

# Administration Office



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June 9, 2023

Memorandum for the Board of Commissioners

Subj: Board Meeting

The Regular Board Meeting is scheduled for Thursday, June 15, 2023 at 7:00 pm. If you cannot attend please contact me immediately to ensure we have a quorum.

Reminder: If you have specific questions which can/need to be researched (i.e. Voucher List) prior to the meeting, it is incredibly helpful to email me ASAP and we will make every attempt to get the entire Board informed electronically prior to the meeting. This will allow the Board to focus on critical discussion points.

At this point, I do **not** anticipate an Executive Session but have placed it on the agenda just in case.

For the Audit, while it is a large document to absorb, if you focus your attention on the Management Letter (MDAA) and the Letter of Transmittal, you should have a strong comprehension as to the status. Additional information can be gleaned from the audit itself.

Thank you!

Sincerely,

Bret Fahnstrom, CPRE

Executive Director

Enclosures

**RIVER TRAILS PARK DISTRICT**  
Regular Meeting of the Board of Commissioners  
At 401 E. Camp McDonald Road, Prospect Heights, IL 60070

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**June 15, 2023**  
**7:00 PM**

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- I. Roll Call
- II. Visitors Comments
- III. Approval of Agenda / Changes
- IV. Approval of Minutes for the Special Meeting of June 1, 2023\*
- V. Approval of Voucher List of Bills for May 13 – June 9, 2023\*
- VI. Approval of Treasurer's Report for April 2023\*
- VII. 2022 Financial Audit Report\*
- VIII. Communications
  - a. Staff Report: Parks Department\*
  - b. Annual Athletics Report\*
  - c. Rob Roy Q#1 Report\*
  - d. Communications and Marketing Report (March 27-June 9)\*
  - e. Miscellaneous Communications
- IX. Old Business
  - a. None
- X. New Business
  - a. 2022 Annual Treasurer's Report for Cook County\*
  - b. Woodland Outdoor Athletic Lighting LED conversion project\*
  - c. Board meeting July 6 (Oral)
- XI. Commissioners Comments
- XII. Executive Sessions
  - a. I make a motion that the Board go into closed Executive Session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Sections 2(c)(1) and 2(c)(2) of the Open Meetings Act.
- XIII. Action as a Result of the Executive Session
- XIV. Adjournment

\*indicates an attachment included

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's ADA Compliance Officer, Mike Hanley, Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days' advance notice. Telephone number 847.463.3734; email:Mhanley@rtpd.org

**MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF COMMISSIONERS OF THE  
RIVER TRAILS PARK DISTRICT,  
COOK COUNTY, ILLINOIS, HELD  
AT 1500 E. EUCLID RD. IN SAID DISTRICT  
ON THE 1<sup>ST</sup> DAY OF JUNE 2023 AT 6:00 P.M.**

- I. The President called the meeting to order at 6:00 p.m. and directed Crista Altergott, Administrative Assistant/Risk Management to call the roll. Upon the roll being called, the following Commissioners answered present: Jennifer Rezek, Leah Lussem, Nancy Parra, Melissa Ackerman and Robert Hoban III. Also present were Director Bret Fahnstrom, Superintendent of Finance & HR David Oswald, Superintendent of Recreation Patti Mitchell, Superintendent of Communications and Marketing Christine Powels and Superintendent of Parks Mike Hanley.
- II. Visitors Present: None
- III. The Agenda for June 1, 2023 was submitted for approval. Commissioner Parra moved to approve said agenda as presented. The motion was seconded by Commissioner Lussem and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of May 4, 2023. Commissioner Lussem moved to approve the minutes as presented. Commissioners Hoban III and Parra abstained from the vote. The motion was seconded by Commissioner Ackerman and approved by common consent.
- V. Approval of Minutes for the Annual Meeting of May 4, 2023. Commissioner Lussem moved to approve the minutes as presented. Commissioners Hoban III and Parra abstained from the vote. The motion was seconded by Commissioner Ackerman and approved by common consent.
- VI. Approval of Minutes for the Regular Meeting of May 18, 2023. Commissioner Hoban III moved to approve the minutes as amended. The motion was seconded by Commissioner Lussem and approved by common consent.
- VII. Communications
  - a. Miscellaneous Communications: Director Fahnstrom presented the Government Finance Officers Association (GFOA) News Release from June 7<sup>th</sup>, 2023. River Trails Park District has been awarded the Certificate of Achievement and Excellence in Financial Reporting for its annual comprehensive financial report for the fiscal year ended December 31, 2021. Director Fahnstrom applauded Superintendent of Finance and HR, David Oswald, David's team and David's predecessor for the diligence to details and hard work. Director Fahnstrom then presented a flyer from the Office of the Illinois Secretary of State. On Wednesday, June 28<sup>th</sup> from 10am until 2pm, the Secretary of State Mobile Services will be at the Village of Mount Prospect, 50 S. Emerson St. They will provide identification registration and renewal services.
- VIII. Old Business None

**IX. New Business**

- a. Willow Trails Park Renewal Bid Approval was presented by Superintendent of Parks, Mike Hanley. The board has previously seen and approved the Willow Trails Renovation Master Plan. The Willow Trails Park Renovation Phase I is set to begin construction summer of 2023. The total budget was set at \$1,080,000 and the Clauss Brothers bid came in at \$851,186.50 including Alternate A, Bankshot and Alternate B, Futsal Court 10' Welded Wire Fencing. River Trails Park District received the bid from Clauss Brothers Inc. RTPD has worked with this company in past on project at Burning Bush, Aspen Trails Park and the bunkers at Rob Roy GC. A new, larger and centralized playground will replace the existing playground on the north side of the park. This area will consist of play elements for all ages, fitness equipment, seating, pathways and ADA accessible play features, and surfacing. A grilling and picnic area will be created adjacent to the existing large shelter. The north basketball courts will be renovated and make space for young play features including Bankshot basketball and playground games marked on the court surface. A grass volleyball court will be installed in the southwest quadrant of the park. The asphalt futsal court will be renovated with a new surface, goals and reinforced fencing on ends to maintain sidelines. A new pathway will connect the large shelter to the futsal and grass volleyball courts. The tennis courts and small play area located in the Northeast corner of the park have been eliminated. Commissioner Parra asked if the proposed covers everything the community identified as a need. Director Fahnstrom replied that most areas identified are being addressed except parking and a couple park amenities. Commissioner Hoban III asked to verify the process of alternates consideration and if the public supports Bankshot. Director Fahnstrom said that the alternates were only considered based on the needs of the community and the funds available. For this project both are available. Pricing came in strong. We will be approximately \$19,000 over the initial budget, however, Director Fahnstrom believes we will be able to manage this deficient. The basketball courts are always a favorite of the community. Currently, the courts are dominated by older kids and adults. Bankshot will provide specialized courts and hoops for younger basketball players and those who would like to work on trick shots, opposed to games. Commissioner Parra asked how much of the \$851,186.50 total includes ADA funds. As the proposed is deemed 6% ADA compliant, Superintendent Hanley replied \$130,000 was budgeted for pour and play and anticipates between \$66,000 to \$69,000. This will free up Capital Funds. Commissioner Lussem moved to approve the Willow Trails Park Renewal Bid as presented including alternates A and BI. The move was seconded by Commissioner Parra. Upon roll being called, the Commissioners voted as follows:

AYE: Jennifer Rezek, Leah Lussem, Nancy Parra, Melissa Ackerman,  
Robert Hoban III  
NAY: None  
ABSENT: None

- X. Park Tour. Commissioner Hoban III excused himself at 6:27, prior to the Park Tour. Superintendent Hanley procured a River Trails Park District bus to shuttle individuals to the various locations. Attendance included Commissioners: Jennifer Rezek, Leah Lussem, Nancy Parra and Melissa Ackerman. Also present were Director Bret Fahnstrom, Superintendent of Finance & HR David Oswald, Superintendent of Recreation Patti Mitchell, Superintendent of Communications and Marketing Christine Powels and Administrative Assistant/Risk Management

Crista Altergott. The following locations were visited: Evergreen Trails Park, The Zone and Sycamore Trails Park. At each stop Superintendent Hanley and Director Fahnstrom provided a brief history and current usage.

- XI.** Commissioners Comments. Commissioners Rezek, Lussem, Parra and Ackerman all remarked on the Park Tour. General consensus being the pleasure of viewing RTPD services up close and while is use by residents.
- XII.** Adjournment. There being no further business to discuss, Commissioner Rezek made a motion to adjourn the meeting at 7:39p.m. The motion was seconded by Commissioner Ackerman and approved by common consent.

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President

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Secretary



FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									110.64
13438	CENTRAL SOD FARMS, INC.								
	42429	01 SOD	1020938005025	05/11/23		70419	05/25/23	390.00	195.00 195.00
	42492	01 SOD	1020938005025	05/12/23		70419	05/25/23	390.00	195.00 195.00
	75159	01 SOD	1020938005025	05/11/23		70446	06/01/23	390.00	195.00 195.00
	75289	01 SOD	1020938005025	05/12/23		70446	06/01/23	390.00	195.00 195.00
	76566	01 SOD	1020938005025	05/26/23		70472	06/08/23	195.00	195.00 195.00
VENDOR TOTAL:									975.00
13620	CHILDREN'S THEATRE COMPANY								
	SPRING 2023 - ALADDIN			05/22/23		70420	05/25/23	728.00	728.00 728.00
	01 CHILDREN'S THEATRE-SPRING 2023	2031343235410							
VENDOR TOTAL:									728.00
13844	FAMBRO MANAGEMENT, LLC								
	3005186	01 CHESS SCHOLARS-IG-W/S23-SES 3	2031375425410	05/31/23		70473	06/08/23	2,232.00	2,232.00 2,232.00
VENDOR TOTAL:									2,232.00
14318	CITY OF PROSPECT HEIGHTS								
	2.0355.00/MAY 2023			05/15/23		70421	05/25/23	150.66	55.80 55.80
	01 RR MAINT - 4/3 - 5/1/2023	2060928405450							
	2.0357.00/MAY 2023			05/15/23		70421	05/25/23	150.66	94.86 94.86
	01 RR CLUBHOUSE-4/3 - 5/1/2023	2060908405450							
VENDOR TOTAL:									150.66
15209	COMCAST								
	001000736139			05/15/23		70422	05/25/23	298.06	298.06 54.19 27.10 90.32 27.10
	01 ADMIN - 5/15 - 6/14/2023	1011908405430							
	02 MAINT - 5/15 - 6/14/2023	1020938405430							
	03 WCTR - 5/15 - 6/14/2023	2040908405430							
	04 BB - 5/15 - 6/14/2023	2041908405430							

