



Administration Office

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



May 28, 2024

Memorandum for the Board of Commissioners

Subj: Board Meeting

The Regular Board Meeting is scheduled for Thursday, June 6, 2024 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.

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

June 6, 2024
7:00 PM

- I. Roll Call
- II. Visitors Comments
- III. Approval of Agenda / Changes
- IV. Approval of Minutes for the Regular Meeting of May 16, 2024*
- V. Approval of Treasurer's Report for April 2024*
- VI. Communications
 - a. Staff Report: Parks Department*
 - b. Board Governance Responsibilities*
 - c. 2023 PDRMA Annual Report (informational purposes) *
 - d. Miscellaneous Communications
- VII. Old Business
- VIII. New Business
 - a. Purchase of Rough Mower for Rob Roy GC*
 - b. Illinois Public Reserves Investment Management Trust (iPRIME) account*
 - c. Resolution No. 24-06-06a An Ordinance Approving the Restricted Areas Policy*
 - d. Resolution No. 24-06-06b An Ordinance Approving the Park Hours*
- IX. Commissioners Comments
- X. 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.
- XI. Action as a Result of the Executive Session
- XII. 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 REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF THE
RIVER TRAILS PARK DISTRICT,
COOK COUNTY, ILLINOIS, HELD
AT 401 E. CAMP MCDONALD ROAD IN SAID DISTRICT
ON THE SIXTEENTH DAY OF MAY 2024 AT 7:00PM**

- I. The President called the meeting to order at 7:00 p.m. and directed Crista Altergott, Administrative Assistant & Risk Management to call the roll. Upon roll being called, the following Commissioners answered present: Leah Lussem, Jennifer Rezek, Nancy Parra, and Robert Hoban III. Commissioner Melissa Ackerman arrived at 7:01pm. Also present were Executive Director Bret Fahnstrom, Superintendent of Finance & HR David Oswald, Superintendent of Recreation Patti Mitchell and Superintendent of Communications and Marketing Christine Powles.
- II. Visitors Comments
 - a. None
- III. The Agenda for May 16, 2024, was submitted for approval. Commissioner Parra moved to approve said agenda as presented. The motion was seconded by Commissioner Rezek and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of May 2, 2024. Commissioners Hoban asked for a slight modification to the minutes which were amended. Commissioner Hoban moved to approve said minutes as amended. The motion was seconded by Commissioner Rezek and approved by common consent.
- V. Approval of Minutes for the Annual Meeting of May 2, 2024. Commissioner Parra moved to approve said minutes as presented. The motion was seconded by Commissioner Hoban and approved by common consent.
- VI. Approval of the Paid Invoice List for April 13 – May 10, 2024. Superintendent of Finance & HR David Oswald presented an overview of the paid invoice list. After a brief discussion, Commissioner Rezek moved to approve the Paid Invoice List for April 13 – May 10, 2024, as presented. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

AYE:	Jennifer Rezek, Leah Lussem, Nancy Parra, Robert Hoban III, Melissa Ackerman
NAY:	None
ABSENT:	None
- VII. Communications
 - a. Staff Report – Superintendent of Recreation Patti Mitchell
 - Superintendent Patti Mitchell presented an overview of the Receptions Report for March and April which included gearing up for summer with pool, camp and concession training and working on the upcoming fall brochure. Upcoming staff training includes department specific information as well as Active Threat preparedness and NWSRA inclusion training.
 - Mitchell also reported a shift in staff positions, leaving one position open: Recreation Supervisor of Youth Programs and Camps. Mitchell is fielding resumes with a closing date on May 24th.

-
- Mitchell highlighted a new section of information to the Recreation Report: Eileen Meyers, Customer Experience Manager. Eileen's role in Customer Service gives a different insight from the desk and will be on all Recreation Reports moving forward.
 - Other areas of note for the Recreation Department include an upcoming event: Yoga with Mimosas, Parkour Camp registrations are going well, and our new Golf Junior Pro is now offering lessons, a first since before Covid.
 - Superintendent Mitchell also spoke about a recent training she attended about Diversity prompting a discussion with Commissioners.
- b. Marketing Report - Superintendent of Communications and Marketing Christine Powles
- Superintendent Powles presented the Winter and Spring 2024 Marketing Report where she highlighted well attended events, special projects, and a spike in registrations.
 - Powles also introduced a new staffer: Steve Schapiro, Corporate Relations Manager. Steve had previously worked for River Trails Park District and since then was the Chief Executive Foundation Manager for ALS. Steve's focus will be to develop sponsor packages with a plan to be ready this Fall for 2025.
 - Powles then led the discussion towards online engagements. The analytics since January show page views up 35% in the past 120 days, with 23% new visitors and 77% returning visitors. Mobile is the preferred device at 64% with email campaigns having a 49% open rate. Commissioner Rezek congratulated Powles on the high open rate. Discussion ensued about past and future surveys. Commissioner Hoban requested notice for the next survey.
 - Superintendent Powles and Superintendent Mitchell ended the discussion with a brief overview on summer giveaways. Staff will receive themed shirts with seasonal and camp staff receiving 80's themed gear. Opening Day at the Pool will carry the 80's theme to kick off this summer.
 - Commissioners Parra and Lussem inquired about the popularity of the District's summer camps and the possibility to expand. Superintendent Mitchell noted plans are underway to rearrange current camps to maximize locations with the intent to accommodate more kids.
- c. IAPD Legislative Conference & Parks Day – Executive Director Bret Fahnstrom
- Director Fahnstrom presented the report from the IAPD Legislative Conference on May 8th which included 2023 statewide research, key findings, insights, testimonials, and revenue comparisons from statewide versus River Trails Park District.
 - Director Bret Fahnstrom and Superintendent Powles attended the Parks Day at the Capital. River Trails Park District was fortunate to have a booth up at the rotunda and both Powles and Fahnstrom had the opportunity to speak with local Legislators.
 - Fahnstrom presented the topics of discussion which included election security, FOIA requests and OSLAD.
- d. Miscellaneous Communications – Executive Director Bret Fahnstrom
- Director Fahnstrom introduced the IAPD Leadership Institute with two virtual class opportunities. Commissioner Lussem asked to be registered for the virtual class on July 25th.
 - Director Fahnstrom presented the Summer 2024 "What's Happening" calendar with River Trails Park District key program dates and events.

VIII. Old Business

- a. Resolution 24-05-16 A resolution approving the amended Cyber Security Policy – Executive Director Bret Fahnstrom
- Director Fahnstrom presented the final Cyber Security Policy which included a couple minor edits as requested from the last presentation on May 2nd.
 - A lengthy discussion ensued about the amount of detail needed for the policy, definition of terms, courses of action, current staff technology training and language.
 - After discussion, Commissioner Rezek moved to approve the amended Cyber Security Policy as presented. The motion was seconded by Commissioner Parra. Upon the roll being called, the Commissioners voted as follows:

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

IX. New Business

- a. None

X. Commissioner Comments

- a. Commissioner Lussem suggested Board Meetings be run in a consistent manner; introduce topic, motion, second, request for discussion if needed and then vote. From Lussem's suggestion Commissioner Ackerman suggested a time limit which would require a new Board policy if enacted. Lussem led the conversation. It was decided that establishing time limits will not be pursued at the moment.
- b. Commissioner Ackerman attended the HOA Meeting for Rob Roy where she heard good feedback about River Trails Park District, particularly the Live on the Deck events. Superintendent Powels suggested that we include Rob Roy residents in our event emails. If interested, they can send their contact information to Director Fahnstrom.

XI. Executive Session

- a. None

XII. Action as a Result of the Executive Session

- a. None

- XIII. Adjournment.** Prior to adjournment the Special Meeting for June 20th was discussed. It was determined that due to scheduled events and summer programs at Weiss, the meeting place be changed from Weiss to Rob Roy. The time will remain at 6pm. There being no further business to discuss, Commissioner Lussem made a motion to adjourn the meeting at 8:31 pm.

President

Secretary



MEMORANDUM



To: Board of Commissioners
From: David Oswald, Superintendent of Finance
RE: Treasurer's Report Highlights – April 2024
Date: May 14, 2024

REVENUES

YTD Revenue

- YTD Revenue is 47% of the Budgeted Amount. This is above the 33.3% April Target Percentage.

Fund 20 – Recreation Fund

April and Year-to-Date Recreation Program Registration & Rental Revenues are healthy.

Recreation Program Registration & Rental Revenues

Year	April	YTD	Comments
2024	\$ 279,335.62	\$ 1,018,507.05	
2023	\$ 239,920.78	\$ 889,137.18	
2022	\$ 207,656.17	\$ 759,255.22	
2021	\$ 330,433.00	\$ 527,904.68	Pandemic
2020	\$ 390.06	\$ 436,414.33	Pandemic
2019	\$ 218,236.23	\$ 787,668.70	
2018	\$ 204,321.62	\$ 828,048.81	
2017	\$ 221,214.79	\$ 856,388.31	

Fund 40 – Capital Improvements

The Board is reminded that the budgeted revenue for the Capital Fund includes internal transfers. Therefore, although no new outside revenue has been received YTD, the percent of budget realized is 27% because of the internal transfer from the Bond & Interest Fund in February.

EXPENSES

YTD Expenses

- YTD Expenses are 25% of the Budgeted Amount. This is below the 33.3% April Target Percentage.

Fund 40 Capital Improvements

April Capital outlay = \$69,697. This is summarized at the bottom right of the Treasurer's Report.

- Technology Hardware = \$5,980
 - Administration Building Server Replacement
- Maintenance Equipment Purchase = \$44,420
 - Electric Transit Van = \$30,587
 - Shop Hydraulic Lift Purchase & Installation = \$13,833
- Rob Roy Club House Table & Chair Sets (Quantity 14) = \$5,031
- Woodland Trails Park – Deposit on New Park Sign = \$5,765
- Miscellaneous = \$8,500
 - In-house Capital Labor & Shop Remodel Supplies
 - Pool Restroom Boiler Replacement
 - Pool Concessions Slushy Machine Replacement

**River Trails Park District
Treasurer's Report
April 2024**

Target 33.3%

FUND	April		Yr-to-date		Budgeted		Prior Year		Interfund		Yr-to-date		Beginning																																																																																																		
	Revenue	Expenses	Revenue	Expenses	Amount	%	April	Yr-to-Date	Transfers	Interfund Trf	Fund Balance	Fund Balance	1/1/2024	4/30/2024																																																																																																	
REVENUE																																																																																																															
10 Corporate	\$ 40,069	\$ -	\$ 893,692	\$ -	\$ 1,768,309	51%	\$ 447,103	\$ 855,209	\$ -	\$ -	\$ 716,788	\$ -	\$ 716,788																																																																																																		
20 Recreation	\$ 286,970	\$ -	\$ 1,506,568	\$ -	\$ 4,065,414	37%	\$ 512,940	\$ 1,404,748	\$ -	\$ -	\$ 2,385,381	\$ -	\$ 2,385,381																																																																																																		
21 Retirement	\$ 1,272	\$ -	\$ 126,628	\$ -	\$ 235,000	54%	\$ 88,492	\$ 163,600	\$ -	\$ -	\$ 203,311	\$ -	\$ 203,311																																																																																																		
22 Liability Insurance	\$ -	\$ -	\$ 34,340	\$ -	\$ 90,000	38%	\$ 22,102	\$ 39,961	\$ -	\$ -	\$ 37,081	\$ -	\$ 37,081																																																																																																		
23 Audit	\$ -	\$ -	\$ 8,453	\$ -	\$ 14,000	60%	\$ 4,421	\$ 8,004	\$ -	\$ -	\$ 7,386	\$ -	\$ 7,386																																																																																																		
24 Handicapped Recreation	\$ -	\$ -	\$ 110,219	\$ -	\$ 242,000	46%	\$ 65,807	\$ 119,105	\$ -	\$ -	\$ 111,993	\$ -	\$ 111,993																																																																																																		
25 Paving & Lighting	\$ -	\$ -	\$ 12,679	\$ -	\$ 28,000	45%	\$ 8,226	\$ 14,888	\$ -	\$ -	\$ 22,130	\$ -	\$ 22,130																																																																																																		
26 Bond & Interest	\$ -	\$ -	\$ 1,506,402	\$ -	\$ 2,024,775	74%	\$ 296,643	\$ 1,483,884	\$ -	\$ -	\$ 539,148	\$ -	\$ 539,148																																																																																																		
40 Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ 884,769	27%	\$ -	\$ 200,000	\$ -	\$ 240,679	\$ 1,847,734	\$ -	\$ 1,847,734																																																																																																		
TOTAL REVENUE	\$ 328,312	\$ -	\$ 4,198,981	\$ -	\$ 9,352,267	47%	\$ 1,445,732	\$ 4,289,398	\$ -	\$ 240,679	\$ 5,870,953	\$ -	\$ 5,870,953																																																																																																		
EXPENSES																																																																																																															
10 Corporate	\$ 125,962	\$ 364,889	\$ 364,889	\$ 1,846,463	\$ 1,846,463	20%	\$ 112,830	\$ 370,913	\$ -	\$ -	\$ 1,245,591	\$ -	\$ 1,245,591																																																																																																		
20 Recreation	\$ 205,864	\$ 769,892	\$ 769,892	\$ 4,113,480	\$ 4,113,480	19%	\$ 191,302	\$ 814,696	\$ -	\$ -	\$ 3,122,058	\$ -	\$ 3,122,058																																																																																																		
21 Retirement	\$ 23,003	\$ 86,645	\$ 86,645	\$ 333,895	\$ 333,895	26%	\$ 21,006	\$ 80,106	\$ -	\$ -	\$ 243,294	\$ -	\$ 243,294																																																																																																		
22 Liability Insurance	\$ 24,173	\$ 24,173	\$ 24,173	\$ 112,468	\$ 112,468	21%	\$ -	\$ 24,376	\$ -	\$ -	\$ 47,248	\$ -	\$ 47,248																																																																																																		
23 Audit	\$ 9,265	\$ 11,765	\$ 11,765	\$ 14,695	\$ 14,695	80%	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ 4,074	\$ -	\$ 4,074																																																																																																		
24 Handicapped Recreation	\$ 228	\$ 151,183	\$ 151,183	\$ 293,000	\$ 293,000	52%	\$ 4,918	\$ 31,759	\$ -	\$ -	\$ 71,029	\$ -	\$ 71,029																																																																																																		
25 Paving & Lighting	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	0%	\$ -	\$ -	\$ -	\$ -	\$ 34,810	\$ -	\$ 34,810																																																																																																		
26 Bond & Interest	\$ 7,475	\$ 745,041	\$ 745,041	\$ 2,024,775	\$ 2,024,775	49%	\$ 475	\$ 720,564	\$ -	\$ 240,679	\$ 1,059,830	\$ -	\$ 1,059,830																																																																																																		
40 Capital Improvements	\$ 69,697	\$ 146,382	\$ 146,382	\$ 1,224,300	\$ 1,224,300	12%	\$ 51,743	\$ 236,204	\$ -	\$ -	\$ 1,942,031	\$ -	\$ 1,942,031																																																																																																		
TOTAL EXPENSES	\$ 465,668	\$ 2,299,970	\$ 2,299,970	\$ 10,003,076	\$ 10,003,076	25%	\$ 384,773	\$ 2,281,117	\$ -	\$ 240,679	\$ 7,769,965	\$ -	\$ 7,769,965																																																																																																		
Profit/Loss	\$ (137,356)	\$ -	\$ 1,899,011	\$ (650,809)	\$ (650,809)		\$ 1,060,959	\$ 2,008,282	\$ -	\$ -																																																																																																					
<table border="0" style="width: 100%;"> <tr> <td colspan="10"></td> <td colspan="2">Monthly Capital Summary</td> <td colspan="2">Amount</td> </tr> <tr> <td colspan="10"></td> <td colspan="2">Maintenance Equipment Purchase</td> <td colspan="2">\$ 44,420</td> </tr> <tr> <td colspan="10"></td> <td colspan="2">Technology Hardware</td> <td colspan="2">\$ 5,981</td> </tr> <tr> <td colspan="10"></td> <td colspan="2">Woodland Trails Park</td> <td colspan="2">\$ 5,765</td> </tr> <tr> <td colspan="10"></td> <td colspan="2">Rob Roy Golf</td> <td colspan="2">\$ 5,031</td> </tr> <tr> <td colspan="10"></td> <td colspan="2">Miscellaneous</td> <td colspan="2">\$ 8,500</td> </tr> <tr> <td colspan="10"></td> <td colspan="2">Total</td> <td colspan="2">\$ 69,697</td> </tr> </table>																								Monthly Capital Summary		Amount												Maintenance Equipment Purchase		\$ 44,420												Technology Hardware		\$ 5,981												Woodland Trails Park		\$ 5,765												Rob Roy Golf		\$ 5,031												Miscellaneous		\$ 8,500												Total		\$ 69,697	
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RIVER TRAILS PARK DISTRICT
Cash and Payroll Summary
April 2024

Cash Available	Amount	Yield
Busey Bank - Operating Account	253,351.97	
Busey Bank - Money Market	3,052,281.30	4.27%
IPDLAF - General Fund	4,473,217.10	5.16%
Outstanding Checks - RTPD	(23,663.30)	
TOTAL CASH NET WORTH	\$ 7,755,187.07	

