



# BOARD REPORT

NOVEMBER 19, 2024



**Agenda for the November 19, 2024  
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
- B. Pledge of Allegiance

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

**III. Recognition/Welcome.**

**IV. Public Comment**

**V. 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 October 22, 2024, Decennial Committee Meeting Minutes
- B. Approval of October 22, 2024, Regular Park Board Meeting Minutes
- C. Approval of Treasurer's Report Cash Report #11 cash balance totaling \$6,680,250.17 as of October 31, 2024
- D. Approval of Warrants totaling \$435,646.16 for the period ending October 31, 2024

**VI. Announcements (Meetings)**

Regular Board Meeting – December 17, 2024, 7:00 p.m. at the Old Orchard Country Club

**VII. Attorney's Report**

Legal Matters

**VIII. 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

**IX. Unfinished/Ongoing Business**

DISCUSSION: Aging Infrastructure including tennis and pickleball courts

**X. New Business**

- A. ACTION: Approve Resolution #11.19.2024 Truth in Taxation for Levy Year 2023
- B. ACTION: Approval of Decennial Report and Request to File Report With Cook County

**XI. Committees of the Board**

- A. Finance Committee, Kirste & 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, Kirste & Cloud
- F. OOC Programs, Facilities, Grounds & Maintenance Committee, Jackson & Jones

**XII. Commissioner Comments**

**XIII. Executive Session**

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

**XV. 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 DECENNIAL COMMITTEE ON LOCAL GOVERNMENT  
EFFICIENCY MEETING  
AT THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, OCTOBER 22, 2024**

**Call to Order**

**Roll Call**

Board President Jones called the Decennial Committee Meeting of the Prospect Heights Park District to order at 6:30 p.m.

Committee members present: Ellen Avery, Betty Cloud, Tim Jones, Eric Kirste, Steve Messer, Allison Kirby, Ray Doerner, Christina Ferraro

Committee members absent: Paul Fries, Karl Jackson, Marianne Kerr, Travis Hoying,

Also Present: Marketing & Communications Manager/Recording Secretary Edlyn Castil

A quorum was present.

**Corrections/Additions/Approval of Agenda**

A motion was made by Betty Cloud and seconded by Steve Messer to approve the agenda as submitted. The motion was approved by a voice vote with four absent (Committee members Fries, Jackson, Kerr, Hoying). The motion carried.

**Recognition/Welcome**

None

**Public Comment**

None

**Old Business**

**Minutes from April 23, 2024 Decennial Committee Meeting**

The minutes from the April 23, 2024 Decennial Committee Meeting were present for reference.

**New Business**

**DISCUSSION: Document Review**

The committee reviewed the 23-page document which detailed intergovernmental fees and charges. there was discussion about recommendations for increased accountability and efficiency such as intergovernmental fees and charges, unfunded mandates such as the cook county paid leave act, criminal background checks, prevailing wages; and opportunities for other intergovernmental agreements such as intergovernmental agreement with the Prospect Heights Natural Resources Commission and opportunities for savings such as energy efficiency projects and the Illinois Century Network Act.

**ACTION: Recommend Report for Compliance with Decennial Committee on Local Government Efficiency Act to Park Board of Commissioners for final approval for submission**

A motion was made by Committee members Avery and seconded by Kirste to adopt Report for on Local Government Efficiency to the Park Board of Commissioners for final approval for submission. The motion was approved by a roll call vote.

Ayes: Committee members Avery, Cloud, Jones, Kirste, Messer, Executive Director Ferraro

Nays: None

Abstain: Committee members Fries, Jackson, Hoying, Kerr

Absent: None

The motion carried.

**Adjournment**

With no further business to discuss, a motion was made by Committee members Avery and seconded by Jones to adjourn the Local Efficiency Committee Meeting at 6:45 p.m. The motion was approved by a voice vote with four absent (Committee members Fries, Jackson, Kerr, Hoying). The motion carried.

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Betty Cloud, Committee Member and  
Park Board Secretary

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, OCTOBER 22, 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 present: Ellen Avery, Betty Cloud, Paul Fries, Tim Jones, Eric Kirste and Steve Messer

Commissioner absent: Karl Jackson

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

A quorum was present.

Tim Jones led the Pledge of Allegiance.

**Corrections/Additions/Approval of Agenda**

Commissioner Kirste asked for the spelling of his name under Item XI. A. of the Agenda be corrected to read "Kirste".

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

**Recognition/Welcome**

Aaron Gold, Vice President, Speer Financial, Inc. and resident Jill Moskal was in attendance.

Aaron Gold, Vice President, Speer Financial, Inc. presented the results of the sale of the district's General Obligation Limited Tax Park Bond Series 2024. They received eight bids. The low bid was a 3.19% net interest cost bid from Busey Bank Mount Prospect, Illinois. The second-place bid was a 3.3% net interest cost bid from Lakeside Bank Elmhurst, IL. The recommendation is for the district's General Obligation Limited Tax Park Bond Series 2024 awarded to Bussey Bank Mount Prospect, Illinois at a price of \$700,195 at a net interest cost of 3.19%.

**Public Comment**

None

**Consent Agenda**

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

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

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

**Announcements (Meetings)**

Regular Board Meeting is scheduled for November 19, 2024 at 7:00 p.m. and will be held at 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 provided a summary of the community feedback provided at the special meeting related to the new parcel adjacent to Tully Park. The staff will gather quotes and information and report at the next board meeting in November. Christina reported the district is anticipating Wedgewood to be completed by mid-November. If not, the project may be deferred to next year. HR/Payroll Coordinator Catherine Roock will be sending the Commissioners a YouTube video link to a Sexual Harassment Prevention Training video and a link to a quiz. Commissioners need to watch the training video and take the quiz to meet the annual training requirement. There are no new updates with Muir Park.

**Marketing & Communications Manager** – Marketing & Communications Manager Edlyn Castil highlighted that the district to date has secured over \$12,000 in sponsorship revenue in addition to receiving substantial in-kind donations.

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

**Superintendent of Recreation** – In addition to the submitted report, Superintendent of Recreation Ray Doerner highlighted there was a great turnout at a couple new events - Golden Years Wellness Event and Loteria Family Night.

**Superintendent of Parks and Facilities** – In addition to the submitted report, Superintendent of Parks and Facilities Mark Grassi reported staff is completing ADA compliant projects in GMRC and renovating men's and women's bathrooms. The district reached its PDRMA smart goal for the year. The new smart goal that the district will be proposing is reevaluating the district's bus training.

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

**Superintendent of Golf** - as submitted. Superintendent of Golf Sean Lee commented that they received the new rough mower today.

Recreation Supervisors – as submitted.

**Committees of the Board**

There were none.

**Unfinished/Ongoing Business**

**DISCUSSION: Aging Infrastructure including tennis and pickleball courts**

Executive Director Christina Ferraro discussed the various options. A quote was received for the Country Gardens Park for the courts for \$44,000 so a competitive bid process is now required.

**New Business**

**ACTION: Approval of IAPD Credentials Certificate**

A motion was made by Commissioner Fries and seconded by Commissioner Messer to designate Christina Ferraro to serve as Delegate and Ray Doerner to serve as 1<sup>st</sup> Alternate to the Annual Business Meeting of the Illinois Association of Park District to be held on Saturday, January 25, 2025 at 3:30 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**ACTION: Approval of Ordinance #10.22.2024: “An ordinance providing for the issue of \$700,195 General Obligation Limited Tax Park Bonds, Series 2024, 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 the bonds and authorizing the sale of the bonds to the purchaser thereof.”**

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to adopt ordinance #10.22.2024 Approval of Ordinance #10.22.2024, An ordinance providing for the issue of \$700,195 General Obligation Limited Tax Park Bonds, Series 2024, 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 the bonds and authorizing the sale of the bonds to the purchaser thereof. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None Commissioner Jackson

**New Business (continued)**

Absent: Commissioner Jackson

The motion carried.

**Commissioner’s Comments**

There were none.



**Adjournment**

With no further business to discuss, a motion was made by Commissioner Cloud and seconded by Commissioner Fries to adjourn the Regular Board Meeting at 7:54 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

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Betty Cloud, Secretary

TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 11/19/2024 CASH REPORT FY 24

Motion by Commissioner \_\_\_\_\_ to approve CASH REPORT 11  
11/19/2024 as submitted. Seconded by Commissioner \_\_\_\_\_ .

<b>Busey Bank</b>		<b>Interest Earned YTD</b>			
<b>Payroll</b>	Checking/sweep			\$	-
<b>Vendor</b>	Checking/sweep				-
<b>General/Sweep</b>	Checking				3,940,613.42
<b>ATM</b>	Checking				101,953.03
<b>Investment</b>	Checking	\$ 7,418.63	annual yield 3.96%		2,251,401.72
<b>Cash Reserve</b>	Checking	\$ 1,272.84	annual yield 3.96%		386,282.00
		<b>TOTALS</b>		<b>\$</b>	<b>6,680,250.17</b>
					<b>Voice Vote</b>

**FINANCIAL RESOLUTION**

Motion by Commissioner \_\_\_\_\_ to approve WARRANT RESOLUTION  
11/19/2024 as submitted. Seconded by Commissioner \_\_\_\_\_ .

**APPROVAL OF WARRANTS** 11/19/2024

<b>VENDOR WARRANTS</b>				<b>AMOUNTS</b>
	2	<i>In the amount of</i>	<b>CHECKS ISSUED</b>	\$ 108,253.51
	2A	<i>In the amount of</i>	<b>ELECTRONIC</b>	\$ 127,224.73
		<b>Total Vendor Warrants</b>		<u>\$ 235,478.24</u>

**PAYROLL WARRANTS**

		<b>10/4/2024</b>		
	3	<i>In the amount of</i>		\$ 96,765.89
			gross plus employer costs	
		<b>10/18/2024</b>		
	4	<i>In the amount of</i>		\$ 103,402.03
			gross plus employer costs	
		<b>Total Payroll Warrants</b>		<u>\$ 200,167.92</u>

**TOTAL OF WARRANTS** \$ 435,646.16 Roll Call



Prospect Heights Park District, IL

# Check Report

By Check Number

Date Range: 10/01/2024 - 10/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
03055	ADVANCED TURF SOLUTIONS	10/04/2024	EFT	0.00	162.00	1284
01597	ANDERSON LOCK	10/04/2024	EFT	0.00	26.14	1285
02658	BILL'S AUTO & TRUCK REPAIR	10/04/2024	EFT	0.00	210.00	1286
03181	CURRENT TECHNOLOGIES CORPORATION	10/04/2024	EFT	0.00	165.00	1287
01324	DIRECT FITNESS SOLUTIONS LLC	10/04/2024	EFT	0.00	835.00	1288
02337	EXCALTECH	10/04/2024	EFT	0.00	3,294.50	1289
01053	MICHAEL WAGNER & SONS	10/04/2024	EFT	0.00	254.71	1290
01070	RAMROD DISTRIBUTORS INC	10/04/2024	EFT	0.00	990.24	1291
01071	REINDERS INC	10/04/2024	EFT	0.00	3,061.63	1292
01055	ROTARY CLUB OF RIVER CITIES ILLINOIS USA	10/04/2024	EFT	0.00	425.00	1293
01099	SERVICE SANITATION INC	10/04/2024	EFT	0.00	145.00	1294
03278	THE MANAGEMENT ASSOCIATION OF ILLINOIS	10/04/2024	EFT	0.00	7,100.00	1295
01009	AIRGAS USA LLC	10/21/2024	EFT	0.00	402.40	1296
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	10/21/2024	EFT	0.00	10,362.69	1297
01402	BHFX LLC	10/21/2024	EFT	0.00	66.00	1298
01041	CONSTELLATION NEW ENERGY INC	10/21/2024	EFT	0.00	4,577.72	1299
01042	CONSTELLATION NEWENERGY GAS DIVISION I	10/21/2024	EFT	0.00	866.75	1300
02144	COZZINI BROS INC	10/21/2024	EFT	0.00	77.00	1301
01324	DIRECT FITNESS SOLUTIONS LLC	10/21/2024	EFT	0.00	1,928.52	1302
02337	EXCALTECH	10/21/2024	EFT	0.00	1,629.86	1303
01585	FAULKS BROS CONSTRUCTION INC	10/21/2024	EFT	0.00	1,935.16	1304
01102	LIONS TAE KWON DO CENTER	10/21/2024	EFT	0.00	1,320.00	1305
01053	MICHAEL WAGNER & SONS	10/21/2024	EFT	0.00	124.79	1306
01071	REINDERS INC	10/21/2024	EFT	0.00	355.31	1307
02421	REVELS TURF AND TRACTOR LLC	10/21/2024	EFT	0.00	244.85	1308
03055	ADVANCED TURF SOLUTIONS	10/25/2024	EFT	0.00	827.00	1309
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	10/25/2024	EFT	0.00	6,624.03	1310
01041	CONSTELLATION NEW ENERGY INC	10/25/2024	EFT	0.00	145.45	1311
01041	CONSTELLATION NEW ENERGY INC	10/25/2024	EFT	0.00	92.55	1312
01042	CONSTELLATION NEWENERGY GAS DIVISION I	10/25/2024	EFT	0.00	72.29	1313
01355	HAYES MECHANICAL LLC	10/25/2024	EFT	0.00	7,626.66	1314
01099	SERVICE SANITATION INC	10/25/2024	EFT	0.00	300.36	1315
01079	ACUSHNET COMPANY	10/03/2024	Regular	0.00	3,734.92	54773
02124	ALPHA BAKING COMPANY	10/03/2024	Regular	0.00	811.08	54774
02708	AMER SPORTS	10/03/2024	Regular	0.00	263.06	54775
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	10/03/2024	Regular	0.00	23,200.32	54776
01024	CONSERV FS	10/03/2024	Regular	0.00	1,878.00	54777
02028	CONTROL FIRE EQUIPMENT	10/03/2024	Regular	0.00	135.00	54778
03297	MARA LOVISETTO	10/03/2024	Regular	0.00	457.97	54779
01050	MENARDS	10/03/2024	Regular	0.00	46.42	54780
02241	NATIONAL CENTER FOR SAFETY INITIATIVES LLC	10/03/2024	Regular	0.00	25.00	54781
01062	ODP BUSINESS SOLUTIONS LLC	10/03/2024	Regular	0.00	13.12	54782
01908	PAT HOREJS	10/03/2024	Regular	0.00	28.00	54783
01908	PAT HOREJS	10/29/2024	Regular	0.00	-28.00	54783
03295	TENA AL FARAH	10/03/2024	Regular	0.00	218.59	54784
02124	ALPHA BAKING COMPANY	10/11/2024	Regular	0.00	984.32	54785
01015	ASSOCIATED LABOR CORPORATION OF AMERIC	10/11/2024	Regular	0.00	4,750.10	54786
01344	COMPUTER EXPLORERS	10/11/2024	Regular	0.00	140.00	54787
01024	CONSERV FS	10/11/2024	Regular	0.00	1,850.72	54788
02751	DENNY DIAMOND, INC	10/11/2024	Regular	0.00	440.00	54789
03044	GEORGE'S LANDSCAPING, INC.	10/11/2024	Regular	0.00	16,202.00	54790
01423	GORDON FOOD SERVICE INC	10/11/2024	Regular	0.00	4,378.05	54791
03299	KAILYN JOYCE	10/11/2024	Regular	0.00	117.65	54792
01039	MARC HEIDKAMP	10/22/2024	Regular	0.00	-199.00	54793

