDITNG FUND Surplus (Deficit):</b>	<b>2,473.00</b>	<b>2,473.00</b>	<b>-12,053.88</b>	<b>197.48</b>	<b>2,275.52</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>					
<b>Revenue</b>					
10 - TAXES	5,646.00	5,646.00	2.08	5,463.59	182.41
<b>Revenue Total:</b>	<b>5,646.00</b>	<b>5,646.00</b>	<b>2.08</b>	<b>5,463.59</b>	<b>182.41</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	2,700.00	2,700.00	111.45	1,696.77	1,003.23
60 - COMMODITIES	6,300.00	6,300.00	5,500.00	5,667.35	632.65
65 - GENERAL EXPENDITURES	215.00	215.00	0.00	0.00	215.00
<b>Expense Total:</b>	<b>9,215.00</b>	<b>9,215.00</b>	<b>5,611.45</b>	<b>7,364.12</b>	<b>1,850.88</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>-3,569.00</b>	<b>-3,569.00</b>	<b>-5,609.37</b>	<b>-1,900.53</b>	<b>-1,668.47</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>					
<b>Revenue</b>					
10 - TAXES	103,704.00	103,704.00	38.23	101,581.00	2,123.00
35 - ADDITIONAL	0.00	0.00	2,500.00	2,699.58	-2,699.58
<b>Revenue Total:</b>	<b>103,704.00</b>	<b>103,704.00</b>	<b>2,538.23</b>	<b>104,280.58</b>	<b>-576.58</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	15,000.00	15,000.00	0.00	15,000.00	0.00
51 - BENEFITS	1,800.00	1,800.00	0.00	851.00	949.00
52 - CONTRACTED SERVICES	80,615.00	80,615.00	18,223.98	77,280.21	3,334.79
60 - COMMODITIES	4,500.00	4,500.00	403.49	3,875.86	624.14
65 - GENERAL EXPENDITURES	3,941.00	3,941.00	0.00	0.00	3,941.00
<b>Expense Total:</b>	<b>105,856.00</b>	<b>105,856.00</b>	<b>18,627.47</b>	<b>97,007.07</b>	<b>8,848.93</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>-2,152.00</b>	<b>-2,152.00</b>	<b>-16,089.24</b>	<b>7,273.51</b>	<b>-9,425.51</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 407 - IMRF FUND</b>					
<b>Revenue</b>					
10 - TAXES	159,355.00	159,355.00	58.75	156,215.11	3,139.89
<b>Revenue Total:</b>	<b>159,355.00</b>	<b>159,355.00</b>	<b>58.75</b>	<b>156,215.11</b>	<b>3,139.89</b>
<b>Expense</b>					
51 - BENEFITS	94,200.00	94,200.00	7,893.57	92,834.29	1,365.71
65 - GENERAL EXPENDITURES	6,056.00	6,056.00	0.00	0.00	6,056.00
<b>Expense Total:</b>	<b>100,256.00</b>	<b>100,256.00</b>	<b>7,893.57</b>	<b>92,834.29</b>	<b>7,421.71</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>59,099.00</b>	<b>59,099.00</b>	<b>-7,834.82</b>	<b>63,380.82</b>	<b>-4,281.82</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 408 - POLICE FUND</b>					
<b>Revenue</b>					
10 - TAXES	82,795.00	82,795.00	30.53	81,197.58	1,597.42
<b>Revenue Total:</b>	<b>82,795.00</b>	<b>82,795.00</b>	<b>30.53</b>	<b>81,197.58</b>	<b>1,597.42</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	34,000.00	34,000.00	0.00	34,000.00	0.00
52 - CONTRACTED SERVICES	26,000.00	26,000.00	900.78	11,324.44	14,675.56
65 - GENERAL EXPENDITURES	3,147.00	3,147.00	0.00	0.00	3,147.00
<b>Expense Total:</b>	<b>63,147.00</b>	<b>63,147.00</b>	<b>900.78</b>	<b>45,324.44</b>	<b>17,822.56</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>19,648.00</b>	<b>19,648.00</b>	<b>-870.25</b>	<b>35,873.14</b>	<b>-16,225.14</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 409 - MUSEUM FUND</b>					
<b>Revenue</b>					
10 - TAXES	14,462.00	14,462.00	5.33	14,118.66	343.34
<b>Revenue Total:</b>	<b>14,462.00</b>	<b>14,462.00</b>	<b>5.33</b>	<b>14,118.66</b>	<b>343.34</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	7,000.00	7,000.00	0.00	7,000.00	0.00
65 - GENERAL EXPENDITURES	4,800.00	4,800.00	4,250.00	4,250.00	550.00
<b>Expense Total:</b>	<b>11,800.00</b>	<b>11,800.00</b>	<b>4,250.00</b>	<b>11,250.00</b>	<b>550.00</b>
<b>Fund: 409 - MUSEUM FUND Surplus (Deficit):</b>	<b>2,662.00</b>	<b>2,662.00</b>	<b>-4,244.67</b>	<b>2,868.66</b>	<b>-206.66</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 410 - SPECIAL RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	132,472.00	132,472.00	48.84	129,755.77	2,716.23
<b>Revenue Total:</b>	<b>132,472.00</b>	<b>132,472.00</b>	<b>48.84</b>	<b>129,755.77</b>	<b>2,716.23</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	10,000.00	10,000.00	6,678.00	17,618.00	-7,618.00
65 - GENERAL EXPENDITURES	84,467.00	84,467.00	0.00	79,612.68	4,854.32
80 - CAPITAL IMPROVEMENTS	122,640.00	122,640.00	800.00	54,598.36	68,041.64
<b>Expense Total:</b>	<b>217,107.00</b>	<b>217,107.00</b>	<b>7,478.00</b>	<b>151,829.04</b>	<b>65,277.96</b>
<b>Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):</b>	<b>-84,635.00</b>	<b>-84,635.00</b>	<b>-7,429.16</b>	<b>-22,073.27</b>	<b>-62,561.73</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 411 - SOCIAL SECURITY FUND</b>					
<b>Revenue</b>					
10 - TAXES	142,214.00	142,214.00	52.43	139,421.98	2,792.02
<b>Revenue Total:</b>	<b>142,214.00</b>	<b>142,214.00</b>	<b>52.43</b>	<b>139,421.98</b>	<b>2,792.02</b>
<b>Expense</b>					
51 - BENEFITS	144,605.00	144,605.00	14,184.95	144,577.75	27.25
65 - GENERAL EXPENDITURES	5,405.00	5,405.00	0.00	0.00	5,405.00
<b>Expense Total:</b>	<b>150,010.00</b>	<b>150,010.00</b>	<b>14,184.95</b>	<b>144,577.75</b>	<b>5,432.25</b>
<b>Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):</b>	<b>-7,796.00</b>	<b>-7,796.00</b>	<b>-14,132.52</b>	<b>-5,155.77</b>	<b>-2,640.23</b>



# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 412 - MEMORIAL FUND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	700.00	700.00	0.00	1,095.00	-395.00
65 - GENERAL EXPENDITURES	4,250.00	4,250.00	4,250.00	4,250.00	0.00
<b>Revenue Total:</b>	<b>4,950.00</b>	<b>4,950.00</b>	<b>4,250.00</b>	<b>5,345.00</b>	<b>-395.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	3,000.00	3,000.00	0.00	3,000.00	0.00
52 - CONTRACTED SERVICES	1,400.00	1,400.00	0.00	811.24	588.76
60 - COMMODITIES	550.00	550.00	0.00	1,504.54	-954.54
<b>Expense Total:</b>	<b>4,950.00</b>	<b>4,950.00</b>	<b>0.00</b>	<b>5,315.78</b>	<b>-365.78</b>
<b>Fund: 412 - MEMORIAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>4,250.00</b>	<b>29.22</b>	<b>-29.22</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 413 - COMMUNITY EVENTS</b>					
<b>Revenue</b>					
35 - ADDITIONAL	11,500.00	11,500.00	9,432.22	10,932.22	567.78
41 - PROGRAM REVENUES	9,020.00	9,020.00	0.00	11,322.00	-2,302.00
<b>Revenue Total:</b>	<b>20,520.00</b>	<b>20,520.00</b>	<b>9,432.22</b>	<b>22,254.22</b>	<b>-1,734.22</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00
52 - CONTRACTED SERVICES	14,250.00	14,250.00	0.00	14,798.50	-548.50
60 - COMMODITIES	5,000.00	5,000.00	40.61	4,106.54	893.46
<b>Expense Total:</b>	<b>20,250.00</b>	<b>20,250.00</b>	<b>40.61</b>	<b>18,905.04</b>	<b>1,344.96</b>
<b>Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):</b>	<b>270.00</b>	<b>270.00</b>	<b>9,391.61</b>	<b>3,349.18</b>	<b>-3,079.18</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 518 - CAPITAL PROJECT FUND</b>					
<b>Revenue</b>					
65 - GENERAL EXPENDITURES	154,731.00	154,731.00	143,340.00	143,340.00	11,391.00
<b>Revenue Total:</b>	<b>154,731.00</b>	<b>154,731.00</b>	<b>143,340.00</b>	<b>143,340.00</b>	<b>11,391.00</b>
<b>Expense</b>					
60 - COMMODITIES	31,015.00	31,015.00	0.00	5,450.85	25,564.15
65 - GENERAL EXPENDITURES	0.00	0.00	18,558.60	18,558.60	-18,558.60
80 - CAPITAL IMPROVEMENTS	298,300.00	298,300.00	36,075.31	245,804.61	52,495.39
<b>Expense Total:</b>	<b>329,315.00</b>	<b>329,315.00</b>	<b>54,633.91</b>	<b>269,814.06</b>	<b>59,500.94</b>
<b>Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):</b>	<b>-174,584.00</b>	<b>-174,584.00</b>	<b>88,706.09</b>	<b>-126,474.06</b>	<b>-48,109.94</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
Expense					
80 - CAPITAL IMPROVEMENTS	41,500.00	41,500.00	21,269.00	32,613.50	8,886.50
Expense Total:	41,500.00	41,500.00	21,269.00	32,613.50	8,886.50
Fund: 523 - CAPITAL 98 GOLF FUND Total:	41,500.00	41,500.00	21,269.00	32,613.50	8,886.50

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 525 - CAPITAL - GOLF BANQUET</b>					
<b>Revenue</b>					
65 - GENERAL EXPENDITURES	0.00	0.00	630,812.50	630,812.50	-630,812.50
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>630,812.50</b>	<b>630,812.50</b>	<b>-630,812.50</b>
<b>Expense</b>					
60 - COMMODITIES	5,000.00	5,000.00	0.00	623.32	4,376.68
80 - CAPITAL IMPROVEMENTS	495,000.00	495,000.00	0.00	630,189.18	-135,189.18
<b>Expense Total:</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>0.00</b>	<b>630,812.50</b>	<b>-130,812.50</b>
<b>Fund: 525 - CAPITAL - GOLF BANQUET Surplus (Deficit):</b>	<b>-500,000.00</b>	<b>-500,000.00</b>	<b>630,812.50</b>	<b>0.00</b>	<b>-500,000.00</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 608 - 2014B (2005B Refinance)</b>					
<b>Revenue</b>					
35 - ADDITIONAL	573,200.00	573,200.00	439,580.22	439,580.22	133,619.78
<b>Revenue Total:</b>	<b>573,200.00</b>	<b>573,200.00</b>	<b>439,580.22</b>	<b>439,580.22</b>	<b>133,619.78</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	1,500.00	1,500.00	0.00	475.00	1,025.00
60 - COMMODITIES	0.00	0.00	0.96	0.96	-0.96
65 - GENERAL EXPENDITURES	573,200.00	573,200.00	0.00	439,100.00	134,100.00
<b>Expense Total:</b>	<b>574,700.00</b>	<b>574,700.00</b>	<b>0.96</b>	<b>439,575.96</b>	<b>135,124.04</b>
<b>Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):</b>	<b>-1,500.00</b>	<b>-1,500.00</b>	<b>439,579.26</b>	<b>4.26</b>	<b>-1,504.26</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 610 - 2017 ROLLOVER BOND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	0.00	0.00	41,139.95	41,139.95	-41,139.95
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>41,139.95</b>	<b>41,139.95</b>	<b>-41,139.95</b>
<b>Fund: 610 - 2017 ROLLOVER BOND Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>41,139.95</b>	<b>41,139.95</b>	<b>-41,139.95</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 611 - 2018 ROLLOVER BOND</b>					
<b>Revenue</b>					
10 - TAXES	647,084.00	647,084.00	225.25	598,563.16	48,520.84
<b>Revenue Total:</b>	<b>647,084.00</b>	<b>647,084.00</b>	<b>225.25</b>	<b>598,563.16</b>	<b>48,520.84</b>
<b>Expense</b>					
65 - GENERAL EXPENDITURES	647,084.00	647,084.00	2,997.40	602,303.16	44,780.84
<b>Expense Total:</b>	<b>647,084.00</b>	<b>647,084.00</b>	<b>2,997.40</b>	<b>602,303.16</b>	<b>44,780.84</b>
<b>Fund: 611 - 2018 ROLLOVER BOND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,772.15</b>	<b>-3,740.00</b>	<b>3,740.00</b>



# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 612 - 2019 ROLLOVER BOND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	582,610.00	582,610.00	0.00	600,790.00	-18,180.00
<b>Revenue Total:</b>	<b>582,610.00</b>	<b>582,610.00</b>	<b>0.00</b>	<b>600,790.00</b>	<b>-18,180.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	12,000.00	12,000.00	6,425.00	12,150.00	-150.00
65 - GENERAL EXPENDITURES	570,610.00	570,610.00	595,065.00	595,065.00	-24,455.00
<b>Expense Total:</b>	<b>582,610.00</b>	<b>582,610.00</b>	<b>601,490.00</b>	<b>607,215.00</b>	<b>-24,605.00</b>
<b>Fund: 612 - 2019 ROLLOVER BOND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-601,490.00</b>	<b>-6,425.00</b>	<b>6,425.00</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 900 - CASH RESERVES</b>					
<b>Revenue</b>					
20 - INTEREST	0.00	0.00	0.00	1,520.86	-1,520.86
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,520.86</b>	<b>-1,520.86</b>
<b>Fund: 900 - CASH RESERVES Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,520.86</b>	<b>-1,520.86</b>
<b>Total Surplus (Deficit):</b>	<b>-510,602.00</b>	<b>-510,602.00</b>	<b>-457,766.79</b>	<b>-594,135.86</b>	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2019 Period Ending: 12/31/2019

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	11,950.41	386,502.10	109,526.90
Expense	805,508.00	805,508.00	49,245.39	700,768.62	104,739.38
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>-309,479.00</b>	<b>-309,479.00</b>	<b>-37,294.98</b>	<b>-314,266.52</b>	<b>4,787.52</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	120,675.00	120,675.00	7,900.92	89,030.79	31,644.21
Expense	80,918.00	80,918.00	6,996.76	64,700.61	16,217.39
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>39,757.00</b>	<b>39,757.00</b>	<b>904.16</b>	<b>24,330.18</b>	<b>15,426.82</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	195,800.00	195,800.00	29,791.89	217,015.46	-21,215.46
Expense	120,996.00	120,996.00	17,269.28	154,652.67	-33,656.67
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>74,804.00</b>	<b>74,804.00</b>	<b>12,522.61</b>	<b>62,362.79</b>	<b>12,441.21</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	37,685.00	37,685.00	2,836.10	28,269.96	9,415.04
Expense	37,100.00	37,100.00	6,440.62	32,609.52	4,490.48
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>585.00</b>	<b>585.00</b>	<b>-3,604.52</b>	<b>-4,339.56</b>	<b>4,924.56</b>
<b>Department: 06 - DANCE</b>					
Revenue	56,900.00	56,900.00	4,906.65	51,952.42	4,947.58
Expense	36,450.00	36,450.00	3,744.58	37,014.72	-564.72
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>20,450.00</b>	<b>20,450.00</b>	<b>1,162.07</b>	<b>14,937.70</b>	<b>5,512.30</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	34,800.00	34,800.00	5,450.57	40,379.22	-5,579.22
Expense	19,890.00	19,890.00	3,385.16	19,084.28	805.72
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>14,910.00</b>	<b>14,910.00</b>	<b>2,065.41</b>	<b>21,294.94</b>	<b>-6,384.94</b>
<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	33.50	36,291.40	-755.40
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>14,843.00</b>	<b>14,843.00</b>	<b>-33.50</b>	<b>1,852.70</b>	<b>12,990.30</b>
<b>Department: 09 - CONCESSIONS</b>					
Revenue	24,500.00	24,500.00	0.00	23,742.00	758.00
Expense	21,200.00	21,200.00	197.39	25,629.23	-4,429.23
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>3,300.00</b>	<b>3,300.00</b>	<b>-197.39</b>	<b>-1,887.23</b>	<b>5,187.23</b>
<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	1,583.38	127,144.90	-2,062.90
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-40,812.00</b>	<b>-40,812.00</b>	<b>-1,583.38</b>	<b>-41,241.20</b>	<b>429.20</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	135,400.00	135,400.00	10,942.05	100,654.25	34,745.75
Expense	119,700.00	119,700.00	19,780.43	96,993.34	22,706.66
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>15,700.00</b>	<b>15,700.00</b>	<b>-8,838.38</b>	<b>3,660.91</b>	<b>12,039.09</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	11,000.00	11,000.00	3,051.00	11,954.50	-954.50
Expense	15,700.00	15,700.00	3,930.82	18,153.87	-2,453.87
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-4,700.00</b>	<b>-4,700.00</b>	<b>-879.82</b>	<b>-6,199.37</b>	<b>1,499.37</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	45,100.00	45,100.00	2,908.51	31,511.19	13,588.81
Expense	41,850.00	41,850.00	3,946.96	34,005.24	7,844.76
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>3,250.00</b>	<b>3,250.00</b>	<b>-1,038.45</b>	<b>-2,494.05</b>	<b>5,744.05</b>

# Income Statement

For Fiscal: 2019 Period Ending: 12/31/2019

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - SUMMER CAMP</b>					
Revenue	247,000.00	247,000.00	0.00	240,514.00	6,486.00
Expense	141,697.00	141,697.00	95.37	138,661.32	3,035.68
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>105,303.00</b>	<b>105,303.00</b>	<b>-95.37</b>	<b>101,852.68</b>	<b>3,450.32</b>
<b>Department: 30 - PARKS</b>					
Revenue	10,000.00	10,000.00	2,121.12	6,921.12	3,078.88
Expense	181,042.00	181,042.00	48,634.37	163,643.54	17,398.46
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-171,042.00</b>	<b>-171,042.00</b>	<b>-46,513.25</b>	<b>-156,722.42</b>	<b>-14,319.58</b>
<b>Department: 40 - GOLF</b>					
Revenue	984,550.00	984,550.00	-7,099.85	834,504.79	150,045.21
Expense	643,102.00	643,102.00	34,986.27	596,329.49	46,772.51
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>341,448.00</b>	<b>341,448.00</b>	<b>-42,086.12</b>	<b>238,175.30</b>	<b>103,272.70</b>
<b>Department: 41 - GROUNDS</b>					
Expense	513,079.00	513,079.00	54,312.73	519,357.21	-6,278.21
<b>Department: 41 - GROUNDS Total:</b>	<b>513,079.00</b>	<b>513,079.00</b>	<b>54,312.73</b>	<b>519,357.21</b>	<b>-6,278.21</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	126,800.00	126,800.00	3,015.98	120,309.36	6,490.64
Expense	105,700.00	105,700.00	68,162.40	96,726.30	8,973.70
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>21,100.00</b>	<b>21,100.00</b>	<b>-65,146.42</b>	<b>23,583.06</b>	<b>-2,483.06</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	66,000.00	66,000.00	0.00	55,833.62	10,166.38
Expense	35,000.00	35,000.00	4,603.00	38,849.26	-3,849.26
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>31,000.00</b>	<b>31,000.00</b>	<b>-4,603.00</b>	<b>16,984.36</b>	<b>14,015.64</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	25,000.00	25,000.00	32.00	21,658.12	3,341.88
Expense	7,000.00	7,000.00	4,326.94	10,300.10	-3,300.10
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>18,000.00</b>	<b>18,000.00</b>	<b>-4,294.94</b>	<b>11,358.02</b>	<b>6,641.98</b>
<b>Department: 45 - BANQUET HALL</b>					
Expense	0.00	0.00	-13.48	-13.48	13.48
<b>Department: 45 - BANQUET HALL Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-13.48</b>	<b>-13.48</b>	<b>13.48</b>
<b>Total Surplus (Deficit):</b>	<b>-334,662.00</b>	<b>-334,662.00</b>	<b>-253,854.52</b>	<b>-526,101.44</b>	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2020 Period Ending: 04/30/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 100 - CORPORATE FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,231,155.00	1,231,155.00	13,388.61	630,821.03	600,333.97
20 - INTEREST	12,000.00	12,000.00	1,668.79	6,580.82	5,419.18
<b>Revenue Total:</b>	<b>1,243,155.00</b>	<b>1,243,155.00</b>	<b>15,057.40</b>	<b>637,401.85</b>	<b>605,753.15</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	288,860.27	288,860.27	0.00	67,068.65	221,791.62
51 - BENEFITS	25,464.72	25,464.72	1,845.92	4,930.98	20,533.74
52 - CONTRACTED SERVICES	149,446.41	149,446.41	10,111.37	50,059.82	99,386.59
60 - COMMODITIES	22,210.00	22,210.00	1,472.70	3,064.51	19,145.49
65 - GENERAL EXPENDITURES	131,000.00	131,000.00	0.00	750.00	130,250.00
<b>Expense Total:</b>	<b>616,981.40</b>	<b>616,981.40</b>	<b>13,429.99</b>	<b>125,873.96</b>	<b>491,107.44</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>626,173.60</b>	<b>626,173.60</b>	<b>1,627.41</b>	<b>511,527.89</b>	<b>114,645.71</b>
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	598,000.00	598,000.00	6,696.29	314,432.22	283,567.78
30 - RENTAL	64,538.00	64,538.00	1,267.50	13,565.78	50,972.22
35 - ADDITIONAL	25,460.00	25,460.00	0.00	549.88	24,910.12
41 - PROGRAM REVENUES	952,044.00	952,044.00	10,126.72	180,663.94	771,380.06
42 - RERESHMENT REVENUE	25,375.00	25,375.00	0.00	249.25	25,125.75
<b>Revenue Total:</b>	<b>1,665,417.00</b>	<b>1,665,417.00</b>	<b>18,090.51</b>	<b>509,461.07</b>	<b>1,155,955.93</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,167,930.15	1,167,930.15	0.00	197,774.17	970,155.98
51 - BENEFITS	110,336.18	110,336.18	10,568.06	28,255.98	82,080.20
52 - CONTRACTED SERVICES	379,779.00	379,779.00	15,983.90	76,609.35	303,169.65
60 - COMMODITIES	162,131.00	162,131.00	7,384.74	27,160.23	134,970.77
65 - GENERAL EXPENDITURES	35,623.00	35,623.00	873.85	8,772.61	26,850.39
<b>Expense Total:</b>	<b>1,855,799.33</b>	<b>1,855,799.33</b>	<b>34,810.55</b>	<b>338,572.34</b>	<b>1,517,226.99</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-190,382.33</b>	<b>-190,382.33</b>	<b>-16,720.04</b>	<b>170,888.73</b>	<b>-361,271.06</b>
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
35 - ADDITIONAL	15,900.00	15,900.00	179.68	17,673.08	-1,773.08
41 - PROGRAM REVENUES	1,109,252.00	1,109,252.00	13,983.00	77,035.62	1,032,216.38
<b>Revenue Total:</b>	<b>1,125,152.00</b>	<b>1,125,152.00</b>	<b>14,162.68</b>	<b>94,708.70</b>	<b>1,030,443.30</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	397,542.25	397,542.25	0.00	71,591.69	325,950.56
51 - BENEFITS	93,747.16	93,747.16	7,524.28	20,285.97	73,461.19
52 - CONTRACTED SERVICES	377,101.00	377,101.00	38,553.81	140,606.28	236,494.72
60 - COMMODITIES	316,500.00	316,500.00	23,623.05	47,090.94	269,409.06
65 - GENERAL EXPENDITURES	17,400.00	17,400.00	1,195.00	-2,905.84	20,305.84
<b>Expense Total:</b>	<b>1,202,290.41</b>	<b>1,202,290.41</b>	<b>70,896.14</b>	<b>276,669.04</b>	<b>925,621.37</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>-77,138.41</b>	<b>-77,138.41</b>	<b>-56,733.46</b>	<b>-181,960.34</b>	<b>104,821.93</b>
<b>Fund: 301 - GOLF BANQUETS</b>					
<b>Revenue</b>					
30 - RENTAL	3,700.00	3,700.00	3,500.00	6,060.64	-2,360.64
42 - RERESHMENT REVENUE	679,500.00	679,500.00	0.00	76,201.26	603,298.74
<b>Revenue Total:</b>	<b>683,200.00</b>	<b>683,200.00</b>	<b>3,500.00</b>	<b>82,261.90</b>	<b>600,938.10</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	168,000.00	168,000.00	0.00	23,307.73	144,692.27
51 - BENEFITS	54,270.48	54,270.48	1,763.32	4,911.55	49,358.93

