

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

March 16, 2023
7:00 PM

- I. Roll Call
- II. Visitors Comments
- III. Approval of Agenda / Changes
- IV. Approval of Minutes for the Public Hearing of March 2, 2023*
- V. Approval of Minutes for the Regular Meeting of March 2, 2023*
- VI. Approval of Voucher List of Bills for February 25 – March 10, 2023*
- VII. Communications
 - a. Staff Report: Recreation Department*
 - b. IAPD Legislative Updates*
 - c. Aspen Trails Park – Frost School Parking*
 - d. Statement of Economic Interest Filing*
 - e. Park Tour date
 - f. Decennial Committee
 - g. Miscellaneous Communications
- VIII. Old Business
 - a. None
- IX. New Business
 - a. Intergovernmental Agreement with School District #21*
 - b. 2023-2025 Mow Bid Approval*
 - c. Tamarack Trails Park Letter of Recommendation*
- X. Commissioners Comments
- XI. 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.
- XII. Action as a Result of the Executive Session
 - a. Personnel
- XIII. 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 PUBLIC HEARING OF THE BOARD OF COMMISSIONERS OF
THE RIVER TRAILS PARK DISTRICT, COOK COUNTY, ILLINOIS, HELD AT
401 E. CAMP MC DONALD ROAD IN SAID DISTRICT
ON THE SECOND DAY OF MARCH 2023 AT 7:00 P.M.**

1. At 7:00 p.m. Vice President Lussem called the Public Hearing meeting to order and directed the roll to be called.
2. Upon roll being called, the following Commissioners answered present: Edward W. Rechner, Nancy Parra, Leah Lussem, and Robert Hoban III. Commissioner Jennifer Rezek was absent. Also present were Director Bret Fahnstrom, Superintendent of Parks Mike Hanley, Superintendent of Finance David Oswald, and Superintendent of Recreation Patti Mitchell.
3. Visitors/Visitors Comments. Melissa Ackerman.
4. Presentation/Discussion of the 2023 Budget/Appropriation Ordinance for the River Trails Park District for the fiscal year beginning January 1, 2023 and ending December 31, 2023. Vice President Lussem announced the agenda item for the Public Hearing is to review the proposed 2023 Budget and Appropriation Ordinance.
 - a. Director Fahnstrom briefly discussed the 2023 Budget and Appropriation Ordinance details and changes made since the prior presentation.
 - b. Vice President Lussem asked for additional comments from the Board Members. No additional comments were discussed.
 - c. Vice President Lussem asked for oral testimony or any public comments from visitors. None was submitted.
 - d. Vice President Lussem announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed 2023 Budget and Appropriation Ordinance.
5. Adjournment. Commissioner Hoban III moved to close said hearing at 7:03 p.m. Commissioner Parra seconded the motion which was approved by calling the roll.

President

Secretary

**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 SECOND DAY OF MARCH 2023 AT 7:00 P.M.**

- I. The Vice President called the meeting to order at 7:03 p.m. and directed the roll to be called. Upon the roll being called, the following Commissioners answered present: Edward Rechner, Leah Lussem, Nancy Parra, and Robert Hoban III. Commissioner Jennifer Rezek was absent. Also present were Director Bret Fahnstrom, Superintendent of Parks Mike Hanley, Superintendent of Recreation Patti Mitchell, Superintendent of Finance David Oswald, and Louis Eckenbrecht, Golf General Manager.
- II. Visitors Present: Melissa Ackerman, Prospective Board member.
- III. The Agenda for March 2, 2023 was submitted for approval. Commissioner Parra moved to approve said agenda as presented. The motion was seconded by Commissioner Hoban III and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of February 2, 2023. Commissioner Rechner moved to approve the Minutes as presented. The motion was seconded by Commissioner Hoban III and approved by common consent. Commissioner Parra abstained from voting.
- V. Approval of Voucher List of Bills for January 14, 2023 – February 24, 2023. Commissioner Parra moved to approve the Voucher List of Bills for January 14, 2023 – February 24, 2023 as presented. The motion was seconded by Commissioner Rechner. Upon the roll being called, the Commissioners voted as follows:

AYE:	Nancy Parra, Ed Rechner, Leah Lussem, Robert Hoban III
NAY:	None
ABSENT:	Jennifer Rezek
- VI. Approval of Treasurer's Report for January 2023. Following the report presentation by Superintendent Oswald and subsequent discussion, Commissioner Hoban III moved to approve the Treasurer's Report for January 2023 as presented. The motion was seconded by Commissioner Parra and approved by common consent.
- VII. Communications
 - a. Annual Rob Roy Golf Course Report. Golf General Manager Louis Eckenbrecht reported that 2022 was a near perfect year for golf with minimal weather impact. Total rounds of golf were 22,751, and the Pro Shop net revenue exceeded budget by \$86,000. Overall Rob Roy gross profit for 2022 was \$208,607.
 - b. Willow Trails Park Update. Director Fahnstrom updated the Board that the construction project is moving forward with JSD working on 50% construction documents. There are discussions with the City of Prospect Heights for the transfer of the cul-de-sac to the River Trails Park District and the acquisition of an additional parcel for added parking lot spaces.

c. Miscellaneous Communications

- i. Dog Park petitions. Director Fahnstrom said a resident reached out to him regarding a Dog Park. He conveyed to her that a petition would be desired to show the community interest. She was able to submit approximately 140 signatures. A site location is currently not determined. Staff will look to create a community committee to do more investigation.
- ii. Open Meetings Act Annual training. Director Fahnstrom reminded the group of the annual training for 2023.

VIII. Old Business

- a. None

IX. New Business

- a. Bid Approval – Pool Repairs Project. Superintendent Hanley reminded the Board that this project is to repair the leaks in the main pool water supply line discovered during the 2022 pool season. Following discussion, Commissioner Hoban III moved to approve the award of the Pool Renovation project to Stuckey Construction for \$257,000 as recommended. The motion was seconded by Commissioner Rechner and upon the roll being called, the Commissioners voted as follows:

AYE: Ed Rechner, Nancy Parra, Robert Hoban III, Leah Lussem
NAY: None
ABSENT: Jennifer Rezek

- b. 2023 ADA Accessibility and Transition Plan. Superintendent Hanley spoke about the ADA projects to accomplish in 2023 including Priority 1 issues and the Willow Trails Park project. Following discussion, Commissioner Parra moved to approve the 2023 ADA Accessibility and Transition Plan as submitted. The motion was seconded by Commissioner Rechner and upon the roll being called, the Commissioners voted as follows:

AYE: Ed Rechner, Nancy Parra, Robert Hoban III, Leah Lussem
NAY: None
ABSENT: Jennifer Rezek

- c. Ordinance No 23-03-02A 2023 Budget and Appropriations. Director Fahnstrom stated there have been no significant changes to the tentative budget previously presented. There are four additional changes since the last draft version was viewed by the Board. These changes were additions to pool capitals, Zone programming, staff bonuses and miscellaneous expenses. Following discussion, Commissioner Parra moved to adopt the Budget and Appropriations Ordinance 23-03-02A as presented. The motion was seconded by Commissioner Rechner and upon the roll being called, the Commissioners voted as follows:

AYE: Ed Rechner, Nancy Parra, Robert Hoban III, Leah Lussem
NAY: None
ABSENT: Jennifer Rezek

- d. Ordinance No 23-03-02B Disposal of Unneeded Property. Following discussion, Commissioner Hoban III moved to adopt Ordinance 23-03-02B as presented to dispose of 2 riding mowers, a truck, push mower and top dresser. The motion was seconded by Commissioner Parra and upon the roll being called, the Commissioners voted as follows:

AYE: Ed Rechner, Nancy Parra, Robert Hoban III, Leah Lussem
NAY: None
ABSENT: Jennifer Rezek

- X.** Annual Year in Review. Director Fahnstrom presented the Park District Year in Review. Highlights included Board actions, staffing changes, Professional, Community and Organizational involvement, Programming achievements, Capital Projects completed, Park and Facility Improvements, and technology upgrades. Looking forward, Fahnstrom walked through 2023 goals for the Staff, Parks and Facilities, Programming and Marketing. Overall a solid year for the Park District.
- XI.** Commissioner Comments
- a. Commissioner Hoban III mentioned park photos and videos he forwarded to Director Fahnstrom.
 - b. Commissioner Parra spoke about the IPRA Conference.
- XII.** Executive Session None
- XIII.** Action as a Result of the Executive Session None
- XIV.** Adjournment. There being no further business to discuss, the meeting was adjourned at 8:55 p.m.

President

Secretary

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
00565	ACCURATE INDUSTRIES								
	368521	01 SAUNA REPAIR	2040908505530	12/07/22		70002	03/02/23	810.00	810.00 810.00
	374077	01 SAUNA REPAIR	4040908705710	02/22/23		70048	03/09/23	6,889.00	1,430.00 1,430.00
	374078	01 SAUNA REPAIR	4040908705710	02/22/23		70048	03/09/23	6,889.00	5,459.00 5,459.00
								VENDOR TOTAL:	7,699.00
00560	ALTA INDUSTRIAL EQUIPMENT CO								
	SS3/96690	01 FORKLIFT REPAIR	1020938505546	02/04/23		70049	03/09/23	1,109.89	1,109.89 1,109.89
								VENDOR TOTAL:	1,109.89
04053	ANDERSON LOCK								
	1113457	01 KEYS	1020938005013	02/10/23		70003	03/02/23	467.00	467.00 467.00
								VENDOR TOTAL:	467.00
12831	SAMUEL CARDENAS								
	REPLACE CK#68492	01 REPLACE A/P CK#68492-2/17/22	2010100152506	03/06/23		70050	03/09/23	50.00	50.00 50.00
								VENDOR TOTAL:	50.00
12836	CARDMEMBER SERVICE 3081								
	3081/FEB 2023 - PAYMENT #1			02/20/23		70008	03/02/23	8,286.87	8,286.87
	01 VISTAPRINT	2010908505570							131.89
	02 AMAZON - OFFICE SUPPLIES	1010908005004							36.99
	03 WALMART - OFFICE SUPPLIES	1010908905900							83.55
	04 LYFT - BRET - CONFERENCE	1010908305308							29.65
	05 LYFT - BRET - CONFERENCE	1010908305308							5.00
	06 HYATT REGENCY - BRET	1010908305308							53.58
	07 HYATT REGENCY - BRET	1010908305308							305.22
	08 ACEBOUNCE- ORG DINNER	1010908305308							201.04
	09 ACEBOUNCE- GRP DINNER	1010908305308							80.00
	10 LYFT - BRET - CONFERENCE	1010908305308							23.96
	11 SWEETWATER - GRP DINNER	1010908305308							151.04
	12 IPASS - REPLENISHMENT	2010908505547							50.00
	13 VISTA CAFE - BRET - LUNCH	1010908305308							9.93
	14 LEGACY - SYMPATHY GIFT	1010908905910							100.99
	15 ZOOM - 2/19-3/18/2023	1010908605691							59.96