Check Report

Date Range: 10/01/2024 - 10/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01039	MARC HEIDKAMP	10/11/2024	Regular	0.00	199.00	54793
02925	MONICA'S MEXICAN RESTAURANT	10/11/2024	Regular	0.00	800.00	54794
01062	ODP BUSINESS SOLUTIONS LLC	10/11/2024	Regular	0.00	57.16	54795
01063	PDRMA	10/11/2024	Regular	0.00	30,843.04	54796
02715	PLANSOURCE	10/11/2024	Regular	0.00	4,240.77	54797
01031	PULSE TECHNOLOGY	10/11/2024	Regular	0.00	912.77	54798
01710	SITEONE LANDSCAPE SUPPLY LLC	10/11/2024	Regular	0.00	47.82	54799
01079	ACUSHNET COMPANY	10/18/2024	Regular	0.00	33.68	54800
01909	ANCEL GLINK PC	10/18/2024	Regular	0.00	385.00	54801
02138	ANDERSON PEST SOLUTIONS	10/18/2024	Regular	0.00	149.90	54802
01682	CHRISTINA FERRARO	10/18/2024	Regular	0.00	57.87	54803
02642	FELLINI RESTAURANT AND PIZZA	10/18/2024	Regular	0.00	425.00	54804
03026	FRIENDLY FARMS LTD	10/18/2024	Regular	0.00	1,000.00	54805
01423	GORDON FOOD SERVICE INC	10/18/2024	Regular	0.00	5,470.90	54806
02117	GREAT LAKES COCA-COLA DISTRIBUTION	10/18/2024	Regular	0.00	1,639.13	54807
01050	MENARDS	10/18/2024	Regular	0.00	277.45	54808
01058	NCPERS GROUP LIFE INSURANCE	10/18/2024	Regular	0.00	16.00	54809
01430	NORTHWEST COMMUNITY HOSPITAL	10/18/2024	Regular	0.00	116.00	54810
01881	R R ROOFING AND CONTRUCTION CO	10/18/2024	Regular	0.00	1,350.00	54811
01375	WESTERN IRRIGATION	10/18/2024	Regular	0.00	784.70	54812
03165	TRANSAMERICA TRUST COMPANY	10/03/2024	Bank Draft	0.00	350.00	DFT0003196
02205	ILLINOIS MUNICIPAL FUND	10/07/2024	Bank Draft	0.00	19,504.63	DFT0003197
02206	ILLINOIS DEPARTMENT OF REVENUE	10/14/2024	Bank Draft	0.00	9,832.00	DFT0003198
01143	VILLAGE OF MOUNT PROSPECT SALES TAX	10/14/2024	Bank Draft	0.00	878.93	DFT0003199
03165	TRANSAMERICA TRUST COMPANY	10/18/2024	Bank Draft	0.00	350.00	DFT0003200
02306	FIFTH THIRD BANK	10/29/2024	Bank Draft	0.00	30,136.66	DFT0003201
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	10/04/2024	Bank Draft	0.00	451.40	DFT0003203
02121	TOWN & COUNTRY DISTRIBUTORS INC	10/04/2024	Bank Draft	0.00	244.33	DFT0003204
02136	SOUTHERN GLAZER'S OF IL	10/10/2024	Bank Draft	0.00	1,376.94	DFT0003205
02236	LAKESHORE BEVERAGE	10/11/2024	Bank Draft	0.00	228.77	DFT0003206
02121	TOWN & COUNTRY DISTRIBUTORS INC	10/11/2024	Bank Draft	0.00	355.84	DFT0003207
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	10/11/2024	Bank Draft	0.00	2,558.78	DFT0003208
02210	CHICAGO BEVERAGE SYSTEMS	10/16/2024	Bank Draft	0.00	470.59	DFT0003209
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	10/18/2024	Bank Draft	0.00	451.40	DFT0003210
02139	BREAKTHRU BEVERAGE ILLINOIS LLC	10/25/2024	Bank Draft	0.00	749.58	DFT0003211
01032	CARDMEMBER SERVICE	10/07/2024	Bank Draft	0.00	3,036.27	SEPT2024ELAN

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	61	40	0.00	108,480.51
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-227.00
Bank Drafts	16	16	0.00	70,976.12
EFT's	45	32	0.00	56,248.61
<b>Total</b>	<b>122</b>	<b>90</b>	<b>0.00</b>	<b>235,478.24</b>

Check Report

Date Range: 10/01/2024 - 10/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: PCARD-PCARD LIABILITY</b>						
01081	VILLAGE OF MOUNT PROSPECT	10/29/2024	Bank Draft	0.00	332.25	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	4.70	MBD10.29.202
02713	STAPLES	10/29/2024	Bank Draft	0.00	71.37	MBD10.29.202
02713	STAPLES	10/29/2024	Bank Draft	0.00	48.16	MBD10.29.202
01022	COMCAST	10/29/2024	Bank Draft	0.00	392.70	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	182.57	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	16.57	MBD10.29.202
01022	COMCAST	10/29/2024	Bank Draft	0.00	69.40	MBD10.29.202
02978	TEMU.COM	10/29/2024	Bank Draft	0.00	57.65	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	51.44	MBD10.29.202
01074	SAM'S CLUB/SYNCHRONY BANK	10/29/2024	Bank Draft	0.00	433.76	MBD10.29.202
01074	SAM'S CLUB/SYNCHRONY BANK	10/29/2024	Bank Draft	0.00	127.18	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	27.22	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	49.99	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	28.60	MBD10.29.202
03293	PUMPBIZ INC	10/29/2024	Bank Draft	0.00	-40.00	MBD10.29.202
01022	COMCAST	10/29/2024	Bank Draft	0.00	309.16	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	49.44	MBD10.29.202
01349	ILLINOIS ASSOCIATION OF PARK DISTRICTS	10/29/2024	Bank Draft	0.00	420.00	MBD10.29.202
02403	ADOBE	10/29/2024	Bank Draft	0.00	42.48	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	12.99	MBD10.29.202
01043	ILLINOIS PARKS AND RECREATION ASSOCIATIOI	10/29/2024	Bank Draft	0.00	330.00	MBD10.29.202
02447	JACOB HENRY MANSION ESTATE	10/29/2024	Bank Draft	0.00	370.00	MBD10.29.202
03066	CHICAGO MOTOR COACH	10/29/2024	Bank Draft	0.00	963.59	MBD10.29.202
03288	LOVES	10/29/2024	Bank Draft	0.00	40.18	MBD10.29.202
03289	I & M CANAL VISITORS CENTER	10/29/2024	Bank Draft	0.00	43.00	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	79.42	MBD10.29.202
03022	NATIONAL BUSINESS FURN	10/29/2024	Bank Draft	0.00	740.00	MBD10.29.202
03022	NATIONAL BUSINESS FURN	10/29/2024	Bank Draft	0.00	900.00	MBD10.29.202
02307	COMCAST BUSINESS	10/29/2024	Bank Draft	0.00	79.24	MBD10.29.202
02307	COMCAST BUSINESS	10/29/2024	Bank Draft	0.00	539.40	MBD10.29.202
02307	COMCAST BUSINESS	10/29/2024	Bank Draft	0.00	243.99	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	94.19	MBD10.29.202
03196	LURVEY LANDSCAPE	10/29/2024	Bank Draft	0.00	345.00	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	74.98	MBD10.29.202
02307	COMCAST BUSINESS	10/29/2024	Bank Draft	0.00	243.99	MBD10.29.202
02307	COMCAST BUSINESS	10/29/2024	Bank Draft	0.00	539.40	MBD10.29.202
02307	COMCAST BUSINESS	10/29/2024	Bank Draft	0.00	79.24	MBD10.29.202
02713	STAPLES	10/29/2024	Bank Draft	0.00	194.20	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	78.61	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	79.44	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	-78.57	MBD10.29.202
02403	ADOBE	10/29/2024	Bank Draft	0.00	21.24	MBD10.29.202
02713	STAPLES	10/29/2024	Bank Draft	0.00	11.29	MBD10.29.202
02713	STAPLES	10/29/2024	Bank Draft	0.00	510.27	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	8.97	MBD10.29.202
03196	LURVEY LANDSCAPE	10/29/2024	Bank Draft	0.00	379.50	MBD10.29.202
01349	ILLINOIS ASSOCIATION OF PARK DISTRICTS	10/29/2024	Bank Draft	0.00	420.00	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	92.94	MBD10.29.202
02497	PARAMOUNT THEATRE	10/29/2024	Bank Draft	0.00	195.00	MBD10.29.202
01022	COMCAST	10/29/2024	Bank Draft	0.00	10.45	MBD10.29.202
01022	COMCAST	10/29/2024	Bank Draft	0.00	323.18	MBD10.29.202
01050	MENARDS	10/29/2024	Bank Draft	0.00	404.31	MBD10.29.202
02394	MARCUS PERFORMING ARTS CENTER	10/29/2024	Bank Draft	0.00	651.10	MBD10.29.202
02329	DOLLAR TREE	10/29/2024	Bank Draft	0.00	119.25	MBD10.29.202
02326	WALGREENS	10/29/2024	Bank Draft	0.00	60.00	MBD10.29.202
02368	NINO'S PIZZERIA	10/29/2024	Bank Draft	0.00	131.30	MBD10.29.202
02368	NINO'S PIZZERIA	10/29/2024	Bank Draft	0.00	50.90	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	10.99	MBD10.29.202
01023	COMMONWEALTH EDISON	10/29/2024	Bank Draft	0.00	22.49	MBD10.29.202

Check Report

Date Range: 10/01/2024 - 10/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02318	AMAZON	10/29/2024	Bank Draft	0.00	69.87	MBD10.29.202
02476	NOW LINENS	10/29/2024	Bank Draft	0.00	1,095.94	MBD10.29.202
01120	REPUBLIC SERVICES INC	10/29/2024	Bank Draft	0.00	643.24	MBD10.29.202
02476	NOW LINENS	10/29/2024	Bank Draft	0.00	722.58	MBD10.29.202
01120	REPUBLIC SERVICES INC	10/29/2024	Bank Draft	0.00	313.45	MBD10.29.202
01081	VILLAGE OF MOUNT PROSPECT	10/29/2024	Bank Draft	0.00	1,602.00	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	9.83	MBD10.29.202
02536	AROMA 360 LLC	10/29/2024	Bank Draft	0.00	128.87	MBD10.29.202
02688	STRIDE EVENTS	10/29/2024	Bank Draft	0.00	108.00	MBD10.29.202
02365	DRURY LANE	10/29/2024	Bank Draft	0.00	1,084.55	MBD10.29.202
01693	HINCKLEY SPRINGS	10/29/2024	Bank Draft	0.00	61.95	MBD10.29.202
01349	ILLINOIS ASSOCIATION OF PARK DISTRICTS	10/29/2024	Bank Draft	0.00	420.00	MBD10.29.202
01349	ILLINOIS ASSOCIATION OF PARK DISTRICTS	10/29/2024	Bank Draft	0.00	420.00	MBD10.29.202
02452	FIRESIDE GRILLE	10/29/2024	Bank Draft	0.00	386.40	MBD10.29.202
01043	ILLINOIS PARKS AND RECREATION ASSOCIATION	10/29/2024	Bank Draft	0.00	510.00	MBD10.29.202
02497	PARAMOUNT THEATRE	10/29/2024	Bank Draft	0.00	290.00	MBD10.29.202
02550	FIRESIDETHEATRE.COM	10/29/2024	Bank Draft	0.00	2,570.41	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	173.40	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	72.52	MBD10.29.202
02009	THE KNOT	10/29/2024	Bank Draft	0.00	1,112.32	MBD10.29.202
03196	LURVEY LANDSCAPE	10/29/2024	Bank Draft	0.00	-379.50	MBD10.29.202
03293	PUMPBIZ INC	10/29/2024	Bank Draft	0.00	46.00	MBD10.29.202
01599	NATIONAL RECREATION & PARK ASSOCIATION	10/29/2024	Bank Draft	0.00	460.00	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	78.48	MBD10.29.202
01022	COMCAST	10/29/2024	Bank Draft	0.00	147.85	MBD10.29.202
02318	AMAZON	10/29/2024	Bank Draft	0.00	263.61	MBD10.29.202
02875	STARVED ROCK LODGE	10/29/2024	Bank Draft	0.00	-275.00	MBD10.29.202
02713	STAPLES	10/29/2024	Bank Draft	0.00	261.73	MBD10.29.202
02333	TONYS FRESH MARKET	10/29/2024	Bank Draft	0.00	470.49	MBD10.29.202
03300	TEATRO ZINZANNI	10/29/2024	Bank Draft	0.00	3,930.00	MBD10.29.202
02127	DIRECTV	10/29/2024	Bank Draft	0.00	464.98	MBD10.29.202
02208	ROSEWOOD	10/29/2024	Bank Draft	0.00	104.00	MBD10.29.202
01081	VILLAGE OF MOUNT PROSPECT	10/29/2024	Bank Draft	0.00	678.58	MBD10.29.202

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	93	93	0.00	30,136.66
EFT's	0	0	0.00	0.00
<b>TOTAL</b>	<b>93</b>	<b>93</b>	<b>0.00</b>	<b>30,136.66</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	61	40	0.00	108,480.51
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-227.00
Bank Drafts	109	109	0.00	101,112.78
EFT's	45	32	0.00	56,248.61
	<b>215</b>	<b>183</b>	<b>0.00</b>	<b>265,614.90</b>

### Fund Summary

Fund	Name	Period	Amount
950	POOLED CASH FUND	10/2024	265,614.90
			<b>265,614.90</b>