Payroll Information		
Date	4/3/2024	4/17/2024
Gross Payroll	\$ 93,271.30	\$ 93,299.99
Number of Employees	96	96



MEMORANDUM



To: Board of Commissioners

From: Mike Hanley
Superintendent of Parks

RE: Parks Report

Date: 6/3/2024

Trades

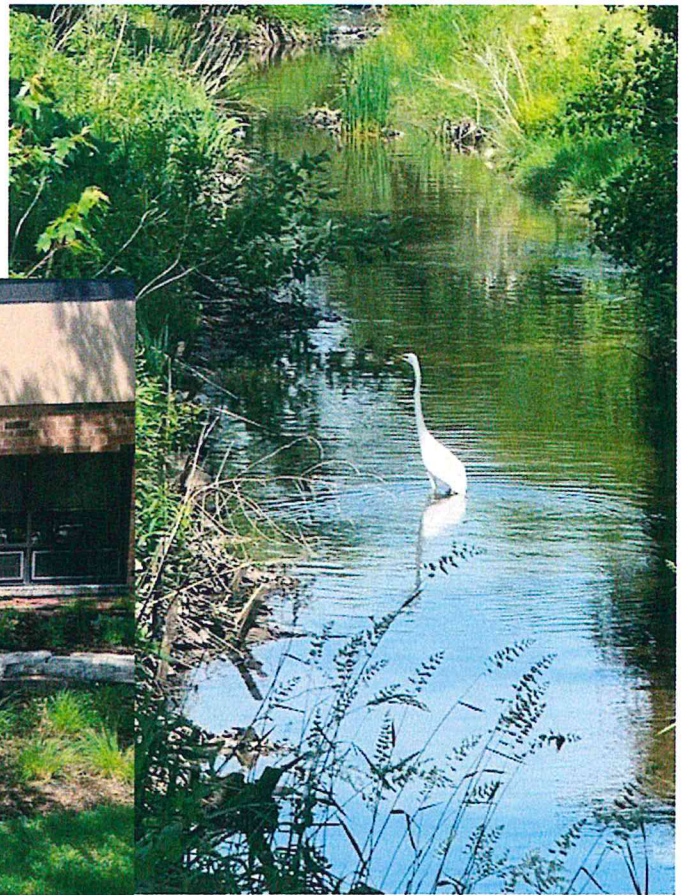
- The pool deck and liner were power washed. Water chemistry and filtration is ready for swimmers and operating well. Repairs were made to slide deck railing and steps. The bathhouse and concessions area has been cleaned and ready for summer use.
- The Weiss dance room is undergoing some upgrades to include new ball and weight racks made in-house.
- New commercial grade dishwasher installed at the Rob Roy Clubhouse kitchen.
- Golf Maintenance building roof and skylights repaired.
- Minigolf ball return repaired and course ready for public use.
- New tables assembled at the 10th Hole Bar and Grill.
- Reorganization and safety compliance conducted of BBCC for employee and patron safety.
- Drinking fountain summer activations complete.

Parks

- Front of Weiss Community Center landscape renovations complete
- Spring soccer season is coming to an end with softball/baseball season starting all fields ready to go.
- We have collected 5900 gallons of rainwater so far this season. Over 90% of our maintenance needs have been utilizing the rainwater collected.
- Aspen sign bed landscaping renovated.
- The loose retaining wall bricks surrounding Burning Bush baseball fields have been adjusted and re-secured with landscape glue.
- New landscaping inside and outside the pool area has been completed with more work to follow.
- Park horticultural routine maintenance on-going.

Rob Roy Golf Course

- Course turf is healthy and in good shape going into the summer months.
- Overall, the course quality looks very good.
- The sand traps are an ongoing project. We are identifying a potential in-house sand trap project to tackle this summer.
- We are just about fully staffed with seasonal help and should be filling the IMRF position this week. This will be the first time in the last 3 years that we will have a full team.
- We are looking forward to a great summer in the golf maintenance facility.





BOARD MEMORANDUM

To: Board of Commissioners
From: Bret Fahnstrom, CPRE
RE: Board Governance Responsibilities
Date: June 6, 2024

Background / Analysis

During the last couple meetings, there has been some conversation about protocol topics such as Robert's Rules of Order. During a side conversation, a topic was briefly discussed about some of the specific responsibilities of both Board and the Executive Director. The attached Governance Responsibilities is a document which is part of the introductory Board manual, but this is an awesome opportunity to have a refresher.

Action and Motion Requested

Informational Purposes Only. No Board Action Requested

GOVERNANCE RESPONSIBILITIES

Recognizing that the Board of Park Commissioners and the Executive Director operate as a team, the following responsibilities to a greater or lesser degree need the support of both the Board and the Executive Director. To clarify responsibilities, the entity primarily responsible for providing approval for the following responsibilities is so designated. These responsibility designations may be modified by official action of the Board. The list below reflects governance responsibilities of the Park Board and the Executive Director.

	<u>Board</u>	<u>Executive Director</u>
Administrative		
Approve Board and Administrative Policies	✓	_____
Approve District Personnel Policies	✓	_____
Approve Administrative Procedures	_____	✓
Select Architects, planners, engineers	✓	_____
Determine the Location and Components of the Design	_____	✓
Approve Final Park / Facility Design Concepts	✓	_____
Approve Fees for Programs and Facilities	✓	✓
Approve Board meeting minutes and Financial Reports	✓	_____
Set Board Meeting Schedule	✓	_____
Negotiate Intergovernmental Agreements	_____	✓
Approve Intergovernmental Agreements	✓	_____
Approve District Goals	✓	_____
Approve Staff Work Plans and Team Goals	_____	✓
Approve New Recreation Programs and Services	_____	✓
Approve documents for disposal with Board's notification	_____	✓
Review / Authority of the Crisis Management Plan	_____	✓
Select Law Firm	✓	✓
Employment		
Hire; Evaluate; Disciple; Discharge of Executive Director	✓	_____
Hire; Evaluate; Disciple; Discharge of other Staff	_____	✓
Approve Full Time Salary Schedule	✓	_____
Approve Part Time Wage Schedule	_____	✓
Approve FT Staff Salary Levels using Board Approved Total Comp.	_____	✓
Alter the Fringe Benefit Package	✓	_____
Approve New Full-Time or Shared Positions	✓	_____
Approve Job Descriptions	_____	✓
Organizational Structure Authority	_____	✓
Finance:		
Sets the Tax Levy and Abatements	✓	_____
Approve District's Budget & Appropriations	✓	_____
Approve Debt / Bond Issuance	✓	_____
Approve Priorities of Capital Improvement Plan	✓	✓
Approve Budgeted Purchases under \$30,000	_____	✓
Approve Purchases over \$30,000	✓	_____
Select the Financial Consultant Firm	✓	✓
Select Audit Firm	✓	✓

Board Approved April 1, 2021



SHAPING
THE
FUTURE

2023
ANNUAL
REPORT

PDRMA 
PARK DISTRICT RISK MANAGEMENT AGENCY

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MISSION STATEMENT

PDRMA partners with members to manage risk and promote wellness.

VISION STATEMENT

Safety and wellness integrated into our lives.

CORE VALUES

INTEGRITY

Be honest.
Do what you say you are going to do.
Provide objective analysis of the issue.
Take responsibility for your actions.

SERVICE

Respond promptly.
Be professional in all interactions.
See issues through to resolution.

LEADERSHIP

Do the right thing.
Communicate proactively.
Initiate solutions.

COLLABORATION

Respect all contributions.
Consider different perspectives.
Draw from others' experiences.

INNOVATION

Actively pursue improvement.
Embrace and explore new ideas.

QUALITY

Clearly understand and strive to satisfy expectations.
Use available expertise to find the best solution.
Work efficiently and cost effectively.



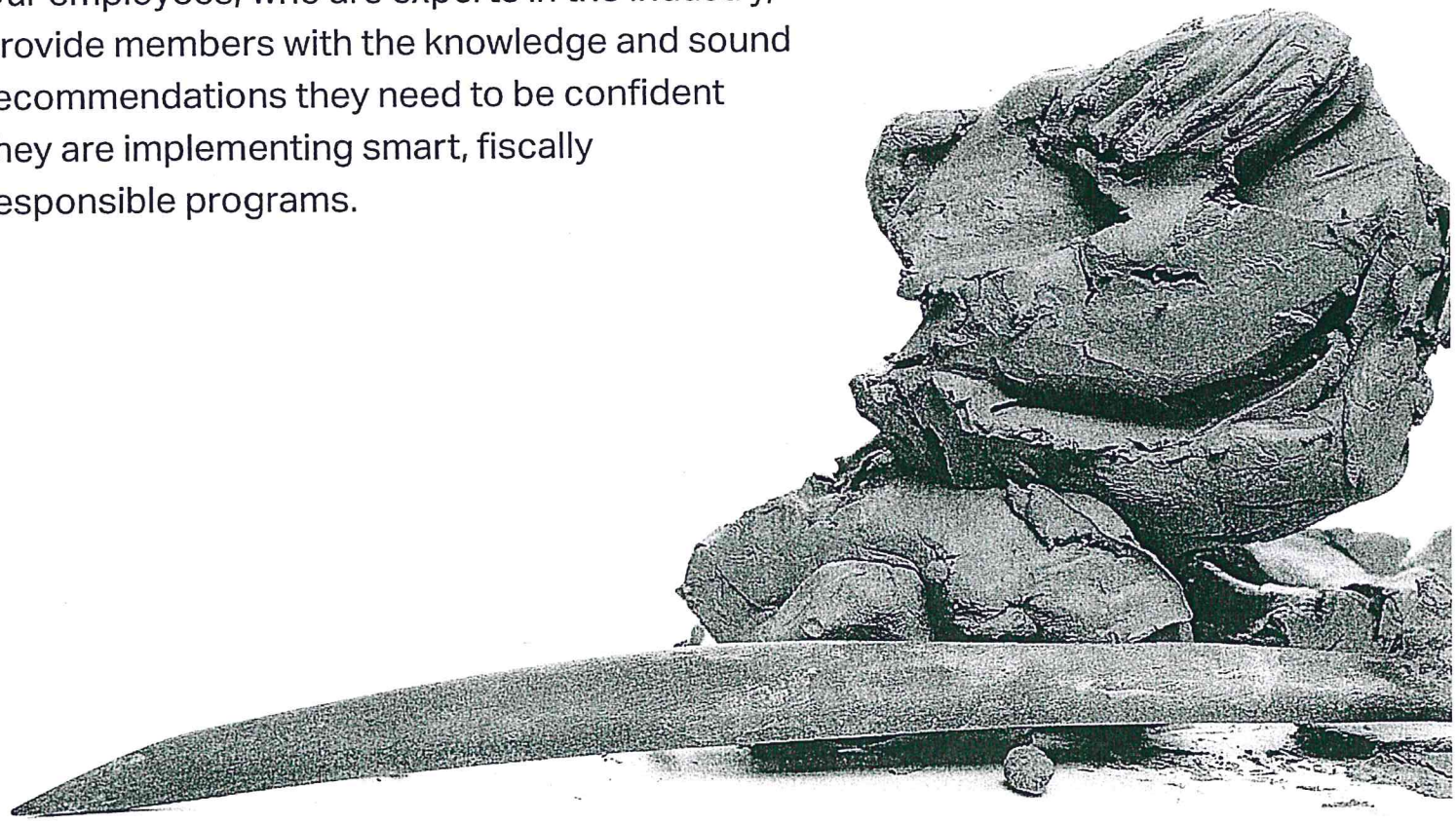
ABOUT PDRMA

The Park District Risk Management Agency (PDRMA) provides coverage tailored to the unique needs of more than 160 Illinois park districts, forest preserve and conservation districts and special recreation associations. After nearly 40 years, we continue to be a respected leader in property/casualty and health coverage.

We partner with our members – in a risk-sharing pool governed by members – to promote wellness, manage risk, protect employees and patrons, and control costs by offering two coverage programs, each of which is a cost-effective alternative to commercial insurance:

- **Property/Casualty Program** (includes liability, property, workers' compensation, cyber, pollution).
- **Health Program** (includes medical, dental, vision, life, EAP).

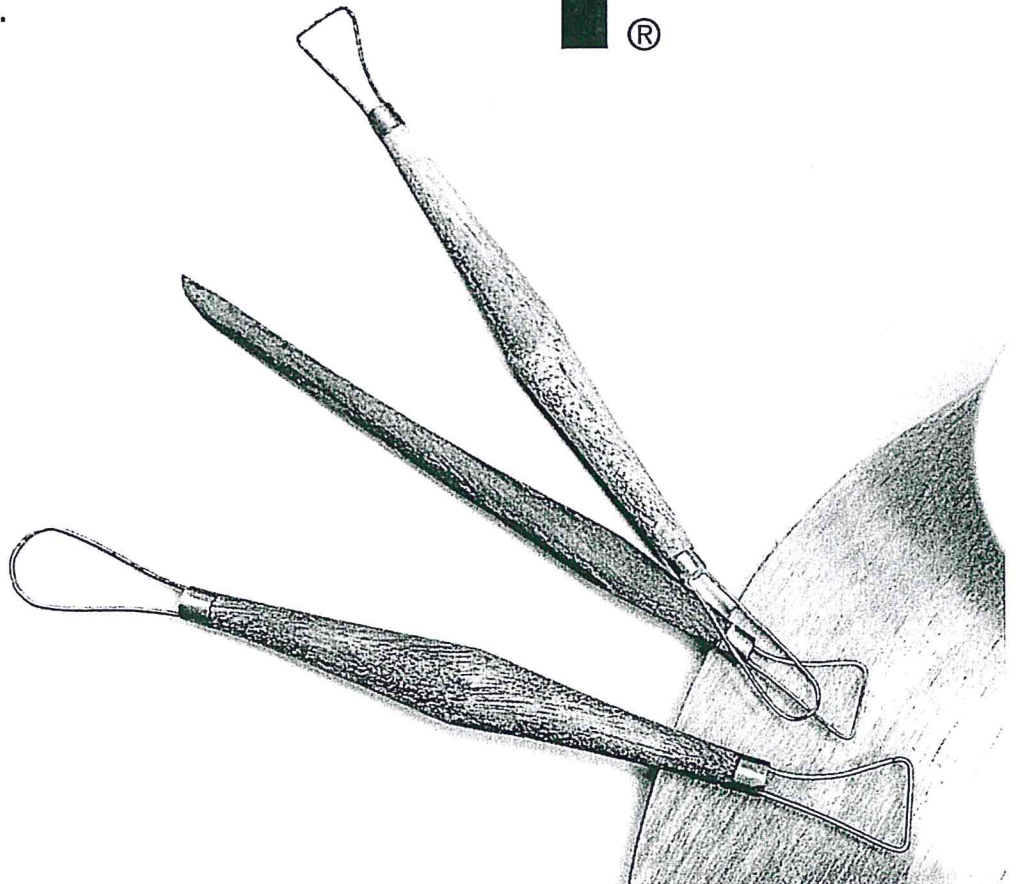
Our employees, who are experts in the industry, provide members with the knowledge and sound recommendations they need to be confident they are implementing smart, fiscally responsible programs.



RECOGNITION AND CERTIFICATION

GFOA Certificate of Excellence

In 2023, PDRMA received the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting for its comprehensive annual financial report. It is the 34th year we have received GFOA certification. To receive this recognition, PDRMA must publish an easy-to-read and efficiently organized comprehensive annual financial report. The report must satisfy both generally accepted accounting principles and applicable legal requirements.



LETTER TO MEMBERS

When 2023 began, we'd grown accustomed to responding quickly to unexpected changes and challenges. But we knew we needed to become even more proactive and start shaping PDRMA's future to be ready for the changes we could see on the horizon. So that's exactly what we started doing in 2023.

Shaping our future required a frank assessment of past performance, future goals and how the environment in which we operate was evolving. From there, we identified changes we'd need to make throughout our organization to remain the successful risk-pool partner PDRMA has always been. We have highlighted some of them below and encourage you to read our complete annual report to see how each department and division is shaping PDRMA's future.

FINANCE DIVISION

Softer markets and the traditional seven-year cycle of the insurance industry were becoming a thing of the past, and we needed to address that in shaping our future. Inflation, climate change and the resulting hardening of the insurance and reinsurance markets encouraged us to evaluate member contributions to ensure they accurately reflected each agency's assets and risks.

As a result, we improved the process of identifying and valuing each member's physical assets in 2023 and modified our member contribution formula (effective in 2024), so it better aligns each agency's contribution with their respective level of risk.

True to our history of returning excess net position to members – which

will continue to be part of our future – we reduced Property/Casualty member contributions by \$6.6 million in 2023 through rate stabilization to maintain consistent rates for members.

We also provided a 5-percent multi-program discount totaling \$372K to PDRMA members on their 2023 Property/Casualty contributions for participating in both the Property/Casualty and Health programs. Our future is even stronger as a risk pool when our members participate in both programs, so we continue to encourage Property/Casualty members to consider our Health Program offerings.