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	3081/FEB 2023 - PAYMENT #1			02/20/23		70008	03/02/23	8,286.87	8,286.87
	16 SMARTWAIVER-ZONE- 2/17-3/17/23	1010908605691							150.00
	17 DROPBOX-BACKUP & STORAGE	1010908605691							119.88
	18 SPOTIFY- FITNESS CLASS MUSIC	1010908605691							9.99
	19 PITNEY BOWES - ADMIN	1010908005001							27.38
	20 PITNEY BOWES - REC	2010908005001							27.38
	21 SHOPKEEP- CONCESSION POS SW	1010908605691							25.00
	22 VERIZON- 12/17/22 - 1/16/23	1010908505531							573.32
	23 ZOOM - 1/19 - 2/18/23	1010908605691							59.96
	24 AMAZON - NITRILE GLOVES	1020938005002							60.50
	25 AMAZON-RETRACTBL EXTENSN CORD	1020938605623							103.20
	26 AMAZON - OFFICE SUPPLIES	1020938005004							29.98
	27 AMAZON - UNIFORM PANTS-JEREMY	1020938005008							62.36
	28 WALMART-VBALL LGE-WHISTLES&TGS	2031311325521							28.59
	29 SBARRO-CONF LUNCH-VANCE	2010908305308							8.93
	30 HYATT REGENCY-CONFERENCE-VANCE	2010908305308							305.22
	31 233 MARKET-CONF MEAL-VANCE	2010908305308							4.52
	32 SUBWAY-CONF MEAL-VANCE	2010908305308							6.69
	33 MCDONALD'S-CONF MEAL-VANCE	2010908305308							6.36
	34 IAPD-CONF REG-JUSTIN	2010908305308							390.00
	35 METRA-CONF TRANSPRTN-VANCE	2010908305308							11.00
	36 AUTOZONE-T5 TAIL LIGHT REPAIR	1020938005015							6.59
	37 AUTOZONE-T5 FILTERS	1020938005015							21.38
	38 AUTOZONE-GOLF CART REPAIR	1020938005016							9.18
	39 PROMO CORP-UNIFORMS	1020938005008							1,191.00
	40 ACTIVE LOCK - TOOL CAGE KEYS	1020938005013							12.00
	41 BP - MIXED FUEL	1020938505547							82.79
	42 KROMER-SPRAYER SPRING	1020938005016							41.84
	43 AUTOZONE-FORK LIFT SPARK PLUGS	1020938005016							6.72
	44 SUBURBAN AUTO-RANGER REPAIRS	1020938505545							579.00
	45 U OF I CROP SCIENCE-JEREMY H.	1020938305308							25.00
	46 AUTOZONE-TRUCK OIL FILTERS-RET	1020938005015							-347.88
	47 AMAZON-JR TB SUPPLIES	2031320305521							28.98
	48 AMAZON - OFFICE SUPPLIES	2010908005004							22.94
	49 AMAZON - OFFICE SUPPLIES	2010908005004							36.99
	50 AMAZON - OFFICE SUPPLIES	2060928005004							29.02
	51 SILKCARDS- PRO-SHOP SUPPLIES	2060608005024							99.00
	52 GT GOLF SUPPLIES-MERCH	2060608005058							313.69
	53 VISTAPRINT- BUSINESS CARDS	2010908005004							47.99
	54 AMAZON - GOLF SUPPLIES	2060608005024							140.97
	55 VISTAPRINT - BUSINESS CARDS	2010908005004							10.00
	56 FILINI RESTAURANT-LE & KP CONF	2010908305308							53.82
	57 HEALTH INS PREMIUM-NICIOLI	2010938305301							1,043.95
	58 HEALTH INS PREMIUM-NICIOLI	2010938305301							1,043.95
	59 COSTCO-ADMIN SUPPLIES	1010908905900							39.78
	60 AMAZON-OFFICE SUPPLY-RETURN	1010908005004							-21.47
	61 HYATT REGENCY-DAVE & MIKE H.	1010908305308							305.22
	62 AMAZON - OFFICE SUPPLIES	1010908005004							38.75

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	3081/FEB 2023	- PAYMENT #1		02/20/23		70008	03/02/23	8,286.87	8,286.87
		63 VISTA CAFE - DAVE CONF MEAL	1010908305308						13.05
		64 VISTA CAFE - DAVE CONF MEAL	1010908305308						9.48
		65 VILLAGE OF GRAYSLAKE-PARKING	1010908305308						7.00
		66 STAPLES - OFFICE SUPPLIES	1010908005004						63.08
	3081/FEB 2023	- PAYMENT #2		02/20/23		70054	03/09/23	7,134.55	7,134.55
		01 SIGNS BY TOMORROW-GOLF,OCR,CAMP	2010908505570						2,016.74
		02 SIGNS BY TOMORROW-POSTRS/BNRS	2010908505570						501.54
		03 SHUTTERSTOCK-ANML FEE OVERCHRG	2010908505570						-229.00
		04 SIGNS BY TOMORROW-POSTERS	2010908505570						56.00
		05 FACEBOOK - ADVERTISING	1010908505570						10.00
		06 MAGISTO - MONTHLY	1010908505570						19.99
		07 CONSTANT CONTACT	1010908505570						125.00
		08 ILIPRA-FACILITY JOB POSTING	1010908505501						305.00
		09 CANVA	1010908505570						12.95
		10 SAM'S CLUB-PARENT/CHILD EVENT	2031386135521						190.81
		11 DUNKIN-PARENT/CHILD EVENT	2031386135521						24.58
		12 WALMART-PARENT/CHILD EVENT	2031386135521						45.01
		13 TONY'S - KATE'S FAREWELL	2040908605615						12.13
		14 IPRA - WEBINARS - PATTI	2010908305308						300.00
		15 DOLLAR TREE-VALENTINE DANCE	2031386135521						32.51
		16 HYATT- CONFERENCE - PATTI	2010908305308						615.83
		17 JIMMY JOHNS-LUNCH - JOSH	2010908305308						16.97
		18 JIMMY JOHNS-EILEEN,MIKE,PATTI	2010908305308						39.10
		19 AMAZON - OFFICE SUPPLIES	2010908005004						15.99
		20 AMAZON - CUSTODIAL CART	2042908005023						106.69
		21 AMAZON - WAREHOUSE WHITEBOARDS	4042908705710						109.28
		22 WEISSMAN - DANCE COSTUME	2031343105521						60.34
		23 WHEN TO WORK-KID SQUAD	2031305285521						145.45
		24 WHEN TO WORK - CAMP	2031355175521						72.95
		25 WHEN TO WORK - BUILDING STAFF	2010908605615						93.60
		26 AMAZON - SUMMER CAMP SUPPLIES	2031355005521						29.98
		27 AMAZON - SUMMER CAMP SUPPLIES	2031355055521						29.98
		28 AMAZON - SUMMER CAMP SUPPLIES	2031355095521						29.98
		29 AMAZON - SUMMER CAMP SUPPLIES	2031355455521						29.98
		30 FRAUD CHARGES TO BE REFUNDED	1010908905900						147.78
		31 FUN EXPRESS-VALENTINE CRAFTS	2031386135521						80.92
		32 AMAZON - KID SQUAD SUPPLIES	2031305235521						34.31
		33 AMAZON - KID SQUAD SUPPLIES	2031305275521						34.31
		34 AMAZON - KID SQUAD SUPPLIES	2031305285521						34.30
		35 COSTCO - KID SQUAD SUPPLIES	2031305285521						109.58
		36 COSTCO - KID SQUAD SUPPLIES	2031305275521						109.58
		37 COSTCO - KID SQUAD SUPPLIES	2031305235521						109.58
		38 WEISSMAN - RECITAL COSTUMES	2031343105521						238.16
		39 SWEETWATER-LOUIS,KATIE,KATELYN	2010908305308						86.82
		40 HYATT - LUNCH - KATELYNN	2010908305308						12.80
		41 HYATT-CONFERENCE - KATELYNN	2010908305308						305.22

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	3081/FEB 2023	- PAYMENT #2		02/20/23		70054	03/09/23	7,134.55	7,134.55
		42 HYATT - CONFERENCE - JOSH	2010908305308						305.22
		43 CURB SVC TAXI - KATELYNN	2010908305308						10.75
		44 HYATT - MARKET - KATELYNN	2010908305308						10.33
		45 SWEETWATER - KATELYNN	2010908305308						29.90
		46 SWEETWATER - JOSH	2010908305308						26.02
		47 SWEETWATER - EILEEN	2010908305308						21.42
		48 WALMART - KID SQUAD	2031305285521						40.91
		49 PARKINK-MONSTERS BASH SUPPLIES	2031386005521						489.40
		50 FUN EXPRESS-VDAY CRAFTS& DECOR	2031386135521						77.86
								VENDOR TOTAL:	15,421.42
13293	CDW-GOVERNMENT, INC.								
	GT54514	01 NETWORK CABLE FOR INSTALLS	1010908005005	02/15/23		70009	03/02/23	619.09	532.46
									532.46
	GV22886	01 SMARTNET FOR RR WIFI	2060908605690	02/16/23		70009	03/02/23	619.09	86.63
									86.63
								VENDOR TOTAL:	619.09
13620	CHILDREN'S THEATRE COMPANY								
	ENCANTO W/S 2023			03/07/23		70055	03/09/23	1,248.00	1,248.00
	01 ENCANTO W/S 2023	2031343235410							1,248.00
								VENDOR TOTAL:	1,248.00
13844	FAMBRO MANAGEMENT, LLC								
	CHESS SCHOLARS-WINTER 2023			02/22/23		70010	03/02/23	2,511.00	2,511.00
	01 CHESS SCHOLARS W/S 23 S1	2031375425410							2,511.00
								VENDOR TOTAL:	2,511.00
15167	COLLEY ELEVATOR COMPANY								
	237562	01 SEMI ANNUAL ELEVATOR INSPCTN	2060908505530	02/01/23		70056	03/09/23	385.00	385.00
									385.00
								VENDOR TOTAL:	385.00
15210	COMCAST CABLE								
	1039503/FEB 2023			02/26/23		70057	03/09/23	184.14	184.14
	01 ZONE CABLE - 3/1 - 3/29/2023	2010908505590							184.14
								VENDOR TOTAL:	184.14

