



Administration Office

401 E. Camp McDonald Road, Prospect Heights, IL 60070

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March 11, 2024

Memorandum for the Board of Commissioners

Subj: Executive Session contents

The Regular Board Meeting is scheduled for Thursday, March 21, 2024 at 7:00 pm. If you cannot attend please contact me immediately to ensure we have a quorum.

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

At this point, I DO anticipate an Executive Session.

Thank you!

Sincerely,

Bret Fahnstrom, CPRE

Executive Director

Enclosures

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

March 21, 2024
7:00 PM

- I. Roll Call
- II. Visitors Comments
- III. NorthWest Special Recreation Association (NWSRA) presentation – Tracey Crawford
- IV. Approval of Agenda / Changes
- V. Approval of Minutes for the Public Hearing of February 15, 2024*
- VI. Approval of Minutes for the Regular Meeting of February 15, 2024*
- VII. Approval of Paid Invoice List for February 10 – March 15, 2024*
- VIII. Approval of Treasurer’s Report for January 2024*
- IX. Communications
 - a. Staff Report: Recreation Department*
 - b. 2023 Facilities & Fitness FYE Report*
 - c. 2023 EOY Zone Usage and Programming Report*
 - d. 2023 Foundation Annual Report*
 - e. Miscellaneous Communications
 - i. IGFOA Certificate of Achievement*
 - ii. IAPD Legislative Platform*
 - iii. Open Meetings Act Annual Training and SEI submittals
 - iv. 2023 IAPD Board Member Status*
- X. Old Business
 - a. None
- XI. New Business
 - a. Tamarack Trails Park Master Plan Reimagined*
 - b. Roberts Rules of Order
- XII. 2023 Year in Review*
- XIII. Commissioners Comments
- XIV. 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.
- XV. Action as a Result of the Executive Session
- XVI. 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 FIFTEENTH DAY OF
FEBRUARY 2024 AT 7:00 P.M.**

1. At 7:00 p.m. President Rezek called the Public Hearing meeting to order and directed Crista Altergott, Administrative Assistant & Risk Management to call the roll.
2. Upon roll being called, the following Commissioners answered present: Jennifer Rezek, Leah Lussem, Nancy Parra and Melissa Ackerman. Robert Hoban III was absent. Also present were Director Bret Fahnstrom, Superintendent of HR and Finance David Oswald, Superintendent of Communications and Marketing Christine Powles and Rob Roy Golf Course General Manager Louis Eckenbrecht.
3. Visitors/Visitors Comments. None
4. Presentation/Discussion of the 2024 Budget/Appropriation Ordinance 24-02-15 for the River Trails Park District for the fiscal year beginning January 1, 2024, and ending December 31, 2024. President Rezek announced the agenda item for the Public Hearing is to review the proposed 2024 Budget and Appropriation Ordinance.
 - a. Director Fahnstrom briefly discussed the 2024 Budget and Appropriation Ordinance details and changes made since the prior presentation.
 - b. President Rezek asked for additional comments from the Board Members. No additional comments were discussed.
 - c. President Rezek asked for oral testimony or any public comments from visitors. No visitors were present.
 - d. President Rezek announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed 2024 Budget and Appropriation Ordinance.
5. Adjournment. Commissioner Parra moved to close said hearing at 7:03 p.m. Commissioner Lussem seconded the motion which was approved by common consent.

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 FIFTEENTH DAY OF FEBRUARY 2024 AT 7:00 P.M.**

- I. The President called the meeting to order at 7:03 p.m. and directed Crista Altergott, Administrative Assistant & Risk Management to call the roll. Upon roll being called, the following Commissioners answered present: Jennifer Rezek, Leah Lussem, Nancy Parra and Melissa Ackerman. Commissioner Robert Hoban III was absent. Also present were Executive Director Bret Fahnstrom, Superintendent of HR and Finance David Oswald, Superintendent of Communications and Marketing Christine Powles and Rob Roy Golf General Manager Louis Eckenbrecht.
- II. Visitors Present
 - a. None
- III. The Agenda for February 15, 2024 was submitted for approval. Commissioner Lussem moved to approve said agenda as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of February 1, 2024. Commissioner Ackerman moved to approve the Minutes as presented. The motion was seconded by Commissioner Parra and approved by common consent.
- V. Approval of Paid Invoices List Bills for January 13, 2024 – February 9, 2024. Commissioner Lussem moved to approve the Paid Invoices List Bills for January 13, 2024 – February 9, 2024 as presented. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

AYE:	Jennifer Rezek, Nancy Parra, Leah Lussem, Melissa Ackerman
NAY:	None
ABSENT:	Robert Hoban III
- VI. Communications
 - a. Staff Report: Parks Department – Executive Director Bret Fahnstrom
 - Director Fahnstrom presented the Parks Report on behalf of Superintendent of Parks, Mike Hanley. Updates included rewired ADA Bollard at Burning Bush Community Center, Weiss Fitness Center deep cleaning and reorganization, #7 bunker removal at Rob Roy Golf Course and an update on the progress of Woodland Trails Park.
 - Commissioners Parra and Ackerman inquired about the purpose of the Woodland Trails Park updates. Upon discussion, the group consensus was that the buckthorn removal and gathering area will be a better use of space for camps and patrons.
 - Discussion progressed to other areas of land development. Commissioner Parra asked about the stumps located near the skate park and if we are replacing trees that are being removed. Commissioner Ackerman is also receiving questions about trees. Director Fahnstrom will look into the stumps with possible use and briefly outlined the district’s tree planting programs. Commissioner Ackerman requested ready to share communication be sent to Commissioners.

- b. Annual Rob Roy Operations Report – Rob Roy Golf General Manager Louis Eckenbrecht
- Golf General Manager Louis Eckenbrecht reported that the second year of River Trails operating the Rob Roy Golf Course concluded with \$712,280 gross revenue.
 - The pro-shop performed exceptionally well with a net profit of \$542,345 to an operational profit of \$146,152 and 24,091 rounds played in 2023. The mini golf course fell somewhat short of expectations, but the driving range experienced its busiest summer in years.
 - Commissioner Rezek asked about the golf cart repairs since new carts were recently purchased. Eckenbrecht outlined some of the unexpected maintenance costs of the current fleet of carts.
 - Commissioner Ackerman asked about timing for the golf cart storage. Director Fahnstrom anticipates the storage area to be ready by the end of the 2024 season.
 - Commissioner Parra congratulated the district on the decision to go solo at Rob Roy and Parra, Commissioner Rezek and Director Fahnstrom all congratulated the continued efforts by Golf General Manager Eckenbrecht, Golf Superintendent Jeremy Rolf and the team of Superintendent of Parks Mike Hanley.
- c. Parliamentary Questions – Executive Director Bret Fahnstrom
- Director Fahnstrom presented information requested by Commissioner Nancy Parra on a request for clarification between voting abstain vs. present. Fahnstrom reached out to corporate counsel and attended a session at conference with Commissioner Lussem by Christina Emmert, a Professional Registered Parliamentarian.
 - Fahnstrom presented the information as provided by the 2 sources on the topic of voting abstain vs. present:

Voting “present” is the same as voting “I abstain.” Abstentions are not counted as either affirmative or negative votes. However, in a situation where the rules require a majority or two-thirds of the members present, an abstention can have the effect of a “no” vote. However, an abstention is not a vote and should not be counted unless you are determining whether a quorum is present.
 - There was also a request to clarify voting remotely which Fahnstrom reported as:

*Section 7(a) of the Open Meetings Act (5 ILCS 120/7(a)) provides that a member may attend a meeting by video or audio conference because of: (1) personal illness or disability; (2) employment purposes or the business of the public body; (3) a family or other emergency; or (4) unexpected childcare obligations. In order for that member to attend virtually, a quorum of the members of the public body must be physically present **and** a majority of the public body **votes** to allow such member to attend virtually.*
 - Further discussion outlined the process for a Board Member attending a Board Meeting virtually. Commissioner Parra outlined the process as presented; Board Members may attend virtually if the reason is one of the four OMA reasons. The Board Members in attendance must Motion and Vote to allow the virtual attendee to be an active Board Member, however, the virtual attendee will not be included in the quorum. If the request for virtual attendance is not one of the four OMA reasons, the virtual attendee may attend the Board Meeting as a Visitor, without the ability to vote and comments restricted during Visitor’s Comments.

- d. Miscellaneous Communications – Executive Director Bret Fahnstrom
- Director Fahnstrom presented the 2024 IAPD Calendar of Events. Commissioners Lussem and Parra plan to attend the Legislative Breakfast on February 29th.
 - Fahnstrom plans to attend the Legislative events in Springfield which includes the Parks Day on the Capitol, dinner and conference.
 - Cook Country Commissioner Britton is sponsoring an amendment to the Paid Leave Act to exclude Park Districts as the financial impact is unlike a typical business structure without the ability for significant financial adjustments.

VII. Old Business
a. None

VIII. New Business

- a. Ordinance No 24-02-15, 2024 Budget and Appropriations. Director Fahnstrom stated there have been no significant changes to the tentative budget previously presented. There are three additional changes since the last draft version was viewed by the Board. These changes were additions to computer software and the need for additional staffing. Following discussion, Commissioner Lussem moved to adopt the Budget and Appropriations Ordinance 24-02-15 as presented. The motion was seconded by Commissioner Ackerman and upon the roll being called, the Commissioners voted as follows:

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

IX. Commissioner Comments
a. None

X. Executive Session
a. None. Director Fahnstrom requested an Executive Session for the next meeting.

XI. Action as a Result of the Executive Session
a. None

XII. Adjournment. There being no further business to discuss, the meeting was adjourned at 7:31 p.m.

President

Secretary

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	23-0629			01/04/24		71647	02/15/24	5,243.00	5,243.00
		02 WEISS - DECEMBER 2023	2040908505517						2,277.00
		03 BB - DECEMBER 2023	2041908505517						997.00
		04 RRCH - DECEMBER 2023	2060908505517						989.00
									VENDOR TOTAL: 5,243.00
14274	CINTAS CORP								
	4175238460	01 CUSTODIAL SUPPLY	2042908005023	11/28/23		71664	02/22/24	688.37	215.90
	4175268517	01 CUSTODIAL SUPPLY	2041908005023	11/28/23		71664	02/22/24	688.37	169.59
	4175268690	01 CUSTODIAL SUPPLY	2040908005023	11/28/23		71695	03/07/24	1,431.21	218.50
	4175985313	01 CUSTODIAL SUPPLY	2041908005023	12/05/23		71664	02/22/24	688.37	166.59
	4176706296	01 CUSTODIAL SUPPLY	2041908005023	12/12/23		71664	02/22/24	688.37	136.29
	4176706413	01 CUSTODIAL SUPPLY	2042908005023	12/12/23		71695	03/07/24	1,431.21	286.54
	4177431778	01 CUSTODIAL SUPPLY	2041908005023	12/19/23		71695	03/07/24	1,431.21	169.29
	4177431870	01 CUSTODIAL SUPPLY	2042908005013	12/19/23		71695	03/07/24	1,431.21	345.15
	4178266729	01 CUSTODIAL SUPPLY	2041908005023	12/27/23		71695	03/07/24	1,431.21	128.79
	4178266858	01 CUSTODIAL SUPPLY	2042908005023	12/27/23		71695	03/07/24	1,431.21	282.94
									VENDOR TOTAL: 2,119.58
14318	CITY OF PROSPECT HEIGHTS								
	2.0355.00/FEB 2024	01 RR MAINT GARAGE- 1/2 - 2/1/24	2060928405450	02/15/24		71665	02/22/24	135.41	57.94
	2.0357.00/FEB 2024	01 RRCH - 1/2 - 2/1/2024	2060908405450	02/15/24		71665	02/22/24	135.41	77.47

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
									VENDOR TOTAL: 135.41
15167	COLLEY ELEVATOR COMPANY								
	253863	01 ELEVATOR INSP SEMI ANNUAL	2060908505530	02/01/24		71648	02/15/24	385.00	385.00
									VENDOR TOTAL: 385.00
15209	COMCAST								
	001001113811	01 ADMIN - 2/15 - 3/14/2024	1011908405430	02/15/24		71666	02/22/24	4,056.62	4,056.62
		02 MAINT - 2/15 - 3/14/2024	1020938405430						737.57
		03 WCTR - 2/15 - 3/14/2024	2040908405430						368.78
		04 BB - 2/15 - 3/14/2024	2041908405430						1,229.28
		05 ZONE - 2/15 - 3/14/2024	2042908405430						368.78
		06 POOL - 2/15 - 3/14/2024	2050908405430						983.42
									368.79
									VENDOR TOTAL: 4,056.62
15210	COMCAST CABLE								
	0008566/FEB 2024	01 MSW CABLE - 2/1 - 2/29/24	2010908505590	02/10/24		71667	02/22/24	420.45	194.72
	0154057/FEB 2024	01 ROB ROY CABLE- 2/17-3/16/24	2060908505530	02/10/24		71667	02/22/24	420.45	225.73
	1039503/FEB 2024	01 ZONE CABLE- 3/1-3/29/24	2010908505590	02/26/24		71696	03/07/24	199.85	199.85
									VENDOR TOTAL: 620.30
15270	COMMONWEALTH EDISON								
	0277103009/FEB 2024	01 SYCAMORE - 1/10 - 2/8/2024	1020938405440	02/08/24		71650	02/15/24	3,221.57	153.26
	2163119071/FEB 2024	01 WATER FOUNTAIN- 1/11-2/9/2024	2060908405440	02/09/24		71650	02/15/24	3,221.57	25.25
	2883081018/FEB 2024	01 RR PUMPHOUSE - 1/11 - 2/9/2024	2060928405440	02/09/24		71650	02/15/24	3,221.57	25.25
	4311071006/FEB 2024	01 RR MAINT - 1/11 - 2/9/2024	2060928405440	02/09/24		71650	02/15/24	3,221.57	75.46
	4311631002/FEB 2024	01 BB - 1/11 - 2/9/2024	2041908405440	02/09/24		71650	02/15/24	3,221.57	359.37

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	4561616022/FEB 2024	01 ZONE - 1/10 - 2/8/2024	2042908405440	02/08/24		71650	02/15/24	3,221.57	950.86 950.86
	4815493008/FEB 2024	01 ADMIN - 1/11 - 2/9/2024	1011908405440	02/09/24		71650	02/15/24	3,221.57	271.46 271.46
	4815693008/FEB 2024	01 RR MAINT - 1/11 - 2/9/2024	2060928405440	02/09/24		71650	02/15/24	3,221.57	357.02 357.02
	4899241004/FEB 2024	01 RR - 1/11 - 2//2024	2060908405440	02/09/24		71650	02/15/24	3,221.57	1,003.64 1,003.64
								VENDOR TOTAL:	3,221.57
15744	COSTCO MEMBERSHIP								
	2024 MEMBERSHIP	01 ANNUAL MEMBERSHIP-APRIL '24	1010908305306	02/15/24		71676	02/29/24	180.00	180.00 180.00
								VENDOR TOTAL:	180.00
20830	LOUIS ECKENBRECHT								
	MILEAGE - 2/1-2/29/24	01 MILEAGE EXPENSE- 2/1-2/29/24	2010908305304	03/07/24		71697	03/07/24	22.24	22.24 22.24
								VENDOR TOTAL:	22.24
27326	BRET FAHNSTROM								
	REIMBURSEMENT-2/12/24	01 IPRA/IAPD CONFERENCE REIMBRSE	1010908305308	02/12/24		71651	02/15/24	20.00	20.00 20.00
								VENDOR TOTAL:	20.00
28616	FLOOD BROTHERS								
	7312713	01 RRCH TRASH SERVICE	2060908505535	02/06/24		71652	02/15/24	307.56	240.70 240.70
	7312791	01 RRCH - TRASH SERVICE	2060908505535	02/06/24		71652	02/15/24	307.56	66.86 66.86
	7364329	01 RRCH TRASH SERVICE	2060908505535	03/05/24		71721	03/14/24	307.56	240.70 240.70
	7364405	01 GOLF MAINTENANCE TRASH SERVICE	2060928505535	03/05/24		71721	03/14/24	307.56	66.86 66.86

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	615.12
29399	FRONTLINE TECHNOLOGIES GRP LLC								
	INVUS195547	01 APPLITRACK YEARLY	1010908605691	02/25/24		71677	02/29/24	1,744.45	1,744.45 1,744.45
								VENDOR TOTAL:	1,744.45
29683	FUNDERBURK ROOFING, INC								
	37298	01 ROOF REPAIR	2040908505511	02/06/24		71653	02/15/24	1,700.00	1,700.00 1,700.00
	37435	01 ROOF INSPECTION/REPAIRS	2040908505530	03/01/24		71698	03/07/24	325.00	325.00 325.00
								VENDOR TOTAL:	2,025.00
34310	MIKE HANLEY								
	MILEAGE - FEB 2024	01 MILEAGE EXPENSE- FEB 2024	1020938305304	03/07/24		71699	03/07/24	61.64	61.64 61.64
								VENDOR TOTAL:	61.64
36452	HINCKLEY SPRINGS								
	2540373 021124	01 ADMIN DRINKING WATER	1011908405450	02/11/24		71654	02/15/24	96.93	96.93 96.93
	2540373 031024	01 ADMIN DRINKING WATER	1011908405450	03/10/24		71722	03/14/24	64.95	64.95 64.95
								VENDOR TOTAL:	161.88
37193	HOME DEPOT CREDIT SERVICES								
	1023268	01 CUSTODIAL SUPPLY	2042908005023	01/26/24		71701	03/07/24	1,048.80	11.94 11.94
	1026807	01 ADA BALLARD	2410908705710	02/25/24		71701	03/07/24	1,048.80	132.77 132.77
	1211031	01 SINK	4020938705710	02/15/24		71701	03/07/24	1,048.80	289.00 289.00
	4202321	01 KEYS	1020938005013	02/22/24		71701	03/07/24	1,048.80	7.94 7.94