# Income Statement Group Summary

For Fiscal: 2024 Period Ending: 10/31/2024

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	17,459.07	800,583.53	133,621.47
Expense	762,790.00	762,790.00	56,329.78	598,828.82	163,961.18
<b>Department: 02 - RECREATION/GENERAL Surplus (Deficit):</b>	<b>171,415.00</b>	<b>171,415.00</b>	<b>-38,870.71</b>	<b>201,754.71</b>	<b>-30,339.71</b>
<b>Department: 03 - PRESCHOOL CREATIVE KIDS</b>					
Revenue	78,364.00	78,364.00	5,585.18	36,815.41	41,548.59
Expense	73,260.25	73,260.25	5,900.22	38,658.53	34,601.72
<b>Department: 03 - PRESCHOOL CREATIVE KIDS Surplus (Deficit):</b>	<b>5,103.75</b>	<b>5,103.75</b>	<b>-315.04</b>	<b>-1,843.12</b>	<b>6,946.87</b>
<b>Department: 04 - KINDERSTOP</b>					
Revenue	259,750.00	259,750.00	22,797.61	182,457.89	77,292.11
Expense	158,490.00	158,490.00	16,714.35	105,300.75	53,189.25
<b>Department: 04 - KINDERSTOP Surplus (Deficit):</b>	<b>101,260.00</b>	<b>101,260.00</b>	<b>6,083.26</b>	<b>77,157.14</b>	<b>24,102.86</b>
<b>Department: 05 - YOUTH PROGRAMS</b>					
Revenue	38,685.00	38,685.00	2,928.00	26,715.00	11,970.00
Expense	36,132.50	36,132.50	1,187.08	21,562.48	14,570.02
<b>Department: 05 - YOUTH PROGRAMS Surplus (Deficit):</b>	<b>2,552.50</b>	<b>2,552.50</b>	<b>1,740.92</b>	<b>5,152.52</b>	<b>-2,600.02</b>
<b>Department: 06 - DANCE</b>					
Revenue	85,596.00	85,596.00	25,468.33	103,173.88	-17,577.88
Expense	76,100.00	76,100.00	3,261.41	71,979.07	4,120.93
<b>Department: 06 - DANCE Surplus (Deficit):</b>	<b>9,496.00</b>	<b>9,496.00</b>	<b>22,206.92</b>	<b>31,194.81</b>	<b>-21,698.81</b>
<b>Department: 07 - ATHLETIC</b>					
Revenue	41,202.00	41,202.00	8,974.00	52,522.55	-11,320.55
Expense	42,258.50	42,258.50	2,712.24	34,294.79	7,963.71
<b>Department: 07 - ATHLETIC Surplus (Deficit):</b>	<b>-1,056.50</b>	<b>-1,056.50</b>	<b>6,261.76</b>	<b>18,227.76</b>	<b>-19,284.26</b>
<b>Department: 08 - PERFORMING ARTS</b>					
Revenue	104,743.00	104,743.00	96.00	95,805.40	8,937.60
Expense	61,697.50	61,697.50	749.56	64,466.43	-2,768.93
<b>Department: 08 - PERFORMING ARTS Surplus (Deficit):</b>	<b>43,045.50</b>	<b>43,045.50</b>	<b>-653.56</b>	<b>31,338.97</b>	<b>11,706.53</b>
<b>Department: 09 - CONCESSIONS</b>					
Revenue	31,650.00	31,650.00	194.00	37,508.83	-5,858.83
Expense	29,555.00	29,555.00	218.36	42,369.97	-12,814.97
<b>Department: 09 - CONCESSIONS Surplus (Deficit):</b>	<b>2,095.00</b>	<b>2,095.00</b>	<b>-24.36</b>	<b>-4,861.14</b>	<b>6,956.14</b>
<b>Department: 10 - AQUATICS</b>					
Revenue	94,530.00	94,530.00	0.00	95,849.09	-1,319.09
Expense	220,511.00	220,511.00	1,469.84	202,997.59	17,513.41
<b>Department: 10 - AQUATICS Surplus (Deficit):</b>	<b>-125,981.00</b>	<b>-125,981.00</b>	<b>-1,469.84</b>	<b>-107,148.50</b>	<b>-18,832.50</b>
<b>Department: 11 - ACTIVE ADULTS</b>					
Revenue	91,689.00	91,689.00	18,446.00	100,963.00	-9,274.00
Expense	90,675.00	90,675.00	13,932.52	97,256.34	-6,581.34
<b>Department: 11 - ACTIVE ADULTS Surplus (Deficit):</b>	<b>1,014.00</b>	<b>1,014.00</b>	<b>4,513.48</b>	<b>3,706.66</b>	<b>-2,692.66</b>
<b>Department: 12 - SPECIAL EVENTS</b>					
Revenue	23,410.00	23,410.00	4,576.00	18,192.00	5,218.00
Expense	25,065.00	25,065.00	4,988.64	25,531.16	-466.16
<b>Department: 12 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-1,655.00</b>	<b>-1,655.00</b>	<b>-412.64</b>	<b>-7,339.16</b>	<b>5,684.16</b>
<b>Department: 13 - FITNESS CENTER</b>					
Revenue	27,680.00	27,680.00	1,529.72	23,252.50	4,427.50
Expense	52,820.00	52,820.00	5,792.06	34,321.42	18,498.58
<b>Department: 13 - FITNESS CENTER Surplus (Deficit):</b>	<b>-25,140.00</b>	<b>-25,140.00</b>	<b>-4,262.34</b>	<b>-11,068.92</b>	<b>-14,071.08</b>



**Income Statement**

**For Fiscal: 2024 Period Ending: 10/31/2024**

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	332,587.10	180.90
Expense	246,421.75	246,421.75	1,230.86	238,858.10	7,563.65
<b>Department: 14 - SUMMER CAMP Surplus (Deficit):</b>	<b>86,346.25</b>	<b>86,346.25</b>	<b>-1,230.86</b>	<b>93,729.00</b>	<b>-7,382.75</b>
<b>Department: 30 - PARKS</b>					
Revenue	9,500.00	9,500.00	5,820.94	5,820.94	3,679.06
Expense	264,035.00	264,035.00	22,418.28	236,993.13	27,041.87
<b>Department: 30 - PARKS Surplus (Deficit):</b>	<b>-254,535.00</b>	<b>-254,535.00</b>	<b>-16,597.34</b>	<b>-231,172.19</b>	<b>-23,362.81</b>
<b>Department: 40 - GOLF</b>					
Revenue	1,279,800.00	1,279,800.00	121,658.45	1,315,671.57	-35,871.57
Expense	718,118.00	718,118.00	47,426.51	529,786.21	188,331.79
<b>Department: 40 - GOLF Surplus (Deficit):</b>	<b>561,682.00</b>	<b>561,682.00</b>	<b>74,231.94</b>	<b>785,885.36</b>	<b>-224,203.36</b>
<b>Department: 41 - GROUNDS</b>					
Expense	758,302.00	758,302.00	50,883.00	685,482.41	72,819.59
<b>Department: 41 - GROUNDS Total:</b>	<b>758,302.00</b>	<b>758,302.00</b>	<b>50,883.00</b>	<b>685,482.41</b>	<b>72,819.59</b>
<b>Department: 42 - PRO SHOP</b>					
Revenue	116,500.00	116,500.00	9,497.72	134,128.01	-17,628.01
Expense	84,600.00	84,600.00	8,189.16	97,522.09	-12,922.09
<b>Department: 42 - PRO SHOP Surplus (Deficit):</b>	<b>31,900.00</b>	<b>31,900.00</b>	<b>1,308.56</b>	<b>36,605.92</b>	<b>-4,705.92</b>
<b>Department: 43 - HOOK A KID</b>					
Revenue	105,000.00	105,000.00	0.00	105,545.00	-545.00
Expense	75,000.00	75,000.00	7,570.50	57,789.63	17,210.37
<b>Department: 43 - HOOK A KID Surplus (Deficit):</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>-7,570.50</b>	<b>47,755.37</b>	<b>-17,755.37</b>
<b>Department: 44 - WARM UP RANGE</b>					
Revenue	35,000.00	35,000.00	4,100.68	41,783.88	-6,783.88
Expense	10,475.00	10,475.00	58.29	6,148.30	4,326.70
<b>Department: 44 - WARM UP RANGE Surplus (Deficit):</b>	<b>24,525.00</b>	<b>24,525.00</b>	<b>4,042.39</b>	<b>35,635.58</b>	<b>-11,110.58</b>
<b>Department: 45 - FOOD AND BEVERAGE</b>					
Revenue	902,000.00	902,000.00	81,631.87	788,999.30	113,000.70
Expense	763,320.00	763,320.00	59,467.32	638,671.85	124,648.15
<b>Department: 45 - FOOD AND BEVERAGE Surplus (Deficit):</b>	<b>138,680.00</b>	<b>138,680.00</b>	<b>22,164.55</b>	<b>150,327.45</b>	<b>-11,647.45</b>
<b>Total Surplus (Deficit):</b>	<b>42,445.50</b>	<b>42,445.50</b>	<b>20,263.59</b>	<b>469,555.81</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	-23,030.35	98,828.54	-84,868.04
300 - GOLF	28,485.00	28,485.00	43,293.94	370,727.27	-342,242.27
<b>Total Surplus (Deficit):</b>	<b>42,445.50</b>	<b>42,445.50</b>	<b>20,263.59</b>	<b>469,555.81</b>	



Prospect Heights Park District, IL

# Income Statement Group Summary

For Fiscal: 2024 Period Ending: 10/31/2024

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	22,651.78	1,182,565.62	-62,565.62
20 - INTEREST	104,000.00	104,000.00	7,418.63	77,326.71	26,673.29
35 - ADDITIONAL	4,200.00	4,200.00	0.00	5,439.88	-1,239.88
<b>Revenue Total:</b>	<b>1,228,200.00</b>	<b>1,228,200.00</b>	<b>30,070.41</b>	<b>1,265,332.21</b>	<b>-37,132.21</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	457,190.00	457,190.00	34,840.56	353,373.89	103,816.11
51 - BENEFITS	126,292.00	126,292.00	7,418.56	68,363.06	57,928.94
52 - CONTRACTED SERVICES	213,379.50	213,379.50	17,636.20	163,329.30	50,050.20
60 - COMMODITIES	42,760.00	42,760.00	2,897.66	22,135.53	20,624.47
65 - GENERAL EXPENDITURES	2,300,900.00	2,300,900.00	0.00	100,900.00	2,200,000.00
<b>Expense Total:</b>	<b>3,140,521.50</b>	<b>3,140,521.50</b>	<b>62,792.98</b>	<b>708,101.78</b>	<b>2,432,419.72</b>
<b>Fund: 100 - CORPORATE FUND Surplus (Deficit):</b>	<b>-1,912,321.50</b>	<b>-1,912,321.50</b>	<b>-32,722.57</b>	<b>557,230.43</b>	<b>-2,469,551.93</b>
<b>Fund: 200 - RECREATION FUND</b>					
<b>Revenue</b>					
10 - TAXES	880,000.00	880,000.00	12,629.74	759,718.07	120,281.93
30 - RENTAL	59,265.00	59,265.00	3,268.45	45,791.45	13,473.55
35 - ADDITIONAL	20,690.00	20,690.00	9,331.82	19,255.04	1,434.96
41 - PROGRAM REVENUES	1,162,167.00	1,162,167.00	88,450.84	1,049,973.73	112,193.27
42 - RERESHMENT REVENUE	31,650.00	31,650.00	194.00	37,508.83	-5,858.83
<b>Revenue Total:</b>	<b>2,153,772.00</b>	<b>2,153,772.00</b>	<b>113,874.85</b>	<b>1,912,247.12</b>	<b>241,524.88</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	1,346,883.00	1,346,883.00	82,679.34	1,163,918.24	182,964.76
51 - BENEFITS	159,568.00	159,568.00	10,497.25	106,630.61	52,937.39
52 - CONTRACTED SERVICES	402,896.50	402,896.50	34,365.64	340,634.95	62,261.55
60 - COMMODITIES	191,286.00	191,286.00	7,138.64	158,946.04	32,339.96
65 - GENERAL EXPENDITURES	39,178.00	39,178.00	2,224.33	43,288.74	-4,110.74
<b>Expense Total:</b>	<b>2,139,811.50</b>	<b>2,139,811.50</b>	<b>136,905.20</b>	<b>1,813,418.58</b>	<b>326,392.92</b>
<b>Fund: 200 - RECREATION FUND Surplus (Deficit):</b>	<b>13,960.50</b>	<b>13,960.50</b>	<b>-23,030.35</b>	<b>98,828.54</b>	<b>-84,868.04</b>
<b>Fund: 300 - GOLF</b>					
<b>Revenue</b>					
30 - RENTAL	15,500.00	15,500.00	5,000.00	15,306.52	193.48
35 - ADDITIONAL	9,200.00	9,200.00	321.58	1,929.69	7,270.31
37 - GENERAL REVENUE	35,000.00	35,000.00	2,558.56	29,602.65	5,397.35
41 - PROGRAM REVENUES	2,119,600.00	2,119,600.00	188,466.51	2,080,917.61	38,682.39
42 - RERESHMENT REVENUE	259,000.00	259,000.00	20,542.07	258,371.29	628.71
<b>Revenue Total:</b>	<b>2,438,300.00</b>	<b>2,438,300.00</b>	<b>216,888.72</b>	<b>2,386,127.76</b>	<b>52,172.24</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	654,635.00	654,635.00	65,368.62	580,076.09	74,558.91
51 - BENEFITS	172,080.00	172,080.00	10,237.75	88,881.56	83,198.44
52 - CONTRACTED SERVICES	720,525.00	720,525.00	50,617.79	700,753.30	19,771.70
60 - COMMODITIES	675,600.00	675,600.00	41,097.09	602,153.90	73,446.10
65 - GENERAL EXPENDITURES	186,975.00	186,975.00	6,273.53	43,535.64	143,439.36
<b>Expense Total:</b>	<b>2,409,815.00</b>	<b>2,409,815.00</b>	<b>173,594.78</b>	<b>2,015,400.49</b>	<b>394,414.51</b>
<b>Fund: 300 - GOLF Surplus (Deficit):</b>	<b>28,485.00</b>	<b>28,485.00</b>	<b>43,293.94</b>	<b>370,727.27</b>	<b>-342,242.27</b>
<b>Fund: 404 - AUDITING FUND</b>					
<b>Revenue</b>					
10 - TAXES	19,000.00	19,000.00	316.92	19,063.44	-63.44
<b>Revenue Total:</b>	<b>19,000.00</b>	<b>19,000.00</b>	<b>316.92</b>	<b>19,063.44</b>	<b>-63.44</b>

