



# BOARD REPORT

MARCH 19, 2024



**REGULAR BOARD MEETING  
PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, MARCH 19, 2024  
7:00 p.m.**

**I. Call to Order**

- A. Roll Call
- B. Pledge of Allegiance

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

**III. Recognition/Welcome**

**IV. Correspondence**

**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 February 27, 2024 Regular Board Meeting Minutes
- B. Approval of Treasurer's Report Cash Report #2 cash balance totaling \$5,712,759.09 as of February 29, 2024
- C. Approval of Warrants totaling \$381,604.02 for the period ending February 29, 2024

**VII. Announcements (Meetings)**

- A. Special Board Workshop at Gary Morava Recreation Center – April 16, 2024 at 6:00 p.m.
- B. Decennial Committee Meeting at Gary Morava Recreation Center – April 23, 2024 at 6:30 p.m.
- C. Regular Board Meeting at Gary Morava Recreation Center – April 23, 2024 at 7:00 p.m.

**VIII. Attorney's Report**

Legal Matter

**IX. Administrative/Operational Summary**

- A. Executive Director, Ferraro
- B. Marketing and 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. Superintendent of Golf, Lee
- H. Recreation Supervisors, Fudala, Glinski, Zervas

**X. Committees of the Board**

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

**XI. Unfinished/Ongoing Business**

**XII. New Business**

**XIII. Commissioner Comments**

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

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

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

**XVIII. Adjournment**

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

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

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

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, FEBRUARY 27, 2024**

**Call to Order**

**Roll Call**

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

Commissioners physically present: Ellen Avery, Betty Cloud, Paul Fries, Karl Jackson, Tim Jones. Commissioner Eric Kirste present by video conference

Commissioners absent: Steve Messer

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

A quorum was present.

Tim Jones led the Pledge of Allegiance.

Commissioner Jones reported that Commissioner Kirste submitted a request at least 24 hours prior to the scheduled meeting to attend and participate in this meeting from a remote location via telephone, video, or internet connection, due to one of the permitted statutory requirements. A motion was made by Commissioner Avery and seconded by Commissioner Fries to approve Commissioner Kirste to attend the Board meeting remotely by video conference. The motion was approved by a voice vote with two absent (Commissioner Kirste, Messer). The motion carried.

*Commissioner Kirste arrived by video conference at 7:07 p.m.*

**Corrections/Additions/Approval of Agenda**

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

**Recognition/Welcome**

Resident Jake Schreiner was in attendance.

**Correspondence**

A thank you email was received from Dana Sievertson of the Prospect Heights Natural Resources Commission thanking the board for their support of the Commission. The District also received a PZBA public hearing notice related to a variation and reduction of a side yard setback at property located at 208 E. Euclid Ave., Prospect Heights.

**Public Comment**

Jake Schreiner proposed leveraging the golf course assets to address the District's financial concerns. Schreiner suggested the District consider selling a portion of the golf course property to address financial challenges while retaining recreational amenities.

**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, Jackson, Jones, Kirste

Nays: None

Abstain: Commissioner Jackson

Absent: Commissioners Messer

The motion carried.

**Announcements (Meetings)**

The next Regular Board Meeting is scheduled for March 19, 2024 at 7:00 p.m. at the Gary Morava Recreation Center.

**Attorney's Report**

There was none.

**Administrative/Operational Summary**

**Executive Director** – In addition to the submitted report, Executive Director Christina Ferraro mentioned Cook County postponed the vote related to the County's paid leave ordinance to March 13. The District will be conducting a Tennis/Pickleball feasibility study with a community meeting to be held in April 2024 with a final report for the board in July. The ADA transition plan is underway with a final report to be presented to the board in May. The District awaits the plat of survey for Tully Park to purchase the adjacent property. The plat of survey for Muir Park was received and the application to subdivide the property index number with Cook County. Commissioners interested in park apparel may provide their requests to Christina. Christina discussed the upcoming Earth Day event that the District is partnering with the Sierra Club and NRC and expects about 100 people to help with the nature restoration at the remnant sedge meadow. The District became aware of leaves being dumped in the creek at Kiwanis Park. Christina did a mailing to notify the surrounding residents that this is prohibited with a fine up to \$750 and to report any suspicious behavior. Included in the board packet are NWSRA 2023 year-end statistics including District resident program usage.

Commissioner Cloud inquired about the District's ADA plan. Christina stated that the District has been working to complete the recommendations from the on the 2011 ADA plan, however there are several projects that have been deferred due to budget.

**Marketing & Communications Manager** – In addition to the submitted report, Marketing and Communications Manager Edlyn Castil highlighted the efforts for the upcoming summer season including the employment campaign, promotion of the golf course and banquet facility, and updating OCCC's website and electronic message board.

**Administrative/Operational Summary (continued)**

**Superintendent of Finance, HR and IT** – In addition to the submitted report, Superintendent of Finance, HR and IT Shawn Hughes mentioned two auditors from Sikich will be onsite for preliminary field work and will return at the end of March 2024.

**Superintendent of Recreation** – as submitted. In addition to the submitted report, Superintendent of Recreation Ray Doerner reported Staff will be attending a meeting Thursday afternoon for the implementation of the new registration software, Civic Rec. The District anticipates a “go live” date in August 2024. Ray reported there has been a strong response with the summer camp registration with nearly 80% full. Recreation Staff Supervisors are excited to have 50% camp staff returning, 12-13 lifeguards returning and 4 managers returning.

Commissioner Kirste asked what staff believe is causing the strong response to camp registration. Ray identified several factors: affordable, additional swim time, offering 10 full weeks; He believes the resident/non-resident registration dates created an urgency to register for some. Space in the facility is a challenge.

**Superintendent of Parks and Facilities** – In addition to the submitted report, Superintendent of Parks and Facilities Mark Grassi discussed finishing the wayfinding signage installation project in the recreation center; Mark indicated the gym is scheduled to be closed for the month of April for gym floor refinishing gym floor. Lines will be painted for full length basketball court, four basketball keys at four additional basketball hoops. Volleyball courts and pickleball courts. He reported the two-phase trash receptacle replacement plan being implemented with a dozen trash and dozen recycling receptables being delivered for the parks in March and remainder next year. He reported the current tree grant requires the District to plant 70 trees in parks by July 1st of this year.

Commissioner Cloud asked when the Somerset Park project will begin. Christina explained the City is holding a bid opening in July.

**Superintendent of Golf** - In addition to the submitted report, Superintendent of Golf Sean Lee reported staff is preparing equipment for opening day. Sean reported the Village of Mount Prospect Schoenbeck sidewalk replacement & street light addition project from Rand Road to Camp McDonald Road may have caused some damage to the irrigation lines will know more when the season begins.

**Director of Golf Operations** – as submitted. The golf season will start at the course on March 16. The roof repairs at the clubhouse continue and have been interrupted by a few some electrical issues.

**Recreation Supervisors** – as submitted.

**Committees of the Board**

There were no reports.

**Unfinished/Ongoing Business**

There were none.

**New Business**

**Authorize the Executive Director to execute a contract and payments to ERG Developers, LLC in Chicago in the amount of \$115,000 for both the gym floor refinishing and the additional scope of work to repair the grade in the gymnasium.**

A motion was made by Commissioner Cloud and seconded by Commissioner Avery. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioners Messer

The motion carried.

**Approve Personnel Manual revisions as presented for Chap 2 Payroll policies and procedures, Chap 7 Safety in the workplace, Chap 8 Disciplinary actions, Chap 9 Grievance process and procedure and Chap 10 Separation of employment.**

A motion was made by Commissioner Avery and seconded by Commissioner Cloud. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioners Messer

The motion carried.

**Committees of the Board**

There were no reports.

**Commissioners Comments**

Commissioner Jones thanked Director Ferraro on behalf of the board for representing the District with NWSRA and serving as NWSRA Chairperson for two years. He also thanked Jake Schreiner for his thoughtful public comments about the golf course.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Fries and seconded by Commissioner Jackson to adjourn the Regular Board Meeting at 7:34 p.m. The motion was approved by a voice vote with one absent (Messer). The motion carried.

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Betty Cloud, Secretary

TO:

Board of Commissioners, Prospect Heights Park District

Pink

FROM:

Park District Treasurer

DATE:

3/19/2024

CASH REPORT

FY 24

Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 3  
3/19/2024 as submitted. Seconded by Commissioner \_\_\_\_\_ .

Busey Bank		Interest Earned YTD				
Payroll	Checking/sweep				\$	-
Vendor	Checking/sweep					-
General/Sweep	Checking					3,048,470.77
ATM	Checking					98,793.03
Investment	Checking	\$	7,607.80	annual yield 4.48%		2,189,785.10
Cash Reserve	Checking	\$	1,305.30	annual yield 4.48%		375,710.19
		<b>TOTALS</b>			<b>\$</b>	<b>5,712,759.09</b>
						<b>Voice Vote</b>

FINANCIAL RESOLUTION

Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
3/19/2024 as submitted. Seconded by Commissioner \_\_\_\_\_ .

