



BOARD REPORT

MAY 23, 2023



**REGULAR BOARD MEETING
PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070
TUESDAY, MAY 23, 2023
7:00 p.m.**

I. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

II. Corrections/Additions/Approval of Agenda

III. Swearing in Elected Officers

IV. Recognition / Welcome

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 April 25, 2023, Regular Board Meeting Minutes
- B. Approval of Treasurer's Report Cash Report #05 cash balance totaling \$6,218,767.70 as of April 30, 2023
- C. Approval of Warrants totaling \$547,476.18 for the period ending April 30, 2023

VII. Announcements (Meetings)

Regular Board Meeting at Gary Morava Recreation Center – June 27, 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. OOC Programs, Facilities, Grounds & Maintenance Committee - Karl Jackson, Tim Jones

XI. Unfinished/Ongoing Business

XII. New Business

- A. Resolution 03.23.2023 Decennial Committees On Local Government Efficiency Act
- B. Approval of Lexington Purchase And Sale Agreement extension to July 1, 2024
- C. Approval of advisory positions appointments to the Board: June 2023-May 2024
- D. Elect President, Vice-President, Treasurer and Secretary one-year terms

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.

**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, APRIL 25, 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
Betty Cloud	Ray Doerner - Superintendent of Recreation
Paul Fries	Dino Squiers – Superintendent of Facilities & Parks
Karl Jackson	Shawn Hughes – Superintendent of Finance, HR & IT
Tim Jones	Marc Heidkamp – Golf Director
Eric Kirste	Edlyn Castil – Marketing & Communications Manager/Recording
Steve Messer	Secretary

Commissioners absent:

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 Jackson to approve the agenda as submitted. The motion was approved by a voice vote. 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 Avery and seconded by Commissioner Jackson to approve the Consent Agenda as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Announcements (Meetings)

Regular Board Meeting at Gary Morava Recreation Center – May 23, 2023 at 7:00 p.m.

Christina announced that after 20+ years serving the Prospect Heights Park District, the community and residents, Dino Squiers will be retiring at the end of July 2023. The board and staff thanked him for his dedication to the park district. The district will post the vacancy next month and plan to start the interview process in June with the selected candidate to start in July.

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro discussed her recommendation to identify Decennial Committee members. The district has received complaints from residents whose yards back up to the bike path. They are reporting unleashed dogs and motorized vehicles being driven on the bike path. The district will change the posted signage to a larger size sign and direct patrons to call the police non-emergency number for offenses and to call 911 for emergencies – both will be listed on new signage. A Wedgewood Park preconstruction meeting was held virtually. Lexington is moving forward with the Muir Park project. We will need to subdivide the PIN. The city now has ownership of 214 S Wheeling property adjacent to Tully Park. State Representative Mary Beth Canty toured the park district and read to our KinderStop participants. At next month's board meeting, the elected commissioners will take their oaths. We plan to take pictures of all the commissioners. We will appoint the park district attorney, recording secretary and district NWSRA representative.

Superintendent of Finance, HR and IT – as submitted. Superintendent of Finance, HR and IT Shawn Hughes is waiting on the final audit report from the auditors.

Superintendent of Recreation – as submitted. Superintendent of Recreation Ray Doerner reported the Artwalk unofficial kicked off last Saturday. This year's theme is "Birds of a Feather". The art pieces will be on display at Izaak Walton Park until late October. Kate Tully and Maura Lovisetto are taking the lead on the project. Preschool graduation will be held at OCCC on May 11, 2023. Good luck to our Star Studio Competition Dance Teams who will be competing this weekend. The Star Studio Spring Dance Recital will be held on May 13, 2023, at MacArthur Jr High.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported the PHYBS baseball season is underway. They provided the district with their schedule. PHYBS will be utilizing Muir Park this year. Staff will be starting to prepare Lions Pool for the summer season starting next week.

Director of Golf Operations – as submitted. Golf Director Marc Heidkamp reported OCCC had a nice burst of activity in early April.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Unfinished/Ongoing Business**Future Planning**

Executive Director Christina Ferraro discussed a possible timeline for future activities to assist with potential referendum preparation. After further board discussion, Christina was directed to complete a value engineering. There will be continued discussion at the next board meeting.

New Business

There was none.

Commissioners Comments

There were none.

Adjournment

With no further business to discuss, a motion was made by Commissioner Cloud and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 7:49 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Approved on May 23, 2023:

Elizabeth "Betty" Cloud, Secretary

TO:

Board of Commissioners, Prospect Heights Park District

Pink

FROM:

Park District Treasurer

DATE:

5/23/2023

CASH REPORT

FY 23

Motion by Commissioner _____ to approve CASH REPORT 05
5/23/2023 as submitted. Seconded by Commissioner _____ .

Busey Bank		Interest Earned YTD				
Payroll	Checking/sweep				\$	-
Vendor	Checking/sweep					-
General/Sweep	Checking					3,642,576.75
ATM	Checking					103,093.03
Investment	Checking	\$	7,606.50	annual yield 4.49%		2,110,919.09
Cash Reserve	Checking	\$	1,305.07	annual yield 4.49%		362,178.83
		TOTALS			\$	6,218,767.70
						Voice Vote

FINANCIAL RESOLUTION

Motion by Commissioner _____ to approve WARRANT RESOLUTION
5/23/2023 as submitted. Seconded by Commissioner _____ .

APPROVAL OF WARRANTS 5/23/2023

VENDOR WARRANTS					AMOUNTS
2	In the amount of	CHECKS ISSUED	\$		340,038.58
2A	In the amount of	ELECTRONIC	\$		61,538.20
		Total Vendor Warrants	\$		401,576.78

PAYROLL WARRANTS

	4/7/2023				
3	In the amount of		\$		72,145.96
		gross plus employer costs			
	4/21/2023				
4	In the amount of		\$		73,753.44
		gross plus employer costs			
		Total Payroll Warrants			\$145,899.40

TOTAL OF WARRANTS \$ 547,476.18 Roll Call



Prospect Heights Park District, IL

Check Report

By Check Number

Date Range: 04/01/2023 - 04/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
02802	ALAN JACOBSON	04/07/2023	Regular	0.00	65.05	53231
01442	ALLSTAR FIRE SERVICE INC	04/07/2023	Regular	0.00	282.00	53232
02124	ALPHA BAKING COMPANY	04/07/2023	Regular	0.00	446.80	53233
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	04/07/2023	Regular	0.00	8,065.77	53234
01847	BLACK CLOVER ENTERPRISES LLC	04/07/2023	Regular	0.00	899.35	53235
02850	CASTLE MOTORS OF MCHENRY LLC	04/07/2023	Regular	0.00	65,467.26	53236
01022	COMCAST	04/07/2023	Regular	0.00	62.59	53237
01022	COMCAST	04/07/2023	Regular	0.00	248.33	53238
02307	COMCAST BUSINESS	04/07/2023	Regular	0.00	797.97	53239
01041	CONSTELLATION NEW ENERGY INC	04/07/2023	Regular	0.00	2,512.84	53240
01042	CONSTELLATION NEWENERGY GAS DIVISION LLC	04/07/2023	Regular	0.00	3,886.37	53241
01042	CONSTELLATION NEWENERGY GAS DIVISION LLC	04/07/2023	Regular	0.00	429.05	53242
02144	COZZINI BROS INC	04/07/2023	Regular	0.00	32.00	53243
01030	DES PLAINES MATERIAL & SUPPLY	04/07/2023	Regular	0.00	637.00	53244
01338	DETECTION SYSTEMS & SERVICE INC	04/07/2023	Regular	0.00	300.00	53245
01324	DIRECT FITNESS SOLUTIONS LLC	04/07/2023	Regular	0.00	130.00	53246
02337	EXCALTECH	04/07/2023	Regular	0.00	2,566.05	53247
02661	FIVE STAR PAINTING	04/07/2023	Regular	0.00	8,901.00	53248
02066	FUN SERVICES	04/07/2023	Regular	0.00	144.60	53249
01423	GORDON FOOD SERVICE INC	04/07/2023	Regular	0.00	6,686.78	53250
02117	GREAT LAKES COCA-COLA DISTRIBUTION	04/07/2023	Regular	0.00	963.74	53251
02459	HOT SHOT SPORTS	04/07/2023	Regular	0.00	2,352.00	53252
02456	LAWSON PRODUCTS INC	04/07/2023	Regular	0.00	163.40	53253
01053	MICHAEL WAGNER & SONS	04/07/2023	Regular	0.00	211.87	53254
01416	MIDWEST TRADING	04/07/2023	Regular	0.00	773.00	53255
01062	ODP BUSINESS SOLUTIONS LLC	04/07/2023	Regular	0.00	897.52	53256
02228	PAYCOR	04/07/2023	Regular	0.00	1,050.12	53257
01064	PENDELTON TURF SUPPLY	04/07/2023	Regular	0.00	1,411.00	53258
02421	REVELS TURF AND TRACTOR LLC	04/07/2023	Regular	0.00	1,747.90	53259
01073	ROUTE 12 RENTAL	04/07/2023	Regular	0.00	89.80	53260
01075	SIKICH LLP	04/07/2023	Regular	0.00	2,000.00	53261
01710	SITEONE LANDSCAPE SUPPLY LLC	04/07/2023	Regular	0.00	119.57	53262
01502	VERMEER-ILLINOIS INC	04/07/2023	Regular	0.00	83.34	53263
01375	WESTERN IRRIGATION	04/07/2023	Regular	0.00	850.00	53264
02854	ALL WAYS CATERING & DELI	04/14/2023	Regular	0.00	189.40	53265
01982	AMERICAN LITHOGRAPHY AND PUBLISHING INC	04/14/2023	Regular	0.00	5,468.00	53266
01909	ANCEL GLINK PC	04/14/2023	Regular	0.00	838.75	53267
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	04/14/2023	Regular	0.00	7,274.00	53268
01338	DETECTION SYSTEMS & SERVICE INC	04/14/2023	Regular	0.00	315.00	53269
02146	JSD PROFESSIONAL SERVICES INC	04/14/2023	Regular	0.00	883.25	53270
01039	MARC HEIDKAMP	04/14/2023	Regular	0.00	2,500.00	53271
01430	NORTHWEST COMMUNITY HOSPITAL	04/14/2023	Regular	0.00	85.00	53272
01062	ODP BUSINESS SOLUTIONS LLC	04/14/2023	Regular	0.00	167.83	53273
02851	ORI BROTHERS FLOORING INC	04/14/2023	Regular	0.00	11,250.00	53274
01064	PENDELTON TURF SUPPLY	04/14/2023	Regular	0.00	1,928.00	53275
02852	PHOENIX INDUSTRIAL CLEANING	04/14/2023	Regular	0.00	1,350.00	53276
01881	R R ROOFING AND CONSTRUCTION CO	04/14/2023	Regular	0.00	2,250.00	53277
01881	R R ROOFING AND CONSTRUCTION CO	04/14/2023	Regular	0.00	6,000.00	53278
01881	R R ROOFING AND CONSTRUCTION CO	04/14/2023	Regular	0.00	23,250.00	53279
01070	RAMROD	04/14/2023	Regular	0.00	334.25	53280
02706	REAL GRAPHIX	04/14/2023	Regular	0.00	516.00	53281
02584	SHAWN HUGHES	04/14/2023	Regular	0.00	111.09	53282
01078	TAYLOR MADE	04/14/2023	Regular	0.00	1,908.79	53283
02803	THE LARSON EQUIPMENT & FURNITURE COMPAN	04/14/2023	Regular	0.00	7,175.35	53284