**Income Statement**

**For Fiscal: 2024 Period Ending: 10/31/2024**

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	18,025.00	150.00
<b>Expense Total:</b>	<b>18,175.00</b>	<b>18,175.00</b>	<b>0.00</b>	<b>18,025.00</b>	<b>150.00</b>
<b>Fund: 404 - AUDITING FUND Surplus (Deficit):</b>	<b>825.00</b>	<b>825.00</b>	<b>316.92</b>	<b>1,038.44</b>	<b>-213.44</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND</b>					
<b>Revenue</b>					
10 - TAXES	12,500.00	12,500.00	183.48	11,036.73	1,463.27
<b>Revenue Total:</b>	<b>12,500.00</b>	<b>12,500.00</b>	<b>183.48</b>	<b>11,036.73</b>	<b>1,463.27</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	2,100.00	2,100.00	115.04	1,634.80	465.20
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>115.04</b>	<b>1,634.80</b>	<b>10,865.20</b>
<b>Fund: 405 - PAVING &amp; LIGHTING FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>68.44</b>	<b>9,401.93</b>	<b>-9,401.93</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND</b>					
<b>Revenue</b>					
10 - TAXES	110,000.00	110,000.00	1,834.77	110,367.22	-367.22
35 - ADDITIONAL	0.00	0.00	853.09	8,677.81	-8,677.81
<b>Revenue Total:</b>	<b>110,000.00</b>	<b>110,000.00</b>	<b>2,687.86</b>	<b>119,045.03</b>	<b>-9,045.03</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	8,820.00	8,820.00	678.47	6,923.08	1,896.92
52 - CONTRACTED SERVICES	113,541.00	113,541.00	116.00	50,375.67	63,165.33
60 - COMMODITIES	3,900.00	3,900.00	0.00	2,438.76	1,461.24
<b>Expense Total:</b>	<b>126,261.00</b>	<b>126,261.00</b>	<b>794.47</b>	<b>59,737.51</b>	<b>66,523.49</b>
<b>Fund: 406 - LIABILITY INSURANCE FUND Surplus (Deficit):</b>	<b>-16,261.00</b>	<b>-16,261.00</b>	<b>1,893.39</b>	<b>59,307.52</b>	<b>-75,568.52</b>
<b>Fund: 407 - IMRF FUND</b>					
<b>Revenue</b>					
10 - TAXES	130,000.00	130,000.00	2,168.37	130,433.99	-433.99
<b>Revenue Total:</b>	<b>130,000.00</b>	<b>130,000.00</b>	<b>2,168.37</b>	<b>130,433.99</b>	<b>-433.99</b>
<b>Expense</b>					
51 - BENEFITS	129,100.00	129,100.00	10,281.25	94,301.55	34,798.45
<b>Expense Total:</b>	<b>129,100.00</b>	<b>129,100.00</b>	<b>10,281.25</b>	<b>94,301.55</b>	<b>34,798.45</b>
<b>Fund: 407 - IMRF FUND Surplus (Deficit):</b>	<b>900.00</b>	<b>900.00</b>	<b>-8,112.88</b>	<b>36,132.44</b>	<b>-35,232.44</b>
<b>Fund: 408 - POLICE FUND</b>					
<b>Revenue</b>					
10 - TAXES	45,000.00	45,000.00	777.28	46,755.57	-1,755.57
<b>Revenue Total:</b>	<b>45,000.00</b>	<b>45,000.00</b>	<b>777.28</b>	<b>46,755.57</b>	<b>-1,755.57</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	30,000.00	30,000.00	2,015.03	20,625.09	9,374.91
52 - CONTRACTED SERVICES	14,400.00	14,400.00	260.00	10,562.62	3,837.38
<b>Expense Total:</b>	<b>44,400.00</b>	<b>44,400.00</b>	<b>2,275.03</b>	<b>31,187.71</b>	<b>13,212.29</b>
<b>Fund: 408 - POLICE FUND Surplus (Deficit):</b>	<b>600.00</b>	<b>600.00</b>	<b>-1,497.75</b>	<b>15,567.86</b>	<b>-14,967.86</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	2,483.61	149,397.08	-2,897.08
<b>Revenue Total:</b>	<b>146,500.00</b>	<b>146,500.00</b>	<b>2,483.61</b>	<b>149,397.08</b>	<b>-2,897.08</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	5,000.00	5,000.00	0.00	3,500.00	1,500.00
65 - GENERAL EXPENDITURES	87,858.00	87,858.00	0.00	87,857.95	0.05

**Income Statement**

**For Fiscal: 2024 Period Ending: 10/31/2024**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
80 - CAPITAL IMPROVEMENTS	123,000.00	123,000.00	0.00	9,458.00	113,542.00
<b>Expense Total:</b>	<b>215,858.00</b>	<b>215,858.00</b>	<b>0.00</b>	<b>100,815.95</b>	<b>115,042.05</b>
<b>Fund: 410 - SPECIAL RECREATION FUND Surplus (Deficit):</b>	<b>-69,358.00</b>	<b>-69,358.00</b>	<b>2,483.61</b>	<b>48,581.13</b>	<b>-117,939.13</b>
<b>Fund: 411 - SOCIAL SECURITY FUND</b>					
<b>Revenue</b>					
10 - TAXES	185,000.00	185,000.00	3,085.75	185,617.59	-617.59
<b>Revenue Total:</b>	<b>185,000.00</b>	<b>185,000.00</b>	<b>3,085.75</b>	<b>185,617.59</b>	<b>-617.59</b>
<b>Expense</b>					
51 - BENEFITS	185,000.00	185,000.00	13,926.19	164,130.25	20,869.75
<b>Expense Total:</b>	<b>185,000.00</b>	<b>185,000.00</b>	<b>13,926.19</b>	<b>164,130.25</b>	<b>20,869.75</b>
<b>Fund: 411 - SOCIAL SECURITY FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-10,840.44</b>	<b>21,487.34</b>	<b>-21,487.34</b>
<b>Fund: 413 - COMMUNITY EVENTS</b>					
<b>Revenue</b>					
35 - ADDITIONAL	14,000.00	14,000.00	0.00	14,242.08	-242.08
41 - PROGRAM REVENUES	12,780.00	12,780.00	0.00	7,181.00	5,599.00
<b>Revenue Total:</b>	<b>26,780.00</b>	<b>26,780.00</b>	<b>0.00</b>	<b>21,423.08</b>	<b>5,356.92</b>
<b>Expense</b>					
50 - PERSONNEL SERVICES	2,000.00	2,000.00	59.71	1,683.22	316.78
52 - CONTRACTED SERVICES	20,490.00	20,490.00	0.00	18,846.65	1,643.35
60 - COMMODITIES	4,325.00	4,325.00	199.98	2,766.47	1,558.53
<b>Expense Total:</b>	<b>26,815.00</b>	<b>26,815.00</b>	<b>259.69</b>	<b>23,296.34</b>	<b>3,518.66</b>
<b>Fund: 413 - COMMUNITY EVENTS Surplus (Deficit):</b>	<b>-35.00</b>	<b>-35.00</b>	<b>-259.69</b>	<b>-1,873.26</b>	<b>1,838.26</b>
<b>Fund: 518 - CAPITAL PROJECT FUND</b>					
<b>Revenue</b>					
35 - ADDITIONAL	151,600.00	151,600.00	0.00	10,500.00	141,100.00
37 - GENERAL REVENUE	2,411,565.00	2,411,565.00	0.00	0.00	2,411,565.00
<b>Revenue Total:</b>	<b>2,563,165.00</b>	<b>2,563,165.00</b>	<b>0.00</b>	<b>10,500.00</b>	<b>2,552,665.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	10,000.00	10,000.00	0.00	10,594.56	-594.56
60 - COMMODITIES	27,100.00	27,100.00	0.00	32,112.53	-5,012.53
80 - CAPITAL IMPROVEMENTS	766,900.00	766,900.00	16,942.00	491,755.23	275,144.77
<b>Expense Total:</b>	<b>804,000.00</b>	<b>804,000.00</b>	<b>16,942.00</b>	<b>534,462.32</b>	<b>269,537.68</b>
<b>Fund: 518 - CAPITAL PROJECT FUND Surplus (Deficit):</b>	<b>1,759,165.00</b>	<b>1,759,165.00</b>	<b>-16,942.00</b>	<b>-523,962.32</b>	<b>2,283,127.32</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND</b>					
<b>Revenue</b>					
37 - GENERAL REVENUE	150,000.00	150,000.00	0.00	0.00	150,000.00
<b>Revenue Total:</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150,000.00</b>
<b>Expense</b>					
80 - CAPITAL IMPROVEMENTS	295,000.00	295,000.00	0.00	192,561.49	102,438.51
<b>Expense Total:</b>	<b>295,000.00</b>	<b>295,000.00</b>	<b>0.00</b>	<b>192,561.49</b>	<b>102,438.51</b>
<b>Fund: 523 - CAPITAL 98 GOLF FUND Surplus (Deficit):</b>	<b>-145,000.00</b>	<b>-145,000.00</b>	<b>0.00</b>	<b>-192,561.49</b>	<b>47,561.49</b>
<b>Fund: 608 - 2014B (2005B Refinance)</b>					
<b>Revenue</b>					
35 - ADDITIONAL	475,900.00	475,900.00	0.00	0.00	475,900.00
<b>Revenue Total:</b>	<b>475,900.00</b>	<b>475,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>475,900.00</b>
<b>Expense</b>					
52 - CONTRACTED SERVICES	1,500.00	1,500.00	0.00	1,000.00	500.00
65 - GENERAL EXPENDITURES	475,900.00	475,900.00	0.00	0.00	475,900.00
<b>Expense Total:</b>	<b>477,400.00</b>	<b>477,400.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>476,400.00</b>
<b>Fund: 608 - 2014B (2005B Refinance) Surplus (Deficit):</b>	<b>-1,500.00</b>	<b>-1,500.00</b>	<b>0.00</b>	<b>-1,000.00</b>	<b>-500.00</b>

**Income Statement**

**For Fiscal: 2024 Period Ending: 10/31/2024**

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	11,875.61	714,354.52	18,981.48
<b>Revenue Total:</b>	<b>733,336.00</b>	<b>733,336.00</b>	<b>11,875.61</b>	<b>714,354.52</b>	<b>18,981.48</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>11,875.61</b>	<b>714,354.52</b>	<b>-679,434.52</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	1,272.84	13,267.25	-13,267.25
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,272.84</b>	<b>13,267.25</b>	<b>-13,267.25</b>
<b>Fund: 900 - CASH RESERVES Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,272.84</b>	<b>13,267.25</b>	<b>-13,267.25</b>
<b>Total Surplus (Deficit):</b>	<b>-311,260.00</b>	<b>-311,260.00</b>	<b>-32,200.93</b>	<b>1,226,527.60</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	-32,722.57	557,230.43	-2,469,551.93
200 - RECREATION FUND	13,960.50	13,960.50	-23,030.35	98,828.54	-84,868.04
300 - GOLF	28,485.00	28,485.00	43,293.94	370,727.27	-342,242.27
404 - AUDITING FUND	825.00	825.00	316.92	1,038.44	-213.44
405 - PAVING & LIGHTING FU	0.00	0.00	68.44	9,401.93	-9,401.93
406 - LIABILITY INSURANCE F	-16,261.00	-16,261.00	1,893.39	59,307.52	-75,568.52
407 - IMRF FUND	900.00	900.00	-8,112.88	36,132.44	-35,232.44
408 - POLICE FUND	600.00	600.00	-1,497.75	15,567.86	-14,967.86
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	2,483.61	48,581.13	-117,939.13
411 - SOCIAL SECURITY FUN	0.00	0.00	-10,840.44	21,487.34	-21,487.34
413 - COMMUNITY EVENTS	-35.00	-35.00	-259.69	-1,873.26	1,838.26
518 - CAPITAL PROJECT FUN	1,759,165.00	1,759,165.00	-16,942.00	-523,962.32	2,283,127.32
523 - CAPITAL 98 GOLF FUND	-145,000.00	-145,000.00	0.00	-192,561.49	47,561.49
608 - 2014B (2005B Refinanc	-1,500.00	-1,500.00	0.00	-1,000.00	-500.00
612 - PREVIOUS YEAR ROLL	34,920.00	34,920.00	11,875.61	714,354.52	-679,434.52
613 - CURRENT ROLLOVER	0.00	0.00	0.00	0.00	0.00
900 - CASH RESERVES	0.00	0.00	1,272.84	13,267.25	-13,267.25
<b>Total Surplus (Deficit):</b>	<b>-311,260.00</b>	<b>-311,260.00</b>	<b>-32,200.93</b>	<b>1,226,527.60</b>	



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November 19, 2024

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: November 2024 Board Report

### **WEDGEWOOD PARK (OSLAD)**

We anticipate the contractor will install the drainage before the end of the year. Once the park staff learns when the contractor is ready to start work, they will prepare the snow fence to close off the site, update the website, post signage onsite and message the neighbors.

### **TULLY PARK (MWRD)**

A special meeting will be held soon for Tully neighbors to review the quotes the staff is acquiring based upon their provide feedback for the new parcel. The work is anticipated for the spring of 2025.

### **IAPD LEGAL SYMPOSIUM**

On November 7, I attended the IAPD Legal Symposium in Oak Brook with other staff. It was an opportunity to hear directly from attorneys about federal overtime rules, new state laws, and more changes in the labor and employment arena. First amendment audit tips and best practices, website posting rules, artificial intelligence, use of social media by public officials, and website ADA compliance.

### **BUDGET PREP**

Staff is putting together several requests for proposals for a website redesign, Country Gardens courts, air handler at GMRC, banking services and comprehensive master plan services.

Staff is evaluating anticipated capital projects for 2025 while balancing the need to defer current year projects to next year as well.

Staff will continue to seek grants and sponsorships as new revenue sources.

The budget will be challenging with minimum wage increases, currently \$14 per hour and will be \$15 as of January 1, 2025.

The Fair Labor Standards Act (FLSA) mandates that employees exempt from overtime must meet a minimum salary threshold which is currently \$43,888 and will be \$58,656 as of January 1, 2025. While this affects a handful of employees. It does present a challenge with wage or salary compression, meaning there's little difference in pay between employees regardless of differences in their respective knowledge, skills, experience or abilities. Fortunately, the salary benchmark study was completed which reviewed internal pay scales and market conditions. We will continue to assess what the District can afford to pay to attract and retain the talent needed.