APPROVAL OF WARRANTS 3/19/2024

VENDOR WARRANTS					AMOUNTS
2	In the amount of	CHECKS ISSUED	\$		134,094.72
2A	In the amount of	ELECTRONIC	\$		77,363.44
		Total Vendor Warrants	\$		211,458.16

PAYROLL WARRANTS

	2/9/2024				
3	In the amount of		\$		89,085.08
		gross plus employer costs			
	2/23/2024				
4	In the amount of		\$		81,060.78
		gross plus employer costs			
		Total Payroll Warrants	\$		170,145.86

TOTAL OF WARRANTS \$ 381,604.02 Roll Call





## Prospect Heights Park District, IL

# Check Report

By Check Number

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
01402	BHFX LLC	02/01/2024	EFT	0.00	212.00	1042
01070	RAMROD DISTRIBUTORS INC	02/01/2024	EFT	0.00	769.96	1043
02706	REAL GRAPHIX	02/01/2024	EFT	0.00	597.00	1044
02421	REVELS TURF AND TRACTOR LLC	02/01/2024	EFT	0.00	498.79	1045
02337	EXCALTECH	02/07/2024	EFT	0.00	9,920.30	1046
02706	REAL GRAPHIX	02/07/2024	EFT	0.00	248.49	1047
02801	ADVANCED TREE CARE	02/08/2024	EFT	0.00	3,675.00	1048
02421	REVELS TURF AND TRACTOR LLC	02/23/2024	EFT	0.00	2,427.88	1049
03047	ILLINOIS STATE TREASURER'S OFFICE	02/05/2024	Regular	0.00	-996.00	53982
03092	ALTANTUYA MAGSAR	02/02/2024	Regular	0.00	300.00	54154
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/02/2024	Regular	0.00	6,621.72	54155
01024	CONSERV FS	02/02/2024	Regular	0.00	1,464.50	54156
01041	CONSTELLATION NEW ENERGY INC	02/02/2024	Regular	0.00	126.40	54157
01041	CONSTELLATION NEW ENERGY INC	02/02/2024	Regular	0.00	24.73	54158
01041	CONSTELLATION NEW ENERGY INC	02/02/2024	Regular	0.00	39.64	54159
01041	CONSTELLATION NEW ENERGY INC	02/02/2024	Regular	0.00	4,583.27	54160
01206	JOURNAL AND TOPICS NEWSPAPER	02/02/2024	Regular	0.00	3,586.64	54161
01370	JULIE INC	02/02/2024	Regular	0.00	182.10	54162
01035	LAURA FUDALA	02/02/2024	Regular	0.00	38.86	54163
01039	MARC HEIDKAMP	02/02/2024	Regular	0.00	515.81	54164
01050	MENARDS	02/02/2024	Regular	0.00	178.06	54165
01062	ODP BUSINESS SOLUTIONS LLC	02/02/2024	Regular	0.00	172.10	54166
01031	PULSE TECHNOLOGY	02/02/2024	Regular	0.00	1,264.78	54167
01560	R&R PRODUCTS INC	02/02/2024	Regular	0.00	127.34	54168
01374	WESTERN GOLF ASSOCIATION	02/02/2024	Regular	0.00	50.00	54169
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/07/2024	Regular	0.00	1,594.24	54170
03098	BELLA CUSTOM DRAPERY AND CARPET CLEANI	02/07/2024	Regular	0.00	600.00	54171
03096	CAROLINE SMITH	02/07/2024	Regular	0.00	46.86	54172
01041	CONSTELLATION NEW ENERGY INC	02/07/2024	Regular	0.00	3,127.47	54173
02615	GARY MESSLING	02/07/2024	Regular	0.00	300.00	54174
03044	GEORGE'S LANDSCAPING, INC.	02/07/2024	Regular	0.00	4,342.50	54175
01423	GORDON FOOD SERVICE INC	02/07/2024	Regular	0.00	1,342.45	54176
02117	GREAT LAKES COCA-COLA DISTRIBUTION	02/07/2024	Regular	0.00	101.57	54177
03047	ILLINOIS STATE TREASURER'S OFFICE	02/07/2024	Regular	0.00	996.00	54178
03099	INNA RYKUNYK	02/07/2024	Regular	0.00	175.00	54179
03046	MAINSTREET GOLF CARS LLC	02/07/2024	Regular	0.00	3,503.93	54180
01050	MENARDS	02/07/2024	Regular	0.00	60.93	54181
01062	ODP BUSINESS SOLUTIONS LLC	02/07/2024	Regular	0.00	1.00	54182
01360	PRECISION SMALL ENGINE CO INC	02/07/2024	Regular	0.00	364.52	54183
01881	R R ROOFING AND CONSTRUCTION CO	02/07/2024	Regular	0.00	6,200.00	54184
02087	VACLAV VALEK	02/07/2024	Regular	0.00	5,450.00	54185
01042	CONSTELLATION NEWENERGY GAS DIVISION L	02/08/2024	Regular	0.00	304.89	54186
01038	HARRIS MOTOR SPORTS	02/08/2024	Regular	0.00	133.17	54187
01055	ROTARY CLUB OF RIVER CITIES ILLINOIS USA	02/08/2024	Regular	0.00	385.00	54188
03115	ALEX TORRES	02/15/2024	Regular	0.00	200.00	54189
03118	ANA SANDOVAL	02/15/2024	Regular	0.00	100.00	54190
01909	ANCEL GLINK PC	02/15/2024	Regular	0.00	1,222.50	54191
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/15/2024	Regular	0.00	5,479.28	54192
01402	BHFX LLC	02/15/2024	Regular	0.00	66.00	54193
01090	CITY OF PROSPECT HEIGHTS	02/15/2024	Regular	0.00	637.50	54194
01018	DOUGLAS BRAZEAU	02/15/2024	Regular	0.00	83.52	54195
02337	EXCALTECH	02/15/2024	Regular	0.00	3,982.08	54196
02146	JSD PROFESSIONAL SERVICES INC	02/15/2024	Regular	0.00	1,208.62	54197
03119	KASSANDRA TORRES	02/15/2024	Regular	0.00	100.00	54198

## Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03046	MAINSTREET GOLF CARS LLC	02/15/2024	Regular	0.00	5,949.27	54199
03116	MARK GRASSI	02/15/2024	Regular	0.00	33.27	54200
03120	MEGAN SLIWA	02/15/2024	Regular	0.00	100.00	54201
01050	MENARDS	02/15/2024	Regular	0.00	428.03	54202
01062	ODP BUSINESS SOLUTIONS LLC	02/15/2024	Regular	0.00	382.17	54203
02715	PLANSOURCE	02/15/2024	Regular	0.00	2,107.91	54204
01360	PRECISION SMALL ENGINE CO INC	02/15/2024	Regular	0.00	151.97	54205
02421	REVELS TURF AND TRACTOR LLC	02/15/2024	Regular	0.00	949.85	54206
01651	RITA NEBL	02/15/2024	Regular	0.00	30.09	54207
03117	SARKA BOLKOVA	02/15/2024	Regular	0.00	100.00	54208
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/21/2024	Regular	0.00	13,842.50	54209
01592	GLOBAL GOLF SALES	02/21/2024	Regular	0.00	917.34	54210
01009	AIRGAS USA LLC	02/22/2024	Regular	0.00	371.49	54211
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/22/2024	Regular	0.00	6,814.31	54212
02307	COMCAST BUSINESS	02/22/2024	Regular	0.00	1,253.36	54213
01041	CONSTELLATION NEW ENERGY INC	02/22/2024	Regular	0.00	145.61	54214
01041	CONSTELLATION NEW ENERGY INC	02/22/2024	Regular	0.00	37.20	54215
01041	CONSTELLATION NEW ENERGY INC	02/22/2024	Regular	0.00	24.84	54216
01041	CONSTELLATION NEW ENERGY INC	02/22/2024	Regular	0.00	4,324.25	54217
03127	HAEGER ENGINEERING	02/22/2024	Regular	0.00	850.00	54218
01040	HOME DEPOT CREDIT SERVICES	02/22/2024	Regular	0.00	616.03	54219
03130	JILL DOERNER	02/22/2024	Regular	0.00	125.00	54220
01050	MENARDS	02/22/2024	Regular	0.00	183.40	54221
01058	NCPERS GROUP LIFE INSURANCE	02/22/2024	Regular	0.00	16.00	54222
01430	NORTHWEST COMMUNITY HOSPITAL	02/22/2024	Regular	0.00	85.00	54223
01062	ODP BUSINESS SOLUTIONS LLC	02/22/2024	Regular	0.00	110.07	54224
01062	ODP BUSINESS SOLUTIONS LLC	02/23/2024	Regular	0.00	-110.07	54224
03129	PAUL GLINSKI	02/22/2024	Regular	0.00	100.00	54225
01881	R R ROOFING AND CONTRUCTION CO	02/22/2024	Regular	0.00	23,800.00	54226
02241	SPORTS ENGINE INC	02/22/2024	Regular	0.00	120.00	54227
01990	TRI STAR MECHANICAL SERVICES INC	02/22/2024	Regular	0.00	653.75	54228
01344	WALTER KUSNIERZ	02/22/2024	Regular	0.00	112.00	54229
02323	ARIES CHARTER TRANSPORTATION INC.	02/29/2024	Regular	0.00	3,350.70	54230
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	02/29/2024	Regular	0.00	1,611.92	54231
02751	DENNY DIAMOND, INC	02/29/2024	Regular	0.00	500.00	54232
01037	GRAINGER	02/29/2024	Regular	0.00	203.40	54233
03140	HOLIDAYGOO	02/29/2024	Regular	0.00	819.00	54234
03139	I & M CANAL CORRIDOR ASSOCIATION	02/29/2024	Regular	0.00	487.50	54235
01162	MANZELLA PLUMBING INC	02/29/2024	Regular	0.00	260.00	54236
01050	MENARDS	02/29/2024	Regular	0.00	128.61	54237
01062	ODP BUSINESS SOLUTIONS LLC	02/29/2024	Regular	0.00	449.97	54238
01063	PDRMA	02/29/2024	Regular	0.00	40.00	54239
01063	PDRMA	02/29/2024	Regular	0.00	525.00	54240
01063	PDRMA	02/29/2024	Regular	0.00	300.00	54241
01063	PDRMA	02/29/2024	Regular	0.00	40.00	54242
01063	PDRMA	02/29/2024	Regular	0.00	40.00	54243
01063	PDRMA	02/29/2024	Regular	0.00	35.00	54244
01063	PDRMA	02/29/2024	Regular	0.00	50.00	54245
01063	PDRMA	02/29/2024	Regular	0.00	40.00	54246
01135	PITNEY BOWES BANK INC PURCHASE POWER	02/29/2024	Regular	0.00	200.00	54247
02382	ILLINOIS DEPARTMENT OF EMPLOYMENT SECU	02/07/2024	Bank Draft	0.00	1,011.00	DFT0003054
02205	ILLINOIS MUNICIPAL FUND	02/08/2024	Bank Draft	0.00	16,694.03	DFT0003055
02206	ILLINOIS DEPARTMENT OF REVENUE	02/08/2024	Bank Draft	0.00	486.00	DFT0003056
01143	VILLAGE OF MOUNT PROSPECT SALES TAX	02/07/2024	Bank Draft	0.00	18.02	DFT0003057
02660	LOUIS GLUNZ BEER INC	02/27/2024	Bank Draft	0.00	669.12	DFT0003058
02306	FIFTH THIRD BANK	02/28/2024	Bank Draft	0.00	31,419.44	DFT0003059

Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01032	CARDMEMBER SERVICE	02/07/2024	Bank Draft	0.00	8,716.41	JAN2024ELAN

