



River Forest Park District

Regular Board Meeting
March 13, 2023, 6:00 PM
401 Thatcher Avenue, River Forest, Illinois

Agenda

If you would like to make the comment via Zoom, phone or email please email Michael Sletten at msletten@rfparks.com by 4:00 PM on Monday, March 13, 2023.

Join Zoom Meeting

<https://us06web.zoom.us/j/84269368198?pwd=d3VZeTM1L01va2dWVklxVVFyYjIMUT09>

Meeting ID: 842 6936 8198

Passcode: 295569

Join By Phone

312 626 6799 US (Chicago)

Meeting ID: 842 6936 8198

Passcode: 295569

1. Call to Order
2. Roll Call – Bade, Cargie, Grant, Healy, and Libera
3. Approval of Minutes – February 13, 2023
4. Approval of Disbursements: February, 2023
5. Public Comment
6. Correspondence to the Board
7. Staff Reports
 - a. Park Services
 - b. Recreation Services
 - c. Administration and Finance
 - d. Executive Director
8. WSSRA Report
9. Board Reports
10. Old Business
 - a. Washington Commons Playground – Bid Approval
 - b. Memorial Parkway Bocce Courts Upgrades
11. New Business
 - a. Washington Triangle Grading Project
12. Adjournment

**River Forest Park District
Regular Board Meeting Minutes of
February 13, 2023**

The Board of Commissioners of the River Forest Park District convened at 6:00 PM in Regular Session on Monday, February 13, 2023 at the River Forest Park District, 401 Thatcher Avenue, River Forest, Illinois.

Roll call was taken with Commissioners Bade, Cargie, Grant, Healy and Libera present. Also present was Director Sletten.

Commissioner Grant moved to approve the January 9, 2023 Board Meeting Minutes, seconded by Commissioner Healy. A voice vote followed, and the motion was approved 5-0.

Commissioner Healy moved to approve the January, 2023 Vendor Disbursements for \$49,193.37, seconded by Commissioner Grant. Commissioner Cargie asked if the 2 payments to Franzen Plumbing was a double payment on the same work, and Director Sletten noted that was caught and the second check was shredded. A roll call vote followed, and the motion was approved 5-0.

Public Comment: None.

Correspondence to the Board: An email from Brad Hunter asking the Keystone Center not be referred to as a Paddle Hut in Park District correspondence, and for the Park District to build a court level Paddle Hut at the platform tennis courts.

Staff Reports: Staff reports were submitted to the Board.

WSSRA Report: No report.

Board Reports: President Libera noted that she is meeting with President Adduci to discuss some of the Board's Master Plan ideas.

Old Business:

Washington Commons Playground: The Board was presented the Washington Commons playground site plan with 3 color options. Commissioner Bade moved to select Color Option A for the new Washington Commons playground, seconded by Commissioner Cargie. A voice vote followed, and the motion was approved 5-0.

Master Plan/Community Survey: The Board discussed the current Master Plan drafts, made some edits, and asked for the following changes to be included in a set of new draft plans:

- Centennial Park: Include synthetic turf for the soccer field area only at the maximum field size possible. Delete proposed baseball field. Delete the existing ballfield (staff will confirm with D90 their use of this field). Add possible playground.
- Constitution Park: Delete pickleball courts. Expand playground. Reduce the size of the sand volleyball court to match existing court size. Expand picnic shelter size.
- Keystone: Create central playground tied to plaza. Expand diagonal parking at ballfield #2. Add drop off area at Central and Keystone.
- Priory: Delete fitness station.
- Washington Square: Install small backstop for whiffleball.
- Washington Triangle: Add 2nd micro soccer field.

New Business:

Audit Services: Commissioner Bade moved to approve Lauterbach & Amen, LLP for their Audit Service for the fiscal years 2023-2026, seconded by Commissioner Cargie. A roll call vote followed and the motion was approved 5-0.

Investment-Wintrust Bank: Commissioner Healy moved to open a money market account with Wintrust, Oak Park with a deposit of \$500,000, seconded by Commissioner Bade. A roll call vote followed and the motion was approved 5-0.

Commissioner Bade moved to adjourn at 8:33 PM, seconded by Commissioner Grant. A voice vote followed, and the motion was approved 5-0.

Respectfully submitted,

Michael J. Sletten, Secretary

**RIVER FOREST PARK DISTRICT
FINANCIAL STATEMENT
For the Month Ending
FEBRUARY, 2023**

LIQUID CASH	DEBIT	CREDIT	BALANCE
<u>ILLINOIS FUNDS MONEY MARKET</u>			
Beginning Balance			\$ 1,597,389.31
Received State Replacement Taxes	0.00		
Received Interest	5,490.71		
Transfer In			
<i>Total Revenue</i>	5,490.71		
Transfer Out			
<i>Total Disbursements</i>		0.00	
ENDING CASH IN BANK			\$ 1,602,880.02
<u>FOREST PARK NATIONAL BANK - GENERAL FUND</u>			
Beginning Balance			\$ 665,544.82
Deposits Real Estate Tax Revenue	6,264.80		
Received from Forest Park Money Market Account	0.00		
Voided Checks	0.00		
<i>Total Revenue</i>	6,264.80		
Disbursements		64,033.79	
Transfer to Hinsdale Bank & Trust		500,000.00	
Stop Payment Bank Fee			
<i>Total Disbursements</i>		564,033.79	
ENDING CASH IN BANK			\$ 107,775.83
<u>FOREST PARK NATIONAL BANK - PAYROLL</u>			
Beginning Balance			\$ 58,375.20
Received from MM	25,000.00		
Deferred Revenue (15)	-		
Program Revenue (42)	11,615.79		
Rental Revenue (43)	350.00		
Donations (44)	86.00		
Miscellaneous Revenue (45)	235.88		
Reimbursements	1,051.75		
Rec'd 125 Cafeteria Plan	612.16		
Transfer from Evergreen Bank Close-out	-		
Reimbursements	-		
<i>Total Revenue</i>	38,951.58		
Transfer to FP MM		0.00	
CC & Transaction Fees		993.96	
Payroll Expenses		69,160.20	
Cafeteria Plan		612.16	
Stop Payment		0.00	
<i>Total Disbursements</i>		70,766.32	
ENDING CASH IN BANK			\$ 26,560.46

**RIVER FOREST PARK DISTRICT
FINANCIAL STATEMENT
For the Month Ending
FEBRUARY, 2023**

LIQUID CASH	DEBIT	CREDIT	BALANCE
<u>FOREST PARK NATIONAL BANK - MONEY MARKET</u>			
Beginning Balance			\$ 2,273,703.02
Received Interest	3,005.13		
Received from Forest Park General Fund	0.00		
<i>Total Revenue</i>	3,005.13		
<i>Transferred to Payroll Account</i>		25,000.00	
<i>Transferred from General Fund</i>			
<i>Paid Principal and Interest on Limited Bonds</i>			
<i>Total Disbursements</i>		25,000.00	
ENDING CASH IN BANK			<u>\$ 2,251,708.15</u>
<u>IPDLAF CERTIFICATES OF DEPOSIT</u>			
Beginning Balance			\$ 392,979.30
Beginning Balance			\$ 515,551.44
Deposits			
Interest	3,092.43		
<i>Total Revenue</i>	3,092.43		
Disbursements			
Transaction Fees			
Transferred to IPDLAF CD			
<i>Total Disbursements</i>		0.00	
ENDING CASH IN BANK			<u>\$ 911,623.17</u>
TOTAL LIQUID ENDING CASH IN BANK			<u>\$ 4,900,547.63</u>
<u>INVESTMENTS</u>			<u>BALANCE</u>
<u>HINSDALE BANK & TRUST</u>			
Money Market Account			<u>\$ 500,000.00</u>
<u>BYLINE BANK - CERTIFICATES OF DEPOSIT</u>			
1 Year CD @ 0.095% - Maturity 3/20/2023- 613155528			78,966.23
6 Month CD @ 0.40% - Maturity 5/20/2023-613155530			80,793.45
1 Year CD @ 0.50% - Maturity 11/20/2023- 613155529			79,130.96
TOTAL BYLINE BANK INVESTMENTS			<u>\$ 238,890.64</u>
TOTAL MONIES AS OF FEBRUARY 2023			<u>\$ 5,639,438.27</u>

River Forest Park District
Monthly Disbursements by Vendor
February 2023

Cash Basis

Date	Num	Memo	Account	Paid Amount
A T & T				
02/03/2023	10330	ACCT 708-366-6588-795-5 JA...	520-903 · Depot Telephone	156.99
Total A T & T				156.99
A T & T Messaging				
02/14/2023	10355	Acct 831-001-1620-171 Feb 20...	520-903 · Depot Telephone	16.21
Total A T & T Messaging				16.21
All Star Sports Instruction, Inc.				
02/14/2023	10354	Floor Hockey Winter I	640-230 · Athletic Program Service	1,169.00
Total All Star Sports Instruction, Inc.				1,169.00
Anderson Lock Co. Ltd				
02/22/2023	10373	NEW MOTOR FOR ENTRAN...	520-826 · Keystone Center R & R	396.00
Total Anderson Lock Co. Ltd				396.00
Best Officials				
02/14/2023	10356	Youth basketbal Referees Jan ...	640-235 · Recreation Basketball	2,778.00
Total Best Officials				2,778.00
Canon Solutions America, Inc.				
02/03/2023	10334	INVOICE 6003150468 REPAIRS	610-705 · Canon Copier Mainten...	324.11
02/03/2023	10334	INVOICE 6003150468 REPAIRS	510-705 · Canon Copier Mainten...	324.11
Total Canon Solutions America, Inc.				648.22
Chase Card Services				
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	640-841 · P. T. House League E...	52.50
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	640-815 · Program Uniforms	2,040.00
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	640-808 · Birthday Party Supplies	195.02
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	640-801 · Recreation Program S...	1,716.34
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	610-722 · Professional Developm...	324.80
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	610-706 · Staff Expenses	111.42
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	610-208 · Email Provider Service	86.40
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	610-207 · Website Service - Rec	29.99
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	610-206 · IT Service - Rec	3.98
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	525-943 · Platform Tennis Cable	130.09
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	525-214 · Platform Tennis R&R	251.68
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-722 · Professional Developm...	115.30
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-722 · Professional Developm...	152.61
02/17/2023	ACH	FRAUD CHARGE WILL GET ...	510-718 · Miscellaneous Expense	11.99
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-718 · Miscellaneous Expense	7.86
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-714 · Postage & Delivery	3.84
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-701 · Office Supplies	19.88
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-210 · Bank Fees	40.00
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-209 · Quick Books Payroll Li...	65.00
02/17/2023	ACH	FEB 2023 CHARGE EXPENS...	510-208 · Email Provider Service	86.40
Total Chase Card Services				5,445.10
Coach Tom Schweitzer				
02/22/2023	10375	BASKETBALL CLASS WINTE...	640-230 · Athletic Program Service	2,748.00
Total Coach Tom Schweitzer				2,748.00
Comcast				
02/03/2023	10333	ACCOUNT 8771-20-123-0155...	610-207 · Website Service - Rec	91.13
02/03/2023	10333	ACCOUNT 8771-20-123-0155...	520-906 · Cable Depot	44.89
Total Comcast				136.02

