



# BOARD REPORT

OCTOBER 27, 2020

This meeting will be conducted by audio/video conference without a physically present quorum of the Park District Board of Commissioners because of a disaster declaration related to COVID-19 public health concerns affecting the jurisdiction of the Park District. The President of the Board of Commissioners has determined that an in-person meeting with all participants is not practical or prudent because of the disaster. Commissioners, the Executive Director and Staff may not all be physically present at the Old Orchard Country Club (OCCC) due to the disaster. Physical public attendance at OCCC is limited, so alternative arrangements for public access to hear the meeting are available at the bottom of this notice. The meeting will also be audio/video recorded and made available to the public, as provided by law.



## **PUBLIC NOTICE AGENDA**

### **October 27, 2020 Park Board of Commissioners Regular Board Meeting**

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

The public may call into the meeting to address the Board or submit a Public Comment that will be read at the Meeting by emailing [ecastil@phparks.org](mailto:ecastil@phparks.org) by 4:30 p.m. on October 27. Those wishing to comment at the meeting are asked to type an asterisk (\*) before legal name; individuals will be unmuted, asked to speak, (note three-minute limit per person) and muted again.
- VI. Presentation**

**Prospect Heights Parks Foundation**
- VII. Approval of Minutes**

**Regular Board Meeting – September 22, 2020**
- VIII. Acceptance of Minutes**

**GMRC Feasibility Study Taskforce Meetings – September 1 and 14, 2020**
- IX. Announcements (Meetings)**

**Regular Board Meeting – November 17, 2020 7:00 p.m.**
- X. Park District Treasurer's Report**
  - A. Approval of Cash Report**
  - B. Approval of Warrants for Payment**
- XI. Superintendent of Finance and Planning Report**
- XII. Attorney's Report**

**Legal Matter**

**XIII. Administrative/Operational Summary**

- A. Executive Director
- B. Superintendent of Recreation
- C. Superintendent of Facilities and Parks
- D. Director of Golf
- E. Recreation Supervisors

**XIV. Unfinished/Ongoing Business**

- A. GMRC Feasibility Study Process Update
- B. Consideration of Agreement for Exchange of Land at/adjacent to Muir Park

**XV. New Business**

- A. Approval Resolution 10.27.2020A: Intergovernmental and subrecipient agreement for Coronavirus Relief Funds with Cook County
- B. Approval Ordinance 10.27.2020 providing for the issue of approximately \$606,980 General Obligation Limited Tax Park Bonds, Series 2020, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof

**XVI. Committees of the Board**

**XVII. Adjournment**

Note 1: Alternative arrangements for public access to attend the meeting virtually:

**MEETING PARTICIPATION INSTRUCTIONS:**

Computer access: Join the Zoom Meeting

<https://zoom.us/j/96147308391?pwd=WWt6aWJtVk9HNHJaL3BKeU1RS3JMZz09>

Meeting ID: 961 4730 8391

Passcode: 624969

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

Meeting ID: 961 4730 8391

Passcode: 624969

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, asked to speak during public comment, (note three-minute limit per person) and muted again.

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

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

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
VIRTUAL MEETING  
ZOOM MEETING ID: 977 7453 7826 PASSWORD: 378558  
TUESDAY, SEPTEMBER 22, 2020**

**Call to Order**

**Roll Call**

Commissioner Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:06 p.m.

Commissioners present:

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

Also Present:

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

Commissioners absent:

None

A quorum was present.

**Corrections/Additions/Approval of Agenda**

A motion was made by Commissioner Cloud and seconded by Commissioner Jackson to approve the agenda as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Correspondence**

There was none.

**Recognition/Welcome**

There were no guest presenters in attendance.

**Public Comment**

The following public comments were received via email and entered into the record:

David Rys

Paul Gebert, 1105 Drake Ave., Prospect Heights, IL 60070

Janet Albrecht

Leslie Smith, 1102 Oak Ave., Prospect Heights, IL 60070

Steve Drake

Sheri Piccolo

Marilyn Breden, 101 Prospect Drive, Prospect Heights, IL 60070

The following residents commented:

Kathy Quinn – commented that the project is not family-friendly and unsafe; keep open land and increase the park useability.

MJ Meier – commented that the proposed project does not belong in the subdivision.

Samir Mahtani – commented that his family likes to walk their dogs in the park, wants open space, opposed to the development.

**Approval of Minutes****Regular Board Meeting – August 25, 2020**

There was a request to correct the spelling of Commissioner Kirste's name throughout the meeting minutes.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the August 25, 2020 Regular Board Meeting Minutes as amended. The motion was approved by a roll call vote.

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

Nays: None

Abstain: Commissioner Jackson

Absent: None

The motion carried.

**Announcements (Meetings)**

The next regular board meeting will be held on October 27, 2020 7:00 p.m.

**Park District Treasurer's Report****Cash Report #8**

Payroll	Checking/sweep	\$ (1,874.35)
Vendor	Checking/sweep	\$ (14,266.58)
General/Sweep	Checking	\$ 1,928,744.43
ATM	Checking	\$ 26,213.03
Investment	Checking	\$ 2,470,537.73
CD Investment	Maturity 1.8.2021	\$ 356,981.03
Totals		<hr/> \$ 4,766,335.29

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept the Treasurer's Report – Cash Report #8 dated September 22, 2020 in the amount of \$4,766,335.29. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Approval of Warrants for Payment**

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept Warrants for payment as submitted for Vendor Warrants #8, 8A, and Payroll 17, 18 in the amount of \$305,773.67. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Superintendent of Finance and Planning Report**

As submitted.

**Attorney's Report**

There was none.

**Administrative/Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro also reported that she continues to work on acquiring the deed for the Grounds property at OOC, working with residents to create “Arts in the Park” which will be about a 7-week public display at Lions Park.

**Superintendent of Recreation** – as submitted.

**Superintendent of Facilities and Parks** – as submitted.

**Director of Golf Operations** – as submitted.

**Recreation Supervisors** – as submitted.

**Unfinished/Ongoing Business****GMRC Feasibility Study**

- **Taskforce Recommendation**
- **Acceptance of Feasibility Study Report**

Executive Director Christina Ferraro reported that the Taskforce met twice to determine the cost and feasibility of a new recreation center and discussed the reasons to do so. Their general opinion was to move forward with a 45,000 sq. ft. design or something comparable. Staff is recommending moving forward with process to potentially distribute a Community Survey and do more research on process.

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to allow staff to continue work to engage the public for the GMRC Feasibility Study. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Consideration of Agreement for Exchange of Land at/adjacent to Muir Park**

Commissioner Jones reported that the subcommittee has a meeting scheduled with Lexington in early October to further discuss negotiating the purchase and sale agreement of the land at/adjacent to Muir Park. Staff has received some conceptual drawings from the landscape designers and are reviewing the options and costs involved. More information to follow.

**Board Member Vacancy**

Commissioner Jones reported there were two interested residents and both have withdrawn their interests. The board decided to not appoint someone for the vacant position at this time and wait for the vacancy to be filled during the upcoming April 2021 Consolidated Election.

**New Business****Application for Urban & Community Forestry Grant Program**

Superintendent of Finance and Planning Annette Curtis is seeking board approval to submit an application for the Urban & Community Forestry Grant Program. Currently the District does not have a tree inventory or a management plan. Both of which are needed for proactive maintenance and park redevelopment. The grant proposal of \$20,000 focuses on our 14 parks and not the OOC. \$10,000 will be in FY2021 for this program.

**New Business (continued)**

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to allow the Superintendent of Finance and Planning to continue with the grant application. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Approval of revised Investment Policy**

Superintendent of Finance and Planning Annette Curtis recommended approval of the updated Investment policy.

A motion was made by Commissioner Kirste and seconded by Commissioner Carney to approve the revised Investment Policy. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Approval of Financial Institution and Investment Advisors**

Superintendent of Finance & Planning Annette Curtis reviewed a list of financial institutions and investment advisors. She is recommending Board approval of the financial institutions and investment advisors per the Investment Policy.

A motion was made by Commissioner Carney and seconded by Commissioner Avery to approve the list of financial institutions and investment advisors. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Approval of Prescribed Burns Fall 2020 and Spring 2021**

Executive Director Christina Ferraro reported the NRC is requesting permission to conduct prescribed burns in November and December and in Spring 2021. Staff is requesting approval.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the NRC prescribed burns Fall 2020 and Spring 2021. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Approval of Sprinkler System for Lions Field**

Executive Director Christina Ferraro discussed that staff was approached by PHYBS about installing an automatic sprinkler system on Lions Field. Staff recommends the Board approve cost not to exceed \$3,000 to install the Daily Rain Inc. sprinkler system on Lions Field. PHYBS has agreed to pay the other half of the installation and will reimburse the District for water usage. The agreement between the District and PHYBS will be amended to reflect this.

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to approve an automatic sprinkler system on Lions Field for a cost not to exceed \$3,000. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

**Committees of the Board**

The Personnel Committee reported they are currently reviewing the updated Personnel Policy Manual that the Park Attorney's have reviewed and updated. The committee will present their recommendations at a future board meeting.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Kirste and seconded by Commissioner Cloud to adjourn the Regular Board Meeting at 7:58 p.m. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Respectfully Submitted,  
Edlyn Castil, Recording Secretary

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



## Edlyn Castil

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**From:** David Rys <davidmrys92@gmail.com>  
**Sent:** Monday, September 21, 2020 4:00 PM  
**To:** Edlyn Castil  
**Subject:** Muir Park

I oppose the Land swap deal. Itl increase traffic on our streets were we have no sidewalks. Its already dangerous as it is having to walk a dog, child, family on the street with no sidewalks, imagine after increased traffic, and not by a little but im sure traffic will be a big increase. I also oppose any deals being made during this pandemic when so many residents dont know how to use Zoom meetings so you wont get the full scope of how many people disagree with this land swap.

## Edlyn Castil

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**From:** Pgebert299 <pgebert299@aol.com>  
**Sent:** Tuesday, September 22, 2020 7:03 AM  
**To:** Edlyn Castil  
**Subject:** Vote NO on the proposed land swap for John Muir park

Hello Prospect Heights Park District,

The proposed development at John Muir park would be a disaster for the park district. When there were games at the park (pre Covid pandemic) the parking lot would be full. The proposed development reduces the amount of parking spots would would make it that much harder for residents of Prospect Heights and Wheeling to use the park as there would not be places for people to park. The space available to the residents would actually shrink. The soccer field would no longer exist. How is that a good thing?

Also, the proposed development destroys the wetland and would remove many trees that help alleviate flooding in the area. The Park District should strive for keeping open spaces and not be a part of a high density development that adds nothing to the surrounding neighborhood.

The Prospect Heights Comprehensive Plan section Natural Resources and Infrastructure Goals and Objectives states:

- \* Preserve and enhance natural resource amenities and open spaces that are important to the community such as the Isaak Walton Park and Slough, Hillcrest Pond and Walnut Woods Park.
- \* Create development controls to protect natural resource sustainability and the rural open space character.

The Plan's section Natural Resources and Infrastructure Policy Statements states:

- \* Identify additional opportunities for open space and parks within residential neighborhoods. Consider creating easements and setbacks for current natural features to allow for public access and greater utilization of these resources.
- \* Provide better access for pedestrians and cyclists to existing parks and open space.

How is helping to facilitate a high density development helping Prospect Heights achieve its goals for natural resources? It would be great if the park district made the park bigger and put in some public restrooms and a water fountain. Another ball field and/or some additional playground equipment on the site of the old school would greatly benefit the area residents. It would become a real destination park which some other towns have but is lacking in Prospect Heights.

Please vote NO to any land swap to help keep Prospect Heights a desirable place to live.

Thank you for your assistance and support!

Paul Gebert  
1105 Drake Ave

## Edlyn Castil

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**From:** Janet Albrecht <jalbrecht22@comcast.net>  
**Sent:** Tuesday, September 22, 2020 9:54 AM  
**To:** Edlyn Castil  
**Subject:** Muir Park development

To all involved in decision making regarding Muir Park Development, I respectfully request you give fair and serious consideration to the residents concerns over this Lexington development, many of whom have lived here for 30 years or more, and cherish our park and wooded area.

Prospect Heights last newsletter proudly declared their tree city certification. I ask you to honor that and not allow a land swap that would fell ALL the mature trees at Muir Park for this Lexington development.

This dense development does not benefit the surrounding neighborhoods and will negatively impact our way of life for our community.

Please consider how you would feel if this was your neighborhood. I sincerely hope the residents voices and concerns are fairly considered.

Janet Albrecht

Sent from my iPhone

**Edlyn Castil**

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**From:** Leslie Smith <leslie0673@gmail.com>  
**Sent:** Tuesday, September 22, 2020 11:34 AM  
**To:** Edlyn Castil  
**Subject:** Muir Park Neighborhood

*My name is Leslie Smith and I am a home owner in Prospect heights and I oppose the Lexington Homes developement. This developement will effect our neighborhood greatly with a very large increase of traffic in and out of our area. I am unable to attend the meeting today but would like to express my oppsosition.*

*Thank you*

*Leslie Smith*

*1102 Oak Ave  
Prospect Heights*

*Sent from my Verizon Motorola Smartphone*

## Edlyn Castil

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**From:** drakesteve@comcast.net  
**Sent:** Tuesday, September 22, 2020 11:54 AM  
**To:** Edlyn Castil  
**Cc:** Christina Ferraro  
**Subject:** Lexington Invades Our Neighborhood  
**Attachments:** Picture 1.jpg; Picture 2 (002).jpg; Picture 3.jpg; Picture 4 (002).jpg; Picture 5a.jpg; Picture 6.jpg

Prospect Heights Park District

To Whom It May Concern:

I am writing this note to the people on the PHPD board who will be charged with the responsibility of deciding whether to accept the Lexington land swap proposal or not. We now know that the City PZBA board voted unanimously against all of the Drake subdivision residents and the surrounding area residents on the John Muir property objections, to recommend the proposal as presented by Lexington, with the exclusion of one of the many requested variances. Lexington said they will take their chances with the City Council. I want to make sure that you understand how ridiculous this proposed development really is. The more I study this proposal, the more I am convinced it is blatant discrimination and greed. I know that is a serious accusation, but enough is enough. I grew up in this neighborhood since I was 4 years old and bought a house in 1982 and raised my kids on the same streets that I played on. To say I am disappointed with the way the PZBA handled the rezoning case is an understatement for the ages.

I appreciate that the PHPD does not usually deal with these kind of issues and they are mostly dealt with by the city government, however you might be the only fair minded individuals who can put a stop to this madness. I'm trying to figure out if the mayor is the one behind this or is it the whole city council, or maybe they are not for it. I'm not sure, but there has been cases of missing documents, posted only after the attorney questioned them on it. Exhibit 01, which would have explained a whole lot, a whole lot earlier. It was the original application by Lexington and they kept it from the public. There are unanswered emails to the city staff asking if there is a TIF involved and what is the current status. There appears to be improper or even illegal interference involving PZBA commissioners. It will all come out if we have to take this to court. I don't want to do this. It will be embarrassing to the City of Prospect Heights. But, Enough is Enough!