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	5026325	01 SHOP REMODEL	4020938705710	02/21/24		71701	03/07/24	1,048.80	1.53 1.53
	5026326	01 SHOP REMODEL	4020938705710	02/21/24		71701	03/07/24	1,048.80	4.75 4.75
	634090	01 SHOP REMODEL	4020938705710	02/26/24		71701	03/07/24	1,048.80	9.92 9.92
	7073543	01 BREAK ROOM ELECTRIC	4020938705710	01/30/24		71701	03/07/24	1,048.80	8.50 8.50
	7514785	01 BREAK ROOM ELECTRIC	4020938705710	01/30/24		71701	03/07/24	1,048.80	11.24 11.24
	7520642	01 BREAKROOM REMODEL	4020938705710	02/09/24		71701	03/07/24	1,048.80	126.38 126.38
	763185	01 SHOP REMODEL	4020938705710	02/16/24		71701	03/07/24	1,048.80	379.23 379.23
	8074688	01 ADA BALLARD	2410908705710	02/08/24		71701	03/07/24	1,048.80	57.14 57.14
	9024677	01 DRYWALL FOR BREAK ROOM	4020938705710	02/07/24		71701	03/07/24	1,048.80	8.46 8.46
								VENDOR TOTAL:	1,048.80
41771		ILLINOIS DEPT OF AGRICULTURE							
		PESTICIDE LICNSE-GOTTSCHALK		02/12/24		71655	02/15/24	90.00	90.00 90.00
		01 PESTICIDE LIC '24-'27-HANNAH G	1020938305306						
								VENDOR TOTAL:	90.00
41772		ILLINOIS-AMERICAN WATER CO.							
	210000090305/FEB 2024			02/13/24		71668	02/22/24	125.39	125.39 125.39
	01 BB - 1/9 - 2/7/2024		2041908405450						
	210000090305/MAR 2024			03/11/24		71723	03/14/24	127.55	127.55 127.55
	01 BB - 2/8 - 3/7/24		2041908405450						
	210000591839/MAR 2024			03/01/24		71702	03/07/24	328.47	38.53 38.53
	01 MAINT GARAGE- 1/31 - 2/28/24		1020938405450						

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	210000592092/MAR 2024			03/01/24		71702	03/07/24	328.47	30.04 30.04
	01 RANGE - 1/31 - 2/28/24		2060908405450						
	210000592245/MAR 2024			03/01/24		71702	03/07/24	328.47	259.90 259.90
	01 MSWCC- 1/31-2/28/24		2040908405450						
								VENDOR TOTAL:	581.41
41788		ILLINOIS STATE POLICE							
		REPLENISH BACKGRND CKS-3/5/24		03/05/24		71703	03/07/24	3,000.00	3,000.00 3,000.00
		01 REPLENISH BACKGRND CHECKS	1010908505501						
								VENDOR TOTAL:	3,000.00
42070		IMPACT NETWORKING, LLC							
	3185978	01 ADMIN COPIER (MAR-JUN '24)	1010908505530	03/11/24		71724	03/14/24	307.71	307.71 307.71
								VENDOR TOTAL:	307.71
47527		JSD PROFESSIONAL SERVICES INC							
	10261	01 WILLOW TRLS CD'S THRU 1/26/24	4022938715711	01/26/24		71656	02/15/24	324.41	324.41 324.41
								VENDOR TOTAL:	324.41
47744		JUST TIRES							
	0000104591	01 JUST TIRES - T2 TIRES	1020938505545	03/04/24		71725	03/14/24	379.06	379.06 379.06
								VENDOR TOTAL:	379.06
48462		KEARNS DESIGN GROUP							
	1032148	01 SUMMER CAMP BROCHURE DESIGN	2031355175571	02/28/24		71726	03/14/24	1,770.00	1,770.00 1,770.00
								VENDOR TOTAL:	1,770.00
53511		LUCAS LANDSCAPE							
	15188	01 TAMARACK PLAYGROUND MULCH	1020938005012	01/02/24		71727	03/14/24	4,020.00	4,020.00 4,020.00
								VENDOR TOTAL:	4,020.00
56215		KAREN McLOUGHLIN							
		REIMBURSEMENT-3/4/24		03/04/24		71704	03/07/24	129.00	129.00 129.00
	01 RECERTIFICATION		2010908305309						

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									129.00
56664	MENARDS								
	27223	01 CART STORAGE	2060908505515	12/08/23		71669	02/22/24	130.99	113.41 113.41
	27749	01 CUSTODIAL SUPPLY	1020938005023	12/20/23		71669	02/22/24	130.99	17.58 17.58
	29409	01 TABLE PAINTING	2040908605615	01/27/24		71657	02/15/24	582.53	34.44 34.44
	29484	01 BATTERIES FOR EQUIPMENT	2040908005013	01/29/24		71657	02/15/24	582.53	36.94 36.94
	29498	01 WATER FOR ROW MACHINE	2040908005013	01/29/24		71657	02/15/24	582.53	10.98 10.98
	29957	01 STAPLE GUN	1020938005009	02/07/24		71657	02/15/24	582.53	42.93 42.93
	30044	01 SCREEN REPAIR	2040908005013	02/09/24		71730	03/14/24	856.92	9.96 9.96
	30091	01 LIGHT REPAIR	2040908005013	02/10/24		71730	03/14/24	856.92	31.46 31.46
	30165	01 BREAKROOM MOUSE PROOFING	4020938705710	02/12/24		71657	02/15/24	582.53	126.22 126.22
	30204	01 BREAK ROOM REMODEL	4020938705710	02/13/24		71657	02/15/24	582.53	96.97 96.97
	30240	01 COVER UP,ROLLERS,BRUSHES	1020938705721	02/14/24		71657	02/15/24	582.53	234.05 234.05
	30302	01 OFFICE SUPPLIES	1020938005004	02/15/24		71730	03/14/24	856.92	8.87 8.87
	30310	01 BATTERIES	2060908005013	02/15/24		71730	03/14/24	856.92	12.97 12.97
	30356	01 SHOP REMODEL	4020938705710	02/16/24		71730	03/14/24	856.92	5.29 5.29

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	30361	01 LIGHT BULBS	2042908005013	02/16/24		71730	03/14/24	856.92	15.98 15.98
	30386	01 BATHROOM PAINT	2042908005013	02/17/24		71730	03/14/24	856.92	8.26 8.26
	30387	01 BATHROOM PAINT	2042908005013	02/17/24		71730	03/14/24	856.92	25.66 25.66
	30453	01 REPAIR SUPPLIES/PARTS	2060928005016	02/19/24		71730	03/14/24	856.92	104.79 104.79
	30494	01 PAINTER SUPPLIES	4020938705710	02/20/24		71730	03/14/24	856.92	70.22 70.22
	30532	01 BATHROOM PAINT	2042908005013	02/21/24		71730	03/14/24	856.92	17.92 17.92
	30534	01 SHOP REMODEL	4020938705710	02/21/24		71730	03/14/24	856.92	84.26 84.26
	30751	01 PARK SHOP - KITCHEN SINK	4020938705710	02/26/24		71730	03/14/24	856.92	35.83 35.83
	30761 - 2/26/2024	01 PARKS SHOP - KITCHEN SINK	4020938705710	02/26/24		71730	03/14/24	856.92	26.26 26.26
	30769	01 PARKS SHOP - KITCHEN SINK	4020938705710	02/26/24		71730	03/14/24	856.92	7.98 7.98
	30820	01 PAINT TRAYS	2040908005013	02/27/24		71730	03/14/24	856.92	15.68 15.68
	30931	01 SUMP PUMP	2042908005013	02/29/24		71730	03/14/24	856.92	40.60 40.60
	31240	01 MARKING WAND	1020938005009	03/07/24		71730	03/14/24	856.92	78.90 78.90
	31251	01 COMPOST BIN	1020938005025	03/07/24		71730	03/14/24	856.92	256.03 256.03
VENDOR TOTAL:									1,570.44
57845	CARMEN MONTESINOS								
	MILEAGE - FEB 2024			03/07/24		71705	03/07/24	303.51	150.08
	01 MILEAGE EXPENSE - FEB 2024		1020938305304						150.08

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
70250		PETTY CASH							
	RR GOLF BANK - 2024			03/05/24		71708	03/07/24	800.00	800.00
	01 BANK FOR COURSE-OPEN & OPERATE		2010100101104						800.00
									VENDOR TOTAL: 800.00
73351		RANGE SERVANT AMERICA INC.							
	131063			02/14/24		71681	02/29/24	2,494.19	2,494.19
	01 PREMIUM FAIRWAY MAT		2060908605615						1,552.04
	02 GOLF SUPPLIES		2060648005024						942.15
	131362			02/23/24		71709	03/07/24	4,795.00	4,795.00
	01 DRIVING RANGE SUPPLIES		2060648005024						4,795.00
									VENDOR TOTAL: 7,289.19
73946		REINDERS, INC.							
	6047610-00			02/26/24		71734	03/14/24	405.03	405.03
	01 WORKMAN REPAIR		2060928005017						405.03
									VENDOR TOTAL: 405.03
74030		REPUBLIC SERVICES #551							
	0551-015856100			01/20/24		71672	02/22/24	731.74	731.74
	01 PARKS TRASH PICKUP-2/1-2/29/24		1020938505530						437.19
	02 ZONE-TRASH PICKUP-2/1-2/29/24		2010908505530						294.55
									VENDOR TOTAL: 731.74
74067		SEAN RESZOTKO							
	YOUTH BB REFEREE FEB 2024			02/28/24		71682	02/29/24	342.00	342.00
	01 YOUTH BB REF FEB 24 - 9 GAMES		2031311415411						342.00
									VENDOR TOTAL: 342.00
74460		RICKS SEWER AND DRAINAGE							
	3985			02/01/24		71710	03/07/24	350.00	350.00
	01 SEWER LINE INSPECTION		2040908505530						350.00
									VENDOR TOTAL: 350.00
74850		ROBBINS SCHWARTZ							
	971469			02/08/24		71711	03/07/24	1,275.00	50.00
	01 BOARD GOVERNANCE-THRU 1/31/24		1010908505520						50.00

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	972478			02/23/24		71711	03/07/24	1,275.00	275.00
	01 2019 FIANDACA PTAB APPEAL		1010908505520						275.00
	972479			02/23/24		71711	03/07/24	1,275.00	100.00
	01 2019 XITRIUM LAB PTAB APPEAL		1010908505520						100.00
	974132			03/06/24		71711	03/07/24	1,275.00	850.00
	01 BOARD GOVERNANCE-THRU 2/29/24		1010908505520						850.00
									VENDOR TOTAL: 1,275.00
75462		JOSEPH RODGERS							
	YOUTH BB REFEREE FEB 2024			02/28/24		71683	02/29/24	152.00	152.00
	01 YOUTH BB REF FEB 24 - 4 GAMES		2031311415411						152.00
									VENDOR TOTAL: 152.00
75463		JOE M. RODGERS							
	YOUTH REFEREE FEB 2024			02/28/24		71684	02/29/24	369.00	369.00
	01 YTH BB REFEREE FEB 24 8 GAMES		2031311415411						369.00
									VENDOR TOTAL: 369.00
75903		ROTARY CLUB OF RIVER CITIES							
	REIMBURSEMENT-2/19/2024			02/19/24		71673	02/22/24	736.62	736.62
	01 REIMBURSE-CLASSIC 5000 MONIES		1010100152300						736.62
									VENDOR TOTAL: 736.62
76373		RUSSO POWER EQUIPMENT							
	SPI20530993			03/08/24		71735	03/14/24	2,176.88	250.91
	01 LANDSCAPE MATERIALS		2060928705719						250.91
	SPI20530994			03/08/24		71735	03/14/24	2,176.88	1,925.97
	01 LINE TRIMMER/ELECT/BATT BLOWER		2060928005009						1,925.97
									VENDOR TOTAL: 2,176.88
77944		SECOND CHANCE CARDIAC SOLUTION							
	24-002-3824			02/07/24		71659	02/15/24	1,140.00	1,140.00
	01 AED SUPPLIES		2010908005002						1,140.00
									VENDOR TOTAL: 1,140.00
78001		SEGAL CONSULTING							
	MW004463-28			03/05/24		71736	03/14/24	2,500.00	2,500.00
	01 GASB STATEMENT NO. 75 SERVCS		1010908505510						2,500.00

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									2,500.00
78114	SERVICE SANITATION, INC								
	8797962	01 WILLOW PORTAPOTTIE	1020938505530	03/01/24		71712	03/07/24	525.30	87.55 87.55
	8797963	01 TAMARACK PORTAPOTTIE	2060908505530	03/01/24		71712	03/07/24	525.30	87.55 87.55
	8797964	01 ASPEN PORTAPOTTIE	1020938505530	03/01/24		71712	03/07/24	525.30	87.55 87.55
	8797965	01 WOODLAND PORTAPOTTIE	1020938505530	03/01/24		71712	03/07/24	525.30	87.55 87.55
	8797966	01 SYCAMORE PORTAPOTTIE	1020938505530	03/01/24		71712	03/07/24	525.30	87.55 87.55
	8797967	01 BB PORTAPOTTIE	2010908505530	03/01/24		71712	03/07/24	525.30	87.55 87.55
VENDOR TOTAL:									525.30
79045	SIKICH, LLP								
	43420	01 SERVICES THRU 2/29/2024	2310908505591	02/27/24		71685	02/29/24	2,500.00	2,500.00 2,500.00
VENDOR TOTAL:									2,500.00
79198	SITEONE LANDSCAPE SUPPLY, LLC								
	137839482-001	01 TEE/GREEN SUPPLIES	2060928605622	02/07/24		71737	03/14/24	2,265.70	1,768.45 1,768.45
	137839482-002	01 TEE/GREEN SUPPLIES	2060928605622	03/06/24		71737	03/14/24	2,265.70	497.25 497.25
	137839484-001	01 TEE/GREEN SUPPLIES	2060928605622	02/07/24		71713	03/07/24	176.80	176.80 176.80
VENDOR TOTAL:									2,442.50
79793	JUSTIN SLADE								
	MILEAGE - 1/1 - 1/31/2024			02/15/24		71660	02/15/24	84.10	84.10 84.10
	01 MILEAGE EXPENSE- 1/1 - 1/31/24	2010908305304							

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									84.10
80607	SPEER FINANCIAL, INC.								
	14-24	01 SERVC-TAX PARK BONDS,SER 2024	2610908505510	03/06/24		71738	03/14/24	7,000.00	7,000.00 7,000.00
VENDOR TOTAL:									7,000.00
83696	TEMPLE & ASSOCIATES								
	23-9559	01 M365 MIGRATION PROJECT BALANCE	1010908505510	12/15/23		71687	02/29/24	9,395.00	5,202.50 5,202.50
	23-9562	01 FIREWALL/WIFI EMERGNCY TRBLESH	1010908505510	12/15/23		71687	02/29/24	9,395.00	4,192.50 4,192.50
VENDOR TOTAL:									9,395.00
85050	DONNALYNN TORTORELLA								
	MILEAGE- 1/2 - 2/19/2024			02/22/24		71674	02/22/24	157.45	157.45 157.45
	01 MILEAGE EXPENSE- 1/2-2/19/24	1010908305304							
VENDOR TOTAL:									157.45
87000	ULINE								
	173433950	01 SHOP RAGS	1020938005015	01/22/24		71739	03/14/24	124.15	124.15 124.15
VENDOR TOTAL:									124.15
89582	GARRY VANDEVUSSE								
	YOUTH BB REFEREE FEB 2024			02/28/24		71688	02/29/24	114.00	114.00 114.00
	01 YOUTH BB REF FEB 24 - 3 GAMES	2031311415411							
VENDOR TOTAL:									114.00
90330	VILLAGE OF MT. PROSPECT								
	1132-004/FEB 2024			02/15/24		71675	02/22/24	124.45	124.45 124.45
	01 ZONE - 1/9 - 2/8/24	2042908405450							
VENDOR TOTAL:									124.45
91670	MICHAEL WAGNER & SONS, INC.								
	1012922	01 PLAYGROUND REPAIR PLUG	1020938005012	12/14/23		71689	02/29/24	172.39	8.74 8.74

FROM 02/10/2024 TO 03/15/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	1013128	01 PLAYGROUND REPAIR KIT	1020938005012	12/14/23		71689	02/29/24	172.39	163.65 163.65
	1013606	01 SHOP REMODEL PLUMBING	4020938705710	01/11/24		71740	03/14/24	427.46	107.21 107.21
	1014905	01 FAUCET	2042908005013	03/08/24		71740	03/14/24	427.46	320.25 320.25
							VENDOR TOTAL:		599.85
92790		KENNETH KASPER							
	SERVICES- FEB 2024			03/07/24		71741	03/14/24	2,772.00	2,772.00 2,772.00
	01 CONTRACT SERV - FEB 2024		2031332155410						
	SERVICES-JANUARY 2024			02/09/24		71661	02/15/24	2,775.50	2,775.50 2,775.50
	01 CONTRACT SERVICES-JAN 2024		2031332155410						
							VENDOR TOTAL:		5,547.50
95390		WOODWARD PRINTING SERVICES							
	14873011	01 SUMMER CAMP BROCHURE PRINTING	2031355175571	02/16/24		71742	03/14/24	3,201.31	3,201.31 3,201.31
							VENDOR TOTAL:		3,201.31
							TOTAL --- ALL INVOICES:		187,610.23



MEMORANDUM



To: Board of Commissioners
From: David Oswald, Superintendent of Finance
RE: Treasurer’s Report Highlights – January 2024
Date: February 29, 2024

REVENUES

Recreation Program Revenue

Recreation Program Revenue has stabilized around 200K for the month of January.

Year	Month	Amount \$
2024	January	201,000
2023	January	207,000
2022	January	185,000

Property Tax Revenue

No property tax revenue was received this month. The district typically receives about half of the budgeted annual property tax revenue in the spring and the other half by late fall.

Replacement Taxes

Replacement tax collection for January is down slightly compared to last year. The Board will recall that replacement taxes are property taxes paid by local businesses to the state which in turn distributes to the district. As state funding to stimulate business recovery post-COVID has decreased, the district has budgeted to receive less replacement tax revenue this year. Replacement taxes are allocated to the Corporate, Recreation, and Retirement Funds. Decreases in replacement tax revenue in the Corporate Fund were offset by increases in interest earnings.

EXPENSES

January 2024 Corporate, Recreation, and Retirement Fund Expenses have increased compared to January 2023. This is consistent with budgeted wage increases and supply costs.