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									298.06
	001000736139			05/15/23		70422	05/25/23	298.06	298.06 72.26 27.09
	05 ZONE - 5/15 - 6/14/2023	2042908405430							
	06 POOL - 5/15 - 6/14/2023	2050908405430							
15210	COMCAST CABLE								
	0008566/MAY 2023			05/10/23		70423	05/25/23	397.87	187.85 187.85
	01 MSW CABLE - 5/1 - 5/31/2023	2010908505590							
	0154057/MAY 2023			05/10/23		70423	05/25/23	397.87	210.02 210.02
	01 ROB ROY CABLE- 5/17 - 6/16/23	2060908505590							
	1039503/MAY 2023			05/26/23		70474	06/08/23	184.14	184.14 184.14
	01 ZONE CABLE- 5/30 - 6/29/23	2010908505590							
VENDOR TOTAL:									582.01
15270	COMMONWEALTH EDISON								
	0277103009/MAY 2023			05/09/23		70389	05/17/23	4,801.89	104.63 104.63
	01 SYCAMORE - 4/10 - 5/9/2023	1020938405440							
	0770669004/JUN 2023			06/02/23		70475	06/08/23	3,536.38	3,536.38 2,309.74 1,108.96 117.68
	01 MSW - 5/2 - 6/1/2023	2040908405440							
	02 POOL - 5/2 - 6/1/2023	2050908405440							
	03 PARKS - 5/2 - 6/1/2023	1020938405440							
	2163119071/MAY 2023			05/10/23		70389	05/17/23	4,801.89	23.27 23.27
	01 WATER FOUNTAIN-4/11-5/10/23	2060908405440							
	2883081018/MAY 2023			05/11/23		70389	05/17/23	4,801.89	1,879.33 1,879.33
	01 RR PUMPHOUSE- 4/11 - 5/10/23	2060928405440							
	4311071006/MAY 2023			05/10/23		70389	05/17/23	4,801.89	35.62 35.62
	01 RR MAINT - 4/11 - 5/10/2023	2060928405440							
	4311631002/MAY 2023			05/12/23		70424	05/25/23	323.10	323.10 323.10
	01 BB - 4/11 - 5/12/2023	2041908405440							
	4561616022/MAY 2023			05/09/23		70389	05/17/23	4,801.89	934.41 934.41
	01 ZONE - 4/10 - 5/9/2023	2042908405440							
	4815493008/MAY 2023			05/10/23		70389	05/17/23	4,801.89	236.92 236.92
	01 ADMIN - 4/11 - 5/10/2023	1011908405440							
	4815693008/MAY 2023			05/10/23		70389	05/17/23	4,801.89	320.05 320.05
	01 RR MAINT - 4/11 - 5/10/2023	2060928405440							

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	4899241004/MAY 2023			05/10/23		70389	05/17/23	4,801.89	1,267.66
	01 RR - 4/11 - 5/10/2023		2060908405440						1,267.66
								VENDOR TOTAL:	8,661.37
15396	CONSTRUCTION & GEOTECHNICAL								
	9934			03/31/23		70425	05/25/23	1,800.00	1,800.00
	01 WOODLAND TRLS-ENVIRNMNTL PHS 1		1010908505510						1,800.00
								VENDOR TOTAL:	1,800.00
15416	COOK COUNTY TREASURER								
	2023-1			04/03/23		70426	05/25/23	452.50	452.50
	01 TRAFFIC LIGHT MAINTENANCE		1020938505530						452.50
								VENDOR TOTAL:	452.50
17983	DELL BUSINESS CREDIT								
	410/MAY 2023			05/07/23		70390	05/17/23	4,387.19	4,387.19
	01 3 REPLCMNT WRKSTNS & MONITORS		2010908605690						4,387.19
								VENDOR TOTAL:	4,387.19
20830	LOUIS ECKENBRECHT								
	MILEAGE - MAY 2023			06/01/23		70447	06/01/23	28.56	28.56
	01 MILEAGE EXPENSE - MAY 2023		2010908305304						28.56
								VENDOR TOTAL:	28.56
28616	FLOOD BROTHERS								
	6790831			05/05/23		70427	05/25/23	299.32	234.25
	01 RRG TRASH SERVICE - MAY 2023		2060908505535						234.25
	6790919			05/05/23		70427	05/25/23	299.32	65.07
	01 RR MAINT-TRASH SERV-MAY 2023		2060928505535						65.07
								VENDOR TOTAL:	299.32
31300	GILIO LANDSCAPE CONTRACTORS								
	9367			05/02/23		70391	05/17/23	6,315.00	6,315.00
	01 CONTRACT MOWING - APRIL 2023		1020938505534						6,315.00
								VENDOR TOTAL:	6,315.00
32261	GRAINGER								
	9674194999			04/14/23		70428	05/25/23	16.23	16.23
	01 BOLTS ABI		1020938005016						16.23

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	16.23
34320	THE HAPPY BALLOON								
	170579-000002			05/09/23		70476	06/08/23	290.00	290.00
	01 POOL OPENING DAY-BALLOON ARCH		2010908505570						290.00
								VENDOR TOTAL:	290.00
36452	HINCKLEY SPRINGS								
	2540373 060423			06/04/23		70477	06/08/23	90.93	90.93
	01 ADMIN DRINKING WATER		1011908405450						90.93
								VENDOR TOTAL:	90.93
37193	HOME DEPOT CREDIT SERVICES								
	0026163			05/12/23		70479	06/08/23	495.19	116.90
	01 PAVERS		1020938005025						116.90
	0221584			05/12/23		70479	06/08/23	495.19	7.96
	01 FOUNTAIN FLOWERS		1020938005025						7.96
	1902045			05/11/23		70479	06/08/23	495.19	100.00
	01 SAW RENTAL		1020938505540						100.00
	1902076			05/11/23		70479	06/08/23	495.19	2.00
	01 SAW RENTAL - OVERAGE		1020938505540						2.00
	2901881			05/10/23		70479	06/08/23	495.19	150.00
	01 PLATE COMPACTOR - RENTAL		1020938005025						150.00
	2901955			05/10/23		70479	06/08/23	495.19	-54.00
	01 PLATE COMPACTOR - RENTAL RETRN		1020938005025						-54.00
	3027246			05/19/23		70479	06/08/23	495.19	18.68
	01 FOUNTAIN INSTALL		1020938005025						18.68
	5025316			05/07/23		70479	06/08/23	495.19	3.67
	01 TANK CONCRETE		2050908005013						3.67
	623341			05/22/23		70479	06/08/23	495.19	21.20
	01 DRINKING FOUNTAIN REPAIR		1020938005012						21.20
	6390564			05/16/23		70479	06/08/23	495.19	10.46
	01 CUSTODIAL SUPPLY		2050908005023						10.46



FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
	7025033	01 TANK CONCRETE	2050908005013	05/05/23		70479	06/08/23	495.19	71.60 71.60	
	9053778	01 DRINKING FOUNTAIN PARTS	1020938005012	05/13/23		70479	06/08/23	495.19	46.72 46.72	
41772	ILLINOIS-AMERICAN WATER CO.								VENDOR TOTAL:	495.19
	210000090305/MAY 2023	01 BB - 4/11 - 5/8/2023	2041908405450	05/09/23		70392	05/17/23	174.13	174.13 174.13	
	210000591044/JUN 2023	01 POOL - 4/28-5/31/2023	2050908405450	06/01/23		70480	06/08/23	4,477.92	3,858.91 3,858.91	
	210000591839/JUNE 2023	01 MAINT GARAGE - 4/28-5/31/2023	1020938405450	06/01/23		70480	06/08/23	4,477.92	68.34 68.34	
	210000592092/JUN 2023	01 RANGE - 4/28-5/31/2023	2060908405450	06/01/23		70480	06/08/23	4,477.92	71.01 71.01	
	210000592245/JUN 2023	01 MSWCC - 4/28-5/31/2023	2040908405450	06/01/23		70480	06/08/23	4,477.92	408.29 408.29	
	210000592603/JUNE 2023	01 WOODLAND IRRGTN-4/26-5/31/23	1020938405450	06/01/23		70480	06/08/23	4,477.92	71.37 71.37	
41788	ILLINOIS STATE POLICE								VENDOR TOTAL:	4,652.05
	REPLENISH BCKGRND CHK BAL-5/11/23	01 REPLENISH BCKGRND CHK BALNCE	1010908505501	05/11/23		70393	05/17/23	500.00	500.00 500.00	
42070	IMPACT NETWORKING LLC								VENDOR TOTAL:	500.00
	2958689	01 ADMIN COPIER - SUPPLIES	1010908005005	05/17/23		70429	05/25/23	19.50	19.50 19.50	
45917	J.C. LICHT, LLC								VENDOR TOTAL:	19.50
	61143845	01 PAINT	4042908705710	03/06/23		70430	05/25/23	82.18	41.09 41.09	

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
	61144804	01 PAINT	4042908705710	03/23/23		70430	05/25/23	82.18	41.09 41.09	
46751	JOHNSON CONTROLS								VENDOR TOTAL:	82.18
	38816057	01 ZONE- FIRE MONITOR ANNUAL	2042908505530	05/06/23		70431	05/25/23	972.00	972.00 972.00	
47527	JSD PROFESSIONAL SERVICES INC								VENDOR TOTAL:	972.00
	WILLOW TRAILS CD'S-INV #4	01 WILLOW TRLS SERV THRU 5/26/23	4022938715711	05/26/23		70481	06/08/23	14,883.49	14,883.49 14,883.49	
48261	MAGIC OF GARY KANTOR								VENDOR TOTAL:	14,883.49
	5/23/2023 MAGIC CLASS	01 YOUNG MAGICIANS SPRING 2023	2031375425410	05/23/23		70432	05/25/23	17.50	17.50 17.50	
48462	KEARNS DESIGN GROUP								VENDOR TOTAL:	17.50
	1032107	01 SUMMER 2023 BROCHURE DESIGN	2010908505571	05/05/23		70394	05/17/23	5,937.33	4,239.33 4,239.33	
	1032108	01 SUMMER '23 ACTIVE ADLT BROCHRE	2010908505571	05/05/23		70394	05/17/23	5,937.33	1,698.00 1,698.00	
50293	CHRISTINA KOZIL								VENDOR TOTAL:	5,937.33
	REIMBURSE - 5/26/23	01 BINDERS FOR SR TB	2031320315521	05/26/23		70448	06/01/23	54.00	54.00 54.00	
53511	LUCAS LANDSCAPE								VENDOR TOTAL:	54.00
	14593	01 RRG TREE REMOVAL	1020938505534	06/06/23		70482	06/08/23	1,775.00	1,775.00 1,775.00	
56220	MC MASTER-CARR SUPPLY COMPANY								VENDOR TOTAL:	1,775.00
	97958675	01 POOL HARDWARE	2050908005013	05/16/23		70395	05/17/23	48.41	48.41 48.41	

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									48.41
56664	MENARDS								
	15521	01 SHOP PAINT	4042908705710	04/17/23		70451	06/01/23	446.93	12.99 12.99
	15988	01 GARBAGE LINERS	1020938005012	04/28/23		70396	05/17/23	430.06	190.06 190.06
	16087	01 VACUUM	2042908005023	05/01/23		70451	06/01/23	446.93	55.85 55.85
	16136	01 MSW OFFICE SHELVES	2040908005013	05/02/23		70396	05/17/23	430.06	190.50 190.50
	16137	01 WIRE NUTS	1020938005013	05/02/23		70396	05/17/23	430.06	49.50 49.50
	16228	01 SHELVES	2040908005013	05/04/23		70451	06/01/23	446.93	19.14 19.14
	16475	01 HARDWARE GRATES	2050908005013	05/10/23		70451	06/01/23	446.93	17.48 17.48
	16705	01 STAPLE GUN, MULTI TOOL	1020938005009	05/15/23		70451	06/01/23	446.93	88.52 88.52
	16706	01 PAINT	1020938005025	05/16/23		70451	06/01/23	446.93	67.51 67.51
	16814	01 MULCH	1020938005025	05/17/23		70451	06/01/23	446.93	47.86 47.86
	16918	01 TEFLON	1020938005025	05/19/23		70451	06/01/23	446.93	8.90 8.90
	17039	01 VOLLEYBALL NET REPAIR	2040908005010	05/22/23		70484	06/08/23	139.60	18.04 18.04
	17043	01 DRINKING FOUNTAIN REPAIR	1020938005012	05/22/23		70451	06/01/23	446.93	10.64 10.64
	17054	01 FOUNTAIN PARTS	1020938005012	05/22/23		70484	06/08/23	139.60	21.42 21.42