Check Report

Date Range: 04/01/2023 - 04/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01990	TRI STAR MECHANICAL SERVICES INC	04/14/2023	Regular	0.00	818.70	53285
02859	3D SOUNDS LLC	04/20/2023	Regular	0.00	2,200.00	53286
01079	ACUSHNET COMPANY	04/20/2023	Regular	0.00	553.25	53287
02124	ALPHA BAKING COMPANY	04/20/2023	Regular	0.00	652.29	53288
02855	ANDREA VACULOVA	04/20/2023	Regular	0.00	100.00	53289
02193	ARLINGTON PIPE AND CIGAR LOUNGE	04/20/2023	Regular	0.00	625.16	53290
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	04/20/2023	Regular	0.00	8,447.93	53291
01402	BHFX LLC	04/20/2023	Regular	0.00	6,548.50	53292
01086	BOARDTRONICS INC	04/20/2023	Regular	0.00	496.53	53293
02659	BOLDER LAWNS LLC	04/20/2023	Regular	0.00	1,890.00	53294
02857	CHICAGOLAND POOL MANAGEMENT INC	04/20/2023	Regular	0.00	38,970.00	53295
01871	CLESEN PROTURF SOLUTIONS LLC	04/20/2023	Regular	0.00	687.16	53296
01041	CONSTELLATION NEW ENERGY INC	04/20/2023	Regular	0.00	3,227.03	53297
01041	CONSTELLATION NEW ENERGY INC	04/20/2023	Regular	0.00	95.25	53298
01041	CONSTELLATION NEW ENERGY INC	04/20/2023	Regular	0.00	29.14	53299
02144	COZZINI BROS INC	04/20/2023	Regular	0.00	32.00	53300
02858	ECCO USA INC	04/20/2023	Regular	0.00	2,187.00	53301
01585	FAULKES BROS CONSTRUCTION INC	04/20/2023	Regular	0.00	1,881.50	53302
01423	GORDON FOOD SERVICE INC	04/20/2023	Regular	0.00	3,534.50	53303
01038	HARRIS MOTOR SPORTS	04/20/2023	Regular	0.00	125.78	53304
01040	HOME DEPOT CREDIT SERVICES	04/20/2023	Regular	0.00	954.88	53305
01410	JSN CONTRACTORS SUPPLY	04/20/2023	Regular	0.00	350.00	53306
01062	ODP BUSINESS SOLUTIONS LLC	04/20/2023	Regular	0.00	53.98	53307
01064	PENDELTON TURF SUPPLY	04/20/2023	Regular	0.00	2,741.00	53308
01070	RAMROD	04/20/2023	Regular	0.00	805.48	53309
01468	RANGE SERVANT AMERICA INC	04/20/2023	Regular	0.00	381.00	53310
02421	REVELS TURF AND TRACTOR LLC	04/20/2023	Regular	0.00	83.15	53311
02584	SHAWN HUGHES	04/20/2023	Regular	0.00	10.00	53312
02803	THE LARSON EQUIPMENT & FURNITURE COMPAN	04/20/2023	Regular	0.00	12,964.94	53313
01441	ABSOLUTE SERVICE INC	04/26/2023	Regular	0.00	680.00	53314
01079	ACUSHNET COMPANY	04/26/2023	Regular	0.00	672.60	53315
01009	AIRGAS USA LLC	04/26/2023	Regular	0.00	341.20	53316
01015	ASSOCIATED LABOR CORPORATION OF AMERICA	04/26/2023	Regular	0.00	11,651.34	53317
01090	CITY OF PROSPECT HEIGHTS	04/26/2023	Regular	0.00	73.50	53318
01871	CLESEN PROTURF SOLUTIONS LLC	04/26/2023	Regular	0.00	1,315.40	53319
01023	COMMONWEALTH EDISON	04/26/2023	Regular	0.00	2,126.15	53320
01024	CONSERV FS	04/26/2023	Regular	0.00	1,827.50	53321
01041	CONSTELLATION NEW ENERGY INC	04/26/2023	Regular	0.00	25.10	53322
01042	CONSTELLATION NEWENERGY GAS DIVISION LLC	04/26/2023	Regular	0.00	376.37	53323
01042	CONSTELLATION NEWENERGY GAS DIVISION LLC	04/26/2023	Regular	0.00	4,293.38	53324
01410	JSN CONTRACTORS SUPPLY	04/26/2023	Regular	0.00	673.04	53325
01050	MENARDS	04/26/2023	Regular	0.00	264.59	53326
01062	ODP BUSINESS SOLUTIONS LLC	04/26/2023	Regular	0.00	67.78	53327
02228	PAYCOR	04/26/2023	Regular	0.00	976.36	53328
01063	PDRMA	04/26/2023	Regular	0.00	27,222.22	53329
01064	PENDELTON TURF SUPPLY	04/26/2023	Regular	0.00	1,815.00	53330
02715	PLANSOURCE	04/26/2023	Regular	0.00	1,904.07	53331
02036	POWER-CELL BATTERY PRODUCTS LLC	04/26/2023	Regular	0.00	84.30	53332
02706	REAL GRAPHIX	04/26/2023	Regular	0.00	1,556.29	53333
01710	SITEONE LANDSCAPE SUPPLY LLC	04/26/2023	Regular	0.00	138.38	53334
02241	SPORTS ENGINE INC	04/26/2023	Regular	0.00	190.00	53335
01078	TAYLOR MADE	04/26/2023	Regular	0.00	301.71	53336
01400	THE PROACTIVE SPORTS GROUP	04/26/2023	Regular	0.00	169.17	53337
01404	TOTAL ID SOLUTIONS	04/26/2023	Regular	0.00	590.00	53338
01082	WAREHOUSE DIRECT	04/26/2023	Regular	0.00	188.20	53339
02206	ILLINOIS DEPARTMENT OF REVENUE	04/18/2023	Bank Draft	0.00	3,533.00	DFT0002323
01143	VILLAGE OF MOUNT PROSPECT SALES TAX	04/18/2023	Bank Draft	0.00	291.16	DFT0002324
02205	ILLINOIS MUNICIPAL FUND	04/04/2023	Bank Draft	0.00	16,361.97	DFT0002325
02204	WINTRUST ASSET FINANCE	04/04/2023	Bank Draft	0.00	2,175.60	DFT0002326
02306	FIFTH THIRD BANK	04/27/2023	Bank Draft	0.00	16,765.81	DFT0002327
02136	SOUTHERN GLAZER'S OF IL	04/10/2023	Bank Draft	0.00	1,219.24	DFT0002328

Check Report

Date Range: 04/01/2023 - 04/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	04/07/2023	Bank Draft	0.00	976.09	DFT0002329
02136	SOUTHERN GLAZER'S OF IL	04/17/2023	Bank Draft	0.00	1,142.10	DFT0002330
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	04/28/2023	Bank Draft	0.00	1,373.93	DFT0002331
02121	TOWN & COUNTRY DISTRIBUTORS INC	04/14/2023	Bank Draft	0.00	426.88	DFT0002332
02210	CHICAGO BEVERAGE SYSTEMS	04/11/2023	Bank Draft	0.00	524.15	DFT0002333
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	04/21/2023	Bank Draft	0.00	1,036.51	DFT0002334
02121	TOWN & COUNTRY DISTRIBUTORS INC	04/21/2023	Bank Draft	0.00	978.62	DFT0002335
01032	CARDMEMBER SERVICE	04/07/2023	Bank Draft	0.00	14,733.14	MAR2023ELAN

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	165	109	0.00	340,038.58
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	14	14	0.00	61,538.20
EFT's	0	0	0.00	0.00
	179	123	0.00	401,576.78