**Income Statement****For Fiscal: 2020 Period Ending: 04/30/2020**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
52 - CONTRACTED SERVICES	258,379.00	258,379.00	9,851.88	53,980.63	204,398.37
60 - COMMODITIES	232,750.00	232,750.00	12,779.80	46,672.27	186,077.73
65 - GENERAL EXPENDITURES	13,696.00	13,696.00	1,187.91	7,878.85	5,817.15
<b>Expense Total:</b>	<b>727,095.48</b>	<b>727,095.48</b>	<b>25,582.91</b>	<b>136,751.03</b>	<b>590,344.45</b>
<b>Fund: 301 - GOLF BANQUETS Surplus (Deficit):</b>	<b>-43,895.48</b>	<b>-43,895.48</b>	<b>-22,082.91</b>	<b>-54,489.13</b>	<b>10,593.65</b>
<b>Total Surplus (Deficit):</b>	<b>314,757.38</b>	<b>314,757.38</b>	<b>-93,909.00</b>	<b>445,967.15</b>	

## Income Statement

For Fiscal: 2020 Period Ending: 04/30/2020

## Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	626,173.60	626,173.60	1,627.41	511,527.89	114,645.71
200 - RECREATION FUND	-190,382.33	-190,382.33	-16,720.04	170,888.73	-361,271.06
300 - GOLF	-77,138.41	-77,138.41	-56,733.46	-181,960.34	104,821.93
301 - GOLF BANQUETS	-43,895.48	-43,895.48	-22,082.91	-54,489.13	10,593.65
<b>Total Surplus (Deficit):</b>	<b>314,757.38</b>	<b>314,757.38</b>	<b>-93,909.00</b>	<b>445,967.15</b>	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2020 Period Ending: 04/30/2020

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 02 - RECREATION/GENERAL</b>					
Revenue	652,713.00	652,713.00	7,963.79	329,278.00	323,435.00
Expense	811,336.01	811,336.01	19,659.34	196,390.37	614,945.64
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>-158,623.01</b>	<b>-158,623.01</b>	<b>-11,695.55</b>	<b>132,887.63</b>	<b>-291,510.64</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	105,295.00	105,295.00	1,949.46	28,457.50	76,837.50
Expense	74,478.83	74,478.83	131.77	14,569.41	59,909.42
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>30,816.17</b>	<b>30,816.17</b>	<b>1,817.69</b>	<b>13,888.09</b>	<b>16,928.08</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	184,582.00	184,582.00	68.33	71,891.97	112,690.03
Expense	131,245.50	131,245.50	862.48	40,265.88	90,979.62
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>53,336.50</b>	<b>53,336.50</b>	<b>-794.15</b>	<b>31,626.09</b>	<b>21,710.41</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	35,010.00	35,010.00	0.00	7,706.30	27,303.70
Expense	28,090.00	28,090.00	-200.00	6,549.05	21,540.95
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>6,920.00</b>	<b>6,920.00</b>	<b>200.00</b>	<b>1,157.25</b>	<b>5,762.75</b>
<b>Department: 06 - DANCE</b>					
Revenue	48,524.00	48,524.00	6,172.19	25,600.93	22,923.07
Expense	31,207.00	31,207.00	4,283.18	14,562.94	16,644.06
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>17,317.00</b>	<b>17,317.00</b>	<b>1,889.01</b>	<b>11,037.99</b>	<b>6,279.01</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	41,077.00	41,077.00	150.97	12,906.52	28,170.48
Expense	18,948.00	18,948.00	0.00	5,357.88	13,590.12
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>22,129.00</b>	<b>22,129.00</b>	<b>150.97</b>	<b>7,548.64</b>	<b>14,580.36</b>
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	44,785.00	44,785.00	0.00	0.00	44,785.00
Expense	37,321.00	37,321.00	0.00	324.00	36,997.00
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>7,464.00</b>	<b>7,464.00</b>	<b>0.00</b>	<b>-324.00</b>	<b>7,788.00</b>
<b>Department: 09 - CONCESSIONS</b>					
Revenue	25,375.00	25,375.00	0.00	249.25	25,125.75
Expense	20,592.50	20,592.50	0.00	295.07	20,297.43
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>4,782.50</b>	<b>4,782.50</b>	<b>0.00</b>	<b>-45.82</b>	<b>4,828.32</b>
<b>Department: 10 - AQUATICS</b>					
Revenue	84,674.00	84,674.00	0.00	129.00	84,545.00
Expense	131,707.00	131,707.00	0.00	351.69	131,355.31
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-47,033.00</b>	<b>-47,033.00</b>	<b>0.00</b>	<b>-222.69</b>	<b>-46,810.31</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	111,809.00	111,809.00	0.05	20,025.20	91,783.80
Expense	103,873.75	103,873.75	6,448.11	25,759.06	78,114.69
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>7,935.25</b>	<b>7,935.25</b>	<b>-6,448.06</b>	<b>-5,733.86</b>	<b>13,669.11</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	8,900.00	8,900.00	0.00	2,808.00	6,092.00
Expense	12,931.25	12,931.25	877.77	2,861.36	10,069.89
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-4,031.25</b>	<b>-4,031.25</b>	<b>-877.77</b>	<b>-53.36</b>	<b>-3,977.89</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	29,707.00	29,707.00	1,785.72	10,320.40	19,386.60
Expense	37,187.50	37,187.50	0.00	7,016.83	30,170.67
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>-7,480.50</b>	<b>-7,480.50</b>	<b>1,785.72</b>	<b>3,303.57</b>	<b>-10,784.07</b>



# Income Statement

For Fiscal: 2020 Period Ending: 04/30/2020

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - SUMMER CAMP</b>					
Revenue	277,966.00	277,966.00	0.00	88.00	277,878.00
Expense	174,182.25	174,182.25	232.50	1,642.50	172,539.75
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>103,783.75</b>	<b>103,783.75</b>	<b>-232.50</b>	<b>-1,554.50</b>	<b>105,338.25</b>
<b>Department: 30 - PARKS</b>					
Revenue	15,000.00	15,000.00	0.00	0.00	15,000.00
Expense	242,698.74	242,698.74	2,515.40	22,626.30	220,072.44
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-227,698.74</b>	<b>-227,698.74</b>	<b>-2,515.40</b>	<b>-22,626.30</b>	<b>-205,072.44</b>
<b>Department: 40 - GOLF</b>					
Revenue	918,550.00	918,550.00	12,559.68	84,720.17	833,829.83
Expense	520,979.65	520,979.65	30,972.54	157,885.10	363,094.55
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>397,570.35</b>	<b>397,570.35</b>	<b>-18,412.86</b>	<b>-73,164.93</b>	<b>470,735.28</b>
<b>Department: 41 - GROUNDS</b>					
Expense	536,110.76	536,110.76	39,989.50	115,980.89	420,129.87
<b>Department: 41 - GROUNDS Total:</b>	<b>536,110.76</b>	<b>536,110.76</b>	<b>39,989.50</b>	<b>115,980.89</b>	<b>420,129.87</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	122,102.00	122,102.00	1,603.00	3,597.53	118,504.47
Expense	100,700.00	100,700.00	-65.90	543.54	100,156.46
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>21,402.00</b>	<b>21,402.00</b>	<b>1,668.90</b>	<b>3,053.99</b>	<b>18,348.01</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	62,500.00	62,500.00	0.00	6,110.00	56,390.00
Expense	36,500.00	36,500.00	0.00	896.81	35,603.19
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>26,000.00</b>	<b>26,000.00</b>	<b>0.00</b>	<b>5,213.19</b>	<b>20,786.81</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	22,000.00	22,000.00	0.00	281.00	21,719.00
Expense	8,000.00	8,000.00	0.00	228.50	7,771.50
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>0.00</b>	<b>52.50</b>	<b>13,947.50</b>
<b>Department: 45 - BANQUET HALL</b>					
Expense	0.00	0.00	0.00	1,134.20	-1,134.20
<b>Department: 45 - BANQUET HALL Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,134.20</b>	<b>-1,134.20</b>
<b>Total Surplus (Deficit):</b>	<b>-267,520.74</b>	<b>-267,520.74</b>	<b>-73,453.50</b>	<b>-11,071.61</b>	

# Income Statement

For Fiscal: 2020 Period Ending: 04/30/2020

## Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	-190,382.33	-190,382.33	-16,720.04	170,888.73	-361,271.06
300 - GOLF	-77,138.41	-77,138.41	-56,733.46	-181,960.34	104,821.93
<b>Total Surplus (Deficit):</b>	<b>-267,520.74</b>	<b>-267,520.74</b>	<b>-73,453.50</b>	<b>-11,071.61</b>	



May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: May 2020 Board Report

## **OCCC**

Several firms worked on the EPA remediation regarding the Grounds / Maintenance from 1999 – 2003 due to potential gas and soil contamination. One company did a comprehensive review of open incidents on the IEPA database, and identified the release at Old Orchard Country Club as one that hadn't been worked on in some time and needs some additional attention in order to receive a No Further Remediation letter from the Illinois EPA.

This company does investigating, cleaning up, and closing out petroleum releases in Illinois, including other area golf courses/country clubs. There is no cost to the District. Legal has reviewed the agreement. The work should be started soon to close out the file.

## **Other items**

Payroll systems and phone systems are both being transitioned during this time. We are in midst of installation, training and implementation.



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May 20, 2020

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

### **Marketing**

Edlyn has been creating our virtual programming flyers. Now that we are promoting programs on a month by month basis, she has been instrumental in providing the information in a timely manner. We cannot thank her enough for the high quality, creative flyers!

A virtual programming banner was posted on the pool fence. Marketing & More designed it to attract attention and it's working! May was a success and now with this banner, June may be better.

Daily social media posts and emails are sent out and District 23 is sending out our promotions with their newsletter.

### **Virtual Programming**

Our June program offerings include: enrichment classes, magic classes, balloon animal classes, Got Talent, School's Out for Summer Slime, puppy and dog training classes, The Science of Carnival Games, Funhouse Mirrors and the Concession Stand, Pilates, dance classes, Wiggle, Giggle, Sing!, Parent and Child Sports and Stories, Kicks for Kids Soccer Skills, Bricks 4 Kidz-Virtual Lego Basic Brick, cooking classes, preschool classes, Reptile Show, lunch and bingo, Father's Day Root Beer with Dad, pizza and bingo and egaming league.

The Got Talent results will be announced on June 27<sup>th</sup>, our scheduled Block Party date. Our local band, Straight Ethyl provided us with a video to share that evening. They have committed to playing at our 2021 Block Party.