**BOARD MEETING AGENDA ITEMS 2024**

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><li>• Approve Surplus Personal Property Disposal Policy</li></ul>
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# October 2024

## MARKETING & COMMUNICATIONS REPORT

WEBSITE STATISTICS	TOTAL PAGE VIEWS	TOTAL USERS	VIEWS PER USER	AVERAGE ENGAGEMENT TIME	EVENTS COUNT
	6,752	2,680	2.52	50s	20,602
MOST VISITED PAGES	TOTAL PAGE VIEWS	TOTAL USERS	VIEWS PER USER	AVERAGE ENGAGEMENT TIME	EVENTS COUNT
	Home Page	1,964	1,207	1.63	21s
Special Events	513	337	1.52	31s	1,251
Calendar of Events	421	246	1.71	29s	940
Location GMRC	320	188	1.70	33s	1,072
Fall 2024 Program Guide	297	187	1.59	31s	647
Events - Spookfest	232	178	1.30	22s	796
Parks Projects	218	144	1.51	1m 06s	670
Employment	185	155	1.19	8s	595
Active Adults	157	90	1.74	48s	475
Registration	147	98	1.50	41s	447

## SOCIAL MEDIA STATISTICS

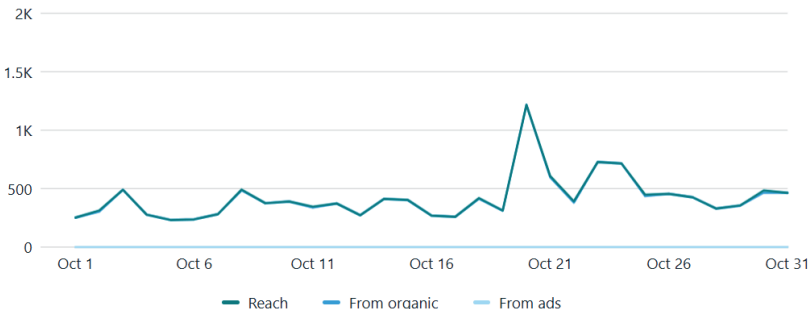


### Content overview

Breakdown: Organic/ads

All Reels Videos Live Posts Stories

**Reach** 4.8K ↓ 20%    
 **3-second views** 1.3K ↑ 25%    
 **1-minute views** 6 ↓ 77.8%    
 **Content interactions** 662 ↑ 46.8%    
 **Minutes viewed** 6h 42m ↑ 1.8%



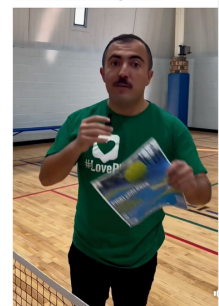
### Reach breakdown

Oct 1 - Oct 31

**Total**  
 4,806 ↓ 20%  
**From organic**  
 4,806 ↓ 19.3%  
**From ads**  
 0 0%

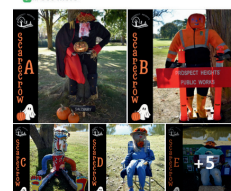
### Reach 809

Prospect Heights Park District  
 Published by Kalya Joyce  
 October 24 at 8:00 AM  
 It's ready to bring the BOOM! Visit [phparks.org](#) register for Picklepalooza. #LovePH Parks #PickleballTournament #BringTheBoom



### Reach 791

Prospect Heights Park District  
 Published by Edlyn Castell  
 October 20 at 12:53 PM  
 Get ready! Get set! VOTE for the Prospect Heights:  
 🍁 Scariest Scarecrow  
 🎃 Funnest Scarecrow  
 🍁 Cutest Scarecrow  
 See more



# SOCIAL MEDIA STATISTICS (CONTINUED)



@prospectheightsparkdistrict

Reach 707

Content overview

Breakdown: Organic/ads

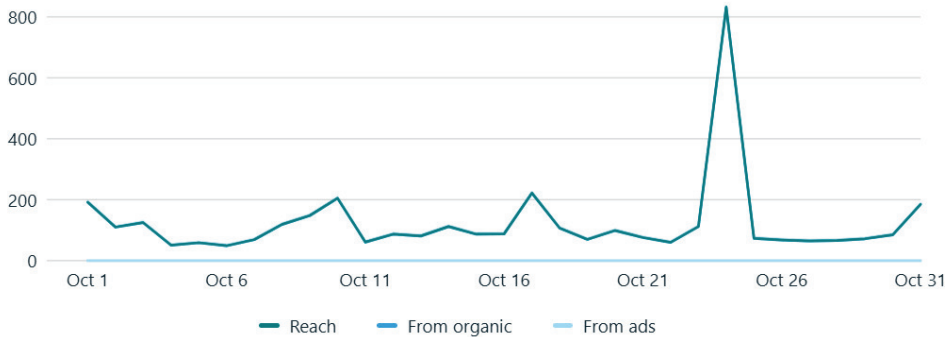
All Posts Stories

Reach

1.7K ↑ 69.7%

Content interactions

253 ↑ 33.9%



Reach breakdown

Oct 1 – Oct 31

**Total**  
1,707 ↑ 69.7%

**From organic**  
1,707 ↑ 69.7%

**From ads**  
0 0%



prospectheightsparkdistrict Get ready to bring the BOOM! Visit phparks.org to register for Picklepalooza...

Reach 210



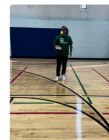
prospectheightsparkdistrict Loteria Family Night 2024 Thank you to all who attended this event, it...



## TIKTOK VIDEOS

@phparks

Video Views 4,420  
Reached audience 3,416  
Profile Views 56  
Likes 45  
Shares 4



Didn't see you there! 🙄 Register for Picklepalooza at phparks.org. #Love...  
Oct 28, 1:06 PM  
▶ 353 ❤️ 6 💬 0



Get ready to bring the BOOM! 🧨 Visit phparks.org to register for Pickl...  
Oct 24, 1:19 PM  
▶ 791 ❤️ 11 💬 0



🎉 Loteria Family Night 2024! 🎉 Thank you to all who attended this e...  
Oct 17, 11:39 PM  
▶ 1.9K ❤️ 10 💬 0



We absolutely loved having everyone at our Golden Years Wellness Expo la...  
Oct 8, 7:44 PM  
▶ 800 ❤️ 13 💬 0



🎃 Happy October! 🎃 It's officially Spookfest month, and we couldn't b...  
Oct 2, 2:36 PM  
▶ 2.1K ❤️ 14 💬 0

October 2024

# eNEWSLETTER



## October 30th eNewsletter

**Sent** Email • Sent Oct 30, 2024 at 4:30pm CST

[5,214 sends](#) • [3,429 \(66%\) opens](#) • [173 \(3%\) clicks](#) • [42 \(1%\) bounces](#) • [8 \(1%\) unsubscribes](#)



## Check out our October 30th eNewsletter for the latest updates.\* ... /conta.cc/

**Posted** Social Post • Posted Oct 30, 2024 at 4:30pm CST

[116 impressions](#) • [110 reach](#) • [1 engagement](#)



## October 16th eNewsletter

**Sent** Email • Sent Oct 16, 2024 at 4:00pm CST

[5,219 sends](#) • [2,813 \(54%\) opens](#) • [136 \(3%\) clicks](#) • [42 \(1%\) bounces](#) • [5 \(1%\) unsubscribes](#)



## Check out our October 16th eNewsletter for the latest updates.\*... /conta.cc/

**Posted** Social Post • Posted Oct 16, 2024 at 4:00pm CST

[120 impressions](#) • [109 reach](#) • [0 engagement](#)



## October 2nd eNewsletter

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

[5,238 sends](#) • [3,481 \(67%\) opens](#) • [184 \(4%\) clicks](#) • [43 \(1%\) bounces](#) • [12 \(1%\) unsubscribes](#)



## Check out our October 2nd eNewsletter for the latest updates.\*h... conta.cc/4

**Posted** Social Post • Posted Oct 2, 2024 at 4:00pm CST

[146 impressions](#) • [140 reach](#) • [1 engagement](#)

# JOURNAL AND TOPICS AD

# October 2024

PROSPECT HEIGHTS PARK DISTRICT

## ARTS SHOWCASE

SAT, NOVEMBER 9  
10AM - 3PM

Get a head start with your holiday shopping...

- CRAFT/VENDOR FAIR
- KIDS HOLIDAY SHOPPING BOUTIQUE
- SILENT AUCTION

...and enjoy the

- COMPETITION DANCE TEAM PERFORMANCES

110 W CAMP McDONALD ROAD, PROSPECT HEIGHTS IL 60070  
847.394.2946 | WWW.PHPARKS.ORG



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November 19, 2024

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

**TAX LEVY ORDINANCE DECEMBER 2024**

At the December 2024 board meeting, the Tax Levy Ordinance will be presented for approval.

**FINANCE COMMITTEE MEETING DECEMBER 2024**

A Finance Committee meeting has been scheduled for December 12<sup>th</sup>, 2024, at 11:30 am to review the budget and any other agenda items.

**BUDGET PREPARATION FISCAL YEAR 2025**

Budget meetings, projections, calculations, as well as preliminary entry into the accounting system for previewing and reporting, continue in preparation for the December 2024 board meeting.

**UNCLAIMED PROPERTY REPORTING**

The required annual reporting to the state was completed in October with the District turning over \$41.25 to the state which belonged to one recipient from a recreation system credit.

**OSLAD GRANT CLOSEOUT – WEDGEWOOD PARK**

Lindsey Fish, from the auditing firm Sikich, was engaged to perform the work required by the State of Illinois OSLAD procedures to perform the work necessary to prepare the "Agreed Upon Procedures Report" as part of the billing requirements.

**HR/PAYROLL UPDATE (*Catherine Roock*)**

Sexual Harassment Prevention Training has been sent to all employees and board members. Three staff members who are actively working on a consistent basis remain to complete the training out of eighty-two employees.

Open Enrollment for health insurance and related benefits is underway. PDRMA set the dates for Open Enrollment to begin November 4<sup>th</sup> and run through November 22<sup>nd</sup>, 2024.



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November 19, 2024

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

### **WINTER/SPRING 2025 PROGRAM GUIDE**

Staff have finished production of the Winter/Spring 2025 Program Guide. The guide was posted online on Friday, November 8, with registration opening for residents on November 11 and for partner/non-residents on November 18. Hard copies will be delivered to the facility and the post office on Monday, November 18. Guides should begin arriving in homes around November 21-22.

### **ARTWALK 2024**

ArtWalk 2024, held in Izaak Walton Park, ended for the year on Thursday, October 31. All the participating art pieces have been removed from the park and we look forward to bringing back this event, with a new theme, for 2025. Thank you to all the artists and organizers who contribute to the success of this program and help to highlight the unique features of the park and the community.

### **IAPD LEGAL SYMPOSIUM**

On November 7, along with other staff, I attended the IAPD Legal Symposium in Oak Brook. This was a great opportunity to hear from different professionals about recent and newly adopted legal matters that will impact the work of our park district.

### **GIVE THE GIFT OF RECREATION**

In preparation for the holiday season, the park district has rolled out a gift card program where anyone can purchase a PHPD gift card to give to a family member or friend. The gift cards are in denominations of \$10, \$25, \$50, and \$100 and can either be purchased at the Front Desk at the Gary Morava Recreation Center or by calling over the phone.

### **CIVICREC IMPLEMENTATION UPDATE**

We have now been utilizing CivicRec as our registration software for just over 90 days and are continuing to better understand the functionality of the software. Feedback from staff and customers continues to be positive and we will continue to adjust procedures to ensure we are utilizing the software to its fullest potential. Here are some data points from the first 90 days.

- 1783 registrations processed for \$178,651.68
  - 49% online vs. 51% in person
- 1996 membership check-ins
- 333 daily passes sold
  - 52 Bunco
  - 37 Fitness Center
  - 244 Open Gym



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November 19, 2024

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

### **GMRC FACILITIES**

Staff are currently drafting the request for proposal for the replacement and installation of a air handling unit for the GMRC for spring installation. Additional Christmas lights and decorations are being added to the exterior of the GMRC and it's landscaping to give a brighter and more updated look where further additions are being considered over the next few years. The men's and women's locker rooms inside the GMRC continue to undergo aesthetic improvements.

### **BUDGET PREPARATION**

The Parks and Facilities budget has been successfully submitted for FY 2025.

### **SAFETY**

The Park District was awarded the full PDRMA grant award of \$2,500.00 for its submission of the "Erect-A-Step" rooftop staircase proposal which will be installed at GMRC. Over 20 full-time and part-time staff have also worked with the fire department to successfully complete fire extinguisher training last month.

### **ADA COMPLIANCY**

The Park District has successfully submitted its ADA compliance report for the reimbursement of special recreation levy funds with the focus of the report primarily being Wedgewood Park. Funds were requested for ADA accessible playground features, routes and surfaces.

### **PARKS**

The request for proposal for Country Gardens tennis and pickleball court conversion has been released and posted here: <https://phparks.org/parks-projects/> The scope of work is to convert two existing tennis courts into one tennis court and two pickleball Courts with a fence in between the pickleball courts, mirroring Lions Park pickleball courts.

### **LEGAL SYMPOSIUM 2024**

Legal Symposium is a great opportunity for the Park District to stay ahead of new topics and be informed of legal changes that can affect Park District policy, procedures and operations. Listening to professionals that are considered to be some of the best representation in our field, we reviewed topics concerning overtime rules within the employment arena, "Do's and Don'ts" for hiring new employees, learning how to navigate and manage first amendment auditors and discussing the legislative issues from the 103<sup>rd</sup> General Assembly that may impact our District operation.



November 19, 2024

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

**GOLF**

The weather for October was spectacular with mild temps throughout the entire month. We were able to see an increase in rounds that helped the operation close the season with revenues for the month 49% compared to October last year.

**SPECIAL EVENTS**

We participated in the 2024 Taste of the Town! at Chevy Chase Country Club sponsored by the Wheeling Area Chamber of Commerce. Staff did an excellent job showcasing Old Orchard's food and beverage. Over 500 appetizers were served to the guests.

**CLUB HOUSE**

Minor repairs were made to the overhead ventilation system. The plant is maintaining a steady temperature as we move toward winter months. Two ice machines are down with plans to review in the 2025 winter.

**FOOD AND BEVERAGE**

Additional golf play helped to cut loss of wedding revenues Staff has reported we have secured six weddings and three more pending for the 2025 season. We are seeing an increased interest for 2025 and 2026 bookings, which shows a positive direction moving forward.

**GOLF SHOP**

The shop sales increased by 27% compared to October last year. All the nice weather contributed to the increased sales.

**WARM-UP RANGE**

Range revenue was down due to the high schools' outstanding balances. Those revenues will post in November.

OCTOBER	2023	2024	% CHANGE 2023 VS 2024
<b>Golf &amp; Members</b>	\$80,464	\$119,210	+49%
<b>Golf Shop</b>	\$7,450	\$9,497	+27%
<b>Food &amp; Beverage</b>	\$149,689	81,639	-84%
<b>Driving Range</b>	\$7,780	\$2,874	-170%





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November 19, 2024

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

### **GOLF COURSE GROUNDS**

As we approach the end of the season the golf course and clubhouse grounds are in great shape. All the annual flowers have been pulled from the beds around the clubhouse and the perennials cut back. The fountains were removed from the ponds. The irrigation system has been blown out and the pumphouse will be winterized soon. We will continue to mulch leaves and keep the course ready for play until the course closes.

### **EQUIPMENT**

The new rough mower and blower have been in use for a couple weeks now and are working great. The two new overhead double doors at the maintenance shop were installed last week and look nice. There are five more doors that need replacing but thankfully they are all single doors.

### **MAINTENANCE STAFF**

The grounds crew is down to three until the course is closed and covers are on the greens. We will keep one part-time staff person over the winter to help with snow removal and work in the shop. The safety topic for October was Fire Protection & Safety. I am registered for the PDRMA training webinar called Applying Risk Management to Your Golf Activity.