River Forest Park District
Monthly Disbursements by Vendor
February 2023

Cash Basis

Date	Num	Memo	Account	Paid Amount
ComEd				
02/14/2023	10357	Acct 5553017016 Feb 2023	530-923 · Electric - Athletic Field ...	204.17
02/14/2023	10358	Acct 5553017016 Feb 2023	530-923 · Electric - Athletic Field ...	437.16
02/03/2023	10349	ACCT 6059347005 GREENFI...	530-922 · Park Security Lights	1.37
02/14/2023	10357	Acct 5553017016 Feb 2023	525-941 · Platform Tennis Lights	295.52
02/14/2023	10358	Acct 5553017016 Feb 2023	525-941 · Platform Tennis Lights	188.08
02/14/2023	10357	Acct 5553017016 Feb 2023	520-931 · Keystone Pavillion Ele...	188.75
02/14/2023	10358	Acct 5553017016 Feb 2023	520-931 · Keystone Pavillion Ele...	183.26
02/03/2023	10349	ACCT 275052009 BONNIE BR...	520-917 · Maintenance Fac. Elec...	135.98
02/03/2023	10349	ACCT 5553373019 LAKE STR...	520-917 · Maintenance Fac. Elec...	24.84
02/02/2023	10350	Acct 4131064012 - 7970 Wash...	520-913 · Washington Com Elect...	272.44
02/03/2023	10349	ACCT 5387164002 DIVISION ...	520-909 · Priority Electricity	71.93
Total ComEd				2,003.50
Computer Explorers				
02/22/2023	10374	LEGO BIRTHDAY PARTY	640-243 · Contracted Birthday P...	150.00
02/22/2023	10374	FUN-GINEERING WINTER 20...	640-231 · Program Contractual S...	504.00
Total Computer Explorers				654.00
Conserv FS, Inc.				
02/03/2023	10335	FINANCE CHARGE	510-210 · Bank Fees	9.23
Total Conserv FS, Inc.				9.23
DIVELLO, THOMAS R._V				
02/22/2023	10376	MILEAGE REIMBURSEMENT	510-723 · Mileage Reimbursement	23.84
Total DIVELLO, THOMAS R._V				23.84
First Communications, LLC				
02/14/2023	10359	Acct 113732 Invoice 124956478	520-903 · Depot Telephone	185.28
Total First Communications, LLC				185.28
Franzen Plumbing, Inc.				
02/22/2023	10377	NEW FACET ROOM A BATH...	520-821 · Depot R&R	650.00
Total Franzen Plumbing, Inc.				650.00
Grainger				
02/03/2023	10337	INVOICE 9557163129 FIRST ...	640-817 · Safety Supplies	371.80
02/22/2023	10378	AIR FILTERS INVOICE 95917...	520-826 · Keystone Center R & R	58.56
02/03/2023	10337	INVOICE 9493920251 DOOR ...	520-824 · Park Bathroom Buildin...	36.86
02/22/2023	10378	AIR FILTERS INVOICE 95917...	520-821 · Depot R&R	57.30
Total Grainger				524.52
Griest, Julia Robling				
02/03/2023	10336	YOGA WORKSHOP ON 1/27/...	640-231 · Program Contractual S...	66.00
Total Griest, Julia Robling				66.00
High Touch-High Tech				
02/03/2023	10338	INVOICE 782 VOLCANOLOG...	640-231 · Program Contractual S...	700.00
Total High Touch-High Tech				700.00
Hinckley Springs				
02/03/2023	10339	INVOICE T223632951018 WA...	610-701 · Office Supplies - Rec	61.49
Total Hinckley Springs				61.49
Home Depot				
02/10/2023	ACH	Concrete rapid set	520-822 · Maintenance Facility R...	26.00
02/10/2023	ACH	Sanding pad & Scaler	520-821 · Depot R&R	30.96
Total Home Depot				56.96

River Forest Park District
Monthly Disbursements by Vendor
February 2023

Cash Basis

Date	Num	Memo	Account	Paid Amount
Illinois State Police				
02/14/2023	10360	Invoice 20230101233 Basketb...	610-717 · Criminal History Check...	638.00
02/14/2023	10360	PK0108936	510-717 · Criminal History Checks	0.00
Total Illinois State Police				638.00
Kantor, Gary				
02/03/2023	10340	MAGIC CLASS ON 2/1/2023	640-231 · Program Contractual S...	66.08
Total Kantor, Gary				66.08
Lakeshore Recycling Systems				
02/03/2023	10341	WASTE BINS INVOICE MW818	530-817 · Trash Disposal	357.60
02/03/2023	10341	INVOICE 5220928 LAKE STR...	530-817 · Trash Disposal	227.20
02/15/2023	10371	BRANCH DISPOSAL	530-817 · Trash Disposal	114.00
Total Lakeshore Recycling Systems				698.80
Lantern Haus				
02/02/2023	10351	BALLOONS FOR VALENTINE...	640-806 · Special Events Supplies	276.00
Total Lantern Haus				276.00
M&M Sports Inc				
02/03/2023	10332	NAME BADGES	610-706 · Staff Expenses	64.01
Total M&M Sports Inc				64.01
Magaly Altagracia Dietz				
02/03/2023	10342	INVOICE 230201-2 POP UP M...	640-231 · Program Contractual S...	525.00
Total Magaly Altagracia Dietz				525.00
Marlon Rodas				
02/14/2023	10366	Graphic Design Services	610-209 · Graphic Artist	840.00
Total Marlon Rodas				840.00
Murray, Bernard				
02/14/2023	10362	Winter I 2023 Youth Tennis Le...	640-230 · Athletic Program Service	1,500.00
Total Murray, Bernard				1,500.00
NiCor				
02/22/2023	10380	ACCT 52-80-85-8006-3 CENT...	525-943 · Platform Tennis Cable	1,379.16
02/22/2023	10380	ACCT 52-80-85-8006-3 CENT...	520-932 · Keystone Pavillion Hea...	344.79
02/22/2023	10380	ACCT 59-24-64-0000-2 DIVISI...	520-910 · Priory Heating Fuel	223.95
Total NiCor				1,947.90
Oak Park River Forest Township				
02/03/2023	10343	2ND QUARTER YOUTH ENG...	610-713 · Youth Intervention - Rec	1,205.00
Total Oak Park River Forest Township				1,205.00
Official Finders, LLC				
02/22/2023	10379	INVOICE 12240 NFL FLAG R...	640-230 · Athletic Program Service	200.00
02/22/2023	10379	INVOICE 12181 NFL FLAG R...	640-230 · Athletic Program Service	120.00
Total Official Finders, LLC				320.00
PDRMA_V				
02/03/2023	10329	INVOICE 123026H JAN 2023 I...	610-122 · Health Insurance - Rec	5,212.33
02/03/2023	10329	INVOICE 123026H JAN 2023 I...	510-122 · Health Insurance	9,160.36
Total PDRMA_V				14,372.69

River Forest Park District
Monthly Disbursements by Vendor
February 2023

Cash Basis

Date	Num	Memo	Account	Paid Amount
Petty Cash				
02/15/2023	10370	BOWLING SNACKS	640-839 · Summer Camp Trip Ex...	15.00
02/15/2023	10370	GLOW STICKS	640-806 · Special Events Supplies	45.58
02/15/2023	10370	METRA TICKET	610-718 · Miscellaneous Expens...	10.00
02/15/2023	10370	HOLIDAY PARTY	610-706 · Staff Expenses	20.00
02/15/2023	10370	FOB KEYS	525-212 · PT FOB Keys	20.00
02/15/2023	10370	CHAMBER LUNCH	510-707 · Professional Associati...	22.00
02/15/2023	10370	CHAMBER LUNCH	510-706 · Staff Expenses	22.00
Total Petty Cash				154.58
Pit Stop				
02/03/2023	10344	INVOICE PS11287 THATCHE...	530-250 · Portable Restroom Ser...	186.17
02/14/2023	10365	Invoice PS514264 Franklin & ...	530-250 · Portable Restroom Ser...	117.00
Total Pit Stop				303.17
Premier Sports Program, LLC				
02/14/2023	10363	Winter I 2023 Indoor Soccer	640-230 · Athletic Program Service	960.00
Total Premier Sports Program, LLC				960.00
QuickScores LLC				
02/22/2023	10381	INVOICE 230324 NFL FLAGG	610-213 · Reservation League S...	70.00
02/14/2023	10364	Mens C Division Platform Tennis	525-201 · Platform Tennis Pro A...	40.00
Total QuickScores LLC				110.00
React Computer Services, Inc.				
02/14/2023	10367	Invoice 6817 Feb 2023 Services	610-206 · IT Service - Rec	405.00
Total React Computer Services, Inc.				405.00
Reuter's Bakery				
02/02/2023	10353	COOKIES FOR VALENTINES ...	640-806 · Special Events Supplies	48.40
Total Reuter's Bakery				48.40
Russo's Power Equipment				
02/22/2023	10382	SALT SPREADER	530-802 · Maintenance Equipme...	259.99
Total Russo's Power Equipment				259.99
Schauer Hardware				
02/22/2023	10383	INVOICE 419738 WIRE CLAM...	530-802 · Maintenance Equipme...	8.99
02/22/2023	10383	INVOICE 419628 PUSH BRO...	520-826 · Keystone Center R & R	20.04
02/22/2023	10383	INVOICE 419628 BATTERY	520-826 · Keystone Center R & R	6.49
Total Schauer Hardware				35.52
Shannahan's				
02/02/2023	10352	CHOCOLATES FOR VALENTI...	640-806 · Special Events Supplies	121.00
Total Shannahan's				121.00
Sletten, Michael_V				
02/03/2023	10345	CONFERENCE REIMBURSE...	510-722 · Professional Developm...	22.25
02/14/2023	10368	Water Reimbursement	510-715 · Board Expenses	9.11
Total Sletten, Michael_V				31.36
Staples Business Advantage				
02/03/2023	10347	OFFICE SUPPLIES INVOICE...	510-701 · Office Supplies	271.71
Total Staples Business Advantage				271.71
Stille, Karen_V				
02/03/2023	10346	METRA TICKETS FOR CONF...	610-722 · Professional Developm...	8.50
02/03/2023	10346	MILAGE TO IPRA MEETINGS	510-723 · Mileage Reimbursement	24.69
Total Stille, Karen_V				33.19

River Forest Park District
Monthly Disbursements by Vendor
February 2023

Cash Basis

Date	Num	Memo	Account	Paid Amount
Village of River Forest - Fuel				
02/14/2023	10369	Water Purchase Acct 1173-00...	530-921 · Irrigation Water Founta...	41.62
02/14/2023	10369	Fuel Purchase Invoice 5564 F...	530-806 · Vehicle Fuel	415.71
Total Village of River Forest - Fuel				457.33
Wigit's Truck Center				
02/22/2023	10384	BLADE FOR PLOW	530-807 · Vehicle & Tractor Main...	478.50
02/22/2023	10384	TIRE REPAIR BOBCAT	530-807 · Vehicle & Tractor Main...	90.00
Total Wigit's Truck Center				568.50
TOTAL				44,641.59

1:04 PM
 03/03/23
 Cash Basis

River Forest Park District Expenses February 2023

	Feb 23	May '22 - Feb 23
Ordinary Income/Expense		
Expense		
500 · CORPORATE FUND EXPENSES		
510-000 · Administrative Expenses		
510-100 · Administrative Salaries & Wages		
510-101 · Executive Director	5,268.86	59,646.39
510-102 · Finance Supervisor	1,678.54	18,491.53
510-110 · Director's Auto Reimb - Corp	230.78	2,538.58
510-122 · Health Insurance	8,771.18	67,478.08
510-123 · Employer FICA & Medicare	4,293.88	43,220.14
510-124 · Health/Wellness Incentive	37.50	430.00
510-126 · PATH Incentive Award - Corp	800.00	800.00
Total 510-100 · Administrative Salaries & Wages	21,080.74	192,604.72
510-200 · Contract Services		
510-204 · Miscellaneous Service	0.00	149.90
510-208 · Email Provider Service	86.40	626.24
510-209 · Quick Books Payroll License	65.00	1,925.42
510-210 · Bank Fees	289.23	319.23
Total 510-200 · Contract Services	440.63	3,020.79
510-700 · Administration Expenses		
510-701 · Office Supplies	291.59	851.41
510-705 · Canon Copier Maintenance Fees	324.11	706.05
510-706 · Staff Expenses	22.00	1,634.01
510-707 · Professional Association Fees	22.00	1,388.50
510-709 · Computer Software R&R	0.00	518.40
510-714 · Postage & Delivery	3.84	711.84
510-715 · Board Expenses	9.11	57.59
510-717 · Criminal History Checks	0.00	0.00
510-718 · Miscellaneous Expense	-201.90	206.09
510-722 · Professional Development	334.91	665.39
510-723 · Mileage Reimbursement	48.53	803.44
510-724 · Physicals / Drug Tests	0.00	240.00
510-725 · Legal Notices / Advertising	0.00	1,218.00
Total 510-700 · Administration Expenses	854.19	9,000.72
Total 510-000 · Administrative Expenses	22,375.56	204,626.23
520-000 · Building Expenses		
520-100 · Facility Salaries		
520-107 · Park Ambassadors	0.00	6,562.50
520-108 · Building Attendant	0.00	0.00
Total 520-100 · Facility Salaries	0.00	6,562.50
520-800 · Building Maintenance		
520-821 · Depot R&R	738.26	5,977.50
520-822 · Maintenance Facility R&R	26.00	1,587.68
520-824 · Park Bathroom Buildings R&R	36.86	3,025.32
520-825 · Janitorial Supplies	0.00	12,650.49
520-826 · Keystone Center R & R	481.09	3,676.97
Total 520-800 · Building Maintenance	1,282.21	26,917.96