### **Summer Programs**

Online registration is open for summer camps and golf with limited availability. All other summer programs are accepting enrollment, but without payment and patrons will be placed on a waitlist. Patrons will be contacted once the decision to operate the program has been made.

The recreation team prepared plans for on-site programming for opening during phase 3 and phase 4 of Restore Illinois.

### **Survey**

The recreation team created a survey that was sent out by Michelle Brennan on May 8<sup>th</sup> and results were tabulated May 18<sup>th</sup>. Questions included plans for summer camps, youth athletics, dance, preschool, virtual programs, fitness center and communication preferences. This is a great tool for summer planning.

**Infectious Disease Preparedness and Response Plan**

Using resources from PDRMA, OSHA, CDC and IDPH, we are developing our Preparedness and Response Plan. Each department will have Operational Procedures for Covid-19 Protocol using the guidelines from the state of Illinois. We are anxiously awaiting the child care guidelines.

Our plan includes staff risk exposure, Restore Illinois phase direction, facility re-opening procedures, PPE, training, administrative guidelines, steps to reduce exposure and back to work procedures.

**Prospect Heights Library bookshelf**

The bookcase was installed. The dedication plaque for Paul Schmidt Jr. was ordered by the library and will be mounted on the wall.

**PDRMA**

Marci will cover fleet safety with the full time staff and bus drivers for May.

**Refunds**

We start processing the requested refunds on June 1.

**NEW**

**JUNE 2020**

**VIRTUAL PROGRAMS**



**[www.phparks.org/virtual-programs](http://www.phparks.org/virtual-programs)**



PROSPECT HEIGHTS PARK DISTRICT  
[WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS](http://WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS)

# VIRTUAL ENRICHMENT CLASSES

May 11 - July 3 | Grades K-8 | \$80

Code: 405507-01

REGISTER BY MAY 22ND

## **CHESS SCHOLARS/AFTERSCHOOL ENRICHMENT SOLUTIONS**

**is now offering an All Access Enrichment Pass - a comprehensive suite of live enrichment classes and supplemental resources online! These fun and engaging courses provide a wonderful mix of digital workbooks and live instruction via video calls with education professionals (conveniently scheduled at a variety of times throughout the day, every day, so that you can choose the time that works best for you).**

Your student will have access to all five of the following subjects listed below! There will be new content available every week; once enrolled, every Friday you will receive an email with all the details for the following week (Zoom links, videos, etc.).

### **CHESS**



### **STEM**

### **ART**



### **SPANISH**

### **DRAMA**







PROSPECT HEIGHTS  
PARK DISTRICT

# VIRTUAL MAGIC CLASS

CODE: 405506-10

MAY 4TH-JULY 31ST

\$12

REGISTER ONLINE AT

[WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS](http://WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS)

HAVE YOU EVER WANTED TO BE A MAGICIAN? WELL NOW YOU CAN BECAUSE MAGICIAN GARY KANTOR NOW TEACHES HIS POPULAR MAGIC CLASS ONLINE VIRTUALLY! THIS 45-MINUTE ONLINE CLASS TEACHES CHILDREN HOW TO PERFORM A NUMBER OF MIND-BOGGLING TRICKS USING EVERYDAY HOUSEHOLD ITEMS. THE CHILDREN WILL HAVE A BLAST AS THEY LEARN EXACTLY WHAT TO SAY AND DO WHEN PERFORMING IN FRONT OF AN AUDIENCE! SINCE THIS CLASS IS ONLINE, IT CAN BE TAKEN WHENEVER IT IS CONVENIENT FOR YOUR SCHEDULE AND THE VIDEOS CAN BE WATCHED AGAIN AND AGAIN! YOUR ENTIRE FAMILY CAN EVEN TAKE THIS CLASS TOGETHER!

\*WHEN REGISTERING, YOU WILL BE EMAILED THE HOUSEHOLD ITEMS THAT ARE NEEDED ALONG WITH THE PRIVATE LINK CODE TO ACCESS THE CLASS



# **VIRTUAL BALLOON ANIMAL CLASS**

**WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS**

**CODE: 405506-11**

**MAY 4TH – JULY 31ST**

**\$12**

EVER WONDERED HOW BALLOON ANIMALS ARE MADE? WELL NOW'S YOUR CHANCE TO LEARN HOW TO MAKE YOUR VERY OWN WITH BALLOON ARTIST GARY KANTOR! IN THIS 45-MINUTE VIRTUAL ONLINE CLASS, CHILDREN WILL LEARN TECHNIQUES TAKING PLAIN BALLOONS AND TRANSFORMING THEM INTO INCREDIBLE BALLOON ANIMALS SUCH AS DOGS, BUTTERFLIES AND FISH! THIS CLASS ISN'T JUST FOR KIDS; PARENTS WILL HAVE A BLAST IF THEY JOIN IN ON THE EXPERIENCE TOO!

**SUPPLIES NEEDED: BALLOONS AND BALLOON PUMP**



**\*SUPPLIES NOT INCLUDED IN FEE**







# VIRTUAL PROSPECT HEIGHTS GOT TALENT

Individuals or groups can participate in this fun virtual event. Examples of talents may include singing, dancing, playing an instrument, poetry, magic, juggling, comedy and so much more! Acts may be solos, duets or groups. Your performance can be up to 1 minute long. We will post these videos on our Facebook  page allowing our Community and your family & friends to VOTE/LIKE  for their favorite act. Online voting will run from Monday, June 22 to Friday, June 26 with the winners announced on Saturday, June 27. Prizes will be awarded for the top 3 acts. All videos must be sent to [mglinski@phparks.org](mailto:mglinski@phparks.org) no later than Friday, June 19 at 5pm.

DO YOU THINK THAT YOU  
HAVE WHAT IT TAKES TO BE  
PROSPECT HEIGHT'S BEST?

**VIRTUAL  
PROGRAM**

# SCHOOL'S OUT FOR SUMMER SLIME

E-LEARNING IS ALMOST DONE FOR THE YEAR AND SCHOOL WILL BE OUT FOR THE SUMMER! HAVE THE SLIME OF YOUR LIFE CREATING YOUR VERY OWN SUMMER SLIME! OUR SLIME WILL POP LIKE FIREWORKS, SMELL LIKE SUMMER AND BE COLORED TO REMIND KIDS OF THE BEACH. THIS CLASS WILL BE ONE DAY WITH A DURATION OF ONE HOUR, BETTER YET YOU GET TO CHOOSE THE DAY! ONCE YOU REGISTER, YOU WILL RECEIVE A YOUTUBE PRIVATE LINK TO ACCESS THE CLASS ANYTIME FROM MAY 8TH-JULY 31ST. THIS CLASS IS TAUGHT BY LISA LOMBARDI COACHING INC.

**MAY 8, 2020 -  
JULY 31, 2020**

**CODE:  
405502-01  
\$15**

SUPPLIES NEEDED: ELMERS GLUE, CONTACT LENS SOLUTION, BAKING SODA, CORNSTARCH, BOWL AND SPATULA

OPTIONAL SUPPLIES NEEDED: POP ROCKS, SAND, BEADS, FOOD COLORING

\*SUPPLIES ARE NOT INCLUDED AND MUST BE PURCHASED BY THE PARTICIPANT





PROSPECT HEIGHTS PARK DISTRICT  
WWW.PHPARKS.ORG | 847.394.2848



# VIRTUAL PUPPY & DOG TRAINING

JUNE 1 - JULY 31

ALL AGES

CODE: 111054-01

\$60

This virtual Puppy & Dog training class is suitable for puppies and dogs of all ages! Join Wendy DeCarlo-Young in a series of short videos focused on having fun while teaching your dog beneficial exercises. Wendy has 30 years of dog training experience and throughout these videos you can progress at your dog's own pace and watch them over and over again! Wendy will also be available for you to contact her at [Wendy@dogobediencegroup.com](mailto:Wendy@dogobediencegroup.com) if you have any individual specific training questions related to your dog while working through the videos.

Covered in the training videos will be positive rewards, name recognition and response, recall – coming when called, safe social skills, sit, down, stand, confidence building, leash training, leave it, targeting and massage.

## PROSPECT HEIGHTS PARK DISTRICT

STEP RIGHT UP...STEP RIGHT UP...WIN A "BIG PRIZE"

# THE SCIENCE OF CARNIVAL GAMES, FUNHOUSE MIRRORS AND THE CONCESSION STAND

Carnival games have a rich history and are played not only at traveling carnivals, but also charity fundraisers, amusement arcades, state fairs, local festivals, and even family gatherings. Is there a science to winning these games OR is it all luck? Which games should we play for the best chance at winning? We will turn into investigators and build confidence as we pull back the layers on the amusement industry while revealing the answers! Popular games explored might be: Balloon Darts, Ring a Bottle, Duck Pond, Bean Bag Cans, and Fool the Guesser.

**BONUS MATERIAL:** THE SCIENCE OF THE FUNHOUSE EXPERIENCE and THE CONCESSION STAND!

**Instructor:** Lisa Lombardi Coaching

**Materials Needed:** M&M's, small bowl with room temperature water in it

**Materials Recommended But Not Needed:** Small thin latex balloons pinned on something like a bulletin board, a sharp pointy dart

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# ADMIT ONE

**June 1-July 31**

**Ages 6-13**

**Cost \$15**

**Code:  
105510-01**





# PROSPECT HEIGHTS PARK DISTRICT

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## virtual dance

THE FOLLOWING CLASSES WILL RUN  
FROM JUNE 1 - JUNE 18 (3 WEEKS)  
ALL CLASSES ARE \$18 PER SESSION

### monday

HIP HOP WITH MS. KLAUDIA

2:00 pm - 2:30 pm | Ages 6-8 | #106004-07

JAZZ WITH MS. KLAUDIA

2:40 pm - 3:10 pm | Ages 6-8 | #106005-03

ZUMBA WITH MS. KLAUDIA

3:20 pm - 3:40 pm | ALL AGES | #106022-02

**\*\*JR COMPETITION TEAM WITH  
COACH TAYLOR**

6:00 pm - 6:30 pm | #106016-05

**\*\*SR COMPETITION TEAM WITH  
COACH KATIE**

6:35 pm - 7:05 pm | #106016-06

**\*\*STAR COMPETITION TEAM  
WITH COACH TIA**

7:10 pm - 7:40 pm | #106016-07

DANCE TEACHER 101 WITH MS. TIA

7:45 pm - 8:15 pm | #106023-01

This class is perfect for that dancer who is looking into the future and would like to know how to become a dance teacher. PHPD hires teacher assistants to start at the age of 14.

**\*\* MUST BE A CURRENT  
COMPETITION TEAM MEMBER**

### tuesday *and* thursday

(CLASS RUNS 6/2-6/11, 4 CLASSES \$24)

VIRTUAL KIDS HIP HOP DANCE  
PARTY WITH MS. STACEY

10:00 am - 10:30 am | Ages 4-7 | #106021-01

Get up and dance! We will start with a simple warm up and move into simple choreography and fun dance favorites. This is a beginner level class, so don't worry the purpose is to move, groove and have fun all while learning a little something new. You will be sent a Zoom link once registered. No dancing experience required.

### wednesday

HIP HOP WITH MS. KLAUDIA

2:00 pm - 2:30 pm | Ages 9 & up | #106004-08

JAZZ WITH MS. KLAUDIA

2:40 pm - 3:10 pm | Ages 9 & up | #106005-04

JAZZ WITH MS. TAYLOR

4:00 pm - 4:30 pm | Ages 5-7 | #106005-05

HIP HOP WITH MS. TAYLOR

4:35 pm - 5:05 pm | Ages 5-7 | #106004-09

### thursday

TIK TOK DANCE PARTY WITH  
MS. KATIE

7:15 pm - 7:45 pm | #106024-01

JR. COMPANY WITH MS. KATIE

5:30 pm - 6:00 pm | Ages 5-7 | #106012-02

POM HIP HOP WITH MS. KATIE

6:00 pm - 6:30 pm | Ages 5 & up | #106007-02

SR. COMPANY WITH MS. KATIE

6:40 pm - 7:10 pm | Ages 8 & up | #106012-03

FAIRYTALE BALLET

10:30 am - 11:00 am | Ages 2.5-5 | #106001-03

Do you have a pretty, pretty princess at home. Join us for some fairytale fun. Ms. Stacey will use nursery rhymes and princess music favorites to explore the basics of ballet, including, rhythm, balance, beat, and some basic ballet steps.