There is so much wrong with this proposal, but I want to focus on one issue that the PZBA totally ignored. The safety of using the streets! You have heard that the proposal would nearly double the amount of traffic the 69 unit plan would have on our 74 home subdivision. That is not exactly true. It is much worse than that. What you may not be considering and Lexington doesn't want you to think about, is that we already have major impact on our streets right now by the Village of Wheeling multifamily housing and single home residents, even before the proposed extra 69 townhomes. That is why KLOA, the expert hired by Lexington didn't even address the impact on pedestrian safety. They did two one hour test samples on February 6<sup>th</sup> 2020 and that was only on counting vehicles. The number one priority to me is the safety of those using the streets, because our streets are very narrow and they are also our sidewalks. Our streets are only 3' wider than our most narrow driveways and many of our driveways are actually wider than our streets. Does that sound like a good scenario for adding more vehicles and walking, running, biking, rollerblading, walking dogs, teaching children to ride a bike for the first time, kids using scooters, skateboarding, Pushing Strollers, etc.. ?

We have, right now, 18 additional Wheeling homes using our streets for the activities I just mentioned. 3 on Elmhurst Rd., 3 on Maple Ln. and 12 on Hintz Rd. That's just the single family homes in addition to our subdivision homes. The multifamily impact is much more. We have 4 six- unit apartment buildings and a 3 townhome building on Maple Ln.. Add in one church that has two parking lots that unload to Maple Ln. I'm just warming up. Now let's look at the

south end of the neighborhood. There are 3 large apartment and condominium complexes in Wheeling, totaling 36 buildings on the west end that add potentially hundreds of users to our streets. They also walk through our neighborhood to get to school. ( Add Wine Tree Apartments and Polo Run to the list on the east, they use the JM park path). They come out at Oak to Drake Terrace, then down Prospect, turn on Maple and either cut through the church parking lot or walk to Hintz Rd. to get to WHS. Why don't they walk down Rt. 83? Because the city has decided that we are not a priority with future plans nowhere in sight. They put sidewalks to Hersey on Willow Rd. ( 2 lane- 30 MPH), Schoenbeck Rd. ( 2 lane- 35 MPH) to the grade schools, with grant money they received from a program called "Walk To School", but discriminate against our neighborhood because I guess it's the Wrong School To Walk To. If the kids don't want to walk through our neighborhood they either have to walk in a dirt (mud) path or walk down the middle of a 4 lane state route (4 lane - 40MPH). WHS has been there for 56 years! Enough is Enough.

And now, we are supposed to just accept another 69 townhomes on our streets, and only our streets, because there is no other way in or out of this dud of a development. I challenge anyone to show me where else in PH has anything even close to this been done before. Has PH ever rezoned a R-1 and made it a R-2. Of course not. Is this the future of Prospect Heights? Destroy our identity to get an increase in population? They can't even follow the City code and present this as a R-1A, like the same building is at Rob Roy. What's that about? Trying to avoid more variance requests? Is there any other subdivision in PH that has this much external invasion of their streets? Is that fair? This needs to stay an R-1.

I know you are used to dealing with park district matters and they are nothing like what I've been just ranting about, however you happen to be stuck in the middle of this nightmare and I'm hoping you are just like me and my neighbors, that being citizens of a City we are proud of and understand you can't ignore 'we the people' to try and solve a difficult land use issue by placing the burden squarely on one group. We are tired and fed up with the lack of respect. To anyone of you considering voting yes for this land swap, I ask if you would meet with me first. I think I can convince you with facts to vote NO. I thank all of you for the job you do on running our parks and thank you for hearing me out. There is so much more to expose about this project.

The money is not worth a child's life. I wouldn't want my name on the agreement authorizing this gross injustice to common sense, safety and fairness. The guilt knowing we didn't have to greatly increase the chance of an accident, but I thought otherwise, would haunt me forever if God forbid tragedy strikes.

Attached are pictures, which says it all.

Sincerely,

**Steve Drake**

drakesteve@comcast.net

(847) 650-9497

## Edlyn Castil

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**From:** Sheri Piccolo <tns9900@aol.com>  
**Sent:** Tuesday, September 22, 2020 11:26 AM  
**To:** Edlyn Castil  
**Subject:** Muir park

Hello.

My name is Sheri Piccolo and I reside at 1102 Oak Ave in Prospect Heights. I am writing you today to let you know I am in opposition to the Lexington Homes development of the old JFH school. I am currently out of town and unable to attend the meeting today. This project would change the status of our neighborhood and do not support the plans for this development.

Thank you

Sheri Piccolo

*Sent from my Verizon Motorola Smartphone*

## Edlyn Castil

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**From:** Marilyn B <craftycanuck213@gmail.com>  
**Sent:** Tuesday, September 22, 2020 2:26 PM  
**To:** Edlyn Castil  
**Subject:** MUIR PARK

My husband John, and I, along with our 74 plus, neighbours, are completely against, what you are trying to do, to ruin our neighbourhood. We moved here (101 Prospect Drive) 5 years ago, as we liked the quiet area, people walking, with children, pets, etc. Now, if this big mistake passes, that will all change. Our streets are not wide enough, for construction, and truck traffic, and will be ruined, in short time. I read an article (Opinion Page - Chicago Sun Times, Sept. 14th) In Chicago alone, due to climate change, shrinking urban canopy, thousands of trees, we're lost. The loss of trees, will create more heat islands, more flooding, and poorer air quality, because trees soak up water, and filter pollutants, from the air. The loss of trees also carries psychological cost, as neighbourhoods no longer get the emotional boost of the shade, and beauty of trees, birds, and other wildlife. We do not need to have 234 trees removed, just for someone's greed. The majority should rule.....not money (if that is the case) We need more open space, not more ugly buildings, among our homes. Thank you. If possible, could this just be read amongst the committee? I would rather not speak, openly, as I am new at this. I will be on the phone, as I do not have Zoom. Thank you for your time. Marilyn Breden



# MINUTES OF THE PROSPECT HEIGHTS PARK DISTRICT GMRC FEASIBILITY STUDY TASKFORCE MEETING #1

AT THE OLD ORCHARD COUNTRY CLUB, 700 WEST RAND RD.

SEPTEMBER 1, 2020 6:30PM – 8:00PM

Attendance: Ellen Avery, Betty Cloud, Tom Huitink, Gineen Hecht, Paul Nawrot, Mike Mabry, Annette Curtis, Julie Caporusso, Christina Ferraro

Prior to the meeting, attendees received a digital copy of the draft feasibility study report to review <https://phparks.org/wp-content/uploads/2020/09/Prospect-Heights-Final-8.21.2020.pdf>. Two conceptual drawings were onsite for reference. They received this handout at the meeting <Z:\feasibility study and master plan\feasibility study.pptx>

After brief introductions, Christina explained the background of how this taskforce was established: the master plan identified that the Gary Morava Recreation Center (GMRC) has outlived its useful life and requires renovating or rebuilding; focus groups throughout the master planning process identified programs and amenities; other sites were considered; conceptual plans were designed; the goal for this taskforce is to make a recommendation to the park board of commissioners regarding facility size and cost to taxpayers. The first conceptual drawing renovates the current 39,500 sq. ft. facility to yield a 37,000 sq. ft. facility and the other is the same as first - difference is the addition of second 8,000 sq. ft. gymnasium to yield a 45,000 sq. ft. facility. They both eliminate up to 3 tennis courts and the Admin building including garage. The exterior Parks Dept. 3,000 sq. ft. maintenance building has several location options but is separate from the main center. These are based upon the needs assessment, program plan, and available land.

Annette explained bonding capacity and referendum: \$14,725,000 ask minus the legal fees and issuance costs leaving \$14,500,000 to use after project costs; \$300,000 market value home average \$234 annual increase for this one bond issue; More than \$14.7 is two questions on ballot OR one question with complexity and longer process, The Master plan page 65 level of support for tax increase indicate Prospect Heights, Mount Prospect, Arlington Heights and Wheeling respondents 2 in 5 would likely support increases <https://phparks.org/wp-content/uploads/2019/09/Prospect-Heights-Master-Plan-Final-2018.pdf>

The question was raised: Is selling park district property, namely the golf course, a possibility to pay for this project? There was discussion that this is not a viable option as it's difficult for park districts to sell property. OOC is 100 acres and there isn't 100 acres available in the district's boundaries. The district needs to purchase existing buildings to expand the parks and that is very difficult.

The taskforce discussion yielded many questions:

- Can three gyms fit in the 6,228 sq. ft. plus 8,000 sq. ft. = 14,228 total sq. ft. space if they are turned?
- What is cost and change to design to add climbing wall in gym?
- What is the area being used for where the three tennis courts are being eliminated?
- Will existing pool be affected during construction: pipes? Cracking tank?

- What is the cost of not placing building on the existing foot print? If the current facility remains and is used for three years during construction while new facility is built on tennis court area; then existing GMRC is knocked down but pool remains so bath house would have to be added?
- On proposed #2 – preschool playground and regular playground are moved. What if the playground was half indoors and half outdoors so it could be rented for parties, etc.?
- Can the upper level of the facility (fitness) be extended to be over the 2nd court/addition?

The questions are to be addressed with Williams Architects and responses will be discussed at next Taskforce meeting scheduled for September 14, 2020 at 630pm. Frank Parisi, Williams Architects, will be invited to present at the Sept 14<sup>th</sup> meeting.

Respectfully Submitted,

Christina Ferraro, Executive Director

## MINUTES OF THE PROSPECT HEIGHTS PARK DISTRICT GMRC FEASIBILITY STUDY TASKFORCE MEETING #2

AT THE OLD ORCHARD COUNTRY CLUB, 700 WEST RAND RD.

SEPTEMBER 14, 2020 6:30PM – 8:00PM

Attendance: Ellen Avery, Betty Cloud, Frank Parisi, Jack Kargenian, Gineen Hecht, Paul Nawrot, Mike Mabry, Annette Curtis, Julie Caporusso, Christina Ferraro

Frank Parisi and John Kargenian were introduced. Jack Kargenian presented his concept of a new recreation center which included the swimming pool to the taskforce. (John is a lifelong resident and not an architect but an avid user).

The taskforce discussion from last meeting raised many questions; each question was discussed with Frank Parisi, Managing Principal / Vice President of Williams Architects. Frank had also designed the conceptual drawings.

- Can three gyms fit in the 6,228 sq. ft. plus 8,000 sq. ft. = 14,228 total sq. ft. space if they are turned?
  - Adding a third gymnasium would be a challenge without impacting the baseball field to the north and impacting. This assumes a regulation size high school basketball court. If a third gymnasium is desired. May we recommend a multiuse activity court gymnasium? The footprint is smaller and allows for different programming as well.
- What is cost and change to design to add climbing wall in gym?
  - Adding a climbing wall in the gymnasium is an option. A two story portion of the gymnasium is needed, dependent on the programming need (age group). The cost would vary. A little more research is required. We need to be mindful of the type of climbing wall from a safety and staffing perspective. Walls with an auto- belay system requires little staff to monitor. The challenge with a climbing wall is the changing experience to draw back patrons to different experiences. Vertical Endeavors in Glendale Heights is a private climbing place.
- What is the area being used for where the three tennis courts are being eliminated?
  - The three tennis courts would be used for additional parking if needed. The parks building can also be placed in that location with some parking.
- Will existing pool be affected during construction: pipes? Cracking tank?
  - Based on the location of the pool mechanical room and the new addition. We do not anticipate an issue.
- What is the cost of not placing building on the existing foot print? If the current facility remains and is used for three years during construction while new facility is built on tennis court area; then existing GMRC is knocked down but pool remains so bath house would have to be added?
  - May require a little more investigating to exactly determine the feasibility of this option. That being said, if we constructed a new two story recreation center at 45,000 sf at the North end of the site at approx. \$500 / Sf = \$22.5 Million. ( Total Project cost Number) In addition, construct a new bath house including toilet rooms, office, family changing concession and a filter building. Approximately 6000 sf @ \$600.00 / sf = 3.6 million. A

little challenging for this option, need to a lot dollars for the below ground piping impacted by new foundations of the building.

- On proposed #2 – preschool playground and regular playground are moved. What if the playground was half indoors and half outdoors so it could be rented for parties, etc.?
  - A good opportunity the placement is key in the plan. Close to Preschool and multi-purpose.
- Can the upper level of the facility (fitness) be extended to be over the 2nd court/addition?
  - Further discussion may be required on this item.

Annette distributed a random park district residential property tax bill (address and name redacted) to explain the breakdown and debt of other taxing districts. The discussion was regarding an owner of a \$400,000 fair market value home in district would experience an estimated annual tax increase of \$300 a year for 25 years for this project in addition to the current \$800 annual tax to the park district.

A few of the resident taskforce members stated the GMRC has outlived its useful life; a more efficient lay-out is required to house current and future potential programs; some residents pay nonresident fees to participate in programs at other park districts due to the GMRC current condition; what is the cost to maintain GMRC over the next decade? Is the same size facility worthwhile? Is this the economic environment to introduce a tax increase to the community? If not now, when? Regarding the pool – what is the cost to add a pool renovation to the construction? Should that be separate project and separate referendum later?

The recommendation to the Park board of commissioners is move forward with the 45,000 square foot design or comparable to allow for more programs, rentals and general usage. There was a high level of comfort that a successful tax referendum is required and quite possible with a strong public relations program in place.

The attendees were thanked for their time and informed they would be kept apprised of progress.

