

**River Forest Park District
Regular Board Meeting
March 11, 2024, 6:00 PM
The Depot
401 Thatcher Avenue, River Forest, Illinois**

Agenda

If you would like to make the comment via Zoom, phone or email please email Michael Sletten at msletten@rfparks.com by 4:00 PM on Monday, March 11, 2024.

Join Zoom Meeting

<https://us06web.zoom.us/j/86072732384?pwd=tN8FeRK9xpjbmfqGPzLEBI9w7cG1U.1>

Meeting ID: 860 7273 2384

Passcode: 156625

Join By Phone

312-626-6799

Meeting ID: 860 7273 2384

Passcode: 156625

1. Call to Order
2. Roll Call – Bade, Healy, Libera, Roche and Grant
3. Approval of Minutes
 - a. February 12, 2024 (voice vote)
4. Financial Statements Review
5. Approval of Disbursements, February (roll call vote)
6. Public Comment
7. Correspondence to the Board
8. Board Reports
 - a. General Comments
 - b. Liaisons
 - Village Collaboration Committee: Roche
 - Village: Grant
 - Library: Libera
 - Schools: Roche
 - Affiliates: Bade
 - c. Park Captains - TBD
9. Staff Reports
 - a. Park Services
 - b. Recreation Services
 - c. Administration and Finance
 - d. Executive Director
10. WSSRA Report

11. New Business

- a. Master Plan – Public Meetings 4/1/24 & 5/1/24
- b. Constitution Park OSLAD Grant Writing Proposal
- c. Pickleball Courts at Keystone Park
 - Washington Square: 3 new pickleball courts
 - Washington Square: 4 pickleball courts over 2 tennis courts
 - Keystone Park: 2 new pickleball courts
 - Keystone Park: 4 pickleball courts over 2 tennis courts
- d. Dominican University/Priory Park North Ballfield

12. Old Business

- a. Keystone Tennis Court Project
- b. Platform Tennis Public Comment

13. Closed Session

- a. Approval of Minutes – February 12, 2024
- b. The Appointment, Employment, Compensation, Discipline, Dismissal, Performance or Personal Status of Employees, Officers, and Legal Counsel for the Park District

14. Adjournment

**River Forest Park District
Regular Board Meeting Minutes of
February 12, 2024**

The Board of Commissioners of the River Forest Park District convened at 6:00 PM on Monday, February 12, 2024 at the River Forest Park District, 401 Thatcher Avenue, River Forest, Illinois.

Roll call was taken with Commissioners Bade, Healy, Libera, Roche, and Grant present. Also, present was Director Sletten, Finance Supervisor Kennedy, Lauterbach & Amen representative Rivera, and 2 attendees.

Edwin Rivera, Lauterbach & Amen, presented the 2022-2023 Audit, and answered Board questions.

Commissioner Libera moved to approve the January 8, 2024 Board Meeting Minutes, seconded by President Grant. A voice vote followed, and the motion was approved 5-0.

The Board reviewed the January, 2024 Financial Statements.

President Grant moved to approve the January, 2024 Vendor Disbursements for \$61,449.50, seconded by Commissioner Healy. A roll call vote followed, and the motion was approved 5-0.

Public Comment:

- Mary Masella, River Forest, gave an update on her personal observations of the Washington Square tennis courts use over the past couple months. While use of the courts has been limited due to the weather, she has observed more tennis play verses pickleball play.

Board Reports: Commissioner Libera asked about an email Maura Zinni sent on platform tennis. Director Sletten was unsure and will report back to the Board. Commissioner Libera provided a memo with comments she drafted for Board discussion regarding a platform tennis program survey staff conducted in August, 2023. President Grant asked for this item to be placed on the March Agenda to allow Board Members time to review.

Commissioner Bade noted he continues to receive positive comments on the Keystone Tennis Court Project. He asked if RFYS could hold a soccer event fundraiser in a park, and Director Sletten asked for RFYS to contact him, as the Park District Ordinances have guidelines for fundraising activities. Commissioner Bade asked if the Park District has any plans to paint the ornamental fences, and Director Sletten noted this project is scheduled to begin this summer.

Commissioner Roche noted that he attended a Village Collaboration Meeting is on 1/28/24.

Staff Reports: Staff Reports were submitted to the Board.

WSSRA Reports: The WSSRA Legislative Brunch is Friday, 2/23 at the Park District of Forest Park. All Board Members are invited to attend.

New Business:

Commissioner Libera moved to approve the 2022-2023 Audit, seconded by Commissioner Bade. A voice vote followed, and the motion was approved 5-0.

Staff presented multiple survey options for soliciting public feedback for the Master Plan. The Board agreed that most of the park site plans are already determined; however, public feedback is required for Keystone and Centennial Parks. The Board agreed that hosting a public meeting for Keystone and Centennial Parks was the preferred method to solicit feedback, and agreed to hold a public meeting for each park at a TBD dates/times in April and May. The Board asked Director Sletten to coordinated Board Member availability to set the 2 public meeting dates/times.

Old Business:

Commissioner Bade moved to approve the RFYBS Affiliate Agreement, seconded by Commissioner Libera. A voice vote followed, and the motion was approved 5-0.

Staff presented the bike rack specifications and new bike rack locations in Keystone Park, Washington Commons, and Washington Square. President Grant and Commissioner Bade asked for 3 additional bike racks to be installed at the athletic fields at Keystone Park.

Director Sletten provided an update on the Keystone Tennis Court Project. The Engineer has submitted the "as built" to the Village to signed off. Once the Village has signed off, an inspection with MWRD will be scheduled. Final grading and seed work will be completed after the MWRD inspection.

Director Sletten noted the Park District was not awarded an OSLAD Grant for Constitution Park; however, in a follow up discussion with IDNR Officials, the Park District's application was denied due to an application issue with providing a deed for the property. The IDNR noted the application achieved the necessary points for the award. Director Sletten discussed the process to resolve the deed issue and recommended the Park District begin the Village Development Review Process and then re-apply for the OSLAD Grant when the grant cycle opens on 7/1/24. Commissioner Libera moved to direct staff to begin the Development Review Process for Constitution Park and for the Park District to re-apply for an OSLAD Grant for Constitution Park when the next OSLAD Grant cycle begins on July 1, 2024, seconded President Grant. A voice vote followed, and the motion was approved 5-0.

Commissioner Bade moved to enter into Closed Session at 7:30pm for the purpose of the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers, and legal counsel for the Park District, seconded by Commissioner Libera. A voice vote followed, and the motion was approved 5-0.

The Board reconvened into Open Session at 8:30pm

Commissioner Bade moved to adjourn at 8:30 PM, seconded by Commissioner Healy. A voice vote followed, and the motion was approved 4-0

Respectfully submitted,

Michael J. Sletten, Secretary

**RIVER FOREST PARK DISTRICT
FINANCIAL STATEMENT
For the Month Ending
Feb-24**

LIQUID CASH	DEBIT	CREDIT	BALANCE
<u>ILLINOIS FUNDS MONEY MARKET</u>			
Beginning Balance			\$ 1,266,357.62
Received State Replacement Taxes	0.00		
Received Interest	10,450.87		
Total Revenue	10,450.87		
Transfer to Forest Park General Fund		0.00	
Total Disbursements		0.00	
ENDING CASH IN BANK			\$ 1,276,808.49
<u>FOREST PARK NATIONAL BANK - GENERAL FUND</u>			
Beginning Balance			\$ 649,255.86
Deposits Real Estate Tax Revenue	279,858.30		
Received from Illinois Fund Money Market	0.00		
Received from Forest Park Money Market	0.00		
Total Revenue	279,858.30		
Transfer to Forest Park Money Market		0.00	
Disbursements		307,657.35	
Transfer to Forest Park Payroll		100,000.00	
Total Disbursements		407,657.35	
ENDING CASH IN BANK			\$ 521,456.81
<u>FOREST PARK NATIONAL BANK - PAYROLL</u>			
Beginning Balance			\$ 62,547.52
Deferred Revenue (15)	0.00		
Program Revenue (42)	22,986.85		
Rental Revenue (43)	2,007.00		
Donations (44)	1645.00		
Miscellaneous Revenue (45)	118.00		
Reimbursements	-		
Received from Forest Park General Fund	100,000.00		
Total Revenue	126,756.85		
Credit Card Transaction Fees		1,212.13	
Payroll Expense		66,569.53	
Total Disbursements		67,781.66	
ENDING CASH IN BANK			\$ 121,522.71

**RIVER FOREST PARK DISTRICT
FINANCIAL STATEMENT
For the Month Ending
Feb-24**

LIQUID CASH	DEBIT	CREDIT	BALANCE
<u>FOREST PARK NATIONAL BANK - MONEY MARKET</u>			
Beginning Balance			\$ 331,481.56
Received Interest	1,053.47		
Received from Forest Park General Fund	0.00		
Total Revenue	1,053.47		
Transfer to Forest Park General Fund		0.00	
Total Disbursements		0.00	
ENDING CASH IN BANK			\$ 332,535.03
<u>HINSDALE BANK & TRUST - MONEY MARKET</u>			
Beginning Balance			\$ 1,046,957.17
Received Interest	4,484.89		
Total Revenue	4,484.89		
ENDING CASH IN BANK			\$ 1,051,442.06
<u>BYLINE BANK - MONEY MARKET</u>			
Beginning Balance			\$ 1,025,337.71
Received Interest	3,438.65		
Total Revenue	3,438.65		
ENDING CASH IN BANK			\$ 1,028,776.36
<u>IPDLAF CERTIFICATES OF DEPOSIT</u>			
Beginning Balance			\$ 954,987.72
Deposits	0.00		
Interest	3,933.82		
Total Revenue	3,933.82		
ENDING CASH IN BANK			\$ 958,921.54
TOTAL LIQUID ENDING CASH IN BANK			\$ 5,291,463.00
TOTAL MONIES AS OF FEBRUARY 2024			\$ 5,291,463.00

RIVER FOREST PARK DISTRICT
February 29, 2024 BUDGET REPORT
For the Period: May 1, 2023 - February 29, 2024