HEALTH DIVISION

We all know the rising cost of healthcare is a hard reality. And predicting coverage cost increases and the impact of legislative changes is more than a challenge. Despite increasing costs, we strove to offer the coverages members wanted and worked to maintain a healthy net position. In 2023, the Health Program Council approved returning \$1,028,834 of excess net position to members as a monthly member-invoice credit in each month of 2024.

We also implemented the new Davis Vision plans last year, introducing managed vision plans for the first time, while continuing to offer allowance plans similar to past plan offerings. Managed vision plans may very well become the best way to balance coverage and cost as we shape our future, so we monitored member and participant feedback throughout 2023.

Employee and dependent wellness remained an integral part of our Health Program along with encouraging participation. We added a \$25 **PATH** incentive for participating in a biometric screening – either at a **PATH** on-site screening or physician’s office, MinuteClinic or LabCorp. This increased the annual maximum incentive from \$400 to \$425. At the same time, we increased the number of **PATH** points awarded for having a screening from 2,000 to 5,000.

LEGAL SERVICES DIVISION

Based on rulings in 2023 liability cases involving governmental entities, we recognized that future cases for PDRMA members very well might not result in the favorable outcomes we'd experienced historically. The best solution? Help members avoid potential legal ramifications by proactively identifying and reducing risks. One way to do that is to ensure members are protected in the contracts and agreements they sign.

In 2023, Legal Services reviewed approximately 200 member contracts and agreements including intergovernmental agreements, vendor agreements, construction contracts, licenses and leases. The reviews focused on insurance requirements, indemnity provisions and other risk management-related protections for each member.

OPERATIONS DIVISION

Keeping members informed was important in the past and will continue to shape our future. From email communications to the availability of resources on our website, we kept members updated on changes to Property/Casualty and Health coverages, risk management and wellness updates and legal developments throughout 2023.

Last year, our Operations Division promoted access to our website and available resources – including online and classroom trainings – with 14,112 active website user accounts by the end of December, up 2,051 over 2022. Equally important were the 10,088 visits to our public website where people learned more about our Property/Casualty and Health programs.

PROPERTY/CASUALTY PROGRAM

Another aspect that shaped our future last year was knowing PDRMA members would need to meet stricter requirements to qualify for certain types of coverage. For example, the increase in cybersecurity crime has quickly translated into higher costs for coverage and insurers looking for proof of members having minimum cybersecurity practices in place.

Throughout 2023, we continued to support members' cyber risk management efforts. KYND, a third-party vendor, surveyed agencies to identify external cyber vulnerabilities. While 98 members had none, those that did continued working with KYND to address them.

Shaping our future is often easier when we meet on common ground with others. For the second year, PDRMA participated in a work group with members of Government Entities Mutual (PDRMA's reinsurance captive), to explore creative solutions to managing property risk caused by extreme weather.

THE FUTURE

As we move forward, we'll continue to use our experience, knowledge and passion to shape PDRMA's future. We'll analyze market and industry trends and evaluate possibilities. And we'll continue to partner with you, our members, to help manage risk and promote wellness – and ensure PDRMA continues the successful path it's followed for nearly 40 years.

Jim Rogers

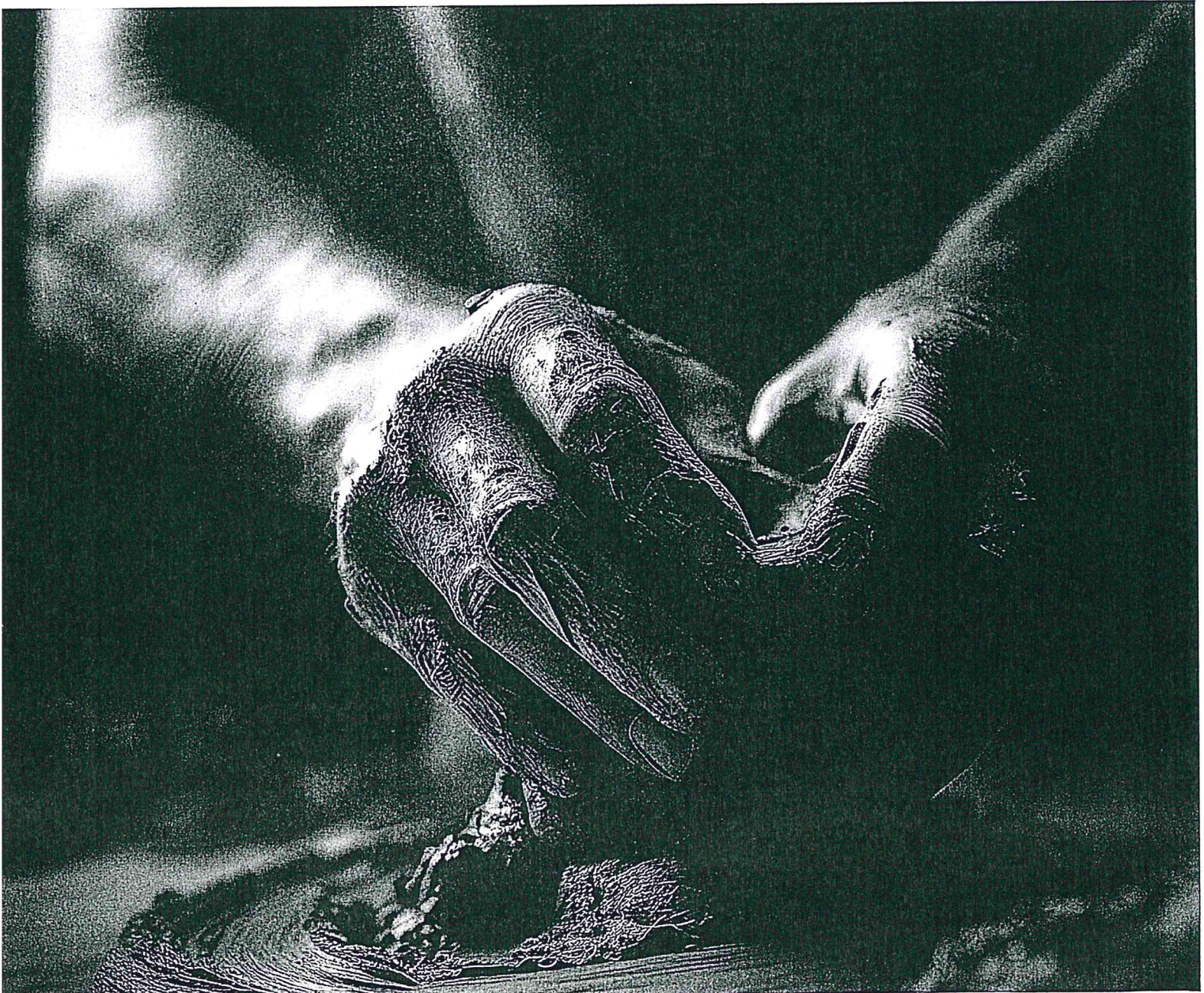
Chair, PDRMA Board of Directors
Executive Director
Elmhurst Park District

Brett Davis

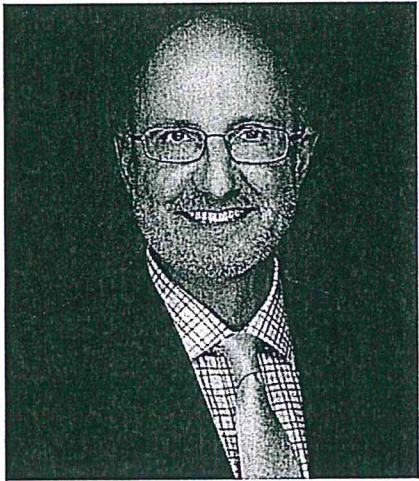
President and Chief Executive Officer
PDRMA

LEADERSHIP

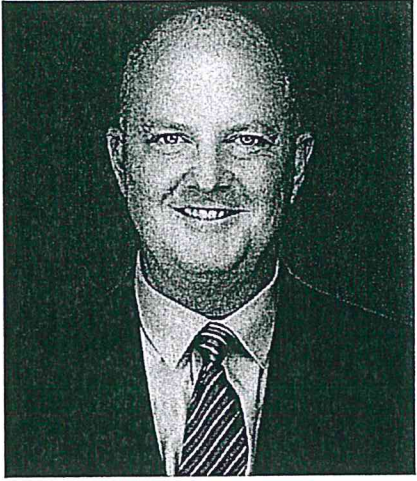
Part of the Board of Directors' responsibilities is to engage in long-range strategic thinking and planning for PDRMA and discuss events and trends that may offer us opportunities. Shaping our future is a collective effort that touches every part of the PDRMA organization and relies equally on members and staff.



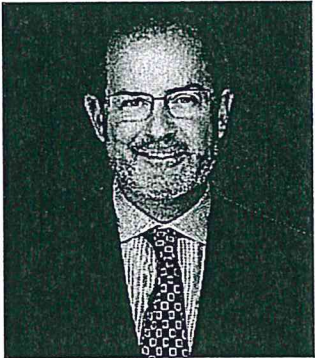
2023 BOARD OF DIRECTORS



Jim Rogers
Chair
Elmhurst Park District



Dan Garvy
Vice-Chair
Lisle Park District



Craig Culp
Northern Suburban
Special Recreation
Association



Mary Kann
Lake County Forest
Preserve District
Appointed May 23, 2023



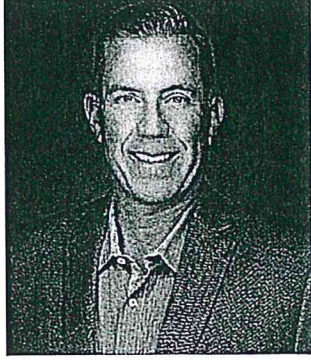
Debbie Kopas
Homewood-Flossmoor
Park District
Retired/resigned effective
May 23, 2023



Sue Rini
Carol Stream Park District



Amy Rivas
Wheeling Park District



Craig Talsma
Hoffman Estates Park
District

2023 OPERATIONAL COMMITTEES

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Naperville

Michael Kies
St. Charles

Darlene Negrillo
Northwest Special
Recreation Association

Julie Bruns
Elmhurst

Johnathan Kiwala
Kenilworth

Bill Riordan
Lockport Township

Hollis Clark
Calumet Memorial

Nicolette Lahman-Morales
South West Special
Recreation Association

Mike Sletten
River Forest

Jeff Janda
Streamwood

Amy McIntyre
Rockford

Craig Talsma
Board Liaison

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Bloomington/Medina

Jenny Knitter
Woodridge

Rick Poole
Northeast DuPage Special
Recreation Association

Paula Bickel
Oak Park

Chuck Misner
Kane County Forest
Preserve District

Katie Sepe
Naperville

Meggan Davies
Northern Suburban Special
Recreation Association

Kara Moss
Glenview

Craig Culp
Board Liaison

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Naperville

Bobby Collins
Glencoe

Jeannette Huber
Alsip

Mitch Bowlin
Oak Park

Annette Curtis
Des Plaines

Matt Russian
Pleasant Dale

Holly Cabel
St. Charles

Alex Engelhardt
Fox Valley Special
Recreation Association

Sue Rini
Board Liaison

Carlo Capalbo
Plainfield Township

Paul Friedrichs
Lombard

2023 OPERATIONAL COMMITTEES

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Gurnee

Maryfran Leno
Itasca

Jennifer Ruehrdanz
Round Lake Area

Eric Bradley
Zion

Kathy Lynch
New Lenox

Linda Straka
Warrenville

Matt Corso
South East Association
for Special Parks And
Recreation

Alison Reicher
Rolling Meadows

Amy Rivas
Board Liaison

Karrie Ross
Peoria

Tom Leeson
Tinley Park

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Waukegan

Jay Kelly
Manhattan

Amanda Widloe
Woodridge

Tim Beckmann
Glenview

Jason Posluszny
Fox Valley Special
Recreation Association

Mary Kann
Board Liaison

Kelly Brunning
Maine-Niles Association of
Special Recreation

Chris Quinn
Carol Stream

Jackie Iovinelli
Forest Park

Kris Scharp
Northbrook

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Addison

Lisa Drzewiecki
South Suburban Special
Recreation Association

Keith Wallace
Lincolnway Special
Recreation Association

Ben Appler
Wood Dale

Bret Fahnstrom
River Trails

Robert Wood
Vernon Hills

Conor Cahill
Rolling Meadows

David Gray
Peoria

Dan Garvy
Board Liaison

Connie Curry
Woodridge

Scott Nadeau
Sugar Grove

2023 PDRMA MEMBERS

Addison Park District
 Alsip Park District
 Arlington Heights Park District
 Barrington Park District
 Bartlett Park District*
 Batavia Park District*
 Bedford Park District
 Belvidere Park District
 Bensenville Park District
 Berwyn Park District
 Bloomingdale Park District
 Blue Island Park District
 Bolingbrook Park District
 Bourbonnais Township Park District
 Buffalo Grove Park District
 Burbank Park District
 Burr Ridge Park District
 Butterfield Park District
 Byron Forest Preserve District
 Byron Park District
 Calumet Memorial Park District
 Carol Stream Park District
 Cary Park District
 Champaign County Forest Preserve District
 Champaign Park District
 Champaign-Urbana Special Recreation
 Channahon Park District

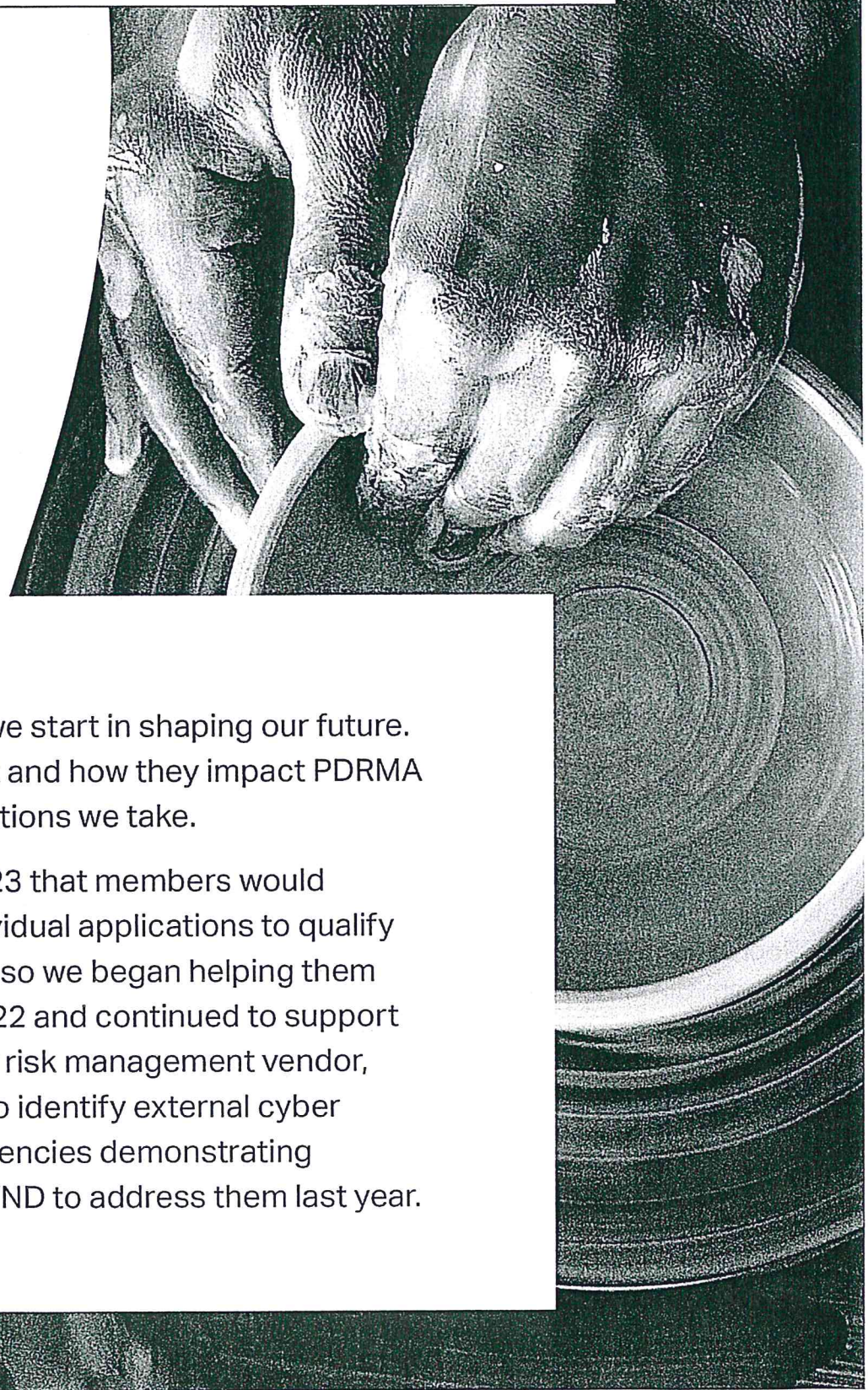
Chicago Ridge Park District
 Clarendon Hills Park District
 Clark County Park District
 Community Park District of LaGrange Park
 Crete Park District
 Crystal Lake Park District
 Darien Park District
 Decatur Park District
 Deerfield Park District
 DeKalb County Forest Preserve District
 DeKalb Park District
 Des Plaines Park District*
 Downers Grove Park District
 Dundee Township Park District*
 Elk Grove Park District*
 Elmhurst Park District*
 Flagg-Rochelle Community Park District
 Forest Preserve District of Kane County
 Forest Preserve District of Will County
 Fox Valley Park District
 Fox Valley Special Recreation Association
 Frankfort Park District
 Frankfort Square Park District
 Geneseo Park District
 Geneva Park District
 Genoa Township Park District