1:04 PM
 03/03/23
 Cash Basis

River Forest Park District Expenses February 2023

	Feb 23	May '22 - Feb 23
520-900 · Utilities Expenses		
520-901 · Depot Electricity	0.00	2,739.78
520-902 · Depot Heating Fuel	0.00	1,596.64
520-903 · Depot Telephone	427.72	5,817.38
520-904 · Depot Water	0.00	917.87
520-905 · Alarm Depot	0.00	1,098.00
520-906 · Cable Depot	44.89	874.34
520-909 · Priory Electricity	71.93	781.52
520-910 · Priory Heating Fuel	223.95	1,139.81
520-913 · Washington Com Electricity	272.44	1,586.36
520-917 · Maintenance Fac. Electricity	160.82	1,551.43
520-918 · Maintenance Fac. Heating Fuel	0.00	2,824.85
520-920 · Maintenance Fac. Water	0.00	213.43
520-921 · Maintenance Bldg. Alarm	0.00	773.55
520-931 · Keystone Pavillion Electricity	372.01	1,446.29
520-932 · Keystone Pavillion Heating Fuel	344.79	2,173.54
520-935 · Keystone Pavillion Alarm	0.00	449.55
Total 520-900 · Utilities Expenses	1,918.55	25,984.34
Total 520-000 · Building Expenses	3,200.76	59,464.80
525-000 · Platform Tennis Membership Exp		
525-200 · Platform Tennis Contract Servic		
525-201 · Platform Tennis Pro Admin Fees	40.00	160.00
525-202 · Platform Tennis Resv Software	0.00	180.00
Total 525-200 · Platform Tennis Contract Servic	40.00	340.00
525-210 · Platform Tennis Expenses		
525-211 · Platform Tennis Merchandise	0.00	2,610.44
525-212 · PT FOB Keys	20.00	385.00
525-214 · Platform Tennis R&R	251.68	1,790.99
525-215 · Platform Tennis Social Supplies	0.00	161.59
525-216 · PT Capital Improvement	0.00	462.93
Total 525-210 · Platform Tennis Expenses	271.68	5,410.95
525-940 · PT Utilities		
525-941 · Platform Tennis Lights	483.60	1,439.95
525-942 · Platform Tennis Heating Fuel	0.00	3,849.38
525-943 · Platform Tennis Cable	1,509.25	2,764.97
525-944 · Closed Circuit Television	0.00	4,553.68
Total 525-940 · PT Utilities	1,992.85	12,607.98
Total 525-000 · Platform Tennis Membership Exp	2,304.53	18,358.93
530-000 · Park Expenses		
530-100 · Parks Salaries		
530-103 · Parks Manager	6,576.16	72,337.76
530-104 · Park Maintenance Staff	11,478.40	100,034.13
530-105 · Overtime - Laborers	640.94	17,588.34
530-106 · Seasonal Park Maintenance Staff	0.00	5,966.00
Total 530-100 · Parks Salaries	18,695.50	195,926.23
530-200 · Contract Services		
530-243 · Ornamental Service	0.00	30.00
530-244 · Irrigation Service	0.00	9,272.20
530-245 · Fertilizer / Weed Control	0.00	7,581.00
530-246 · Tree Services	0.00	7,375.00
530-248 · Lightning Detections Service	0.00	467.52
530-249 · Inspection Fees	0.00	1,189.26
530-250 · Portable Restroom Service	303.17	2,681.83
Total 530-200 · Contract Services	303.17	28,596.81

1:04 PM
 03/03/23
 Cash Basis

River Forest Park District Expenses February 2023

	Feb 23	May '22 - Feb 23
530-800 · Park Maintenance Expense		
530-801 · Park Equipment R&R	0.00	3,040.88
530-802 · Maintenance Equipment R&R	268.98	7,182.97
530-804 · Ornamental Supplies	0.00	1,763.87
530-805 · Fertilizer / Weed Control	0.00	1,439.41
530-806 · Vehicle Fuel	415.71	7,590.26
530-807 · Vehicle & Tractor Maintenance	568.50	7,973.25
530-808 · Landscape Supplies	0.00	1,465.36
530-809 · Athletic Field Maint. Supplies	0.00	3,855.96
530-813 · Uniform & Safety Clothing	0.00	700.99
530-814 · Memorial Tree Program	0.00	4,051.13
530-816 · Ice Rink Supplies	0.00	3,068.45
530-817 · Trash Disposal	698.80	2,817.75
530-818 · Equipment Rental	0.00	124.30
530-820 · Signage	0.00	99.00
530-821 · Park Maintenance Other	0.00	17.99
Total 530-800 · Park Maintenance Expense	1,951.99	45,191.57
530-900 · Park Utilities		
530-921 · Irrigation Water Fountain Water	41.62	18,097.33
530-922 · Park Security Lights	1.37	230.89
530-923 · Electric - Athletic Field Light	641.33	5,444.30
Total 530-900 · Park Utilities	684.32	23,772.52
530-000 · Park Expenses - Other	0.00	0.00
Total 530-000 · Park Expenses	21,634.98	293,487.13
Total 500 · CORPORATE FUND EXPENSES	49,515.83	575,937.09
600-000 · RECREATION FUND EXPENSES		
610-000 · Administrative Expenses		
610-100 · Administrative Salaries		
610-101 · Executive Director - Rec	5,268.86	59,646.39
610-103 · Superintendent of Recreation	6,800.00	74,800.00
610-104 · Athletic Manager	5,713.84	40,453.54
610-108 · Registrar / Admin Asst.	3,302.40	31,821.93
610-109 · Registrar / Admin Asst Overtime	0.00	0.00
610-110 · Director's Auto Reimb - Rec	230.78	2,538.58
610-111 · Communicat/Marketing Supervisor	0.00	14,460.92
610-122 · Health Insurance - Rec	4,705.35	36,020.00
610-124 · Health / Wellness Incentive	37.50	105.00
610-125 · Health OPT OUT Reimbursement	361.74	3,861.96
610-126 · PATH Incentive Award - Rec	1,000.00	1,000.00
Total 610-100 · Administrative Salaries	27,420.47	264,708.32
610-200 · Contract Services		
610-205 · Legal Service - Rec	0.00	2,336.25
610-206 · IT Service - Rec	408.98	4,093.78
610-207 · Website Service - Rec	121.12	3,617.67
610-208 · Email Provider Service	86.40	626.16
610-209 · Graphic Artist	840.00	840.00
610-213 · Reservation League Software	70.00	367.50
Total 610-200 · Contract Services	1,526.50	11,881.36

1:04 PM
 03/03/23
 Cash Basis

River Forest Park District Expenses February 2023

	Feb 23	May '22 - Feb 23
610-700 · Administration Expense		
610-701 · Office Supplies - Rec	61.49	7,047.39
610-705 · Canon Copier Maintenance Fees	324.11	706.07
610-706 · Staff Expenses	195.43	3,176.94
610-707 · Professional Assoc Fees - Rec	0.00	1,828.00
610-708 · Computer Equipment - Rec	0.00	138.11
610-713 · Youth Intervention - Rec	1,205.00	3,557.50
610-714 · Postage & Delivery - Rec	0.00	290.00
610-717 · Criminal History Checks - Rec	638.00	664.00
610-718 · Miscellaneous Expense - Rec	10.00	190.00
610-722 · Professional Development - Rec	333.30	1,605.30
610-723 · Mileage Reimbursement - Rec	0.00	76.38
610-724 · Physicals / Drug Tests - Rec	0.00	143.00
610-725 · Credit Card Charges	571.69	18,731.73
610-726 · Registration Trans Fee	422.27	15,729.78
Total 610-700 · Administration Expense	3,761.29	53,884.20
Total 610-000 · Administrative Expenses	32,708.26	330,473.88
640-000 · RECREATION PROGRAM EXPENSES		
640-100 · Recreation Salaries		
640-106 · Camp Staff Salaries	0.00	40,672.23
640-110 · Seasonal Recreation Salaries	0.00	10,035.34
640-111 · Basketball Staff Salaries	7,535.02	7,853.17
640-114 · Birthday Party Salaries	175.00	675.00
Total 640-100 · Recreation Salaries	7,710.02	59,235.74
640-200 · Contract Services		
640-230 · Athletic Program Service	6,697.00	149,737.52
640-231 · Program Contractual Services	1,861.08	25,814.33
640-234 · Summer Camp Service	0.00	82,189.68
640-235 · Recreation Basketball	2,778.00	3,142.00
640-236 · Special Event Service	684.00	3,877.00
640-237 · Memorial Day Parade Service	0.00	2,560.00
640-238 · Thursday Summer Nights Service	0.00	3,995.00
640-240 · Makin Tracks Service	0.00	2,357.85
640-241 · Santa Express Service	0.00	2,418.82
640-242 · Food Truck Rally Service	0.00	2,098.00
640-243 · Contracted Birthday Party	150.00	1,758.00
640-251 · Paddle Tennis Lessons	0.00	2,460.00
640-252 · Platform Tennis League Fees	0.00	8,600.00
640-253 · P. T. Camp Contractual Service	0.00	1,000.00
Total 640-200 · Contract Services	12,170.08	292,008.20
640-800 · Recreation Expense		
640-801 · Recreation Program Supplies	1,716.34	4,661.06
640-802 · Athletic Program Supplies	0.00	5,104.19
640-803 · Recreation Basketball Supplies	0.00	223.99
640-806 · Special Events Supplies	490.98	5,067.80
640-807 · Summer Camp Supplies	0.00	2,513.04
640-808 · Birthday Party Supplies	195.02	595.33
640-809 · Makin Tracks	0.00	5,113.31
640-810 · Thursday Summer Nights	0.00	2,257.04
640-811 · Rec Basketball Uniforms	0.00	6,100.45
640-814 · Summer Camp Uniforms	0.00	1,696.00
640-815 · Program Uniforms	2,040.00	2,040.00
640-817 · Safety Supplies	371.80	1,222.93
640-822 · Pool Pass Reimbursement	0.00	8,771.00
640-823 · Polar Express Supplies	0.00	1,305.54
640-824 · Depot Program Room Rental	0.00	189.64
640-829 · Memorial Day Parade Supplies	0.00	3,198.42
640-831 · Contractor Program Supplies	0.00	894.00
640-832 · Food Truck Rally Supplies	0.00	721.87
640-834 · Makin Tracks Donation to WSSRA	0.00	2,948.00
640-836 · Marketing / Advertising	0.00	1,363.30

1:04 PM
 03/03/23
 Cash Basis

River Forest Park District Expenses February 2023

	Feb 23	May '22 - Feb 23
640-839 · Summer Camp Trip Expenses	15.00	7,507.07
640-841 · P. T. House League Expenses	52.50	5,120.59
640-842 · P.T. Travel League Expenses	0.00	1,474.12
Total 640-800 · Recreation Expense	4,881.64	70,088.69
Total 640-000 · RECREATION PROGRAM EXPENSES	24,761.74	421,332.63
Total 600-000 · RECREATION FUND EXPENSES	57,470.00	751,806.51
66900 · Reconciliation Discrepancies	0.00	-0.01
7100 · IMRF FUND		
7125 · Employer IMRF	4,327.83	51,649.72
Total 7100 · IMRF FUND	4,327.83	51,649.72
7500 · SPECIAL RECREATION FUND		
7560 · WSSRA Special Rec Services	0.00	86,134.00
7561 · Inclusion Expenses	0.00	445.02
Total 7500 · SPECIAL RECREATION FUND	0.00	86,579.02
7700 · LIABILITY FUND		
7736 · Comp. Liability Ins (PDRMA)	0.00	20,665.44
Total 7700 · LIABILITY FUND	0.00	20,665.44
7800 · AUDIT FUND		
7840 · Audit Services	0.00	11,410.00
7843 · Professional / CAFR Fees	0.00	460.00
Total 7800 · AUDIT FUND	0.00	11,870.00
7900 · CAPITAL PROJECTS FUND		
7981 · Facilities & Parks Improvements		
7981.02 · FY 22-23 Capitol Projects	502.47	454,315.85
Total 7981 · Facilities & Parks Improvements	502.47	454,315.85
Total 7900 · CAPITAL PROJECTS FUND	502.47	454,315.85
8000 · Payroll Expenses	0.00	1,693.09
Total Expense	111,816.13	1,954,516.71
Net Ordinary Income	-111,816.13	-1,954,516.71
Net Income	-111,816.13	-1,954,516.71

