



BOARD REPORT

OCTOBER 24, 2023



**Agenda for the October 24, 2023
Regular Park Board Meeting
Gary Morava Recreation Center
110 W Camp McDonald Road, Prospect Heights, IL 60070
7:00 p.m.**

I. Call to Order

A. Roll Call

President Jones: Secretary pro tempore appointment of the Board to serve in the absence of the Secretary.

B. Pledge of Allegiance

II. Corrections/Additions/Approval of Agenda

III. Correspondence

A. Peter Murphy, IAPD President/CEO Illinois Association of Park Districts

B. Illinois State Senator Julie Morrison

C. Illinois State House of Representatives Acknowledgement

IV. Recognition/Welcome

Aaron Gold, Vice President, Speer Financial, Inc.

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 September 26, 2023, Committee of Whole Park Board Meeting Minutes

B. Approval of September 26, 2023, Regular Park Board Meeting Minutes

C. Approval of Treasurer's Report Cash Report #10 cash balance totaling \$5,705,170.13 as of September 30, 2023

D. Approval of Warrants totaling \$182,910.33 for the period ending September 30, 2023

VII. Announcements (Meetings)

Regular Board Meeting – November 14, 2023, 7:00 p.m.

VIII. Attorney's Report

Legal Matters

IX. Administrative/Operational Summary

A. Executive Director, Ferraro

B. Marketing & Communications Manager, Castil

C. Superintendent of Finance, HR, and IT, Hughes

D. Superintendent of Recreation, Doerner

E. Superintendent of Parks and Facilities, Grassi

F. Director of Golf, Heidkamp

G. Recreation Supervisors, Fudala, Glinski, Zervas

- X. Unfinished/Ongoing Business**
Five-Year Review Food and Beverage Operations
- XI. New Business**
 - A. Approval of IAPD Credentials Certificate
 - B. Approval of Ordinance #10.24.2023: "An ordinance providing for the issue of \$669,640 General Obligation Limited Tax Park Bonds, Series 2023, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of certain outstanding bonds of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof."
- XII. Committees of the Board**
 - A. Finance Committee, Kirstie & Messer
 - B. Personnel and Planning Committee, Avery & Cloud
 - C. Policy and Procedure Committee, Avery & Cloud
 - D. Recreation Facilities, Parks & Maintenance Committee, Jones & Fries
 - E. Recreation Programs & Resident Relations Committee, Kirstie & Cloud
 - F. OCCC Programs, Facilities, Grounds & Maintenance Committee, Jackson & Jones
- XIII. Commissioner Comments**
- XIV. Executive Session**
- XV. Action as a Result of the Executive Session**
- XVI. 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.



September 19, 2023

Christina Ferraro
Prospect Heights Park District
110 W Camp McDonald Rd
Prospect Heights, IL 60070

Dear Christina:

Please find enclosed letters that were sent to Representative Mary Beth Canty, Representative Jonathan Carroll, Senator Ann Gillespie and Senator Julie Morrison. We wanted them to know about the outstanding work the Prospect Heights Park District is doing and the recognition it will be receiving at the *Best of the Best Awards Gala* on October 20th.

I encourage you to invite your legislators to the *Best of the Best Awards Gala* and make them a part of your reservation, so that they can join in the celebration and learn more about your agency's award-winning projects.

Congratulations on the award, Christina. Keep up the great work!

My best personal regards,

A handwritten signature in black ink, reading "Peter M. Murphy".

Peter M. Murphy
President/CEO

Enclosures



400 LAKE COOK RD #100B
DEERFIELD, IL 60015
(847) 945-5200

311 STATE HOUSE
SPRINGFIELD, IL 62706
(217) 782-3650



ILLINOIS STATE SENATE

JULIE A. MORRISON

STATE SENATOR • 29TH DISTRICT
MAJORITY CAUCUS WHIP

COMMITTEES:

HEALTH & HUMAN SERVICES, CHAIR
VETERANS AFFAIRS, CHAIR
EARLY CHILDHOOD EDUCATION
ENVIRONMENT & CONSERVATION

September 25, 2023

Christina Ferraro
Executive Director
Prospect Heights Park District
104 W Camp McDonald Road
Prospect Heights, IL 60070

Dear Christina,

Congratulations to the Prospect Heights Park District on being named an Illinois Association of Park Districts "Best of the Best" statewide awardee in the "arts in the park category."

I understand that the Prospect Heights Park District competed against other park districts, forest preserves, conservation and recreation agencies throughout the state to win this prestigious award. Thank you for all you do for our community, and keep up the good work!

Sincerely,

A handwritten signature in cursive script that reads "Julie Morrison".

Julie A. Morrison
State Senator, 29th District

STATE OF ILLINOIS



103RD GENERAL ASSEMBLY • HOUSE OF REPRESENTATIVES

ACKNOWLEDGES

PROSPECT HEIGHTS PARK DISTRICT ARTWALK PROGRAM

IN RECOGNITION OF

WINNING THE ILLINOIS ASSOCIATION OF PARK DISTRICTS

"BEST OF THE BEST" FOR ARTS IN THE PARK" CATEGORY

AND JOINS IN THE COMMEMORATION OF THE EFFORT, DEDICATION AND HARD WORK THAT LED TO SUCCESS
AND FURTHER EXPRESSES ITS BEST WISHES FOR PERSONAL HAPPINESS AND PROFESSIONAL ACHIEVEMENT.

OFFERED BY: REPRESENTATIVE MARY BETH CANTY

A handwritten signature in dark ink, reading "Emanuel C. Welch".

EMANUEL CHRIS WELCH
SPEAKER OF THE HOUSE



NO. 103-16227

A handwritten signature in dark ink, reading "John W. Hollman".

JOHN W. HOLLMAN
CLERK OF THE HOUSE

THE BEST OF THE
Best
AWARDS GALA

Arts In The Park

PROSPECT HEIGHTS
PARK DISTRICT

Presented by the
Illinois Association of Park Districts

October 2023

**MINUTES OF THE COMMITTEE OF THE WHOLE 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, SEPTEMBER 26, 2023**

Call to Order

Roll Call

Commissioner Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 6:00 p.m.

Commissioners present: Ellen Avery, Betty Cloud, Paul Fries, Tim Jones, Eric Kirste, Steve Messer (arrived at 6:14 p.m.)

Commissioners absent: Karl Jackson

Also Present: Christina Ferraro – Executive Director, Ray Doerner – Superintendent of Recreation, Mark Grassi – Superintendent of Parks & Facilities, Shawn Hughes – Superintendent of Finance, HR & IT, Edlyn Castil – Marketing & Communications Manager/Recording Secretary, Marc Heidkamp – Director of Golf

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 Cloud to approve the agenda as submitted. The motion was unanimously approved by a voice vote with two absent (Commissioner Jackson, Messer). The motion carried.

Recognition/Welcome

Tracey Crawford, Executive Director and Darlene Negrillo, Superintendent of Administrative Services of NWSRA, and 18 PHPD Staff were in attendance physically and 26 attended remotely.

Commissioner Messer arrived at 6:14 p.m.

Presentation


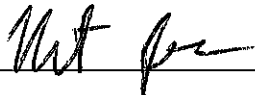

Crawford and Negrillo conducted an annual Sexual Harassment Prevention Training with the Park Board and Staff.

Adjournment

With no further business to discuss, a motion was made by Commissioner Kirste and seconded by Commissioner Fries to adjourn the Committee of the Whole Meeting at 6:56 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Elizabeth “Betty” Cloud, Secretary

Sexual Harassment Prevention Training 9/26/2023
Sign in Sheet

	PRINT NAME	SIGNATURE	POSITION
1.	Adamar. Gonzalez		KD
2.	Natalie Janostak		KS
3.	Shawn Hughes		Supt. Finance
✓ 4.	Edlyn Castil	Edlyn Castil	Marketing + Com
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			

Sexual Harassment Prevention Training 9/26/2023

Sign in Sheet

	PRINT NAME	SIGNATURE	POSITION
39.	Harry Bowhley	Harry Bowhley	Rec Center
40.	PATRICIA HEIL	P. Heil	Dance teacher
41.	DOUG RAMBELL	D. Rambell	PARKS FIREMAN
42.	WAYNE PETERSON	Wayne Peterson	MAINTENANCE
43.	Arlene Krantz	Arlene Krantz	DID ORCHARD CO
44.	Andrea Mueller	Andrea Mueller	Accounting Clerk
45.	HEIDKAMP	Heidkamp	GOLF OPERATIONS
46.	Eduardo Cruz	Eduardo	Facilities
47.	Ray Doerner	Ray Doerner	Supl. of Recreation
48.	Christina Ferraro	CFerraro	Ex Director
49.	Mike Ryan	Mike Ryan	Adult Trip Driver
50.	Mark Grassi	Mark Grassi	Supl. of Parks/Facilities
51.	Peter Lutzow	P. Lutzow	Maintenance
52.	Panagiotis Zervas	Panagiotis Zervas	Rec Supervisor
53.	Thomas Bradford	Thomas Bradford	Aftercare
54.	Claire Janestah	Claire Janestah	Kinderstop AC
55.	Aliyah Vargas	Aliyah Vargas	Kinderstop AC
56.	STEPHEN RANSSE	Stephen Ransse	MAINTENANCE
57.	Aley	Aley	Kinderstop Housely

Sexual Harassment Prevention Training 9/26/2023

Zoom Attendees

NAME

VOLUNTEER / EMPLOYEE / BOARD MEMBER

Rita Nebl

/ Pam ~~Nebl~~ ⁵³ Nawert

Diane

Laura

Justin

Julia Smaga

✓ Muskan

Pam

✓ Suzanne Bekielawski

Sean Lee

✓ Melanie Kwasnyk

Victoria ~~Tazin~~

Caroline Smith

Mayer

Pagal

Debbie ~~Nebl~~

Lynn Marasigan ^{sigam}

✓ Marci G.

Sexual Harassment Prevention Training 9/26/2023

Zoom Attendees

NAME

VOLUNTEER / EMPLOYEE / BOARD MEMBER

✓ Jessica Ginski

Isabella Kolo

Denisse & Daniela Rodriguez

Alyssa Powers

✓ Gabby Bekkelewski

changed name to

Daniela & Denisse

Kennie Lang

Niko Lopez

**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, SEPTEMBER 26, 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: Ellen Avery, Betty Cloud, Paul Fries, Tim Jones, Eric Kirste, Steve Messer

Commissioners absent: Karl Jackson

Also Present: Christina Ferraro – Executive Director, Ray Doerner – Superintendent of Recreation, Mark Grassi – Superintendent of Parks & Facilities, Shawn Hughes – Superintendent of Finance, HR & IT, Edlyn Castil – Marketing & Communications Manager/Recording Secretary, Marc Heidkamp – Director of Golf

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 unanimously approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Recognition/Welcome

Superintendent of Recreation Ray Doerner introduced Pan Zervas. Pan is the district's new Recreation Supervisor who will primarily oversee the Youth Athletics programs, Fitness programs, Fitness Center, Lion Pool and Aquatics programs.

Presentation

NWSRA Executive Director Tracey Crawford presented the NWSRA 2022-23 Year in Review to the board.

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, Cloud, Fries, Jones, Kirste, Messer

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Announcements (Meetings)

The next Regular Board Meeting is scheduled for October 24, 2023 at 7:00 p.m. at the Gary Morava Recreation Center.

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reported demolition at Wedgewood Park is scheduled to start on October 2. The City contractors began demolition of the property at 214 S Wheeling. The district will be presented with an award at the IAPD Best of the Best Gala on October 20th. Christina discussed renaming some of the rooms at Gary Morava to Elm, Pine, Olive and Willow. The board was in favor of the name changes. Christina is working with Comcast to obtain the cost of fiber. There wasn't a parks tour scheduled this year. There was discussion about scheduling a Parks tour in Spring 2024. Christina signed a letter of agreement with Williams Architects to conduct an analysis of the pool facility and combine both pool and building conceptual plans to be no more than \$20 million and then discuss next steps.

Superintendent of Finance, HR and IT – as submitted.

Marketing & Communications Manager – as submitted.

Superintendent of Recreation – as submitted. Superintendent of Recreation Ray Doerner reported the Winter/Spring 2024 Program Guide is in production and anticipated delivery to homes by mid-end November. Ray encouraged all to stop by the pop-up Artwalk this Saturday, September 30 at Izaak Walton Park. Ray discussed the Fitness Report that was included in this month's board report. He asked the board to let him know if they wanted other data included in the report. Ray discussed the Pool data covering 2017-2019, 2021-2023. A couple questions were asked by the commissioners:

- Can we split between pool pass visits vs daily?
- How many families are we impacting? Same child coming 3x day?

Ray will compile the data and present it at the next board meeting.

Commissioner Cloud inquired about the pickleball courts which led to a discussion.

Superintendent of Parks and Facilities – as submitted. Superintendent of Parks and Facilities Mark Grassi reported Peterson paving will be resurfacing the GMRC parking lot. Mark is working with Johnson Controls for a quote for an upgraded surveillance system.

Director of Golf Operations – as submitted. Sean Lee, OOC's new Superintendent of Golf, started. Sean will attend the next board meeting to meet the board.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Unfinished/Ongoing Business

There was none.

New Business

Approval Ordinance #09.26.2023 Tree Preservation

A motion was made by Commissioner Messer and seconded by Commissioner Kirste to adopt Ordinance #09.26.2023 Tree Preservation as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Partner resident rates for golf daily fees

Currently the staff is reviewing the entire agreement. Recommendation is to approve resident daily golf fee rates to be valid for Monday through Friday open play and restricted play on Saturdays, Sundays, and holidays. Continued discussion and amended Resident Partner agreement is forthcoming.

Committees of the Board

No report

Commissioners Comments

There were none.

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 8:10 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Elizabeth "Betty" Cloud, Secretary



Keep in Mind

Information in the following report was pulled from the most current data available. This data represented is from the U.S. Census along with the American Community Survey (ACS).

