



# **BOARD REPORT**

**MARCH 28, 2023**



**REGULAR BOARD MEETING  
PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, MARCH 28, 2023  
7:00 p.m.**

**I. Call to Order**

- A. Roll Call
- B. Pledge of Allegiance

**II. Corrections/Additions/Approval of Agenda**

**III. Recognition/Welcome**

**IV. Correspondence**

Illinois Association of Park Districts PowerPlay! grant award

**V. Public Comment**

**VI. Consent Agenda**

*These items are considered by the Park District to be routine and will be enacted in one motion without separate discussion. If a member of the Park Board requests, a Consent Agenda item will be removed from the Consent Agenda and considered as an individual item at the end of old or new business.*

- A. Approval of January 24, 2023 Public Hearing Meeting Minutes
- B. Approval of January 24, 2023 Regular Board Meeting Minutes
- C. Approval of January 24, 2023 Executive Session Minutes
- D. Approval of Treasurer's Report Cash Report #02 cash balance totaling \$5,334,529.36 as of January 31, 2023
- E. Approval of Treasurer's Report Cash Report #03 cash balance totaling \$5,122,662.81 as of February 28, 2023
- F. Approval of Warrants totaling \$138,434.34 for the period ending January 31, 2023
- G. Approval of Warrants totaling \$364,579.65 for the period ending February 28, 2023

**VII. Announcements (Meetings)**

- A. Special Board Meeting at Gary Morava Recreation Center – April 11, 2023 at 6:00 p.m.
- B. Regular Board Meeting at Gary Morava Recreation Center – April 25, 2023 at 7:00 p.m.

**VIII. Attorney's Report**

Legal Matter

**IX. Administrative/Operational Summary**

- A. Executive Director
- B. Superintendent of Finance, HR and IT
- C. Superintendent of Recreation
- D. Superintendent of Facilities and Parks
- E. Director of Golf
- F. Recreation Supervisors

**X. Committees of the Board**

- A. Finance Committee - Eric Kirste, Steve Messer
- B. Personnel and Planning Committee - Ellen Avery, Betty Cloud
- C. Policy and Procedure Committee - Ellen Avery, Betty Cloud
- D. Recreation Facilities, Parks & Maintenance Committee - Tim Jones, Paul Fries
- E. Recreation Programs & Resident Relations Committee - Eric Kirste, Betty Cloud
- F. OCCC Programs, Facilities, Grounds & Maintenance Committee - Karl Jackson, Tim Jones

**XI. Unfinished/Ongoing Business**

**XII. New Business**

- A. Approval of District Purchasing Policy
- B. Approval of Swimming Pool Management Agreement with Chicagoland Pool Management
- C. Approval of ComEd Recreational Lease 2018-2028 with option to renew through 2038: bike bath and natural prairie habitat
- D. Approval winning bid for East Wedgewood Park construction project

**XIII. Commissioner Comments**

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

**XV. Reconvene to Open Session (Visitors Invited to Return at this Time)**

**XVI. Action as a Result of the Executive Session**

**XVII. Adjournment**

Note 1: Meeting Location – Gary Morava Recreation Center, 110 W Camp McDonald Road, Prospect Heights, IL 60070

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.*



March 23, 2023

Prospect Heights Park District

Congratulations! On behalf of the Illinois Association of Park Districts and the PowerPlay! grant committee, I am happy to inform you that your agency has been chosen from a highly competitive field of applicants to receive a PowerPlay! Beyond School Grant for your agency's after-school program.

This year, IAPD has awarded 30 agencies \$1,000 each in grant support. That's a total of \$30,000 in PowerPlay! grants to member agencies in 2023. Your \$1,000 check will be arriving in two weeks.

I am providing a link to a [PowerPlay! Grant Resources and Marketing Kit](#) which includes the resources below. These resources will enhance your program with great ideas and information to share with program participants.

- [Youth License Plate Marketing Kit](#) contains logos, ready-to-use print advertisements, web advertisements, and radio and television public service announcements that you may use to publicize the license plate program at your agency. The Youth License Plate program is the funding resource for the PowerPlay! Grants. We rely on your agency's assistance with promoting this one-of-a-kind license plate.
- [2023 Grant Program Guide](#) provides the PowerPlay! grant guidelines, reviews the key elements for health, nutrition and fitness, and states the nine organizational guidelines.
- [2023 PowerPlay Other Resources](#) contains 8 pages of hyperlinks on various child and teen topics such as personal hygiene, developing healthy eating habits, and benefits of regular exercise.
- [2023 PowerPlay! Final Report link](#) (due by December 15, 2023) is your feedback on the success of your program. The IAPD generates a report to the Secretary of State at the end of each grant cycle providing details of the populations served and the benefits provided to the community by the grant recipients.
- [PowerPlay! 2 color logo \(.jpg\)](#), [PowerPlay! 2 color logo \(.tif\)](#) [PowerPlay! b&w logo \(.tif\)](#) Three types of PowerPlay! logos may be downloaded, saved, and utilized on all aspects of your program bringing awareness and support for the good work your agency provides as a recipient of a PowerPlay! grant.

Thank you for making a difference in your community. We look forward to receiving success stories about your beyond school program.

Best personal regards,

A handwritten signature in blue ink, appearing to read "Peter M. Murphy".

Peter M. Murphy, Esq, CAE, IOM  
President/CEO

**MINUTES OF THE PUBLIC HEARING MEETING  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, JANUARY 24, 2023**

**Call to Order**

**Roll Call**

Commissioner Jones called the Public Hearing Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:	Also Present:
Ellen Avery	Christina Ferraro – Executive Director
Paul Fries	Shawn Hughes – Superintendent of Finance, HR & IT
Karl Jackson	Ray Doerner - Superintendent of Recreation
Tim Jones	Dino Squiers – Superintendent of Facilities & Parks
Eric Kirste	Edlyn Castil – Marketing & Communications Manager/Recording Secretary

Commissioners absent:

Betty Cloud  
Steve Messer

A quorum was present.

Tim Jones led the Pledge of Allegiance.

**Explanation of Hearing**

The purpose of the public hearing is to allow public to comment about the park district's proposed budget.

**Public Comment**

There were none.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Jackson and seconded by Commissioner Fries to adjourn the Public Hearing at 7:01 p.m. The motion was approved by a voice vote with two absent (Commissioners Cloud and Messer). The motion carried.

Approved: February 28, 2023

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Elizabeth "Betty" Cloud, Secretary

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, JANUARY 24, 2023**

**Call to Order**

**Roll Call**

Commissioner Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:01 p.m.

Commissioners present:	Also Present:
Ellen Avery	Christina Ferraro – Executive Director
Paul Fries	Shawn Hughes – Superintendent of Finance, HR & IT
Karl Jackson	Ray Doerner - Superintendent of Recreation
Tim Jones	Dino Squiers – Superintendent of Facilities & Parks
Eric Kirste	Edlyn Castil – Marketing & Communications Manager/Recording Secretary

Commissioners absent:  
Betty Cloud  
Steve Messer

A quorum was present.

Tim Jones led the Pledge of Allegiance.

**Corrections/Additions/Approval of Agenda**

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to approve the agenda as submitted. The motion was approved by a voice vote with two absent (Commissioners Cloud and Messer). The motion carried.

**Secretary Pro tempore**

A motion was made by Commissioner Fries and seconded by Commissioner Jackson to appoint Ellen Avery as Secretary pro tempore for the January 24, 2023 Prospect Heights Park District Regular Board of Commissioners Board Meeting. The motion was approved by a voice vote with two absent (Commissioners Cloud and Messer). The motion carried.

**Recognition/Welcome**

Jill Moskal, Prospect Heights Natural Resources Commission, was in attendance.

**Public Comment**

There were none.

**Consent Agenda**

A motion was made by Commissioner Kirste and seconded by Commissioner Fries to approve the Consent Agenda as submitted. The motion was approved by a roll call vote.

Ayes:	Commissioners Avery, Fries, Jackson, Jones, Kirste
Nays:	None
Abstain:	None
Absent:	Commissioners Cloud, Messer

The motion carried.

**Announcements (Meetings)**

Regular Board Meeting – February 28, 2023 at 7:00 p.m. at Gary Morava Recreation Center

**Attorney's Report**

There was none.

**Administrative/Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro reported

- JSD will be starting the bidding process for the West Wedgewood Park project and preparing for spring construction.
- Staff will be meeting with the City and consultants to discuss flooding issues at Lions Park.
- There was discussion about scheduling a future planning workshop in April 2023.
- The District was awarded grant from Urban & Community Forestry for tree planting.
- Staff will be attending the IPRA/IAPD conference January 26-28

**Superintendent of Finance, HR and IT** – as submitted.

**Superintendent of Recreation** – as submitted.

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

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

**Recreation Supervisors** – as submitted.

**Committees of the Board**

There were no reports.

**Unfinished/Ongoing Business**

There were none.

**New Business**

**A. Approval Ordinance #01.24.2023 Combined Budget and Appropriation FY2023**

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to Approval Ordinance #01.24.2023 Combined Budget and Appropriation FY2023 as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Fries, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioners Cloud and Messer

The motion carried.

**B. Approval Ordinance #01.24.2023A Abating Tax Levied for the Year 2022**

A motion was made by Commissioner Avery and seconded by Commissioner Fries to approve Ordinance #01.24.2023A Abating Tax Levied for the Year 2022 as submitted. as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Fries, Jackson, Jones, Kirste

Nays: None

**New Business (continued)**

Abstain: None

Absent: Commissioners Cloud and Messer

The motion carried.

**Commissioners Comments**

There were none.

**Executive Session**

A motion was made by Commissioner Jackson and seconded by Commissioner Fries to recess into Executive Session of 5 ILCS 120/ Open Meetings Act. Section 2 (c) (21) for the purpose of semi-annual review of executive session minutes and determine release at 7:20 p.m. The motion was unanimously approved by a voice vote. The motion carried.

**As a Result of the Executive Session**

During Executive Session, the semi-annual review of executive session minutes was conducted and there was discussion to determine their release.

A motion was made by Commissioner Jackson and seconded by Commissioner Fries to approve Resolution #01.24.2023: Determining the Confidentiality of Closed Session Minutes as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Fries, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioners Cloud and Messer

The motion carried.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Avery and seconded by Commissioner Fries to adjourn the Regular Board Meeting at 7:25 p.m. The motion was approved by a voice vote with two absent (Commissioners Cloud and Messer). The motion carried.

Approved: February 28, 2023

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Elizabeth "Betty" Cloud, Secretary



TO:

Board of Commissioners, Prospect Heights Park District

Pink

FROM:

Park District Treasurer

DATE:

2/28/2023

CASH REPORT

FY 23

Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 02  
2/28/2023 as submitted. Seconded by Commissioner \_\_\_\_\_ .

Busey Bank		Interest Earned YTD			
Payroll	Checking/sweep			\$	-
Vendor	Checking/sweep				-
General/Sweep	Checking				2,779,746.38
ATM	Checking				100,113.03
Investment	Checking	\$	889.36	annual yield 0.50%	2,095,181.61
Cash Reserve	Checking	\$	3.06	annual yield 0.01%	359,488.34
		TOTALS		\$	5,334,529.36
					Voice Vote

FINANCIAL RESOLUTION

Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
2/28/2023 as submitted. Seconded by Commissioner \_\_\_\_\_ .

APPROVAL OF WARRANTS 2/28/2023

VENDOR WARRANTS					AMOUNTS
2	In the amount of	CHECKS ISSUED	\$		147,319.97
2A	In the amount of	ELECTRONIC	\$		62,389.02
		Total Vendor Warrants	\$		209,708.99

PAYROLL WARRANTS

	1/13/2023				
3	In the amount of		\$		67,855.46
		gross plus employer costs			
	1/27/2023				
4	In the amount of		\$		70,578.88
		gross plus employer costs			
		Total Payroll Warrants			\$138,434.34

TOTAL OF WARRANTS \$ 348,143.33 Roll Call



## Prospect Heights Park District, IL

# Check Report

By Check Number

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
01079	ACUSHNET COMPANY	01/05/2023	Regular	0.00	279.55	52942
01009	AIRGAS USA LLC	01/05/2023	Regular	0.00	295.14	52943
02782	AMALIA KOVASZNAV	01/05/2023	Regular	0.00	53.71	52944
02138	ANDERSON PEST SOLUTIONS	01/05/2023	Regular	0.00	149.90	52945
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	01/05/2023	Regular	0.00	8,006.07	52946
01951	BLUERAVEN CREATIVE	01/05/2023	Regular	0.00	2,203.00	52947
01023	COMMONWEALTH EDISON	01/05/2023	Regular	0.00	23.10	52948
01041	CONSTELLATION NEW ENERGY INC	01/05/2023	Regular	0.00	2,545.90	52949
01338	DETECTION SYSTEMS & SERVICE INC	01/05/2023	Regular	0.00	864.00	52950
01423	GORDON FOOD SERVICE INC	01/05/2023	Regular	0.00	1,902.30	52951
01038	HARRIS MOTOR SPORTS	01/05/2023	Regular	0.00	111.97	52952
01577	MICHAEL KAUTZ CARPETS & DESIGNS INC	01/05/2023	Regular	0.00	1,850.00	52953
01053	MICHAEL WAGNER & SONS	01/05/2023	Regular	0.00	33.31	52954
01059	NICOR	01/05/2023	Regular	0.00	483.51	52955
01720	NORTHFIELD HEATING AND AIR	01/05/2023	Regular	0.00	1,300.00	52956
01062	ODP BUSINESS SOLUTIONS LLC	01/05/2023	Regular	0.00	40.63	52957
02421	REVELS TURF AND TRACTOR LLC	01/05/2023	Regular	0.00	277.50	52958
01073	ROUTE 12 RENTAL	01/05/2023	Regular	0.00	28.95	52959
01125	TYLER TECHNOLOGIES INC	01/05/2023	Regular	0.00	250.00	52960
02087	VACLAV VALEK	01/05/2023	Regular	0.00	1,410.00	52961
01079	ACUSHNET COMPANY	01/05/2023	Regular	0.00	88.51	52962
01022	COMCAST	01/05/2023	Regular	0.00	82.56	52963
01022	COMCAST	01/05/2023	Regular	0.00	223.32	52964
02031	JOHNSON CONTROLS SECURITY SOLUTIONS	01/05/2023	Regular	0.00	311.54	52965
01206	JOURNAL AND TOPICS NEWSPAPER	01/05/2023	Regular	0.00	3,200.00	52966
01162	MANZELLA PLUMBING INC	01/05/2023	Regular	0.00	4,260.00	52967
01058	NCPERS GROUP LIFE INSURANCE	01/05/2023	Regular	0.00	32.00	52968
01065	PITNEY BOWES INC PURCHASE POWER	01/05/2023	Regular	0.00	250.00	52969
01031	PULSE TECHNOLOGY	01/05/2023	Regular	0.00	1,214.59	52970
01070	RAMROD	01/05/2023	Regular	0.00	1,558.76	52971
01078	TAYLOR MADE	01/05/2023	Regular	0.00	234.68	52972
01909	ANCEL GLINK PC	01/13/2023	Regular	0.00	393.75	52973
01041	CONSTELLATION NEW ENERGY INC	01/13/2023	Regular	0.00	1,935.50	52974
02785	ILLINOIS FENCING ACADEMY	01/13/2023	Regular	0.00	392.00	52975
01102	LIONS TAE KWON DO CENTER	01/13/2023	Regular	0.00	742.50	52976
02228	PAYCOR	01/13/2023	Regular	0.00	487.04	52977
01063	PDRMA	01/13/2023	Regular	0.00	15,454.77	52978
01322	SPEER FINANCIAL INC	01/13/2023	Regular	0.00	5,250.00	52979
02241	SPORTS ENGINE INC	01/13/2023	Regular	0.00	200.00	52980
01125	TYLER TECHNOLOGIES INC	01/13/2023	Regular	0.00	60.00	52981
01004	1ST AYD CORPORATION	01/19/2023	Regular	0.00	117.69	52982
01079	ACUSHNET COMPANY	01/19/2023	Regular	0.00	104.56	52983
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	01/19/2023	Regular	0.00	3,289.96	52984
01096	CITYCOM MARKETING LLC	01/19/2023	Regular	0.00	600.00	52985
02307	COMCAST BUSINESS	01/19/2023	Regular	0.00	800.05	52986
01250	GARY KANTOR	01/19/2023	Regular	0.00	325.00	52987
01038	HARRIS MOTOR SPORTS	01/19/2023	Regular	0.00	243.26	52988
01349	ILLINOIS ASSOCIATION OF PARK DISTRICTS	01/19/2023	Regular	0.00	5,051.67	52989
01370	JULIE INC	01/19/2023	Regular	0.00	113.16	52990
02228	PAYCOR	01/19/2023	Regular	0.00	131.03	52991
02715	PLANSOURCE	01/19/2023	Regular	0.00	1,904.07	52992
01070	RAMROD	01/19/2023	Regular	0.00	216.00	52993
02706	REAL GRAPHIX	01/19/2023	Regular	0.00	1,733.89	52994
01071	REINDERS INC	01/19/2023	Regular	0.00	445.56	52995

## Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02421	REVELS TURF AND TRACTOR LLC	01/19/2023	Regular	0.00	718.73	52996
01073	ROUTE 12 RENTAL	01/19/2023	Regular	0.00	26.95	52997
01136	SUNBURST SPORTSWEAR	01/19/2023	Regular	0.00	161.00	52998
01587	ULINE	01/19/2023	Regular	0.00	511.00	52999
01138	VISIONARY WEBWORKS	01/19/2023	Regular	0.00	1,200.00	53000
01082	WAREHOUSE DIRECT	01/19/2023	Regular	0.00	485.90	53001
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	01/20/2023	Regular	0.00	2,887.07	53002
01038	HARRIS MOTOR SPORTS	01/20/2023	Regular	0.00	207.84	53003
02146	JSD PROFESSIONAL SERVICES INC	01/20/2023	Regular	0.00	14,432.31	53004
01063	PDRMA	01/20/2023	Regular	0.00	26,853.69	53005
01135	PURCHASE POWER	01/20/2023	Regular	0.00	250.00	53006
01072	RIVER TRAILS PARK DISTICT	01/20/2023	Regular	0.00	457.68	53007
01055	ROTARY CLUB OF RIVER CITIES ILLINOIS USA	01/20/2023	Regular	0.00	260.00	53008
01009	AIRGAS USA LLC	01/26/2023	Regular	0.00	304.29	53009
01090	CITY OF PROSPECT HEIGHTS	01/26/2023	Regular	0.00	73.50	53010
01040	HOME DEPOT CREDIT SERVICES	01/26/2023	Regular	0.00	698.07	53011
02459	HOT SHOT SPORTS	01/26/2023	Regular	0.00	2,530.50	53012
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	01/27/2023	Regular	0.00	885.60	53013
01023	COMMONWEALTH EDISON	01/27/2023	Regular	0.00	23.56	53014
01041	CONSTELLATION NEW ENERGY INC	01/27/2023	Regular	0.00	22.87	53015
01041	CONSTELLATION NEW ENERGY INC	01/27/2023	Regular	0.00	86.28	53016
01041	CONSTELLATION NEW ENERGY INC	01/27/2023	Regular	0.00	2,757.04	53017
01041	CONSTELLATION NEW ENERGY INC	01/27/2023	Regular	0.00	28.88	53018
02503	EPACT NETWORK LTD.	01/27/2023	Regular	0.00	7,300.00	53019
02337	EXCALTECH	01/27/2023	Regular	0.00	3,779.57	53020
01250	GARY KANTOR	01/27/2023	Regular	0.00	180.00	53021
01040	HOME DEPOT CREDIT SERVICES	01/27/2023	Regular	0.00	215.67	53022
01044	JC LICHT AND COMPANY	01/27/2023	Regular	0.00	262.76	53023
02793	JENNIFER MORSE	01/27/2023	Regular	0.00	160.00	53024
02456	LAWSON PRODUCTS INC	01/27/2023	Regular	0.00	633.55	53025
01058	NCPERS GROUP LIFE INSURANCE	01/27/2023	Regular	0.00	64.00	53026
01135	PURCHASE POWER	01/27/2023	Regular	0.00	285.93	53027
02706	REAL GRAPHIX	01/27/2023	Regular	0.00	223.59	53028
01071	REINDERS INC	01/27/2023	Regular	0.00	216.10	53029
02421	REVELS TURF AND TRACTOR LLC	01/27/2023	Regular	0.00	422.68	53030
02181	ROBERT W HENDRICKSON COMPANY	01/27/2023	Regular	0.00	750.00	53031
02792	SUMI SAYOOJ	01/27/2023	Regular	0.00	180.00	53032
01136	SUNBURST SPORTSWEAR	01/27/2023	Regular	0.00	2,702.40	53033
01138	VISIONARY WEBWORKS	01/27/2023	Regular	0.00	525.00	53034
02205	ILLINOIS MUNICIPAL FUND	01/10/2023	Bank Draft	0.00	30,746.18	DFT0002295
01143	VILLAGE OF MOUNT PROSPECT SALES TAX	01/16/2023	Bank Draft	0.00	193.61	DFT0002298
02206	ILLINOIS DEPARTMENT OF REVENUE	01/16/2023	Bank Draft	0.00	2,046.00	DFT0002299
02306	FIFTH THIRD BANK	01/26/2023	Bank Draft	0.00	19,421.79	DFT0002300
02204	WINTRUST ASSET FINANCE	01/04/2023	Bank Draft	0.00	2,175.60	DFT0002301
01032	CARDMEMBER SERVICE	01/06/2023	Bank Draft	0.00	7,805.84	DEC2022ELAN

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	120	93	0.00	147,319.97
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	6	0.00	62,389.02
EFT's	0	0	0.00	0.00
	<b>126</b>	<b>99</b>	<b>0.00</b>	<b>209,708.99</b>

## Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PCARD-PCARD LIABILITY						
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	59.78	MBD1.26.2023
02325	JEWEL OSCO	01/26/2023	Bank Draft	0.00	14.25	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	47.88	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	27.96	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	181.57	MBD1.26.2023
02450	BOWLERO	01/26/2023	Bank Draft	0.00	139.08	MBD1.26.2023
02476	NOW LINENS	01/26/2023	Bank Draft	0.00	977.90	MBD1.26.2023
02428	MUSIC THEATER WORKS	01/26/2023	Bank Draft	0.00	880.00	MBD1.26.2023
02325	JEWEL OSCO	01/26/2023	Bank Draft	0.00	41.22	MBD1.26.2023
02574	MICHAELS STORES, INC.	01/26/2023	Bank Draft	0.00	5.10	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	87.29	MBD1.26.2023
01074	SAM'S CLUB/SYNCHRONY BANK	01/26/2023	Bank Draft	0.00	32.12	MBD1.26.2023
01074	SAM'S CLUB/SYNCHRONY BANK	01/26/2023	Bank Draft	0.00	215.18	MBD1.26.2023
02433	A PEACE OF HEAVEN CAKES	01/26/2023	Bank Draft	0.00	217.50	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	27.13	MBD1.26.2023
01022	COMCAST	01/26/2023	Bank Draft	0.00	223.32	MBD1.26.2023
02127	DIRECTV	01/26/2023	Bank Draft	0.00	415.31	MBD1.26.2023
01043	ILLINOIS PARKS AND RECREATION ASSOCIATION	01/26/2023	Bank Draft	0.00	279.00	MBD1.26.2023
02398	WALMART	01/26/2023	Bank Draft	0.00	-33.66	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	19.28	MBD1.26.2023
02330	WEISSMAN	01/26/2023	Bank Draft	0.00	303.76	MBD1.26.2023
02632	AMC ONLINE 9640	01/26/2023	Bank Draft	0.00	224.32	MBD1.26.2023
01334	TYLER BUSINESS FORMS	01/26/2023	Bank Draft	0.00	186.77	MBD1.26.2023
01022	COMCAST	01/26/2023	Bank Draft	0.00	335.40	MBD1.26.2023
02489	BP GAS STATION	01/26/2023	Bank Draft	0.00	22.98	MBD1.26.2023
02450	BOWLERO	01/26/2023	Bank Draft	0.00	253.96	MBD1.26.2023
02403	ADOBE	01/26/2023	Bank Draft	0.00	15.93	MBD1.26.2023
02403	ADOBE	01/26/2023	Bank Draft	0.00	15.93	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	30.64	MBD1.26.2023
02632	AMC ONLINE 9640	01/26/2023	Bank Draft	0.00	15.87	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	-27.13	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	79.95	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	139.95	MBD1.26.2023
01022	COMCAST	01/26/2023	Bank Draft	0.00	89.75	MBD1.26.2023
02786	SALERNOS PIZZERIA	01/26/2023	Bank Draft	0.00	60.91	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	50.98	MBD1.26.2023
02642	FELLINI RESTAURANT & PIZZERIA	01/26/2023	Bank Draft	0.00	875.00	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	149.95	MBD1.26.2023
02429	MAGGIANOS LITTLE ITALY	01/26/2023	Bank Draft	0.00	540.00	MBD1.26.2023
02378	BATTERIES PLUS BULBS	01/26/2023	Bank Draft	0.00	870.73	MBD1.26.2023
02398	WALMART	01/26/2023	Bank Draft	0.00	33.66	MBD1.26.2023
01324	DIRECT FITNESS SOLUTIONS LLC	01/26/2023	Bank Draft	0.00	236.50	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	56.28	MBD1.26.2023
02333	TONYS FRESH MARKET	01/26/2023	Bank Draft	0.00	115.49	MBD1.26.2023
01081	VILLAGE OF MOUNT PROSPECT	01/26/2023	Bank Draft	0.00	260.00	MBD1.26.2023
01081	VILLAGE OF MOUNT PROSPECT	01/26/2023	Bank Draft	0.00	361.00	MBD1.26.2023
01081	VILLAGE OF MOUNT PROSPECT	01/26/2023	Bank Draft	0.00	589.24	MBD1.26.2023
01022	COMCAST	01/26/2023	Bank Draft	0.00	335.40	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	8.69	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	18.70	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	83.88	MBD1.26.2023
01693	HINCKLEY SPRINGS	01/26/2023	Bank Draft	0.00	3.00	MBD1.26.2023
02766	OTC BRANDS INC	01/26/2023	Bank Draft	0.00	50.63	MBD1.26.2023
02317	JUST TIRES	01/26/2023	Bank Draft	0.00	575.96	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	159.95	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	154.70	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	94.20	MBD1.26.2023
02406	4 IMPRINT	01/26/2023	Bank Draft	0.00	545.98	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	71.72	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	47.88	MBD1.26.2023

## Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02318	AMAZON	01/26/2023	Bank Draft	0.00	60.96	MBD1.26.2023
01043	ILLINOIS PARKS AND RECREATION ASSOCIATION	01/26/2023	Bank Draft	0.00	264.00	MBD1.26.2023
02464	HARRYS BAR & GRILL	01/26/2023	Bank Draft	0.00	842.09	MBD1.26.2023
02324	TARGET	01/26/2023	Bank Draft	0.00	489.92	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	69.12	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	149.92	MBD1.26.2023
02333	TONYS FRESH MARKET	01/26/2023	Bank Draft	0.00	93.09	MBD1.26.2023
02365	DRURY LANE	01/26/2023	Bank Draft	0.00	1,188.78	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	-110.50	MBD1.26.2023
02787	DUPAGE CHILDRENS MUSEUM	01/26/2023	Bank Draft	0.00	100.00	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	124.95	MBD1.26.2023
02324	TARGET	01/26/2023	Bank Draft	0.00	450.00	MBD1.26.2023
02406	4 IMPRINT	01/26/2023	Bank Draft	0.00	-76.44	MBD1.26.2023
02406	4 IMPRINT	01/26/2023	Bank Draft	0.00	840.88	MBD1.26.2023
02318	AMAZON	01/26/2023	Bank Draft	0.00	48.97	MBD1.26.2023
02780	WILDFIRE OAKBROOK	01/26/2023	Bank Draft	0.00	640.80	MBD1.26.2023
02327	DISCOUNT SCHOOL SUPPLY	01/26/2023	Bank Draft	0.00	129.39	MBD1.26.2023
01022	COMCAST	01/26/2023	Bank Draft	0.00	10.45	MBD1.26.2023
02324	TARGET	01/26/2023	Bank Draft	0.00	473.94	MBD1.26.2023
01043	ILLINOIS PARKS AND RECREATION ASSOCIATION	01/26/2023	Bank Draft	0.00	264.00	MBD1.26.2023
01120	REPUBLIC SERVICES INC	01/26/2023	Bank Draft	0.00	1,466.08	MBD1.26.2023
01057	NAPA HEIGHTS AUTOMOTIVE	01/26/2023	Bank Draft	0.00	43.48	MBD1.26.2023
02780	WILDFIRE OAKBROOK	01/26/2023	Bank Draft	0.00	-37.81	MBD1.26.2023

## Bank Code PCARD Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	83	83	0.00	19,421.79
EFT's	0	0	0.00	0.00
	<b>83</b>	<b>83</b>	<b>0.00</b>	<b>19,421.79</b>

**All Bank Codes Check Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	120	93	0.00	147,319.97
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	89	89	0.00	81,810.81
EFT's	0	0	0.00	0.00
	<b>209</b>	<b>182</b>	<b>0.00</b>	<b>229,130.78</b>

**Fund Summary**

Fund	Name	Period	Amount
950	POOLED CASH FUND	1/2023	229,130.78
			<b>229,130.78</b>



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2023 Period Ending: 01/31/2023