Check Report

Date Range: 04/01/2023 - 04/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PCARD-PCARD LIABILITY						
02322	PARTY CITY	04/27/2023	Bank Draft	0.00	33.90	MBD4.27.2023
02403	ADOBE	04/27/2023	Bank Draft	0.00	15.93	MBD4.27.2023
02569	CHI CHAPTER OF WOMEN IN LEISURE SERVICES	04/27/2023	Bank Draft	0.00	20.00	MBD4.27.2023
02874	MANAGEMENT ASSOCIATION OF ILLINOIS	04/27/2023	Bank Draft	0.00	295.00	MBD4.27.2023
02702	PAYPAL	04/27/2023	Bank Draft	0.00	40.00	MBD4.27.2023
02208	ROSEWOOD	04/27/2023	Bank Draft	0.00	300.00	MBD4.27.2023
02875	STARVED ROCK LODGE	04/27/2023	Bank Draft	0.00	275.00	MBD4.27.2023
02875	STARVED ROCK LODGE	04/27/2023	Bank Draft	0.00	275.00	MBD4.27.2023
02875	STARVED ROCK LODGE	04/27/2023	Bank Draft	0.00	275.00	MBD4.27.2023
02875	STARVED ROCK LODGE	04/27/2023	Bank Draft	0.00	275.00	MBD4.27.2023
02875	STARVED ROCK LODGE	04/27/2023	Bank Draft	0.00	275.00	MBD4.27.2023
02874	MANAGEMENT ASSOCIATION OF ILLINOIS	04/27/2023	Bank Draft	0.00	-73.75	MBD4.27.2023
02333	TONYS FRESH MARKET	04/27/2023	Bank Draft	0.00	166.55	MBD4.27.2023
02476	NOW LINENS	04/27/2023	Bank Draft	0.00	1,007.83	MBD4.27.2023
02329	DOLLAR TREE	04/27/2023	Bank Draft	0.00	20.94	MBD4.27.2023
02874	MANAGEMENT ASSOCIATION OF ILLINOIS	04/27/2023	Bank Draft	0.00	295.00	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	113.98	MBD4.27.2023
01347	ASCAP	04/27/2023	Bank Draft	0.00	7.50	MBD4.27.2023
02850	CASTLE MOTORS OF MCHENRY LLC	04/27/2023	Bank Draft	0.00	500.00	MBD4.27.2023
02830	KIDS EMPIRE	04/27/2023	Bank Draft	0.00	70.00	MBD4.27.2023
02510	DES PLAINES PARK DISTRICT	04/27/2023	Bank Draft	0.00	-120.00	MBD4.27.2023
01305	ILLINOIS TOLLWAY	04/27/2023	Bank Draft	0.00	150.00	MBD4.27.2023
01944	HRDIRECT	04/27/2023	Bank Draft	0.00	99.99	MBD4.27.2023
02860	AQUA PURE ENTERPRISES	04/27/2023	Bank Draft	0.00	386.59	MBD4.27.2023
01394	GOVERNMENT FINANCE OFFICERS ASSOCIATION	04/27/2023	Bank Draft	0.00	160.00	MBD4.27.2023
02864	BREAD & BUTTER CAFE	04/27/2023	Bank Draft	0.00	37.49	MBD4.27.2023
02666	EIG CONSTANTCONTACT.CO	04/27/2023	Bank Draft	0.00	682.50	MBD4.27.2023
01022	COMCAST	04/27/2023	Bank Draft	0.00	94.21	MBD4.27.2023
02450	BOWLERO	04/27/2023	Bank Draft	0.00	61.68	MBD4.27.2023
02581	BALL FACTORY MOUNT PROSPECT	04/27/2023	Bank Draft	0.00	195.00	MBD4.27.2023
02333	TONYS FRESH MARKET	04/27/2023	Bank Draft	0.00	88.78	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	17.71	MBD4.27.2023
01040	HOME DEPOT CREDIT SERVICES	04/27/2023	Bank Draft	0.00	86.25	MBD4.27.2023
02403	ADOBE	04/27/2023	Bank Draft	0.00	15.93	MBD4.27.2023
02450	BOWLERO	04/27/2023	Bank Draft	0.00	123.34	MBD4.27.2023
02830	KIDS EMPIRE	04/27/2023	Bank Draft	0.00	238.00	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	11.99	MBD4.27.2023
02876	WESTIN OHARE PARKING	04/27/2023	Bank Draft	0.00	31.00	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	27.95	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	84.24	MBD4.27.2023
01120	REPUBLIC SERVICES INC	04/27/2023	Bank Draft	0.00	306.56	MBD4.27.2023
01120	REPUBLIC SERVICES INC	04/27/2023	Bank Draft	0.00	155.05	MBD4.27.2023
02325	JEWEL OSCO	04/27/2023	Bank Draft	0.00	9.00	MBD4.27.2023
02849	RESTAURANT DEPOT	04/27/2023	Bank Draft	0.00	96.13	MBD4.27.2023
01022	COMCAST	04/27/2023	Bank Draft	0.00	10.45	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	27.96	MBD4.27.2023
02569	CHI CHAPTER OF WOMEN IN LEISURE SERVICES	04/27/2023	Bank Draft	0.00	15.00	MBD4.27.2023
01043	ILLINOIS PARKS AND RECREATION ASSOCIATION	04/27/2023	Bank Draft	0.00	300.00	MBD4.27.2023
02727	J D WHIRLPOOL KITCHEN	04/27/2023	Bank Draft	0.00	494.00	MBD4.27.2023
02326	WALGREENS	04/27/2023	Bank Draft	0.00	49.46	MBD4.27.2023
02872	SOCIETY FOR HUMAN RESOURCE	04/27/2023	Bank Draft	0.00	244.00	MBD4.27.2023
02333	TONYS FRESH MARKET	04/27/2023	Bank Draft	0.00	41.30	MBD4.27.2023
02862	ABT.COM	04/27/2023	Bank Draft	0.00	1,793.00	MBD4.27.2023
01081	VILLAGE OF MOUNT PROSPECT	04/27/2023	Bank Draft	0.00	190.20	MBD4.27.2023
01081	VILLAGE OF MOUNT PROSPECT	04/27/2023	Bank Draft	0.00	447.08	MBD4.27.2023
01081	VILLAGE OF MOUNT PROSPECT	04/27/2023	Bank Draft	0.00	582.40	MBD4.27.2023
02333	TONYS FRESH MARKET	04/27/2023	Bank Draft	0.00	105.13	MBD4.27.2023
02127	DIRECTV	04/27/2023	Bank Draft	0.00	230.98	MBD4.27.2023
01022	COMCAST	04/27/2023	Bank Draft	0.00	341.52	MBD4.27.2023

Check Report

Date Range: 04/01/2023 - 04/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02863	MILWAUKEE PUBLIC MARKET	04/27/2023	Bank Draft	0.00	6.00	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	65.99	MBD4.27.2023
02450	BOWLERO	04/27/2023	Bank Draft	0.00	123.35	MBD4.27.2023
02450	BOWLERO	04/27/2023	Bank Draft	0.00	513.95	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	18.61	MBD4.27.2023
02569	CHI CHAPTER OF WOMEN IN LEISURE SERVICES	04/27/2023	Bank Draft	0.00	40.00	MBD4.27.2023
02322	PARTY CITY	04/27/2023	Bank Draft	0.00	31.00	MBD4.27.2023
02826	CLIENTCABIN MARKETING	04/27/2023	Bank Draft	0.00	675.00	MBD4.27.2023
02826	CLIENTCABIN MARKETING	04/27/2023	Bank Draft	0.00	675.00	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	167.76	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	15.74	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	9.47	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	22.64	MBD4.27.2023
01078	TAYLOR MADE	04/27/2023	Bank Draft	0.00	1,009.72	MBD4.27.2023
01022	COMCAST	04/27/2023	Bank Draft	0.00	341.52	MBD4.27.2023
02318	AMAZON	04/27/2023	Bank Draft	0.00	26.00	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	27.98	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	18.64	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	199.49	MBD4.27.2023
01057	NAPA HEIGHTS AUTOMOTIVE	04/27/2023	Bank Draft	0.00	167.76	MBD4.27.2023
01022	COMCAST	04/27/2023	Bank Draft	0.00	235.44	MBD4.27.2023

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	81	81	0.00	16,765.81
EFT's	0	0	0.00	0.00
	81	81	0.00	16,765.81

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	165	109	0.00	340,038.58
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	95	95	0.00	78,304.01
EFT's	0	0	0.00	0.00
	260	204	0.00	418,342.59

Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	4/2023	418,342.59
			418,342.59