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	147	94	0.00	135,200.79
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-1,106.07
Bank Drafts	7	7	0.00	59,014.02
EFT's	10	8	0.00	18,349.42
	164	111	0.00	211,458.16

## Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: PCARD-PCARD LIABILITY</b>						
02824	POTBELLY	02/28/2024	Bank Draft	0.00	14.17	MBD02.28.202
02529	HYATT REGENCY	02/28/2024	Bank Draft	0.00	7.82	MBD02.28.202
03121	BURRITO BEACH	02/28/2024	Bank Draft	0.00	8.36	MBD02.28.202
02818	ORANGE COUNTY C C CONC	02/28/2024	Bank Draft	0.00	20.24	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	55.49	MBD02.28.202
02817	TST DRAGONFL	02/28/2024	Bank Draft	0.00	31.00	MBD02.28.202
03106	SQ THE MARKET PLACE	02/28/2024	Bank Draft	0.00	16.48	MBD02.28.202
03124	SPOTHERO	02/28/2024	Bank Draft	0.00	47.44	MBD02.28.202
02403	ADOBE	02/28/2024	Bank Draft	0.00	21.24	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	18.99	MBD02.28.202
03104	SQ EAST COAST TACOS	02/28/2024	Bank Draft	0.00	14.70	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	12.10	MBD02.28.202
03105	TST BR77	02/28/2024	Bank Draft	0.00	31.00	MBD02.28.202
02333	TONYS FRESH MARKET	02/28/2024	Bank Draft	0.00	125.27	MBD02.28.202
03082	YBA SHIRTS INC	02/28/2024	Bank Draft	0.00	261.55	MBD02.28.202
03103	GOLDCOAST LB ORD	02/28/2024	Bank Draft	0.00	17.91	MBD02.28.202
03101	VRBO FEE	02/28/2024	Bank Draft	0.00	57.00	MBD02.28.202
03102	YPS VACATION CENTRAL	02/28/2024	Bank Draft	0.00	626.71	MBD02.28.202
01022	COMCAST	02/28/2024	Bank Draft	0.00	101.09	MBD02.28.202
01022	COMCAST	02/28/2024	Bank Draft	0.00	5.23	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	84.42	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	14.99	MBD02.28.202
01022	COMCAST	02/28/2024	Bank Draft	0.00	388.88	MBD02.28.202
02332	DICKS SPORTING GOODS	02/28/2024	Bank Draft	0.00	19.98	MBD02.28.202
02403	ADOBE	02/28/2024	Bank Draft	0.00	21.24	MBD02.28.202
02394	MARCUS PERFORMING ARTS CENTER	02/28/2024	Bank Draft	0.00	-8.70	MBD02.28.202
02447	JACOB HENRY MANSION ESTATE	02/28/2024	Bank Draft	0.00	1,000.00	MBD02.28.202
02326	WALGREENS	02/28/2024	Bank Draft	0.00	26.55	MBD02.28.202
01090	CITY OF PROSPECT HEIGHTS	02/28/2024	Bank Draft	0.00	73.50	MBD02.28.202
03107	THAILICIOUS27	02/28/2024	Bank Draft	0.00	30.00	MBD02.28.202
02824	POTBELLY	02/28/2024	Bank Draft	0.00	31.02	MBD02.28.202
02824	POTBELLY	02/28/2024	Bank Draft	0.00	14.62	MBD02.28.202
02818	ORANGE COUNTY C C CONC	02/28/2024	Bank Draft	0.00	21.30	MBD02.28.202
01693	HINCKLEY SPRINGS	02/28/2024	Bank Draft	0.00	4.63	MBD02.28.202
02476	NOW LINENS	02/28/2024	Bank Draft	0.00	150.69	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	-29.99	MBD02.28.202
02476	NOW LINENS	02/28/2024	Bank Draft	0.00	140.91	MBD02.28.202
03121	BURRITO BEACH	02/28/2024	Bank Draft	0.00	-0.40	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	-37.58	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	-29.99	MBD02.28.202
02327	DISCOUNT SCHOOL SUPPLY	02/28/2024	Bank Draft	0.00	44.07	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	102.00	MBD02.28.202
03121	BURRITO BEACH	02/28/2024	Bank Draft	0.00	-0.33	MBD02.28.202
01044	JC LICHT AND COMPANY	02/28/2024	Bank Draft	0.00	10.00	MBD02.28.202
02824	POTBELLY	02/28/2024	Bank Draft	0.00	-0.46	MBD02.28.202
02529	HYATT REGENCY	02/28/2024	Bank Draft	0.00	510.56	MBD02.28.202
02403	ADOBE	02/28/2024	Bank Draft	0.00	21.24	MBD02.28.202
02394	MARCUS PERFORMING ARTS CENTER	02/28/2024	Bank Draft	0.00	1,244.25	MBD02.28.202
02529	HYATT REGENCY	02/28/2024	Bank Draft	0.00	15.03	MBD02.28.202
02824	POTBELLY	02/28/2024	Bank Draft	0.00	-1.24	MBD02.28.202
02824	POTBELLY	02/28/2024	Bank Draft	0.00	-0.57	MBD02.28.202
02464	HARRYS BAR & GRILL	02/28/2024	Bank Draft	0.00	403.12	MBD02.28.202
01040	HOME DEPOT CREDIT SERVICES	02/28/2024	Bank Draft	0.00	305.95	MBD02.28.202
02529	HYATT REGENCY	02/28/2024	Bank Draft	0.00	154.95	MBD02.28.202
03121	BURRITO BEACH	02/28/2024	Bank Draft	0.00	10.04	MBD02.28.202
03108	TST FLOWER CAFE	02/28/2024	Bank Draft	0.00	13.92	MBD02.28.202
02529	HYATT REGENCY	02/28/2024	Bank Draft	0.00	3.46	MBD02.28.202
02362	ILLINOIS GOVERNMENT FINANCE OFFICERS ASS	02/28/2024	Bank Draft	0.00	300.00	MBD02.28.202
03109	LA MADELEINE MCO	02/28/2024	Bank Draft	0.00	11.70	MBD02.28.202
02529	HYATT REGENCY	02/28/2024	Bank Draft	0.00	160.81	MBD02.28.202

## Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02824	POTBELLY	02/28/2024	Bank Draft	0.00	11.48	MBD02.28.202
03094	TAXBANDITS.COM	02/28/2024	Bank Draft	0.00	46.75	MBD02.28.202
02569	CHI CHAPTER OF WOMEN IN LEISURE SERVICES	02/28/2024	Bank Draft	0.00	42.00	MBD02.28.202
02824	POTBELLY	02/28/2024	Bank Draft	0.00	-0.58	MBD02.28.202
02365	DRURY LANE	02/28/2024	Bank Draft	0.00	258.83	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	203.28	MBD02.28.202
02394	MARCUS PERFORMING ARTS CENTER	02/28/2024	Bank Draft	0.00	8.70	MBD02.28.202
01120	REPUBLIC SERVICES INC	02/28/2024	Bank Draft	0.00	313.45	MBD02.28.202
01120	REPUBLIC SERVICES INC	02/28/2024	Bank Draft	0.00	9.13	MBD02.28.202
01367	CROWN TROPHY	02/28/2024	Bank Draft	0.00	75.25	MBD02.28.202
02827	NOW ARENA	02/28/2024	Bank Draft	0.00	270.00	MBD02.28.202
01367	CROWN TROPHY	02/28/2024	Bank Draft	0.00	41.00	MBD02.28.202
01023	COMMONWEALTH EDISON	02/28/2024	Bank Draft	0.00	23.27	MBD02.28.202
02829	ROLLING MEADOWS PARK DISTRICT	02/28/2024	Bank Draft	0.00	72.00	MBD02.28.202
02667	AMERICAN RED CROSS	02/28/2024	Bank Draft	0.00	37.00	MBD02.28.202
02904	SCHAUMBURG PARK DISTRICT	02/28/2024	Bank Draft	0.00	228.00	MBD02.28.202
01690	MOUNT PROSPECT PARK DISTRICT	02/28/2024	Bank Draft	0.00	-200.00	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	249.99	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	39.50	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	41.87	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	52.99	MBD02.28.202
02580	JUST FOR FUN ROLLER RINK	02/28/2024	Bank Draft	0.00	21.00	MBD02.28.202
02580	JUST FOR FUN ROLLER RINK	02/28/2024	Bank Draft	0.00	11.00	MBD02.28.202
02580	JUST FOR FUN ROLLER RINK	02/28/2024	Bank Draft	0.00	192.00	MBD02.28.202
02365	DRURY LANE	02/28/2024	Bank Draft	0.00	258.83	MBD02.28.202
02589	MAIN EVENT-HOFFMAN EST	02/28/2024	Bank Draft	0.00	284.49	MBD02.28.202
03122	FSP REVIVE CPR	02/28/2024	Bank Draft	0.00	325.00	MBD02.28.202
02365	DRURY LANE	02/28/2024	Bank Draft	0.00	258.83	MBD02.28.202
02450	BOWLERO	02/28/2024	Bank Draft	0.00	164.46	MBD02.28.202
01541	SESAC	02/28/2024	Bank Draft	0.00	581.00	MBD02.28.202
02446	CHUCK E CHEESE	02/28/2024	Bank Draft	0.00	147.93	MBD02.28.202
01022	COMCAST	02/28/2024	Bank Draft	0.00	10.45	MBD02.28.202
02394	MARCUS PERFORMING ARTS CENTER	02/28/2024	Bank Draft	0.00	728.00	MBD02.28.202
02394	MARCUS PERFORMING ARTS CENTER	02/28/2024	Bank Draft	0.00	600.00	MBD02.28.202
02394	MARCUS PERFORMING ARTS CENTER	02/28/2024	Bank Draft	0.00	149.00	MBD02.28.202
03122	FSP REVIVE CPR	02/28/2024	Bank Draft	0.00	325.00	MBD02.28.202
02324	TARGET	02/28/2024	Bank Draft	0.00	13.02	MBD02.28.202
02324	TARGET	02/28/2024	Bank Draft	0.00	60.00	MBD02.28.202
02328	FUN EXPRESS	02/28/2024	Bank Draft	0.00	374.92	MBD02.28.202
02512	ENCHANTED CASTLE	02/28/2024	Bank Draft	0.00	-22.00	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	19.99	MBD02.28.202
02486	SPIRIT AIRLINES	02/28/2024	Bank Draft	0.00	253.19	MBD02.28.202
02009	THE KNOT	02/28/2024	Bank Draft	0.00	1,035.30	MBD02.28.202
03113	GOLF COURSE SUPERINTENDENT	02/28/2024	Bank Draft	0.00	465.00	MBD02.28.202
01022	COMCAST	02/28/2024	Bank Draft	0.00	264.12	MBD02.28.202
03112	PAYPAL MAGCS INC MAGC	02/28/2024	Bank Draft	0.00	200.00	MBD02.28.202
03006	SQ ID DANCE COMPETITION	02/28/2024	Bank Draft	0.00	4,116.09	MBD02.28.202
03004	DREAMMAKER	02/28/2024	Bank Draft	0.00	4,430.00	MBD02.28.202
02517	BELIEVE NATIONAL TALENT	02/28/2024	Bank Draft	0.00	4,486.00	MBD02.28.202
02328	FUN EXPRESS	02/28/2024	Bank Draft	0.00	-26.37	MBD02.28.202
03135	DANCEBUG	02/28/2024	Bank Draft	0.00	1,092.00	MBD02.28.202
03135	DANCEBUG	02/28/2024	Bank Draft	0.00	39.00	MBD02.28.202
02827	NOW ARENA	02/28/2024	Bank Draft	0.00	45.00	MBD02.28.202
02804	SP PONY BEAD STORE	02/28/2024	Bank Draft	0.00	10.49	MBD02.28.202
02318	AMAZON	02/28/2024	Bank Draft	0.00	39.88	MBD02.28.202
03125	EAST OF MUSEUM OF SCIENCE	02/28/2024	Bank Draft	0.00	20.00	MBD02.28.202
02398	WALMART	02/28/2024	Bank Draft	0.00	46.00	MBD02.28.202
01074	SAM'S CLUB/SYNCHRONY BANK	02/28/2024	Bank Draft	0.00	121.74	MBD02.28.202
01074	SAM'S CLUB/SYNCHRONY BANK	02/28/2024	Bank Draft	0.00	118.57	MBD02.28.202
01074	SAM'S CLUB/SYNCHRONY BANK	02/28/2024	Bank Draft	0.00	44.20	MBD02.28.202
01753	BOUNCE HOUSES R US	02/28/2024	Bank Draft	0.00	50.00	MBD02.28.202

Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01022	COMCAST	02/28/2024	Bank Draft	0.00	235.44	MBD02.28.202
03133	MUSEUM OF SCIENCE AND INDUSTRY	02/28/2024	Bank Draft	0.00	240.00	MBD02.28.202
02127	DIRECTV	02/28/2024	Bank Draft	0.00	242.98	MBD02.28.202
02424	PANERA BREAD	02/28/2024	Bank Draft	0.00	83.94	MBD02.28.202
03123	FSP FALCON CPR TRAINING	02/28/2024	Bank Draft	0.00	85.00	MBD02.28.202
03123	FSP FALCON CPR TRAINING	02/28/2024	Bank Draft	0.00	85.00	MBD02.28.202
02536	AROMA 360 LLC	02/28/2024	Bank Draft	0.00	128.87	MBD02.28.202
03131	WHEELING DOUGHNUTS	02/28/2024	Bank Draft	0.00	41.26	MBD02.28.202
02512	ENCHANTED CASTLE	02/28/2024	Bank Draft	0.00	304.71	MBD02.28.202
02398	WALMART	02/28/2024	Bank Draft	0.00	17.76	MBD02.28.202
01693	HINCKLEY SPRINGS	02/28/2024	Bank Draft	0.00	59.08	MBD02.28.202

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	132	132	0.00	31,419.44
EFT's	0	0	0.00	0.00
	132	132	0.00	31,419.44

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	147	94	0.00	135,200.79
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-1,106.07
Bank Drafts	139	139	0.00	90,433.46
EFT's	10	8	0.00	18,349.42
	296	243	0.00	242,877.60

Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	2/2024	242,877.60
			242,877.60



Prospect Heights Park District, IL

# Income Statement

## Group Summary

For Fiscal: 2024 Period Ending: 02/29/2024

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 02 - RECREATION/GENERAL</b>					
Revenue	934,205.00	934,205.00	122,707.99	129,244.24	804,960.76
Expense	762,790.00	762,790.00	40,675.70	97,442.80	665,347.20
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>171,415.00</b>	<b>171,415.00</b>	<b>82,032.29</b>	<b>31,801.44</b>	<b>139,613.56</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	78,364.00	78,364.00	6,204.27	8,950.69	69,413.31
Expense	73,260.25	73,260.25	5,313.77	7,758.60	65,501.65
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>5,103.75</b>	<b>5,103.75</b>	<b>890.50</b>	<b>1,192.09</b>	<b>3,911.66</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	259,750.00	259,750.00	26,071.48	49,642.87	210,107.13
Expense	158,490.00	158,490.00	15,103.09	20,745.00	137,745.00
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>101,260.00</b>	<b>101,260.00</b>	<b>10,968.39</b>	<b>28,897.87</b>	<b>72,362.13</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	38,685.00	38,685.00	2,776.75	8,895.75	29,789.25
Expense	36,132.50	36,132.50	2,838.00	5,593.12	30,539.38
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>2,552.50</b>	<b>2,552.50</b>	<b>-61.25</b>	<b>3,302.63</b>	<b>-750.13</b>
<b>Department: 06 - DANCE</b>					
Revenue	85,596.00	85,596.00	12,170.43	20,102.89	65,493.11
Expense	76,100.00	76,100.00	22,892.89	31,886.05	44,213.95
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>9,496.00</b>	<b>9,496.00</b>	<b>-10,722.46</b>	<b>-11,783.16</b>	<b>21,279.16</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	41,202.00	41,202.00	7,194.04	11,821.47	29,380.53
Expense	42,258.50	42,258.50	2,029.97	5,237.38	37,021.12
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>-1,056.50</b>	<b>-1,056.50</b>	<b>5,164.07</b>	<b>6,584.09</b>	<b>-7,640.59</b>
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	104,743.00	104,743.00	264.50	1,603.50	103,139.50
Expense	61,697.50	61,697.50	1,057.75	2,114.19	59,583.31
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>43,045.50</b>	<b>43,045.50</b>	<b>-793.25</b>	<b>-510.69</b>	<b>43,556.19</b>
<b>Department: 09 - CONCESSIONS</b>					
Revenue	31,650.00	31,650.00	151.20	151.20	31,498.80
Expense	29,555.00	29,555.00	328.45	528.49	29,026.51
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>2,095.00</b>	<b>2,095.00</b>	<b>-177.25</b>	<b>-377.29</b>	<b>2,472.29</b>
<b>Department: 10 - AQUATICS</b>					
Revenue	94,530.00	94,530.00	0.00	0.00	94,530.00
Expense	220,511.00	220,511.00	909.62	1,988.28	218,522.72
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-125,981.00</b>	<b>-125,981.00</b>	<b>-909.62</b>	<b>-1,988.28</b>	<b>-123,992.72</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	91,689.00	91,689.00	8,182.00	10,624.00	81,065.00
Expense	90,675.00	90,675.00	7,885.35	11,734.70	78,940.30
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>1,014.00</b>	<b>1,014.00</b>	<b>296.65</b>	<b>-1,110.70</b>	<b>2,124.70</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	23,410.00	23,410.00	2,636.00	2,821.00	20,589.00
Expense	25,065.00	25,065.00	5,656.38	6,115.93	18,949.07
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-1,655.00</b>	<b>-1,655.00</b>	<b>-3,020.38</b>	<b>-3,294.93</b>	<b>1,639.93</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	27,680.00	27,680.00	2,184.04	4,960.30	22,719.70
Expense	52,820.00	52,820.00	3,083.12	4,782.63	48,037.37
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>-25,140.00</b>	<b>-25,140.00</b>	<b>-899.08</b>	<b>177.67</b>	<b>-25,317.67</b>