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 02 - RECREATION/GENERAL</b>					
Revenue	866,925.00	866,925.00	21,400.43	21,400.43	845,524.57
Expense	795,417.00	795,417.00	42,883.33	42,883.33	752,533.67
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>71,508.00</b>	<b>71,508.00</b>	<b>-21,482.90</b>	<b>-21,482.90</b>	<b>92,990.90</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	91,004.00	91,004.00	6,709.41	6,709.41	84,294.59
Expense	78,707.00	78,707.00	3,862.91	3,862.91	74,844.09
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>12,297.00</b>	<b>12,297.00</b>	<b>2,846.50</b>	<b>2,846.50</b>	<b>9,450.50</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	245,695.00	245,695.00	16,252.06	16,252.06	229,442.94
Expense	161,710.15	161,710.15	6,054.39	6,054.39	155,655.76
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>83,984.85</b>	<b>83,984.85</b>	<b>10,197.67</b>	<b>10,197.67</b>	<b>73,787.18</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	42,200.00	42,200.00	5,900.00	5,900.00	36,300.00
Expense	33,420.00	33,420.00	3,745.52	3,745.52	29,674.48
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>8,780.00</b>	<b>8,780.00</b>	<b>2,154.48</b>	<b>2,154.48</b>	<b>6,625.52</b>
<b>Department: 06 - DANCE</b>					
Revenue	64,175.00	64,175.00	9,737.29	9,737.29	54,437.71
Expense	58,048.00	58,048.00	4,940.21	4,940.21	53,107.79
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>6,127.00</b>	<b>6,127.00</b>	<b>4,797.08</b>	<b>4,797.08</b>	<b>1,329.92</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	45,238.00	45,238.00	5,419.33	5,419.33	39,818.67
Expense	32,347.75	32,347.75	3,693.44	3,693.44	28,654.31
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>12,890.25</b>	<b>12,890.25</b>	<b>1,725.89</b>	<b>1,725.89</b>	<b>11,164.36</b>
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	73,010.00	73,010.00	0.00	0.00	73,010.00
Expense	46,488.00	46,488.00	352.44	352.44	46,135.56
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>26,522.00</b>	<b>26,522.00</b>	<b>-352.44</b>	<b>-352.44</b>	<b>26,874.44</b>
<b>Department: 09 - CONCESSIONS</b>					
Revenue	32,500.00	32,500.00	159.36	159.36	32,340.64
Expense	36,525.00	36,525.00	379.69	379.69	36,145.31
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>-4,025.00</b>	<b>-4,025.00</b>	<b>-220.33</b>	<b>-220.33</b>	<b>-3,804.67</b>
<b>Department: 10 - AQUATICS</b>					
Revenue	101,164.00	101,164.00	0.00	0.00	101,164.00
Expense	228,795.00	228,795.00	789.56	789.56	228,005.44
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-127,631.00</b>	<b>-127,631.00</b>	<b>-789.56</b>	<b>-789.56</b>	<b>-126,841.44</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	91,778.00	91,778.00	2,699.80	2,699.80	89,078.20
Expense	83,590.00	83,590.00	4,862.03	4,862.03	78,727.97
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>8,188.00</b>	<b>8,188.00</b>	<b>-2,162.23</b>	<b>-2,162.23</b>	<b>10,350.23</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	16,088.00	16,088.00	1,811.00	1,811.00	14,277.00
Expense	19,800.00	19,800.00	712.79	712.79	19,087.21
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-3,712.00</b>	<b>-3,712.00</b>	<b>1,098.21</b>	<b>1,098.21</b>	<b>-4,810.21</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	23,625.00	23,625.00	2,522.25	2,522.25	21,102.75
Expense	37,285.00	37,285.00	2,461.79	2,461.79	34,823.21
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>-13,660.00</b>	<b>-13,660.00</b>	<b>60.46</b>	<b>60.46</b>	<b>-13,720.46</b>

# Income Statement

For Fiscal: 2023 Period Ending: 01/31/2023

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - SUMMER CAMP</b>					
Revenue	316,829.00	316,829.00	0.00	0.00	316,829.00
Expense	221,716.25	221,716.25	1,033.62	1,033.62	220,682.63
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>95,112.75</b>	<b>95,112.75</b>	<b>-1,033.62</b>	<b>-1,033.62</b>	<b>96,146.37</b>
<b>Department: 30 - PARKS</b>					
Revenue	9,500.00	9,500.00	0.00	0.00	9,500.00
Expense	186,970.00	186,970.00	4,051.73	4,051.73	182,918.27
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-177,470.00</b>	<b>-177,470.00</b>	<b>-4,051.73</b>	<b>-4,051.73</b>	<b>-173,418.27</b>
<b>Department: 40 - GOLF</b>					
Revenue	1,161,900.00	1,161,900.00	243.53	243.53	1,161,656.47
Expense	838,456.00	838,456.00	15,013.83	15,013.83	823,442.17
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>323,444.00</b>	<b>323,444.00</b>	<b>-14,770.30</b>	<b>-14,770.30</b>	<b>338,214.30</b>
<b>Department: 41 - GROUNDS</b>					
Expense	603,716.00	603,716.00	16,253.10	16,253.10	587,462.90
<b>Department: 41 - GROUNDS Total:</b>	<b>603,716.00</b>	<b>603,716.00</b>	<b>16,253.10</b>	<b>16,253.10</b>	<b>587,462.90</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	125,000.00	125,000.00	2,143.32	2,143.32	122,856.68
Expense	92,000.00	92,000.00	1,872.75	1,872.75	90,127.25
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>33,000.00</b>	<b>33,000.00</b>	<b>270.57</b>	<b>270.57</b>	<b>32,729.43</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	110,000.00	110,000.00	0.00	0.00	110,000.00
Expense	79,000.00	79,000.00	0.00	0.00	79,000.00
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>31,000.00</b>	<b>31,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31,000.00</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	35,000.00	35,000.00	0.00	0.00	35,000.00
Expense	10,000.00	10,000.00	0.00	0.00	10,000.00
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>
<b>Department: 45 - FOOD AND BEVERAGE</b>					
Revenue	931,000.00	931,000.00	17,058.53	17,058.53	913,941.47
Expense	659,154.00	659,154.00	8,688.13	8,688.13	650,465.87
<b>Department: 45 - FOOD AND BEVERAGE Surplus (Deficit):</b>	<b>271,846.00</b>	<b>271,846.00</b>	<b>8,370.40</b>	<b>8,370.40</b>	<b>263,475.60</b>
<b>Total Surplus (Deficit):</b>	<b>79,485.85</b>	<b>79,485.85</b>	<b>-29,594.95</b>	<b>-29,594.95</b>	



Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	-1,088.15	-1,088.15	-7,212.52	-7,212.52	6,124.37
300 - GOLF	80,574.00	80,574.00	-22,382.43	-22,382.43	102,956.43
Total Surplus (Deficit):	79,485.85	79,485.85	-29,594.95	-29,594.95	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2023 Period Ending: 01/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 100 - CORPORATE FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,070,946.00	1,070,946.00	26,516.14	26,516.14	1,044,429.86
20 - INTEREST	8,400.00	8,400.00	889.36	889.36	7,510.64
<b>Revenue Total:</b>	<b>1,079,346.00</b>	<b>1,079,346.00</b>	<b>27,405.50</b>	<b>27,405.50</b>	<b>1,051,940.50</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	396,674.00	396,674.00	22,146.73	22,146.73	374,527.27
51 - BENEFITS	63,788.00	63,788.00	-495.38	-495.38	64,283.38
52 - CONTRACTED SERVICES	209,528.00	209,528.00	14,088.34	14,088.34	195,439.66
60 - COMMODITIES	37,890.00	37,890.00	535.93	535.93	37,354.07
65 - GENERAL EXPENDITURES	212,100.00	212,100.00	0.00	0.00	212,100.00
<b>Expense Total:</b>	<b>919,980.00</b>	<b>919,980.00</b>	<b>36,275.62</b>	<b>36,275.62</b>	<b>883,704.38</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>159,366.00</b>	<b>159,366.00</b>	<b>-8,870.12</b>	<b>-8,870.12</b>	<b>168,236.12</b>
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	815,000.00	815,000.00	15,139.22	15,139.22	799,860.78
30 - RENTAL	60,775.00	60,775.00	6,061.21	6,061.21	54,713.79
35 - ADDITIONAL	22,300.00	22,300.00	364.10	364.10	21,935.90
41 - PROGRAM REVENUES	1,089,156.00	1,089,156.00	50,887.04	50,887.04	1,038,268.96
42 - RERESHMENT REVENUE	32,500.00	32,500.00	159.36	159.36	32,340.64
<b>Revenue Total:</b>	<b>2,019,731.00</b>	<b>2,019,731.00</b>	<b>72,610.93</b>	<b>72,610.93</b>	<b>1,947,120.07</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,274,797.40	1,274,797.40	46,950.10	46,950.10	1,227,847.30
51 - BENEFITS	172,330.00	172,330.00	-1,142.12	-1,142.12	173,472.12
52 - CONTRACTED SERVICES	346,330.50	346,330.50	25,520.99	25,520.99	320,809.51
60 - COMMODITIES	193,188.25	193,188.25	6,722.08	6,722.08	186,466.17
65 - GENERAL EXPENDITURES	34,173.00	34,173.00	1,772.40	1,772.40	32,400.60
<b>Expense Total:</b>	<b>2,020,819.15</b>	<b>2,020,819.15</b>	<b>79,823.45</b>	<b>79,823.45</b>	<b>1,940,995.70</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-1,088.15</b>	<b>-1,088.15</b>	<b>-7,212.52</b>	<b>-7,212.52</b>	<b>6,124.37</b>
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
30 - RENTAL	28,500.00	28,500.00	0.00	0.00	28,500.00
35 - ADDITIONAL	5,400.00	5,400.00	35.71	35.71	5,364.29
37 - GENERAL REVENUE	35,000.00	35,000.00	42.61	42.61	34,957.39
41 - PROGRAM REVENUES	2,109,000.00	2,109,000.00	17,198.30	17,198.30	2,091,801.70
42 - RERESHMENT REVENUE	185,000.00	185,000.00	2,168.76	2,168.76	182,831.24
<b>Revenue Total:</b>	<b>2,362,900.00</b>	<b>2,362,900.00</b>	<b>19,445.38</b>	<b>19,445.38</b>	<b>2,343,454.62</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	625,190.00	625,190.00	24,778.84	24,778.84	600,411.16
51 - BENEFITS	119,920.00	119,920.00	-1,051.32	-1,051.32	120,971.32
52 - CONTRACTED SERVICES	610,216.00	610,216.00	11,287.16	11,287.16	598,928.84
60 - COMMODITIES	575,000.00	575,000.00	5,471.03	5,471.03	569,528.97
65 - GENERAL EXPENDITURES	352,000.00	352,000.00	1,342.10	1,342.10	350,657.90
<b>Expense Total:</b>	<b>2,282,326.00</b>	<b>2,282,326.00</b>	<b>41,827.81</b>	<b>41,827.81</b>	<b>2,240,498.19</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>80,574.00</b>	<b>80,574.00</b>	<b>-22,382.43</b>	<b>-22,382.43</b>	<b>102,956.43</b>
<b>Fund: 404 - AUDITNG FUND</b>					
<b>Revenue</b>					
10 - TAXES	18,200.00	18,200.00	341.28	341.28	17,858.72
<b>Revenue Total:</b>	<b>18,200.00</b>	<b>18,200.00</b>	<b>341.28</b>	<b>341.28</b>	<b>17,858.72</b>

## Income Statement

For Fiscal: 2023 Period Ending: 01/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	18,025.00	18,025.00	0.00	0.00	18,025.00
<b>Expense Total:</b>	<b>18,025.00</b>	<b>18,025.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,025.00</b>
<b>Fund: 404 - AUDITNG FUND Surplus (Deficit):</b>	<b>175.00</b>	<b>175.00</b>	<b>341.28</b>	<b>341.28</b>	<b>-166.28</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>					
<b>Revenue</b>					
10 - TAXES	10,000.00	10,000.00	195.12	195.12	9,804.88
<b>Revenue Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>195.12</b>	<b>195.12</b>	<b>9,804.88</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	2,400.00	2,400.00	75.31	75.31	2,324.69
60 - COMMODITIES	8,000.00	8,000.00	0.00	0.00	8,000.00
<b>Expense Total:</b>	<b>10,400.00</b>	<b>10,400.00</b>	<b>75.31</b>	<b>75.31</b>	<b>10,324.69</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>-400.00</b>	<b>-400.00</b>	<b>119.81</b>	<b>119.81</b>	<b>-519.81</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>					
<b>Revenue</b>					
10 - TAXES	120,000.00	120,000.00	2,063.27	2,063.27	117,936.73
<b>Revenue Total:</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>2,063.27</b>	<b>2,063.27</b>	<b>117,936.73</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	13,905.00	13,905.00	816.01	816.01	13,088.99
52 - CONTRACTED SERVICES	91,526.00	91,526.00	0.00	0.00	91,526.00
60 - COMMODITIES	1,500.00	1,500.00	0.00	0.00	1,500.00
<b>Expense Total:</b>	<b>106,931.00</b>	<b>106,931.00</b>	<b>816.01</b>	<b>816.01</b>	<b>106,114.99</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>13,069.00</b>	<b>13,069.00</b>	<b>1,247.26</b>	<b>1,247.26</b>	<b>11,821.74</b>
<b>Fund: 407 - IMRF FUND</b>					
<b>Revenue</b>					
10 - TAXES	138,000.00	138,000.00	2,384.60	2,384.60	135,615.40
<b>Revenue Total:</b>	<b>138,000.00</b>	<b>138,000.00</b>	<b>2,384.60</b>	<b>2,384.60</b>	<b>135,615.40</b>
<b>Expense</b>					
51 - BENEFITS	121,935.00	121,935.00	0.00	0.00	121,935.00
<b>Expense Total:</b>	<b>121,935.00</b>	<b>121,935.00</b>	<b>0.00</b>	<b>0.00</b>	<b>121,935.00</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>16,065.00</b>	<b>16,065.00</b>	<b>2,384.60</b>	<b>2,384.60</b>	<b>13,680.40</b>
<b>Fund: 408 - POLICE FUND</b>					
<b>Revenue</b>					
10 - TAXES	44,800.00	44,800.00	172.38	172.38	44,627.62
<b>Revenue Total:</b>	<b>44,800.00</b>	<b>44,800.00</b>	<b>172.38</b>	<b>172.38</b>	<b>44,627.62</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	30,500.00	30,500.00	1,478.02	1,478.02	29,021.98
52 - CONTRACTED SERVICES	14,520.00	14,520.00	3,681.54	3,681.54	10,838.46
<b>Expense Total:</b>	<b>45,020.00</b>	<b>45,020.00</b>	<b>5,159.56</b>	<b>5,159.56</b>	<b>39,860.44</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>-220.00</b>	<b>-220.00</b>	<b>-4,987.18</b>	<b>-4,987.18</b>	<b>4,767.18</b>
<b>Fund: 409 - MUSEUM FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,000.00	1,000.00	10.23	10.23	989.77
<b>Revenue Total:</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>10.23</b>	<b>10.23</b>	<b>989.77</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	7,000.00	7,000.00	0.00	0.00	7,000.00
<b>Expense Total:</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>
<b>Fund: 409 - MUSEUM FUND Surplus (Deficit):</b>	<b>-6,000.00</b>	<b>-6,000.00</b>	<b>10.23</b>	<b>10.23</b>	<b>-6,010.23</b>
<b>Fund: 410 - SPECIAL RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	145,500.00	145,500.00	2,705.06	2,705.06	142,794.94
<b>Revenue Total:</b>	<b>145,500.00</b>	<b>145,500.00</b>	<b>2,705.06</b>	<b>2,705.06</b>	<b>142,794.94</b>

