



# Administration Office

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

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October 14, 2024

Memorandum for the Board of Commissioners

Subj: Board Meeting

The Regular Board Meeting is scheduled for Thursday, October 17, 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. Invoice 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,

A handwritten signature in black ink, appearing to read "Bret Fahnstrom", with a long horizontal line extending to the right.

Bret Fahnstrom, CPRE

Executive Director

Enclosures

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

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**October 17, 2024**  
**7:00 PM**

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- I. Roll Call
- II. Visitors Comments
- III. Approval of Agenda / Changes
- IV. Approval of Minutes for the Regular Meeting of September 19, 2024\*
- V. Approval of Minutes for the Decennial Committee Meeting of September 19, 2024\*
- VI. Approval of Paid Invoice List for September 14 – October 11, 2024\*
- VII. Approval of Treasurer’s Report for August 2024\*
- VIII. Communications
  - a. Annual Summer Camp Report\*
  - b. Annual Pool Report\*
  - c. Marketing Report Update\*
  - d. 2025 PDRMA Health Plan overview\*
  - e. Wheeling / Prospect Heights Chamber Taste of the Town\*
  - f. Miscellaneous Communications\*
- IX. Old Business
  - a. None
- X. New Business
  - a. 2024 Truth in Taxation Resolution and 2023 DRAFT Levy Ordinance\* An Ordinance levying and assessing the taxes of the River Trails Park District for the 2024 Fiscal Year.
- XI. Commissioners Comments
- XII. Executive Sessions
  - a. I make a motion that the Board go into closed Executive Session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Sections 2(c)(1) and 2(c)(2) of the Open Meetings Act.
- XIII. Action as a Result of the Executive Session
- XIV. Adjournment

\*indicates an attachment included

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



**MINUTES OF THE 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 NINETEENTH DAY OF SEPTEMBER 2024,  
IMMEDIATELY FOLLOWING THE DECENNIAL COMMITTEE MEETING**

- I. The President called the meeting to order at 7:04 p.m. and directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon roll being called, the following Commissioners answered present: Leah Lussem, Jennifer Rezek and Melissa Ackerman. Commissioner Robert Hoban III was absent. Commissioner Nancy Parra arrived at 7:19p.m. Also present were Executive Director Bret Fahnstrom, Superintendent of Finance & HR David Oswald, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Mike Hanley and Superintendent of Communications & Marketing Christine Powles.
- II. Visitors Comments
  - a. none
- III. The Agenda for September 19, 2024, was submitted for approval. Commissioner Ackerman moved to approve said agenda as presented. The motion was seconded by Commissioner Rezek and approved by common consent.
- IV. Decennial Committee. The Decennial Committee has fulfilled its obligations to meet a minimum of three times and prepare the Decennial Efficiency Report to be submitted to the County. The Decennial Committee and has approved the Report for submission. Commissioner Ackerman moved to approve the submission of the Decennial Efficiency Report. Jenifer Rezek seconded the motion. The President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:

AYE:	Leah Lussem, Jennifer Rezek, Melissa Ackerman
NAY:	None
ABSENT:	Nancy Parra, Robert Hoban III
- V. Approval of Minutes for the Regular Meeting of September 5, 2024. Commissioner Parra had emailed suggested changes which will be reflected in the updated minutes for September 5, 2024. Commissioner Rezek moved to approve said minutes as amended. The motion was seconded by Commissioner Ackerman and approved by common consent.
- VI. Approval of the Paid Invoice List for August 10 – September 13, 2024 - Superintendent of Finance & HR David Oswald
  - a. Superintendent of Finance & HR David Oswald presented the information of the paid invoice list and asked for questions. As the Commissioners did not have any questions, Commissioner Ackerman moved to approve the Paid Invoice List for August 10 – September 13, 2024, as presented. The motion was seconded by Commissioner Rezek. The President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:

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

**VII. Communications**

- a. Staff Report – Superintendent of Recreation Patti Mitchell
  - Superintendent Patti Mitchell presented the Recreation Staff Operations Report for July and August 2024.
  - Commissioner Lussem inquired about the Front Desk staff at Weiss. Mitchell replied that staff member Dee is being trained to replace a staff member hoping to retire next year.
  - Commissioner Ackerman said it was a good report and it is nice to be able to see comparisons of year by year.
  - Commissioner Rezek congratulated Patti and her team on the Ellis Exceeds audits at the pool this year.
  
- b. NWSRA Gala Interest– Executive Director, Bret Fahnstrom
  - Executive Director Bret Fahnstrom presented details concerning the upcoming NWSRA Gala scheduled for October 18<sup>th</sup>. Any Board Members that would like to attend should send an email to Administrative Assistant/Risk Manager Crista Altergott by Friday, September 27<sup>th</sup>.
  
- c. IAPD / IPRA State Conference Interest – Executive Director, Bret Fahnstrom
  - Executive Director Bret Fahnstrom presented the tentative schedule for the upcoming IPRA Conference scheduled for January 23-25<sup>th</sup>, 2025. Board Member events are typically held Friday evening with Board Member conferences on Saturday. Any Board Members that would like to attend should send an email to Administrative Assistant/Risk Manager Crista Altergott by Friday, September 27<sup>th</sup>.
  
- d. Miscellaneous Communications– Executive Director, Bret Fahnstrom
  - Executive Director Bret Fahnstrom presented a thank you letter from a recent donation on behalf of the River Trails Park District.
  - Director Fahnstrom then gave an overview of the thank you letter from Representative Mary Beth Canty in response to the District’s participation in the 2024 Park Hunt.
  - Fahnstrom also handed out a flyer to invite Board Members to the Taste of the Town event coming up on Wednesday, October 30<sup>th</sup>. Any Board Members that would like to attend should send an email to Administrative Assistant/Risk Manager Crista Altergott by Friday, September 27<sup>th</sup>.

**VIII. Old Business**

- a. Resolution No. 24-09-19, A Resolution Approving the Tree Protection Policy - Executive Director Bret Fahnstrom
  - Executive Director Bret Fahnstrom gave an overview of the Tree Protection Policy which was last presented at the August 15<sup>th</sup> Board Meeting. As there have not been any questions since presenting the policy, staff recommends the Board approve Resolution No. 24-09-15, Tree Protection Policy, as submitted.
  - Commissioner Ackerman moved to approve Resolution No. 24-09-19, as presented. The motion was seconded by Commissioner Rezek. The President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:
    - AYE: Leah Lussem, Jennifer Rezek, Melissa Ackerman
    - NAY: None
    - ABSENT: Nancy Parra, Robert Hoban III



**IX. New Business**

a. 2023 Annual Treasurer's Report for Cook County - Superintendent of Finance & HR David Oswald

- Superintendent of Finance & HR David Oswald presented the 2023 Annual Treasurer's Report for Cook County. To fulfil compliance obligations, the District must submit an Annual Treasurer's Report in the specified format with the Cook County Clerk following the annual audit. Staff requests the Board acknowledges receipt of the 2023 Annual Treasurer's Report for Cook County.
- Commissioner Rezek moved to acknowledge receipt of the 2023 Annual Treasurer's Report for Cook County, as presented. The motion was seconded by Commissioner Ackerman. The President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:

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

**X. Commissioner Comments**

- a. Commissioner Ackerman inquired about the staff transition to Paycom. Superintendent David Oswald replied that the new system went live on Sunday and seems to be going well. This will be a big change in the District's operations. Executive Director Bret Fahnstrom congratulated Superintendent Oswald and his team with the amazing effort that has gone into researching, preparing and implementing the new Paycom System. Commissioner Ackerman also inquired about volunteering for upcoming events. Superintendent Mitchell will have to check to see how Board Members can assist with OCR and Monsters Bash.
- b. Commissioner Rezek volunteered to help with OCR.
- c. Commissioner Lussem asked if a meeting will be held on October 3<sup>rd</sup> since a few Board Members will not be in attendance. Director Bret Fahnstrom will have to look at the schedule of upcoming items and will send out communication.

**XI. Executive Session**

- a. None

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

- a. None

**XIII. Adjournment.** There being no further business to discuss President Leah Lussem adjourned the meeting at 7:21p.m.

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President

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Secretary

**MINUTES OF THE DECENNIAL COMMITTEE MEETING OF THE  
RIVER TRAILS PARK DISTRICT,  
COOK COUNTY, ILLINOIS, HELD  
AT 401 E. CAMP MCDONALD ROAD IN SAID DISTRICT  
ON THE NINETEENTH DAY OF SEPTEMBER 2024 AT 7:00 P.M.**

- I. Committee Chairperson Leah Lussem called the meeting to order at 7:00 p.m. and directed Crista Altergott, Administrative Assistant/Risk Management to call the roll.
- II. Upon the roll being called, the following Decennial Committee Members answered present: Commissioners Leah Lussem, Jennifer Rezek and Melissa Ackerman. Also present were Community Committee members Eric Raz and Lauren LoPresti as well as Executive Director Bret Fahnstrom, Superintendent of Finance and HR Dave Oswald, Superintendent of Communications and Marketing Christine Powels, Superintendent of Recreation Patti Mitchell and Superintendent of Parks Mike Hanley. Commissioners Nancy Parra and Robert Hoban III were absent. No other community visitors were present.
- III. The Agenda for September 19, 2024, was submitted for approval. Commissioner Rezek moved to approve said agenda as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- IV. The Minutes for September 5, 2024, was submitted for approval. Commissioner Ackerman moved to approve said minutes as presented. The motion was seconded by Community Committee Member LoPresti and approved by common consent.
- V. Review of the DRAFT Efficiency Report changes and any desired additions - Executive Director Bret Fahnstrom
  - Commissioner Hoban had emailed a requested change which will be reflected in the report submitted to the county. No other changes or additions were suggested.
- VI. Committee Comments
  - a. Commissioner Rezek said the report is excellent and is happy with the way it turned out. Commissioner Ackerman agreed and complimented the staff on all the hard work put into the data collection and creation of the report. Community Committee Member Lauren LoPresti would like to echo the compliments from the last meeting.
- VII. Submittal Recommendations
  - a. Staff recommends the Decennial Efficiency Report be submitted to the County as presented. Commissioner Rezek moved to approve said report as presented. The motion was seconded by Community Committee Member Eric Raz and approved by common consent.
- VIII. Post-Meeting Community Input
  - a. None
- IX. Adjournment. There being no further business to discuss, Chairperson Lussem adjourned the meeting at 7:02p.m.

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Chair

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Secretary





FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
12795		CANTEEN REFRESHMENT SERVICES							VENDOR TOTAL: 250.00
	ORD309632	01 COOLER RENTAL- 9/24 - 10/28/24	2040908405450	09/24/24		72528	10/03/24	29.95	29.95
									29.95
12836		CARDMEMBER SERVICE 3081							VENDOR TOTAL: 29.95
	3081/AUG	2024-2ND PYMNT		08/20/24		72451	09/19/24	16,300.03	16,300.03
		01 ATLAS-BOBCAT SENSOR REPAIR	1020938005016						98.06
		02 HARBOR FREIGHT-FUTSAL GOALS	1020938005012						48.38
		03 ATLAS-BOBCAT TIRE	1020938505545						318.19
		04 CASSIDY TIRE-BOBCAT TIRE	1020938505545						55.00
		05 HARBOR FREIGHT-FUTSOL GOALS	1020938005012						18.68
		06 HARBOR FREIGHT-FUTSOL GOALS	4022938715711						164.99
		07 CENTRAL TURF-STRAW MAT	1020938005025						289.90
		08 BIGBELLY - TRASH BAGS	1020938005023						134.59
		09 BP - MIXED GAS	1020938505547						93.40
		10 METAL SUPERMARKTS-FUTSOL GOALS	4022938715711						625.00
		11 LAKESHORE LEARNING-TABLE	2041908605615						1,605.40
		12 PARTY CITY -CAMP FINALE SUPPLS	2031355135521						20.70
		13 WALMART - CAMP FINALE SUPPLS	2031355135521						58.51
		14 LAKESHORE-SR TB RM DECOR&FLDRS	2031320315521						89.51
		15 ALDI - YOGA EVENT SUPPLIES	2031332105521						106.82
		16 HOMEGOODS - YOGA SUPPLIES	2031332105521						21.49
		17 MICHAEL'S - YOGA SUPPLIES	2031332105521						13.22
		18 ACTION TERR-CAMP FUN FIELD TRP	2031355005410						1,117.14
		19 ALDI - PEEWEE GRILL DAY	2031355005521						19.84
		20 ALDI-CAMP FUN GRILL DAY	2031355005521						45.71
		21 ALDI-CAMP CHAMPS GRILL DAY	2031355095521						15.52
		22 ALDI - CAMP CIT GRILL DAY	2031355165521						5.18
		23 ACTION TERR-CAMP FUN FIELD TRP	2031355005410						1,094.28
		24 ACTION TERR-CAMP CIT FIELD TRP	2031355165410						256.68
		25 JUST FOR FUN-ADVENTURE TRIP	2031355035410						375.00
		26 AMAZON-LOST PACKAGE-DUMBBELLS	2050908605615						-77.10
		27 JEWEL-CAMP PEEWEE GRILL DAY	2031355055521						15.05
		28 JEWEL-CAMP FUN GRILL DAY	2031355005521						34.67
		29 JEWEL-CAMP CIT GRILL DAY	2031355165521						3.93
		30 JEWEL-CAMP CHAMPS GRILL DAY	2031355095521						11.78
		31 PAINTED PENGUIN-CAMP THRIVE	2031355165410						389.50
		32 ARL HTS PD-ADVENTURE FIELD TRP	2031355035410						120.00
		33 MAIN EVENT-ADVENTURE FIELD TRP	2031355035410						322.61
		34 WALMART-WACKY SCIENCE SUPPLS	2031375365521						3.40
		35 WALMART-PEEWEE GRILL DAY	2031355055521						11.45
		36 WALMART-CAMP FUN GRILL DAY	2031355005521						26.40
		37 WALMART- CIT GRILL DAY	2031355165521						3.00