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15270		COMMONWEALTH EDISON							
	0770669004/MAR 2023			03/06/23		70058	03/09/23	2,480.93	2,480.93
	01 MSW - 2/2 - 3/3/2023		2040908405440						2,052.27
	02 RANGE - 2/2 - 3/3/2023		2060908405440						262.83
	03 PARKS - 2/2 - 3/3/2023		1020938405440						165.83
								VENDOR TOTAL:	2,480.93
15744		COSTCO MEMBERSHIP							
	MEMBERSHIP RENEWAL-2023			02/16/23		70011	03/02/23	180.00	180.00
	01 MEMBERSHIP RENEWAL- 2023		1010908305307						180.00
								VENDOR TOTAL:	180.00
15792		EILEEN MEYERS							
	REIMBURSE - 3/3/2023			03/03/23		70059	03/09/23	139.48	73.01
	01 MARDI GRAS PROPS & PIZZA		1010908005004						73.01
	REPLACE A/P CK#66076			03/06/23		70059	03/09/23	139.48	66.47
	01 REPLACE A/P CK#66076- 2/14/20		2010100152506						66.47
								VENDOR TOTAL:	139.48
19700		SAM DURAY							
	REPLACE A/P CK#68573			03/09/23		70060	03/09/23	24.00	24.00
	01 REPLACE A/P CK#68573 - 3/10/22		2010100152506						24.00
								VENDOR TOTAL:	24.00
24772		KATE ERICKSON							
	REPLACE A/P CK#67266			03/06/23		70061	03/09/23	50.00	50.00
	01 REPLACE A/P CK#67266 - 2/22/21		2010100152506						50.00
								VENDOR TOTAL:	50.00
28616		FLOOD BROTHERS							
	6627364			02/06/23		70062	03/09/23	299.32	234.25
	01 RRCH TRASH		2060908505535						234.25
	6627454			02/06/23		70062	03/09/23	299.32	65.07
	01 GOLF MAINT TRASH		2060928505535						65.07
								VENDOR TOTAL:	299.32
29103		FOX VALLEY FIRE AND SAFETY							
	IN00571399			01/05/23		70012	03/02/23	720.00	240.00
	01 ANNUAL FIRE MAINT - ADMIN		1011908505530						240.00

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	IN00571400			01/05/23		70012	03/02/23	720.00	240.00
	01 ANNUAL FIRE MAINT - GOLF MAINT		2060928505530						240.00
	IN00571401			01/05/23		70012	03/02/23	720.00	240.00
	01 ANNUAL FIRE MAINT - RR CLBHSE		2060908505530						240.00
								VENDOR TOTAL:	720.00
29399		FRONTLINE TECHNOLOGIES GRP LLC							
	INVUS173734			02/25/23		70013	03/02/23	1,637.98	1,637.98
	01 FRONTLINE (APPLITRACK) YEARLY		1010908605691						1,637.98
								VENDOR TOTAL:	1,637.98
31910		GCSAA							
	MEMBER DUES- 2023 - ROLF			03/02/23		70063	03/09/23	430.00	430.00
	01 MEMBERSHIP DUES - 2023 - ROLF		2060928305306						430.00
								VENDOR TOTAL:	430.00
31969		DANIELLE GONZALEZ							
	REPLACE A/P CK#68499			03/09/23		70064	03/09/23	150.00	150.00
	01 REPLACE A/P CK#68499 - 2/17/22		2010100152506						150.00
								VENDOR TOTAL:	150.00
32261		GRAINGER							
	9607059939			02/13/23		70065	03/09/23	178.68	178.68
	01 CEILING TILES		2060908005013						178.68
								VENDOR TOTAL:	178.68
34310		MIKE HANLEY							
	REPLACE A/P CK#67076			03/06/23		70066	03/09/23	10.28	10.28
	01 REPLACE A/P CK#67076- 12/3/20		2010100152506						10.28
								VENDOR TOTAL:	10.28
35870		RICK HERZOG							
	REPLACE A/P CK#68299			03/09/23		70067	03/09/23	35.00	35.00
	01 REPLACE A/P CK#68299- 12/16/21		2010100152506						35.00
								VENDOR TOTAL:	35.00
37018		JANE HOLMSTROM							
	REPLACE A/P CK#68501			03/09/23		70068	03/09/23	150.00	150.00
	01 REPLACE A/P CK#68501 - 2/17/22		2010100152506						150.00

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37193	HOME DEPOT CREDIT SERVICES								
								VENDOR TOTAL:	150.00
	5021879	01 ZONE OFFICE BUILD	4042908705710	02/16/23		70069	03/09/23	177.40	175.79 175.79
	5193418	01 SUNNATA - RETURN	4042908705710	02/16/23		70069	03/09/23	177.40	-18.73 -18.73
	5520889	01 ZONE OFFICE BUILD	4042908705710	02/16/23		70069	03/09/23	177.40	10.58 10.58
	6072386	01 TOILET REPAIR	2060928005013	02/05/23		70069	03/09/23	177.40	9.76 9.76
								VENDOR TOTAL:	177.40
41772	ILLINOIS-AMERICAN WATER CO.								
	210000591044/MAR 2023	01 POOL - 2/1 - 2/28/2023	2050908405450	03/01/23		70070	03/09/23	653.54	296.91 296.91
	210000591839/MAR 2023	01 MAINT GARAGE - 2/1 - 2/28/2023	1020938405450	03/01/23		70070	03/09/23	653.54	43.91 43.91
	210000592092/MAR 2023	01 RANGE - 2/1 - 2/28/2023	2060908405450	03/01/23		70070	03/09/23	653.54	42.19 42.19
	210000592245/MAR 2023	01 MSWCC - 2/1 - 2/28/2023	2040908405450	03/01/23		70070	03/09/23	653.54	270.53 270.53
								VENDOR TOTAL:	653.54
42070	IMPACT NETWORKING LLC								
	2805864-12/7/22	01 ADMIN COPIER-Q1 2023 CONTRACT	1010908505530	12/07/22		70071	03/09/23	292.60	292.60 292.60
								VENDOR TOTAL:	292.60
48261	MAGIC OF GARY KANTOR								
	W/S '23-SESSION 2 CLASS	01 YOUNG MAGICIANS W/S '23 SSN 2	2031375425410	03/01/23		70072	03/09/23	87.50	87.50 87.50
								VENDOR TOTAL:	87.50
48462	KEARNS DESIGN GROUP								
	1032092	01 SUMMER CAMP 2023 BOOKLET	2031355175521	02/24/23		70014	03/02/23	1,511.00	1,511.00 1,511.00

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48463	THOMAS KEARNS								
								VENDOR TOTAL:	1,511.00
	REPLACE LOST P/R CHECK 12/16/22	01 REPLC LOST P/R CK #97596	2010100152506	03/01/23		70015	03/02/23	262.20	262.20 262.20
								VENDOR TOTAL:	262.20
56664	MENARDS								
	12650	01 SHOP SUPPLIES	2060928005013	02/09/23		70073	03/09/23	477.88	230.52 54.56 175.96
		02 SPRAY PAINT	2060928605622						
	13007	01 ZONE OFFICE REBUILD	4042908705710	02/17/23		70016	03/02/23	166.90	9.90 9.90
	13119	01 DOOR STOPS	2060908005013	02/20/23		70016	03/02/23	166.90	39.95 39.95
	13131	01 ZONE OFFICE BUILD	4042908705710	02/20/23		70016	03/02/23	166.90	20.29 20.29
	13160	01 ZONE OFFICE BUILD	4042908705710	02/21/23		70016	03/02/23	166.90	21.94 21.94
	13251	01 SOCKETS	2060928005009	02/23/23		70073	03/09/23	477.88	247.36 61.91 185.45
		02 PAINT	2060928605622						
	13252	01 SPONGES	2040908005023	02/23/23		70016	03/02/23	166.90	4.49 4.49
	13419	01 STORAGE BINS	2040908005023	02/27/23		70016	03/02/23	166.90	70.33 70.33
								VENDOR TOTAL:	644.78
56817	METRO DOOR AND DOCK, INC								
	63277	01 BAY 1 REPAIR	2042908505511	02/14/23		70074	03/09/23	1,222.13	696.65 696.65
	63284	01 GARAGE DOOR REPAIR	4042908705710	02/16/23		70074	03/09/23	1,222.13	525.48 525.48
								VENDOR TOTAL:	1,222.13

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	0551-015624761			02/20/23		70080	03/09/23	590.64	590.64
	02	ZONE - TRASH	2010938505535						319.75
								VENDOR TOTAL:	590.64
74077	REVELS TURF & TRACTOR								
	248248			02/14/23		70023	03/02/23	1,628.92	1,628.92
	01	REEL GRIND/REBUILD	2060928005016						1,628.92
								VENDOR TOTAL:	1,628.92
74850	ROBBINS SCHWARTZ								
	941698			02/21/23		70081	03/09/23	50.00	50.00
	01	2021 DOSHI PTAB APPEAL	1010908505520						50.00
								VENDOR TOTAL:	50.00
75463	JOSEPH M. RODGERS								
	YTH BSKTBALL ASSIGNER-2/18,2/25,3/4			03/07/23		70082	03/09/23	1,005.00	1,005.00
	01	7/8TH GRADE-6 GMS @ \$40 EA	2031311415208						240.00
	02	3RD-6TH GRADE-20 GMS @ \$35 EA	2031311415208						700.00
	03	ASSIGNERS FEE	2031311415208						65.00
								VENDOR TOTAL:	1,005.00
78001	SEGAL CONSULTING								
	458381-28			03/07/23		70083	03/09/23	2,500.00	2,500.00
	01	2022 OPEB/GASB 75 REPORT	1010908505530						2,500.00
								VENDOR TOTAL:	2,500.00
78114	SERVICE SANITATION, INC								
	8571916			03/03/23		70084	03/09/23	309.00	77.25
	01	PORTABLE RESTROOM-APPLE DR	1020938505530						77.25
	8571917			03/03/23		70084	03/09/23	309.00	77.25
	01	MAYA&ASPEN PORTABLE RESTROOM	1020938505530						77.25
	8571918			03/03/23		70084	03/09/23	309.00	77.25
	01	KENSINGTON PORTBLE RESTROOM	1020938505530						77.25
	8571919			03/03/23		70084	03/09/23	309.00	77.25
	01	BB PORTABLE RESTROOM	1020938505530						77.25
								VENDOR TOTAL:	309.00