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
17056		01 CUSTODIAL SUPPLIES	2050908005023	05/22/23		70451	06/01/23	446.93	15.95 15.95
17059		01 DRINKING FOUNTAIN REPAIR	1020938005012	05/22/23		70451	06/01/23	446.93	7.14 7.14
17099		01 VOLLEYBALL NET REPAIRS	2040908005010	05/23/23		70484	06/08/23	139.60	25.96 25.96
17105		01 FENCE TIES	2050908005013	05/23/23		70484	06/08/23	139.60	6.99 6.99
17125		01 TSTAT BATTERIES	2060908005013	05/23/23		70451	06/01/23	446.93	19.99 19.99
17163		01 TRUCK HITCH ADAPTERS	1020938005015	05/24/23		70451	06/01/23	446.93	43.98 43.98
17447		01 SPRINKLER	1020938005025	05/30/23		70451	06/01/23	446.93	19.97 19.97
17450		01 WASTE BASKET	2050908005023	05/30/23		70484	06/08/23	139.60	15.98 15.98
17453		01 CONCRETE	1020938005025	05/30/23		70451	06/01/23	446.93	11.01 11.01
17522		01 CAULK	2050908005013	05/31/23		70484	06/08/23	139.60	31.90 31.90
17529		01 PAINT	2042908005013	05/31/23		70484	06/08/23	139.60	18.94 18.94
17573		01 FOUNTAIN PARTS - RETURN	1020938005012	06/01/23		70484	06/08/23	139.60	-17.85 -17.85
17578		01 FOUNTAIN PARTS	1020938005012	06/01/23		70484	06/08/23	139.60	7.14 7.14
17640		01 QUICK COUPLER REPAIR	1020938005012	06/02/23		70484	06/08/23	139.60	11.08 11.08
VENDOR TOTAL:									1,016.59
56817	METRO DOOR AND DOCK, INC								
	E17450	01 GARAGE DOOR REPAIR - MSW	4042908705710	04/24/23		70397	05/17/23	687.50	687.50 687.50

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									687.50
58900	THE MULCH CENTER								
	338476	01 GRAVEL	1020938005025	04/27/23		70398	05/17/23	796.00	156.00 156.00
	345498	01 TOPSOIL	1020938005025	05/10/23		70398	05/17/23	796.00	640.00 640.00
VENDOR TOTAL:									796.00
61200	NORTH SHORE GOOSE CONTROL								
	2488	01 GEESE POLICE	2060608505590	06/01/23		70452	06/01/23	578.37	578.37 578.37
VENDOR TOTAL:									578.37
61201	NICOR GAS								
	23032700009/MAY 2023								
	01 POOL - 4/25 - 5/23/2023		2050908405420	05/24/23		70453	06/01/23	1,600.55	311.84 311.84
	30532700009/MAY 2023								
	01 ZONE - 4/20 - 5/18/2023		2042908405420	05/19/23		70433	05/25/23	515.17	401.14 401.14
	34132700005/MAY 2023								
	01 MAINT GARAGE - 4/25 - 5/23/23		1020938405420	05/24/23		70453	06/01/23	1,600.55	88.82 88.82
	40383400005/MAY 2023								
	01 RR MAINT - 4/25 - 5/23/2023		2060928405420	05/24/23		70453	06/01/23	1,600.55	212.62 212.62
	51284400002/MAY 2023								
	01 RRCH - 4/21 - 5/21/2023		2060908405420	05/22/23		70453	06/01/23	1,600.55	361.45 361.45
	63152647903/MAY 2023								
	01 ADMIN - 4/25 - 5/23/2023		1011908405420	05/24/23		70453	06/01/23	1,600.55	88.78 88.78
	83132700002/MAY 2023								
	01 MSWCC - 4/25 - 5/23/2023		2040908405420	05/24/23		70453	06/01/23	1,600.55	537.04 537.04
	88472700009/MAY 2023								
	01 BB - 4/18 - 5/16/2023		2041908405420	05/17/23		70433	05/25/23	515.17	114.03 114.03
VENDOR TOTAL:									2,115.72
65733	ON TAP COMPANY								
	36744	01 MSW - COOLER RENTAL-6 MONTHS	2040908405450	05/15/23		70454	06/01/23	174.00	174.00 174.00

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									174.00
68777	PADDOCK PUBLICATIONS								
	251158	01 WILLOW BID NOTICE	4022938715711	05/08/23		70434	05/25/23	261.90	261.90 261.90
VENDOR TOTAL:									261.90
69893	PEPSI-COLA GENERAL BOTTLING CO								
	46609459	01 RRG- WATER AND GATORADE	2060608005041	06/05/23		70485	06/08/23	360.90	360.90 360.90
VENDOR TOTAL:									360.90
70250	PETTY CASH								
	2023 - CONCESSION BANKS								
	01 BANK #1 & #2		2010100101104	05/25/23		70435	05/25/23	225.00	225.00 100.00
	02 RESERVE BANK		2010100101104						125.00
	2023 FOUNDATION FAMILY CAMP NITE BANK								
	01 BANK-FOUNDATN FAMILY CMP NGHT		2010100101104	05/25/23		70455	06/01/23	200.00	200.00 200.00
	2023 POOL BANK								
	01 2023 POOL BANK		2010100101104	05/16/23		70399	05/17/23	548.08	400.00 400.00
	MSW PETTY CASH-5/15/23								
	01 VEG OIL - CRAFT SUPPLIES		2031320405521	05/15/23		70399	05/17/23	548.08	148.08 27.03
	02 DIRT - SEEDS		2031320315521						17.58
	03 SHAVING CREAM		2031320315521						2.98
	04 STAFF LUNCH REVIEW		2040908605615						43.98
	05 THANKGIVING LUNCH DECOR		1010908905525						8.75
	06 SHORTAGE		2040900094906						47.76
VENDOR TOTAL:									973.08
73946	REINDERS, INC.								
	4292452-00	01 TURF PAINT	1020938005025	03/31/23		70486	06/08/23	63.00	63.00 63.00
	4292886-00	01 STRAW BLANKET	1020938005025	04/20/23		70436	05/25/23	680.40	150.00 150.00
	4293038-00	01 GYPSUM	1020938005025	05/01/23		70436	05/25/23	680.40	530.40 530.40



FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	128230093-001								
	01	NOZZLES FOR SPRAYER	2060928005016	04/24/23		70440	05/25/23	242.00	242.00
	129205466-001								
	01	STRAW BLANKET	2060928705719	04/27/23		70458	06/01/23	249.00	249.00
79793	JUSTIN SLADE							VENDOR TOTAL:	1,113.00
	MILEAGE-APRIL 2023								
	01	MILEAGE EXPENSE-APR '23-263.2	2010908305304	05/12/23		70404	05/17/23	172.40	172.40
79892	SMARTSIGN							VENDOR TOTAL:	172.40
	MPS-786098								
	01	ADA PARKING LOT SIGNS	2410908705710	05/22/23		70459	06/01/23	612.58	612.58
81975	STUCKEY CONSTRUCTION CO							VENDOR TOTAL:	612.58
	2023 POOL LINE RENO-PAY APP #2								
	01	POOL SUPPLY LINE RENO-PAY #2	4050908705710	05/23/23		70441	05/25/23	168,625.80	168,625.80
82070	SUBURBAN AUTO CENTER, INC.							VENDOR TOTAL:	168,625.80
	76472								
	01	BUS #2 A/C SERVICE	2010908505545	05/30/23		70460	06/01/23	78.00	78.00
82220	SUNBURST SPORTSWEAR							VENDOR TOTAL:	78.00
	125603								
	01	EXTRA JERSEYS-7/8TH GR BBALL	2031311415521	02/07/23		70405	05/17/23	44.25	44.25
83696	TEMPLE & ASSOCIATES							VENDOR TOTAL:	44.25
	8964								
	01	WIFI SECURITY CERT RENEWAL	1010908605691	05/15/23		70442	05/25/23	270.00	270.00
	8984								
	01	EDR ANTI MALWARE - MAY '23	1010908605691	05/31/23		70489	06/08/23	248.00	248.00

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
85050	DONNALYNN TORTORELLA							VENDOR TOTAL:	518.00
	MILEAGE- 4/17-5/31/2023								
	01	MILEAGE EXPENSE - 4/17-5/31/23	1010908305304	06/08/23		70490	06/08/23	142.14	142.14
85400	TS DISTRIBUTORS, INC.							VENDOR TOTAL:	142.14
	2078859								
	01	WADE POOL HANDLE	2050908005013	04/10/23		70406	05/17/23	102.55	102.55
88128	UNIVAR USA INC							VENDOR TOTAL:	102.55
	51152077								
	01	CHLORINE	2050908005022	05/15/23		70407	05/17/23	1,641.60	1,641.60
	51178834								
	01	ACID	2050908005022	05/25/23		70461	06/01/23	1,032.94	1,032.94
90330	VILLAGE OF MT. PROSPECT							VENDOR TOTAL:	2,674.54
	1132-004/MAY 2023								
	01	ZONE - 4/10 - 5/9/2023	2042908405450	05/15/23		70443	05/25/23	84.12	84.12
90332	VILLAGE OF MT. PROSPECT							VENDOR TOTAL:	84.12
	FOTG SPONSOR-2023-004								
	01	FRIDAYS ON THE GREEN SPONSRSHP	1010908505570	05/09/23		70408	05/17/23	750.00	750.00
91580	THE W-T GROUP, LLC							VENDOR TOTAL:	750.00
	A2300008-03								
	01	POOL ENGINEERING	4050908705710	05/02/23		70409	05/17/23	1,500.00	1,500.00
91670	MICHAEL WAGNER & SONS, INC.							VENDOR TOTAL:	1,500.00
	1008328								
	01	DRAIN REPAIR	2050908005013	05/17/23		70462	06/01/23	80.80	51.37

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	1008663	01 DOWNSPOUT REPAIR	2041908005013	05/30/23		70462	06/01/23	80.80	29.43 29.43
									VENDOR TOTAL: 80.80
95390		WOODWARD PRINTING SERVICES							
	11897011	01 ACTIVE ADULT NEWSLTR-SUMMER	2010908505571	05/24/23		70491	06/08/23	907.71	907.71 907.71
									VENDOR TOTAL: 907.71
98285		STEVEN ZANE BUZIL							
	2304	01 RRCG - 6/9/23 EVENT	2060628505590	02/11/23		70463	06/01/23	500.00	250.00 250.00
	2305	01 RRCG - 7/15/23 EVENT	2060628505590	02/11/23		70463	06/01/23	500.00	250.00 250.00
									VENDOR TOTAL: 500.00
R10180		DOMINIKA BOONE							
	REFUND 5/12/23	01 WITHDRAW FROM CAMP TAG ON 2023	2060611874610	05/12/23		70410	05/17/23	100.00	100.00 100.00
									VENDOR TOTAL: 100.00
R48244		MEGAN KALWEIT							
	REFUND 5/16/2023	01 REFUND 5/16/2023	2010100152506	05/16/23		70411	05/17/23	71.66	71.66 71.66
									VENDOR TOTAL: 71.66
R48263		LAURA KANEMORI							
	REFUND 5/16/2023	01 REFUND 5/16/2023	2010100152506	05/16/23		70412	05/17/23	357.36	357.36 357.36
									VENDOR TOTAL: 357.36
R48303		DAWN KATCHER							
	REFUND 5/16/2023	01 REFUND 5/16/2023	2010100152506	05/16/23		70413	05/17/23	177.00	177.00 177.00
									VENDOR TOTAL: 177.00
R48313		ELENI KATRANTZIS							
	REFUND 5/16/2023	01 REFUND 5/16/23	2010100152506	05/16/23		70414	05/17/23	55.00	55.00 55.00