Respectfully Submitted,

Christina Ferraro, Executive Director

TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 10/27/2020 CASH REPORT FY 20

*Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 9  
10/27/2020 as submitted. Seconded by Commissioner \_\_\_\_\_ .*

Mt. Prospect State Bank		Interest Earned YTD		
Payroll	Checking/sweep			(1,113.64)
Vendor	Checking/sweep			(40,896.54)
General/Sweep	Checking	\$104.82	annual yield 0.01%	2,033,607.20
ATM	Checking			26,613.03
Investment	Checking	\$13,388.32	annual yield 0.40%	2,471,320.74
CD Investment	Maturity 1.8.2021	\$3,981.03	annual yield 1.50%	\$ 356,981.03
<b>TOTALS</b>				<b>\$ 4,846,511.82</b> Voice Vote

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#### FINANCIAL RESOLUTION

*Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
10/27/2020 as submitted. Seconded by Commissioner \_\_\_\_\_ .*

APPROVAL OF WARRANTS 10/27/2020

VENDOR WARRANTS			AMOUNTS
9	In the amount of	CHECKS ISSUED	\$139,174.07
9A	In the amount of	ELECTRONIC	\$33,663.27
Total Vendor Warrants			<u>\$172,837.34</u>

#### PAYROLL WARRANTS

9/11/2020	
19	In the amount of
	gross plus employer costs
9/25/2020	
20	In the amount of
	gross plus employer costs
Total Payroll Warrants	
	<u>134,111.97</u>

TOTAL OF WARRANTS	<u>\$306,949.31</u> Roll Call
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## Prospect Heights Park District, IL

# Check Report

By Check Number

Date Range: 09/01/2020 - 09/30/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
01072	RIVER TRAILS PARK DISTICT	09/25/2020	Regular	0.00	-1,633.27	48169
02157	VERIZON	09/25/2020	Regular	0.00	-108.03	48283
02117	GREAT LAKES COCA-COLA DISTRIBUTION	09/25/2020	Regular	0.00	-480.00	48834
01250	GARY KANTOR	09/25/2020	Regular	0.00	-445.00	48922
01079	ACUSHNET COMPANY	09/03/2020	Regular	0.00	186.90	49652
02138	ANDERSON PEST SOLUTIONS	09/03/2020	Regular	0.00	142.75	49653
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/03/2020	Regular	0.00	9,007.58	49654
01744	BLACK LINE FOX VALLEY LLC	09/03/2020	Regular	0.00	6,167.69	49655
01022	COMCAST	09/03/2020	Regular	0.00	304.91	49656
01022	COMCAST	09/03/2020	Regular	0.00	87.74	49657
01022	COMCAST	09/03/2020	Regular	0.00	156.75	49658
01022	COMCAST	09/03/2020	Regular	0.00	112.11	49659
01023	COMMONWEALTH EDISON	09/03/2020	Regular	0.00	23.15	49660
01024	CONSERV FS	09/03/2020	Regular	0.00	2,531.18	49661
01042	CONSTELLATION NEWENERGY - GAS DIVISION I	09/03/2020	Regular	0.00	626.99	49662
01585	FAULKS BROS CONSTRUCTION INC	09/03/2020	Regular	0.00	1,631.28	49663
01423	GORDON FOOD SERVICE INC	09/03/2020	Regular	0.00	1,129.60	49664
01693	HINCKLEY SPRINGS	09/03/2020	Regular	0.00	6.00	49665
01182	JAMES SAMMONS	09/03/2020	Regular	0.00	3,950.00	49666
02097	MORGAN SERVICES INC	09/03/2020	Regular	0.00	65.11	49667
01057	NAPA HEIGHTS AUTOMOTIVE	09/03/2020	Regular	0.00	151.78	49668
01059	NICOR	09/03/2020	Regular	0.00	24.16	49669
01062	OFFICE DEPOT	09/03/2020	Regular	0.00	59.44	49670
01064	PENDELTON TURF SUPPLY	09/03/2020	Regular	0.00	2,998.92	49671
01066	PLATINUM SYSTEMS INC	09/03/2020	Regular	0.00	190.00	49672
01031	PULSE TECHNOLOGY	09/03/2020	Regular	0.00	1,133.00	49673
01070	RAMROD	09/03/2020	Regular	0.00	176.20	49674
02112	SIGNS OF DISTINCTION INC	09/03/2020	Regular	0.00	1,185.00	49675
01078	TAYLOR MADE	09/03/2020	Regular	0.00	5,542.80	49676
02157	VERIZON	09/03/2020	Regular	0.00	108.03	49677
01143	VILLAGE OF MOUNT PROSPECT-SALES TAX	09/03/2020	Regular	0.00	572.00	49678
02092	WILLIAMS ASSOCIATES ARCHITECTS LTD	09/03/2020	Regular	0.00	243.33	49679
01079	ACUSHNET COMPANY	09/17/2020	Regular	0.00	1,640.66	49680
01667	AFLAC	09/17/2020	Regular	0.00	128.10	49681
01009	AIRGAS USA LLC	09/17/2020	Regular	0.00	221.09	49682
01909	ANCEL GLINK PC	09/17/2020	Regular	0.00	3,866.18	49683
01014	ARTHUR CLESEN	09/17/2020	Regular	0.00	995.54	49684
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/17/2020	Regular	0.00	12,323.41	49685
01415	COBRA GOLF INC	09/17/2020	Regular	0.00	560.20	49686
01022	COMCAST	09/17/2020	Regular	0.00	442.04	49687
01022	COMCAST	09/17/2020	Regular	0.00	55.90	49688
01022	COMCAST	09/17/2020	Regular	0.00	404.61	49689
01041	CONSTELLATION NEW ENERGY INC	09/17/2020	Regular	0.00	25.20	49690
01041	CONSTELLATION NEW ENERGY INC	09/17/2020	Regular	0.00	3,341.91	49691
01315	COOK COUNTY CLERK	09/17/2020	Regular	0.00	15.00	49692
01189	DAVE'S AUTO CLINIC INC	09/17/2020	Regular	0.00	276.00	49693
01423	GORDON FOOD SERVICE INC	09/17/2020	Regular	0.00	3,409.44	49694
01693	HINCKLEY SPRINGS	09/17/2020	Regular	0.00	18.64	49695
01040	HOME DEPOT CREDIT SERVICES	09/17/2020	Regular	0.00	468.71	49696
02225	KATHY TRACY	09/17/2020	Regular	0.00	112.00	49697
02193	LENNIC GROUP LTD	09/17/2020	Regular	0.00	499.30	49698
01102	LIONS TAE KWON DO CENTER	09/17/2020	Regular	0.00	1,035.00	49699
01162	MANZELLA PLUMBING INC	09/17/2020	Regular	0.00	292.72	49700
02073	MARKETING AND MORE GROUP LLC	09/17/2020	Regular	0.00	700.00	49701

## Check Report

Date Range: 09/01/2020 - 09/30/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01773	MIDCO INC	09/17/2020	Regular	0.00	330.00	49702
02097	MORGAN SERVICES INC	09/17/2020	Regular	0.00	390.09	49703
01057	NAPA HEIGHTS AUTOMOTIVE	09/17/2020	Regular	0.00	314.71	49704
01058	NCPERS GROUP LIFE INSURANCE	09/17/2020	Regular	0.00	48.00	49705
01062	OFFICE DEPOT	09/17/2020	Regular	0.00	330.71	49706
01063	PDRMA	09/17/2020	Regular	0.00	23,690.32	49707
01064	PENDELTON TURF SUPPLY	09/17/2020	Regular	0.00	3,706.30	49708
01031	PULSE TECHNOLOGY	09/17/2020	Regular	0.00	1,133.00	49709
01135	PURCHASE POWER	09/17/2020	Regular	0.00	201.00	49710
01070	RAMROD	09/17/2020	Regular	0.00	1,165.94	49711
01120	REPUBLIC SERVICES INC	09/17/2020	Regular	0.00	824.39	49712
02241	SPORTS ENGINE INC	09/17/2020	Regular	0.00	100.00	49713
01865	SPORTS KIDS INC	09/17/2020	Regular	0.00	714.35	49714
01078	TAYLOR MADE	09/17/2020	Regular	0.00	813.53	49715
01400	THE PROACTIVE SPORTS GROUP	09/17/2020	Regular	0.00	48.55	49716
01781	THOMAS R PETZEL	09/17/2020	Regular	0.00	1,010.00	49717
01092	US KIDS GOLF	09/17/2020	Regular	0.00	159.65	49718
01081	VILLAGE OF MOUNT PROSPECT	09/17/2020	Regular	0.00	323.28	49719
01081	VILLAGE OF MOUNT PROSPECT	09/17/2020	Regular	0.00	640.80	49720
01905	YOUTH ELITE SOCCER LLC	09/17/2020	Regular	0.00	2,816.00	49721
01004	1ST AYD CORPORATION	09/25/2020	Regular	0.00	100.02	49722
02287	AGNIESZKA LYSEK	09/25/2020	Regular	0.00	320.00	49723
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/25/2020	Regular	0.00	6,169.31	49724
01415	COBRA GOLF INC	09/25/2020	Regular	0.00	4,254.30	49725
01022	COMCAST	09/25/2020	Regular	0.00	10.47	49726
01022	COMCAST	09/25/2020	Regular	0.00	792.04	49727
01023	COMMONWEALTH EDISON	09/25/2020	Regular	0.00	23.50	49728
01041	CONSTELLATION NEW ENERGY INC	09/25/2020	Regular	0.00	160.42	49729
01041	CONSTELLATION NEW ENERGY INC	09/25/2020	Regular	0.00	95.22	49730
01041	CONSTELLATION NEW ENERGY INC	09/25/2020	Regular	0.00	6,759.41	49731
01030	DES PLAINES MATERIAL & SUPPLY	09/25/2020	Regular	0.00	776.60	49732
01423	GORDON FOOD SERVICE INC	09/25/2020	Regular	0.00	7,778.40	49733
01038	HARRIS MOTOR SPORTS	09/25/2020	Regular	0.00	240.00	49734
02031	JOHNSON CONTROLS SECURITY SOLUTIONS	09/25/2020	Regular	0.00	289.80	49735
01162	MANZELLA PLUMBING INC	09/25/2020	Regular	0.00	486.22	49736
01057	NAPA HEIGHTS AUTOMOTIVE	09/25/2020	Regular	0.00	117.56	49737
01064	PENDELTON TURF SUPPLY	09/25/2020	Regular	0.00	1,476.30	49738
01070	RAMROD	09/25/2020	Regular	0.00	146.45	49739
01304	STATE FIRE MARSHAL	09/25/2020	Regular	0.00	300.00	49740
01078	TAYLOR MADE	09/25/2020	Regular	0.00	940.47	49741
02134	TESTA PRODUCE INC	09/25/2020	Regular	0.00	1,197.40	49742
01616	TOUR EDGE GOLF MFG INC	09/25/2020	Regular	0.00	215.00	49743
01990	TRI-STAR MECHANICAL SERVICES INC	09/25/2020	Regular	0.00	927.85	49744
01081	VILLAGE OF MOUNT PROSPECT	09/25/2020	Regular	0.00	156.96	49745
01032	CARDMEMBER SERVICE	09/09/2020	Bank Draft	0.00	4,903.67	DFT0001321
02204	WINTRUST ASSET FINANCE	09/02/2020	Bank Draft	0.00	2,175.60	DFT0001322
02205	ILLINOIS MUNICIPAL FUND	09/03/2020	Bank Draft	0.00	14,694.07	DFT0001323
02236	LAKESHORE BEVERGE	09/04/2020	Bank Draft	0.00	466.40	DFT0001324
02121	TOWN & COUNTRY DISTRIBUTORS INC	09/11/2020	Bank Draft	0.00	897.87	DFT0001326
02236	LAKESHORE BEVERGE	09/25/2020	Bank Draft	0.00	434.48	DFT0001327
02121	TOWN & COUNTRY DISTRIBUTORS INC	09/25/2020	Bank Draft	0.00	516.08	DFT0001328
02210	CHICAGO BEVERAGE SYSTEMS	09/29/2020	Bank Draft	0.00	831.10	DFT0001329

**Check Report****Date Range: 09/01/2020 - 09/30/2020**

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
02206	ILLINOIS DEPARTMENT OF REVENUE	09/08/2020	Bank Draft	0.00	8,744.00	DFT0001331

**Bank Code AP Bank Summary**

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	166	94	0.00	141,840.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-2,666.30
Bank Drafts	9	9	0.00	33,663.27
EFT's	0	0	0.00	0.00
	<b>175</b>	<b>107</b>	<b>0.00</b>	<b>172,837.34</b>



## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	166	94	0.00	141,840.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-2,666.30
Bank Drafts	9	9	0.00	33,663.27
EFT's	0	0	0.00	0.00
	<b>175</b>	<b>107</b>	<b>0.00</b>	<b>172,837.34</b>

## Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	9/2020	172,837.34
			<b>172,837.34</b>

PROSPECT HEIGHTS PARK DISTRICT ELECTRONIC VENDOR WARRANT REPORT FOR FY 2020  
VENDOR WARRANT 9A  
ELECTRONIC VENDOR WARRANTS  
September  
FY 2020

DATE	VENDOR NAME	TRANSACTION DESCRIPTION	AMOUNT
9/2/2020	Wintrust Finance	OOCC Equipment	\$2,175.60
9/3/2020	IMRF	August Contribution	\$14,694.07
9/4/2020	Lakeshore	Beverages	\$466.40
9/8/2020	Illinois Department of Revenue	Sales Tax	\$8,744.00
9/10/2020	Card Member Services	8.2020 Statement	\$4,903.67
9/11/2020	Town and Country	Beverages	\$897.87
9/25/2020	Lakeshore	Beverages	\$434.48
9/25/2020	Town and Country	Beverages	\$516.08
9/29/2020	Chicago Beverage	Beverages	\$831.10
		TOTAL	<u>\$33,663.27</u>



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October 27, 2020

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

### **September 2020 Income Statement**

The Income Statement as of September 30, 2020 is attached.

### **Finance Committee Meeting**

A Finance Committee meeting is scheduled for Tuesday, November 3, 2020. Agenda items include 2020 projected year end, 2020 Levy, and changes to the purchase card.

### **2020 Levy for Fiscal Year 2021**

At November's board meeting, the Truth and Taxation Resolution for levy year 2020 will be presented for approval. At the December's board meeting the Tax Levy Ordinance will be presented for approval.

### **2021 Budget**

The 2021 Budget presentation and finance committee review will be held on December 08, 2020 at 6:00pm.

### **Board Meeting Schedule:**

Date	Time	Activity
12/08/20	6:00pm	<i>Finance Committee</i> <b>FY 2021 BUDGET Review</b>
12/15/20	7:00pm	<i>Regular Board Meeting</i> <b>FY 2021 Budget Presentation</b>
12/18/20		<b>FY 2021 BUDGET</b> available for public inspection
01/26/21	7:00pm	<i>Public Hearing on</i> <b>FY 2021 BUDGET</b>
01/26/21	7:00pm	<i>Regular board meeting to approve</i> <b>FY 2021 BUDGET</b>

### **OOC Electrical Project**

All outside work has been completed. The front lawn has been backed filled and the sidewalk repaired. The remainder of the project will focus on pulling lines from the transformer to (and within) the building, and to the pump house, and completion of the electrical room.

### **Grant 2020 Urban & Forestry Grant Program**

The grant was submitted on September 23, 2020. Applicants will be notified by Wednesday, November 9, 2020 of funding status.