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	3081/AUG	2024-2ND PYMNT		08/20/24		72451	09/19/24	16,300.03	16,300.03
		38 WALMART-CAMP CHAMPS GRILL DAY	2031355095521						8.95
		39 ALDI - PEEWEE GRILL DAY	2031355055521						6.45
		40 ALDI - CIT GRILL DAY	2031355165521						6.45
		41 ALDI - CHAMPS GRILL DAY	2031355095521						6.45
		42 LINKS & TEES-ADVENTURE TRIP	2031355035410						120.00
		43 AMAZON-CAMP THRIVE SUPPLIES	2031355185521						219.53
		44 AMAZON-CAMP THRIVE SUPPLIES	2031355185521						9.99
		45 AMAZON - CAMP THRIVE SUPPLIES	2031355185521						44.58
		46 ALDI-PEEWEE GRILL DAY SUPPLS	2031355055521						18.05
		47 ALDI-CAMP FUN GRILL DAY SUPPLS	2031355005521						41.55
		48 ALDI-CAMP CHAMPS GRILL DAY SUP	2031355095521						14.13
		49 ALDI-CAMP CIT GRILL DAY SUPPLS	2031355165521						4.75
		50 PAINTED PENGUIN-THRIVE DEPOSIT	2031355165410						100.00
		51 LEGOLAND-PEEWEE FIELD TRIP	2031355055410						1,828.78
		52 WALGREENS- PICTURES	1010908505570						68.07
		53 SHUTTERSTOCK-IMAGE LICENSE	1010908505570						29.00
		54 WALMART - SUPPLIES	2031386095521						7.82
		55 WALMART - SUPPLIES	2031386095521						1.94
		56 DOLLAR TREE - SUPPLIES	2031386095521						7.50
		57 WALMART - SUPPLIES	2031386095521						15.64
		58 AMAZON - WEISS CLOCKS	4040908705710						111.96
		59 REPUBLIC-MSW TRASH SERVICE	1020938505530						443.60
		60 REPUBLIC-ZONE TRASH SERVICE	2010908505530						289.62
		61 REPUBLIC-MSW TRASH SERVICE	1020938505530						570.83
		62 REPUBLIC-ZONE TRASH SERVICE	2010908505530						283.22
		63 ESRI-ARC GIS ANNL SUBSCRPTN	1010908605691						440.00
		64 WEBSTAIRANT-RRCH KITCHEN SHELF	2060908005013						90.29
		65 AMERICAN STEEL-CARPORT	4060908705710						3,955.00
	3081/SEP	2024		09/20/24		72567	10/10/24	16,850.91	15,735.07
		01 AMAZON - OFFICE SUPPLIES	1010908005004						24.11
		02 IAPD-LEGAL SYMPOSIUM-BRET	1010908305308						221.00
		03 VISTAPRINT - BUSINESS CARDS	1010908005004						27.98
		04 MCALISTER'S-STAFF MEETING	1010908905900						207.03
		05 WOMEN IN LEISURE-CRISTA-MEMBR	1010908305306						32.00
		06 AMAZON - OFFICE SUPPLIES	1010908005004						5.69
		07 CHASE OFFER-MCALISTER'S	1010908905900						-2.49
		08 CHASE OFFER-VISTAPRINT	1010908505570						-8.00
		09 TORTORICE'S-EVENT FOOD	1010908905910						482.23
		10 RTPD - EVENT	1010908905910						20.00
		11 CHASE OFFER-DUNKIN	2031386015521						-2.50
		12 MCALISTER'S-BRET STAFF LUNCH	1010908905900						24.89
		13 DOLLAR TREE - SUPPLIES	1010908905910						16.50
		14 AMAZON - OFFICE SUPPLIES	1010908005004						56.43
		15 UNITED-NRPA TRAVEL-BRET	1010908305308						60.00
		16 UNITED-NRPA TRAVEL-BRET	1010908305308						68.47
		17 AMERICAN-NRPA TRAVEL-BRET	1010908305308						28.77









FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
15209	COMCAST								VENDOR TOTAL: 722.25
	001001483557			09/16/24		72507	09/26/24	4,095.11	4,095.11
	01	ADMIN - 9/15 - 10/14/2024	1011908405430						744.57
	02	MAINT - 9/15 - 10/14/2024	1020938405430						372.28
	03	WCTR - 9/15 - 10/14/2024	2040908405430						1,240.94
	04	BB - 9/15 - 10/14/2024	2041908405430						372.28
	05	ZONE - 9/15 - 10/14/2024	2041908405430						992.75
	06	POOL - 9/15 - 10/14/2024	2050908405430						372.29
15210	COMCAST CABLE								VENDOR TOTAL: 4,095.11
	0008566/SEP 2024			09/10/24		72508	09/26/24	194.74	194.74
	01	MSW CABLE - 9/1 - 9/30/2024	2010908505590						194.74
	0154057-SEP 2024			09/10/24		72458	09/19/24	399.54	330.68
	01	RR CABLE- 9/17 - 10/16/24	2060908505590						330.68
	0555113/SEP 2024			09/10/24		72458	09/19/24	399.54	68.86
	01	RR ELVTR EMER LINE-9/14-10/13	2060908405430						68.86
	0555402/SEP 2024			09/22/24		72531	10/03/24	63.72	63.72
	01	ADMIN FAX - 9/26 - 10/25/2024	1011908405430						63.72
	1039503/SEP 2024			09/26/24		72568	10/10/24	199.86	199.86
	01	ZONE-9/30 - 10/29/2024	2010908505590						199.86
15263	COMPUTER EXPLORERS								VENDOR TOTAL: 857.86
	24087			07/19/24		72569	10/10/24	84.00	84.00
	01	ROBOT ENGINEERS-7/15-7/18/24	2031375335410						84.00
15270	COMMONWEALTH EDISON								VENDOR TOTAL: 84.00
	0105494000/SEP 2024			09/12/24		72460	09/19/24	11,857.85	190.66
	01	RR MAINT - 8/13 - 9/12/2024	2060928405440						190.66
	1358754000/SEP 2024			09/11/24		72460	09/19/24	11,857.85	1,932.92
	01	ZONE - 8/12 - 9/11/2024	2042908405440						1,932.92
	2667284000/SEP 2024			09/12/24		72460	09/19/24	11,857.85	365.40
	01	ADMIN - 8/13 - 9/12/2024	1011908405440						365.40

DATE: 10/11/2024  
 TIME: 05:17:45  
 ID: AP450000.WOW

RIVER TRAILS PARK DISTRICT  
 PAID INVOICE LISTING

PAGE: 10

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	3408108000/SEP 2024			09/05/24		72460	09/19/24	11,857.85	6,530.70
	01	MSWCC - 8/5 - 9/4/2024	2040908405440						6,530.70
	3693724000/SEP 2024			09/12/24		72460	09/19/24	11,857.85	522.41
	01	BB - 8/13 - 9/12/2024	2041908405440						522.41
	7083694000/SEP 2024			09/12/24		72460	09/19/24	11,857.85	1,662.79
	01	RR - 8/13 - 9/12/2024	2060908405440						1,662.79
	7163452000/SEP 2024			09/12/24		72460	09/19/24	11,857.85	454.77
	01	RR PUMPHOUSE- 8/13 - 9/12/2024	2060928405440						454.77
	7612161222/SEP 2024			09/12/24		72460	09/19/24	11,857.85	30.09
	01	WATER FOUNTAIN - 8/13-9/12/24	2060908405440						30.09
	9350814000/SEP 2024			09/12/24		72460	09/19/24	11,857.85	32.99
	01	RR MAINT - 8/13 - 9/12/24	2060928405440						32.99
	9549922000/SEP 2024			09/11/24		72460	09/19/24	11,857.85	135.12
	01	SYCAMORE - 8/12 - 9/11/2024	1020938405440						135.12
15416	COOK COUNTY TREASURER								VENDOR TOTAL: 11,857.85
	2024-2			07/03/24		72532	10/03/24	452.50	452.50
	01	TRAFFIC LGHT MAINT-4/1-6/30/24	1020938505530						452.50
16213	CROWN TROPHY								VENDOR TOTAL: 452.50
	24847			09/24/24		72509	09/26/24	1,855.72	1,855.72
	01	MEDALS	2031386185526						1,855.72
17983	DELL BUSINESS CREDIT								VENDOR TOTAL: 1,855.72
	410/SEPT 2024			09/07/24		72461	09/19/24	1,032.30	1,032.30
	01	ADMIN COLOR PRINTER TONER	1010908005005						1,032.30
18669	DIVINE SIGNS & GRAPHICS								VENDOR TOTAL: 1,032.30
	44361			09/27/24		72533	10/03/24	7,725.00	7,725.00
	01	FITNESS - BRANDING	4040908705710						3,705.00
	02	WEISS - BRANDING	4040908705710						4,020.00

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
19699	SALLY DURAY								VENDOR TOTAL: 7,725.00
	REIMBURSE - 9/23/2024			09/23/24		72510	09/26/24	26.50	26.50
	01 DOLLAR TREE-PRESCHOOL ART SUPP		2031320475521						26.50
20830	LOUIS ECKENBRECHT								VENDOR TOTAL: 26.50
	AUGUST 2024 MILEAGE			09/18/24		72462	09/19/24	28.81	28.81
	01 MILEAGE EXPENSE - 8/1-8/31/24		2010908305304						28.81
	MILEAGE - 9/1 - 9/30/2024			10/03/24		72534	10/03/24	17.96	17.96
	01 MILEAGE EXPENSE-9/1-9/30/24		2010908305304						17.96
28616	FLOOD BROTHERS								VENDOR TOTAL: 46.77
	7711525			09/06/24		72535	10/03/24	364.96	296.02
	01 RRCH - TRASH SERVICE		2060908505535						296.02
	7711603			09/06/24		72535	10/03/24	364.96	68.94
	01 GOLF MAINT TRASH SERVICE		2060928505535						68.94
29685	FUN EXPRESS, LLC								VENDOR TOTAL: 364.96
	73253877401			09/03/24		72463	09/19/24	167.70	167.70
	01 MONSTERS BASH SUPPLIES		2031386005521						167.70
	73263150201			09/06/24		72511	09/26/24	126.92	126.92
	01 POLAR EXPRESS SUPPLIES		2031386235521						126.92
30354	KAYLA GARCIA								VENDOR TOTAL: 294.62
	RETRND DIRECT DEP-10/7/24			10/08/24		72557	10/08/24	163.87	163.87
	01 RETURNED P/R DIRCT DEP-10/7/24		2010100152506						163.87
31300	GILIO LANDSCAPE CONTRACTORS								VENDOR TOTAL: 163.87
	9853			09/02/24		72464	09/19/24	10,595.00	10,595.00
	01 MOW CONTRACT - AUGUST 2024		1020938505534						10,595.00

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
32261	GRAINGER								VENDOR TOTAL: 10,595.00
	9229602850			08/27/24		72512	09/26/24	226.75	192.00
	01 LIFT BATTERY		1020938005016						192.00
	9249841736			09/16/24		72536	10/03/24	11.92	11.92
	01 FITNESS KNOB		2040408505550						11.92
	9255983695			09/20/24		72512	09/26/24	226.75	34.75
	01 NU STEP - HAND KNOB		2040408505550						34.75
32270	GRACE LUTHERAN CHURCH								VENDOR TOTAL: 238.67
	CAMP PEEWEE - 2024			09/03/24		72465	09/19/24	4,227.50	4,227.50
	01 CHURCH USAGE FOR CAMP PEEWEE		2031355055410						4,227.50
33097	JAIME GUILLEN								VENDOR TOTAL: 4,227.50
	MENS BBALL AWARD-9/16/24			09/16/24		72466	09/19/24	100.00	100.00
	01 MENS BBALL REG SEASN RNR UP		2031311405526						50.00
	02 MENS BBALL TURNY WINNER		2031311405526						50.00
34732	HARRIS COMPUTER SYSTEMS								VENDOR TOTAL: 100.00
	MSIMN0000838			08/22/24		72467	09/19/24	8,958.27	8,958.27
	01 MSI YEARLY		1010908605691						8,958.27
36452	HINCKLEY SPRINGS								VENDOR TOTAL: 8,958.27
	2540373 092224			09/22/24		72513	09/26/24	79.94	79.94
	01 ADMIN DRINKING WATER		1011908405450						79.94
37193	HOME DEPOT CREDIT SERVICES								VENDOR TOTAL: 79.94
	0420464			09/23/24		72570	10/10/24	186.93	4.13
	01 SCAG REPAIR		1020938005016						4.13
	0430888			09/23/24		72570	10/10/24	186.93	1.25
	01 SCAG REPAIR		1020938005016						1.25



PAID INVOICE LISTING

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	2024374	01 WEISS REMODEL	4040908705710	09/11/24		72570	10/10/24	186.93	17.96 17.96
	3021721	01 PARKOUR EQUIPMENT	2042908705710	08/21/24		72469	09/19/24	1,269.11	123.48 123.48
	4022841	01 FITNESS HARDWARE	4040908705710	08/30/24		72570	10/10/24	186.93	62.43 62.43
	4523950	01 POOL SHELF REPAIR	2050908005013	07/31/24		72469	09/19/24	1,269.11	17.52 17.52
	5462422	01 FUTSOL GOALS	4022938715711	07/30/24		72469	09/19/24	1,269.11	16.47 16.47
	6020012	01 PAINT	2040908005013	08/08/24		72469	09/19/24	1,269.11	36.98 36.98
	6020063	01 KEYS	2042908005013	08/08/24		72469	09/19/24	1,269.11	7.94 7.94
	7021202	01 VAN TOOL OUTFITTING	4020938605623	08/17/24		72469	09/19/24	1,269.11	428.00 428.00
	7022393	01 PLEXIGLASS	2042908705710	08/27/24		72469	09/19/24	1,269.11	24.74 24.74
	7023687	01 WEISS REMODEL	4040908705710	09/06/24		72570	10/10/24	186.93	62.02 62.02
	7025240	01 PAINT	2040908005013	08/07/24		72469	09/19/24	1,269.11	36.98 36.98
	7070563	01 VAN TOOL OUTFITTING	4020938605623	08/27/24		72469	09/19/24	1,269.11	577.00 577.00
	8023602	01 WEISS REMODEL	4040908705710	09/05/24		72570	10/10/24	186.93	13.68 13.68
	9024843	01 TAPING AND JOINT KNIFE	1020938005009	09/14/24		72570	10/10/24	186.93	25.46 25.46
								VENDOR TOTAL:	1,456.04
41772	ILLINOIS-AMERICAN WATER CO.								
	21000090305/SEP 2024			09/11/24		72514	09/26/24	214.95	146.52 146.52
	01 BB - 8/8 - 9/10/2024		2041908405450						