Glen Ellyn Park District
 Glencoe Park District*
 Glenview Park District
 Golf Maine Park District
 Grayslake Community Park District
 Gurnee Park District
 Hampshire Township Park District
 Hanover Park Park District*
 Hazel Crest Park District
 Heart of Illinois Special Recreation Association
 Hickory Hills Park District
 Hodgkins Park District
 Hoffman Estates Park District*
 Homewood-Flossmoor Park District*
 Huntley Park District
 Illinois Park and Recreation Association
 Itasca Park District
 Justice Park District
 Kankakee Valley Park District
 Kenilworth Park District
 Kishwaukee Special Recreation Association
 Lake Bluff Park District
 Lake County Forest Preserve District
 Lan-Oak Park District
 Lemont Park District

Lincolnway Special Recreation Association	Oak Lawn Park District	Special Recreation Services of Northern Lake County
Lindenhurst Park District	Oakbrook Terrace Park District	St. Charles Park District
Lisle Park District	Olympia Fields Park District	Sterling Park District
Lockport Township Park District	Park District of Forest Park*	Streamwood Park District*
Lombard Park District*	Park District of Franklin Park	Sugar Grove Park District
Maine-Niles Association of Special Recreation	Park District of Highland Park*	Sycamore Park District
Manhattan Park District	Park District of La Grange	Tinley Park - Park District
Marengo Park District	Park District of Oak Park	Vernon Hills Park District
McCook Park District	Park Ridge Park District*	Warren Special Recreation Association
McHenry County Conservation District	Plainfield Township Park District	Warrenville Park District
Medinah Park District	Pleasant Dale Park District	Washington Park District
Midlothian Park District	Pleasure Driveway and Park District of Peoria	Wauconda Park District
Mokena Community Park District	Prophetstown Park District	Waukegan Park District
Morton Grove Park District*	Prospect Heights Park District	West Chicago Park District
Mundelein Park & Recreation District	River Forest Park District	West Suburban Special Recreation Association
Naperville Park District	River Trails Park District	Western DuPage Special Recreation Association
New Lenox Community Park District	River Valley Special Recreation Association	Western Springs Park District
Norridge Park District	Rockford Park District*	Wheaton Park District*
North Berwyn Park District	Rolling Meadows Park District	Wheeling Park District*
Northbrook Park District*	Roselle Park District	Wildwood Park District
Northeast DuPage Special Recreation Association	Round Lake Area Park District	Wilmette Park District
Northern Illinois Special Recreation Association	Skokie Park District*	Wilmington Park District
Northern Suburban Special Recreation Association	South East Association for Special Parks And Recreation	Winfield Park District
Northern Will County Special Recreation	South Suburban Special Recreation Association	Winnetka Park District
Northfield Park District*	South West Special Recreation Association	Wood Dale Park District
Northwest Special Recreation Association	Special Recreation Association of Central Lake County	Woodridge Park District
Oak Brook Park District		Worth Park District
Oak Forest Park District		York Center Park District
		Zion Park District

(* Denotes founding members)

PROPERTY/CASUALTY PROGRAM



Identifying trends is where we start in shaping our future. Watching their development and how they impact PDRMA members determines the actions we take.

For example, we knew in 2023 that members would soon need to complete individual applications to qualify for cybersecurity coverage, so we began helping them meet this requirement in 2022 and continued to support agencies in 2023. Our cyber risk management vendor, KYND, surveyed members to identify external cyber vulnerabilities, and those agencies demonstrating vulnerability worked with KYND to address them last year.

COVERAGE OVERVIEW

LIABILITY

- \$21.5 million per occurrence limit.
- Includes general liability, auto liability, personal injury, advertising injury, public officials' errors and omissions, employment practices, employee benefits and sexual misconduct.

PROPERTY

- \$1 billion per occurrence limit.
- Coverage includes buildings, watercraft, athletic fields, contents, animals, fine arts, vehicles, tees and greens, business interruption, mobile equipment, landscaping, service interruption, course of construction and terrorism.
- \$50 million flood zone A&V, \$100 million all other zones.
- \$100 million per occurrence boiler/machinery limit.
- \$2 million per occurrence fidelity and crime limit.

WORKERS' COMPENSATION

- Statutory limits.
- \$6 million employer's liability limits.

POLLUTION LIABILITY

- Liability coverage for bodily injury and property damage.
- Property coverage for remediation costs.
- \$5 million per occurrence limit.
- \$30 million three-year aggregate limit.

INFORMATION SECURITY AND PRIVACY

- Includes cyber liability, privacy notification costs, data protection and business interruption.

OUTBREAK EXPENSE

- Up to \$25,000 per day coverage for facility closure by a public health official due to contagion or communicable disease.

DEADLY WEAPON RESPONSE

- \$500,000 per occurrence limit.
- Includes crisis management, counseling services, funeral expenses, property damage, business interruption, demolition, memorialization, medical expense, accidental death and dismemberment.

VOLUNTEER MEDICAL ACCIDENT

- For injuries sustained from volunteer duties.
- \$5,000 limit, excess of all other available insurance.

UNDERGROUND STORAGE TANKS

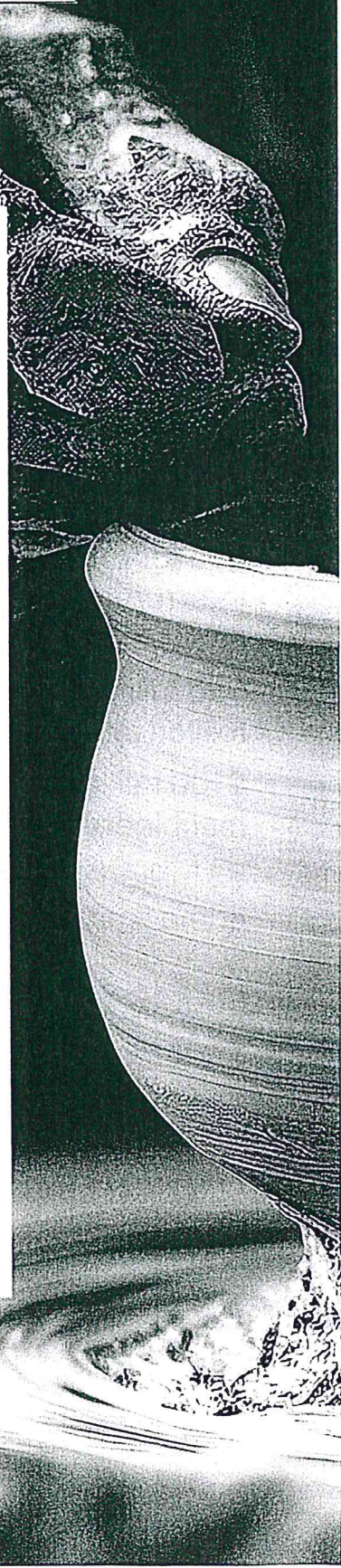
- Deductible reimbursement for underground storage tanks that qualify for the Illinois Leaking Underground Storage Tank program.
- \$10,000 limit.

HEALTH PROGRAM

While we couldn't change the healthcare industry itself last year, we did shape our response to developments in the healthcare arena as well as to PDRMA members' needs – in terms of costs, medical coverages and wellness resources.

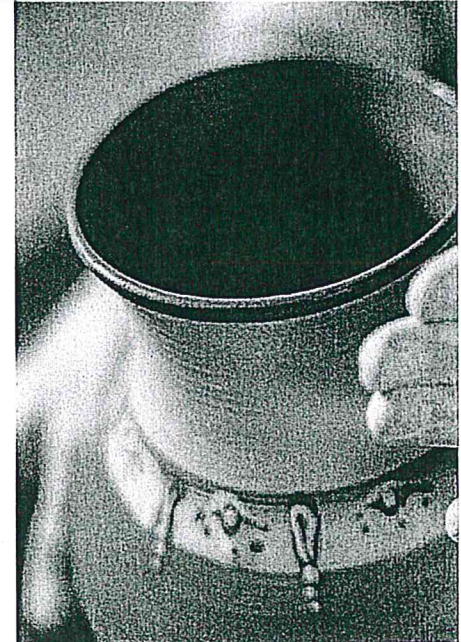
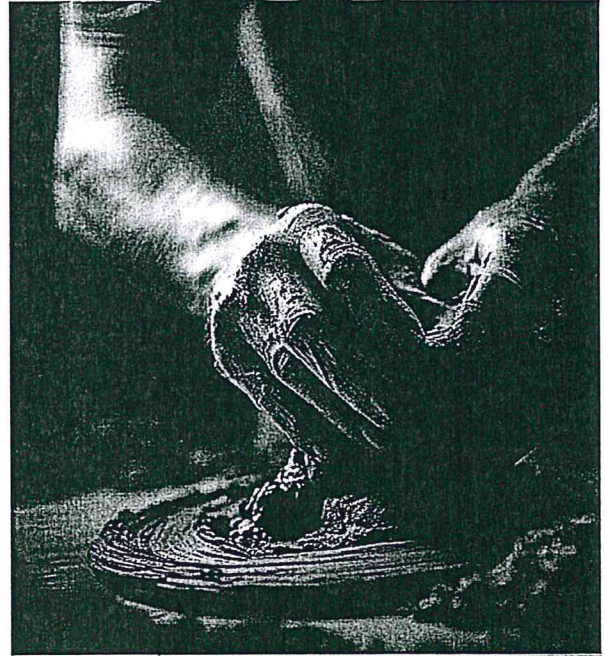
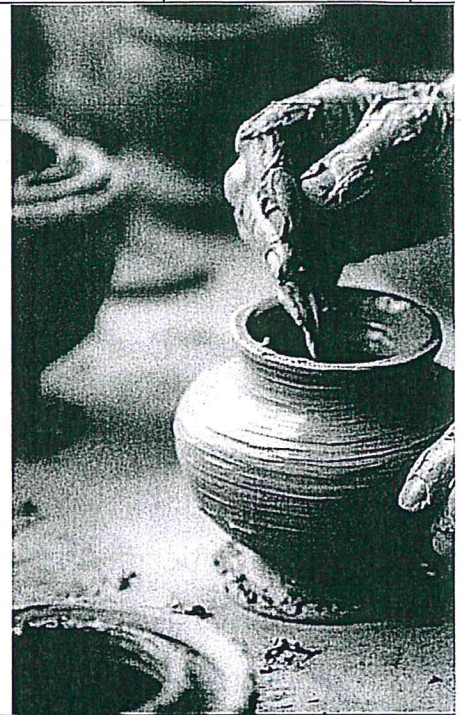
In 2023, the Health Program Council approved a return of net position of \$1,028,834 to agencies as a 2024 monthly member-invoice credit, which helps offset 2024 benefit cost increases. We also added a second High Deductible Health Plan option with a \$2,500 deductible to offer yet another choice.

We changed our **PATH** program as well, adding a \$25 **PATH** incentive for participating in a biometric screening, which increased the annual maximum incentive from \$400 to \$425. The number of **PATH** points awarded for a screening also rose from 2,000 to 5,000. We moved to quarterly **PATH**-incentive payouts, which allowed us to reward participants for their wellness efforts sooner than the end of the calendar year.



Other accomplishments in 2023 included:

- Conducted on-site biometric screenings at 64 member agencies providing member employees and covered partners a convenient biometric screening option.
- Implemented the new Davis Vision plans, offering managed vision plans for the first time in 2023, while still offering allowance plans similar to ones previously provided. And for the first time, members could offer two vision plan options (allowance and managed) to their employees.
- Held six **Mindful of Mental Health Webinars** in partnership with Workplace Solutions, and posted the recordings on our website, making them available to every PDRMA member.
- Awarded five agencies an Employee Wellness Grant for a total of \$4,646.85 to help agencies implement new and innovative wellness programs.
- Enhanced PDRMA's Cost Modeling Tool to include medical, dental and vision plans and rates to help members better evaluate their health plan options.
- Expanded infertility benefits in the PPO plan to include benefits for in vitro fertilization.
- Made system changes to allow employees to enroll each dependent in all, some or none of the plans the employee elects during open enrollment beginning Jan. 1, 2024.
- Conducted a claim audit of Blue Cross Blue Shield of Illinois (BCBSIL) for its 2022 PPO and vision claim processing.
- Worked to ensure compliance with legislation including the Consolidated Appropriations Act (CAA) Prescription Drug reporting requirements and CAA regulations to strengthen the Mental Health Parity and Addiction Equity Act.



HEALTH PROGRAM COVERAGES

MEDICAL

Choice of PPO plans – with nine different deductible options – five of which can pair with Health Reimbursement Account options, four without and two with Health Savings Account options. All plans use BCBSIL provider network.

•

HMO option also through BCBSIL.

•

Prescription coverage managed by CVS Caremark (PPO) and Prime Therapeutics (HMO).

DENTAL

Uses Delta Dental PPO and Premier provider networks.

•

Optional orthodontia benefit.

VISION

Davis Vision is our vision plan administrator and network.

•

Two managed plan options – Silver and Gold – and three allowance plan options – \$200, \$400 and \$600.

•

Agencies can choose to offer one plan or a pair of plans to employees.

HEARING

Participants enrolled in a medical plan have an allowance of \$2,500 per ear once every five years including coverage for routine hearing exams and hearing aids through Epic Hearing Healthcare.

LIFE

Multiple life insurance options including flat amount or multiple of salary. Voluntary life coverage options for employees, spouses and children administered through Mutual of Omaha.

EMPLOYEE ASSISTANCE PROGRAM

Provides confidential counseling and resources for Work-Life concerns and Legal-Financial issues, administered by Workplace Solutions.

RISK MANAGEMENT AND WELLNESS SERVICES



RISK MANAGEMENT SERVICES

One hundred and fifty-seven Property/Casualty members completed the Risk Management Review (RMR) Kickoff process in 2023, with 156 agencies creating SMART Goals. And our Risk Management Consultants were part of 241 on-site and 193 virtual member visits. We added information from the 978 completed Slip, Trip and Fall Self-assessments (98.3-percent completion rate) to our growing database of membership risk analysis data, helping to shape future risk management recommendations.

**In addition to our RMR activities,
we also accomplished the following:**

Reimbursed members \$258,340 for 239 lifeguard audits.



Fully funded our lifeguard vision screening program at a cost of \$18,200; all 88 members participated.



Offered Kodiak Fire Protection Service plan reviews with three project plans from two members reviewed at no additional cost to members.



Conducted 64 infrared inspections of facilities for 32 different members.



Completed ice rink inspections for one member.



Had co-efficient of friction testing done at 10 facilities for eight members.

Paid \$12,986 in ladder-alternative reimbursements to 32 members.



Returned \$229,000 to members through the RMR incentive.



Spent \$12,800 to assess member-specific OSHA compliance.



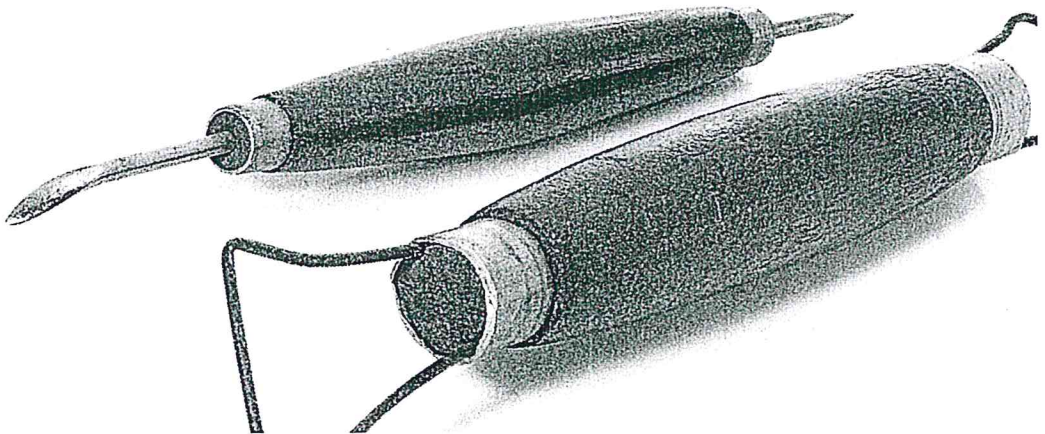
Reimbursed \$20,650 to members for Be Safe Solutions, safety resources/ giveaways and Atletico trainings.



Awarded a total of \$15,000 to 15 members receiving a Risk Management Grant and Recognition Award.



Paid \$18,900 to fully fund the Police Law Institute online training lessons.