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2020 Period Ending: 09/30/2020

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	27,098.80	573,158.87	79,554.13
Expense	811,336.01	811,336.01	38,132.24	384,569.57	426,766.44
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>-158,623.01</b>	<b>-158,623.01</b>	<b>-11,033.44</b>	<b>188,589.30</b>	<b>-347,212.31</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	105,295.00	105,295.00	5,345.64	33,559.11	71,735.89
Expense	74,478.83	74,478.83	5,425.55	37,247.23	37,231.60
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>30,816.17</b>	<b>30,816.17</b>	<b>-79.91</b>	<b>-3,688.12</b>	<b>34,504.29</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	184,582.00	184,582.00	13,733.97	83,558.12	101,023.88
Expense	131,245.50	131,245.50	14,800.22	68,787.39	62,458.11
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>53,336.50</b>	<b>53,336.50</b>	<b>-1,066.25</b>	<b>14,770.73</b>	<b>38,565.77</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	35,010.00	35,010.00	0.00	7,931.30	27,078.70
Expense	28,090.00	28,090.00	257.18	10,554.42	17,535.58
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>6,920.00</b>	<b>6,920.00</b>	<b>-257.18</b>	<b>-2,623.12</b>	<b>9,543.12</b>
<b>Department: 06 - DANCE</b>					
Revenue	48,524.00	48,524.00	2,201.66	28,309.59	20,214.41
Expense	31,207.00	31,207.00	1,164.56	27,899.64	3,307.36
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>17,317.00</b>	<b>17,317.00</b>	<b>1,037.10</b>	<b>409.95</b>	<b>16,907.05</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	41,077.00	41,077.00	1,329.07	14,926.46	26,150.54
Expense	18,948.00	18,948.00	4,101.30	14,352.62	4,595.38
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>22,129.00</b>	<b>22,129.00</b>	<b>-2,772.23</b>	<b>573.84</b>	<b>21,555.16</b>
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	44,785.00	44,785.00	0.00	13,059.00	31,726.00
Expense	37,321.00	37,321.00	2,007.79	11,705.55	25,615.45
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>7,464.00</b>	<b>7,464.00</b>	<b>-2,007.79</b>	<b>1,353.45</b>	<b>6,110.55</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	184.90	1,410.98	19,181.52
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>4,782.50</b>	<b>4,782.50</b>	<b>-184.90</b>	<b>-1,161.73</b>	<b>5,944.23</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	1,335.40	8,511.26	123,195.74
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-47,033.00</b>	<b>-47,033.00</b>	<b>-1,335.40</b>	<b>-8,382.26</b>	<b>-38,650.74</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	111,809.00	111,809.00	681.00	21,362.85	90,446.15
Expense	103,873.75	103,873.75	1,709.12	34,915.87	68,957.88
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>7,935.25</b>	<b>7,935.25</b>	<b>-1,028.12</b>	<b>-13,553.02</b>	<b>21,488.27</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	8,900.00	8,900.00	-250.00	2,776.00	6,124.00
Expense	12,931.25	12,931.25	489.78	5,289.06	7,642.19
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-4,031.25</b>	<b>-4,031.25</b>	<b>-739.78</b>	<b>-2,513.06</b>	<b>-1,518.19</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	29,707.00	29,707.00	756.31	15,434.54	14,272.46
Expense	37,187.50	37,187.50	3,852.11	16,848.28	20,339.22
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>-7,480.50</b>	<b>-7,480.50</b>	<b>-3,095.80</b>	<b>-1,413.74</b>	<b>-6,066.76</b>

# Income Statement

For Fiscal: 2020 Period Ending: 09/30/2020

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	35,111.00	242,855.00
Expense	174,182.25	174,182.25	2,369.28	35,069.84	139,112.41
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>103,783.75</b>	<b>103,783.75</b>	<b>-2,369.28</b>	<b>41.16</b>	<b>103,742.59</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	16,358.84	102,821.07	139,877.67
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-227,698.74</b>	<b>-227,698.74</b>	<b>-16,358.84</b>	<b>-102,821.07</b>	<b>-124,877.67</b>
<b>Department: 40 - GOLF</b>					
Revenue	918,550.00	918,550.00	180,973.38	895,286.43	23,263.57
Expense	520,979.65	520,979.65	36,393.35	349,128.20	171,851.45
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>397,570.35</b>	<b>397,570.35</b>	<b>144,580.03</b>	<b>546,158.23</b>	<b>-148,587.88</b>
<b>Department: 41 - GROUNDS</b>					
Expense	536,110.76	536,110.76	51,425.07	304,977.87	231,132.89
<b>Department: 41 - GROUNDS Total:</b>	<b>536,110.76</b>	<b>536,110.76</b>	<b>51,425.07</b>	<b>304,977.87</b>	<b>231,132.89</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	122,102.00	122,102.00	39,935.81	148,764.99	-26,662.99
Expense	100,700.00	100,700.00	18,090.76	75,106.38	25,593.62
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>21,402.00</b>	<b>21,402.00</b>	<b>21,845.05</b>	<b>73,658.61</b>	<b>-52,256.61</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	62,500.00	62,500.00	4,765.00	73,541.00	-11,041.00
Expense	36,500.00	36,500.00	0.00	24,932.76	11,567.24
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>26,000.00</b>	<b>26,000.00</b>	<b>4,765.00</b>	<b>48,608.24</b>	<b>-22,608.24</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	22,000.00	22,000.00	5,411.23	14,961.77	7,038.23
Expense	8,000.00	8,000.00	225.90	485.40	7,514.60
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>5,185.33</b>	<b>14,476.37</b>	<b>-476.37</b>
<b>Department: 45 - BANQUET HALL</b>					
Revenue	683,200.00	683,200.00	39,977.45	217,313.89	465,886.11
Expense	727,095.48	727,095.48	48,334.73	307,412.20	419,683.28
<b>Department: 45 - BANQUET HALL Surplus (Deficit):</b>	<b>-43,895.48</b>	<b>-43,895.48</b>	<b>-8,357.28</b>	<b>-90,098.31</b>	<b>46,202.83</b>
<b>Total Surplus (Deficit):</b>	<b>-311,416.22</b>	<b>-311,416.22</b>	<b>75,301.24</b>	<b>357,407.58</b>	

**Fund Summary**

<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>
200 - RECREATION FUND	-190,382.33	-190,382.33	-41,291.82	69,582.31	-259,964.64
300 - GOLF	-77,138.41	-77,138.41	124,950.34	377,923.58	-455,061.99
301 - GOLF BANQUETS	-43,895.48	-43,895.48	-8,357.28	-90,098.31	46,202.83
<b>Total Surplus (Deficit):</b>	<b>-311,416.22</b>	<b>-311,416.22</b>	<b>75,301.24</b>	<b>357,407.58</b>	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2020 Period Ending: 09/30/2020

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	24,962.98	1,141,905.73	89,249.27
20 - INTEREST	12,000.00	12,000.00	783.01	13,534.52	-1,534.52
35 - ADDITIONAL	0.00	0.00	0.00	25.80	-25.80
<b>Revenue Total:</b>	<b>1,243,155.00</b>	<b>1,243,155.00</b>	<b>25,745.99</b>	<b>1,155,466.05</b>	<b>87,688.95</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	288,860.27	288,860.27	22,748.96	213,716.29	75,143.98
51 - BENEFITS	28,464.72	28,464.72	1,645.06	13,920.23	14,544.49
52 - CONTRACTED SERVICES	149,446.41	149,446.41	10,204.43	128,327.44	21,118.97
60 - COMMODITIES	22,210.00	22,210.00	929.02	13,684.66	8,525.34
65 - GENERAL EXPENDITURES	128,000.00	128,000.00	0.00	128,000.00	0.00
<b>Expense Total:</b>	<b>616,981.40</b>	<b>616,981.40</b>	<b>35,527.47</b>	<b>497,648.62</b>	<b>119,332.78</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>626,173.60</b>	<b>626,173.60</b>	<b>-9,781.48</b>	<b>657,817.43</b>	<b>-31,643.83</b>
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	598,000.00	598,000.00	11,995.30	543,733.59	54,266.41
30 - RENTAL	64,538.00	64,538.00	15,103.50	27,645.28	36,892.72
35 - ADDITIONAL	25,460.00	25,460.00	0.00	1,826.88	23,633.12
41 - PROGRAM REVENUES	952,044.00	952,044.00	23,797.65	256,110.09	695,933.91
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>50,896.45</b>	<b>829,565.09</b>	<b>835,851.91</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,167,930.15	1,167,930.15	60,879.48	514,031.37	653,898.78
51 - BENEFITS	122,336.18	122,336.18	11,007.77	78,689.97	43,646.21
52 - CONTRACTED SERVICES	379,779.00	379,779.00	14,672.53	116,737.03	263,041.97
60 - COMMODITIES	162,131.00	162,131.00	4,318.75	40,888.21	121,242.79
65 - GENERAL EXPENDITURES	23,623.00	23,623.00	1,309.74	9,636.20	13,986.80
<b>Expense Total:</b>	<b>1,855,799.33</b>	<b>1,855,799.33</b>	<b>92,188.27</b>	<b>759,982.78</b>	<b>1,095,816.55</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-190,382.33</b>	<b>-190,382.33</b>	<b>-41,291.82</b>	<b>69,582.31</b>	<b>-259,964.64</b>
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
35 - ADDITIONAL	15,900.00	15,900.00	116.72	22,567.42	-6,667.42
41 - PROGRAM REVENUES	1,109,252.00	1,109,252.00	230,968.70	1,109,986.77	-734.77
<b>Revenue Total:</b>	<b>1,125,152.00</b>	<b>1,125,152.00</b>	<b>231,085.42</b>	<b>1,132,554.19</b>	<b>-7,402.19</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	397,542.25	397,542.25	29,208.97	260,369.86	137,172.39
51 - BENEFITS	93,747.16	93,747.16	6,811.48	53,390.26	40,356.90
52 - CONTRACTED SERVICES	377,101.00	377,101.00	27,931.45	248,472.53	128,628.47
60 - COMMODITIES	316,500.00	316,500.00	36,998.42	177,198.59	139,301.41
65 - GENERAL EXPENDITURES	17,400.00	17,400.00	5,184.76	15,199.37	2,200.63
<b>Expense Total:</b>	<b>1,202,290.41</b>	<b>1,202,290.41</b>	<b>106,135.08</b>	<b>754,630.61</b>	<b>447,659.80</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>-77,138.41</b>	<b>-77,138.41</b>	<b>124,950.34</b>	<b>377,923.58</b>	<b>-455,061.99</b>
<b>Fund: 301 - GOLF BANQUETS</b>					
<b>Revenue</b>					
30 - RENTAL	3,700.00	3,700.00	622.34	7,702.06	-4,002.06
42 - RERESHMENT REVENUE	679,500.00	679,500.00	39,355.11	209,611.83	469,888.17
<b>Revenue Total:</b>	<b>683,200.00</b>	<b>683,200.00</b>	<b>39,977.45</b>	<b>217,313.89</b>	<b>465,886.11</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	168,000.00	168,000.00	5,172.75	53,322.05	114,677.95

**Income Statement**
**For Fiscal: 2020 Period Ending: 09/30/2020**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
51 - BENEFITS	54,270.48	54,270.48	1,929.64	14,306.88	39,963.60
52 - CONTRACTED SERVICES	258,379.00	258,379.00	21,977.08	131,265.77	127,113.23
60 - COMMODITIES	232,750.00	232,750.00	17,918.41	97,764.17	134,985.83
65 - GENERAL EXPENDITURES	13,696.00	13,696.00	1,336.85	10,753.33	2,942.67
<b>Expense Total:</b>	<b>727,095.48</b>	<b>727,095.48</b>	<b>48,334.73</b>	<b>307,412.20</b>	<b>419,683.28</b>
<b>Fund: 301 - GOLF BANQUETS Surplus (Deficit):</b>	<b>-43,895.48</b>	<b>-43,895.48</b>	<b>-8,357.28</b>	<b>-90,098.31</b>	<b>46,202.83</b>
<b>Fund: 404 - AUDITNG FUND</b>					
<b>Revenue</b>					
10 - TAXES	11,000.00	11,000.00	231.25	10,482.35	517.65
<b>Revenue Total:</b>	<b>11,000.00</b>	<b>11,000.00</b>	<b>231.25</b>	<b>10,482.35</b>	<b>517.65</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	15,500.00	15,500.00	0.00	14,500.00	1,000.00
<b>Expense Total:</b>	<b>15,500.00</b>	<b>15,500.00</b>	<b>0.00</b>	<b>14,500.00</b>	<b>1,000.00</b>
<b>Fund: 404 - AUDITNG FUND Surplus (Deficit):</b>	<b>-4,500.00</b>	<b>-4,500.00</b>	<b>231.25</b>	<b>-4,017.65</b>	<b>-482.35</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>					
<b>Revenue</b>					
10 - TAXES	17,000.00	17,000.00	357.39	16,200.00	800.00
<b>Revenue Total:</b>	<b>17,000.00</b>	<b>17,000.00</b>	<b>357.39</b>	<b>16,200.00</b>	<b>800.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	2,250.00	2,250.00	167.07	1,188.06	1,061.94
60 - COMMODITIES	6,300.00	6,300.00	0.00	0.00	6,300.00
<b>Expense Total:</b>	<b>8,550.00</b>	<b>8,550.00</b>	<b>167.07</b>	<b>1,188.06</b>	<b>7,361.94</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>8,450.00</b>	<b>8,450.00</b>	<b>190.32</b>	<b>15,011.94</b>	<b>-6,561.94</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>					
<b>Revenue</b>					
10 - TAXES	100,000.00	100,000.00	2,102.28	95,294.15	4,705.85
35 - ADDITIONAL	0.00	0.00	0.00	6,628.00	-6,628.00
<b>Revenue Total:</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>2,102.28</b>	<b>101,922.15</b>	<b>-1,922.15</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	15,000.00	15,000.00	1,156.98	6,826.18	8,173.82
52 - CONTRACTED SERVICES	75,277.00	75,277.00	0.00	34,874.96	40,402.04
60 - COMMODITIES	3,500.00	3,500.00	0.00	1,325.00	2,175.00
<b>Expense Total:</b>	<b>93,777.00</b>	<b>93,777.00</b>	<b>1,156.98</b>	<b>43,026.14</b>	<b>50,750.86</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>6,223.00</b>	<b>6,223.00</b>	<b>945.30</b>	<b>58,896.01</b>	<b>-52,673.01</b>
<b>Fund: 407 - IMRF FUND</b>					
<b>Revenue</b>					
10 - TAXES	10,000.00	10,000.00	210.23	9,529.43	470.57
<b>Revenue Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>210.23</b>	<b>9,529.43</b>	<b>470.57</b>
<b>Expense</b>					
51 - BENEFITS	100,000.00	100,000.00	8,984.21	77,199.20	22,800.80
<b>Expense Total:</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>8,984.21</b>	<b>77,199.20</b>	<b>22,800.80</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>-90,000.00</b>	<b>-90,000.00</b>	<b>-8,773.98</b>	<b>-67,669.77</b>	<b>-22,330.23</b>
<b>Fund: 408 - POLICE FUND</b>					
<b>Revenue</b>					
10 - TAXES	10,000.00	10,000.00	210.23	9,529.43	470.57
<b>Revenue Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>210.23</b>	<b>9,529.43</b>	<b>470.57</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	34,000.00	34,000.00	2,627.70	14,189.58	19,810.42
52 - CONTRACTED SERVICES	17,850.00	17,850.00	489.80	11,458.56	6,391.44
<b>Expense Total:</b>	<b>51,850.00</b>	<b>51,850.00</b>	<b>3,117.50</b>	<b>25,648.14</b>	<b>26,201.86</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>-41,850.00</b>	<b>-41,850.00</b>	<b>-2,907.27</b>	<b>-16,118.71</b>	<b>-25,731.29</b>