# Income Statement

For Fiscal: 2023 Period Ending: 01/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00
60 - COMMODITIES	10,000.00	10,000.00	0.00	0.00	10,000.00
65 - GENERAL EXPENDITURES	78,647.00	78,647.00	0.00	0.00	78,647.00
80 - CAPITAL IMPROVEMENTS	75,000.00	75,000.00	0.00	0.00	75,000.00
<b>Expense Total:</b>	<b>168,647.00</b>	<b>168,647.00</b>	<b>0.00</b>	<b>0.00</b>	<b>168,647.00</b>
<b>Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):</b>	<b>-23,147.00</b>	<b>-23,147.00</b>	<b>2,705.06</b>	<b>2,705.06</b>	<b>-25,852.06</b>
<b>Fund: 411 - SOCIAL SECURITY FUND</b>					
<b>Revenue</b>					
10 - TAXES	172,000.00	172,000.00	2,980.22	2,980.22	169,019.78
<b>Revenue Total:</b>	<b>172,000.00</b>	<b>172,000.00</b>	<b>2,980.22</b>	<b>2,980.22</b>	<b>169,019.78</b>
<b>Expense</b>					
51 - BENEFITS	180,562.00	180,562.00	9,837.68	9,837.68	170,724.32
<b>Expense Total:</b>	<b>180,562.00</b>	<b>180,562.00</b>	<b>9,837.68</b>	<b>9,837.68</b>	<b>170,724.32</b>
<b>Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):</b>	<b>-8,562.00</b>	<b>-8,562.00</b>	<b>-6,857.46</b>	<b>-6,857.46</b>	<b>-1,704.54</b>
<b>Fund: 412 - MEMORIAL FUND</b>					
<b>Expense</b>					
50 - PERSONNEL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00
52 - CONTRACTED SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00
<b>Expense Total:</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,200.00</b>
<b>Fund: 412 - MEMORIAL FUND Total:</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,200.00</b>
<b>Fund: 413 - COMMUNITY EVENTS</b>					
<b>Revenue</b>					
35 - ADDITIONAL	13,000.00	13,000.00	0.00	0.00	13,000.00
41 - PROGRAM REVENUES	13,300.00	13,300.00	0.00	0.00	13,300.00
<b>Revenue Total:</b>	<b>26,300.00</b>	<b>26,300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,300.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00
52 - CONTRACTED SERVICES	19,740.00	19,740.00	750.00	750.00	18,990.00
60 - COMMODITIES	4,400.00	4,400.00	0.00	0.00	4,400.00
<b>Expense Total:</b>	<b>25,640.00</b>	<b>25,640.00</b>	<b>750.00</b>	<b>750.00</b>	<b>24,890.00</b>
<b>Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):</b>	<b>660.00</b>	<b>660.00</b>	<b>-750.00</b>	<b>-750.00</b>	<b>1,410.00</b>
<b>Fund: 518 - CAPITAL PROJECT FUND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	1,183,800.00	1,183,800.00	-23,282.31	-23,282.31	1,207,082.31
37 - GENERAL REVENUE	296,785.00	296,785.00	0.00	0.00	296,785.00
<b>Revenue Total:</b>	<b>1,480,585.00</b>	<b>1,480,585.00</b>	<b>-23,282.31</b>	<b>-23,282.31</b>	<b>1,503,867.31</b>
<b>Expense</b>					
60 - COMMODITIES	10,707.00	10,707.00	3,779.57	3,779.57	6,927.43
80 - CAPITAL IMPROVEMENTS	1,495,700.00	1,495,700.00	4,300.00	4,300.00	1,491,400.00
<b>Expense Total:</b>	<b>1,506,407.00</b>	<b>1,506,407.00</b>	<b>8,079.57</b>	<b>8,079.57</b>	<b>1,498,327.43</b>
<b>Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):</b>	<b>-25,822.00</b>	<b>-25,822.00</b>	<b>-31,361.88</b>	<b>-31,361.88</b>	<b>5,539.88</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
<b>Revenue</b>					
37 - GENERAL REVENUE	310,000.00	310,000.00	0.00	0.00	310,000.00
<b>Revenue Total:</b>	<b>310,000.00</b>	<b>310,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>310,000.00</b>
<b>Expense</b>					
80 - CAPITAL IMPROVEMENTS	342,100.00	342,100.00	4,000.00	4,000.00	338,100.00
<b>Expense Total:</b>	<b>342,100.00</b>	<b>342,100.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>338,100.00</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):</b>	<b>-32,100.00</b>	<b>-32,100.00</b>	<b>-4,000.00</b>	<b>-4,000.00</b>	<b>-28,100.00</b>
<b>Fund: 608 - 2014B (2005B Refinance)</b>					
<b>Revenue</b>					
35 - ADDITIONAL	468,100.00	468,100.00	0.00	0.00	468,100.00
<b>Revenue Total:</b>	<b>468,100.00</b>	<b>468,100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>468,100.00</b>

# Income Statement

For Fiscal: 2023 Period Ending: 01/31/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00
65 - GENERAL EXPENDITURES	468,100.00	468,100.00	0.00	0.00	468,100.00
<b>Expense Total:</b>	<b>469,600.00</b>	<b>469,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>469,600.00</b>
<b>Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):</b>	<b>-1,500.00</b>	<b>-1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,500.00</b>
<b>Fund: 612 - PREVIOUS YEAR ROLLOVER BOND</b>					
<b>Revenue</b>					
10 - TAXES	698,416.00	698,416.00	12,779.19	12,779.19	685,636.81
<b>Revenue Total:</b>	<b>698,416.00</b>	<b>698,416.00</b>	<b>12,779.19</b>	<b>12,779.19</b>	<b>685,636.81</b>
<b>Expense</b>					
65 - GENERAL EXPENDITURES	665,157.00	665,157.00	0.00	0.00	665,157.00
<b>Expense Total:</b>	<b>665,157.00</b>	<b>665,157.00</b>	<b>0.00</b>	<b>0.00</b>	<b>665,157.00</b>
<b>Fund: 612 - PREVIOUS YEAR ROLLOVER BOND Surplus (Deficit):</b>	<b>33,259.00</b>	<b>33,259.00</b>	<b>12,779.19</b>	<b>12,779.19</b>	<b>20,479.81</b>
<b>Fund: 613 - CURRENT ROLLOVER</b>					
<b>Revenue</b>					
35 - ADDITIONAL	671,550.00	671,550.00	0.00	0.00	671,550.00
<b>Revenue Total:</b>	<b>671,550.00</b>	<b>671,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>671,550.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	10,665.00	10,665.00	0.00	0.00	10,665.00
65 - GENERAL EXPENDITURES	660,885.00	660,885.00	0.00	0.00	660,885.00
<b>Expense Total:</b>	<b>671,550.00</b>	<b>671,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>671,550.00</b>
<b>Fund: 613 - CURRENT ROLLOVER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 900 - CASH RESERVES</b>					
<b>Revenue</b>					
20 - INTEREST	0.00	0.00	3.06	3.06	-3.06
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3.06</b>	<b>3.06</b>	<b>-3.06</b>
<b>Fund: 900 - CASH RESERVES Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3.06</b>	<b>3.06</b>	<b>-3.06</b>
<b>Total Surplus (Deficit):</b>	<b>200,128.85</b>	<b>200,128.85</b>	<b>-66,831.10</b>	<b>-66,831.10</b>	

## Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	159,366.00	159,366.00	-8,870.12	-8,870.12	168,236.12
200 - RECREATION FUND	-1,088.15	-1,088.15	-7,212.52	-7,212.52	6,124.37
300 - GOLF	80,574.00	80,574.00	-22,382.43	-22,382.43	102,956.43
404 - AUDITNG FUND	175.00	175.00	341.28	341.28	-166.28
405 - PAVING & LIGHTING FU	-400.00	-400.00	119.81	119.81	-519.81
406 - LIABILITY INSURANCE F	13,069.00	13,069.00	1,247.26	1,247.26	11,821.74
407 - IMRF FUND	16,065.00	16,065.00	2,384.60	2,384.60	13,680.40
408 - POLICE FUND	-220.00	-220.00	-4,987.18	-4,987.18	4,767.18
409 - MUSEUM FUND	-6,000.00	-6,000.00	10.23	10.23	-6,010.23
410 - SPECIAL RECREATION F	-23,147.00	-23,147.00	2,705.06	2,705.06	-25,852.06
411 - SOCIAL SECURITY FUN	-8,562.00	-8,562.00	-6,857.46	-6,857.46	-1,704.54
412 - MEMORIAL FUND	-4,200.00	-4,200.00	0.00	0.00	-4,200.00
413 - COMMUNITY EVENTS	660.00	660.00	-750.00	-750.00	1,410.00
518 - CAPITAL PROJECT FUN	-25,822.00	-25,822.00	-31,361.88	-31,361.88	5,539.88
523 - CAPITAL 98 GOLF FUND	-32,100.00	-32,100.00	-4,000.00	-4,000.00	-28,100.00
608 - 2014B (2005B Refinanc	-1,500.00	-1,500.00	0.00	0.00	-1,500.00
612 - PREVIOUS YEAR ROLL	33,259.00	33,259.00	12,779.19	12,779.19	20,479.81
613 - CURRENT ROLLOVER	0.00	0.00	0.00	0.00	0.00
900 - CASH RESERVES	0.00	0.00	3.06	3.06	-3.06
<b>Total Surplus (Deficit):</b>	<b>200,128.85</b>	<b>200,128.85</b>	<b>-66,831.10</b>	<b>-66,831.10</b>	

TO:Board of Commissioners, Prospect Heights Park District

FROM:Park District Treasurer

DATE:3/28/2023CASH REPORTFY 23

Pink

Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 03  
3/28/2023 as submitted. Seconded by Commissioner \_\_\_\_\_ .

Busey Bank		Interest Earned YTD			
Payroll	Checking/sweep			\$	-
Vendor	Checking/sweep				-
General/Sweep	Checking				2,564,676.58
ATM	Checking				101,073.03
Investment	Checking	\$	1,922.97	annual yield 1.20%	2,097,104.58
Cash Reserve	Checking	\$	320.28	annual yield 1.17%	359,808.62
		TOTALS		\$	5,122,662.81
					Voice Vote

FINANCIAL RESOLUTION

Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
3/28/2023 as submitted. Seconded by Commissioner \_\_\_\_\_ .

APPROVAL OF WARRANTS 3/28/2023

VENDOR WARRANTS					AMOUNTS
2	In the amount of	CHECKS ISSUED	\$		180,772.86
2A	In the amount of	ELECTRONIC	\$		27,405.85
		Total Vendor Warrants	\$		208,178.71

PAYROLL WARRANTS

	2/10/2023				
3	In the amount of		\$		81,635.83
		gross plus employer costs			
	2/24/2023				
4	In the amount of		\$		74,765.11
		gross plus employer costs			
		Total Payroll Warrants			\$156,400.94

TOTAL OF WARRANTS		\$	364,579.65	Roll Call
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## Prospect Heights Park District, IL

# Check Report

By Check Number

Date Range: 02/01/2023 - 02/28/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
01042	CONSTELLATION NEWENERGY GAS DIVISION I	02/02/2023	Regular	0.00	391.78	53035
01042	CONSTELLATION NEWENERGY GAS DIVISION I	02/02/2023	Regular	0.00	5,723.08	53036
01423	GORDON FOOD SERVICE INC	02/02/2023	Regular	0.00	213.73	53037
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/03/2023	Regular	0.00	6,980.59	53038
02800	AYRE PRODUCTIONS	02/03/2023	Regular	0.00	1,750.00	53039
01022	COMCAST	02/03/2023	Regular	0.00	42.67	53040
01022	COMCAST	02/03/2023	Regular	0.00	233.32	53041
02337	EXCALTECH	02/03/2023	Regular	0.00	7,938.27	53042
01423	GORDON FOOD SERVICE INC	02/03/2023	Regular	0.00	1,143.76	53043
01368	HERON POND HOMEOWNERS ASSOCIATION	02/03/2023	Regular	0.00	750.00	53044
01044	JC LICHT AND COMPANY	02/03/2023	Regular	0.00	131.38	53045
01059	NICOR	02/03/2023	Regular	0.00	348.40	53046
01061	NORTHWEST SPECIAL RECREATION ASSOCIATIC	02/03/2023	Regular	0.00	19,372.78	53047
01062	ODP BUSINESS SOLUTIONS LLC	02/03/2023	Regular	0.00	463.21	53048
02228	PAYCOR	02/03/2023	Regular	0.00	2,450.69	53049
01031	PULSE TECHNOLOGY	02/03/2023	Regular	0.00	1,214.59	53050
02706	REAL GRAPHIX	02/03/2023	Regular	0.00	573.00	53051
01071	REINDERS INC	02/03/2023	Regular	0.00	432.20	53052
01136	SUNBURST SPORTSWEAR	02/03/2023	Regular	0.00	36.10	53053
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/06/2023	Regular	0.00	28,055.65	53054
01322	SPEER FINANCIAL INC	02/08/2023	Regular	0.00	2,000.00	53055
02801	ADVANCED TREE CARE	02/09/2023	Regular	0.00	29,250.00	53056
02802	ALAN JACOBSON	02/09/2023	Regular	0.00	53.03	53057
01909	ANCEL GLINK PC	02/09/2023	Regular	0.00	61.25	53058
01232	ARLINGTON POWER EQUIPMENT INC	02/09/2023	Regular	0.00	279.99	53059
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/09/2023	Regular	0.00	2,231.40	53060
01041	CONSTELLATION NEW ENERGY INC	02/09/2023	Regular	0.00	2,038.60	53061
01019	ESTEBAN BURCIAGA	02/09/2023	Regular	0.00	149.98	53062
02337	EXCALTECH	02/09/2023	Regular	0.00	2,556.62	53063
01044	JC LICHT AND COMPANY	02/09/2023	Regular	0.00	65.69	53064
01720	NORTHFIELD HEATING AND AIR	02/09/2023	Regular	0.00	1,429.00	53065
01031	PULSE TECHNOLOGY	02/09/2023	Regular	0.00	1,214.59	53066
01070	RAMROD	02/09/2023	Regular	0.00	396.64	53067
02740	RAY DOERNER	02/09/2023	Regular	0.00	6.25	53068
02421	REVELS TURF AND TRACTOR LLC	02/09/2023	Regular	0.00	77.09	53069
01651	RITA NEBL	02/09/2023	Regular	0.00	51.28	53070
02241	SPORTS ENGINE INC	02/09/2023	Regular	0.00	300.00	53071
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/16/2023	Regular	0.00	885.60	53072
02806	CATHERINE ROOCK	02/16/2023	Regular	0.00	48.10	53073
02307	COMCAST BUSINESS	02/16/2023	Regular	0.00	800.05	53074
02028	CONTROL FIRE EQUIPMENT	02/16/2023	Regular	0.00	147.00	53075
01423	GORDON FOOD SERVICE INC	02/16/2023	Regular	0.00	3,879.18	53076
01144	HOUSE OF RENTAL	02/16/2023	Regular	0.00	500.00	53077
01134	NORTHWEST ELECTRICAL SUPPLY	02/16/2023	Regular	0.00	190.91	53078
02228	PAYCOR	02/16/2023	Regular	0.00	1,136.25	53079
01071	REINDERS INC	02/16/2023	Regular	0.00	781.58	53080
02421	REVELS TURF AND TRACTOR LLC	02/16/2023	Regular	0.00	1,455.25	53081
01125	TYLER TECHNOLOGIES INC	02/16/2023	Regular	0.00	90.00	53082
01009	AIRGAS USA LLC	02/23/2023	Regular	0.00	304.29	53083
01232	ARLINGTON POWER EQUIPMENT INC	02/23/2023	Regular	0.00	93.32	53084
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/23/2023	Regular	0.00	7,522.25	53085
01344	COMPUTER EXPLORERS	02/23/2023	Regular	0.00	56.00	53086
01041	CONSTELLATION NEW ENERGY INC	02/23/2023	Regular	0.00	22.92	53087
01041	CONSTELLATION NEW ENERGY INC	02/23/2023	Regular	0.00	27.37	53088