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78499	ERIC SHAH								
	REPLACE A/P CK#68510			03/09/23		70085	03/09/23	50.00	50.00
	01	REPLACE A/P CK#68510-2-17-22	2010100152506						50.00
								VENDOR TOTAL:	50.00
80607	SPEER FINANCIAL, INC.								
	13-23			03/06/23		70086	03/09/23	6,800.00	6,800.00
	01	2022 FEB BONDS	2610908505510						6,800.00
								VENDOR TOTAL:	6,800.00
82073	SUBURBAN FABRICATORS, INC.								
	8649			02/17/23		70087	03/09/23	1,375.00	1,375.00
	01	OFFICE COUNTERTOP	4042908705710						1,375.00
								VENDOR TOTAL:	1,375.00
82222	SUNNY BUNNY EASTER EGGS								
	INV-2971016076			02/22/23		70024	03/02/23	85.00	85.00
	01	1000 PLASTIC EGGS-EGG HUNT	2031386065521						85.00
								VENDOR TOTAL:	85.00
82241	SUPERHERO								
	JAN 2023 PARTIES & OPEN GYM			02/27/23		70001	02/27/23	16,228.10	16,228.10
	01	BIRTHDAY PARTIES	2042705295410						8,603.00
	02	RENTALS	2042900035410						391.00
	03	FIELD TRIPS	2042900035410						414.00
	04	OPEN GYM	2042702445410						6,820.10
	WINTR/SPRG 2023 SES 1 CLASSES/PARTIES/OG			03/08/23		70088	03/09/23	43,458.05	43,458.05
	01	PARKOUR	2042702555410						9,758.00
	02	PARKOUR INSURANCE	2042702555410						1,530.00
	03	PREKOUR	2042702535410						3,752.00
	04	PREKOUR INSURANCE	2042702535410						700.00
	05	PARKOUR JR	2042702525410						5,659.15
	06	PARKOUR JR INSURANCE	2042702525410						1,080.00
	07	HOMESCHOOL	2042702565410						1,610.00
	08	HOMESCHOOL INSURANCE	2042702565410						230.00
	09	KINDERKOUR	2042702535410						7,112.00
	10	KINDERKOUR INSURANCE	2042702535410						1,310.00
	11	BIRTHDAY PARTIES	2042705295410						7,339.50
	12	FIELD TRIPS	2042900035410						103.50
	13	OPEN GYM	2042702445410						3,273.90

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85050	DONNALYNN TORTORELLA								VENDOR TOTAL: 59,686.15
	MILEAGE- 1/3 - 3/2/2023			03/02/23		70025	03/02/23	136.25	136.25
	01 MILEAGE EXPENSE- 1/3-3/2/2023	1010908305304							136.25
95390	WOODWARD PRINTING SERVICES								VENDOR TOTAL: 136.25
	11659011			01/30/23		70026	03/02/23	2,949.07	2,949.07
	01 2023 CAMP BROCHURE	2031355175521							2,949.07
R16931	NICHOLAS CRUZ								VENDOR TOTAL: 2,949.07
	REPLACE LOST P/R CK#95986			03/01/23		70027	03/02/23	156.00	156.00
	01 REPLACE LOST P/R 95986-7/13/22	2010100152506							156.00
R27859	CARRIE FELDGREBER								VENDOR TOTAL: 156.00
	REFUND 3/1/2023			03/01/23		70028	03/02/23	42.50	42.50
	01 REFUND 3/1/2023	2010100152506							42.50
R28201	RORY FIDLER								VENDOR TOTAL: 42.50
	REFUND 3/1/2023			03/01/23		70029	03/02/23	30.83	30.83
	01 REFUND 3/1/2023	2010100152506							30.83
R28248	JENNIFER FIGLIOMENI								VENDOR TOTAL: 30.83
	REFUND 3/1/2023			03/01/23		70039	03/06/23	107.00	107.00
	01 REFUND 3/1/2023	2010100152506							107.00
R28391	AMY FITZGERALD								VENDOR TOTAL: 107.00
	REFUND 3/1/2023			03/01/23		70040	03/06/23	155.76	155.76
	01 REFUND 3/1/2023	2010100152506							155.76
R28578	JULIE FLAHERTY								VENDOR TOTAL: 155.76
	REFUND 3/1/2023			03/01/23		70041	03/06/23	12.00	12.00
	01 REFUND 3/1/2023	2010100152506							12.00

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R28656	OSCAR FLORES								VENDOR TOTAL: 12.00
	REFUND 3/1/2023			03/01/23		70042	03/06/23	21.25	21.25
	01 REFUND 3/1/2023	2010100152506							21.25
R28704	MARJORIE FLUDER								VENDOR TOTAL: 21.25
	REFUND 3/8/2023			03/08/23		70089	03/09/23	88.00	88.00
	01 REFUND 3/8/2023	2010100152506							88.00
R28835	MARK FORCIER								VENDOR TOTAL: 88.00
	REFUND 3/8/2023			03/08/23		70090	03/09/23	25.66	25.66
	01 REFUND 3/8/2023	2010100152506							25.66
R28855	KATIE FORD								VENDOR TOTAL: 25.66
	REFUND 3/8/2023			03/08/23		70091	03/09/23	42.00	42.00
	01 REFUND 3/8/2023	2010100152506							42.00
R30331	GONZALO GALVAN								VENDOR TOTAL: 42.00
	REFUND 3/8/2023			03/08/23		70092	03/09/23	20.00	20.00
	01 REFUND 3/8/2023	2010100152506							20.00
R30339	ALINA GANSCA								VENDOR TOTAL: 20.00
	REFUND 3/8/2023			03/08/23		70093	03/09/23	67.00	67.00
	01 REFUND 3/8/2023	2010100152506							67.00
R30368	MARIA GARZA								VENDOR TOTAL: 67.00
	REFUND 3/8/2023			03/08/23		70094	03/09/23	10.00	10.00
	01 REFUND 3/8/2023	2010100152506							10.00
R30383	DEMETRIOS GIANAKOPOULOS								VENDOR TOTAL: 10.00
	REFUND 3/8/2023			03/08/23		70095	03/09/23	158.66	158.66
	01 REFUND 3/8/2023	2010100152506							158.66

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R46784	ADDISON JONES								VENDOR TOTAL: 158.66
	REPLACE LOST P/R CK#96630			03/01/23		70043	03/06/23	26.21	26.21
	01 REPLC LOST P/R CK96630-8/24/22	2010100152506							26.21
R48270	KIRSTEN KARGENIAN								VENDOR TOTAL: 26.21
	REPLACE LOST P/R CHECKS&REFUND CHECK			03/01/23		70044	03/06/23	1,983.50	1,983.50
	01 REPLC LOST P/R #95328-6/15/22	2010100152506							272.90
	02 REPLC LOST P/R #95811-6/29/22	2010100152506							693.96
	03 REPLC LOST P/R #96025-7/13/22	2010100152506							494.47
	04 REPLC LOST P/R #96240-7/27/22	2010100152506							321.19
	05 REPLC LOST P/R #96450-8/10/22	2010100152506							176.98
	06 REPLC REFUND CK #69104-7/14/22	2010100152506							24.00
R49460	NIKHIL KOKA								VENDOR TOTAL: 1,983.50
	REPLACE LOST P/R CK#92895			03/01/23		70045	03/06/23	60.20	60.20
	01 REPLC P/R CK #92895 - 7/14/21	2010100152506							60.20
R69212	KELLY PETERSON								VENDOR TOTAL: 60.20
	REFUND 3/6/2023			03/06/23		70096	03/09/23	12.20	12.20
	01 REFUND 3/6/2023	2010100152506							12.20
R80630	MADELEINE STEPHANIE								VENDOR TOTAL: 12.20
	REPLACE LOST P/R CK #94010			03/01/23		70046	03/06/23	209.11	209.11
	01 REPLC LOST CK #94010 - 12/1/21	2010100152506							209.11
R85128	JADEN THUM								VENDOR TOTAL: 209.11
	REPLACE LOST P/R CK#94301 & #94819			03/01/23		70047	03/06/23	108.06	108.06
	01 REPLC LOST CK #94301 - 1/12/22	2010100152506							66.50
	02 REPLC LOST CK #94819 - 4/6/22	2010100152506							41.56
									VENDOR TOTAL: 108.06
									TOTAL --- ALL INVOICES: 177,787.13



MEMORANDUM

To: Board of Commissioners
From: Patti Mitchell, Superintendent of Recreation Operations
RE: Recreation Operations Report for Jan and Feb
Date: March 16, 2023

Justin Slade

Parkour

- **Parkour Classes-**
 - Winter Session 1: Completed in February with a new session high of 491 participants (+16 Vs 2022 total of 475). Winter Session 2 dropped 11 to a total of 480 participants.
- **Parkour Open Gym and Special Open Gym-**
 - **January-** A total of 1281 participants for Parkour Open Gym and Special Open Gyms. Open Gym attendance increased by 808 participants compared to January 2022.
 - **February-** Participation fell by 179 participants compared to 2022 with a total of 486 participants in Open Gym and Special Open Gym in February. There were less special open gym times available in 2023
- **Illinois Parkour Competition-**
 - The Illinois Parkour Championship was held on February 4 at the Zone in partnership with Superhero Parkour Academy.
 - A total of 73 participants competed in 4 divisions ranging from ages 5-14.

