



March 25, 2024

7:00 p.m. - Committee Meeting

7:30 p.m. - Regular Board Meeting

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the "*Park Board*") will hold a Committee Meeting of the Park Board on the 25th day of March 2024 at 7:00 o'clock p.m. at Regent Center, 1200 Regent Drive, Mundelein, Illinois.

The Agenda for the Meeting is as follows:

Call to Order:

Roll Call: Burton, Knudson, McGrath, Ortega, Frasier

Updates

1. Regular Board Meeting Agenda

Action Items – Regular Board Meeting

1. Approve of Ordinance 24-03-01-O – Declaration of Surplus Personal Property
2. Approve of Administration Policy Manual – Section 4.8 Naming Rights Policy – Amendment
3. Approve of Administration Policy Manual – Section 4.41 Sponsorship and Advertising Policy
4. Approve of Mundelein Baseball and Softball Association (MBSA) Affiliate Agreement
5. Approve of American Youth Soccer Organization (AYSO) 372 Affiliate Agreement

Visitors

Adjournment

Rules for Public Comment:

- A. At the start of the period for public comment the board President or acting chairperson will advise the public:
 - 1. The amount of time permitted for public comment;
 - 2. That all speakers state their name and addresses before addressing the Board;
 - 3. To avoid repetitive comments, testimony, and general questions; and
 - 4. To appoint only one person to speak on behalf of a group.
- B. Each person will be permitted to speak one time only, unless the President determines that allowing a speaker to address the Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule D, all comments from the public will be limited to no more than three (3) minutes per person.
- D. Groups may register a representative spokesperson by filing an appearance form no later than one (1) hour in advance of a meeting. The appearance form must designate (i) the number of people the designee represents for the purpose of making public comment; (ii) the subject matter of the public comments; and (iii) whether the subject being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the President determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
 - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
 - 2. A representative spokesperson who timely files a complete appearance form to speak on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board Secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

March 25, 2024 Committee Meeting Topics

Regular Board Meeting Agenda Items

If time is available, staff can present any information on the Regular Board Meeting agenda.

Action Items – Regular Board Meeting

1. Approve of Ordinance 24-03-01-O – Declaration of Surplus Personal Property
2. Approve of Administration Policy Manual – Section 4.8 Naming Rights Policy – Amendment
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**MUNDELEIN PARK &
RECREATION DISTRICT**

REGULAR BOARD MEETING

March 25, 2024

7:30 p.m.

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the "*Park Board*") will hold a Regular Board Meeting of the Park Board on the 25th day of March, 2024 at 7:30 o'clock p.m., at Regent Center, 1200 Regent Drive, Mundelein, Illinois.

AGENDA

Call to Order:

Pledge of Allegiance:

Roll Call: Burton, Knudson, McGrath, Ortega, Frasier

Approval of Minutes: Public Hearing 02-26-24, Committee Meeting 03-11-24, and
Regular Board Meeting 03-11-24

Approval of Disbursements: Warrants: 031424, 031524, and 032524 = \$378,230.19

Financials: February

Police Report: February

Correspondence: Article Cottontail Trail Event

Old Business: None

New Business:

1. Approve of Ordinance 24-03-01-O – Declaration of Surplus Personal Property
2. Approve of Administration Policy Manual – Section 4.8 Naming Rights Policy – Amendment
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4. Approve of Mundelein Baseball and Softball Association (MBSA) Affiliate Agreement
5. Approve of American Youth Soccer Organization (AYSO) 372 Affiliate Agreement

Board Business:

Staff Reports:

Service Anniversaries: Christa Lawrence 9 years, Debbie Chin 8 years, Debbie McInerney 8 years, Heather Avis 4 years, Geovany Albavera 3 years, Chris Cronkhite 3 years, Jennifer Palomo Lira 2 years, and Jason Wylie 2 years

Executive Session: Personnel 5 ILCS 120/2 (c)(1);
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5);
Imminent or Collective Bargaining or Salary Schedules 5 ILCS 120/2(c)(2);
Litigation 5 ILCS 120/2 (c)(11)

Action on Items Discussed in Executive Session, if Necessary

Visitors

Adjournment

Rules for Public Comment:

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 - 2. That all speakers state their name and addresses before addressing the Board;
 - 3. To avoid repetitive comments, testimony, and general questions; and
 - 4. To appoint only one person to speak on behalf of a group.
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- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

MINUTES
Mundelein Park & Recreation District
Public Hearing
February 26, 2024

The Public Hearing meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District was called to order at 6:45 p.m.

President FRASIER directed the secretary to call the roll. Present were Commissioners BURTON, KNUDSON, McGRATH, ORTEGA and FRASIER. Staff present included Executive Director SALSKI. No visitors were present.