## Income Statement

For Fiscal: 2024 Period Ending: 02/29/2024

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - SUMMER CAMP</b>					
Revenue	332,768.00	332,768.00	0.00	0.00	332,768.00
Expense	246,421.75	246,421.75	2,106.08	2,908.40	243,513.35
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>86,346.25</b>	<b>86,346.25</b>	<b>-2,106.08</b>	<b>-2,908.40</b>	<b>89,254.65</b>
<b>Department: 30 - PARKS</b>					
Revenue	9,500.00	9,500.00	0.00	0.00	9,500.00
Expense	264,035.00	264,035.00	12,580.77	20,647.94	243,387.06
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-254,535.00</b>	<b>-254,535.00</b>	<b>-12,580.77</b>	<b>-20,647.94</b>	<b>-233,887.06</b>
<b>Department: 40 - GOLF</b>					
Revenue	1,279,800.00	1,279,800.00	4,501.99	4,578.62	1,275,221.38
Expense	718,118.00	718,118.00	35,349.86	49,565.63	668,552.37
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>561,682.00</b>	<b>561,682.00</b>	<b>-30,847.87</b>	<b>-44,987.01</b>	<b>606,669.01</b>
<b>Department: 41 - GROUNDS</b>					
Expense	758,302.00	758,302.00	40,865.67	68,873.72	689,428.28
<b>Department: 41 - GROUNDS Total:</b>	<b>758,302.00</b>	<b>758,302.00</b>	<b>40,865.67</b>	<b>68,873.72</b>	<b>689,428.28</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	116,500.00	116,500.00	2,593.00	5,739.46	110,760.54
Expense	84,600.00	84,600.00	41.30	445.30	84,154.70
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>31,900.00</b>	<b>31,900.00</b>	<b>2,551.70</b>	<b>5,294.16</b>	<b>26,605.84</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	105,000.00	105,000.00	3,605.00	3,605.00	101,395.00
Expense	75,000.00	75,000.00	0.00	0.00	75,000.00
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>3,605.00</b>	<b>3,605.00</b>	<b>26,395.00</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	35,000.00	35,000.00	0.00	0.00	35,000.00
Expense	10,475.00	10,475.00	0.00	0.00	10,475.00
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>24,525.00</b>	<b>24,525.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24,525.00</b>
<b>Department: 45 - FOOD AND BEVERAGE</b>					
Revenue	902,000.00	902,000.00	14,978.76	17,129.75	884,870.25
Expense	763,320.00	763,320.00	25,292.12	36,182.31	727,137.69
<b>Department: 45 - FOOD AND BEVERAGE Surplus (Deficit):</b>	<b>138,680.00</b>	<b>138,680.00</b>	<b>-10,313.36</b>	<b>-19,052.56</b>	<b>157,732.56</b>
<b>Total Surplus (Deficit):</b>	<b>42,445.50</b>	<b>42,445.50</b>	<b>-7,788.44</b>	<b>-94,679.73</b>	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
200 - RECREATION FUND	13,960.50	13,960.50	68,081.76	29,334.40	-15,373.90
300 - GOLF	28,485.00	28,485.00	-75,870.20	-124,014.13	152,499.13
Total Surplus (Deficit):	42,445.50	42,445.50	-7,788.44	-94,679.73	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2024 Period Ending: 02/29/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 100 - CORPORATE FUND</b>					
<b>Revenue</b>					
10 - TAXES	1,120,000.00	1,120,000.00	154,379.39	158,243.18	961,756.82
20 - INTEREST	104,000.00	104,000.00	7,607.80	15,710.09	88,289.91
35 - ADDITIONAL	4,200.00	4,200.00	220.00	220.00	3,980.00
<b>Revenue Total:</b>	<b>1,228,200.00</b>	<b>1,228,200.00</b>	<b>162,207.19</b>	<b>174,173.27</b>	<b>1,054,026.73</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	457,190.00	457,190.00	37,324.03	61,633.28	395,556.72
51 - BENEFITS	126,292.00	126,292.00	-1,180.74	-2,361.48	128,653.48
52 - CONTRACTED SERVICES	213,379.50	213,379.50	12,705.42	27,444.21	185,935.29
60 - COMMODITIES	42,760.00	42,760.00	1,112.46	1,279.22	41,480.78
65 - GENERAL EXPENDITURES	2,300,900.00	2,300,900.00	0.00	0.00	2,300,900.00
<b>Expense Total:</b>	<b>3,140,521.50</b>	<b>3,140,521.50</b>	<b>49,961.17</b>	<b>87,995.23</b>	<b>3,052,526.27</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>-1,912,321.50</b>	<b>-1,912,321.50</b>	<b>112,246.02</b>	<b>86,178.04</b>	<b>-1,998,499.54</b>
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	880,000.00	880,000.00	118,133.79	118,133.79	761,866.21
30 - RENTAL	59,265.00	59,265.00	4,149.20	10,485.45	48,779.55
35 - ADDITIONAL	20,690.00	20,690.00	1,175.00	1,375.00	19,315.00
41 - PROGRAM REVENUES	1,162,167.00	1,162,167.00	66,933.51	118,672.47	1,043,494.53
42 - RERESHMENT REVENUE	31,650.00	31,650.00	151.20	151.20	31,498.80
<b>Revenue Total:</b>	<b>2,153,772.00</b>	<b>2,153,772.00</b>	<b>190,542.70</b>	<b>248,817.91</b>	<b>1,904,954.09</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,346,883.00	1,346,883.00	80,574.99	127,847.04	1,219,035.96
51 - BENEFITS	156,568.00	156,568.00	-1,341.42	-2,682.84	159,250.84
52 - CONTRACTED SERVICES	402,896.50	402,896.50	36,500.73	80,858.89	322,037.61
60 - COMMODITIES	191,286.00	191,286.00	4,396.80	8,788.62	182,497.38
65 - GENERAL EXPENDITURES	42,178.00	42,178.00	2,329.84	4,671.80	37,506.20
<b>Expense Total:</b>	<b>2,139,811.50</b>	<b>2,139,811.50</b>	<b>122,460.94</b>	<b>219,483.51</b>	<b>1,920,327.99</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>13,960.50</b>	<b>13,960.50</b>	<b>68,081.76</b>	<b>29,334.40</b>	<b>-15,373.90</b>
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
30 - RENTAL	15,500.00	15,500.00	6,500.00	6,500.00	9,000.00
35 - ADDITIONAL	9,200.00	9,200.00	0.00	54.24	9,145.76
37 - GENERAL REVENUE	35,000.00	35,000.00	1.99	24.38	34,975.62
41 - PROGRAM REVENUES	2,119,600.00	2,119,600.00	17,729.80	23,027.25	2,096,572.75
42 - RERESHMENT REVENUE	259,000.00	259,000.00	1,446.96	1,446.96	257,553.04
<b>Revenue Total:</b>	<b>2,438,300.00</b>	<b>2,438,300.00</b>	<b>25,678.75</b>	<b>31,052.83</b>	<b>2,407,247.17</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	654,635.00	654,635.00	36,779.85	57,957.07	596,677.93
51 - BENEFITS	172,080.00	172,080.00	-1,169.16	-2,338.32	174,418.32
52 - CONTRACTED SERVICES	720,525.00	720,525.00	45,577.03	58,243.55	662,281.45
60 - COMMODITIES	675,600.00	675,600.00	20,233.26	40,917.26	634,682.74
65 - GENERAL EXPENDITURES	186,975.00	186,975.00	127.97	287.40	186,687.60
<b>Expense Total:</b>	<b>2,409,815.00</b>	<b>2,409,815.00</b>	<b>101,548.95</b>	<b>155,066.96</b>	<b>2,254,748.04</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>28,485.00</b>	<b>28,485.00</b>	<b>-75,870.20</b>	<b>-124,014.13</b>	<b>152,499.13</b>
<b>Fund: 404 - AUDITING FUND</b>					
<b>Revenue</b>					
10 - TAXES	19,000.00	19,000.00	2,550.62	2,550.62	16,449.38
<b>Revenue Total:</b>	<b>19,000.00</b>	<b>19,000.00</b>	<b>2,550.62</b>	<b>2,550.62</b>	<b>16,449.38</b>

## Income Statement

For Fiscal: 2024 Period Ending: 02/29/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
52 - CONTRACTED SERVICES	18,175.00	18,175.00	0.00	0.00	18,175.00
<b>Expense Total:</b>	<b>18,175.00</b>	<b>18,175.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,175.00</b>
<b>Fund: 404 - AUDITING FUND Surplus (Deficit):</b>	<b>825.00</b>	<b>825.00</b>	<b>2,550.62</b>	<b>2,550.62</b>	<b>-1,725.62</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>					
<b>Revenue</b>					
10 - TAXES	12,500.00	12,500.00	1,476.67	1,476.67	11,023.33
<b>Revenue Total:</b>	<b>12,500.00</b>	<b>12,500.00</b>	<b>1,476.67</b>	<b>1,476.67</b>	<b>11,023.33</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	2,100.00	2,100.00	126.41	126.41	1,973.59
60 - COMMODITIES	10,400.00	10,400.00	0.00	0.00	10,400.00
<b>Expense Total:</b>	<b>12,500.00</b>	<b>12,500.00</b>	<b>126.41</b>	<b>126.41</b>	<b>12,373.59</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,350.26</b>	<b>1,350.26</b>	<b>-1,350.26</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>					
<b>Revenue</b>					
10 - TAXES	110,000.00	110,000.00	14,766.72	14,766.72	95,233.28
<b>Revenue Total:</b>	<b>110,000.00</b>	<b>110,000.00</b>	<b>14,766.72</b>	<b>14,766.72</b>	<b>95,233.28</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	8,820.00	8,820.00	694.61	1,156.16	7,663.84
52 - CONTRACTED SERVICES	113,541.00	113,541.00	2,649.50	2,649.50	110,891.50
60 - COMMODITIES	3,900.00	3,900.00	200.00	200.00	3,700.00
<b>Expense Total:</b>	<b>126,261.00</b>	<b>126,261.00</b>	<b>3,544.11</b>	<b>4,005.66</b>	<b>122,255.34</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>-16,261.00</b>	<b>-16,261.00</b>	<b>11,222.61</b>	<b>10,761.06</b>	<b>-27,022.06</b>
<b>Fund: 407 - IMRF FUND</b>					
<b>Revenue</b>					
10 - TAXES	130,000.00	130,000.00	17,451.58	17,451.58	112,548.42
<b>Revenue Total:</b>	<b>130,000.00</b>	<b>130,000.00</b>	<b>17,451.58</b>	<b>17,451.58</b>	<b>112,548.42</b>
<b>Expense</b>					
51 - BENEFITS	129,100.00	129,100.00	8,521.41	8,521.41	120,578.59
<b>Expense Total:</b>	<b>129,100.00</b>	<b>129,100.00</b>	<b>8,521.41</b>	<b>8,521.41</b>	<b>120,578.59</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>900.00</b>	<b>900.00</b>	<b>8,930.17</b>	<b>8,930.17</b>	<b>-8,030.17</b>
<b>Fund: 408 - POLICE FUND</b>					
<b>Revenue</b>					
10 - TAXES	45,000.00	45,000.00	6,255.72	6,255.72	38,744.28
<b>Revenue Total:</b>	<b>45,000.00</b>	<b>45,000.00</b>	<b>6,255.72</b>	<b>6,255.72</b>	<b>38,744.28</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	30,000.00	30,000.00	2,063.01	3,433.77	26,566.23
52 - CONTRACTED SERVICES	14,400.00	14,400.00	220.00	3,961.54	10,438.46
<b>Expense Total:</b>	<b>44,400.00</b>	<b>44,400.00</b>	<b>2,283.01</b>	<b>7,395.31</b>	<b>37,004.69</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>600.00</b>	<b>600.00</b>	<b>3,972.71</b>	<b>-1,139.59</b>	<b>1,739.59</b>
<b>Fund: 409 - MUSEUM FUND</b>					
<b>Expense</b>					
50 - PERSONNEL SERVICES	5,640.00	5,640.00	0.00	0.00	5,640.00
<b>Expense Total:</b>	<b>5,640.00</b>	<b>5,640.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,640.00</b>
<b>Fund: 409 - MUSEUM FUND Total:</b>	<b>5,640.00</b>	<b>5,640.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,640.00</b>
<b>Fund: 410 - SPECIAL RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	146,500.00	146,500.00	19,988.77	19,988.77	126,511.23
<b>Revenue Total:</b>	<b>146,500.00</b>	<b>146,500.00</b>	<b>19,988.77</b>	<b>19,988.77</b>	<b>126,511.23</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00
65 - GENERAL EXPENDITURES	87,858.00	87,858.00	0.00	21,964.49	65,893.51