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Mon 6/1/20-6/29/20 10:30am-11:30am

# VIRTUAL PILATES

WITH DARLEEN CARL-BECK

Code 413500-02 \$30

Join Darleen Carl-Beck as she teaches her Power Pilates class Live virtually via Zoom, from the comfort of your own home! This class will strengthen the mind, increase mental clarity, gain flexibility, and gain muscle tone. After your registration is complete you will be emailed a Zoom link to view this class. You will need to have access to a computer with a camera, phone, or tablet with camera capabilities.



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**VIRTUAL**  
**WIGGLE,  
GIGGLE,  
SING!**



**TUESDAYS & THURSDAYS**  
**JUNE 2 - JUNE 11**  
**10:00AM-10:20AM**  
**\$19 | CODE: 106020-02**  
**AGES 1-4**

Join us for silly sing alongs and rhymes sure to get your child clapping, wiggling and giggling. Great structured parent tot time. Quickly becoming a park district favorite.





PROSPECT HEIGHTS PARK DISTRICT  
[WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS](http://WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS)



# PARENT & CHILD *Sports*N STORIES

TUES, JUNE 2-JUNE 23

2:00PM-2:30PM

AGE: 3-5 | \$28

CODE: 407501-02

JUMP INTO THE WORLD OF  
SPORTS AND LITERATURE  
THROUGH THIS EXCITING  
VIRTUAL CLASS!



LEARN HOW TO DEVELOP EXCELLENT SOCCER SKILLS SUCH AS DRIBBLING, BALANCE, SHOOTING, BALL CONTROL, FOOT/EYE COORDINATION AND AGILITY SO YOU CAN BECOME A MORE CONFIDENT PLAYER. THIS DIGITAL CLASS WILL ALLOW KIDS TO SEE THEIR TEAMMATES AND WORK DIRECTLY WITH THE COACH. PLEASE WEAR COMFORTABLE CLOTHES, GYM SHOES, AND MAKE SURE YOU HAVE AN AREA THAT IS ROUGHLY 10 X 10.

EQUIPMENT NEEDED: 1 SOCCER BALL (OR ANY BALL THAT YOU CAN KICK), 1 LAUNDRY BASKET OR CARDBOARD BOX, AND 4 CONES (OR EMPTY SODA BOTTLES, WATER BOTTLES, PLASTIC CUPS/BOWLS).

OTHER INFORMATION: ZOOM INSTRUCTIONS AND CODE WILL BE E-MAILED TO PARTICIPANTS EACH WEEK. SPORTSKIDS IS NOT RESPONSIBLE FOR ANY ISSUES WITH A PARTICIPANT'S DEVICE, WIFI ACCESS AND LOCATION WHERE HE/SHE IS DOING THE ZOOM CLASS.



PROSPECT HEIGHTS PARK DISTRICT

**VIRTUAL**  
**KICKS FOR KIDS SOCCER SKILLS**



**STUCK INSIDE?**  
JOIN US FOR THIS  
VIRTUAL CLASS THAT  
WILL KICK YOUR SOCCER  
GAME INTO GEAR!

TUES, JUNE 2-JUNE 23 • 3-3:30 PM

AGE: 6-10

CODE #407502-02 • \$28

REGISTER AT [WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS](http://WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS)



# BRICKS **4** KIDZ – VIRTUAL LEGO BASIC BRICK

WEDNESDAYS JUNE 3-JULY 1  
11:00AM-11:45AM  
AGES 4-7  
\$65

WHAT ARE YOU CREATING WITH THAT BIG BOX OF MISCELLANEOUS LEGO BRICKS? WISH YOU COULD BUILD WITH FRIENDS AND BE CHALLENGED TO DO SOMETHING UNIQUE? JOIN US AS WE MEET ONCE A WEEK TO LEARN AND BUILD THE CHALLENGE OF THE DAY! WE WILL MEET VIRTUALLY OVER ZOOM TO CREATE, BUILD AND SHARE FUN AND EXCITING PROJECTS USING BRICKS YOU HAVE AT HOME! CLASSES WILL RUN 40 MINUTES AND WILL INCLUDE INTERACTIVE LEARNING TIME, BUILDING OF THE PROJECT OF THE DAY AND SHARING WHAT YOU'VE BUILT WITH OTHER STUDENTS IN THE VIRTUAL CLASSROOM.

**REGISTER BY  
MONDAY JUNE 1ST  
CODE: 105512-01**





# VIRTUAL COOKING - THE KIDS' TABLE

THURS JUNE 4-JUNE 25  
4PM-5PM | AGES 4-10  
\$65 | CODE: 105513-01

**REGISTER BY  
JUNE 2ND**

The Kids' Table is bringing its 13 years of hands-on cooking experience with Chicagoland kids & families into the virtual world. In this 4-week series for ages 4-10, kids will get to chop, mix and roll their way through a tasty recipe under the virtual guidance of a skilled instructor. Come discover that cooking is fun - and real food is really good! Please note that close parent supervision and/or participation is required, since this is real-life cooking (with tools, heat, etc.). We strongly encourage live participation for maximum benefit (and fun!). But if you do need to miss class, you can request a link with the recording.

## Possible Menu Items:

6/4: Build-Your-Own Pizza  
6/11: Carrot Raisin Muffins  
6/18: Black Bean Tacos  
6/25: Raspberry Oatmeal Bars (or Build-Your-Own Cookies)

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# SUMMER TIME PRESCHOOL

JUNE 8 - JULY 31 | 10:00AM - 11:00AM | AGES 3-5

Monday/Wednesday/Friday R \$21 | NR \$31

Tuesday/Thursday R \$14 | NR \$24

HOW MUCH KNOWLEDGE DO CHILDREN LOOSE over the summer vacation? We'd like to keep or improve your children's academic performance. Summertime Preschool will be a summer extension of our current preschool program. We will be reinforcing all academic skills, name and letter recognition, sounds, and arts n crafts. Your child will be ready for the coming school year! Classes will be taught by our preschool teacher Ms. Schey. This class will be taught virtually via zoom. You will receive a zoom link via email at least one day prior to class starting. Registration deadline is two business days prior to the start of the class. Questions please contact Laura Fudala at [LFudala@PHParks.org](mailto:LFudala@PHParks.org)

## REGISTRATION DEADLINE: BY THE THURSDAY BEFORE THE WEEK OF CLASS

M/W/F 6/8, 6/10, 6/12	R \$21 / NR \$31	#103004-10
TU/TH 6/9, 6/11	R \$14 / NR \$24	#103004-11
M/W/F 6/15, 6/17, 6/19	R \$21 / NR \$31	#103004-12
TU/TH 6/16, 6/18	R \$14 / NR \$24	#103004-13
M/W/F 6/22, 6/24, 6/26	R \$21 / NR \$31	#103004-14
TU/TH 6/23, 6/25	R \$14 / NR \$24	#103004-15
M/W 6/29, 7/1, 7/3	R \$21 / NR \$31	#103004-16
TU/TH 6/30, 7/2	R \$14 / NR \$24	#103004-17
M/W/F 7/6, 7/8, 7/10	R \$21 / NR \$31	#103004-18
TU/TH 7/7, 7/9	R \$14 / NR \$24	#103004-19
M/W/F 7/13, 7/15, 7/17	R \$21 / NR \$31	#103004-20
TU/TH 7/14, 7/16	R \$14 / NR \$24	#103004-21
M/W/F 7/20, 7/22, 7/24	R \$21 / NR \$31	#103004-22
TU/TH 7/21, 7/23	R \$14 / NR \$24	#103004-23
M/W/F 7/27, 7/29, 7/31	R \$21 / NR \$31	#103004-24
TU/TH 7/28, 7/30	R \$14 / NR \$24	#103004-25

VIRTUAL

# REPTILE SHOW

FRIDAY, JUNE 12 | 4:00PM - 5:00PM

REGISTER BY 12 NOON

THURS JUNE 11

CODE: 105511-01



JOIN US FOR A LIVE VIRTUAL REPTILE SHOW FEATURING JIM FROM JG'S REPTILE ROAD SHOW! JIM HAS SPENT SEVERAL YEARS BEING A ZOOKEEPER AT BOTH THE BROOKFIELD ZOO AND MILWAUKEE ZOO. NOW JIM DEDICATES ALL HIS TIME AS THE OWNER

OF JG'S REPTILE ROAD SHOW BRINGING HIS OWN PERSONAL ZOO TO YOU! THIS SHOW WILL INCLUDE ANIMALS FOUND ALL OVER THE WORLD LIKE AFRICAN BULL FROGS, BURMESE PYTHONS, MONITOR LIZARDS, TORTOISES, AND EVEN AN AMERICAN ALLIGATOR! DON'T MISS THIS ONE OF A KIND VIRTUAL EXPERIENCE.

\*YOU WILL RECEIVE A ZOOM LINK TO ACCESS THIS LIVE SHOW ONE DAY PRIOR ON THURSDAY

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# COME LUNCH WITH ME & PLAY



**THURSDAY, JUNE 18**

**12PM-2PM | \$5**

**CODE #111003-01**

**REGISTER  
BY 5PM ON  
JUNE 17**

Bring your own lunch and register for VIRTUAL Lunch & Bingo. Once registered, you will receive your bingo card and the Zoom link to participate. You will need a tablet, iPad, Laptop or Smart phone to participate. Prizes will be awarded once we reopen the park district.





PROSPECT HEIGHTS PARK DISTRICT VIRTUAL

# Father's Day Root Beer with Dad

**Saturday, June 20th  
11:00am–11:45am  
Fee \$5**

**Put on your favorite sports jerseys or t shirts, grab a frosty mug of root beer or your favorite beverage, add in a snack and join us for a virtual Father's Day Celebration. During the party we will make a Father's Day Craft with basic household items (list to be provided upon registration), sing a couple songs, hear a funny story all about dads from Julie Rodrian from The Prospect Heights Public Library and play a fun game or 2. Hope you can join us for this **UNIQUE Virtual Father's Day Celebration!****

**#412015-01**

**REGISTER ONLINE at [www.phparks.org/virtual-programs](http://www.phparks.org/virtual-programs)**






REGISTER  
BY 4PM  
TUESDAY  
JUNE 23RD

**VIRTUAL**  
**SUMMER FAMILY**  
**PIZZA AND BINGO**

**TUES JUNE 23 • 6:30PM-7:30PM**  
**\$5 • CODE: #112009-01**



Bring your own pizza and register your family for our **VIRTUAL** Family Bingo Night. Once registered, you will receive your bingo cards (1 for each participant) and the Zoom link to participate. Prizes will be awarded once we are back in the office.