Capital Improvements

- Willow Trails Park = \$6K
 - Electrical work/lighting
- The Zone = \$32K
 - Turf curtain, party room branding
- Golf – Rob Roy Club House = 16K
 - Wall painting, carpet

PAYROLL

- Nothing notable

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

Target 8.3%

FUND	January Revenue	Yr-to-date Revenue	Budgeted Amount	% Earned	Prior Year		Interfund Transfers	Yr-to-date Interfund Trf	Beginning Fund Balance 1/1/2024
					January	Yr-to-Date			
REVENUE									
10 Corporate	\$ 39,569	\$ 39,569	\$ 1,768,309	2%	\$ 13,701	\$ 13,701	\$ -	\$ -	\$ 716,788
20 Recreation	\$ 215,959	\$ 215,959	\$ 4,065,414	5%	\$ 236,812	\$ 236,812	\$ -	\$ -	\$ 2,385,381
21 Retirement	\$ 2,419	\$ 2,419	\$ 235,000	1%	\$ 5,671	\$ 5,671	\$ -	\$ -	\$ 203,311
22 Liability Insurance	\$ -	\$ -	\$ 90,000	0%	\$ 402	\$ 402	\$ -	\$ -	\$ 37,081
23 Audit	\$ -	\$ -	\$ 14,000	0%	\$ 81	\$ 81	\$ -	\$ -	\$ 7,386
24 Handicapped Recreation	\$ -	\$ -	\$ 242,000	0%	\$ 1,204	\$ 1,204	\$ -	\$ -	\$ 111,993
25 Paving & Lighting	\$ -	\$ -	\$ 28,000	0%	\$ 151	\$ 151	\$ -	\$ -	\$ 22,130
26 Bond & Interest	\$ -	\$ -	\$ 2,024,775	0%	\$ 5,422	\$ 5,422	\$ -	\$ -	\$ 539,148
40 Capital Improvements	\$ -	\$ -	\$ 884,769	0%	\$ -	\$ -	\$ -	\$ -	\$ 1,847,734
TOTAL REVENUE	\$ 257,948	\$ 257,948	\$ 9,352,267	3%	\$ 263,444	\$ 263,444	\$ -	\$ -	\$ 5,870,953
EXPENSES									
	January Expenses	Yr-to-date Expenses	Budgeted Amount	% Used	January	Yr-to-Date			Ending Fund Balance 1/31/2024
10 Corporate	\$ 96,359	\$ 96,359	\$ 1,846,463	5%	\$ 81,518	\$ 81,518	\$ -	\$ -	\$ 659,999
20 Recreation	\$ 218,838	\$ 218,838	\$ 4,113,480	5%	\$ 196,331	\$ 196,331	\$ -	\$ -	\$ 2,382,502
21 Retirement	\$ 20,298	\$ 20,298	\$ 333,895	6%	\$ 18,558	\$ 18,558	\$ -	\$ -	\$ 185,432
22 Liability Insurance	\$ -	\$ -	\$ 112,468	0%	\$ -	\$ -	\$ -	\$ -	\$ 37,081
23 Audit	\$ -	\$ -	\$ 14,695	0%	\$ -	\$ -	\$ -	\$ -	\$ 7,386
24 Handicapped Recreation	\$ 12,000	\$ 12,000	\$ 293,000	4%	\$ -	\$ -	\$ -	\$ -	\$ 99,993
25 Paving & Lighting	\$ -	\$ -	\$ 40,000	0%	\$ -	\$ -	\$ -	\$ -	\$ 22,130
26 Bond & Interest	\$ -	\$ -	\$ 2,024,775	0%	\$ -	\$ -	\$ -	\$ -	\$ 539,148
40 Capital Improvements	\$ 53,496	\$ 53,496	\$ 1,224,300	4%	\$ 21,393	\$ 21,393	\$ -	\$ -	\$ 1,794,238
TOTAL EXPENSES	\$ 400,992	\$ 400,992	\$ 10,003,076	4%	\$ 317,800	\$ 317,800	\$ -	\$ -	\$ 5,727,910
Profit/Loss	\$ (143,044)	\$ (143,044)	\$ (650,809)		\$ (54,356)	\$ (54,356)	\$ -	\$ -	
Monthly Capital Summary									
									Amount
							Willow Trails Park		\$ 6,131
							The Zone		\$ 31,605
							Golf		\$ 15,760
							Miscellaneous		
							Total		\$ 53,496

RIVER TRAILS PARK DISTRICT
Cash and Payroll Summary
January 2024

Cash Available	Amount	Yield
Busey Bank - Operating Account	\$ 203,073.74	
Busey Bank - Money Market	\$ 1,468,539.48	4.48%
IPDLAF - General Fund	\$ 4,416,779.62	5.23%
Outstanding Checks - RTPD	\$ (50,839.56)	
TOTAL CASH NET WORTH	\$ 6,037,553.28	

Payroll Information		
Date	1/10/2024	1/24/2024
Gross Payroll	\$ 78,183.62	\$ 84,822.67
Number of Employees	83	94



MEMORANDUM

To: Board of Commissioners
From: Patti Mitchell, Superintendent of Recreation Operations
RE: Recreation Operations Report for January and February 2024
Date: March 14, 2024

Patti Mitchell – Superintendent of Recreation

- Attended the IPRA/IAPD conference. Attended some great sessions! Came back refreshed & ready to go!
- Added two weeks after our camps to accommodate Dist. 21 and Dist. 26 with both school calendars starting later than normal due to construction projects. Children will not start until the week of Aug 26. We added one week camp Aug 12 - 16 with two options of M-F and MWF the same for week #2 Aug 19-23. These camps are already full based on our current staff commitments.
- Hired a new Fitness Supervisor Sylvia Durkin, she is a PT IMRF employee, I'm very excited to have her.
- Worked with Katelynn on all 7-parent camp packets.
- Performance evaluation for full time staff along with my self-evaluation and goals for the recreation department.
- Rebranding Willow Trails Camp with Andy and Katelynn
- Worked with Jeff on CPR training.
- Worked with Katelynn, Michael and Eileen on We Fit U punch card updates.
- Found a PGA Jr Golf Pro to teach golf lessons and private golf lessons, her name is Katarina Ott-Durkin.
- Participated in the Paycor and Paycom demos.
- Hired a Recreation Coordinator Damian Robinson to help with the Recreation team.

Andy Sirakides – Recreation Supervisor of Youth Programs & Camps

Kid Squad Before/After Care:

- We have continued to average around 140 daily kids in both our AM and PM programs (70 AM and 70 PM) – our highest total in the AM has been 110 students (late start Thursday morning), while our highest total in the PM was 80 students. This number has stayed consistent with our November/December participation numbers.
- We also have a special holiday event this Friday – one of our staff members will be dressed as a leprechaun and visit all the schools!

Hit the Trails:

- We ran 3 Hit the Trails: School's Out programs in January and February. We had an average of 30 students, which is consistent to our participation numbers for our November trips.
- Field trips on the days off were taken to Arlington Lanes, The Zone, and Main Event.

Special Interest:

- Chess Scholars has stayed consistent at the 30-35 kid range for our first 2 sessions of Winter/Spring.
- Young Magicians and Computer Explorers classes continue to run consistently (generally 2-4 RTPD participants per class) - both programs are a co-op with Mt. Prospect, Prospect Heights, and Arlington Heights
- Children's Theater has 9 kids currently enrolled for the newest session. They are working on the play 'The Wizard of Oz'.

Miscellaneous:

Summer Camp registration opened in February; Almost all our camps are filled for all three sessions! Camp Spring will also be coming up at the end of March. We have around 30-35 kids enrolled for the week. They will do crafts and play games at the Weiss Center as well as take a field trip that week.

Katie Halverson – Recreation Supervisor Aquatics, Dance & Early Childhood

Aquatics

- We have seen a very high staff return rate for the season. By the end of February, we were almost fully staffed for all positions. We will continue to hire to fill the last couple Swim Instructor and Lifeguard positions.
- Set pool schedule and made updates to pool programming.
- Early bird pool passes went on sale.
- Attended NISC meeting.

Early Childhood

- We held our Preschool Open House for the 24-25 school year, which 14 families attended.
- Had a table at the Mount Prospect Public Library “Preschool Info Night.”
- There are 30 students registered for the 24-25 School year. There was an equivalent number of students registered at this same point the year prior.

Dance

- Dance recital prep includes costume distribution, coordinating photo day, working with River Trails Middle school for recital space, and staffing the event.

Events

- Held our second Family Valentine’s Dance, with 62 participants in attendance. This is up from the 40 attendees in 2023.
- Prepping for the Easter Egg Hunt event. There are already 116 participants registered.

Josh Mulholland - Recreation Supervisor of Athletics

Youth Athletics

Volleyball League

- The winter volleyball league started in February with a total of 70 participants (57 from RTPD). Participation from River Trails players increased by 4 players compared to the Fall 2023 season.

Volleyball Classes

- We ran 2 skills classes in January – there were a total of 28 participants between the 2 classes. This was an increase of 5 participants from our 2023 winter skills classes.

Winter Basketball League

- Practices and games began in January for our Youth Basketball Leagues. (Kindergarten-8th Grade).
- We have a total of 30 RTPD teams competing in 8 divisions (up 8 teams from last winter season). K-4th grade divisions have welcomed 6 teams from Prospect Heights and Wheeling.
- Participation for RTPD reached 189 total players, which was just under the RTPD total from last season (197).

Karate

- Winter classes took place in January and February. There were a total of 68 RTPD participants between 15 different classes (up 10 participants from the Winter 2023 classes).

Youth Outdoor Soccer

- Early preparation for the Spring season has included: recruiting staff, coordinating field use with parks staff, adding late registered participants off the waitlist to new teams, and recruiting new coaches for additional teams.

Adult Athletics

Pickleball

- Indoor drop in pickleball re-opened after the holidays during the first week of January.
- Attendance has stayed consistent at around 12-14 participants at daily drop-ins.
- We have been setting up 3 courts each day throughout the winter. We implemented a maximum cap of 24 participants due to higher numbers several days in January in efforts to maximize game time for our regular punch card holders and regularly attending players.

Adult Volleyball Open Gym

- We have set aside 1 hour after the youth volleyball leagues on Monday nights for adult volleyball open gym this winter.
- Starting in February, we have had a steady group of 5-7 open gym attendees for volleyball.

Louis Eckenbrecht – Rob Roy Golf Course General Manager

Golf Course

- **Course-** Maintenance crew took down fewer trees this year but pruned substantially. 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. The major sand trap on hole #7 and the practice trap at the Woodland Trails Driving Range were filled in and much of the sand will be recycled for existing traps.
- **Admin-** The league contracts are ready; ordering is set for merchandising for the beginning of the season. Also began the process of renewing the Village Liquor License after renewing the State License.

Banquet Room

- **Valentines Dance-** The Park District hosted the second Valentines Dance and it was a larger turn out than 2023. A younger crowd than last year, but Katie and I were able to adapt the planned entertainment on the fly to better accommodate the motor skills of the children.
- **Election Judge Training-** The park district has taken over renting the banquet room space for the Cook County Elections Office to perform their election judge training. Prior to COVID they used this space often and seemed happy to be back.

Open Kitchens

- **10th Hole Renovation-** The park district repainted the walls of the 10th hole and replaced the carpet with a more durable and easier to clean choice. The new look seems to be very popular so far and despite a darker carpet choice has brightened up the room. Hoping to update the tables and chairs in the spring to complete the look.
- **Fish Fry and Bags-** 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 16th.

Vance Violante – Recreation Manger of Facilities & Athletics

Bags league – the bags league started and has cruised through the first two months of the season. We have 38 teams which is up 4 from the fall, and the most teams we have had since the covid shorten season of the spring of 2020.

Fitness club – We shut the fitness club down at the end of January for an annual full-blown cleaning, small repairs, and safety check day. The parks department did a great job with the hands-on work. Additionally, we rearranged the fitness club to make room for a new piece of equipment that we should receive in mid-March. The fitness industry has changed a great deal in the last few years, and we are adjusting to it with updated equipment. We did remove two elliptical due to reduced usage and have general plans for future adjustments as needed.

Miscellaneous

- Evaluations of FT and pt staff
- Initially meetings for OCR
- Oversaw the social committee ping pong tournament that was completed, and the super bowl prop bet pool.
- Attended state conference.
- Organizing and planning of the spring 2024 field usage
- Concessions – We sent out offers to last year's staff, began looking into a new freezer and evaluating slushy options for this summer as Pepsi will likely not be able to supply them again.
- Finalized 2023 financial reports.
- Began 2024 summer staff t-shirt order

Jeff Brunke – Facility & Rental Specialist

January

- Between Burning Bush Large Room, The North Room, The Dance Room, and The Meeting Room we had 28 room rentals. In 2023, we had 26 room rentals.
- We had 73 Weiss gym rentals with 2 rental cancelations due to the weather. In 2023 we had 71 total gym rentals.

February

- Between Burning Bush Large Room, The North Room, The Dance Room, and The Meeting Room we had 21 room rentals. In 2023, we had 30 room rentals. Two church groups didn't return in 2024 which dropped our totals.
- We had 56 Weiss gym rentals with 8 gym rental date cancelations. In 2023 we had 64 total gym rentals.

Miscellaneous

- Organized and scheduled CPR certification training sessions for the Rec Team and IMRF employees
- Confirmed and booked the returning Spring and Summer season gym renters.
- Completed part time staff yearly job performance reviews and met with them to discuss.
- Held 2 Monitor all staff meetings.
- Onboarded a new Monitor team member.

Justin Slade – Recreation Supervisor of The Zone

Parkour

Parkour Classes

- Winter Session 1 finished in February with a new session high of 403 participants. Session 2 parkour classes drew 23 more participants than Session 1 but still fell short of 2022 totals by 66.

Parkour Open Gym and Special Open Gym

- January drew a total of 1306 participants for Parkour Open Gym and Special Open Gyms. Open Gym attendance increased by 25 participants compared to January 2023.
- February Participation increased by 163 participants compared to 2023 with a total of 649 participants in Open Gym and Special Open Gyms.

Parkour Birthday Party, Field Trips, and Rentals

- January - 33 birthday parties, field trips, and rentals were completed in January. A small decrease of 1. This is due to 1 party and 1 rental rescheduled for facility closures.
- February- 29 parties and rentals were completed in February. Just one less party compared to 2023.
- Illinois Parkour Competition - A total of 40 participants competed in 4 divisions ranging from ages 5-14. Participation fell by 31 racers compared to 2023.

Turf/Room Rentals

Turf/Arrow-Tag Birthday Parties

- January- RTPD staff completed 11 parties an increase of 1 party compared to 2023.
- February- Parties increased to 13 in February. Only 8 turf parties ran in 2023.

Turf Rentals

- We have 5 weekly renters using a combined 29 hours each week in January and February. An additional 4 turf rentals were booked for single use.

Glass/Ivy Room Rentals

- January- We have one weekly renter utilizing the glass room on Sundays and fitness class on Monday and Wednesday. No additional rentals were held in the glass or ivy room.
- February- Our weekly renter and fitness class continued in February. The glass room had 4 additional rentals and the ivy room held 2. An increase of 4 total rentals compared to 2024.



MEMORANDUM



To: Board of Commissioners

From: Vance Violante, CPRP
Manager of Facilities & Athletics

Bret Fahnstrom, CPRP
Executive Director

RE: 2023 – Facilities & Fitness FYE Report

Date: 3/11/2024

STATEMENT

Attached are the three reports outlining the overall facility, fitness club and field usage for FYE 2023.

DISCUSSION

The following highlights may offer you an insight to key contributing factors:

- Athletic Field Permit Report
 - We surpassed previous highs from 2023 in the following areas by the amounts listed:
 - Revenue \$4,454
 - Net profit \$3,786
 - Hours rented was the 3rd most all-time
 - Revenue and net profit were directly tied to us raising prices in 2023 for the first time in many years.
 - Kuba soccer was slightly larger than previous years leading to a bit more revenue. Arlington Heights Thunder again was a nice addition to field usage although they used a little less in 2023 than the previously, we hope to keep them using our fields. There are 3-5 other smaller renters that fill out our portfolio.
- Facility Room Rental Report
 - Overall rental revenue was up 26% and net revenue by 27%. Much of this increase was directly tied to increased room rental, gym and turf rental rates by \$5-\$10 per hour to help cover increase in costs such as staffing and utilities.
 - Burning Bush revenue was up 16% compared to 2022, and surpassed last year's all-time high for overall revenue by \$3,928. It was also the highest amount of net profit we have ever had.
 - The Zone continued to rebound. We had our best revenue and net profit year since 2018. Most of the turf rental revenue comes in between November and March. Staff continue to look to book as many rentals as possible during this time period while looking for alternate uses of the turf.
 - Weiss Center revenue and net profit were the 2nd most all-time behind 2021 when all we did was rent out gym space due to covid (i.e. no open gym). Besides the exception that we were making that year, we had more rental usage than ever before in the Weiss Center. More gym renters during the months of April-October were the biggest contributing factor.

- Fitness Club Membership & Financial Report

- Membership revenue was down 3% from 2022.
- We had a net profit of \$10,025 which gave the district a 60% profit margin. A significant part of our profit margin success is that we have been very fortunate in that for the last several years we have had little to no repair costs on machines, typically cardio equipment. Our main cost is staffing the building for 3-4 hours a day during opening.
- Going forward to increase membership, we are going to be working on:
 - Promoting Silver Sneakers and Active Net members to return as these memberships have stayed significantly lower than pre-covid.
 - We will begin moving towards changing fitness industry standards involving the ratio of cardio to weight equipment. Our first step in 2024 will be to bring in a torque rack that can be used for multiple bar exercises. (i.e. free weights). We will evaluate the change and see if we continue expanding this option or not.