## Check Report

Date Range: 02/01/2023 - 02/28/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01041	CONSTELLATION NEW ENERGY INC	02/23/2023	Regular	0.00	87.37	53089
01041	CONSTELLATION NEW ENERGY INC	02/23/2023	Regular	0.00	2,497.10	53090
01040	HOME DEPOT CREDIT SERVICES	02/23/2023	Regular	0.00	210.46	53091
01330	JB METAL WORKS INC	02/23/2023	Regular	0.00	95.00	53092
01044	JC LICHT AND COMPANY	02/23/2023	Regular	0.00	71.63	53093
01206	JOURNAL AND TOPICS NEWSPAPER	02/23/2023	Regular	0.00	346.50	53094
02146	JSD PROFESSIONAL SERVICES INC	02/23/2023	Regular	0.00	5,800.00	53095
01169	KOLBI PIPE MARKERS CO	02/23/2023	Regular	0.00	325.00	53096
01162	MANZELLA PLUMBING INC	02/23/2023	Regular	0.00	2,895.00	53097
01720	NORTHFIELD HEATING AND AIR	02/23/2023	Regular	0.00	2,450.00	53098
01063	PDRMA	02/23/2023	Regular	0.00	26,520.09	53099
02421	REVELS TURF AND TRACTOR LLC	02/23/2023	Regular	0.00	1,128.03	53100
02206	ILLINOIS DEPARTMENT OF REVENUE	02/09/2023	Bank Draft	0.00	1,568.00	DFT0002302
01143	VILLAGE OF MOUNT PROSPECT SALES TAX	02/09/2023	Bank Draft	0.00	136.62	DFT0002303
02205	ILLINOIS MUNICIPAL FUND	02/08/2023	Bank Draft	0.00	16,012.43	DFT0002304
02205	ILLINOIS MUNICIPAL FUND	02/08/2023	Bank Draft	0.00	166.69	DFT0002305
02204	WINTRUST ASSET FINANCE	02/02/2023	Bank Draft	0.00	2,175.60	DFT0002306
02236	LAKESHORE BEVERAGE	02/10/2023	Bank Draft	0.00	534.75	DFT0002307
02121	TOWN & COUNTRY DISTRIBUTORS INC	02/10/2023	Bank Draft	0.00	732.32	DFT0002308
01032	CARDMEMBER SERVICE	02/07/2023	Bank Draft	0.00	6,079.44	JAN2023ELAN

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	97	66	0.00	180,772.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	8	8	0.00	27,405.85
EFT's	0	0	0.00	0.00
	<b>105</b>	<b>74</b>	<b>0.00</b>	<b>208,178.71</b>

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	97	66	0.00	180,772.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	8	8	0.00	27,405.85
EFT's	0	0	0.00	0.00
	105	74	0.00	208,178.71

Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	2/2023	208,178.71
			208,178.71



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2023 Period Ending: 02/28/2023

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 02 - RECREATION/GENERAL</b>					
Revenue	866,925.00	866,925.00	-7,404.57	13,995.86	852,929.14
Expense	795,417.00	795,417.00	56,758.17	99,641.50	695,775.50
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>71,508.00</b>	<b>71,508.00</b>	<b>-64,162.74</b>	<b>-85,645.64</b>	<b>157,153.64</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	91,004.00	91,004.00	7,538.70	14,248.11	76,755.89
Expense	78,707.00	78,707.00	6,675.34	10,538.25	68,168.75
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>12,297.00</b>	<b>12,297.00</b>	<b>863.36</b>	<b>3,709.86</b>	<b>8,587.14</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	245,695.00	245,695.00	18,930.57	35,182.63	210,512.37
Expense	161,710.15	161,710.15	10,865.57	16,919.96	144,790.19
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>83,984.85</b>	<b>83,984.85</b>	<b>8,065.00</b>	<b>18,262.67</b>	<b>65,722.18</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	42,200.00	42,200.00	1,589.75	7,489.75	34,710.25
Expense	33,420.00	33,420.00	2,259.04	6,004.56	27,415.44
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>8,780.00</b>	<b>8,780.00</b>	<b>-669.29</b>	<b>1,485.19</b>	<b>7,294.81</b>
<b>Department: 06 - DANCE</b>					
Revenue	64,175.00	64,175.00	5,951.72	15,689.01	48,485.99
Expense	58,048.00	58,048.00	18,066.41	23,006.62	35,041.38
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>6,127.00</b>	<b>6,127.00</b>	<b>-12,114.69</b>	<b>-7,317.61</b>	<b>13,444.61</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	45,238.00	45,238.00	9,400.86	14,820.19	30,417.81
Expense	32,347.75	32,347.75	2,730.51	6,423.95	25,923.80
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>12,890.25</b>	<b>12,890.25</b>	<b>6,670.35</b>	<b>8,396.24</b>	<b>4,494.01</b>
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	73,010.00	73,010.00	0.00	0.00	73,010.00
Expense	46,488.00	46,488.00	514.84	867.28	45,620.72
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>26,522.00</b>	<b>26,522.00</b>	<b>-514.84</b>	<b>-867.28</b>	<b>27,389.28</b>
<b>Department: 09 - CONCESSIONS</b>					
Revenue	32,500.00	32,500.00	1.29	160.65	32,339.35
Expense	36,525.00	36,525.00	468.92	848.61	35,676.39
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>-4,025.00</b>	<b>-4,025.00</b>	<b>-467.63</b>	<b>-687.96</b>	<b>-3,337.04</b>
<b>Department: 10 - AQUATICS</b>					
Revenue	101,164.00	101,164.00	118.18	118.18	101,045.82
Expense	228,795.00	228,795.00	584.71	1,374.27	227,420.73
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-127,631.00</b>	<b>-127,631.00</b>	<b>-466.53</b>	<b>-1,256.09</b>	<b>-126,374.91</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	91,778.00	91,778.00	1,816.80	4,516.60	87,261.40
Expense	83,590.00	83,590.00	2,678.14	7,540.17	76,049.83
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>8,188.00</b>	<b>8,188.00</b>	<b>-861.34</b>	<b>-3,023.57</b>	<b>11,211.57</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	16,088.00	16,088.00	140.00	1,951.00	14,137.00
Expense	19,800.00	19,800.00	2,718.61	3,431.40	16,368.60
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-3,712.00</b>	<b>-3,712.00</b>	<b>-2,578.61</b>	<b>-1,480.40</b>	<b>-2,231.60</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	23,625.00	23,625.00	2,038.08	4,560.33	19,064.67
Expense	37,285.00	37,285.00	2,508.14	4,969.93	32,315.07
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>-13,660.00</b>	<b>-13,660.00</b>	<b>-470.06</b>	<b>-409.60</b>	<b>-13,250.40</b>

## Income Statement

For Fiscal: 2023 Period Ending: 02/28/2023

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - SUMMER CAMP</b>					
Revenue	316,829.00	316,829.00	0.00	0.00	316,829.00
Expense	221,716.25	221,716.25	1,828.64	2,862.26	218,853.99
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>95,112.75</b>	<b>95,112.75</b>	<b>-1,828.64</b>	<b>-2,862.26</b>	<b>97,975.01</b>
<b>Department: 30 - PARKS</b>					
Revenue	9,500.00	9,500.00	0.00	0.00	9,500.00
Expense	186,970.00	186,970.00	9,469.20	13,520.93	173,449.07
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-177,470.00</b>	<b>-177,470.00</b>	<b>-9,469.20</b>	<b>-13,520.93</b>	<b>-163,949.07</b>
<b>Department: 40 - GOLF</b>					
Revenue	1,161,900.00	1,161,900.00	762.97	1,006.50	1,160,893.50
Expense	838,456.00	838,456.00	23,784.59	38,798.42	799,657.58
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>323,444.00</b>	<b>323,444.00</b>	<b>-23,021.62</b>	<b>-37,791.92</b>	<b>361,235.92</b>
<b>Department: 41 - GROUNDS</b>					
Expense	603,716.00	603,716.00	26,967.95	43,221.05	560,494.95
<b>Department: 41 - GROUNDS Total:</b>	<b>603,716.00</b>	<b>603,716.00</b>	<b>26,967.95</b>	<b>43,221.05</b>	<b>560,494.95</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	125,000.00	125,000.00	880.00	3,023.32	121,976.68
Expense	92,000.00	92,000.00	141.57	2,014.32	89,985.68
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>33,000.00</b>	<b>33,000.00</b>	<b>738.43</b>	<b>1,009.00</b>	<b>31,991.00</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	110,000.00	110,000.00	650.00	650.00	109,350.00
Expense	79,000.00	79,000.00	0.00	0.00	79,000.00
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>31,000.00</b>	<b>31,000.00</b>	<b>650.00</b>	<b>650.00</b>	<b>30,350.00</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	35,000.00	35,000.00	0.00	0.00	35,000.00
Expense	10,000.00	10,000.00	0.00	0.00	10,000.00
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>
<b>Department: 45 - FOOD AND BEVERAGE</b>					
Revenue	931,000.00	931,000.00	16,468.67	33,527.20	897,472.80
Expense	659,154.00	659,154.00	34,170.82	42,858.95	616,295.05
<b>Department: 45 - FOOD AND BEVERAGE Surplus (Deficit):</b>	<b>271,846.00</b>	<b>271,846.00</b>	<b>-17,702.15</b>	<b>-9,331.75</b>	<b>281,177.75</b>
<b>Total Surplus (Deficit):</b>	<b>79,485.85</b>	<b>79,485.85</b>	<b>-144,308.15</b>	<b>-173,903.10</b>	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	-1,088.15	-1,088.15	-78,004.86	-85,217.38	84,129.23
300 - GOLF	80,574.00	80,574.00	-66,303.29	-88,685.72	169,259.72
Total Surplus (Deficit):	79,485.85	79,485.85	-144,308.15	-173,903.10	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 100 - CORPORATE FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,070,946.00	1,070,946.00	-19,936.31	6,579.83	1,064,366.17
20 - INTEREST	8,400.00	8,400.00	1,922.97	2,812.33	5,587.67
35 - ADDITIONAL	0.00	0.00	970.00	970.00	-970.00
<b>Revenue Total:</b>	<b>1,079,346.00</b>	<b>1,079,346.00</b>	<b>-17,043.34</b>	<b>10,362.16</b>	<b>1,068,983.84</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	396,674.00	396,674.00	33,785.65	55,932.38	340,741.62
51 - BENEFITS	63,788.00	63,788.00	4,903.50	4,408.12	59,379.88
52 - CONTRACTED SERVICES	209,528.00	209,528.00	9,901.71	23,990.05	185,537.95
60 - COMMODITIES	37,890.00	37,890.00	748.88	1,284.81	36,605.19
65 - GENERAL EXPENDITURES	212,100.00	212,100.00	0.00	0.00	212,100.00
<b>Expense Total:</b>	<b>919,980.00</b>	<b>919,980.00</b>	<b>49,339.74</b>	<b>85,615.36</b>	<b>834,364.64</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>159,366.00</b>	<b>159,366.00</b>	<b>-66,383.08</b>	<b>-75,253.20</b>	<b>234,619.20</b>
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	815,000.00	815,000.00	-15,139.22	0.00	815,000.00
30 - RENTAL	60,775.00	60,775.00	6,654.65	12,715.86	48,059.14
35 - ADDITIONAL	22,300.00	22,300.00	1,198.18	1,562.28	20,737.72
41 - PROGRAM REVENUES	1,089,156.00	1,089,156.00	47,406.48	98,293.52	990,862.48
42 - RERESHMENT REVENUE	32,500.00	32,500.00	1.29	160.65	32,339.35
<b>Revenue Total:</b>	<b>2,019,731.00</b>	<b>2,019,731.00</b>	<b>40,121.38</b>	<b>112,732.31</b>	<b>1,906,998.69</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,274,797.40	1,274,797.40	71,862.26	118,812.36	1,155,985.04
51 - BENEFITS	172,330.00	172,330.00	11,693.34	10,551.22	161,778.78
52 - CONTRACTED SERVICES	346,330.50	346,330.50	14,222.23	39,743.22	306,587.28
60 - COMMODITIES	193,188.25	193,188.25	17,756.70	24,478.78	168,709.47
65 - GENERAL EXPENDITURES	34,173.00	34,173.00	2,591.71	4,364.11	29,808.89
<b>Expense Total:</b>	<b>2,020,819.15</b>	<b>2,020,819.15</b>	<b>118,126.24</b>	<b>197,949.69</b>	<b>1,822,869.46</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>-1,088.15</b>	<b>-1,088.15</b>	<b>-78,004.86</b>	<b>-85,217.38</b>	<b>84,129.23</b>
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
30 - RENTAL	28,500.00	28,500.00	5,200.00	5,200.00	23,300.00
35 - ADDITIONAL	5,400.00	5,400.00	27.78	63.49	5,336.51
37 - GENERAL REVENUE	35,000.00	35,000.00	185.19	227.80	34,772.20
41 - PROGRAM REVENUES	2,109,000.00	2,109,000.00	11,054.20	28,252.50	2,080,747.50
42 - RERESHMENT REVENUE	185,000.00	185,000.00	2,294.47	4,463.23	180,536.77
<b>Revenue Total:</b>	<b>2,362,900.00</b>	<b>2,362,900.00</b>	<b>18,761.64</b>	<b>38,207.02</b>	<b>2,324,692.98</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	625,190.00	625,190.00	35,351.13	60,129.97	565,060.03
51 - BENEFITS	119,920.00	119,920.00	6,984.43	5,933.11	113,986.89
52 - CONTRACTED SERVICES	610,216.00	610,216.00	30,203.13	41,490.29	568,725.71
60 - COMMODITIES	575,000.00	575,000.00	13,603.64	19,074.67	555,925.33
65 - GENERAL EXPENDITURES	352,000.00	352,000.00	-1,077.40	264.70	351,735.30
<b>Expense Total:</b>	<b>2,282,326.00</b>	<b>2,282,326.00</b>	<b>85,064.93</b>	<b>126,892.74</b>	<b>2,155,433.26</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>80,574.00</b>	<b>80,574.00</b>	<b>-66,303.29</b>	<b>-88,685.72</b>	<b>169,259.72</b>
<b>Fund: 404 - AUDITNG FUND</b>					
<b>Revenue</b>					
10 - TAXES	18,200.00	18,200.00	-341.28	0.00	18,200.00
<b>Revenue Total:</b>	<b>18,200.00</b>	<b>18,200.00</b>	<b>-341.28</b>	<b>0.00</b>	<b>18,200.00</b>