Total Population vs Population with Disabilities

602,642

Total Population

51,978

Population with Disabilities

Population with Disabilities that NWSRA serves in all regions

Based on the latest information, SRAs have reported on average that they have served **.55% of the total population**

.55% of Total Population

3,315

Population NWSRA serves

4,386

Children with Disabilities vs. CDC National Averages



17%

CDC National Average for Children with Disabilities

3.6%

All Regions Children with Disabilities

Adults with Disabilities vs. CDC National Averages



26%

CDC National Average for Adults with Disabilities

8.4%

All Regions Adults with Disabilities

Disability Population by Age

5,185

5 - 17 yrs

5,066

18 - 34 yrs

13,285

35 - 64 yrs

8,296

65 - 74 yrs

15,814

75 yrs & over

Population by Disability

8,454

Self-care Difficulty

6,883

Vision Difficulty

18,301

Independent Living Difficulty

12,195

Hearing Difficulty

17,237

Cognitive Difficulty

20,225

Ambulatory Difficulty



Keep in Mind

The questions introduced in 2008 pertaining to disabilities remain the same questions found in the current ACS questionnaires. They cover six disability types:

- Hearing difficulty deaf or having serious difficulty hearing
- Vision difficulty blind or having serious difficulty seeing, even when wearing glasses
- Cognitive difficulty Because of a physical, mental, or emotional problem, having difficulty remembering, concentrating, or making decisions
- Ambulatory difficulty Having serious difficulty walking or climbing stairs
- Self-care difficulty Having difficulty bathing or dressing
- Independent living difficulty Because of a physical, mental, or emotional problem, having difficulty doing errands alone such as visiting a doctor's office or shopping

Respondents who report anyone of the six disability types are considered to have a disability in the eyes of ACS data

Total vs. Disability Population by Sex

Total Population: 602,642

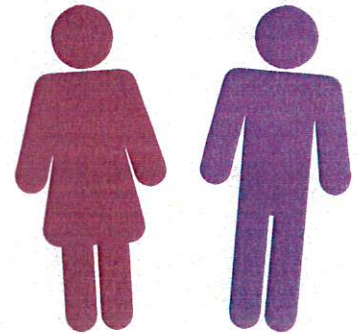
323,627
Male

279,015
Female

Disability Population: 51,978

24,037
Male

27,941
Female



Keep in Mind

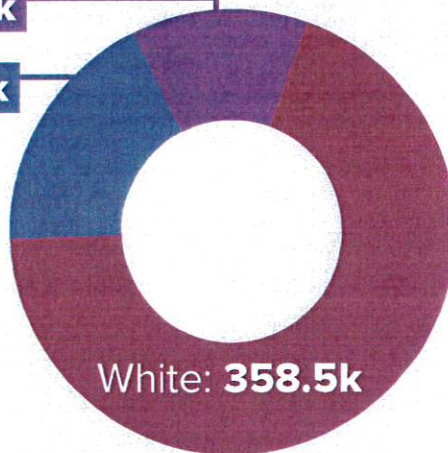
The American Community Survey includes a question that intends to capture current sex; there are no questions about gender, sexual orientation, or sex at birth. Respondents should respond either "male" or "female" based on how they currently identify their sex.

Ethnic Population

Hispanic: **67.8k**

Asian: **93.8k**

White: **358.5k**



3 Largest Ethnic
Groups in
All Regions

Veteran Population: 14,925

4.2%

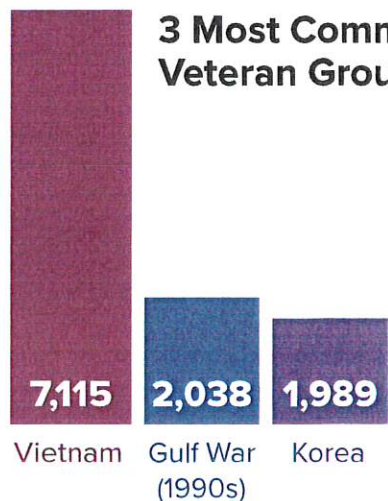
Veteran National Average

All Regions
Average

2.4%



3 Most Common Veteran Groups





Keep in Mind

Information in the following report was pulled from the most current data available. This data represented is from the U.S. Census along with the American Community Survey (ACS).

Total Population vs Population with Disabilities

54,063

Total Population

4,610

Population with Disabilities

Population with Disabilities that NWSRA serves in Region 2

Based on the latest information, SRAs have reported on average that they have served **.55% of the total population**

.55% of Total Population

297

Population NWSRA serves

329

Children with Disabilities vs. CDC National Averages



17%

CDC National Average for Children with Disabilities

2.4%

Region 2 Children with Disabilities

Adults with Disabilities vs. CDC National Averages



26%

CDC National Average for Adults with Disabilities

6%

Region 2 Adults with Disabilities

Disability Population by Age

404	5 - 17 yrs
388	18 - 34 yrs
1,672	35 - 64 yrs
830	65 - 74 yrs
1,769	75 yrs & over

Population by Disability

996	Self-care Difficulty
610	Vision Difficulty
2,532	Independent Living Difficulty
1,054	Hearing Difficulty
1,811	Cognitive Difficulty
2,193	Ambulatory Difficulty



Keep in Mind

The questions introduced in 2008 pertaining to disabilities remain the same questions found in the current ACS questionnaires. They cover six disability types:

- Hearing difficulty deaf or having serious difficulty hearing
- Vision difficulty blind or having serious difficulty seeing, even when wearing glasses
- Cognitive difficulty Because of a physical, mental, or emotional problem, having difficulty remembering, concentrating, or making decisions
- Ambulatory difficulty Having serious difficulty walking or climbing stairs
- Self-care difficulty Having difficulty bathing or dressing
- Independent living difficulty Because of a physical, mental, or emotional problem, having difficulty doing errands alone such as visiting a doctor's office or shopping

Respondents who report anyone of the six disability types are considered to have a disability in the eyes of ACS data

Total vs. Disability Population by Sex

Total Population: 54,063

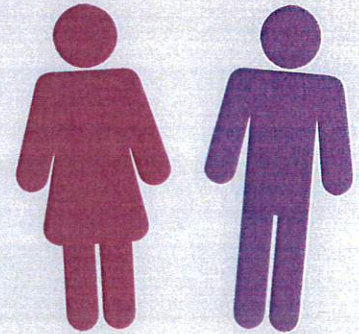
26,865
Male

27,198
Female

Disability Population: 4,610

2,066
Male

2,562
Female



Keep in Mind

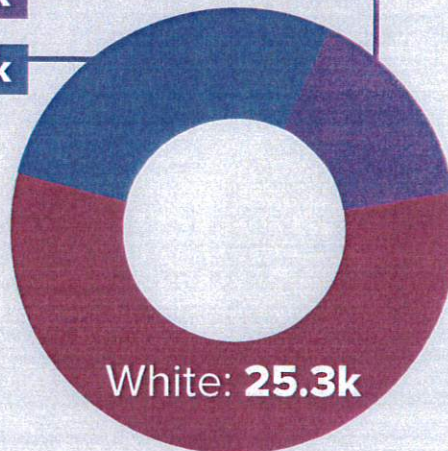
The American Community Survey includes a question that intends to capture current sex; there are no questions about gender, sexual orientation, or sex at birth. Respondents should respond either "male" or "female" based on how they currently identify their sex.

Ethnic Population

Asian: **6.8k**

Hispanic: **12.4k**

White: **25.3k**



3 Largest Ethnic
Groups in
Region 2

Veteran Population: 1,179

4.2%

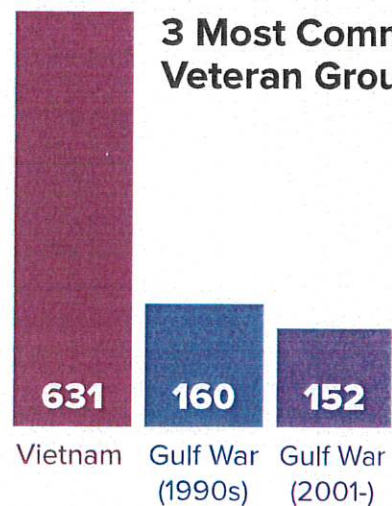
Veteran National Average

Region 2
Average

2.0%



3 Most Common Veteran Groups



Prospect Heights

Research and Outreach Initiative (ROI) Data

2023



Keep in Mind

Information in the following report was pulled from the most current data available. This data represented is from the U.S. Census along with the American Community Survey (ACS).

Total Population vs Population with Disabilities

15,969

Total Population

1,442

Population with Disabilities

Population with Disabilities that NWSRA serves in Prospect Heights

Based on the latest information, SRAs have reported on average that they have served **.55% of the total population**

.55% of Total Population

88

Population NWSRA serves

92

Children with Disabilities vs. CDC National Averages



17%

CDC National Average for **Children** with Disabilities

2.8%

Prospect Heights Children with Disabilities

Adults with Disabilities vs. CDC National Averages



26%

CDC National Average for **Adults** with Disabilities

11%

Prospect Heights Adults with Disabilities

Disability Population by Age

109

5 - 17 yrs

180

18 - 34 yrs

396

35 - 64 yrs

234

65 - 74 yrs

523

75 yrs & over

Population by Disability

281

Self-care Difficulty

264

Vision Difficulty

461

Independent Living Difficulty

478

Hearing Difficulty

546

Cognitive Difficulty

657

Ambulatory Difficulty



Keep in Mind

The questions introduced in 2008 pertaining to disabilities remain the same questions found in the current ACS questionnaires. They cover six disability types:

- **Hearing difficulty** deaf or having serious difficulty hearing
- **Vision difficulty** blind or having serious difficulty seeing, even when wearing glasses
- **Cognitive difficulty** Because of a physical, mental, or emotional problem, having difficulty remembering, concentrating, or making decisions
- **Ambulatory difficulty** Having serious difficulty walking or climbing stairs
- **Self-care difficulty** Having difficulty bathing or dressing
- **Independent living difficulty** Because of a physical, mental, or emotional problem, having difficulty doing errands alone such as visiting a doctor's office or shopping

Respondents who report anyone of the six disability types are considered to have a disability in the eyes of ACS data

Total vs. Disability Population by Sex

Total Population: 15,969

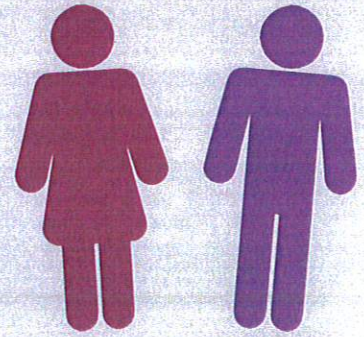
8,355
Male

7,614
Female

Disability Population: 1,442

770
Male

672
Female



Keep in Mind

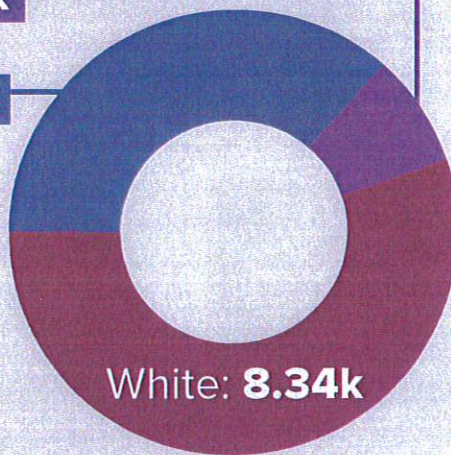
The American Community Survey includes a question that intends to capture current sex; there are no questions about gender, sexual orientation, or sex at birth. Respondents should respond either "male" or "female" based on how they currently identify their sex.

Ethnic Population

Asian: **1.26k**

Hispanic: **5.47k**

White: **8.34k**



3 Largest Ethnic
Groups in
Prospect Heights

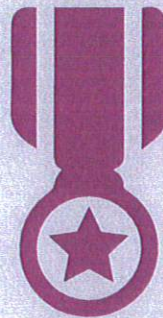
Veteran Population: 366

4.2%

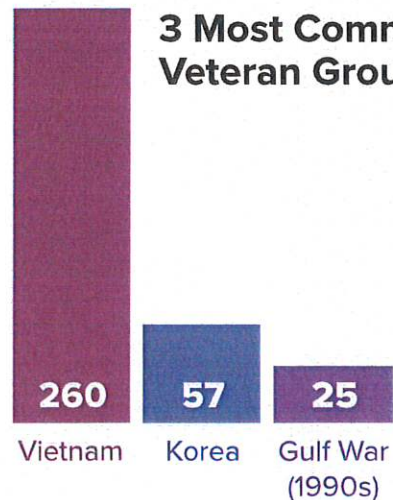
Veteran National Average

**Prospect
Heights
Average**

2.0%



3 Most Common Veteran Groups



2 0 2 3

FALL



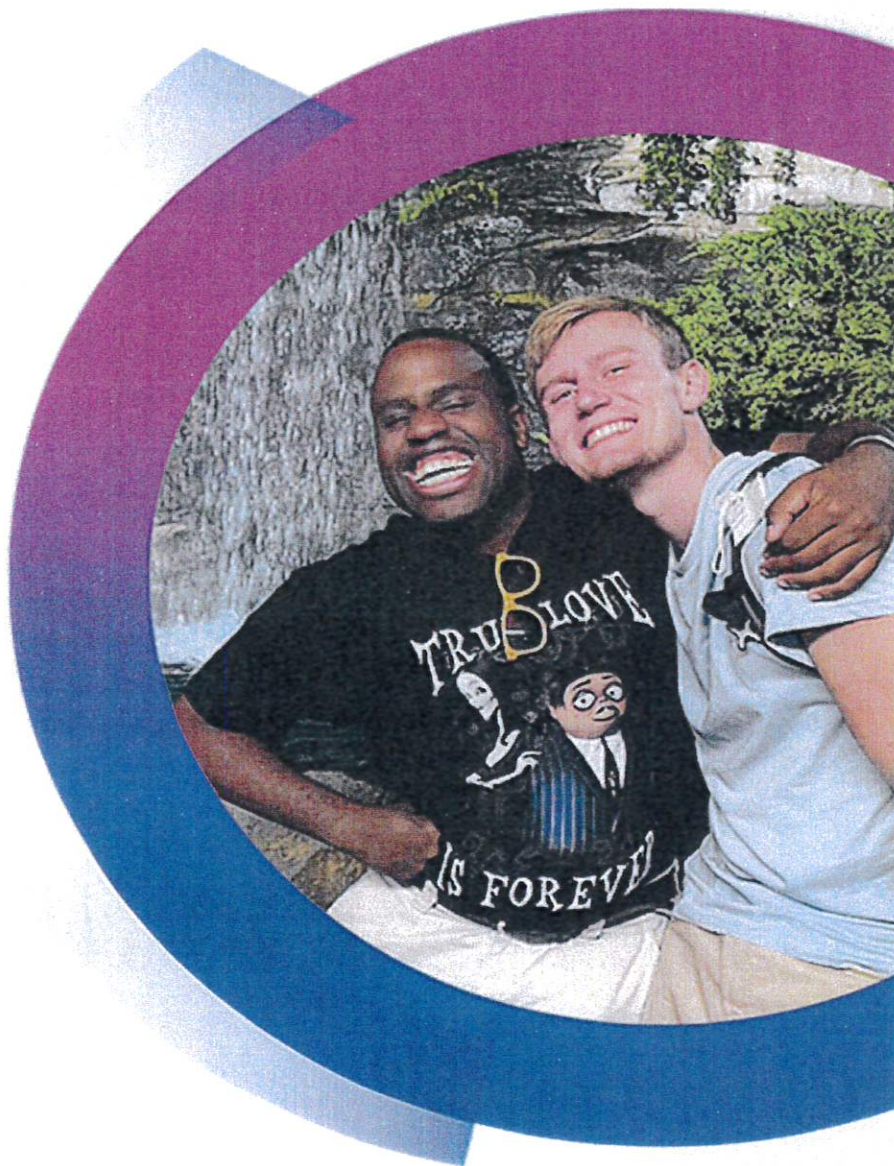
NORTHWEST SPECIAL RECREATION ASSOCIATION

TRACEY CRAWFORD, CTRS, CPRP
EXECUTIVE DIRECTOR,
TCRAWFORD@NWSRA.ORG

AGENDA

- What is an SRA? NWSRA?
- What services does an SRA provide?
- What are the benefits of joining an SRA?
- How is an SRA funded?
- Meet the Admin Team
- What is SLSF?