Youth Athletics

- **Volleyball Classes-** Two classes ran in January with a total of 23 participants (+4 vs 2022)
- **Volleyball League-** The fall volleyball league started in February with a total of 90 participants (66 from RTPD). Participation from River Trails player increased by 31 players compared to 2022.
- **Winter Basketball Leagues-** Practices and games started in January with 22 teams competing in 8 divisions. Participation increased to 197 total players a 35 player increase compared to 2022.
- **Indoor Soccer League-** The league started in January with 6 teams in two age divisions.
- **Karate Classes-** Classes began in January with 58 participants (+5 vs 2022).
- **Youth Outdoor Soccer.** Early preparation for the Spring season has begun including recruiting staff and coordinating with parks staff for field use.

Katie Halverson

Aquatics

- Continuing to hire for the pool season. We have a good amount of applicants for the Deck Attendant and Swim Lesson Instructor roles, but we could use more lifeguard applicants. However, we are seeing a higher overall return rate of pool staff than in prior summers.
- Set pool schedule and made updates to pool programming.
- Attended NISC meeting.

Events

- Held our first Family Valentine's Dance, with 40 participants in attendance.
- Prepping for the Spring Egg Hunt event. There are over 70 participants already registered.

Early Childhood

- We held our Preschool Open House for the 23-24 school year, which 10 families attended.
- Attended the Mount Prospect Public Library "Preschool Info Night."
- We are at 29 students registered total for the 23-24 School year. This is down by 5 students compared to having 34 preschoolers registered at this same point in 2022.
- Camp Kiddie is filling fast. Most camps are already full, but we will continue accepting participants on the waitlist.

Dance

- Dance recital prep including: costume distribution, coordinating photo day, working with River Trails Middle school for recital space, and staffing the event.
- Expressions Dance Company attended Des Plaines Park District Dance Idol. The group piece received a Gold Award/10th place, and a solo entry received a silver award.

<i>Josh Mulholland</i>

Kid Squad Before/After Care:

- We have continued to average around 150 daily kids in both our AM and PM programs (72 AM and 78 PM) – our highest total in the AM has been 75 students (late start Thursday morning), while our highest total in the PM was 86 students. This number has increased around 10 kids from our November/December participation numbers.

Hit the Trails:

- We ran 3 Hit the Trails: School's Out programs in January and February. We had an average of 26 students for the 3 trips, which is consistent to our participation numbers for our January/February trips.
- Field trips on the days off were taken to Launch Trampoline Park, Main Event Entertainment Center, and LegoLand.

Special Interest:

- Chess Scholars continues to max out enrollment so far throughout the 2022-2023 school year sessions: We added an additional instructor and expanded past our maximum (25) with 26 kids enrolled for the Winter Session I.
- Children's Theatre had 12 enrolled in the first winter session ("Encanto") – this is the highest registration for this program since the Spring 2022 session.
- Young Magicians and Computer Explorers classes continue to run consistently (generally 4-5 RTPD participants per class) - both of these programs are a co-op with Mt. Prospect, Prospect Heights, and Arlington Heights.

Summer Camps:

- Began to develop summer camp materials/curriculum for camps
- Began contacting returning counselors and new counselor hiring process starting early February
- Began setting up field trips for each camp session
- Day Camp Registration Revenue totals are sitting just over \$123,000 since registration opened in February – this is up almost \$30,000 compared to the registration totals during the same time frame in 2022

Miscellaneous:

- Completed the Summer 23 Brochure/Community Pass programming
- Attended the IPRA School Age/Day Camp Committee in February

Katelynn Putkonen

Programming

- Took on the responsibility of Birthday Parties, Adult Painting and Adult Trips. Assisted and trained recreation coordinator Andy on programming procedures.
- Coordinated adult trips.
- Prepped for summer 2023 programming and completed first round of summer brochure.
- Finalized pool pass holder pamphlet.
- Organized a free "Fix My Posture Class" with a licensed physical therapist for punch card holders and promoted the two-week class taking place in May.

Staffing

- Finalized Recreation Supervisor of Youth Programs job description and monitored potential applicants.
- Started finalizing summer job positions.
- Continue to hire for birthday party staff.

Events

- Assisted with Dance Recital Prep and created the dance recital program.
- Prepped for upcoming events, Easter Egg Hunt and Earth Day.
- Recreated the end of summer event to the River Trails Last Splash Bash previously known as the Labor Day Old Fashion Picnic in the Park.

Education

- Attended IPRA State Conference attending sessions and networking.
- Attended IPRA Pool and Camp Marketing meeting.
- Coordinated Blood Borne Pathogens Training for all Full time staff.
- Prepped for CPRP test.

Louis Eckenbrecht

Golf Course

- **Course-** Maintenance crew took down a number of trees and over the course of the winter as weather allows have been chipping them up and using the chips to mulch emptier beds of the course around the tee boxes.
- **Admin-** League contracts are ready, ordering is set for merchandising the beginning of the season, and the new software system is fully operational now. A new season pass for free play M-Th will be offered this year. Also began the process of renewing the Village Liquor License after renewing the State License.
- **Rental Clubs-** I obtained two new rental sets for a Left-handed and Right-handed play and hope club rentals will continue to improve this upcoming season.

Banquet Room

- **Valentines Dance-** The Park District hosted a new event in the banquet room at Rob Roy and had a great turn out. People had a fantastic time, and I dipped my toes into playing at DJ.

Open Kitchens

- **10th Hole-** The bar has hosted the bags league every Tuesday and Wednesday throughout the winter months. A major portion of February was dedicated to advertising the Fish Fry that began February 24th. A very successful first turn out after four-year hiatus from Fish Fry service in the 10th Hole.

Vance Violante

- Dan DesJardin left his position at the very beginning of February, therefore my report covers that of two positions.
- Bags – Bags started back up with 36 teams again which is the same as the fall. We are happy we have 3 new teams who are enjoying the league and seem to possibly have connections for future teams to come to RTPD.
- Sent out invitations to last year's summer concession staff to return as well as to adult softball letters
- Attended state conference and attended 9 sessions over 3 days
- Adult Volleyball league did not have enough interested teams to run the league. However, we do have a group of 10-15 who were interested in playing. Therefore, we have squeezed in an adult volleyball open gym on Mondays to keep interest alive for the future
- Conducted two meetings with the parks department: 2023 initial OCR meeting and the 2023 spring / summer field placement meeting.
 - We have received more field permit requests than typical. We have up to 4 possible soccer groups and 3 baseball / softball teams looking to use field space. We are working on seeing what we can logistically schedule along with being mindful of the parks department responsibilities
- Price adjustments were communicated and executed to renters (indoors and field permits) as well as fitness club members for 2023 increases. Forms and community pass were updated by January 1.
- Presently processing all facility bookings, birthdays, field permits etc.
 - In Jan & Feb we hosted 63 parkour parties (all slots full except for 1) while also hosting 20 sports / arrow tag parties which meant every slot turf party slot was booked
 - We staff approximately 850-975 hours a month currently between the 3 buildings and fitness club.
- Met on a couple of occasions with leadership in regards to the restructuring of the rec department with the losses of a couple of staff and the desire of rec team members to expand their expertise. This then led to the posting of the Facility Specialist position.
- Hosted 6 field trips in January during holiday breaks / days off
- Summer Brochure and zone summer scheduling to maximize parkour time usage. We have started accepting summer field trips to the Zone
- In the winter months, we are hosting approximately 25 weekly renters between the 3 rec centers. The Weiss Gym – barring a last minute cancellation, is basically booked in full from 3-10:30p weekdays and from 8a-9p on weekends through the end of March with 18 weekly renters, programs and or open gym.

Patti Mitchell

- Pool passes went on sale on Jan 17 Early bird rate is through May 2
- Went to some very interesting conference session on Customer service, DEI and Marketing.
- Wrote a proposal for Lions Club for a Learn to Swim Scholarship that will be funded by the Mount Prospect Lions Club
- With the help of Jeremy and TK we put up banners on Fish Fry Pool passes camp registration and hiring
- Interviews for our part time position that would have helped Kate. However, after Kate resigned. I put this on hold.
- Camp Registration started Feb 7 Camp Kiddie is almost filled every session and session one of Camp fun is filled.
- Without Kate started the word doc and the pages of the summer brochure.
- Many meetings with Kate before she left on where things are at, Facebook ad, tools she used and passwords.
- Conversations with Louis about the startup of the Golf Course, staff Manuals, beverage license, staff return letters.
- Conversations with Michael and Kate about social media changes
- Updating Code of Conduct
- Updating part time benefits we offer such as free pool pass, mini golf, etc...



MEMORANDUM

March 16, 2023

To: Board of Commissioners

From: Bret Fahnstrom, CPRE Executive Director

RE: IAPD Legislative Updates

IAPD Legislative Platform

While the vast majority of the more than 6,500 bills filed by legislators did not advance by Friday's deadline, 8 IAPD Platform bills did pass out of committee and now head to the full House or Senate for further consideration.

[HB 2277 \(Moeller, A.\)](#) / [SB 1565 \(Morrison, J.\)](#) would clarify that part-time special activity programs conducted by park districts do not require a DCFS license if they are offered to children who have attained the age of 3 and the program meets no more than 3.5 continuous hours, and no more than 25 hours during any week.

[HB 2192 \(Didech, D.\)](#) / [SB 1510 \(Ellman, L.\)](#) would permit park districts to enter into solar energy and equipment agreements for up to 20 years, thereby helping park districts save taxpayer dollars on utilities while protecting the environment.

[SB 1397 \(Turner, S.\)](#) / [HB 2033 \(Stephens, B.\)](#) would allow IAPD member agencies and other units of local government to file bond ordinances electronically.

[SB 1485 \(Lewis, S.\)](#) clarifies that if a park district changes the number or length of terms of commissioners after an election cycle has begun, the change does not affect that current election cycle.

Lifeguard Minimum Wage

If you routinely follow IAPD's bill tracker, you know that there are lots of proposals that are filed every session that would be detrimental to IAPD member agencies. One example, [HB 3852 \(Nichols, C.\)](#), proposes to raise the minimum wage for lifeguards to \$22.50 an hour. We have been working behind the scenes since the bill was first introduced, and we were at the committee hearing on Wednesday to testify in opposition to the bill.