November 19, 2024

To: Ray Doerner, Superintendent of Recreation  
From: Laura Fudala, Recreation Supervisor  
Re: November 2024 Board Report

### **PRESCHOOL**

This month in preschool our 4Y students engaged in Witch's Potion STEM activity. The students' faces lit up when they saw the green "potion" (vinegar and baking soda) spew out of the pumpkin. The biggest highlight of the month was Halloween. Both classes trick or treated inside the building, designed trick or treat bags, played some Halloween themed games, passed out treats to their friends and as a class enjoyed some yummy snacks.

### **KINDERSTOP**

Both the AM and PM program are walking over to the Prospect Heights Public library every Tuesday. The librarian reads a book and does a small craft with the students.

One additional student was added to the PM program on T/Th so we now have 15 students.

Current enrollment numbers:

**Before Care:** M/W/F- 15 students, T/TH- 14 students

**AM Program:** M/W/F-11 students, T/TH- 9 students

**PM Program:** M/W/F- 17 students, T/Th 15 students

**After Care:** M/W/F- 53 students, T/TH 52 students

### **CHILDREN'S PROGRAMS**

On November 4 and 5 we provided the Kids Day Off program for the kids out of school. November 4<sup>th</sup> Ball Factory was the field trip we had 26 kids, November 5<sup>th</sup> Chuck E Cheese as the field trip we had 21 kids. We have three upcoming Kids Day Off on November 25-27.

We have one STEM program running this month, Video Game Robotics. We have four participants enrolled.



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November 19, 2024

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

## **DANCE**

Fall dance classes are coming to an end with 100 dancers. Our Holiday Dance Recital will be on Saturday, December 7 at Forest View Educational Center in Arlington Heights. The four competition dance teams performed at SpookFest along the haunted trail. They have become a crowd favorite during the haunted hayride. Our competition teams also danced during the Arts Showcase on Saturday, November 9.

## **ACTIVE ADULTS**

Fall trips are winding down. Here are the places visited:

- A Tribute to Musicals with Denny Diamond with 11 patrons
- Shippshewana Shopping Tour with 29 patrons
- Music of 1964 at The Fireside with 27 patrons
- Little Shops of Horror with 11 patrons
- Rat Pack at Jacob Henry Mansion with 10 patrons
- Miracle on 34<sup>th</sup> Street with 18 patrons
- Milwaukee Pizza Bus Tour with 12 patrons

The Active Adult Winter/Spring Newsletter is complete and currently being prepared by our marketing team to go to the printer. It will be mailed out in early December.

## **SPECIAL EVENTS**

SpookFest was held on Saturday, October 19. We had 385 people registered for the event, including 4 private hayride buy outs. We had 5 continuous hayrides running throughout the event, a touch a truck, pumpkin patch, petting zoo and various community partners and sponsors who were ready with treats for the kiddos.

We are currently planning SpookFest 2025 and hope for it to be bigger and better than ever.

Art Showcase was held on Saturday, November 9 in the gymnasium at the Gary Morava Recreation Center. We had 35 tables with vendors and crafters from all over Illinois. We had over 300 attendees that signed up for our door prize raffle. Our competition dancers helped bring the crowds in throughout the event.



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November 19, 2024

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

### **YOUTH ATHLETICS**

Fall classes are now underway, with basketball sessions offered by Hot Shots continuing to be a hit. Both Basketball 101 and 201 have over ten children enrolled. Parents appreciate watching their kids advance through the levels, which contributes to the high demand for these classes. Additionally, our indoor youth soccer classes have begun, with two sections currently running. It's exciting to see such strong participation across various programs.

The volleyball league in partnership with the River Trails Park District is off to a great start. This year, Mindset Volleyball is providing a head coach to assist with practices and games, offering focused and specialized instruction. This has significantly enhanced the quality of the league, benefiting the 23 children involved across two sections.

Tae Kwon Do classes, led by Lions TKD, remain full and are highly regarded. Participants are showing noticeable skill improvements, much to the delight of their parents.

### **ADULT ATHLETICS**

Picklepalooza is set for November 23, and we're aiming to reach our goal for team registrations. With one week left to sign up, we're already halfway there! Additionally, we're bringing back adult basketball this spring, offering both team sign-ups and individual registration options.

### **AQUATICS**

I attended my second off-season roundtable discussion with other IPRA agencies at the Bartlett Park District, where the focus was on training. We split into two groups: agencies with pools of over 100 staff and those with fewer than 100. I connected with similar-sized agencies and gathered several useful ideas for training and documentation.

As mentioned last month, we transitioned to StarGuard Elite. Last week, I had a Zoom meeting with their team to review the portal, which contains a wealth of resources, including documents, videos, and more. This portal will be an essential tool for the upcoming season.

### **FITNESS**

Our new Yoga session has begun with 7 participants, and the instructor, Ioanna—a PHPD resident—is doing an excellent job. Attendance is gradually increasing, and we are optimistic about continued growth in the coming months. I have also started interviewing candidates for a fitness instructor position. Applications will remain open for another week, with a final decision expected before December. This role is intended to support a wider variety of fitness classes.

Additionally, we will be launching a fitness challenge in the New Year called 'Wellness Reboot.' Similar to last year's challenge, it will feature a new element. Participation is free and open to all PHPD fitness pass members.

October 2024, 662 visits vs. October 2023, 549 visits (113 visit increase)

October 2024 Total Memberships: 333

1year passes: 136      3-month fitness: 12  
 1year gym/racquetball: 32      SilverSneakers/Renew Active: 138  
 6-month fitness: 15

Three Year Comparison – Monthly Acquisition (Seniors in parentheses)

<b>Membership</b>	<b>October 2022</b>	<b>October 2023</b>	<b>October 2024</b>
3 months	2	3	2
6 months	2	2	2
1 year	3 (0)	7 (11)	1 (3)
<b>Membership October 2024</b>	<b># of New Members</b>		<b>Total Revenue</b>
3 months	2		\$115
6 months	2		\$210
1 year	1		\$0
Seniors	3		\$297



November 19, 2024

To: Christina Ferraro, Executive Director  
 From: Shawn Hughes, Superintendent of Finance, HR and IT  
 Re: Truth in Taxation- Tax Year 2024 Fiscal Year 2025

**Truth in Taxation Resolution**

The Truth in Taxation law requires districts to determine the estimated amount of taxes necessary to be levied not less than twenty (20) days prior to the official adoption of the Levy Ordinance. Adoption of the levy ordinance will occur at December’s board meeting.

If the Levy exceeds the prior year’s extension by 105%, public notice should be given and a public hearing held on the district’s intent to adopt the levy.

The estimated tax levy for tax year 2024 is \$2,766,000 excluding debt service. This amount does not exceed 105% of the taxes extended for tax year 2023. The Truth in Taxation Law does not apply and PHPD is not required to publish a notice or conduct a public hearing.

CPI Change 2023 = 3.4%

	2023 Final Extension (incl 3% Loss & PTELL Reduction)	2024 PROPERTY TAX LEVY FOR 2025 BUDGET		2025 Proposed Budget - 3.4% Distributed by Need
		2024 Tax Levy at 3.4% CPI (straight 3.4% calculation across funds)	2024 Tax Levy Request at 4.99% - Distributed by Fund Need	
Corporate F100	\$ 1,184,500	\$ 1,224,773	\$ 1,070,000	\$ 1,050,000
Recreation F200	\$ 779,906	\$ 806,423	\$ 992,000	\$ 980,000
Audit Fund F404	\$ 19,570	\$ 20,235	\$ 20,200	\$ 20,200
Paving & Lighting F405	\$ 11,330	\$ 11,715	\$ 11,700	\$ 11,700
Liability Insurance F406	\$ 113,300	\$ 117,152	\$ 115,000	\$ 110,000
Ill Municipal F407	\$ 133,900	\$ 138,453	\$ 133,000	\$ 133,000
Social Security F411	\$ 190,550	\$ 197,029	\$ 215,000	\$ 213,000
Police F408	\$ 47,998	\$ 49,630	\$ 48,100	\$ 48,091
Special Recreation F410	\$ 153,367	\$ 158,581	\$ 161,000	\$ 158,000
	<u>\$ 2,634,421</u>	<u>\$ 2,723,991</u>	<u>\$ 2,766,000</u>	<u>\$ 2,723,991</u>
% increase - Truth-in-Taxation		3.400%	4.995%	3.400%
Debt Service Fund 612	\$ 733,337	\$ 758,270	# \$ 758,270	# \$ 758,270
Total Levy Excluding Levy Adj	<u>\$ 3,367,758</u>	<u>\$ 3,482,261</u>	<u>\$ 3,524,270</u>	<u>\$ 3,482,261</u>
% increase		3.400%	4.647%	3.400%
Levy Adj PA 102-0519	\$ 7,258	\$ -	\$ -	\$ -
Total Levy with Levy Adj	<u>\$ 3,375,016</u>	<u>\$ 3,482,261</u>	<u>\$ 3,524,270</u>	<u>\$ 3,482,261</u>

**RECOMMENDATION**

It is recommended to pass Resolution 11.19.2024.

November 19, 2024  
Tax Levy-Truth in Taxation

**Prospect Heights Park District  
Resolution #11.19.2024  
Truth in Taxation for Levy Year 2024**

**WHEREAS**, the Truth in Taxation law requires that all districts in the State of Illinois determine the estimated amounts of the taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

**WHEREAS**, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or established to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

**WHEREAS**, the aggregate amount of property taxes extended or estimated to be extended for 2023 was \$2,634,421; and

**WHEREAS**, it is hereby determined that the estimated amount of money, exclusive of election costs, necessary to be raised by taxation for the year 2024 is \$2,766,000; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners, Prospect Heights Park District, County of Cook, State of Illinois, as follows:

**Section 1:** The aggregate amount of taxes estimated to be levied for the year 2024 is an increase of 4.99% and does not exceed 105% of the taxes extended for Prospect Heights Park District in 2023.

**Section 2:** In light of Section 1 above, the Prospect Heights Park District is not required to publish notice of a hearing on the levy in a newspaper(s) having general distribution and is not required to conduct a hearing thereon.

**Section 3:** This resolution shall be adopted in full force and effect forthwith upon its passage.

November 19, 2024  
Tax Levy-Truth in Taxation

Adopted this 19<sup>th</sup> day of November 2024.

Prospect Heights Park District  
County of Cook  
State of Illinois  
By:

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Timothy Jones, President

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ATTEST:  
Betty Cloud, Secretary

Subscribed and sworn to before me  
This 19th day of November 2024 Notary

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November 19, 2024

To: Park Board of Commissioners  
From: Christina Ferraro, Executive Director  
Re: Submission of the Prospect Heights Park District's Decennial Efficiency Report

**DECENNIAL COMMITTEE.**

On June 10, 2022, Governor Pritzker signed the Decennial Committee on Local Government Efficiency Act Public Act 102-1088, into law. On Feb. 10, 2023, Public Act 102-1136 amended the original legislation to further define the requirements of this act. These new acts require all Illinois Local Governmental units that levy a tax (outside of municipalities and counties) to constitute a committee to study and report on local government efficiency.

This report must summarize its work and findings, which should include recommendations for increased accountability and efficiency. This includes, but is not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State, data collection, and analysis as necessary to prepare a report that has recommendations regarding efficiencies. The report must be finalized and submitted to the County in which they are located within 18 months of the creation of this committee. The Decennial Committee is automatically dissolved after the final report has been transmitted to the county board.

The Decennial Committee has fulfilled its obligations to meet a minimum of three times and prepare the Decennial Efficiency Report to be submitted to the County. The Decennial Committee has recommended the approval of the Report and its submission to Cook County.

**RECOMMENDATION**

Motion to submit the Prospect Heights Park District's Decennial Efficiency Report to Cook County and make it available to the public.



**PROSPECT HEIGHTS PARK DISTRICT REPORT FOR  
COMPLIANCE WITH DECENNIAL COMMITTEES ON LOCAL  
GOVERNMENT EFFICIENCY ACT**

**APPROVED BY THE PARK DISTRICT'S  
COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY  
ON NOVEMBER 19, 2024**

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## I. Purpose

The Prospect Heights Park District (“Park District”) formed its Committee on Local Government Efficiency on March 23, 2023, to study efficiencies and report recommendations regarding those efficiencies and increased accountability pursuant to 50 ILCS 70/1, *et seq.* (the “Committee”).

DRAFT

## II. Committee Membership

The Committee consisted of the following individuals:

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

### III. Committee Meetings

The Committee met as follows:

Meeting Date	Meeting Time and Place
• July 25, 2023	7:00PM at Gary Morava Recreation Center
• April 23, 2024	6:30PM at Gary Morava Recreation Center
• October 22, 2024	6:30PM at Gary Morava Recreation Center

Minutes of these meetings are available on the Park District's website <https://phparks.org/board-meetings/> or upon request at the Park District's administrative office, 104 West Camp McDonald Road, Prospect Heights IL 60070

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#### **IV. General Overview of Governing Statutes, Ordinances, Rules, Procedures, Powers, Jurisdiction**

The Park District was established by a referendum initiated and approved by the voters of the Park District in 1967. All Illinois park districts, including the Park District, are governed by the Park District Code, 70 ILCS 1205/1 *et seq.*

Having a separate and distinct taxing body for parks, recreation, and conservation within the local community, which operates apart from general purpose governments, is extremely beneficial to the community for many reasons, as detailed further in this report.

- **Elected, non-partisan, non-compensated board.** The Park District is governed by a board of seven commissioners. Commissioners must reside within the boundaries of the park district and are elected at the Consolidated Election in odd-numbered years. Pursuant to state law, commissioners are non-partisan and serve without compensation.
- **Accessible and focused representation.** Having a dedicated board to oversee these essential facilities, programs, and services provides the community with increased access to their elected representatives and allows those elected representatives to remain focused solely on those facilities, programs, and services. This is contrasted with general purpose governments where elected representatives are responsible for broad oversight on a wide range of issues. This special purpose benefit is particularly advantageous when it comes to budget and finance oversight.
- **Increased transparency.** Having a dedicated unit of local government to provide park and recreation services also improves the relationship between the park district and its residents because of the transparency and openness related to the board and park district operations. Having detailed agenda and action items allows taxpayers to be better informed about the inner workings of their local government. When individual units of government are responsible for providing specified services like park districts, transparency is increased because action items and budget procedures are more detailed. Additionally, these items and budgetary decisions are subject to more scrutiny by locally elected officials than is the case with larger, multi-purpose governments with a multitude of departments.
- **Protection of revenues.** Because the Park District is a separate unit of local government, the revenues it generates can only be used for park district purposes. This assurance is contrasted with general purpose governments like cities, villages, and counties that provide a multitude of services such as fire, police, public works, economic development, etc., where revenues that are generated specifically for parks and recreation can be expended on these other services with limited, if any, input from voters.