DATE: 10/11/2024  
 TIME: 05:17:45  
 ID: AP450000.WOW

RIVER TRAILS PARK DISTRICT  
 PAID INVOICE LISTING

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	210000591044/OCT 2024			10/01/24		72571	10/10/24	859.46	433.83 433.83
	01 POOL - 8/31 - 9/30/2024		2050908405450						
	210000591044/SEP 2024			09/03/24		72470	09/19/24	1,907.29	1,260.03 1,260.03
	01 POOL - 7/31 - 8/30/2024		2050908405450						
	210000591839/OCT 2024			10/01/24		72571	10/10/24	859.46	38.82 38.82
	01 MAINT GARAGE- 8/31 - 9/30/2024		1020938405450						
	210000591839/SEP 2024			09/03/24		72470	09/19/24	1,907.29	38.79 38.79
	01 MAINT GARAGE- 7/31 - 8/30/2024		1020938405450						
	210000592092/OCT 2024			10/02/24		72571	10/10/24	859.46	68.09 68.09
	01 RANGE - 8/31 - 9/30/2024		2060908405450						
	210000592092/SEP 2024			09/03/24		72470	09/19/24	1,907.29	87.23 87.23
	01 RANGE - 7/31 - 8/30/2024		2060908405450						
	210000592245/OCT 2024			10/01/24		72571	10/10/24	859.46	221.24 221.24
	01 MSWCC - 8/31 - 9/30/2024		2040908405450						
	210000592245/SEP 2024			09/03/24		72470	09/19/24	1,907.29	365.86 365.86
	01 MSWCC - 7/31 - 8/30/2024		2040908405450						
	210000592603/OCT 2024			10/01/24		72571	10/10/24	859.46	73.30 73.30
	01 WOODLAND IRRIGTN-8/31-9/30/24		1020938405450						
	210000592603/SEP 2024			09/03/24		72470	09/19/24	1,907.29	107.08 107.08
	01 WOODLAND IRRIGATN-7/31-8/30/24		1020938405450						
	210002817551/SEP 2024			09/18/24		72514	09/26/24	214.95	44.25 44.25
	01 SYCAMORE - 8/9 - 9/10/2024		1020938405450						
	210003557654/SEP 2024			09/06/24		72470	09/19/24	1,907.29	24.15 24.15
	01 WOLF RD PIT - 8/1 - 8/30/2024		1020938405450						
	210003677312/OCT 2024			10/01/24		72571	10/10/24	859.46	24.18 24.18
	01 WILLOW PIT - 8/31 - 9/30/2024		1020938405450						
	210003677312/SEP 2024			09/03/24		72470	09/19/24	1,907.29	24.15 24.15
	01 WILLOW PIT - 7/31 - 8/30/24		1020938405450						
	220039031936/SEP 2024			09/18/24		72514	09/26/24	214.95	24.18 24.18
	01 ASPEN - 8/9 - 9/10/2024		1020938405450						

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	2,981.70
41785	IL OFFICE OF THE STATE								
	9699274	01 STATE BOILER INSPECTION	2050908505530	09/04/24		72537	10/03/24	140.00	140.00 140.00
								VENDOR TOTAL:	140.00
41789	ILLINOIS TOLLWAY								
	VN5706559860	01 IPASS TOLLS	2010908505545	08/30/24		72471	09/19/24	70.60	70.60 70.60
	VW5106948976	01 REC BUS - IPASS TOLLS	2010908505547	09/23/24		72515	09/26/24	77.45	77.45 77.45
								VENDOR TOTAL:	148.05
42070	IMPACT NETWORKING, LLC								
	3319118	01 ADMIN COPIER-Q4 2024 (MAINT)	1010908505530	09/11/24		72472	09/19/24	292.60	292.60 292.60
								VENDOR TOTAL:	292.60
45619	J & M GOLF								
	0710423-IN	01 PRO-SHOP MISC MERCH	2060608005058	09/09/24		72473	09/19/24	158.34	158.34 158.34
								VENDOR TOTAL:	158.34
45917	J.C. LICHT, LLC								
	61172861	01 PAINT	2042908705710	09/03/24		72474	09/19/24	73.03	73.03 73.03
								VENDOR TOTAL:	73.03
46751	JOHNSON CONTROLS								
	40560451	01 ANNUAL FIRE SERVICE - MSW	2040908505530	09/14/24		72516	09/26/24	972.00	972.00 972.00
								VENDOR TOTAL:	972.00
47527	JSD PROFESSIONAL SERVICES INC								
	12915	01 TAMARACK-MASTERPLN-THRU 9/6/24	1010908505510	09/19/24		72517	09/26/24	19,104.95	4,500.00 4,500.00

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	12939	01 TAMARACK-OSLAD-THRU 9/6/2024	1010908505510	09/19/24		72517	09/26/24	19,104.95	6,750.00 6,750.00
	12952	01 WILLOW TRLS PK CD'S-THRU 9/20	4022938715711	09/24/24		72517	09/26/24	19,104.95	7,854.95 7,854.95
								VENDOR TOTAL:	19,104.95
48261	MAGIC OF GARY KANTOR								
	MAGIC CLASS-9/16/24	01 YOUNG MAGICIANS-S1 F24	2031375425410	09/17/24		72475	09/19/24	35.00	35.00 35.00
								VENDOR TOTAL:	35.00
48528	KEELER CONSTRUCTION GROUP, INC								
	22075 - FINAL BAL PYMNT	01 MSW EPOXY FLOOR REMODL FNL PAY	4040908705710	05/21/24		72476	09/19/24	10,352.50	10,352.50 10,352.50
								VENDOR TOTAL:	10,352.50
48886	KEVIN KERN								
	SOFTBALL AWARDS-9/16/24	01 WED 16" SBALL REG SEASN WINNER	2031311235526	09/16/24		72477	09/19/24	525.00	525.00 425.00
		02 WED 16" SBALL TURNY WINNER	2031311235526						100.00
								VENDOR TOTAL:	525.00
50153	JASON KOLLUM								
	BUBBLES SHOW-10/25/24-2ND PYMNT	01 BUBBLES SHOW-10/25/24-2ND PYMT	2031386005410	10/10/24		72572	10/10/24	247.50	247.50 247.50
								VENDOR TOTAL:	247.50
50293	CHRISTINA KOZIL								
	REIMBURSEMENT-9/23/24	01 TARGET-PRESCHOOL ART SUPPLIES	2031320475521	09/23/24		72518	09/26/24	60.31	60.31 13.06
		02 DOLLAR TREE-STORY CRAFT SPPLS	2031320405521						30.00
		03 JOANN-STORY CRAFT SUPPLS	2031320405521						17.25
								VENDOR TOTAL:	60.31
53511	LUCAS LANDSCAPE								
	15901	01 TREE REMOVALS	2060928705719	09/05/24		72478	09/19/24	7,375.00	7,375.00 7,375.00



PAID INVOICE LISTING

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	7,375.00
54483	HR SOURCE								
	20502	01 SALARY BNCHMRK PRJCT THRU 7/24	1010908505510	07/25/24		72479	09/19/24	5,100.00	3,100.00 3,100.00
	20666	01 SALARY BNCHMRK PRJCT THRU 8/24	1010908505510	08/30/24		72479	09/19/24	5,100.00	1,000.00 1,000.00
	20768	01 BENCHMARKING PRJCT-FINAL BAL	1010908505510	09/12/24		72479	09/19/24	5,100.00	1,000.00 1,000.00
								VENDOR TOTAL:	5,100.00
54590	MARCO'S PIZZA								
	CONCESSIONS-8/1/24 PIZZA								
	01 CONCESSION STAND PIZZA 8/1/24		2043908005042	09/16/24		72480	09/19/24	89.58	89.58 89.58
								VENDOR TOTAL:	89.58
56664	MENARDS								
	37882	01 CAN LIGHTS	2060908005013	07/19/24		72483	09/19/24	919.74	23.96 23.96
	38040	01 TRAVERSE WALL LUMBER	2031386185521	07/23/24		72483	09/19/24	919.74	53.75 53.75
	38420	01 LIQUID NAILS	2031386185521	07/30/24		72573	10/10/24	347.77	53.88 53.88
	38530	01 PARKOUR REPAIR	2042908705710	08/01/24		72483	09/19/24	919.74	66.97 66.97
	38703	01 HOOKS	2040908005013	08/05/24		72539	10/03/24	483.66	20.25 20.25
	38791	01 PARKOUR REPAIR	2042908705710	08/07/24		72483	09/19/24	919.74	86.69 86.69
	38800	01 HOOKS - RETURN	2040908005013	08/07/24		72539	10/03/24	483.66	-12.77 -12.77
	38801	01 HOOKS	2040908005013	08/07/24		72539	10/03/24	483.66	43.78 43.78

RIVER TRAILS PARK DISTRICT  
 PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	38857	01 TRAVERSE WALL PAINT	2031386185521	08/08/24		72573	10/10/24	347.77	41.67 41.67
	39110	01 PANEL COVER-WATER FOUNTAIN	4040908705710	08/13/24		72483	09/19/24	919.74	81.99 81.99
	39111	01 PRE SCHOOL PAINT	2041908005013	08/13/24		72483	09/19/24	919.74	28.17 28.17
	39227	01 HOOKS - RETURN	2040908005013	08/15/24		72539	10/03/24	483.66	-25.74 -25.74
	39233	01 ELECTRICAL REPAIR	2040908005013	08/15/24		72539	10/03/24	483.66	93.07 93.07
	39256	01 FITNESS TV TEMPLATE	4040908705710	08/16/24		72483	09/19/24	919.74	3.39 3.39
	39792	01 STEEL POST	1020938005013	08/27/24		72539	10/03/24	483.66	15.99 15.99
	39861	01 PARKOUR TARP	2042908705710	08/28/24		72483	09/19/24	919.74	171.98 171.98
	39895	01 PAINT/TAPE	2042908005013	08/29/24		72539	10/03/24	483.66	81.28 81.28
	39982	01 MASK FOR PARKOUR	2042908705710	08/31/24		72483	09/19/24	919.74	29.98 29.98
	40059	01 E WALL PLATE	1020938005013	09/02/24		72539	10/03/24	483.66	8.82 8.82
	40124	01 PARKOUR REPAIR	2042908705710	09/04/24		72483	09/19/24	919.74	13.95 13.95
	40147	01 SPRAY PAINT	2031386185521	09/04/24		72573	10/10/24	347.77	13.96 13.96
	40170	01 WALL ANCHORS	1020938005013	09/05/24		72539	10/03/24	483.66	43.86 43.86
	40232	01 E WALL PLATES	1020938005013	09/06/24		72539	10/03/24	483.66	6.25 6.25

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
	40355	01 TOOL VAN BATTERIES	4020938605623	09/09/24		72483	09/19/24	919.74	28.95 28.95	
	40358	01 BATTERIES - TOOL VAN	4020938605623	09/09/24		72483	09/19/24	919.74	8.75 8.75	
	40397	01 WEISS REMODEL-CLIPS&ANCHORS	4040908705710	09/10/24		72483	09/19/24	919.74	5.49 5.49	
	40407	01 WEISS REMODEL	4040908705710	09/10/24		72483	09/19/24	919.74	42.30 42.30	
	40451	01 WOODLAND PARK-SIGN INSTALL	4021938705710	09/11/24		72483	09/19/24	919.74	241.58 241.58	
	40457	01 BLEACH	1020938005023	09/11/24		72483	09/19/24	919.74	31.84 31.84	
	40750	01 RRCH DECK REPAIR	2060908005013	09/17/24		72539	10/03/24	483.66	63.19 63.19	
	40753	01 MONSTERS BASH SUPPLIES	2031386005521	09/17/24		72539	10/03/24	483.66	179.76 179.76	
	40982	01 ELECTRICAL SUPPLIES - RETURN	2040908005013	09/22/24		72539	10/03/24	483.66	-34.08 -34.08	
	41156	01 OCR SCREWS,TARPS,RIBBON	2031386185521	09/26/24		72573	10/10/24	347.77	238.26 238.26	
57845	CARMEN MONTESINOS								VENDOR TOTAL:	1,751.17
	MILEAGE - 7/1-7/31/2024									
	01	MILEAGE EXPENSE-7/1-7/31/24	1020938305304	10/03/24		72540	10/03/24	461.63	166.16 166.16	
	MILEAGE - 8/1 - 8/31/2024									
	01	MILEAGE EXPENSE- 8/1 - 8/31/24	1020938305304	10/03/24		72540	10/03/24	461.63	161.47 161.47	
	MILEAGE - 9/1 - 9/30/2024									
	01	MILEAGE EXPENSE- 9/1 - 9/30/24	1020938305304	10/03/24		72540	10/03/24	461.63	134.00 134.00	
58844	KEVIN MUELLER								VENDOR TOTAL:	461.63
	16" SOFTBALL AWARDS-9/16/24									
	01	WED SBALL REG SEASN RUNR UP	2031311235526	09/16/24		72484	09/19/24	250.00	250.00 225.00	

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
		16" SOFTBALL AWARDS-9/16/24								
	02	WED SBALL TURNY RUNNER UP	2031311235526	09/16/24		72484	09/19/24	250.00	250.00 25.00	
58904	JOSHUA MULHOLLAND								VENDOR TOTAL:	250.00
	MILEAGE - AUGUST 2024									
	01	MILEAGE EXPENSE - AUGUST 2024	2010908305304	09/19/24		72485	09/19/24	22.78	22.78 22.78	
59770	NAPA AUTO PARTS								VENDOR TOTAL:	22.78
	6871-290313	01 CART REPAIR	2060928005017	09/04/24		72486	09/19/24	108.06	3.07 3.07	
	6871-290508	01 LIFT BATTERY	1020938005016	09/04/24		72541	10/03/24	458.95	239.96 239.96	
	6871-293147	01 SCAG BATTERY	1020938005016	09/13/24		72486	09/19/24	108.06	104.99 104.99	
	6871-296515	01 FORD TRACTOR BATTERY	1020938005016	09/25/24		72541	10/03/24	458.95	218.99 218.99	
61200	NORTH SHORE GOOSE CONTROL								VENDOR TOTAL:	567.01
	2909	01 GEESE POLICE	2060608505590	09/01/24		72487	09/19/24	578.37	578.37 578.37	
	2954	01 GEESE POLICE	2060608505590	10/01/24		72542	10/03/24	578.37	578.37 578.37	
61201	NICOR GAS								VENDOR TOTAL:	1,156.74
	23032700009/SEP 2024									
	01	POOL - 8/22 - 9/25/24	2050908405420	09/25/24		72543	10/03/24	850.97	380.30 380.30	
	30532700009/SEP 2024									
	01	ZONE - 8/19 - 9/18/2024	2042908405420	09/18/24		72519	09/26/24	416.77	145.17 145.17	
	34132700005/SEP 2024									
	01	MAINT GARAGE- 8/22 - 9/23/24	1020938405420	09/23/24		72543	10/03/24	950.97	51.38 51.38	
	40383400005/SEP 2024									
	01	RR MAINT - 8/22 - 9/23/2024	2060928405420	09/23/24		72543	10/03/24	850.97	147.62 147.62	

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
	51284400002/SEP 2024									
	01	RR - 8/20 - 9/19/2024	2060908405420	09/19/24		72519	09/26/24	416.77	226.67 226.67	
	63152647903/SEP 2024									
	01	ADMIN - 8/22 - 9/23/2024	1011908405420	09/23/24		72543	10/03/24	850.97	47.58 47.58	
	83132700002/SEP 2024									
	01	MSWCC - 8/22 - 9/23/2024	2040908405420	09/23/24		72543	10/03/24	850.97	224.09 224.09	
	88472700009/SEP 2024									
	01	BB - 8/15 - 9/16/2024	2041908405420	09/16/24		72519	09/26/24	416.77	44.93 44.93	
61218	NORTHWEST ASSEMBLY OF GOD								VENDOR TOTAL:	1,267.74
	SUMMER CAMP 2024-BLDNG USE									
	01	CAMP THRIVE & PATH BUILDNG USE	2031355185410	08/12/24		72488	09/19/24	1,920.00	1,920.00 1,920.00	
66575	DAVID OSWALD								VENDOR TOTAL:	1,920.00
	MILEAGE - Q3 2024									
	01	MILEAGE EXPENSE- Q3 2024	1010908305304	09/19/24		72489	09/19/24	146.60	146.60 146.60	
68777	PADDOCK PUBLICATIONS								VENDOR TOTAL:	146.60
	306215	01	AUDIT REPORT-9/19/2024 ISSUE	1010908505522		72544	10/03/24	35.10	35.10 35.10	
69057	BLU PETROLEUM, INC.								VENDOR TOTAL:	35.10
	0147468-IN	01	GOLF CART GAS	2060648505547		72545	10/03/24	6,861.66	1,015.35 1,015.35	
	0147469-IN	01	FUEL	1020938505547		72545	10/03/24	6,861.66	1,990.67 995.34	
		02	FUEL	2060928505547					796.27	
		03	FUEL	2010908505547					199.06	
	0149309-IN	01	GOLF CART GAS	2060648505547		72545	10/03/24	6,861.66	823.24 823.24	
	0149310-IN	01	FUEL	1020938505547		72545	10/03/24	6,861.66	3,032.40 592.29	
		02	FUEL	2060928505547					473.83	