President FRASIER stated a motion is necessary to open the Budget & Appropriation Public Hearing. Commissioner ORTEGA moved to open the Budget & Appropriation Public Hearing second by Commissioner BURTON. President FRASIER repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, BURTON, KNUDSON, McGRATH, and FRASIER voting yes.

President FRASIER asked if there were any comments from the public. Executive Director SALSKI stated that no one requested to be a part of the meeting or submitted a question.

President FRASIER asked if there were any comments from the Board Members. No comments were provided.

President FRASIER stated a motion is necessary to close the Budget & Appropriation Public Hearing. Commissioner KNUDSON moved to close the Budget & Appropriation Public Hearing second by Commissioner BURTON. President FRASIER repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, BURTON, McGRATH, ORTEGA, and FRASIER voting yes.

President FRASIER stated a motion is necessary to adjourn the Budget & Appropriation Public Hearing. Commissioner BURTON moved to adjourn the Budget & Appropriation Public Hearing second by Commissioner KNUDSON. President FRASIER repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners BURTON, KNUDSON, McGRATH, ORTEGA, and FRASIER voting yes.

The Public Hearing was adjourned at 6:55 p.m.

Secretary

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
March 11, 2024

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:00 p.m.

He then directed the secretary to call the roll. Present were Commissioners BURTON, KNUDSON, McGRATH, ORTEGA, and President FRASIER.

Staff present included Executive Director SALSKI.

President FRASIER asked if there were topics from the Regular Meeting agenda to discuss.

Executive Director SALSKI discussed Naming Rights and explained how Commissioner ORTEGA and he added more specifics. Commissioner ORTEGA read his copy of the policy and suggested making revisions. President FRASIER stated he does not know if there should be qualifying numbers or guidelines. Commissioner McGRATH asked how important it is to have criteria and guidelines. Commissioner BURTON suggested that the more general the guidelines the better. President FRASIER asked how far back to go for naming rights if providing specifics as there are past employees and Board Members. Commissioner BURTON suggested the guidelines should be vague and leave it up to the Board. Commissioner KNUDSON asked what the Village of Mundelein does. Executive Director SALSKI answered that he was not sure. Commissioner BURTON stated the criteria and considerations in #6 and #7 are better in the consideration process while not making it a policy. Commissioner KNUDSON asked if the criteria or considerations were good. Commissioner BURTON suggested again to keep it more general. The Board agreed to keep the existing policy “as is.” Commissioner ORTEGA and Executive Director SALSKI suggested adding “recreational amenity” after “new parks and buildings” in the first sentence. The Board members agreed. President FRASIER asked if there were naming rights for elected officials at the Village of Mundelein. Executive Director SALSKI answered that he will inquire.

Executive Director SALSKI shared the Sponsorship and Advertising Policy and the importance of having one for the District. Commissioner ORTEGA asked how we address non-businesses, political groups, churches, or non-profits. Executive Director SALSKI explained that it was not a concern with larger events such as Boo Bash. He suggested requiring a license or being registered with the State for any advertising agreement. Commissioner BURTON asked what the Village required and asked about home businesses. Executive Director SALSKI said he believes the Village requires a license but he will check. Commissioner BURTON asked if the District has forms and agreements. Executive Director SALSKI replied yes. He said the policy needs some additional refinement. The Board members agreed to start with approving the policy.

Executive Director SALSKI discussed a scheduled meeting with an IDOT Appraiser for Rt. 60/83. He explained the location and timeline of the work to be done. President FRASIER explained the widening of the road will go from Diamond Lake Road to Hawley Avenue and possibly Rt 176. Executive Director SALSKI mentioned it will be in stages over a 10-year period, but IDOT was moving into another phase of acquiring property. He explained IDOT was looking into improving John Wiech Park with a small basin.

Committee Meeting Minutes

March 11, 2024

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Executive Director Salski discussed the Local Government Efficiency Committee. He was considering a few dates to ensure the resident Committee Members can attend.

Visitors: None

There being no further business, Commissioner Ortega moved to adjourn at 7:30 p.m. second by Commissioner Knudson. A voice vote was taken with all voting yes.

Secretary

MINUTES
Mundelein Park & Recreation District
Regular Board Meeting
March 11, 2024

The Regular Board meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:30 p.m. by President FRASIER and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed the Secretary to call the roll. Present were Commissioners BURTON, KNUDSON, McGRATH, ORTEGA, and President FRASIER.

Staff present included Executive Director SALSKI.

President FRASIER requested a motion to approve the minutes of the Committee and Regular meetings on February 26, 2024. Commissioner ORTEGA moved to approve the minutes of the Committee and Regular meetings on February 26, 2024, second by Commissioner BURTON. President FRASIER repeated the motion, asked if there were any additional corrections or additions. None were raised. A voice vote was taken with all voting yes.