1:01 PM
 03/03/23
 Cash Basis

River Forest Park District Revenue February 2023

	Feb 23	May '22 - Feb 23
Ordinary Income/Expense		
Income		
400 · REVENUE		
410 · REVENUE - CORPORATE		
10-4102 · State Replacement Tax - Corp	0.00	42,664.52
10-4103 · Interest Revenue - Corp	1,630.88	10,840.56
10-4200 · Program Revenue - Corp		
10-4233 · Platform Ten. Membership Fees	198.00	65,083.92
10-4234 · P. T. Summer Membership Fees	0.00	52.80
10-4236 · P. T. Non-Resident Reimbursemen	0.00	3,550.00
Total 10-4200 · Program Revenue - Corp	198.00	68,686.72
10-4300 · Rental Income - Corp		
10-4310 · Athletic Field Rentals - Corp	0.00	62,240.50
10-4311 · Athletic Field Lights Rental	0.00	8,727.28
10-4312 · Concordia Agreement Rent	0.00	3,663.00
10-4313 · Vegetable Garden Plots	0.00	800.00
Total 10-4300 · Rental Income - Corp	0.00	75,430.78
10-4400 · Donations - Corp Fund		
10-4401 · Memorial Tree Donation - Corp	0.00	2,520.00
10-4402 · Memorial Brick Donation - Corp	0.00	-150.00
10-4403 · Donations / Scholarships - Corp	0.00	89.33
Total 10-4400 · Donations - Corp Fund	0.00	2,459.33
10-4500 · Miscellaneous Revenue - Corp		
10-4502 · Miscellaneous Income - Corp	0.00	22,250.97
10-4509 · Platform Tennis Socials Revenue	0.00	0.00
10-4510 · Platform Tennis Merchandise	27.00	9,460.36
10-4511 · RFYBS Field Maintenance Revenue	0.00	3,241.00
Total 10-4500 · Miscellaneous Revenue - Corp	27.00	34,952.33
Total 410 · REVENUE - CORPORATE	1,855.88	235,034.24
415 · REVENUE - RECREATION		
15-4103 · Interest Revenue-Rec Fund	1,668.96	11,094.17
15-4200 · Program Revenue - Rec Fund		
15-4203 · Program Fees	6,616.67	234,742.22
15-4204 · Special Event Fees	1,460.00	10,405.00
15-4205 · Makin Tracks Fees	0.00	4,275.51
15-4206 · Summer Camp Fees	0.00	115,181.00
15-4207 · Recreation Basketball Fees	0.00	60,249.00
15-4213 · Food Truck Rally	0.00	686.06
15-4220 · Paddle Tennis Lesson Fees	0.00	9,898.51
15-4230 · Platform Tennis League Fees		
15-4231 · PT Member House League Fee	0.00	48.40
15-4232 · PT Member Travel League Fee	3,341.12	42,920.00
Total 15-4230 · Platform Tennis League Fees	3,341.12	42,968.40
Total 15-4200 · Program Revenue - Rec Fund	11,417.79	478,405.70
15-4300 · Rental Income - Rec		
15-4303 · Birthday Party Rentals - Rec	350.00	3,925.00
Total 15-4300 · Rental Income - Rec	350.00	3,925.00
15-4400 · Donations - Rec		
15-4403 · Donations/Scholarships - Rec	86.00	1,130.04
15-4404 · Food Truck Rally Donations	0.00	100.00
15-4405 · Makin Tracks Donations	0.00	4,198.62
15-4408 · Parade Donation Reimbursement	0.00	3,450.00
15-4409 · Thursday Summer Nights Donation	0.00	1,000.00
Total 15-4400 · Donations - Rec	86.00	9,878.66

1:01 PM
03/03/23
Cash Basis

River Forest Park District
Revenue
February 2023

	Feb 23	May '22 - Feb 23
15-4500 · Miscellaneous Revenue - Rec		
15-4508 · Brochure Advertising Rev - Rec	200.00	950.00
Total 15-4500 · Miscellaneous Revenue - Rec	200.00	950.00
Total 415 · REVENUE - RECREATION	13,722.75	504,253.53
430 · Revenue-Special Recreation Fund		
30-4103 · Interest Revenue - Special Rec	596.37	3,324.13
Total 430 · Revenue-Special Recreation Fund	596.37	3,324.13
435 · Revenue - Liability		
35-4500 · Miscellaneous Income -Liability		
35-4502 · Miscellaneous Income -Liability	0.00	1,500.00
Total 35-4500 · Miscellaneous Income -Liability	0.00	1,500.00
Total 435 · Revenue - Liability	0.00	1,500.00
450 · Revenue - Capital Fund		
50-4103 · Interest Revenue-Capitol Fund	7,692.06	51,132.44
Total 450 · Revenue - Capital Fund	7,692.06	51,132.44
Total 400 · REVENUE	23,867.06	795,244.34
Total Income	23,867.06	795,244.34
Gross Profit	23,867.06	795,244.34
Net Ordinary Income	23,867.06	795,244.34
Net Income	23,867.06	795,244.34

RIVER FOREST PARK DISTRICT
BUDGET REPORT
FEBRUARY, 2023
For the Period: May 1, 2022 - February 28, 2023

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
CORPORATE FUND (10)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00	-
4101 Tax Levy	1,078,842.00	4,083.35	814,983.42	819,066.77	75.92%	1,099,170.91
Total Tax Levy	\$ 1,078,842.00	\$ 4,083.35	\$ 814,983.42	\$ 819,066.77	75.92%	\$ 1,099,170.91
4102 State Replacement Tax	20,000.00	0.00	42,664.52	42,664.52	213.32%	24,741.18
4103 Interest Revenue	2,000.00	1,630.88	9,209.68	10,840.56	542.03%	826.66
4233 Platform Tennis Membership Fees	91,000.00	198.00	64,885.92	65,083.92	71.52%	78,194.92
4234 Platform Tennis Summer Fees	200.00	0.00	52.80	52.80	26.40%	133.76
4235 Platform Tennis Guest Fees	100.00	0.00	0.00	0.00	0.00%	30.00
4236 Platform Tennis Non-Res. Reimbursement	2,000.00	0.00	3,550.00	3,550.00	177.50%	1,800.00
4302 Building Rental Revenue	0.00	0.00	0.00	0.00	0.00%	-
4304 Misc Field / Facility Rentals	0.00	0.00	0.00	0.00	0.00%	-
4305 Depot Program Room Rental Revenue	9,000.00	0.00	0.00	0.00	0.00%	2,077.50
4306 Keystone Center Program Room Rental	3,500.00	0.00	0.00	0.00	0.00%	-
4307 Birthday Party Room Rental Revenue	200.00	0.00	0.00	0.00	0.00%	-
4308 Priory Room Rental Revenue	0.00	0.00	0.00	0.00	0.00%	-
4310 Athletic Field Rentals	40,000.00	0.00	62,240.50	62,240.50	155.60%	17,681.25
4311 Athletic Field Lights Rentals	9,000.00	0.00	8,727.28	8,727.28	96.97%	6,910.20
4312 Concordia Agreement Rental Revenue	5,000.00	0.00	3,663.00	3,663.00	73.26%	2,838.00
4313 Garden Plots	800.00	0.00	800.00	800.00	100.00%	800.00
4321 Platform Tennis Court Rental Revenue	12,500.00	0.00	0.00	0.00	0.00%	11,390.00
4401 Memorial Tree Donations	2,000.00	0.00	2,520.00	2,520.00	126.00%	1,675.00
4402 Memorial Brick Donations	100.00	0.00	(150.00)	(150.00)	-150.00%	150.00
4403 Donations	0.00	0.00	89.33	89.33	0.00%	-
4501 Sale of Used Equipment	0.00	0.00	0.00	0.00	0.00%	-
4502 Miscellaneous	100.00	0.00	22,250.97	22,250.97	22250.97%	1,422.21
4505 PATH Incentives Awards	0.00	0.00	0.00	0.00	0.00%	-
4509 Platform Tennis Special Event Revenue	750.00	0.00	0.00	0.00	0.00%	285.00
4510 Platform Tennis Merchandise Sales	5,000.00	27.00	9,433.36	9,460.36	189.21%	13,971.05
4511 RFYBS Revenue	2,500.00	0.00	3,241.00	3,241.00	129.64%	-
4512 RFYS Revenue	1,000.00	0.00	0.00	0.00	0.00%	-
4513 Referee Account	0.00	0.00	0.00	0.00	0.00%	-
Total Other Income	\$ 206,750.00	\$ 1,855.88	\$ 233,178.36	\$ 235,034.24	113.68%	\$ 164,926.73
Total Income w/Tax Levy	\$ 1,285,592.00	\$ 5,939.23	\$ 1,048,161.78	\$ 1,054,101.01	81.99%	\$ 1,264,097.64
ADMINISTRATIVE EXPENSES (10)						
Administrative Salaries & Wages						
510-101 Executive Director - Corp	67,500.00	5,268.86	54,377.53	59,646.39	88.37%	58,505.30
510-102 Finance Supervisor - Corp	32,000.00	1,678.54	16,812.99	18,491.53	57.79%	22,939.63
510-110 Director's Auto Reimbursement	3,000.00	230.78	2,307.80	2,538.58	84.62%	2,538.58
510-122 Health Insurance	97,000.00	8,771.18	58,706.90	67,478.08	69.57%	64,369.19
510-123 Employer FICA & Medicare	49,000.00	4,293.88	38,926.26	43,220.14	88.20%	40,644.30
510-124 Health / Wellness Incentive	1,400.00	37.50	392.50	430.00	30.71%	275.00
510-125 Health OPT OUT Reimbursement	1,500.00	0.00	0.00	0.00	0.00%	-
510-126 PATH Incentive Awards	1,800.00	800.00	0.00	800.00	44.44%	400.00
Total Administrative Salaries & Wages	\$ 253,200.00	\$ 21,080.74	\$ 171,523.98	\$ 192,604.72	76.07%	\$ 189,672.00
Contract Services						
510-204 Miscellaneous Service	1,000.00	0.00	149.90	149.90	14.99%	149.90
510-205 Legal Service	0.00	0.00	0.00	0.00	0.00%	-
510-206 IT Service	0.00	0.00	0.00	0.00	0.00%	-
510-207 Website Service	0.00	0.00	0.00	0.00	0.00%	-
510-208 Email Provider Service	500.00	86.40	539.84	626.24	125.25%	450.09
510-209 Quickbooks Payroll License	750.00	65.00	1,860.42	1,925.42	256.72%	319.80
510-210 Bank Fees	1,000.00	289.23	30.00	319.23	31.92%	-
Total Contract Services	\$ 3,250.00	\$ 440.63	\$ 2,580.16	\$ 3,020.79	92.95%	\$ 919.79
Administration Expense						
510-701 Office Supplies	4,000.00	291.59	559.82	851.41	21.29%	3,073.61
510-702 Office Equipment R & R	500.00	0.00	0.00	0.00	0.00%	-
510-703 Office Furniture R & R	500.00	0.00	0.00	0.00	0.00%	-
510-705 Canon Copier Maintenance Fees	500.00	324.11	381.94	706.05	141.21%	496.38
510-706 Staff Expenses	2,500.00	22.00	1,612.01	1,634.01	65.36%	1,833.87
510-707 Professional Association Fees	1,500.00	22.00	1,366.50	1,388.50	92.57%	1,933.00
510-708 Computer Equipment R & R	2,000.00	0.00	0.00	0.00	0.00%	-
510-709 Computer Software R & R	1,500.00	0.00	518.40	518.40	34.56%	1,327.49
510-710 Printing	500.00	0.00	0.00	0.00	0.00%	-
510-714 Postage & Delivery	500.00	3.84	708.00	711.84	142.37%	174.00
510-715 Board Expenses	500.00	9.11	48.48	57.59	11.52%	99.48
510-717 Criminal History Checks	100.00	0.00	0.00	0.00	0.00%	-
510-718 Miscellaneous Expense	250.00	(201.90)	407.99	206.09	82.44%	172.22
510-721 Telephone System R & R	500.00	0.00	0.00	0.00	0.00%	-
510-722 Professional Development	2,000.00	334.91	330.48	665.39	33.27%	305.00
510-723 Mileage Reimbursement/Tolls	1,000.00	48.53	754.91	803.44	80.34%	871.02
510-724 Physicals / Drug Tests	250.00	0.00	240.00	240.00	96.00%	-
510-725 Legal Notices / Advertising	1,000.00	0.00	1,218.00	1,218.00	121.80%	622.10
Total Administration Expense	\$ 19,600.00	\$ 854.19	\$ 8,146.53	\$ 9,000.72	45.92%	\$ 10,908.17
TOTAL ADMINISTRATIVE EXPENSES	\$ 276,050.00	\$ 22,375.56	\$ 182,250.67	\$ 204,626.23	74.13%	\$ 201,499.96