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
	0149310-IN									
		03	FUEL	2010908505547		72545	10/03/24	6,861.66	3,032.40 118.46	
		04	GOLF DIESEL	2060928505547					1,847.82	
69060	PARKINK								VENDOR TOTAL:	6,861.66
	29260	01	MONSTER'S BASH - BAGS	2031386005521		72520	09/26/24	527.40	527.40 527.40	
69590	PDRMA								VENDOR TOTAL:	527.40
	Q324138H									
		01	HEALTH, DENT, VIS & LIFE-IAD	1010908305301		72546	10/03/24	19,770.40	19,770.40 3,567.19	
		02	HEALTH, DENT, VIS & LIFE-PARKS	1020938305301					7,178.25	
		03	HEALTH, DENT, VIS & LIFE-REC	2010908305301					8,040.13	
		04	HEALTH, DENT, VIS & LIFE-GOLF	2060908305301					984.83	
71976	PROFORMA								VENDOR TOTAL:	19,770.40
	BF99010892A									
		01	REC - HATS	2010908005008		72574	10/10/24	389.53	389.53 264.86	
		02	ADMIN - HATS	1010908005008					124.67	
	BF99011037A									
		01	REC - 3/4 SLEEVE SHIRTS	2010908005008		72521	09/26/24	375.00	375.00 255.00	
		02	ADMIN - 3/4 SLEEVE SHIRTS	1010908005008					120.00	
72000	PRO-TECH SERVICES, INC.								VENDOR TOTAL:	764.53
	10	01	POOL SPEAKERS REPLACE/INSTALL	2010908005005		72575	10/10/24	3,037.00	3,037.00 3,037.00	
73190	RACETIME, INC.								VENDOR TOTAL:	3,037.00
	V1005									
		01	OCR RACE - 2024	2031386185410		72576	10/10/24	787.80	787.80 787.80	
73946	REINDERS, INC.								VENDOR TOTAL:	787.80
	6059844-00									
		01	GREENS MOWER LEFT ARM REPAIR	2060928005016		72490	09/19/24	100.15	100.15 100.15	



FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
74030	REPUBLIC SERVICES #551								VENDOR TOTAL: 100.15
	0551-016039876			09/30/24		72577	10/10/24	611.15	611.15
	01 MSW TRASH SERVICE		1020938505530						611.15
74077	REVELS TURF & TRACTOR								VENDOR TOTAL: 611.15
	319914			09/05/24		72491	09/19/24	2,508.28	2,508.28
	01 MOWER REPAIRS		2060928005016						2,508.28
74470	RICOH USA INC.								VENDOR TOTAL: 2,508.28
	1101467119			09/11/24		72492	09/19/24	348.00	348.00
	01 MSW COPIER REPAIR		2010908505530						348.00
74850	ROBBINS SCHWARTZ								VENDOR TOTAL: 348.00
	991617			09/09/24		72547	10/03/24	53.75	53.75
	01 BOARD GOVERNANCE THRU 9/31/24		1010908505520						53.75
75903	ROTARY CLUB OF RIVER CITIES								VENDOR TOTAL: 53.75
	1195			09/30/24		72548	10/03/24	275.00	275.00
	01 ROTARY DUES-QUARTR END 9/30/24		1010908305307						275.00
76373	RUSSO POWER EQUIPMENT								VENDOR TOTAL: 275.00
	SPI20800164			09/06/24		72493	09/19/24	267.83	95.96
	01 CHAINSAW BLADE		2060928705719						95.96
	SPI20800165			09/06/24		72493	09/19/24	267.83	45.98
	01 CHAINSAW OIL		2060928705719						45.98
	SPI20806954			09/13/24		72493	09/19/24	267.83	125.89
	01 SCAG WHEEL BEARINGS		1020938005016						125.89
76880	S & S WORLDWIDE, INC.								VENDOR TOTAL: 267.83
	IN101458194			08/22/24		72494	09/19/24	930.60	930.60
	01 JR TRAILBLAZER ART/CRAFT SUPLS		2031320305521						100.00

DATE: 10/11/2024  
 TIME: 05:17:45  
 ID: AP450000.WOW

RIVER TRAILS PARK DISTRICT  
 PAID INVOICE LISTING

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	IN101458194			08/22/24		72494	09/19/24	930.60	930.60
	02 SR TRAILBLAZER ART/CRAFT SUPLS		2031320315521						730.60
	03 TINY TYKES ART/CRAFT SUPPLIES		2031320355521						100.00
77537	MIKE SCHUBERT								VENDOR TOTAL: 930.60
	COED SBALL 2024 AWARDS			09/16/24		72495	09/19/24	525.00	525.00
	01 COED SBALL REG SEASON WINNER		2031311295526						425.00
	02 COED SBALL TURNY WINNER		2031311295526						100.00
78114	SERVICE SANITATION, INC								VENDOR TOTAL: 525.00
	8932926			09/02/24		72550	10/03/24	984.30	150.00
	01 WOODLAND - PORTAPOTTIE RENTAL		1020938505530						150.00
	8942394			09/13/24		72550	10/03/24	984.30	92.70
	01 WILLOW - PORTAPOTTIE RENTAL		1020938505530						92.70
	8942395			09/13/24		72550	10/03/24	984.30	92.70
	01 TAMARACK - PORTAPOTTIE RENTAL		2060908505530						92.70
	8942396			09/13/24		72550	10/03/24	984.30	92.70
	01 ASPEN - PORTAPOTTIE RENTAL		1020938505530						92.70
	8942397			09/13/24		72550	10/03/24	984.30	92.70
	01 INDIAN GROVE-PORTAPOTTIE RENTL		2060908505530						92.70
	8942398			09/13/24		72550	10/03/24	984.30	185.40
	01 RRCG - PORTAPOTTIE RENTAL		2060908505530						185.40
	8942399			09/13/24		72550	10/03/24	984.30	92.70
	01 WOODLAND - PORTAPOTTIE RENTAL		1020938505530						92.70
	8942400			09/13/24		72550	10/03/24	984.30	92.70
	01 SYCAMORE - PORTAPOTTIE RENTAL		1020938505531						92.70
	8942401			09/13/24		72550	10/03/24	984.30	92.70
	01 BB - PORTAPOTTIE RENTAL		2010908505530						92.70
78873	R. H. SHUDY								VENDOR TOTAL: 984.30
	9/27/2024			09/27/24		72551	10/03/24	1,516.15	1,516.15
	01 ZONE - RPZ ANNUAL CERT		2042908505530						269.85
	02 ADMIN - RPZ ANNUAL CERT		1011908505530						90.95
	03 GOLF MAINT-RPZ ANNUAL CERT		2060928505530						90.95



FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
87000	ULINE							VENDOR TOTAL:	185.59
	182870425	01 TRASH BAGS	1020938005023	09/10/24		72554	10/03/24	513.13	513.13 513.13
87718	JAVI ULTRERAS							VENDOR TOTAL:	513.13
	MENS BBALL 2024 AWARD								
	01 MEN'S BBALL REG SEASON WINNER		2031311405526	09/16/24		72498	09/19/24	125.00	125.00
	02 MEN'S BBALL TURNY RUNNER UP		2031311405526						100.00 25.00
88128	UNIVAR USA INC							VENDOR TOTAL:	125.00
	52343759	01 CHLORINE	2050908005022	08/19/24		72499	09/19/24	1,080.00	1,080.00 1,080.00
90328	VILLAGE OF LAKEMOOR							VENDOR TOTAL:	1,080.00
	F5MJ037V	01 VIOLATION PAYMENT	2010908505545	08/26/24		72500	09/19/24	100.00	100.00 100.00
90330	VILLAGE OF MT. PROSPECT							VENDOR TOTAL:	100.00
	1132-004/SEP 2024								
	01 ZONE - 8/6 - 9/9/2024		2042908405450	09/15/24		72501	09/19/24	89.11	89.11 89.11
92790	KENNETH KASPER							VENDOR TOTAL:	89.11
	CONTRACT SERV-AUG 2024								
	01 CONTRACT SERV-AUGUST 2024		2031332155410	08/12/24		72502	09/19/24	2,824.50	2,824.50 2,824.50
	SEPTEMBER 2024-PUNCHCARDS								
	01 CONTRACT SERVICES-SEPT 2024		2031332155410	10/04/24		72581	10/10/24	4,693.50	4,693.50 4,693.50
93749	WHITE LADDER DECORATING							VENDOR TOTAL:	7,518.00
	OCTOBER 1 2024								
	01 WEISS REMODEL PAINT		4040908705710	10/01/24		72555	10/03/24	25,800.00	25,800.00 25,800.00

DATE: 10/11/2024  
 TIME: 05:17:45  
 ID: AP450000.WOW

RIVER TRAILS PARK DISTRICT  
 PAID INVOICE LISTING

FROM 09/14/2024 TO 10/11/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
R80622	SEPIDEH STALZER							VENDOR TOTAL:	25,800.00
	REFUND 10/7/2024								
	01 REFUND 10/7/2024		2010100152506	10/07/24		72582	10/10/24	48.00	48.00 48.00
								VENDOR TOTAL:	48.00
								TOTAL --- ALL INVOICES:	327,748.27





## BOARD MEMORANDUM

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To: Board of Commissioners  
From: David Oswald, Superintendent of Finance & HR  
RE: Treasurer's Report Highlights – August 2024  
Meeting Date: October 17, 2024

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### **Supports the Following Initiatives**

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

### **Background / Analysis**

#### **REVENUES**

##### YTD Revenue

- The overall YTD Revenue is 89% of the Budgeted Amount. This is above the 66.7% August Target Revenue Percentage.

##### Fund 40 Capital Improvements - YTD % Revenue

It is noted that 27% YTD Revenue is well below the August YTD Target Revenue of 66.7%. The Target Revenue % will be realized in the next Treasurer's Report as the annual budgeted transfers of \$200K from the Corporate Fund and \$250K from the Recreation Fund will be recorded.

##### Property Tax Revenue

Property Tax Revenue is distributed amongst all the Funds 10 through 26. The district has received 96% of the \$4,173,805 extended by Cook County for the 2023 Tax Year (2024 district Budget Year).

#### **EXPENSES**

##### YTD Expenses

- The overall YTD Expenses are 51% of the Budgeted Amount. This is below the 66.7% August Target Expense Percentage.

### Upcoming Expenses

- In the coming month, there will be increased expense activity in several funds when invoices for summer recreation programs, capital improvement projects, and quarterly liability insurance are typically received and processed.
- Scheduled annual Rollover Bond payment:
  - 11/15/2024 Principal & Interest = \$ 1,016,058

### Fund 40 Capital Improvements

August Capital outlay = \$31,191. This is summarized at the bottom right of the Treasurer's Report.

- Maintenance Equipment Purchase = \$10,417
  - Shelving for new EV Tool Van
- Miscellaneous = \$20,774
  - In-house Capital Labor & General Supplies
  - Woodland Trails Park Sign
  - JSD Professional Services – Tamarack Trails Park
  - Weiss – Paint (lobby, gym, Fitness Center)

### **PAYROLL**

The number of employees on the district payroll decreased from 227 to 214 during the month of August as summer programs came to a close.

### **INVESTMENTS**

- It is noted that the recently opened PMA iPRIME account continues to achieve the highest return of the three district investment accounts.
- The district finance office has been diligent about only moving funds from the interest-bearing investment accounts to the non-interest-bearing operational account when funds are to be imminently spent.

### **Action and Motion Requested**

Staff recommends the Board approve the August 2024 Treasurer's Report as presented.



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

Target 66.7%

FUND	Aug		Yr-to-date		Budgeted	Prior Year		Interfund		Yr-to-date		Beginning
	Revenue	Expenses	Revenue	Expenses	Amount	Aug	Yr-to-Date	Transfers	Interfund Trf	Fund Balance		
REVENUE										1/1/2024		
10 Corporate	\$ 443,322	\$	\$ 1,827,731	\$	\$ 1,768,309	\$ 84,917	\$ 1,081,711	\$ -	\$ -	\$ 773,198		
20 Recreation	\$ 602,452	\$	\$ 3,593,300	\$	\$ 4,065,414	\$ 354,856	\$ 2,884,104	\$ -	\$ -	\$ 2,288,496		
21 Retirement	\$ 63,722	\$	\$ 255,045	\$	\$ 235,000	\$ 4,771	\$ 177,885	\$ -	\$ -	\$ 201,409		
22 Liability Insurance	\$ 17,879	\$	\$ 68,868	\$	\$ 90,000	\$ 1,016	\$ 40,977	\$ -	\$ -	\$ 36,766		
23 Audit	\$ 4,409	\$	\$ 16,967	\$	\$ 14,000	\$ 234	\$ 8,238	\$ -	\$ -	\$ 7,241		
24 Handicapped Recreation	\$ 57,425	\$	\$ 221,115	\$	\$ 242,000	\$ 3,343	\$ 122,448	\$ -	\$ -	\$ 110,265		
25 Paving & Lighting	\$ 6,601	\$	\$ 25,427	\$	\$ 28,000	\$ 418	\$ 15,306	\$ -	\$ -	\$ 21,921		
26 Bond & Interest	\$ 271,640	\$	\$ 2,030,962	\$	\$ 2,024,775	\$ 15,583	\$ 1,499,467	\$ -	\$ -	\$ 530,025		
40 Capital Improvements	\$ -	\$	\$ 1,000	\$	\$ 884,769	\$ -	\$ 400,000	\$ -	\$ 240,679	\$ 2,157,827		
<b>TOTAL REVENUE</b>	<b>\$ 1,467,449</b>	<b>\$</b>	<b>\$ 8,040,415</b>	<b>\$</b>	<b>\$ 9,352,267</b>	<b>\$ 465,139</b>	<b>\$ 6,230,136</b>	<b>\$ -</b>	<b>\$ 240,679</b>	<b>\$ 6,127,147</b>		
<b>EXPENSES</b>	<b>Aug Expenses</b>	<b>Yr-to-date Expenses</b>	<b>Budgeted Amount</b>	<b>% Budget</b>	<b>Prior Year Aug</b>	<b>Yr-to-Date</b>	<b>Ending Fund Balance</b>					
10 Corporate	\$ 158,111	\$ 886,178	\$ 1,846,463	48%	\$ 154,893	\$ 852,448	\$ 1,714,751					
20 Recreation	\$ 424,037	\$ 2,357,992	\$ 4,113,480	57%	\$ 416,365	\$ 2,334,709	\$ 3,523,804					
21 Retirement	\$ 35,176	\$ 231,400	\$ 333,895	69%	\$ 31,271	\$ 213,346	\$ 225,053					
22 Liability Insurance	\$ -	\$ 48,346	\$ 112,468	43%	\$ -	\$ 44,399	\$ 57,287					
23 Audit	\$ -	\$ 13,850	\$ 14,695	94%	\$ 9,000	\$ 11,500	\$ 10,358					
24 Handicapped Recreation	\$ 82	\$ 225,227	\$ 293,000	77%	\$ (113)	\$ 94,610	\$ 106,152					
25 Paving & Lighting	\$ 14,073	\$ 14,073	\$ 40,000	35%	\$ 570	\$ 20,295	\$ 33,275					
26 Bond & Interest	\$ 150	\$ 745,191	\$ 2,024,775	49%	\$ -	\$ 720,564	\$ 1,575,118					
40 Capital Improvements	\$ 31,191	\$ 376,836	\$ 1,224,300	31%	\$ 139,860	\$ 806,577	\$ 2,022,669					
<b>TOTAL EXPENSES</b>	<b>\$ 662,820</b>	<b>\$ 4,899,093</b>	<b>\$ 10,003,076</b>	<b>51%</b>	<b>\$ 751,845</b>	<b>\$ 5,098,446</b>	<b>\$ 9,268,469</b>					
<b>Profit/Loss</b>	<b>\$ 804,629</b>	<b>\$ 3,141,322</b>	<b>\$ (650,809)</b>		<b>\$ (286,706)</b>	<b>\$ 1,131,690</b>	<b>\$ 9,268,469</b>					
				<b>Monthly Capital Summary</b>			<b>Amount</b>					
				Maintenance Equipment			\$ 10,417					
				Miscellaneous			\$ 20,774					
				<b>Total</b>			<b>\$ 31,191</b>					