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
CORPORATE FUND (10)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00
4101 Tax Levy	1,182,945.00	771,457.27	282,438.14	184,367.85	587,089.42	65.21%
Total Tax Levy	\$ 1,182,945.00	\$ 771,457.27	\$ 282,438.14	184,367.85	\$ 587,089.42	65.21%
4102 State Replacement Tax	47,000.00	12,163.49	42,664.52	0.00	12,163.49	25.88%
4103 Interest Revenue	15,645.00	31,283.78	10,884.48	3,287.82	27,995.96	199.96%
4233 Platform Tennis Membership Fees	70,500.00	52,334.48	65,083.92	132.00	52,202.48	74.23%
4234 Platform Tennis Summer Fees	100.00	86.24	52.80	0.00	86.24	86.24%
4235 Platform Tennis Guest Fees	100.00	0.00	0.00	0.00	0.00	0.00%
4236 Platform Tennis Non-Res. Reimbursement	1,900.00	0.00	3550.00	0.00	0.00	0.00%
4302 Building Rental Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
4304 Misc Field / Facility Rentals	0.00	0.00	0.00	0.00	0.00	0.00%
4305 Depot Program Room Rental Revenue	8,000.00	0.00	0.00	0.00	0.00	0.00%
4306 Keystone Center Program Room Rental	2,000.00	0.00	0.00	0.00	0.00	0.00%
4307 Birthday Party Room Rental Revenue	160.00	0.00	0.00	0.00	0.00	0.00%
4308 Priory Room Rental Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
4310 Athletic Field Rentals	60,000.00	30,475.00	62,240.50	0.00	30,475.00	50.79%
4311 Athletic Field Lights Rentals	9,000.00	8,948.80	8,727.28	0.00	8,948.80	99.43%
4312 Concordia Agreement Rental Revenue	5,000.00	3,036.00	3,663.00	0.00	3,036.00	60.72%
4313 Garden Plots	775.00	750.00	800.00	750.00	0.00	96.77%
4321 Platform Tennis Court Rental Revenue	13,000.00	720.00	0.00	0.00	720.00	5.54%
4401 Memorial Tree Donations	2,000.00	1,275.00	2,520.00	645.00	630.00	63.75%
4402 Memorial Brick Donations	100.00	0.00	(150.00)	0.00	0.00	0.00%
4403 Donations	0.00	0.00	89.33	0.00	0.00	0.00%
4501 Sale of Used Equipment	0.00	2,890.50	0.00	0.00	2,890.50	0.00%
4502 Miscellaneous	0.00	6,251.75	22,250.97	0.00	6,251.75	0.00%
4505 PATH Incentives Awards	0.00	0.00	0.00	0.00	0.00	0.00%
4509 Platform Tennis Special Event Revenue	320.00	160.00	0.00	0.00	160.00	50.00%
4510 Platform Tennis Merchandise Sales	4,000.00	7,095.96	9,460.36	18.00	7,077.96	177.40%
4511 RFYBS Revenue	3,000.00	0.00	3,241.00	0.00	0.00	0.00%
4512 RFYS Revenue	1,000.00	9,180.00	0.00	0.00	9,180.00	918.00%
4513 Referee Account	0.00	0.00	0.00	0.00	0.00	0.00%
Total Other Income	\$ 243,600.00	\$ 166,651.00	\$ 235,078.16	\$ 4,832.82	\$ 161,818.18	68.41%
Total Income w/Tax Levy	\$ 1,426,545.00	\$ 938,108.27	\$ 517,516.30	\$ 189,200.67	\$ 748,907.60	65.76%
ADMINISTRATIVE EXPENSES (10)						
Administrative Salaries & Wages						
510-101 Executive Director - Corp	82,500.00	77,357.91	59,646.39	6,229.62	71,128.29	93.77%
510-102 Finance Supervisor - Corp	30,000.00	29,841.76	18,491.53	2,790.00	27,051.76	99.47%
510-110 Director's Auto Reimbursement	3,000.00	576.95	2,538.58	0.00	576.95	19.23%
510-122 Health Insurance	98,000.00	76,539.06	67,478.08	0.00	76,539.06	78.10%
510-123 Employer FICA & Medicare	55,000.00	49,567.59	43,220.14	4,329.03	45,238.56	90.12%
510-124 Health / Wellness Incentive	750.00	819.50	430.00	125.00	694.50	109.27%
510-125 Health OPT OUT Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00%
510-126 PATH Incentive Awards	1,800.00	200.00	800.00	0.00	200.00	11.11%
Total Administrative Salaries & Wages	\$ 271,050.00	\$ 234,902.77	\$ 192,604.72	\$ 13,473.65	\$ 221,429.12	86.66%
Contract Services						
510-204 Miscellaneous Service	1,000.00	0.00	149.90	0.00	0.00	0.00%
510-205 Legal Service	0.00	0.00	0.00	0.00	0.00	0.00%
510-206 IT Service	0.00	0.00	0.00	0.00	0.00	0.00%
510-207 Website Service	0.00	0.00	0.00	0.00	0.00	0.00%
510-208 Email Provider Service	1,000.00	914.96	626.24	108.00	806.96	91.50%
510-209 Quickbooks Payroll License	2,500.00	2,063.95	1,925.42	0.00	2,063.95	82.56%
510-210 Bank Fees	1,000.00	0.00	319.23	0.00	0.00	0.00%
510-214 Paylocity Payroll Services	0.00	2,276.00	0.00	632.00	1,644.00	0.00%
Total Contract Services	\$ 5,500.00	\$ 5,254.91	\$ 3,020.79	\$ 740.00	\$ 4,514.91	95.54%
Administration Expense						
510-701 Office Supplies	3,000.00	4,252.54	851.41	926.46	3,326.08	141.75%
510-702 Office Equipment R & R	1,000.00	302.39	0.00	0.00	302.39	30.24%
510-703 Office Furniture R & R	1,000.00	0.00	0.00	0.00	0.00	0.00%
510-705 Canon Copier Maintenance Fees	500.00	1,216.56	706.05	309.18	907.38	243.31%
510-706 Staff Expenses	2,500.00	1,563.35	1634.01	135.82	1,427.53	62.53%
510-707 Professional Association Fees	1,500.00	2,917.64	1,388.50	0.00	2,917.64	194.51%
510-708 Computer Equipment R & R	1,000.00	286.32	0.00	0.00	286.32	28.63%
510-709 Computer Software R & R	1,500.00	849.00	518.40	849.00	0.00	56.60%
510-710 Printing	1,000.00	0.00	0.00	0.00	0.00	0.00%
510-714 Postage & Delivery	1,000.00	359.70	711.84	29.70	330.00	35.97%
510-715 Board Expenses	500.00	270.75	57.59	13.28	257.47	54.15%
510-717 Criminal History Checks	100.00	20.00	0.00	0.00	20.00	20.00%
510-718 Miscellaneous Expense	500.00	124.87	206.09	43.23	81.64	24.97%
510-721 Telephone System R & R	500.00	0.00	0.00	0.00	0.00	0.00%
510-722 Professional Development	2,000.00	363.10	665.39	93.10	270.00	18.16%
510-723 Mileage Reimbursement/Tolls	1,000.00	837.72	803.44	0.00	837.72	83.77%
510-724 Physicals / Drug Tests	250.00	640.00	240.00	0.00	640.00	256.00%
510-725 Legal Notices / Advertising	1,000.00	805.00	1,218.00	135.00	670.00	80.50%
Total Administration Expense	\$ 19,850.00	\$ 14,808.94	\$ 9,000.72	\$ 2,534.77	\$ 12,274.17	74.60%
TOTAL ADMINISTRATIVE EXPENSES	\$ 296,400.00	\$ 254,966.62	\$ 204,626.23	\$ 16,748.42	\$ 238,218.20	86.02%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
<u>BUILDING EXPENSES (20)</u>						
Facility Salaries						
520-107 Park Ambassadors	10,000.00	4,493.14	6,562.50	0.00	4,493.14	44.93%
520-108 Building Attendant	0.00	0.00	0.00	0.00	0.00	0.00%
Total Facility Salaries	\$ 10,000.00	\$ 4,493.14	\$ 6,562.50	\$ -	\$ 4,493.14	44.93%
Contract Services						
520-221 HVAC Service	2,000.00	0.00	0.00	0.00	0.00	0.00%
520-223 Inspection/Fees	2,000.00	964.00	0.00	0.00	964.00	48.20%
Total Contract Services	\$ 4,000.00	\$ 964.00	\$ -	\$ -	\$ 964.00	24.10%
Building Maintenance						
520-821 Depot R & R	5,000.00	2,457.99	5,977.50	26.03	2,431.96	49.16%
520-822 Maintenance Facility R & R	2,000.00	1,562.85	1,587.68	27.50	1,535.35	78.14%
520-823 Batting Cages R&R		92.61	0.00	0.00	92.61	
520-824 Park Bathroom Buildings R & R	2,500.00	6,308.97	3,025.32	0.00	6,308.97	252.36%
520-825 Janitorial / Paper Towel Supplies	12,000.00	5,708.65	12,650.49	0.00	5,708.65	47.57%
520-826 Keystone Center R & R	3,000.00	2,650.98	3,676.97	30.35	2,620.63	88.37%
Total Building Maintenance	\$ 24,500.00	\$ 18,782.05	\$ 26,917.96	\$ 83.88	\$ 18,698.17	76.66%
Utilities Expense						
Depot						
520-901 Electricity	3,000.00	3,325.20	2,739.78	277.92	3,047.28	110.84%
520-902 Heating Fuel	2,500.00	3,322.83	1,596.64	0.00	3,322.83	132.91%
520-903 Telephone	7,000.00	6,885.76	5,763.92	440.40	6,445.36	98.37%
520-904 Water	1,200.00	499.13	917.87	0.00	499.13	41.59%
520-905 Alarm	2,000.00	1,494.00	1,494.00	0.00	1,494.00	74.70%
520-906 Cable	0.00	0.00	874.34	0.00	0.00	0.00%
520-907 Closed Circuit TV	1,100.00	0.00	0.00	0.00	0.00	0.00%
Total Depot Utilities Expense	\$ 16,800.00	\$ 15,526.92	\$ 13,386.55	\$ 718.32	\$ 14,808.60	92.42%
Priory						
520-909 Electricity	1,000.00	1,047.25	781.52	103.13	944.12	104.73%
520-910 Heating Fuel	1,500.00	718.63	1,139.81	0.00	718.63	47.91%
Total Priory Utilities Expense	\$ 2,500.00	\$ 1,765.88	\$ 1,921.33	\$ 103.13	\$ 1,662.75	70.64%
Washington Commons						
520-913 Electricity	1,500.00	1,555.69	1,586.36	327.59	1,228.10	103.71%
520-916 Water	750.00	526.48	0.00	0.00	526.48	70.20%
Total Washington Commons Utilities Expense	\$ 2,250.00	\$ 2,082.17	\$ 1,586.36	\$ 327.59	\$ 1,754.58	92.54%
Maintenance Facility						
520-917 Electricity	2,000.00	2,001.71	1,551.43	105.47	1,896.24	100.09%
520-918 Heating Fuel	3,000.00	99.84	2,824.85	0.00	99.84	3.33%
520-920 Water	500.00	298.60	213.43	0.00	298.60	59.72%
520-921 Alarm	1,400.00	377.55	377.55	0.00	377.55	26.97%
Total Maintenance Facility Utilities	\$ 6,900.00	\$ 2,777.70	\$ 4,967.26	\$ 105.47	\$ 2,672.23	40.26%
Keystone Pavillion						
520-931 Electricity	1,500.00	3,027.27	1,446.29	324.21	2,703.06	201.82%
520-932 Heating Fuel	2,000.00	1,645.39	2,173.54	0.00	1,645.39	82.27%
520-935 Alarm	1,200.00	449.55	449.55	0.00	449.55	37.46%
Total Keystone Pavillion Utilities Expense	\$ 4,700.00	\$ 5,122.21	\$ 4,069.38	\$ 324.21	\$ 4,798.00	108.98%
Total Utility Expenses	\$ 33,150.00	\$ 27,274.88	\$ 25,930.88	\$ 1,578.72	\$ 25,696.16	82.28%
TOTAL BUILDING EXPENSES	\$ 71,650.00	\$ 51,514.07	\$ 59,411.34	\$ 1,662.60	\$ 49,851.47	71.90%
<u>PLATFORM TENNIS MEMBERSHIP EXPENSES (25)</u>						
Contract Services						
525-201 Professional / Administration Fees	0.00	0.00	160.00	0.00	0.00	0.00%
525-202 Reservation Software	240.00	180.00	180.00	0.00	180.00	75.00%
525-203 Platform Tennis Services	6,500.00	1,125.00	0.00	0.00	1,125.00	17.31%
Total Contract Services	\$ 6,740.00	\$ 1,305.00	\$ 340.00	\$ -	\$ 1,305.00	19.36%
Platform Tennis Expenses						
525-211 Merchandise	3,700.00	983.56	2,610.44	0.00	983.56	26.58%
525-212 FOB Keys	500.00	182.93	385.00	0.00	182.93	36.59%
525-213 Special Events	360.00	0.00	0.00	0.00	0.00	0.00%
525-214 Platform Tennis R & R	3,000.00	6,930.15	1,790.99	(2,425.28)	9,355.43	231.01%
525-215 Platform Tennis Social Supplies	200.00	0.00	161.59	0.00	0.00	0.00%
525-216 Capital Improvement - Platform Tennis	0.00	0.00	462.93	0.00	0.00	0.00%
Total Platform Tennis Expenses	\$ 7,760.00	\$ 8,096.64	\$ 5,410.95	\$ (2,425.28)	\$ 10,521.92	104.34%
Platform Tennis Utilities						
525-941 Electricity / Lights	2,500.00	3,436.74	1,439.95	437.35	2,999.39	137.47%
525-942 Heating Fuel	6,000.00	3,557.42	5,228.54	0.00	3,557.42	59.29%
525-943 Cable / DISH	1,500.00	35.10	1,385.81	0.00	35.10	2.34%
525-944 Closed Circuit Television	1,200.00	1,588.05	4,553.68	(63.87)	1,651.92	132.34%
Total Platform Tennis Utilities Expenses	\$ 11,200.00	\$ 8,617.31	\$ 12,607.98	\$ 373.48	\$ 8,243.83	76.94%
TOTAL PLATFORM TENNIS MEMBERSHIP EXPENSES	\$ 25,700.00	\$ 18,018.95	\$ 18,358.93	\$ (2,051.80)	\$ 20,070.75	70.11%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
<u>PARK EXPENSES (30)</u>						
Parks Salaries						
530-103 Park Manager	92,000.00	77,401.94	72,337.76	7,036.54	70,365.40	84.13%
530-104 Park Maintenance Staff	157,000.00	124,440.94	100,034.13	10,395.28	114,045.66	79.26%
530-105 Overtime	15,500.00	13,608.64	17,588.34	315.00	13,293.64	87.80%
530-106 Seasonal Park Maintenance Staff	10,000.00	8,852.87	5,966.00	94.76	8,758.11	88.53%
Total Park Salaries Expense	\$ 274,500.00	\$ 224,304.39	\$ 195,926.23	\$ 17,841.58	\$ 206,462.81	81.71%
Contract Services						
530-241 Athletic Fields Services	0.00	0.00	0.00	0.00	0.00	0.00%
530-242 Landscaping Services	4,000.00	0.00	0.00	0.00	0.00	0.00%
530-243 Ornamental Services	0.00	1,200.00	30.00	0.00	1,200.00	0.00%
530-244 Irrigation Services	7,000.00	15,855.76	9,272.20	0.00	15,855.76	226.51%
530-245 Fertilizer & Weed Control Services	9,000.00	3,976.64	7,581.00	0.00	3,976.64	44.18%
530-246 Tree Services	10,000.00	16,570.00	7,375.00	0.00	16,570.00	165.70%
530-247 Electrical Services	2,000.00	7,151.25	0.00	7,151.25	0.00	357.56%
530-248 Lightning Detections Services	0.00	0.00	467.52	0.00	0.00	0.00%
530-249 Inspection Fees	3,000.00	2,059.28	1,189.26	0.00	2,059.28	68.64%
530-250 Portable Restroom Service	3,000.00	1,970.00	2,681.83	230.00	1,740.00	65.67%
Total Contract Services	\$ 38,000.00	\$ 48,782.93	\$ 28,596.81	\$ 7,381.25	\$ 41,401.68	128.38%
Park Maintenance Expense						
530-801 Park Equipment R & R	7,000.00	2,571.93	3,040.88	120.00	2,451.93	36.74%
530-802 Maintenance Equipment / Supplies R & R	5,000.00	3,282.75	5,285.11	146.00	3,136.75	65.86%
530-803 Tree & Shrub Supplies	3,000.00	0.00	0.00	0.00	0.00	0.00%
530-804 Ornamental Supplies	3,000.00	4,738.59	1,763.87	0.00	4,738.59	157.95%
530-805 Fertilizer & Weed Control Supplies	2,000.00	6,498.14	1,439.41	0.00	6,498.14	324.91%
530-806 Vehicle Fuel	8,000.00	7,180.65	7,590.26	0.00	7,180.65	89.76%
530-807 Vehicle & Tractor R & R	8,000.00	15,401.22	7,973.25	5,331.48	10,069.74	192.52%
530-808 Landscape Supplies	6,000.00	8,811.50	1,465.36	0.00	8,811.50	146.86%
530-809 Athletic Field Maintenance Supplies	7,000.00	2,107.50	5,753.82	0.00	2,107.50	30.11%
530-810 RFYBS Expenses	3,000.00	799.00	0.00	799.00	0.00	26.63%
530-811 RFYS Expenses	1,000.00	2,865.28	0.00	0.00	2,865.28	286.53%
530-812 Memorial Brick Program	0.00	0.00	0.00	0.00	0.00	0.00%
530-813 Uniforms & Safety Clothing	1,500.00	2,201.43	700.99	0.00	2,201.43	146.76%
530-814 Memorial Tree Program	3,000.00	1,771.87	4,051.13	0.00	1,771.87	59.06%
530-816 Ice Rink Supplies	3,200.00	3,151.20	3,068.45	117.26	3,033.94	98.48%
530-817 Trash Disposal	4,000.00	4,135.13	2,817.75	589.80	3,545.33	103.38%
530-818 Equipment Rental	1,000.00	1,574.19	124.30	0.00	1,574.19	157.42%
530-819 Garden Plots R & R	0.00	0.00	0.00	0.00	0.00	0.00%
530-820 Signage	1,500.00	142.36	99.00	0.00	142.36	9.49%
530-821 Park Maintenance Other	0.00	0.00	17.99	0.00	0.00	0.00%
Total Park Maintenance Expense	\$ 67,200.00	\$ 67,232.74	\$ 45,191.57	\$ 7,103.54	\$ 60,129.20	100.05%
Park Utilities						
530-921 Irrigation / Water Fountain Water	20,000.00	28,366.29	18,097.33	43.05	28,323.24	141.83%
530-922 Park Security Lights	500.00	221.55	230.89	22.88	198.67	44.31%
530-923 Electric - Athletic Field Lights	7,000.00	6,450.64	5,444.30	415.96	6,034.68	92.15%
Total Park Utilities	\$ 27,500.00	\$ 35,038.48	\$ 23,772.52	\$ 481.89	\$ 34,556.59	127.41%
TOTAL PARK EXPENSES	\$ 407,200.00	\$ 375,358.54	\$ 293,487.13	\$ 32,808.26	\$ 342,550.28	92.18%
550-900 Corporate Contingency	\$ 5,000.00	0.00	0.00	0.00	0.00	0.00%
TOTAL CORPORATE EXPENSES	\$ 805,950.00	\$ 699,858.18	\$ 575,883.63	\$ 49,167.48	\$ 650,690.70	86.84%
Fund Transfers						
560-997 FUND TRANSFER TO SPEC REC FUND	10,000.00	0.00	0.00	0.00	0.00	0.00%
560-999 FUND TRANSFER TO CAPITAL FUND	250,000.00	0.00	0.00	0.00	0.00	0.00%
Total Fund Transfers	\$ 260,000.00	0.00	0.00	0.00	0.00	0.00%
TOTAL CORPORATE EXPENSES & FUND TRANSFERS	\$ 1,065,950.00	\$ 699,858.18	\$ 575,883.63	\$ 49,167.48	\$ 650,690.70	65.66%
CORPORATE NET FUND TOTAL (Excess Revenue over Expenses)	\$ 360,595.00	\$ 238,250.09	\$ (58,367.33)	\$ 140,033.19	\$ 98,216.90	25.40%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
RECREATION FUND (15)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00%
4101 Tax Levy	400,000.00	260,056.79	98,759.08	61,492.98	198,563.81	65.01%
Total Tax Levy	\$ 400,000.00	\$ 260,056.79	\$ 98,759.08	61492.98	\$ 198,563.81	65.01%
4103 Interest Income	16,020.00	32,013.24	11,139.12	3,364.59	28,648.65	199.83%
4202 Summer Program Fees	0.00	0.00	0.00	0.00	0.00	0.00%
4203 Program Fees	285,000.00	227,582.15	234,795.22	20,194.85	207,387.30	79.85%
4204 Special Event Fees	9,000.00	7,310.00	10,325.00	820.00	6,490.00	81.22%
4205 Makin Tracks Fees	0.00	100.00	4,355.51	0.00	100.00	0.00%
4206 Summer Camp Fees	210,000.00	238,880.25	115,181.00	0.00	238,880.25	113.75%
4207 Recreation Basketball Fees	60,000.00	54,539.00	60,249.00	284.00	54,255.00	90.90%
4208 Travel Basketball Fees	0.00	0.00	0.00	0.00	0.00	0.00%
4209 Travel Volleyball Fees	0.00	0.00	0.00	0.00	0.00	0.00%
4211 Parade Fees	2,500.00	1,400.00	0.00	0.00	1,400.00	0.00%
4212 Deck the Depot	5,000.00	5,050.00	0.00	0.00	5,050.00	101.00%
4213 Food Truck Rally Donations Reimbursement	0.00	0.00	686.06	0.00	0.00	0.00%
4218 Gift Card Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
4219 Cancellation Fee Charge	0.00	0.00	0.00	0.00	0.00	0.00%
4220 Paddle Tennis Lesson Fees	8,000.00	5,926.60	6,949.51	(532.00)	6,458.60	74.08%
4231 Platform Tennis Member <i>House</i> League Fee	18,000.00	18,191.68	48.40	0.00	18,191.68	101.06%
4232 Platform Tennis Member <i>Travel</i> League Fee	30,000.00	22,422.16	42,920.00	2,088.00	20,334.16	74.74%
4237 Platform Tennis Adult Camp Fee	1,600.00	0.00	2,949.00	0.00	0.00	0.00%
4200 Program Revenue - Other	0.00	0.00	0.00	0.00	0.00	0.00%
4303 Birthday Parties Rentals	7,500.00	6,507.00	3,925.00	1,257.00	5,250.00	86.76%
4403 Donations/Scholarships	1,000.00	0.00	1,130.04	0.00	0.00	0.00%
4404 Food Truck Rally Donations Reimbursement	0.00	0.00	100.00	0.00	0.00	0.00%
4405 Makin Tracks Donations	0.00	2,505.00	4,198.62	0.00	2,505.00	0.00%
4406 Clear Sky Donations	0.00	0.00	0.00	0.00	0.00	0.00%