## Income Statement

For Fiscal: 2024 Period Ending: 02/29/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
80 - CAPITAL IMPROVEMENTS	123,000.00	123,000.00	0.00	0.00	123,000.00
Expense Total:	215,858.00	215,858.00	0.00	21,964.49	193,893.51
Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):	-69,358.00	-69,358.00	19,988.77	-1,975.72	-67,382.28
<b>Fund: 411 - SOCIAL SECURITY FUND</b>					
Revenue					
10 - TAXES	185,000.00	185,000.00	24,834.94	24,834.94	160,165.06
Revenue Total:	185,000.00	185,000.00	24,834.94	24,834.94	160,165.06
Expense					
51 - BENEFITS	185,000.00	185,000.00	12,071.45	22,030.90	162,969.10
Expense Total:	185,000.00	185,000.00	12,071.45	22,030.90	162,969.10
Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):	0.00	0.00	12,763.49	2,804.04	-2,804.04
<b>Fund: 413 - COMMUNITY EVENTS</b>					
Revenue					
35 - ADDITIONAL	14,000.00	14,000.00	2,000.00	2,000.00	12,000.00
41 - PROGRAM REVENUES	12,780.00	12,780.00	0.00	0.00	12,780.00
Revenue Total:	26,780.00	26,780.00	2,000.00	2,000.00	24,780.00
Expense					
50 - PERSONNEL SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00
52 - CONTRACTED SERVICES	20,490.00	20,490.00	800.00	2,550.00	17,940.00
60 - COMMODITIES	4,325.00	4,325.00	0.00	0.00	4,325.00
Expense Total:	26,815.00	26,815.00	800.00	2,550.00	24,265.00
Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):	-35.00	-35.00	1,200.00	-550.00	515.00
<b>Fund: 518 - CAPITAL PROJECT FUND</b>					
Revenue					
35 - ADDITIONAL	151,600.00	151,600.00	0.00	0.00	151,600.00
37 - GENERAL REVENUE	2,411,565.00	2,411,565.00	0.00	0.00	2,411,565.00
Revenue Total:	2,563,165.00	2,563,165.00	0.00	0.00	2,563,165.00
Expense					
52 - CONTRACTED SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00
60 - COMMODITIES	27,100.00	27,100.00	7,353.30	28,636.30	-1,536.30
80 - CAPITAL IMPROVEMENTS	766,900.00	766,900.00	5,551.12	5,551.12	761,348.88
Expense Total:	804,000.00	804,000.00	12,904.42	34,187.42	769,812.58
Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):	1,759,165.00	1,759,165.00	-12,904.42	-34,187.42	1,793,352.42
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
Revenue					
37 - GENERAL REVENUE	150,000.00	150,000.00	0.00	0.00	150,000.00
Revenue Total:	150,000.00	150,000.00	0.00	0.00	150,000.00
Expense					
80 - CAPITAL IMPROVEMENTS	295,000.00	295,000.00	29,250.00	29,250.00	265,750.00
Expense Total:	295,000.00	295,000.00	29,250.00	29,250.00	265,750.00
Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):	-145,000.00	-145,000.00	-29,250.00	-29,250.00	-115,750.00
<b>Fund: 608 - 2014B (2005B Refinance)</b>					
Revenue					
35 - ADDITIONAL	475,900.00	475,900.00	0.00	0.00	475,900.00
Revenue Total:	475,900.00	475,900.00	0.00	0.00	475,900.00
Expense					
52 - CONTRACTED SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00
65 - GENERAL EXPENDITURES	475,900.00	475,900.00	0.00	0.00	475,900.00
Expense Total:	477,400.00	477,400.00	0.00	0.00	477,400.00
Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):	-1,500.00	-1,500.00	0.00	0.00	-1,500.00

# Income Statement

For Fiscal: 2024 Period Ending: 02/29/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 612 - PREVIOUS YEAR ROLLOVER BOND</b>					
<b>Revenue</b>					
10 - TAXES	733,336.00	733,336.00	98,445.18	98,445.18	634,890.82
<b>Revenue Total:</b>	<b>733,336.00</b>	<b>733,336.00</b>	<b>98,445.18</b>	<b>98,445.18</b>	<b>634,890.82</b>
<b>Expense</b>					
65 - GENERAL EXPENDITURES	698,416.00	698,416.00	0.00	0.00	698,416.00
<b>Expense Total:</b>	<b>698,416.00</b>	<b>698,416.00</b>	<b>0.00</b>	<b>0.00</b>	<b>698,416.00</b>
<b>Fund: 612 - PREVIOUS YEAR ROLLOVER BOND Surplus (Deficit):</b>	<b>34,920.00</b>	<b>34,920.00</b>	<b>98,445.18</b>	<b>98,445.18</b>	<b>-63,525.18</b>
<b>Fund: 613 - CURRENT ROLLOVER</b>					
<b>Revenue</b>					
35 - ADDITIONAL	698,415.00	698,415.00	0.00	0.00	698,415.00
<b>Revenue Total:</b>	<b>698,415.00</b>	<b>698,415.00</b>	<b>0.00</b>	<b>0.00</b>	<b>698,415.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	10,950.00	10,950.00	0.00	0.00	10,950.00
65 - GENERAL EXPENDITURES	687,465.00	687,465.00	0.00	0.00	687,465.00
<b>Expense Total:</b>	<b>698,415.00</b>	<b>698,415.00</b>	<b>0.00</b>	<b>0.00</b>	<b>698,415.00</b>
<b>Fund: 613 - CURRENT ROLLOVER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 900 - CASH RESERVES</b>					
<b>Revenue</b>					
20 - INTEREST	0.00	0.00	1,305.30	2,695.44	-2,695.44
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,305.30</b>	<b>2,695.44</b>	<b>-2,695.44</b>
<b>Fund: 900 - CASH RESERVES Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,305.30</b>	<b>2,695.44</b>	<b>-2,695.44</b>
<b>Total Surplus (Deficit):</b>	<b>-311,260.00</b>	<b>-311,260.00</b>	<b>224,032.27</b>	<b>51,932.35</b>	

## Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
100 - CORPORATE FUND	-1,912,321.50	-1,912,321.50	112,246.02	86,178.04	-1,998,499.54
200 - RECREATION FUND	13,960.50	13,960.50	68,081.76	29,334.40	-15,373.90
300 - GOLF	28,485.00	28,485.00	-75,870.20	-124,014.13	152,499.13
404 - AUDITING FUND	825.00	825.00	2,550.62	2,550.62	-1,725.62
405 - PAVING & LIGHTING FU	0.00	0.00	1,350.26	1,350.26	-1,350.26
406 - LIABILITY INSURANCE F	-16,261.00	-16,261.00	11,222.61	10,761.06	-27,022.06
407 - IMRF FUND	900.00	900.00	8,930.17	8,930.17	-8,030.17
408 - POLICE FUND	600.00	600.00	3,972.71	-1,139.59	1,739.59
409 - MUSEUM FUND	-5,640.00	-5,640.00	0.00	0.00	-5,640.00
410 - SPECIAL RECREATION F	-69,358.00	-69,358.00	19,988.77	-1,975.72	-67,382.28
411 - SOCIAL SECURITY FUN	0.00	0.00	12,763.49	2,804.04	-2,804.04
413 - COMMUNITY EVENTS	-35.00	-35.00	1,200.00	-550.00	515.00
518 - CAPITAL PROJECT FUN	1,759,165.00	1,759,165.00	-12,904.42	-34,187.42	1,793,352.42
523 - CAPITAL 98 GOLF FUND	-145,000.00	-145,000.00	-29,250.00	-29,250.00	-115,750.00
608 - 2014B (2005B Refinanc	-1,500.00	-1,500.00	0.00	0.00	-1,500.00
612 - PREVIOUS YEAR ROLL	34,920.00	34,920.00	98,445.18	98,445.18	-63,525.18
613 - CURRENT ROLLOVER	0.00	0.00	0.00	0.00	0.00
900 - CASH RESERVES	0.00	0.00	1,305.30	2,695.44	-2,695.44
<b>Total Surplus (Deficit):</b>	<b>-311,260.00</b>	<b>-311,260.00</b>	<b>224,032.27</b>	<b>51,932.35</b>	



March 19, 2024

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: March 2024 board report

### **COOK COUNTY PAID LEAVE ORDINANCE**

The Cook County board unanimously approved the amendment to the Paid Leave ordinance which delays the enactment date for Park District and School Districts until January 1, 2025. This does afford the District the opportunity to educate residents, fiscally plan for paid time off, and implement operational changes required to implement new workplace policies. Many Cook Commissioners pledged to work with park district directors as the rules of the ordinance are crafted and later adopted.

### **TENNIS / PICKLEBALL FEASIBILITY STUDY**

JSD will visit four park sites in March, develop a court layout exhibit for each site, conduct an Open House to gather community input April 25, and prepare a final report including Opinion of Probable Construction Costs for the board to adopt in July.

### **ADA TRANSITION PLAN**

WT Group visited Lions Park, McDonald Field, Gary Morava Recreation Center (fitness room, pool, etc.), and Old Orchard Country Club (clubhouse and cart path). After their evaluation they will compile a report for each site to include deficits, recommend retrofits and include cost references for planning purposes. The final report will be presented to the board in May.