Throughout 2023, we saw:

- 1,561 – Total number of participants for whom we paid a **PATH** incentive – a total of \$373,980 to 1,340 employees and 221 covered partners.
- \$239 – Average incentive we paid to **PATH** participants.
- 93 percent – Surveyed participants that said **PATH** is a valuable benefit provided by their agency.
- 78 percent – Surveyed participants that said their participation in **PATH** has helped them maintain or create healthier habits.
- 988 – biometric screening participants.
 - ◆ 959 via on-site screenings.
 - ◆ 29 via off-site screenings.
 - ◆ 854 incentive-eligible participants earned a \$25 biometric screening incentive for a total of \$21,350.
- 591 – Total number of **PATH** participants that earned the maximum \$100 incentive in each of the four quarters.
- 754 – Total number of **PATH** participants in a personal challenge.
- 54 percent – Percentage of **PATH** participants in a Healthy Habit Challenge.
- 25 percent – Percentage of **PATH** participants in a personal Healthy Habit Challenge.
- 71 percent – Percentage of high-risk, inactive participants who are more active since joining **PATH**.
- 73 percent – Percentage of **PATH** participants that completed a point-earning activity each month.

WELLNESS SERVICES HIGHLIGHTS

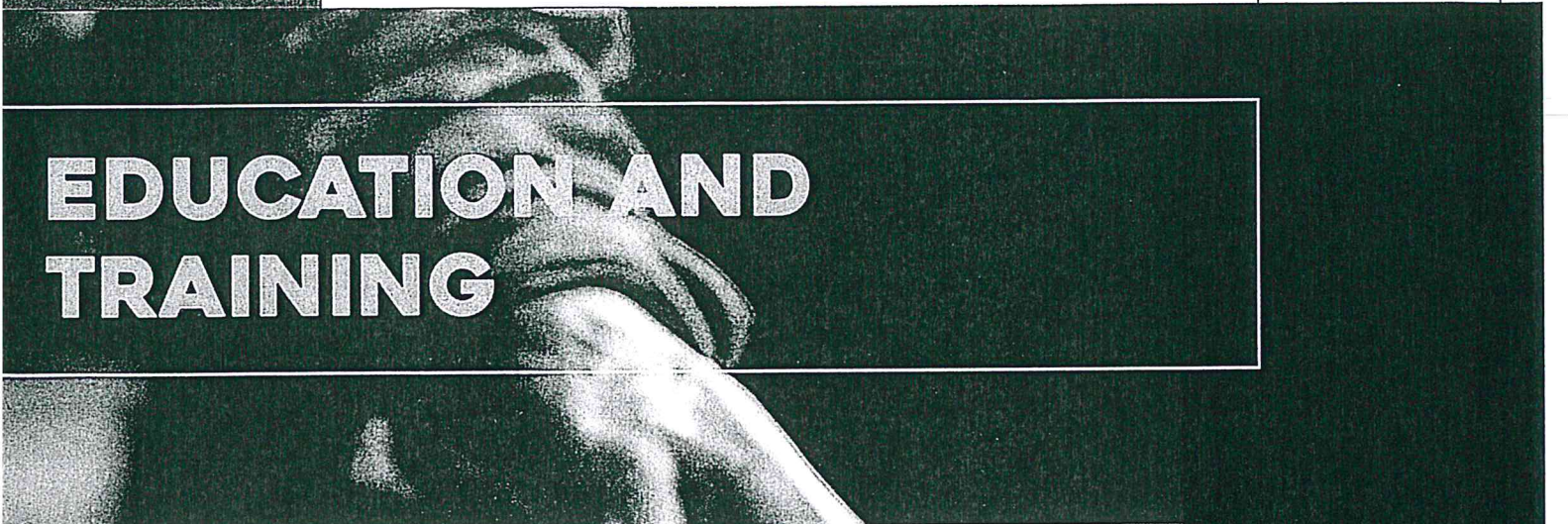
With the goal of keeping participants engaged in wellness activities throughout 2023, our Wellness team transitioned to a quarterly incentive-payout calendar, added a \$25 **PATH** incentive for participating in a biometric screening – upping the annual maximum incentive from \$400 to \$425 – and increased awarded **PATH** points for a biometric screening from 2,000 to 5,000. Below is a look at some of last year's wellness results.



Wellness Snapshot

By the end of 2023, we had:

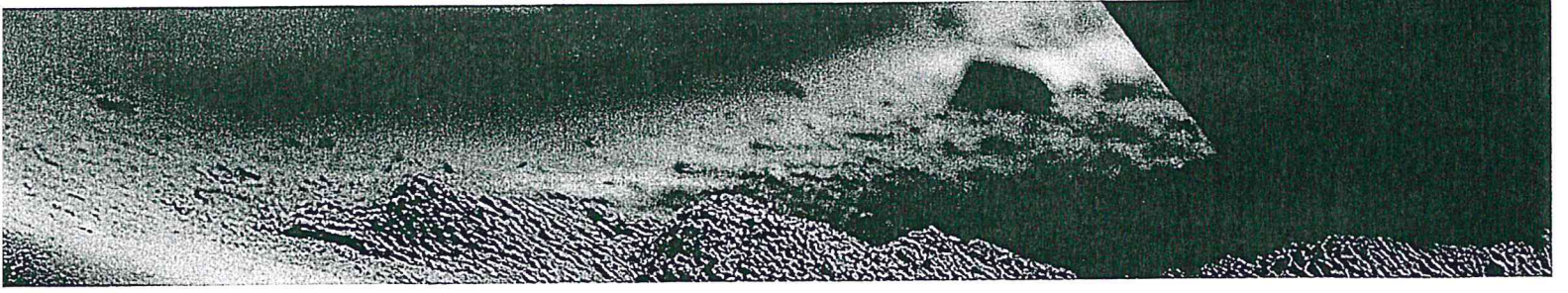
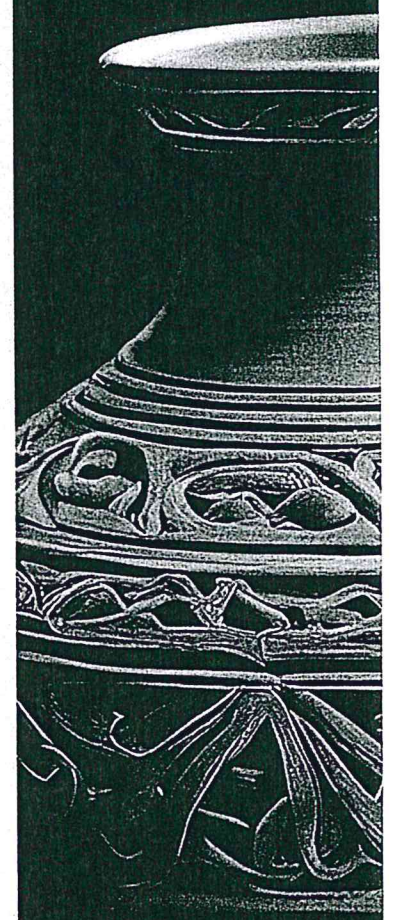
- 1,640 – Total number of eligible employees enrolled in **PATH** (67 percent).
- 217 – Total number of covered partners enrolled in **PATH** (26 percent).



EDUCATION AND TRAINING

Now and in the future, meeting members' training needs requires flexibility to offer options from traditional classroom training to courses available in our Online Learning Center as well as webinars and virtual trainings. We hosted member focus groups in 2023 to help shape our future offerings and provided a variety of resources to members last year resulting in the following:

- 37 in-person classes with 2,159 participants.
- 704 attendees at our Risk Management Institute that included one keynote address and four breakout sessions.
- 41 webinars hosted and posted to our website for member access.
- 19,310 online courses completed by 8,316 unique member employees.
- 1,098.45 – CEUs earned through in-person classroom training.
- 248.10 – CEUs earned through virtual trainings.
- 1,743.10 – CEUs earned through online courses.

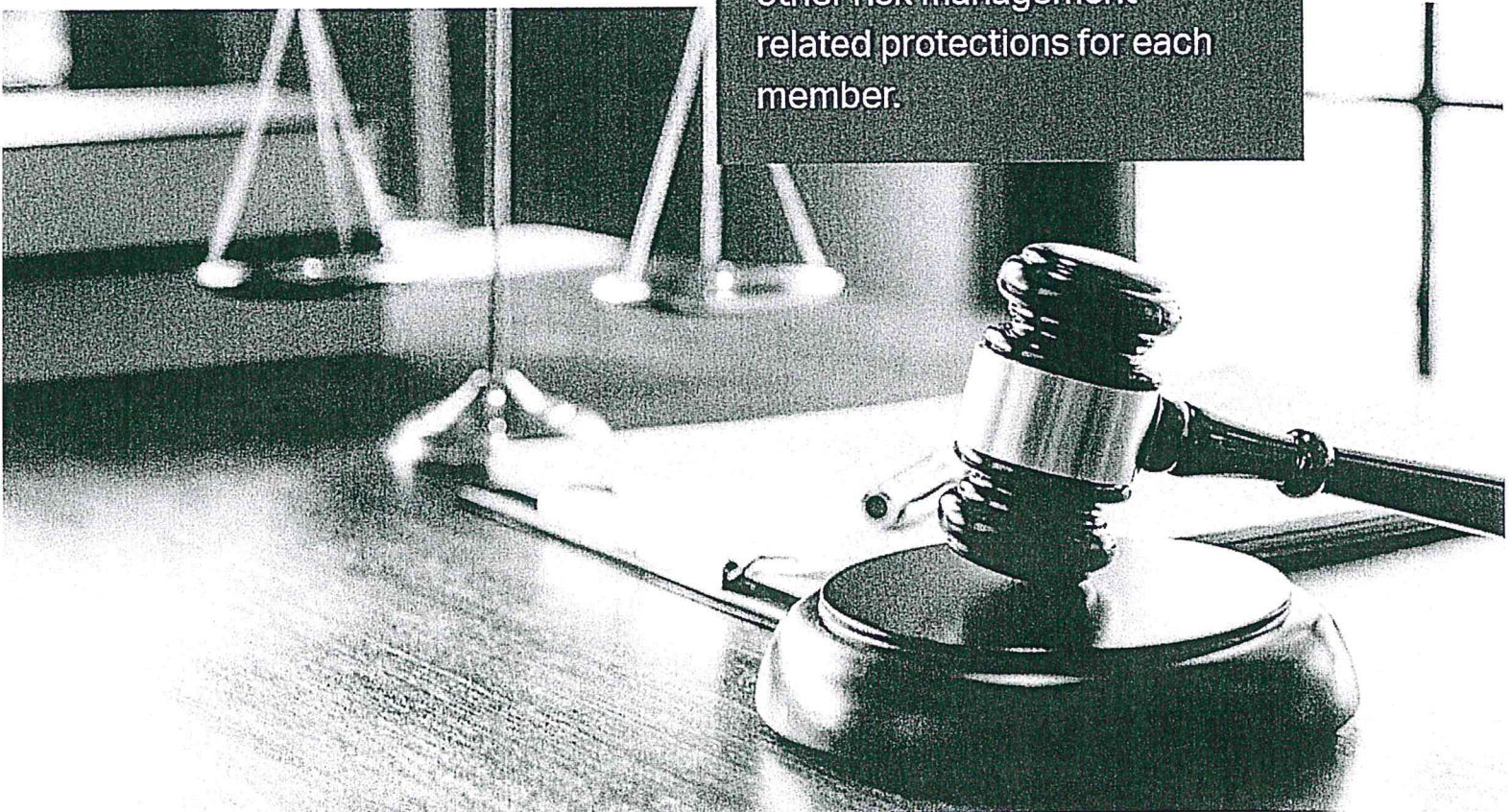


LEGAL SERVICES

Without a doubt, the best legal defense is having a strong offense that never lets an issue become a lawsuit. That strong offense comes from members proactively managing risks and consulting with our Legal Services Division when necessary. Throughout 2023, Legal Services helped members shape their agencies' futures by:

Addressing calls on 930 separate HELPLINE matters from 119 different member agencies.

Reviewing approximately 200 member contracts and agreements including intergovernmental agreements, vendor agreements, construction contracts, licenses and leases. The reviews focused on insurance requirements, indemnity provisions and other risk management-related protections for each member.



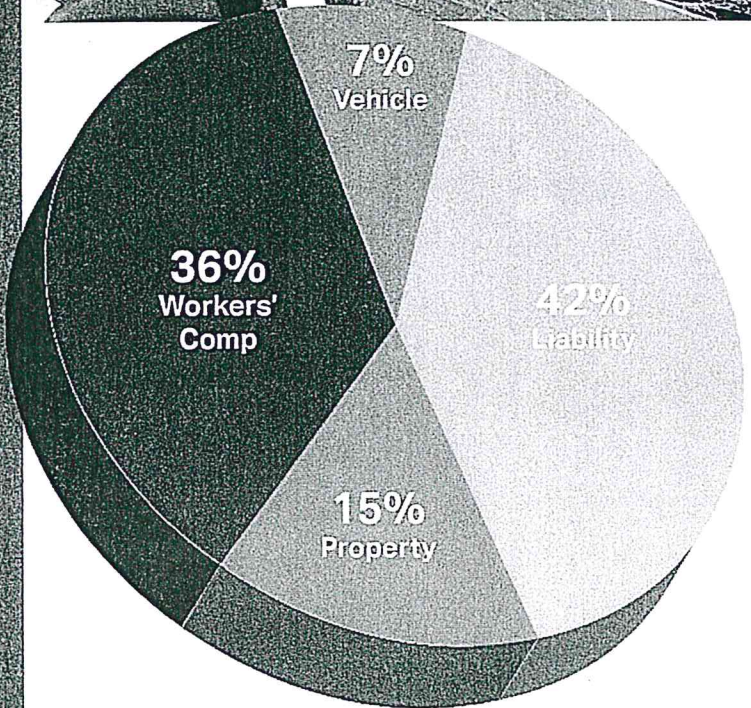
CLAIMS SERVICES

As PDRMA members continued offering more patron programs and services in 2023, our Claims Department saw volumes rise proportionately. While we know any agency experiencing an accident or incident wants to get back to business quickly, we also recognize the importance of handling claims effectively and efficiently. We did just that last year and accomplished the following:

Partnered with vendors to reduce overall workers' compensation costs, saving \$259,519 through bill review, \$17,940 in prescription service and \$47,309 in MRI scheduling.

Handled 928 new workers' comp claims for members' employees – anticipate paying \$3,822,620 million for these claims.

Managed 505 new claims for member-owned property – expecting to pay \$5,306,302 million to members.



Percent of Claims Reported

OPERATIONS DIVISION

Our Operations Division supported PDRMA's departments and divisions, so they could answer members' needs throughout 2023. Managing communication with members, maintaining our public and members-only websites, and answering members' questions and requests resulted in the following:

ADMINISTRATION

- Issued 373 Additional Insured Certificates of Coverage on behalf of members.

COMMUNICATIONS

- PDRMA's online 2022 Annual Report won gold in the League of American Communications Professionals (LACP) International Vision Awards Competition and was included in the Top 20 of American nonprofit reports. It was the eighth year in a row that the annual report in PDF form won a silver or gold award from LACP.
- Sent more than 300,000 emails to more than 15,000 member employees covering more than 200 topics.

MARKETING

- More than 10,000 visits to our public website pages.
- Social media (Facebook and Instagram combined):
 - ♦ 159 new followers added, totaling 1,469.
 - ♦ Nearly 24,000 impressions, an increase of 31 percent over 2022.

WEBSITE

- 5,591 member employees created new website user accounts, up 2,051 over 2022, totaling 14,112 active accounts.
- 11,093 unique website users logged in, an increase of 3,174, and the website had more than 106,000 total logins.
- 3,880 website users accessed 5,397 different documents/videos more than 71,000 times.
- Passed PCI compliance for credit card transaction security for the 12th straight year.

FINANCIAL REPORT

Financial Strength

Harder reinsurance markets, continuing inflation, variable investment returns – all played a role in 2023. But maintaining PDRMA’s strong financial status never changed for our Finance Division.

In 2023, we improved the process of identifying and valuing each member’s physical assets and modified our member contribution formula, so it better aligns each member’s contribution amount with their agency’s risk level.

We also continued our history of returning excess net position through rate stabilization for Property/Casualty members in 2023 and as a monthly-invoice-credit distribution to Health members in 2024. In addition, we accomplished the following:

Financial Strength

Maintained net position for both programs above established benchmarks.

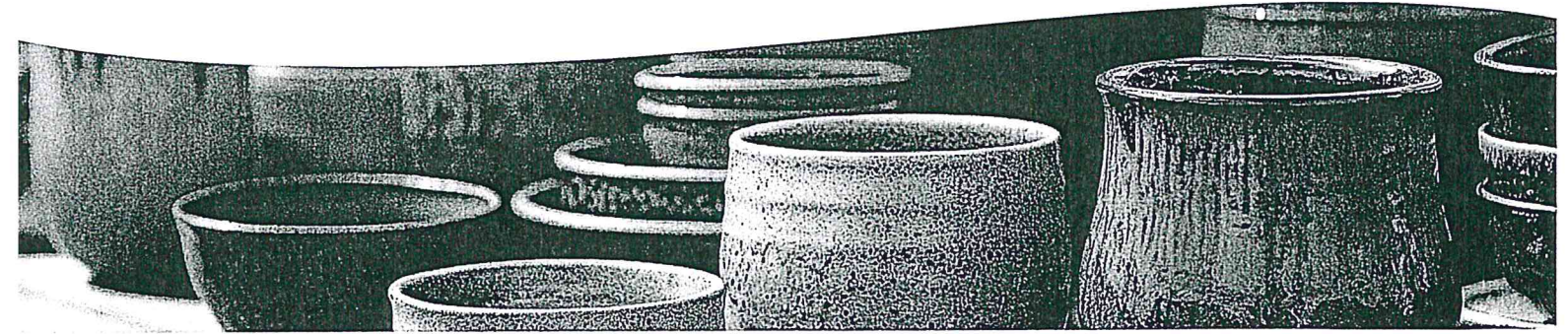
Reduced P/C member contributions in 2023 by \$6.6 million through rate stabilization, which uses excess net position to maintain consistent rates.