President FRASIER read the Warrants needed to be approved. Commissioner McGRATH moved to approve Warrants: 030124, 030324, 030424, 030524, and 031124 = \$467,572.71 second by Commissioner KNUDSON. President FRASIER repeated the motion, asked if there were any questions. Executive Director SALSKI stated Commissioner BURTON emailed him two questions. The first was about the capital maintenance vehicle and whether it was included in the inventory and plan. Her second question was about a P-card transaction in the report. Executive Director SALSKI replied the vehicle was included in the Capital Maintenance plan. The P-Card state conference expenses were rolled up into the same account code as the expenses and were allocated to Scott Schleiden and Kyle Berg's names. A roll call vote was taken with Commissioners McGRATH, KNUDSON, BURTON, ORTEGA, and President FRASIER voting yes.

President FRASIER said there was a letter from Illinois Department of Natural Resources stating our application for an OSLAD Grant had been approved in the amount of \$600,000 for the project at Kracklauer Park. Board Members were pleased with the grant. Executive Director SALSKI added that it will allow the District to make an All-Inclusive Space, not just the Playground.

President FRASIER stated there was no Old Business or New Business.

President FRASIER asked if there was any Board Business. There was none.

President FRASIER asked for Staff Reports. Executive Director SALSKI discussed the Developments happening in the Village. He explained the future areas of development. Commissioner BURTON asked how the Village works with the District in terms of impact fees. Executive Director SALSKI stated there were developments where the District was able to utilize the District Ordinance but had changed with the downtown development where the Village decides. Executive Director SALSKI stated the issue with Maple Hill subdivision was still in progress and the attorneys were working through it.

Regular Board Meeting Minutes
March 11, 2024
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Executive Director SALSKE said that he anticipated a reduction in the personal property tax line item in 2025. The Cottontail Trail event on Saturday, March 16 had 334 kids signed up. The District charged \$10 per child to offset a variety of expenses. Commissioner KNUDSON said he heard the fee was \$30 per child. Executive Director SALSKE replied that it is \$10. For example, a family with three children would pay \$30.

Visitors: None

There being no further business, Commissioner ORTEGA moved to adjourn at 7:45 p.m. seconded by Commissioner KNUDSON. A voice vote was taken with all voting yes.

Secretary

Payroll ID: 161

Pay Period End Date: 03/09/2024 Check Post Date: 03/15/2024 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

031524

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
** REG	2.00	0.00	591.95		ADDL IMRF 1	762.00	4,545.32
ACA NHI	0.00	0.00	230.79	1,384.74	ADDL IMRF 2	1,818.76	10,448.55
ANNIV	0.00	0.00	0.00	900.00	DENTAL	213.11	1,260.80
AQBN	0.00	0.00	0.00	0.00	DENTAL_ER	1,206.72	7,139.14
AQUA	0.00	0.00	0.00	0.00	EAP_ER	72.00	423.00
BACK PAY	0.00	0.00	0.00	0.00	FCC	480.78	2,884.68
BON	0.00	0.00	0.00	0.00	FITW	13,303.88	80,562.29
CAR	0.00	0.00	0.00	1,500.00	FLH	540.42	3,242.52
COMP	0.00	0.00	0.00	256.72	MEDICAL_HMO	1,142.00	6,852.00
CV19-1	0.00	0.00	0.00	0.00	MEDICAL_HMO_ER	6,471.28	38,827.48
DBL	0.00	0.00	0.00	0.00	MEDICAL_PPO	2,967.92	17,556.40
EOY	0.00	0.00	0.00	1,000.00	MEDICAL_PPO_ER	16,818.56	99,487.98
EPTO	0.00	0.00	0.00	0.00	MEDICARE_EE	2,540.46	14,633.57
BSSNTLCOMP	0.00	0.00	0.00	0.00	MEDICARE_ER	2,540.46	14,633.57
FFCRA123	0.00	0.00	0.00	0.00	NCPERS	24.00	144.00
FFCRA456	0.00	0.00	0.00	0.00	NWD	225.00	1,850.00
FNRL	0.00	0.00	0.00	4,080.91	NWD %	46.84	287.08
GOLF LSSNS	0.00	0.00	0.00	0.00	NYL	53.34	320.04
HOL	0.00	0.00	0.00	52,887.07	PDMRA ADDL LIFE	263.45	1,563.20
INC	0.00	0.00	0.00	0.00	PEN_IM2	3,750.78	22,046.90
JRY	0.00	0.00	0.00	0.00	PEN_IM2_ER	7,234.82	42,525.88
LWP	0.00	0.00	0.00	0.00	PEN_IMR	2,484.92	14,897.46
NHI	0.00	0.00	1,692.35	10,154.10	PEN_IMR_ER	4,793.16	28,735.58
OT	0.00	11.00	415.14	5,202.73	SITW	8,019.76	46,367.80
PATH2	0.00	0.00	0.00	2,020.00	SOCSEC_EE	10,862.48	62,570.90
PER	52.00	0.00	1,779.82	15,182.66	SOCSEC_ER	10,862.48	62,570.90
REFERRAL	0.00	0.00	0.00	0.00	STA	1,105.00	5,355.00
REG	4,247.34	0.00	89,929.13	465,094.35	STA %	46.84	287.08
SALARY	736.00	0.00	80,402.07	403,466.58	UN	218.28	1,309.68
SIC	92.38	0.00	2,507.79	13,902.36	VISION	38.89	230.10
SIN	0.00	0.00	0.00	5,798.02	VISION_ER	220.34	1,303.66
TFB	0.00	0.00	336.84	1,785.27			
TIP	0.00	0.00	0.00	0.00			
TLI	0.00	0.00	161.25	925.54			
VAC	38.25	0.00	1,608.84	52,631.12			
WELLNESS	28.00	0.00	928.52	3,062.80			