WHAT IS AN SRA?

A special recreation association or "SRA" is a partnership of two or more park districts or municipalities formed to provide community-based therapeutic recreation and recreation for adults and children with disabilities and authorized by the Park District Code. Today Illinois has approximately 35 SRAs. Although there is no typical SRA, they share some common characteristics. The SRA model leads the nation in inclusion and accessibility for residents with disabilities. SRAs provides multitude of specialized recreation services such as day camps, vacation trips, athletics, Special Olympics competitions, before- and after-school programs, social programs, adult day programming, leisure education through the schools and other activities for people with disabilities. SRAs also provide information about the Americans with Disabilities Act (ADA), access, accessible facility design and adaptive equipment. demand.

NWSRA

ABOUT US

Northwest Special Recreation Association is the largest provider for therapeutic recreation community-based services using the SRA model in Illinois. As an extension of 17 park districts throughout the northwest suburbs of Chicago, NWSRA offers year-round recreational programming opportunities to over 6,000 individuals with disabilities in its service area.

MISSION

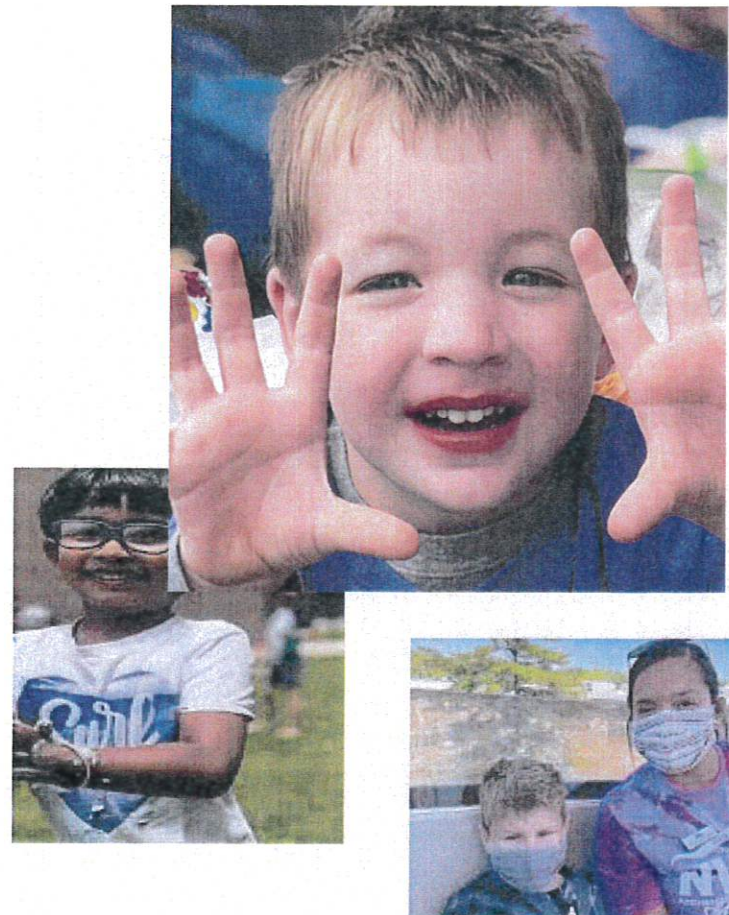
We exist to provide outstanding opportunities through recreation for children and adults with disabilities.

VISION

To be a leading force, creating greater options that enrich the life experiences of the participants, families and communities we serve.

CORE VALUES

Teamwork-Respect-Enthusiasm-Collaboration-Communication-Diversity





PROGRAMS & SERVICES

- Athletics
- Community Sensory Garden
- Day Camps
- Healthy Minds Healthy Bodies Veteran Program
- Inclusion Services
- Leisure Education through the schools
- Dream Lab
- PURSUIT Community Adult Day Program
- Sibshops
- Snoezelen Sensory Rooms
- Social Clubs
- Transportation
- Virtual Programs
- Music Lessons
- Trips and Overnights
- Special Events
- Presentations/trainings
- Ability Awareness

WHY JOIN AN SRA?

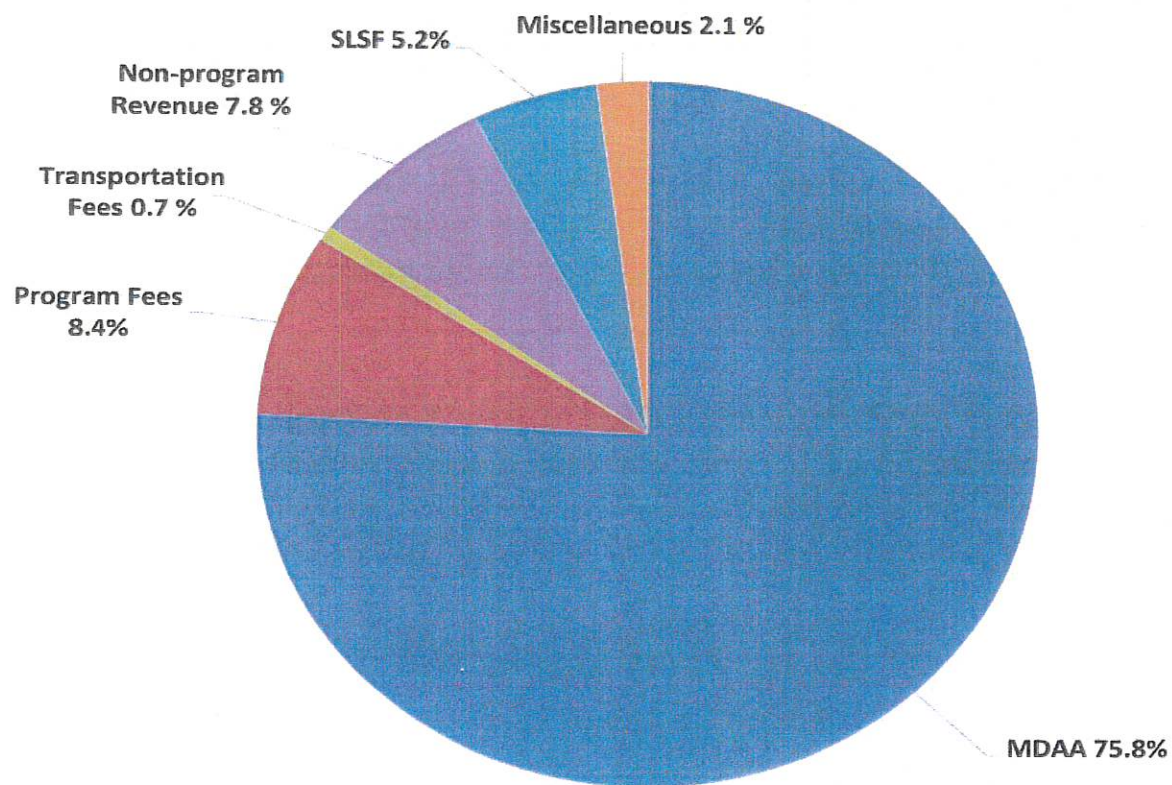


REVENUE

NWSRA's total projected revenue for 2023 is \$5,701,827.68.

- The largest source of revenue for NWSRA is its Member Districts Annual Assessment (MDAA) contributions, which are calculated based on each communities equalized assessed valuations of property and the member district's audited gross population. 2023 will be the third year in a row that the MDAA have remained flat. Total MDAA contributions are budgeted at \$4,320,307.25, or 75.8% of total revenue.
- Other revenue sources include program fees (8.4%), transportation fees (.7%), non-program revenue (7.8%), Special Leisure Services Foundation (SLSF) grant (5.2%), and miscellaneous revenue (2.1%). The miscellaneous category includes the sale of fixed assets, interest and other income items throughout the year.
- In 2022 NWSRA Day Camp return to pre-Covid participation levels and numbers I 2023 are predicted to remain strong. NWSRA's collaborative PURSUIT Community Adult Day program grew to nearly full capacity finishing off 2022. Looking forward to 2023 this program remaining full will have a positive impact to our revenue.

2023 Budgeted Revenue Sources

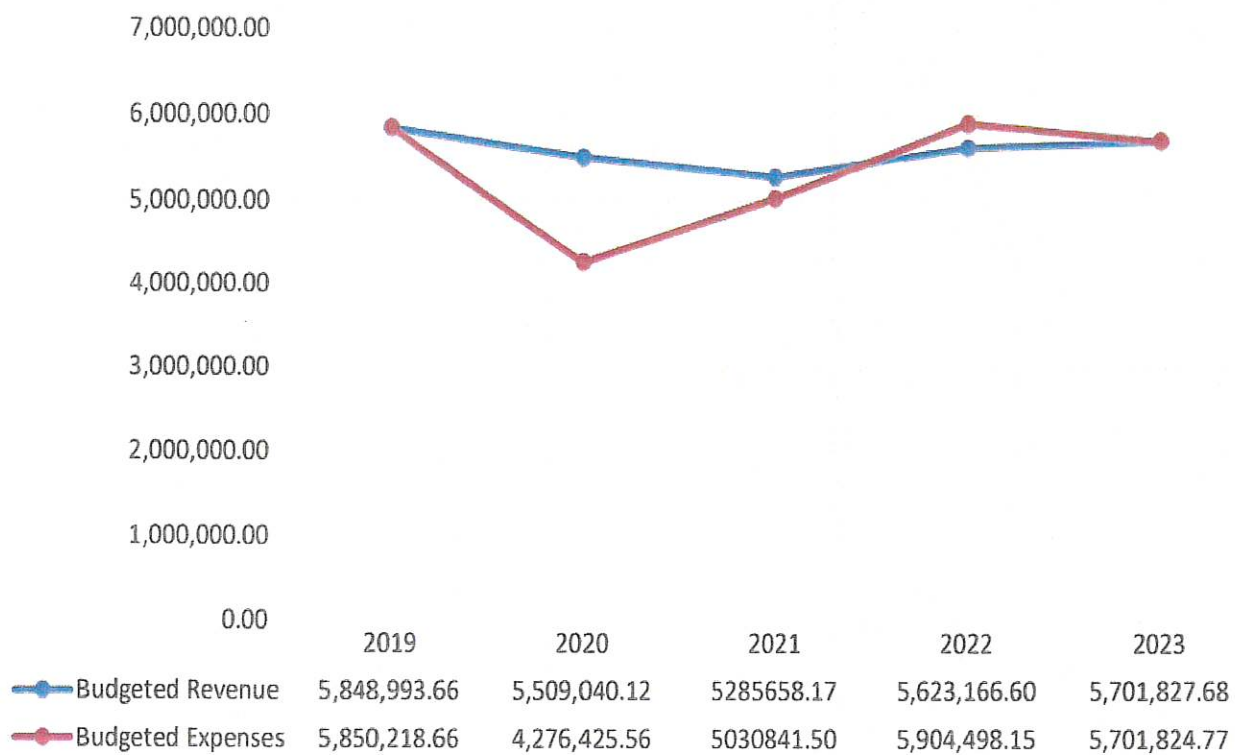


EXPENSES

NWSRA's total projected expenses for 2023 is \$5,701,824.77.

- NWSRA's largest expense, and most valuable asset, are staff and their salaries. Salaries for 2023 represent 69.3% of the projected expense. In 2023, a 3.7% merit pool was budgeted for full-time staff to reward excellence in performance. Other expense categories include general, administrative, and maintenance costs (18.7%) and program costs (12%). The NWSRA staff was proud to present a balanced 2023 budget.
- Capital projects are estimated to cost \$856,860.70 in 2023. Capital projects planned for 2023 include two new vehicles, replacement of our server, and a sensory greenhouse in collaboration with the Wheeling Park District.
- Fund Balance requirement by policy is 40% of the year's operating expenditures. For 2023, the available fund balance ends at \$2,280,729.91.

Budgeted Revenue and Expenses: 2019-2023



THE NWSRA ADMINISTRATIVE TEAM



Tracey Crawford,
CTRS, CPRP
Executive Director



Andrea Griffin
CTRS, CPRP, CPE, CIA
*Superintendent of
Recreation*



Rachel Hubsch
CTRS, CPRP
*Superintendent of
Recreation*



Darleen Negrillo
MHRM, CPRP, PHR
*Superintendent of
Administrative Services*

THE NWSRA ADMINISTRATIVE TEAM



Tom Draper
*Superintendent of
Marketing and
Communication*



Gaz Meni
MBA
Superintendent of Finance



Jessica Vasalos
Administrative Manager



Anne Kiwala
*Superintendent of
Development*



WHAT IS SLSF?

The Special Leisure Services Foundation (SLSF) is the fund-raising arm of NWSRA. SLSF is a 501(c)(3) non-profit foundation which was formed as the fundraising arm of NWSRA to provide additional funding needed to maintain quality, equitable, and inclusive programs and services, to help create innovative programs, services and facility spaces for future growth.

SLSF works with individual donors, granting organizations, businesses and community organizations collaboratively to ensure the funding necessary is available to open doors of opportunity for individuals with disabilities through NWSRA therapeutic recreation, recreation and leisure programs.

SLSF

MISSION

We exist to support children and adults with disabilities through philanthropy for the Northwest Special Recreation Association.

VISION

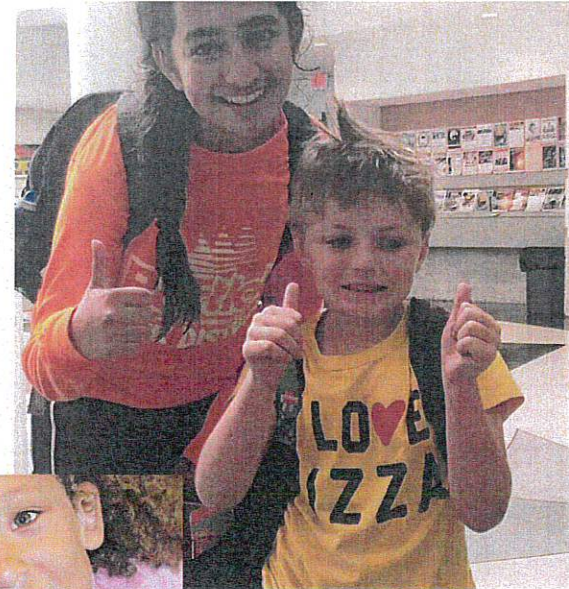
Maximizing all philanthropic opportunities to build a future that is diverse and inclusive by opening doors through innovative services and community opportunities.

CORE VALUES

Relationships – Integrity – Social Equity – Sustainability

FUNDING FOCUSES

Transportation – Programs – Inclusion – Scholarships – Athletics



The SLSF Team



Anne Kiwala
Superintendent of
Development

akiwala@sfsf.me
847-392-2848, ext. 244



Liz Thomas, CPRP,
QIDP, DSP, CPE
Foundation Manager

liThomas@sfsf.me
847-392-2848, ext. 227



Megan O'Brien
Events Coordinator

mobrien@sfsf.me
847-392-2848, ext. 267



THANK YOU

Any questions?



TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 10/24/2023 CASH REPORT FY 23

*Motion by Commissioner _____ to approve CASH REPORT 10
10/24/2023 as submitted. Seconded by Commissioner _____ .*

Busey Bank

Interest Earned YTD

Payroll	Checking/sweep			\$	-	
Vendor	Checking/sweep				-	
General/Sweep	Checking				3,083,248.03	
ATM	Checking				102,873.03	
Investment	Checking	\$	7,747.83	annual yield 4.49%	2,150,140.81	
Cash Reserve	Checking	\$	1,329.33	annual yield 4.49%	368,908.26	
TOTALS					\$ 5,705,170.13	Voice Vote

FINANCIAL RESOLUTION

*Motion by Commissioner _____ to approve WARRANT RESOLUTION
10/24/2023 as submitted. Seconded by Commissioner _____ .*

APPROVAL OF WARRANTS 10/24/2023

VENDOR WARRANTS

				AMOUNTS
2	<i>In the amount of</i>	CHECKS ISSUED	\$	215,908.61
2A	<i>In the amount of</i>	ELECTRONIC	\$	86,851.14
Total Vendor Warrants			\$	302,759.75

PAYROLL WARRANTS

9/8/2023				
3	<i>In the amount of</i>		\$	87,069.07
		gross plus employer costs		
9/22/2023				
4	<i>In the amount of</i>		\$	95,841.26
		gross plus employer costs		
Total Payroll Warrants				<u>\$182,910.33</u>

TOTAL OF WARRANTS		\$ 485,670.08	Roll Call
--------------------------	--	----------------------	------------------



Prospect Heights Park District, IL

Check Report

By Check Number

Date Range: 09/01/2023 - 09/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
02144	COZZINI BROS INC	09/14/2023	EFT	0.00	32.00	1000
02144	COZZINI BROS INC	09/19/2023	EFT	0.00	-32.00	1000
01106	FIRST STUDENT INC	09/14/2023	EFT	0.00	336.00	1001
01106	FIRST STUDENT INC	09/19/2023	EFT	0.00	-336.00	1001
01037	GRAINGER	09/14/2023	EFT	0.00	144.72	1002
01037	GRAINGER	09/19/2023	EFT	0.00	-144.72	1002
01038	HARRIS MOTOR SPORTS	09/14/2023	EFT	0.00	77.74	1003
01038	HARRIS MOTOR SPORTS	09/19/2023	EFT	0.00	-77.74	1003
02803	THE LARSON EQUIPMENT & FURNITURE COMP,	09/19/2023	EFT	0.00	-8,970.00	1004
02803	THE LARSON EQUIPMENT & FURNITURE COMP,	09/14/2023	EFT	0.00	8,970.00	1004
01018	DOUGLAS BRAZEAU	09/20/2023	Regular	0.00	-50.17	52315
02212	HARPER COLLEGE LEARNING AND CAREER CENT	09/20/2023	Regular	0.00	-195.00	52672
01982	AMERICAN LITHOGRAPHY AND PUBLISHING INC	09/07/2023	Regular	0.00	4,378.00	53833
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/07/2023	Regular	0.00	24,477.41	53834
01041	CONSTELLATION NEW ENERGY INC	09/07/2023	Regular	0.00	4,927.69	53835
02337	EXCALTECH	09/07/2023	Regular	0.00	2,705.73	53836
01038	HARRIS MOTOR SPORTS	09/07/2023	Regular	0.00	360.17	53837
02923	JULIANA GORDON	09/07/2023	Regular	0.00	125.00	53838
02707	KELLEY KRAUS	09/07/2023	Regular	0.00	1,347.50	53839
01062	ODP BUSINESS SOLUTIONS LLC	09/07/2023	Regular	0.00	415.05	53840
02228	PAYCOR	09/07/2023	Regular	0.00	1,185.39	53841
01031	PULSE TECHNOLOGY	09/07/2023	Regular	0.00	1,590.46	53842
02241	SPORTS ENGINE INC	09/07/2023	Regular	0.00	245.00	53843
01079	ACUSHNET COMPANY	09/14/2023	Regular	0.00	1,814.14	53844
02124	ALPHA BAKING COMPANY	09/14/2023	Regular	0.00	1,131.14	53845
01909	ANCEL GLINK PC	09/14/2023	Regular	0.00	1,536.25	53846
02138	ANDERSON PEST SOLUTIONS	09/14/2023	Regular	0.00	149.90	53847
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/14/2023	Regular	0.00	20,422.52	53848
02733	BERUMEN TREE REMOVAL	09/14/2023	Regular	0.00	4,300.00	53849
02028	CONTROL FIRE EQUIPMENT	09/14/2023	Regular	0.00	135.00	53850
02337	EXCALTECH	09/14/2023	Regular	0.00	93.60	53851
01423	GORDON FOOD SERVICE INC	09/14/2023	Regular	0.00	14,487.90	53852
01134	NORTHWEST ELECTRICAL SUPPLY	09/14/2023	Regular	0.00	190.91	53853
01062	ODP BUSINESS SOLUTIONS LLC	09/14/2023	Regular	0.00	108.98	53854
01676	PLATINUM CCTV	09/14/2023	Regular	0.00	117.95	53855
02421	REVELS TURF AND TRACTOR LLC	09/14/2023	Regular	0.00	38,000.00	53856
02976	SLSF	09/14/2023	Regular	0.00	300.00	53857
01017	UNIVAR USA INC	09/14/2023	Regular	0.00	445.00	53858
02087	VACLAV VALEK	09/14/2023	Regular	0.00	4,220.00	53859
01082	WAREHOUSE DIRECT INC	09/14/2023	Regular	0.00	1,575.00	53860
01079	ACUSHNET COMPANY	09/21/2023	Regular	0.00	356.34	53861
01009	AIRGAS USA LLC	09/21/2023	Regular	0.00	704.29	53862
02124	ALPHA BAKING COMPANY	09/21/2023	Regular	0.00	854.47	53863
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/21/2023	Regular	0.00	10,315.27	53864
01350	CHICAGO DISTRICT GOLF ASSOCIATION	09/21/2023	Regular	0.00	220.00	53865
02307	COMCAST BUSINESS	09/21/2023	Regular	0.00	1,199.79	53866
01024	CONSERV FS	09/21/2023	Regular	0.00	2,130.60	53867
01041	CONSTELLATION NEW ENERGY INC	09/21/2023	Regular	0.00	171.70	53868
01041	CONSTELLATION NEW ENERGY INC	09/21/2023	Regular	0.00	32.96	53869
01041	CONSTELLATION NEW ENERGY INC	09/21/2023	Regular	0.00	7,622.16	53870
01041	CONSTELLATION NEW ENERGY INC	09/21/2023	Regular	0.00	27.09	53871
02144	COZZINI BROS INC	09/21/2023	Regular	0.00	64.00	53872
02984	DOLORES JAHNKE	09/21/2023	Regular	0.00	686.00	53873
01018	DOUGLAS BRAZEAU	09/21/2023	Regular	0.00	50.17	53874

Check Report

Date Range: 09/01/2023 - 09/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02979	EILEEN GLADISH	09/21/2023	Regular	0.00	153.00	53875
01106	FIRST STUDENT INC	09/21/2023	Regular	0.00	336.00	53876
01250	GARY KANTOR	09/21/2023	Regular	0.00	20.00	53877
02615	GARY MESSLING	09/21/2023	Regular	0.00	140.00	53878
01423	GORDON FOOD SERVICE INC	09/21/2023	Regular	0.00	6,229.16	53879
01037	GRAINGER	09/21/2023	Regular	0.00	144.72	53880
02117	GREAT LAKES COCA-COLA DISTRIBUTION	09/21/2023	Regular	0.00	958.46	53881
02212	HARPER COLLEGE LEARNING AND CAREER CENT	09/21/2023	Regular	0.00	195.00	53882
01038	HARRIS MOTOR SPORTS	09/21/2023	Regular	0.00	1,277.74	53883
01040	HOME DEPOT CREDIT SERVICES	09/21/2023	Regular	0.00	768.67	53884
02203	JEAN LEDENBACH	09/21/2023	Regular	0.00	79.00	53885
02031	JOHNSON CONTROLS SECURITY SOLUTIONS	09/21/2023	Regular	0.00	311.54	53886
02991	JOYCE KOLAN	09/21/2023	Regular	0.00	158.00	53887
02988	KAROLINA MAY	09/21/2023	Regular	0.00	45.00	53888
02980	LAUREN CAMARDA	09/21/2023	Regular	0.00	65.00	53889
02983	LAURIE DELFOSSE	09/21/2023	Regular	0.00	220.00	53890
02981	LYDIA LIN	09/21/2023	Regular	0.00	64.50	53891
02987	MONA MACPHERSON	09/21/2023	Regular	0.00	6.00	53892
02544	NICK CHRISTOPULOS	09/21/2023	Regular	0.00	2,930.00	53893
02982	PATRICE HALLENBERG	09/21/2023	Regular	0.00	44.00	53894
02989	PATRICIA NELSON	09/21/2023	Regular	0.00	74.00	53895
01064	PENDELTON TURF SUPPLY	09/21/2023	Regular	0.00	3,451.92	53896
02076	PROSPECT HEIGHTS FIRE DISTRICT	09/21/2023	Regular	0.00	1,440.00	53897
02990	RAIMONDA ONJEA	09/21/2023	Regular	0.00	157.00	53898
02993	RAVINIA GREEN CC	09/21/2023	Regular	0.00	200.00	53899
01073	ROUTE 12 RENTAL	09/21/2023	Regular	0.00	159.75	53900
01710	SITEONE LANDSCAPE SUPPLY LLC	09/21/2023	Regular	0.00	454.90	53901
02803	THE LARSON EQUIPMENT & FURNITURE COMP	09/21/2023	Regular	0.00	8,970.00	53902
02231	AMERICAN SOCCER COMPANY INC	09/28/2023	Regular	0.00	1,145.02	53903
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	09/28/2023	Regular	0.00	23,220.20	53904
01314	ILLINOIS DEPT OF AGRICULTURE BUREAU OF EN	09/28/2023	Regular	0.00	40.00	53905
02996	JAMES GLAY	09/28/2023	Regular	0.00	24.62	53906
03011	KIMBERLY PLACE	09/28/2023	Regular	0.00	190.00	53907
02995	MARTA BARAN	09/28/2023	Regular	0.00	57.00	53908
01577	MICHAEL KAUTZ CARPETS & DESIGNS INC	09/28/2023	Regular	0.00	3,250.00	53909
01062	ODP BUSINESS SOLUTIONS LLC	09/28/2023	Regular	0.00	734.78	53910
02228	PAYCOR	09/28/2023	Regular	0.00	498.68	53911
01031	PULSE TECHNOLOGY	09/28/2023	Regular	0.00	1,264.78	53912
02584	SHAWN HUGHES	09/28/2023	Regular	0.00	174.16	53913
03012	TINA STASI	09/28/2023	Regular	0.00	18.00	53914
01017	UNIVAR USA INC	09/28/2023	Regular	0.00	1,262.65	53915
02205	ILLINOIS MUNICIPAL FUND	09/05/2023	Bank Draft	0.00	18,815.25	DFT0002393
02206	ILLINOIS DEPARTMENT OF REVENUE	09/06/2023	Bank Draft	0.00	10,562.00	DFT0002408
01143	VILLAGE OF MOUNT PROSPECT SALES TAX	09/06/2023	Bank Draft	0.00	880.00	DFT0002409
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	09/08/2023	Bank Draft	0.00	922.21	DFT0002410
02236	LAKESHORE BEVERAGE	09/01/2023	Bank Draft	0.00	282.28	DFT0002411
02121	TOWN & COUNTRY DISTRIBUTORS INC	09/01/2023	Bank Draft	0.00	318.43	DFT0002412
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	09/01/2023	Bank Draft	0.00	866.15	DFT0002413
02236	LAKESHORE BEVERAGE	09/08/2023	Bank Draft	0.00	338.58	DFT0002414
02236	LAKESHORE BEVERAGE	09/29/2023	Bank Draft	0.00	235.07	DFT0002415
02121	TOWN & COUNTRY DISTRIBUTORS INC	09/15/2023	Bank Draft	0.00	652.01	DFT0002416
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	09/15/2023	Bank Draft	0.00	1,966.43	DFT0002417
02121	TOWN & COUNTRY DISTRIBUTORS INC	09/22/2023	Bank Draft	0.00	1,069.80	DFT0002418
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	09/22/2023	Bank Draft	0.00	2,622.50	DFT0002419
02136	SOUTHERN GLAZER'S OF IL	09/25/2023	Bank Draft	0.00	919.96	DFT0002420
02210	CHICAGO BEVERAGE SYSTEMS	09/26/2023	Bank Draft	0.00	1,356.36	DFT0002421
02121	TOWN & COUNTRY DISTRIBUTORS INC	09/29/2023	Bank Draft	0.00	887.75	DFT0002422
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	09/29/2023	Bank Draft	0.00	1,218.26	DFT0002423
02236	LAKESHORE BEVERAGE	09/15/2023	Bank Draft	0.00	137.02	DFT0002424
02306	FIFTH THIRD BANK	09/27/2023	Bank Draft	0.00	37,194.61	DFT0002425

Check Report**Date Range: 09/01/2023 - 09/30/2023****Vendor Number****Vendor Name****Payment Date****Payment Type****Discount Amount****Payment Amount****Number**

01032

CARDMEMBER SERVICE

09/07/2023

Bank Draft

0.00

5,606.47

AUG2023ELAN

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	121	83	0.00	216,153.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-245.17
Bank Drafts	20	20	0.00	86,851.14
EFT's	5	10	0.00	0.00
	146	115	0.00	302,759.75