Used more than \$57.9 million since 2002 to stabilize Property/Casualty member contributions.

Maintained net position for both programs above capital modeling measurements to ensure future financial stability.

Paid a multi-program discount of \$372K to P/C members also in Health Program on their 2023 P/C contributions.

Assets (Property/Casualty and Health programs) totaled \$85,911,342 million (preliminary) at the end of 2023.



FINANCIAL STATEMENTS

Preliminary Unaudited

STATEMENTS OF NET POSITION	DEC. 31, 2023	DEC. 31, 2022
Assets and Deferred Outflows of Resources		
Cash and investments	\$67,126,790	\$72,239,213
Investment in mutual insurance company	1,000,000	1,000,000
Capital assets, net of accumulated depreciation	3,250,133	3,249,817
Accounts receivable	9,540,129	9,136,214
Due from insurers	1,445,044	2,041,343
Net Pension Asset	-	3,766,631
Prepaid expenses and other assets	3,549,246	3,368,305
Total assets	85,911,342	94,801,523
Deferred Outflows of Resources – Pension	2,709,010	1,124,866
Total assets and deferred outflows of resources	\$88,620,352	\$95,926,389
Liabilities, Deferred Inflows of Resources and Net Position		
Unpaid losses and loss adjustment expenses	22,612,922	22,305,446
Unallocated loss adjustment expenses	498,567	447,974
Accounts payable	3,544,147	5,013,334
Distribution to members payable	1,028,834	-
Net pension liability	1,152,688	-
Accrued liabilities	252,253	221,242
Total liabilities	29,089,411	27,987,996
Deferred Inflows of Resources – Pension	197,361	3,176,861
Net position	59,333,580	64,761,532
Total liabilities, deferred inflows of resources and net position	\$88,620,352	\$95,926,389
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION		
Revenues		
Member contributions, net	\$54,820,613	\$50,936,592
Investment and other income	1,361,892	1,576,034
Realized and unrealized (losses) gains on investments	4,622,751	(11,001,904)
Total revenues	\$60,805,256	\$41,510,722
Expenses		
Losses and loss adjustment expenses	\$46,625,903	\$42,430,632
Insurance premiums	10,036,695	8,947,739
Contractual services	2,595,037	2,343,721
Administration	5,946,739	4,452,607
Distribution to members	1,028,834	1,012,535
Total expenses	\$66,233,208	\$59,187,234
Decrease in net position	\$(5,427,952)	\$(17,676,512)
Net position, beginning of year	64,761,532	82,438,044
Net position, end of year	\$59,333,580	\$64,761,532

Total Net Position

P/C \$40,678,930
Health \$18,654,650
Total \$59,333,580

Total Expenses

P/C \$25,204,654
Health \$41,028,554
Total \$66,233,208

Total Liabilities

P/C \$21,392,998
Health \$7,696,413
Total \$29,089,411

Total Revenues

P/C \$21,698,737
Health \$39,406,519
Total \$61,105,256

Total Assets

P/C \$60,313,775
Health \$25,597,567
Total \$85,911,342

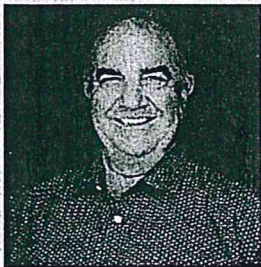
PDRMA STAFF



**Brett Davis, MBA,
CPCU, ARM, AIC, ARe,
ALCM, GBA**
Chief Executive Officer



Jason Bell, MBA
Director of Operations



Tim Conlon
Property/Casualty
Program Director



Laura Ganschow, ARM
Health Program Director



Bob Tincu, CPA
Director of Finance



Sara Yager, J.D.
General Counsel



Lisa Benjamin
Claims Specialist



**Lauren Blackburn,
CHES**
Wellness Consultant



Melissa Bruno
Health Program
Coordinator



Betty Dawson, AIC
Claims Consultant



Dustin Fisher, J.D.
Deputy General Counsel



Andrew Fiske, J.D.
Deputy General Counsel



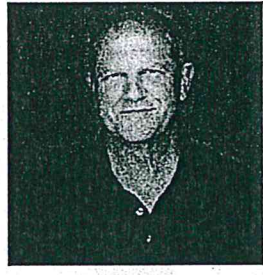
Hayley Flott
Wellness Consultant



Marlynn Gonzalez
Health Program
Coordinator



Eric Hohenstein
Claims Supervisor



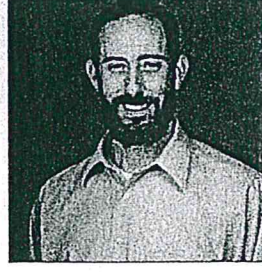
**Bill Hooker, MS, ARM,
CEAS-1**
Training Program
Supervisor



Ashley Hurd
Legal/Executive
Administrative Assistant



Erika Koty, AIC
Claims Consultant



Mike Kowols
Web Developer



**Tim Lenac, ARM-P, AINS,
CPO, CPSI, CEAS-1**
Risk Management Services
Supervisor



Elaine Lin
Accounting Specialist



Patty Maher, CPTD
Training and
Development Supervisor



Vince Manna
Risk Management
Consultant



Johanna McFadden
Accounting Supervisor



Jessica Merma-Moreno
Health Program
Coordinator



Seth Norton, CFI
Risk Management
Consultant



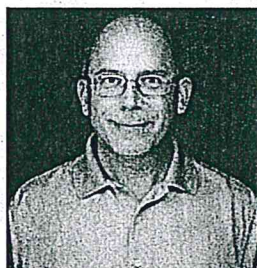
Judy O'Brien, UXC
Communications
Manager



Sophie Ottley
Property/Casualty
Operations Coordinator



**Mary Pedersen,
CEAS-1, CPSI, CPO**
Risk Management
Consultant



Bill Pitts, MCP
Systems Developer



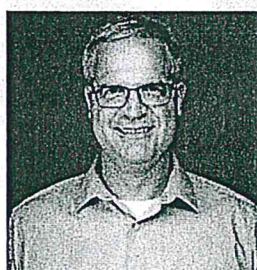
Nicole Ranieri
Claims Consultant



Leslie Reid
Health Program
Operations Supervisor



**Lindsey Robertson,
CPO, CPSI**
Risk Management
Consultant



Kyle Saros, CPO, CPRP
Risk Management
Consultant



Miguel Soto
Office Coordinator



Hannah Sullivan
Administrative Services
Manager



Brandon Webb
Claims Consultant



Travis Willis, CCNA
IT Support Technician



**Randy Wilson, MS,
ARM, CISSP**
Network Manager

River Trails Park District 2023 AT A GLANCE

When 2023 began, we'd grown accustomed to responding quickly to unexpected changes and challenges. But we knew we needed to become more proactive and start shaping PDRMA's future to be ready for the changes we could see on the horizon. So that's exactly what we started doing in 2023.



WELLNESS

Wellness remained an ongoing concern for everyone in 2023 – both physically and mentally. Our **PATH** program and **Mindful of Mental Health** webinars helped keep your employees engaged in healthy programs, updated about resources and inspired to stay well. At the end of fourth-quarter 2023, your agency's **PATH** participation rate for employees enrolled in the medical plan was **93** percent. In 2023, the total PDRMA-paid incentive to your agency for medical-plan-enrolled employees and covered partners was \$2,860.

93%
employee participation
\$2,860



EDUCATION AND TRAINING

Knowing how to recognize and resolve risks requires identifying them first. To help your employees do that, we offered webinars, eLearning and live classes as well as downloadable resources. **10** of your agency's employees participated in **49** PDRMA education and training offerings in the past two years.

10
employees participated

49
training offerings



RISK MANAGEMENT

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

\$3,000



LEGAL SERVICES

Whether you needed help to manage changing employer requirements or adhering to regulatory guidelines, our in-house counsel was available to help you throughout 2023. Over the last two years, your employees made **9** calls to our HELPLine.

9
calls made



RATE STABILIZATION

PDRMA's focus on long-term, financial stability allows you to manage risks and promote wellness while benefitting from stable rates. In 2022 and 2023, we lowered Property/Casualty members' total contributions by \$11.5 million dollars, combined, by using rate stabilization. Your agency received **\$49,871** of rate stabilization in the past two years.

\$49,871



HEALTH

One of the benefits of belonging to a risk pool is sharing rewards as well as risks. In 2023, the Health Program Council approved returning \$1,028,834 of excess net position to Health Program members as a monthly member-invoice credit in 2024. Your agency received an annual total of **\$9,614**.

\$9,614



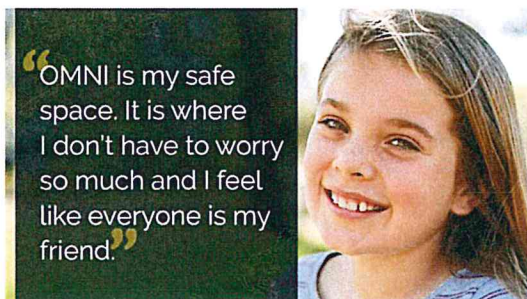
1111 West Lake Cook Road, Buffalo Grove, Illinois 60089
847.353.1500 | www.omni4all.org

May 24, 2024

River Trails Park District
401 East Camp McDonald Road
Prospect Heights, IL 60070

Dear River Trails Park District,

May is Mental Health Awareness Month. As someone who has donated to this cause, you have personally contributed to creating opportunities for those who experience mental health issues to realize a greater level of well-being, especially those who have limited resources in accessing services that help to remediate such challenges. **Thank you for your past support. We hope you will renew your support by making a gift today.**



As an organization whose mission revolves around providing solutions to individuals, families, and the community at large, OMNI is grateful for your involvement, and we see directly what a difference it makes. The need for access to mental health services continues to be great. It is estimated that in the U.S., one-in-five youth experience a **serious** mental health issue, and 46% of all persons in the U.S. will have a need to access some level mental health services in their lifetimes.

Enclosed is a copy of OMNI's 2023 Annual Report. Throughout the report, you will see how with support from donors like you OMNI works day in and day out to transform our community to improved mental health. We also reflect on OMNI's accomplishments. I am proud that last year we served over 98,000 people including a 53% increase in people served through counseling programs over the previous year. We can't do it without you.

However, there are still so many more people who are in desperate need for services. Thanks to your previous donations, we can reach into our community and serve more clients. We are very appreciative to have your support.

Thank you,

Jay Meyer
Executive Director

P. S. If you have not joined OMNI's email list to get the latest news and updates or have any questions, please contact Lauren Chilvers, Community and Business Development, Associate Director at lchilvers@omni4all.org or 630.379.3270.



OMNI

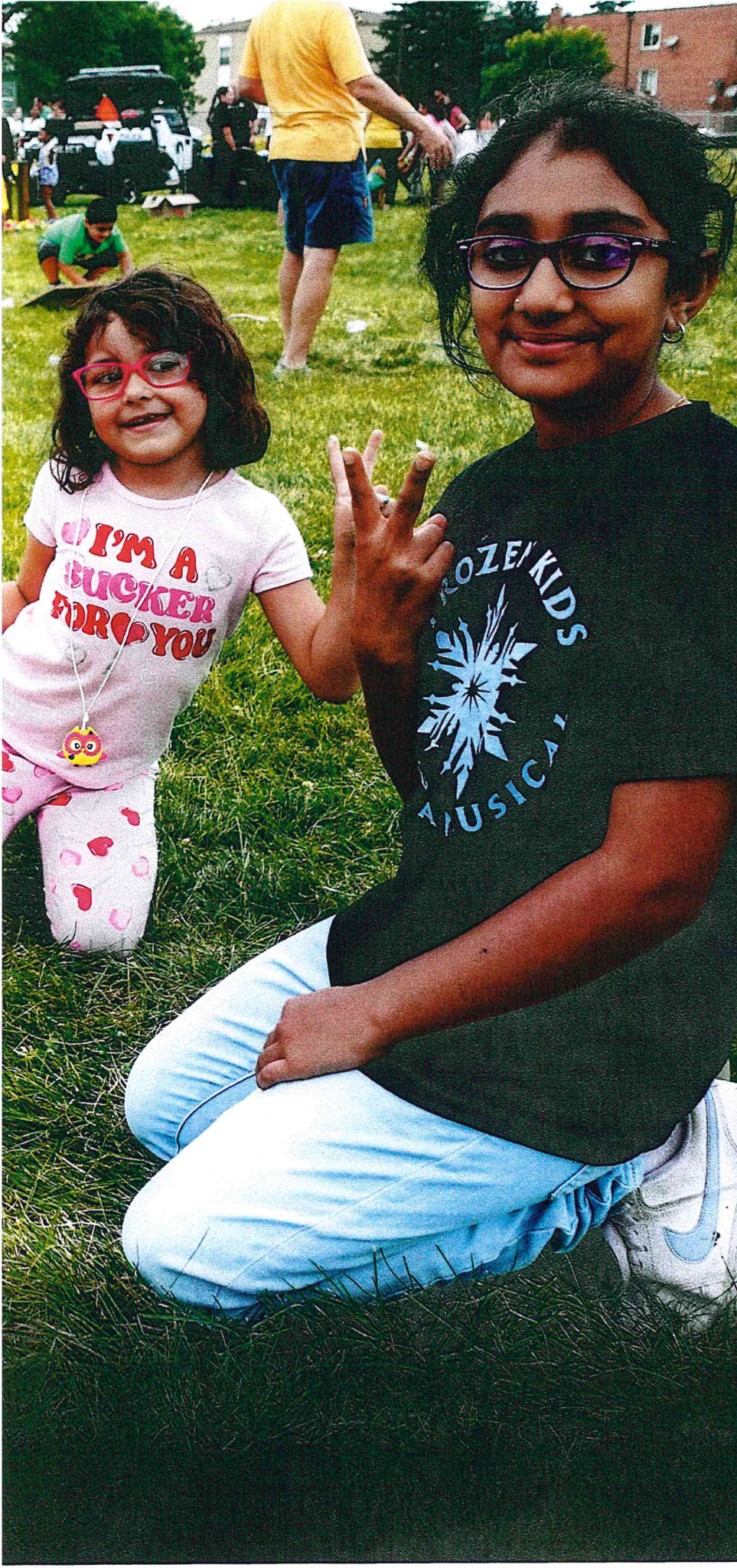
Your Partner In Building A Better Future

Report to the Community 2023





Board of Ambassador member, Renee Lubbe with OMNI clients at Summer Celebration. OMNI distributed over 850 backpacks!



Mission

Providing access to quality behavioral health and educational support services for children and adults that result in pathways to successful and healthy behaviors throughout life.

Vision

Positive change today for a better tomorrow.

"OMNI was there when I was at rock bottom. They helped me believe in myself again and believe that I could have a bright future when all I saw was darkness."

OMNI PROGRAMS

Counseling

Individual, family and group counseling for people encountering emotional and behavioral difficulties. We believe encouraging individuals through their actions is the best way to make positive change in their lives. Our experiential therapy treatment approach offers hands-on challenges and connects learning experience with the development of skills for life. Services include crisis intervention, and trauma recovery, substance abuse treatment and recovery, LGBTQIA+ support, school-based groups, juvenile justice.

Prevention

Promoting healthy behaviors through a variety of scientific, evidence-based and collaborative approaches, including education, awareness, and policy initiatives to strengthen and build communities that proactively support health and well-being of all.

Child Abuse Prevention & Family Preservation

Partnering with referrals from the Illinois Department of Children and Family Services, OMNI provides home-based services that keep children safe while strengthening families and helping them stay together. These services include in-home counseling and case management for abused and neglected children and their families. The primary responsibility for all OMNI Family Preservation staff is the safety and well-being of children and youth.

Family Resource Program

Providing services that address immediate basic needs, promoting self-sufficiency, and increasing participation in the community for families living in poverty. Primarily serves the communities of Prospect Heights and Wheeling.

THE NEED FOR OMNI IN ILLINOIS

19% of adults

have a mental illness

15% of teens

had a major depressive episode

200K adults

did not seek mental health care
because of cost

27,000 DUI

arrests in one year and
257 Fatal DUI Crashes

28%

of OMNI's local high school
youth report feeling sad or
hopeless almost every day for
two weeks or more.

Today there will be

222

reports of abuse in
Illinois.