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
									VENDOR TOTAL: 55.00
R48320		DIMITRA KATRIS							
	REFUND 5/16/2023	01 REFUND 5/16/2023	2010100152506	05/16/23		70415	05/17/23	25.50	25.50 25.50
									VENDOR TOTAL: 25.50
R49170		KI KELLEN							
	REFUND 5/16/2023	01 REFUND 5/16/2023	2010100152506	05/16/23		70416	05/17/23	86.00	86.00 86.00
									VENDOR TOTAL: 86.00
R49270		AMY KELLY							
	REFUND 5/31/2023	01 REFUND - 5/31/2023	2010100152506	05/31/23		70464	06/01/23	88.00	88.00 88.00
									VENDOR TOTAL: 88.00
R49275		DOREEN KELLY							
	REFUND 5/31/2023	01 REFUND 5/31/2023	2010100152506	05/31/23		70465	06/01/23	12.00	12.00 12.00
									VENDOR TOTAL: 12.00
R49296		JAMIE KEMPER							
	REFUND 5/31/2023	01 REFUND 5/31/2023	2010100152506	05/31/23		70466	06/01/23	5.00	5.00 5.00
									VENDOR TOTAL: 5.00
R49360		LAURA KENNEDY							
	REFUND 5/31/2023	01 REFUND 5/31/2023	2010100152506	05/31/23		70467	06/01/23	71.68	71.68 71.68
									VENDOR TOTAL: 71.68
R54150		ALISON MA							
	REFUND 5/12/23	01 WITHDRAW FROM LITTLE KICKERS	2031311054610	05/12/23		70417	05/17/23	65.00	65.00 65.00
									VENDOR TOTAL: 65.00
R54655		BRENDA MARTINEZ							
	REFUND - 5/25/2023	01 REFUND 5/25/2023	2010100152506	05/25/23		70468	06/01/23	4.00	4.00 4.00

DATE: 06/09/2023  
TIME: 10:19:50  
ID: AP450000.WOW

RIVER TRAILS PARK DISTRICT  
PAID INVOICE LISTING

FROM 05/13/2023 TO 06/09/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
									VENDOR TOTAL: 4.00
R56885		ANGIE MENDIOLA							
		REFUND 5/25/2023		05/25/23		70469	06/01/23	8.00	8.00
		01 REFUND 5/25/2023	2010100152506						8.00
									VENDOR TOTAL: 8.00
									TOTAL --- ALL INVOICES: 273,129.41



# MEMORANDUM



To: Board of Commissioners  
 From: David Oswald, Superintendent of Finance  
 RE: Treasurer’s Report Highlights – April 2023  
 Date: June 13, 2023

## CORRECTION

For the first quarter of 2023, the first page of the monthly Treasurer’s Report was incorrectly displaying Beginning Fund Balances for 1/1/2022 instead of 1/1/2023. The spreadsheet formula has been corrected and the unaudited opening balance for 1/1/2023 is displaying correctly in this April Treasurer’s Report. When the May Treasurer’s Report is presented to the Board next month, the opening balances will be further revised to reflect the audited figures.

## REVENUES

### YTD Revenue

- All funds are above the 33.3% April Target Percentage. However, this data point is somewhat misleading when trying to make year-to-year comparisons.
- Comparing YTD Revenue to previous year
  - The Board will recall that the district received about a quarter of the budgeted 2022 Cook County property tax revenue late. This revenue was received in early 2023 instead of 2022.
  - A more helpful comparison would be to remove the \$922,336 in late property tax revenue from the 2023 YTD. This would result in a YTD revenue of \$4,272,741 (instead of \$5,195,077) which is 50% (instead of 61%) of the budgeted amount and \$416,142 over April 2022 YTD revenue.

### Property Tax Revenue

- YTD the district has received \$2,033,000 in 2023 Property Tax Revenue from Cook County.
  - This figure is 50% of the annual budgeted/levied amount.

## Fund 20 – Recreation Fund

Registration/Rental Revenues are in-line with previous years.

Year	Registration/Rental Revenue
2023 April	\$ 231,000
2022 April	\$ 206,000
2021 April	\$ 303,000
2020 April	\$ 0
2019 April	\$ 218,000

## EXPENSES

### YTD Expenses

- Most funds near or below the 33.3% April Target Percentage.
- As a reminder, the notably higher 50% YTD Expenses for the Bond & Interest Fund is because bond payments are made in February and November.

### Fund 40 Capital Improvements

- April Capital outlay = \$51,743. This is summarized on the bottom right of the Treasurer’s Report.
- Maintenance Equipment Purchase = \$33,000
  - Utility Cart = \$13,000; Top Dresser (spreads wet/dry materials) = \$20,000
- In May, we will see larger capital items (pool, ADA projects, asphalt)



**PROFIT (Revenue – Expenses)**

- Continuing the comparison of removing the \$922,336 in late property tax revenue from the 2023 YTD, the YTD net profit is \$1,991,624 (instead of \$2,913,960) which is \$755,573 higher than last YTD (\$1,236,051).

**PAYROLL**

- There were 95 employees on 4/5/2023 payroll and 101 employees on the 4/19/2023 payroll. This upward trend reflects the beginning of summer seasonal employees joining the payroll.

**River Trails Park District  
Treasurer's Report  
April 2023**

**Target 33.3%**

<b>FUND</b>	<b>April</b>		<b>Yr-to-date</b>		<b>Budgeted</b>		<b>%</b>		<b>Prior Year</b>		<b>Interfund</b>		<b>Yr-to-date</b>		<b>Beginning</b>	
	<b>Revenue</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Amount</b>	<b>Amount</b>	<b>Used</b>	<b>Used</b>	<b>Month</b>	<b>Month</b>	<b>Transfers</b>	<b>Interfund Trf</b>	<b>Fund Balance</b>	<b>Fund Balance</b>		
<b>REVENUE</b>															<b>1/1/2023</b>	
10 Corporate	\$ 447,103	\$	\$ 1,198,249	\$	\$ 1,722,383	\$	70%	\$ 508,889	\$	\$ 754,196			\$	\$ 859,391		
20 Recreation	\$ 512,940	\$	\$ 1,598,582	\$	\$ 3,777,383	\$	42%	\$ 449,496	\$	\$ 1,250,372			\$	\$ 1,533,730		
21 Retirement	\$ 88,492	\$	\$ 228,770	\$	\$ 245,000	\$	93%	\$ 135,904	\$	\$ 191,458			\$	\$ 195,077		
22 Liability Insurance	\$ 22,102	\$	\$ 56,857	\$	\$ 65,000	\$	87%	\$ 37,040	\$	\$ 51,842			\$	\$ 38,434		
23 Audit	\$ 4,421	\$	\$ 11,383	\$	\$ 16,000	\$	71%	\$ 5,404	\$	\$ 7,568			\$	\$ 1,495		
24 Handicapped Recreation	\$ 65,807	\$	\$ 169,411	\$	\$ 234,000	\$	72%	\$ 89,630	\$	\$ 125,606			\$	\$ 290,570		
25 Paving & Lighting	\$ 8,226	\$	\$ 21,177	\$	\$ 24,000	\$	88%	\$ 11,204	\$	\$ 15,701			\$	\$ 18,647		
26 Bond & Interest	\$ 296,643	\$	\$ 1,710,649	\$	\$ 1,932,736	\$	89%	\$ 371,002	\$	\$ 1,437,913			\$	\$ 289,669		
40 Capital Improvements	\$ -	\$	\$ 200,000	\$	\$ 964,799	\$	46%	\$ -	\$	\$ 21,942	\$	\$ 244,799	\$	\$ 2,135,480		
<b>TOTAL REVENUE</b>	\$ 1,445,732	\$	\$ 5,195,077	\$	\$ 8,981,301	\$	61%	\$ 1,608,568	\$	\$ 3,856,598	\$	\$ 244,799	\$	\$ 5,362,494		
<b>EXPENSES</b>	<b>April</b>	<b>Expenses</b>	<b>Yr-to-date</b>	<b>Expenses</b>	<b>Budgeted</b>	<b>Amount</b>	<b>%</b>	<b>Month</b>	<b>Month</b>	<b>Prior Year</b>	<b>Yr-to-Date</b>		<b>Ending Fund</b>	<b>Balance</b>		
10 Corporate	\$ 112,830	\$	\$ 370,913	\$	\$ 1,589,087	\$	23%	\$ 106,904	\$	\$ 346,770			\$	\$ 1,686,726		
20 Recreation	\$ 191,302	\$	\$ 814,696	\$	\$ 3,462,457	\$	24%	\$ 218,427	\$	\$ 647,147			\$	\$ 2,317,617		
21 Retirement	\$ 21,006	\$	\$ 80,106	\$	\$ 314,000	\$	26%	\$ 22,711	\$	\$ 80,841			\$	\$ 343,741		
22 Liability Insurance	\$ -	\$	\$ 24,376	\$	\$ 80,086	\$	30%	\$ 9,582	\$	\$ 26,186			\$	\$ 70,915		
23 Audit	\$ 2,500	\$	\$ 2,500	\$	\$ 14,525	\$	17%	\$ -	\$	\$ -			\$	\$ 10,379		
24 Handicapped Recreation	\$ 4,918	\$	\$ 31,759	\$	\$ 420,000	\$	8%	\$ 26,452	\$	\$ 26,452			\$	\$ 428,221		
25 Paving & Lighting	\$ -	\$	\$ -	\$	\$ 30,000	\$	0%	\$ -	\$	\$ -			\$	\$ 39,824		
26 Bond & Interest	\$ 475	\$	\$ 720,564	\$	\$ 1,932,736	\$	50%	\$ 6,700	\$	\$ 743,017	\$	\$ 244,799	\$	\$ 1,034,955		
40 Capital Improvements	\$ 51,743	\$	\$ 236,204	\$	\$ 1,630,000	\$	14%	\$ 320,670	\$	\$ 750,133			\$	\$ 2,344,076		
<b>TOTAL EXPENSES</b>	\$ 384,773	\$	\$ 2,281,117	\$	\$ 9,472,891	\$	27%	\$ 711,446	\$	\$ 2,620,547	\$	\$ 244,799	\$	\$ 8,276,454		
<b>Profit/Loss</b>	\$ 1,060,959	\$	\$ 2,913,960	\$	\$ (491,590)	\$		\$ 897,123	\$	\$ 1,236,051	\$	\$ -	\$	\$ -		
<b>Monthly Capital Highlights</b>																
JSD - Willow Trails Park thru 3/31/23													\$	\$ 11,567		
Maintenance Equipment Purchase													\$	\$ 32,789		
Miscellaneous													\$	\$ 7,386		
<b>Total</b>													\$	\$ 51,743		

**RIVER TRAILS PARK DISTRICT**  
**Cash and Payroll Summary**  
**April 2023**

<b>Cash Available</b>	<b>Amount</b>	<b>Yield</b>
Busey Bank - Operating Account	\$ 294,510	
Busey Bank - Money Market	\$ 2,600,126	4.49%
Busey Bank - MM 2021B Refunding Proceeds	\$ 271,859	4.49%
IPDLAF - General Fund	\$ 5,190,061	4.68%
Outstanding Checks - RTPD	\$ (22,301)	
<b>TOTAL CASH NET WORTH</b>	<b>\$ 8,334,255</b>	

<b>Payroll Information</b>		
Date	<b>4/5/2023</b>	<b>4/19/2023</b>
Gross Payroll	\$ 85,370	\$ 108,301
Number of Employees	96	101



## BOARD MEMORANDUM

To: Board of Commissioners  
From: David Oswald, Superintendent of Finance  
RE: Audit – 2022 Fiscal Year  
Date: June 13, 2023

---

### **Supports the Following Initiatives**

- Maintaining Financial Strength and Sustainability
- Improvements in the Internal Processes and Systems
- Developing and Maintaining Community Relationships
- Being a Source of Innovation and Growth
- Being a Leader in Social Diversity, Equity and Inclusion (DEI)

### **Background**

To fulfill compliance obligations, the district must submit an annual audit with the Illinois State Comptroller by June 30<sup>th</sup> each year. This audit, also known as the Annual Comprehensive Financial Report (ACFR), has been prepared by Sikich.