Although the bill passed out of committee on Wednesday, it did so only because of the sponsor's agreement to meet with IAPD and the Chicago Park District and then bring the bill back to committee for further consideration. In other words, the bill cannot move forward for a full vote in the House unless or until the sponsor brings a new proposal back to the House Labor and Commerce Committee.

In the meantime, we will remain opposed to any increase to the minimum wage for lifeguards.

Please be assured that if this proposal were to begin to gain serious traction, IAPD would issue a Legislative Alert. However, it is important for everyone, including your legislators, to understand the impact of a higher minimum wage.

IAPD Protects Park Districts' Ability to Use Rollover Bonds to Pay for Alternate Bonds

A more urgent and serious bill was called for a vote in the Counties & Townships Committee this week. [SB 2936 \(Reick, S.\)](#) would prohibit the use of annual rollover bonds to pay back the debt service on alternate bonds that park districts often use to finance larger capital improvement projects. **IAPD was the only organization to testify in opposition to this legislation, and as a result the bill failed by a vote of 4-5.**

Had this legislation moved forward, it would have crippled the ability of park districts to complete larger capital improvement projects at the least possible cost to taxpayers by prohibiting these available capital dollars from being used to finance larger projects. Instead, it would force park districts to utilize more expensive financing or ask voters to raise taxes through a referendum. IAPD thanks Representative Jonathan Carroll (D-Northbrook), Representative Sharon Chung (D-Bloomington), Representative Norma Hernandez (D-Melrose Park), Representative Suzanne Ness (D-Carpentersville), and Representative Larry Walsh, Jr. (D-Elwood), for voting NO on this terrible legislation which would have been very detrimental to park districts.

IAPD Works to Modify Legislation

IAPD has been working behind the scenes on a number of other bills by meeting with legislators and negotiating legislative proposals to protect IAPD members. In many cases, we have improved proposals prior to their advancement out of committee through the amendment process or successfully secured commitments from legislators to hold items for further negotiations, including:

[HB 1122 \(Guzzardi, W.\)](#) would create the Freelance Worker Protection Act which would place numerous mandates on contracts with independent contractors such as requiring written contracts, specific requirements related to pay, and mandated record retainage, to name just a few. **As a result of IAPD's advocacy efforts, the bill was amended to exempt units of local government from these requirements.**

[HB 1557 \(Williams, J.\)](#) would require a music venue with a liquor license to have opioid antagonists on hand and train staff to administer those opioid antagonists. Because of IAPD's efforts on a similar bill that was introduced in the 102nd General Assembly, **the rules would now only apply to venues where tickets are purchased to benefit a for-profit entity.**

[SB 94 \(Murphy, L.\)](#) is the result of IAPD negotiations on a previous bill from the 102nd General Assembly, [SB 1778 \(Murphy, L.\)](#). Originally, this proposal would have imposed nearly 20 pages of training, administration, and notification requirements on park districts related to asthma medication, epinephrine injectors, and opioid antagonists used by program participants and would have also required park districts to adopt certain emergency response protocols related thereto. Instead, as a result of **IAPD's** advocacy efforts, SB 94 would now simply allow park district personnel to administer an epinephrine injector or asthma medication under certain conditions and provide protections from liability in the event of an injury, unless the injury was the result of willful and wanton conduct. IAPD is actively engaged with the sponsor on any future proposed changes to the bill.

[SB 249 \(Halpin, M.\)](#) is a reintroduction of [HB 5538 \(Halpin, M. / Koehler, D.\)](#) from the 102nd General Assembly, which passed the House but not the Senate. The bill would require employees of a public body be paid the prevailing wage rate when they are performing the construction or demolition of public works on behalf of another public body. Although the prevailing wage would still not be required when a public body's employees are performing work for their own public body, this legislation may discourage intergovernmental cooperation by eliminating the efficiencies that often result when governments work together to perform construction or demolition of "public works." **IAPD's opposition to the proposal was noted on the record, and the sponsor has committed to holding the bill until an agreement is reached.**

[SB 1960 \(Koehler, D.\)](#) would provide a regulatory framework for the operation of low-speed electric scooters, including where they may be operated. **IAPD** worked with the sponsor to amend the bill to clarify local authority to prohibit the use of low-speed electric scooters on bicycle lanes and bicycle paths where the local authority has jurisdiction.

Other Legislation of Interest Advances Out of Committee

[HB 1066 \(Didech, D.\)](#) would amend the Open Meetings Act to add childcare obligations to the current list of reasons that a public body member may attend a meeting remotely if a quorum of the members of the public body is physically present and the public body has met the other statutory requirements, including the adoption of a remote attendance policy.

[HB 1258 \(Sosnowski, J.\)](#) would amend the Child Labor Law to bring the state's hourly restrictions for 14–15-year-olds into compliance with federal rules. The bill would also eliminate the current 8-hour daily restriction on the combined number of hours of school and work for these 14–15-year-olds. Instead, 14-15-year-olds could work up to 3 hours a day when school is in session regardless of the length of the school day as long as the total number of hours does not exceed 18 in a week. The bill does not alter the terms of the limited exception to the combined 8-hour daily restrictions for 14-15-year-olds who are employed in a recreational or educational activity by a park district or municipal recreation department, except that it also brings the weekly cap into federal compliance at 18 hours.

[HB 2493 \(Ortiz, A.\)](#) would allow employees to take up to 10 days of unpaid leave to attend a funeral of, make arrangements for, or grieve the death of a family or household member who is killed in a crime of violence.

[HB 2984 \(Wilhour, B.\)](#) would amend the Public Funds Investment Act to prohibit investments in institutions tied to the Chinese Communist Party or the People's Republic of China.

[HB 3093 \(Hernandez, B.\)](#) would amend the Equitable Restrooms Act to require specific locations that have restrooms that are gender-neutral or women's restrooms to include menstrual hygiene products at no cost. Restrooms at publicly or privately-owned sports or entertainment arenas, stadiums, community or convention halls, special event centers, amusement facilities and special event centers in public parks, and restrooms at state buildings, retail stores, and restaurants that meet specific criteria would be subject to these new requirements if they are available to the public without preference to any specific gender or only to women.

[HB 3491 \(Hanson, M.\)](#) / [SB 2408 \(Preston, W.\)](#) would provide that any laborer, worker, or mechanic employed by a contractor or subcontractor that is paid less than the prevailing wage shall have a right of action for the difference between the amount paid and the prevailing rates required to be paid.

[SB 133 \(Holmes, L.\)](#) would prohibit units of local government from withholding retainage of more than 5% from any payment to a contractor for public construction projects.

[SB 1710 \(Simmons, M.\)](#) would require local authorities responsible for a public bicycle trail to erect permanent signage at least 250 feet before a vehicle crossing that would alert pedestrians and cyclists about the vehicle crossing.

[SB 1769 \(Ventura, R.\)](#) would require all vehicles purchased or leased by a governmental unit after January 1, 2025 to be a zero-emissions vehicle or converted to a zero-emissions vehicle.

[SB 2034 \(Villa, K.\)](#) would create the Child Extended Bereavement Leave Act to provide unpaid leave to employees that experience the loss of child by suicide or homicide. An employee of an employer with 250 or more full-time employees would be entitled to use a maximum of 12 weeks of unpaid leave, and an employee of an employer with more than 50 but fewer than 250 full-time employees would be entitled to use a maximum of 6 weeks of unpaid leave.

All of these bills now must be considered by the full House or Senate in their chamber of origin. Any bill that did not pass out of committee ahead of last Friday's deadline would need an extension of the deadline in order to move forward in the legislative process this spring



BOARD MEMORANDUM

March 16, 2023 Board Meeting Agenda Item

To: Board of Commissioners
From: Bret Fahnstrom, CPRE
RE: Aspen Trails Park – Frost School Parking

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

Staff just received the communication from the Village of Mount Prospect concerning public comment about the proposed parking restrictions on Maya Lane for Frost School parent pick-up and drop-off. I will be discussing if there is any impact on park district programming at Leadership but I do not believe that the identified hours are of any import.

If you would like to submit comments as a resident, you are welcome to do so. If the Board desires to have input other than what I anticipate as an indifference to the change, we can do that through staff communications and/or through the Board President.

Action and Motion Requested

No action required; for informational purposes

MAYOR
Paul Wm. Hoefert

TRUSTEES
Agostino S. Filippone
Terri Gens
John J. Matuszak
Richard F. Rogers
Colleen E. Saccotelli
Michael A. Zadel



VILLAGE MANAGER
Michael J. Cassady

DIRECTOR OF PUBLIC WORKS
Sean Dorsey

Phone: 847/870-5640
Fax: 847/253-9377
www.mountprospect.org

Village of Mount Prospect Public Works

1700 W. Central Road, Mount Prospect, Illinois 60056

March, 2023

RE: Aspen Drive Parking

Address and/or Name of Business (Optional): _____

The Village appreciates your input regarding replacing the NO PARKING PICK-UP ZONE SCHOOL DAYS 3PM-4PM signs with NO PARKING DROP-OFF PICK UP ZONE SCHOOL DAYS 8AM-9:30AM 3PM-4PM signs along the east side of Aspen Drive from Maya Lane to Frost Elementary School. Please return your comments using the enclosed envelope no later than April 3, 2023.

Comments:

Resident Notification

Aspen Drive Parking

Village of Mount Prospect
Public Works Department
March 2023

INTRODUCTION:

The Village has been approached by Frost Elementary School to add Drop-Off Zone parking restrictions along the east side of Aspen Drive between Maya Lane and Frost Elementary School between 8:00 AM and 9:30 AM to match the existing Pick-Up Zone parking restrictions between 3:00 PM and 4:00 PM at this same location.