Prospect Heights Park District, IL

Income Statement

Group Summary

For Fiscal: 2023 Period Ending: 04/30/2023

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 02 - RECREATION/GENERAL					
Revenue	866,925.00	866,925.00	210,292.52	416,007.71	450,917.29
Expense	795,417.00	795,417.00	50,300.84	218,023.63	577,393.37
Department: 02 - RECREATION/GENERAL Surplus (Deficit):	71,508.00	71,508.00	159,991.68	197,984.08	-126,476.08
Department: 03 - PRESCHOOL CREATIVE KIDS					
Revenue	91,004.00	91,004.00	4,739.75	23,285.71	67,718.29
Expense	78,707.00	78,707.00	5,304.13	22,544.87	56,162.13
Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):	12,297.00	12,297.00	-564.38	740.84	11,556.16
Department: 04 - KINDERSTOP					
Revenue	245,695.00	245,695.00	18,948.94	73,080.51	172,614.49
Expense	161,710.15	161,710.15	6,339.07	32,592.85	129,117.30
Department: 04 - KINDERSTOP Surplus (Deficit):	83,984.85	83,984.85	12,609.87	40,487.66	43,497.19
Department: 05 - YOUTH PROGRAMS					
Revenue	42,200.00	42,200.00	2,546.50	15,299.50	26,900.50
Expense	33,420.00	33,420.00	4,569.69	12,614.13	20,805.87
Department: 05 - YOUTH PROGRAMS Surplus (Deficit):	8,780.00	8,780.00	-2,023.19	2,685.37	6,094.63
Department: 06 - DANCE					
Revenue	64,175.00	64,175.00	8,587.24	39,171.37	25,003.63
Expense	58,048.00	58,048.00	6,127.69	34,034.62	24,013.38
Department: 06 - DANCE Surplus (Deficit):	6,127.00	6,127.00	2,459.55	5,136.75	990.25
Department: 07 - ATHLETIC					
Revenue	45,238.00	45,238.00	1,774.54	23,706.88	21,531.12
Expense	32,347.75	32,347.75	3,250.62	12,454.89	19,892.86
Department: 07 - ATHLETIC Surplus (Deficit):	12,890.25	12,890.25	-1,476.08	11,251.99	1,638.26
Department: 08 - PERFORMING ARTS					
Revenue	73,010.00	73,010.00	5.00	5.00	73,005.00
Expense	46,488.00	46,488.00	559.92	1,843.12	44,644.88
Department: 08 - PERFORMING ARTS Surplus (Deficit):	26,522.00	26,522.00	-554.92	-1,838.12	28,360.12
Department: 09 - CONCESSIONS					
Revenue	32,500.00	32,500.00	0.00	160.65	32,339.35
Expense	36,525.00	36,525.00	452.17	1,716.70	34,808.30
Department: 09 - CONCESSIONS Surplus (Deficit):	-4,025.00	-4,025.00	-452.17	-1,556.05	-2,468.95
Department: 10 - AQUATICS					
Revenue	101,164.00	101,164.00	0.00	118.18	101,045.82
Expense	228,795.00	228,795.00	39,356.59	41,162.75	187,632.25
Department: 10 - AQUATICS Surplus (Deficit):	-127,631.00	-127,631.00	-39,356.59	-41,044.57	-86,586.43
Department: 11 - ACTIVE ADULTS					
Revenue	91,778.00	91,778.00	12,293.20	22,591.80	69,186.20
Expense	83,590.00	83,590.00	12,745.31	22,133.04	61,456.96
Department: 11 - ACTIVE ADULTS Surplus (Deficit):	8,188.00	8,188.00	-452.11	458.76	7,729.24
Department: 12 - SPECIAL EVENTS					
Revenue	16,088.00	16,088.00	1,975.16	4,279.16	11,808.84
Expense	19,800.00	19,800.00	1,630.21	6,638.22	13,161.78
Department: 12 - SPECIAL EVENTS Surplus (Deficit):	-3,712.00	-3,712.00	344.95	-2,359.06	-1,352.94
Department: 13 - FITNESS CENTER					
Revenue	23,625.00	23,625.00	2,038.94	8,965.55	14,659.45
Expense	37,285.00	37,285.00	2,036.00	9,058.18	28,226.82
Department: 13 - FITNESS CENTER Surplus (Deficit):	-13,660.00	-13,660.00	2.94	-92.63	-13,567.37

Income Statement

For Fiscal: 2023 Period Ending: 04/30/2023

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 14 - SUMMER CAMP					
Revenue	316,829.00	316,829.00	20.00	40.00	316,789.00
Expense	221,716.25	221,716.25	1,637.19	7,402.69	214,313.56
Department: 14 - SUMMER CAMP Surplus (Deficit):	95,112.75	95,112.75	-1,617.19	-7,362.69	102,475.44
Department: 30 - PARKS					
Revenue	9,500.00	9,500.00	0.00	0.00	9,500.00
Expense	186,970.00	186,970.00	9,512.09	31,983.73	154,986.27
Department: 30 - PARKS Surplus (Deficit):	-177,470.00	-177,470.00	-9,512.09	-31,983.73	-145,486.27
Department: 40 - GOLF					
Revenue	1,161,900.00	1,161,900.00	90,815.55	102,278.10	1,059,621.90
Expense	838,456.00	838,456.00	36,591.74	111,931.12	726,524.88
Department: 40 - GOLF Surplus (Deficit):	323,444.00	323,444.00	54,223.81	-9,653.02	333,097.02
Department: 41 - GROUNDS					
Expense	603,716.00	603,716.00	57,596.77	136,516.40	467,199.60
Department: 41 - GROUNDS Total:	603,716.00	603,716.00	57,596.77	136,516.40	467,199.60
Department: 42 - PRO SHOP					
Revenue	125,000.00	125,000.00	8,768.30	18,636.62	106,363.38
Expense	92,000.00	92,000.00	6,590.83	13,735.97	78,264.03
Department: 42 - PRO SHOP Surplus (Deficit):	33,000.00	33,000.00	2,177.47	4,900.65	28,099.35
Department: 43 - HOOK A KID					
Revenue	110,000.00	110,000.00	18,965.00	50,205.00	59,795.00
Expense	79,000.00	79,000.00	286.00	286.00	78,714.00
Department: 43 - HOOK A KID Surplus (Deficit):	31,000.00	31,000.00	18,679.00	49,919.00	-18,919.00
Department: 44 - WARM UP RANGE					
Revenue	35,000.00	35,000.00	1,501.00	1,501.00	33,499.00
Expense	10,000.00	10,000.00	416.93	4,851.67	5,148.33
Department: 44 - WARM UP RANGE Surplus (Deficit):	25,000.00	25,000.00	1,084.07	-3,350.67	28,350.67
Department: 45 - FOOD AND BEVERAGE					
Revenue	931,000.00	931,000.00	52,888.66	152,346.84	778,653.16
Expense	659,154.00	659,154.00	56,656.52	155,122.97	504,031.03
Department: 45 - FOOD AND BEVERAGE Surplus (Deficit):	271,846.00	271,846.00	-3,767.86	-2,776.13	274,622.13
Total Surplus (Deficit):	79,485.85	79,485.85	134,199.99	75,032.03	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	-1,088.15	-1,088.15	119,400.27	172,508.60	-173,596.75
300 - GOLF	80,574.00	80,574.00	14,799.72	-97,476.57	178,050.57
Total Surplus (Deficit):	79,485.85	79,485.85	134,199.99	75,032.03	



Prospect Heights Park District, IL

Income Statement

Group Summary

For Fiscal: 2023 Period Ending: 04/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - CORPORATE FUND					
Revenue					
10 - TAXES	1,070,946.00	1,070,946.00	280,657.54	539,358.61	531,587.39
20 - INTEREST	8,400.00	8,400.00	7,606.50	16,626.84	-8,226.84
35 - ADDITIONAL	0.00	0.00	4,602.96	5,572.96	-5,572.96
Revenue Total:	1,079,346.00	1,079,346.00	292,867.00	561,558.41	517,787.59
Expense					
50 - PERSONNEL SERVICES	396,674.00	396,674.00	31,941.77	119,543.54	277,130.46
51 - BENEFITS	63,788.00	63,788.00	10,065.03	24,775.62	39,012.38
52 - CONTRACTED SERVICES	209,528.00	209,528.00	8,473.92	41,110.05	168,417.95
60 - COMMODITIES	37,890.00	37,890.00	10,273.15	13,015.80	24,874.20
65 - GENERAL EXPENDITURES	212,100.00	212,100.00	0.00	0.00	212,100.00
Expense Total:	919,980.00	919,980.00	60,753.87	198,445.01	721,534.99
Fund: 100 - CORPORATE FUND Surplus (Deficit):	159,366.00	159,366.00	232,113.13	363,113.40	-203,747.40
Fund: 200 - RECREATION FUND					
Revenue					
10 - TAXES	815,000.00	815,000.00	206,356.17	392,773.74	422,226.26
30 - RENTAL	60,775.00	60,775.00	3,601.25	20,555.36	40,219.64
35 - ADDITIONAL	22,300.00	22,300.00	1,685.26	4,039.05	18,260.95
41 - PROGRAM REVENUES	1,089,156.00	1,089,156.00	51,579.11	209,183.22	879,972.78
42 - RERESHMENT REVENUE	32,500.00	32,500.00	0.00	160.65	32,339.35
Revenue Total:	2,019,731.00	2,019,731.00	263,221.79	626,712.02	1,393,018.98
Expense					
50 - PERSONNEL SERVICES	1,274,797.40	1,274,797.40	62,342.28	246,333.51	1,028,463.89
51 - BENEFITS	172,330.00	172,330.00	653.13	36,074.86	136,255.14
52 - CONTRACTED SERVICES	346,330.50	346,330.50	69,370.59	120,828.96	225,501.54
60 - COMMODITIES	193,188.25	193,188.25	8,730.14	41,232.07	151,956.18
65 - GENERAL EXPENDITURES	34,173.00	34,173.00	2,725.38	9,734.02	24,438.98
Expense Total:	2,020,819.15	2,020,819.15	143,821.52	454,203.42	1,566,615.73
Fund: 200 - RECREATION FUND Surplus (Deficit):	-1,088.15	-1,088.15	119,400.27	172,508.60	-173,596.75
Fund: 300 - GOLF					
Revenue					
30 - RENTAL	28,500.00	28,500.00	0.00	13,600.00	14,900.00
35 - ADDITIONAL	5,400.00	5,400.00	64.49	815.41	4,584.59
37 - GENERAL REVENUE	35,000.00	35,000.00	1,930.15	2,426.57	32,573.43
41 - PROGRAM REVENUES	2,109,000.00	2,109,000.00	160,988.16	290,136.95	1,818,863.05
42 - RERESHMENT REVENUE	185,000.00	185,000.00	9,955.71	17,988.63	167,011.37
Revenue Total:	2,362,900.00	2,362,900.00	172,938.51	324,967.56	2,037,932.44
Expense					
50 - PERSONNEL SERVICES	625,190.00	625,190.00	37,604.48	131,616.34	493,573.66
51 - BENEFITS	119,920.00	119,920.00	8,617.47	29,439.88	90,480.12
52 - CONTRACTED SERVICES	610,216.00	610,216.00	57,215.33	133,034.87	477,181.13
60 - COMMODITIES	575,000.00	575,000.00	52,598.66	122,612.94	452,387.06
65 - GENERAL EXPENDITURES	352,000.00	352,000.00	2,102.85	5,740.10	346,259.90
Expense Total:	2,282,326.00	2,282,326.00	158,138.79	422,444.13	1,859,881.87
Fund: 300 - GOLF Surplus (Deficit):	80,574.00	80,574.00	14,799.72	-97,476.57	178,050.57
Fund: 404 - AUDITNG FUND					
Revenue					
10 - TAXES	18,200.00	18,200.00	4,608.20	8,771.14	9,428.86
Revenue Total:	18,200.00	18,200.00	4,608.20	8,771.14	9,428.86