In order to help the Board digest the contents of the audit, staff emailed Board members a digital copy of the audit this past Friday, June 9<sup>th</sup> and recommended that they give particular attention to the Letter of Transmittal and the Management Discussion & Analysis. The audit will also be attached as part of the electronic upload supplied to the Board.

The auditors will be in attendance at the Board meeting to formally present the audit and their findings.

### **Action & Motion Requested**

Staff requests that the Board motion to accept the 2022 Audit (Annual Comprehensive Financial Report) as presented.



## MEMORANDUM



To: Board of Commissioners

From: Mike Hanley  
Superintendent of Parks

RE: Parks Report

Date: 6/12/2023

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### Trades

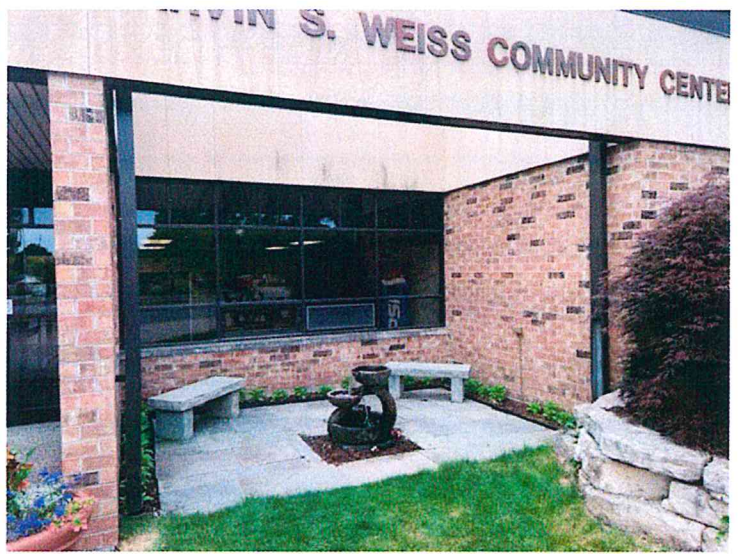
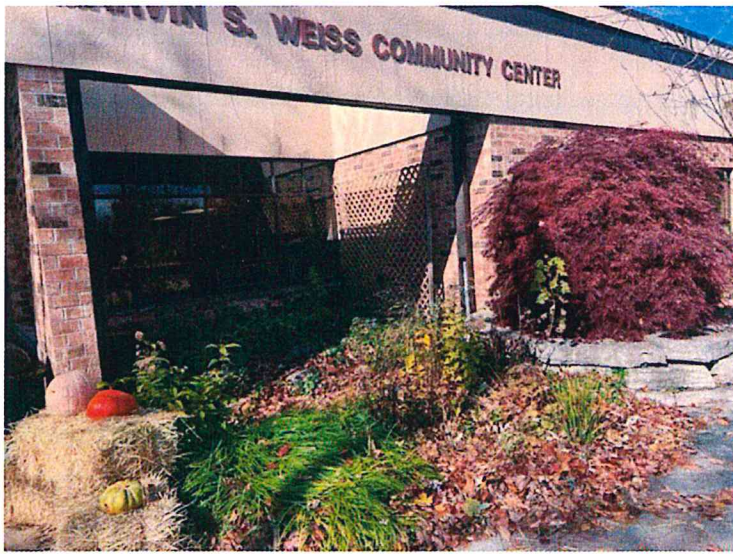
- Woodland Trails Pool successfully opened June 9th. Kudos to Tom Kearns, Ryan Geisler, Erik Hosp, and the team for their dedication and effort.
- ADA compliant amenities were installed in pool bathhouse. Two sidewalks were installed for ADA access to the Marvin Weiss Community Center. These projects were completed as part of the park district's overall ADA transition plan.
- Parking lot asphalt patching and restriping completed at the Marvin Weiss Community Center along with asphalt repairs to the golf maintenance driveway
- Playground maintenance and painting underway at Woodland Trails Park; very colorful.
- Routine seasonal facility inspections and preventative maintenance ongoing
- Facility safety audits and repairs completed

### Parks

- An eloquent, tranquil space was created outside the front of MSWCC complete with new water feature.
- The Zone landscape was enhanced to compliment the new facility façade.
- Landscape enhancements adjacent to park playgrounds and inside mini golf were done to create safe and aesthetically pleasing spaces.
- Routine Park maintenance horticultural practices, and inspections of parks, playgrounds, staff trainings and athletic courts/fields.

### Rob Roy Golf Course

- The irrigation for the golf course and Woodland Trails Park pump and 270 feet of the well pipe was replaced. The pump was last replaced in 2004.
- Draught conditions are such that the need for fungicide applications have not been required.
- Routine mowing, weed control, and fertilizer operations are on going





## MEMORANDUM



To: Board of Commissioners

From: Vance Violante – Manager of Facilities & Athletics

RE: Annual Youth & Adult Athletics Participation Comparison 2021 v 2022

Date: 5/23/2023

---

### **STATEMENT**

Attached is a breakdown of 2021 vs 2022 Youth & Adult Athletic participation numbers.

### **DISCUSSION**

#### Youth Athletics:

- Youth Basketball – Winter 2022 season drew nearly double the participation from 2021 increasing by 81 participants.
- Youth Floor Hockey – No longer offered
- Little Kickers/Youth Soccer/Indoor Soccer– Overall soccer participation remained the same with a total of 382 participants in 2021 and 2022. The Spring season had a small increase while the fall season had a small decrease. Indoor soccer drew 2 more participants compared to 2021.
- Micro Baseball – Enrollment for the 2022 season decreased by 26 participants compared to the 2021 season.
- Youth Volleyball – As a whole, the volleyball program increased from 67 participants in 2021 to 98 participants in 2022. The fall 2022 season accounted for most of the growth by adding 25 players.

#### Adult Athletics:

- Volleyball – After 3 leagues not running due to covid, we were able to get a small 4 team league running in the fall. This league is still feeling the effects of being cancelled due to covid.
- Softball – Summer softball teams went up modestly from 18 (2021) to 19 (2022)
- Basketball – The summer league increased by 2 teams in 2022 from 15 to 17
- Flag Football – The “mainstays” in the league that have played for 15+ years are now old and have retired, finding new young teams has been a struggled. The league ran with a bare minimum of 3
- Bags – We continue to slowly climb back to where we were pre-covid. In 2022 we increased by 5 teams compared to 2021. A total of 67 teams. We would still like to get back into the low to mid 40’s each season which would put us around 90 teams for a year.

### **CONCLUSION**

Youth and adult leagues in all districts have major challenges due lack of willingness to commit, untraditional work schedules and youth club/travel sports. Its apparent that many adults do not commit to leagues any more due to the amount of time they spend with their children transporting them to practices and or games for club/travel sports. We will keep looking for opportunities for adult leagues / activities starting with growing pickleball. Youth sports, except for micro baseball which had an unexplainable drop, all leagues grew in 2022 which is encouraging. We will continue to evaluate ways to keep patrons with us longer instead of going to travel clubs at such as early age.

# YOUTH ATHLETIC PARTICIPATION NUMBERS BY LEAGUES

## Youth Basketball

	2018	2019	2020	2021	2022
Kindergarten (Co-Ed)	23	16	27	0	33
1st/2nd Grade Boys	36	44	33	39	32
1st/2nd Grade Girls	8	11	11	1	8
3rd/4th Grade Boys	20	26	38	26	38
3rd/4th Grade Girls	12	9	20	3	20
5th/6th Grade Boys	19	24	15	12	18
5th/6th Grade Girls	10	12	6	1	9
7th/8th Grade Boys	27	5	7	0	5
7th/8th Grade Girls	1	0	0	0	0
<b>TOTAL</b>	<b>156</b>	<b>147</b>	<b>167</b>	<b>82</b>	<b>163</b>

## Youth Floor Hockey/Outdoor Court Hockey

	Fall 2017	Spring 2018	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
K & 1st Grade	9	14	7	11	0	0	0
2nd/3rd Grade	11	11	13	15	0	0	0
4th/5th Grade	9	9	5	5	0	0	0
6th/7th/8th Grade	5	8	0	0	0	0	0
<b>TOTAL</b>	<b>34</b>	<b>42</b>	<b>25</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Soccer – Little Kickers/Youth Outdoor/Indoor Soccer

	Spring 2019	Fall 2019	Indoor 2019	Spring 2020	Fall 2020	Indoor 2020	Spring 2021	Fall 2021	Indoor 2021	Spring 2022	Fall 2022	Indoor 2022
4Y & 5Y	51	26	15	0	14	15	36	30	0	40	29	2
Kindergarten	41	44	10	0	8	11	23	39	0	31	16	10
1st Grade	35	44	7	0	37	15	34	33	5	36	34	6
2nd Grade	30	20	15	0	16	8	27	30	6	25	25	5
3rd Grade	21	22	0	0	10	17	12	26	2	27	16	6
4th Grade	23	22	5	0	15	7	22	15	11	21	23	0
5th Grade	15	14	1	0	9	5	15	9	3	8	8	0
6th Grade	8	10	2	0	0	0	0	4	0	7	7	0
7th Grade	9	0	0	0	0	0	0	0	0	0	0	0
8th Grade	5	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>238</b>	<b>192</b>	<b>55</b>	<b>0</b>	<b>109</b>	<b>78</b>	<b>169</b>	<b>186</b>	<b>27</b>	<b>195</b>	<b>158</b>	<b>29</b>

## Micro Baseball

	2018	2019	2020	2021	2022
T-Ball (4Y/5Y/6Y)	47	44	15	53	28
Rookie (1st/2nd)	55	41	12	37	26
<b>TOTAL</b>	<b>102</b>	<b>85</b>	<b>27</b>	<b>90</b>	<b>54</b>

## Youth Volleyball

	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020		Spring 2021	Fall 2021	Spring 2022	Fall 2022
							1st-3rd	10	6	5	9
1st – 4th grade	12	15	14	13	16	8	3rd-5th	8	17	18	18
5th – 8th grade	12	15	21	14	33	18	6th-8th	14	12	15	33
<b>TOTAL</b>	<b>24</b>	<b>30</b>	<b>35</b>	<b>27</b>	<b>49</b>	<b>26</b>		<b>32</b>	<b>35</b>	<b>38</b>	<b>60</b>



# ADULT ATHLETIC TEAM NUMBERS BY LEAGUES

## Adult Volleyball

	W/S	Summer	Fall	TOTAL
2018	5	4	9	18
2019	8	4	5	17
2020	8	0	0	8
2021	covid	0	covid	0
2022	covid	0	4	4

## Adult Softball - Summer

	Mondays	Tuesdays	Fridays	Wednesday	TOTAL
	C Lg 16"	B Lg 16"	Coed 14"	16"	
2018	5	4	6	7	22
2019	6	0	6	9	21
2020	4	6	4	0	14
2021	4	0	5	0	9
2022	6	0	5	8	19

## Adult Basketball

	Division I	Division II	TOTAL
2018	0	16	16
2019	0	10	10
2020	0	0	0
2021	15	0	15
2022	10	6	16

## Adult Softball - Fall

	16" Men's	14" Coed	TOTAL
2018	0	5	5
2019	0	0	0
2020	0	0	0
2021	0	0	0
2022	0	0	0

## Adults Bags

	W/S	Fall	Total
2018	46	48	94
2019	43	47	90
2020	47	25	72
2021	29	33	62
2022	31	36	67

## Adult Flag Football

	TOTAL
2018	7
2019	6
2020	0
2021	5
2022	3



## **MEMORANDUM**

To: Board of Commissioners

From: Louis Eckenbrecht  
General Manager of Golf

RE: Quarter #1 (Q1) Golf Revenue Report (January-March 2023) Plus April

Date: 6/9/2023

---

## **STATEMENT**

Attached is the Q1 Golf Operations Financial Report Including April 2023. Staff included April since that is the first month of any significant revenue.