4407 Special Event Donations	500.00	2,000.00	0.00	500.00	1,500.00	0.00%
4408 Parade Donation Reimbursements	3,000.00	500.00	3,450.00	0.00	500.00	0.00%
4409 Thursday Summer Nights Donations	500.00	1,000.00	1,000.00	0.00	1,000.00	100.00%
4410 Recreation Basketball Sponsorships	1,500.00	1,500.00	0.00	500.00	1,000.00	100.00%
4501 Sale of Used Equipment	0.00	0.00	0.00	0.00	0.00	0.00%
4502 Miscellaneous	0.00	993.47	0.00	0.00	993.47	0.00%
4503 Keystone Concession	0.00	0.00	0.00	0.00	0.00	0.00%
4504 Priory Concession	0.00	0.00	0.00	0.00	0.00	0.00%
4505 PATH Incentive Awards	0.00	0.00	0.00	0.00	0.00	0.00%
4508 Brochure Advertising Revenue	1,000.00	1,400.00	950.00	0.00	1,400.00	140.00%
4510 Platform Tennis Merchandise	8,000.00	0.00	0.00	20.00	0.00	0.00%
Total Other Income	\$ 668,120.00	\$ 629,820.55	\$ 504,351.48	\$ 28,476.44	\$ 601,344.11	94.27%
TOTAL INCOME WITH TAX LEVY	\$ 1,068,120.00	\$ 889,877.34	\$ 603,110.56	\$ 89,969.42	\$ 799,907.92	83.31%
ADMINISTRATIVE EXPENSES (10)						
Administration Salaries						
610-101 Executive Director - Rec	82,500.00	64,896.37	59,646.39	6,229.62	58,666.75	78.66%
610-103 Superintendent of Recreation	99,000.00	84,524.00	74,800.00	7,684.00	76,840.00	85.38%
610-104 Athletic Manager	60,000.00	51,208.80	40,453.54	4,615.38	46,593.42	85.35%
610-108 Registrar / Administrative Asst.	46,000.00	33,151.58	31,821.93	2,043.32	31,108.26	72.07%
610-109 Registrar / Admin. Asst. Overtime	1,000.00	33.14	0.00	0.00	33.14	3.31%
610-110 Director's Auto Reimbursement - Rec	3,000.00	576.95	2,538.58	0.00	576.95	19.23%
610-111 Communications / Marketing Supervisor	0.00	0.00	14,460.92	0.00	0.00	0.00%
610-112 Recreation Supervisor	20,000.00	11,855.00	0.00	2,600.00	9,255.00	59.28%
610-122 Health Insurance - Rec	57,000.00	40,290.72	36,020.00	368.92	39,921.80	70.69%
610-124 Health / Wellness Incentive	1,400.00	162.50	105.00	0.00	162.50	11.61%
610-125 Health OPT OUT Reimbursement	5,000.00	904.35	3,861.96	0.00	904.35	18.09%
610-126 PATH Incentive Awards	1,500.00	430.00	1,000.00	0.00	430.00	28.67%
Total Administration Salaries	\$ 376,400.00	\$ 288,033.41	\$ 264,708.32	\$ 23,541.24	\$ 264,492.17	76.52%
Contract Services						
610-204 Miscellaneous Service	1,000.00	16.43	0.00	16.43	0.00	1.64%
610-205 Legal Service	10,000.00	2,752.50	2,167.50	551.25	2,201.25	27.53%
610-206 IT Service	6,000.00	4,513.32	4,093.78	408.98	4,104.34	75.22%
610-207 Website Service	1,500.00	2,984.29	3,617.67	240.84	2,743.45	198.95%
610-208 Email Provider Service	1,000.00	918.94	626.16	108.00	810.94	91.89%
610-209 Graphics Artist	0.00	0.00	840.00	0.00	0.00	0.00%
610-210 Printer Services	1,000.00	0.00	0.00	0.00	0.00	0.00%
610-211 Photographer	1,000.00	0.00	0.00	0.00	0.00	0.00%
610-212 Marketing Services	8,000.00	5,461.80	0.00	0.00	5,461.80	68.27%
610-213 Reservation Software	1,000.00	221.00	367.50	0.00	221.00	22.10%
Total Contract Services	\$ 30,500.00	\$ 16,868.28	\$ 11,712.61	\$ 1,325.50	\$ 15,542.78	55.31%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
Administration Expense						
610-701 Office Supplies	4,000.00	7,017.18	7,047.39	94.44	6,922.74	175.43%
610-702 Office Equipment R & R	1,000.00	0.00	0.00	0.00	0.00	0.00%
610-704 Office Furniture R & R	1,000.00	183.59	0.00	0.00	183.59	18.36%
610-705 Canon Copier Maintenance Fees	1,000.00	1,216.57	706.07	309.18	907.39	121.66%
610-706 Staff Expenses	3,000.00	2,605.82	3,176.94	0.00	2,605.82	86.86%
610-707 Professional Association Fees	2,000.00	892.65	1,828.00	265.00	627.65	44.63%
610-708 Computer Equipment	1,500.00	445.68	138.11	0.00	445.68	29.71%
610-709 Computer Software	1,500.00	0.00	0.00	0.00	0.00	0.00%
610-712 Scholarships / Certificates	2,000.00	0.00	0.00	0.00	0.00	0.00%
610-713 Youth Intervention	5,000.00	4,892.50	3,557.50	1,241.25	3,651.25	97.85%
610-714 Postage & Delivery	1,000.00	533.70	290.00	29.70	504.00	53.37%
610-717 Criminal Background Checks	1,500.00	840.00	664.00	750.00	90.00	56.00%
610-718 Miscellaneous Expense	500.00	43.24	190.00	43.24	0.00	8.65%
610-721 Telephone System R & R	500.00	0.00	0.00	0.00	0.00	0.00%
610-722 Professional Development	3,500.00	2,173.20	1605.30	843.20	1,330.00	62.09%
610-723 Mileage Reimbursement	500.00	98.52	76.38	0.00	98.52	19.70%
610-724 Physicals / Drug Tests	1,000.00	0.00	143.00	0.00	0.00	0.00%
610-725 Credit Card Charges	32,000.00	20,084.87	18,731.73	1,067.79	19,017.08	62.77%
610-726 Registration Transaction Fees	25,000.00	14,831.18	15,729.78	771.97	14,059.21	59.32%
Total Administration Expense	\$ 87,500.00	\$ 55,858.70	\$ 53,884.20	\$ 5,415.77	\$ 50,442.93	63.84%
TOTAL ADMINISTRATIVE EXPENSES	\$ 494,400.00	\$ 360,760.39	\$ 330,305.13	\$ 30,282.51	\$ 330,477.88	72.97%
RECREATION PROGRAM EXPENSES (40)						
Recreation Salaries						
640-106 Camp Staff Salaries	54,000.00	52,595.13	40,672.23	0.00	52,595.13	97.40%
640-110 Seasonal Recreation Salaries	12,000.00	1,716.25	10,035.34	0.00	1,716.25	14.30%
640-111 Recreation Basketball Staff Salaries	13,000.00	10,278.79	7853.17	6,861.24	3,417.55	79.07%
640-112 Travel Basketball Salaries	0.00	2,030.00	0.00	0.00	2,030.00	0.00%
640-113 Travel Volleyball Salaries	0.00	0.00	0.00	0.00	0.00	0.00%
640-114 Birthday Party Salaries	1,400.00	950.00	675.00	50.00	900.00	67.86%
Total Salaries & Wages	\$ 80,400.00	\$ 67,570.17	\$ 59,235.74	\$ 6,911.24	\$ 60,658.93	84.04%
Contract Services						
640-230 Athletic Contractual Service	150,000.00	125,586.76	145,177.52	7,037.00	118,549.76	83.72%
640-231 Recreation Contractual Services	40,000.00	32,585.20	25,814.33	816.12	31,769.08	81.46%
640-232 Travel Basketball League	0.00	0.00	0.00	0.00	0.00	0.00%
640-233 Travel Volleyball League	0.00	0.00	0.00	0.00	0.00	0.00%
640-234 Summer Camps	84,000.00	83,572.00	82,189.68	0.00	83,572.00	99.49%
640-235 Recreation Basketball	10,000.00	836.00	3142.00	0.00	836.00	8.36%
640-236 Special Event Service	4,500.00	1,283.00	3,877.00	0.00	1,283.00	28.51%
640-237 Memorial Day Parade Service	4,000.00	2,650.00	2,650.00	0.00	2,650.00	66.25%
640-238 Thursday Summer Nights Service	4,000.00	4,210.00	3,995.00	0.00	4,210.00	105.25%
640-240 Makin Tracks Service	750.00	225.00	2,357.85	0.00	225.00	30.00%
640-241 Polar Express Service	3,500.00	3,815.99	2,418.82	0.00	3,815.99	109.03%
640-242 Food Truck Rally Service	2,500.00	3,428.00	2,098.00	0.00	3,428.00	137.12%
640-243 Contracted Birthday Party	4,000.00	4,225.00	1,758.00	400.00	3,825.00	105.63%
640-251 Paddle Tennis Lessons	9,000.00	3,785.00	6,620.00	530.00	3,255.00	42.06%
640-252 Platform Tennis League Fees	12,000.00	9,840.00	8,600.00	0.00	9,840.00	82.00%
640-253 Platform Tennis Adult Camp Contractual Services	1,000.00	1,120.00	1,000.00	0.00	1,120.00	112.00%
Total Contract Services	\$ 329,250.00	\$ 277,161.95	\$ 291,608.20	\$ 8,783.12	\$ 268,378.83	84.18%
Recreation Expense						
640-801 Recreation Program Supplies	8,500.00	4,979.99	4,661.06	1,831.27	3,148.72	58.59%
640-802 Athletic Program Supplies	5,000.00	1,116.95	5,104.19	0.00	1,116.95	22.34%
640-803 Recreation Basketball Supplies	3,500.00	2,799.32	223.99	(2,315.28)	5,114.60	79.98%
640-804 Travel Basketball Supplies	0.00	0.00	0.00	0.00	0.00	0.00%
640-805 Travel Volleyball Supplies	0.00	0.00	0.00	0.00	0.00	0.00%
640-806 Special Event Supplies	9,000.00	7,339.34	5,067.80	555.15	6,784.19	81.55%
640-807 Summer Camp Supplies	3,000.00	3,110.11	2,513.04	0.00	3,110.11	103.67%
640-808 Birthday Party Supplies	500.00	469.33	595.33	0.00	469.33	93.87%
640-809 Makin Tracks Supplies	4,000.00	4,340.24	5,113.31	0.00	4,340.24	108.51%
640-810 Thursday Summer Nights Supplies	2,500.00	2,701.29	2,257.04	0.00	2,701.29	108.05%
640-811 Recreation Basketball Uniforms	7,000.00	7,763.15	6100.45	105.15	7,658.00	110.90%
640-812 Travel Basketball Uniforms	0.00	0.00	0.00	0.00	0.00	0.00%
640-813 Travel Volleyball Uniforms	0.00	0.00	0.00	0.00	0.00	0.00%
640-814 Summer Camp Uniforms	3,000.00	1,612.50	1,696.00	0.00	1,612.50	53.75%
640-815 Program Uniforms	2,500.00	464.80	2040.00	0.00	464.80	18.59%
640-817 Safety Supplies	500.00	515.74	1,222.93	0.00	515.74	103.15%
640-821 Facility Rental	6,000.00	0.00	0.00	0.00	0.00	0.00%
640-822 Pool Pass Reimbursement	5,000.00	2,925.00	8,771.00	0.00	2,925.00	58.50%
640-823 Polar Express Supplies	1,500.00	1,654.79	1,305.54	0.00	1,654.79	110.32%
640-824 Depot Program Room Rental	8,000.00	0.00	189.64	0.00	0.00	0.00%
640-825 Keystone Center Room Rental	2,000.00	0.00	0.00	0.00	0.00	0.00%
640-826 Birthday Party Room Rental	400.00	0.00	0.00	0.00	0.00	0.00%
640-827 Priory Program Room Rental	0.00	0.00	0.00	0.00	0.00	0.00%
640-828 Clear Sky Supplies	0.00	0.00	0.00	0.00	0.00	0.00%
640-829 Memorial Day Parade Supplies	3,500.00	2,923.28	3,198.42	0.00	2,923.28	83.52%
640-831 Contractor Program Supplies	2,000.00	1,360.50	894.00	0.00	1,360.50	68.03%
640-832 Food Truck Rally Supplies	750.00	2,283.87	721.87	0.00	2,283.87	304.52%
640-833 Paddle Tennis Program Supplies	0.00	0.00	0.00	0.00	0.00	0.00%
640-834 Makin Tracks Donation to WSSRA	2,000.00	2,000.00	2,948.00	0.00	2,000.00	100.00%
640-835 Parks Foundation Reimburse Expenses	0.00	0.00	0.00	0.00	0.00	0.00%
640-836 Marketing / Advertising	2,000.00	1,237.49	1,363.30	0.00	1,237.49	61.87%
640-837 Recreation Rental Equipment	0.00	0.00	0.00	0.00	0.00	0.00%
640-839 Summer Camp Trip Expenses	3,000.00	463.50	7,507.07	0.00	463.50	15.45%
640-840 Platform Tennis Adult Camp Expenses	0.00	0.00	400.00	0.00	0.00	0.00%
640-841 Platform Tennis House League Expenses	5,500.00	5,688.28	5,120.59	58.50	5,629.78	103.42%
640-842 Platform Tennis Travel League Expenses	2,000.00	5,651.56	1,474.12	0.00	5,651.56	282.58%
640-843 Platform Tennis Court Rental	13,000.00	39.35	0.00	0.00	39.35	0.30%
640-891 Capital Improvement - Rec	0.00	0.00	0.00	0.00	0.00	0.00%
Total Recreation Expense	\$ 105,650.00	\$ 63,440.38	\$ 70,488.69	\$ 234.79	\$ 63,205.59	60.05%
TOTAL RECREATION PROGRAM EXPENSES	\$ 515,300.00	\$ 408,172.50	\$ 421,332.63	\$ 15,929.15	\$ 392,243.35	79.21%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
CONCESSION EXPENSES (50)						
Concession Salaries						
650-115 Concession Salaries	0.00	0.00	0.00	0.00	0.00	0.00%
Total Concession Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Concession Expense						
650-851 Keystone Concession Supplies	0.00	0.00	0.00	0.00	0.00	0.00%
650-852 Priority Concession Supplies	0.00	0.00	0.00	0.00	0.00	0.00%
650-853 Keystone Concession Equipment R & R	0.00	0.00	0.00	0.00	0.00	0.00%
Total Concession Expense	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL CONCESSION EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
660-999 Recreation Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL RECREATION EXPENSES	\$ 1,009,700.00	\$ 768,932.89	\$ 751,637.76	\$ 46,211.66	\$ 722,721.23	76.15%
Fund Transfers						
560-997 FUND TRANSFER TO SPEC REC FUND						
560-999 FUND TRANSFER TO CAPITAL FUND	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES & FUND TRANSFER	\$ 1,159,700.00	\$ 768,932.89	\$ 751,637.76	\$ 46,211.66	\$ 722,721.23	73.15%
RECREATION NET FUND TOTAL (Excess of Revenue over Expenses)	\$ (91,580.00)	\$ 120,944.45	\$ (148,527.20)	\$ 43,757.76	\$ 77,186.69	13.59%
ILLINOIS MUNICIPAL RETIREMENT FUND (20)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00%
4101 Tax Levy	75,000.00	48,759.86	18,421.59	11,529.23	37,230.63	65.01%
Total Tax Levy Income	\$ 75,000.00	\$ 48,759.86	\$ 18,421.59	\$ 11,529.23	\$ 37,230.63	65.01%
Administrative Expense						
7125 Employer IMRF	60,000.00	44,159.59	51,649.72	6,067.80	38,091.79	73.60%
TOTAL IMRF EXPENSES	\$ 60,000.00	\$ 44,159.59	\$ 51,649.72	\$ 6,067.80	\$ 38,091.79	73.60%
IMRF NET FUND TOTAL (Excess of Revenue over Expenses)	\$ 15,000.00	\$ 4,600.27	\$ (33,228.13)	\$ 5,461.43	\$ (861.16)	9.43%
BOND & INTEREST FUND (25)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00%
4101 Tax Levy	0.00	0.00	0.00	0.00	0.00	0.00%
Total Tax Levy Income	0.00	0.00	0.00	0.00	0.00	0.00%
4106 Bond Proceeds	0.00	0.00	0.00	0.00	0.00	\$0.00
Total Other Income	0.00	0.00	0.00	0.00	0.00	\$0.00
Total Income w/Tax Levy	0.00	0.00	0.00	0.00	0.00	\$0.00
BOND ISSUANCES						
7350 Bond Administration Fees	0.00	0.00	0.00	0.00	0.00	0.00%
7366 Principal - \$196,040K, 2014 Bond	0.00	0.00	0.00	0.00	0.00	0.00%
7367 Interest - \$196,040K, 2014 Bond	0.00	0.00	0.00	0.00	0.00	0.00%
7368 Principal - \$200,550K, 2017 Bond	0.00	0.00	0.00	0.00	0.00	0.00%
7369 Interest - \$200,550K, 2017 Bond	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL BOND EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00%
BOND & INTEREST NET FUND TOTAL (Excess of Revenue over Expenses)	0.00	0.00	0.00	0.00	0.00	0.00%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
SPECIAL RECREATION FUND (30)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00%
4101 Tax Levy	91,142.00	59,220.44	20,103.53	14,010.88	45,209.56	64.98%
Total Tax Levy Income	\$ 91,142.00	\$ 59,220.44	\$ 20,103.53	14010.88	\$ 45,209.56	64.98%
4103 Interest Income	5,050.00	11,439.33	3,340.19	1,202.28	10,237.05	226.52%
Total Other Income	\$ 5,050.00	\$ 11,439.33	\$ 3,340.19	\$ 1,202.28	\$ 10,237.05	226.52%
Total Income w/Tax Levy	\$ 96,192.00	\$ 70,659.77	\$ 23,443.72	\$ 15,213.16	\$ 55,446.61	73.46%
4109 FUND TRANSFER	\$ 10,000.00	0.00	0.00	0.00	0.00	0.00%
Program Expense						
7560 WSSRA Special Recreation Dues	123,000.00	94,374.60	86,134.00	29,593.07	64,781.53	76.73%
7561 Inclusion	4,000.00	0.00	445.02	0.00	0.00	0.00%
Total Program Expense	\$ 127,000.00	\$ 94,374.60	\$ 86,579.02	\$ 29,593.07	\$ 64,781.53	74.31%
ADA Compliance						
7591 ADA Capital Improvements	0.00	0.00	0.00	0.00	0.00	0.00%
Total ADA Compliance	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL SPECIAL RECREATION EXPENSES	\$ 127,000.00	\$ 94,374.60	\$ 86,579.02	\$ 29,593.07	\$ 64,781.53	74.31%
SPECIAL RECREATION NET FUND TOTAL (Excess of Revenue Over Expenses)	\$ (20,808.00)	\$ (23,714.83)	\$ (63,135.30)	\$ (14,379.91)	\$ (9,334.92)	-33.56%
LIABILITY FUND (35)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00%
4101 Tax Levy	45,000.00	29,257.77	11,073.28	6,919.35	22,338.42	65.02%
Total Tax Levy Income	\$ 45,000.00	\$ 29,257.77	\$ 11,073.28	\$ 6,919.35	\$ 22,338.42	65.02%
4502 Miscellaneous	1,500.00	1,000.00	1,500.00	0.00	1,000.00	66.67%
Total Other Income	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00	\$ -	\$ 1,000.00	66.67%
Total Income w/Tax Levy	\$ 46,500.00	\$ 30,257.77	\$ 12,573.28	\$ 6,919.35	\$ 23,338.42	65.07%
Administration Expense						
7735 Unemployment Insurance	10,000.00	1,466.50	0.00	0.00	1,466.50	14.67%
7736 Comp. Liability Ins - PDRMA	30,000.00	16,982.37	20,665.44	0.00	16,982.37	56.61%
7737 Safety Committee & Training	1,500.00	0.00	0.00	0.00	0.00	0.00%
TOTAL LIABILITY EXPENSES	\$ 41,500.00	\$ 18,448.87	\$ 20,665.44	\$ -	\$ 18,448.87	44.46%
LIABILITY NET FUND TOTAL (Excess of Revenue over Expenses)	\$ 5,000.00	\$ 11,808.90	\$ (8,092.16)	\$ 6,919.35	\$ 4,889.55	39.03%
AUDIT FUND (40)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	0.00%
4101 Tax Levy	10,000.00	6,502.06	2,467.89	1,538.01	4,964.05	65.02%
Total Tax Levy Income	\$ 10,000.00	\$ 6,502.06	\$ 2,467.89	\$ 1,538.01	\$ 4,964.05	65.02%
Contractual & Professional Services						
7840 Audit Services	10,570.00	14,070.00	11,410.00	0.00	14,070.00	133.11%
7841 Accounting Services	2,800.00	0.00	0.00	0.00	0.00	0.00%
7842 Publication Fees	0.00	0.00	0.00	0.00	0.00	0.00%
7843 Professional / CAFR Fees	500.00	460.00	460.00	0.00	460.00	92.00%
TOTAL AUDIT EXPENSES	\$ 13,870.00	\$ 14,530.00	\$ 11,870.00	\$ -	\$ 14,530.00	104.76%
AUDIT NET FUND TOTAL (Excess of Revenue over Expenses)	\$ (3,870.00)	\$ (8,027.94)	\$ (9,402.11)	\$ 1,538.01	\$ (9,565.95)	-123.47%
CAPITAL IMPROVEMENT FUND (50)						
INCOME SOURCES						
4103 Interest Income	73,765.00	147,545.38	51,339.61	15,507.01	132,038.37	0.00%
4106 Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00%
4502 Miscellaneous	0.00	29,691.20	0.00	0.00	29,691.20	0.00%
Total Other Income	\$ 73,765.00	\$ 177,236.58	\$ 51,339.61	\$ 15,507.01	\$ 161,729.57	0.00%
4109 FUND TRANSFER	\$ 400,000.00	0.00	0.00	0.00	0.00	0.00%
EXPENDITURES						
7980 Design Services	0.00	0.00	0.00	0.00	0.00	0.00%
7981 Facilities & Parks Improvements	883,000.00	1,374,300.97	454,315.85	3,088.00	1,371,212.97	155.64%
TOTAL CAPITAL EXPENSES	\$ 883,000.00	\$ 1,374,300.97	\$ 454,315.85	\$ 3,088.00	\$ 1,371,212.97	155.64%
CAPITAL NET FUND TOTAL (Excess of Revenue over Expenses)	\$ (409,235.00)	\$ (1,197,064.39)	\$ (402,976.24)	\$ 12,419.01	\$ (1,209,483.40)	-675.40%