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
<u>BUILDING EXPENSES (20)</u>						
Facility Salaries						
520-107 Park Ambassadors	10,000.00	0.00	6,562.50	6,562.50	65.63%	6,447.00
520-108 Building Attendant	250.00	0.00	0.00	0.00	0.00%	47.25
Total Facility Salaries	\$ 10,250.00	\$ -	\$ 6,562.50	\$ 6,562.50	64.02%	\$ 6,494.25
Contract Services						
520-221 HVAC Service	2,000.00	0.00	0.00	0.00	0.00%	-
520-223 Inspection/Fees	2,000.00	0.00	0.00	0.00	0.00%	654.48
Total Contract Services	\$ 4,000.00	\$ -	\$ -	\$ -	0.00%	\$ 654.48
Building Maintenance						
520-821 Depot R & R	3,000.00	738.26	5,239.24	5,977.50	199.25%	15,491.69
520-822 Maintenance Facility R & R	2,000.00	26.00	1,561.68	1,587.68	79.38%	302.20
520-823 Batting Cage R & R	500.00	0.00	0.00	0.00	0.00%	-
520-824 Park Bathroom Buildings R & R	2,500.00	36.86	2,988.46	3,025.32	121.01%	7,111.54
520-825 Janitorial / Paper Towel Supplies	7,000.00	0.00	12,650.49	12,650.49	180.72%	5,421.09
520-826 Keystone Center R & R	2,000.00	481.09	3,195.88	3,676.97	183.85%	620.58
Total Building Maintenance	\$ 17,000.00	\$ 1,282.21	\$ 25,635.75	\$ 26,917.96	158.34%	\$ 28,947.10
Utilities Expense						
Depot						
520-901 Electricity	3,500.00	0.00	2,739.78	2,739.78	78.28%	2,595.73
520-902 Heating Fuel	2,000.00	0.00	1,596.64	1,596.64	79.83%	1,482.57
520-903 Telephone	7,500.00	427.72	5,389.66	5,817.38	77.57%	5,666.87
520-904 Water	1,000.00	0.00	917.87	917.87	91.79%	865.78
520-905 Alarm	2,500.00	0.00	1,098.00	1,098.00	43.92%	1,098.00
520-906 Cable	1,000.00	44.89	829.45	874.34	87.43%	855.34
520-907 Closed Circuit TV	1,800.00	0.00	0.00	0.00	0.00%	-
Total Depot Utilities Expense	\$ 19,300.00	\$ 472.61	\$ 12,571.40	\$ 13,044.01	67.59%	\$ 12,564.29
Priory						
520-909 Electricity	1,000.00	71.93	709.59	781.52	78.15%	768.11
520-910 Heating Fuel	1,000.00	223.95	915.86	1,139.81	113.98%	762.05
Total Priory Utilities Expense	\$ 2,000.00	\$ 295.88	\$ 1,625.45	\$ 1,921.33	96.07%	\$ 1,530.16
Washington Commons						
520-913 Electricity	1,500.00	272.44	1,313.92	1,586.36	105.76%	1,090.75
520-916 Water	750.00	0.00	0.00	0.00	0.00%	163.64
Total Washington Commons Utilities Expense	\$ 2,250.00	\$ 272.44	\$ 1,313.92	\$ 1,586.36	70.50%	\$ 1,254.39
Maintenance Facility						
520-917 Electricity	2,000.00	160.82	1,390.61	1,551.43	77.57%	1,810.70
520-918 Heating Fuel	3,000.00	0.00	2,824.85	2,824.85	94.16%	2,589.56
520-919 Telephone	0.00	0.00	0.00	0.00	0.00%	-
520-920 Water	750.00	0.00	213.43	213.43	28.46%	391.95
520-921 Alarm	1,300.00	0.00	773.55	773.55	59.50%	1,237.42
520-922 Cable / Internet	0.00	0.00	0.00	0.00	0.00%	-
Total Maintenance Facility Utilities	\$ 7,050.00	\$ 160.82	\$ 5,202.44	\$ 5,363.26	76.07%	\$ 6,029.63
Keystone Pavillion						
520-931 Electricity	1,500.00	372.01	1,074.28	1,446.29	96.42%	1,221.67
520-932 Heating Fuel	1,800.00	344.79	1,828.75	2,173.54	120.75%	855.23
520-934 Water	0.00	0.00	0.00	0.00	#DIV/0!	-
520-935 Alarm	600.00	0.00	449.55	449.55	74.93%	449.55
Total Keystone Pavillion Utilities Expense	\$ 3,900.00	\$ 716.80	\$ 3,352.58	\$ 4,069.38	104.34%	\$ 2,526.45
Total Utility Expenses	\$ 34,500.00	\$ 1,918.55	\$ 24,065.79	\$ 25,984.34	75.32%	\$ 23,904.92
TOTAL BUILDING EXPENSES	\$ 65,750.00	\$ 3,200.76	\$ 56,264.04	\$ 59,464.80	90.44%	\$ 60,000.75
<u>PLATFORM TENNIS MEMBERSHIP EXPENSES (25)</u>						
Contract Services						
525-201 Professional / Administration Fees	0.00	40.00	120.00	160.00	0.00%	-
525-202 Reservation Software	240.00	0.00	180.00	180.00	75.00%	180.00
525-203 Platform Tennis Services	7,500.00	0.00	0.00	0.00	0.00%	-
Total Contract Services	\$ 7,740.00	\$ 40.00	\$ 300.00	\$ 340.00	4.39%	\$ 180.00
Platform Tennis Expenses						
525-211 Merchandise	4,000.00	0.00	2,610.44	2,610.44	65.26%	2,423.00
525-212 FOB Keys	750.00	20.00	365.00	385.00	51.33%	651.61
525-213 Special Events	100.00	0.00	0.00	0.00	0.00%	50.78
525-214 Platform Tennis R & R	2,000.00	251.68	1,539.31	1,790.99	89.55%	2,250.71
525-215 Platform Tennis Social Supplies	100.00	0.00	161.59	161.59	161.59%	70.00
525-216 Capital Improvement - Platform Tennis	0.00	0.00	462.93	462.93	0.00%	-
Total Platform Tennis Expenses	\$ 6,950.00	\$ 271.68	\$ 5,139.27	\$ 5,410.95	77.86%	\$ 5,446.10
Platform Tennis Utilities						
525-941 Electricity / Lights	2,500.00	483.60	956.35	1,439.95	57.60%	1,894.30
525-942 Heating Fuel	4,000.00	0.00	3,849.38	3,849.38	96.23%	3,909.37
525-943 Cable / DISH	1,500.00	1,509.25	1,255.72	2,764.97	184.33%	1,300.49
525-944 Closed Circuit Television	800.00	0.00	4,553.68	4,553.68	569.21%	1,350.00
Total Platform Tennis Utilities Expenses	\$ 8,800.00	\$ 1,992.85	\$ 10,615.13	\$ 12,607.98	143.27%	\$ 8,454.16
TOTAL PLATFORM TENNIS MEMBERSHIP EXPENSES	\$ 23,490.00	\$ 2,304.53	\$ 16,054.40	\$ 18,358.93	78.16%	\$ 14,080.26

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
<u>PARK EXPENSES (30)</u>						
Parks Salaries						
530-103 Park Manager	86,000.00	6,576.16	65,761.60	72,337.76	84.11%	65,685.03
530-104 Park Maintenance Staff	138,000.00	11,478.40	88,555.73	100,034.13	72.49%	102,195.97
530-105 Overtime	14,000.00	640.94	16,947.40	17,588.34	125.63%	15,147.01
530-106 Seasonal Park Maintenance Staff	10,000.00	0.00	5,966.00	5,966.00	59.66%	5,500.63
Total Park Salaries Expense	\$ 248,000.00	\$ 18,695.50	\$ 177,230.73	\$ 195,926.23	79.00%	\$ 188,528.64
Contract Services						
530-241 Athletic Fields Services	0.00	0.00	0.00	0.00	0.00%	-
530-242 Landscaping Services	4,000.00	0.00	0.00	0.00	0.00%	-
530-243 Ornamental Services	0.00	0.00	30.00	30.00	0.00%	-
530-244 Irrigation Services	6,000.00	0.00	9,272.20	9,272.20	154.54%	5,410.00
530-245 Fertilizer & Weed Control Services	5,500.00	0.00	7,581.00	7,581.00	137.84%	5,042.59
530-246 Tree Services	11,000.00	0.00	7,375.00	7,375.00	67.05%	6,890.00
530-247 Electrical Services	2,000.00	0.00	0.00	0.00	0.00%	1,077.00
530-248 Lightning Detections Services	100.00	0.00	467.52	467.52	467.52%	-
530-249 Inspection Fees	3,000.00	0.00	1,189.26	1,189.26	39.64%	1,903.06
530-250 Portable Restroom Service	2,000.00	303.17	2,378.66	2,681.83	134.09%	1,884.60
Total Contract Services	\$ 33,600.00	\$ 303.17	\$ 28,293.64	\$ 28,596.81	85.11%	\$ 22,207.25
Park Maintenance Expense						
530-801 Park Equipment R & R	7,000.00	0.00	3,040.88	3,040.88	43.44%	5,817.75
530-802 Maintenance Equipment / Supplies R & R	5,000.00	268.98	6,913.99	7,182.97	143.66%	4,064.73
530-803 Tree & Shrub Supplies	3,000.00	0.00	0.00	0.00	0.00%	3,085.53
530-804 Ornamental Supplies	3,000.00	0.00	1,763.87	1,763.87	58.80%	1,710.89
530-805 Fertilizer & Weed Control Supplies	15,000.00	0.00	1,439.41	1,439.41	9.60%	14,986.97
530-806 Vehicle Fuel	6,000.00	415.71	7,174.55	7,590.26	126.50%	5,943.00
530-807 Vehicle & Tractor R & R	8,000.00	568.50	7,404.75	7,973.25	99.67%	9,662.42
530-808 Landscape Supplies	6,000.00	0.00	1,465.36	1,465.36	24.42%	4,222.51
530-809 Athletic Field Maintenance Supplies	9,000.00	0.00	3,855.96	3,855.96	42.84%	7,456.86
530-810 RFYBS Expenses	2,500.00	0.00	0.00	0.00	0.00%	-
530-811 RFYS Expenses	1,000.00	0.00	0.00	0.00	0.00%	4,099.98
530-812 Memorial Brick Program	250.00	0.00	0.00	0.00	0.00%	-
530-813 Uniforms & Safety Clothing	1,500.00	0.00	700.99	700.99	46.73%	1,705.27
530-814 Memorial Tree Program	2,500.00	0.00	4,051.13	4,051.13	162.05%	2,044.80
530-816 Ice Rink Supplies	2,500.00	0.00	3,068.45	3,068.45	122.74%	2,609.62
530-817 Trash Disposal	6,000.00	698.80	2,118.95	2,817.75	46.96%	2,222.80
530-818 Equipment Rental	1,000.00	0.00	124.30	124.30	12.43%	536.10
530-819 Garden Plots R & R	100.00	0.00	0.00	0.00	0.00%	-
530-820 Signage	1,500.00	0.00	99.00	99.00	6.60%	662.10
530-821 Park Maintenance Other	0.00	0.00	17.99	17.99	0.00%	-
Total Park Maintenance Expense	\$ 80,850.00	\$ 1,951.99	\$ 43,239.58	\$ 45,191.57	55.90%	\$ 70,831.33
Park Utilities						
530-921 Irrigation / Water Fountain Water	20,000.00	41.62	18,055.71	18,097.33	90.49%	17,973.47
530-922 Park Security Lights	500.00	1.37	229.52	230.89	46.18%	160.79
530-923 Electric - Athletic Field Lights	9,000.00	641.33	4,802.97	5,444.30	60.49%	9,213.48
Total Park Utilities	\$ 29,500.00	\$ 684.32	\$ 23,088.20	\$ 23,772.52	80.58%	\$ 27,347.74
TOTAL PARK EXPENSES	\$ 391,950.00	\$ 21,634.98	\$ 271,852.15	\$ 293,487.13	74.88%	\$ 308,914.96
550-900 Corporate Contingency	5,000.00	-	-	-	0.00%	4,272.16
TOTAL CORPORATE EXPENSES	\$ 762,240.00	\$ 49,515.83	\$ 526,421.26	\$ 575,937.09	75.56%	\$ 588,768.09
Fund Transfers						
560-997 FUND TRANSFER TO SPEC REC FUND	25,000.00	0.00	0.00	0.00	0.00%	-
560-999 FUND TRANSFER TO CAPITAL FUND	925,000.00	0.00	0.00	0.00	0.00%	-
Total Fund Transfers	\$ 950,000.00	\$ -	\$ -	\$ -	0.00%	-
TOTAL CORPORATE EXPENSES & FUND TRANSFERS	\$ 1,712,240.00	\$ 49,515.83	\$ 526,421.26	\$ 575,937.09	33.64%	\$ 588,768.09
CORPORATE NET FUND TOTAL	\$ (426,648.00)	\$ (43,576.60)	\$ 521,740.52	\$ 478,163.92	45.36%	\$ 675,329.55
(Excess Revenue over Expenses)						