1,500 deaths

from suicide and

3,700 deaths

from drug overdose in one year

24%

of local high school youth
report being bullied

ACCOMPLISHMENTS

98%

of Families Remained Together while in OMNI Services and Avoid Separating Into Foster Care

85%

of Counseling Clients Achieved One or More of Their Therapy Goal(s)

97%

of Families Have Not Reopened A Case With DCFS Within A Year of Service

73%

of Kids in Afterschool Programming Showed Signs of Mental Health Improvement

924

Counseling Clients Treated –
**53% Increase
in One Year**

98K

Served Through OMNI's Counseling, Prevention, Intact and Family Resource Services

960

Youth Leaders Trained With Public Health and Prevention Strategies to Implement in Their School



Top Left: OMNI Golf Classic Title Sponsor, Quattro Business Support Services. Pictured Center Shanana Egger and Team Quattro Business Support Services.

Top Right: OMNI Board President, Chris Hannon (center) with his wife, Marina Hannon (left) and Marissa Patel (right) with their Diaper Drive donation. Together donors gave over 10,600 diapers, 100 lotions and 200 packs of wipes to OMNI kids overcoming abuse and neglect.

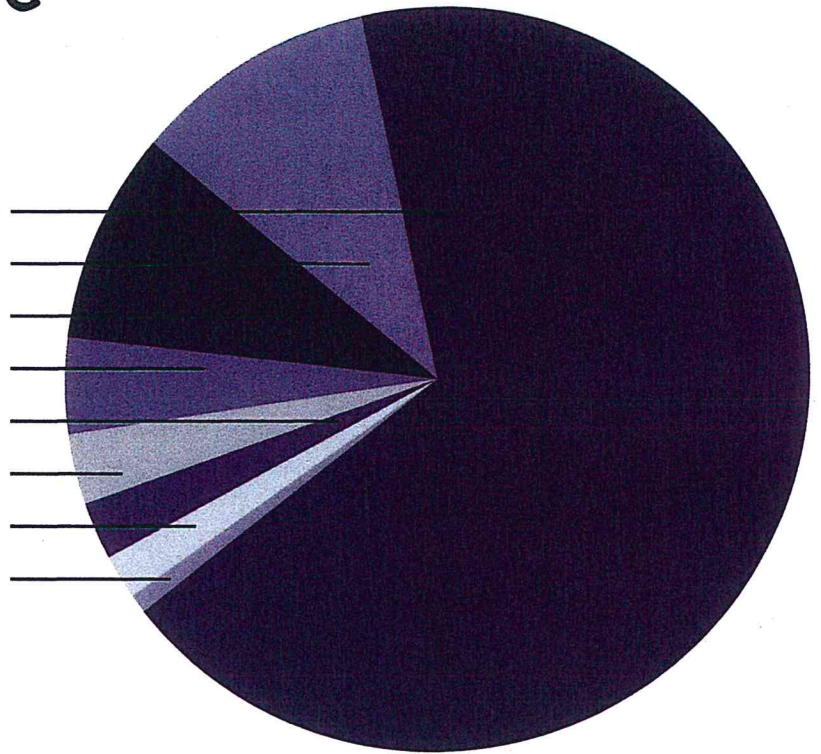
Middle Left: OMNI clients at Summer Celebration with markers donated by IKEA.

Middle Right: OMNI Intact Child Welfare Specialist, Evelyn Roman, gathers Holiday Drive presents to distribute to the kids in her Case Load. Donors made the holidays brighter for 650 OMNI kids.

Bottom Left: Board of Ambassadors and Night at the Arboretum Sponsors Susan and David Weidenfeld.

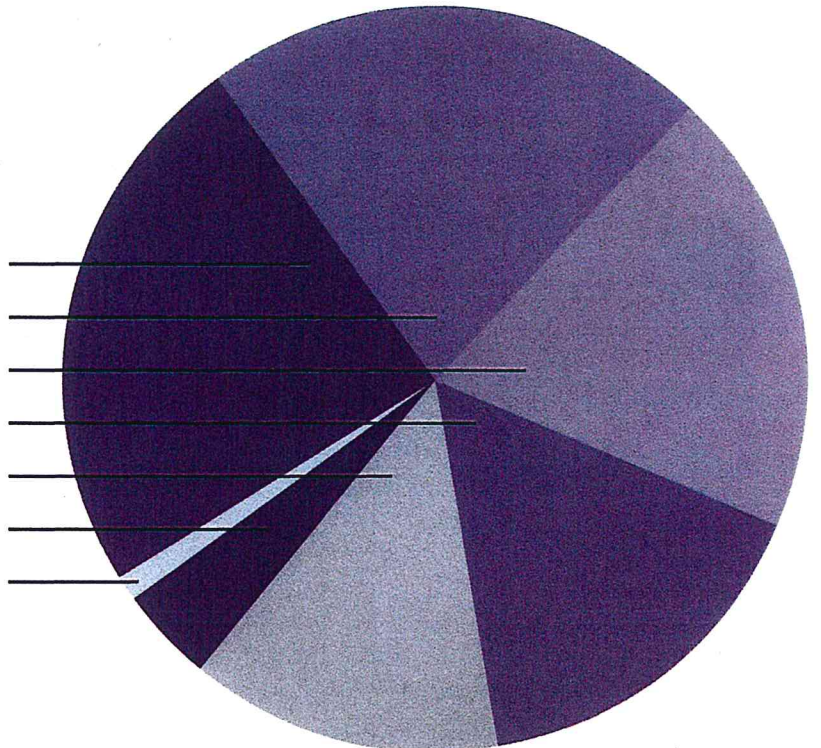
Public Support & Revenue By Source

Government Grants	\$6,466,019
Counseling Services	\$1,031,422
Social Work	\$860,415
Contributions	\$410,446
Rental Income	\$285,265
Special Events	\$247,722
Net investment Income (loss)	\$165,436
Miscellaneous	\$73,301
<hr/>	
Total Program Service Revenue	\$9,540,026



Expenditures By Program Areas

PROGRAM	AMOUNT
Family Preservation	\$2,326,204
Youth and Family Counseling	\$2,125,521
Management and General	\$1,875,969
Prevention	\$1,542,234
Collegiate Wellness & Learning	\$1,316,363
Fundraising	\$405,730
Community Resource Centers	\$88,722
<hr/>	
Total	\$9,680,743



Board of Directors

PRESIDENT

Christopher Hannon, Senior VP, Old National Bank

VICE PRESIDENT

Sandra Howell, Director of Compensation, ITW

TREASURER

Andy Bhojwani, CIO, Cision

SECRETARY

Dan Kraft, VP, Product & Innovation,
Trustmark Voluntary Benefit Solutions

PAST PRESIDENT

Kurt Winter, VP, Marketing, Allstate Insurance

MEMBER AT LARGE

Andy Greenawalt, President, BIOLOGOS

Brad Dickinson (retired), Sales Representative, Vico Associates

Brian Early, Portfolio Manager, William Blair

Leyda Garcia-Greenawalt, Law Student,
Loyola University Chicago School of Law

Mike Martin (retired), Pharmaceutical
Manufacturing Consultant

Jason Price, Owner & Family Therapist, Affiliates in Counseling

Kevin Purtill, Partner, MPS Law-Meltzer, Purtill & Stelle LLC

Shelia Sebor, Trustee, Vernon Township

Paul Somers, Regional Sales Manager, CDW

Michelle Yun, Management Consultant

Board of Directors as of 12/31/23

Board of Ambassadors

Founded in 1993, OMNI's Board of Ambassadors is comprised of dedicated business and professional leaders who share OMNI's commitment to creating positive change in our communities. Membership on the Board of Ambassadors offers opportunities for active involvement in the organization, along with making an annual commitment to contribute a minimum of \$1,500 in support of OMNI's mission.

Andy Bhojwani
Bruce and Lou Church
Wayne Criswell
Brad and Laurie Dickinson
Renita Dixon
Robert and Laura Dutzi
Christopher Egger
Shanan and Katie Egger
Roy Eiermann
Jeff and Debbie Elias
Diana and Steve Ferrara
Mark and Trudy Frank
Andy and Janice Greenawalt
Chris and Marina Hannon
John and Cheryl Hofmann
James and Diane Hohmann
Sandra Howell
Doug and Connie Hugdahl
Bill and Linda Johnson

Thomas and Joanne Kloepper
Kenneth and Corine Kozanda
Dan and Beth Kraft
John and Renee Lubbe
Martin and Linda Lunkes
John Mangan
John and Doryce McCarthy
John and Margie McNicholas
Jay Meyer
Ricardo and Mary Jo Meza
Sonia S. Munoz
Michael and Tracee Patterson
Chris Peterson
Orren and Tina Pickell
Jason and Mara Price
Neil Protter
Kevin and Connie Purtill
Mike and Diane Richard
Bradley Roberts

Brian and Amy Rosenberg
Alan and Lindy Rosenson
Lu Salisbury
Drew and Katie Schweinfurth
Scott Schweinfurth & Margie English
Thomas Schweinfurth
Ron and Sheila Sebor
Rob and Lynn Seitz
Tom and Janet Southall
Marc and Debra Steinman
Jim and Jen Sturgeon
David and Susan Weidenfeld
J. Harry Wells
Kurt and Carrie Winter
David and Anna Wolfe
Michelle Yun

DONORS

\$20,000 and Up

Allstate
Carl R. Hendrickson
Family Foundation
EA Foundation
Janice and Andy Greenawalt
ITW Foundation
Quattro Business
Support Services
Trustmark

\$10,000-\$19,999

Discover Financial Services
Shanan and Katie Egger
Doryce McCarthy
Brian and Amy Rosenberg
Scott Schweinfurth and
Margie English
Debra and Marc Steinman
Susan and David Weidenfeld

\$5,000-\$9,999

Anonymous
Dakota K Auto Repair &
Tire Center
Laurie and Brad Dickinson
Fifth Third Bank
Cheryl and John Hofmann
Joan and Norman
Chapman Foundation
Thomas Kloepfer
Greg Kolich
Renee and John Lubbe
Jay Meyer
Motorola Solutions Foundation
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Anna and David Wolfe

\$2,500-\$4,999

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Tracee and Mike Patterson
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Kristin and John Purtill
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Thomas Schweinfurth
Sheila and Ronald Sebor
Rachel and Paul Somers
William Blair
Kurt and Carrie Winter
Michelle Yun

\$1,000-\$2,499

AbbVie
Andy Bhojwani
Russ and Kelly Bishop
Blank Rome
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Kyle Bolke
Mike Burgh
Linda and Brian Burgh
Cargill
Bruce Church
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Laurie and Bob Dutzi
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Roxanne Hori
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Bill Johnson
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Dimitri and Joanna Loupakos
Martin and Linda Lunkes
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John McNicholas
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Chris Peterson
Tina and Orren Pickell
Neil Protter
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Lindy and Alan Rosenson
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Melanie Wiwczarowski

\$500-\$999

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Bank of America
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Deb and Bob Bularzik
Robert and Joan Casey
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Mike Martin
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Michele Fleming
Diana Flores and Staff
Ashlee Fox
Rana Georgou
Dana Gill
Jaime Goldstein
Lisa and Gene Haring
Eunice Hawkins
Rosemary Heilmann
Patti Ismail
Pamela Izatt
Patricia Jackson
Jane and Craig Jacobson
JAS | Chicago Branch
Jenna Jeon
Shannon Joyce
Lenore Kurpiel
Janet Leigh
Catherine Leskody
Lovely Leynes
Stephanie Marks
Tim McDonald
Dia Morgan
Agnieszka Moroni
Kevin O'Leary
Brian O'Neil
Old Navy Deer Park and Niles
Anna Desai
Marie Oyston
Mary Lou Pixler
Dean Quarino
Karen Quill and Brookstone
Capital Management
Courtney Risinger
Veronica Roman
Thomas Scherer
Lenna Silberman Scott
Amy Slav-Livorsi
Jessica Urban
Kenniss Van Dyke
Anthony Vega
Martha Weiss
Shawn Welch
Daniel A. Wolf
Jeremy Woods
Ed Zegers
Juliet Ziak



Ways to Get Involved

CHiL: Afterschool Tutoring and Mentoring

Committees: Events and Other Special Projects

Summer Celebration: Community Event to Provide Resources in August

Donations of Cash, Check, Credit Card, Donor Advised Funds, Stock

Board of Ambassadors

OMNI GEM (Give Every Month)

Diaper Drive: April

Golf Classic: June 10, 2024-Golf or Sponsor Today!

Backpack Drive: June-August

Holiday Gift Drive: October-December

Legacy Giving: Include OMNI in Your Will or Estate Plan

Contact us at info@omni4all.org to get more information about getting involved!

Since 1972, OMNI has been a leader in providing life-changing and life-saving counseling, case management and prevention services to youth, adults, and families.

Our mission is to provide access to quality behavioral health and educational support services for children and adults that result in pathways to successful and healthy behaviors throughout life. OMNI means "ALL" in Latin and we stand by accessible and inclusive services for all in the community who need us.

OMNI helps individuals overcome challenges, develop strengths and build skills they can use for a lifetime. Common issues OMNI is battling with our clients include: depression/anxiety, peer issues, family conflicts/divorce, trauma past and ongoing (domestic violence, child abuse and sexual assault), academic problems, criminal activity, substance abuse and much more. **OMNI creates positive change today for a better tomorrow.**

OMNI annually serves 98,000+ individuals across the state of Illinois.

Chicago's northwest suburbs. Services include:

- Individual, Family and Group Counseling
 - 24-Hour Crisis Intervention
- Substance Abuse Prevention and Treatment
 - Child Abuse Prevention and Intervention
 - Juvenile Justice Services
- Youth Leadership and Healthy Choice Advocacy
 - Family Resource Support



BOARD MEMORANDUM

To: Board of Commissioners
From: Mike Hanley Superintendent of Parks
RE: Purchase of Rough Mower for Rob Roy Golf Course
Date: June 6, 2024

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

The Golf Grounds Department has need to replace the existing rough mower. The 2010 Toro Sidewinder 3500-D with 3789 hours is at the end of its useful life. This machine was scheduled to be replaced in 2024 with a budget of \$50,000.

The replacement mower of choice is a **Used** John Deere 9009A 4WD T4 with 2326 hours of use. This mower has been inspected, refurbished with new parts, and accompanied by a 1-year full warranty through Revels Turf and Tractor, an authorized John Deere vender. It is a capable and efficient machine designed for mowing golf course rough and well suited for use at the Rob Roy Golf Course. In 2023, we purchased this same model. Having a uniform fleet will be easier for training and servicing requirements.

This mower's deck is 108" compared to the usual 96" deck supplied in comparable machines. The biggest difference is design and capability. This mower is designed for the rolling terrain of a golf course where other mowers are better suited for large flat athletic fields. The lesser comparable models will often scalp the grass on rolling terrain while mowing, power, and speed of mowing would be an issue. The John Deere is a far better machine in comparison.

Additional specs / benefits of the John Deere Mower:

- 55 HP engine compared to 37 or 38 in smaller mowers
- 4WD with larger tires for better traction, less footprint/rutting of turf when soft, won't get stuck in wet conditions.
- Automatically adjusts ground speed in heavy cutting conditions and on slopes.
- Individual mowing decks prevent scalping on slopes and uneven ground.
- Each individual deck is driven by a hydraulic motor, giving it increased mowing potential compared to a belt drive deck.
- Golf course mowers are built stronger and built to withstand the wear and tear of golf course terrain – decks are 10-gauge steel compared to 7 gauge listed on the Exmark and Toro websites. Therefore, life expectancy is much longer with the John Deere.

Improved Efficiency: The current time to mow the rough is approximately four (4) days due to mechanical issues and inability to mow all terrains. The projected time to mow the same areas with the proposed mower would be approximately two days.

Labor cost is approximately \$18/hr. (avg.) X 32 Hours spent mowing = \$576 dollar per week. The labor cost of using the proposed mower would be \$18/hr. X 16 Hours spent mowing = \$288 per week. The projected savings of \$288 per week or approximately \$11,500 annually mowing the fairway rough. Additionally, another benefit would be improved course conditions since staff would be able to mow the rolling grounds more quickly and efficiently.

Used mowers of similar design and quality are sparsely available for purchase. New similar mowers cost upwards of \$110,000 and cannot be guaranteed delivery in 2024 or even 2025.

We anticipate 6 to 8 years of useful life from this mower. If we were to buy new, we would expect 10 years of useful life.

We have investigated other models (new and used) and have found this to be the best use of park district funds and provide the best quality and efficiency to the golf course.

Action and Motion Requested

Staff recommends the Board to Approve the purchase of John Deere 9009A 4WD T4 for \$49,999.00



BOARD MEMORANDUM

To: Board of Commissioners

From: Bret Fahnstrom, Executive Director
Dave Oswald, Superintendent of Finance

RE: Illinois Public Reserves Investment Management Trust (iPRIME) account

Meeting Date: June 6, 2024

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

The district administration is seeking to open a third investment account. Currently the district maintains funds in two investment accounts:

1. Busey Bank - Money Market Account
2. PFM Asset Management - Illinois Park District Liquid Asset Fund (IPDLAF) Trust Account

The district would like to open an Illinois Public Reserves Investment Management Trust (iPRIME) account with the PMA Financial Network.