	FY 2023-2024 FISCAL YEAR BUDGET	CURRENT FISCAL YEAR 2024 FEBRUARY 2024	PREVIOUS FISCAL YEAR 2023 FEB 2023	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FY 2023-2024 YTD ACTUAL % OF BUDGET
TOTAL OTHER INCOME	\$ 992,035.00	\$ 986,147.46	\$ 795,609.44	\$ 50,018.55	\$ 936,128.91	99.41%
TOTAL TAX LEVY	\$ 1,804,087.00	\$ 1,175,254.23	\$ 433,263.51	\$ 279,858.30	\$ 895,395.89	65.14%
TOTAL REVENUE	\$ 2,796,122.00	\$ 2,161,401.69	\$ 1,228,872.95	\$ 329,876.85	\$ 1,831,524.80	77.30%
TOTAL EXPENSES	\$ 2,941,020.00	\$ 3,015,676.65	\$ 1,954,294.50	\$ 134,128.01	\$ 2,880,477.09	102.54%
TOTAL NET FUND TOTAL (Excess Revenue over Expenses)	\$ (144,898.00)	\$ (854,274.96)	\$ (725,421.55)	\$ 195,748.84	\$ (1,048,952.29)	-39.52%
TOTAL REVENUE & FUND TRANSFERS	\$ 3,206,122.00	\$ 2,161,401.65	\$ 1,228,872.95	\$ 329,876.85	\$ 1,831,524.80	67.41%
TOTAL EXPENSES & FUND TRANSFERS	\$ 3,351,020.00	\$ 3,015,642.07	\$ 1,954,294.50	\$ 134,128.01	\$ 2,880,477.09	89.99%
TOTAL NET FUND TOTAL W / TRANSFERS (Excess Revenue over Expenses and Transfers)	\$ (144,898.00)	\$ (854,240.42)	\$ (725,421.55)	\$ 195,748.84	\$ (1,048,952.29)	-39.52%