Check Report

Date Range: 09/01/2023 - 09/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PCARD-PCARD LIABILITY						
02476	NOW LINENS	09/27/2023	Bank Draft	0.00	423.60	MBD9.27.2023
02476	NOW LINENS	09/27/2023	Bank Draft	0.00	108.07	MBD9.27.2023
03010	FAIR OAKS FARMS	09/27/2023	Bank Draft	0.00	496.25	MBD9.27.2023
03010	FAIR OAKS FARMS	09/27/2023	Bank Draft	0.00	220.00	MBD9.27.2023
02328	FUN EXPRESS	09/27/2023	Bank Draft	0.00	264.99	MBD9.27.2023
02318	AMAZON	09/27/2023	Bank Draft	0.00	83.86	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	133.91	MBD9.27.2023
02403	ADOBE	09/27/2023	Bank Draft	0.00	15.93	MBD9.27.2023
02009	THE KNOT	09/27/2023	Bank Draft	0.00	1,035.30	MBD9.27.2023
03022	NATIONAL BUSINESS FURN	09/27/2023	Bank Draft	0.00	1,102.00	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	129.15	MBD9.27.2023
03013	FARMERS FOODS LLC	09/27/2023	Bank Draft	0.00	220.00	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	284.56	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	445.00	MBD9.27.2023
02359	JIMMY JOHNS	09/27/2023	Bank Draft	0.00	125.28	MBD9.27.2023
01022	COMCAST	09/27/2023	Bank Draft	0.00	95.47	MBD9.27.2023
01693	HINCKLEY SPRINGS	09/27/2023	Bank Draft	0.00	88.80	MBD9.27.2023
02429	MAGGIANOS LITTLE ITALY	09/27/2023	Bank Draft	0.00	816.28	MBD9.27.2023
02324	TARGET	09/27/2023	Bank Draft	0.00	37.83	MBD9.27.2023
01065	PITNEY BOWES GLOBAL FINANCIAL SERVICES	09/27/2023	Bank Draft	0.00	212.01	MBD9.27.2023
02429	MAGGIANOS LITTLE ITALY	09/27/2023	Bank Draft	0.00	250.00	MBD9.27.2023
01305	ILLINOIS TOLLWAY	09/27/2023	Bank Draft	0.00	150.00	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	445.00	MBD9.27.2023
02428	MUSIC THEATER WORKS	09/27/2023	Bank Draft	0.00	978.00	MBD9.27.2023
02875	STARVED ROCK LODGE	09/27/2023	Bank Draft	0.00	825.00	MBD9.27.2023
02447	JACOB HENRY MANSION ESTATE	09/27/2023	Bank Draft	0.00	200.00	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	112.43	MBD9.27.2023
02335	REVOLUTION DANCEWEAR	09/27/2023	Bank Draft	0.00	500.00	MBD9.27.2023
03023	MICHAEL WAGNER AND SONS	09/27/2023	Bank Draft	0.00	325.67	MBD9.27.2023
02476	NOW LINENS	09/27/2023	Bank Draft	0.00	553.75	MBD9.27.2023
02867	ULINE SHIP SUPPLIES	09/27/2023	Bank Draft	0.00	142.10	MBD9.27.2023
02318	AMAZON	09/27/2023	Bank Draft	0.00	239.95	MBD9.27.2023
02138	ANDERSON PEST SOLUTIONS	09/27/2023	Bank Draft	0.00	149.90	MBD9.27.2023
02318	AMAZON	09/27/2023	Bank Draft	0.00	41.55	MBD9.27.2023
02550	FIRESIDETHEATRE.COM	09/27/2023	Bank Draft	0.00	1,603.27	MBD9.27.2023
02365	DRURY LANE	09/27/2023	Bank Draft	0.00	2,410.51	MBD9.27.2023
01059	NICOR	09/27/2023	Bank Draft	0.00	30.34	MBD9.27.2023
02550	FIRESIDETHEATRE.COM	09/27/2023	Bank Draft	0.00	78.33	MBD9.27.2023
02318	AMAZON	09/27/2023	Bank Draft	0.00	39.99	MBD9.27.2023
02138	ANDERSON PEST SOLUTIONS	09/27/2023	Bank Draft	0.00	149.90	MBD9.27.2023
02784	SHEIN	09/27/2023	Bank Draft	0.00	15.32	MBD9.27.2023
02370	NOAHS ARK ANIMAL WORKSHOP	09/27/2023	Bank Draft	0.00	282.76	MBD9.27.2023
03014	GROOVE PRODUCTIONS	09/27/2023	Bank Draft	0.00	100.00	MBD9.27.2023
02403	ADOBE	09/27/2023	Bank Draft	0.00	21.24	MBD9.27.2023
02477	NAME BADGES INC	09/27/2023	Bank Draft	0.00	69.41	MBD9.27.2023
02477	NAME BADGES INC	09/27/2023	Bank Draft	0.00	48.16	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	83.01	MBD9.27.2023
02497	PARAMOUNT THEATRE	09/27/2023	Bank Draft	0.00	290.00	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	840.00	MBD9.27.2023
03001	FSP INFINITY TRANSPORT	09/27/2023	Bank Draft	0.00	1,243.30	MBD9.27.2023
02403	ADOBE	09/27/2023	Bank Draft	0.00	239.88	MBD9.27.2023
02875	STARVED ROCK LODGE	09/27/2023	Bank Draft	0.00	1,407.00	MBD9.27.2023
02396	WINDY CITY BULLS	09/27/2023	Bank Draft	0.00	100.00	MBD9.27.2023
01040	HOME DEPOT CREDIT SERVICES	09/27/2023	Bank Draft	0.00	20.50	MBD9.27.2023
02403	ADOBE	09/27/2023	Bank Draft	0.00	21.24	MBD9.27.2023
02411	LAKE GENEVA CRUISE LINE	09/27/2023	Bank Draft	0.00	1,417.92	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	33.46	MBD9.27.2023
02962	SHELL OIL	09/27/2023	Bank Draft	0.00	107.24	MBD9.27.2023
01074	SAM'S CLUB/SYNCHRONY BANK	09/27/2023	Bank Draft	0.00	16.58	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	124.07	MBD9.27.2023

Check Report

Date Range: 09/01/2023 - 09/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02476	NOW LINENS	09/27/2023	Bank Draft	0.00	168.31	MBD9.27.2023
02476	NOW LINENS	09/27/2023	Bank Draft	0.00	226.72	MBD9.27.2023
01693	HINCKLEY SPRINGS	09/27/2023	Bank Draft	0.00	60.41	MBD9.27.2023
03004	DREAMMAKER	09/27/2023	Bank Draft	0.00	500.00	MBD9.27.2023
01164	WHEELING PARK DISTRICT	09/27/2023	Bank Draft	0.00	52.00	MBD9.27.2023
01081	VILLAGE OF MOUNT PROSPECT	09/27/2023	Bank Draft	0.00	2,030.36	MBD9.27.2023
01081	VILLAGE OF MOUNT PROSPECT	09/27/2023	Bank Draft	0.00	163.52	MBD9.27.2023
01081	VILLAGE OF MOUNT PROSPECT	09/27/2023	Bank Draft	0.00	607.20	MBD9.27.2023
02398	WALMART	09/27/2023	Bank Draft	0.00	90.96	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	420.00	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	-44.00	MBD9.27.2023
03009	DOLPHIN COVE POOL	09/27/2023	Bank Draft	0.00	84.00	MBD9.27.2023
03006	SQ ID DANCE COMPETITION	09/27/2023	Bank Draft	0.00	257.50	MBD9.27.2023
01040	HOME DEPOT CREDIT SERVICES	09/27/2023	Bank Draft	0.00	135.95	MBD9.27.2023
02368	NINO'S PIZZERIA	09/27/2023	Bank Draft	0.00	133.63	MBD9.27.2023
02688	STRIDE EVENTS	09/27/2023	Bank Draft	0.00	150.00	MBD9.27.2023
02143	CENTRAL CONTINENTAL BAKERY	09/27/2023	Bank Draft	0.00	678.00	MBD9.27.2023
02447	JACOB HENRY MANSION ESTATE	09/27/2023	Bank Draft	0.00	200.00	MBD9.27.2023
02398	WALMART	09/27/2023	Bank Draft	0.00	34.86	MBD9.27.2023
02398	WALMART	09/27/2023	Bank Draft	0.00	23.59	MBD9.27.2023
01074	SAM'S CLUB/SYNCHRONY BANK	09/27/2023	Bank Draft	0.00	140.16	MBD9.27.2023
01074	SAM'S CLUB/SYNCHRONY BANK	09/27/2023	Bank Draft	0.00	21.96	MBD9.27.2023
01074	SAM'S CLUB/SYNCHRONY BANK	09/27/2023	Bank Draft	0.00	114.00	MBD9.27.2023
01074	SAM'S CLUB/SYNCHRONY BANK	09/27/2023	Bank Draft	0.00	307.14	MBD9.27.2023
02318	AMAZON	09/27/2023	Bank Draft	0.00	45.41	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	351.00	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	420.00	MBD9.27.2023
02447	JACOB HENRY MANSION ESTATE	09/27/2023	Bank Draft	0.00	200.00	MBD9.27.2023
03005	BELIEVE TALENT COMPETITION	09/27/2023	Bank Draft	0.00	500.00	MBD9.27.2023
02447	JACOB HENRY MANSION ESTATE	09/27/2023	Bank Draft	0.00	200.00	MBD9.27.2023
03007	EPSON STORE	09/27/2023	Bank Draft	0.00	749.99	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	28.98	MBD9.27.2023
01022	COMCAST	09/27/2023	Bank Draft	0.00	235.44	MBD9.27.2023
03003	WISCONSIN STATE FAIR NC	09/27/2023	Bank Draft	0.00	104.00	MBD9.27.2023
03003	WISCONSIN STATE FAIR NC	09/27/2023	Bank Draft	0.00	104.00	MBD9.27.2023
02127	DIRECTV	09/27/2023	Bank Draft	0.00	442.98	MBD9.27.2023
03003	WISCONSIN STATE FAIR NC	09/27/2023	Bank Draft	0.00	39.00	MBD9.27.2023
02969	DOWN TO EARTH LANDSCAPING INC	09/27/2023	Bank Draft	0.00	445.00	MBD9.27.2023
01074	SAM'S CLUB/SYNCHRONY BANK	09/27/2023	Bank Draft	0.00	107.06	MBD9.27.2023
01349	ILLINOIS ASSOCIATION OF PARK DISTRICTS	09/27/2023	Bank Draft	0.00	35.00	MBD9.27.2023
02359	JIMMY JOHNS	09/27/2023	Bank Draft	0.00	109.81	MBD9.27.2023
02536	AROMA 360 LLC	09/27/2023	Bank Draft	0.00	128.87	MBD9.27.2023
02318	AMAZON	09/27/2023	Bank Draft	0.00	13.59	MBD9.27.2023
02368	NINO'S PIZZERIA	09/27/2023	Bank Draft	0.00	86.95	MBD9.27.2023
02875	STARVED ROCK LODGE	09/27/2023	Bank Draft	0.00	125.00	MBD9.27.2023
03008	EXPEDIA	09/27/2023	Bank Draft	0.00	11.50	MBD9.27.2023
02492	UNITED AIRLINES	09/27/2023	Bank Draft	0.00	258.90	MBD9.27.2023
02492	UNITED AIRLINES	09/27/2023	Bank Draft	0.00	258.90	MBD9.27.2023
02670	AMERICAN AIRLINES	09/27/2023	Bank Draft	0.00	182.90	MBD9.27.2023
02670	AMERICAN AIRLINES	09/27/2023	Bank Draft	0.00	182.90	MBD9.27.2023
01120	REPUBLIC SERVICES INC	09/27/2023	Bank Draft	0.00	574.73	MBD9.27.2023
01753	BOUNCE HOUSES R US	09/27/2023	Bank Draft	0.00	1,138.00	MBD9.27.2023
01120	REPUBLIC SERVICES INC	09/27/2023	Bank Draft	0.00	306.56	MBD9.27.2023
02333	TONYS FRESH MARKET	09/27/2023	Bank Draft	0.00	59.97	MBD9.27.2023
01022	COMCAST	09/27/2023	Bank Draft	0.00	10.45	MBD9.27.2023
02480	FUNTOPIA	09/27/2023	Bank Draft	0.00	675.00	MBD9.27.2023
02978	TEMU.COM	09/27/2023	Bank Draft	0.00	119.57	MBD9.27.2023

Check Report**Date Range: 09/01/2023 - 09/30/2023****Vendor Number****Vendor Name****Payment Date****Payment Type****Discount Amount****Payment Amount****Number**

01022

COMCAST

09/27/2023

Bank Draft

0.00

341.81 MBD9.27.2023

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	118	118	0.00	37,194.61
EFT's	0	0	0.00	0.00
	118	118	0.00	37,194.61

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	121	83	0.00	216,153.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-245.17
Bank Drafts	138	138	0.00	124,045.75
EFT's	5	10	0.00	0.00
	264	233	0.00	339,954.36

Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	9/2023	339,954.36
			339,954.36



Prospect Heights Park District, IL

Income Statement

Group Summary

For Fiscal: 2023 Period Ending: 09/30/2023

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	3,105.41	448,807.16	418,117.84
Expense	795,417.00	795,417.00	54,139.62	539,721.41	255,695.59
Department: 02 - RECREATION/GENERAL Surplus (Deficit):	71,508.00	71,508.00	-51,034.21	-90,914.25	162,422.25
Department: 03 - PRESCHOOL CREATIVE KIDS					
Revenue	91,004.00	91,004.00	6,243.62	47,735.56	43,268.44
Expense	78,707.00	78,707.00	4,772.26	42,825.99	35,881.01
Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):	12,297.00	12,297.00	1,471.36	4,909.57	7,387.43
Department: 04 - KINDERSTOP					
Revenue	245,695.00	245,695.00	27,812.01	149,697.64	95,997.36
Expense	161,710.15	161,710.15	13,466.61	64,069.59	97,640.56
Department: 04 - KINDERSTOP Surplus (Deficit):	83,984.85	83,984.85	14,345.40	85,628.05	-1,643.20
Department: 05 - YOUTH PROGRAMS					
Revenue	42,200.00	42,200.00	1,554.00	19,486.00	22,714.00
Expense	33,420.00	33,420.00	693.94	19,537.23	13,882.77
Department: 05 - YOUTH PROGRAMS Surplus (Deficit):	8,780.00	8,780.00	860.06	-51.23	8,831.23
Department: 06 - DANCE					
Revenue	64,175.00	64,175.00	7,769.39	61,848.65	2,326.35
Expense	58,048.00	58,048.00	3,954.81	55,036.85	3,011.15
Department: 06 - DANCE Surplus (Deficit):	6,127.00	6,127.00	3,814.58	6,811.80	-684.80
Department: 07 - ATHLETIC					
Revenue	45,238.00	45,238.00	3,616.88	34,983.18	10,254.82
Expense	32,347.75	32,347.75	3,528.61	24,929.80	7,417.95
Department: 07 - ATHLETIC Surplus (Deficit):	12,890.25	12,890.25	88.27	10,053.38	2,836.87
Department: 08 - PERFORMING ARTS					
Revenue	73,010.00	73,010.00	0.00	82,833.00	-9,823.00
Expense	46,488.00	46,488.00	1,146.92	49,574.78	-3,086.78
Department: 08 - PERFORMING ARTS Surplus (Deficit):	26,522.00	26,522.00	-1,146.92	33,258.22	-6,736.22
Department: 09 - CONCESSIONS					
Revenue	32,500.00	32,500.00	-42.02	30,436.14	2,063.86
Expense	36,525.00	36,525.00	2,678.04	41,303.15	-4,778.15
Department: 09 - CONCESSIONS Surplus (Deficit):	-4,025.00	-4,025.00	-2,720.06	-10,867.01	6,842.01
Department: 10 - AQUATICS					
Revenue	101,164.00	101,164.00	0.00	78,136.18	23,027.82
Expense	228,795.00	228,795.00	3,002.35	210,308.98	18,486.02
Department: 10 - AQUATICS Surplus (Deficit):	-127,631.00	-127,631.00	-3,002.35	-132,172.80	4,541.80
Department: 11 - ACTIVE ADULTS					
Revenue	91,778.00	91,778.00	10,877.00	73,111.00	18,667.00
Expense	83,590.00	83,590.00	17,327.41	75,432.95	8,157.05
Department: 11 - ACTIVE ADULTS Surplus (Deficit):	8,188.00	8,188.00	-6,450.41	-2,321.95	10,509.95
Department: 12 - SPECIAL EVENTS					
Revenue	16,088.00	16,088.00	544.00	6,365.16	9,722.84
Expense	19,800.00	19,800.00	1,242.18	17,340.98	2,459.02
Department: 12 - SPECIAL EVENTS Surplus (Deficit):	-3,712.00	-3,712.00	-698.18	-10,975.82	7,263.82
Department: 13 - FITNESS CENTER					
Revenue	23,625.00	23,625.00	1,560.27	18,612.84	5,012.16
Expense	37,285.00	37,285.00	1,777.97	21,518.02	15,766.98
Department: 13 - FITNESS CENTER Surplus (Deficit):	-13,660.00	-13,660.00	-217.70	-2,905.18	-10,754.82