BACKGROUND:

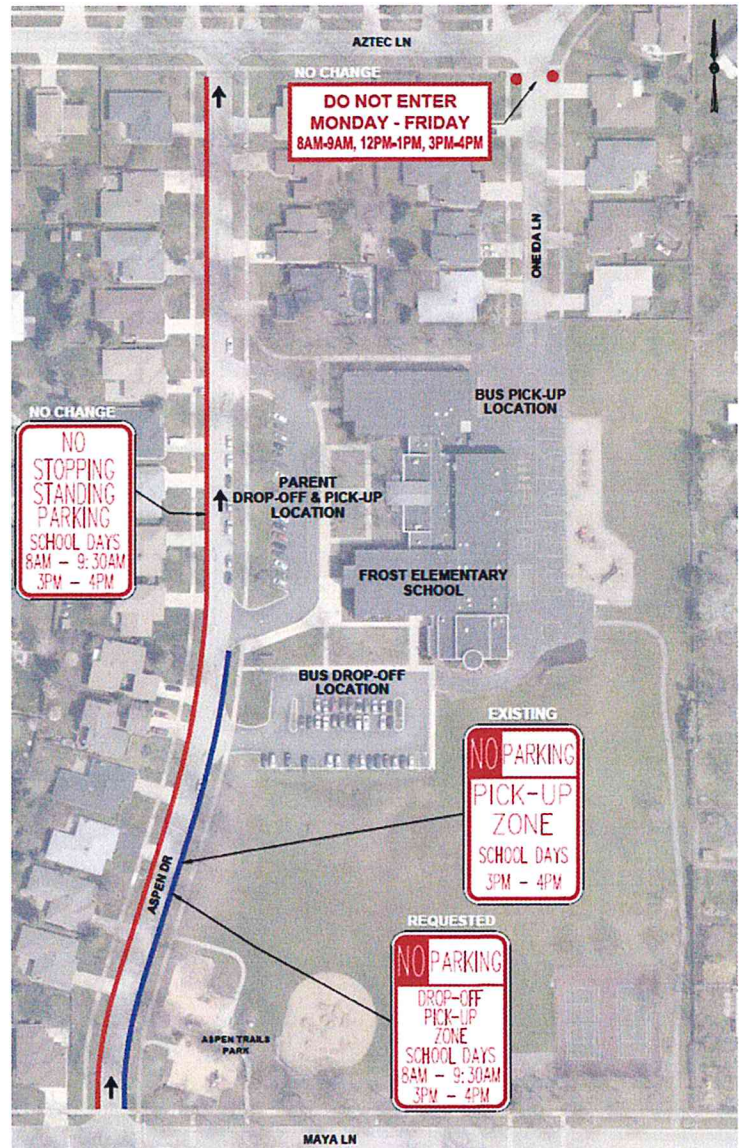
Frost School has seen an uptick since 2020 in students being dropped off or picked up by parents instead of walking, biking or taking the bus. This has created traffic issues on surrounding streets at drop-off and pick-up times. The School's PTO reached out to the Village about improvements that could be made to address the issues. The Village, School and PTO had a joint meeting to discuss issues and determined the queue of vehicles waiting to drop-off or pick-up kids needs to be contained on school property as much as possible. The school will be looking into capital improvements that can shift the queue from public streets to the School's parking lot and has requested the Village update parking restrictions on Aspen Drive.

PROPOSED IMPROVEMENTS:

The Transportation Safety Commission (TSC) will consider the Schools request to add No PARKING DROP-OFF ZONE restrictions between 8:00 AM and 9:30 AM on the east side of Aspen Drive to match the existing pick-up zone parking restrictions to address issues on Aspen Drive. This is intended to help to avoid confusion over different parking regulations at drop-off and pick-up times. There are no changes proposed to the west side of Aspen Drive.

MEETING:

This topic will be discussed at the TSC meeting starting at 7:00 p.m. on Monday April 10th, 2022 at the Emergency Operations Center adjacent to the Public Works Building. You are invited to attend to learn more or express comments.



VILLAGE OF MOUNT PROSPECT PUBLIC WORKS DEPARTMENT

1700 W. Central Road
Mount Prospect, IL 60056
www.mountprospect.org

Phone: 847-870-5640
TDD: 847-392-1235

QUESTIONS OR COMMENTS – DUE APRIL 3RD

If you have any questions or comments, please feel free to contact the Public Works Department by email at publicworksdept@mountprospect.org or by phone at (847) 870-5640. You can also complete the attached comment sheet and return it to Public Works. The Village appreciates your feedback.



Bret Fahnstrom

From: Cook County Clerk's Ethics Department <clerk.ethics@cookcountyil.gov>
Sent: Monday, March 13, 2023 3:16 PM
To: BRET FAHNSTROM
Subject: Time to File! - Time to File Your SEI by May 1, 2023

Time to File Your SEI!



ETHICS

OFFICE OF COOK COUNTY CLERK KAREN A. YARBROUGH
69 W. Washington Street, Suite 500, Chicago, Illinois 60602

TEL 312.603.1121 FAX 312.603.9787 WEB cookcountyclerkil.gov

NOTICE TO GOVERNMENT OFFICIALS AND EMPLOYEES

Deadline: May 1, 2023

March 13, 2023

Filer ID: ~~86-88~~ **11**

Dear BRET FAHNSTROM,

Please be advised that RIVER TRAILS PARK DISTRICT submitted your name to the Cook County Clerk's office requiring you to complete a 2022 Statement of Economic Interests (SEI) under the Illinois Governmental Ethics Act 5 ILCS 420/4A-101 *et seq.* Like taxes, the SEI is filed for the preceding calendar year therefore, you will submit the SEI based on your circumstances in 2022. The deadline to file the 2022 SEI is **May 1, 2023**.

- **Before starting, read the instructions.**

To file your SEI online:

- Go to <https://www.cookcountyclerkil.gov/agency/statements-economic-interests>
- Click on "File" in the Statement of Economic Interests box.
- Enter your Filer ID found at the top of this letter and the password used last year to log in.
- **IMPORTANT:** If you do not remember your password, select "Forgot Password," enter your **Filer ID** (*at the top of this letter*) and a new password will be sent to you by email.
- You will start at "Step 2: My Information." Verify your information & make corrections if necessary, click on "Save & Continue."
- Please review your Agency information in "Step 3: My Agency," then click on "Save & Continue."
- At "Step 4: My Statement," you will answer one question at a time. Once you answer all of the questions, you must check the verification box and select "Submit." You can print a copy of your statement and you will receive an email confirmation only when you've successfully submitted your SEI.
- Complete your statement prior to the **May 1, 2023** deadline. You can print a copy of your submission and you will receive an email confirmation only when you have successfully submitted your statement.
- If you are required to file for more than one unit of government, please contact us at (312) 603-1121 for instructions.

PLEASE NOTE FINANCIAL PENALTIES: In accordance with state statute, failure to file by May 1, 2023 will result in a \$15 late filing fee. Filers who submit their statement after the May 1 deadline must pay the \$15 late fee online by credit card or checking account debit. **Failure to file by May 31, 2023 may result in forfeiture of office or position of employment.**

We encourage you to submit your statement online as soon as possible. Please review the instructions and the frequently asked questions, or call (312) 603-1121 for assistance.

Thank you in advance for your cooperation.

Sincerely,



BOARD MEMORANDUM

March 16, 2023 Board Meeting Agenda Item

To: Board of Commissioners

From: Bret Fahnstrom, CPRE

RE: Intergovernmental Agreement with School District #21 (Frost School)

Supports the Following Initiatives

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

Background / Analysis

The RTPD 2022-2023 Kids Squad program was expanded to include Frost School at the request of Frost School administration in conjunction with our desire to serve that part of our community. We did not start using their facility until January 2023 when we were fully out of utilizing the Marvin Weiss Community Center and back into all our other previous sites. The one item which was overlooked by both organizations was the creation of a formal Intergovernmental Agreement (IGA) prior to the beginning of the program. While neither organization was overly concerned due to the previous strong relationship and historically professional level of supervision by RTPD with all the other schools within District 26, this is an important document to define the relationship and organizational needs. In the meantime, we did issue a Certificate of Insurance prior to the start of the program while we formalized the relationship through the IGA.

RTPD staff created the IGA utilizing the template of our existing IGA with School District 26, editing elements which would be appropriate to a completely different school system. Legal counsel of both organizations approved the document and the School District 21 Board is approving the IGA on March 16, 2023.

Action and Motion Requested

Staff recommends the Board to Approve the Intergovernmental Agreement with School District #21 as submitted.

**WHEELING COMMUNITY CONSOLIDATED SCHOOL DISTRICT #21
& RIVER TRAILS PARK DISTRICT
COOPERATIVE AGREEMENT**

This agreement made this 16th day of March, 2023 between the Board of Education of Wheeling Community Consolidated School District #21, Cook County, Illinois, hereinafter referred to as "School District", and the River Trails Park District, Cook County, Illinois, hereinafter referred to as "Park District".

WITNESSETH:

WHEREAS, School District is the beneficial owner of certain lands situated in Wheeling Township, Cook County, Illinois, the Trustees of Schools being the nominal title holder; and

WHEREAS, Park District is the owner of certain lands situated in Wheeling township, Cook county, Illinois; and

WHEREAS, it is the intention of the parties hereto to provide adequate playground and recreational facilities for the inhabitants of either the School District or Park District at the most economical cost to the legal residents and taxpayers of said School District and Park District; and

WHEREAS, School District and Park District have agreed to permit use of portions of their lands by one another for said purpose and in conformance with the provisions of 50 ILCS 605/3, Illinois Revised Statutes and in accordance with other provisions of the State of Illinois and provide use of facilities for programs:

NOW, THEREFORE, in consideration of the promises of each party to the other, as stated herein, the parties agree as follows:

a. School District agrees as follows:

1. To permit the Park District for a period of five (5) years, commencing on January 1, 2023 to use portions of the following described parcels of land and structures thereon for the period of time and for the purposes indicated herein (unless otherwise unavailable due to the use by the school district, or sale or lease of identified property): Commonly known as Frost School.

2. To permit the Park District to act as consultant to the School District in maintenance of playground equipment and the surrounding surface on the School District's property and to permit the portion of the land upon which structures are not located, to be commonly used by students during school hours and by residents of the Park District during non-school hours.

3. To not restrict the property upon which no structures are located referred to in paragraph (a) 1 hereof from Park District use outside of school hours and further to provide indoor space and facilities at no charge on a first priority basis for scheduled, supervised Park District recreation programs outside of school hours, such schedule subject to School District approval. In connection with its use of School District indoor space and facilities, Park District will at its expense provide trained and qualified leadership for its programs. Park District will reimburse School District for all damages to school property occurring when said property is in the use of the Park District to the extent such damage is not covered by insurance proceeds actually received by the School District. If it should develop that park sponsored activities on the property referred to in paragraph (a) 1 hereof interfere with any school associated programs conducted by the School District, the School District reserves the power and the right to prohibit anyone from coming upon part or all of said property while programs are in session, and the Park District agrees to take all steps within its power to assist in the carrying out of the purpose of this paragraph. If the proposed use of the School District conflicts with the Park District's published schedule, School District agrees to give Park District fourteen (14) days' notice of such proposed uses whenever possible.