## Income Statement

For Fiscal: 2020 Period Ending: 09/30/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 409 - MUSEUM FUND</b>					
<b>Revenue</b>					
10 - TAXES	10,000.00	10,000.00	210.23	9,529.43	470.57
<b>Revenue Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>210.23</b>	<b>9,529.43</b>	<b>470.57</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	7,000.00	7,000.00	0.00	-166.76	7,166.76
65 - GENERAL EXPENDITURES	4,250.00	4,250.00	0.00	0.00	4,250.00
<b>Expense Total:</b>	<b>11,250.00</b>	<b>11,250.00</b>	<b>0.00</b>	<b>-166.76</b>	<b>11,416.76</b>
<b>Fund: 409 - MUSEUM FUND Surplus (Deficit):</b>	<b>-1,250.00</b>	<b>-1,250.00</b>	<b>210.23</b>	<b>9,696.19</b>	<b>-10,946.19</b>
<b>Fund: 410 - SPECIAL RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	143,406.00	143,406.00	2,852.92	129,319.70	14,086.30
<b>Revenue Total:</b>	<b>143,406.00</b>	<b>143,406.00</b>	<b>2,852.92</b>	<b>129,319.70</b>	<b>14,086.30</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00
60 - COMMODITIES	0.00	0.00	4,200.00	4,200.00	-4,200.00
65 - GENERAL EXPENDITURES	80,293.00	80,293.00	0.00	80,292.82	0.18
80 - CAPITAL IMPROVEMENTS	2,400.00	2,400.00	0.00	0.00	2,400.00
<b>Expense Total:</b>	<b>92,693.00</b>	<b>92,693.00</b>	<b>4,200.00</b>	<b>84,492.82</b>	<b>8,200.18</b>
<b>Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):</b>	<b>50,713.00</b>	<b>50,713.00</b>	<b>-1,347.08</b>	<b>44,826.88</b>	<b>5,886.12</b>
<b>Fund: 411 - SOCIAL SECURITY FUND</b>					
<b>Revenue</b>					
10 - TAXES	146,480.00	146,480.00	3,079.42	139,586.51	6,893.49
<b>Revenue Total:</b>	<b>146,480.00</b>	<b>146,480.00</b>	<b>3,079.42</b>	<b>139,586.51</b>	<b>6,893.49</b>
<b>Expense</b>					
51 - BENEFITS	145,000.00	145,000.00	9,523.40	82,616.11	62,383.89
<b>Expense Total:</b>	<b>145,000.00</b>	<b>145,000.00</b>	<b>9,523.40</b>	<b>82,616.11</b>	<b>62,383.89</b>
<b>Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):</b>	<b>1,480.00</b>	<b>1,480.00</b>	<b>-6,443.98</b>	<b>56,970.40</b>	<b>-55,490.40</b>
<b>Fund: 412 - MEMORIAL FUND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	1,000.00	1,000.00	0.00	0.00	1,000.00
<b>Revenue Total:</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	3,000.00	3,000.00	0.00	31.84	2,968.16
52 - CONTRACTED SERVICES	1,490.00	1,490.00	0.00	447.88	1,042.12
60 - COMMODITIES	700.00	700.00	0.00	100.00	600.00
65 - GENERAL EXPENDITURES	-4,250.00	-4,250.00	0.00	0.00	-4,250.00
<b>Expense Total:</b>	<b>940.00</b>	<b>940.00</b>	<b>0.00</b>	<b>579.72</b>	<b>360.28</b>
<b>Fund: 412 - MEMORIAL FUND Surplus (Deficit):</b>	<b>60.00</b>	<b>60.00</b>	<b>0.00</b>	<b>-579.72</b>	<b>639.72</b>
<b>Fund: 413 - COMMUNITY EVENTS</b>					
<b>Revenue</b>					
35 - ADDITIONAL	14,500.00	14,500.00	-3,000.00	0.00	14,500.00
41 - PROGRAM REVENUES	11,400.00	11,400.00	0.00	0.00	11,400.00
<b>Revenue Total:</b>	<b>25,900.00</b>	<b>25,900.00</b>	<b>-3,000.00</b>	<b>0.00</b>	<b>25,900.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00
52 - CONTRACTED SERVICES	20,550.00	20,550.00	0.00	1,380.00	19,170.00
60 - COMMODITIES	5,025.00	5,025.00	-465.00	0.00	5,025.00
<b>Expense Total:</b>	<b>28,575.00</b>	<b>28,575.00</b>	<b>-465.00</b>	<b>1,380.00</b>	<b>27,195.00</b>
<b>Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):</b>	<b>-2,675.00</b>	<b>-2,675.00</b>	<b>-2,535.00</b>	<b>-1,380.00</b>	<b>-1,295.00</b>
<b>Fund: 518 - CAPITAL PROJECT FUND</b>					
<b>Revenue</b>					
65 - GENERAL EXPENDITURES	142,055.00	142,055.00	0.00	0.00	142,055.00
<b>Revenue Total:</b>	<b>142,055.00</b>	<b>142,055.00</b>	<b>0.00</b>	<b>0.00</b>	<b>142,055.00</b>

# Income Statement

For Fiscal: 2020 Period Ending: 09/30/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
60 - COMMODITIES	26,800.00	26,800.00	4,245.69	9,104.37	17,695.63
80 - CAPITAL IMPROVEMENTS	107,800.00	107,800.00	3,950.00	32,306.99	75,493.01
<b>Expense Total:</b>	<b>134,600.00</b>	<b>134,600.00</b>	<b>8,195.69</b>	<b>41,411.36</b>	<b>93,188.64</b>
<b>Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):</b>	<b>7,455.00</b>	<b>7,455.00</b>	<b>-8,195.69</b>	<b>-41,411.36</b>	<b>48,866.36</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
<b>Expense</b>					
80 - CAPITAL IMPROVEMENTS	359,400.00	359,400.00	0.00	27,883.91	331,516.09
<b>Expense Total:</b>	<b>359,400.00</b>	<b>359,400.00</b>	<b>0.00</b>	<b>27,883.91</b>	<b>331,516.09</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND Total:</b>	<b>359,400.00</b>	<b>359,400.00</b>	<b>0.00</b>	<b>27,883.91</b>	<b>331,516.09</b>
<b>Fund: 525 - CAPITAL - GOLF BANQUET</b>					
<b>Revenue</b>					
35 - ADDITIONAL	0.00	0.00	0.00	848.00	-848.00
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>848.00</b>	<b>-848.00</b>
<b>Expense</b>					
80 - CAPITAL IMPROVEMENTS	28,500.00	28,500.00	0.00	25,422.60	3,077.40
<b>Expense Total:</b>	<b>28,500.00</b>	<b>28,500.00</b>	<b>0.00</b>	<b>25,422.60</b>	<b>3,077.40</b>
<b>Fund: 525 - CAPITAL - GOLF BANQUET Surplus (Deficit):</b>	<b>-28,500.00</b>	<b>-28,500.00</b>	<b>0.00</b>	<b>-24,574.60</b>	<b>-3,925.40</b>
<b>Total Surplus (Deficit):</b>	<b>-139,036.62</b>	<b>-139,036.62</b>	<b>36,893.86</b>	<b>1,016,990.71</b>	

## Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	626,173.60	626,173.60	-9,781.48	657,817.43	-31,643.83
200 - RECREATION FUND	-190,382.33	-190,382.33	-41,291.82	69,582.31	-259,964.64
300 - GOLF	-77,138.41	-77,138.41	124,950.34	377,923.58	-455,061.99
301 - GOLF BANQUETS	-43,895.48	-43,895.48	-8,357.28	-90,098.31	46,202.83
404 - AUDITNG FUND	-4,500.00	-4,500.00	231.25	-4,017.65	-482.35
405 - PAVING & LIGHTING FU	8,450.00	8,450.00	190.32	15,011.94	-6,561.94
406 - LIABILITY INSURANCE F	6,223.00	6,223.00	945.30	58,896.01	-52,673.01
407 - IMRF FUND	-90,000.00	-90,000.00	-8,773.98	-67,669.77	-22,330.23
408 - POLICE FUND	-41,850.00	-41,850.00	-2,907.27	-16,118.71	-25,731.29
409 - MUSEUM FUND	-1,250.00	-1,250.00	210.23	9,696.19	-10,946.19
410 - SPECIAL RECREATION F	50,713.00	50,713.00	-1,347.08	44,826.88	5,886.12
411 - SOCIAL SECURITY FUN	1,480.00	1,480.00	-6,443.98	56,970.40	-55,490.40
412 - MEMORIAL FUND	60.00	60.00	0.00	-579.72	639.72
413 - COMMUNITY EVENTS	-2,675.00	-2,675.00	-2,535.00	-1,380.00	-1,295.00
518 - CAPITAL PROJECT FUN	7,455.00	7,455.00	-8,195.69	-41,411.36	48,866.36
523 - CAPITAL 98 GOLF FUND	-359,400.00	-359,400.00	0.00	-27,883.91	-331,516.09
525 - CAPITAL - GOLF BANQU	-28,500.00	-28,500.00	0.00	-24,574.60	-3,925.40
<b>Total Surplus (Deficit):</b>	<b>-139,036.62</b>	<b>-139,036.62</b>	<b>36,893.86</b>	<b>1,016,990.71</b>	



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October 27, 2020

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

### **SIGNAGE**

Replacement signage along the bike path have been ordered. These are stop signs for intersections and signs stating rules & etiquette. The existing signs were in place for over 25 years. New signage includes the park website and new logo. Input was sought about rules and etiquette from park staff, Prospect Heights Public Works staff and Active Trans (coalition working to make walking and biking safe for getting around Chicagoland).

The electronic message center on the corner of Elm and Camp McDonald is up and running. The structure has been painted and new light bulbs installed. The display is more vivid and has great graphics.

### **COMED**

The Recreational Lease renewal with ComEd for the bike path is still in process. ComEd's internal departmental review process takes up to 72 days without a pandemic.

### **FALL ARTS IN THE PARK**

The scarecrow related artwalk outdoor exhibit was a gallery of nearly a dozen pieces on display through November 21. A huge thank you to Mara Lovisetto and Kate Tully for contributing artwork and encouraging local artists to do the same. Staff is planning for Spring Arts in the Park to coincide with Spring Fling with a butterfly theme.

**Board of Commissioners 2020 Meeting topics**

October	<ul style="list-style-type: none"><li>• Sexual Harassment Training</li><li>• Parks Foundation presentation</li><li>• Feasibility Study process update</li><li>• Muir Park potential design</li><li>• Approve Resolution to ratify IGA Cook County</li><li>• Adopt Bond Ordinance</li></ul>
November	<ul style="list-style-type: none"><li>• Parks Foundation MOU</li><li>• Approval of revised Personnel policy</li><li>• Approval of Remote Working policy</li><li>• Resolution Truth in Taxation for Levy Year 2020</li></ul>
December	<ul style="list-style-type: none"><li>• FY2021 Budget presentation</li><li>• Tax Levy Ordinance</li><li>• Schedule of 2021 meetings</li></ul>

**Board of Commissioners 2021 Meeting topics**

January	<ul style="list-style-type: none"><li>• FY2021 Budget approval</li></ul>
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October 21, 2020

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

### **Everyone Counts! Census Events**

The Census Drive-in Movie was held on Saturday, September 19; we showed the movie "Grease." We ended up with 17 families. They enjoyed the nice evening and popcorn.

### **Marketing**

The Winter/Spring brochure will be available online November 9<sup>th</sup>. We will have limited hard copies at the front desk for patrons.

### **Training**

Our monthly training for October will be held on October 28<sup>th</sup>, the Fire District will demonstrate the use of fire extinguishers.

In November we will cover slips, trips and falls.

### **Creative Kids Preschool**

For onsite classes we have 26 students attending. Our virtual classes have 20 students.

Picture days were held on October 7<sup>th</sup> and 8<sup>th</sup>.

Fire safety prevention days will be held October 26-28. We are looking forward to the outside visit from the Fire District.

Our Halloween parades will be held October 29<sup>th</sup> and 30<sup>th</sup> outside in the back parking lot, weather permitting. Children and parents will be social distancing.



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October 27, 2020

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

### **BACK FLOW**

Inspection was performed on the backflow valves. State requires assemblies be tested annually for hazardous cross-connections on the main water supply entering the building.

### **FIRE EXTINGUISHERS**

Annual inspection of the fire extinguishers was completed, four devices were due for pressure testing, and temporary extinguishers were put in place until we receive our devices back.

### **PARKING LOT**

Asphalt patching was completed for the season. Sealcoating and marking followed in the main parking lot; rear walkway was also seal coated.

### **HVAC**

Forced-air heater for the Admin building would not ignite due to a faulty circuit board; replacement panel was installed to correct the problem; thermostat in first floor office was also replaced. GMRC boiler would not power up; it was determined that the contacts in the outdoor adjustable stat would not close, once the boiler started, pressure was low; overhead valve was opened to add water and achieve the correct pressure.

### **TRAINING**

Jeanette held CPR class for staff working the new weekend nightly hours starting next month, training was also provided on the use of a defibrillator.

### **LIONS BALLFIELD**

Ten yards of pulverized limestone was added to the outfield warning track; additional soil was added to the home late area and seeded. Ballfield was closed to eliminate access to the newly seeded areas.

### **GARAGE**

Old file boxes stored in the garage were recycled; Halloween items were removed from storage and setup for Spookfest; areas in the garage were cleared out for ice melt and snow removal equipment.

### **Parks**

Lawn mowing is slowing down and should be finished for the season in the next few weeks. Cleanup of leaves will continue until next month along with tree and branch removal. Garbage and debris cleanup will continue throughout the year



October 27, 2020

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

**Golf:** OCCC greatly surpassed September 2019 golf revenue. With great effort by staff we were able to fill the course with additional play and close the month on a positive note.

**F and B:** Food and Beverage did well in spite of restrictions. We hosted several events with a limited amount of staff. Bookings for 2021/2022 are ongoing: 40 events for the 2021 season (not including golf outing banquets). This growth is extremely positive and shows the interest new patrons have in Old Orchard.

**Facilities:** The club house has been operating with minimal issues. Repairs were made to the ladies' restroom toilets and sewer lines in basement. One grease trap was replaced due to old age.

**Golf Shop:** With limited traffic in the pro shop, this season's sales remained steady. We have been aggressive with sales trying to move product.

**Grounds:** The course has held up extremely well this season with the increased demand we've seen. As we move into the fall, there is a need to repair several tee boxes that have deteriorated over the past several years. Several tees have become crowned and unlevelled. If approved, repairs will take place early next spring and be ready for heavy play by mid-May of 2021. All the repairs will be performed in-house with the only expense incurred will be sod at a cost not to exceed \$30,000

**Carts:** The fleet held up great this season with minimal repairs. Currently Yamaha is performing annual maintenance and repairing all the brake cables which are under warranty. Once the fleet is mechanically sound, staff will be detailing each car and parking it away for the winter.

1-Sep		2019	2020	% CHANGE			
				19v 20			
GOLF& MEMBERS		\$49,117.00	\$ 99,306.36	102%		GREENS FEES	
CART RENTAL FEES		\$19,086.50	\$ 28,688.00	50%		CART RENTAL FEES	
APPAREL		\$2,723.86	\$ 3,628.47	33%		APPAREL	
EQUIPMENT		\$8,297.46	\$ 6,117.88	-26%		EQUIPMENT	
GOLF BALLS		\$4,298.08	\$ 5,067.34	18%		GOLF BALLS	
DRIVING RANGE		\$3,908.50	\$ 5,411.23	38%		DRIVING RANGE	
SPECIAL ORDERS		\$6,752.50	\$ 1,980.87	-71%		SPECIAL ORDERS	
F AND B		\$113,132.58	\$ 63,111.35	-44%			
OUTINGS		\$52,209.24	\$ 46,956.41	-10%		OUTINGS	
TOTAL		\$259,525.72	\$ 260,267.91				





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October 27, 2020

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

### **Dance**

Fall Dance classes are underway. There are 74 dancers in 13 classes & 2 virtual classes. Costumes for the “recital” have been ordered and have started to arrive. Plans are underway for a Virtual Holiday Dance Recital this year. Filming the program will take place at Old Orchard Country Club with no audience. Staff will put the “recital” together and dance families will receive an email link to view and share.

The competition dance teams performed at SpookFest to Michael Jackson’s Thriller in the Haunted Graveyard during the hayride.

Competitions will begin in February 2021. As of now all of the competitions will hold scheduled time blocks for each studio to perform. At that time, we will be the only studio at the competition. Following all of our competition pieces there will be adjudication awards given. Overall awards will be given at a virtual awards ceremony at the end of the weekend.