River Forest Park District
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Cash Basis

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
A T & T				
02/05/2024	11156	Invoice 708366658801	520-903 · Depot Telephone	182.45
Total A T & T				182.45
AMS Electric Inc.				
02/08/2024	11177	Invoice 3036 Ice Rink Time Cl...	530-801 · Park Equipment R&R	120.00
Total AMS Electric Inc.				120.00
Ancel, Glink, P.C.				
02/05/2024	11174	1/11/2024 Tax Rate Objections	610-205 · Legal Service - Rec	551.25
Total Ancel, Glink, P.C.				551.25
Beacon Athletics				
02/08/2024	11178	Invoice 0584135-IN	530-810 · RFYBS Expenses	282.00
02/13/2024	11193	Invoice 0584334-IN Baseball B...	530-810 · RFYBS Expenses	235.00
02/13/2024	11193	Invoice 0584135-IN Baseball B...	530-810 · RFYBS Expenses	282.00
Total Beacon Athletics				799.00
Best Officials				
02/05/2024	11157	January BB Games Winter 2024	640-230 · Athletic Program Service	2,952.00
Total Best Officials				2,952.00
Bump City Auto				
02/08/2024	11179	RO Number 28099 Bumper Re...	530-807 · Vehicle & Tractor Main...	1,238.42
Total Bump City Auto				1,238.42
Canon Solutions America, Inc.				
02/05/2024	11160	Invoice 6006885677	610-705 · Canon Copier Mainten...	309.18
02/05/2024	11160	Invoice 6006885677	510-705 · Canon Copier Mainten...	309.18
Total Canon Solutions America, Inc.				618.36
Chase Card Services				
02/13/2024	ACH	Draft Pizza	640-841 · P. T. House League E...	58.50
02/13/2024	ACH	Valentine Gift Box Supplies	640-806 · Special Events Supplies	68.75
02/13/2024	ACH	Pee Wee League Wristbands	640-803 · Recreation Basketball ...	64.97
02/13/2024	ACH	Credit for Overpayment per Toni	640-803 · Recreation Basketball ...	-2,380.25
02/13/2024	ACH	Dance Recital Costumes	640-801 · Recreation Program S...	1,831.27
02/13/2024	ACH	IPRA Conference	610-722 · Professional Developm...	740.78
02/13/2024	ACH	1099 Processing	610-718 · Miscellaneous Expens...	43.24
02/13/2024	ACH	1099 Postage	610-714 · Postage & Delivery - ...	29.70
02/13/2024	ACH	Ellie Olayo IPRA Membership	610-707 · Professional Assoc Fe...	265.00
02/13/2024	ACH	Google Suite January	610-208 · Email Provider Service	108.00
02/13/2024	ACH	Adobe Jan	610-207 · Website Service - Rec	29.99
02/13/2024	ACH	Google Storage	610-206 · IT Service - Rec	3.98
02/13/2024	ACH	Keys for Rooslevelt Closet	610-204 · Miscellaneous Service	16.43
02/13/2024	ACH	Ice Rink Supplies	530-816 · Ice Rink Supplies	117.26
02/13/2024	ACH	Thermastat Cover	520-826 · Keystone Center R & R	30.35
02/13/2024	ACH	Pizza Staff Lunch	520-822 · Maintenance Facility R...	27.50
02/13/2024	ACH	Key Box	520-821 · Depot R&R	26.03
02/13/2024	ACH	IPRA Staff Lunch	510-722 · Professional Developm...	85.60
02/13/2024	ACH	1099 Processing	510-718 · Miscellaneous Expense	43.23
02/13/2024	ACH	Board Meeting Snacks	510-715 · Board Expenses	13.28
02/13/2024	ACH	1099 Postage	510-714 · Postage & Delivery	29.70
02/13/2024	ACH	Finance Supervisor Computer	510-709 · Computer Software R&R	849.00
02/13/2024	ACH	Safety Lunch	510-706 · Staff Expenses	135.82
02/13/2024	ACH	Google Suite January	510-208 · Email Provider Service	108.00
Total Chase Card Services				2,346.13
Coach Tom Schweitzer				
02/12/2024	11191	BB Coach Winter Session 1	640-230 · Athletic Program Service	3,135.00
Total Coach Tom Schweitzer				3,135.00