### **BOARD MEETING AGENDA ITEMS 2024**

April 2024	<ul style="list-style-type: none"><li>• Decennial Committee meeting preceding reg board meeting</li><li>• Board workshop regarding future planning various scenarios</li></ul>
May 2024	<ul style="list-style-type: none"><li>• Appoint advisory positions to the Board June 2024-May 2025</li><li>• Acceptance of the FY2023 Comprehensive Annual Financial Report</li><li>• W-T Group presents partial ADA Transition Plan final report</li></ul>
June 2024	<ul style="list-style-type: none"><li>• Election of Park Board Officers</li></ul>
July 2024	<ul style="list-style-type: none"><li>• Tennis / Pickleball feasibility study final report adoption</li><li>• Resolution Determining Confidentiality Closed Session Minutes</li></ul>
August 2024	<ul style="list-style-type: none"><li>• Approval Resolution NWSRA 2025 Assessment</li></ul>
September 2024	<ul style="list-style-type: none"><li>• annual harassment prevention training</li><li>• NWSRA 2023 Year in Review</li></ul>
October 2024	<ul style="list-style-type: none"><li>• Decennial committee meeting 6:30pm at GMRC</li><li>• Resolution Approval of IAPD credentials</li></ul>



	<ul style="list-style-type: none"> <li>• Approve Ordinance issue bond</li> <li>• Classification &amp; compensation survey findings</li> </ul>
November 2024	<ul style="list-style-type: none"> <li>• Approve Prescribed Burn 2024-2025</li> <li>• Approve Resolution Truth in Taxation for Levy Year 2023</li> </ul>
December 2024	<ul style="list-style-type: none"> <li>• FY2025 Budget presentation</li> <li>• Approve Annual Tax Levy Ordinance</li> <li>• Schedule of 2025 meetings</li> </ul>



# February 2024

## MARKETING & COMMUNICATIONS REPORT

WEBSITE STATISTICS	TOTAL PAGE VIEWS	TOTAL USERS	VIEWS PER USER	AVERAGE ENGAGEMENT TIME	EVENTS COUNT
	12,065	5,443	7.03	0m 40s	37,905
MOST VISITED PAGES	TOTAL PAGE VIEWS	TOTAL USERS	VIEWS PER USER	AVERAGE ENGAGEMENT TIME	EVENTS COUNT
Home Page	4,405	2,949	1.49	13s	15,581
Camps	841	448	1.88	1m 16s	2,992
Registration	554	291	1.90	38s	1,473
Employment	552	345	1.60	20s	1,657
Winter/Spring 2024 Program Guide	501	309	1.62	56s	1,121
Special Events	393	271	1.45	26s	921
Location - GMRC	359	246	1.46	23s	1,202
Calendar of Events	322	213	1.51	23s	76
General Info Summer Camps	240	168	1.43	47s	660
Staff Directory	161	112	1.44	51s	491

## SOCIAL MEDIA STATISTICS



@prospectheightsparkdistrict

Reach 1,232

People Reached 3.4K  
Published Posts 24  
Published Stories  
Total Followers 2,126  
New Followers 13  
Total Visits 818

**Facebook Posts 90 Days**  
Post Reach 26.1K  
Post Engagement 1.5K

**Facebook Stories 90 Days**  
Reach 85  
Engagement 2

**Video Performance**  
Minutes Viewed 50  
3-second video views 74  
Post Engagement 4



Reach 736



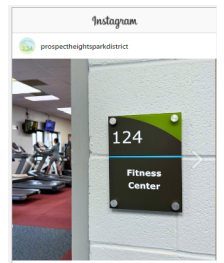
@prospectheightsparkdistrict

Reach 176

People Reached 393  
Published Posts 22  
Published Stories 3  
Reels 1  
Total Followers 976  
New Followers 11  
Total Visits 81

**Instagram Posts 90 Days**  
Post Reach 769  
Post Engagement 433

**Instagram Stories 90 Days**  
Reach 196  
Engagement 3



Reach 174





Video Views 2,187  
Reached audience 1,990  
Profile Views 15  
Likes 8  
Shares 0



Had a blast at our Winter Carnival!  
#lovephparks

Feb 19, 5:32 PM

▶ 2K ♥ 8 💬 0

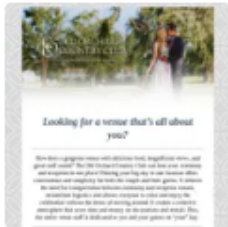
## eNEWSLETTER



### February 23rd eNewsletter

**Sent** ✉ Email • Sent Feb 23, 2024 at 4:00pm CST

4,283 sends • 2,716 (64%) opens • 328 (8%) clicks • 36 (1%) bounces • 16 (1%) unsubscribes



### bridal feb 2024

**Sent** ✉ Email • Sent Feb 16, 2024 at 2:00pm CST

3,269 sends • 1,873 (58%) opens • 57 (2%) clicks • 64 (2%) bounces • 128 (4%) unsubscribes



### summer camp registration

**Sent** ✉ Email • Sent Feb 9, 2024 at 3:56pm CST

4,133 sends • 2,682 (65%) opens • 84 (2%) clicks • 31 (1%) bounces • 33 (1%) unsubscribes



### February 2nd eNewsletter

**Sent** ✉ Email • Sent Feb 2, 2024 at 4:00pm CST

4,120 sends • 1,070 (26%) opens • 140 (3%) clicks • 34 (1%) bounces • 7 (1%) unsubscribes

*February 2024*

# Paid Ad in Journal & Topics Newspaper

Quarter page, black and white ad

- OOCB Banquets  
published February 14



**CELEBRATE**  
Your Next Event at

 **OLD ORCHARD  
COUNTRY CLUB**

A Prospect Heights Park District Property

Contact us at 847.224.8708 or [banquets@phparks.org](mailto:banquets@phparks.org)  
[oldorchardcc.com](http://oldorchardcc.com) | 700 W Rand Rd Mt Prospect, IL 60056

# Paid Ad in Daily Herald Newspaper



PROSPECT HEIGHTS PARK DISTRICT  
**Summer Camp Registration**  
*Get Ready for Summer!*

**Summer Camps**

**Early Explorers Camp**  
Entering 3Y-4Y preschool CODE: 114001

**Explorers Camp**  
Entering K-2nd grades CODE: 114002

**Sports Camp**  
Entering 2nd-5th & 6th-8th grades CODE: 114003

**Camp Adventure**  
Entering 3rd-6th grades CODE: 114500

**Camp Voyager**  
Entering 5th-8th grades CODE: 114004

**Creative & Performing Arts Camp**  
Ages 6-15 CODE: 108001

**Performing Arts Production Camp**  
Ages 6-15 CODE: 108002

**Last Hurrah**  
Grades: Entering K-6th CODE: 114006

**Before and After Camp Care and Production Camp After Care are also available.**

**OPEN HOUSE**  
Thursday, May 30  
5:30-6:30PM  
Gary Morava  
Recreation Center

  
SCAN HERE  
FOR MORE INFO

110 W. Camp McDonald Rd. Prospect Heights, IL 60070  
[phparks.org](http://phparks.org) | 847.394.2848



*Prospect Heights camps blend adventure, learning*

ADVERTISER GENERATED CONTENT  
Submitted by Prospect Heights Park District

The Prospect Heights Park District offers vibrant and engaging summer camp programs designed to provide an unforgettable summer experience for children aged 3 to 15 years old. Our camps are thoughtfully crafted to blend fun, learning and adventure, creating a dynamic environment where each child can thrive.

**A world of exploration:** During the summer, children embark on a journey of exploration and discovery. Our carefully planned activities cater to different age groups, ensuring that each child has an experience that aligns with their developmental needs. From imaginative play and creative arts to outdoor activities and swimming, every day is an opportunity for growth and enrichment.

**Creative arts and expression:** Artistic expression is celebrated at our Creative & Performing Arts Camp and Production Camp. Children have the chance to unleash their creativity through various art forms, including painting, crafts, music and drama. Our experienced counselors guide them in discovering their talents, building confidence, and expressing themselves in a supportive and encouraging environment.

**Friendship and social skills:** Building meaningful connections is at the heart of all our summer camps. Through group activities, team challenges and collaborative projects, children develop valuable social skills, including communication, cooperation and empathy. Friendships blossom as campers share experiences and create lasting memories together.

**Safety first:** The well-being and safety of every child are our top priorities. Our program follows stringent safety protocols and our dedicated staff is trained to provide a secure and nurturing environment. We maintain low camper-to-counselor ratios to ensure attention and care for each child.

**Flexible scheduling:** We understand the importance of flexibility for busy families. Our summer camp program offers flexible scheduling options, including two-day, three-day, and five-day sessions each week, as well as extended care services. This allows parents to choose a schedule that best fits their needs while ensuring their child has a fulfilling and enjoyable summer experience.

Join us for a summer filled with laughter, learning, and adventure at the Prospect Heights Park District. We are committed to creating cherished memories and nurturing the potential within every child, making their summer a time of growth, friendship and boundless fun. Visit [phparks.org](http://phparks.org) or call (847) 394-2848.

**CAMP GUIDE**

February 2024



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March 19, 2024

To: Christina Ferraro, Executive Director  
From: Shawn Hughes, Superintendent of Finance, HR and IT  
Re: March 2024 Board Report

**AUDIT FY 2023**

The preliminary audit fieldwork was held on February 28, 2024. Two auditors from Sikich were on site to gather information and conduct employee interviews regarding internal controls. They have posted requested documents on their portal so that we can fulfill requests - via upload - leading up to the final fieldwork which is scheduled for the week of March 25<sup>th</sup>.

**INVESTMENT RESEARCH**

A meeting was held with Michelle Binns of PFM Asset Management LLC on Wednesday, March 13, regarding IPDLAF investing. Information is being gathered on investment options to provide to the Finance Committee.

**PAYCOM PAYROLL TRANSITION**

In addition to the Human Resource items that Catherine Roock is completing, we continue to work with the Paycom team to troubleshoot sick leave accrual issues.



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March 19, 2024

To: Christina Ferraro, Executive Director  
From: Ray Doerner, Superintendent of Recreation  
Re: March 2024 Board Report

### **SUMMER PROGRAM GUIDE PRODUCTION**

The Summer Program Guide was posted on the website on March 18, 2024. Registration will open for District residents on March 25 and will open to partner residents and non-residents on April 1. The printed copies of the program are scheduled to arrive in homes during the week of April 8.

### **CIVICREC SOFTWARE IMPLEMENTATION**

District staff have been working with Civic Rec staff to establish and finalize an implementation schedule. Over the next four months, recreation staff will be attending trainings to become familiar with the various components of the software and to prepare for the roll out to the public in late July.

### **BLOCK PARTY PREPARATIONS**

The staff will be meeting monthly or more from now until the date of the Block Party to finalize preparations for the event. We have finalized the entertainment, are finalizing the food truck vendors and community groups, along with starting to identify staff and volunteers to assist. Also, we will continue to celebrate and highlight the 70<sup>th</sup> anniversary of the Prospect Heights Lions Club at this year's Block Party.

### **PROGRAM ADJUSTMENTS DUE TO GYM FLOOR REFINISHING**

Staff have been making program and rental adjustments to accommodate the 3-5 weeks that the gym will be unavailable in April-May to complete the gym floor refinishing project. We will be shifting some programs to Eisenhower School, utilizing our outdoor space, or pausing rentals until the project is complete. While the gym is unavailable and may be inconvenient for staff and patrons, those who I have spoken with are excited for the project to be completed.