Income Statement

For Fiscal: 2023 Period Ending: 04/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Expense					
52 - CONTRACTED SERVICES	18,025.00	18,025.00	2,000.00	2,000.00	16,025.00
Expense Total:	18,025.00	18,025.00	2,000.00	2,000.00	16,025.00
Fund: 404 - AUDITNG FUND Surplus (Deficit):	175.00	175.00	2,608.20	6,771.14	-6,596.14
Fund: 405 - PAVING & LIGHTING FUND					
Revenue					
10 - TAXES	10,000.00	10,000.00	2,785.18	5,301.25	4,698.75
Revenue Total:	10,000.00	10,000.00	2,785.18	5,301.25	4,698.75
Expense					
52 - CONTRACTED SERVICES	2,400.00	2,400.00	54.24	281.52	2,118.48
60 - COMMODITIES	8,000.00	8,000.00	0.00	0.00	8,000.00
Expense Total:	10,400.00	10,400.00	54.24	281.52	10,118.48
Fund: 405 - PAVING & LIGHTING FUND Surplus (Deficit):	-400.00	-400.00	2,730.94	5,019.73	-5,419.73
Fund: 406 - LIABILITY INSURANCE FUND					
Revenue					
10 - TAXES	120,000.00	120,000.00	30,383.73	57,831.72	62,168.28
35 - ADDITIONAL	0.00	0.00	500.00	500.00	-500.00
Revenue Total:	120,000.00	120,000.00	30,883.73	58,331.72	61,668.28
Expense					
50 - PERSONNEL SERVICES	13,905.00	13,905.00	693.60	3,180.70	10,724.30
52 - CONTRACTED SERVICES	91,526.00	91,526.00	134.46	18,640.71	72,885.29
60 - COMMODITIES	1,500.00	1,500.00	0.00	0.00	1,500.00
Expense Total:	106,931.00	106,931.00	828.06	21,821.41	85,109.59
Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):	13,069.00	13,069.00	30,055.67	36,510.31	-23,441.31
Fund: 407 - IMRF FUND					
Revenue					
10 - TAXES	138,000.00	138,000.00	34,941.29	66,506.47	71,493.53
Revenue Total:	138,000.00	138,000.00	34,941.29	66,506.47	71,493.53
Expense					
51 - BENEFITS	121,935.00	121,935.00	9,042.58	27,982.77	93,952.23
Expense Total:	121,935.00	121,935.00	9,042.58	27,982.77	93,952.23
Fund: 407 - IMRF FUND Surplus (Deficit):	16,065.00	16,065.00	25,898.71	38,523.70	-22,458.70
Fund: 408 - POLICE FUND					
Revenue					
10 - TAXES	44,800.00	44,800.00	11,444.54	21,783.28	23,016.72
Revenue Total:	44,800.00	44,800.00	11,444.54	21,783.28	23,016.72
Expense					
50 - PERSONNEL SERVICES	30,500.00	30,500.00	2,060.94	7,911.92	22,588.08
52 - CONTRACTED SERVICES	14,520.00	14,520.00	872.00	5,997.08	8,522.92
Expense Total:	45,020.00	45,020.00	2,932.94	13,909.00	31,111.00
Fund: 408 - POLICE FUND Surplus (Deficit):	-220.00	-220.00	8,511.60	7,874.28	-8,094.28
Fund: 409 - MUSEUM FUND					
Revenue					
10 - TAXES	1,000.00	1,000.00	253.20	481.93	518.07
Revenue Total:	1,000.00	1,000.00	253.20	481.93	518.07
Expense					
50 - PERSONNEL SERVICES	7,000.00	7,000.00	0.00	0.00	7,000.00
Expense Total:	7,000.00	7,000.00	0.00	0.00	7,000.00
Fund: 409 - MUSEUM FUND Surplus (Deficit):	-6,000.00	-6,000.00	253.20	481.93	-6,481.93
Fund: 410 - SPECIAL RECREATION FUND					
Revenue					
10 - TAXES	145,500.00	145,500.00	36,840.27	70,120.95	75,379.05
Revenue Total:	145,500.00	145,500.00	36,840.27	70,120.95	75,379.05

Income Statement

For Fiscal: 2023 Period Ending: 04/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Expense					
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	38,745.56	39,901.44
80 - CAPITAL IMPROVEMENTS	75,000.00	75,000.00	0.00	0.00	75,000.00
Expense Total:	168,647.00	168,647.00	0.00	38,745.56	129,901.44
Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):	-23,147.00	-23,147.00	36,840.27	31,375.39	-54,522.39
Fund: 411 - SOCIAL SECURITY FUND					
Revenue					
10 - TAXES	172,000.00	172,000.00	43,550.01	82,892.12	89,107.88
Revenue Total:	172,000.00	172,000.00	43,550.01	82,892.12	89,107.88
Expense					
51 - BENEFITS	180,562.00	180,562.00	10,368.10	41,621.79	138,940.21
Expense Total:	180,562.00	180,562.00	10,368.10	41,621.79	138,940.21
Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):	-8,562.00	-8,562.00	33,181.91	41,270.33	-49,832.33
Fund: 412 - MEMORIAL FUND					
Expense					
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
Expense Total:	4,200.00	4,200.00	0.00	0.00	4,200.00
Fund: 412 - MEMORIAL FUND Total:	4,200.00	4,200.00	0.00	0.00	4,200.00
Fund: 413 - COMMUNITY EVENTS					
Revenue					
35 - ADDITIONAL	13,000.00	13,000.00	3,000.00	3,000.00	10,000.00
41 - PROGRAM REVENUES	13,300.00	13,300.00	180.00	240.00	13,060.00
Revenue Total:	26,300.00	26,300.00	3,180.00	3,240.00	23,060.00
Expense					
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	0.00	3,150.00	16,590.00
60 - COMMODITIES	4,400.00	4,400.00	0.00	0.00	4,400.00
Expense Total:	25,640.00	25,640.00	0.00	3,150.00	22,490.00
Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):	660.00	660.00	3,180.00	90.00	570.00
Fund: 518 - CAPITAL PROJECT FUND					
Revenue					
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
Revenue Total:	1,480,585.00	1,480,585.00	0.00	-23,282.31	1,503,867.31
Expense					
60 - COMMODITIES	10,707.00	10,707.00	0.00	11,717.84	-1,010.84
80 - CAPITAL IMPROVEMENTS	1,495,700.00	1,495,700.00	109,267.95	126,665.66	1,369,034.34
Expense Total:	1,506,407.00	1,506,407.00	109,267.95	138,383.50	1,368,023.50
Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):	-25,822.00	-25,822.00	-109,267.95	-161,665.81	135,843.81
Fund: 523 - CAPITAL 98 GOLF FUND					
Revenue					
37 - GENERAL REVENUE	310,000.00	310,000.00	0.00	0.00	310,000.00
Revenue Total:	310,000.00	310,000.00	0.00	0.00	310,000.00
Expense					
80 - CAPITAL IMPROVEMENTS	342,100.00	342,100.00	31,500.00	114,715.00	227,385.00
Expense Total:	342,100.00	342,100.00	31,500.00	114,715.00	227,385.00
Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):	-32,100.00	-32,100.00	-31,500.00	-114,715.00	82,615.00
Fund: 608 - 2014B (2005B Refinance)					
Revenue					
35 - ADDITIONAL	468,100.00	468,100.00	0.00	0.00	468,100.00
Revenue Total:	468,100.00	468,100.00	0.00	0.00	468,100.00