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Comcast				
02/05/2024	11161	Acct 8771201230155495	610-207 · Website Service - Rec	210.85
Total Comcast				210.85
ComEd				
02/08/2024	11188	ACCT 5553017016 7920 Centr...	530-923 · Electric - Athletic Field ...	415.96
02/08/2024	11188	ACCT 6059347005 Greenfield St	530-922 · Park Security Lights	22.88
02/08/2024	11188	ACCT 5553017016 7920 Centr...	525-941 · Platform Tennis Lights	437.35
02/08/2024	11188	ACCT 5553017016 7920 Centr...	520-931 · Keystone Pavillion Ele...	324.21
02/08/2024	11188	ACCT 5553373019 Lake St	520-917 · Maintenance Fac. Elec...	105.47
02/08/2024	11188	ACCT 4131064012 Washingto...	520-913 · Washington Com Elect...	327.59
02/08/2024	11188	ACCT 5387164002 Division St	520-909 · Priory Electricity	103.13
02/08/2024	11188	ACCT 5553521006 Thatcher	520-901 · Depot Electricity	277.92
Total ComEd				2,014.51
Computer Explorers				
02/05/2024	11159	Lego Borthday Party 1/27/2024	640-243 · Contracted Birthday P...	200.00
Total Computer Explorers				200.00
First Communications, LLC				
02/08/2024	11181	Invoice 126309527	520-903 · Depot Telephone	188.71
Total First Communications, LLC				188.71
Frank, Kelly T.				
02/05/2024	11163	Winter 2024 Pickleball Session 1	640-230 · Athletic Program Service	950.00
Total Frank, Kelly T.				950.00
Hog Slat				
02/08/2024	11182	Invoice 5762056 Igniters Switc...	525-214 · Platform Tennis R&R	337.14
Total Hog Slat				337.14
Illinois Municipal Retirement Fund				
02/12/2024	ACH	January IMRF	7125 · Employer IMRF	4,036.16
02/12/2024	ACH	January IMRF	7125 · Employer IMRF	2,031.64
Total Illinois Municipal Retirement Fund				6,067.80
Illinois State Police				
02/13/2024	11195	Invoice 20240101233 Backgro...	610-717 · Criminal History Check...	750.00
Total Illinois State Police				750.00
LRS				
02/08/2024	11183	Invoice LR5533914	530-817 · Trash Disposal	90.00
02/08/2024	11183	Invoice LR5594866	530-817 · Trash Disposal	310.80
02/08/2024	11183	Invoice MW1635	530-817 · Trash Disposal	126.00
02/08/2024	11183	Invoice MW1604	530-817 · Trash Disposal	63.00
02/05/2024	11172	Invoice PS584399	530-250 · Portable Restroom Ser...	125.00
02/05/2024	11172	Invoice PS585203	530-250 · Portable Restroom Ser...	105.00
Total LRS				819.80
Lyons Pinner Electric Co.				
02/12/2024	11190	Invoice 18737A Repair Walkw...	530-247 · Electrical Services	7,151.25
Total Lyons Pinner Electric Co.				7,151.25
M&M Sports Inc				
02/05/2024	11167	Invoice 67380	640-811 · Rec Basketball Uniforms	105.15
Total M&M Sports Inc				105.15