Income Statement

For Fiscal: 2023 Period Ending: 09/30/2023

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	0.00	316,350.47	478.53
Expense	221,716.25	221,716.25	3,072.24	230,008.60	-8,292.35
Department: 14 - SUMMER CAMP Surplus (Deficit):	95,112.75	95,112.75	-3,072.24	86,341.87	8,770.88
Department: 30 - PARKS					
Revenue	9,500.00	9,500.00	5,169.89	5,169.89	4,330.11
Expense	186,970.00	186,970.00	11,457.90	126,366.33	60,603.67
Department: 30 - PARKS Surplus (Deficit):	-177,470.00	-177,470.00	-6,288.01	-121,196.44	-56,273.56
Department: 40 - GOLF					
Revenue	1,161,900.00	1,161,900.00	227,035.30	1,185,447.70	-23,547.70
Expense	838,456.00	838,456.00	49,793.89	414,593.03	423,862.97
Department: 40 - GOLF Surplus (Deficit):	323,444.00	323,444.00	177,241.41	770,854.67	-447,410.67
Department: 41 - GROUNDS					
Expense	603,716.00	603,716.00	58,694.38	531,566.77	72,149.23
Department: 41 - GROUNDS Total:	603,716.00	603,716.00	58,694.38	531,566.77	72,149.23
Department: 42 - PRO SHOP					
Revenue	125,000.00	125,000.00	17,263.14	117,455.49	7,544.51
Expense	92,000.00	92,000.00	10,649.35	80,975.58	11,024.42
Department: 42 - PRO SHOP Surplus (Deficit):	33,000.00	33,000.00	6,613.79	36,479.91	-3,479.91
Department: 43 - HOOK A KID					
Revenue	110,000.00	110,000.00	585.00	119,217.00	-9,217.00
Expense	79,000.00	79,000.00	8,750.50	45,042.84	33,957.16
Department: 43 - HOOK A KID Surplus (Deficit):	31,000.00	31,000.00	-8,165.50	74,174.16	-43,174.16
Department: 44 - WARM UP RANGE					
Revenue	35,000.00	35,000.00	7,569.90	39,993.91	-4,993.91
Expense	10,000.00	10,000.00	52.06	6,784.01	3,215.99
Department: 44 - WARM UP RANGE Surplus (Deficit):	25,000.00	25,000.00	7,517.84	33,209.90	-8,209.90
Department: 45 - FOOD AND BEVERAGE					
Revenue	931,000.00	931,000.00	193,170.65	888,247.16	42,752.84
Expense	659,154.00	659,154.00	82,963.59	592,108.79	67,045.21
Department: 45 - FOOD AND BEVERAGE Surplus (Deficit):	271,846.00	271,846.00	110,207.06	296,138.37	-24,292.37
Total Surplus (Deficit):	79,485.85	79,485.85	180,669.81	534,888.45	

Income Statement

For Fiscal: 2023 Period Ending: 09/30/2023

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	-1,088.15	-1,088.15	-54,050.41	-144,401.79	143,313.64
300 - GOLF	80,574.00	80,574.00	234,720.22	679,290.24	-598,716.24
Total Surplus (Deficit):	79,485.85	79,485.85	180,669.81	534,888.45	



Prospect Heights Park District, IL

Income Statement Group Summary

For Fiscal: 2023 Period Ending: 09/30/2023

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	0.00	579,348.10	491,597.90
20 - INTEREST	8,400.00	8,400.00	7,747.83	55,848.56	-47,448.56
35 - ADDITIONAL	0.00	0.00	100.00	5,826.20	-5,826.20
Revenue Total:	1,079,346.00	1,079,346.00	7,847.83	641,022.86	438,323.14
Expense					
50 - PERSONNEL SERVICES	396,674.00	396,674.00	33,175.64	305,431.44	91,242.56
51 - BENEFITS	63,788.00	63,788.00	-495.38	38,738.31	25,049.69
52 - CONTRACTED SERVICES	209,528.00	209,528.00	10,681.40	94,763.37	114,764.63
60 - COMMODITIES	37,890.00	37,890.00	2,583.52	35,912.91	1,977.09
65 - GENERAL EXPENDITURES	212,100.00	212,100.00	0.00	108,100.00	104,000.00
Expense Total:	919,980.00	919,980.00	45,945.18	582,946.03	337,033.97
Fund: 100 - CORPORATE FUND Surplus (Deficit):	159,366.00	159,366.00	-38,097.35	58,076.83	101,289.17
Fund: 200 - RECREATION FUND					
Revenue					
10 - TAXES	815,000.00	815,000.00	0.00	410,526.94	404,473.06
30 - RENTAL	60,775.00	60,775.00	3,336.05	40,295.36	20,479.64
35 - ADDITIONAL	22,300.00	22,300.00	5,143.25	12,907.29	9,392.71
41 - PROGRAM REVENUES	1,089,156.00	1,089,156.00	59,773.17	879,407.14	209,748.86
42 - RERESHMENT REVENUE	32,500.00	32,500.00	-42.02	30,436.14	2,063.86
Revenue Total:	2,019,731.00	2,019,731.00	68,210.45	1,373,572.87	646,158.13
Expense					
50 - PERSONNEL SERVICES	1,274,797.40	1,274,797.40	73,783.15	849,905.73	424,891.67
51 - BENEFITS	172,330.00	172,330.00	-978.91	89,313.56	83,016.44
52 - CONTRACTED SERVICES	346,330.50	346,330.50	37,715.06	402,687.76	-56,357.26
60 - COMMODITIES	193,188.25	193,188.25	8,890.30	143,878.82	49,309.43
65 - GENERAL EXPENDITURES	34,173.00	34,173.00	2,851.26	32,188.79	1,984.21
Expense Total:	2,020,819.15	2,020,819.15	122,260.86	1,517,974.66	502,844.49
Fund: 200 - RECREATION FUND Surplus (Deficit):	-1,088.15	-1,088.15	-54,050.41	-144,401.79	143,313.64
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	403.52	2,187.12	3,212.88
37 - GENERAL REVENUE	35,000.00	35,000.00	3,850.03	25,745.47	9,254.53
41 - PROGRAM REVENUES	2,109,000.00	2,109,000.00	393,921.35	2,066,965.04	42,034.96
42 - RERESHMENT REVENUE	185,000.00	185,000.00	47,449.09	241,863.63	-56,863.63
Revenue Total:	2,362,900.00	2,362,900.00	445,623.99	2,350,361.26	12,538.74
Expense					
50 - PERSONNEL SERVICES	625,190.00	625,190.00	55,067.25	435,618.33	189,571.67
51 - BENEFITS	119,920.00	119,920.00	-1,313.08	62,606.18	57,313.82
52 - CONTRACTED SERVICES	610,216.00	610,216.00	80,484.97	584,590.41	25,625.59
60 - COMMODITIES	575,000.00	575,000.00	68,006.02	543,776.91	31,223.09
65 - GENERAL EXPENDITURES	352,000.00	352,000.00	8,658.61	44,479.19	307,520.81
Expense Total:	2,282,326.00	2,282,326.00	210,903.77	1,671,071.02	611,254.98
Fund: 300 - GOLF Surplus (Deficit):	80,574.00	80,574.00	234,720.22	679,290.24	-598,716.24
Fund: 404 - AUDITING FUND					
Revenue					
10 - TAXES	18,200.00	18,200.00	0.00	9,167.59	9,032.41
Revenue Total:	18,200.00	18,200.00	0.00	9,167.59	9,032.41

Income Statement

For Fiscal: 2023 Period Ending: 09/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Expense					
52 - CONTRACTED SERVICES	18,025.00	18,025.00	0.00	10,000.00	8,025.00
Expense Total:	18,025.00	18,025.00	0.00	10,000.00	8,025.00
Fund: 404 - AUDITING FUND Surplus (Deficit):	175.00	175.00	0.00	-832.41	1,007.41
Fund: 405 - PAVING & LIGHTING FUND					
Revenue					
10 - TAXES	10,000.00	10,000.00	0.00	5,540.86	4,459.14
35 - ADDITIONAL	0.00	0.00	500.00	500.00	-500.00
Revenue Total:	10,000.00	10,000.00	500.00	6,040.86	3,959.14
Expense					
52 - CONTRACTED SERVICES	2,400.00	2,400.00	27.09	935.52	1,464.48
60 - COMMODITIES	8,000.00	8,000.00	0.00	0.00	8,000.00
Expense Total:	10,400.00	10,400.00	27.09	935.52	9,464.48
Fund: 405 - PAVING & LIGHTING FUND Surplus (Deficit):	-400.00	-400.00	472.91	5,105.34	-5,505.34
Fund: 406 - LIABILITY INSURANCE FUND					
Revenue					
10 - TAXES	120,000.00	120,000.00	0.00	60,445.69	59,554.31
35 - ADDITIONAL	0.00	0.00	0.00	500.00	-500.00
Revenue Total:	120,000.00	120,000.00	0.00	60,945.69	59,054.31
Expense					
50 - PERSONNEL SERVICES	13,905.00	13,905.00	693.60	7,015.50	6,889.50
52 - CONTRACTED SERVICES	91,526.00	91,526.00	1,740.00	43,036.96	48,489.04
60 - COMMODITIES	1,500.00	1,500.00	0.00	0.00	1,500.00
Expense Total:	106,931.00	106,931.00	2,433.60	50,052.46	56,878.54
Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):	13,069.00	13,069.00	-2,433.60	10,893.23	2,175.77
Fund: 407 - IMRF FUND					
Revenue					
10 - TAXES	138,000.00	138,000.00	0.00	69,512.53	68,487.47
Revenue Total:	138,000.00	138,000.00	0.00	69,512.53	68,487.47
Expense					
51 - BENEFITS	121,935.00	121,935.00	10,352.33	80,924.69	41,010.31
Expense Total:	121,935.00	121,935.00	10,352.33	80,924.69	41,010.31
Fund: 407 - IMRF FUND Surplus (Deficit):	16,065.00	16,065.00	-10,352.33	-11,412.16	27,477.16
Fund: 408 - POLICE FUND					
Revenue					
10 - TAXES	44,800.00	44,800.00	0.00	22,767.87	22,032.13
Revenue Total:	44,800.00	44,800.00	0.00	22,767.87	22,032.13
Expense					
50 - PERSONNEL SERVICES	30,500.00	30,500.00	4,034.54	24,217.94	6,282.06
52 - CONTRACTED SERVICES	14,520.00	14,520.00	831.54	12,650.16	1,869.84
Expense Total:	45,020.00	45,020.00	4,866.08	36,868.10	8,151.90
Fund: 408 - POLICE FUND Surplus (Deficit):	-220.00	-220.00	-4,866.08	-14,100.23	13,880.23
Fund: 409 - MUSEUM FUND					
Revenue					
10 - TAXES	1,000.00	1,000.00	0.00	503.71	496.29
Revenue Total:	1,000.00	1,000.00	0.00	503.71	496.29
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	0.00	503.71	-6,503.71

Income Statement

For Fiscal: 2023 Period Ending: 09/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 410 - SPECIAL RECREATION FUND					
Revenue					
10 - TAXES	145,500.00	145,500.00	0.00	73,290.39	72,209.61
Revenue Total:	145,500.00	145,500.00	0.00	73,290.39	72,209.61
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	10,000.00	0.00
65 - GENERAL EXPENDITURES	78,647.00	78,647.00	0.00	77,491.12	1,155.88
80 - CAPITAL IMPROVEMENTS	75,000.00	75,000.00	3,322.00	30,932.00	44,068.00
Expense Total:	168,647.00	168,647.00	3,322.00	118,423.12	50,223.88
Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):	-23,147.00	-23,147.00	-3,322.00	-45,132.73	21,985.73
Fund: 411 - SOCIAL SECURITY FUND					
Revenue					
10 - TAXES	172,000.00	172,000.00	0.00	86,638.81	85,361.19
Revenue Total:	172,000.00	172,000.00	0.00	86,638.81	85,361.19
Expense					
51 - BENEFITS	180,562.00	180,562.00	12,998.30	128,082.85	52,479.15
Expense Total:	180,562.00	180,562.00	12,998.30	128,082.85	52,479.15
Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):	-8,562.00	-8,562.00	-12,998.30	-41,444.04	32,882.04
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	10,266.85	13,266.85	-266.85
41 - PROGRAM REVENUES	13,300.00	13,300.00	0.00	11,315.00	1,985.00
Revenue Total:	26,300.00	26,300.00	10,266.85	24,581.85	1,718.15
Expense					
50 - PERSONNEL SERVICES	1,500.00	1,500.00	0.00	1,576.06	-76.06
52 - CONTRACTED SERVICES	19,740.00	19,740.00	0.00	17,099.62	2,640.38
60 - COMMODITIES	4,400.00	4,400.00	0.00	3,452.07	947.93
Expense Total:	25,640.00	25,640.00	0.00	22,127.75	3,512.25
Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):	660.00	660.00	10,266.85	2,454.10	-1,794.10
Fund: 518 - CAPITAL PROJECT FUND					
Revenue					
35 - ADDITIONAL	1,183,800.00	1,183,800.00	0.00	-22,832.31	1,206,632.31
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	-22,832.31	1,503,417.31
Expense					
60 - COMMODITIES	10,707.00	10,707.00	0.00	15,626.45	-4,919.45
80 - CAPITAL IMPROVEMENTS	1,495,700.00	1,495,700.00	15,241.16	357,597.81	1,138,102.19
Expense Total:	1,506,407.00	1,506,407.00	15,241.16	373,224.26	1,133,182.74
Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):	-25,822.00	-25,822.00	-15,241.16	-396,056.57	370,234.57
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	38,000.00	210,762.66	131,337.34
Expense Total:	342,100.00	342,100.00	38,000.00	210,762.66	131,337.34
Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):	-32,100.00	-32,100.00	-38,000.00	-210,762.66	178,662.66