River Trails Park District

Athletic Field Permit Report - FYE 2023

	YTD '23	yearly difference	YTD '22	YTD '21	YTD '20	YTD '19	YTD '18	YTD '17
Woodland (includes ice rink/Isled hill)								
# of Days Rented	102	-5	107	106	111	67	96	86
# Hours	297	-78	375	266.5	271.5	184	202	236
Burning Bush								
# of Days Rented	104	0	104	50		24	17	40
# Hours	183	-32.5	215.5	152.5		24	21.5	49
Willow								
# of Days Rented								8
# Hours								39
Aspen								
# of Days Rented	43	24	19		16	30	43	27
# Hours	100.5	62.5	38		16	45	58	44.5
Tamarack								
# of Days Rented	34	-20	54	74		67	60	57
# Hours	50	-31	81	148.5		100.5	90	86
Sycamore								
# of Days Rented		0				42	30	37
# Hours		0				116	90	111
River Trails MS								
# of Days Rented	16	-35	51	61		16	5	5
# Hours	32.5	-93.5	126	127		50	25	25
Field Total	YTD - 2023	difference	YTD - 2022	YTD - 2021	YTD - 2020	YTD - 2019	YTD - 2018	YTD - 2017
# of Days Rented	299	-36	335	291	127	246	251	260
# Hours	663	-172.5	835.5	694.5	287.5	519.5	486.5	590.5
Revenue	\$31,954	\$4,454	\$27,500	\$19,819	\$9,578	\$18,556	\$19,466	\$21,713
Expenses	\$2,658	\$668	\$1,990	\$1,453	\$444	\$1,653	\$2,479	\$1,890
Profit/Loss	\$29,296	\$3,786	\$25,510	\$18,366	\$9,134	\$16,903	\$16,987	\$19,823

River Trails Park District

Room Rental Report - FYE 2023

Year To Date

2023	2022	2021	2020	2019	2018	2017
------	------	------	------	------	------	------

Burning Bush FYE Comparison

# of Rentals	141	-1	142	59	29	141	157
Revenue	\$ 28,581	\$ 3,928	\$ 24,653	\$ 20,887	\$ 6,252	\$ 22,711	\$ 23,696
Expenses	\$ 11,105	\$ 1,293	\$ 9,812	\$ 5,348	\$ 1,433	\$ 7,383	\$ 7,842
Profit/Loss	\$ 17,476	\$ 2,635	\$ 14,841	\$ 15,539	\$ 4,819	\$ 15,328	\$ 15,854

Weiss Center

# of Rentals	734	-45	779	879	424	427	378	416
Revenue	\$ 115,310	\$ 14,313	\$ 100,997	\$ 122,313	\$ 52,583	\$ 49,510	\$ 38,139	\$ 39,736
Expenses	\$ 21,242	\$ 4,381	\$ 16,861	\$ 13,044	\$ 4,989	\$ 9,191	\$ 7,079	\$ 7,209
Profit/Loss	\$ 94,068	\$ 9,932	\$ 84,136	\$ 109,269	\$ 47,594	\$ 40,319	\$ 31,060	\$ 32,527

The Zone

# of Rentals	266	22	244	183	139	279	356	339
Revenue	\$ 61,216	\$ 24,819	\$ 36,397	\$ 27,425	\$ 41,027	\$ 52,177	\$ 63,340	\$ 68,243
Expenses	\$ 9,581	\$ 2,492	\$ 7,089	\$ 3,818	\$ 2,388	\$ 5,766	\$ 7,839	\$ 6,542
Profit/Loss	\$ 51,635	\$ 22,327	\$ 29,308	\$ 23,607	\$ 38,639	\$ 46,411	\$ 55,501	\$ 61,701

Total All

# of Rentals	1141	-24	1165	1121	592	855	875	912
Revenue	\$ 205,107	\$ 43,060	\$ 162,047	\$ 170,625	\$ 99,862	\$ 125,514	\$ 124,190	\$ 131,675
Expenses	\$ 41,928	\$ 8,166	\$ 33,762	\$ 22,210	\$ 8,810	\$ 23,474	\$ 22,301	\$ 21,593
Profit/Loss	\$ 163,179	\$ 34,894	\$ 128,285	\$ 148,415	\$ 91,052	\$ 102,040	\$ 101,889	\$ 110,082

River Trails Park District

Trails Fitness Club Financial Report - FYE 2023

Year-To-Date

	2023	yearly difference	2022	2021	2020	2019	2018	2017
Revenue								
Memberships	\$ 18,988	\$ (2,285)	\$ 21,273	\$ 13,419	\$ 11,535	\$ 31,197	\$ 29,420	\$ 2,974
Silver Sneakers	\$ 7,447	\$ 1,487	\$ 5,960	\$ 2,911	\$ 2,669	\$ 7,595	\$ 6,323	
	\$ 26,435	\$ (798)	\$ 27,233	\$ 16,330	\$ 14,204	\$ 38,792	\$ 35,743	\$ 36,968
Expenses								
Salaries	\$ 16,208	\$ 3,604	\$ 12,604	\$ 3,291	\$ 6,104	\$ 27,728	\$ 25,565	\$ 24,062
Supplies	\$ 32	\$ (620)	\$ 652	\$ 114	\$ 1,033	\$ 895	\$ 1,066	\$ 873
Equipment	\$ 170	\$ (8)	\$ 178	\$ 323	\$ -	\$ 908	\$ 1,271	\$ 71
Repairs	\$ -	\$ -	\$ -	\$ 747	\$ 2,026	\$ 731	\$ 1,545	\$ 3,926
Misc.	\$ -	\$ (80)	\$ 80	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 16,410	\$ 2,896	\$ 13,514	\$ 4,475	\$ 9,163	\$ 30,262	\$ 29,447	\$ 28,932
Profit/Loss	\$ 10,025	\$ (3,694)	\$ 13,719	\$ 11,855	\$ 5,041	\$ 8,530	\$ 6,296	\$ 8,036
Date								

Trails Fitness Club Membership Report - FYE 2022

Year-To-Date

	2023	yearly difference	2022	2021	2020	2019	2018	2017
Memberships								
Resident Full Year	52	-3	55	59	54	120	97	36
Resident 1 Month	37	-5	42	36	31	55	16	28
Resident 3 Month	53	-15	68	52	50	77	46	56
Non-Res Full Year	10	-1	11	9	2	15	12	2
Non-Res 1 Month	22	-5	27	7	3	16	3	2
Non-Res 3 Month	22	9	13	6	3	20	9	0
Oth/Staff/Pureelite	13	-53	66	45	8	21	48	80
*Auto/Special	403	-61	464	307	197	1	0	235
Membership Subtotal	612	-134	746	521	348	325	231	439
Silver Sneakers / Renew Active	73	15	58	50	26	154	106	
Total	685	-119	804	571	374	479	337	439



MEMORANDUM



To: Board of Commissioners

From: Vance Violante, CPRP
Manager of Facilities & Athletics

RE: 2023 – EOY Zone Usage and Programming Report

Date: 3/14/2024

STATEMENT

This is the 2023 Year-End Annual Zone Report including participation and raw revenue numbers.

DISCUSSION

The following highlights may offer you an insight to key contributing factors:

- Zone Programming
 - Overall program participation down in 2023 vs 2022, mainly due to the last 6 months of the calendar year.
 - Zone participation was down 10%. (2876 vs 2576)
 - We averaged 425 kids per session during the school year.
 - The number of classes (309) and percentage of classes that ran (93.4%) were statistically the same as the year before.
 - Open gym revenue was an all-time high and net revenue grew 14% compared to 2022. We went from \$13,540 to \$15,446.
 - In 2024, we will continue to have a flexible schedule which allows tweaks to the program scheduling as participation comes in to maximize usage / participation in some of the classes. Staff will be working with SPA (contractor) to evaluate the potential reasons for the decline in participation and work with them to get numbers to rebound.
- Zone Facility Usage
 - Parkour birthday parties were extremely busy again this year. The Zone hosted 16 (363 total) more parties in 2023 than in 2022.
 - Turf birthday parties exploded in 2023 with a 69% increase. In total, parties grew from 82 last year to 139 this year.
 - Turf rental revenue was up 90% and overall rental usage is like pre-covid usage of the Zone. Regarding the turf, we added 31 rental dates & 75 rental hours along with increasing rental fees.
 - The Zone hosted an all-time high 58 field trips compared to 49 the previous year. Approximately 75-80% of the field trips occur in the summertime.
 - In 2024, we anticipate to:
 - Host / maintain 470-525 total birthday parties.
 - Host / maintain 450-525 hours rented on the turf.
 - Host / maintain 50+ field trips throughout the year.

**River Trails Park District
Recreation Program Participation Data Chart
Year End Summary - 2023**

Program	Program Information			Participation				Class / Contact Hours					Revenues		
	# Programs Offered	# Programs Run	Program "GO" Rate	Residents	Non-Res.	Prorated	Total Registrations	Class Length (hrs)	# Classes/Wk	# Weeks / Session	Individual Contact Hours	Total Contact Hours	Actual Revenue	Actual Expenses	Net Revenue (G/L)
KinderKour	70	74	105.7%	251	362	15	628	1	7	44	44	4,214	\$59,017	\$39,965	\$19,052
Pre-Kour	56	51	91.1%	175	137	13	325	1	7	44	308	2,160	\$26,682	\$17,828	\$8,854
Parkour Junior	72	68	94.4%	256	243	15	514	1	7	44	308	3,412	\$45,097	\$31,000	\$14,097
Parkour	106	89	84.0%	298	451	17	766	1	7	44	308	5,843	\$79,860	\$52,395	\$27,465
NWSRA	2	2	100.0%	8	0	0	8	1	1	7	7	56	\$1,248	\$897	\$351
Parkour Homeschool	5	5	100.0%	50	62	1	113	1	5	35	175	989	\$13,455	\$8,949	\$4,506
Team	0	0	#DIV/0!	0	0	0	0	1	0	0	0	0	\$0	\$0	\$0
Summer Parkour Camps	6	6	100.0%	40	51	0	91	3	4	1	12	1,092	\$14,215	\$9,509	\$4,706
Camp Tag Ons	3	3	100.0%	50	11	1	62	1	1	3	4	279	\$0	\$0	\$0
Grand Totals	331	309	93.4%	1,165	1,347	64	2,576	28	45	261	1,400	18,396	\$242,394	\$162,449	\$79,945

*Archery, Indoor Soccer and WeFitJ budget in MSI is in rec programming, not The Zone



MEMORANDUM



To: Board of Commissioners

From: Bret Fahnstrom, CPRP
Executive Director

RE: Foundation Annual Report

Date: 3/14/2024

STATEMENT

This is the Annual FYE Foundation Report for the River Trails Board of Commissioners

DISCUSSION

2023 was a decent year for the Foundation overall

HIGHLIGHTS

- The Send A Kid To Camp campaign collected just under \$2,400 and supported \$800 of requested camp scholarships.
- The Glow in the Hole and Closest to the Pin events were canceled this year due to low interest.
- The 9th Annual OCR was held and raised an additional \$205 for the Foundation through sponsorships (10% of total sponsorships). The 2024 event is scheduled for Saturday, October 5, 2024.
- The Trusty the Turtle Race made over \$1,600 during the Last splash Event. We are scheduled to run the activity again in 2024.
- The Mount Prospect Lions Club donated \$5,000 towards supporting scholarships targeting at-risk community members and enrolling them in the Learn to Swim programs. Only \$205 was utilized in 2023 but the remainder is targeted for 2024 with an increase in the program marketing and working with the schools to assist in the direct communications to those in need.
- Totals for 2023 were \$13,612 revenues; 4,438 expenses and scholarships for a Net of +\$9,174 towards growing the fund balance.
- The Foundation has \$3,900 available to the District for scholarships in 2024. The Foundation Board may choose to supply more support for scholarships if the needs arise but that would be a Board decision upon request.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

3/5/2024

Jennifer Rezek
Board President
River Trails Park District, Illinois

Dear Jennifer:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended December 31, 2022 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**River Trails Park District
Illinois**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

December 31, 2022

Christopher P. Morrill

Executive Director/CEO



2023 / 2024

Legislative Platform

The Illinois Association of Park Districts (IAPD) 2023-2024 Legislative Platform addresses the pressing concerns and needs of park districts, forest preserves, conservation, recreation and special recreation agencies. The following recommendations represent the culmination of research, input, and recommendations of elected board members, their professional staff, and legal counsel. After months of exploring and researching these issues, IAPD gives these proposals our highest priority and respectfully presents them to members of the 103rd General Assembly for further review and consideration.

■ **SB 2841 (Johnson, A.)**
HB 4502 (Lilly, C.)

Seek legislation to statutorily protect dedicated Open Space Lands Acquisition and Development (OSLAD) grant funds from being swept or transferred to another State fund.

■ **SB 2849 (Morrison, J.)**
HB 4715 (Rita, B.)

Seek legislation to allow local governments to establish rules for the recreational use of drones on their property.

■ **SB 2870 (Aquino, O.)**
HB 4503 (Stuart, K.)

Seek legislation to ensure cooperation between local governments and election authorities on the use of local government facilities as early voting polling places.

IAPD

Illinois Association of Park Districts

**Dedicated to Helping Our
Members Thrive Through
Education, Advocacy, and Research**

✓ **SB 1840/Public Act 103-0235**

**(Sims, E., Jr./Slaughter, J.
- Morgan, B.)**

Seek legislation to allow park district to utilize the existing police levy for additional public safety and security measures.

✓ **HB 2277/Public Act 103-0153**

(Moeller, A./Morrison, J.)

Seek legislation to clarify that periodic park district programs do not require a DCFS license.

✓ **HB 2192/Public Act 103-0146**

(Didech, D./Ellman, L.)

Seek legislation to permit park districts to enter into solar energy and equipment agreements for up to 20 years.

✓ **HB 2033/Public Act 103-0137**

(Stephens, B./Chesney, A. - Turner, S.)

Seek legislation to allow taxing districts to file bond ordinances electronically.

✓ **SB 2123/Public Act 103-0467**

(Morrison, J. / Stuart, K.)

**Passed as part of elections omnibus bill. Introduced as SB 1485 (Lewis, S. / Hammond, N.)*

Seek legislation to codify that once an election cycle has begun, a change in the number or terms of commissioners does not affect that election cycle.

■ Support full funding for the OSLAD matching grant program and protect these dedicated special funds from fund sweeps.

■ Support the appropriation of additional funding for the Park and Recreational Facility Construction (PARC) Grant Program and for the Public Museums Capital Grants Program.

■ Support funding assistance for early childhood development, pre-school and other early learning programs offered by park districts, forest preserves, conservation districts, recreation and special recreation agencies.

■ Support new funding for the Youth Recreation Corps Grant program to provide more first-time job opportunities and experience for youth.

■ Support funding for grants administered by the Illinois Arts Council.

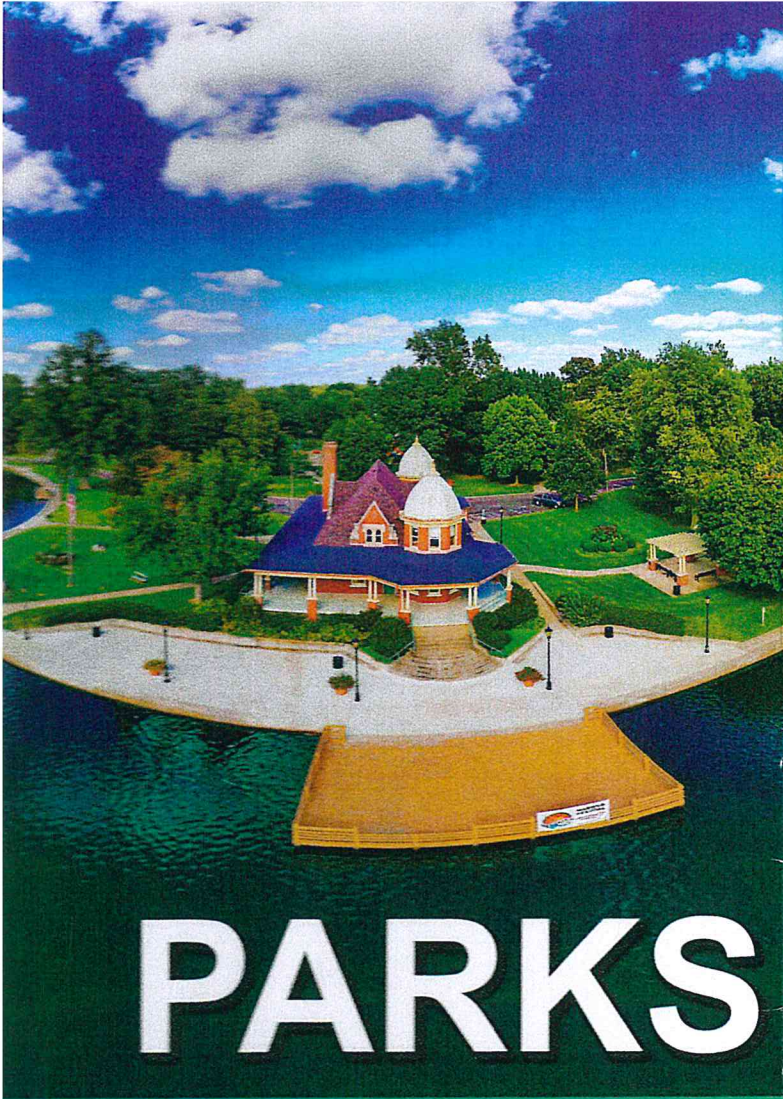
■ Support measures that preserve local control by elected officials to determine the amount of their annual levy by protecting the CPI-growth within the PTELL.

■ Support and protect the Illinois Municipal Retirement Fund as a secure and well-funded pension system for public employees of park districts, forest preserves, conservation districts, recreation agencies and special recreation associations.

■ Oppose the State's diversion of local revenues such as the Personal Property Replacement Tax.

■ Oppose unfunded mandates and other legislation which negatively impacts the ability of park districts, forest preserves, conservation districts, recreation and special recreation agencies to deliver services.

■ Oppose changes to Illinois labor laws that result in increased employer costs, unless subject to the State Mandates Act.



PARKS

Highly Regarded by Illinois Residents

The Illinois Association of Park Districts is dedicated to helping our members thrive through education, research, and advocacy.

The information in this brochure is based on a statewide online survey of Illinois residents conducted by aQity Research & Insights, Inc.

For more information on IAPD's research efforts, please go to ILparks.org.

IAPD

Illinois Association of Park Districts

INCLUSIVITY

87% of Illinoisans feel that their local park district is **representative and inclusive** of all groups in their community.

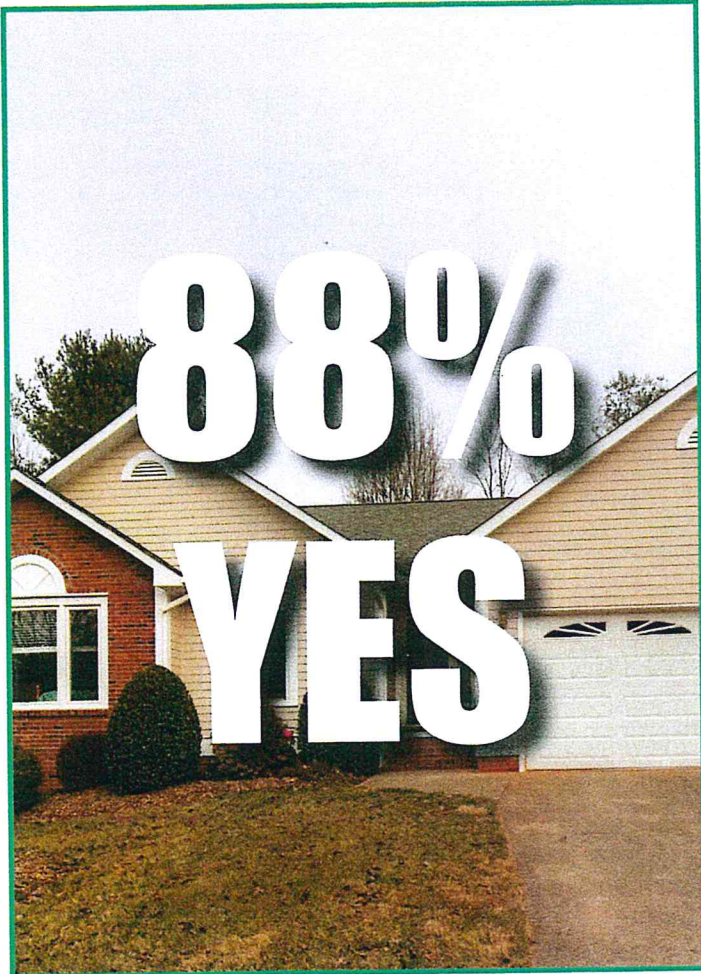


HIGHLY REGARDED

Park districts, forest preserves, and conservation districts continue to be **held in the highest regard** among Illinois residents in comparison to other units of local government.