The dance program 2020 fundraiser, Affy Tapple is wrapping up. The next fundraiser will be Butter Braids for the holidays.

### **Active Adults**

The fall newsletter released in September. The first in-house program was Bunco with 15 participants. Trips began with Grand Victoria Casino with 7 patrons, Lunch and Chef Demo at Skokie Maggianos with 11 participants. The Anderson Gardens Tour was cancelled due to the Region 1 positivity rate of 10%+. There were three buses with 19 adults for the Royal Oak Farms in Harvard for apple picking & shopping in the barns for fall treats and décor followed by lunch nearby at D.C. Cobbs in Woodstock. Exploring Route 66 Tour was cancelled due to high positivity rates in the area. The next trip will be to the Woodstock Farmers Market on the Woodstock Square.

### **Special Events**

SpookFest 2020 was a HUGE success with 267 participants amongst 24 hayride time slots. There were 15 hayrides purchased by families and the other 9 hayrides were multi-household hayrides with a max of 4 families per ride. The entire event was held outdoors featuring a Haunted Hayride at OOC with competition dance teams dancing to Michael Jackson’s Thriller for each hayride that passed. Scarecrows were lined up for Scarecrow Row: this was a new addition to the haunted trail. Ten families, organizations & businesses create scarecrows to enhance the hayride route.

The Pumpkin Patch held socially distant pumpkins so participants could choose a pumpkin without a crowd. The “DONT” Touch a Truck was a hit with our younger participants. Trucks and vehicles from PH Public Works, Fire & Police Departments, Chicago Executive Airport (runway sweeper), Flood Brothers (brand-new garbage truck) and Hillside Towing (tow truck). Volunteers from Hersey High School SOS Club, Children’s Home & Aid in Des Plaines, PH Police & PH Fire Protection District.



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October 2020

To: Julie Caporusso, Superintendent of Recreation  
From: Jeanette Garrity, Supervisor of Recreation  
Re: October Board Report

### **KinderStop**

There are currently 6 students enrolled in KinderStop PM, 4 enrolled in Before Care and 16 enrolled in After Care. Numbers have slightly increased due to SD 23 switching to a hybrid learning schedule.

During the month of October students in KinderStop participated in a Halloween theme of activities and crafts: witches, ghosts and pumpkins. Students also read a variety of Halloween books. For the month of November, crafts and activities will be based around a Thanksgiving theme.

### **E-Learning Camp**

Due to SD 23 schools switching to a hybrid learning schedule we have extended our e-learning program until schools fully return to 5 days a week in-person learning. We are now into the second month of e-learning camp with students starting to return to in-person learning 2 days a week and remote learning 3 days a week. On average we have about 10 students in the program daily. While students are not busy in their e-learning classes, staff make sure to take them outside to get fresh air and physical activity or run around in the gym.

### **Youth Programs**

The next upcoming Kids Day Off programs will be held on November 2, 16, 23, 24 and 25. Participants will not be going away on field trips for this program, instead they will be staying in-house due to COVID-19 concerns. Different activities staff have planned to make sure students are having a fun and safe day are crafts, organized sports, games and a daily movie to watch.

### **Trainings**

CPR/AED training was held on Tuesday October 20 for 7 of the parks department staff. I plan on teaching another CPR/AED class before January 1.

Fire Extinguisher training will be held on Wednesday October 28. The Prospect Heights Fire Department will be joining full-time staff at GMRC to show basics on how to use a fire extinguisher.

### **Aquatics**

Lions Pool is closed until summer 2021.



October 27, 2020

To: Julie Caporusso, Superintendent of Recreation  
From: Johnny Pacheco, Supervisor of Recreation  
Re: September Board Report

### **Youth Athletics**

Youth tennis had 22 participants in September and another 21 for October.

### **Fitness**

Virtual Pilates continues to be held with 3 students.

Our average visits per week is right around 86 which equates to about 15 per day with the busiest day in September being Thursdays of which we averaged about 24 visits for each.

Our membership numbers are as following:

#### ***September 2020***

1 Year Fitness:	160 members
1 Year Gym/Racquetball:	54 members
Silver Sneakers/Renew Active:	60 members
6 Month Fitness:	26 members
<u>3 Month Fitness:</u>	<u>33 members</u>
<b>Total:</b>	<b>333 Members</b>

#### ***September 2019***

1 Year Fitness:	117 members
1 Year Gym/Racquetball:	38 members
Silver Sneakers/Renew Active:	0 members
6 Month Fitness:	42 members
<u>3 Month Fitness:</u>	<u>37 members</u>
<b>Total:</b>	<b>234 Members</b>

#### ***New Memberships in September***

1 Year Fitness:	0 members
1 Year Gym/Racquetball:	3 members
Silver Sneakers/Renew Active:	5 members
6 Month Fitness:	0 members
<u>3 Month Fitness:</u>	<u>0 members</u>
<b>Total:</b>	<b>8 New Members</b>



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October 27, 2020

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: Cook County Coronavirus Relief Fund

Cook County has opened the application process for the Coronavirus Relief Fund (CRF) allocations for Park Districts. Each Park District in Cook County is eligible to apply for \$5,000 in reimbursement of COVID related expenditures under the federal guidelines.

These expenditures may include PPE, sanitation supplies, separators, signage, etc. The deadline to apply for these funds is October 30, 2020.

The resolution #10.27.2020A authorizing the District to execute an Intergovernmental Agreement and Subrecipient Agreement for Coronavirus Relief Funds is attached.

**Recommendation:**

Staff recommends approval of Resolution #10.27.2020A to entered into an intergovernmental agreement with Cook County for Coronavirus Relief Funds.

**RESOLUTION NO 10.27.2020A**

**RESOLUTION AUTHORIZING THE PROSPECT HEIGHTS PARK  
DISTRICT BOARD PRESIDENT TO EXECUTE AN INTERGOVERNMENTAL  
AND SUBRECIPIENT AGREEMENT FOR CORONAVIRUS RELIEF FUNDS  
WITH COOK COUNTY**

**WHEREAS**, the District and Cook County, Illinois desire to enter into an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds ("Agreement"), a copy of which is attached hereto as **Exhibit A**; and

**WHEREAS**, it would be in the best interests of the District and its citizens to enter into the attached Agreement (**Exhibit A**).

**NOW THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF COMMISSIONERS OF THE PROSPECT HEIGHTS PARK DISTRICT:**

**SECTION ONE:** That the Board President, or his or her designee, be and is hereby authorized and directed to execute the attached Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds (**Exhibit A**) by and between the District and Cook County, Illinois, and to take such further steps to comply with the terms and conditions set forth therein.

**SECTION TWO:** That this Resolution shall be in full force and effect after passage and approval as required by law.

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED AND APPROVED** this 27<sup>th</sup> day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Board President

**ATTEST:**

\_\_\_\_\_  
Board Secretary

**INTERGOVERNMENTAL AND SUBRECIPIENT AGREEMENT**  
**FOR**  
**CORONAVIRUS RELIEF FUNDS**



**Between**

**COUNTY OF COOK, ILLINOIS**

**And**

\_\_\_\_\_  
**(Cook County, Illinois Library or Park District (Subrecipient))**

**Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020**

## SUBAWARD INFORMATION

The following information is provided pursuant to 2 C.F.R. 200.331(a)(1):

- Subrecipient's name (must match the name associated with its unique entity identifier):  
\_\_\_\_\_
- Subrecipient's unique entity identifier (DUNS): \_\_\_\_\_
- Subaward Period of Performance Start and End Date: July 1, 2020, through December 30, 2020.
- Total Amount of Federal Funds allocated to the Subrecipient: \$ \_\_\_\_ \$5,000 \_\_\_\_\_
- Federal Award Program Description:  

Cook County has received Coronavirus Relief Funds pursuant to the CARES Act, a portion of which it has chosen to allocate in the spirit of intergovernmental cooperation to other units of local government in Cook County. Available funds may be distributed to units of local government as allocated by the Cook County Bureau of Finance based upon the balance of funds available and proposed use of such funds.
- Name of Federal Awarding Agency: U.S. Department of Treasury
- Name of pass-through entity: Cook County, IL
- Contact Information for pass-through entity: Ammar M. Rizki, Chief Financial Officer, Cook County Bureau of Finance, 118 N. Clark Street, Suite 1127. Chicago, Illinois 60602. Email Info: [SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov)
- Award is for Research & Development (R&D):\_NO

**THIS AGREEMENT** entered this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between the County of Cook, Illinois, a body politic and corporate of the State of Illinois, through the Office of the Chief Financial Officer and Bureau of Finance (herein called “Cook County”), and \_\_\_\_\_ (herein called “Subrecipient”) a unit of local government under the Illinois Constitution. Cook County and Subrecipient shall sometimes be referred to herein individually as the “Party” and collectively as the “Parties.”

**WHEREAS**, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

**WHEREAS**, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (the “CARES Act”); and

**WHEREAS**, the CARES Act established the Coronavirus Relief Fund (“CRF”), which provides aid to certain eligible local governments to address necessary expenditures due to the COVID-19 Public Health Emergency; and

**WHEREAS**, Cook County qualified as an eligible local government and received CRF funding from the U.S. Department of Treasury; and

**WHEREAS**, federal guidance issued by the U.S. Department of Treasury indicates that a unit of local government may transfer a portion of its CRF funding to a smaller unit of local government provided that such transfer qualifies as a “necessary expenditure” to the Public Health Emergency and meets the criteria of Section 601 (d) of the Social Security Act as added by Section 5001 of the CARES Act; and

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) and other applicable law permit and encourage units of local government to cooperate with and support each other in the exercise of their authority and the performance of their responsibilities; and

**WHEREAS**, the Illinois Intergovernmental Cooperation Act authorizes units of local government to combine, transfer or jointly exercise any power, privilege, function, or authority which either of them may exercise, and to enter into agreements for the performance of governmental services, activities, or undertakings, and

**WHEREAS**, Cook County acknowledges that there are units of local government within Cook County that were not eligible to receive a portion of CRF and Cook County, through the spirit of intergovernmental cooperation, desires to provide a portion of its CRF funding to aid such units of local government in addressing the impacts of the COVID-19 Public Health Emergency; and

**WHEREAS**, Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act requires that units of local government use the funds received to cover only those costs that (1) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19; (2) were not accounted for in the budget most recently approved as of March 27, 2020, (the date of enactment of the CARES Act) for the state or local government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

**WHEREAS**, in order to provide funds for Subrecipient to pay necessary expenditures it has or will incur due to the COVID-19 public health emergency, the Parties have agreed that Cook County, in its sole and absolute discretion, may reimburse Subrecipient for eligible expenses as provided herein.

**NOW, THEREFORE**, the Parties mutually agree as follows:

**I. AGREEMENT TERM**

A. This Agreement shall become effective on the date of execution, and end on December 30, 2020 (the



“Initial Term”).

- B. This Agreement may be extended beyond the Initial Term only upon the written approval of both Parties; provided, however, that all terms and conditions of this Agreement shall remain in full force and effect unless this Agreement is specifically amended.
- C. Cook County, in its sole and absolute discretion, may terminate this Agreement at any time.

## **II. ACTIVITIES & ELIGIBLE EXPENSES**

### **A. Activities**

Subrecipient shall be responsible for administering all COVID-19 response activities in a manner satisfactory to Cook County and consistent with any standards required as a condition of providing these funds. Allowable activities must be directly tied to response and recovery efforts related to COVID-19 and must be allowable pursuant to the CRF requirements.

### **B. Eligible Expenses**

Cook County, in its sole and absolute discretion, may reimburse and/or provide funding to Subrecipient for “Eligible Expenses” as described on Attachment A of this Agreement. Notwithstanding anything herein to the contrary, “Eligible Expenses” shall not include lost revenue. Failure of Subrecipient to comply with the provisions of this Agreement, including non-compliance with 2 C.F.R. 200, may result in expenses being disallowed, withholding of federal funds, and/or termination of this Agreement.

## **III. NOTICES**

Notices to Cook County as required by this Agreement shall be delivered in writing, via email and addressed to Cook County as set forth below. Notices to Subrecipient as required by this Agreement shall be in writing, via email and addressed to Subrecipient as set forth below. All such notices shall also be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested.

Ammar M. Rizki  
Chief Financial Officer  
Cook County Bureau of Finance  
118 N. Clark Street, Suite 1127  
Chicago, IL 60602  
[SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov)

Name of Subrecipient: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

## **IV. TERMS & CONDITIONS**

The following requirements are applicable to all activities undertaken with CRF funds.

### **A. Compliance with State and Local Requirements**

Subrecipient acknowledges that this Agreement requires compliance with the regulations of the State of Illinois and with all applicable state and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement.

#### B. Compliance with Federal Requirements

Subrecipient acknowledges that Eligible Expenses funded or reimbursed by Cook County to Subrecipient are not considered to be grants but are “other financial assistance” under 2 C.F.R. 200.40. This Agreement requires compliance with certain provisions of Title 2 C.F.R. 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Subrecipient agrees to comply with all applicable federal laws, regulations, and policies governing the funds provided under this Agreement. Subrecipient further agrees to utilize available funds under this Agreement to supplement rather than supplant funds otherwise available.

During the performance of this Agreement, the Subrecipient shall comply with all applicable federal laws and regulations, including, including, but not limited to, the following:

- Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. 7501-7507).
- Subrecipients are subject to a single audit or program specific audit pursuant to 2 C.F.R. 200.501(a) when Subrecipient spends \$750,000 or more in federal awards during their fiscal year.
- Fund payments are subject to 2 C.F.R. 200.303 regarding internal controls.
- Fund payments are subject to 2 C.F.R. 200.330 through 200.332 regarding subrecipient monitoring and management.
- Fund payments are subject to Subpart F regarding audit requirements.

Subcontracts, if any, shall contain a provision making them subject to all of the provisions stipulated in this Agreement, including but not limited to 2 C.F.R. 200.303, 2 C.F.R. 200.330-332, 2 C.F.R. 200.501(a), and 2 C.F.R. Part 200 Subpart F.

With respect to any conflict between such federal requirements and the terms of this Agreement and/or the provisions of state law and except as otherwise required under federal law or regulation, the more stringent requirement shall control.

#### C. Hold Harmless

Subrecipient shall hold harmless, release, and defend Cook County from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

#### D. Indemnification

Subrecipient shall indemnify Cook County, its officers, agents, employees, and the federal awarding agency, from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by Subrecipient and/or its agents, employees or sub-contractors, excepting only loss, injury or damage determined to be solely caused by the gross negligence or willful misconduct of personnel employed by Cook County. It is the intent of the Parties to this Agreement to provide the broadest possible indemnification for Cook County. Subrecipient shall reimburse Cook County for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which Subrecipient is obligated to indemnify,

defend and hold harmless Cook County under this Agreement.

#### E. Misrepresentations & Noncompliance

Subrecipient hereby asserts, certifies and reaffirms that all representations and other information contained in Subrecipient's application, request for funding, or request for reimbursement are true, correct and complete, to the best of Subrecipient's knowledge, as of the date of this Agreement. Subrecipient acknowledges that all such representations and information have been relied on by Cook County to provide the funding under this Agreement.