Income Statement

For Fiscal: 2023 Period Ending: 04/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Expense					
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
Expense Total:	469,600.00	469,600.00	0.00	0.00	469,600.00
Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):	-1,500.00	-1,500.00	0.00	0.00	-1,500.00
Fund: 612 - PREVIOUS YEAR ROLLOVER BOND					
Revenue					
10 - TAXES	698,416.00	698,416.00	176,837.36	336,588.30	361,827.70
Revenue Total:	698,416.00	698,416.00	176,837.36	336,588.30	361,827.70
Expense					
65 - GENERAL EXPENDITURES	665,157.00	665,157.00	0.00	0.00	665,157.00
Expense Total:	665,157.00	665,157.00	0.00	0.00	665,157.00
Fund: 612 - PREVIOUS YEAR ROLLOVER BOND Surplus (Deficit):	33,259.00	33,259.00	176,837.36	336,588.30	-303,329.30
Fund: 613 - CURRENT ROLLOVER					
Revenue					
35 - ADDITIONAL	671,550.00	671,550.00	0.00	0.00	671,550.00
Revenue Total:	671,550.00	671,550.00	0.00	0.00	671,550.00
Expense					
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
Expense Total:	671,550.00	671,550.00	0.00	0.00	671,550.00
Fund: 613 - CURRENT ROLLOVER Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00
Fund: 900 - CASH RESERVES					
Revenue					
20 - INTEREST	0.00	0.00	1,305.07	2,693.55	-2,693.55
Revenue Total:	0.00	0.00	1,305.07	2,693.55	-2,693.55
Fund: 900 - CASH RESERVES Total:	0.00	0.00	1,305.07	2,693.55	-2,693.55
Total Surplus (Deficit):	200,128.85	200,128.85	546,948.10	668,963.28	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	159,366.00	159,366.00	232,113.13	363,113.40	-203,747.40
200 - RECREATION FUND	-1,088.15	-1,088.15	119,400.27	172,508.60	-173,596.75
300 - GOLF	80,574.00	80,574.00	14,799.72	-97,476.57	178,050.57
404 - AUDITNG FUND	175.00	175.00	2,608.20	6,771.14	-6,596.14
405 - PAVING & LIGHTING FU	-400.00	-400.00	2,730.94	5,019.73	-5,419.73
406 - LIABILITY INSURANCE F	13,069.00	13,069.00	30,055.67	36,510.31	-23,441.31
407 - IMRF FUND	16,065.00	16,065.00	25,898.71	38,523.70	-22,458.70
408 - POLICE FUND	-220.00	-220.00	8,511.60	7,874.28	-8,094.28
409 - MUSEUM FUND	-6,000.00	-6,000.00	253.20	481.93	-6,481.93
410 - SPECIAL RECREATION F	-23,147.00	-23,147.00	36,840.27	31,375.39	-54,522.39
411 - SOCIAL SECURITY FUN	-8,562.00	-8,562.00	33,181.91	41,270.33	-49,832.33
412 - MEMORIAL FUND	-4,200.00	-4,200.00	0.00	0.00	-4,200.00
413 - COMMUNITY EVENTS	660.00	660.00	3,180.00	90.00	570.00
518 - CAPITAL PROJECT FUN	-25,822.00	-25,822.00	-109,267.95	-161,665.81	135,843.81
523 - CAPITAL 98 GOLF FUND	-32,100.00	-32,100.00	-31,500.00	-114,715.00	82,615.00
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	176,837.36	336,588.30	-303,329.30
613 - CURRENT ROLLOVER	0.00	0.00	0.00	0.00	0.00
900 - CASH RESERVES	0.00	0.00	1,305.07	2,693.55	-2,693.55
Total Surplus (Deficit):	200,128.85	200,128.85	546,948.10	668,963.28	



May 23, 2023

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

PDRMA (PARK DISTRICT RISK MANAGEMENT AGENCY)

This is the intergovernmental cooperative agency of which we are a member which provides the District with property, liability, workers' compensation, unemployment compensation, and employee health benefits. The 2022 PDRMA annual report for our District is attached. Participation in PATH is a voluntary program for benefits-eligible employees and their covered spouses to participate to earn points which translates to up to \$400 a year that may be earned per participant paid through PDRMA. The District's claims last year included the fire occurred in GMRC kitchen, bushes burned in Country Gardens Park, shorted pump motor at pool, trees damaged due to weather on golf course. The annual risk management review for our agency is going well despite staff transition. It provides a guide for our operations and creates strategies to address potential risks. The District has 18 out of 20 full time employees participate in the health insurance. There are 158 district members in PDRMA with 5500 full-time employees total.

WEDGEWOOD PARK - Construction scheduled to begin in June. Informational signage will be onsite, and the webpage has been updated with renderings of the project.

TULLY PARK (City IGA) –

The park district is working with the City to make the park accessible for all with parking and signage at the 214 S Wheeling Rd. property. The current master plan includes making Tully accessible, identifiable and create entrance access. The City is leading this project until the Park District purchases the property from the City. The NRC was given notice by the City to transplant plants before demolition occurs this summer. The demolition of the property is going to bid and currently includes removal of the asphalt starting at Wheeling Rd., plus the house, large cottonwood tree in center of yard, and all the way back to the property line which includes a fence. Beyond the fence there is a thicket of buckthorn and other invasive plants and then a natural prairie between the properties. Neighbors and NRC have requested a meeting to discuss the opening to the park. Their preference is for the opening to be more narrow and less intrusive to the natural prairie. The other option is to include removal of the thicket and plantings (if not transplanted before summer) in the demolition project to make the opening wider. The ultimate plan for the 214 S Wheeling property after demolition is permeable pavement and signage.

SOMERSET PARK (City IGA) – nothing until fall

BOARD MEETING AGENDA ITEMS 2023

June 2023	<ul style="list-style-type: none">• ComEd Recreational Lease renewal• SD23 IGA• Acceptance of the FY2022 Comprehensive Annual Financial Report
July 2023	<ul style="list-style-type: none">• Resolution Determine Confidentiality Closed Session Minutes
August 2023	<ul style="list-style-type: none">• Approval Resolution NWSRA 2024 Assessment
September 2023	<ul style="list-style-type: none">• Annual harassment prevention training• NWSRA 2022-23 Year in Review
October 2023	<ul style="list-style-type: none">• Resolution Approval of IAPD credentials• Approve Ordinance issue bond
November 2023	<ul style="list-style-type: none">• Approve Prescribed Burn 2023-2024• Approve Resolution Truth in Taxation for Levy Year 2023
December 2023	<ul style="list-style-type: none">• FY2024 Budget presentation• Approval of interfund transfers FY2023• Approval of 2023 Board Meeting Schedule• Adopt Tax Levy Ordinance and Resolution

Prospect Heights Park District 2022 AT A GLANCE

On the heels of a pandemic came rising inflation, hardening reinsurance markets and increased competition. But we were resilient, recovering quickly each time a challenge arose. We relied on our knowledge, leadership and collaboration to continue to partner with members to manage risk and promote wellness.



WELLNESS

Wellness remained an ongoing concern for everyone in 2022 – both physically and mentally. Our **PATH** program and **Mindful of Mental Health** webinars helped keep your employees engaged in healthy programs, updated about resources and inspired to stay well. Your agency's **PATH** participation rate for eligible employees last year was **50 percent**. PDRMA paid **\$2,630** in **PATH** incentives to employees at your agency in 2022.

50%
employee
participation
\$2,630



EDUCATION AND TRAINING

Knowing how to recognize and resolve risks requires identifying them first. To help your employees do that, we offered webinars, eLearning and live classes as well as downloadable resources. **21** of your agency's employees participated in **128** PDRMA education and training offerings in the past two years.

21
employees
participated

128
training offerings



RISK MANAGEMENT

Knowing that reducing incidents requires both analyzing risks to provide the best coverage and each member managing its agency's risks, we persevered through every challenge. In appreciation of your risk management efforts, we awarded your agency **\$3,000** in total cash incentives over the past two years.

\$3,000



LEGAL SERVICES

Whether you needed help to manage changing employer requirements or adhering to regulatory guidelines, our in-house counsel was available to help you throughout 2022. Over the last two years, your employees made **1** calls to our HELPLine.

1
calls made



RATE STABILIZATION

PDRMA's focus on long-term, financial stability allows you to manage risks and promote wellness while benefitting from stable rates. In 2021 and 2022, we lowered Property/Casualty members' total contributions by \$12.17 million dollars, combined, by using rate stabilization. Your agency received **\$47,169** of rate stabilization in the past two years.

\$47,169



HEALTH

One of the benefits of belonging to a risk pool is sharing rewards as well as risks. In 2022, we were able to return a total of \$1,012,535 in net position to Health Program members, an amount equal to approximately 3 percent of each member's 2022 contributions; your agency received **\$8,913**.

\$8,913



May 23, 2023

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

AUDIT UPDATE

The Sikich audit team is working on our audit and is planning the presentation for the June board meeting. After the first draft is received, the Management's Discussion and Analysis, as well as the Statistical Section, will be completed by staff and provided to Sikich to include in the audit. Once a complete draft is available, it will be sent out for review prior to the board meeting.

HR UPDATE

Summer hiring is progressing positively, with Performing Arts Camp and OCCC golf being fully staffed, the Parks department needing only one additional employee, and Summer Camp being nearly staffed. The referral program has already contributed to several new hires.

The new hires are attending CPR training at the City of Prospect Heights Fire District. The first training, which was full with a maximum of eight participants, was held on May 16, 2023. Two additional training courses are already scheduled.

A job fair was held on Thursday, May 18, 2023, at Wheeling High School via the park district's newly established membership with the Greater Wheeling Chamber of Commerce.

PARC FUNDING OPPORTUNITY

A new Park and Recreational Facility Construction (PARC) funding opportunity was announced for 2023. We are reviewing the requirements for the viability of applying for funds toward the Tully Park acquisition and development. The grant is 75% / 25% match required.

KID CARD

Finance and recreation staff met concerning the process and financial code set up for the new concession Kid Card. (See Marci's report.)

CAPITAL IMPROVEMENT PLAN

In order to organize capital assets and document a thorough list for planning and replacement purposes, a form has been developed and is being completed for each park and facility according to what is included in the fixed assets system. The next steps will be to meet with Park staff to update any relevant information, as well as to visit each park and take pictures of assets on the list. The goal is to have a comprehensive list, not only by location, but also in a database format, to assist with current and future funding requirements. This plan can also be used in conjunction with the Comprehensive Master Plan.