9 OUT OF 10

residents agree that parks and open space help to **improve local property values.**



THE VAST MAJORITY

of Illinoisans believe that park districts are good stewards of their tax dollars.

MOST RESIDENTS

continue to express a **willingness-to-pay** for the following:

Acquiring Open Space for More Trails

21% Strong Support

36% Support

26% Undecided

Maintaining/Improving Existing Park and Recreation Facilities

25% Strong Support

40% Support

21% Undecided

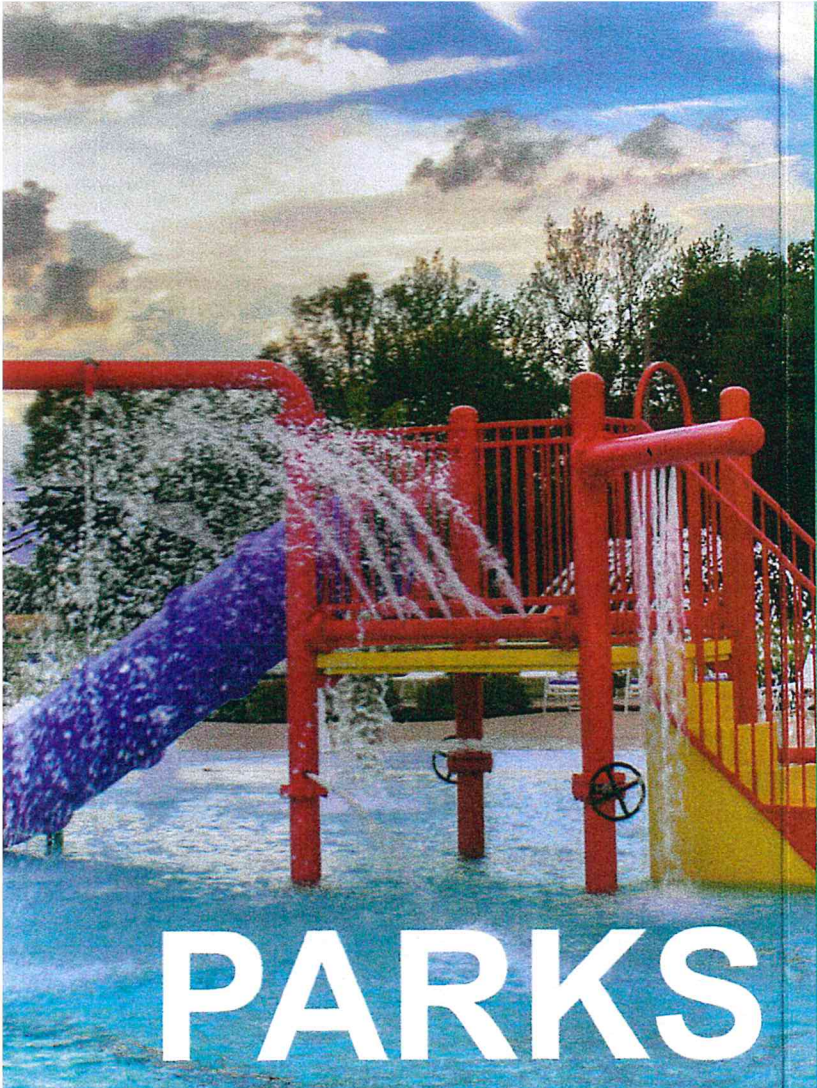
1 OUT OF 2

residents who live within a forest preserve district report visiting a forest preserve in the past year.



SATISFIED VISITORS

The vast majority of recent forest preserve and conservation district visitors **highly rate their overall experience** at these destinations, the amount of agency acreage available, the overall accessibility to these locations, cleanliness and upkeep, and personal safety.



PARKS

Improve the Quality of Life to Illinois Communities

Park districts and forest preserves in Illinois provide numerous mental and physical wellness benefits. These agencies are accessible by all residents regardless of social or financial background, race/ethnicity, gender, age, sexual orientation, or physical abilities.

As this report demonstrates, park districts and forest preserves continue to make a positive impact on the communities they serve.

IAPD

Illinois Association of Park Districts

Park districts, forest preserves, and conservation districts continue to improve the quality of life in Illinois communities

Research Methodology

These findings are based on a statewide online survey of Illinois residents who live in communities served by a local park district, and/or a countywide forest preserve or conservation district. The survey was conducted “blind”, meaning the IAPD was not identified as the survey sponsor. Comparisons are made throughout to responses from similar statewide surveys conducted by IAPD in 2002 and 2013.

Data collection began in June and ended in July 2022. A total of 2,076 Illinois residents completed the survey. For data analysis, the sample was weighted to reflect updated US Census data for the Illinois population by region, gender, age, race/ethnicity, and presence of children under age 18 in the household.

Key Findings

Park districts, forest preserves, and conservation districts continue to be held in the highest regard among Illinois residents compared to other municipal, township, county, and state agencies.

When informed that park districts receive about 5% of residents’ property taxes (on average), most Illinoisans rate their local agency a good or excellent value overall given the services, facilities, and programs these agencies provide.

In addition, 88% continue to agree that parks and open space help to improve the quality of life in Illinois communities.

preserves and conservation districts of life of communities throughout Illinois

local property values.

Similarly, most residents continue to express a willingness-to-pay for:

- Maintaining existing parks and recreational facilities in their community
- Acquiring land to restore and protect natural areas and wildlife habitats
- Acquiring land for more trails
- Building or expanding new recreational facilities

Overall, 71% rate the overall quality of life in their community as excellent or good. More importantly, across eleven local attributes tested, **both "the availability of recreational programs and facilities" and "the amount of open space" rank among the top three attributes having the biggest impact on a community's perceived quality of life (along with local village/city services).**

Most (approximately 60%+) recent visitors to park districts, forest preserves and conservation districts continue to be most satisfied with:

- The overall experience during these visits
- Accessibility to these locations
- Cleanliness and upkeep of these properties

- Personal safety
- The number and variety of parks, and the acreage and variety of forest preserve and conservation areas
- The quality and number of recreational programs offered by park districts.

Nearly nine out of ten Illinoisans feel that their local park district is representative and inclusive of all groups in their community (regardless of social or financial background, race and ethnicity, gender, age, sexual orientation, or physical abilities).

IAPD extends our thanks to Jeff Andreasen and his team at aQity Research & Insights, Inc. for their work in gathering this information. During the last 25 years, he has been responsible for research and consulting services to public policy clients, focusing on recreational and open land issues.

This survey once again shows the incredible benefit that park districts, forest preserves, and conservation districts provide to communities throughout Illinois.



Peter M. Murphy
IAPD President / CEO

IMPROVING QUALITY OF LIFE

The availability of **recreational programs and facilities** and the **amount of open space** rank among the **top three attributes** having the biggest impact on a community's perceived quality of life and rank higher than schools.





MEMORANDUM

To: Board of Commissioners

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

RE: 2023 IAPD Board Member Status

Date: 3/21/2024

BACKGROUND

The Illinois Association of Park Districts asks that all Board Members complete and submit a form for Board Development Units (BDU's) accumulated from October 1st of the previous year to September 30th of the current year. BDU's are accumulated for: Educational Programs, Volunteer Participation, Event Support/Attendance, Legislative Activities, IAPD Board and Committee Involvement, Local Board Service, Articles Authored, Speaking Engagements, Agency Development or Other Board Member Development Endeavors.

Robert DID reach the first level since he has more than 100 units – **New Notable Board Member**. New Notable Board Members have their names listed in *Illinois Parks & Recreation Magazine*, so his name will appear in the next issue of *Illinois Parks & Recreation Magazine*! Leah and Nancy were Notable Board Members last year. They are getting close to the Distinctive Board Member level (400 BDUs), which will get them awards at the 2025 Conference – if they reach that 400 mark. Below is a summary of your commissioners' progress from October 1st, 2022, to September 30th, 2023:

Leah Lussem: 253 total BDUs.
Reached Notable status at the 2023 conference. 147 units away from Distinctive Board Member.

Robert Hoban: 117 total BDUs.
Reached Notable status at 2024 conference. 283 units away from Distinctive Board Member.

Nancy Parra: 228 total BDUs.
Reached Notable status at 2023 conference. 172 units away from Distinctive Board Member.

Jennifer Rezek: 84 total BDUs.
16 units away from Notable Board Member.

Melissa Ackerman: 22 total BDUs.
78 units away from Notable Board Member.



BOARD MEMORANDUM

March 21, 2024 Board Meeting Agenda Item

To: Board of Commissioners

From: Bret Fahnstrom, CPRE Executive Director

RE: Tamarack Trails Park Master Plan – Reimagined

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

Back in 2022, the Board approved the Tamarack Trails Park Master Plan. I have attached the design and anticipated budget from that project. Since that project was approved, we did look at the possibility of the asphalt (pickleball) courts as a singular project, which of course, came in closer to \$100,000 (Claus construction) based on 2022 pricing. With this new information, I amended the budget to be closer to \$963,000. The hope would be to have an OSLAD (\$400k) Grant to assist. If everything worked out perfectly, based on estimated costs, the district would be in for almost \$563,000. Talking with JSD Architect, IDNR is evaluating OSLAD differently so the idea that this project could move forward with OSLAD help is not a foregone conclusion. Without a grant like this, Tamarack renewal probably sits idle for many years, and we know this is a park that needs renewal sooner than later.

At the end of 2023, I asked JSD to come back to the design table. Our request was to 1) reduce overall project costs and 2) try to fit as much of the project into the existing footprint as possible. They created two concepts for the district to review (attached) with a more modest budget of \$416,000 adjusted to \$595,000 with engineering fees and adding the asphalt courts. If we were able to acquire an OSLAD Grant, we'd only be available to receive approximately \$300k but that would make the overall project a little over \$300,000 to the district.

Financially, this change makes sense for the district and community. With an OSLAD grant we would reduce our overall costs from \$563k to \$300k (\$263k reduction) and without a grant the cost of the project would reduce from \$963k to \$595k (\$368k reduction). The reimagined master plan is much more feasible to be completed financially and, in addition, the project could be more likely to be broken into two sections if needed. The asphalt could be addressed separately from the playground area. This allows the district additional flexibility in capital planning.

In terms of park amenities, staff went back to the surveys and ensured that the most requested items were kept in the reimagined park master plan. The reimagined plans also utilize the existing canopy to maintain a higher level of shade than was designed in the original plan. We do anticipate there may be some collateral damage to the existing trees but that would almost be guaranteed regardless of either plan. The shade was a note taken from some community input after the plan was approved.

Staff is very happy with the reimagined park master plan and we know there may be some edits as discussions progress and time moves forward.

Action and Motion Requested

Staff is not recommending an action currently but is open to an action item after Board discussion.

Documents included:

2022 Tamarack Trails Park Master Plan and amended budget

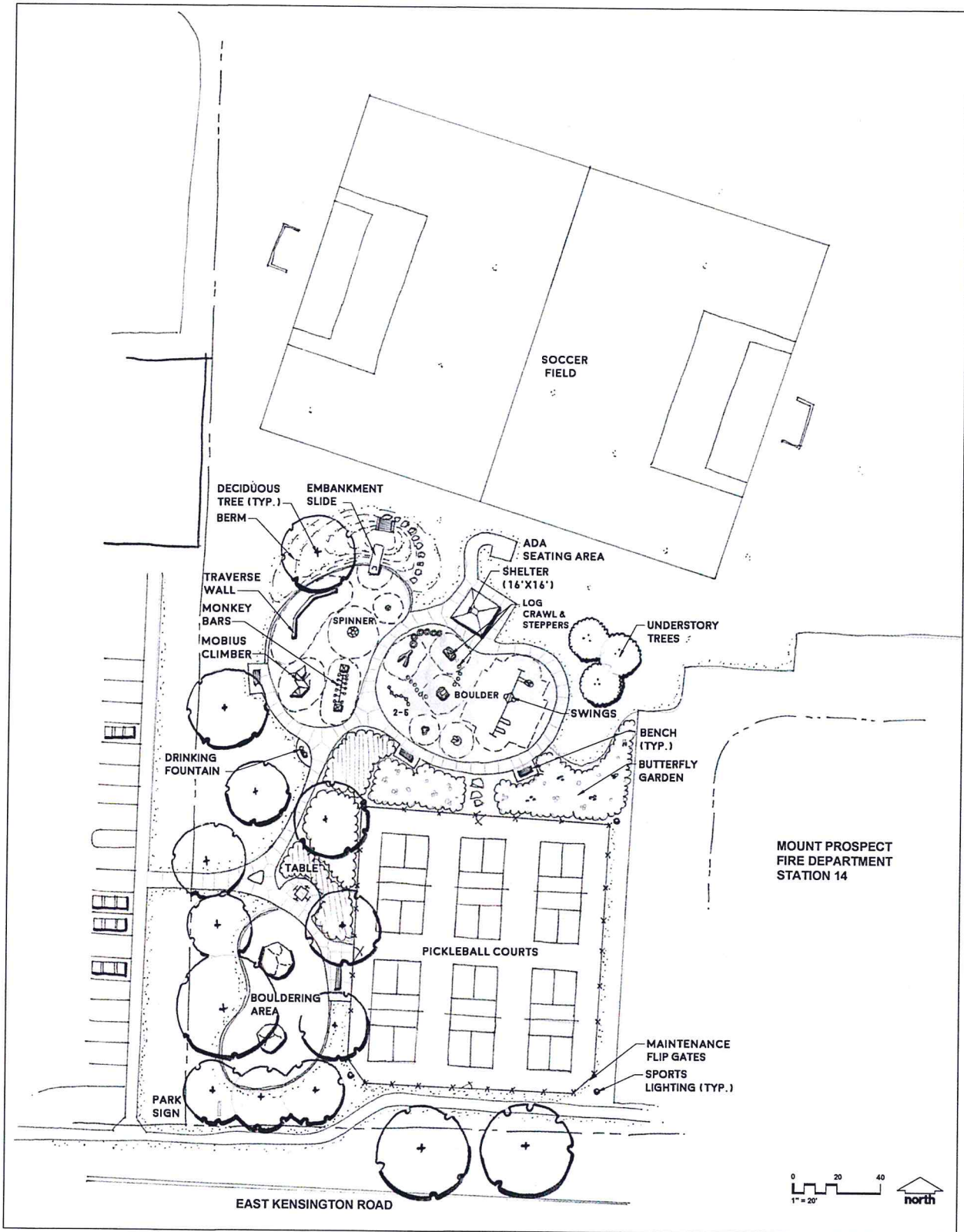
2022 Tamarack Trails Park Master Plan amenity images

2023 Reimagined Tamarack Trails Park Master Plan Options A & B

2023 Reimagined Tamarack Trails Park Master Plan amenity images

2023 Reimagined Tamarack Trails Park Master Plan budget

TAMARACK TRAILS PARK FINAL MASTER PLAN



TAMARACK TRAILS PARK REPRESENTATIVE IMAGERY





Administration Office

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



Tamarack Trails Park Master Plan (2022)

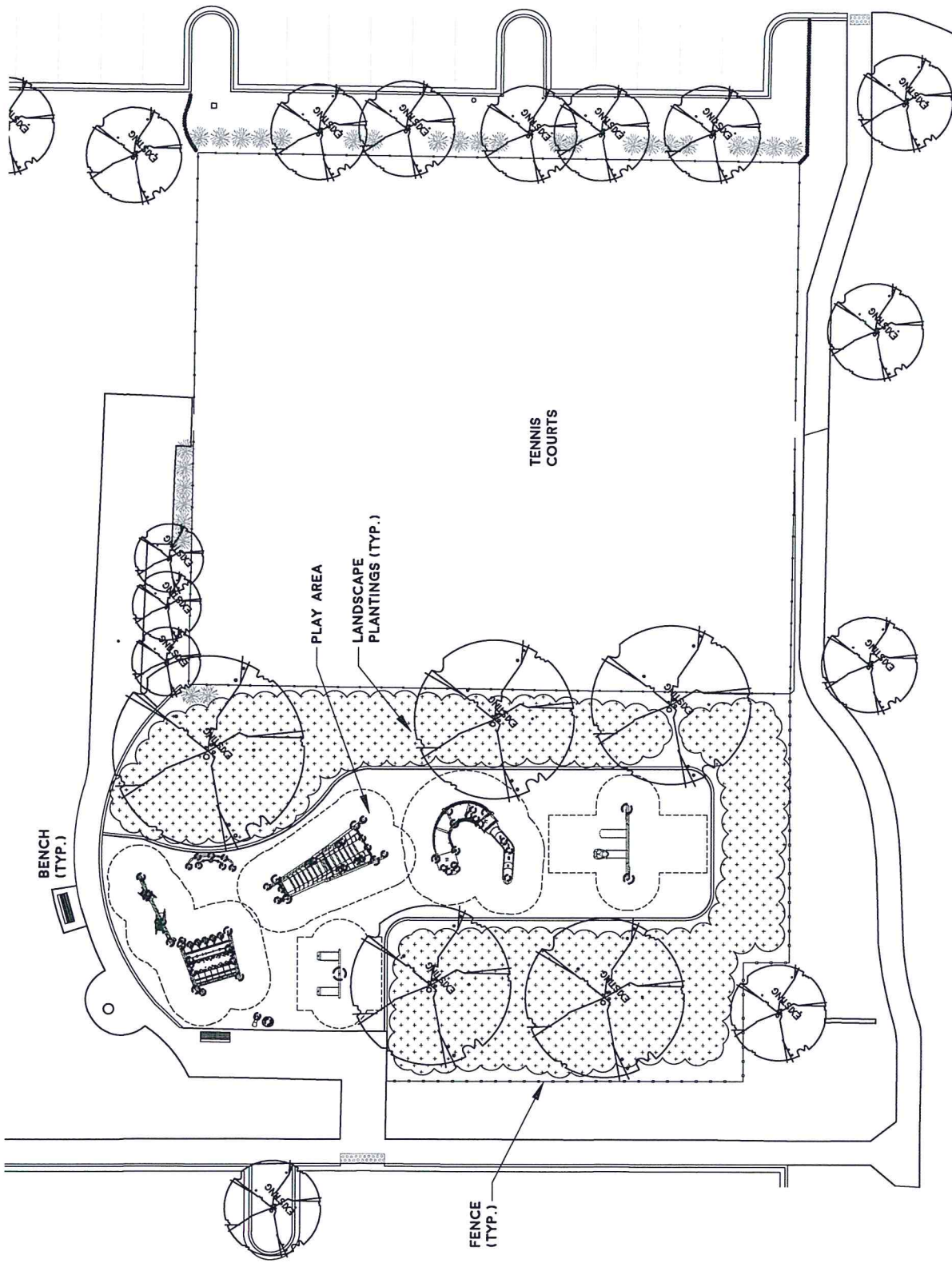
5/17/2022

Opinion of Probable Construction Costs

1	General Conditions, Removals, Site Protection	\$90,750.00
2	Site Grading, Excavation, and Drainage	\$90,100.00
3	Concrete Walks and Curb	\$61,800.00
4	Creative Play Area	\$198,550.00
5	Playground Surfacing	\$119,150.00
6	Site Furnishings	\$24,000.00
7	Shelter	\$43,000.00
8	Pickleball Courts	\$100,000.00
9	Fencing	\$6,500.00
10	Landscape Plantings/Native Seed/Turf Restoration	\$13,400.00
	Project Total:	\$747,500.00
	12% A&E/Permitting Fees:	\$90,000.00
	<u>15% Contingency:</u>	<u>\$125,500.00</u>
	Grand Total:	\$963,000.00