Subrecipient shall promptly notify Cook County, in writing, of the occurrence of any event or any material change in circumstances which would make any Subrecipient representation or information untrue or incorrect or otherwise impair Subrecipient's ability to fulfill Subrecipient's obligations under this Agreement.

#### F. Workers' Compensation

Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employee involved in the performance of this Agreement.

#### G. Insurance

Subrecipient shall carry sufficient insurance coverage to protect any funds provided to Subrecipient under this Agreement from loss due to theft, fraud and/or undue physical damage. Subrecipients that are self-insured shall maintain excess coverage over and above its self-insured retention limits.

#### H. Amendments

This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. Cook County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties.

#### I. Suspension or Termination

Cook County may suspend or terminate this Agreement if Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to), the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and Federal awarding agency guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to Cook County reports that are incorrect or incomplete in any material respect.

#### J. Program Fraud & False or Fraudulent Statements or Related Acts

Subrecipient and any subcontractors must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Subrecipient and any subcontractors pertaining to any matter resulting from a contract.

**K. Debarment / Suspension and Voluntary Exclusion**

1. Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Nonprocurement Debarment and Suspension).
  2. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract award must not be made to parties listed in the Systems of Award Management ("SAM") Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at [www.sam.gov](http://www.sam.gov).
- L. Governing Law and Venue. This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Cook County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

**V. ADMINISTRATIVE REQUIREMENTS**

**A. Financial Management**

Subrecipient agrees to comply with and agrees to adhere to appropriate accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all Eligible Expenses.

**B. Duplication of Benefits; Subrogation**

Subrecipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) and in accordance with Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 132 Stat. 3442), which amended section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155).

If Subrecipient receives duplicate benefits from another source, Subrecipient must refund the benefits provided by Cook County to Cook County.

Subrecipient must execute and deliver a Duplication of Benefits and Subrogation Agreement ("Duplication of Benefits Certification"), in the form attached hereto as Attachment B. Subrecipient shall comply with all terms and conditions of the Duplication of Benefits Certification, including, without limitation, Subrecipient's obligation to promptly notify Cook County of any disaster assistance received from any other source.

**C. Documentation & Recordkeeping**

As required by 2 C.F.R. 200.331(a)(5), Cook County, or any duly authorized representative of Cook County, shall have the right of access to any records, documents, financial statements, papers, or other records of Subrecipient that are pertinent to this Agreement, in order to comply with any audits pertaining to funds allocated to Subrecipient under this Agreement. The right of access also includes timely and reasonable access

to Subrecipient's personnel for the purpose of interview and discussion related to such documents. The right of access is not limited to the required retention period, as set forth in paragraph D below, but lasts as long as the records are retained.

#### D. Record Retention

Subrecipient shall retain sufficient records, which may include, but are not limited to financial records, supporting documents, statistical records, and all other Subrecipient records pertinent to the Agreement to show its compliance with the terms of this Agreement, as well as the compliance of all subcontractors or consultants paid from funds under this Agreement, for a period of five (5) years from the date of submission of the final expenditure report.

#### E. Internal Controls

Subrecipient must comply with 2 C.F.R. 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement and provide reasonable assurance that the Subrecipient is managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission.

#### F. Personally Identifiable Information

Subrecipient must comply with 2 C.F.R. 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 C.F.R. 200.82, and other information designated as sensitive or the Subrecipient considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

#### G. Monitoring & Compliance

Cook County shall evaluate the Subrecipient's risk of noncompliance and monitor the activities of Subrecipient as necessary to ensure that the CRF funds are used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of this Agreement. Monitoring of Subrecipient shall include reviewing invoices for eligible expenses, reviewing payroll logs, applicable contracts and other documentation that may be requested by the County to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Subrecipient.

Cook County shall verify that Subrecipient is audited as required by 2 C.F.R. Part 200 Subpart F—Audit Requirements. Cook County may take enforcement action against noncompliant Subrecipient as described in 2 C.F.R. 200.338 Remedies for noncompliance of this part and in program regulations

#### H. Close-Outs

Subrecipient shall close-out its use of funds under this Agreement by complying with the closeout procedures set forth in 2 C.F.R. 200.343 and the procedures described below. Subrecipient's obligation to Cook County will not terminate until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to:

Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that Subrecipient has control over funding provided under this Agreement.

#### I. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to Cook County, the Federal awarding agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be resolved by Subrecipient within 30 days after notice of such deficiencies by the Subrecipient. Failure of Subrecipient to comply with the audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

If Subrecipient expends \$750,000 or more in total federal assistance (all programs) in a single year, must have an audit conducted of Coronavirus Relief Funds in accordance with 2 C.F.R. Part 200, Subpart F—Audit Requirements. Subrecipient shall submit a copy of that audit to Cook County.

Subrecipients who do not meet the Single Audit threshold are required to have a program-specific Coronavirus Relief Funds audit conducted in accordance with § 200.507 - Program-Specific Audits and may be required to submit such copy of that audit to Cook County.

Issues arising out of noncompliance identified in a Single or Program-Specific Coronavirus Relief Funds audit are to receive priority status of remediation or possible return of all funds to Cook County.

#### **J. Payment & Reporting Procedures**

##### **1. Payment Procedures**

Cook County will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with the allocations and disbursement policies established by Cook County. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient; payments made for advances will require proof that the advance was used for an eligible expense on or before December 30, 2020.

Subrecipients should maintain a financial file with copies of back-up documentation for all paid eligible expenditures made by the Subrecipient during the eligible period. Documentation of expenditures will be reviewed and verified upon receipt by Cook County.

- a. Requests for reimbursement or funding must be submitted via email to [SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov).
- b. Notification letters approving requested funds will contain detailed instructions regarding delivery of approved funds to Subrecipient. Receipt of approved funds will be contingent on a fully executed Intergovernmental and Subrecipient Agreement. All CRF funds not expended by Subrecipient must be returned to Cook County by December 30, 2020, in compliance with the Close-Out Procedures contained in this Agreement.

2. Reporting Procedures. Subrecipient will be required to periodically report the status of projects approved for advance funding and will be required to tender to the County records addressing how the funding was used for eligible expenses on or before December 30, 2020. Such reporting may include documentation of invoices, submission of payroll logs, proof of contracts, etc. to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Subrecipient.

#### **VI. Personnel & Participation Conditions**

1. Hatch Act

Subrecipient must comply with provisions of the Hatch Act of 1939 (Chapter 15 of Title V of the U.S.C.) limiting the political activities of public employees, as it relates to the programs funded.

2. Conflict of Interest

The Subrecipient shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

## **VII. ATTACHMENTS**

All attachments to this Agreement are incorporated as if set out fully. In the event of any inconsistencies or conflict between the language of this Agreement and the attachments, the language of the attachments shall control, but only to the extent of the conflict or inconsistency.

This Agreement contains the following attachments:

- Attachment A – Library & Park District Application for CRF
- Attachment B – Duplication of Benefits Certification

## **VII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

## **VIII. WAIVER**

Cook County's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of Cook County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

## **IX. CERTIFICATION**

The subrecipient hereby certifies that they have the authority and approval from the governing body to execute this Agreement and request reimbursement or advance funding from Cook County from the allocation of the Coronavirus Relief Fund provided to Cook County for eligible expenditures. The subrecipient further certifies the funds received for reimbursement or advances from the Coronavirus Relief Funds were or will be used only to cover those costs that:

- a. Are *necessary expenditures* incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- b. Were not accounted for in the budget most recently approved as of March 27, 2020; and
- c. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Subrecipient understands any award of funds pursuant to this agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure and that the subrecipient has reviewed the guidance established by U.S. Department of the Treasury and certify costs meet the required guidance. Any funds expended by the subrecipient or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to Cook County.

Subrecipient agrees that they will retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 *Retention requirements for records* of 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Subrecipient understands any funds provided pursuant to this agreement cannot be used as a revenue replacement for lower than expected tax or other revenue collections and cannot be used for expenditures for which the subrecipient has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

## **X. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to Cook County's allocation of CRF funding to Subrecipient. This Agreement is subject to availability of Federal assistance under the Coronavirus Relief Funds as authorized under the CARES Act. Cook County has no legal requirement to provide funding to any Subrecipient.

## **VI. SIGNATURE AUTHORITY**

The following specific officers/officials, or their authorized designees, are required to sign this Agreement on behalf of the of Subrecipient. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the Agreement for and on behalf of the Subrecipient must be attached to the Agreement for review by Cook County.



IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth below.

**[INSERT SUBRECIPIENT]**

**Signed:** \_\_\_\_\_

**Its Duly Authorized Agent**

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**COOK COUNTY, ILLINOIS**

**Signed:** \_\_\_\_\_

**Its Duly Authorized Agent**

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Approved as to form:**

**Signed:** \_\_\_\_\_

Office of the Cook County State's Attorney

**ATTACHMENT A – LIBRARY & PARK DISTRICT APPLICATION FOR CRF**



**Cook County Library & Park District Application  
for  
Coronavirus Relief Funds**

In order to request funding from Cook County under the Cook County COVID-19 Funding Response Plan, the Cook County applying organization must complete the fields below in their entirety for Coronavirus Relief Funds and include all required documentation.

Questions regarding the Cook County COVID-19 Funding Response Plan and/or the application process should be submitted via email to [SuburbanCovidFundingQuestions@cookcountyil.gov](mailto:SuburbanCovidFundingQuestions@cookcountyil.gov).

Completed applications must be submitted via email to:  
[SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov). Please note that incomplete applications may cause a delay in processing.

General Information		
Organization Name	Name of Requesting Official	Submission Date
Request Description and Background Information		
Explain <i>what</i> the expenditure will be or has been utilized for (materials, projects, services, etc.):		

Indicate the total amount requested (project specific and date specific to the extent possible):	
<p>Explain <i>how</i> expenditures will be or have been used to respond to the public health emergency (utilize the guiding questions below along with the attached Funding Guidance and FAQ document). Note: incomplete descriptions may lead to funding delays or denials of requests.</p> <ul style="list-style-type: none"> <li>• <i>What impact will this project have or has had on your organization's service level / ability to reopen or maintain operations?</i></li> <li>• <i>What segment and size of the population is the project expected to serve or has served?</i></li> <li>• <i>How is the success of this project related to other projects?</i></li> <li>• <i>What are the projected consequences, if the request is not approved or project is not reimbursed?</i></li> </ul>	
Are any requested funds expected to be expended after December 30, 2020?	
If any requested funds in this application are for expenses not yet incurred, when are such funds expected to be incurred ( <i>please be as precise as possible</i> )?	

*Cook County Reimbursement Information:* Cook County (“County”) can only utilize Coronavirus Relief Funds (“CRF”) for documented COVID-19 related expenses. The information below will assist the County to remain federally compliant. Please indicate below which type(s) of expenses your organization is submitting. You can click on the embedded link for a detailed list of eligibility criteria.

Description	Indicate CRF Eligibility Category
<p>The <a href="#">Coronavirus Relief Fund</a> is used to cover costs that:</p> <ul style="list-style-type: none"> <li>• Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);</li> <li>• Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and</li> <li>• Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.</li> </ul>	<p><input type="checkbox"/> Expenses of actions to facilitate compliance with COVID-19 related public health measures.</p> <p><input type="checkbox"/> Any other COVID-19 – related expenses reasonably necessary to the function of government that satisfy the fund’s eligibility criteria.</p>
<p>Department of the Treasury <a href="#">Coronavirus Relief Fund Frequently Asked Questions</a></p>	

### Required Attachments

- Signed IGA from applying organization
- Board resolution authorizing the IGA
- Relevant invoices and/or receipts
- Vendor ID Form and relevant W-9

Signatures and Certification
<p>1. The undersigned hereby certify that they have the authority and approval from the governing body on behalf of the applying organization to submit this application and request reimbursement from Cook County from the allocation of the Coronavirus Relief Fund provided to Cook County for eligible expenditures.</p> <p>2. I understand that this application is a component of the executed Intergovernmental and Sub-recipient Agreement between the parties.</p> <p>3. I understand Cook County will rely on this certification as a material representation in reviewing and potentially approving this application.</p> <p>4. I certify the use of funds submitted in this application for reimbursement from the Coronavirus Relief Funds were or will be used only to cover those costs that:</p> <ul style="list-style-type: none"> <li>d. Are <i>necessary expenditures</i> incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);</li> <li>e. Were not accounted for in the budget most recently approved as of March 27, 2020; and</li> <li>f. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.</li> </ul> <p>5. I understand any award of funds pursuant to this application must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. We</p>

have reviewed the guidance established by U.S. Department of the Treasury and certify costs meet the required guidance. Any funds expended by the organization or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to Cook County.

6. I understand any funds provided pursuant to this application and certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

7. I understand funds received pursuant to this application and certification cannot be used for expenditures for which the organization has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

I certify that I have read the above certification and my statements contained herein as well as the application are true and correct to the best of my knowledge.

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**Organization Head (signature)**

---

**Title**

---

**Date**

---

**Organization Head (printed)**

*Effective: [\_\_NA\_\_]*

## ATTACHMENT B – DUPLICATION OF BENEFITS CERTIFICATION

In consideration of Subrecipient's receipt of funds or the commitment of funds by the Cook County, Subrecipient hereby assigns to Cook County all of Subrecipient's future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies or coverage or any other reimbursement or relief program related to or administered by the Federal Emergency Management Agency, the Small Business Administration or any other source of funding that were the basis of the calculation of the portion of the Coronavirus Relief Funding transferred to the Subrecipient under the Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Agreement entered into by and between Cook County, Illinois, and \_\_\_\_\_ on \_\_\_\_\_, 2020. Any such funds received by the Subrecipient shall be referred to herein as "additional funds."

Additional funds received by the Subrecipient that are determined to be a Duplication of Benefits ("DOB") shall be referred to herein as "DOB Funds." Subrecipient agrees to immediately notify Cook County of the source and receipt of additional funds related to the COVID-19 pandemic. Cook County shall notify the Federal awarding agency of the additional funding reported by Subrecipient to Cook County. Subrecipient agrees to reimburse Cook County for any additional funding received by the Subrecipient if such additional funding is determined to be a DOB by Cook County, the Federal awarding agency or an auditing agency. Subrecipient further agrees to apply for additional funds that the Subrecipient may be entitled to under any applicable Disaster Program in an effort to maximize funding sources available to the Subrecipient and Cook County.

Subrecipient acknowledges that in the event that Subrecipient makes or files any false, misleading, or fraudulent statement and/or omits or fails to disclose any material fact in connection with the funding under this Agreement, Subrecipient may be subject to civil and/or criminal prosecution by federal, State and/or local authorities. In any proceeding to enforce this Agreement, the Grantee shall be entitled to recover all costs of enforcement, including actual attorney's fees.

Subrecipient: \_\_\_\_\_

Signed: \_\_\_\_\_

Its Duly Authorized Agent

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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October 27, 2020

To: Christina Ferraro, Executive Director  
From: Annette Curtis, Superintendent of Finance and Planning  
Re: 2020 Bond Issuance

## **2020 Bond Issuance**

The District is working with Aaron Gold, Assistant Vice President, Speer Financial and Kelly Kost, Partner, Chapman and Cutler on the 2020 Bond Issuance.

In an effort to reduce issuance costs the District asked Speer Financial and Chapman and Cutler for a reduction in fees. Both agreed to a \$1,000 reduction.