- **Protection of assets.** Public parks and other real property owned by the park district is held in trust for the residents of the park district, and, subject to very limited exceptions, can only be sold or transferred if residents approve of the sale or transfer by a referendum. This is contrasted with general purpose units of government, which have authority to sell or dispose of property by a vote of the governing board.
- **Providing the Community More with Less.** The Park District does more with much fewer funding options. Unlike other units of local government that receive direct state funding, and income, sales, use, hotel/motel, motor fuel and other numerous taxes, the Park District's only tax revenues come from a modest portion of a resident's overall property tax bill. In fact, despite its limited funding options, the Park District share is only eight percent of the local tax bill.

For transparency's sake, the Park District includes accounts payable, financial reports, and staff reports in the monthly board packet that is posted online. Board meeting agendas & minutes, financial reports, budgets, mission statement, contact information, hours of operation, employment opportunities, capital project updates, and park board actions are posted on the website ([www.phparks.org](http://www.phparks.org)). The Park District Directory (<https://phparks.org/park-district-directory/>) is also posted within its facilities. The Park District will work to continually improve so residents can feel confident about the stewardship of their tax dollars.

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Park District in order to evaluate our compliance and to determine if any of the foregoing should be amended.

- Park District Code, 70 ILCS 1205/1 et seq.
- Illinois Open Meetings Act (5 ILCS 120/1 et seq.)
- Open Meetings Act re: policy on public comment at public meetings
- Designation of OMA officer (5 ILCS 120/1.05(a))
- All Board Members have completed OMA Training (5 ILCS 120/1.05(b))
- Schedule of Regular Meetings of the Board (5 ILCS 120/2.03)
- Illinois Freedom of Information Act (5 ILCS 140/1 et seq.)
- Designation of FOIA Officer (5 ILCS 140/3.5(a))
- FOIA Officer Training (5 ILCS 140/3.5(b))
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- List of Types or Categories of FOIA Records under Park District Control (5 ILCS 140/5)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- IMRF Total Compensation Postings (5 ILCS 120/7.3)



- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1 et seq.)
- All applicable officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5 et seq.)
- Sexual harassment prevention training (775 ILCS 5/2-109(C))
- State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1 et seq.)

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## **V. List of Shared Services and Partnerships**

The Park District works diligently to provide the best possible programs, services, and facilities to our community at the least possible cost. One of the many ways the Park District achieves this goal is by partnering with neighboring park districts, school districts, other units of local government within or near the community, the State, non-profit organizations, and for-profit corporations. Below is a comprehensive list of the current partnerships, agreements, and other relationships that assist the Park District's mission of delivering the best possible services at the least possible cost to our community.

### **1. Membership in Special Recreation Association**

The Park District is part of the Northwest Special Recreation Association (NWSRA). Special recreation associations are a form of intergovernmental cooperation among units of local government that are authorized under the Illinois Constitution, the Intergovernmental Cooperation Act, the Park District Code, and the Municipal Code. Their formation is rooted in a fundamental belief and recognition that "Recreation is for Everyone." They are shining examples of local government efficiency.

By partnering together, local communities can effectively and efficiently deliver more successful program opportunities to community members who have special needs. Furthermore, by participating in the NWSRA, the Park District networks with other local governments to provide many more program opportunities for our community members who have special needs and offers a choice between participating in the NWSRA's programs or in programs that are provided by the Park District.

The Park District and the NWSRA also achieve efficiency by utilizing existing facilities that are owned and operated by the NWSRA's members, including the Park District. Utilizing these existing facilities allows the NWSRA to deliver services to its member communities at a lower cost. Currently the Park District provides the NWSRA access to the following facilities for their program offerings: Gary Morava Recreation Center, Lions Pool, and Old Orchard Country Club

The NWSRA also provides the support needed for participants with special needs who choose to register for the Park District programs or inclusive programming. The NWSRA collects information on the registered participant and determines what support is needed for that participant to be successful in this inclusive setting or the Park District program. This could include additional training of the supervisory staff, additional support staff, the use of adaptive equipment, behavior management, and/or other measures that will assist in the successful participation of this individual in the Park District program. Although success may not look the same for everyone, the NWSRA works with the Park District's staff to ensure the best possible results for all the participants in the program. The Park District's cost of providing these services would be much greater without its participation and partnership in the NWSRA.

In 2023, the NWSRA successfully served 3561 residents in 2350 programs. The NWSRA also supported 113 participants (5 in inclusive programs) that were provided by the Park District.

The Park District is very proud of the ongoing collaboration with the NWSRA. By working cooperatively with other local governments, not only are we better able to collectively serve all citizens within our communities, including persons with disabilities, but we are able to do so in the most efficient and effective manner possible.

## **2. Other intergovernmental agreements with other park districts and conservation groups.**

There is a Partner Resident Agreement with River Trails Park District and Mount Prospect Park District so that a resident of any of the three districts is considered a Partner Resident of the other two park districts and is therefore able to enroll in classes or programs at resident rates.

The Prospect Heights Park District and School District 23 entered into an intergovernmental cooperation agreement to save the taxpayers money by sharing the use of properties owned by District 23 and the Prospect Heights Park District in a manner that the facilities may be utilized to their fullest capacity. Part of this agreement includes that all inhabitants who reside within School District 23 boundaries shall be considered partner residents and will not be required to pay non-resident fees. In the spirit of community, Park District staff volunteer to conduct mock interviews for junior high school students. The Park District also provides raffle prizes for student incentives and PTO fundraisers such as fitness room and pool admissions, etc.

## **3. Intergovernmental agreements with other units of local government**

The Park District has an intergovernmental agreement with Prospect Heights Library District governing the shared use of an electric sign that promotes the programs of both agencies. The Library maintains a collection of books in the recreation center. We also work closely on the Story Walk®, Holiday Trolley Express, the Library end of Summer Reading party, paperback giveaways, and much more. The Park District provides raffle prizes for reader incentives such as fitness room and pool admissions, etc.

The Park District has an intergovernmental agreement with the City of Prospect Heights for (1) an established TIF District and the use of tax incremented financing by the City within the TIF District to redevelop Muir Park

(2) for Stormwater Storage at Somerset Park.

(3) to transfer property to the Park District to enlarge Tully Park. Per the MWRD Flood-Prone Property Acquisition Program, the City participated in the program and at its completion, and the property restored, the City conveyed the property to Park District for the expansion of Tully Park.

The Park District participates in a city-wide “Trustee Open House” where the board members of local government agencies come together and meet each other and establish relationships that can lead to future cooperation and inspiration.

#### **4. Joint Purchasing Program Agreements**

The Park District participates in joint purchasing cooperatives pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.) thereby saving taxpayer dollars through economies of scale. The Park District is a member of Club Procure, Sourcewell and OMNIA: all cooperative purchasing organizations to assist government agencies in operating more efficiently by saving time and money during the procurement process while keeping taxpayer dollars within the community. These contracts cover a wide range of goods, including equipment, office supplies, and technology.

#### **5. Partnerships or agreements with athletic organizations that operate sports.**

The Park District has an agreement with Prospect Heights Wheeling Youth Baseball and Softball (PHYBS) to offer and promote baseball and softball as a supplement to the Park District programming. PHYBS is a separate body of volunteers that operate the baseball and softball leagues for five hundred local children. This group not only volunteers its time but its resources as it also contributed money towards projects i.e. batting cage, rebuilding fields, and installing sprinklers. The Park District maintains fields and is reimbursed for lights, water, and materials.

#### **6. Partnerships or other interrelationships with non-profits**

Prospect Heights Park District has a working relationship with the Morton Arboretum as they administer the Urban & Community Forestry Grants from the USDA Forest Service and Illinois Department of Natural Resources. Over several years, the Park District has been fortunate to have been awarded dollars to plant seventy trees on park district properties, to create an inventory of public trees on park district properties and an urban forest management plan. The Morton Arboretum is considered a partner to assist with its expertise and connecting the District to other partners such as TreeKeepers.

The Park District has an agreement with Openlands, an Illinois not-for-profit land conservation organization and leadership members of Prospect Heights TreeKeepers. Openlands expanded its TreeKeepers program, allowing the use of the name, registered trademark, program best practices and models and coordination of the TreeKeepers to increase local public involvement in long term tree stewardship through community, tree care events and education. Treekeepers lead volunteers in public spaces: mulching, pruning, planting, inventorying, etc. The Park District supports these activities with mulch, tools and facilities. This agreement provides significant increase in advocating and maintaining trees in the community.

#### **7. Partnerships with for profit organizations**

The Park District has a 20-year lease agreement with ComEd to maintain and use four miles of right-of-way property for a bike path/ trail for pedestrians and bicyclists, together with a grassy open recreational area for its restoration of natural prairie habitat. There are no fees charged by ComEd for this lease. The Park District maintains the asphalt path, interpretive signage and mows 2500 acres of grass. The walking and bicycle network connectivity is all about creating seamless, comfortable routes for walkers and cyclists. It is about making walking and biking accessible and enjoyable. The grassy open area has been restored to its natural prairie habitat by the previously mentioned PHNRC. ComEd has also worked with the PHNRC on the installation of two honey beehives placed along this path. The honey produced by the bees is donated to a local food pantry.

The Park District is a member of the Greater Wheeling Area Chamber of Commerce. This membership offers numerous benefits (such as visibility, networking opportunities, referrals, etc.) and keeps staff on top of important, ever-changing issues and trends within the community and local marketplace. This has been helpful in marketing programs and attracting sponsors.

## **8. Informal cooperation with nonprofits**

The Prospect Heights Garden Club is a very active service organization in the community. The objective of the club is to be beneficial, charitable and educational to the community, conducive to the well-being of the environment and supportive of the cultivation of nature's beauty. The Garden Club meets at the recreation center and plays an integral role in several community celebrations in the community throughout the year such as the holiday tree lighting, arbor day, and community days.

The Rotary Club of River Cities serves Mount Prospect, Des Plaines and Prospect Heights. This Club donates scholarship funds and funding for trees at the Park District. In keeping with one of Rotary International's goals to support literacy, the Rotary Club of River Cities donated permanent signage for the StoryWalk® at the Nature Preserve in Prospect Heights, a project of the local library and park districts in 2019. The children's stories are changed quarterly, and families can walk along the gravel path and read to their child or have their child read to them. The community can enjoy this free service every day of the year.

The Prospect Heights Lions Club has provided significant support to the Prospect Heights Park District. In 1966, the Lions Club built & staffed the original swimming pool. A year later the Park District was formed by referendum, and, in 1968, the District purchased the swimming pool from the Lions Club. Later they also provided funding for the accessible front entrance at the Gary Morava Recreation Center. In addition, the Lions Club provides scholarships annually for Prospect Heights youth to attend summer camp who otherwise would not be able to afford it. The Lions Club's largest fundraiser is held at the Park District annual Block Party: they sell rubber ducks that "race down the water slide" at the Lions Pool.

## VI. Other Examples of Efficient Operations

**Use of volunteers.** One way in which the Park District reduces the burden on taxpayers is using volunteers. Last year, five individuals volunteered 1,978 hours of service at the golf course. At the recreation center, the following programs received a significant amount volunteer hour: Youth Sports 486 hours, KinderStop 240 hours, Special Events 28 hours, and Block Party 16 hours.

**Youth employment.** The Park District is a major employer of youth in the community. Last year, the Park District employed ninety-five youth. Not only is this an efficient way to deliver services, but youth employment serves as a valuable training tool for the future workforce.

**Prospect Heights Parks Foundation.** Last year, the Foundation raised \$1,400 in private donations.

**Collaboration with other park districts on best practices.** Because park districts are not in competition with one another, they are more willing than the private sector to share best practices. These best practices help to avoid unnecessary costs and deliver services more effectively and efficiently.

**Reliance on Non-Tax Revenue.** Unlike most local governments that rely on a wide range of sales, use, and income taxes, the Park District is not permitted to assess these types of taxes. Additionally, although the Park District is an economic engine for the community and generates much revenue for the state and our community in the form of hotel/motel, sales, and motor fuel taxes, our Park District does not receive any of these revenues. Also, unlike Illinois cities, villages, counties, and school districts that received billions of dollars in direct financial assistance from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue Plan Act (ARPA), our Park District did not receive any such direct federal aid. Our Park District also does not receive state funding under the Local Government Distributive Fund (LGDF) or General State Aid (GSA) that these same cities, villages, counties, and school districts receive through the State budget.

Instead, the Park District provides all the programs, facilities, and services to the community with a very modest amount of property taxes and from **non-tax sources** such as memberships, program registrations, and other user fees as well as private donations and grants.

## VII. Transparency to the Community

The following information about the Park District may be obtained by residents on the website:

Annual budget and appropriation ordinance

[https://phparks.org/wp-content/uploads/2024/02/2024-BUDGET-APPROPRIATIONS-ORDINANCE\\_executed\\_PHPD.pdf](https://phparks.org/wp-content/uploads/2024/02/2024-BUDGET-APPROPRIATIONS-ORDINANCE_executed_PHPD.pdf)

Agenda and minutes

<https://phparks.org/board-meetings/>

Annual audit

<https://phparks.org/financial-information/>

Statement of Receipts and Disbursements are listed in monthly board reports which can be found on the website (See <https://phparks.org/board-meetings/>)

Park District Ordinances

<https://phparks.org/wpcontent/uploads/2023/01/Ordinances.pdf>

Code of Conduct

<https://phparks.org/code-of-conduct/>

Long range plans

<https://phparks.org/master-plan-surveys-studies-reports/>

The following information about the Park District may be obtained by residents upon request at the Park District's administrative office, 104 West Camp McDonald Road, Prospect Heights IL 60070

- Personnel Policy Manual
- Board of Commissioners Policy Manual
- Emergency Action Plan
- Cybersecurity Incident Response Plan
- Annual tax levy
- Capital Improvement and Replacement Plan
- ADA Transition Plan

The Park District offers residents many opportunities to provide feedback. These include:

- Monthly board meetings
- The Park District's annual Budget and Appropriation Ordinance is available in tentative form at least 30 days prior to its adoption at an open meeting of the Park District board. Additionally, at least one public hearing is held prior to final action, and notice of the hearing is published in the newspaper at least one week prior to the hearing.
- The Park District's annual property tax levy is approved at an open meeting of the Park District board in accordance with the Open Meetings Act. The Park District follows all public notice and hearing requirements under the Truth in Taxation Law prior to the adoption of this annual tax levy.
- Residents email, phone or visit park district facilities to speak with staff.
- Staff provide users with program evaluations annually for summer camp, swim team, preschool, Kinderstop, etc.
- Public meetings were held throughout the master planning process in 2018.
- A feasibility study was conducted in 2020 with public input to assess the current condition of recreation center and determine if the recreational needs of the residents can be met by renovating/replacing and/or expanding the recreation center or building a new recreation center at another location. There were workshops with staff, board members, stakeholders and users.
- A facilities survey was conducted in 2021 with public input to assess viewpoints regarding plans to repair/renovate and/or replace the pool and the recreation center. A stratified random sample of 4,030 households within the Park District boundaries was generated.
- In 2022 there were pre-referendum meetings held with the community. There were facility user focus groups to review programming needs. There were community meetings to obtain community feedback regarding pool and recreation center designs. Before the November 2022 election, facilitated discussions and more than a dozen community presentations were held to solicit feedback and educate residents about the referendum and its tax impacts.
- A feasibility study regarding pickleball and tennis courts was conducted in 2024 with public input to review the impacts of potential court repairs, updated court layouts, and construction of additional courts within the Park District boundaries.