Additional Items for Consideration

1	Site Electrical, Sports Lighting	\$115,000.00
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22-11851



TAMARACK TRAILS PARK

CONCEPT A

MOUNT PROSPECT, IL

01.16.2024



TAMARACK TRAILS PARK

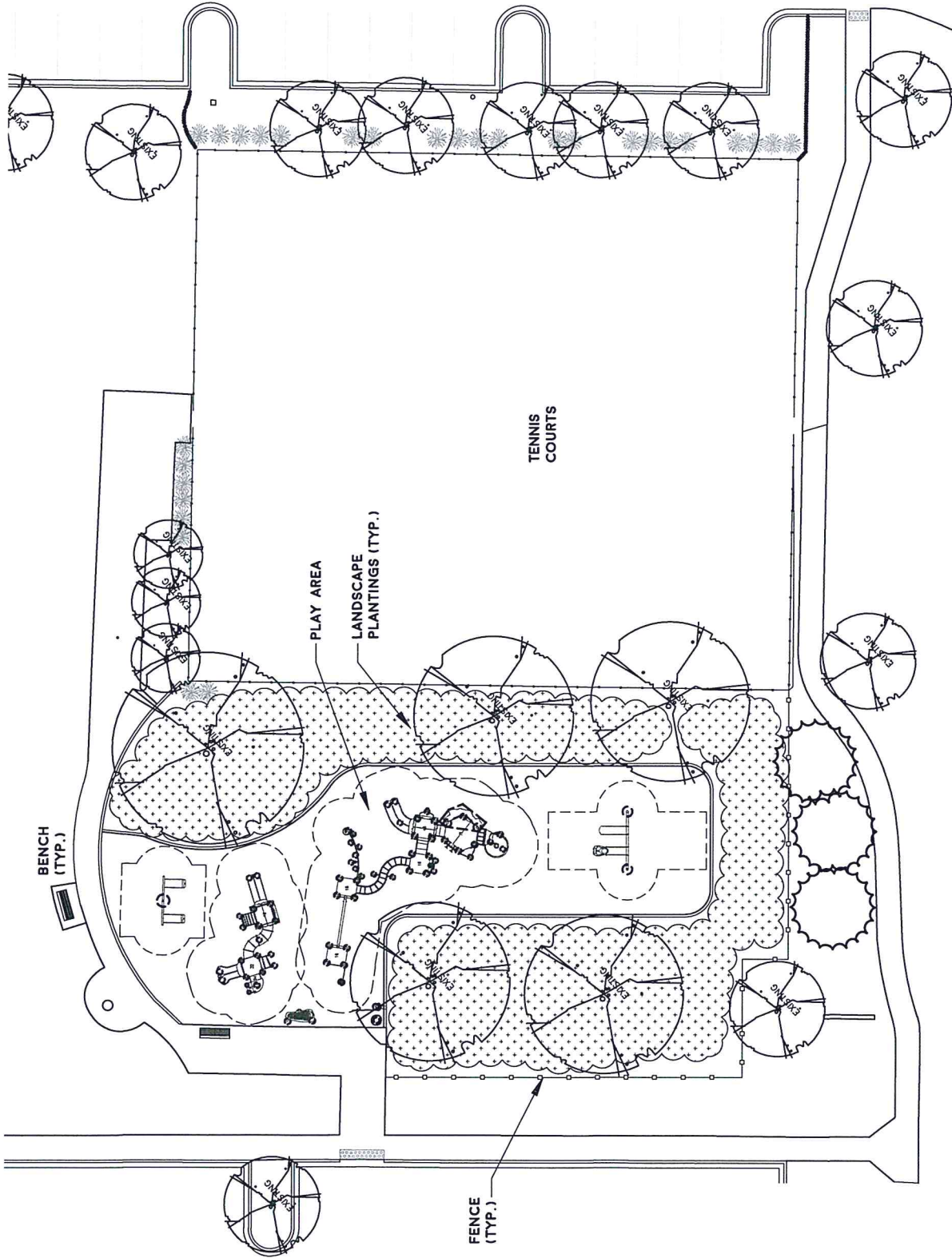
CONCEPT A IMAGERY

MOUNT PROSPECT, IL

01.16.2024

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TAMARACK TRAILS PARK
CONCEPT B
MOUNT PROSPECT, IL
01.16.2024



TAMARACK TRAILS PARK
MOUNT PROSPECT, IL

CONCEPT B IMAGERY

01.16.2024

22-11851





Administration Office

401 E. Camp McDonald Road, Prospect Heights, IL 60070

Phone: 847.788.0551 **Fax:** 847.788.1248 **Email:** admin@rtpd.org



Tamarack Trails Park Final Master Plan (Reimagined)

1/18/2024

Opinion of Probable Construction Costs

1	General Conditions, Removals, Site Protection	\$47,500.00
2	Site Grading, Excavation, and Drainage	\$19,000.00
3	Concrete	\$11,500.00
4	Play Area	\$192,000.00
5	Playground Surfacing	\$14,000.00
6	Site Furnishings	\$6,500.00
7	Fencing	\$19,500.00
8	Landscape Plantings/ Turf Restoration	\$52,000.00
9	Pickleball Courts	\$100,000.00

Project Total: \$462,000.00

12% A&E/Permitting Fees: \$55,000.00

15% Contingency: \$78,000.00

Grand Total: \$595,000.00



MEMORANDUM

March 7, 2024

To: Board of Commissioners
From: Bret Fahnstrom, CPRE Executive Director
RE: 2023 A Year in Review

Background / Analysis

Staff will have a power point presentation for the 2023 Year in Review. This is an oral presentation with handouts.

Conclusion

Informational Purposes, No Board Action Needed



RIVER TRAILS
PARK DISTRICT

2023 A Year in Review

River Trails Park District

Mission

To responsibly enrich the lives of our diverse community

Vision

To become the Recreational Choice in everything you do

Organizational Values

Sustainability

We dedicate ourselves to the stewardship of the district's physical, financial, personnel resources and the conservation of our environment.

Social Equity

We are committed to social justice, equity and creating a community of belonging.

Ethical

We ensure a high level of trust and respect within the community through integrity, reliability, honesty, accountability, and compassion.

Innovation

We develop new ideas for community health and wellness through fun, creative and critical thinking.

Service Oriented

We provide a high level of service and safety in our parks, facilities, and programs

Teamwork

We strive to develop positive relationships and partnerships through collaboration with community stakeholders and organizations.

Continued Learning

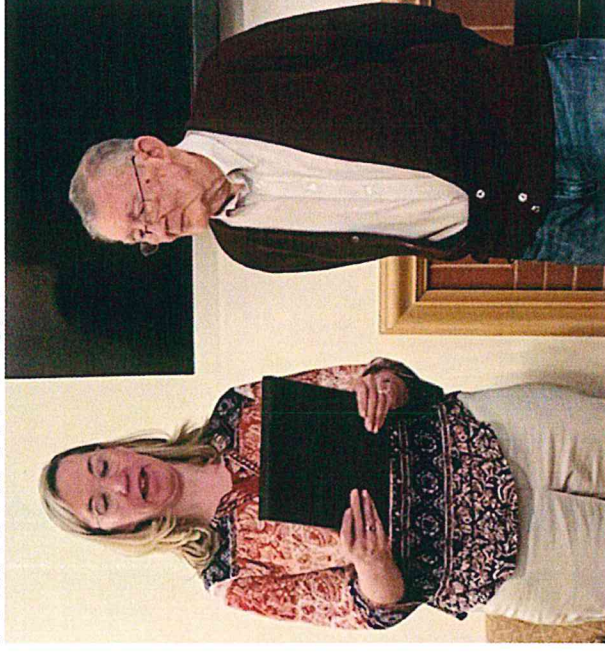
We recognize the importance for professional growth, continued learning, mentoring and empowerment for the agency's team.

Mission, Vision, Values



Board Actions

- ▶ Intergovernmental Agreement Established with SD21 to include Kids Squad at Frost School
- ▶ Elected New Board Member, Melissa Ackerman
- ▶ Ed Rechner retires after 14 years of service (2009–2023)
- ▶ Nancy Parra, Re-elected
- ▶ Approved JSD contract and project bids for Willow Trails Park
- ▶ Approved Bid Approval – Pool Repairs
- ▶ Approved new FT Position – Administrative Assistant
- ▶ Approved 2023 ADA Accessibility and Transition Plan
- ▶ Decennial Committee created
- ▶ 2023–2025 Mow Bid Approval



Board Actions

- ▶ Resident Partnership Agreement IGA passed with Mount Prospect and Prospect Heights
- ▶ Amended Victim's Economic Security and Safety Policy
- ▶ Amended Bereavement Leave Policy
- ▶ Recreation Policy Manual Review
- ▶ Rob Roy Rough Mower Purchase Approval
- ▶ Approved Recreation Refund Policy
- ▶ Amended Teleworking Policy





Staff Longevity (Going into 2024) 1 open



Staff Training & Certifications

- ▶ Aquatic Facility Coordinator Certification (AFO) (Halverson)
- ▶ Certified Pool Operator License (CPO) (Putkonen, Kearns, Hosp & Geisler)
- ▶ CPRP (Violante, Mitchell)
- ▶ CPRE (Fahnstrom)
- ▶ Basset On–Premise & Off–Premise Training (Eckenbrecht)
- ▶ ISA Arborists (Hanley, Hakala & Gottschalk)
- ▶ IPRA Professional Development School (Eckenbrecht & Fahnstrom)
- ▶ IPRA/IAPD State Conference (1 Board & 13 Staff)
- ▶ IAPD / IPRA Webinars (Various Staff)
- ▶ IAPD Legal Symposium (Oswald)



Staff Training & Certifications

- ▶ PDRMA PSHA & Safety Program Admin for Agency Leadership (Hanley)
- ▶ PDRMA Risk Management Institute (Hanley & Altergott)
- ▶ PDRMA Mow Operator Training (Hakala, Waite & Gottschalk)
- ▶ NRPA – Dallas (1 Board & 3 Staff)
- ▶ Blood Borne Pathogen Training (All)
- ▶ Sexual Harassment Course (All)
- ▶ 2023 On-Line Security Awareness Training
- ▶ Illinois Department of Agriculture Applicator licenses (Hanley, Hakala, Waite & Gottschalk)
- ▶ Skills Development Trainings (Mitchell)
- ▶ PATH Ambassador Trainings (Mitchell)
- ▶ FOIA Annual Training (Fahnstrom, Oswald, Altergott)
- ▶ OMA Annual Training (Fahnstrom & Altergott, Ackerman)
- ▶ Software Symposium (Oswald)
- ▶ Microsoft 365 – Administration & Configuration (Posch)
- ▶ PowerDMS Training (Fahnstrom, Altergott, Mitchell, Posch)

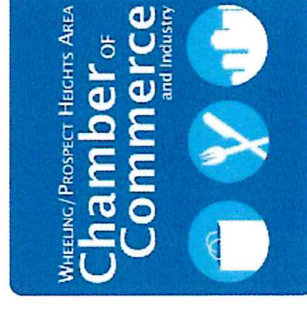
Professional Involvement

- ▶ NWSRA Superintendents Committees (Rec and Parks)
- ▶ NWSRA Board of Directors
- ▶ IPRA Administration & Finance Section
- ▶ IPRA Membership Council
- ▶ IPRA Communications and Marketing Section
- ▶ IPRA Seniors and School Age Committees
- ▶ IPRA Early Childhood Committee
- ▶ IPRA Office Manager/Supervisor Committee
- ▶ IPRA Athletics Committee
- ▶ IPRA Aquatics Section
- ▶ IPRA Inclusion Committee
- ▶ IPRA Risk Management Committee
- ▶ IPRA Safe Zone Conversations
- ▶ IPRA Professional Development School
- ▶ International Society of Arboriculture
- ▶ PDRMA Wellness Committee
- ▶ PDRMA Wellness Ambassador
- ▶ PDRMA Property / Casualty Committee
- ▶ PDRMA Health / Benefits Committee
- ▶ MIPE (Midwest Institute of Park Executives)
- ▶ Midwest Association of Golf Course Superintendents
- ▶ Golf Course Superintendent's Association of America

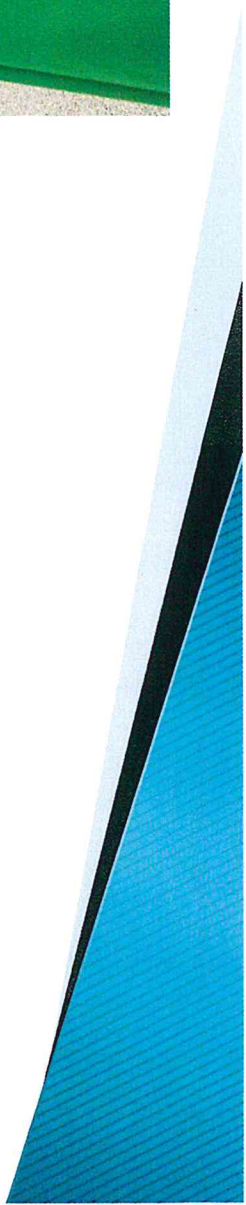


Community Involvement

- ▶ Mount Prospect Chamber of Commerce Golf Outing
- ▶ Aging in the Community Task Force (VoMP/AARP)
- ▶ Prospect Heights Community Days
- ▶ Mount Prospect Lions Club
- ▶ Rotary Club of the River Cities
- ▶ High Ministries Boxwood Bash
- ▶ Mount Prospect Block Party
- ▶ NWSRA Celebrate Ability Gala
- ▶ OMNI Coalition Committee
- ▶ Willow Trails Park: Movies in the Park
- ▶ Pool Party with the Police (VoMP)
- ▶ Grace Lutheran Green Expo
- ▶ Summer Celebration (Willow)
- ▶ Prospect Heights Leadership Committee
- ▶ Wheeling Chamber of Commerce



Community Involvement



Organizational Involvement

- ▶ Customer Service Committee
- ▶ Program Trends Committee
- ▶ Safety Committee
- ▶ OCR Committee
- ▶ Social Committee
- ▶ D.E.I. Committee
- ▶ Website Committee



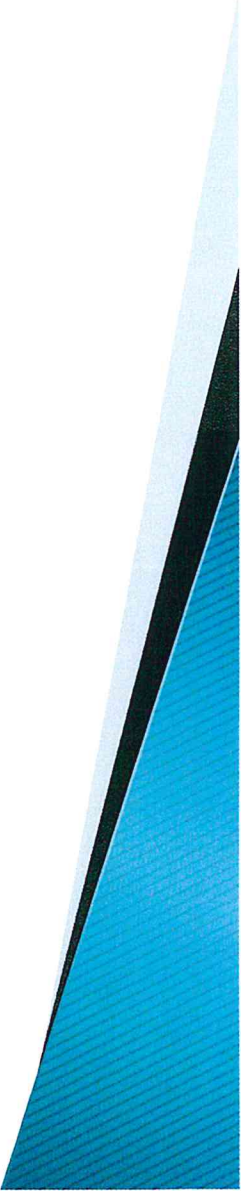
Team Updates

- ▶ Christine Powles hired as Sup't of Communications & Marketing
- ▶ Justin Slade shifted to full Rec Supervisor – The Zone
- ▶ Josh Mulholland shifted to Rec Supervisor – Athletics
- ▶ Crista Altergott hired as Administrative Assistant & Risk Management
- ▶ Andy Sirakides hired as Recreation Supervisor – Camps & KS
- ▶ Jeff Brunke hired as the Facility & Rental Specialist
- ▶ Dee Phuakim hired as Customer Experience Assistant



Program Highlights

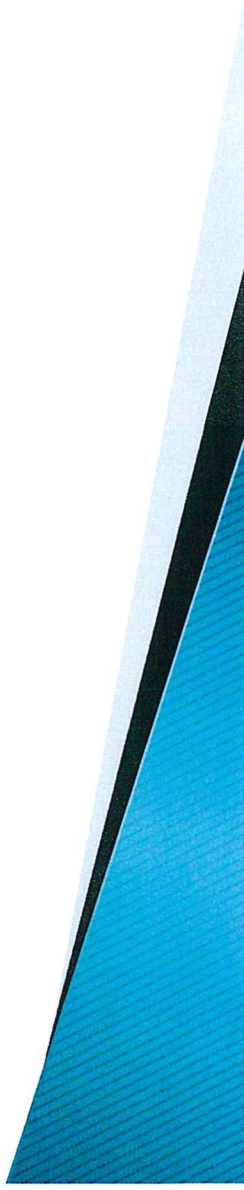
Athletics

- ▶ Pickleball Revenue increased by 6%, continuing to grow in its third year. New classes were offered.
 - ▶ Youth Basketball had 186 RTPD participants, a 4% increase from the previous season.
 - ▶ Youth Volleyball Leagues and classes continue to build. Our leagues saw an average of 60 participants for both the winter and fall leagues, while our clinics averaged 12–15 participants each session.
 - ▶ Introduced several new youth skills clinics:
Lacrosse and Futsal
- 