180,086.40
13,402.94
12,027.98
24,788.90
230,306.22

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
180,086.40	0.00	50,908.91	129,177.49	1,038,524.16	126,951.69	50,219.82

* = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Payroll ID: 161

Pay Period End Date: 03/09/2024 Check Post Date: 03/15/2024 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

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Tax Type	State / Loc	App Wages	Prior Ded	Taxable Gross
Social Security		180,584.49	5,383.12	175,201.37
Medicare		180,584.49	5,383.12	175,201.37
Federal		180,584.49	13,042.50	167,541.99
State	IL	180,297.93	13,042.50	167,255.43
State	WI	286.56	0.00	286.56

* = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Mundelein Park District
Warrant Report
Date Paid 03/25/2024

032524

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
139004	A & J SEWER SERVICE, INC	SEPTIC TANK PUMP OUT - DLSC	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$129.00
Check Total:					\$129.00
139005	A BARR SALES, INC	CO2 TANKS	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$216.00
Check Total:					\$216.00
139006	A T & T	INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	\$795.66
Check Total:					\$795.66
139007	ACE HARDWARE	FASTENERS/LOCK PIN	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$27.26
		U-BOLTS - PANIC BAR PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$12.75
		LIGHT BULB	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$5.03
		FASTENERS - PANIC BAR PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$7.97
		TABLE FASTENERS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$22.32
		MCC REPAIRS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$4.49
		MCC SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$14.92
Check Total:					\$94.74
139008	ACUSHNET COMPANY	GOLF BALLS	CORPORATE FUND	GOLF PRO SHOP	\$8,710.62
		CLUBS	CORPORATE FUND	GOLF PRO SHOP	\$439.63
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$618.65
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$258.43
		BAGS	CORPORATE FUND	GOLF PRO SHOP	\$757.05
		MERCHANDISE - TOWELS	CORPORATE FUND	GOLF PRO SHOP	\$446.88
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$156.71
Check Total:					\$11,387.97
139009	ADVOCATE OCCUPATIONAL HEALTH	PRE-EMPLOYMENT DT & PHYSICAL - SPRANGER	CORPORATE FUND	RISK MANAGEMENT	\$136.00
Check Total:					\$136.00
139010	AIRGAS USA, LLC	CYLINDER RENTALS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$173.73
Check Total:					\$173.73
139011	ALBERTSONS COMPANIES INC	SUPPLIES FOR 1/2 DAY PROJECT	RECREATION PROGRAM FUND	REC CONNECTION	\$49.68
		MISC. SUPPLIES FOR 1/2 DAY	RECREATION PROGRAM FUND	REC CONNECTION	\$68.87
		PROGRAM SUPPLIES	RECREATION PROGRAM FUND	PRESCHOOL CAMPS	\$9.47
Check Total:					\$128.02
139012	ALLIED CENTRAL SECURITY &	MCC ALARM SERVICE	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$95.00
Check Total:					\$95.00
139013	AMERICAN SAFETY AND HEALTH	CPR CERTIFICATIONS AND POCKET GUIDES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$10.60
		CPR CERTIFICATIONS AND POCKET GUIDES	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$21.20
		CPR CERTIFICATIONS AND POCKET GUIDES	RECREATION PROGRAM FUND	ADMINISTRATION	\$42.40