## **DISCUSSION**

- Q1 produced revenue of 4,802 from the Junior Golf League sign-up and gift card sales online. New gift cards and marketing continuing to sell well.
- Existing league membership has remained steady. In addition, RRGCC picked up two of the smaller leagues. One new league set up for Sunday afternoons, traditionally a slow period for the course.
- Q1 did see a lot of front loaded merchandise costs as golf supply chains have improved.
- April play had a total of 1,670 rounds
  - April only had 4 golf course closures, 10 rainy days, and only 8 frost delays.
  - The last frost delay was April 27<sup>th</sup> which is slightly later than an average year.
  - The average daily high for April was 72 degrees
- Tree removal has been very popular with community and guests.
- Green conditions are reviewing exceptionally. The average score on Golfpass is at 4.7/5
- The Fish Fry was very popular averaging 80-100 guests per evening.
- Golf Maintenance is up \$45k due to the fact that 2022 was significantly understaffed because of lack of available employees. We knew this line item would be up significantly and had budgeted appropriately.
- Gen Ops line is up \$28k due to a couple factors. In 2022, the operation costs for utilities was quite low Q1 and early Q2 since Open Kitchens did not begin their operation until May 1, 2022 and there were no grill operations prior. The cost of water and gas had been unusually high this winter/spring and increase use for events and the enormous success of the fish fry drew much more cost for utilities.

## **CONCLUSION**

- Rob Roy is averaging 55 rounds per day through April and should put us ahead of Q2 total round numbers from last year noticeably.
- Revenue for April closed at \$58,685. A very strong opening month especially when compared to last year when compared to \$36,412 for April 2022.
- Presently 04/30 YTD Revenue is 10.9%, Expenses 27.7%





**RIVER TRAILS**  
PARK DISTRICT

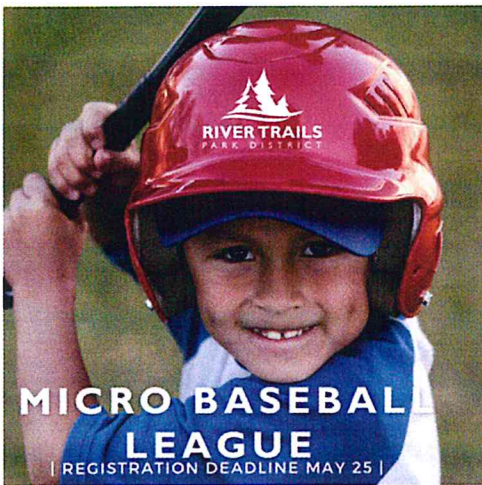
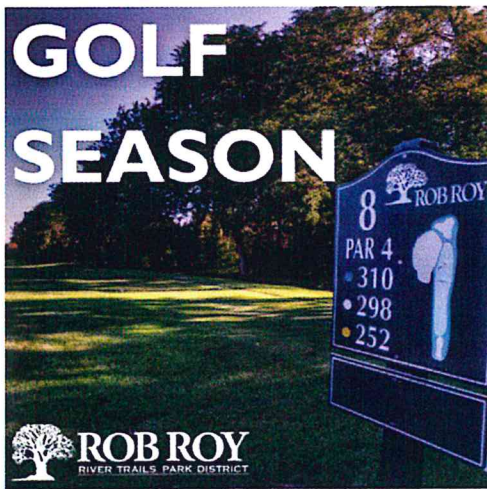


# MARKETING REPORT

March 27-June 9

Spring 2023

# INTEGRATED BRANDING & MARKETING



Back to creating and expressing a consistent identity: logo, style and typography.  
Branding is essential for marketing through various channels and tactics:

- **Digital Marketing**
  - Website
  - Social Media
  - Email Communication
  - Facility Center TVs
- **Traditional Marketing/Print Communication**
  - Brochures
  - Posters & Flyers & Park Kiosks
  - Press Releases & Community Relations

# COMMUNITY RELATIONS

## Village of Mount Prospect

- Summer Newsletter
- Fridays on the Green Summer Sponsor



### Looking Ahead to Summer Events

**4TH OF JULY PARADE** Tuesday, July 4, 1pm  
The annual parade takes off at 8:00am from the Prospect Avenue and Center Street intersection in the center of the Village. The parade features floats, bands, and a variety of other entertainment. The parade route is 1.5 miles and ends at the intersection of Center Street and Prospect Avenue at 11:30am.

**CELEBRATION OF CULTURES** August 26, 11am to 6pm  
Celebrate our diversity in the annual Great Prospect Celebration of Cultures located at River Park. Celebrate the 150th anniversary of the city and enjoy an aerial performance by the Prospect Fire Department. The event is free and open to the public. For more information, visit [www.mountprospect.org](http://www.mountprospect.org).

**DOWNTOWN BLOCK PARTY** July 21 & 22  
Join the fun for the biggest party in Mount Prospect! All are invited to the downtown area on a weekend's worth of great live musical performances, live food, and beverages, and games for all ages.

# BROCHURES

## Summer Brochure

- Posted online April 18
- Resident Registration began April 25
- Open Registration began May 9

## Active Adults Brochure

Summer Programs & Events • June- August 2023

## Summer Active Adult Brochure

- Posted online May 1
- All Summer Program, Classes & Events pertaining to 50+yrs

## City of Prospect Heights

- Community Days Sponsor & Info Table



# WEBSITE

Analytics April 1-June 9

- **Website Views**
  - 28,968
  - up 7% in the past 75 days
- **Page Views**
  - 58,746
  - up 6% in the past 75 days
- **55% New Visitors**
- **45% Returning**
- **Devices**
  - 1% Tablet
  - 36% Desktop
  - 63% Mobile

## Top Pages

1. Homepage: 13,315
2. Registration: 6,592
3. Seasonal Brochure: 4,091
4. The Zone: 3,706
5. Woodlands Trails Pool: 3,629
6. Parkour: 2,463
7. Summer Camp: 2,072
8. Birthday Parties: 1,450
9. Employment: 1,050
10. Burning Bush Community Center: 962

# EMAIL CAMPAIGNS

- **Total Contacts: 8,090**
- **Open Rate 47%**
- **Emails**
  - Summer Brochure is Here: Open Rate 48%
  - Summer Resident Registration Begins : Open Rate 47%
  - 2 days Left for Pool Pass Early Bird Rate: Open Rate 45%
  - Open Registration for Summer: Open Rate 47%
  - June Events : Open Rate 49%





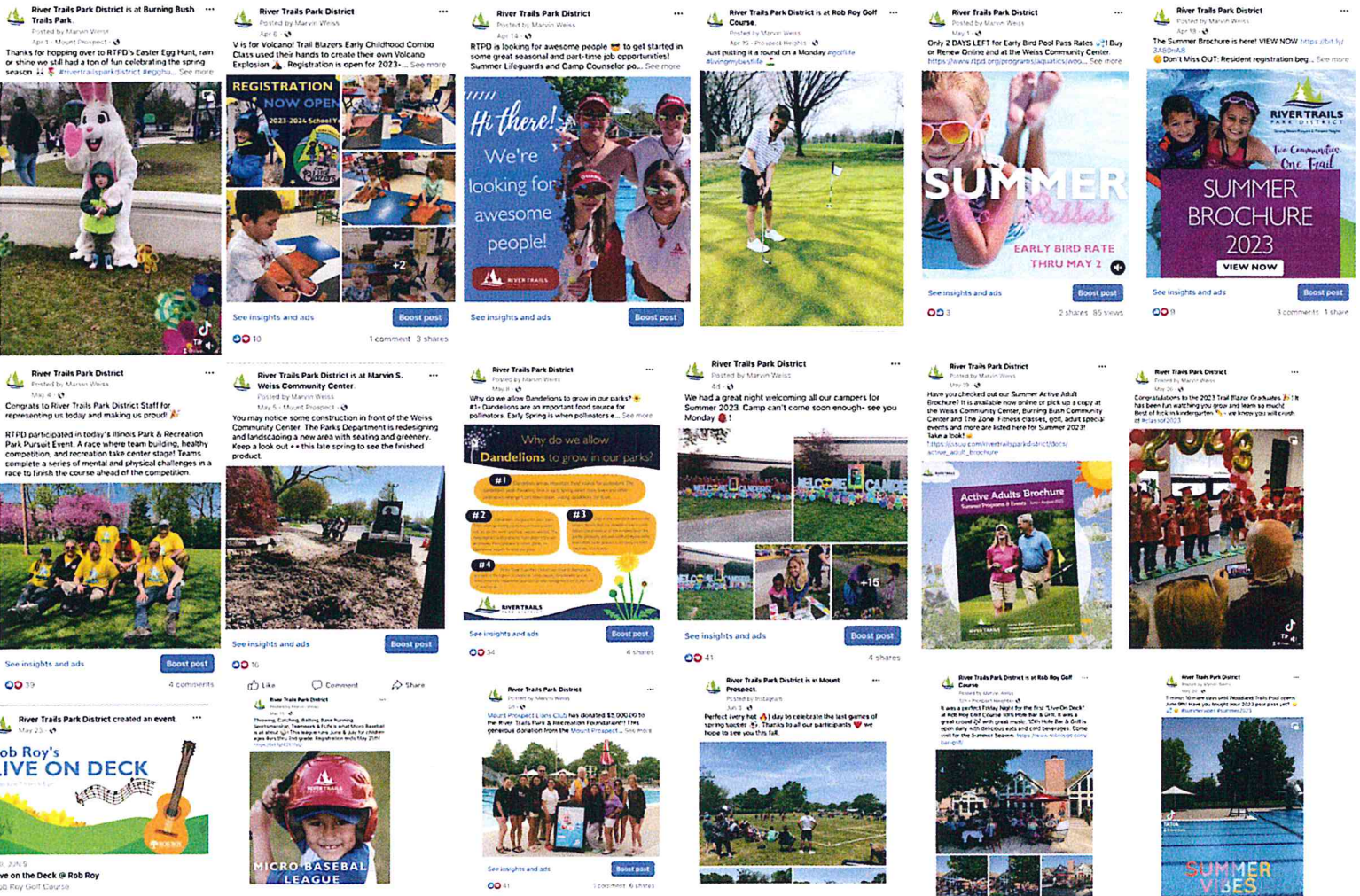
# SOCIAL MEDIA

Influencing feelings and emotions that we want followers & customers to associate with River Trails  
 .....best choice for recreation



## Highlights

- Early Childhood Registration & Graduation
- Woodland Trails Pool Passes & Opening Day
- Summer Registration
- Part-time & Seasonal Jobs
- Special Events & Post Event Photos
- Golf & Rob Roy Special Events
- Parks Department Highlights
- Summer Camp Welcome Night
- **Facebook:** 2,400 followers
- **Instagram:** 599 followers
- **TikTok:** 6 Videos created since April 1



# KICK OFF TO SUMMER

**Family Camp Night:** Welcome Campers &  
Foundation Fundraiser



## Opening Day & Weekend at Woodland Trails Pool

- Tropical Balloon Arch in Entrance
- Leis for Staff & Guests
- Beach Balls for Guest





## BOARD MEMORANDUM

To: Board of Commissioners  
From: David Oswald, Superintendent of Finance  
RE: Annual Treasurer's Report for Cook County  
Date: June 13, 2023

---

### **Supports the Following Initiatives**

- Maintaining Financial Strength and Sustainability
- Improvements in the Internal Processes and Systems
- Developing and Maintaining Community Relationships
- Being a Source of Innovation and Growth
- Being a Leader in Social Diversity, Equity and Inclusion (DEI)

### **Background**

To fulfill compliance obligations, the district must submit an Annual Treasurer's Report in the specified format with the Cook County Clerk by June 30<sup>th</sup> each year.