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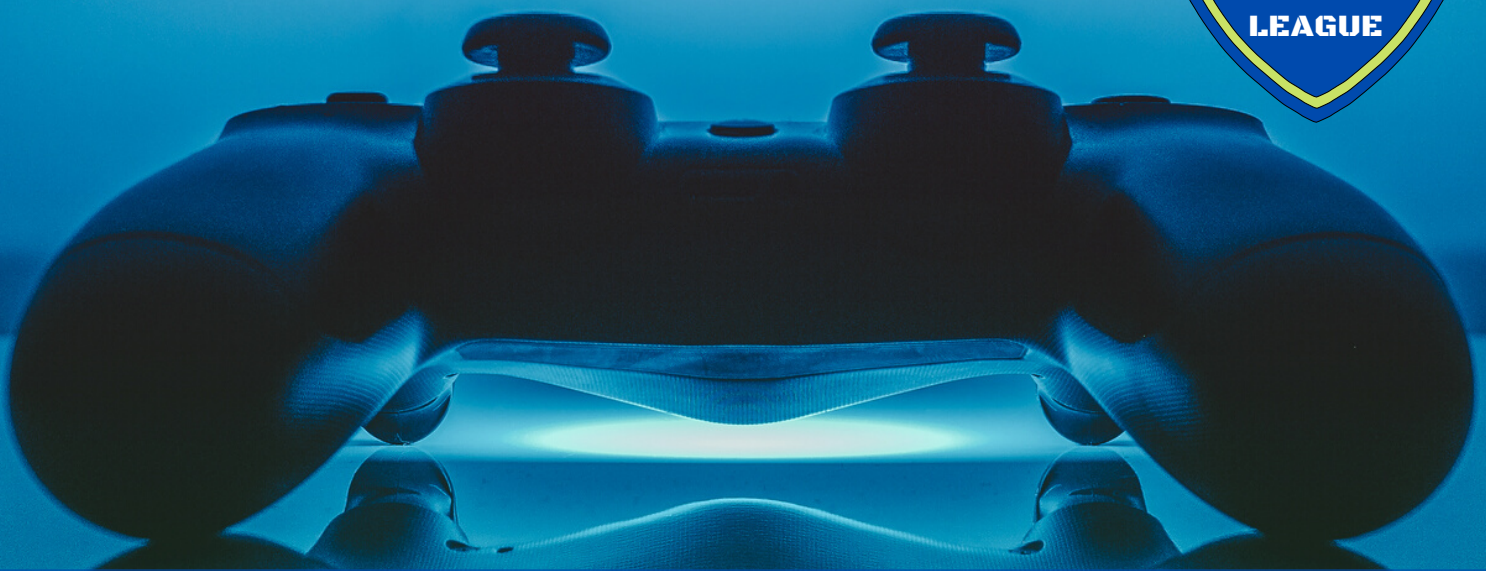
**PROSPECT HEIGHTS PARK DISTRICT  
WWW.PHPARKS.ORG/VIRTUAL-PROGRAMS**

# **Are you ready to join an esgaming league 3v3 ROCKET LEAGUE?**

**Think you got what it takes to  
come out on top in Rocket League?**

**June 24-August 5 | 6:30pm | Ages 6-18**

**\$30 | Code: 407505 | Register by June 14**



**The Prospect Heights Park District is offering an opportunity for players of all ages to participate in a 3v3 esports Rocket League competition in partnership with GG leagues, a recreational esports league. You will be competing against teams from 11 other participating park districts. A futuristic Sports-Action game, Rocket League is a video soccer game held in a virtual stadium featuring rocket powered cars playing in a challenging, fast paced soccer contest. Rocket league can be played on any platform PS4, Xbox, PC or Nintendo Switch. Internet capabilities is required in order to play against someone else. This will be a six-week league, which will be played on Wednesdays at 6:30pm. Please register as a team of 3 players. Registration deadline is June 14th. For questions please contact Laura Fudala, at [lfudala@phparks.org](mailto:lfudala@phparks.org).**



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May 20, 2020

To: Christina Ferraro, Executive Director

From: Dino Squiers, Superintendent of Facilities & Parks

Re: May Board Report

### **Pool**

Installation of underwater lights is completed. We have begun to replace cracked ceramic tile markers on the pool deck, since tiles are cemented in place locations that have multiple markers all tiles are being replaced.

### **Lighting**

We received an extension from ComEd for the grant that we obtained to replace overhead lights in the racquetball court, we have until November to completed the project.

### **Front Desk**

Light fixture above the reception area was painted and changed to LED bulbs. Plexiglass panels were installed across the open area by receptionists.

### **Fitness center**

Sign in area and counter as you enter the fitness center had plexiglass panels installed. Chains were attached above the ceiling to hold the panels in place.

### **Security**

Motion detector that was false alarming in the vending area was replaced.

### **OOCC**

Filter in the air handlers were replaced.

### **ThorGuard**

GMRC and OOCC lightening detection system was put in service for the season, batteries are trickle charged over the winter and rotated to different units when installed for the season.

### **Gym**

Baseboards along the floor and walls in the gym were sanded and painted.

### **Baseball Fields**

Even with baseball being delayed for the season, fields still need to be maintained. Infields dragged, weed control, and lawn maintenance continues at the ball parks.

### **Parks**

Garbage removal, clean up, grass cutting, and trimming is ongoing at the parks; we have started chipping branches and log's in the staging area.



May 26, 2020

To: Christina Ferraro, Executive Director  
From: Marc Heidkamp, Director of Golf  
Re: May 2020 Board Report

The Illinois Department of Commerce and Economic Opportunity (DCEO) issued their Golf Operational Restrictions. The Old Orchard Country Club re-opened May 1 under these strict safety guidelines provided by DCEO.

There is a crew of five working at the golf course and dealing with lots of obstacles along the way. I've been working primarily on keeping the crew upbeat and happy. Everyone is going way beyond their duties for the good of the District. We continually are working to provide services to our guests along with finding ways to increase revenue during this time.

We began an online raffle which has produced \$2,100 the goal is \$4,000. We are also working on developing an online store that our clients can purchase goods and move inventory out.

As we look into the horizon, we see better days ahead as waters calm and restrictions ease, we will gain momentum and increase revenues while controlling expenses that will help curb losses to some extent.

A partial financial report (May 1-19, 2020) indicates \$55,456 total revenue for green fees, carts, pro shop sales, hook a kid, etc. The conservative goal of \$43,000 in revenue was surpassed with 12 days, including a holiday weekend, remaining this month.



May 20, 2020

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

### **Preschool**

On April 13<sup>th</sup>, we started doing a 30 min live zoom session with our preschoolers. The 4Y met on M/W and 3Y met on T/Th. During the 30 minutes of live zoom we did story time, songs, show-n-tell, scavenger hunts, and a fashion show. Our goal was to keep connected with our preschool families and for the kids to see their friends in a safe environment. Each class we had an average of 15 of our preschoolers. Ms. Schey did a great job putting together enriching activities.

### **Webinars**

I attended many webinars during the month. "Programming While Social Distancing," "Virtual Staff Training Activities for Camp Staff," "The Return to the New Normal." IPRA webinars: COVID-19 talk, fitness committee.

### **Fitness Center Total Members**

<b>Memberships</b>	<b>April 2019</b>	<b>April 2020</b>
Total Memberships	242	258

### **Three Year Comparison**

<b>Membership</b>	<b>April 2018</b>	<b>April 2019</b>	<b>April 2020</b>
3 months	0	0	0
6 months	2	3	0
1 year	19	20	0



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May 20, 2020

To: Julie Caporusso, Superintendent of Recreation  
From: Marci Glinski, Supervisor of Recreation  
Re: May 2020 Board Report

### **Dance**

As you all know that our Spring Dance Recital has been postponed. I am currently planning on doing a virtual dance recital once we reopen our facility. I have continued to post on my Star Studio Facebook page daily with different dance lessons, technique classes and more to keep our dancers active.

We began our virtual dance classes on May 4<sup>th</sup>. We had 37 participants register for 10 virtual dance classes for a 3-week session. We will begin another virtual dance session starting on June 1<sup>st</sup>.

### **Active Adults**

All active adult trips for May & June have been cancelled or rescheduled. I am currently working on moving all of my summer trips to late summer and fall dates.

I have been in contact with many of our active adults. They are all staying well but they are missing their friends and trips. I am hosting a virtual "Come Lunch with Me & Bingo" for our Active Adults on Tuesday, May 26 and a tour, Virtual Milwaukee Bakery Bus Tour where participants will receive a bakery care package from favorite Milwaukee bakeries. Following the delivery, we will hold a zoom tour with one of Milwaukee's finest tour guides as we tour ethnic Milwaukee. We currently have 4 patrons signed up for this tour.

I have been in on many webinars looking at different ways to keep traveling safely with our active adult population in the future.

I have been posting on the **Prospect Heights Park District Let's Go** Facebook page daily with virtual tours from theatre performances, destination hot spots, international touring and so much more.

### **Special Events**

Pizza & Bingo Night which was scheduled for May 1<sup>st</sup> was changed to a virtual bingo night. We had 18 families sign up. Everyone had fun and prizes will be awarded once the park reopens.

I have a Family Trivia Night scheduled for Tuesday, May 26<sup>th</sup> and by popular demand I have added another Family Bingo Night on Thursday, May 28<sup>th</sup>.





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May 2020

To: Julie Caporusso, Superintendent of Recreation  
From: Jeanette Garrity, Supervisor of Recreation  
Re: Board Report – May, 2020

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

**Kinder Stop**

As of May 19, the numbers for the 2020-2021 school year for KinderStop have stayed the same since my last report. There are 4 students enrolled in KinderStop AM, 24 students enrolled in KinderStop PM, 13 students enrolled in Before Care and 33 students enrolled in After Care. Once Gary Morava Recreation Center reopens, I believe that more parents will sign up their kids for these programs.

**Youth Programs**

All youth programs at the moment are being offered virtually. Current virtual youth programs that are active right now are enrichment classes through Afterschool Enrichment Solutions (6 enrolled), Magic with Gary Kantor (3 enrolled), Balloon Animal Making with Gary Kantor (1 enrolled), Slime with Lisa Lombardi (3 enrolled). New youth virtual classes offered for June are The Science of Carnival Games through Lisa Lombardi Coaching, Cooking through The Kids' Table, Lego classes through Bricks 4 Kidz, and a Reptile Show y JG's Reptile Road Show.

**Aquatics**

There are currently 29 lifeguards hired for the summer 2020 season.

Northern Illinois Swim Conference has made the difficult decision to cancel the season. Due to this we will also be canceling the upcoming Typhoon Swim Team season as well.



May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Lexington Homes Muir Park Project Update

Lexington Home representatives continue to work with the City of Prospect Heights on the TIF study for the project area. Communication between the District and Lexington continue. Its status:

- Land swap requires public hearing.
- Two main concerns continue
  - land exchange which includes a portion of the detention basin which may not be suitable for a baseball field and raises questions regarding long term maintenance
  - parking in future dense area

## **RECOMMENDATION**

Staff recommends continuing discussion with Lexington Homes.





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May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Feasibility Study

At the April 2020 board meeting, Tom Diehl of GreenPlay, LLC presented the final presentation to include an operational plan and proforma budget to include capital, operations and maintenance costs based on staff input and the community needs assessment; Frank Parisi and Tom Poulos of Williams Architects presented three conceptual plans to renovate the Gary Morava Recreation Center; staff shared Speer Financial Inc. opinion on the District's debt capacity. The final report is in draft format and currently being reviewed with staff.

#### RECOMMENDATION

GreenPlay, LLC has conducted the draft plan presentation. They will incorporate feedback and develop the final report. Staff recommends the Park Board establish a GMRC Feasibility Task Force to work with staff and make recommendations to the Board about pursuing the recreation center renovation project.



May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Operations, Financial & Economic Impacts on the District

## **BACKGROUND**

On Monday March 16, 2020, the Gary Morava Recreation Center (GMRC) and Old Orchard Country Club (OCCC) closed due to COVID and, as of March 21<sup>st</sup>, the Stay at Home Executive Order.

In that time many events were canceled: Friday Fish Fry, Job Fairs, Royal Family Ball, Flashlight, Egg Hunt, Spring Fling, Easter Bunny Home Visits, Kids Days Off, etc. There were also a host of programs that were suspended like Tae Kwon Do, Open Gym, soccer and t-ball classes, etc. The bar and grill at the golf course closed. The charitable events and various banquets (Hockey Club, Book Club, weddings, bridal showers, etc.) scheduled at OCCC were canceled. Looking ahead, the Block Party is postponed until next year.

All suspended recreation programs and activities offered registrants credits where appropriate; others requested refunds for missed dates; fitness memberships are suspended. OCCC contracts indicate non-refundable deposits but, in the spirit of good will, refunds were issued if we could not accommodate rescheduling the date.

Creative Kids Preschool and Dance finished off the year virtually. Preschool Graduation was virtual with curbside pickup of diplomas and picture books etc.