Rationale

1. The district would like to strengthen our relationship with PMA as they provide excellent support for levy development through customized spreadsheets and knowledgeable and accessible finance specialists. This levy support is not available from either of our current investment partners.
2. Maintaining relationships with three financial institutions gives us a broader range of potential expertise and services.
3. Diversifying our investment accounts provides an opportunity to monitor interest rates and move funds to optimize our yield.

4. The iPRIME investment vehicle meets the objectives of Principal Safety, Liquidity of Funds, and Yield as outlined in the district Investment Policy.
 - a. Safety
 - i. Meets criteria of the Illinois Public Funds Investment Act (30 ILCS 235)
 - ii. Maintains Standard and Poor's highest local government investment pool rating of AAAM
 - iii. Managed by financial advisor with fiduciary responsibility
 - iv. Overseen by a board of directors comprised of local government finance officials
 - b. Liquidity
 - i. Same day liquidity
 - c. Yield
 - i. Competitive with our current investments – 5/30/2024 APR rates
 1. Busey Money Market (4.27%)
 2. Illinois Park District Liquid Asset Fund – IPDLAF (5.16%)
 3. Illinois Public Reserves Investment Management Trust – iPRIME (5.17%)

See attached iPRIME *Frequently Asked Questions*

Action and Motion Requested

Staff requests the Board to approve opening an iPRIME investment account with the PMA Financial Network.



ABOUT IPRIME™

Frequently Asked Questions

1.) What is the Illinois Public Reserves Investment Management Trust™ (IPRIME™)?

Launched in 2019, IPRIME™ is a local government investment pool established under Illinois state law pursuant to Chapter 28E and sections 331.555 and 384.21 of the Iowa Code (2015) as amended, which authorizes Illinois municipal units of government to jointly invest funds pursuant to a declaration of trust. IPRIME™ is a liquid cash pool that enables eligible Illinois public agencies to conveniently and effectively invest their available operating and reserve funds. The power of pooling investments allows the program to more efficiently invest funds than is possible for an individual municipal entity.

2.) What is the investment objective of IPRIME™?

IPRIME™ maintains three investment objectives: Safety of Principal, Liquidity and Yield.

3.) Is IPRIME™ a safe investment for Illinois local governments?

IPRIME™ maintains Standard and Poor's highest local government investment pool rating of AAAm by enduring weekly fund reviews/audits that ensure IPRIME™ meets credit, liquidity and structural requirements mandated by Standard and Poor's. The fund is managed by PMA's Investment Advisor in a fiduciary capacity. Also, the IPRIME™ board of directors is comprised of local government finance officials who oversee the fund's operations.

4.) What advantage does IPRIME™ have over similar pooled investments in Illinois?

Unlike the other LGIPs in Illinois, IPRIME™ is more than just a money market vehicle. It also incorporates the PMA Financial 'Fixed Rate Investment' platform. Individual participants investing through IPRIME™ are not limited to the investment and deposit offerings of their local bank. Instead, IPRIME™ investors gain access to a national database of depositories, money centers and local institutions creating a competitive bidding environment. Investors also have access to traditional broker dealer offerings such as U.S. Treasury, Government Agency and Municipal Securities. This generates potential for higher yield on deposits along with asset class and geographical diversification, therefore limiting concentration risk in one institution. IPRIME™ can also include our client's local banking preferences as part of our competitive bidding platform. Why work with just one financial institution, when you can have access to 1,200?

5.) What programs are available through IPRIME™?

IPRIME™ provides daily liquidity throughout its investment shares series, as well as fixed rate investment options through the PMA Fixed Income Investment platform.

▶ IPRIME | FAQ (continued)

INVESTMENT SHARES SERIES: The IPRIME™ Investment Shares Series provides daily liquidity and has a stable net asset value. Investments are limited to high quality investments and are specifically tailored to Illinois' Public Funds Investment Act (30 ILCS 235/5). Funds may be transferred in or out of your IPRIME™ account(s) as frequently as desired without cost, and each participant may open as many IPRIME™ sub-accounts as necessary to complement local bank and internal accounting structures.

FIXED INCOME INVESTMENT PROGRAM (FRI): The IPRIME™ Fixed Rate Investment (FRI) program provides a rate of interest for any investment period, 1 month and longer, for amounts of \$100,000 and greater. IPRIME™ works with over 1,200 banks nationwide to assist in providing the best fixed rate investments possible for Illinois municipal entities. The platform also provides access to secondary market U.S. Treasury, Government Agency, and Municipal Securities.

6.) Who can participate in IPRIME™?

IPRIME™ is an investment pool for Municipal Treasurers acting on behalf of counties, townships, cities, towns, villages, libraries, park districts, water supply districts, fire protection districts, sanitary districts, housing authorities and other municipal subdivisions of the State of Illinois, excluding school districts and community colleges.

7.) How can I participate in IPRIME™?

Please contact one of the PMA representatives below to begin working with IPRIME™. The account set-up is quick and easy. You can also utilize GPS online, a secure web-based application that enables IPRIME™ participants to electronically access their IPRIME™ account(s). Participants can access GPS online through iprimetrust.org and have the ability to conduct transactions and monitor all aspects of their IPRIME™ investments 24 hours a day, 7 days a week.

8.) Does IPRIME™ offer additional cash management services?

IPRIME™ offers a variety of investment services that participants find useful.

Fixed Income Investments: IPRIME Participants also have the option to invest in Certificates of Deposits with FDIC insurance up to the \$250,000 limit, Certificates of Deposits secured by a FHLB Letter of Credit (for large block investing), collateralized deposits, U.S. Government Treasury securities, U.S. Government Agency securities, and other fixed rate instrumentalities allowable under Illinois state statute.

Cash Flow Management Program: Give your municipality a complete and accurate analysis of its cash flow forecast so you can invest confidently and with a purpose while potentially increasing interest income.

Bond Proceeds Management Program: Maximize your bond issuance efficiency with a comprehensive investment and arbitrage management program for bond proceeds through PMA Securities, LLC.

9.) What does it cost to participate in IPRIME™?

Fees associated with the operation of the fund, and your account within the fund, are already included in the net interest rate that IPRIME™ offers. The program fees are itemized in IPRIME™'s financial report, which is distributed annually and available on the IPRIME™ website: iprimetrust.org.



www.iprimetrust.org | (844) 547-7463

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BOARD MEMORANDUM

To: Board of Commissioners

From: Bret Fahnstrom, CPRE Executive Director

RE: Resolution 24-06-06A Restricted Area Policy

Date: June 6, 2024

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

Presently, the District does not have a Restricted Area Policy. This policy recommendation is being submitted to be out in front of any potential conflicts the District could have in respect to any patron but also specifically any First Amendment Auditor (FAA). The District does not have policy or ordinance that specifically addresses access to areas restricted to Staff Only. With the addition of "Staff Only" signage in our facilities, the adoption of a policy which outlines very specifically that people are not allowed in identified areas. If there is an occurrence of patrons, such as but not limited to a FAA, this policy will support District staff's ability to deny entry into the identified areas even though the building is considered "public space". I utilized an existing policy from the Itasca Park District to create the policy below.

Restricted Areas Policy

- (a) No person shall enter or remain in any building or portion of District property where persons are prohibited by the District from entering.
- (b) No person shall enter or remain in any building or portion of District property when it is closed to the public.
- (c) No person shall enter any building or portion of District property which is reserved or scheduled for a specific group or activity, unless such person is invited by the individual, group, or agency responsible for such activity and, if applicable, such person has paid all appropriate admission and/or registration fees.
- (d) No person shall enter or remain in any building or portion of District property if their admission privileges have been terminated, revoked, forfeited or suspended or if their permit, pass, ticket or membership card for admission to, or use of, the specific District property which they enter has been suspended or revoked or if they have not paid the applicable fee or charge for the use of the specific District property.

This policy will be added to the "User Policies and Procedures Manual".

Action and Motion Requested

Staff recommends that the Board approve the Resolution 24-06-06A Restricted Areas Policy as submitted.

RESOLUTION NO. 24-06-06A

RIVER TRAILS PARK DISTRICT

RESOLUTION APPROVING THE RESTRICTED AREA POLICY

WHEREAS, the River Trails Park District (“District”) is an Illinois park district organized and operating pursuant to the provisions of the Illinois Park District Code (“Code”) (70 ILCS 1205/1-1 et seq.) and all laws amendatory thereof and supplementary thereto; and

WHEREAS, Article 8-1(d) of the Code in relevant part empowers the District’s Board of Park Commissioners (“Board”) to pass all necessary resolutions and ordinances, rules and regulations for the proper management and conduct of the business of the District; and

WHEREAS, the District’s Executive Director has caused the District to develop a Restrict Area Policies due to the need for heightened security protocols in order to properly protect employees and said Policy is attached to and incorporated in this Resolution as Exhibit 1.

WHEREAS, the created policies will reside in the USER POLICIES and REGULATIONS MANUAL.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Park Commissioners of the River Trails Park District as follows:

SECTION ONE: The recitals contained in the preambles to this Resolution are hereby incorporated into this Resolution as if said preambles were fully set forth within this Section One.

SECTION TWO: The Board hereby approves the District’s Restricted Area Policy attached to and incorporated into this Resolution as Exhibit 1.

SECTION THREE: Any and all policies, resolutions or ordinances of the District which may conflict with this Resolution are hereby repealed.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED this 6th day of June, 2024 by roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ATTEST:

Secretary
Board of Park Commissioners
River Trails Park District
Cook County, Illinois

President,
Board of Park Commissioners
River Trails Park District
Cook County, Illinois

STATE OF ILLINOIS)
)
COUNTY OF COOK) ss

SECRETARY'S CERTIFICATE

I, Bret Fahnstrom, do hereby certify that I am the Secretary of the Board of Park Commissioners of the River Trails Park District, Cook County, Illinois and, as such, I am keeper of the records, ordinances, files and seal of said Park District; and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of

RESOLUTION NO. 24-06-06A

RIVER TRAILS PARK DISTRICT

RESOLUTION APPROVING THE RESTRICTED AREA POLICY

adopted at a duly called regular meeting of the Board of Park Commissioners of the River Trails Park District, held at Prospect Heights, Illinois in said District at 7:00 p.m. on the 6th day of June 2024.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of said River Trails Park District at Prospect Heights, Illinois, this 6th day of June 2024.

Secretary

[SEAL]

EXHIBIT NO. 1
RIVER TRAILS PARK DISTRICT
RESTRICTED AREA POLICY

Restricted Areas Policy

- (a) No person shall enter or remain in any building or portion of District property where persons are prohibited by the District from entering.
- (b) No person shall enter or remain in any building or portion of District property when it is closed to the public.
- (c) No person shall enter any building or portion of District property which is reserved or scheduled for a specific group or activity, unless such person is invited by the individual, group, or agency responsible for such activity and, if applicable, such person has paid all appropriate admission and/or registration fees.
- (d) No person shall enter or remain in any building or portion of District property if their admission privileges have been terminated, revoked, forfeited or suspended or if their permit, pass, ticket or membership card for admission to, or use of, the specific District property which they enter has been suspended or revoked or if they have not paid the applicable fee or charge for the use of the specific District property.



BOARD MEMORANDUM

To: Board of Commissioners

From: Bret Fahnstrom, CPRE Executive Director

RE: Resolution 24-06-06B Amended Park Hours Policy

Date: June 6, 2024

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

Presently the User Policy and Procedures 06-01, Section 3 on Park Hours is reads:

No person shall enter a Park or part thereof, posted as "Closed to the Public," nor shall any person use or abet the use of any such Park, or part thereof, in violation of posted notices. Each Park has its hours of operation posted at the entrance. No person shall enter any Park during its closed hours.

Looking at the list hours of operation, there does not seem to be any rhyme or reason for the hours as they are indicated in our brochure and website and not memorialized in our operational ordinances.

Aspen Trails	Dawn to Dusk
Burning Bush Trails	Dawn to 10:30 pm
Evergreen Trails	Dawn to Dusk
Maple Trails	Dawn to 10:30 pm
Sycamore Trails	Dawn to 10:30 pm
Tamarack Trails	Dawn to 10:30 pm
Willow Trails	Dawn to Dusk
Woodland Trails	Dawn to 10:30 pm

It seems that the parks should have logical reasoning for operating hours. Additionally, defining hours allows for staff and law enforcement to better enforce restrictions especially with moving people out of our park systems after hours. I utilized existing policies from a couple park districts to amend the policy as such, the first paragraph remained the same:

No person shall enter a park or part thereof, posted as "Closed to the Public," nor shall any person use or abet the use of any such Park, or part thereof, in violation of posted notices. Each Park has its hours of operation posted at the entrance. No person shall enter or remain in any park during its closed hours.

The parks of the District shall be closed to the public each day at 10 pm for non-lighted parks and 11 pm for lighted parks. All parks of the District shall open each day at 6 am unless otherwise posted by the River Trails Park District.

This restriction shall not apply to persons that are entering or leaving an open space area for the purpose of either ingress to or egress from a park fieldhouse, clubhouse, building or other structure that is open to the public nor to authorized District or police personnel. The restriction shall not apply during the hours of operation of any special events sponsored or approved by the River Trails Park District.

Additionally, "Dawn" and "Dusk" are general terms often used but they have such wide ranging implementation and essentially limit use of the parks to "sun up" hours. On December 20, the shortest day of the year, Dawn/Dusk are 7:15am and 4:45 pm while on June 20, the longest day of the year, they are 5:15am and 8:30pm respectively. Therefore, there are still a reasonable number of hours each day in the winter in which the park could be used safely (i.e. walkers, runners), even though the sun is down. In discussing with other districts, it seems that the general practice is to align opening and closing of the parks with specifically defined times so people feel they can still utilize parks during the short winter days even though the sun has set. Additionally, some of the added content allows for patrons to use the facilities (i.e. fitness center) without concern for the defined park hours.

This policy will be added to the "User Policies and Procedures Manual".

Action and Motion Requested

Staff recommends that the Board approve the Resolution 24-06-06B Park Hours Policy as submitted.

RESOLUTION NO. 24-06-06B

RIVER TRAILS PARK DISTRICT

RESOLUTION APPROVING THE PARK HOURS POLICY

WHEREAS, the River Trails Park District (“District”) is an Illinois park district organized and operating pursuant to the provisions of the Illinois Park District Code (“Code”) (70 ILCS 1205/1-1 et seq.) and all laws amendatory thereof and supplementary thereto; and

WHEREAS, Article 8-1(d) of the Code in relevant part empowers the District’s Board of Park Commissioners (“Board”) to pass all necessary resolutions and ordinances, rules and regulations for the proper management and conduct of the business of the District; and

WHEREAS, the District’s Executive Director has caused the District to develop a defined Park Hours Policy due to the need for heightened security protocols in order to properly protect patrons and employees and said Policy is attached to and incorporated in this Resolution as Exhibit 1.

WHEREAS, the created policies will reside in the USER POLICIES and REGULATIONS MANUAL.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Park Commissioners of the River Trails Park District as follows:

SECTION ONE: The recitals contained in the preambles to this Resolution are hereby incorporated into this Resolution as if said preambles were fully set forth within this Section One.

SECTION TWO: The Board hereby approves the District’s Park Hours Policy attached to and incorporated into this Resolution as Exhibit 1.

SECTION THREE: Any and all policies, resolutions or ordinances of the District which may conflict with this Resolution are hereby repealed.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED this 6th day of June 2024 by roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ATTEST:

Secretary
Board of Park Commissioners
River Trails Park District
Cook County, Illinois

President,
Board of Park Commissioners
River Trails Park District
Cook County, Illinois

STATE OF ILLINOIS)
)
COUNTY OF COOK) ss

SECRETARY’S CERTIFICATE

I, Bret Fahnstrom, do hereby certify that I am the Secretary of the Board of Park Commissioners of the River Trails Park District, Cook County, Illinois and, as such, I am keeper of the records, ordinances, files and seal of said Park District; and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of

RESOLUTION NO. 24-06-06B

RIVER TRAILS PARK DISTRICT

RESOLUTION APPROVING THE PARK HOURS POLICY

adopted at a duly called regular meeting of the Board of Park Commissioners of the River Trails Park District, held at Prospect Heights, Illinois in said District at 7:00 p.m. on the 6th day of June 2024.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of said River Trails Park District at Prospect Heights, Illinois, this 6th day of June 2024.

Secretary

[SEAL]

EXHIBIT NO. 1
RIVER TRAILS PARK DISTRICT
PARK HOURS POLICY

No person shall enter a park or part thereof, posted as "Closed to the Public," nor shall any person use or abet the use of any such Park, or part thereof, in violation of posted notices. Each Park has its hours of operation posted at the entrance. No person shall enter or remain in any park during its closed hours.

The parks of the District shall be closed to the public each day at 10 pm for non-lighted parks and 11 pm for lighted parks. All parks of the District shall open each day at 6 am unless otherwise posted by the River Trails Park District.

This restriction shall not apply to persons that are entering or leaving an open space area for the purpose of either ingress to or egress from a park fieldhouse, clubhouse, building or other structure that is open to the public nor to authorized District or police personnel. The restriction shall not apply during the hours of operation of any special events sponsored or approved by the River Trails Park District.