## Income Statement

For Fiscal: 2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	18,025.00	18,025.00	0.00	0.00	18,025.00
<b>Expense Total:</b>	<b>18,025.00</b>	<b>18,025.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,025.00</b>
<b>Fund: 404 - AUDITNG FUND Surplus (Deficit):</b>	<b>175.00</b>	<b>175.00</b>	<b>-341.28</b>	<b>0.00</b>	<b>175.00</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>					
<b>Revenue</b>					
10 - TAXES	10,000.00	10,000.00	-195.12	0.00	10,000.00
<b>Revenue Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>-195.12</b>	<b>0.00</b>	<b>10,000.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	2,400.00	2,400.00	50.29	125.60	2,274.40
60 - COMMODITIES	8,000.00	8,000.00	0.00	0.00	8,000.00
<b>Expense Total:</b>	<b>10,400.00</b>	<b>10,400.00</b>	<b>50.29</b>	<b>125.60</b>	<b>10,274.40</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>-400.00</b>	<b>-400.00</b>	<b>-245.41</b>	<b>-125.60</b>	<b>-274.40</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>					
<b>Revenue</b>					
10 - TAXES	120,000.00	120,000.00	-2,063.27	0.00	120,000.00
<b>Revenue Total:</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>-2,063.27</b>	<b>0.00</b>	<b>120,000.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	13,905.00	13,905.00	977.49	1,793.50	12,111.50
52 - CONTRACTED SERVICES	91,526.00	91,526.00	0.00	0.00	91,526.00
60 - COMMODITIES	1,500.00	1,500.00	0.00	0.00	1,500.00
<b>Expense Total:</b>	<b>106,931.00</b>	<b>106,931.00</b>	<b>977.49</b>	<b>1,793.50</b>	<b>105,137.50</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>13,069.00</b>	<b>13,069.00</b>	<b>-3,040.76</b>	<b>-1,793.50</b>	<b>14,862.50</b>
<b>Fund: 407 - IMRF FUND</b>					
<b>Revenue</b>					
10 - TAXES	138,000.00	138,000.00	-2,384.60	0.00	138,000.00
<b>Revenue Total:</b>	<b>138,000.00</b>	<b>138,000.00</b>	<b>-2,384.60</b>	<b>0.00</b>	<b>138,000.00</b>
<b>Expense</b>					
51 - BENEFITS	121,935.00	121,935.00	8,983.21	8,983.21	112,951.79
<b>Expense Total:</b>	<b>121,935.00</b>	<b>121,935.00</b>	<b>8,983.21</b>	<b>8,983.21</b>	<b>112,951.79</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>16,065.00</b>	<b>16,065.00</b>	<b>-11,367.81</b>	<b>-8,983.21</b>	<b>25,048.21</b>
<b>Fund: 408 - POLICE FUND</b>					
<b>Revenue</b>					
10 - TAXES	44,800.00	44,800.00	-172.38	0.00	44,800.00
<b>Revenue Total:</b>	<b>44,800.00</b>	<b>44,800.00</b>	<b>-172.38</b>	<b>0.00</b>	<b>44,800.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	30,500.00	30,500.00	2,239.34	3,717.36	26,782.64
52 - CONTRACTED SERVICES	14,520.00	14,520.00	847.00	4,528.54	9,991.46
<b>Expense Total:</b>	<b>45,020.00</b>	<b>45,020.00</b>	<b>3,086.34</b>	<b>8,245.90</b>	<b>36,774.10</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>-220.00</b>	<b>-220.00</b>	<b>-3,258.72</b>	<b>-8,245.90</b>	<b>8,025.90</b>
<b>Fund: 409 - MUSEUM FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,000.00	1,000.00	-10.23	0.00	1,000.00
<b>Revenue Total:</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>-10.23</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	7,000.00	7,000.00	0.00	0.00	7,000.00
<b>Expense Total:</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>
<b>Fund: 409 - MUSEUM FUND Surplus (Deficit):</b>	<b>-6,000.00</b>	<b>-6,000.00</b>	<b>-10.23</b>	<b>0.00</b>	<b>-6,000.00</b>
<b>Fund: 410 - SPECIAL RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	145,500.00	145,500.00	-2,705.06	0.00	145,500.00
<b>Revenue Total:</b>	<b>145,500.00</b>	<b>145,500.00</b>	<b>-2,705.06</b>	<b>0.00</b>	<b>145,500.00</b>

## Income Statement

For Fiscal: 2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00
60 - COMMODITIES	10,000.00	10,000.00	0.00	0.00	10,000.00
65 - GENERAL EXPENDITURES	78,647.00	78,647.00	19,372.78	19,372.78	59,274.22
80 - CAPITAL IMPROVEMENTS	75,000.00	75,000.00	0.00	0.00	75,000.00
<b>Expense Total:</b>	<b>168,647.00</b>	<b>168,647.00</b>	<b>19,372.78</b>	<b>19,372.78</b>	<b>149,274.22</b>
<b>Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):</b>	<b>-23,147.00</b>	<b>-23,147.00</b>	<b>-22,077.84</b>	<b>-19,372.78</b>	<b>-3,774.22</b>
<b>Fund: 411 - SOCIAL SECURITY FUND</b>					
<b>Revenue</b>					
10 - TAXES	172,000.00	172,000.00	-2,980.22	0.00	172,000.00
<b>Revenue Total:</b>	<b>172,000.00</b>	<b>172,000.00</b>	<b>-2,980.22</b>	<b>0.00</b>	<b>172,000.00</b>
<b>Expense</b>					
51 - BENEFITS	180,562.00	180,562.00	11,114.42	20,952.10	159,609.90
<b>Expense Total:</b>	<b>180,562.00</b>	<b>180,562.00</b>	<b>11,114.42</b>	<b>20,952.10</b>	<b>159,609.90</b>
<b>Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):</b>	<b>-8,562.00</b>	<b>-8,562.00</b>	<b>-14,094.64</b>	<b>-20,952.10</b>	<b>12,390.10</b>
<b>Fund: 412 - MEMORIAL FUND</b>					
<b>Expense</b>					
50 - PERSONNEL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00
52 - CONTRACTED SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00
<b>Expense Total:</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,200.00</b>
<b>Fund: 412 - MEMORIAL FUND Total:</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,200.00</b>
<b>Fund: 413 - COMMUNITY EVENTS</b>					
<b>Revenue</b>					
35 - ADDITIONAL	13,000.00	13,000.00	0.00	0.00	13,000.00
41 - PROGRAM REVENUES	13,300.00	13,300.00	0.00	0.00	13,300.00
<b>Revenue Total:</b>	<b>26,300.00</b>	<b>26,300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,300.00</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00
52 - CONTRACTED SERVICES	19,740.00	19,740.00	2,250.00	3,000.00	16,740.00
60 - COMMODITIES	4,400.00	4,400.00	0.00	0.00	4,400.00
<b>Expense Total:</b>	<b>25,640.00</b>	<b>25,640.00</b>	<b>2,250.00</b>	<b>3,000.00</b>	<b>22,640.00</b>
<b>Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):</b>	<b>660.00</b>	<b>660.00</b>	<b>-2,250.00</b>	<b>-3,000.00</b>	<b>3,660.00</b>
<b>Fund: 518 - CAPITAL PROJECT FUND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	1,183,800.00	1,183,800.00	0.00	-23,282.31	1,207,082.31
37 - GENERAL REVENUE	296,785.00	296,785.00	0.00	0.00	296,785.00
<b>Revenue Total:</b>	<b>1,480,585.00</b>	<b>1,480,585.00</b>	<b>0.00</b>	<b>-23,282.31</b>	<b>1,503,867.31</b>
<b>Expense</b>					
60 - COMMODITIES	10,707.00	10,707.00	7,938.27	11,717.84	-1,010.84
80 - CAPITAL IMPROVEMENTS	1,495,700.00	1,495,700.00	6,146.50	10,446.50	1,485,253.50
<b>Expense Total:</b>	<b>1,506,407.00</b>	<b>1,506,407.00</b>	<b>14,084.77</b>	<b>22,164.34</b>	<b>1,484,242.66</b>
<b>Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):</b>	<b>-25,822.00</b>	<b>-25,822.00</b>	<b>-14,084.77</b>	<b>-45,446.65</b>	<b>19,624.65</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
<b>Revenue</b>					
37 - GENERAL REVENUE	310,000.00	310,000.00	0.00	0.00	310,000.00
<b>Revenue Total:</b>	<b>310,000.00</b>	<b>310,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>310,000.00</b>
<b>Expense</b>					
80 - CAPITAL IMPROVEMENTS	342,100.00	342,100.00	33,800.00	37,800.00	304,300.00
<b>Expense Total:</b>	<b>342,100.00</b>	<b>342,100.00</b>	<b>33,800.00</b>	<b>37,800.00</b>	<b>304,300.00</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):</b>	<b>-32,100.00</b>	<b>-32,100.00</b>	<b>-33,800.00</b>	<b>-37,800.00</b>	<b>5,700.00</b>
<b>Fund: 608 - 2014B (2005B Refinance)</b>					
<b>Revenue</b>					
35 - ADDITIONAL	468,100.00	468,100.00	0.00	0.00	468,100.00
<b>Revenue Total:</b>	<b>468,100.00</b>	<b>468,100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>468,100.00</b>



# Income Statement

For Fiscal: 2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00
65 - GENERAL EXPENDITURES	468,100.00	468,100.00	0.00	0.00	468,100.00
<b>Expense Total:</b>	<b>469,600.00</b>	<b>469,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>469,600.00</b>
<b>Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):</b>	<b>-1,500.00</b>	<b>-1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,500.00</b>
<b>Fund: 612 - PREVIOUS YEAR ROLLOVER BOND</b>					
<b>Revenue</b>					
10 - TAXES	698,416.00	698,416.00	-12,779.19	0.00	698,416.00
<b>Revenue Total:</b>	<b>698,416.00</b>	<b>698,416.00</b>	<b>-12,779.19</b>	<b>0.00</b>	<b>698,416.00</b>
<b>Expense</b>					
65 - GENERAL EXPENDITURES	665,157.00	665,157.00	0.00	0.00	665,157.00
<b>Expense Total:</b>	<b>665,157.00</b>	<b>665,157.00</b>	<b>0.00</b>	<b>0.00</b>	<b>665,157.00</b>
<b>Fund: 612 - PREVIOUS YEAR ROLLOVER BOND Surplus (Deficit):</b>	<b>33,259.00</b>	<b>33,259.00</b>	<b>-12,779.19</b>	<b>0.00</b>	<b>33,259.00</b>
<b>Fund: 613 - CURRENT ROLLOVER</b>					
<b>Revenue</b>					
35 - ADDITIONAL	671,550.00	671,550.00	0.00	0.00	671,550.00
<b>Revenue Total:</b>	<b>671,550.00</b>	<b>671,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>671,550.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	10,665.00	10,665.00	0.00	0.00	10,665.00
65 - GENERAL EXPENDITURES	660,885.00	660,885.00	0.00	0.00	660,885.00
<b>Expense Total:</b>	<b>671,550.00</b>	<b>671,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>671,550.00</b>
<b>Fund: 613 - CURRENT ROLLOVER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 900 - CASH RESERVES</b>					
<b>Revenue</b>					
20 - INTEREST	0.00	0.00	320.28	323.34	-323.34
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>320.28</b>	<b>323.34</b>	<b>-323.34</b>
<b>Fund: 900 - CASH RESERVES Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>320.28</b>	<b>323.34</b>	<b>-323.34</b>
<b>Total Surplus (Deficit):</b>	<b>200,128.85</b>	<b>200,128.85</b>	<b>-327,721.60</b>	<b>-394,552.70</b>	

## Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	159,366.00	159,366.00	-66,383.08	-75,253.20	234,619.20
200 - RECREATION FUND	-1,088.15	-1,088.15	-78,004.86	-85,217.38	84,129.23
300 - GOLF	80,574.00	80,574.00	-66,303.29	-88,685.72	169,259.72
404 - AUDITNG FUND	175.00	175.00	-341.28	0.00	175.00
405 - PAVING & LIGHTING FU	-400.00	-400.00	-245.41	-125.60	-274.40
406 - LIABILITY INSURANCE F	13,069.00	13,069.00	-3,040.76	-1,793.50	14,862.50
407 - IMRF FUND	16,065.00	16,065.00	-11,367.81	-8,983.21	25,048.21
408 - POLICE FUND	-220.00	-220.00	-3,258.72	-8,245.90	8,025.90
409 - MUSEUM FUND	-6,000.00	-6,000.00	-10.23	0.00	-6,000.00
410 - SPECIAL RECREATION F	-23,147.00	-23,147.00	-22,077.84	-19,372.78	-3,774.22
411 - SOCIAL SECURITY FUN	-8,562.00	-8,562.00	-14,094.64	-20,952.10	12,390.10
412 - MEMORIAL FUND	-4,200.00	-4,200.00	0.00	0.00	-4,200.00
413 - COMMUNITY EVENTS	660.00	660.00	-2,250.00	-3,000.00	3,660.00
518 - CAPITAL PROJECT FUN	-25,822.00	-25,822.00	-14,084.77	-45,446.65	19,624.65
523 - CAPITAL 98 GOLF FUND	-32,100.00	-32,100.00	-33,800.00	-37,800.00	5,700.00
608 - 2014B (2005B Refinanc	-1,500.00	-1,500.00	0.00	0.00	-1,500.00
612 - PREVIOUS YEAR ROLL	33,259.00	33,259.00	-12,779.19	0.00	33,259.00
613 - CURRENT ROLLOVER	0.00	0.00	0.00	0.00	0.00
900 - CASH RESERVES	0.00	0.00	320.28	323.34	-323.34
<b>Total Surplus (Deficit):</b>	<b>200,128.85</b>	<b>200,128.85</b>	<b>-327,721.60</b>	<b>-394,552.70</b>	



March 28, 2023

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: March 2023 board report

### **STATEMENT OF ECONOMIC INTERESTS**

REMINDER: As government officials and employees, under the Illinois Governmental Ethics Act 5 ILCS 420/4A-101 et seq, board members and certain staff positions are required to file a 2022 Statement of Economic Interests (SEI) with Cook County by May 1, 2023, online to avoid a \$15 penalty. Failure to file by May 31, 2023 may result in forfeiture of office or position of employment. Like taxes, the SEI is filed for the preceding calendar year, therefore, please submit the SEI based on your circumstances in 2022.

### **DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT**

Last June this act was signed into law. The park district is required to form a committee no later than June 10, 2023, to study local efficiencies and at least once every ten years thereafter. Committee must include the Park District board members, at least two residents of the Park District appointed by the board president and approved by the board, and the executive director. The board president is the chair of this committee. Each committee must (1) study Park District's governing statutes, ordinances, rules, procedures, shared services, IGAs, and interrelationships with other governmental units and the State, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency. IAPD is developing numerous resources to use in developing a report which must be provided to Cook County board no later than 18 months after the formation of the committee. The committee is required to meet at least three times and may meet during the regularly scheduled board meetings. After the report is provided, the committee is dissolved until it is reestablished with newly appointed members in 10 years. The first committee meeting must occur no later than June 10, 2023. I recommend identifying committee members at April 2023 board meeting and propose the first meeting be scheduled for the May 23, 2023, regular scheduled board meeting. The final report would then be due Nov 22, 2024.