May 23, 2023

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

ARBOR DAY TREE DEDICATION

Park District staff joined City staff and members of the Garden Club for the Arbor Day tree dedication next to the Prospect Heights Public Works building. The students in our Preschool program sang a song and enjoyed watching the planes take off and land at the airport.

AQUATICS

As of May 16, Chicagoland Pool Management has 15 lifeguards, 4 pool managers, and 1 slide attendant hired to work at our pool. Both organizations continue their efforts to recruit additional aquatics staff. On Thursday, May 18 the staff will begin on-site training at the Lions Pool. The pool will open for the season on Saturday, June 3. The Typhoons Swim Team has increased by 17 members and now has 32 registered swimmers. At this time last year, we had 45 swimmers registered for the team. We have our meet schedule and will be hosting home meets on July 5 and July 12. All the coaches have been hired for the 2023 season.

FITNESS

April 2023, 547 visits, which was a decrease of 87 from the 634 visits in April 2022.

April 2023 Total Memberships: 252

1year passes:	91	3month fitness:	6
1year gym/racquetball:	41	SilverSneakers/Renew Active:	105
6month fitness:	9		

Three Year Comparison – Monthly Acquisition

Membership	April 2021	April 2022	April 2023
3 months	0	0	3
6 months	0	0	2
1 year	0	0	9
Membership March 2023	# of Members		Total Revenue
3 months	3		\$190
6 months	2		\$60
1 year	3		\$354
Seniors	6		\$498



May 17, 2023

To: Christina Ferraro, Executive Director
From: Dino Squiers, Superintendent of Facilities & Parks
Re: May 2023 Board Report

POOL

Repairs to the floor and walls were completed. The pool was cleaned and filled; circulating pumps are running; chemical feeders are pumping chemicals into the pool. Activities pumps are running to help circulate the flow of water. Hand sweeping and a robotic cleaner is being used to clean the iron deposits that settle on the bottom of the pool. The boiler was short cycling and shutting down; ignitors were cleaned and adjusted.

POOL DECK

Drain grates covering the pool deck gutters were replaced. This was required by the county inspector during last year's inspection.

THORGUARD

The lightening detection system for OCCC and GMRC was put in service for the season. Batteries are trickle-charged during the winter, so they are fully charged when reinstalled into the devices in the spring.

GMRC

Installation of carpeting and baseboards is complete. Additional carpeting is stored in the second-floor mechanical room if needed for repairs.

ELM STREET UTILITY WORK

From Camp McDonald Road going north on Elm Street, the utility company has been digging up sections of the parkway to gain access to underground lines. Construction is now complete; topsoil and sod were added; we will continue to water the area so that the grass establishes roots and will be ready for the Block Party.

COUNTRY GARDENS/BIKE PATH

The storm sewer that drains water from behind Country Gardens Park next to the bike path was not draining. Rodding from the creek would not open the blockage. It was determined that the pipe collapsed and, after digging out the area and locating the pipe, thirty feet of drainpipe needed to be replaced.

CLAIRE PARK

A vehicle struck a boulder in front of the Park's entrance and proceeded into the mulch area damaging the shrubs next to the tennis courts. Police report was filed, and staff is working on cleaning up area and figuring the cost of the damage.

PARKS

Cleaning up, grass cutting and trimming is ongoing at the parks; fields are being maintained for the baseball season, addition garbage removal is being added to keep up with the demand. Portable toilets were delivered to Country Gardens Park.



May 23, 2023

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

GOLF – April weather conditions were favorable which helped produce revenue. Sales increased 23% from last April.

SPECIAL EVENTS – The spring Masters Shoot Out was canceled due to unplayable conditions. No other events were scheduled during April.

CLUB HOUSE – New roof lighting was installed due to electrical issues. The new lighting is providing brighter walkways and better security at night. The capital roof project repair was completed. This project will continue over the next three years until the entire roof is covered with new membrane. Ice machine repairs were also completed to ensure plenty of ice for the long summer months.

FOOD AND BEVERAGE – Sales and events increased. Income was up 12% from last April.

GOLF SHOP – Most of the new products have arrived for the season and displayed to sell. Sales mirrored last season's results at this time. The good news is we secured several special orders that will reflect positively next month.

GROUNDS – The grounds are looking good. The additional staffing is providing more consistent mowing which really shows. Bunkers were edged, Greens were verticut to provide better ball speed. (Verticutting is the process of removing the thatch buildup that is on the greens, allowing the turf to breathe better. It allows the grass to absorb nutrients and moisture more efficiently.) The ponds' algae were removed to enhance the water appearance. Tee boxes were de-thatched and the bridge on 14th tee is being repaired.

STAFF – We welcome returning staff for another season.

APRIL	2022	2023	% CHANGE 2021 VS 2022
Golf & Members	\$72,275.00	\$89,320.91	+23%
Golf Shop	\$9,045.83	\$8,768.30	-2%
Food & Beverage	\$41,112.23	\$46,964.94	+12%
Driving Range	\$473.00	\$865.00	+83%



May 23, 2023

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

PRESCHOOL

Our preschoolers were very busy in their last month of school!

For Beach Day, the students wore their swimsuits to class, and played with water toys on the water table. For Arbor Day, they attended the Prospect Heights tree dedication ceremony. Next was their field trip out to the Slough where the teachers had set up a scavenger hunt. Finally, the school year ended on May 11 with the Spring program for our 3-year-olds and graduation for our 4-year-olds at OCCC. All in all, it was a great school year, teachers were proud of all their students, and I was proud of all our teachers/aides.

YOUTH ATHLETICS

The Spring Little Kickers Soccer league is halfway through the season. The league will end on June 10th.

CHILDREN'S PROGRAMS

There was a Kids Day Off on May 12 with 24 kids. The kids went to Bison's Bluff, a park of the Schaumburg Park District, and Chuck E Cheese.

The Smart Start Art class started on April 20. This is the first time we are offering this class and there are 7 participants enrolled.

SUMMER CAMP

For camp this summer, to date, we have hired 33 of the 38 counselors needed. Of the 33 counselors hired, 17 of them are new staff and 16 of them are returning staff.

Upcoming important dates are camp training will be May 25, May 30 and June 1, while Camp Open House will also be held on Thursday, June 1 from 5:30-6:30pm at the Gary Morava Recreation Center.



May 23, 2023

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

DANCE/PERFORMING ARTS

Our Spring Recital was held on Saturday, May 13 at MacArthur Middle School. There were 2 shows and sold a record breaking 442 tickets. The dancers did a great job.. Summer dance classes will begin the week of June 19th.

Competition Teams will be competing at their final competition of the season on Friday, May 19 & Saturday, May 20. Leap! Dance Competition will be held at the Batavia Fine Arts Center.

Creative & Performing Arts Camp registration is full with 50 campers each week. All staff have been hired with 8 Camp Counselors and a Camp Coordinator who are preparing for an amazing summer.

Our Production Camp registration has more than doubled since 2022. We currently have 24 registered campers and this year's show is "School of Rock". We are very excited to be back to pre-covid numbers in our camp programs.

ACTIVE ADULTS

The current Active Adult Newsletter has been mailed out and registration is currently underway for all summer trips.

SPECIAL EVENTS

The next special event will be the S'mores Poolside Bingo on Wednesday, July 19. Andy's Frozen Custard is an event sponsor for many events in 2023.

CONCESSION/CAMP LUNCH

The Concession Stand is starting to come to life. Orders have been placed and our point-of-sale system in RecTrac is being updated.

New this summer, the Kid Card is being introduced to summer camp participants. The Kid Card works like a debit card and can be used in our concessions stand as payment if there are funds available on the card. Parents can load and check the balance of their campers' Kid Card in their online account at www.phparks.org or at the Front Desk. Each Kid Card will have the camper's name, picture, and household id number. There is no charge for a camper to receive a Kid Card.

I currently have 6 of 8 employees hired for the concessions stand.



May 23, 2023

To: Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Logistics for the Committee on Local Government Efficiency

The Park District must identify committee members by June 10, 2023. This committee is considered a public body to which provisions of the Freedom of Information Act and the Open Meetings Act apply.

The committee is required to meet at least three times. The committee may, but is not required, to meet during the regularly scheduled meeting of the governmental unit if the following conditions are met:

- (1) separate notice is given in conformance with the Open Meetings Act,
- (2) the committee meeting is listed as part of the board of the governmental unit's regular meeting agenda, and
- (3) at least a majority of the members of the committee are present at the committee's meeting. However, because the committee's membership is not identical to the park board membership, the park board would want to adjourn or recess its regular meeting before convening a meeting of the committee if it chooses to meet on the same day as a regularly scheduled meeting.

Each meeting of the committee must be public and held in accordance with the Open Meetings Act. The committee must provide an opportunity for any person to be heard at each meeting for at least three minutes. At the conclusion of each meeting, the committee must conduct a survey of residents who attended the meeting and ask for input on matters discussed at the meeting. Although not a required method, a survey conducted by email to all residents who attended the meeting and provided a valid email address is one way to satisfy this survey requirement. Pursuant to the Open Meetings Act, all public bodies must keep written minutes of the meeting.

Each committee must:

- (1) study the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois,
- (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency,
- (3) provide a written report to the administrative office of the county board of each county in which the governmental unit is located.

Staff will gather the information and distribute it to the committee members via email. Committee members are asked to review the information and be prepared to discuss it at the scheduled meetings. The first meeting will be held on June 27 or July 25, 2023 (pending committee approval). Staff will compile the report due to Cook County by November 2024.