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Magaly Altagracia Dietz				
02/05/2024	11162	Pop Up Music Class Winter 20...	640-231 · Program Contractual S...	0.00
02/13/2024	11194	Pop Up Music Class Winter Se...	640-231 · Program Contractual S...	375.00
Total Magaly Altagracia Dietz				375.00
Magic of Gary Kantor				
02/05/2024	11168	Magic Class Instructor 1/31/2024	640-231 · Program Contractual S...	99.12
Total Magic of Gary Kantor				99.12
Ninety Nine Haus Balloons				
02/06/2024	11176	Invoice 118 Balloons for Valent...	640-806 · Special Events Supplies	400.00
Total Ninety Nine Haus Balloons				400.00
Oak Park River Forest Township				
02/05/2024	11171	Invoice Quarter 2 October-Dec...	610-713 · Youth Intervention - Rec	1,241.25
Total Oak Park River Forest Township				1,241.25
React Computer Services, Inc.				
02/05/2024	11169	Invoice 7086	610-206 · IT Service - Rec	405.00
Total React Computer Services, Inc.				405.00
Regional Truck Equipment Co Inc				
02/08/2024	11184	Invoice 280132 VPlow	530-807 · Vehicle & Tractor Main...	331.50
Total Regional Truck Equipment Co Inc				331.50
Reinders, Inc.				
02/08/2024	11189	Invoice 4074219-00 Winter Ser...	530-807 · Vehicle & Tractor Main...	1,245.16
02/08/2024	11189	Invoice 4074217-00 Winter Ser...	530-807 · Vehicle & Tractor Main...	1,556.67
02/08/2024	11189	Invoice 4074220-00 Winter Bal...	530-807 · Vehicle & Tractor Main...	959.73
Total Reinders, Inc.				3,761.56
Reuter's Bakery				
02/06/2024	11175	Invoice 5497 Cookies for Vale...	640-806 · Special Events Supplies	86.40
Total Reuter's Bakery				86.40
Russo's Power Equipment				
02/08/2024	11185	Invoice SPI20503563 & SPI20...	530-802 · Maintenance Equipme...	146.00
Total Russo's Power Equipment				146.00
Staples Business Advantage				
02/12/2024	11192	Invoice 7623078414-0-1 Office...	610-701 · Office Supplies - Rec	94.44
02/12/2024	11192	Invoice 7623078414-0-1 Office...	510-701 · Office Supplies	926.46
Total Staples Business Advantage				1,020.90
Toni Todoric				
02/13/2024	11197	Platform Tennis Winter Sessio...	640-251 · Paddle Tennis Lessons	530.00
Total Toni Todoric				530.00
Village of River Forest - Water				
02/13/2024	11198	Acct 001173.000	530-921 · Irrigation Water Founta...	43.05
Total Village of River Forest - Water				43.05
Wednesday Journal Inc.				
02/05/2024	11165	Newspaper Subscription for 3 ...	510-725 · Legal Notices / Adverti...	135.00
Total Wednesday Journal Inc.				135.00

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West Suburban Special Recreation Assoc.				
02/05/2024	11173	1st Qtr Share Payment	7560 · WSSRA Special Rec Serv...	29,593.07
Total West Suburban Special Recreation Assoc.				29,593.07
TOTAL				68,905.67

Memo

To: Board of Commissioners
From: John Beto
CC: Michael Sletten
Date: 03/11/2024
Re: March Board Report

Constitution Ice Rink: Staff has removed Ice rink liner and boards and stored for next year. contractor has removed temporary fence. Staff has leveled sand and installed volleyball poles and nets for season.

Keystone Sled Hill: Staff has put up temporary fence at bottom of sled hill. This will help keep people from running and biking up hill and allow the wildflower area to grow.

Tennis Courts: Due to the warm weather, staff has opened all tennis courts for the season.

Keystone East and Washington Square: Staff cleaned up all the overgrowth and clean the trash on the railroad embankments in Keystone Park and Washington Square.

Washington Commons Underground Electric Break: Staff is working with AT&T regarding receiving back a \$7,200 reimbursement for the cost to repair our underground path light electric line that was severed by AT&T while they were underground boring.

Centennial Ballfield: If weather allows, work on renovating the Centennial ballfield will begin the week of March 11th. Staff will recut, add ball mix, and regrade the infield. Much of the fence mesh is damaged and is also scheduled to be replaced. Ball mix availability is expected the last week in March.

Landscape: Due to the warm weather, staff has got an early staff on edging and mulching our fence lines and around the tree.

Memo

To: Board of Commissioners
From: Karen Stille & Toni Giovenco
CC: Michael Sletten
Date: 3/11/2024
Re: March Board Report – Recreation Services

Summer Camp Fun Guide

The Summer Camp Fun Guide is now available online. Resident registration for camps began on Monday, March 4th and non-resident registration will begin on Monday, March 18th. Staff is currently working on the Summer Program & Event Fun Guide that's expected to be online Monday, April 22nd.

Youth Athletic Program

Youth Recreation Basketball League (grades 1-8): Our Rec. Basketball League is coming to an end on Saturday, March 16th. Championship matches will be played at Dominican University's Igini Sports Forum! In summary, this season we had 46 total teams with a total of 446 participants in the 8 divisions ranging from 1st – 8th grades for boys and girls.

Platform Tennis

Lessons: Toni Todoric instructs all Platform Tennis Lessons. Adult Lessons are offered on Mondays, Tuesdays, and Wednesdays. There are a total of 10 participants enrolled for the February/March session.

Women's House Spring League: Registration for the Women's House Spring League is open. This League takes place on Monday evenings beginning April 22nd with an anticipated attendance of 32 players.

Women's Travel Spring League: We are currently working on preparations for the Women's Spring Platform Tennis Southwest Travel League. There are currently 58 women registered that is scheduled to begin on April 10th.

Special Event - St. Patrick's Day Mixed Doubles: This event is scheduled for Friday, March 15th. Teams will be made up of 1 male and 1 female. Teams will be competing in mixed doubles play in a Consolation Bracket format, with each team playing 2 matches. Teams are encouraged to bring a St. Patrick's Day dish to share after the tournament.

Youth Programs

Bloom, Baking & Balloons (ages 3-5; 6-10): This is the perfect Spring class! Kids will get to explore the blooming nature, make festive balloon art, and bake some yummy Spring treats. This class is instructed by our Recreation Supervisor, Ellie Olayo and takes place at The Depot on Fridays.

Magic Classes of Gary Kantor (ages 5-12): Gary Kantor teaches all new tricks each session. This class is in cooperation with the Park District of Oak Park and located at their Stevenson Center. The next session is scheduled for Monday, March 11th.

School Day Off Programs

STEM FUNdamentals with LEGO® Camp (ages 5-10): On Friday, March 1st, Play-Well TEKnologies staff ran a fun LEGO® Camp at the Keystone Center from 9am-1pm for 14 kids. Kids were off of school and ready to build!

Spring Into STEAM Camp Break Science Club (ages 5-10): High Touch High Tech instructs this week-long Spring Break Camp, March 25-March 29 at The Depot. This camp includes many hands-on explorations: Magnetic Forces, Typhoon Science, Wild Animals, Solar Power, and a Rocket Blast!

Adult Wellness

Yoga Self-Care with Julia: Friday Evening Retreat: This wellness retreat was held at The Depot on Friday, March 1st. Led by Julia Robling Griest, participants practiced yoga, breathing, and mindfulness meditation.

Special Events

Dance Recital

Recreation Supervisor, Ellie Olayo, has been instructing 23 dancers and choreographing 9 performances for the 80's themed dance recital on Friday, March 8th at St. Luke School. Dancers all received a costume and will be showcasing their dance routines on stage.

VIP Bunny Experience

This is a resident only event held at The Depot on Saturday, March 30th. This VIP Experience is SOLD OUT with 60 kids and their families. Families attending this event will enjoy face painting, a balloon twister, goodie bags, donuts, a private egg hunt, and most importantly, meet with the Bunny for a picture.

Community Egg Hunt

This is a FREE community egg hunt on Saturday, March 30th at 11am at Keystone Park West. Kids ages 2-10 can join the bunny at the park to search for hundreds of candy and sticker-filled eggs. Keystone Park West will be divided into 3 sections by age.