Income Statement

For Fiscal: 2023 Period Ending: 09/30/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
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
Expense					
52 - CONTRACTED SERVICES	1,500.00	1,500.00	0.00	903.75	596.25
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	903.75	468,696.25
Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):	-1,500.00	-1,500.00	0.00	-903.75	-596.25
Fund: 612 - PREVIOUS YEAR ROLLOVER BOND					
Revenue					
10 - TAXES	698,416.00	698,416.00	0.00	351,801.94	346,614.06
Revenue Total:	698,416.00	698,416.00	0.00	351,801.94	346,614.06
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	0.00	351,801.94	-318,542.94
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	1,329.33	9,422.98	-9,422.98
Revenue Total:	0.00	0.00	1,329.33	9,422.98	-9,422.98
Fund: 900 - CASH RESERVES Total:	0.00	0.00	1,329.33	9,422.98	-9,422.98
Total Surplus (Deficit):	200,128.85	200,128.85	67,428.08	252,502.03	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - CORPORATE FUND	159,366.00	159,366.00	-38,097.35	58,076.83	101,289.17
200 - RECREATION FUND	-1,088.15	-1,088.15	-54,050.41	-144,401.79	143,313.64
300 - GOLF	80,574.00	80,574.00	234,720.22	679,290.24	-598,716.24
404 - AUDITING FUND	175.00	175.00	0.00	-832.41	1,007.41
405 - PAVING & LIGHTING F...	-400.00	-400.00	472.91	5,105.34	-5,505.34
406 - LIABILITY INSURANCE F...	13,069.00	13,069.00	-2,433.60	10,893.23	2,175.77
407 - IMRF FUND	16,065.00	16,065.00	-10,352.33	-11,412.16	27,477.16
408 - POLICE FUND	-220.00	-220.00	-4,866.08	-14,100.23	13,880.23
409 - MUSEUM FUND	-6,000.00	-6,000.00	0.00	503.71	-6,503.71
410 - SPECIAL RECREATION F...	-23,147.00	-23,147.00	-3,322.00	-45,132.73	21,985.73
411 - SOCIAL SECURITY FUND	-8,562.00	-8,562.00	-12,998.30	-41,444.04	32,882.04
412 - MEMORIAL FUND	-4,200.00	-4,200.00	0.00	0.00	-4,200.00
413 - COMMUNITY EVENTS	660.00	660.00	10,266.85	2,454.10	-1,794.10
518 - CAPITAL PROJECT FUND	-25,822.00	-25,822.00	-15,241.16	-396,056.57	370,234.57
523 - CAPITAL 98 GOLF FUND	-32,100.00	-32,100.00	-38,000.00	-210,762.66	178,662.66
608 - 2014B (2005B Refinanc...	-1,500.00	-1,500.00	0.00	-903.75	-596.25
612 - PREVIOUS YEAR ROLL...	33,259.00	33,259.00	0.00	351,801.94	-318,542.94
613 - CURRENT ROLLOVER	0.00	0.00	0.00	0.00	0.00
900 - CASH RESERVES	0.00	0.00	1,329.33	9,422.98	-9,422.98
Total Surplus (Deficit):	200,128.85	200,128.85	67,428.08	252,502.03	



October 24, 2023

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

BEST OF THE BEST STATE AWARD

The Prospect Heights Park District and residents, Mara Lovisetto and Kate Tully, received statewide recognition for the annual ArtWalk project. This is the Illinois Association of Park District's Best of the Best award for the Arts in the Park program.

PARK DISTRICT ORDINANCE CODE

Staff have been working with legal counsel to update the current District Code. Amendments forthcoming for approval.

PERSONNEL POLICY MANUAL

Staff have been working with legal counsel to update the current personnel manual. Amendments forthcoming for approval.

WEDGEWOOD PARK (OSLAD grant) – Construction of the improved park began October 16, 2023. Grand opening / ribbon cutting is anticipated for May 2024.

JOHN MUIR PARK (City IGA) – The City's expectation is for the 12 building 69-unit townhome subdivision development to occur as City Council approved rezoning ordinance and tax increment financing district for the acquisition and development of project.

TULLY PARK (City IGA) – 214 S. Wheeling demolition began in September. Transitioning the property to the District may occur by year end.

SOMERSET PARK (City IGA) – Pursuant to the IGA with the City to use a portion of the park for compensatory stormwater storage for the Willow Road Flood Control project, the District granted the City permanent easement during construction to facilitate the project. The drawings and permitting are in process, the bid process is scheduled for this winter, the construction anticipated to begin in May of 2024 and its completion in the last quarter of 2024.

BOARD MEETING AGENDA ITEMS 2023

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



September 2023

MARKETING & COMMUNICATIONS REPORT

WEBSITE STATISTICS	TOTAL PAGE VIEWS	TOTAL USERS	VIEWS PER USER	AVERAGE ENGAGEMENT TIME	EVENTS COUNT
	5,836	2,060	2.83	0M 57S	17,272
MOST VISITED PAGES	TOTAL PAGE VIEWS	TOTAL USERS	VIEWS PER USER	AVERAGE ENGAGEMENT TIME	EVENTS COUNT
Home Page	1,851	1,048	1.77	0M 22S	6,076
Special Events	434	266	1.63	0m 31s	1,000
Calendar of Events	349	180	1.94	0m 29s	785
Fall 2023 Program Guide	292	178	1.64	0m 37s	627
Employment	236	168	1.40	0m 23s	701
Gary Morava Recreation Center	233	163	1.43	0m 33s	801
Active Adults	203	106	1.92	0m 33s	598
Staff	298	102	1.35	0m 42s	411
Facility Rentals	177	76	1.49	0m 57s	317
Izaak Walton Park	177	75	1.48	0m 26s	380

SOCIAL MEDIA STATISTICS



@prospectheightsparkdistrict

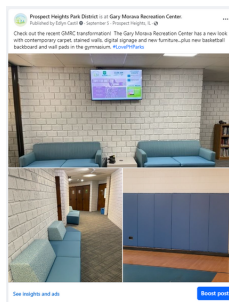
People Reached 5,694
Published Posts 59
Published Stories 0
Total Followers 2,040
New Followers 17
Total Visits 852

Facebook Posts 90 Days
Post Reach 7.5K
Post Engagement 1.3K

Facebook Stories 90 Days
Reach 112
Engagement 0

Video Performance
Minutes Viewed 84
3-second video views 261
Post Engagement 62

Reach 1.9K



Reach 1.4K



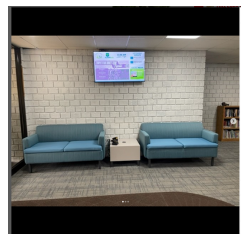
@prospectheightsparkdistrict

People Reached 460
Published Posts 48
Published Stories 2
Total Followers 941
New Followers 20
Total Visits 115

Instagram Posts 90 Days
Post Reach 850
Post Engagement 575

Instagram Stories 90 Days
Reach 229
Engagement 1

Reach 279





Video Views 286
Profile Views 1
Likes 3
Shares 0
Unique Viewers 1.5K



Analytics

Overview

Video

Audience

LIVE

Sorted by: Most recent

Filter



Classes starting soon. Don't forget to register today! #LovePHParks phparks.org

Sep 1, 9:03 PM

▶ 305 ❤️ 3 💬 0



#GrandparentsDay2023
#LovePHParks

Aug 28, 8:25 PM

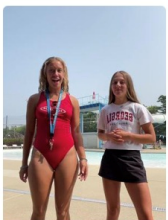
▶ 865 ❤️ 2 💬 0



All smiles for National Night Out in Prospect Heights! #lovephparks

Aug 2, 7:39 PM

▶ 388 ❤️ 13 💬 0



Happy Lifeguard Appreciation Day!
Thank you to our amazing lifeguard s...

Jul 31, 1:43 PM

▶ 777 ❤️ 56 💬 1



We'll see you at Prospect Heights

September 2023



October 24, 2023

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

TRUTH IN TAXATION NOVEMBER 2023

At the November 2023 board meeting, the Truth and Taxation Resolution for levy year 2023 will be presented for approval.

TAX LEVY ORDINANCE DECEMBER 2023

At the December 2023 board meeting, the Tax Levy Ordinance will be presented for approval.

2024 BUDGET PREPARATION

Budget meetings with staff continue to be held according to schedule. Preliminary budget entry into the accounting software has been started.

The Finance Committee budget review meeting is proposed for December 4th, 2023, with the Board budget presentation being scheduled for December 12th, 2023.

UNCLAIMED PROPERTY REPORTING

The required annual reporting to the state is scheduled to be completed during the last full week of October.

ACCOUNTS PAYABLE ACH/EFT VENDOR PAYMENT PROJECT

After working with both the support staff from the accounting software company and Busey Bank, the first ACH payment file was uploaded, reviewed by bank staff, and submitted. Afterwards, an email is supposed to be sent via the accounting software to notify vendors of an incoming payment from the District so that it can be properly recorded. However, the email function did not work, so accounting software support was contacted. Manual emails were sent out for this first test file, but the automated process should now be working.

SALES TAX REPORTING FOR SEPTEMBER IN OCTOBER

The reports downloaded from GolfNow and used to report and pay sales tax are not reporting accurately. GolfNow support was contacted and a call back received; it is a recently discovered glitch and is affecting all users, so they added us to the list of entities awaiting an update to fix the issue. Using all accurate data available, the sales tax amounts were backed into for revenue totals and types.

HUMAN RESOURCES & SAFETY (Catherine Roock)

The Mechanic position has been posted and interviews are scheduled for this week. The Grounds Foreman position job description is be revised and potentially posted soon.



October 24, 2023

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

WINTER/SPRING 2024 PROGRAM GUIDE - Staff are in the final stages of creating and designing the Winter/Spring 2023 Program Guide. We are on target for the guide to be available online in the beginning of November and hard copies will be mailed to residents by Thanksgiving. This program guide will include programs that run from late-December 2023 until the end of May 2024.

POP-UP ARTWALK ART SALE - On Saturday, September 30 from 10:00am-4:30pm, we hosted the Pop-Up ArtWalk Art Sale at Izaak Walton Park. The event included live music and local artists selling their handmade items. It was a perfect day and both artists and attendees were delighted to spend the day at the park. We received multiple notes of appreciation from the artists about the event and for the support of the park district.

FY 2024 BUDGET PREPARATION - Staff are currently preparing their individual department budgets for FY 2024. The Recreation team have made an initial presentation of some of the department budgets to me and the remainder of them will be presented in early November.

RECREATION SOFTWARE REVIEW – The Recreation Department team is currently in the process of evaluating other recreation software options for the park district. We have been utilizing RecTrac since 2017 and with additional software options on the market we felt this is a good time to determine if there is a better software solution for our customers and staff.

RECTRAC SERVER MIGRATION – On Thursday, October 12 our managed IT vendor, ExcalTech, worked with RecTrac to migrate the hosting of the software from a physical server to a cloud-based server. The benefit of a cloud-based server for our recreation software is a decrease in down time and increase in reliability and performance for our customers.



October 24, 2023

To: Christina Ferraro, Executive Director
From: Mark Grassi, Superintendent of Parks & Facilities
Re: October 2023 Board Report

POOL – On the stair railings leading up to the water slide, maintenance staff have grinded down the surface to remove rust and corrosion and treated with weatherproof epoxy paint. Platinum Pool, Inc. will be providing the District with a leak detection pressurized test to search for potential breaks in submerged water lines, scheduled for October 24. Follow-up and correction of potential breakages will be dependent on the findings of the test. Once this test has been completed, all water lines will be blown out as preventative maintenance, completing the winterization of the pool for the year until spring.

HVAC GMRC – Vents and air returns within ceiling are being disassembled, cleaned, and surface painted to improve air flow and appearance. Rooftop units are also continuing to be clean by replacing filters and coils. During a facility inspection, it was reported that a flange adjacent to one of the boiler pumps started to leak located on the 2nd floor of the facility; Hayes Mechanical, Inc. have submitted an estimate to repair the flange and will start repair within the week.

FACILITIES GMRC – All doors/entrances to rooms within the GMRC have been evaluated and will be submitted to Devine Signs, Inc. for sign development. Devine Signs will create a uniform template for the district so that new, consistent signage will be placed throughout the facility guiding patrons and staff to various parts of the facility. Facility maintenance staff are currently listing out and prioritizing building projects to be completed during the winter months. DeFranco Plumbing, Inc. has scheduled its annual backflow testing of GMRC which will be completed on Oct 24th.

PARKS - Parks staff have been preparing to winterize all parks i.e., fertilize turf, slowing down the grass mowing, cut back grasses and perennials, tree trimming, prune shrubbery, etc. Monument Signs from Devine Signs, Inc. have been delivered and maintenance staff will prepare for installation of the first few monument signs during the week of the 23rd. Parks staff have planted one memorial Maple tree near the tennis courts at GMRC and a memorial bench will also be assembled and included.

BUDGET PREPARATION – Facilities and Parks Department budgets are currently being evaluated and modified as necessary for the FY 2024.



October 24, 2023

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

GOLF – Golf remained consistent with the prior year. During the next month we will be closing on weekdays starting October 23. Weekend play will be available depending on the weather.

SPECIAL EVENTS – Several events took place with positive results during September.

CLUB HOUSE - Conveyor belts, refrigeration, roof, and ice machine repairs were performed during the month. All equipment is operational and being maintained.

FOOD AND BEVERAGE – Sales and events revenue increased by 26% over last year's October.

GOLF SHOP – Sales were positive for the month. Sales grew by 10% during September. Additional inventory will remain on sale through the remainder of the year with hopes to clear out remaining products.

GROUNDS – The grounds turf has recovered nicely going into the fall. Staff will be focused on tree trimming during this period. Greens will be covered in mid-November prior to snow fall.

After 44 years, Esteban Burciaga retired as Grounds Foreman for Old Orchard Country Club and his last day was October 6, 2023.

September	2022	2023	% CHANGE 2022 VS 2023
Golf & Members	\$228,085.27	\$222,689.05	-2%
Golf Shop	\$15,737.83	\$17,263.14	+10%
Food & Beverage	\$154,279.65	\$193,170.65	+26%
Driving Range	\$8,730.04	\$6,544.90	-33%



October 24, 2023

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

PRESCHOOL - Our students have made it through their first full month of the 2023-24 school year! The students have done a nice job adjusting to their new routines, friends, and teachers! We had one additional student register for our 3Y class.

The 4-year-old classes are practicing their names and are being introduced to sight words and the 3-year old classes are tracing letters, and learning their numbers, colors and their shapes.

Some highlights for the month include Picture Day on October 11 and 12, preparing beautiful artwork for the Arts Showcase on November 11, and bringing special items from home for Show and Tell.

KINDERSTOP - Both sections of After Care had waitlists. We were able to take 4 students off the M/W/F waitlist and 2 kids off the T/Th waitlist. Current enrollment for the program is:

- **Before Care:** M/W/F- 13 students, T/TH- 15 Students
 - Increase of 1 from September
- **AM Program:** Both M/W/F and T/Th sections have 12 students.
 - Same as September
- **PM Program:** M/W/F- has 24 students and T/Th has 24 students.
 - Decrease of 2 students from September
- **After Care:** M/W/F- has 54 students and T/TH has 55 students.
 - Increase of 1 from September

CHILDREN'S PROGRAMS – Since the last board meeting, we have now run the first two Kids Day Off programs for the 2023-2024 school year. We had 22 children enrolled on September 25 and 25 participants on October 16. This is an increase of 6 total participants in comparison to the first two Kids Day Off programs from last school year.

We filled our allotted spots for the Introduction to Robotics and Programming class which is meeting at our facility on Monday evenings.



October 24, 2023

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

DANCE & PERFORMING ARTS - Fall dance classes are well underway. Costumes have all been ordered and are starting to arrive.

Our competitions teams have been busy learning their dances for the season. All solo, duet, trio & small group performance classes started on October 2.

The date and location of the Winter Dance Recital are being finalized, we are aiming for early December, and the information will be shared in the November board report.