**RIVER TRAILS PARK DISTRICT**  
**Cash and Payroll Summary**  
**August 2024**

<b>Cash Available</b>	<b>Amount</b>	<b>Yield</b>
Busey Bank - Operating Account	271,230.08	
Busey Bank - Money Market	3,086,303.40	4.27%
IPDLAF - General Fund	4,551,028.12	5.12%
PMA iPRIME	1,160,608.21	5.15%
Outstanding Checks - RTPD	(49,372.44)	
<b>TOTAL CASH NET WORTH</b>	<b>\$ 9,019,797.37</b>	

<b>Payroll Information</b>		
Date	<b>8/7/2024</b>	<b>8/21/2024</b>
Gross Payroll	<b>\$ 188,173.45</b>	<b>\$ 157,519.27</b>
Number of Employees	<b>227</b>	<b>214</b>



## BOARD MEMORANDUM

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To: Board of Commissioners  
From: Cassidy Lemrise, Recreation Supervisor  
RE: 2024 Annual Summer Camp Report  
Meeting Date: October 17, 2024

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The following reports in this memorandum illustrate key financial and participation trends from the 2024 summer season in comparison to 2023 season.

### **Background / Analysis**

The accompanying reports illustrate the comparison between this year and last year of camp. Higher enrollment in our full-day camps led to our highest total revenue to date. This year saw an increase of 328 total campers from our 2023 summer season. While we did also have slightly increased staff and staff salary costs, as well as an increase in field trips/contractual costs, the significant number of participants that attended camp this year allowed us to end summer with a net profit of \$281,544.

### **Camp Programs Financial Report**

- Program revenues increased by \$178,790 in comparison to 2023.
  - The camps that saw the biggest increases this year were Camp Fun and Camp Peewee. Camp Fun had the biggest positive jump with a \$51,123 increase in revenue and Camp Peewee had an increase of \$24,854.
  - Other significant increases in 2024 include Before/After Camps revenue which grew by \$16,490 and Camp Champs increased by \$20,881.
  - Camp Finale saw the most notable increase (due to it not being offered last year) in revenue by \$40,333 from 2023.
- Salary expenses increased by \$18,077 from 2023.
  - The addition of 2 weeks of Camp Finale played a significant part in the rise of salary costs this summer. Camp Finale alone increased the salary expenses by \$11,910
- Supplies, Contractual Services, and Bus Services increased \$5,815
  - The overall increase can be attributed to higher enrollment
- Overall Revenue was up with an increase of \$178,790. Expenses were up as well but by a smaller margin of \$16,447. We ended Summer with the highest ever profit of \$281,544 which is a \$172,343 increase from summer 2023.



## **Day Camp Participation Report**

- Overall Camp registration expanded by 328 from 2023.
- We increased registration in every single camp compared to last year. The most significant increase in registration came from our Before/After camps with an increase of 82 participants, and Camp Fun with an increase of 102 participants.
- Both Camp Champs and Camp Peewee drew an additional 40 participants each.
- Our final 2 weeks of Camp Finale brought in an additional 165 participants for a total of 1,774 registrants for summer 2024 across all 4 sessions.

## **SUMMARY**

Overall, camps saw a substantial increase in terms of participation. This expansion, along with our relatively low increase in expenses, allowed us to make a much higher profit than in previous summers.

Camp Fun and Camp Peewee ended the year as our highest attended camps. Camp Fun had an impressive number of participants with a total of 556 campers by the end of summer. This summer Camp Fun had 2 supervisors, one for 3-day camp and one for 5-day camp. This ended up being not only helpful, but an absolute necessity due to the high number of registrations for both options. Our second largest camp this summer was Camp Peewee. They finished the summer with a total of 239 participants. Camp Peewee took place at the Grace Lutheran Church again this summer, allowing us to utilize the extra space to take on the additional participants. The plan is to have Camp Peewee return to Grace next summer, however we will need to be vigilant so that the number of participants does not exceed the space we have been given. With an average of 80 campers a day in Camp Peewee we would not recommend increasing the maximum number of participants by much more.

This summer saw the continuation of our two specialty camps: Pathfinder Camp and Thrive Girls Camp. Pathfinder Camp is our wilderness exploration camp, with a focus on helping kids develop an understanding and appreciation of the outdoors. Pathfinder had an enrollment of 18 campers this year which was an increase from 12 last year. Camp Thrive is our all-girls camp where each day was scheduled to offer a new area of exploration while intentionally integrating opportunities for positive interactions between the girls. Thrive had 27 enrolled this year as opposed to 21 last year. This summer we experimented with giving Camp Thrive participants the option for both 3-day and 5-day registration, however due to the number of supplies and contractual expenses we recommend keeping this camp as a 3-day only camp just like Pathfinders. This summer both specialty camps were held at Northwest Assembly of God. While we were thankful for the space it provided this summer, next summer both camps will be happily relocated to our own facility at Burning Bush.

Field trips continued for all camps this summer! Here are just a few of the many field trips that were taken this summer: Cantigny Museum, Painted Penguin, Action Territory, Feed My Starving Children, Kohl Children's Museum, LaserX, Rainbow Falls Waterpark, Just4Fun Roller Rink, Main Event, Glenview Ice Rink, Lake Arlington, Mystic Waters Waterpark, and Legoland, just to name a few!

Many of the old favorite camp activities were present this summer as well: Pool/Water days, Grill Day, Rainbow Looms, Gaga Ball, and Theme Days. We attempted to stay in-house with our transportation costs when possible: Camp Adventure/CIT's and our Specialty Camps were scheduled to allow for the usage of our own new and improved RTPD Buses, while our large camps continued to utilize Grand Prairie Transportation for our transportation needs.



While parents' feedback on the summer was positive, we have received responses and suggestions that we do see the merit in. For one, Camp Mini, our half-day camp, has been continuously mistaken for Camp Peewee. Changing the name of our half-day camp is something we can easily achieve to alleviate any confusion during the registration process. Another common suggestion we have gotten is more, of everything. More pool days, more crafts, more field trips. While we would love to accommodate all these requests, unfortunately not everything is always possible. However, we will try our hardest with the resources we have. We can always do more fun water activities without going to the pool, we can find new creative crafts that the campers will enjoy, and while each camp will get 1 paid field trip per session, we can work on bringing in more WOW factors for next summer. We are very positive that we can continue making both our campers and their parents happy with all the activities and experiences we have to offer.

## **CONCLUSION**

Overall, 2024 was a fantastic continuation of our River Trails Park District Summer Camp Program. We ended our summer season with the highest total revenue due to the vast number of participants who attended camp this year. Even with increases in staff salaries and other camp expenses we are very proud that we made \$271,544 in profit this year. We are hoping that our push to offer competitive salaries will continue to increase our staff numbers next summer in the hope that while our participation increases our camp's safety and diligence doesn't decline. With the number of campers, we see it's imperative we stay within our 10:1 ratio to help ease stress on employees and create a safe environment for the campers. We don't want to remain stagnant; we want to keep expanding with new ideas and opportunities for creativity, adventure, friendship, and most importantly, FUN! We are looking forward to continuously providing new experiences for the families of our community; we want to further move our camps from a necessity for parents to an unforgettable summer camp experience in 2025! We hope every kid we had the pleasure of working with this year says, "I can't wait to go back to camp next year!"

### **Action and Motion Requested**

Informational Purposes Only. No Board Action Requested



**River Trails Park District  
Camp Program Financial Report**

REVENUE	Budget	2024 Actual	Change	2023	2022	2021	2019	2018
Before/After Camp Care	\$36,811	\$51,487	\$16,490	\$34,997	\$30,851	\$19,781	\$47,007	\$49,519
Camp Adventure	\$10,710	\$17,861	\$9,421	\$8,440	\$7,993	\$9,275	\$7,022	\$7,277
Camp Champs	\$49,220	\$67,361	\$20,881	\$46,480	\$31,486	\$31,647	\$38,591	\$32,309
Camp Fun	\$175,215	\$217,244	\$51,123	\$166,121	\$151,983	\$111,700	\$111,816	\$127,034
Camp Kiddie	\$16,134	\$14,762	(\$1,184)	\$15,946	\$14,283	\$13,047	\$13,806	\$14,288
Camp Mini	\$29,952	\$32,602	\$5,613	\$26,989	\$24,587	\$38,149	\$30,745	\$26,561
Camp Willow	\$150	\$0	\$0	\$0	\$0	\$115	\$0	\$210
CIT	\$9,065	\$11,371	\$3,319	\$8,052	\$6,920	\$5,674	\$3,289	
Camp Euclid(Prairie Trails)	\$400	\$1,692	\$1,312	\$380	\$310	\$256	\$390	
Camp Finale	\$0	\$40,333	\$40,333	\$0	\$16,953	\$12,684	\$13,145	\$10,578
Camp Pee Wee	\$76,775	\$97,155	\$24,854	\$72,301	\$68,882	\$41,854	\$47,532	\$44,329
Specialty Camps (Pathfinder & Thrive)	\$11,970	\$15,806	\$6,628	\$9,178	\$6,033			
<b>Total Revenue</b>	<b>\$416,402</b>	<b>\$567,674</b>	<b>\$178,790</b>	<b>\$388,884</b>	<b>\$360,281</b>	<b>\$284,182</b>	<b>\$313,513</b>	<b>\$312,105</b>
<b>EXPENSES</b>								
<b>Salaries</b>	<b>Budget</b>	<b>2024 Actual</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Before/After Camp Care	\$17,038	\$19,243	\$6,805	\$12,438	\$13,040	\$6,314	\$12,500	\$9,849
Camp Adventure	\$4,490	\$4,350	\$880	\$3,470	\$3,967	\$3,113	\$2,558	\$5,035
Camp Champs	\$24,839	\$27,453	\$739	\$26,714	\$14,560	\$11,785	\$15,339	\$14,947
Camp Fun	\$79,625	\$84,137	\$7,861	\$76,276	\$57,373	\$33,073	\$38,784	\$44,985
Camp Kiddie	\$6,242	\$5,835	\$645	\$5,190	\$5,452	\$4,997	\$4,073	\$4,591
Camp Mini	\$18,865	\$16,262	(\$7,187)	\$23,449	\$15,505	\$11,195	\$11,126	\$11,193
Camp Willow	\$1,338	\$388	\$388	\$0	\$221	\$875	\$1,185	\$1,288
CIT	\$3,315	\$3,592	\$1,019	\$2,573	\$2,953	\$2,353	\$2,560	
Camp Euclid(Prairie Trails)	\$2,380	\$2,867	(\$1,457)	\$4,324	\$2,777	\$1,021	\$1,700	
Camp Finale	\$0	\$11,910	\$11,910	\$0	\$5,831	\$3,260	\$4,079	\$3,195
Camp Pee Wee	\$35,728	\$42,341	(\$8,476)	\$50,817	\$29,033	\$13,410	\$16,649	\$21,181
Specialty Camps (Pathfinder & Thrive)	\$4,131	\$7,780	\$4,950	\$2,830	\$1,868			
<b>Total Salaries</b>	<b>\$197,991</b>	<b>\$226,158</b>	<b>\$18,077</b>	<b>\$208,081</b>	<b>\$152,580</b>	<b>\$91,396</b>	<b>\$110,553</b>	<b>\$116,264</b>
<b>Supplies, Field Trip &amp; Bus</b>	<b>Budget</b>	<b>2024 Actual</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Before/After Camp Care	\$550	\$492	\$371	\$121	\$506	\$414	\$576	\$1,237
Camp Adventure	\$3,740	\$3,334	\$1,067	\$2,267	\$2,688	\$1,531	\$1,507	\$1,552
Camp Champs	\$5,768	4262	(\$99)	\$4,361	\$3,333	\$1,456	\$4,862	\$4,150
Camp Fun	\$14,670	\$13,183	(\$653)	\$13,836	\$11,684	\$3,221	\$7,234	\$9,635
Camp Kiddie	\$400	\$331	\$17	\$314	\$285	\$86	\$212	\$525
Camp Mini	\$5,200	\$2,839	(\$1,189)	\$4,028	\$3,690	\$1,984	\$5,549	\$3,648
Camp Willow	\$50	\$128	\$128	\$0	\$0	\$42	\$109	\$142
CIT	\$542	\$190	(\$173)	\$363	\$43	\$89	\$215	
Camp Euclid(Prairie Trails)	\$50	\$50	\$3	\$47	\$50	\$0	\$46	
Camp Finale	\$0	\$883	\$883	\$9,296	\$311	\$480	\$1,073	\$664
Camp Pee Wee	\$11,134	\$3,903	(\$5,393)	\$1,189	\$5,327	\$1,189	\$3,459	\$4,399
Specialty Camps (Pathfinder & Thrive)	\$1,814	\$391	(\$777)	\$1,168	\$554			
<b>Total expenses</b>	<b>\$43,918</b>	<b>\$29,986</b>	<b>(\$5,815)</b>	<b>\$35,801</b>	<b>\$28,471</b>	<b>\$10,492</b>	<b>\$24,842</b>	<b>\$25,952</b>
<b>Total Revenue</b>	<b>\$416,402</b>	<b>\$567,674</b>	<b>\$178,790</b>	<b>\$388,884</b>	<b>\$360,281</b>	<b>\$284,182</b>	<b>\$313,513</b>	<b>\$312,105</b>
<b>Total Expense</b>	<b>\$285,827</b>	<b>\$286,130</b>	<b>\$4,424</b>	<b>\$281,706</b>	<b>\$181,051</b>	<b>\$101,888</b>	<b>\$135,395</b>	<b>\$142,216</b>
<b>Total Profit/Loss</b>	<b>\$130,575</b>	<b>\$281,544</b>	<b>\$174,366</b>	<b>\$107,178</b>	<b>\$179,230</b>	<b>\$182,294</b>	<b>\$178,118</b>	<b>\$169,889</b>