4. To indemnify, save harmless and defend the Park District and each member of its Board of Commissioners individually and their respective agents, servants and employees against any and all claims, demands, penalties, judgments, court costs, attorney's fees and liabilities of every kind and nature whatsoever, in connection with any injury to or death of any person or persons or damage to Property due to or arising out of the use and operation by School District of the premises of the Park District or any part thereof or from the use of the premises used hereunder by anyone occupying or using the same as guest, licensee, permittee, or by sufferance or arising out of the operation of any business by School District or due to the installation, operation and maintenance by School District of equipment in and upon the Park District premise used hereunder or that Park District may be put to or incur by reason of any default or failure on the part of School District to comply in any respect with or observe requirements or provisions of this Agreement. In addition to this indemnification, School District hereby covenants and agrees to carry at all times during the term of this Agreement at its sole cost and expense, public liability insurance with limits of not less than \$1,000,000 for injury to any person or persons, including death, not less than \$1,000,000 per occurrence for injury or death, and not less than \$100,000 for damage to property covering ownership and use of the Park District premises used hereunder with both School District and Park District as named additional insured, said insurance to be in financially strong and reputable casualty company or Risk Management Group qualified to do business in State of Illinois and acceptable to Park District. Such insurance shall be modifiable or cancelable only on written notice delivered by registered mail to School District and Park District ten (10) days in advance of modification or cancellation. School district shall furnish Park District with a certificate of insurance.

b. Park District agrees as follows:

1. To permit the School District to use, for a period of five (5) years, commencing on the date hereof, the following described parcels of land in connection with its school program while school is in session (unless otherwise unavailable due to the use by the park district, or sale or lease of identified property): Commonly known as Aspen Trails, Burning Bush Trails, Sycamore Trails, Tamarack Trails, Willow Trails and Woodland Trails Parks.

2. To maintain its park district apparati and equipment in a safe condition and to promptly repair or remove from the premises hereunder any unsafe apparatus or equipment.

3. To not restrict the property referred to in paragraph (b) 1 hereof from school use during school hours and to provide indoor space and facilities at no charge on a first priority basis for scheduled, supervised School District recreation programs during school hours, such schedule subject to Park District approval. In connection with its use of Park District indoor space and facilities, School District will provide trained and qualified leadership for its programs. School District will reimburse Park District for all damages to Park property occurring when said property is used by School District to the extent such damage is not covered by insurance proceeds actually received. If it should develop that activities on the property referred to in paragraph (b) 1 hereof interfere with any Park District associated programs conducted by the Park District, the Park District reserves the power and the right, to prohibit anyone from coming upon part or all of said property while such programs are in session, and the School District agrees to take all steps within its power to assist in carrying out of the purpose of this paragraph. If the proposed use by the Park District conflicts with the School District published schedule, Park District agrees to give the School District fourteen (14) days' notice of such proposed use whenever possible.

5. To indemnify, save harmless and defend the School District and each member of its Board of Education individually and their respective agents, servants and employees against any and all claims, demands, penalties, judgments, court cost, attorneys' fees and liabilities of every kind and nature whatsoever, in connection with any injury to or death of any person or persons or damages to property due to or arising out of the use and operation by Park District of the premises of the School District used by Park District or any part thereof or from the use of the premises used hereunder by anyone occupying or using the same as guest, licensee, permittee, or by sufferance or arising out of the operation of any business by Park District or due to the installation, operation and maintenance by Park District of equipment in and upon the School District premises used hereunder or the School District may be put to or incur by reason of any default or failure on the part of Park District to comply in any respect with or observe requirements or provisions of this Agreement. In addition to this indemnification, Park District hereby covenants and agrees to carry at all time during the term of this Agreement at its sole cost and expense, public liability insurance with limits of not less than \$1,000,000 for injury to any person or persons, including death, not less than \$1,000,000 per occurrence for injury or death and not less than \$100,000 for damage to property covering ownership and use of the School District premises hereunder, with both Park District and School District as named insured, said insurance to be a financially strong and reputable casualty company or Risk Management Group qualified to do business in the State of Illinois and acceptable to School District. Such insurance shall be modifiable or cancelable only on written notice delivered by registered mail to Park District and School District ten (10) days in advance of modification or cancellation. Park District shall furnish School District with a certificate of insurance.

c. It is further mutually agreed between the parties as follows:

1. Additional tracts of land and/or buildings which may be obtained or constructed by School District and/or Park District, and which would mutually benefit the School District and the Park District may be added to this Agreement by mutual consent and ratification by each governing board.

2. This Agreement will be renewable at its expiration by mutual agreement provided, however, that the School District and/or the Park District will have the right, option and privilege to terminate this Agreement at any time during the term by giving sixty (60) days' written notice by mail to the other party hereto at its office address of its intention to so terminate said Agreement. At the expiration of said sixty (60) day period, the Park District will surrender to the School District, and the School District will surrender to the Park District, the possession of all movable equipment owned by the other and covered by this Agreement. In the event any equipment is removed pursuant to the provisions of this paragraph, the parties will restore the affected premises to the condition of the surrounding property.

IN WITNESS WHEREOF, the parties hereto have hereunto caused these presents to be signed by their duly authorized officers and attested the day and year first written.

RIVER TRAILS PARK DISTRICT,

BOARD OF EDUCATION

COOK COUNTY, ILLINOIS

RIVER TRAILS SCHOOL DISTRICT #21

By: _____

By: _____

ATTEST:

ATTEST:



BOARD MEMORANDUM

March 16, 2023 Board Meeting Agenda Item

To: Board of Commissioners
From: Mike Hanley Superintendent of Parks
RE: 2023-2025 Mow Bid Approval

Supports the Following Initiatives

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

Background / Analysis

The bid contract for mow operations expired at the end of the 2022 growing season. A new bid proposal was issued to mow parks and schools managed by RTPD for 2023 with an option to fulfill the contract for 2 additional years. An alternative within the bid asked for quotes to supply weed control at the District 26 schools whose landscape maintenance is managed by RTPD.

Sealed bid were opened March 10th. 4 companies bid on the Mow Contract.

Mow Bid Results

Base: Mow bid				
Company	2023 Contract price	2024 Contract price	2025 Contract price	Total
Langton Group	\$61,986.12	\$63,845.70	\$65,761.07	\$191,592.89
Loyola Landscape Company	\$46,816.00	\$48,220.00	\$49,667.00	\$144,703.00
Milieu Design	\$52,248.00	\$53,250.00	\$54,250.00	\$159,748.00
Gilio Landscape	\$41,720.00	\$42,952.00	\$44,170.00	\$128,842.00

Alternate 1: Weed Control				
Company	2023 Contract price	2024 Contract price	2025 Contract price	Total
Langton Group	\$15,456.00	\$15,919.68	\$16,397.27	\$47,772.95
Loyola Landscape Company	\$5,180.00	\$5,284.00	\$5,390.00	\$15,854.00
Milieu Design	\$21,000.00	\$21,500.00	\$22,000.00	\$64,500.00
Gilio Landscape	\$15,400.00	\$15,400.00	\$15,400.00	\$46,200.00

Grand Total				
Company	2023 Contract price	2024 Contract price	2025 Contract price	Total
Langton Group	\$77,442.12	\$79,765.38	\$82,158.34	\$239,365.84
Loyola Landscape Company	\$51,996.00	\$53,504.00	\$55,057.00	\$160,557.00
Milieu Design	\$73,248.00	\$74,750.00	\$76,250.00	\$224,248.00
Gilio Landscape	\$57,120.00	\$58,352.00	\$59,570.00	\$175,042.00

Although Loyola Landscape had a lower combined base bid and alternate. They are not eligible to win the contract because they do not hold the proper licenses outlined in the bid packet to apply herbicide to fulfill alternate 1: weed control.

Gilio Landscape is a professional and reputable company. We have worked with them in the past and they won the previous mow contract from 2019 to 2022.

Action and Motion Requested

Staff recommends the Board to Approve the award of the Mow Bid Contract for \$175,042.00



BOARD MEMORANDUM

March 16, 2023 Board Meeting Agenda Item

To: Board of Commissioners
From: Mike Hanley Superintendent of Parks
RE: Tamarack Trails Park Recommendation

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

On February 28, 2023 we opened bids to improve the Tamarack Trails Park. Based on preliminary numbers, we had budgeted \$50,000.00 for the project, knowing that it could be a little more. Unfortunately, the only bid submitted was significantly different at \$128,334.00. In talking with the bidder, there was a difference of understanding of the details for calculating the court repairs which significantly increased their submittal.

We plan to re-bid this project with a clearer definition of project scope. In the meantime, we cannot proceed with the bid as submitted.

Action and Motion Requested

Staff recommends the Board to reject the bid for Tamarack Trails Park pickleball courts.



Chicago Regional Office
1400 East Touhy Avenue, Suite 215
Des Plaines, IL 60018
312.644.3379

March 1, 2023

Mr. Bret Fahnstrom
Executive Director
River Trails Park District
401 E. Camp McDonald Rd.
Prospect Heights, IL 60070

Re: Tamarack Trails Park Letter of Recommendation

Dear Bret:

Bids were opened on Tuesday, February 28, 2023 for the Tamarack Trails Park project. One bid was received, opened, read aloud, and included the following bidder: Hacienda Landscaping, Inc. The bid received was **\$128,334.00** from **Hacienda Landscaping, Inc.**, located in Minooka, IL.

If the Park Board agrees, we hereby recommend that the bid for Tamarack Trails Park is rejected due to being over budget.

Sincerely,

A handwritten signature in black ink that reads "Sarah C. Dreier".

Sarah C. Dreier, PLA, ASLA

Enc: Bid Opening Results

Cc: Mike Hanley, RTPD
Lori Vierow, JSD



BIDDERS:	Hacienda Landscaping, Inc.					
Tamarack Trails Park, River Trails Park District						
BID RECAP SUMMARY						
BID BOND INCLUDED	X					
ACKNOWLEDGEMENT OF ADDENDA	N/A					
BID GRAND TOTAL	\$128,334.00					