Program Highlights

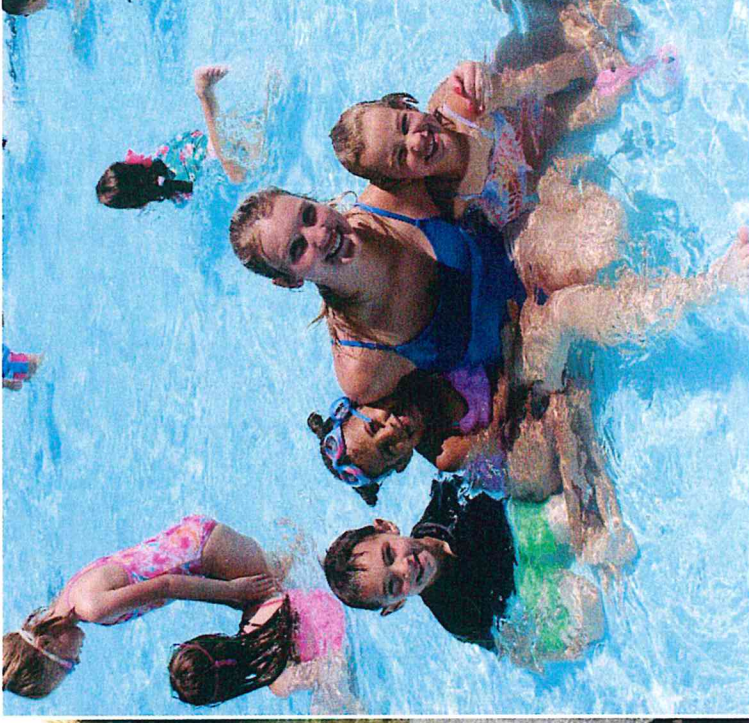
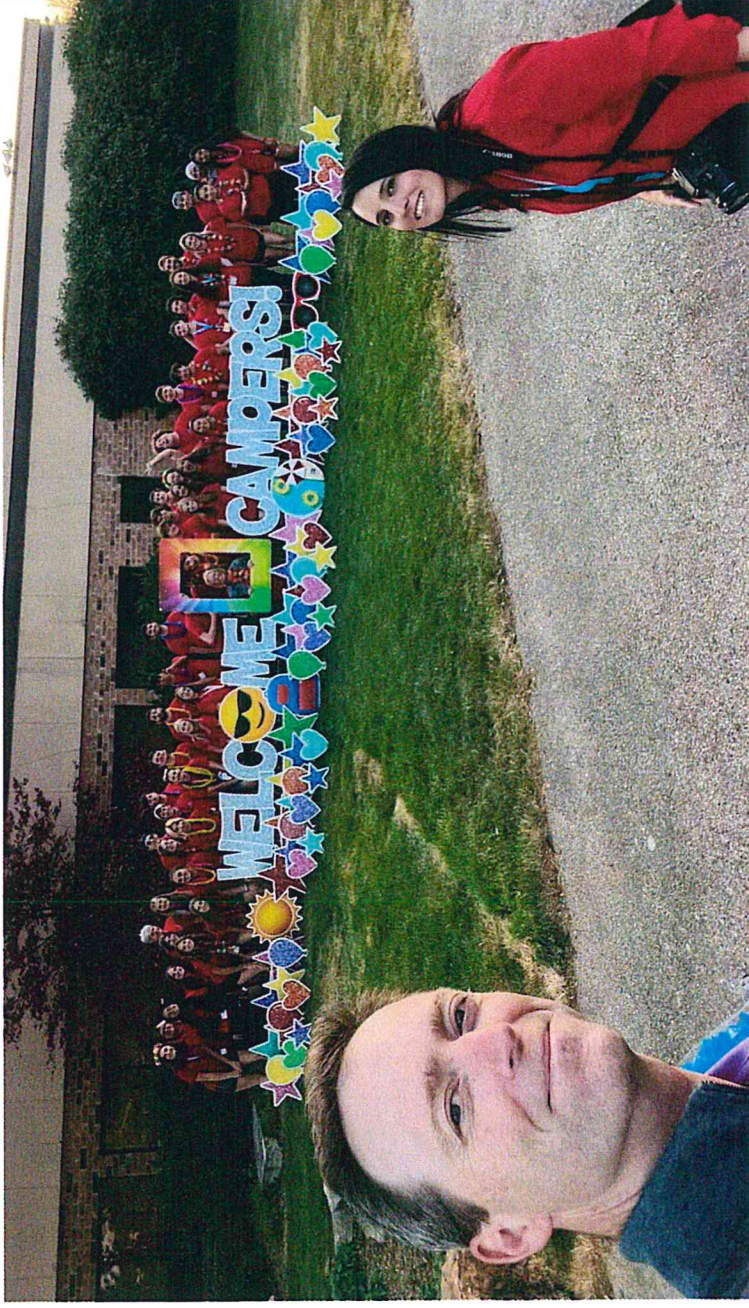
Fitness

- ▶ SAP (Stand Up and Paddle) Board Yoga was back and hosted 4 dates at Woodland Trails Pool in August.
- ▶ Summer Yoga Social doubled enrollment from 8 participants in 2022 to 18 participants in 2023.
- ▶ Aqua Yoga saw its largest class average in summer 2023 averaging 21 students per class compared to 17 in summer 2022.



Program Highlights

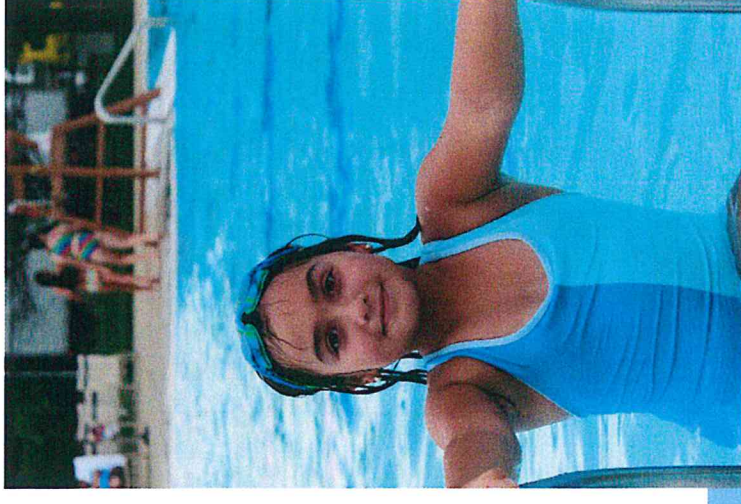
- ▶ Camp
- ▶ Camp Program revenues increased by \$28,603 in comparison to 2022.
- ▶ Overall Camp participation increased almost 100 campers



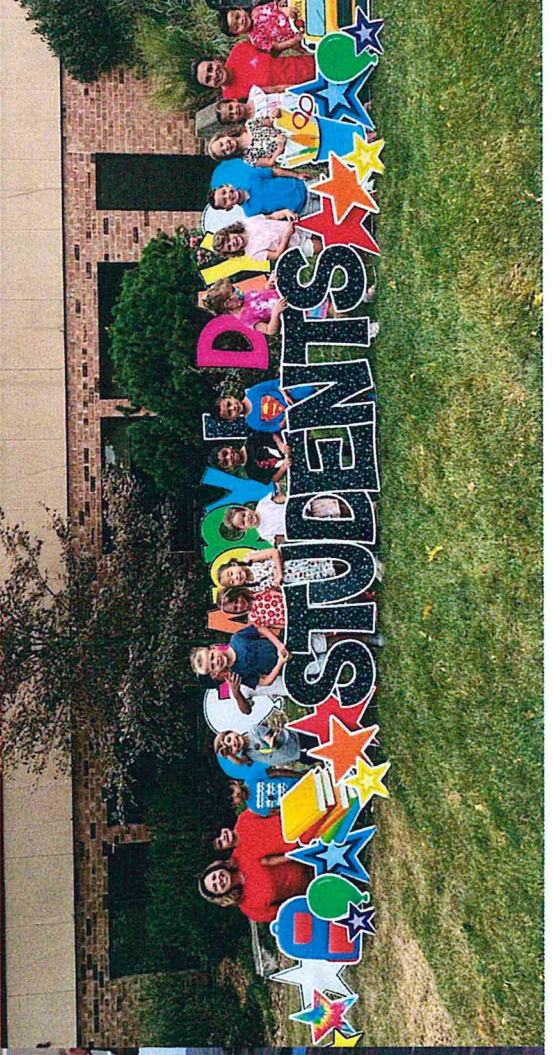
Program Highlights

Pool

- ▶ Gator Swim Team saw their highest participant rate in ten years with 95 swimmers for the 2023 season.
- ▶ Pool rentals: 3 ongoing private lap lane swim groups, 24 general private pool rentals, and 7 Splash Bash Parties. Pool rental revenue increased by \$4,643 compared to 2023.
- ▶ Started the Lions Club scholarship for patrons to learn how to swim



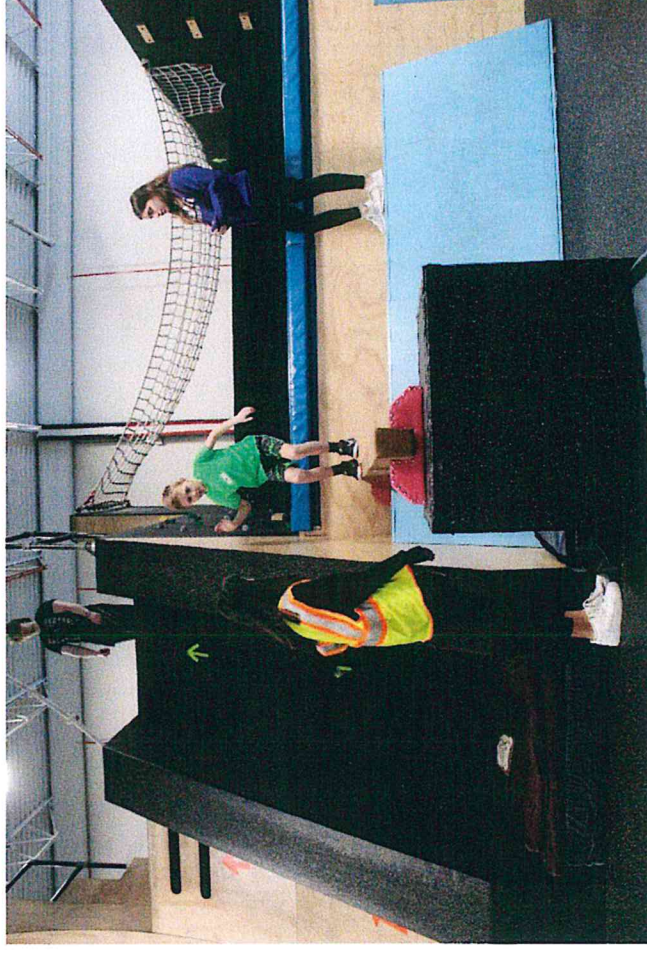
Program Highlights



The Zone Statistics

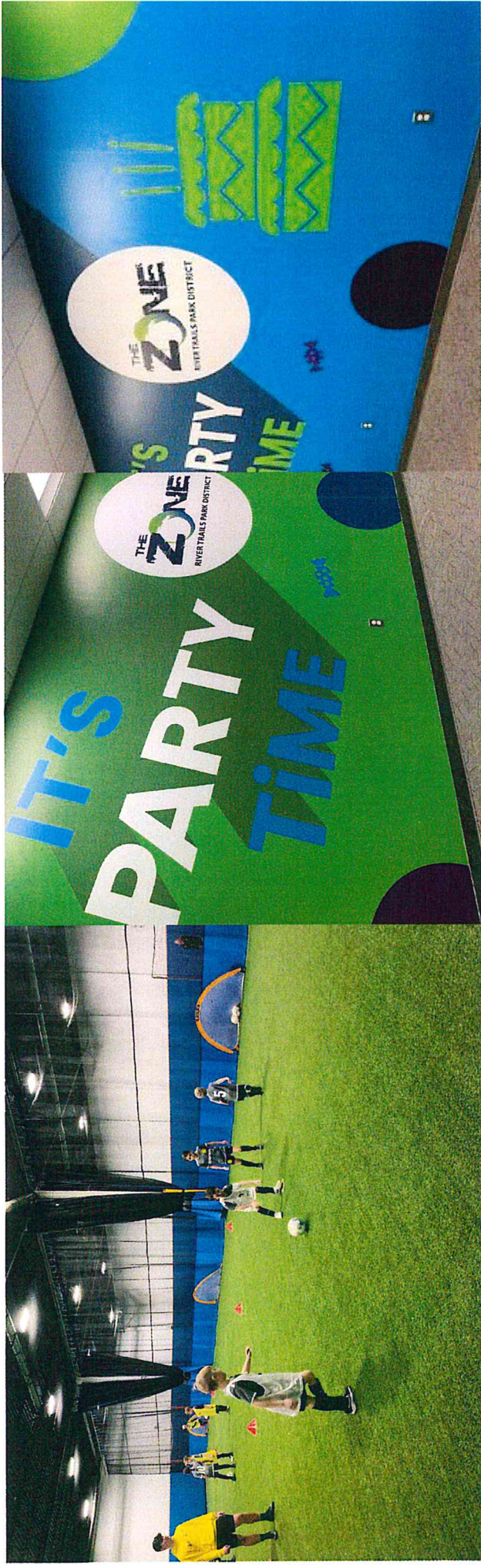


- ▶ 2023 Total Class Participants was 2,580 participants.
- ▶ Parkour class participant numbers by session:
 - Winter Session One: 485
 - Winter Session Two: 492
 - Spring Session: 396
 - Summer Sessions: 300
 - Fall Session One: 323
 - Fall Session Two: 431
 - Parkour Camp tag-ons: 62
 - Parkour Camp: 91



The Zone Statistics

- ▶ Parkour Birthday Parties: 363 vs 2022 had 350 total
- ▶ Turf Sports/ArrowTag: 139 Parties
- ▶ Parkour Open Gym grossed \$50,599 (highest to date/surpassing 2022 by \$11,265)
- ▶ 59 number of Parkour Field Trips



Rob Roy Golf Course

River Trails second year operating the Rob Roy Golf Course concluded with \$712,280 gross revenue.

The greens conditions were reviewed as exceptional scoring an average Golfpass score of 4.7 of 5.

Pro Shop

- ▶ Net Profit for rounds and merchandise sales in 2023 was \$542,345 in comparison to the budget targeted at only \$386,440.
- ▶ There was a total of 24,091 rounds played in 2023. That's 1,340 more rounds than 2022 despite a much slower October and November.
- ▶ Started an annual Golf Membership
- ▶ Started a new golf program – Youth on Course
- ▶ Picked up two new leagues in 2023

Open Kitchens

- ▶ Hosted 42 events in 2023. The three Summer music events brought in good sized crowds each time with requests for more in 2024.
- ▶ Friday Fish Fry was a success, averaging 80–100 people per event!



Rob Roy Golf Course

Driving Range

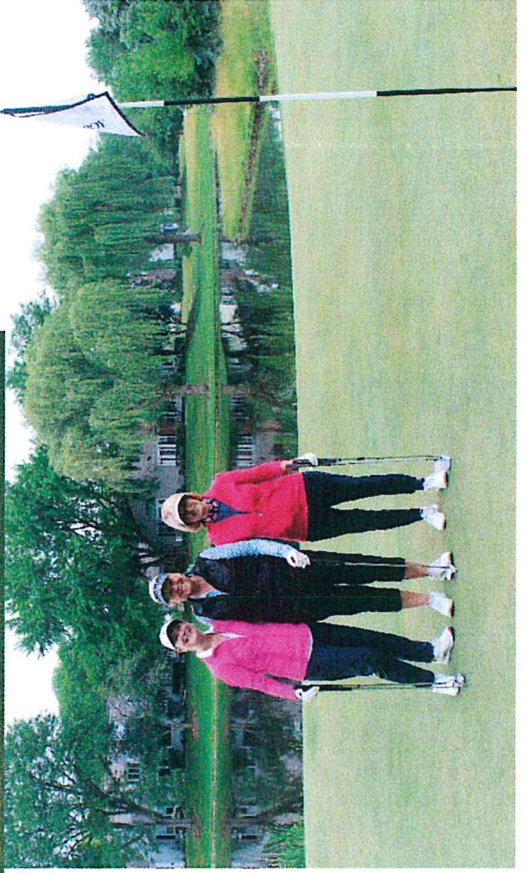
- ▶ 2023 gross revenue was \$11,124 over budget at \$67,124. This was our busiest summer in years!

Golf Maintenance

- ▶ Tree removal was well received by players and the community.
- ▶ The irrigation for the golf course was replaced.
- ▶ Greens Mower acquired and became a contributing factor in increased playability and golf maintenance team efficiency.
- ▶ Tree stumps removed throughout the course areas.



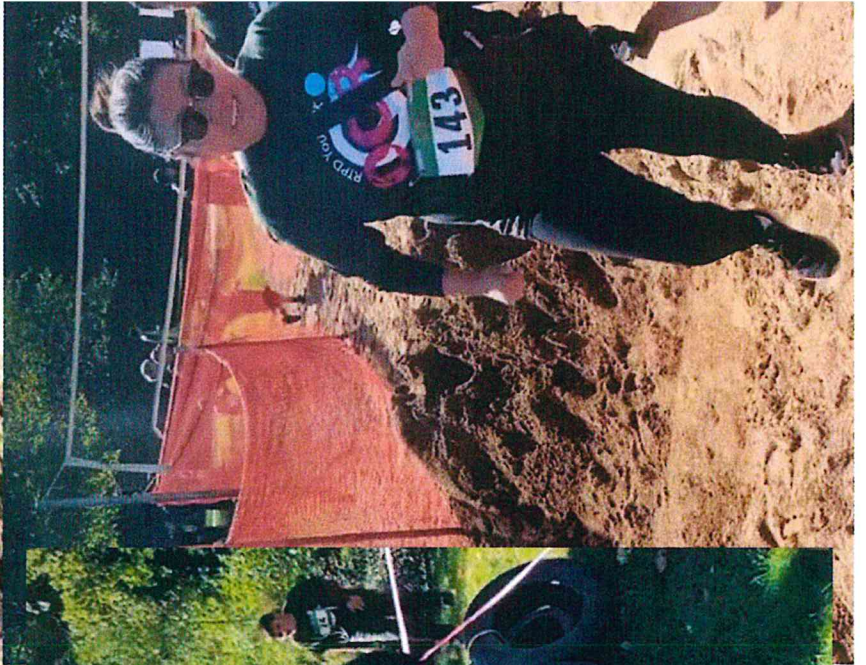
Rob Roy Golf Course



Special Events

- ▶ **Turtle Race**
 - 497 turtles sold, 3rd highest total of all time
 - \$1,583 in profit, 2nd highest total of all time
- ▶ **Pool Party with the Police returned**
 - Record attendance of 650 people!
- ▶ **Summer Celebration at Willow Trails Park**
 - More than 400 kids participating.
- ▶ **9th Annual Youth 2K OCR**
 - 392 runners – 2nd most ever!





Holiday Events

- ▶ Monsters Bash had a record number of 665 children participating. Our highest number at this event to date!
- ▶ The 2023 Easter Egg Hunt event had 125 attendees. This event almost doubled in size compared to the 65 attendees in 2022.
- ▶ The Winter events continue to be a delightful success with sold out Stocking Deliveries, sold out Polar Express events and very busy Breakfast with Santa events.