2019-2024 Camp Comparison Session 1				2019-2024 Camp Comparison Session 2				2019-2024 Camp Comparison Session 3										
	2019	2021	2022	2023	2024		2019	2021	2022	2023	2024		2019	2021	2022	2023	2024	
CIT			15	15	19				15	12	20						14	19
Total			15	15	19				15	12	20						14	19
Before	47	8	18	16	22				6	20	32			35	6	21	19	28
MWF	13	5	2	5	4				5	7	4			11	7	5	5	5
Total	60	13	20	21	26				11	27	36			46	13	26	24	33
After	64	19	37	38	42				38	36	48			56	24	35	35	59
MWF	21	5	9	19	28				12	13	34			23	8	15	22	22
Total	85	24	46	57	70				50	49	82			79	32	50	57	81
Adventure*	18	14	15	15	23				15	16	24			12	15	11	9	23
Total	18	14	15	15	23				15	16	24			12	15	11	9	23
Champs	19	14	15	18	24				19	12	33			16	14	14	18	30
MWF	27	29	19	18	31				32	24	30			31	16	19	28	23
Total	46	43	34	36	55				51	36	63			47	30	33	46	53
Fun	66	60	81	84	99				71	56	98			62	57	77	76	95
MWF	81	68	67	67	89				68	69	90			64	66	69	64	85
Total	147	128	148	151	188				139	125	188			126	123	146	140	180
Mini	15	38	38	21	49				16	27	20			18	31	18	15	18
MWF	81	66	19	41	21				90	80	48			62	47	38	35	31
Total	96	104	57	62	70				106	107	68			80	78	56	50	49
Pee Wee	32	22	38	40	49				34	17	50			23	20	40	40	53
MWF	27	23	25	24	27				27	30	30			27	28	25	30	30
Total	59	45	63	64	76				61	47	80			50	48	65	70	83
Session Totals	511	371	383	421	527				497	373	561			440	339	387	410	521
Total M-F	261	175	242	232	285				248	157	281			222	167	216	212	283
Total MWF/T Th	250	196	141	174	242				249	216	280			218	172	171	184	238
Specialty	total	total	total	total	total				total	total	total			total	total	total	total	total
Kiddie (36 max)	36	25	35	38	34				12	12	18							
Willow	24	10	0	0	0													
Finale	84	85	93	0	165													
Finale before	35	11	14	0	56													
Finale after	55	24	32	0	68													
Camp Prairie	39	25	31	37	36													
Total	273	180	205	75	359				12	12	18			11	11	21	21	27

**Total Camp Registrations: 2013**





## BOARD MEMORANDUM

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To: Board of Commissioners

From: Katie Halverson, CPRP, AFO  
Patti Mitchell, CPRP

Aquatic, Dance, & Early Childhood Recreation Supervisor  
Superintendent of Recreation

RE: 2024 Annual Pool Report  
Meeting Date: October 17, 2024

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### **Background / Analysis**

Areas of importance that will be discussed include the Programs & Attendance Report, Aquatic Programs Financial Report, the General Operations Financial Report, Season Highlights and operational expectations for the 2025 season.

- **Programs & Attendance Report**
  - Attendance numbers totaled 28,946 for an increase of over 4,000 additional guests from 2023. Overall, we were open 76/76 days in 2024, compared to 78/80 days in 2023.
  - Program participant numbers (swim team and swim lessons) slightly increased to 727. In comparison, 2023 participants totaled 708 participants.
  - “Early Bird” Pool Passes saw an increase in sales, while “Full Rate” Pool Passes saw a decrease. There were 551 Early Bird “Resident” Pool Passes sold this season, which was an increase of 60 from the 491 in 2023. Overall, 989 Pool Passes were sold for the 2024 season.
  - Special Event Attendance:
    - Theme Nights
      - Country Night = 150 patrons
      - Red, White, & Blue Night = 250 patrons
      - Christmas in July = 300 patrons
    - Pool Party with the Police = 575 patrons
    - Pool Pass Appreciation = 25 patrons
- **Aquatics Programs Financial Report**
  - Program revenue increased by \$13,433 in comparison to 2023. This can mostly be attributed to the swim lesson program revenue increasing by 17%, their supply cost was low, and staffing cost stayed within budget.
  - Gator Swim Team saw an increase of \$2,407 in revenue compared to 2023. This can be attributed to the creation of a new class called “Junior Gators: Swim Team Skills.” The class had 23 swimmers through the summer who learned skills to help them prep for joining swim team in the future.
  - Overall, Aquatic Programs saw an increase in profit of over \$12,000 this season.

- General Operations Financial Report
  - The General Pool Operations reported a loss of (\$33,871). However, general pool operation revenue (pool pass sales, daily receipts, rentals, etc.) increased by \$28,718, and expenses decreased by \$7,459.
  - When comparing the combined General Operations and Aquatic Program Financials there is an overall season loss of (\$4,741), as compared to 2023 when we had an overall loss of (\$53,217).
  
- Season Highlights
  - The 2024 staff consisted of one (1) Aquatic Coordinator, five (5) Pool Managers, two (2) Swim Lesson Coordinators, one (1) Swim Team Manager/Head Swim Team Coach, thirty (30) Lifeguards, seven (7) Deck Attendants, twenty-eight (28) Swim Lesson Instructors, and four (4) Swim Team Coaches. Many staff were returning members, and we anticipate a high return rate for summer 2025.
  - There were twenty-nine (29) active rescues at the pool. An active rescue is when a lifeguard assists a guest who is conscious and shows signs of distress. The average number of rescues at Woodland Trails Pool is normally between 15-25 in a season. There was an increase in rescues seen in June when the weather was very nice.
  - The lifeguards/aquatic management staff received three 'Exceeds' on 2024 audits. Audits are unannounced and evaluate the staff's skills through live action scenarios, evaluation of each guard's skills while they are in chair, and an audit of our season paperwork. We anticipate earning a Platinum Ellis & Associates International Safety Award in October.
  - We see continued success with private pool rentals, private lap lanes rentals, and splash parties. Rental revenue increased by over \$2,000 for 2024. Notably, by pool opening day private pool rentals were already 95% booked for the season.
  - Two lifeguards were selected for "Guard of the Season." Lydia Grabske & Christian Carnalla – Both have been guarding for three seasons with the district.

## **CONCLUSION**

We saw another successful summer at the pool – all patrons were kept safe, we stayed within the outlined budget, staff had high performance the entire season, and attendance was up by over 4,000 patrons.

### Operational Adjustments for the 2025 Pool Season

- To better recoup the increasing cost of operations raise the weekday daily admission fee, and increase the private pool rental fee.
- To help alleviate post season staffing issues schedule limited private rentals during modified hours and continue to close the pool a weekend prior to Labor Day.

### Action and Motion Requested

Informational Purposes Only. No Board Action Requested



**Woodland Trails Pool  
Programs & Attendance Report**

	<b>As of October, 2024</b>				
<u>Attendance</u>	<u>2024</u>	<u>Change</u>	<u>2023</u>	<u>2021</u>	<u>2018</u>
June	10,625	3,124	7,501	3,467	3,776
July	12,541	668	11,873	10,545	10,249
August	5,780	324	5,456	6,426	3,778
September			601	580	596
<b>Total Attendance</b>	<b>28,946</b>	<b>4,116</b>	<b>24,830</b>	<b>21,018</b>	<b>18,399</b>
					<b>20,315</b>

<u>Number of Days Opened</u>					
	Closed 1 weekend prior to Labor Day	76/76	78/80	83/89	85/88
					91/95

<u>Program Participants</u>	<u>2024</u>	<u>Change</u>	<u>2023</u>	<u>2021</u>	<u>2018</u>
Swim Lesson Students	494	29	465	516	402
Diving Students	0	0	0	0	0
Swim Team	83	(12)	95	69	70
Parent/Child	44	0	44	33	33
Jr. Swim Instructor	5	2	3	13	7
Private/Semi Lessons	101	0	101	141	90
Masters Swimmers rental					
<b>Total</b>	<b>727</b>	<b>19</b>	<b>708</b>	<b>772</b>	<b>602</b>
					<b>rental 693</b>

<u>Number Of...</u>	<u>2024</u>	<u>Change</u>	<u>2023</u>	<u>2021</u>	<u>2018</u>
Family Passes					320
Adult Passes					100
Youth Passes					38
Partner Residents					83
Non-Residents Full Rate	53	(2)	55	270	60
Guest Passes					105
Replacement Passes					0
Early Bird Disc. Pass - R	551	60	491	548	
Early Bird Disc. Pass - N	129		101	73	
Early Bird Disc. Pass.					241
Resident Reg Full Rate	256	(76)	332	661	260
Total Pool Pass Sales	989	10	979	931	1207



**River Trails Park District**  
**Aquatics Programs Financial Report**

As of October, 2024

<b>REVENUE</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Lessons	56,823	9,712	47,111	43,056	43,680	30,405	33,338
Diving	0	0	0	0	0	0	243
Swim Team	17,425	2,407	15,018	11,928	9,972	9,211	9,948
Basic Water Safety	0	0	0	0	0	0	0
Emer. Water Safety	0	0	0	0	0	0	0
Basic Lifeguarding	0	0	0	0	0	0	0
Synchro. Swimming	0	0	0	0	0	0	0
Water Polo/Sp. Oly	0	0	0	0	0	0	0
Special Events	1,542	1,314	228	18	54	25	450
<b>Total Revenue</b>	<b>75,790</b>	<b>13,433</b>	<b>62,357</b>	<b>55,002</b>	<b>53,706</b>	<b>39,642</b>	<b>43,979</b>

<b>EXPENSES</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
<b>Salaries</b>							
Lessons	36,327	2,070	34,257	33,332	19,988	16,453	16,231
Diving	0	0	0	0	0	0	0
Basic Lifeguarding	0	0	0	0	0	0	0
Synchro. Swimming	0	0	0	0	0	0	0
Swim Team	7,913	(331)	8,244	10,381	4,859	5,153	5,613
Water Polo/Sp. Oly	0	0	0	0	0	0	0
Special Events	0	(30)	30	30	28	28	27
<b>Total</b>	<b>44,240</b>	<b>1,710</b>	<b>42,530</b>	<b>43,743</b>	<b>24,875</b>	<b>21,633</b>	<b>21,871</b>

<b>Mat. &amp; Supplies</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Lessons	832	(1,046)	1,878	1,648	142	107	218
Swim Team	732	269	463	893	703	1,268	1,030
Special Events	246	(51)	297	197	74	30	188
<b>Total</b>	<b>1,810</b>	<b>(828)</b>	<b>2,638</b>	<b>2,738</b>	<b>919</b>	<b>1,405</b>	<b>1,436</b>

<b>Awards</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Swim Team	210	(149)	359	524	221	238	12
Special Events	0	0	0	0	0	0	0
<b>Total</b>	<b>210</b>	<b>(149)</b>	<b>359</b>	<b>524</b>	<b>221</b>	<b>238</b>	<b>12</b>

<b>Contractual</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Special Events	0	0	0	0	0	400	400
Swim Team	400	100	300	0	0	0	0
<b>Total</b>	<b>400</b>	<b>100</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>400</b>

	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
<b>Total Revenue</b>	<b>75,790</b>	<b>13,433</b>	<b>62,357</b>	<b>\$55,002</b>	<b>\$53,706</b>	<b>\$39,642</b>	<b>\$43,979</b>
<b>Total Expense</b>	<b>46,660</b>	<b>1,133</b>	<b>45,527</b>	<b>\$47,005</b>	<b>\$26,014</b>	<b>\$23,676</b>	<b>\$23,719</b>
<b>Total Profit/Loss</b>	<b>29,130</b>	<b>12,299</b>	<b>\$16,831</b>	<b>\$7,997</b>	<b>\$27,692</b>	<b>\$15,966</b>	<b>\$20,260</b>