Memo

To: Board of Commissioners
From: Amanda Kennedy
CC: Michael Sletten
Date: March 11, 2024
Reference: February Board Report - Administration & Finance

Tax Collections: A total of 279,858.30 of property taxes were received in the month of February. Total collections per fiscal year are 1,175,254.23 and these collections are approximately 10% less than the prior fiscal year to date. Property taxes are due March 1, 2024.

Personnel/Payroll:

- John Beto completed his 16th year of service with the Park District. Congratulations to him on his anniversary.
- We have implemented the Onboarding and Scheduling apps through Paylocity. This will be beneficial with scheduling part-time and seasonal workers as well as serve as a time clock with geo fencing for all employees to use. Implementation will begin in March and will hopefully be completed by the end of April.

PATH: The next Mindfulness of Mental Health Webinar will be on Tuesday, March 26th called Managing Fear and Anxiety in Children. There is a Healthy Habits Challenge that will start on March 24th called Fun Family Fitness. They want you to take time as a family to get out and be active.

PDRMA/Safety: At our kickoff meeting our PDRMA rep, we came up with a few topics to be our SMART GOAL focus for 2024. This year we will be focusing on Diver Safety & Coaching Injury Prevention.

Memo

To: Board of Commissioners
From: Michael Sletten
Date: 3/11/24
Re: March 11, 2024 Board Report

Reports

Staff Reports: Included are the Staff Reports.

WSSRA Report: Commissioner Bade, Superintendent of Recreation Stille and I attended the WSSRA/IAPD Legislative Brunch on 2/23. State Senator Kimberly Lightford and House Representative Elizabeth Hernandez spoke at the brunch, and IAPD presented their legislative platform. The next WSSRA Board Meeting is Tuesday, 3/12 at WSSRA.

New Business

Master Plan: An updated Master Plan and Welcome Letter have been posted on the Park District website. The Board will be holding public meetings on:

- Monday, April 1 – Centennial Park
- Wednesday, May 1, Keystone Park

Additional communication regarding the meetings will be sent out 2 weeks prior to each meeting.

Constitution Grant Writing Proposal: JDS has submitted a \$3,800 proposal to reapply Constitution Park for an OSLAD Grant. To reapply isn't simply taking the old application and adding a couple of items. All the documents will need to be updated for 2024 and new costs calculated. It is estimated that the grant application process will take approximately 30 hours to complete.

Motion recommended to approve JDS's grant application proposal for \$3,800.

Pickleball at Keystone Park: The Board has 4 options to consider for adding pickleball courts in:

- Option 1: Construct 3 pickleball courts to the north of the existing tennis courts. Last November, the Board held a public meeting on this topic and listened to resident feedback on this option. The budget for this project is \$140,000.
- Option 2: Paint 4 pickleball courts over the 2 tennis courts, and purchase 4 portable pickleball nets. The painting of the 4 pickleball courts would be part of the tennis court resurfacing scheduled for this summer. Attached are the proposed pickleball portable nets (\$12,400) to be used. These are high quality, durable nets that best meet our needs. Estimated cost for this option is \$12,400.
- Option 3: Construct 2 pickleball courts to the east of the platform tennis courts in Keystone Park. Unlike all other courts on site, these courts would be unlighted. Because of this, staff has concerned that players will turn on platform tennis court and tennis court lights to light the pickleball courts. Due to the configuration of these courts, the estimated cost is about the same as the 3 courts at Washington Square at \$140,000.

- Option 4: Paint 4 pickleball courts (\$1,800) over the 2 tennis courts, and purchase 4 portable pickleball nets. Attached are the proposed nets (\$12,400) to be used. Estimated cost for this option is \$14,200.

Following discussions with the Park District's pickleball instructors, a layout of 4 courts grouped together as a hub is considered the best instruction format (see attached). The Keystone tennis courts are considered the best option as the courts are lighted, the courts are further away from the homes, and the possibility of the loss of the portable nets due to theft seem less likely at this site.

How pickleball will fit in as a long-term recreation program is still to be determined. Approximately 1/3 of the players in our lessons are non-resident, and we believe this percentage is higher for open play on the courts. Until we have a full understanding on the sustainability of pickleball and court needs for our residents, staff recommends the lining of the 4 pickleball courts with portable nets on the Keystone tennis courts with an estimated cost of \$14,200.

Motion recommended to line 4 pickleball courts on the Keystone tennis courts and purchase 4 portable pickleball nets for \$14,200.

Dominican University/Priory Park North Ballfield: Dominican University has approached the Park District regarding a partnership to convert the Priory North ballfield infield to synthetic turf. This would be the same project as the Keystone Ballfield #1 Infield Project. This project has an estimated cost of \$388,000. Dominican has proposed to pay \$200,000 toward the project in \$20,000 installments over the next 10 years. Discussion regarding the project included:

- The field would have to be built in accordance with the NCAA Women's Softball Guidelines. The biggest guideline impact will be a 25' space between the backstop and home plate. We typically have 15'-20'.
- Dominican would pay for extras, such as: temporary outfield fence, scoreboard, and electric to the field.
- Dominican would have branding opportunities on the field.

Staff has measured the new infield layout and the field would be slightly larger than currently on site. The new field would be able to accommodate both 60' and 70' bases for RFYBS.

Staff is soliciting Board feedback on their interest in a partnership and if to move forward with an agreement.

Old Business

Keystone Tennis Court Project: The Village Engineer has signed off on the project and our application for MWRD final inspection was submitted on 3/8. We are hoping this inspection will take place before the end of the month.

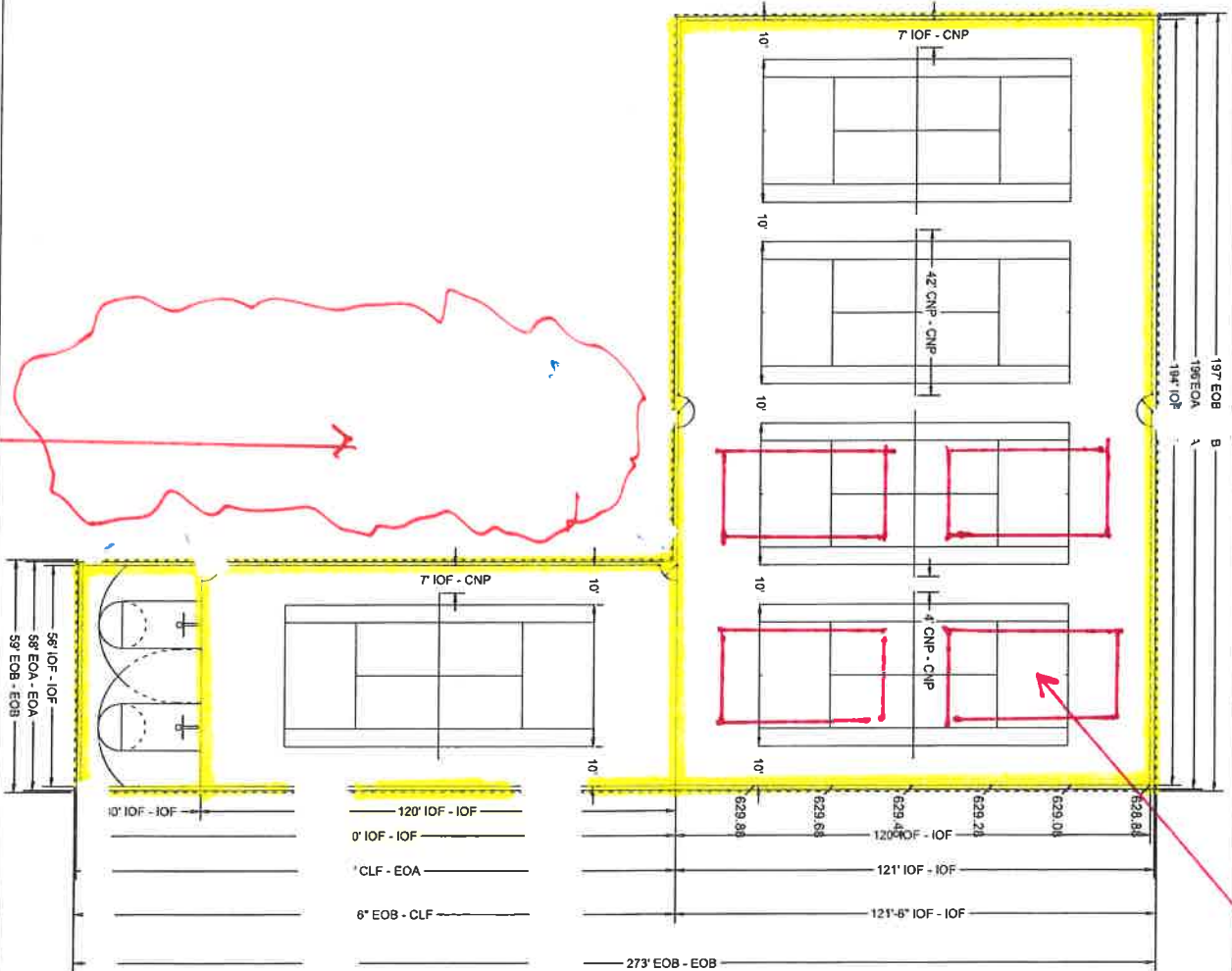
Platform Tennis Public Comment: Attached is a memo from Maura Zinni that Commissioner Libera wishes to discuss.

Other

Keystone Athletic Field Lights: In staff's research on the Com Ed LED Grant, we found the grant only applies to fields with 520+ hours of annual light use. In 2023, the light hour use on the Keystone East was 515 hours and the light use on Keystone West was 120 hours. The grant will not apply to the Keystone West field, we are no longer looking at this option and will keep the lights as is. The Keystone East field hours are close enough for consideration, and we are working through the proposals to make sure we are comparing apples to apples.

Memorial Day Parade: The Fire Department has agreed to allow the Park District to auction off seats in the fire truck (family of 4) leading the Memorial Day Parade. All net proceeds will be donated to the Kiwanis in appreciation for their partnership in this event.

POSSIBLE LOCATION
FOR 2 PICKLEBALL COURTS



AREA 4 PICKLEBALL COURTS



Project #	21-034
Sheet #	8
Date	12-23-2021
CAD By	Peter K.
Scale	NTS

New Dimensions

Keystone Park
Central Ave,
River Forest, IL 60305

Fred Kolkmann Tennis
And Sport Surfaces, LLC
1921 Mayfair Rd. Grifton, WI 53024
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