Marketing Statistics

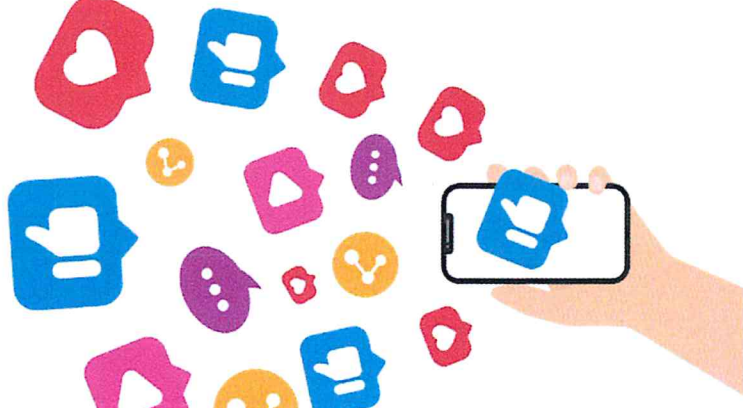
RTPD Website

- ▶ 2022: 129,695 vs 2023: 139,966 Website sessions
- ▶ 2022: 266,879 vs 2023: 232,190 Page Views

Device Breakdown 65% Mobile. 33% Desktop. 2% Tablet

Top Pages

1. Home Page
2. Registration
3. The Zone
4. Parkour
5. Seasonal Brochure
6. Birthday Parties
7. Woodland Trails Pool
8. The Trails Challenge
9. Rentals
10. Summer Camp



Marketing Statistics

Social Media

- ▶ Facebook: 2,613 (up by +236 NEW followers)
- ▶ Instagram: 714 Followers (up by +169 followers)
- ▶ TikTok: 21 Videos. Average around 1,000 views per video. 134 followers

Email Marketing

- ▶ Created and sent over 25 Email Campaigns to over 12k subscribers
- ▶ 50% Open Rate

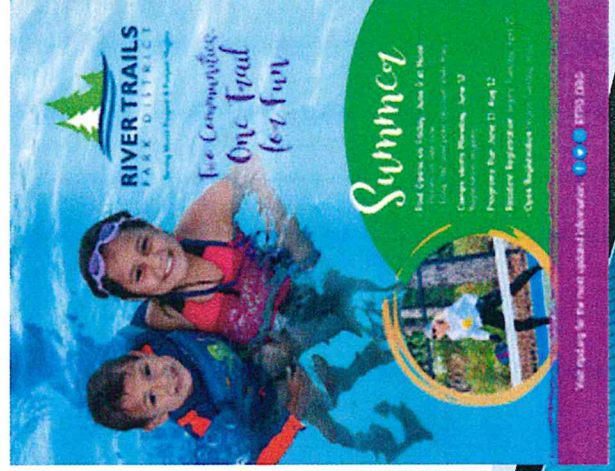
Community Relations

- ▶ Prospect Heights Community Day & Committee
- ▶ Mount Prospect Friday on the Green Sponsor
- ▶ Mount Prospect Block Party Kid Zone Sponsor



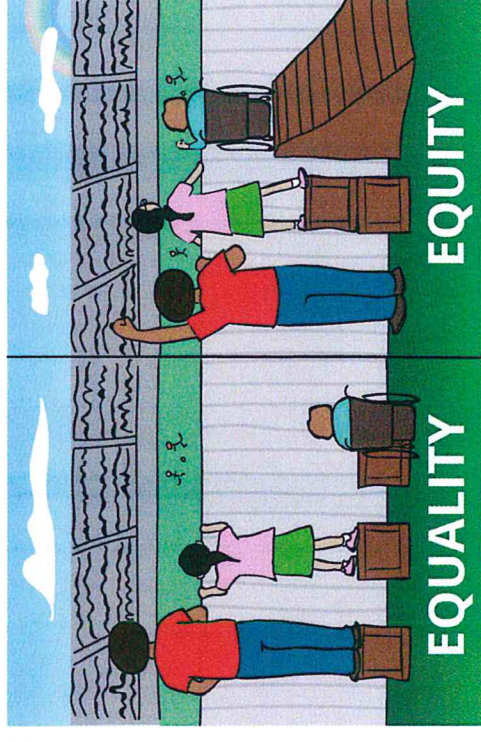
Marketing Publications

- ▶ Three Seasonal Brochures: Winter/Spring, Summer & Fall.
 - Sent Digitally: Email, Website & Social Media
 - Printed Copies are located at all RTPD Facilities
- ▶ Summer Camp Guide
 - Printed and Mailed to RTPD Residents
 - Sent Digitally: Email, Website & Social Media
- ▶ NEW Postcards
 - Printed and Mailed to RTPD Residents & surrounding boarders
 - Promoting seasonal registration and brochures



Diversity, Equity, Inclusion

- ▶ New DEI Committee Members (Altergott & Sirakides)
- ▶ Generated new contacts/partnerships: PH Police, OMNI, IG Library, SD21
- ▶ Committee for Willow Trails Park was developed
- ▶ Re-Newed Programs: Camp Willow, Camp Euclid
- ▶ Participated in the Boxwood Bash and Summer Celebration events
- ▶ Created the Lions Club Swim Scholarship
- ▶ Financial Assistance program updated
- ▶ Added NISC by-laws to swim team information
- ▶ Identify gender neutral spaces/restrooms
- ▶ Researched sports by-laws at other PD's
- ▶ Identify areas of staff training



Capital Projects

- ▶ Willow Trails Park Phase 1 almost completed
- ▶ Pool supply line replaced
- ▶ Parks – Truck #7, 2 mowers, utility cart replaced
- ▶ 2 facility floor cleaning machines purchased
- ▶ Golf – Greens & Rough mowers, Top Dresser
- ▶ Rob Roy Irrigation source pump
- ▶ Rob Roy 10th hole flooring and painting
- ▶ Burning Bush CC flooring and painting
- ▶ Zone turf curtains replaced
- ▶ Lots of IT Capital Items
- ▶ Woodland Trails Park Master Plan started

Capital Projects

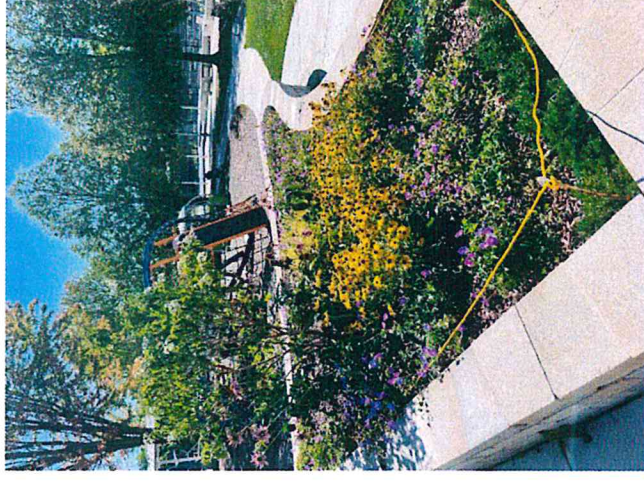


Willow Trails Park



Environmental Actions and Initiatives in 2023

- ▶ 26 trees planted
- ▶ Approximately 4 acres of woodland area cleared of invasive plants and native seed planted at Woodland Trails Park
- ▶ Outdoor athletic light conversion to LED lighting at Woodland Trails Park
- ▶ Organized recycling program sorting recycled material type
- ▶ Over 80% Minimum Illinois Native plant species within all new planting projects achieved
- ▶ Use of organic fertilizers instead of synthetic fertilizers at athletic fields



ADA Improvements

- ▶ Pool ADA improvements including locker room seating, addition of ADA lockers, and other ADA amenities
- ▶ ADA railings added along Woodland Trails walking path
- ▶ Sidewalks added to Weiss Community Center North Room and Meeting room for ADA access
- ▶ Facility doors inspected and corrected to allow for ADA access
- ▶ Parking lot signage at facilities and parks installed in accordance with ADA regulations.
- ▶ Willow trails park renovation: includes ADA playground features, seating, PIP surfacing, sidewalks, and other park amenities



Technology

Infrastructure

- ▶ **Windows 11 Migration Complete**
 - Completed migration of district workstations to Windows 11 and most current OS, security, and browser versions.
- ▶ **Firewall**
 - Re-cable/re-route connections to work better with a growing number of wireless networks.
 - Implement High Availability configuration – ensures the firewall protection services can survive an initial hardware failure.
- ▶ **Network Router Upgrade**
 - Replacement to have Increased capacity to allow for upcoming firewall updates and network backup/redundancy planning.
- ▶ **Mobile Device Management Software**
 - Implement MDM for control/administration of the fleet of ipads
- ▶ **Go Live on New Golf Software (G1)**
 - Swap golf POS hardware with new, transfer golf customer database to cloud
- ▶ **Install new battery backup (UPS) for Network hardware Rack at Rob Roy for network continuity in times of power instability.**



Technology

Compliance/Best Practice

- ▶ eMail: configure software to add “EXTERNAL” flag to incoming mail originating from outside sources to heighten awareness of potential risk
- ▶ Started roll-out and encouragement of the use Password Managers to assist in keeping passwords unique and strong.

Financial

- ▶ Implement and release Employee Self Service Portal
 - Provide employees easy access to their pay information.
- ▶ Golf Software integration:
 - Work with software companies to develop file import for GOLF REVENUE into MSI.

Cost Savings

- ▶ Successfully reclaimed a \$7000 Comcast credit stemming from 2021/2022 billing

CyberSecurity Training

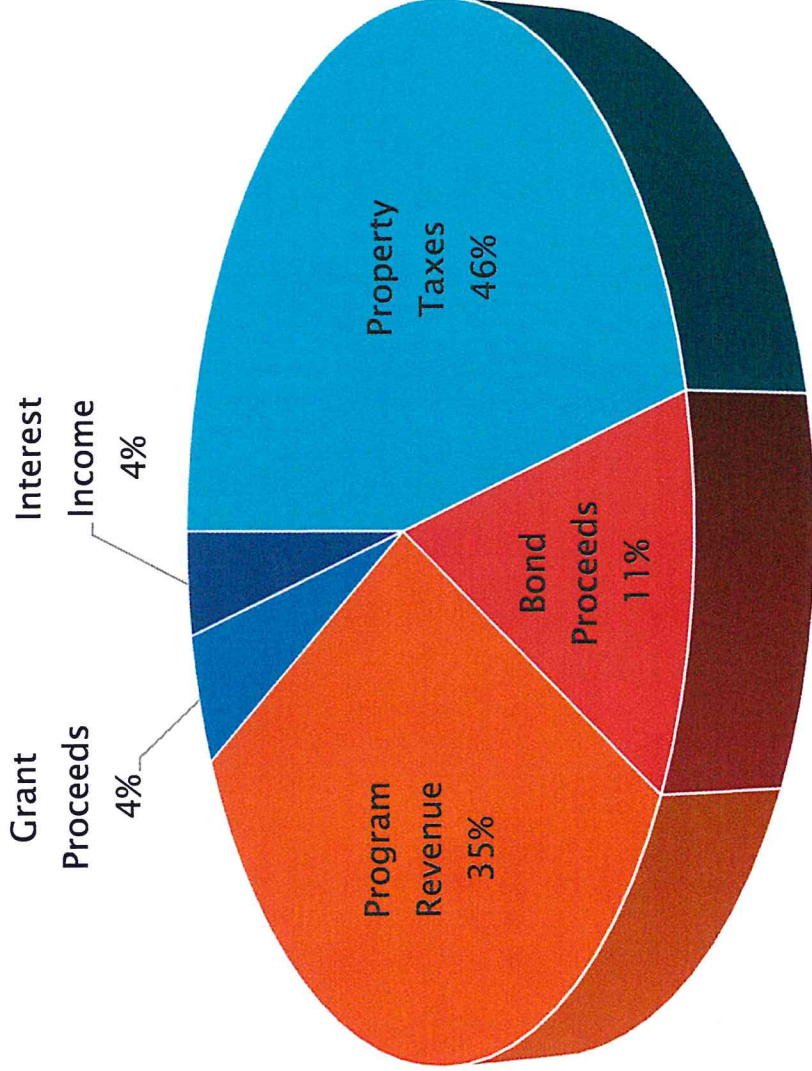
- ▶ Continue semi-annual cybersecurity awareness training/testing for RTPD network users with industry-standard training company.

Website

- ▶ ADA website compliance tune-up: brings our website up to Web Content Accessibility Guidelines
- ▶ Hiring: Added “Quick Apply” forms/pages to simplify the ability to connect to potential new employees.

Financial

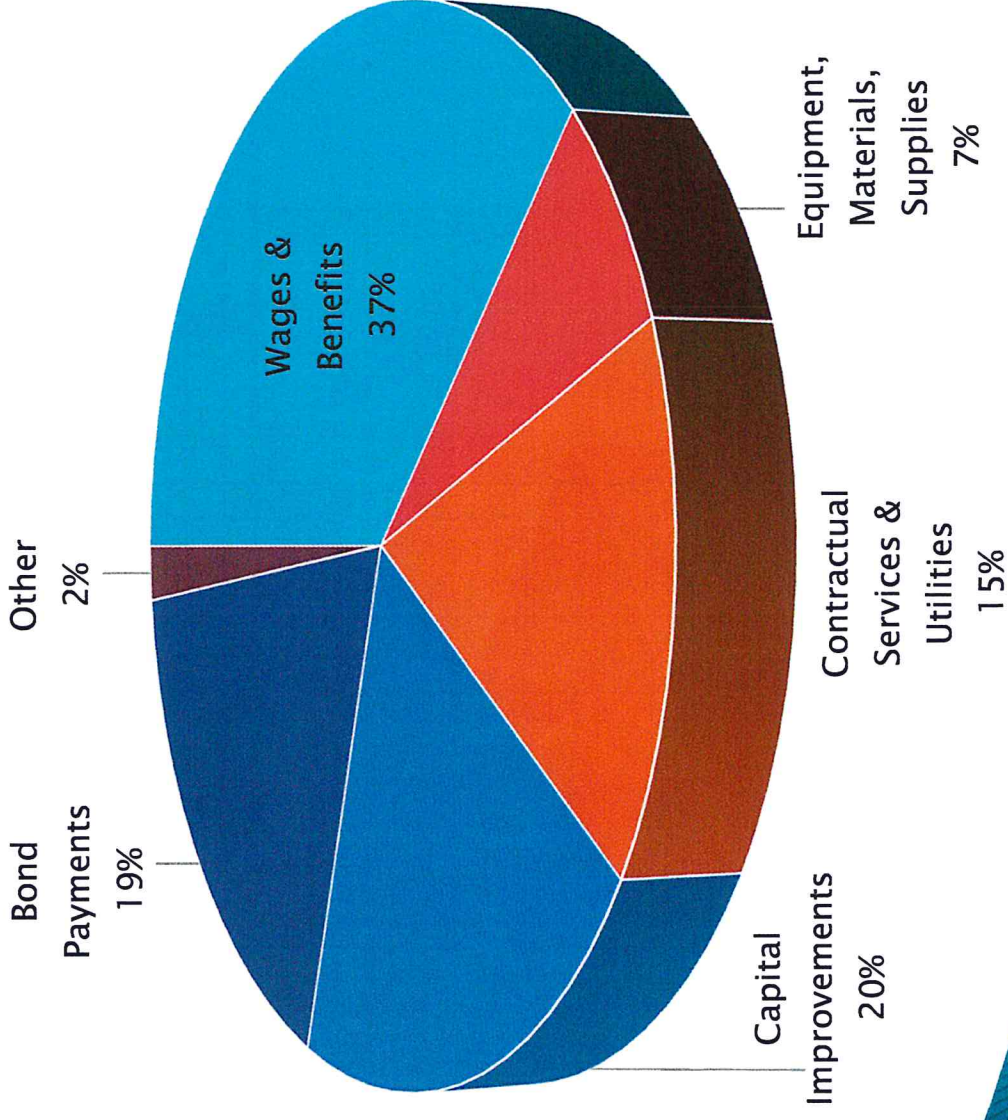
2023 Revenue



Revenue	
Property Taxes	\$ 4,096,210
Bond Proceeds	\$ 946,805
Program Revenue	\$ 3,069,491
Grant Proceeds	\$ 400,000
Interest Income	\$ 322,081
Total	\$ 8,834,587

Financial

2023 Expenses



Expense	
Wages & Benefits	\$ 3,427,134
Equipment, Materials, Supplies	\$ 660,147
Contractual Services & Utilities	\$ 1,432,327
Capital Improvements	\$ 1,896,706
Bond Payments	\$ 1,720,439
Other	\$ 166,176
Total	\$ 9,302,929

2023


**Goal / Objective
ACCOMPLISHMENTS**



▶ **Establish long term Financial Stability model**

- Zone financially an enterprise fund (obj 7)
- Sponsorship program enhancement (obj 5), we have funded wages for a Corporate Relations Manager
- IT Infrastructure (obj 3), Michael Posch is working on an established system of improvements
- Several objectives are listed as on-going
- Acquired \$5k donation from Lions Club to the Foundation to fund scholarships for Swim lessons for at-risk community members

▶ **Align and strengthen Recreation Programming and Services**

- ▶ Development and regular meeting of committee (obj 6) to evaluate program ideas
 - ▶ Staff is always on the watch for joint programming (obj 1). Working with OMNI and the new community committee may be opening up doors to opportunities
 - ▶ IGA with SD 21 at Frost School
- 

- ▶ **Increase the River Trails presence within the community & regionally**
 - Hiring Christine Powles
 - Developing a Marketing Plan (obj 1) conversation started but more of a 2024 project
- ▶ **Invest in staff development and succession planning**
 - Our part time staff is very reflective of our community (obj 4) and we do make efforts to better diversify our FT team when opportunities arise.



2024 GOALS



Administration

- ▶ Redevelop the Fiscal Policy Manual
- ▶ Develop 5-year financial projection
- ▶ Implementation of enhanced HR onboarding process
- ▶ Develop internal and external mentor opportunities
- ▶ Develop and implement a Customer Service Program



Parks and Facilities

- ▶ Weiss CC Redevelopment Master Plan
- ▶ Master Plans for Sycamore Trails Park
- ▶ Finish Master Plan for Woodland Trails Park
- ▶ Develop IT Infrastructure Plan
- ▶ Develop and initiate environmental initiatives



Recreation and Programming

- ▶ Investigate and identify demand for adult programs and activities
- ▶ Identify additional indoor or outdoor programming space
- ▶ Continue to community relationships and joint programming



Marketing and Communications

- ▶ Redevelop the Sponsorship program for District and Foundation
- ▶ Brand recognition throughout District
- ▶ Develop a defined Organizational Marketing Plan



**THANK
YOU**