**Woodland Trails Pool**  
**General Operations Financial Report**

As of October, 2024

<b>REVENUE</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
<b>Total Season Passes</b>	<b>68,730</b>	<b>5,106</b>	<b>63,624</b>	<b>64,086</b>	<b>56,558</b>	<b>47,140</b>	<b>49,244</b>
Family							40,524
Single Adult							4,797
Single Youth							1,819
Senior Adult							1,978
Senior Adult Couple							126
Residents							34,759
Partner Residents							8,622
Non-residents							5,863
Daily Receipts	85,653	18,494	67,159	66,448	74,988	74,561	88,293
Locker Receipts	50	6	44	51	43	105	99
Rental	20,161	2,123	18,039	13,396	5,512	5,175	6,005
Guest Pass	3,640	(585)	4,225	3,315	3,907	2,050	2,625
Ellis & Assoc	6,570	3,870	2,700	3,149	2,550	5,775	1,470
Misc./Over-Short	(13)	(340)	327	(78)	(160)	60	90
<b>Total Revenue</b>	<b>184,791</b>	<b>28,718</b>	<b>156,073</b>	<b>150,367</b>	<b>143,398</b>	<b>134,865</b>	<b>147,826</b>
<b>EXPENSES</b>							
<b>Salaries</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Lifeguards	108,037	10,439	97,598	104,155	70,044	68,131	69,228
Pool managers	26,787	(500)	27,287	25,160	18,174	16,641	18,316
Cashier/Deck Att.	16,317	2,747	13,570	15,854	10,794	9,193	10,597
P-time Aqua. Super.	4,995	2,264	2,731	2,049	2,098	6,333	8,195
Custodian FT/PT	0	(1,854)	1,854	6,514	5,312	8,620	10,500
<b>Total Salaries</b>	<b>156,135</b>	<b>13,096</b>	<b>143,040</b>	<b>153,732</b>	<b>106,421</b>	<b>108,919</b>	<b>116,836</b>
<b>Mat. &amp; Supplies</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Safety	1,025	523	502	1,082	459	299	272
Uniforms/Clothing	1,939	(2,025)	3,964	3,015	1,484	1,938	1,839
Misc.	115	67	48	223	229	116	243
Maint/Cust/Sup	1,989	389	1,600	1,225	3,633	3,821	3,775
*Maint. Rep. Parts	3,000	(3,000)	6,000	1,113	281	5,162	1,876
Operational	0	0	0	1,859	0	0	0
Chemicals	11,749	(860)	12,609	13,560	8,695	8,549	10,282
<b>Total Mat. &amp; Sup.</b>	<b>19,817</b>	<b>(4,905)</b>	<b>24,723</b>	<b>22,076</b>	<b>14,781</b>	<b>19,884</b>	<b>18,287</b>
<b>Contractual</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
Maint. Rep/Agreements	2,664	264	2,400	4,308	5,872	4,244	5,100
Ellis & Assoc	6,680	310	6,370	6,900	5,995	6,500	3,899
Rec Equip. Rep.	0	0	0	190	1,154	(84)	0
Print/Mail brochure	0	0	0	0	0	0	0
Custodial	918	(2,682)	3,600	5,117	6,055	0	0
<b>Total Contractual</b>	<b>10,262</b>	<b>(2,108)</b>	<b>12,370</b>	<b>16,515</b>	<b>19,076</b>	<b>10,660</b>	<b>8,999</b>
<b>Utilities</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
*Water	8,200	(4,200)	12,400	11,149	7,593	9,256	10,279
Gas	9,000	(3,580)	12,580	18,200	6,261	5,700	7,527
Telephone	4,400	1,681	2,719	3,138	3,285	2,158	1,152
Electricity	8,000	(4,434)	12,434	12,599	10,964	8,849	11,450
<b>Total Utilities</b>	<b>29,600</b>	<b>(10,534)</b>	<b>40,134</b>	<b>45,086</b>	<b>28,103</b>	<b>25,962</b>	<b>30,408</b>
<b>Equip. Purchases</b>	<b>2024</b>	<b>Change</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2019</b>	<b>2018</b>
*Pool Equipment	551	(2,749)	3,300	0	456	4,692	5,000
*Rec Equipment	1,971	266	1,705	2,386	46	1,384	0
<b>Total Equip.</b>	<b>2,522</b>	<b>(2,483)</b>	<b>5,005</b>	<b>2,386</b>	<b>501</b>	<b>6,076</b>	<b>5,000</b>





# MARKETING REPORT

June-September  
2024



**RIVER TRAILS**  
PARK DISTRICT



# WEBSITE

Analytics June-September 2024

## Sessions

- 9,293

## Page Views

- 17,652

## Devices

- 0% Tablet
- 33% Desktop
- 67% Mobile

## Top Pages

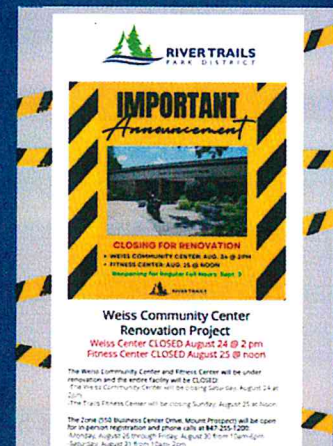
1. Homepage
2. Registration
3. The Zone
4. Seasonal Brochure
5. The Zone
6. Birthday Parties
7. Parkour
8. Obstacle Course Race
9. Woodland Trails Pool
10. Rentals

## Top Referrals

1. Facebook & Instagram
2. Community Pass Emails- Registration System/Platform
3. Constant Contacts- Email System

# EMAIL CAMPAIGNS

- **Total Contacts: 11,907**
- **Average Open Rate 48%**
- **Emails**
  - July Events: Open Rate 44%
  - Fall Brochure: Open Rate 46%
  - Weiss Center Renovation: Open Rate 45%
  - August Events: Open Rate 47%
  - Fall Resident Registration : Open Rate 47%
  - Last Splash Bash Event: Open Rate 45%





# COMMUNITY RELATIONS

- Village of Mount Prospect June, July & August Newsletter
- Fridays on the Green Summer Sponsor
- Block Party Kids Zone Sponsor
- Pool Party with the Police
- Storytime with Mount Prospect Library
- State Representative Mary Beth Canty- Local Park Passport Contest



# BROCHURES



## Fall Brochures

- Posted online July 17
- 2000 HARD Copies placed in facilities:
  - Weiss, The Zone, Burning Bush, Rob Roy, MP Library & Prospect Heights Library



QR Codes- Registration & Brochure Links

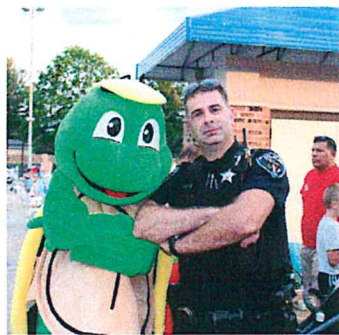
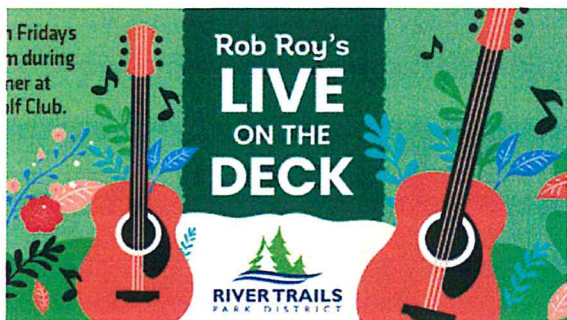
## Fall Brochure Postcard Direct Mail

- Mailed out to RTPD residents along with Mount Prospect, Prospect Heights & Des Plaines households that surround our boundaries= a total of 13,600 mailed



# RIVER TRAILS SUMMER SPECIAL EVENTS

- Website: Event Page & Home Page
- Social Media: Event Listing & Post Marketing Event Photos
- Email Communication
- Facility Center TVs
- Digital Sign
- Summer Brochure
- Posters & Flyers in Facilities & Park Kiosks
- Press Releases
- Village of Mount Prospect Newsletter & Website





# SPECIAL PROJECTS

The new bus wrap captivates attention, spark curiosity, and promote the adventurous spirit of the River Trails Park District, making every journey a celebration of nature and community. This design will not only serve as a moving advertisement but also as a visual representation of the RTPD brand.





# SPECIAL PROJECTS

## Loggos



Introducing the new logo for the Obstacle Course Race (OCR) – a dynamic and engaging design that embodies youth, adventure, and the essence of the course. This logo will serve as a bold representation of the race, inspiring participants to embrace the challenge while showcasing the park district's vibrant identity.



The new fitness center logo will serve as a powerful visual representation of the district's commitment to health, wellness, and engagement. By integrating the jump rope, kettlebell, and weight bench within the framework, the logo will help individuals identify the RTPD fitness center and overall brand.



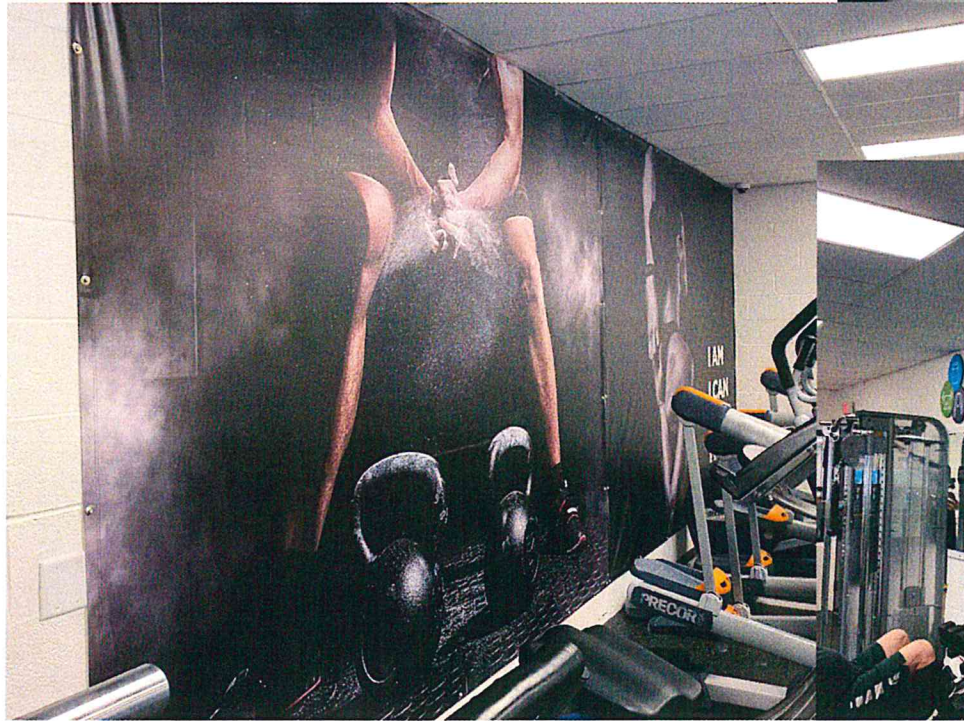
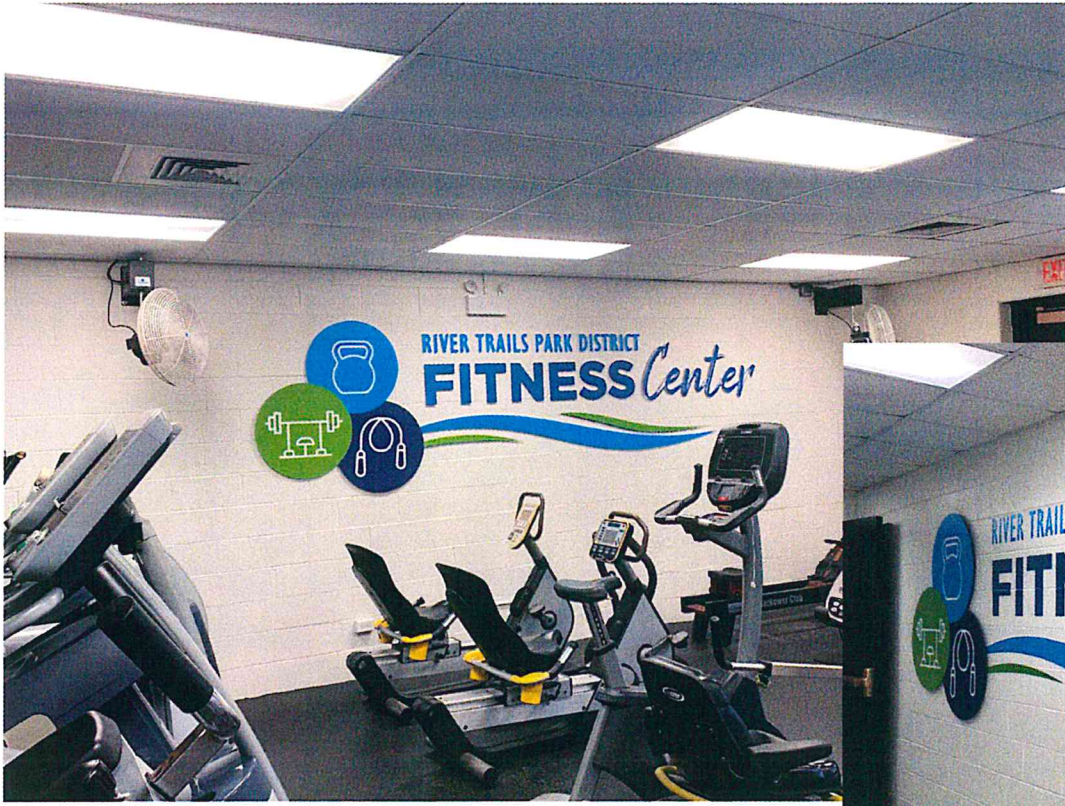
# SPECIAL PROJECTS



Weiss Center



# SPECIAL PROJECTS



Fitness Center



# SPONSORSHIP DEVELOPMENT



First 3-4 months were spent building from the ground up our current advertising and sponsorship program.

This includes the following activities:

- Identifying our assets – what is sponsorable.
- Research and analysis of other like size park districts and what they were valuing their sponsorships.
- Same methodology for determining valuation of various advertising opportunities.
- Drafting all the content, determining levels and fees for our current sponsorship and advertising opportunities.
- Working on initial layout and design of materials for print and RTPD website

Our current sponsorship offerings are as follows:

- Program Partnership Opportunities – year-round exposure for a sponsor in one of the following major program areas – Aquatics, Athletics, Fitness, Golf and Parkour.
- Signature Event Sponsorship Opportunities – Pool Party with the Police, Last Splash Bash, the Trails Challenge Obstacle Race and Monster's Bash. Sponsorships for these events range from \$3,000 to \$500, plus an in-kind option.
- Other Annual Events – smaller annual events. Opportunities for sponsors to support a single event or bundle their support and receive a discount.



**RIVER TRAILS  
PARK DISTRICT**

## Program Partnership Opportunities



Since 1965, River Trails Park District has been a leading provider of recreational pursuits in the northwest suburbs of Chicago. Since 2001, River Trails Park District has been an Illinois Distinguished Accredited Agency, recognition of the exceptional park and recreation services provided to our community.

### Program Partnership Opportunities

As a Program Partner, you will enhance the quality of our programs and classes, while enjoying year-round exposure and category exclusivity (no other company in your industry will have right to promote RTPD affiliation within sponsored area). Our programs are not only popular with our residents, but they also enjoy great interest among non-residents from many neighboring communities.

Our professional staff bring decades of experience and success providing innovative recreational opportunities and programming for our community.



### Meaningful Relationships with Your Customers.....

Your sponsorship speaks directly to the priorities of your customers. When you support their community, your customers will support you.

Let's find the best solution for your business! To learn more about sponsorship opportunities, and investment levels, contact Steve Schapiro, Corporate Relations Manager at 847-804-7127 or [sschapiro@rtpd.org](mailto:sschapiro@rtpd.org)



**RIVER TRAILS  
PARK DISTRICT**

## Advertising Opportunities



Connect your organization's brand with a well-known and respected one like the River Trails Park District's and reach a large, active and diverse audience.

Let's find the best solution for your business! To learn more about advertising opportunities, contact Steve Schapiro, Corporate Relations Manager at 847 463-3738 or [sschapiro@rtpd.org](mailto:sschapiro@rtpd.org)

### Meaningful Relationships with Your Customers.....

Your ad speaks directly to our constituents and your target audience. When you support their community, they will support you.

Since 1965, River Trails Park District has been a leading provider of recreational pursuits in the northwest suburbs of Chicago. Since 2001, River Trails Park District has been an Illinois Distinguished Accredited Agency, recognition of the exceptional park and recreation services provided to our community.