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
RECREATION FUND (15)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00%	-
4101 Tax Levy	400,000.00	1,427.06	284,823.42	286,250.48	71.56%	411,097.50
Total Tax Levy	\$ 400,000.00	\$ 1,427.06	\$ 284,823.42	\$ 286,250.48	71.56%	\$ 411,097.50
4103 Interest Income	2,000.00	1,668.96	9,425.21	11,094.17	554.71%	746.16
4202 Summer Program Fees	0.00	0.00	0.00	0.00	0.00%	-
4203 Program Fees	215,000.00	6,616.67	228,125.55	234,742.22	109.18%	175,406.46
4204 Special Event Fees	9,000.00	1,460.00	8,945.00	10,405.00	115.61%	9,747.00
4205 Makin Tracks Fees	7,000.00	0.00	4,275.51	4,275.51	61.08%	-
4206 Summer Camp Fees	185,000.00	0.00	115,181.00	115,181.00	62.26%	189,336.80
4207 Recreation Basketball Fees	50,000.00	0.00	60,249.00	60,249.00	120.50%	61,872.00
4208 Travel Basketball Fees	0.00	0.00	0.00	0.00	0.00%	-
4209 Travel Volleyball Fees	0.00	0.00	0.00	0.00	0.00%	-
4211 Parade Fees	2,500.00	0.00	0.00	0.00	0.00%	-
4212 Deck the Depot	5,000.00	0.00	0.00	0.00	0.00%	-
4213 Food Truck Rally Donations Reimbursement	0.00	0.00	686.06	686.06	0.00%	-
4218 Gift Card Revenue	0.00	0.00	0.00	0.00	0.00%	-
4219 Cancellation Fee Charge	0.00	0.00	0.00	0.00	0.00%	-
4220 Paddle Tennis Lesson Fees	12,000.00	0.00	9,898.51	9,898.51	82.49%	6,607.75
4231 Platform Tennis Member <i>House</i> League Fee	22,000.00	0.00	48.40	48.40	0.22%	22,623.30
4232 Platform Tennis Member <i>Travel</i> League Fee	20,000.00	3,341.12	39,578.88	42,920.00	214.60%	18,085.76
4237 Platform Tennis Adult Camp Fee	4,000.00	0.00	0.00	0.00	0.00%	4,000.00
4200 Program Revenue - Other	0.00	0.00	0.00	0.00	0.00%	-
4303 Birthday Parties Rentals	3,800.00	350.00	3,575.00	3,925.00	103.29%	700.00
4403 Donations/Scholarships	1,000.00	86.00	1,044.04	1,130.04	113.00%	970.00
4404 Food Truck Rally Donations Reimbursement	0.00	0.00	100.00	100.00	0.00%	1,555.55
4405 Makin Tracks Donations	2,000.00	0.00	4,198.62	4,198.62	209.93%	500.00
4406 Clear Sky Donations	0.00	0.00	0.00	0.00	0.00%	-
4407 Special Event Donations	0.00	0.00	0.00	0.00	0.00%	-
4408 Parade Donation Reimbursements	2,500.00	0.00	3,450.00	3,450.00	0.00%	-
4409 Thursday Summer Nights Donations	500.00	0.00	1,000.00	1,000.00	200.00%	-
4410 Recreation Basketball Sponsorships	1,500.00	0.00	0.00	0.00	0.00%	1,300.00
4501 Sale of Used Equipment	0.00	0.00	0.00	0.00	0.00%	-
4502 Miscellaneous	0.00	0.00	0.00	0.00	0.00%	20.00
4503 Keystone Concession	0.00	0.00	0.00	0.00	0.00%	-
4504 Priory Concession	0.00	0.00	0.00	0.00	0.00%	-
4505 PATH Incentive Awards	0.00	0.00	0.00	0.00	0.00%	-
4508 Brochure Advertising Revenue	1,000.00	200.00	750.00	950.00	95.00%	-
4510 Platform Tennis Merchandise	8,000.00	0.00	0.00	0.00	0.00%	-
Total Other Income	\$ 553,800.00	\$ 13,722.75	\$ 490,530.78	\$ 504,253.53	91.05%	\$ 493,470.78
TOTAL INCOME WITH TAX LEVY	\$ 953,800.00	\$ 15,149.81	\$ 775,354.20	\$ 790,504.01	82.88%	\$ 904,568.28
ADMINISTRATIVE EXPENSES (10)						
Administration Salaries						
610-101 Executive Director - Rec	67,500.00	5,268.86	54,377.53	59,646.39	88.37%	58,022.80
610-102 Business Services Supervisor	0.00	0.00	0.00	0.00	0.00%	-
610-103 Superintendent of Recreation	89,000.00	6,800.00	68,000.00	74,800.00	84.04%	68,803.87
610-104 Athletic Manager	48,000.00	5,713.84	34,739.70	40,453.54	84.28%	27,094.52
610-108 Registrar / Administrative Asst.	40,000.00	3,302.40	28,519.53	31,821.93	79.55%	31,324.64
610-109 Registrar / Admin. Asst. Overtime	2,000.00	0.00	0.00	0.00	0.00%	249.19
610-110 Director's Auto Reimbursement - Rec	3,000.00	230.78	2,307.80	2,538.58	84.62%	2,538.58
610-111 Communications / Marketing Supervisor	26,000.00	0.00	14,460.92	14,460.92	55.62%	22,030.47
610-122 Health Insurance - Rec	38,500.00	4,705.35	31,314.65	36,020.00	93.56%	30,597.98
610-124 Health / Wellness Incentive	1,200.00	37.50	67.50	105.00	8.75%	-
610-125 Health OPT OUT Reimbursement	1,500.00	361.74	3,500.22	3,861.96	257.46%	2,738.46
610-126 PATH Incentive Awards	1,500.00	1,000.00	0.00	1,000.00	66.67%	930.00
Total Administration Salaries	\$ 318,200.00	\$ 27,420.47	\$ 237,287.85	\$ 264,708.32	83.19%	\$ 244,330.51
Contract Services						
610-204 Miscellaneous Service	500.00	0.00	0.00	0.00	0.00%	-
610-205 Legal Service	10,000.00	0.00	2,336.25	2,336.25	23.36%	5,417.48
610-206 IT Service	6,000.00	408.98	3,684.80	4,093.78	68.23%	4,091.79
610-207 Website Service	2,500.00	121.12	3,496.55	3,617.67	144.71%	1,931.89
610-208 Email Provider Service	500.00	86.40	539.76	626.16	125.23%	450.09
610-209 Graphics Artist	0.00	840.00	0.00	840.00	0.00%	-
610-210 Printer Services	1,000.00	0.00	0.00	0.00	0.00%	-
610-211 Photographer	0.00	0.00	0.00	0.00	0.00%	-
610-212 Marketing Services	1,000.00	0.00	0.00	0.00	0.00%	831.60
610-213 Reservation Software	2,500.00	70.00	297.50	367.50	14.70%	689.00
Total Contract Services	\$ 24,000.00	\$ 1,526.50	\$ 10,354.86	\$ 11,881.36	49.51%	\$ 13,411.85

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
Administration Expense						
610-701 Office Supplies	4,000.00	61.49	6,985.90	7,047.39	176.18%	655.65
610-702 Office Equipment R & R	500.00	0.00	0.00	0.00	0.00%	-
610-704 Office Furniture R & R	500.00	0.00	0.00	0.00	0.00%	-
610-705 Canon Copier Maintenance Fees	1,000.00	324.11	381.96	706.07	70.61%	496.35
610-706 Staff Expenses	3,000.00	195.43	2,981.51	3,176.94	105.90%	4,020.60
610-707 Professional Association Fees	1,500.00	0.00	1,828.00	1,828.00	121.87%	858.00
610-708 Computer Equipment	1,500.00	0.00	138.11	138.11	9.21%	-
610-709 Computer Software	1,500.00	0.00	0.00	0.00	0.00%	599.88
610-712 Scholarships / Certificates	2,000.00	0.00	0.00	0.00	0.00%	63.63
610-713 Youth Intervention	5,000.00	1,205.00	2,352.50	3,557.50	71.15%	4,545.00
610-714 Postage & Delivery	1,500.00	0.00	290.00	290.00	19.33%	174.00
610-717 Criminal Background Checks	1,500.00	638.00	26.00	664.00	44.27%	-
610-718 Miscellaneous Expense	250.00	10.00	180.00	190.00	76.00%	1,616.00
610-721 Telephone System R & R	500.00	0.00	0.00	0.00	0.00%	-
610-722 Professional Development	3,500.00	333.30	1,272.00	1,605.30	45.87%	439.20
610-723 Mileage Reimbursement	500.00	0.00	76.38	76.38	15.28%	-
610-724 Physicals / Drug Tests	1,500.00	0.00	143.00	143.00	9.53%	459.00
610-725 Credit Card Charges	20,000.00	571.69	18,160.04	18,731.73	93.66%	18,742.68
610-726 Registration Transaction Fees	20,000.00	422.27	15,307.51	15,729.78	78.65%	13,903.93
Total Administration Expense	\$ 69,750.00	\$ 3,761.29	\$ 50,122.91	\$ 53,884.20	77.25%	\$ 46,573.92
TOTAL ADMINISTRATIVE EXPENSES	\$ 411,950.00	\$ 32,708.26	\$ 297,765.62	\$ 330,473.88	80.22%	\$ 304,316.28
RECREATION PROGRAM EXPENSES (40)						
Recreation Salaries						
640-106 Camp Staff Salaries	47,000.00	0.00	40,672.23	40,672.23	86.54%	23,335.25
640-110 Seasonal Recreation Salaries	12,000.00	0.00	10,035.34	10,035.34	83.63%	9,675.68
640-111 Recreation Basketball Staff Salaries	10,000.00	7,535.02	318.15	7,853.17	78.53%	8,109.50
640-112 Travel Basketball Salaries	0.00	0.00	0.00	0.00	0.00%	-
640-113 Travel Volleyball Salaries	0.00	0.00	0.00	0.00	0.00%	-
640-114 Birthday Party Salaries	500.00	175.00	500.00	675.00	135.00%	50.00
Total Salaries & Wages	\$ 69,500.00	\$ 7,710.02	\$ 51,525.72	\$ 59,235.74	85.23%	\$ 41,170.43
Contract Services						
640-230 Athletic Contractual Service	90,000.00	6,697.00	143,040.52	149,737.52	166.38%	93,748.90
640-231 Recreation Contractual Services	40,000.00	1,861.08	23,953.25	25,814.33	64.54%	33,132.49
640-232 Travel Basketball League	0.00	0.00	0.00	0.00	0.00%	-
640-233 Travel Volleyball League	0.00	0.00	0.00	0.00	0.00%	-
640-234 Summer Camps	80,000.00	0.00	82,189.68	82,189.68	102.74%	81,288.38
640-235 Recreation Basketball	10,000.00	2,778.00	364.00	3,142.00	31.42%	2,910.00
640-236 Special Event Service	4,000.00	684.00	3,193.00	3,877.00	96.93%	2,902.00
640-237 Memorial Day Parade Service	4,000.00	0.00	2,560.00	2,560.00	64.00%	400.00
640-238 Thursday Summer Nights Service	4,000.00	0.00	3,995.00	3,995.00	99.88%	1,500.00
640-240 Makin Tracks Service	1,500.00	0.00	2,357.85	2,357.85	157.19%	-
640-241 Polar Express Service	3,500.00	0.00	2,418.82	2,418.82	69.11%	2,758.75
640-242 Food Truck Rally Service	2,500.00	0.00	2,098.00	2,098.00	83.92%	2,904.46
640-243 Contracted Birthday Party	2,500.00	150.00	1,608.00	1,758.00	70.32%	-
640-251 Paddle Tennis Lessons	8,000.00	0.00	2,460.00	2,460.00	30.75%	19,336.46
640-252 Platform Tennis League Fees	9,000.00	0.00	8,600.00	8,600.00	95.56%	8,775.00
640-253 Platform Tennis Adult Camp Contractual Services	3,200.00	0.00	1,000.00	1,000.00	31.25%	3,000.00
Total Contract Services	\$ 262,200.00	\$ 12,170.08	\$ 279,838.12	\$ 292,008.20	111.37%	\$ 252,656.44
Recreation Expense						
640-801 Recreation Program Supplies	4,000.00	1,716.34	2,944.72	4,661.06	116.53%	2,879.98
640-802 Athletic Program Supplies	3,000.00	0.00	5,104.19	5,104.19	170.14%	1,831.40
640-803 Recreation Basketball Supplies	2,500.00	0.00	223.99	223.99	8.96%	277.81
640-804 Travel Basketball Supplies	0.00	0.00	0.00	0.00	0.00%	-
640-805 Travel Volleyball Supplies	0.00	0.00	0.00	0.00	0.00%	-
640-806 Special Event Supplies	8,000.00	490.98	4,576.82	5,067.80	63.35%	4,535.06
640-807 Summer Camp Supplies	2,500.00	0.00	2,513.04	2,513.04	100.52%	2,009.75
640-808 Birthday Party Supplies	250.00	195.02	400.31	595.33	238.13%	62.40
640-809 Makin Tracks Supplies	6,000.00	0.00	5,113.31	5,113.31	85.22%	380.85
640-810 Thursday Summer Nights Supplies	2,000.00	0.00	2,257.04	2,257.04	112.85%	3,732.43
640-811 Recreation Basketball Uniforms	5,500.00	0.00	6,100.45	6,100.45	110.92%	4,559.77
640-812 Travel Basketball Uniforms	0.00	0.00	0.00	0.00	0.00%	-
640-813 Travel Volleyball Uniforms	0.00	0.00	0.00	0.00	0.00%	-
640-814 Summer Camp Uniforms	3,500.00	0.00	1,696.00	1,696.00	48.46%	2,304.50
640-815 Program Uniforms	1,000.00	2,040.00	0.00	2,040.00	204.00%	301.80
640-817 Safety Supplies	500.00	371.80	851.13	1,222.93	244.59%	94.61
640-821 Facility Rental	6,000.00	0.00	0.00	0.00	0.00%	-
640-822 Pool Pass Reimbursement	7,500.00	0.00	8,771.00	8,771.00	116.95%	4,300.00
640-823 Polar Express Supplies	1,500.00	0.00	1,305.54	1,305.54	87.04%	1,039.61
640-824 Depot Program Room Rental	8,000.00	0.00	189.64	189.64	2.37%	2,077.50
640-825 Keystone Center Room Rental	2,500.00	0.00	0.00	0.00	0.00%	-
640-826 Birthday Party Room Rental	250.00	0.00	0.00	0.00	0.00%	-
640-827 Priory Program Room Rental	0.00	0.00	0.00	0.00	0.00%	-
640-828 Clear Sky Supplies	0.00	0.00	0.00	0.00	0.00%	-
640-829 Memorial Day Parade Supplies	3,500.00	0.00	3,198.42	3,198.42	91.38%	-
640-831 Contractor Program Supplies	1,500.00	0.00	894.00	894.00	59.60%	699.00
640-832 Food Truck Rally Supplies	500.00	0.00	721.87	721.87	144.37%	742.69
640-833 Paddle Tennis Program Supplies	0.00	0.00	0.00	0.00	0.00%	101.84
640-834 Makin Tracks Donation to WSSRA	1,000.00	0.00	2,948.00	2,948.00	294.80%	500.00
640-835 Parks Foundation Reimburse Expenses	0.00	0.00	0.00	0.00	0.00%	-
640-836 Marketing / Advertising	2,000.00	0.00	1,363.30	1,363.30	68.17%	-
640-837 Recreation Rental Equipment	0.00	0.00	0.00	0.00	0.00%	-
640-839 Summer Camp Trip Expenses	8,000.00	15.00	7,492.07	7,507.07	93.84%	6,175.55
640-840 Platform Tennis Adult Camp Expenses	0.00	0.00	0.00	0.00	0.00%	37.62
640-841 Platform Tennis House League Expenses	5,000.00	52.50	5,068.09	5,120.59	102.41%	2,224.00
640-842 Platform Tennis Travel League Expenses	4,000.00	0.00	1,474.12	1,474.12	36.85%	2,449.00
640-843 Platform Tennis Court Rental	9,600.00	0.00	0.00	0.00	0.00%	11,390.00
640-891 Capital Improvement - Rec	0.00	0.00	0.00	0.00	0.00%	-
Total Recreation Expense	\$ 99,600.00	\$ 4,881.64	\$ 65,207.05	\$ 70,088.69	70.37%	\$ 54,707.17
TOTAL RECREATION PROGRAM EXPENSES	\$ 431,300.00	\$ 24,761.74	\$ 396,570.89	\$ 421,332.63	97.69%	\$ 348,534.04