Mundelein Park District
Warrant Report
Date Paid 03/25/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		CPR CERTIFICATIONS AND POCKET GUIDES	CORPORATE FUND	GOLF PRO SHOP	\$10.60
		CPR CERTIFICATIONS AND POCKET GUIDES	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$31.80
		CPR CERTIFICATIONS AND POCKET GUIDES	CORPORATE FUND	RISK MANAGEMENT	\$60.29
		CPR CERTIFICATIONS AND POCKET GUIDES	CORPORATE FUND	ADMINISTRATION	\$31.80
				Check Total:	\$208.69
139014	ANCEL GLINK, P.C.				
		LEGAL SERVICES	CORPORATE FUND	ADMINISTRATION	\$2,947.00
				Check Total:	\$2,947.00
139015	ANDERSON PEST SOLUTIONS				
		ANDERSON PEST CONTROL	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$56.17
		PEST CONTROL	CORPORATE FUND	GOLF PRO SHOP	\$92.70
		PEST CONTROL	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$92.55
		PEST CONTROL	RECREATION PROGRAM FUND	BAREFOOT BAY	\$76.51
		PEST CONTROL	RECREATION PROGRAM FUND	BAREFOOT BAY	\$52.97
		MUSEUM - PEST CONTROL	CORPORATE FUND	MUSEUM	\$37.13
		DRC PEST CONTROL	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$13.86
		DRC PEST CONTROL	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$10.40
		DRC PEST CONTROL	RECREATION PROGRAM FUND	GROUP X PROGRAMS	\$6.93
		DRC PEST CONTROL	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$6.93
		DRC PEST CONTROL	RECREATION PROGRAM FUND	REC CONNECTION	\$24.25
		DRC PEST CONTROL	RECREATION PROGRAM FUND	LONG TERM DANCE	\$6.93
				Check Total:	\$477.33
139016	ANIMAL QUEST ENTERTAINMENT, IN				
		PROF SERVICES SP EVENT (CTT)	RECREATION PROGRAM FUND	SPECIAL EVENTS	\$149.00
				Check Total:	\$149.00
139017	BASELINE YOUTH SPORTS, INC				
		BASKETBALL OFFICIALS - FEBRUARY FEES	RECREATION PROGRAM FUND	BASKETBALL - YOUTH/FEED	\$3,144.00
				Check Total:	\$3,144.00
139018	BATTERIES PLUS LLC				
		EXIT SIGN BATTERIES - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$67.02
		EXIT SIGN BATTERIES - DLRC REFUND	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$(32.56)
				Check Total:	\$34.46
139019	BURRIS EQUIPMENT CO				
		KUBOTA - HYDRAULIC FLUID	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.68
		ZERO TURN PARTS - O-RING, SLEEVES, ETC.	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$203.41
		STARTER	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$328.97
				Check Total:	\$633.06
139020	CARDIO PARTNERS, INC.				
		INFANT CPR MANIKIN	CORPORATE FUND	RISK MANAGEMENT	\$148.58
		BAREFOOT BAY AED REPLACEMENT	RECREATION PROGRAM FUND	BAREFOOT BAY	\$1,845.19
				Check Total:	\$1,993.77
139021	CHICAGO DISTRICT GOLF ASSOC				
		HANDICAP - CDGA	CORPORATE FUND	GOLF PRO SHOP	\$100.00
		HANDICAP - CDGA	CORPORATE FUND	GOLF PRO SHOP	\$50.00

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
Check Total:					\$150.00
139022	CINTAS FIRST AID & SAFETY				
	DRC FIRST AID		RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$63.33
Check Total:					\$63.33
139023	CLAUDIA OSTER				
	EC PROF SERVICES		RECREATION PROGRAM FUND	EARLY CHILDHOOD PROGR	\$540.00
	FIELD TRIP		RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$150.00
	PROF SERVICES - EARLY CHILDHOOD		RECREATION PROGRAM FUND	EARLY CHILDHOOD PROGR	\$135.00
Check Total:					\$825.00
139024	ComEd				
	ELECTRIC - MCC		RECREATION PROGRAM FUND	MCC FACILITY	\$820.96
	ELECTRIC - MCC		RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$1,231.43
	ELECTRIC - MCC		RECREATION PROGRAM FUND	HEALTH & FITNESS	\$3,283.82
	ELECTRIC - MCC		RECREATION PROGRAM FUND	MCC INDOOR POOL	\$2,873.34
	ELECTRIC - KDS		RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$194.71
	ELECTRIC - SPORTS COMPLEX 2		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$48.31
	ELECTRIC - KRACKLAUER		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$55.03
	ELECTRIC - BOAT LAUNCH		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$21.47
	ELECTRIC - HANRAHAN		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$21.80
	ELECTRIC - PARK MAINTENANCE		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$775.59
	ELECTRIC - MUSEUM		CORPORATE FUND	MUSEUM	\$124.57
	ELECTRIC - REGENT		RECREATION PROGRAM FUND	REGENT CENTER	\$477.16
	ELECTRIC - DIAMOND LAKE PARK LITES		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$27.76
	ELECTRIC - SB LITES		RECREATION PROGRAM FUND	SOFTBALL FIELDS	\$49.81
	ELECTRIC - MEMORIAL		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$56.87
	ELECTRIC - SPORTS COMPLEX 1		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$287.98
	ELECTRIC - LEWANDOWSKI		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$64.51
	ELECTRIC - BOAT HOUSE		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$22.90
	ELECTRIC - BATHHOUSE		RECREATION PROGRAM FUND	BAREFOOT BAY	\$850.15
	ELECTRIC - MIONE GARAGE		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$87.60
	ELECTRIC - STEEPLE CHASE		CORPORATE FUND	GOLF COURSE MAINTAINEN	\$1,306.97
	ELECTRIC - STEEPLE CHASE		CORPORATE FUND	GOLF PRO SHOP	\$703.75
	ELECTRIC - LONGMEADOW		CORPORATE FUND	PARKS AND PLAYGROUNDS	\$41.50
	ELECTRIC - DLRC		RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$639.74
	ELECTRIC - DUNBAR		RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$849.49
	ELECTRIC - DUNBAR		RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$637.11
	ELECTRIC - DUNBAR		RECREATION PROGRAM FUND	HEALTH & FITNESS	\$424.74
	ELECTRIC - DUNBAR		RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$424.74
	ELECTRIC - DUNBAR		RECREATION PROGRAM FUND	REC CONNECTION	\$1,486.61
	ELECTRIC - DUNBAR		RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$424.74
	ELECTRIC - BAREFOOT BAY		RECREATION PROGRAM FUND	BAREFOOT BAY	\$142.48
Check Total:					\$18,457.64
139025	DELICIOUS UNLIMITED				
	QUALITY CATERING FOOD SERVICE FOR WK OF 2/26		RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$816.00
	QUALITY CATERING FOOD SERVICE FOR WK OF 3/4		RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$798.82
Check Total:					\$1,614.82
139026	DIRECT FITNESS SOLUTIONS, LLC				
	FITNESS PREVENTATIVE MAINTENANCE		RECREATION PROGRAM FUND	HEALTH & FITNESS	\$2,145.00
Check Total:					\$2,145.00