Over the years, Mt. Prospect Bank has constantly been the lowest bidder in the competitive bidding process. For 2020, the District worked directly with the bank on a private placement sale, this saved the District \$425 in fees.

Total fees for bond issuance \$9,800, a savings of \$2,425.

The preliminary bond ordinance is attached for your review. The bond interest rate will be finalized on October 26, 2020 and the final ordinance will be presented for approval at the October 27, 2020 Board meeting.

MINUTES of a regular public meeting of the Board of Park Commissioners of the Prospect Heights Park District, Cook County, Illinois, held at the Gary Morava Recreation Center, 110 West Camp McDonald Road, Prospect Heights, Illinois, in said Park District at 7:00 o'clock P.M., on the 27th day of October, 2020.

\* \* \*

The meeting was called to order by the President, and upon the roll being called, Tim Jones, the President, and the following Park Commissioners were physically present at said location: \_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: \_\_\_\_\_

\_\_\_\_\_

No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

\_\_\_\_\_

The President announced that a proposal had been received from Mount Prospect State Bank, a branch of Glenview State Bank, Mount Prospect, Illinois, for the purchase of the District's non-referendum general obligation limited tax park bonds to be issued by the District pursuant to Section 6-4 of the Park District Code for the payment of certain outstanding obligations of the Park District and for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, and that the Board of Park Commissioners would consider the adoption



of an ordinance providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon. The President also summarized the pertinent terms of said proposal and said bonds, including the length of maturity, rate of interest, purchase price and tax levy for said bonds.

Whereupon Park Commissioner \_\_\_\_\_ presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each Park Commissioner prior to said meeting and to everyone in attendance at said meeting who requested a copy:

ORDINANCE \_10.27.2020\_\_\_\_\_

AN ORDINANCE providing for the issue of \$\_\_\_\_\_ General Obligation Limited Tax Park Bonds, Series 2020, of the Prospect Heights Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

\* \* \*

WHEREAS, the Prospect Heights Park District, Cook County, Illinois (the "*District*"), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*Act*"); and

WHEREAS, the needs of the District require the expenditure of not less than the sum of \$\_\_\_\_\_ for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the "*Project*"), all in accordance with the preliminary plans and estimate of cost heretofore approved by the Board of Park Commissioners of the District (the "*Board*") and now on file in the office of the Secretary of the Board; and

WHEREAS, the Board finds that it does not have sufficient funds on hand for the purpose aforesaid, and that the cost thereof will be not less than \$\_\_\_\_\_, and that it is necessary and for the best interests of the District that it borrow the sum of \$\_\_\_\_\_ and issue bonds of the District to evidence the borrowing; and

WHEREAS, the District has issued and now has outstanding and unpaid its General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2014B, dated November 25, 2014 (the “*Prior Bonds*”); and

WHEREAS, it is necessary and desirable to provide the revenue source for the payment of the principal and interest due on the Prior Bonds on December 1, 2020; and

WHEREAS, the Prior Bonds are presently outstanding and unpaid and are binding and subsisting legal obligations of the District; and

WHEREAS, the Board hereby finds that it does not have sufficient funds on hand for the purpose of providing for the payment of the Prior Bonds, and that the cost thereof, including legal, financial, and other expenses, will not be less than \$\_\_\_\_\_ and that it is necessary and for the best interests of the District that it borrow the sum of \$\_\_\_\_\_ and issue bonds of the District to evidence the borrowing; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board, on the 4th day of September, 2018, executed an Order calling a public hearing (the “*Hearing*”) for the 18th day of September, 2018, concerning the intent of the Board to sell said bonds in the amount of \$1,900,000 for the Project; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *Daily Herald*, the same being a newspaper of general circulation in the District, and (ii) by posting at least 96 hours before the Hearing a copy of said notice at the principal office of the Board which notice was continuously available for public review during the entire 96-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 18th day of September, 2018, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 18th day of September, 2018; and

WHEREAS, the District has previously issued bonds in the amount of \$313,290 for the Project pursuant to the Hearing; and

WHEREAS, it is in the best interests of the District to issue bonds in the amount of \$\_\_\_\_\_ for the Project and bonds in the amount of \$\_\_\_\_\_ for the purpose of providing for the payment of the Prior Bonds, together as one issue of bonds in the aggregate amount of \$\_\_\_\_\_; and

WHEREAS, the Board does hereby find and determine that (a) said bonds shall be issued as limited bonds under the provisions of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Debt Reform Act*"), and (b) upon the issuance of the \$\_\_\_\_\_ General Obligation Limited Tax Park Bonds, Series 2020, now proposed to be issued, the aggregate outstanding unpaid bonded indebtedness of the District, including said bonds, will not exceed .575% of the total assessed valuation of all taxable property in the District as last equalized and determined, and pursuant to the provisions of the Debt Reform Act and Section 6-4 of the Act, it is not necessary to submit the proposition of issuing said bonds to the voters of the District for approval:

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

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by law to borrow the sum of \$ \_\_\_\_\_ upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used for the purpose of paying the costs of the Project and for the purpose of providing for the payment of the Prior Bonds, and expenses incidental thereto, and it is necessary and for the best interests of the District that there be issued at this time \$ \_\_\_\_\_ of the bonds so authorized.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District the sum of \$ \_\_\_\_\_ for the purposes aforesaid; and that bonds of the District (the “*Bonds*”) shall be issued in said amount and shall be designated “General Obligation Limited Tax Park Bonds, Series 2020.” The Bonds shall be dated November 10, 2020, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$100,000 each and authorized integral multiples of \$5.00 in excess thereof, shall be numbered 1 and upward, and the Bonds shall become due and payable (without option of prior redemption) on November 1, 2021, and bear interest at the rate of \_\_\_\_\_ % per annum.

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on November 1, 2021. Interest on each Bond shall be paid by check or draft of Mount Prospect State Bank, a branch of Glenview State Bank, Mount Prospect, Illinois (the “*Bond Registrar*”), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on October 15, 2021. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the President and Secretary of the Board, and shall be countersigned by the manual or facsimile signature of the Treasurer of the Board, as they shall determine, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. If the Secretary or the Treasurer of the Board is unable to perform the duties of his or her respective office, then their duties under this Ordinance shall be performed by the Assistant Secretary or the Assistant Treasurer of the Board, respectively.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

*Section 4. Registration of Bonds; Persons Treated as Owners.* The District shall cause books for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the principal office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on October 15, 2021, and ending at the opening of business on November 1, 2021.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds.

*Section 5. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraphs [6] through [9] shall be inserted immediately after paragraph [1]:



[Form of Bond - Front Side]

REGISTERED  
NO. 1

REGISTERED

\$ \_\_\_\_\_

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTY OF COOK

PROSPECT HEIGHTS PARK DISTRICT

GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2020

See Reverse Side for Additional Provisions
---

Interest  
Rate: \_\_\_\_\_%

Maturity  
Date: November 1, 2021

Dated  
Date: November 10, 2020

Registered Owner: MOUNT PROSPECT STATE BANK, A BRANCH OF GLENVIEW STATE BANK

Principal Amount: SIX-HUNDRED THOUSAND SEVEN HUNDRED NINETY DOLLARS

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Prospect Heights Park District, Cook County, Illinois (the “*District*”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond at the Interest Rate per annum set forth above on November 1, 2021. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal office of Mount Prospect State Bank, a branch of Glenview State Bank, Mount Prospect, Illinois, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on

October 15, 2021, and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity. Although this Bond constitutes a general obligation of the District and no limit exists on the rate of said direct annual tax, the amount of said tax is limited by the provisions of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Law*"). The Law provides that the annual amount of the taxes to be extended to pay the issue of Bonds of which this Bond is one and all other limited bonds (as defined in the Local Government Debt Reform Act of the State of Illinois, as amended) hereafter issued by the District shall not exceed the debt service extension base (as defined in the Law) of the District (the "*Base*"). The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Prospect Heights Park District, Cook County, Illinois, by its Board of Park Commissioners, has caused this Bond to be signed by the manual signatures of the President and Secretary of said Board of Park Commissioners, and to be countersigned by the manual signature of the Treasurer thereof, and has caused the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

(SEAL)

SPECIMEN  
President, Board of Park Commissioners

Countersigned:

SPECIMEN  
Secretary, Board of Park Commissioners

SPECIMEN  
Treasurer, Board of Park Commissioners

Date of Authentication: November 10, 2020

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:  
Mount Prospect State Bank, a branch of  
Glenview State Bank,  
Mount Prospect, Illinois

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the General Obligation Limited Tax Park Bonds, Series 2020, of the Prospect Heights Park District, Cook County, Illinois.

MOUNT PROSPECT STATE BANK, A BRANCH OF  
GLENVIEW STATE BANK,  
as Bond Registrar

By SPECIMEN  
Authorized Officer

[Form of Bond - Reverse Side]

**PROSPECT HEIGHTS PARK DISTRICT**

**COOK COUNTY, ILLINOIS**

**GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2020**

[6] This Bond is one of a series of bonds issued by the District (i) for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and (ii) for the payment of certain outstanding bonds of the District, pursuant to and in all respects in full compliance with the provisions of the Park District Code of the State of Illinois, and the Local Government Debt Reform Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and is authorized by the Board of Park Commissioners of the District by an ordinance duly and properly adopted for that purpose, in all respects as provided by law.

[7] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal office of the Bond Registrar in Mount Prospect, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[8] The Bonds are issued in fully registered form in the denomination of \$100,000 each or authorized integral multiples of \$5.00 in excess thereof. This Bond may be exchanged at the principal office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period

beginning at the close of business on October 15, 2021, and ending at the opening of business on November 1, 2021.

[9] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

**(ASSIGNMENT)**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_  
attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 6. Sale of Bonds.* The Bonds hereby authorized shall be executed as in this Ordinance provided as soon after the passage hereof as may be, and thereupon be deposited with the Treasurer of the Board, and be by said Treasurer delivered to Mount Prospect State Bank, a branch of Glenview State Bank, Mount Prospect, Illinois, the purchaser thereof (the "*Purchaser*"), upon receipt of the purchase price therefor, the same being \$\_\_\_\_\_; the contract for the sale of the Bonds heretofore entered into (the "*Purchase Contract*") is in all respects ratified, approved

and confirmed, it being hereby found and determined that the Bonds have been sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law and that the Purchase Contract is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the District of the Term Sheet related to the Bonds, in substantially the form now before the Board (the "*Term Sheet*"), is hereby ratified, approved and authorized; the execution and delivery of the Term Sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Ordinance, said Term Sheet and the Bonds.

*Section 7. Tax Levy.* In order to provide for the collection of a direct annual tax to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE YEAR

A TAX TO PRODUCE THE SUM OF:

2020

\$

for interest and principal up to and including November 1, 2022

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the

fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

*Section 8. Filing of Ordinance.* Forthwith upon the passage of this Ordinance, the Secretary of the Board is hereby directed to file a certified copy of this Ordinance with the County Clerk of The County of Cook, Illinois (the "*County Clerk*"), and it shall be the duty of the County Clerk in and for the year 2020, to ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in said year for general park purposes, in order to raise the amount aforesaid and in said year such tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general park purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated "Park Bond and Interest Fund of 2020" (the "*Bond Fund*"), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds.

*Section 9. Limitation on Extension; General Obligation Pledge; Additional Obligations.* Notwithstanding any other provision of this Ordinance, the annual amount of the taxes to be extended by the County Clerk to pay the Bonds and all other limited bonds (as defined

in the Debt Reform Act) hereafter issued by the District shall not exceed the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) of the District (the “*Base*”).

No limit, however, exists on the rate of the direct annual tax levied herein, and the Bonds shall constitute a general obligation of the District.

The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District’s limited bonds.

*Section 10. Use of Bond Proceeds.* Accrued interest (if any) received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds in the amount of \$\_\_\_\_\_ are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying the cost of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the Capital Improvement Account of the District (the “*Project Fund*”). Principal proceeds of the Bonds in the amount of \$\_\_\_\_\_ are hereby appropriated for the purpose of paying the principal and interest due on the Prior Bonds on December 1, 2020. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Purchaser on behalf of the District from the proceeds of the Bonds.

*Section 11. Non-Arbitrage and Tax-Exemption.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended (the “*Code*”), or would otherwise cause the interest on the Bonds to be included in



the gross income of the recipients thereof for federal income tax purposes. The District acknowledges that, in the event of an examination by the Internal Revenue Service (the “IRS”) of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the District may be treated as a “taxpayer” in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The District also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the President, Secretary and Treasurer of the Board, to make such further covenants and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the District and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

*Section 12. Reimbursement.* With respect to expenditures for the Project paid within the 60 day period ending on this date and with respect to which no declaration of intent was previously made, the District hereby declares its intent to reimburse such expenditures and hereby allocates proceeds of the Bonds in the amount indicated in the Tax Exemption Certificate and Agreement to be delivered in connection with the issuance of the Bonds to reimburse said expenditures.

*Section 13. Designation of Issue.* The District hereby designates each of the Bonds as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Code.

*Section 14. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 15. Duties of Bond Registrar.* If requested by the Bond Registrar, the President and Secretary of the Board are authorized to execute the Bond Registrar’s standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (e) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

*Section 16. Record-Keeping Policy and Post-Issuance Compliance Matters.* On June 13, 2011, the Board adopted a record-keeping policy (the “*Policy*”) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the District, the interest on which is excludable from “gross income” for federal income tax purposes or which enable the District or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board subsequently amended the Policy on October 21, 2014. The Board and the District hereby reaffirm the Policy as amended.

*Section 17. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 18. Repeal.* All resolutions, ordinances or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted October 27, 2020.

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President, Board of Park Commissioners

Attest:

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Secretary, Board of Park Commissioners

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that said ordinance as presented and read by title by the Secretary be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said ordinance.

Upon the roll being called, the following Park Commissioners voted AYE: \_\_\_\_\_

---

The following Park Commissioners voted NAY: \_\_\_\_\_

Whereupon the President declared the motion carried and said ordinance adopted and directed the Secretary to record the same in full in the records of the Board of Park Commissioners of the Prospect Heights Park District, Cook County, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

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

STATE OF ILLINOIS     )  
                                      ) SS  
COUNTY OF COOK     )

**CERTIFICATION OF MINUTES AND ORDINANCE**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Prospect Heights Park District, Cook County, Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 27th day of October, 2020, insofar as the same relates to the adoption of Ordinance \_\_\_\_\_ entitled:

AN ORDINANCE providing for the issue of \$\_\_\_\_\_ General Obligation Limited Tax Park Bonds, Series 2020, of the Prospect Heights Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Park District,  
this 27th day of October, 2020.

---

Secretary, Board of Park Commissioners

(SEAL)

STATE OF ILLINOIS     )  
                                      ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois, and as such official I do further certify that on the \_\_\_\_ day of November, 2020, there was filed in my office a duly certified copy of Ordinance \_\_\_\_\_ entitled:

AN ORDINANCE providing for the issue of \$\_\_\_\_\_ General Obligation Limited Tax Park Bonds, Series 2020, of the Prospect Heights Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Park Commissioners of the Prospect Heights Park District, Cook County, Illinois, on the 27th day of October, 2020, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this \_\_\_\_ day of November, 2020.

---

County Clerk of The County of Cook,  
Illinois

(SEAL)