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
CONCESSION EXPENSES (50)						
Concession Salaries						
650-115 Concession Salaries	0.00	0.00	0.00	0.00	0.00%	-
Total Concession Salaries	\$ -	\$ -	\$ -	\$ -	0.00%	-
Concession Expense						
650-851 Keystone Concession Supplies	0.00	0.00	0.00	0.00	0.00%	-
650-852 Priory Concession Supplies	0.00	0.00	0.00	0.00	0.00%	-
650-853 Keystone Concession Equipment R & R	0.00	0.00	0.00	0.00	0.00%	-
Total Concession Expense	\$ -	\$ -	\$ -	\$ -	0.00%	-
TOTAL CONCESSION EXPENSES	\$ -	\$ -	\$ -	\$ -	0.00%	-
660-999 Recreation Contingency	\$ -	\$ -	\$ -	\$ -	0.00%	-
TOTAL RECREATION EXPENSES	\$ 843,250.00	\$ 57,470.00	\$ 694,336.51	\$ 751,806.51	89.16%	\$ 652,850.32
Fund Transfers						
560-997 FUND TRANSFER TO SPEC REC FUND						
560-999 FUND TRANSFER TO CAPITAL FUND	\$ 500,000.00					
TOTAL EXPENSES & FUND TRANSFER	\$ 1,343,250.00	\$ 57,470.00	\$ 694,336.51	\$ 751,806.51	86.16%	\$ 652,850.32
RECREATION NET FUND TOTAL (Excess of Revenue over Expenses)	\$ (389,450.00)	\$ (42,320.19)	\$ 81,017.69	\$ 38,697.50	4.90%	\$ 251,717.96
ILLINOIS MUNICIPAL RETIREMENT FUND (20)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00%	-
4101 Tax Levy	75,000.00	267.57	53,403.59	53,671.16	71.56%	40,257.15
Total Tax Levy Income	\$ 75,000.00	\$ 267.57	\$ 53,403.59	\$ 53,671.16	71.56%	\$ 40,257.15
Administrative Expense						
7125 Employer IMRF	60,000.00	4,327.83	47,321.89	51,649.72	86.08%	51,238.24
TOTAL IMRF EXPENSES	\$ 60,000.00	\$ 4,327.83	\$ 47,321.89	\$ 51,649.72	86.08%	\$ 51,238.24
IMRF NET FUND TOTAL (Excess of Revenue over Expenses)	\$ 15,000.00	\$ (4,060.26)	\$ 6,081.70	\$ 2,021.44	3.77%	\$ (10,981.09)
BOND & INTEREST FUND (25)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00%	15.10
4101 Tax Levy	0.00	0.00	0.00	0.00	0.00%	-
Total Tax Levy Income	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 15.10
4106 Bond Proceeds	0.00	0.00	0.00	0.00	\$0.00	-
Total Other Income	\$ -	\$ -	\$ -	\$ -	\$0.00	-
Total Income w/Tax Levy	\$ -	\$ -	\$ -	\$ -	\$0.00	\$ 15.10
BOND ISSUANCES						
7350 Bond Administration Fees	0.00	0.00	0.00	0.00	0.00%	-
7366 Principal - \$196,040K, 2014 Bond	0.00	0.00	0.00	0.00	0.00%	-
7367 Interest - \$196,040K, 2014 Bond	0.00	0.00	0.00	0.00	0.00%	-
7368 Principal - \$200,550K, 2017 Bond	0.00	0.00	0.00	0.00	0.00%	-
7369 Interest - \$200,550K, 2017 Bond	0.00	0.00	0.00	0.00	0.00%	-
TOTAL BOND EXPENSES	0.00	0.00	0.00	0.00	0.00%	\$ -
BOND & INTEREST NET FUND TOTAL (Excess of Revenue over Expenses)	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 15.10

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
SPECIAL RECREATION FUND (30)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00%	-
4101 Tax Levy	81,462.00	290.62	58,005.01	58,295.63	71.56%	78,703.97
Total Tax Levy Income	\$ 81,462.00	\$ 290.62	\$ 58,005.01	\$ 58,295.63	71.56%	\$ 78,703.97
4103 Interest Income	500.00	596.37	2,727.76	3,324.13	664.83%	103.46
Total Other Income	\$ 500.00	\$ 596.37	\$ 2,727.76	\$ 3,324.13	664.83%	\$ 103.46
Total Income w/Tax Levy	\$ 81,962.00	\$ 886.99	\$ 60,732.77	\$ 61,619.76	75.18%	\$ 78,807.43
4109 FUND TRANSFER	\$ 25,000.00	\$ -	\$ -	\$ -	0.00%	-
Program Expense						
7560 WSSRA Special Recreation Dues	115,000.00	0.00	86,134.00	86,134.00	74.90%	70,587.97
7561 Inclusion	5,000.00	0.00	445.02	445.02	8.90%	2,186.12
Total Program Expense	\$ 120,000.00	\$ -	\$ 86,579.02	\$ 86,579.02	72.15%	\$ 72,774.09
ADA Compliance						
7591 ADA Capital Improvements	0.00	0.00	0.00	0.00	0.00%	-
Total ADA Compliance	0.00	0.00	0.00	0.00	0.00%	-
TOTAL SPECIAL RECREATION EXPENSES	\$ 120,000.00	\$ -	\$ 86,579.02	\$ 86,579.02	72.15%	\$ 72,774.09
SPECIAL RECREATION NET FUND TOTAL (Excess of Revenue Over Expenses)	\$ (13,038.00)	\$ 886.99	\$ (25,846.25)	\$ (24,959.26)	-40.51%	\$ 6,033.34
LIABILITY FUND (35)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00%	-
4101 Tax Levy	45,000.00	160.56	32,047.17	32,207.73	71.57%	31,028.79
Total Tax Levy Income	\$ 45,000.00	\$ 160.56	\$ 32,047.17	\$ 32,207.73	71.57%	\$ 31,028.79
4502 Miscellaneous	1,500.00	0.00	1,500.00	1,500.00	100.00%	1,500.00
Total Other Income	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	100.00%	\$ 1,500.00
Total Income w/Tax Levy	\$ 46,500.00	\$ 160.56	\$ 33,547.17	\$ 33,707.73	72.49%	\$ 32,528.79
Administration Expense						
7735 Unemployment Insurance	10,000.00	0.00	0.00	0.00	0.00%	-
7736 Comp. Liability Ins - PDRMA	36,000.00	0.00	20,665.44	20,665.44	57.40%	21,821.22
7737 Safety Committee & Training	1,500.00	0.00	0.00	0.00	0.00%	82.04
TOTAL LIABILITY EXPENSES	\$ 47,500.00	\$ -	\$ 20,665.44	\$ 20,665.44	43.51%	\$ 21,903.26
LIABILITY NET FUND TOTAL (Excess of Revenue over Expenses)	\$ (1,000.00)	\$ 160.56	\$ 12,881.73	\$ 13,042.29	38.69%	\$ 10,625.53
AUDIT FUND (40)						
INCOME SOURCES						
4100 Prior Years Real Estate Tax	0.00	0.00	0.00	0.00	0.00%	-
4101 Tax Levy	10,000.00	35.64	7,114.64	7,150.28	71.50%	11,260.66
Total Tax Levy Income	\$ 10,000.00	\$ 35.64	\$ 7,114.64	\$ 7,150.28	71.50%	\$ 11,260.66
Contractual & Professional Services						
7840 Audit Services	11,410.00	0.00	11,410.00	11,410.00	100.00%	12,950.00
7841 Accounting Services	0.00	0.00	0.00	0.00	0.00%	-
7842 Publication Fees	0.00	0.00	0.00	0.00	0.00%	-
7843 Professional / CAFR Fees	500.00	0.00	460.00	460.00	92.00%	460.00
TOTAL AUDIT EXPENSES	\$ 11,910.00	\$ -	\$ 11,870.00	\$ 11,870.00	99.66%	\$ 13,410.00
AUDIT NET FUND TOTAL (Excess of Revenue over Expenses)	\$ (1,910.00)	\$ 35.64	\$ (4,755.36)	\$ (4,719.72)	-66.01%	\$ (2,149.34)
CAPITAL IMPROVEMENT FUND (50)						
INCOME SOURCES						
4103 Interest Income	0.00	7,692.06	43,440.38	51,132.44	0.00%	4,761.46
4106 Bond Proceeds	0.00	0.00	0.00	0.00	0.00%	-
4202 Miscellaneous	0.00	0.00	0.00	0.00	0.00%	-
Total Other Income	\$ -	\$ 7,692.06	\$ 43,440.38	\$ 51,132.44	0.00%	\$ 4,761.46
4109 FUND TRANSFER	\$ 1,425,000.00	\$ -	\$ -	\$ -	0.00%	-
EXPENDITURES						
7980 Design Services	0.00	0.00	0.00	0.00	0.00%	-
7981 Facilities & Parks Improvements	1,331,000.00	502.47	453,813.38	454,315.85	34.13%	92,926.18
TOTAL CAPITAL EXPENSES	\$ 1,331,000.00	\$ 502.47	\$ 453,813.38	\$ 454,315.85	34.13%	\$ 92,926.18
CAPITAL NET FUND TOTAL (Excess of Revenue over Expenses)	\$ 94,000.00	\$ 7,189.59	\$ (410,373.00)	\$ (403,183.41)	-788.51%	\$ (88,164.72)