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March 19, 2024

To: Christina Ferraro, Executive Director  
From: Mark Grassi, Superintendent of Parks & Facilities  
Re: March 2024 Board Report

## **POOL**

Underground Imaging, Inc. has received the preliminary test results from the initial leak detection test performed in the fall by Platinum Pool Care and has been conducting additional tests to determine precise locations of all leaks. The most significant and highest volume leak is located within the main water line connecting the pool to the surge pit, which results in a constant input of water pumped from the well. Smaller leaks have been determined, but not precisely located, within water lines that connect to the mushroom play feature and kiddie water slide.

## **FACILITIES GMRC**

The District has taken advantage of an energy efficiency program through ComEd and has made significant lighting improvements. ComEd provided electricians to evaluate how many fluorescent ballasts existed within the GMRC to have them retrofitted with brighter, more efficient LED magnetic strips. The field lighting for McDonald and Lions Field will also be retrofitted this spring at no cost to the District.

## **CAPITAL PROJECTS**

Staff met with ERG Developers, LLC for a preliminary meeting to discuss project logistics, timeline, and preparation for the gym floor refinishing project. ERG has ordered supplies and wood planking necessary for improvements to the gym floor and is expected to start the project on time at the beginning of April.

## **PARKS**

Parks staff have been taking advantage of the warm seasonal weather to start preparing for Spring earlier than anticipated. Monument sign installations is near completion and staff look forward to spring clean-up of GMRC and Lions Park. The new trash/recycling receptacles are delivered and staff will begin to start phasing out old trash receptacles.

## **SAFETY**

Staff have met with PDRMA for the annual kick off process to discuss this year's smart goal, challenges, and staff training. The Superintendents of Recreation, Parks & Facilities and Aquatics Supervisor are scheduled to attend this year's Aquatic Risk Management Day in Naperville on March 15.



March 19, 2024

To: Christina Ferraro, Executive Director  
From: Marc Heidkamp, Director of Golf  
Re: March 2024 Board Report

### **GOLF**

The course and the driving range are still closed for the winter. We anticipate opening day to be the St. Patrick's Day Scramble on March 16.

### **CLUB HOUSE**

Roof repairs are completed. We anticipate the entire roof will have been replaced by 2025. Freezer repair was done to get the walk-in freezer operational. Fans were replaced and working correctly. Plumbing pipeline repair to the domestic hot water line that feeds the locker rooms was replaced and is operational.

### **GOLF SHOP**

Several sales took place as well as gift certificate sales.

### **CAR FLEET**

Additional polishing and buffing took place to the fleet and all cars are ready for season.

### **SPECIAL EVENTS**

None for the month

### **FOOD AND BEVERAGE**

After updating the electronic message board on Rand & Schoenbeck, updating the webpage and social media, placing ad in The Journal and sending an email blast to 3,000 potential brides we have not had as many new inquiries for weddings as we had hoped. Staff have learned its industry wide and surrounding venues are seeing same. We have seen an increase in special events. Sales for the month mirrored 2023 numbers.

January	2023	2024	% CHANGE 2023 VS 2024
<b>Golf &amp; Members</b>	\$550	\$4,500	+725%
<b>Golf Shop</b>	\$880	\$2,593	+195%
<b>Food &amp; Beverage</b>	\$16,468.67	\$15,165.01	-8%
<b>Driving Range</b>	\$0	\$0	0%





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March 19, 2024

To: Marc Heidkamp, Director of Golf  
From: Sean Lee, Superintendent of Golf  
Re: March 2024 board report

### **GOLF COURSE GROUNDS**

The warm weather has continued, and spring is early this year. The crew is busy cleaning up the course and the winter tree removal projects have been completed. Any tree trimming still needed will be done in-house. We have mowed greens and tees for the first time this last week to prepare for the St. Patrick's Day Scramble. All the course amenities have been put out except the ball washers which will be placed on April 1st.

### **EQUIPMENT**

The new John Deere riding greens mower had an issue the first time out to mow. Revels Turf sent a technician to look at it, but he was unable to find and fix the problem. They picked it up and are taking it back to their shop to work on it. The old Ford tractor that we have still runs but needs some repair to the front axle and ball joints and should not be taken off property right now.

### **MAINTENANCE STAFF**

Most of the full-time seasonal staff positions have been filled. The assistant in training will be starting on March 25th. We will also be getting a couple of high school students for the summer and a couple part time employees.



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March 19, 2024

To: Ray Doerner, Superintendents of Recreation  
From: Laura Fudala, Recreation Supervisor  
Re: March 2024 Board Report

### **PRESCHOOL**

This month in preschool was all about Dr. Suess. There were many specialty days from crazy hair, crazy socks, Oh the Places You Will Go, and Green Eggs and Ham.

The students had some outdoor learning days and playground time due to the warmer than average February/March days.

All classes also had a visit from a dental hygienist for National Childrens Health Month.

### **KINDERSTOP**

Kinderstop purchased have now received 48 new kid size chairs. The students have been outside to play in the warmer weather.

### **CHILDREN'S PROGRAMS**

There was one children's program this month: Video Game Lab with 5 students enrolled.

We will have six Kids Day Off programs during Spring Break from March 25-29 and April 1<sup>st</sup>. We currently are averaging 16 kids/day for the Kids Day Off dates over Spring Break as compared to 17 kids/day from last year. However, we still have another week for children to get registered.

### **DAY CAMP**

Camp registration continues to be strong, and we currently are at 92% filled across all summer camp sections. I have been working on getting field trips booked for all camps and am actively interviewing new camp counselors.



March 19, 2024

To: Ray Doerner, Superintendent of Recreation  
From: Marci Glinski, Recreation Supervisor  
Re: March 2024 Board Report

### **DANCE & PERFORMING ARTS**

The Winter/Spring dance session is at the halfway point. The costumes have arrived and fit perfectly. Dancers will be taking a break for Spring Break from March 25-29.

The second competition, ID Dance, was on March 1-3 at Donald E Stephens Convention Center in Rosemont. I could not be prouder of our teams and our amazing coaches!

Here's how we did:

Be A Cat - Iconic Platinum & 4th Overall

Love Shack - Platinum, 1st in Category, Fun, Fun, Fun Judges Award & 5th Overall

Valerie Platinum & 6th Overall

Wonderland - Platinum

It's Gonna Be Me - Iconic Platinum, 1st Place Overall & Pop Diva Judges Award

How To Be A Heartbreaker - Platinum

Can't Touch This - Platinum

Barbara Streisand - Iconic Platinum & 7th Overall

Girls Just Wanna Have Fun - Platinum

Call Me Mother - Cover Girl Judges Award, Iconic Platinum, 1st in Category & 3rd Overall



It's Gonna Be Me!

Next up is Believe Dance Competition, March 15-16, at Midwest Conference Center in Northlake.

### **ACTIVE ADULTS**

I am currently finalizing the details for a smaller scale replacement for the District 214 Senior Celebration Day, since they stopped offering this event when COVID hit.

The event will be called the Golden Years Wellness Expo and will be held on October 3, 2024. We have partnered with Oak Street Health to offer a day filled with door prizes, health screenings and local organizations tailored just for active adults. We will begin looking for vendors for this expo in early April.

The Summer Active Adult Newsletter is almost complete and should be out in April.

### **SPECIAL EVENTS**

The next event is the Family Pizza & Bingo Night on Friday, March 15.



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March 19, 2024

To: Ray Doerner, Superintendent of Recreation  
From: Panagiotis Zervas, Recreation Supervisor  
Re: March 2024 Board Report

## **YOUTH ATHLETICS**

The Youth Basketball Leagues are wrapping up, and we have been hosting primarily the 5<sup>th</sup>/6<sup>th</sup> grade boys and girl's leagues. Players and coaches have a good time and have been hearing compliments about our District hosting. We will be hosting the playoffs for both the 5<sup>th</sup>/6<sup>th</sup> grade leagues as well as the All-Star Game for the 7<sup>th</sup>/8<sup>th</sup> grade boys league.

A new program, Futsal, began last month in conjunction with the River Trails Park District. We had 9 kids registered between the two districts. The kids have been learning how to keep the ball at their feet, spacing on the field, and how to pass the ball in different ways.

Basic Behaviors Training, one of our dog training classes, has been going on in full force. The feedback from the registrants has been extremely positive. Melissa Parker, Coachable Canines Trainer, has been awesome and the dogs have been very receptive to her training style. Our second session has begun, and we had a full class.

The Youth Volleyball League has a week left. We are running doubleheaders each game day and it has made the kids much more engaged. The playing level has improved, and the kids have all been having much more fun. There has been lots of energy in the gym.

## **AQUATICS**

Preparation for the upcoming pool season has been ongoing. I have been conducting lifeguard interviews as well as a few slide attendants and swim instructors. We have 13-14 confirmed lifeguards, and all four of the pool managers, from last year, have already confirmed they are returning. I am continuing to follow up with other lifeguards from last season, who have been invited back, to determine if they will be returning for the 2024 season. We will be running the swim lessons internally again for the season, and one of the pool managers will be assisting with the coordination of the lessons.

## **FITNESS**

The Fitness Center equipment has been rearranged. We received all the items ordered from Direct Fitness five months ago. Patrons are enjoying the changes from the feedback I have received.

"Move for 60" has concluded. The first-place winner recorded over 80 total visits over the course of the challenge. 2<sup>nd</sup> and 3<sup>rd</sup> place finished just one visit apart. It was a close race, and the winners received prizes. I am planning another fitness challenge closer to Memorial Day for both members and staff (March to Memorial Day).

February 2024, 906 visits vs. February 2023, 643 visits (+263 visit increase)

Feb 2024 Total Memberships: 294

1year passes:	115	3-month fitness:	10
1year gym/racquetball:	34	SilverSneakers/Renew Active:	120
6-month fitness:	15		

Three Year Comparison – Monthly Acquisition (Seniors in parentheses)

<b>Membership</b>	<b>February 2022</b>	<b>February 2023</b>	<b>February 2024</b>
3 months	1	2	3
6 months	1	0	3
1 year	1 (1)	4 (1)	8 (6)
<b>Membership February 2024</b>	<b># of New Members</b>		<b>Total Revenue</b>
3 months	3		\$155
6 months	3		\$210
1 year	8		\$682
Seniors	6		\$610