Example of what this committee will review:

- Operations Manual
- Board Policies and Procedures Manual
- Administrative Policies and Procedures Manual
- General Conduct Ordinances
- Personnel Policies/Employee Manual or Handbook
- Safety and Risk Management Policies
- Strategic Plan
- Comprehensive Master Plan
- Annual Report
- Shared Services and Partnerships
 - Intergovernmental agreements
 - Partnerships or agreements with PHYBS
- Use of volunteers
- Youth employment
- Joint purchasing
- Parks Foundation
- Transparency to the community
- Benefits and Services
- Recommendations for increased accountability and efficiency
 - Fees
 - Unfunded mandates
 - Criminal background checks
 - Prevailing wage
 - Newspaper publication
 - Opportunities for savings

RESOLUTION NO. 03.23.2023

**A RESOLUTION FORMING A COMMITTEE ON
LOCAL GOVERNMENT EFFICIENCY**

**PROSPECT HEIGHTS PARK DISTRICT,
COOK COUNTY, ILLINOIS**

WHEREAS, the Prospect Heights Park District ("Park District") is required to form a Committee on Local Government Efficiency ("Efficiency Committee") pursuant to 50 ILCS 70/1 *et seq.* (the Act); and

WHEREAS, pursuant to the Act, the Efficiency Committee shall: (1) study the Park District's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the administrative office of each county board of the county in which the governmental unit is located; and

WHEREAS, the Efficiency Committee shall consist of the elected or appointed members of the Board of Commissioners of the Park District, at least two residents from the district appointed by the President of the Board of Commissioners and approved by the Board of Commissioners, and the chief executive officer or other officer of the Park District, if any; and

WHEREAS, The President desires to appoint Marianne Kerr, Allison Kirby, and Travis Hoying as the three resident members of the Efficiency Committee, with the advice and consent of the Board of Commissioners; and

WHEREAS, the Efficiency Committee shall meet at least three times and shall operate as a public body pursuant to the Open Meetings Act and Freedom of Information Act; and

WHEREAS, the Efficiency Committee shall provide a written report to the administrative office of the Cook County Board no later than eighteen months after the day of the Efficiency Committee's formation; and

WHEREAS, the Efficiency Committee will be dissolved after it has made a written report to the Cook County Board and all other statutory requirements have been satisfied;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PROSPECT HEIGHTS PARK DISTRICT, COOK COUNTY, ILLINOIS as follows:

SECTION 1: That the Board of Commissioners hereby forms its Committee on Local Government Efficiency consisting of the following individuals:

- Tim Jones, Board of Commissioners, President
- Ellen Avery, Board of Commissioners, Vice President
- Betty Cloud, Board of Commissioners, Secretary
- Eric Kirste, Board of Commissioners, Treasurer
- Paul Fries, Board of Commissioners
- Steve Messer, Board of Commissioners
- Karl Jackson, Board of Commissioners
- Marianne Kerr, resident
- Allison Kirby, resident
- Travis Hoying, resident
- Ray Doerner, Superintendent of Recreation
- Christina Ferraro, Executive Director

SECTION 2: That Tim Jones shall serve as the chairperson of the Efficiency Committee; and

SECTION 3: That the Park District's Board Secretary, Open Meetings Act Officer, and Freedom of Information Act Officer shall serve the Efficiency Committee in those respective roles; and

SECTION 4: That the Efficiency Committee shall perform its duties in accordance with 50 ILCS 70/1 *et seq.*; and

SECTION 5: That the Board of Commissioners shall provide a written report to the Cook County Board no later than November 24, 2024, which is eighteen months after the day of the Efficiency Committee's formation.

DATED this 23rd day of May 2023.

PROSPECT HEIGHTS PARK DISTRICT

[SEAL]

By: _____
Tim Jones, Board President

ATTEST:

Elizabeth "Betty" Cloud, Board Secretary



December 14, 2021

To: Park Board of Commissioners

From: Christina Ferraro, Executive Director

Re: Approval of Lexington Purchase And Sale Agreement extension to July 1, 2024

BACKGROUND

In 2019, Lexington Homes entered into a contract with JFH (adjacent to Muir Park) to purchase the property to build a housing development and then approached the Park District about swapping land to build a detention basin near the development. There were numerous meetings and discussions with community members, Lexington staff, Park District staff, City staff, Park board members, City Council, City Planning Zoning Board, attorneys, civil engineers, landscape architects, etc. These discussions included redesigning the existing ball field and constructing a new parking lot. The Park District gathered community feedback via emails, meetings and an official survey to redevelop the existing park. The Park District negotiated the land swap, the purchase price, park improvements, and the maintenance and repair of the detention basin and parking lot.

The board must approve the final plans for Muir Park improvements prior to the City's final approval of the development. Upon City Council final approval, Lexington may begin acquiring permits of the City and the state for the construction of the development and the water pumping station. Lexington will begin construction and perform initial improvements to Muir Park (i.e., demolition, grading, install concrete curbs and sidewalks, asphalt drive, etc.) Once the initial improvements are completed, the Park District will be responsible for construction of the ball field, etc.

In 2021, the Park Board approved the terms of the purchase and sale agreement between Prospect Heights Park District and Lexington Homes to exchange land, currently part of Muir Park, subject to final approval by the Executive Director and District's Attorney of the agreements exhibits and contract wording. The agreement indicates in the event that Lexington does not commence construction on or before July 1, 2023, the swap shall be unwound. Lexington is requesting the agreement be extended to July 1, 2024.

MOTION:

Approval of Lexington Purchase And Sale Agreement extension to July 1, 2024: in the event Lexington does not commence construction on or before July 1, 2024, the swap shall be unwound.



May 23, 2023

To: Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Approval of advisory positions appointments to the Board: June 2023-May 2024

1. Approve Representative to NWSRA Board: Christina Ferraro, Ray Doerner as alternate. June 2023-May 2024
2. Per the 2022 Board Manual Article 4.5 Recording Secretary. The Recording Secretary of the Board need not be a member of the Board. The Recording Secretary shall be responsible for all official correspondence of the Board. The Recording Secretary shall give notice and attend all meetings of the Board. The Recording Secretary keeps the corporate seal and all books and records pertaining to his/her office, attests and affixes the corporate seal to all instruments requiring such action when authorized by Ordinance or vote of the Board, and causes all Ordinances, Resolutions and other actions of the Board requiring publication to be duly published. The Recording Secretary shall be elected by the Board and serve a term of one (1) year until a successor is elected. An Assistant Recording Secretary may be appointed by the Board and shall perform the duties of the Recording Secretary as prescribed by the Board at the direction of the Recording Secretary or in the event the Recording Secretary is unable to perform said services.

Approve Recording Secretary – Edlyn Castil, Catherine Roock as Assistant Recording Secretary June 2023-May 2024

3. Approve Legal Counsel – Ancel Glink June 2023-May 2024



May 23, 2023

To: Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Elect President, Vice-President, Treasurer and Secretary one-year terms

Per the 2022 PHPD Board Manual Article 4

The President, Vice-President, Treasurer and Secretary are elected by the at the Annual Meeting, pursuant to law. Each Officer holds office until the next Annual Meeting (May 2024) or until a successor is duly chosen and has qualified. Elections and appointments of the Board Officers will take place as the last item of New Business at the Board's Annual Meeting. In addition to the duties identified below, each Officer shall perform such duties as may be required of him/her by law or by direction of the Board.

4.1 President. The Board President shall be the chief executive officer of the Board. The President shall be the presiding officer at meetings of the Board. The President shall appoint with Board approval annually, the committees and/or members and chairpersons of the standing committees of the Board. The President, with the consent of the Board, shall appoint the members of special committees created by the Board. The President shall appoint a Secretary pro tempore of the Board to serve in the absence of the Secretary. The President shall sign all ordinances passed by the Board and all such other documents and papers of the District that by law require a signature. The President shall see that policies of the Board are enforced and that orders of the Board are faithfully executed. The President's vote shall be called for on all matters before the Board in the normal voting rotation with the other Commissioners. The President shall establish an effective working relationship with the Executive Director by meeting regularly to actively communicate with the Executive Director about special issues and problems affecting the District. The President shall work with the Executive Director to prepare Board meeting agendas and schedule an annual performance evaluation of the Executive Director. The President shall effectively communicate with other Board members to ensure all members are kept abreast of important issues affecting the District. As well as serving as the official spokesperson for the Board, the President or designee shall represent the Board at community and District events. The President shall also serve as the official District representative to the IAPD and any other official legislative committee that will enhance the mission and vision of the District. The President shall be elected by the Board and serve a term for one (1) year or until a successor is elected.

4.2 Vice-President. The Board's Vice-President shall perform the duties of the President in the President's absence or refusal or inability to act, shall be vested with powers and perform the duties of the President. The Vice President shall be elected by the Board and serve a term for one (1) year or until a successor is elected.

4.3 Secretary. The Board Secretary shall oversee all minutes, ordinances, orders, and resolutions of the Board. If the President and Vice-President both are absent from a meeting at which a quorum of Commissioners is present, then the Secretary shall call the

meeting to order and call for selection of a President pro tempore for that meeting by a majority vote of the Commissioners present. The Secretary shall be appointed by the Board and serve a term of one (1) year or until a successor is appointed.

4.4 Treasurer. The Board Treasurer, in conjunction with the Executive Director and the Business Manager, report to the Board at monthly Regular Board Meetings all receipts and disbursements of the District. The Treasurer shall be appointed by the Board and serve a term for one (1) year or until a successor is appointed. An Assistant Treasurer may be appointed by the Board and shall perform the duties of the Treasurer as prescribed by the Board in the event the Treasurer is unable to perform said services.

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