## VII. District Awards and Recognition

The District's achievements have been recognized in numerous ways.

Government Finance Officers Association (GFOA) has awarded the Park District with the Certificate of Achievement for Excellence in Financial Reporting each year for decades. This demonstrates that the Park District staff go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal.

The Illinois Association of Park Districts presented the Prospect Heights Park District with the Best of the Best Award in 2023 for the Arts in the Park Award. The Park District was recognized for its support of the arts and for partnering with local artists to enhance the quality of life in the community.

Park District staff are trained in the following: Sexual Harassment Prevention, Cybersecurity Fundamentals, Defensive Driver, Extreme Weather Driving, Playground Maintenance Course Mandated Reporter, OSHA: General Industry Safety and Health Avoid Spear Phishing Threat, Blood Borne Pathogens, Confined Space, Fire Extinguisher use, First Aid CPR AED

The following Park District staff hold the following certifications and licenses

- BASSET trained: Beverage Alcohol Sellers and Servers Education
- Diving Safety Train-the-Trainer
- First Aid CPR AED Instructor
- Food Protection Manager
- Food Safety Manager
- Illinois Food Allergens
- Certified Parks and Recreation Executive
- Certified Parks and Recreation Professional
- Pesticide Applicator
- Pesticide Operator
- Playground Safety Inspector
- Pool and Spa Operator
- Pool Operator
- Illinois UST Class A/B Operator
- Lifeguard Management
- NRPA Marketing and Communication Certificate
- PGA Professional Golfers Association of America
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)

## **VIII. Benefits and Services**

The Park District serves the entire community from the youngest child to the oldest adult and all ages in between. It does so in a variety of ways.

### **1. Facilities**

The Park District offered the following facilities to the community last year:

- Old Orchard Country Club (one hundred acres) golf course, bar & grill and banquets for up to 250 people.
- Gary Morava Recreation Center (located in Lions Park) includes a fitness center, fitness studio, racquetball court, dance studio, meeting rooms, sauna and gymnasium
- Lions Park (10 acres) includes playground, tennis and pickleball courts, Lions ball field with bleachers, Storywalk, and pavilion
- Lions Pool (located in Lions Park) is an outdoor pool
- Country Gardens Park (9 acres) includes basketball court, sand volleyball court, pickleball and tennis courts, playground, shelter, soccer field
- John Muir Park (4.5 acres) includes softball / baseball field, walking path soccer field
- School Street Park (3 acres) includes a playground and green space
- Izaak Walton Park (4 acres) includes observation deck, natural area, board walks connecting the area and a shelter
- Claire Lane Park (0.5 acre) includes a playground, tennis/pickleball court and shelter
- Jaycee Park (1 acre) includes a playground and sand play area
- Tully Park (2.0 acres) includes a natural area
- Rosemary Roth Park (0.5 acre) includes open space
- Wedgewood Park (0.5 acre) includes two playgrounds, basketball court, fitness station and shelter
- McDonald Field (1.3 acres) includes a field, bleachers, batting cages and equipment shed
- Kiwanis Park (0.67 acres) includes a playground and basketball court
- Somerset Park (26 acres) is green space
- Walnut Woods (8.5 acres) black walnut tree orchard and green space
- Nature Preserve (2.0 acres) stone bridge linking the uplands to the low land, interactive features for children and interpretive signage.
- Bike Path (4 miles) asphalt path, interpretive signage, natural prairie habitat, two honey beehives

## 2. Programs

The Park District offered the following programs last year. Registration numbers are also provided.

- Summer Camp - 5,046
- Active Adults - 1,320
- Dance - 654
- Preschool - 29
- Kinderstop - 233
- Kids Day Off - 447
- Swim Team - 45
- Tae Kwon Doe - 42
- Magic Classes - 22
- STEM Classes - 21
- Youth Basketball - 154
- Youth Volleyball - 38
- Youth Soccer - 119
- Yoga - 8
- Pilates - 22
- Racquetball - 1,042 reservations
- Tennis - 8
- Pickleball - 315 attendees
- Special Events - 784 attendees
- Block Party - Approximately 1,200 attendees
- National Night Out - 495 attendees
- Golf rounds 23,589
- Banquets 183

## 3. Additional Services

The Park District provided the following additional services to the community.

- Bi-weekly electronic newsletter emailed to 5,300 individuals
- Seasonal program guide mailed to 5,300 households three times year
- Seasonal senior newsletter mailed to 480 individuals three times year
- Seasonal active senior newsletter emailed to 3,100 individuals three times year
- Free Wi-Fi access throughout the recreation center and the clubhouse
- Upgrade the Park District's network and other technology on a regular basis (Wi-Fi access points, registration system, website updates, etc.)
- Public meeting rooms available for the public and local organizations
- Remodeled the golf course clubhouse interior in 2019 to enhance banquets
- Improved the interior of the recreation center in 2023

- During the COVID pandemic staff was flexible and adjusted to the imposed shutdowns, quickly switched to online and remote options for our programs and assisted the school district to be a remote learning site for students.
- This recreation center is a site for people who are ordered by a court to perform community service. The individuals designated to work with certain staff to complete their hours while helping the Park District staff with set up and take down of programs and events, cleaning the facility, removing trash, etc.
- The recreation center serves as heating/cooling center during extreme weather events for those without adequate heating / cooling in their homes.

#### **4. Other Benefits**

While the Park District is a special purpose district, its impact on the community is multi-faceted and far reaching. The parks, recreational programming, and other opportunities improve the community's overall physical and mental health and wellness, thereby reducing health care costs.

Before and after school programs and summer camps offer safe, convenient, and affordable childcare options for working families during critical times when school is not in session. These opportunities also help reduce juvenile crime and provide a refuge of safety for at-risk youth.

Recreation programs and parks provide social equity, ensuring that all residents have access and opportunity to benefit from parks and recreation services by removing physical and financial barriers. Scholarships are offered on a sliding scale to residents of the Park District based on financial need. Several health insurance plans include a fitness membership called "Silver Sneakers/Renew Active/Prime" which is free to the user and the Park District receives a reimbursement per person. The Park District facilities are maintained with guidance from the Americans with Disabilities Act ADA to remove physical barriers.

The Park District's open space and trees help improve air and water quality and mitigate flooding.

Public parks tend to increase the property value of residential properties immediately adjacent to parks.

## **IX. Recommendations for Increased Accountability and Efficiency**

### **1. Intergovernmental Fees and Charges**

One opportunity for efficiency would be the elimination of fees and charges assessed by other units of government. By way of example, below are other units of local government that charge the Park District even though the Park District's taxpayers are also taxpayers of these other units of local government. Such fees and charges, and the bureaucracy that accompanies them, inhibit the park district's ability to deliver programs, facilities, and services at the least possible cost.

- Village of Mount Prospect Water for GMRC and OOC
- Village of Mount Prospect Food and Beverage Sales Tax
- Village of Mount Prospect alarm fee
- Village of Mount Prospect business license
- Village of Mount Prospect vending machine license
- Secretary of State of State vehicle registration
- State of Illinois Liquor Licenses
- State Fire Marshall Boiler Inspections
- State Fire Marshall Sprinkler Inspection
- Cook County Liquor License
- Cook County Public Health for pool inspection

Other units of local government should recognize that intergovernmental fees often lead to inefficiency in the expenditure of taxpayer dollars through extra bureaucracy and administrative costs. In many cases, the unit of government assessing the fee benefits from the project or event, meaning it can recoup its costs through the extra sales tax or other revenue that will be generated. Where such fees are necessary, general-purpose units of government should offset the fee by crediting the park district for all benefits they will receive from a project, event, or property. For example, open space that is protected and maintained by the Park District helps mitigate stormwater management costs, so assessing stormwater management fees on the Park District not only leads to inefficiency, but it is also shortsighted.

Governmental units should be discouraged or prohibited from charging more than their out-of-pocket costs associated with the activities covered by a fee that is assessed to another unit of local government with the same taxpayers. Put another way, one unit of local government should not profit by taxing another. Eliminating local permit fees is a way to reduce administrative costs without impacting overall public revenue. Local government best serves the people when it cooperates and works together. Some communities such as the City of Prospect Heights recognize this and do not charge fees to other units. All communities should be encouraged to follow that model to receive the best results for local taxpayers and to promote governmental efficiency.

### **2. Unfunded Mandates**

Unfunded state mandates are another cost driver. While the Park District recognizes that there are benefits to some of these mandates, modifications could help alleviate some of the burden to the park district.

**A. Cook County Paid Leave Act.** As of January 1, 2025, Park District employees can earn at least one (1) hour of paid leave for every forty (40) hours worked per county ordinance. This ordinance requires that all employers with employees in Cook County provide those employees with paid leave to be used for any reason. The financial impacts to the District may be \$75,000 -\$100,000 and are based upon part time and seasonal employees (maintenance, parks, servers/bartenders, grounds, office, guards, instructors, etc.) and the substitute employees when the others are on leave so business is not interrupted. It's an administrative project to track this for the District. This financial impact is significant to a small park district with a total operating budget of \$6million.

The County may amend this ordinance to exempt Park Districts. If not, this may affect staffing, budgets and operational procedures. The Park District may have to increase program fees which may make programs cost prohibitive and then be canceled due to lack of registration or decreasing the number of staff we have for lifeguards, summer camp, preschool program, etc. or decrease the hours of operation both of which affect the quality of the programs. The Park District must abide by PTEL and does not have the ability to raise these funds through other non-property tax methods. The Illinois state minimum wage rate will be \$15.00 per hour in 2025, as the Park District already competes for potential employees who are being offered higher wages at nearby grocery stores, fast food chains, etc.

**B. Criminal Background Checks.** All park districts are statutorily required to conduct criminal background checks on all employees pursuant to Section 8-23 of the Park District Code. The background checks must be done through the Illinois State Police (ISP). Last year, the park district spent \$4,500 for criminal background checks. The Park District does not recommend eliminating this mandate because it is necessary to ensure the safety and well-being of children and other park district patrons. However, the State should explore ways in which it could improve the current system and make it less costly for park districts to comply with the law.

The mandate also raises the fundamental question as to why one layer of government is forced to charge its taxpayers to comply with a State mandate when the State made the determination to impose the mandate. Put another way, if the State has determined that criminal background checks are necessary for public safety, the State should assist with compliance.

The Park District recommends studying whether there can be a more efficient background check process implemented through the ISP to reduce the time and expense it takes for background checks. Another suggestion is for ISP to waive the fee for checks on minors or waive all fees for name checks. If there is a "hit" from a name check, the fee could be charged for the more costly fingerprint check. Since it is a state mandate, the fee structure for park districts should also be reviewed to determine

whether the fee being charged exceeds the actual cost of doing the check and, if so, the ISP could consider reducing its cost to local governments.

**C. Prevailing Wage.** One way to reduce the burden on local government staff is to limit the prevailing wage requirement to larger capital contracts. This would free up tracking of the paperwork on small repairs and projects. One reason for creating a threshold requirement is the cost of the administrative burden relative to the cost of the actual project. For example, eliminating prevailing wage on smaller projects, e.g., those less than \$50,000, will result in more local bids and decrease the overall cost for these smaller public works projects.

**D. Newspaper Publication.** The newspaper is no longer the most effective way to provide notice. Websites are cheaper and reach more people. Permitting the park district to post the information on its website in lieu of newspaper publications would reduce costs.

### **3. Opportunities for Other Intergovernmental Agreements**

#### **IGA with the PHNRC**

The Prospect Heights Natural Resources Commission (PHNRC) is a commission of the City of Prospect Heights, reporting to the City Council and making recommendations for legislation and other actions that would pertain to the natural resources of the city. Their mission is to preserve, protect and restore natural areas and raise awareness of environmental issues affecting Prospect Heights Illinois. It is their goal to guide the community in natural open space preservation efforts and encourage private landowners to adopt land management practices that protect and enhance natural resources. They promote community awareness and education of environmental issues affecting Prospect Height's natural resources such as Emerald Ash Borer, storm water and flood management and the threat of invasive species. This is a volunteer network designed to enhance, restore and manage the natural areas and resources to maintain and improve their ecological health and biodiversity. During the year, they conduct work events where volunteers come together to participate in organized restoration projects. They welcome all volunteers – regardless of age, residence, etc. The Park District is working on an intergovernmental agreement with this conservation group as they provide volunteer hours and resources on park district properties: slough, ComEd Prairie, nature preserve, Tully Park, Heron Pond, Remnant Prairie, Remnant Sedge Meadow. Beyond shoreline restoration they also operate a native seed collection and greenhouse program, speakers' series at the library, workshops at the Park District summer camp, summer internship program and bird watching sessions

### **4. Opportunities for Savings such as Energy Efficiency Projects and the Illinois Century Network Act**

#### **ComEd Energy Efficiency Program/Rebate Program**

The ComEd Energy Efficiency Program is an initiative aimed at helping business customers reduce their energy consumption and lower their utility bills. This program

offers various incentives, rebates, and resources to encourage energy efficiency improvements. There are several key elements such as incentives for equipment upgrades, discounts & financial incentives including lighting, refrigeration, and HVAC upgrades at reduced or no cost. ComEd also provides support for renewable energy systems, such as solar panel installations, through specific programs. The Park District has benefited from the building retrofits

### **Illinois Century Network Act**

Senator Julie Morrison's bill SB2631 amends the Illinois Century Network Act on or before June 30, 2028. The Department of Innovation and Technology offers free internet access through the Illinois Century Network and this amendment will include park districts on the list. The Prospect Heights Park District has been researching the cost to transition to fiber internet and this is a huge operating cost at a time when the District is struggling to fund other mandates such those previously mentioned and the increased FLSA thresholds all in addition to the growing capital needs. Moving the Park District from coax internet to fiber optics will cost about \$66,000 a year. This faster connectivity will make staff work more efficiently and patron use more enjoyable.

**Dated:** November 19, 2024

**Signed:**

Tim Jones, President, Prospect Heights Park District Board of Commissioners