# SPONSORSHIP REVENUE TO DATE: \$15,350

## EVENT SPONSORSHIP REVENUE

Company	Revenue	Number of Events	Event
Busey Bank	\$2,250	3	Last Splash Bash, OCR & Monster's Bash
Golf Factory	\$1,250	2	OCR & Monster's Bash
Grove Counseling	\$950	3	Monster's Bash, Sled Hill & Pizza, Puzzle Palooza
Raising Canes	\$750	1	Monster's Bash
R.H. Shudy Comany	\$1,500	1	OCR
Edward Jones: Laura Lee Beran	\$500	1	Monster's Bash

**Total Event Sponsorship: \$7,200**

## ADVERTISING REVENUE

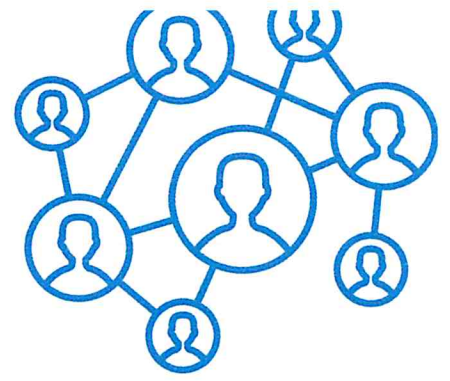
- Created an Advertising Prospectus that offers businesses a myriad of ways to promote their brand and company within the park district.
- These include Banner Advertising, Brochure Advertising, Digital / Website Advertising and LED Display Advertising

Company	Revenue	Type
Busey Bank	\$5,000.00	Digital & Banner
Bravo Heating & AC	\$1,250.00	Brochure
Grove Counseling	\$1,000.00	Brochure
We Fit U	\$600	Banner
St. James School	\$300	Brochure

**Total Advertising \$8,150**



# SPONSORSHIP ENGAGEMENT



## **Chamber of Commerce Engagement**

- Engaging with both the Mount Prospect Chamber and the Wheeling / Prospect Heights Chamber. Attending multi-chamber networking events: Golf Factory in Randhurst in August and will be attending a Mount Prospect Chamber after hours event on October 10.
- Met with Mike Putz from the Wheeling / Prospect Heights Chamber and have had some initial conversations about hosting a business after hours event at Rob Roy sometime in 2025.
- We also have plans to do an e-blast to the Mount Prospect Chamber membership in the early first quarter of 2025 to promote our advertising and sponsorship program and a corporate open house hosted by our sponsor, the Golf Factory.

## **Tree, Bench and Brick Paver Beautification Program**

In the process of developing a more comprehensive program that offers individuals and organizations the opportunity to honor or remember someone special or to commemorate a special event or anniversary through the purchase of a new tree, tree adoption, bench purchase or engraved paver. We are targeting early 2025 to go public with this expanded program. This will include information on our website along with a professionally done brochure and order form. All proceeds will benefit the River Trails Park and Recreation Foundation.



## **Forward Looking Statement**

We will continue to advance both the sponsorship and advertising program in 2025, gaining new supporters and growing our existing partnerships. Very Optimistic that we will generate significant gains in foundation revenue from the tree, bench, and paver program.





## MEMORANDUM



To: Board of Commissioners  
From: Bret Fahnstrom, Executive Director  
David Oswald, Superintendent of Finance  
RE: PDRMA Health Plan 2025  
Date: October 17, 2024

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### **Supports the Following Initiatives**

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

### **Background**

River Trails Park District has been a member of the Park District Risk Management Agency (PDRMA) insurance pool since 1993. PDRMA is an intergovernmental risk pool offering Property/Casualty and Health insurance coverage to park districts, special recreation associations, and forest preserve/conservation districts. PDRMA began its operation in 1984 with 25 initial members and currently has 90 member districts. The River Trails Park District participates in both the Property/Casualty and the Health Insurance programs. The Property/Casualty program provides coverage and services for first-party property, automobile liability, general liability, pollution liability, employment practices liability, cyber liability and workers' compensation. The Health Program provides medical, dental, vision and life benefits for member employees and their dependents. The River Trails Park District is currently under a three-year contract with PDRMA with an expiry date of May 1, 2026.



## Data & Analysis

### **PDRMA Health & Life Insurance Estimated Costs for 2025**

<b>Premium Description</b>	<b>2025 Provider</b>	<b>2024 Annualized Premium (\$)</b>	<b>2025 Estimated Premium (\$)</b>	<b>Premium Change Compared to 2024 (%)</b>
Medical PPO	Blue Cross Blue Shield	\$ 154,321	\$ 167,434	8.50 %
Medical HMO	Blue Cross Blue Shield	\$ 76,732	\$ 79,495	3.60 %
Dental	Delta Dental	\$ 10,060	\$ 10,417	3.55 %
Vision	Davis Vision	\$ 3,467	\$ 3,641	5.02 %
Employee Assistance Program	Workplace Solutions	\$ 1,116	\$ 837	(25.00) %
Basic Life Insurance	Lincoln National	\$ 1,176	\$ 1,173	(0.26) %
<b>Total</b>		<b>\$ 246,872</b>	<b>\$ 262,997</b>	<b>6.53%</b>

#### Assumptions:

- 2025 is scheduled to support the same number of full-time employees as in 2024
- The covered employees will select the same benefits as they had in place in 2024

According to a September 12<sup>th</sup> Reuters [article](#), “U.S. employers expect health insurance costs to rise an average 5.8% in 2025, largely due to increased cost of medical services as well as higher use”. The article further states “Employers with workforces sized between 50 to 499 employees reported the highest cost increases, by 9% if they do not take measures to manage costs and 6.3% if cost-management changes are made.”.

The estimated 6.53% premium increase for our organization is within industry trends.

PDRMA continues to provide value and quality service to the River Trails Park District. As a small employer, being part of the larger PDRMA insurance pool serves to mitigate risk in the event of a catastrophic medical claim involving a RTPD employee. Our employees report positive medical claims processing with Blue Cross and Blue Shield. Administratively, our district has found PDRMA to be a highly professional and responsive insurance partner.

#### Action and Motion Requested

For Board informational purposes only – no Board Action requested.

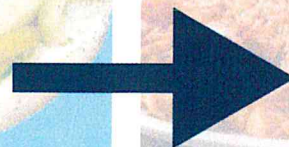


# Join us for the Foodie Event of the Year!



**Wednesday Evening, October 30**  
**Chevy Chase Country Club**  
**5 to 8 pm**  
**25+ Restaurants, Live Music,**  
**Raffle Prizes and More!**

**Get Your Tickets  
Today!**







**Rotary**



**Rotary Club of River Cities  
Des Plaines, Mt. Prospect, Prospect Heights**

*Invites you to*

# Trivia Night

**SAT, NOVEMBER 16, 2024  
6PM - 9PM**

***Frisbie Senior Center  
52 East Northwest Highway  
Des Plaines, IL***

***\$35/person  
Table of 10 \$300***

**Raffles:  
Table of Cheer  
50/50 Raffle  
Gift Baskets**

Join us for a festive Trivia Night fundraiser with a delightful holiday twist! Whether you come dressed as a classic Pilgrim or a jolly Christmas tree, this evening promises fun for all. Gather your friends and family for a night of challenging questions, holiday cheer, and great company. There will be prizes for the best costumes and top trivia teams, so don your holiday attire and bring your A-game! All proceeds will support our community initiatives, making this a night where your participation makes a real difference. Don't miss out on the chance to celebrate the season and support a great cause!



**RIVERCITIESROTARY.COM**



Mr. Bret Fahnstrom  
Executive Director  
RIVER TRAILS PARK DISTRICT  
401 E. Camp McDonald Road  
Prospect Heights, IL 60070

Dear Bret;

Thank you for your kind donation of two complimentary twosomes at the Rob Roy Golf Course for our annual golf outing and dinner on September 17<sup>th</sup> which benefited HONOR FLIGHT CHICAGO.

Through your donation and many others we were able to give Honor Flight Chicago over \$4,300.00 for their mission to send veterans of WWII, the Korean War, and the Vietnam War to Washington D.C. for their day of honor.

With the welcomed support of generous donors and the caring public, Honor Flight Chicago intends to continue its mission to include veterans of wars - past, present and future – as we recognize the bravery, determination, and patriotism of our veterans.

Thank you again for your donation.

Sincerely,

William M. Hickey  
Event Chairman





## BOARD MEMORANDUM

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To: Board of Commissioners

From: Bret Fahnstrom, Executive Director  
David Oswald, Superintendent of Finance & HR

RE: 2024 Truth in Taxation Law Resolution – First Viewing

Meeting Date: October 17, 2024

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### **Supports the Following Initiatives**

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

### **Background / Analysis**

Property tax dollars are an important revenue source for our park district. Historically, the district has followed the strategy of optimizing the annual levy request to fully capture property tax dollars available under the Property Tax Extension Limitation Law (PTELL). This strategy serves to secure the funding necessary to maintain park district services for the community and build capacity to address capital needs.

PTELL limits the increase over the prior property tax extension to the lesser of 5% or the annual percentage increase in the Consumer Price Index (CPI) as of December for the prior year. The Midwest Urban CPI figure published by the Illinois Department of Revenue for the 12-month period ending in December of 2023 is 3.4%.

As the state formula used in property tax extension calculations includes current unknowns (new property growth and final Equalized Assessed Valuation), taxing bodies seeking to optimize available property tax funds must levy amounts large enough to fully capture the anticipated new property growth.

Under Illinois law, a district must also comply with certain public hearing requirements before it can pass a Tax Levy Ordinance. Whenever a district considers extending an aggregate property tax levy of more than 5% of the preceding year's extension, the Truth in Taxation Act requires that the district publicly disclose its intention by announcing through a newspaper and holding a public hearing.

Please find enclosed with this memo:

- Truth in Taxation Resolution
- Newspaper Notice regarding Truth in Taxation Hearing on the Levy
- Annual Levy Ordinance DRAFT

A more in-depth memo regarding the 2024 Levy Ordinance and supporting documents will be presented at the December 5<sup>th</sup> Board meeting.

### **Levy Adoption Timeline Summary**

10/17/2024	Board first viewing - 2024 Truth in Taxation Resolution and Levy Ordinance - DRAFTS
11/07/2024	The Board adopts the 2024 Truth in Taxation Resolution. (This determination of the amount of money to be raised by the tax levy must be done at least 20 days prior to adopting the levy ordinance).
11/25/2024	Notice of Truth in Taxation Hearing on the levy is published in the newspaper. (Notice must be published 7 – 14 days prior to the Public Hearing).
12/05/2024	The Board holds a Truth in Taxation Hearing regarding the proposed levy The Board adopts the 2024 Levy Ordinance
12/19/2024	The Superintendent of Finance uploads the adopted Levy Ordinance to the Cook County Clerk portal by the last Tuesday in December. (This date is specified by Illinois statute).

### **Action and Motion Requested**

No Board action is requested at this meeting.



**River Trails Park District**  
**Resolution 24-11-07**  
**Truth in Taxation Resolution**

**RESOLVED**, by the Board of Park Commissioners of the River Trails Park District, Cook County, Illinois that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, **extended** by the Park District, plus any amount abated by the Park District before extension, upon the final 2023 real estate tax levy of the Park District (2024 tax bill) is \$ 3,107,384 .
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, **proposed to be levied** by the Park District for 2024 (2025 tax bill) is \$ 3,307,000 .
3. Based on the foregoing, the estimated percentage increase in the proposed 2024 aggregate levy over the amount of real estate taxes extended upon the final 2023 aggregate levy is 6.42%.

**FURTHER RESOLVED**, that a public hearing on the proposed 2024 aggregate levy of the Park District be held on December 5, 2024, at 7:00 p.m. at 401 East Camp McDonald Rd, Prospect Heights, Cook County, Illinois; and that the Secretary cause notice of said hearing to be published in accordance with the requirements of the Truth in Taxation Law.

Passed this 7th day of November, 2024.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Leah Lussem, President  
Board of Park Commissioners  
River Trails Park District

Attested and filed this 7<sup>th</sup> day of November, 2024.

\_\_\_\_\_  
BRET FAHNSTROM  
Secretary, Board of Park Commissioners  
River Trails Park District

**NOTICE OF PROPOSED PROPERTY TAX INCREASE  
FOR THE RIVER TRAILS PARK DISTRICT**

I. A public hearing to approve a proposed property tax levy increase for the River Trails Park District for 2024 will be held on December 5, 2024 at 7:00pm at 401 E. Camp McDonald Road, Prospect Heights, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Bret Fahnstrom, Executive Director, River Trails Park District, Illinois (telephone 847-788-0551).

II. The corporate and special purpose property taxes extended or abated for 2023 were \$3,107,384.

The proposed corporate and special purpose property taxes to be levied for 2024 are \$3,307,000. This represents a **6.42%** increase over the previous year extension.

III. The property taxes extended for debt service and public building commission leases for 2023 were \$1,066,862.

The proposed property taxes to be levied for debt service and public building commission leases for 2024 are \$1,050,606.

IV. The total property taxes extended or abated for 2023 were \$4,174,246.

The proposed total property taxes to be levied for 2024 are \$4,357,606. This represents a **4.39%** increase over the prior year extension.

Bret Fahnstrom  
Executive Director  
River Trails Park District  
Board of Commissioners



**River Trails Park District  
Annual Levy Ordinance  
No. 24-12-05**

**AN ORDINANCE LEVYING AND ASSESSING THE TAXES OF THE RIVER TRAILS PARK DISTRICT FOR THE  
2024 FISCAL YEAR**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE RIVER TRAILS PARK DISTRICT, COOK COUNTY, ILLINOIS:

Section 1: The sum of *four million, three hundred fifty seven thousand, six hundred and six dollars (\$4,357,606)* is hereby assessed and levied from and against all taxable property within the limits of the River Trails Park District as the same is assessed and equalized for State and County purposes for the current year, said taxes hereby levied being for the current fiscal year 2024 of said Park District, commencing January 1, 2024 and ending December 31, 2024. The ordinance heretofore adopted by the Board of Commissioners of the said Park District at a meeting thereof regularly convened and held on December 5, 2024 lists the various objects and purposes for which said levied amounts have been assessed, and the specific amount hereby levied for each object and purpose is set forth under the column entitled "Levied", as follows:

<b>Fund Number</b>	<b>Fund Description</b>	<b>Levy Amount</b>
10	Corporate	\$ 1,600,000
20	Recreation	\$ 965,000
21	Retirement - Illinois Municipal Retirement	\$ 115,000
21	Retirement - Social Security	\$ 235,000
22	Liability	\$ 100,000
23	Audit	\$ 12,000
24	Handicap	\$ 250,000
25	Paving & Lighting	\$ 30,000
26	Bond & Interest	\$ 1,050,606
	<b>Total Levy Request</b>	<b>\$ 4,357,606</b>

Section 2: That the Secretary is hereby directed to file a certified copy of this Ordinance with the Cook County Clerk, within the time specified by law.

Section 3: If an item or any portion thereof of this ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portions of this Ordinance.

Section 4: This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

**PASSED:** \_\_\_\_\_  
**APPROVED:** \_\_\_\_\_

\_\_\_\_\_  
**Leah Lussem, President  
Board of Commissioners**

**ATTEST:**

\_\_\_\_\_  
**Bret Fahnstrom, Secretary**

DRAFT