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139027	EFAX CORPORATE				
		MARCH FAX SERVICE	RECREATION PROGRAM FUND	REGENT CENTER	\$17.33
		MARCH FAX SERVICE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$17.33
		MARCH FAX SERVICE	RECREATION PROGRAM FUND	MCC FACILITY	\$17.33
		MARCH FAX SERVICE	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$17.32
		MARCH FAX SERVICE	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$17.32
		MARCH FAX SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$17.32
				Check Total:	\$103.95
139028	EMPLOYEE BENEFITS CORPORATION				
		MARCH FLEX FEES	CORPORATE FUND	ADMINISTRATION	\$53.50
				Check Total:	\$53.50
139029	F J KERRIGAN PLUMBING CO INC				
		PARK MAINT - WATER FOUNTAIN	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$1,749.00
				Check Total:	\$1,749.00
139030	FERGUSON ENTERPRISES LLC				
		DLRC PLUMBING REPAIR	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$125.98
		MCC REPAIR	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$78.86
		REPAIRS	CORPORATE FUND	GOLF PRO SHOP	\$108.08
		REPAIRS	CORPORATE FUND	GOLF PRO SHOP	\$82.80
				Check Total:	\$395.72
139031	GEAR FOR SPORTS				
		APPAREL	CORPORATE FUND	GOLF PRO SHOP	\$2,566.77
				Check Total:	\$2,566.77
139032	GRAINGER				
		MCC CIRCULATING PUMP	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$37.28
				Check Total:	\$37.28
139033	GROWER EQUIPMENT & SUPPLY CO				
		INNERTUBE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$17.66
				Check Total:	\$17.66
139034	HIGH PSI LTD				
		POWERWASHER PARTS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$435.78
				Check Total:	\$435.78
139035	ILLINOIS ASSOC OF PARK DISTIS				
		ANNUAL MEMBERSHIP DUES-IAPD	CORPORATE FUND	ADMINISTRATION	\$6,967.31
				Check Total:	\$6,967.31
139036	IMPACT NETWORKING, LLC				
		3RD FLOOR AND BEACH COPIES	CORPORATE FUND	ADMINISTRATION	\$163.04
		3/18/24-4/17/24			
		3RD FLOOR AND BEACH COPIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$4.46
		3/18/24-4/17/24			
		3RD FLOOR AND BEACH COPIES	RECREATION PROGRAM FUND	ADMINISTRATION	\$287.86
		3/18/24-4/17/24			
		3RD FLOOR AND BEACH COPIES	RECREATION PROGRAM FUND	REGENT CENTER	\$0.10
		3/18/24-4/17/24			
		3RD FLOOR AND BEACH COPIES	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$70.57
		3/18/24-4/17/24			
		3RD FLOOR AND BEACH COPIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$25.81
		3/18/24-4/17/24			
		3RD FLOOR AND BEACH COPIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$0.05
		3/18/24-4/17/24			