### **Action Requested**

District staff requests the Board acknowledge receipt of the Annual Treasurer's Report.



# Administration Office

401 E. Camp McDonald Road, Prospect Heights, IL 60070  
 Phone: 847.788.0551 Fax: 847.788.1248 Email: admin@rtpd.org



**RIVER TRAILS PARK DISTRICT**  
**Treasurer's Report for Fiscal Year**  
**Beginning January 1, 2022 and ending December 31, 2022**

State of Illinois  
 County of Cook

I, Nancy Parra, Treasurer of the River Trails Park District, in the county and state aforesaid, being duly sworn, depose and say that the following is a correct statement of the amount of public funds on hand at the commencement of the calendar year ending December 31, 2022 and the public funds received and the source from which received, the amount of public funds expended, and the individuals to whom paid for the calendar year ended December 31, 2022.

\_\_\_\_\_  
 Nancy Parra, Treasurer

Subscribed and sworn to before me this 15th day of June, 2023.

\_\_\_\_\_  
 Bret Fahnstrom, Executive Director

<b>Fund Category</b>	<b>Balance 1/1/2022</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Other Sources (Uses)</b>	<b>Balance 12/31/2022</b>
General Fund	\$ 1,042,801	\$ 1,593,864	\$ 1,188,332	\$ (120,000)	\$ 1,328,333
Recreation Fund	\$ 1,139,546	\$ 3,604,717	\$ 3,045,885	\$ -	\$ 1,698,378
Debt Service Fund	\$ 1,528,384	\$ 988,378	\$ 746,247	\$ (1,254,081)	\$ 516,434
Capital Projects Fund	\$ 1,893,553	\$ 5,252	\$ 1,421,045	\$ 1,374,081	\$ 1,851,841
Nonmajor Government Funds	\$ 588,400	\$ 696,641	\$ 603,309	\$ -	\$ 681,732
<b>Total All Funds</b>	<b>\$ 6,192,684</b>	<b>\$ 6,888,852</b>	<b>\$ 7,004,818</b>	<b>\$ -</b>	<b>\$ 6,076,718</b>

<b>Revenues</b>	<b>Revenues</b>
Property Tax	\$ 3,810,643
Replacement Tax	\$ 291,149
Interest Income	\$ 63,485
Recreation Fees	\$ 1,948,546
Golf Course Fees	\$ 600,001
Grant	\$ 5,252
Other	\$ 169,776
<b>Total Revenues</b>	<b>\$ 6,888,852</b>

**RIVER TRAILS PARK DISTRICT  
REVENUES AND EXPENSES  
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022**

**PAYROLL: 0.01 TO 25,000.00**

ALKASS, AVA; ALONSO, YESSICA; AMANJI, KAUSAR; AMANJI, YUSRA; ANDERSON, SAMUEL; ANTUNEZ, ADALIZ; ARCISZEWSKI, AMY; ASCENCIO, IVAN; BABAL, TYLAR; BANKLIAN, ALEK; BANKLIAN, AREN; BARRY, BRUCE; BAYLINA NAVAK, LAN; BENNETT, STEPHANIE; BENNY, KEVIN; BIENIEK, OLIVIA; BIJU, BEETAL; BIN-WALID, ADAM; BIN-WALID, SOFIA; BOEYKENS, CHARLETT; BOUZAS, NATALIE; BOVA, COSMO; BRUNETTI, CHARLOTTE; CALDERONE, CHRISTINA; CANNON, ANDREA; CAPONIGRO, ANTHONY; CARABA, NICHOLAS; CARDENAS, SAMUEL; CARL-BECK, DARLEEN; CARLQUIST, DYLAN; CARNALLA, CHRISTIAN; CARRELL, MICHAEL; CASCELLA, FRANK; CASTREJON, LEONEL; CASTRO, CHARLIE; CAVENDER, ERIN; CELNIK, ETHAN; CHARLEY-GAD, JULIA; CHAVEZ, JOY; CHRONOS, GEORGE; COGLIANESE, MARY; CONTANU, ANDI; CORBU, ALEXIA; COURTNEY, BENJAMIN; COX, KAILEEN; CRUZ, NICHOLAS; CUELLAR, ADELLA; CUMMINS, SAMANTHA; DAGRES, ZOE; DALBY, KATELYN; DAVIS, JEFFREY A; DE GRAFF, WADE; DE LUCIA, NICHOLAS; DELGADO, LEONARDO; DENIC, MAYA; DOHRER, REBECCA; DONOVAN, BRIDGET; DRAGOVICH, MICHAEL; DURAY, JASON; DURKIN, SYLVIA; ERICKSON, ASHLEY; ERICKSON, BRADDLEY; ERICKSON, JACK; ERICKSON, LILY; FAGRELIUS, CHRISTIAN; FAHEY, PAUL A; FIARITO, ANTONIO; FIARITO, ISABELLA; FIRNBACH, KASEY; FOGARTY, ELLEN; FOLEY, JOHN B; FOSTER, AVA; GALINSKA, ALEKSANDRA; GEBHARDT, NICOLE; GEORGIEVA, SARAH; GOGOLA, KATHRYN; GOLDBACKER, JENNIFER; GOLDBERG, DANIELLE; GONZALEZ, DANIELLE; GRABSKE, LYDIA; HAFLEY, KARA; HEIDRICH, ELIZABETH; HEINKING, KARLA; HEPPE, MARGARET; HERBST, JANICE L; HESS, EMILY; HILDER, AVA; HILL, JONATHAN; HOLMSTROM, JANE; JACKOWSKI, LESLEE; JACOBSON, JACQUELYNNE; JANISCH, KENNETH; JANKUSKY, REMINGTON; JEDRAS, EMILIA; JENKS, JENNIFER; JETTER, MELANIE; JHA, OMKAR; JIMENEZ, DESDENY; JOHANSON, AIDEN; JONES, ADDISON; JURKULAK, PATRICK; KACZKOWSKI, ANGELA; KARGENIAN, KIRSTEN; KARIM, ANUM; KASPARI, PAUL; KHOMA, EVELINA; KIM, MATTHEW; KIM, MICHAEL; KOBESKI, ZOE; KOEPL, SOFIA; KOEPL, WESLEY; KONRATH, JULIA; KRECU, NIKOLAS; KUBITZ, ALYSSA; LAMBERSON, DALE; LASKIEWICZ, JAMIE; LASOTA, ZUZANNA; LAURES, MATTHEW; LEE, LIDA; LEHMAN, DANIEL; LEWIS, OWEN; LUBOYESKI, MARK; LUNDEEN, ANNA; LUNDEEN, MATTHEW; LUNDSTROM, DANA; LUNDSTROM, JACOB; LUTZ, CLAIRE; LYNCH, KATHRYN; MAC LAUGHLIN, KYLE; MAINAEV, NIKOL; MARTINEZ, ALEXANDER; MARTINEZ, DANIEL; MATANOVIC, TEA; MATHEW, ANN; MAURER, KYLE; MC CLELLAN, AVA; MC CLELLAN, KEELY; MC GUFFIN, LIAM; MC LOUGHLIN, KAREN W; MCGOWAN, MARK; MCKEAN, CARLY; MIRANDA, YOLANDA; MITKOV, IVAN; MOGA, CONNOR; MOGA, GRANT;MOIZUDDIN, HUDA; MORENO, JAVIER; MORENO, MAIDELY; MROZIK, JACOB; MUELLER, WILLIAM; MURPHY, QUINN; NALLON, AMY; NAUMOWICZ, ALEC; NEIGEBAUER, DAVID; NEIL REINKEN, JOSEPH; NEMCEK, SABRINA; NORRIS, JONAS; O'DONNELL, TESS; OLIVERAS, BREANNA; OLSEN, MADELYN; PALMER, MICHAEL; PANOS, JOHN; PAULSON, BENJAMIN; PEARSON, NOAH; PEDOTA, ABIGAIL; PERKINS, MATTHEW; PICCHIOTTI, EMILY; PICCHIOTTI, JEANNE; PINZ, ZACHARIAH; PLEWA, NATALIA; POTTER, JOHN; PROSILIAKOS, THEODORA; PUTZ-DURAY, SALLY; QURESHI, AAMINA; RAMIREZ, BRIAN; RANKIN, MARK; REBHOLZ, ALLISON; RIVAS, ALEXIS; ROBINSON, DAMIAN; RODGERS, JOSEPH; RODGERS, JOSEPH SR; ROZNAI, BARBARA; RUSSO, ANDREA; SAJU, GEORGIAN; SAMARINIOTIS, NICHOLAS; SANCHEZ, PENNY; SANTIAGO, ALEXIS; SASANUMA, RACHAEL; SCARIA, JACOB; SCAROS, PATRICIA; SCHAB, WIKTORIA; SEISSER, MATTHEW; SHAH, ERIC; SHAH, TARAK; SIDDIQUI, DAANIYAH; SIRAKIDES, ANDREW; SKLIVAGOS, ANTONIOS; SLOSAR, MARA; SNYDER, ALEX; SNYDER, CHARLES; SOSKICH, TONY; SPALDING, CLAUDIA; STANCZAK, CAROLINE; STANTON, JACQUELINE; STEPHANIE, MADELEINE; STOICESCU, NICOLE; STOLZER, JACK; STONE, SARAFINA; STRAHAMMER, MADELYN; SULLIVAN, MAYAH; SZWEDOWSKI, FILIP; SZWEDOWSKI, LILIA; THATTE, SUNITA; THOMAS, JEAN-CLAUDE; THOMAS, JESLYN; THORSEN, KERRI; THUM, JADEN; TOCZYLOWSKI, VERONICA; TOPALOVA, MARINA; TORTORELLA, DONNALYNN; TRABKA, AGATHA; VALLADARES-DIAZ, JENNIFER; VANDEVUSSE, GARRY; VANDEVUSSE, PAIGE; VARGAS, ALIYAH; VARGHESE, ALAN; VELAZQUEZ, CARLOS; VIOLANTE, RENNA; WALORSKI, JOYCE J; WASILEWSKA, ANNA; WIETZEMA, NATALIE; WILLIAMS, AIDEN; WITEK, RICHARD; WRIGHT, WILLARD

**PAYROLL: 25,000.01 TO 50,000.00**

DESJARDINS, DANIEL; DOHSE, CAROLE; GEISLER, RYAN; HOSP, ERIK; KOZIL, CHRISTINA T; MAGANA, SANTOS; MORENO, MARIA DE LA; MULHOLLAND, JOSHUA; OSWALD, DAVID; POPE, THOMAS; SLADE, JUSTIN; WAITE, SEAN; WRIGHT, KYLE