### **GMRC INTERIOR IMPROVEMENTS**

First impressions are everything and the plan is underway to update the interior brown brick, replace the carpet and add facility signage. A marketing and design company conducted an onsite audit to help design and create lobby signs and interior & exterior wall signs. Staff rehoused the aviary and is working on digitizing the IHSA Boys Gymnastics Hall of Fame and Lions Club memorabilia.

### **LIONS PARK**

Staff met with City staff and civil engineer consultants to discuss flooding. They shared the flood profile for the floodplain adjacent to this site. A stormwater management solution does not seem identifiable to address flooding in Lions Park. We can contract a company

to conduct soil borings to determine water table or load bearing capabilities in this park. This will be a discussion point for the April workshop.

### **FORMER UNDERGROUND STORAGE TANK**

We continue to work with the environmental remediation and services firm about the former leaking underground storage tank on the ground maintenance garage site. The most recent drilling and sampling activities defined the contamination west of the former tank area. It now requires soil excavation to remediate contaminated soil (which is clay).

Additionally, based on the levels of contamination that remain, and the presence of drinking water wells nearby, active remediation will be required. The best course of action is to perform further excavation. It would encompass the former tank area, north to the property boundary, east to the building (just past it), south to the restrooms, and west probably to the fence. The removal of the soil contamination will help to reduce the levels of groundwater contamination but may not address it to the levels the EPA will require. In which case, following the post-excavation confirmation sampling, the firm can propose some targeted groundwater remediation applications at that time.

Per state regulations, we can't leave contamination in place that is within 200' of drinking water wells or may migrate into the 200'. Some of the soil contamination left behind when they pulled the tanks is super elevated and has to be remediated to meet the 200' rules. Unfortunately, the gas service line runs straight through the proposed excavation area so they are working with Nicor to discuss the project and get a cost estimate for disconnecting the service so that the excavation can be completed, and then reconnection of the service after backfilling is complete. The environmental remediation and services firm received cost estimates and is working on excavation approval by the Illinois EPA. The estimate is under \$2,000 & Illinois EPA will not reimburse utility replacement expenses. This will occur right after the golf course shuts down for the winter, or right before the golf course opens again in the spring, minimizing any disruption to the course's regular operations.

**MUIR PARK (Lexington)** – no progress

**TULLY PARK (City IGA)** – nothing until spring

**SOMERSET PARK (City IGA)** – nothing until fall

## BOARD MEETING AGENDA ITEMS 2023

April 2023	<ul style="list-style-type: none"><li>• Consolidated election is Tuesday, April 4, 2023</li><li>• Special meeting: future planning workshop April 11, 2023</li><li>• Identify Decennial Committee members to report on the efficiency of the park district.</li></ul>
May 2023 Board Annual Meeting	<ul style="list-style-type: none"><li>• Elected Park District Commissioners “oath of office”.</li><li>• President, Vice-President, Treasurer and Secretary are elected for one-year terms.</li><li>• Recording secretary, legal counsel, authorized NWSRA representative + alternates are appointed for one-year terms.</li><li>• Acceptance of the FY2022 Comprehensive Annual Financial Report</li><li>• first meeting of the Decennial Committee to report on the efficiency of the park district.</li></ul>
June 2023	<ul style="list-style-type: none"><li>• SD23 IGA</li></ul>
July 2023	<ul style="list-style-type: none"><li>• Resolution Determine Confidentiality Closed Session Minutes</li></ul>
August 2023	<ul style="list-style-type: none"><li>• Approval Resolution NWSRA 2024 Assessment</li></ul>
September 2023	<ul style="list-style-type: none"><li>• Annual harassment prevention training</li><li>• NWSRA 2022-23 Year in Review</li></ul>
October 2023	<ul style="list-style-type: none"><li>• Resolution Approval of IAPD credentials</li><li>• Approve Ordinance issue bond</li></ul>
November 2023	<ul style="list-style-type: none"><li>• Approve Prescribed Burn 2023-2024</li><li>• Approve Resolution Truth in Taxation for Levy Year 2023</li></ul>
December 2023	<ul style="list-style-type: none"><li>• FY2024 Budget presentation</li><li>• Approval of interfund transfers FY2023</li><li>• Approval of 2023 Board Meeting Schedule</li><li>• Adopt Tax Levy Ordinance and Resolution</li></ul>



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March 28, 2023

To: Christina Ferraro, Executive Director  
From: Shawn Hughes, Superintendent of Finance, HR and IT  
Re: March 2023 Board Report

### **INTEREST RATES**

Busey Bank increased the interest rate on the District's money market accounts from 1.25% to 4.4% as of mid-March.

### **2022 AUDIT**

Audit work continues with additional report and analysis requests received from the auditors. Additionally, they have determined that all property tax revenue posted in January and February should be the amount of the accrual which was posted for the Fiscal Year 2022 delayed property tax receipts from Cook County. This necessitated zeroing out property tax revenue amounts to date for 2023 that had been over the original accrual amount, so the February income statement will not have property tax revenue; the January income statement had \$58,707 in property tax revenue and \$8,498 was received for February. The accrual amount as of December 31<sup>st</sup>, 2022, was \$562,369 and is now \$629,573.

### **FRAUDULENT ENDORSEMENTS ON ACCOUNTS PAYABLE VENDOR CHECKS**

After receiving a late fee on a payment to a regular vendor with whom we should be current and not incurring late fees, it was discovered that the check issued to them, and that had cleared our bank, had not been endorsed by them. This led to a lengthy review of all checks issued on January 5, 2023, that had cleared the bank as well as other checks that were still outstanding. Nine checks were still outstanding, and stop payments were issued on those checks and reissued checks were mailed. One additional check was found bearing a fraudulent endorsement. We contacted Busey Bank for next steps and completed the necessary affidavit, as well as requesting affidavits from the two impacted vendors per Busey's instructions. After the affidavits were completed and returned to Busey Bank, the funds were put back into our account. Per bank suggestion, the practice is changing to mailing labels and security non window envelopes. Next steps include reviewing current procedures to perhaps propose paying more invoices electronically (via ACH bank file uploads). This will require additional staff training and vendor cooperation.

### **CAPITAL ASSET REPLACEMENT PLAN**

Now that the fixed assets have been transferred to Tyler Incode financial software, development has started on a comprehensive capital replacement plan.



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March 28, 2023

To: Christina Ferraro, Executive Director  
From: Ray Doerner, Superintendent of Recreation  
Re: March 2023 Board Report

### **RECREATION SUPERVISOR SEARCH UPDATE**

Park District staff interviewed candidates for the open Recreation Supervisor position on February 24 and unfortunately did not identify a good fit for the position. We are currently considering modifications to the responsibilities of the position and will provide an update at the next board meeting.

### **SUMMER PROGRAM GUIDE PRODUCTION**

The Summer Program Guide was posted on the website on March 14, 2023. Registration is currently underway, and the printed copies of the program guide should be arriving in homes by the end of March.

### **BLOCK PARTY**

Due to a scheduling conflict with a nearby event, the date of the Block Party is now June 17. Fortunately, all the booked vendors and contractors were able to accommodate our new date. We are in the process of contacting the food truck vendors who were selected for the event to finalize their participation. Promotion for the event is underway and we hope for another day of beautiful weather.

### **PARK DISTRICT RESIDENT REGISTRATION DATES**

For some of our most popular programs, such as Summer Camp and KinderStop, introduced different registration dates for park district residents versus partner residents/non-residents. Similar to park districts in our surrounding area, it is important to give park district residents a preferential registration period. We will monitor the impact of these registration dates and determine if we would like to extend this practice to additional or all programs.

### **CELEBRATIONS**

The Prospect Heights Park District recognized and celebrated some important days including Employee Appreciation Day on March 3, International Women's Day on March 8, and National Preschool Teacher Appreciation Day on March 17.

### **JOB FAIRS**

We have hosted job fairs on Friday, March 17, Wednesday, March 22 and Friday, March 24 at the Gary Morava Recreation Center to recruit seasonal staff including camp counselors, lifeguards, and concession staff. For summer seasonal staff, we are again offering a retention bonus to reward staff for working until the end of the season. Additionally, we are offering a referral bonus to any staff member who refers a friend to work for the park district during the summer and they stay employed with us at least through July 7.



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March 28, 2023

To: Christina Ferraro, Executive Director  
From: Dino Squiers, superintendent of facilities & parks  
Re: March 2023 Board Report

### **SAUNA**

After a few delays we were able to locate parts for the sauna and it has been restored to be in service. One of the contactors in the heating unit burnt, we changed the second contactors also since we had the unit apart and it was just as old as the faulty device. Once we put the heater back together, we discovered the temperature control was not working and replaced the control panel.

### **OCCC**

Filters for the air handler and roof top units were replaced.

### **NICOR**

Natural gas was turned off to the building so Nicor could replace the main line on the parkway next to Elm Street. Service to the building was restored within a few hours.

### **POOL**

Less than two months away for opening day, the pool needs to be filled and ready for lifeguard training. We had two dates scheduled for pressure testing but the weather did not cooperate. In the pump room, chemical lines and connectors were replaced and both acid and chlorine pumps including injectors were serviced.

### **FIRE EXTINGUISHERS**

Annual inspections for the fire extinguishers at GMRC and administration building were conducted.

### **TRAINING**

Pete completed the property facility class for building safety. Doug attended the Cook County soil and water seminar that focused on tree and soil health.

### **PLUMBING**

The fitness center's drinking fountain was put back in service after required part was located. Women's toilet bowl flange had to be adjusted to bond a leaky seal.

### **PARKS**

Garbage pickup is ongoing at the parks; early morning application of ice melt continues but it is minor and should be coming to an end soon. We are scheduled to start on Muir Park's infield for the upcoming baseball season. The plan was that the field would be under construction this year, so it wasn't kept as usual practice.





March 28,2023

To: Christina Ferraro, Executive Director  
From: Marc Heidkamp, Director of Golf  
Re: March 2023 Board Report

## **GOLF**

Closed

## **SPECIAL EVENTS**

No events took place during February.

## **CLUB HOUSE**

Plumbing issues were addressed in upper kitchen and was determined this main line drainage in cooking-line has collapsed and will need major repair. This repair will need to take place next winter. For the meantime this area will be off limits to sink water usage. We have made adjustments to allow staff to continue with servicing events for now. Another leak has developed in upper roof. That repair is scheduled for March.

## **FOOD & BEVERAGE**

We hosted a few parties during the month which help keep current staff busy. Sales increased over 2022.

## **GOLF SHOP**

New merchandise is arriving and will be displayed in March. February sales were down for the month.

## **GROUNDS**

Three additional cottonwood trees were determined to be unsafe and were cut down resulting in an additional \$12,000 expense. Staff will be removing putting-green-covers and preparing course to open April 1<sup>st</sup>. Looking at current conditions the turf looks healthy going into the 2023 season. More work will need to be done to bunkers, tees and greens as we prepare course for play.

<b>February</b>	<b>2022</b>	<b>2023</b>	<b>% CHANGE 2022 VS 2023</b>
<b>Golf &amp; Members</b>	0.00	\$550.00	+100%
<b>Golf Shop Sales</b>	\$2,714.81	\$880.00	-207%
<b>Driving Range</b>	\$0.00	\$0.00	closed
<b>Food &amp; Beverage</b>	\$12,246.10	\$16,468.67	+34%



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March 28, 2023

To: Ray Doerner, Superintendent of Recreation  
From: Laura Fudala, Recreation Supervisor  
Re: March 2023 Board Report

## **PRESCHOOL**

Ice cream, candy, and sharing cards with friends were the highlights of our classroom Valentine's Day celebrations. On St. Patrick's Day, the kids went on a hunt inside the building to see where the leprechaun put their "special" gold coin! Spring pictures are March 23 and 24. Registration is now open for the Extended Preschool program with sessions in May-June.

## **YOUTH ATHLETICS**

The Youth Basketball Leagues ended on March 18. The 5<sup>th</sup>/6<sup>th</sup> grade boys ended their season with a double elimination tournament, while the girls had a single elimination tournament. First place teams of the tournament received a trophy while all other players received a participation medal.

The Indoor Soccer League ended on March 21.

Youth Volleyball Leagues ended on March 20. The season ended with a double elimination tournament. Like basketball the first-place teams received trophies and all other participants received participation medals.

Two athletic classes were offered Pee Wee Soccer (10 participants) and Soccer Skills Clinic 101 (13 participants).

## **CHILDREN'S PROGRAMS**

Cars, Catapults & Bridges was offered and had full enrollment. This is a co-op program with two other park districts.

## **SUMMER CAMP**

Summer Camp registration is underway and early results are extremely positive and indicative that we should have a wonderful summer program. Currently, we have 359 campers registered in 4,471 sessions for 2023, in comparison to the 180 campers registered in 1,396 sessions in 2022 at the same time.

For summer 2023, we have 17 returning camp staff and 2 new staff have been hired. I am hoping as we move into Spring, we will see an increase in camp counselor applications.



March 28, 2023

To: Ray Doerner, Superintendent of Recreation  
From: Marci Glinski, Recreation Supervisor  
Re: March 2023 Board Report

### **DANCE/PERFORMING ARTS**

The upcoming Spring Dance Recital will be held on Saturday, May 13 at MacArthur Middle School. There will be two shows: 1:00pm and 3:00pm. All 12 recreation classes, plus 12 competition classes, will have the opportunity to dance at both shows.

The Competition Teams recently competed at the Nexstar Talent Competition on March 11 & 12 and the Pinnacle Dance Competition on March 18. The next competition is the Revolution Dance Competition April 28-30.

All of the dancers did amazing and below are the results from the competitions:

- *Cruisin for a Brusin*– High Gold, 1st Place in Category & 5th Overall
- *Lady* – High Gold, 1st Place in Category & 4th Place Overall
- *One* – High Gold, 1st Place in Category & 9th Place Overall
- *Pump It* – Platinum, 1st Place in Category, 1st Overall, Golden Ticket to World Dance Championships, \$300 Scholarship to Wild Dance Intensives & Junior Regional Champions
- *Rock Lobster* – High Gold, 1st Place in Category & 3rd Place Overall
- *Washing Machine Heart* – High Gold, 1st Place in Category
- *Woman Up* – High Gold, 1st Place in Category & 9th Overall
- *Count Contessa* – High Gold & 1st Place in Category
- *Fame* – High Gold & 1st Place in Category
- *Feeling Good* – High Gold, 1st Place in Category & 10th Place Overall
- *Voulez-Vous* – High Gold, 1st Place in Category, 7th Place Overall & Judges Award “Divalicious Award”
- *Superstition* - Fun & Groovy Judges Award, High Gold & 1st Place in Category and 6th Place Overall

Creative & Performing Arts Camp registration is well underway, almost at full capacity. We currently have 82 campers registered for 447 sessions of camp while in comparison we had 18 campers registered for 89 sessions of camp in 2022 at this time. Our Production Camp registration is also going well and currently have 15 campers registered.

### **ACTIVE ADULTS**

The Active Adult trips: 17 patrons Four Winds Casino, 14 Patrons SIX at the Marcus Center Milwaukee, 14 patrons Into the Woods at The Paramount, 18 patrons Dancing Queen – The ABBA tribute at White Pines Dinner Theatre.

### **SPECIAL EVENTS**

Offering two dates for Bunny Home Visits, the Flashlight Egg Hunt, and Spring Fling.