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		3RD FLOOR AND BEACH COPIES 3/18/24-4/17/24	RECREATION PROGRAM FUND	LEARNING CENTER	\$16.90
				Check Total:	\$568.79
139037	JSD PROFESSIONAL SERVICES, INC.				
		GRANT CONSULTING	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	\$1,263.75
		GRANT PROJECT-LONGMEADOW	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	\$3,034.82
		KRACKLAUER PARK-BIDDING DOCUMENTS	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	\$25,500.00
				Check Total:	\$29,798.57
139038	KIMBALL MIDWEST				
		FREIGHT CHARGES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$17.17
				Check Total:	\$17.17
139039	KNAPHEIDE TRUCK EQ CENTER				
		TRUCK LADDER RACK STOP	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$131.20
		TRUCK SIDE TOOL BOX	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$1,136.50
				Check Total:	\$1,267.70
139040	LAKE COUNTY HEALTH DEPARTMENT				
		LAKE COUNTY HEALTH PERMIT - IP	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$435.00
		LAKE COUNTY HEALTH PERMIT - DLB	RECREATION PROGRAM FUND	DIAMOND LAKE BEACH	\$249.00
		LAKE COUNTY HEALTH PERMIT - BFB	RECREATION PROGRAM FUND	BAREFOOT BAY	\$621.00
				Check Total:	\$1,305.00
139041	LANER MUCHIN LTD				
		LEGAL SERVICES	CORPORATE FUND	ADMINISTRATION	\$105.00
				Check Total:	\$105.00
139042	LAWSON PRODUCTS				
		PAINT	RECREATION PROGRAM FUND	BAREFOOT BAY	\$89.28
		WASHERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$67.52
				Check Total:	\$156.80
139043	LIFE SPORT LIBERTYVILLE				
		LIFESPORT PICKLEBALL - WINTER SESSION 2	RECREATION PROGRAM FUND	SPORTS CONTRACT PROGR	\$2,173.45
		LIFESPORT TENNIS - WINTER SESSION 2	RECREATION PROGRAM FUND	TENNIS	\$3,959.30
				Check Total:	\$6,132.75
139044	LITTLE EDDIES PIZZA				
		PIZZA	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$227.50
				Check Total:	\$227.50
139045	MAGIC OF GARY KANTOR				
		BDAY PROFESSIONAL SERVICES	RECREATION PROGRAM FUND	SPECIAL EVENTS	\$195.00
				Check Total:	\$195.00
139046	MARKET ACCESS CORPORATION				
		REGENT RENTAL LIQUOR INSURANCE - ADULT BINGO	RECREATION PROGRAM FUND	REGENT CENTER	\$195.00
				Check Total:	\$195.00
139047	MARTIN PETERSEN COMPANY, INC				
		INDOOR POOL EXHAUST FAN	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$4,565.00
				Check Total:	\$4,565.00

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139048	MCCANN INDUSTRIES, INC				
		PARKING STOPS - REBAR	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$548.00
				Check Total:	\$548.00
139049	MENARDS				
		FENCE PIPE RAIL T - PANIC BAR PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$13.08
				Check Total:	\$13.08
139050	MIDWEST HOSE AND FITTINGS, INC				
		PRESSURE WASHER PARTS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$242.66
		HYDRAULIC HOSE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$38.19
				Check Total:	\$280.85
139051	MORRISON'S LAUNDRY & CLEANERS				
		LAUNDER CLEANING TOWELS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$38.50
				Check Total:	\$38.50
139052	NAPA AUTO PARTS				
		OIL FILTERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$127.54
		OIL FILTERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$50.69
		TRUCK BATTERY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$190.60
		TRUCK BATTERY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$190.60
		TRUCK BATTERY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$153.56
		RETURNED BATTERIES (2)	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$(319.56)
		BATTERY RETURNED	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$(190.60)
		30W OIL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$54.86
		OIL FILTER	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$46.41
		BATTERY & FILTER	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$134.43
		GREASE FITTING KIT AND BATTERY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$187.38
		OIL FILTERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$48.55
		WELDING HELMET	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$47.03
		OIL FILTERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$187.57
		HYDRAULIC FLUID	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$146.94
				Check Total:	\$1,056.00
139053	NEXT UP HOOPS				
		KINDERGARTEN LEAGUE COACHING FEES	RECREATION PROGRAM FUND	BASKETBALL - YOUTH/FEED	\$960.00
				Check Total:	\$960.00
139054	NORTH SHORE GAS				
		MUSEUM - NAT GAS	CORPORATE FUND	MUSEUM	\$250.67
		GAS - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$217.30
		GAS - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$394.59
		GAS - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$164.75
		DRC NATURAL GAS	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$123.83
		DRC NATURAL GAS	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$92.87
		DRC NATURAL GAS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$61.92
		DRC NATURAL GAS	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$61.92
		DRC NATURAL GAS	RECREATION PROGRAM FUND	REC CONNECTION	\$216.71
		DRC NATURAL GAS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$61.92
		MCC GAS	RECREATION PROGRAM FUND	MCC FACILITY	\$458.64
		MCC GAS	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$687.97
		MCC GAS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$1,834.57
		MCC GAS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$1,605.25
		PARK MAINT - NAT GAS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$380.34