**PAYROLL: 50,000.01 TO 75,000.00**

CUMMINS, STEPHEN; ECKENBRECHT, LOUIS; ERICKSON, KATE; HAKALA, JEREMY; HALVERSON, KATIE; KEARNS, THOMAS M; MEYERS, EILEEN L; NICIOLI, ROBERT; PUTKONEN, KATELYNN; ROLF, JEREMIAH; VIOLANTE, VANCE A

**PAYROLL: 75,000.01 TO 100,000.00**

HANLEY, MICHAEL; POSCH, MICHAEL J

**PAYROLL: 100,000.01 TO 150,000.00**

FAHNSTROM, BRET; MITCHELL, PATRICIA E

**TOTAL 2,542,775**

**LIABILITY**

PDRMA HEALTH PROGRAM 5,780; BUSEY BANK 555,036; IL DEPART OF REVENUE 117,593; IL MUNICIPAL RETIREMENT FUND 205,212; SECURITY BENEFITGROUP 15,635; STATE DISBURSEMENT UNIT 2,732

**TOTAL 901,989**

**EXPENSES OVER 2,500**

J.L. ADLER ROOFING 181,000; ADVANCED TURF SOLUTIONS 10,215; AIR COMFORT CORPORATION 8,287; AMERICAN GYMNAST, LLC 6,800; ANDERSON PEST SOLUTIONS 3,779; ASSETWORKS RISK MANAGEMENT INC 3,900; AT&T 2,982; ATI TECHNOLOGY PARTNERS 6,808; ATLAS BOBCAT 7,087; BASELINE YOUTH SPORTS, INC. 5,076; BLU PETROLEUM, INC. 31,076; BLUEMAX SERVICES INC. 7,492; BRAVO HEATING & HVAC 14,682; BRAVO SERVICES 25,173; BURLINGTON GOLF 3,500; BURRIS EQUIPMENT CO. 7,898; CAPTUREPOINT 15,000; CARDMEMBER SERVICE 3081 197,309; CDW-GOVERNMENT, INC. 12,671; CHAPMAN AND CUTLER 6,600; FAMBRO MANAGEMENT, LLC 10,249; CHILDREN'S THEATRE COMPANY 4,264; CITY OF PROSPECT HEIGHTS 3,346; CLAUSS BROTHERS, INC. 132,981; ARTHUR CLESEN INC. 5,495; COMCAST 45,289; COMCAST CABLE 5,606; COMMONWEALTH EDISON 94,258; CONSERV FS, INC 3,583; CROWN TROPHY 3,959; CRYSTAL MAINTENANCE SERVICES 16,543; DELL BUSINESS CREDIT 35,800; DEMAND & PRECISION PARTS, INC. 5,440; DLA ARCHITECTS 11,091; E-Z-GO A TEXTRON COMPANY 171,000; JEFF ELLIS & ASSOCIATES, INC. 7,750; FIORE NURSERY & LANDSCAPE SUPL 4,907; FLOOD BROTHERS 2,651; GARLAND/DBS, INC. 90,036; GILIO LANDSCAPE CONTRACTORS 48,758; GOLD MEDAL CHICAGO ML30 7,582; GRACE LUTHERAN CHURCH 11,283; GRAND PRAIRIE TRANSIT-ELK GROV 5,536; HARRIS COMPUTER SYSTEMS 7,357; HERITAGE TENNIS CLUB 3,486; HOME DEPOT CREDIT SERVICES 2,930; HOT SHOT SPORTS 2,680; IDLEWOOD ELECTRIC SUPPLY 5,960; ILLINOIS ASSOCIATION OF 6,327; ILLINOIS-AMERICAN WATER CO. 23,653; ILLINOIS SHOTOKAN KARATE, INC 26,308; ILLINOIS STATE POLICE 2,660; INTER-CITY SUPPLY CO., INC 13,643; JAY-R'S STEEL & WELDING, INC. 2,780; JOHNSON CONTROLS 4,874; JSD PROFESSIONAL SERVICES INC 19,569; KEARNS DESIGN GROUP 19,179; LUCAS LANDSCAPE 4,320; MARCO'S PIZZA 4,117; MENARDS 11,360; METRO DOOR AND DOCK INC 3,129; MT PROSPECT FIGURE SKTNG ACDMY 7,931; NAPA AUTO PARTS 5,368; NICOR GAS 65,913; NORTH SHORE GOOSE CONTROL 4,127; NORTHWEST SPECIAL RECREATION 85,071; PADDOCK POOL EQUIPMENT CO INC 110,624; PDRMA 289,312; PEPSI-COLA GENERAL BOTTLING CO 8,895; PETTY CASH 4,483; PHASE 2 SERVICES 3,894; POSTMASTER OF MT. PROSPECT 3,199; PROFORMA 9,088; R. H. SHUDY 7,806; RANGE SERVANT AMERICA INC. 4,078; REINDERS, INC. 10,452; REPUBLIC SERVICES #551 7,413; REVELS TURF & TRACTOR 57,513; ROBBINS SCHWARTZ 11,756; RUSSO POWER EQUIPMENT 6,276; RWS 24,968; S & H PAVING INC. 16,200; SANTO SPORT STORE 4,625; SCHROEDEER ASPHALT SERV, INC. 85,610; SCORE SPORTS 3,804; SERVE AND PROTECT LAW, LLC 6,650; SERVICE SANITATION, INC 10,216; SIKICH, LLP 13,575; SITEONE LANDSCAPE SUPPLY, LLC 15,620; SPECIALTY FLOORS, INC. 3,078; SPEER FINANCIAL, INC. 6,700; STUCKEY CONSTRUCTION CO 540,195; SUNBURSTSPOREWEAR 2,650; SUPERHERO 341,918; TAYLOR MADE 3,547; TEMPLE & ASSOCIATES 11,394; UNIVAR USA INC 11,485; THE W-T GROUP, LLC 36,350; KENNETH KASPER 28,943; WHEELING PARK DISTRICT 10,982; WOODWARD PRINTING SERVICES 3,556

**EXPENSE DISBURSEMENTS UNDER 2,500.00**

**TOTAL 143,741**

**GRAND TOTAL 3,478,079**



## BOARD MEMORANDUM

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**June 15, 2023 Board Meeting Agenda Item**

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To: Board of Commissioners  
From: Mike Hanley Superintendent of Parks  
RE: Woodland Outdoor Athletic Lighting LED conversion Approval

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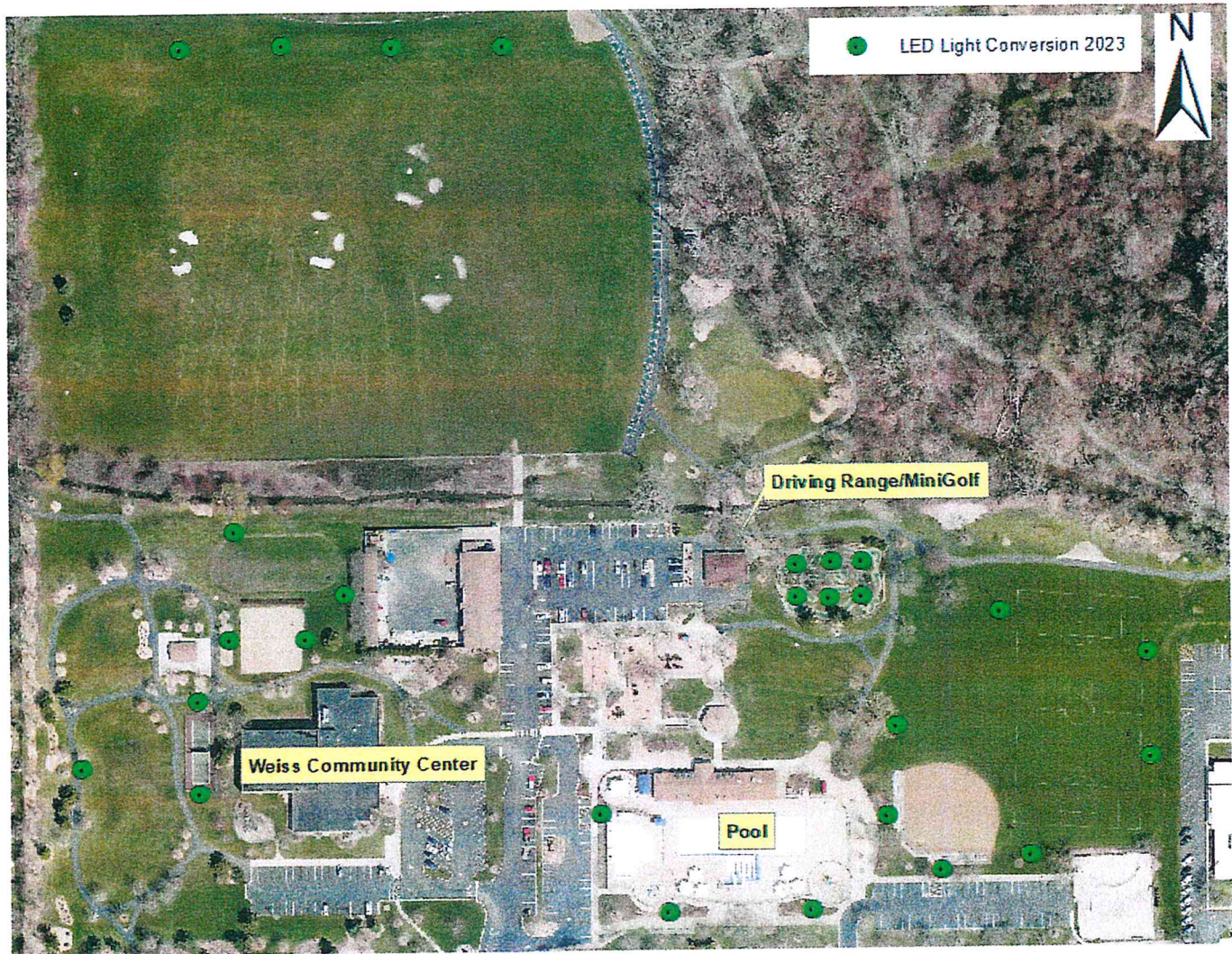
### **Supports the Following Initiatives**

- Maintaining Financial Strength and Sustainability
- Improvements in the Internal Processes and Systems
- Developing and Maintaining Community Relationships
- Being a Source of Innovation and Growth
- Being a Leader in Social Diversity, Equity and Inclusion (DEI)

### **Background / Analysis**

In early 2023, ComEd released their Energy Efficiency Program to help facilities save money by improving the efficiency of their equipment. Shinetoo Lighting USA LLC is a lighting manufacturing company who approached the park district with how to utilize the incentive program. An audit of our athletic field lighting was completed. Our current lighting infrastructure at the pool, driving range, minigolf, volleyball courts, and athletic fields at Woodland Trails Park qualifies for full replacement of light fixtures under the incentive program. Eighty-eight (88) 1000 Watt and 1500 Watt light fixtures originally installed in 1996 will be replaced with 300 Watt and 600 Watt LED Fixtures with remote smart control systems. The proposed LED

fixtures are estimated to last 50,000 hours or about 15 years with a 70% reduction in electrical usage. This equates to a projected \$2,500 in electrical savings per year.



Initial application for approval of the project has been accepted by ComEd. Final approval will be determined this summer. The total project estimated cost is \$242,550. The cost of the fixtures and the cost of installation will be 100% covered through the Energy Efficiency Program. There will be no cost to the Park District for the LED conversion project.

**Action and Motion Requested**

Staff recommends the Board to Approve the use of the ComEd Energy Efficiency Program.