## **PURCHASING POLICY**

### **Purpose**

The purpose of establishing a purchasing policy is to maximize the purchasing power of public funds, to provide for the fair and equitable treatment of all persons involved in public purchasing, and to provide safeguards for maintaining the quality and integrity of expenditures made by the District. The District is also subject to compliance with state statutes including the Prompt Payment Act (50 ILCS 505/2) and Public Contracts (720 ILCS 5/33 E-I) and bidding requirements (70 ILCS 1205/8-1c). In the event there is a discrepancy between the District's policy and the governing state statute, the state statute will apply.

### **BASIC INFORMATION**

#### **Tax Exempt Purchases**

The Park District is a tax-exempt agency. Purchases for the District are exempt from most forms of Illinois sales tax. Whether purchasing online, in person, check, or cash, use the tax-exempt letter for all qualifying purchases. Staff will not be reimbursed for sales tax.

#### **Invoice**

An invoice is a document that includes:

- Text identifying the document as an invoice (versus a statement, quote, etc.)
- Invoice Number
- Invoice Date
- Company Information (name, address, phone, email, etc.)
- Purchase Date or Order Date
- Amount Due
- Due Date
- Delivery Date, if available
- Item Description, Quantity, Unit Price, etc.
- Payment Instructions / Remittance Information

Any purchase that exceeds the budgeted amount for any line item requires the approval of the Department Head and Executive Director and must be noted on the check request or invoice.

#### **Check Request**

A check request should be utilized when an invoice has not been provided. Supporting documentation such as a contract or agreement copy should be attached.

#### **EFT Payments**

New vendors should be requested to provide their electronic banking information for receiving payments. They are not obligated to provide such information, but it aids in preventing fraudulent check activity.

If EFT information is provided and payments are sent to the vendor in this manner, any changes to the original payment account number needs to be verified using two means of authentication. For instance, if an email is received from the vendor, or a fellow employee, that the vendor now has a different account for payment, a call should be made to verify. This is to prevent hacked email account users either at the vendor's office or the District's office from changing information.

### **Personal Purchases**

If you choose to make a work-related purchase while doing your personal shopping, payment must be made with two separate orders, two separate transactions, and two separate receipts. Do not use the District issued credit card or tax-exempt letter for personal purchases.

### **Employee Reimbursements**

The District recognizes that there are certain circumstances in which it may be necessary for District operations that employees make purchases on behalf of the District using personal funds and subsequently requesting reimbursement for those purchases. All reasonable efforts shall be made to plan for purchases in advance to avoid the need for employee reimbursements and employee reimbursements should only be used when all other reasonable avenues for making a purchase have failed and there is no alternative for making the purchase.

Reimbursement for the purchase will be subject to approval of the purchase by the Supervisor/Manager, Superintendent, and the Executive Director. The reimbursement request should follow the same submittal process as for vendor invoices except including a detailed receipt versus an invoice. Requests for employee reimbursements shall be submitted no later than 90 days from the date of the purchase.

### **Cooperative Purchase Agreements**

The District is encouraged to utilize established cooperative purchase programs, such as the Illinois Joint Purchasing Program through the State of Illinois and the Savers Program through the Illinois Association of Park Districts to obtain preferred pricing when it is in the best interest of the District to do so. Membership may be required in the cooperative organization for the District to utilize the service (e.g., Sourcewell, OMNIA). As such organizations come to the attention of Staff, Staff should bring that entity to the attention of the Superintendent or Executive Director for consideration and presentation to the Board.

The District will use single vendor goods and services when in the best interests of the District and as approved by the Board.

### **Length of Contracts**

The Park Code (with very few exceptions, please consult Legal) limits the length of a contract to a maximum of 1 year.

## **REQUIREMENTS BY PURCHASE AMOUNT**

### **I. PURCHASES LESS THAN \$30,000**

Purchases less than \$30,000 are exempt from the State of Illinois competitive bidding procedures. In such instances, the following procedures shall be followed:

#### **A. Purchases less than \$5,000**

For budgeted purchases less than \$5,000, staff members are required to research and purchase at the lowest price. The invoice or check request and supporting documentation (ex: packing slip), are submitted to their supervisor.

#### **B. Purchases of \$5,000, but less than \$30,000**

For budgeted purchases of \$5,000, but less than \$30,000, staff members are required to document three (3) quotes. The documentation will be submitted with the invoice or check request and supporting documentation to their supervisor. Purchases should be based on the lowest, qualified quote meeting the specifications, delivery date, and other required terms and conditions of purchase.

In rare instances, there may be only one source for specialized services or items. In these situations, a request may be made in advance of purchase to the Executive Director for approval to purchase from a sole source provider.

### **II. PURCHASES OF \$30,000 OR MORE**

The Park District Code, 70 ILCS 1205/8-1 requires that all contracts for supplies, materials or work involving an expenditure of \$30,000 or more shall be awarded to the lowest, qualified bidder, considering conformity with specifications, terms of delivery, quality, and serviceability.

#### **Contracts Not Subject to Competitive Bidding**

- Purchases and contracts which by their nature are not adapted to competitive bidding (the Board may, in particular circumstances, make a legislative finding concerning such purchases and contracts to remove the contract from the competitive bidding requirement).
- Contracts for services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.
- Contracts for the printing of finance committee reports and departmental reports.
- Contracts for the printing or engraving of bonds, tax warrants and other evidence of indebtedness.
- Contracts for utility services such as water, light, heat, telephone, or telegraph
- Contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications, and interconnect equipment, software, or services
- Contracts for duplicating machines and supplies
- Contracts for goods or services procured from another governmental agency.
- Purchases of equipment previously owned by some entity other than the district itself.

- Contracts for the purchase of magazines, books, periodicals, pamphlets, and reports
- Contracts for emergency expenditures (if approved by  $\frac{3}{4}$  of the members of the board)

An Invitation for Bid or Request for Proposal (RFP) should be developed for submission to potential vendors. The proposal should include:

- Description of the Park District.
- General statement about the services required.
- Specific scope of work to be performed.
- Firm qualification and experience requirements.
- Draft Agreement (consult with Legal)
- Manner of payment.
- RFP evaluation process.
- Proposal requirement and due dates.
- Insurance requirements, drafted by PDRMA.
- Statement of Indemnification.

## **Bid Process**

### **A. Public Advertisement**

- The District will place at least one public notice, in a local newspaper published in the District, at least ten (10)-calendar days prior to the bid deadline.
- Bid Notice must include:
  - General description of work to be performed or articles to be purchased.
  - Where specifications may be obtained. (log name/address of mailed/picked up)
  - Performance, labor, and material payment bond requirements (required for improvement projects over \$50,000.00).
  - If applicable, a determination as to whether the Prevailing Wage Act applies.
  - Deadline and location for submission of bids.
  - Time, place and location for opening bids.
  - Other information necessary to enable comparable, competitive bid.
  - Statement of right to reject all bids and waive nonmaterial variances.

### **B. Qualifications to Bid**

- May require each potential bidder to submit written documentation addressing:
  - Financial ability to perform.
  - Ability to obtain necessary bonds and insurance.
  - Experience in building like projects with specific examples.
  - List of references.

### **C. Pre-Bid Conference-**

- Meeting with stakeholders, architect, or engineer, and/or interested bidders.

### **D. Bid Opening**

- Accepting only sealed bids from the bidder.
- Bidding by phone, fax or email is not acceptable.
- Bids will be stamped with date and time received.

- Bids will not be accepted after the exact time and date of the bid opening as stated in the “Advertisement for Bids”. They shall be returned, unopened, to the bidder with a notation that it was a late bid, noting the date and hour received, and signed by a representative of the Park District.
- Bids must be opened and read exactly at the appointed time and date and location specified, in the order they were received.
- All in attendance will sign-in prior to schedule bid opening.
- The contact person denoted in the “Instructions to Bidders” will open the bids. The bids will be opened individually, and the bid amount will be read aloud and recorded by an assistant to the contact person.
- Two staff members are to be present at the bid opening and must sign the “sign in sheet.”
- Upon completion of the bid openings, it will be stated that the bids will be reviewed for accuracy, references will be checked, and a recommendation for award will be presented to the Park Board of Commissioners at their next scheduled board meeting.
- After the bids are reviewed, the lowest, qualified bidder will be notified.
- All bid documents will be kept on file for a minimum of 10 years.

#### E. Bid Analysis

- Each bid should be analyzed to determine if there are any variances, numerical errors, modifications from requirements or if a bid does not meet the specifications requested.

#### F. Lowest Qualified Bidder

- Consider not only the lowest dollar amount of the bid, but the bidder’s qualifications to meet the expectations and demands under the terms of the contract.
- Make sure there is a sound and reasonable basis for the award.
- If awarding (or recommending award) to a bidder that is not the lowest, document the decision with supporting rationale. Consult with Department Head and/or Attorney before finalizing decision/recommendation.

#### G. Formal Acceptance of a Bid

- Bid should be accepted by formal action of the Board (motion, resolution or in some cases, ordinance).
- Written notice of acceptance and direction to proceed should be timely made to the accepted bidder.

#### H. Bid Rejection

- The District may reject any and all bids and proposals received and may advertise for bids or issue a new request for design build proposals.
- The District is not required to accept a bid that does not meet the district’s established specifications, terms of delivery, quality, and serviceability requirements and may be required by law to reject a non-responsive bid.



### **III. CIRCUMVENTION**

Amounts more than the provisions set forth in the Purchasing Policy may not be split into smaller segments (string purchasing and/or string bidding) for the purpose of avoiding provisions of the purchasing policy.

### **IV. VENDOR**

We require that the following information from all vendors prior to payment: Name, address, phone number, federal tax ID or Social Security number, type of company (individual, partnership, or corporation). This information can be found on the W-9. For all new independent contractors' staff should attach the vendor's W-9 to the initial invoice.

### **V. OPEN PURCHASE ACCOUNT (House Accounts)**

All purchases on account are subject to the guidelines as stated in the Purchasing Policy.

Revised March 28, 2023



Date March 28, 2023  
To Christina Ferraro, Executive Director  
From Shawn Hughes, Superintendent of Finance, HR and IT  
Re Approval of revised Purchasing Policy

The District is subject to compliance with state statutes and bidding requirements. The last purchasing policy revision was a few years ago but, in May 2022, the park district bid limit threshold raised from \$25,000 to \$30,000. Therefore, the policy revision indicates purchases less than \$30,000 do not require competitive bidding.

Legal counsel reviewed the policy and suggested adding language under “Cooperative Purchase Agreements” heading: *Membership may be required in the cooperative organization in order for the District to utilize the service (e.g., U.S. Communities). As such organizations come to the attention of Staff, Staff should bring that entity to the attention of the Superintendent or Executive Director for consideration and presentation to the Board. The District will use single vendor goods and services when in the best interests of the District and as approved by the Board.*

And added under “Length of Contracts” heading: *The Park Code (with very few exceptions, please consult Legal) limits the length of a contract to a maximum of 1 year.*

The policy was also reviewed by the Board’s Policy and Procedure Committee.

#### RECOMMENDATION

Approval of the District’s Purchasing Policy as revised as of today’s date.



Date March 28, 2023  
To Park Board of Commissioners  
From Christina Ferraro, Executive Director  
Re Approval of Swimming Pool Management Agreement with Chicagoland Pool Management

Staff recommends entering into a one-year agreement with Chicagoland Pool Management to provide for the pool staffing, water chemistry maintenance and cleaning of the pool and locker rooms. The vendor will provide the pool staff including managers, guards, and instructors (sans Swim Team) and all trainings. The vendor is responsible for paying and scheduling all the pool staff. The vendor is responsible for scheduling swim lessons and accepting payment directly from patron for lessons. The Park District will accept payment from patrons for daily admission, pool passes, and pool rentals.

Staff has reviewed rules for the pool and hours of operation including swim lessons, lap swim and swim meets.

#### MOTION

Approve the terms of the agreement between Prospect Heights Park District and Chicagoland Pool Management subject to the final approval by the Executive Director and the District's Attorney of the agreements exhibits and contract wording at a cost not to exceed \$155,000 for the 2023 pool season.



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Date March 28, 2023  
To Park Board of Commissioners  
From Christina Ferraro, Executive Director  
Re Approval of ComEd Recreational Lease 2018-2028 with option to renew through 2038: bike bath and natural prairie habitat.

Staff recommends entering a recreational lease with ComEd through 2028 with an option to renew for an additional ten years. This lease is for the use of the ComEd right-of-way for the bike path, the property used for Country Gardens Park and the natural prairie habitat.

The agreement includes the Park District maintaining the property including necessary paving, grading, landscaping, cutting and mowing of grass and weeds, removing all litter, garbage and graffiti from, and repair any vandalism including the bridge crossing. The District also has the right to use regulatory burn procedures to control and maintain the prairie grass portion.

MOTION:

Approve the terms of the agreement between Prospect Heights Park District and ComEd subject to the final approval by the Executive Director and the District's Attorney of the agreements exhibits and contract wording.



Date March 28, 2023  
To Park Board of Commissioners  
From Christina Ferraro, Executive Director  
Re Approval winning bid for East Wedgewood Park Construction

JSD Professional Services, Inc (JSD) prepared the construction documents and issued the bid documents. Specifications were obtained by eight companies and six bids were received from the following (in no order):

	<u>Base bid</u>	<u>PIP</u>
1. Clauss Brothers, Inc., Streamwood	\$386,552.75	\$121,269.50
2. D & J Landscape Inc, Shorewood	\$339,470.52	\$151,844.00
3. <b>George's Landscape, Joliet</b>	<b>\$321,250.00</b>	\$122,169.30
4. Great Lakes Landscape Co, Bartlett	\$429,774.00	\$113,080.00
5. Innovation Landscape, Inc., Plainfield	\$405,198.40	\$140,679.00
6. E. Hoffman Inc, Lombard	\$351,306.00	\$122,815.00

\* PIP is Poured in Place Rubber surface included in the bid documents as an alternative.

- The bid opening was held March 14 at GMRC with staff and JSD in attendance.
- The lowest responsible bidder is George's Landscape, Joliet for the base bid.
- JSD reviewed their qualifications and spoke with their references:
- The District was awarded a \$275,000 OSLAD grant through Illinois Department of Natural Resources (IDNR) which will fund a significant portion of planned improvements at East Wedgewood Park. The proposed master plan includes more benches and trees for shade, a concrete walking path, an asphalt learning path, a shelter, pollinator & sensory plantings, play equipment in separate areas for 2–5-year-olds and 5–12-year-olds and fitness stations. The play equipment includes swingers, saddle, and chill spinners, slides and taller pieces for climbing. The open play area and half-court basketball court amenities remain but will be relocated onsite. This neighborhood park was last revitalized nearly twenty years ago. It is half an acre in size and currently has a small sand area, a playground for 5–12-year-old children and a half a basketball court. Construction should begin in the Spring 2023.
- Due to overall budget, the recommendation to the Park Board is not to accept the Poured in Place Rubber surface alternate due to the overall budget.

#### MOTION

Approve the contract for the East Wedgewood Park project be awarded to George's Landscaping, Inc. subject to the final approval by the Executive Director and the District's Attorney of the agreements exhibits and contract wording at a cost not to exceed \$321,250