Playgrounds, basketball courts and fields are closed to the public as is the recreation center and the clubhouse. The golf course was re-opened May 1<sup>st</sup> and the tennis courts as of May 12<sup>th</sup>, both with restrictions.

PHYBS have been permitted to tentatively begin practices on July 6 based on the state's Restore Illinois plan Phase 4; however there are restrictions and logistics that need to be ironed out: how to manage groups less than 50, touching balls, bats, helmets, fences and benches.

As the District's safety coordinator, Julie is creating a "Reentry Manual" for staff to follow with operating procedures when we are able to reopen which includes orientation / trainings to ensure staff is following proper guidelines, etc. It also explains what precautions we have taken to ensure staff return to safe place: sneeze guards have been installed at the front desk, fitness room desk and pro shop desk. Masks, gloves, hand sanitizer, etc. have been ordered.

## **OPERATIONAL IMPACTS**

### *Staffing:*

- 37 part time and 2 full time staff are furloughed; 20 have filed for unemployment as of this writing – one full time staff has returned to work at the golf course; employees receive 2/3 their regular rate plus they are eligible for a \$600 weekly boost from the federal government on top of regular state unemployment benefit until July 25<sup>th</sup>. Please note: unemployment is administered by the state but the District reimburses the state for the 2/3 rate
- Seasonal staff: there are about 80 contingent staff who were interviewed and hired conditionally on the contingency that the pool and summer camp positions are needed this summer
- Full time staff are working on-site, or remotely dependent upon duties. Payroll, payables, building and parks maintenance, etc. are business as usual. The parks department is cleaning the parks and working on projects in the recreation center. Rec supervisors are working on current programs, creating monthly virtual programs, working on details for the summer and fall seasons, amending budgets and handling cancellations. There are several agencies providing webinars to keep up as things change daily with guidelines from various authorities, including COVID mitigation, employment issues, virtual programming, budget concerns, etc.: PDRMA, IAPD, IPRA, and NRPA. These have become a job in of itself to keep up with.

### *Repurposing staff* – currently we are shifting some staff responsibilities:

- Marc and Doug are assisting with mowing the golf course with the Grounds Dept.
- Niko is assisting with Grounds and maintenance at the golf course.
- Jeanette, Julie and Michelle are assisting with food and beverage at the golf course.

- Michelle has assisted with communications to the residents as it pertains to the community survey and blast emails.
- Christe is preparing and teaching virtual preschool programs.
- Edlyn is creating fliers and newsletters for the recreation department
- Laura, Marci and Jeanette have been trained to update their programs on the website and handle scheduling and running virtual programs on Zoom

*Community Input* - the community was asked for input regarding the Prospect Heights Park District's summer activities during the pandemic through an online survey with an 8% response rate. The response rate was low but the results mirror similar findings industry-wide throughout the state: parents prefer in-person camp versus virtual summer camps; Safety measures are more of a concern than finances. Many are unsure of their summer plans but prefer in-person programming in general. Parents commented they require child care and prefer to get their children away from electronic devices and spend more time in the fresh air. Many noted they do not plan visits to the fitness room this summer but are in favor of a temporary reservation system in the future to limit capacity to ensure proper social distancing. The input is helpful as staff continues to modify plans.

## **FINANCIAL & ECONOMIC IMPACTS**

### *Spending Freeze*

- Staff was directed to stop making unnecessary purchases until further notice.
- There are a few exceptions as some items were ordered for the golf course operation at a discounted rate in the fall of 2019 for delivery and payment in 2020. The Parks Dept. is working on projects that require dollars as well but it is being managed.
- Training and conference budgets for the remainder of the year have been canceled: NRPA, SHRM , PDRMA
- The recreation department summer intern position was eliminated
- The fall program guide will be digital only and not be designed or printed this year. Staff is planning both virtual and in-person programs for the fall. These will be marketed a month ahead. One postcard will be mailed announcing "digital brochure and visit the website". The senior newsletter may be incorporated for more savings.

- PHNRC was initially approved for \$5,500 to reimburse the City for intern and supplies to care for park grounds; they were told this number is now \$3,850 for this year.

### *Legislators*

The General Assembly's return to the Illinois State Capitol on May 20, for an expedited and shortened three-day session through Friday, May 22, to address outstanding and COVID-19 related issues prompted a request to Representative Mark Walker and Senator Ann Gillespie from us. We requested that park districts be eligible in the state economic plan. Rep Walker did respond positively to the request and emailed from Springfield to make sure I was aware of the changes in restrictions minutes within them being announced.

### *Property Tax*

The Cook County Board of Commissioners proposed a property tax relief ordinance which includes waiving interest penalties for late payments of the second installment of property taxes, which are normally due August 3, will now be postponed until October 1. There is also concern that despite waiving the penalties, many may not be able to pay their taxes at all. The District receives approximately 44.8% of overall revenue from property taxes so these revenues will be impacted.

### *Rebuild Illinois Fast-Track Public Infrastructure Program*

- The state announced a new Illinois Department of Commerce and Economic Opportunity's grant program (\$500k to \$5 million) for local municipalities as part of Rebuild Illinois plan for "shovel ready" projects that may be at a standstill, deferred or canceled due to COVID.
- Staff attended a webinar regarding compliancy and spoke with a grant writer regarding the process. It is quite a process and reporting procedures thereafter.
- At this time, the District is not a good candidate for this grant. The District is not applying for this grant.

### *Public Assistance with Illinois Emergency Management Association (IEMA)*

- Staff applied for this public assistance program which reimburses applicants for at least 75% of eligible costs that were a direct result of the disaster incident.

- The minimum reimbursement is \$3,300 which is near the estimated actual cost of purchased materials (masks, gloves, sanitizer, etc.). Because this event is ongoing, we can continue adding to the list of expenses incurred through the end of the year.

*Deferring/canceling capital projects total budget FY20 \$522,500*

F518 Parks and Recreation	\$107,800
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Expensed

- Scheduled Laptop Replacement (2 of 4)
- Microsoft License (2 of 4)
- Concession Interior Floor \$2,500
- Parks Playground Mulch \$3,000
- Pool Ceramic Markers \$1,000
- Pool Grate For Slide Pool \$4,000
- Pool Under Water Lights \$6,000
- Landscape: Timber To Concrete Curb \$3,000

Pending

- Lions Park Sealcoat 20% In F410 \$3,200
- GMRC Skylight Replacement \$8,500 deposit paid
- Claire Lane Park Tennis Courts \$8,500 residents await
- Battery For Back Up Server \$1,000 maybe
- Computer Switches \$6,000 part of phone project
- GMRC Racquetball Lighting \$5,000 ComEd Grant incentive
- Electronic Sign W Library \$14,250 Library approved portion

Defer

- Landscape: Timber To Concrete Curb \$10,500
- Fitness Room Equipment \$13,500
- Desktop Printer \$100
- HD Camera Exterior GMRC Front Area \$1,300
- Monitor Replacement \$400
- Admin Boiler Replacement \$6,000

○ GMRC Women Locker Room	\$12,000
○ Pool Deck Repair	\$7,500
○ Pool Pump Building Metal Roof	\$7,500
○ Parks Mower	\$2,500
○ Replacement Tables	\$2,000
○ Bike Path Signage	\$1,600

F523 Golf	\$359,400 budget
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Expensed

○ Electrical Project Consultant fee	\$18,200
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Pending

○ Electrical Project	\$331,800 ???
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Defer

○ Sealcoat South lot at OOC	\$6,400
○ Repair exhaust downstairs kitchen	\$3,000

F525 Food and Beverage	\$28,500
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Expensed

○ Beverage cart	\$15,000
○ Banquet chairs- these have been ordered with a deposit and delivery is scheduled with final payment yin July or August.	\$12,000

Defer

○ Washer and dryer for linens	\$1,500
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### *Reducing energy use at facilities*

- reducing lighting in buildings and reducing HVAC operations in buildings, unplugging ice machines and other refrigerators not needed at OCCC
- The ComEd Energy Efficiency Program incentive offer for energy-saving LEDs, including fixture replacements and retrofits, networked lighting sensors and controls has been extended through November

### *Reducing the use of outside contractors:*

- Edlyn is assisting with marketing to reduce usage of the marketing contractor.
- Associated Labor employees have been eliminated, although one may be asked to return to the Grounds department in June and stay through August sans over time.
- PDRMA returned 10% of each member's total annual 2020 contribution; we received about \$6,000

### *Changing the way we temporarily do business*

- Restrictions have been placed on golf and tennis by various authorities
- Field trips have been eliminated from the summer camp curriculum due to health and sanitation outside of the District's control.
- The concession stand may be open weekdays only for camp and offer prepackage foods with Friday camp lunch ordered from local restaurants due to health and sanitation. This is still being discussed.
- Full time staff is working together to cover all operations from the food and beverage operations at the golf course to the front desk at the recreation center.
- For the period ending May 31, 2020 estimated lost earned revenue is \$500,000. Without summer programming, fitness memberships, banquet events and golf operations currently operating at 25% capacity, the estimated lost earned revenue for the District increases to \$1,500,000.

## **RESTORE ILLINOIS PLAN FOR REOPENING ILLINOIS**

The state's Restore Illinois plan has 5 phases. In order to move to the next phase, our region's rate of infection among those who have been tested must be stable or declining. Coronavirus-related hospitalizations and ICU capacity must also remain



stable or decrease. As of this writing we are in phase 2 and hoping to move to phase 3 in June.

### **Phase 3 (RECOVERY hoping this occurs in June)**

- Face coverings in public continue to be required with social distancing and sanitization practices in place.
- Non-essential gatherings of 10 people or fewer
- This affects how staff trainings and orientations are conducted
- This prohibits room rentals and banquets from occurring
- Limited summer programs with state approved safety guidance
- This limits summer camp scheduled for June 8 to 8 kids and 2 counselors per group with face coverings, social distancing and sanitization practices in place.
- Outdoor recreation activities permitted in groups of 10 or fewer with social distancing
- This prohibits usage of playgrounds, fields, basketball courts and swimming pool
- Fitness rooms may open for personal training, and outdoor fitness classes of up to ten people will be permitted but these are not applicable to us now.
- For golf, foursomes will be permitted on the same tee times and carts will also be permitted with only one person per cart, or one immediate household per cart. In addition guidance will be permitted to safely open driving ranges.
- Bars and grill at OCCC cannot be open

### **Phase 4 (REVITALIZATION hoping this occurs in July)**

- Face coverings in public continue to be required with social distancing and sanitization practices in place.
- Gatherings 50 people or fewer
- This helps with how staff trainings and orientations are conducted
- This affects hosting room rentals and banquets
- Unlimited summer programs open with IDPH approved safety guidance
- This affects starting summer camp scheduled to start July 6 to 43 kids and 7 counselors per group with face coverings, social distancing and sanitization practices in place.
- All outdoor recreation open
- We assume this means playgrounds, fields, basketball courts may open

- This permits opening the swimming pool with restrictions regarding group sizes
- Fitness room open with capacity limits: physical distancing and sanitation protocols in place.
- Bars and grill open with limited capacity

*It is anticipated there will be another wave of coronavirus in the fall or winter which means restrictions may be back in place*

### **Phase 5 (RESTORED requires an effective treatment – potentially 12-18 months)**

- Conventions, festivals and large events are permitted
- Block Party and other special events may return
- Banquets may return
- all businesses, schools, and places of recreation can open

### **REBUILDING THE PARK DISTRICT**

This is consistently noted as an unprecedented moment in modern times. The World Health Organization declares a Pandemic; President Trump declares a National Emergency; Illinois issues Proclamation of Disaster; Governor Pritzker ordered Stay at Home Executive Order. This all truly affects the philosophy behind parks and recreation which is “bringing individuals together”.

As we try to rebuild what we do, until we can truly bring individuals together, this is a time to reflect on what we do and how we offer these programs and services better than before. We need to remain relevant to the community. We need to continually review our core purpose and look for opportunities to be innovative with new programs and services. We need more ways to generate revenue, restructure our programs, and focus on childcare and other essential services. Do we focus on supporting school work and work more closely with the local schools?