ACTIVE ADULTS

Fall trips are in full swing and below are some highlights:

- Rocky Mountain High with 11 patrons
- Potawatomi Casino with 20 patrons
- Navy Pier & Chicago Architecture Cruise with 17 patrons
- The Temp Casino, Waukegan with 21 patrons
- Lake Geneva Sunday Brunch Cruise with 13 patrons
- Churches & Chocolates Tour with 12 patrons
- Two Boys from Brooklyn with 26 patrons

A trip to see Paul Anka has been added for November 16 at the Arcada Theatre.

I am currently securing tickets and finalizing tours for the Winter/Spring 2024 season. This newsletter will be available by early December.

SPECIAL EVENTS - SpookFest 2023 is scheduled for Saturday, October 21. We have sold over 300 seats at this writing and still have some seats available, which is comparable to our enrollment for the event at this same time in 2022.

We enhanced our partnership with NWSRA for some of our special events this year, including Spookfest. We are offering a low sensory hayride at 3:00 pm which will have 9 riders and 3 staff from their agency and it is currently sold out. This ride will have limited "spooky moments" and quiet music, but they will still be able to participate in all the fun that SpookFest has to offer. This event includes the hayride, pumpkin patch, petting zoo, scarecrow row, concessions, lots of treats, touch-a-truck and community organizations.

We have volunteers coming from Hersey, Prospect, St. Viator, Notre Dame and Resurrection High Schools.



October 24, 2023

To: Ray Doerner, Superintendent of Recreation
From: Panagiotis Zervas, Recreation Supervisor
Re: October 2023 Board Report

YOUTH ATHLETICS – The Little Kickers Soccer League has a couple more weeks left. Despite the change in weather, the kids in the league are improving each week and having fun playing together. The Youth Volleyball League begins at the end of the month. We also started another Tae Kwon Do session in conjunction with Lions TKD and have 15 participants.

AQUATICS – I received my CPO (Certified Pool Operator) through the Aquatic Council.

FITNESS – We had to make 2 repairs to equipment. One treadmill was slipping while in use, so the rollers needed to be changed. One elliptical was making noise as well and one of the rods had to end up being replaced.

September 2023, 466 visits vs. September 2022, 294 visits (+172 visit increase)

September 2023 Total Memberships: 237

1year passes:	89	3-month fitness:	5
1year gym/racquetball:	43	SilverSneakers/Renew Active:	96
6-month fitness:	4		

Three Year Comparison – Monthly Acquisition

Membership	September 2021	September 2022	September 2023
3 months	1	1	3
6 months	0	1	0
1 year	4	5	4
Membership September 2023	# of New Members		Total Revenue
3 months	3		\$80
6 months	0		\$0
1 year	3		\$193
Seniors	1		\$99



September 22, 2023

To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Review food and beverage operations

BACKGROUND

In 2017, the Board of Commissioners accepted the business and marketing plan for the food and beverage operations at the Old Orchard Country Club created by Marc Heidkamp and golf course staff. Upon acceptance, the Board requested a 3 – 5-year review to evaluate these operations.

The proposal included transitioning specific operations from the then-third-party vendor to golf course staff: (1) weddings and special events (2) main bar, halfway house and beverage cart and (3) golf outings, tournaments and special events.

The proposal included a \$50,000 capital request to repair the coolers and convert them to polyglycol from water cooled to save \$20,000 a year in expenses related to wastewater management. The plan was to reinvest the profits generated to reinvest into operations.

The marketing plan included (1) creating relationships with Chicago area event planners and local community leaders, (2) increasing the club's visibility through advertisement with *The Knot* magazine, (3) developing several campaigns through emails and the golf course website, (4) using social media platforms, and (5) creating marketing literature and hosting special events such as Easter & Mother's Day brunches and Lunch with Santa.

(2019) Proposed Year 1

Anticipated \$1 million revenue and \$625,000 gross profit which is approximately 62%. Expenses included payroll for staff: in-house and contracted, marketing, costs of goods (food, beverage, etc.)

(2020, 2021, 2022, 2023) Proposed Years 2-5

Did not feel it was realistic to forecast the revenue and profit beyond year one.

REVIEW

- The specific operations transitioned as planned in 2018.
- The initial cost to renovate the facility was \$631,000 in 2019

- Initially special events like Easter & Mother's Day brunches and Breakfast with Santa occurred.
- The covid pandemic paused food and beverage operations temporarily during 2020 and social gatherings were much slower in returning to pre-covid numbers. There was a \$64,000 net loss in the F & B department during FY2020.
- Advertising with *The Knot* magazine and local newspapers occurred, and marketing literature was created.
- It has been challenging to create relationships with event planners.
- Improving the golf course website and social media is a goal of the Marketing Manager.
- Food and beverage staffing has been challenging as there is an unprecedented restaurant labor shortage across the nation. But labor recruitment and retention has been an issue for the food and beverage industry for some time and the challenge predates the pandemic because the hours are long, the job is rough and there are no benefits. Associated Labor and Instawork Temp Staffing are job placement firms utilized at a 25% premium. Full-time staff including the Director of Golf, Event Coordinator and the Food Beverage Operations Manager are working an average of 30 hours or more per week to assist where necessary. Over 3,000 hours have been worked in addition to their regular hours since taking over this operation. These are exempt staff performing nonexempt duties to continue operations.

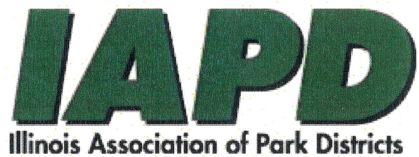
Actual

YEAR	REVENUE		GROSS PROFIT	GROSS MARGIN
2019	\$602,087		\$423,693	70.4%
2020	\$315,425		\$213,333	67.6%
2021	\$837,671		\$610,143	72.8%
2022	\$982,412		\$680,216	73.3%
2023 through 8/31/2023	\$695,077		\$466,727	67.1%

See page 3 for details

PLEASE NOTE:

Fund 300 Golf fund balance Dec 31, 2022	\$536,000
Fund 323 Golf Capital fund balance Dec 31, 2022	(-\$144,000)
Bond balance as of 9/26/2023	over \$6.8million



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 5, 2023

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 25-27, 2024.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 27, 2024 at 3:30 p.m.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

NOTE: If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

Prospect Heights Park District held at
(Name of Agency)
Gary Morava Recreation Center October 24, 2023 at 7:00 pm
(Location) (Month/Day/Year) (Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 27, 2024 at 3:30 p.m.:**

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	Christina Ferraro	Executive Director	cferraro@ph parks.org
1st Alternate:	Ray Doerner	Supt. of Recreation	rdoerner@ph parks.org
2nd Alternate:			
3rd Alternate:			

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal:

Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to:

Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org



October 24, 2023

To: Christina Ferraro, Executive Director
From: Shawn Hughes, Superintendent of Finance, HR and IT
Re: Approval of Ordinance #10.24.2023

2023 Bond Issuance

The District is working with Aaron Gold, Assistant Vice President of Speer Financial, as well as staff from Chapman and Cutler, on the 2023 Bond Issuance.

Since Busey Bank did not originally believe they would be as competitive as in prior years with their interest rate, the bond was put out for bid by Speer Financial, with bids from several banks having been received. However, it turned out that Busey Bank was the lowest bidder in the competitive bidding process this year with a rate of 4.37%. This is a GO Limited Tax Park Bond one-year rollover issue with final maturity on November 1, 2024. Proceeds of \$669,640 will be used to pay the principal and 6-month interest payment of \$468,100 for Series 2014B Alternative Bond and \$190,990 for F518 Capital.

The bids were as follows:

<u>Account Managers</u>	<u>Net Interest Rate</u>
Busey Bank, Mount Prospect, Illinois	4.37%
Time Bank, Park Ridge, Illinois	4.60%
First Secure Community Bank, Sugar Grove, Illinois.....	4.69%
Republic Bank of Chicago, Oak Brook, Illinois	4.70%
Peoples National Bank of Kewanee, Kewanee, Illinois	4.94%

The bond ordinance is attached for your review.

Recommendation

Staff recommends approval of Ordinance #10.24.2023 providing for the issue of \$669,640 General Obligation Limited Tax Park Bonds, Series 2023.

PROSPECT HEIGHTS PARK DISTRICT ORDINANCE 10.24.2023

AN ORDINANCE providing for the issue of \$669,640 General Obligation Limited Tax Park Bonds, Series 2023, of the Prospect Heights Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

* * *

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

WHEREAS, the needs of the District require the expenditure of not less than the sum of \$201,540 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the “*Project*”), all in accordance with the preliminary plans and estimate of cost heretofore approved by the Board of Park Commissioners of the District (the “*Board*”) and now on file in the office of the Secretary of the Board (the “*Secretary*”); and

WHEREAS, the Board finds that it does not have sufficient funds on hand for the purpose aforesaid, and that the cost thereof will be not less than \$201,540, and that it is necessary and for the best interests of the District that it borrow the sum of \$201,540 and issue bonds of the District to evidence the borrowing; and

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

WHEREAS, it is necessary and desirable to provide the revenue source for the payment of the principal and interest due on the Prior Bonds on December 1, 2023; and

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

WHEREAS, the Board hereby finds that it does not have sufficient funds on hand for the purpose of providing for the payment of the Prior Bonds, and that the cost thereof, including legal, financial, and other expenses, will not be less than \$468,100 and that it is necessary and for the best interests of the District that it borrow the sum of \$468,100 and issue bonds of the District to evidence the borrowing; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board (the “*President*”), on the 18th day of August, 2021, executed an Order calling a public hearing (the “*Hearing*”) for the 28th day of September, 2021, concerning the intent of the Board to sell said bonds in the amount of \$2,100,000 for the Project; and

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

WHEREAS, the Hearing was held on the 28th day of September, 2021, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 28th day of September, 2021; and

WHEREAS, the Board has previously issued bonds in the amount of \$1,273,125 pursuant to the Hearing and the Board does hereby determine that it is authorized at this time to issue additional bonds to the amount of \$826,875 for the Project; and

WHEREAS, it is in the best interests of the District to issue bonds in the amount of \$201,540 for the Project and bonds in the amount of \$468,100 for the purpose of providing for the payment of the Prior Bonds, together as one issue of bonds in the aggregate amount of \$669,640; and

WHEREAS, the Board does hereby find and determine that (a) said bonds shall be issued as limited bonds under the provisions of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Debt Reform Act*"), and (b) upon the issuance of the \$669,640 General Obligation Limited Tax Park Bonds, Series 2023, now proposed to be issued, the aggregate outstanding unpaid bonded indebtedness of the District, including said bonds, will not exceed .575% of the total assessed valuation of all taxable property in the District as last equalized and determined, and pursuant to the provisions of the Debt Reform Act and Section 6-4 of the Act, it is not necessary to submit the proposition of issuing said bonds to the voters of the District for approval:

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

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

Section 2. Authorization. It is hereby found and determined that the District has been authorized by law to borrow the sum of \$669,640 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used for the purpose of paying the costs of the Project and for the purpose of providing for the payment of the Prior Bonds, and expenses incidental thereto, and it is necessary and for the best interests of the District that there be issued at this time \$669,640 of the bonds so authorized.

Section 3. Bond Details. There be borrowed on the credit of and for and on behalf of the District the sum of \$669,640 for the purposes aforesaid; and that bonds of the District (the “Bonds”) shall be issued in said amount and shall be designated “General Obligation Limited Tax Park Bonds, Series 2023.” The Bonds shall be dated November 7, 2023, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5.00 each and authorized integral multiples in excess thereof, shall be numbered 1 and upward, and the Bonds shall become due and payable (without option of prior redemption) on November 1, 2024, and bear interest at the rate of 4.37% per annum.

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on November 1, 2024. Interest on each Bond shall be paid by check or draft of Busey Bank, Mount Prospect, Illinois (the “Bond Registrar”), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at

the close of business on October 15, 2024. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal office of the Bond Registrar.

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

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

Section 4. Registration of Bonds; Persons Treated as Owners. The District shall cause books for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the principal office of the Bond Registrar, which is hereby constituted and appointed the

registrar of the District. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

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

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on October 15, 2024, and ending at the opening of business on November 1, 2024.

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

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

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

[Form of Bond - Front Side]

REGISTERED
NO. 1

REGISTERED
\$669,640

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTY OF COOK

PROSPECT HEIGHTS PARK DISTRICT

GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2023

See Reverse Side for Additional Provisions

Interest
Rate: 4.37%

Maturity
Date: November 1, 2024

Dated
Date: November 7, 2023

Registered Owner: BUSEY BANK

Principal Amount: SIX HUNDRED SIXTY-NINE THOUSAND SIX HUNDRED FORTY DOLLARS

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Prospect Heights Park District, Cook County, Illinois (the “*District*”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond at the Interest Rate per annum set forth above on November 1, 2024. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal office of Busey Bank, Mount Prospect, Illinois, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on October 15, 2024, and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of

the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar.

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

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

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

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

(SEAL)

SPECIMEN
President, Board of Park Commissioners

Countersigned:

SPECIMEN
Secretary, Board of Park Commissioners

SPECIMEN
Treasurer, Board of Park Commissioners

Date of Authentication: November 7, 2023

CERTIFICATE
OF
AUTHENTICATION

Bond Registrar and Paying Agent:
Busey Bank,
Mount Prospect, Illinois

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the General Obligation Limited Tax Park Bonds, Series 2023, of the Prospect Heights Park District, Cook County, Illinois.

BUSEY BANK,
as Bond Registrar

By SPECIMEN
Authorized Officer

[Form of Bond - Reverse Side]

PROSPECT HEIGHTS PARK DISTRICT

COOK COUNTY, ILLINOIS

GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2023

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

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

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

beginning at the close of business on October 15, 2024, and ending at the opening of business on November 1, 2024.

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

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

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

Dated: _____

Signature guaranteed: _____

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

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

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

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

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

FOR THE YEAR

A TAX TO PRODUCE THE SUM OF:

2023

\$698,415.55

for interest and principal up to and including November 1, 2024

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

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

Section 8. Filing of Ordinance. Forthwith upon the passage of this Ordinance, the Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk of The County of Cook, Illinois (the “*County Clerk*”), and it shall be the duty of the County Clerk in and for the year 2023, to ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in said year for general park purposes, in order to raise the amount aforesaid and in said year such tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general park purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated “Park Bond and Interest Fund of 2023” (the “*Bond Fund*”), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds.

Section 9. Limitation on Extension; General Obligation Pledge; Additional Obligations. Notwithstanding any other provision of this Ordinance, the annual amount of the taxes to be extended by the County Clerk to pay the Bonds and all other limited bonds (as defined in the Debt Reform Act) hereafter issued by the District shall not exceed the debt service

extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) of the District (the “*Base*”).

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

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

Section 10. Use of Bond Proceeds. Accrued interest (if any) received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds in the amount of \$201,540 are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying the cost of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the Capital Improvement Account of the District (the “*Project Fund*”). Principal proceeds of the Bonds in the amount of \$468,100 are hereby appropriated for the purpose of paying the principal and interest due on the Prior Bonds on December 1, 2023. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Purchaser on behalf of the District from the proceeds of the Bonds.

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

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

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

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

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

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

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

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

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

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

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

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

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

Adopted October 24, 2023.

President, Board of Park Commissioners

Attest:

Secretary, Board of Park Commissioners