	FY 2022-2023 FISCAL YEAR BUDGET	CURRENT MONTH ACTUAL	PREVIOUS MONTH YTD ACTUAL	FISCAL YEAR 2023 MAY-FEB 2023	FY 2022-2023 YTD ACTUAL % OF BUDGET	FISCAL YEAR 2022 MAY-FEB 2022
TOTAL OTHER INCOME	\$ 762,550.00	\$ 23,867.06	\$ 771,377.28	\$ 795,244.34	104.29%	\$ 664,762.43
TOTAL TAX LEVY	\$ 1,690,304.00	\$ 6,264.80	\$ 1,250,377.25	\$ 1,256,642.05	74.34%	\$ 1,671,534.08
TOTAL REVENUE	\$ 2,452,854.00	\$ 30,131.86	\$ 2,021,754.53	\$ 2,051,886.39	83.65%	\$ 2,336,296.51
TOTAL EXPENSES	\$ 3,175,900.00	\$ 111,816.13	\$ 1,842,700.59	\$ 1,954,516.71	61.54%	\$ 1,493,612.88
TOTAL NET FUND TOTAL (Excess Revenue over Expenses)	\$ (723,046.00)	\$ (81,684.27)	\$ 179,053.94	\$ 97,369.68	4.75%	\$ 842,683.63
TOTAL REVENUE & FUND TRANSFERS	\$ 3,902,854.00	\$ 30,131.86	\$ 2,021,754.53	\$ 2,051,886.39	52.57%	\$ 2,336,296.51
TOTAL EXPENSES & FUND TRANSFERS	\$ 4,625,900.00	\$ 111,816.13	\$ 1,841,007.50	\$ 1,952,823.63	42.21%	\$ 1,493,870.18
TOTAL NET FUND TOTAL W / TRANSFERS (Excess Revenue over Expenses and Transfers)	\$ (723,046.00)	\$ (81,684.27)	\$ 180,747.03	\$ 99,062.76	4.83%	\$ 842,426.33

Memo

To: Board of Commissioners
From: John Beto
cc: Michael Sletten
Date: 03/20/23
Re: March Board Report – Park Services

Sand Volleyball Courts: With the closure of the ice rink in March 1st, staff has cleaned up the site and set up the sand volleyball courts for the season.

Batting Cages: Both set of batting cages at Keystone and Priory Park have been set up and will open March 20th.

Parks: Staff has completed the winter tree trimming schedule. Staff has started at Keystone west with cutting tree rings and mulching rings and fence line.

Memo

To: Board of Commissioners
From: Karen Stille & Tom Divello
CC: Michael Sletten
Date: 3/13/2023
Re: March Board Report – Recreation Services

Fun Guides

The Summer Camp Fun Guide is online. Resident registration for camps began on February 27th and non-resident registration will begin on March 20th. The Spring Fun Guide will be posted online on Monday, March 13th. Resident registration for spring programs will begin on March 20th and non-resident registration will begin on March 27th.

Youth Programs

Pop Up Music School: General & World Music (ages newborn-5 years with caregiver): 6 families are participating in the current session that is running on Thursday mornings at The Depot. Pop Up Music School is a traveling music program that features the music, traditions, and history of Latin America. Pop Up Music School was founded in 2019 by Magaly Cordero-Dietz of Oak Park. Magaly has an extensive music background having earned a Bachelor's degree in music and a Master's degree in vocal performance. She is a trained classical/opera singer, teaches private voice lessons, and has been a member of various singing groups.

Dance Recital (ages 2-9): Ellie Olayo has been instructing 27 dancers and choreographing 9 performances for the winter dance recital on Friday, March 10th at Roosevelt Middle School. The theme of the recital is Country Western and the title is, "Let's Go Girls!". Dancers all received a costume and will be showcasing their dance routines on stage.

Just Dance (ages 3-6; 7-10): Ellie Olayo is teaching two sessions of this class at The Depot with a total of 12 kids. Based on the video game, Just Dance, kids will learn new dance styles and techniques.

STEAM Club: Globes, Goo and Guts (ages 6-12): This hands-on STEAM Club class began on Tuesday, March 7th at the Keystone Center with 8 kids. In this class, kids will explore the human body systems, including the digestive system, cardiovascular system, and nervous system.

Magic Classes of Gary Kantor (ages 5-12): Gary Kantor teaches all new tricks each session. This class is in cooperation with the Park District of Oak Park and located at the Dole Center. There is a total of 34 kids who are registered for the class on Tuesday, March 14th.

Youth Athletic Programs

Youth Recreation Basketball Leagues (grades 1-8): Our Rec. Basketball League is coming to an end on Saturday, March 18th. In summary, this season we had 52 total teams with a total of 495 participants in the 8 divisions ranging from 1st – 8th grades for boys and girls.

Youth Co-Ed Outdoor NFL Flag Football League (ages 7-13): The Youth Co-Ed Outdoor NFL Flag Football League began on Monday, February 6th and will continue thru April 10th. There are 10 teams registered for the 2023 winter season (4 teams in the 7-9 year old division and 6 teams in the 10-13 year old division). There are a total of 82 players registered.

Spring Break Camps

Spring Into STEM Camp with LEGO® Materials (ages 6-12): Kids can look forward to that start of Spring by using Legos to build chirping birds, blossoming flowers, and a paddle boat. This camp is from 9am-12pm at The Depot during Spring Break.

iCook Spring Break Camp: Superhero Superfoods (ages 6-12): Chefs-in-training will learn how to make delicious (and nutritious) superfood for superheroes! Chefs will also learn about cooking safety and cooking techniques like peeling, blending, melting, slicing, dicing, and chopping! This camp is from 1pm-4pm at The Depot during Spring Break.

Adult Athletic Programs

Indoor Pickleball & Open Play (ages 18 & up): Due to the popularity of this program, we are running a third indoor session through April. This program runs on Tuesdays and Thursdays at the River Forest Community Center with 34 participants.

Platform Tennis

Lessons: Mike Stoja instructs all Platform Tennis Lessons. Adult Lessons are offered on Wednesdays, Thursdays and Fridays. Youth Lessons are offered on Wednesdays. There are a total of 15 participants enrolled for the March / April session.

League: We are currently working on preparations for the Women's Platform Tennis Southwest Travel League. There are currently 42 women registered for this Wednesday night travel league that is scheduled to begin on April 12th.

Special Events:

- 1) **8th Annual Keystone Cup Tournament:** 8 teams registered for the Men's B Division, 8 teams registered for the Men's C Division, 8 teams registered for the Women's A Division, and 8 teams registered for the Women's B Division. Final round play began on Wednesday, February 22nd. The final round of play will be completed by Sunday, March 12th. Keystone Cup Brackets can be found on <https://www.quickscores.com/rfparks>
- 2) **St. Patrick's Day Mixed Doubles:** This event is scheduled for Friday, March 17th. Teams will be made up of 1 male and 1 female. Teams will be competing in mixed doubles play in a Consolation Bracket format, with each team playing 3 matches. Teams are encouraged to bring a St. Patrick's Day dish to share after the tournament.

Memo

To: Board of Commissioners
From: Barbara Maziarek
CC: Michael Sletten
Date: March 13, 2023
Re: February Board Report - Administration & Finance

TAX COLLECTIONS

A total of \$6,264.80 of property tax collections were received in the month of February. Total collections per fiscal year are \$803,640.90 and these collections are 29.04% less than the prior fiscal year to date. Property Tax revenue was transferred to the Money Market Account at Forest Park National Bank to earn interest on these collections.

FINANCE

There were no negative numbers to report.

PERSONNEL / PAYROLL

John Beto completed his 15th year of service with the Park District. Congratulations to him on his anniversary.

PDRMA/PATH

The first quarter challenge has ended and our team finishes 35th out of 115 with a total of 1,319,319 steps! There will be a healthy habits challenge that will start on March 13th called Sleeping Well; they want you to track your sleeping habits for one week and make sure you are getting enough rest. The last day for onsite screening will be on March 30th and the next Mindfulness of Mental Health webinar will be on March 20th called Stress Reduction Tool Bag.

SAFETY

A Safety Meeting was held in February. Monthly inspections reports/checklists were completed. Missing and expired Certificates of Insurance for several companies were discussed. The Master Plan, Capital Projects, Winter Programs, Special Events, and the upcoming Fiscal Year 2024 Budget was discussed.

Memo

To: Board of Commissioners
From: Barbara Maziarek
CC: Michael Sletten
Date: March 13, 2023
Re: February Board Report - Administration & Finance

TAX COLLECTIONS

A total of \$6,264.80 of property tax collections were received in the month of February. Total collections per fiscal year are \$803,640.90 and these collections are 29.04% less than the prior fiscal year to date. Property Tax revenue was transferred to the Money Market Account at Forest Park National Bank to earn interest on these collections.

FINANCE

There were no negative numbers to report.

PERSONNEL / PAYROLL

John Beto completed his 15th year of service with the Park District. Congratulations to him on his anniversary.

PDRMA/PATH

The first quarter challenge has ended and our team finishes 35th out of 115 with a total of 1,319,319 steps! There will be a healthy habits challenge that will start on March 13th called Sleeping Well; they want you to track your sleeping habits for one week and make sure you are getting enough rest. The last day for onsite screening will be on March 30th and the next Mindfulness of Mental Health webinar will be on March 20th called Stress Reduction Tool Bag.

SAFETY

A Safety Meeting was held in February. Monthly inspections reports/checklists were completed. Missing and expired Certificates of Insurance for several companies were discussed. The Master Plan, Capital Projects, Winter Programs, Special Events, and the upcoming Fiscal Year 2024 Budget was discussed.

Memo

To: Board of Commissioners
From: Michael Sletten
Date: 3/13/23
Re: March Board Report

Reports

Staff Reports: Included are the Staff Reports.

WSSRA Report: The next WSSRA Board Meeting is Tuesday, March 14th at the WSSRA Offices

Old Business

Washington Commons Playground: The Park District opened the Washington Commons Playground bids on March 2, with 5 companies submitting bids. Attached is the bid sheet and a Letter for Recommendation from JSD to accept D&J Landscape, Inc's. corrected bid of \$342,085.

The play equipment order with Landscape Structures for \$168,139 has been placed with a scheduled delivery date of August 1, 2023.

Motion recommended to approve D&J Landscape Inc. bid of \$342,085 for the Washington Commons Playground Project.

Memorial Parkway Bocce Ball Courts Upgrade: A Request for Proposal to replace the timbers and add a brick seating area to the west of the courts has been posted. Staff is working with contractors on submitting proposals and will present a recommendation at the Board Meeting.

New Business

Washington Triangle Grading Project: As there are tentative plans to place 2 soccer micro-fields at Washington Triangle as part of our new Master Plan, staff would like to begin the grading of the site so these fields could be ready for use as early as the fall (probably spring, 2024).

Motion recommended to approve the grading of the Washington Triangle for 2 soccer micro fields.



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

March 7, 2023

Mr. Mike Sletten
Executive Director
River Forest Park District
401 Thatcher Avenue.
River Forest, IL 60305

Re: Washington Commons Park Letter of Recommendation

Dear Mike:

Bids were opened on Thursday, March 2, 2023 for the Washington Commons Park project. Five bids were received, opened, read aloud, and included the following bidders: D&J Landscape, Inc., Hacienda Landscaping, Inc., Clauss Brothers, Inc., Innovation Landscaping, Inc. and E. Hoffman, Inc. The low bid received was **\$342,085.00 (as corrected)** from **D & J Landscape, Inc.**, located in Shorewood, IL. JSD Professional Services has reviewed the qualifications of the low bid contractor and spoke with their references.

All references would work with D & J Landscape, Inc. again, and had positive things to say about the work performed. We have found no evidence which would disqualify them from being awarded the contract for this work. Attached is the Bid Tabulation Summary.

If the Park Board agrees, we hereby recommend that the contract for the Washington Commons Park project be awarded to **D & J Landscape, Inc.** in the amount of **\$342,085.00**. Please call should you have any questions or require additional information. We look forward to working with the River Forest Park District toward a successful completion of this project!

Sincerely,

Lori M. Vierow, PLA, ASLA

Enc: Bid Tabulation Summary.
Bid Opening Results
Cc: Sarah Dreier, JSD



BIDDERS:		E. Hoffman, Inc.	Clauss Brothers, Inc.	Hacienda Landscaping, Inc.	D & J Landscape, Inc.	Innovation Landscaping, Inc.
Washington Commons Park, River Forest Park District						
BID RECAP SUMMARY						
BID BOND INCLUDED		X	X	X	X	X
ACKNOWLEDGEMENT OF ADDENDA		X	X	X	X	X
BID GRAND TOTAL		\$371,566.50	\$397,112.45	\$365,104.50	\$341,795.00	\$399,474.09