We are fortunate that we invested in enhancing the IT network and technology. This has allowed staff to work from home and continue to communicate with the residents and each other. Virtual meetings and virtual programming is here to stay in some capacity. E-sports was a controversial idea but may be an important part of recreation moving forward.

### **CONCLUSION**

Many Districts state-wide are reviewing their mission, programs and staffing at this time in order to make tough decisions. We are no different. As we discuss these, we prepare to possibly amend the current budget and appropriation ordinance in the fall – depending upon timing and dollar amounts of unemployment. We are consistently updating the estimated loss of revenue and working to eliminate expenses. With time we should have a better handle on how COVID has impacted the financial future of the District.

The purpose of this document is to illustrate the operational, financial & economic impacts of COVID on Prospect Heights Park District. As situations arise, a more in-depth conversation will be held with staff, the finance committee and the board of commissioners.



May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Lions Pool Summer 2020

Due to the COVID crisis, the pool will not open May 30th. Opening the pool for the season includes preparing the facility and training the staff. The Parks Department has finished some planned pool repairs such as under water lights, ceramic markers, etc. Staff has been hired based on contingency of when and if the pool opens for the season. However, public pool operations are not included in the Phase 3-Recovery of the Restore Illinois Plan and, as of this date, there has been no direction or guidelines from the Illinois Department of Public Health (IDPH) concerning the safe operation of public pools this summer. Without this input, the health, safety, and operational challenges related to operating the pool (for a possibly shortened season), have been reviewed and evaluated by the staff. Logistics have been discussed in great length regarding managing gatherings of individuals, maintaining physical distancing protocols, intensified cleaning and disinfecting, managing the locker rooms, ensuring guards have access to the new masks specifically for guards to use when doing CPR, training the guards on Ellis & Associates newly developed online training for returning staff, etc. If public pool operations are included in the Phase 4-Revitalization of the Restore Illinois Plan this would allow the pool to open in July. The pool is scheduled to close in mid-August. The pool operations finished 2019 with a deficit of over \$40,000.

## **RECOMMENDATION**

Staff recommends not opening pool for the 2020 season due to health, safety, logistical and financial reasons. The revenue for the pool rentals, passes, daily admission fees and swim lessons will be lost. The expenses for wages, utilities, chemicals, etc. will also not be incurred. The Northern Illinois Swim Conference (NISC) canceled swim team meets, therefore, the Typhoon Swim Team has already been canceled. The staff that was hired contingently for the pool ,may be offered positions with summer camp based upon qualifications, availability and need for staff.



May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Summer Camp 2020

With the guidelines of the Restore Illinois Plan for reopening Illinois during the COVID crisis, the staff has discussed at great length how to provide safe programming for this year's summer camp with the restrictions in place. The community feedback received through the survey indicated on-site camp is overwhelmingly preferred over virtual camp. Many indicated they depend on summer camp to provide child care for the season. There is a need in the community especially as parents return to work.

We anticipate moving into Phase 3-Recovery of the Restore Illinois Plan at the beginning of June based on the guidelines by Illinois Department of Public Health (IDPH). Camp is scheduled to begin June 8<sup>th</sup>. This includes groups limited to ten or less (8 children and 2 counselors) while playgrounds, fields and basketball courts remain closed. This would be a challenge for sports camp programming as most sports use balls and other equipment which may be off limits in Phase 3. Face coverings, physical distancing and sanitization practices will continue to be the norm. Due to group sizes, before and after care would be required to be offered for each separate group in Phase 3. These child: counselor ratios would require fees to be increased. The limited group gatherings has also eliminated the Camp Open House scheduled for June 4. We anticipate moving into Phase 4-Revitalization of the Restore Illinois Plan at the beginning of July with the guidelines by IDPH. This permits groups limited to fifty or less (43 children and 7 counselors), all outdoor recreation will be open including playgrounds, fields and basketball courts. Face coverings and physical distancing may continue to be the norm.

In both Phase 3 or 4, past procedures will be different due to restrictions.: curbside drop off and pick up; ramping up hygiene practice with hand washing and hand sanitizing, kids bringing their own supplies to avoid sharing, etc.

## **RECOMMENDATION**

Staff recommends an abbreviated summer camp for the 2020 season due to restrictions in place. Traditionally there are seven camps, plus before and after care, over 10 weeks: June 8 – August 13 this year.

The smaller group sizes, little to no crossover between camp groups, increased sanitation practices, face coverings when necessary, and physical distancing restrictions makes holding camps in June a challenge.

Therefore, the recommended revised summer camp is six camps, plus before and after care, over 6 weeks: July 6 – August 13 this year. This permits larger groups so before and after care may continue to be offered without increasing fees. All outdoor recreation will be open including playgrounds, fields and basketball courts so sports camp can be offered. This eliminates Travel Camp for grades 5-8<sup>th</sup> that includes three off-site trips per week. Due to health and sanitation outside of the District's control with visiting off-site and using buses to transport them, field trips are being eliminated. The other camps usually go on field trips as well but in-house entertainment events will held on those days instead.

The program will be different this year anticipating the pool being closed so camp swim lessons or visits to the pool throughout the day would not be possible. This time will be filled with nature activities and STEM programming. The kids would continue to bring their lunch, snack, water bottle, towel, sunscreen and backpacks but instead of a swim suit they would bring hand sanitizer. Camper T-shirts would not be offered this year due to need cost and timing; Camp lunch is usually available daily for purchase through the concession stand located at the pool. Anticipating the pool being closed, the concession stand would be open on weekdays from 10:30 a.m. – 3:30 p.m. although the offerings may be pre-packaged pending IDPH guidelines. Friday camp lunches may be ordered from local restaurants due to health and sanitation reasons.

The staff has been hired contingently for the summer camp based upon the summer camp schedule. The recommended abbreviated summer camp would require the traditional amount of staff with a few exceptions.



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May 26, 2020

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: 2019 Abatement of property taxes for Series 2014B- Alternative Revenue Bonds.

### **2019 Abatement of Taxes**

On December 1, 2014 the board by ordinance issued \$7,675,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2014B.

As defined in the Bond Ordinance the District pledged alternate revenues available for the purpose of paying the debt service due on the bonds. Yearly, the District directs abatement of property taxes by the amount of available revenues. Total amount for tax year 2019 \$576,000.

Ordinance 05.26.2020 is attached for review.

#### **Staff Recommendation:**

Staff recommends passage of Ordinance 05.26.2020 abating property tax levy for 2019 to pay debt service on \$7,675,000 General Obligation Refunding Park Bonds. (Alternat Revenue Source) Series 2014B.

ORDINANCE NO. 05.26.2020

AN ORDINANCE abating the tax heretofore levied for the year 2019 to pay debt service on \$7,675,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2014B of the Prospect Heights Park District, Cook County, Illinois

\* \* \*

WHEREAS, the Board of Park Commissioners (the "*Board*") of the Prospect Heights Park District, Cook County, Illinois (the "*District*"), by ordinance adopted on the 1st day of December, 2014 (the "*Bond Ordinance*"), did provide for the issue of \$7,675,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2014B (the "*Bonds*"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Bond Ordinance) available for the purpose of paying the debt service due on the Bonds during the next succeeding bond year; and

WHEREAS, it is necessary and in the best interests of the District that the tax heretofore levied for the year 2019 to pay such debt service on the Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Ordained by the Board of Park Commissioners of the Prospect Heights Park District, Cook County, Illinois, as follows:

*Section 1. Abatement of Tax.* The tax heretofore levied for the year 2019 in the Bond Ordinance is hereby abated in its entirety.

*Section 2. Filing of Ordinance.* Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2019 in accordance with the provisions hereof.

*Section 3. Effective Date.* This ordinance shall be in full force and effect upon its adoption.



Adopted May 26, 2020.

\_\_\_\_\_  
Tim Jones, President, Board of Park  
Commissioners

ATTEST:

\_\_\_\_\_  
Ellen Avery, Secretary Board of Park Commissioners

[SEAL]



May 26, 2020

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Contract award: Ashburn Power & Light, Inc upgrade electrical system at OCCC

The Grumman Butkus Associates (GBA) electrical engineer contracted by the District to oversee this project on our behalf has submitted a bid recommendation after evaluating the three bids received for the electrical system upgrade required at the golf course.

#### Background

The project was noticed in the Daily Herald. The mandatory pre-bid conference & site tour mandatory site tour had 10 contractors in attendance. Three formal bids were accepted and opened on May 6

Ashburn Power & Light	\$255,955.00
Shamrock Electric	\$281,850.00 (no Performance & Payment bond*)
All Industrial Electric	\$377,641.00

In addition to the lump sum indicated above GBA consultant fee is \$18,200;

\*\* This project bid did not include:

- civil engineering design fees
- architectural design fees
- disposal of existing transformer
- Environmental Clean-up
- Landscape Restoration
- design/build the new electrical room (switchboard room) (district directly contract this)
- engage the fire protection contractor design/build the extension of the existing sprinkler line into the new electrical room (district directly contract this)

There is \$350,000 in capital budget for FY2020 for this project.

#### **RECOMMENDATION**

Staff recommends awarding the project to Ashburn Power which is the lowest and most responsive bidder. Staff recommends deferring this project to FY2021 to commence in the spring. Bidders were asked to honor the pricing up to one year should the project be moved later in the calendar. Ashburn confirmed that the bid price would be honored until June 2021. GBA's findings are attached.

The transformer is currently failing. It is not producing enough power and it is placing an increased stress on current equipment which may ultimately damage our equipment. There is no question that the project is imperative. However, in the current economic environment, staff recommends deferring this capital project to FY2021; we will have spent \$18,200 on the consultant this fiscal year and would defer budget \$331,800 FY2021 for this project which leaves \$75,850 to cover what was not included in the project bid.

**Grumman/Butkus Associates***Energy Efficiency Consultants and Sustainable Design Engineers*820 Davis Street, Suite 300  
Evanston, Illinois 60201 4446Main 847-328-3555  
www.grummanbutkus.com

May 14, 2020

Christina Ferraro  
Executive Director  
Prospect Heights Park District  
110 West Camp McDonald Rd  
Prospect Heights, IL 60070

Re: Old Orchard Country Club (OCCC)  
Electrical System Upgrade  
G/BA #P19-0502-00

Dear Christina:

This letter is a summary of the bids received for the electrical system upgrade project. Bid data is summarized in the table below.

	<b>Ashburn Power &amp; Light, Inc.</b>	<b>Shamrock Electric Co, Inc.</b>	<b>All Industrial Electric, Inc.</b>
Base Bid	\$255,955.00	\$281,850.00	\$377,641.00
Exclusions	None listed	P & P Bond	None listed

Base Bid

The scope of the base bid is to replace the existing ComEd service transformers for the clubhouse and for the pump house. New primary conduits for ComEd will be routed from a power pole to the new clubhouse transformer and to the pump house transformer. New secondary feeders will be run from the clubhouse transformer into the new clubhouse switchboard. The new clubhouse transformer is to be pad mounted. A new main clubhouse switchboard and emergency branch circuit panel will be provided. The pump house transformer will be mounted on the existing pump house transformer pad. A new CT cabinet for the pumphouse will be provided. Secondary feeders from the pump house transformer will be run to the existing pump house switchboard.

G/BA conducted a phone interview with the low bidder Ashburn Power & Light, Inc. The interview was conducted to confirm scope of work. No discrepancies were discovered during the interview. Ashburn confirmed that the bid price would be honored until June 2021.

Shamrock Electric Co., Inc did not provide the required Performance & Payment bond as part of the bid.

After a review of the bids received, we have no objection to awarding the project to the lowest bidder, Ashburn Power & Light.

May 15, 2020

Page 2 of 2

Feel free to contact me if you have any questions about the above recommendations.

Very truly yours,

A handwritten signature in black ink, appearing to read "Susan D. Golen". The signature is fluid and cursive, with a large initial "S" and "G".

Susan D. Golen P.E.

Project Manager - Electrical

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