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		CONCESSIONS GAS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$976.51
		BFB GAS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$389.53
		REGENT CENTER - NATURAL GAS	RECREATION PROGRAM FUND	REGENT CENTER	\$358.51
				Check Total:	\$8,337.80
139055	PERFECT PROMOTIONS				
		BRANDED PICTURE FRAMES FOR DISTINGUISHED ACCREDITATION AND OTHER OCCASIONS	CORPORATE FUND	ADMINISTRATION	\$489.85
				Check Total:	\$489.85
139056	PRODUCTIVE PARKS LLC				
		ANNUAL SOFTWARE LICENSE	CORPORATE FUND	ADMINISTRATION	\$1,314.00
		ANNUAL SOFTWARE LICENSE	RECREATION PROGRAM FUND	ADMINISTRATION	\$1,314.00
		ANNUAL SOFTWARE LICENSE	CORPORATE FUND	ADMINISTRATION	\$3,814.00
		ANNUAL SOFTWARE LICENSE	RECREATION PROGRAM FUND	ADMINISTRATION	\$3,814.00
				Check Total:	\$10,256.00
139057	RAMROD DISTRIBUTORS				
		CUSTODIAL SUPPLIES - DRC	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$13.59
		CUSTODIAL SUPPLIES - DRC	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$13.59
		CUSTODIAL SUPPLIES - DRC	RECREATION PROGRAM FUND	ADMINISTRATION	\$13.59
		CUSTODIAL SUPPLIES - DRC	RECREATION PROGRAM FUND	REC CONNECTION	\$31.72
		CUSTODIAL SUPPLIES - DRC	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$18.13
		CUSTODIAL SUPPLIES 3RD FLOOR ADMIN	RECREATION PROGRAM FUND	MCC FACILITY	\$31.70
		CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$286.92
		REGENT CENTER - GARBAGE BAGS	RECREATION PROGRAM FUND	REGENT CENTER	\$58.80
				Check Total:	\$468.04
139058	REINDERS INC				
		ROUGH MOWER REPLACEMENT PARTS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$1,211.09
				Check Total:	\$1,211.09
139059	SERVICE SANITATION, INC				
		PORT-A-JOHN - BOB LEWANDOWSKI	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - BOB LEWANDOWSKI	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - HICKORY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - HICKORY	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - BOAT LAUNCH	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - BOAT LAUNCH	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - HANRAHAN	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - HANRAHAN	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - MEMORIAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - MEMORIAL	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - COMMUNITY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$158.29
		PORT-A-JOHN - COMMUNITY	CORPORATE FUND	SPECIAL RECREATION	\$105.53
		PORT-A-JOHN - LONGMEADOW	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - LONGMEADOW	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - GORDON RAY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - GORDON RAY	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - DUNBAR	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - DUNBAR	CORPORATE FUND	SPECIAL RECREATION	\$52.77
		PORT-A-JOHN - SCOTT BROWN	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$79.15
		PORT-A-JOHN - SCOTT BROWN	CORPORATE FUND	SPECIAL RECREATION	\$52.77
				Check Total:	\$1,451.10
139060	SIGNS NOW MUNDELEIN				

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		STEEPLE CHASE RATE POSTERS	CORPORATE FUND	GOLF PRO SHOP	\$119.91
		SMALL SIGNS FOR PICKLEBALL CODES AT PARKS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$54.12
		FITNESS BANNER FOR MIDLOTHIAN	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$233.59
				Check Total:	\$407.62
139061	SPORTS R US				
		SPORTS R US WINTER SESSION 2	RECREATION PROGRAM FUND	SPORTS CONTRACT PROGR	\$1,092.00
				Check Total:	\$1,092.00
139062	SPORTSMITH				
		FITNESS REPAIRS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$237.48
		FITNESS REPAIR	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$105.08
				Check Total:	\$342.56
139063	SUPERIOR REFRIGERATION				
		REFRIGERATION REPAIRS	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$205.00
				Check Total:	\$205.00
139064	SYSCO FOOD SRVCS-CHICAGO INC				
		FOOD AND SUPPLIES	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$65.00
		FOOD AND SUPPLIES	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$727.78
				Check Total:	\$792.78
139065	T-MOBILE USA, INC				
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	ADMINISTRATION	\$73.81
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	ADMINISTRATION	\$146.90
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	ADMINISTRATION	\$29.38
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	ADMINISTRATION	\$29.38
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$528.84
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$117.52
		CELL PHONES 02/03/24-03/02/24	CORPORATE FUND	GOLF PRO SHOP	\$88.86
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$103.19
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	REGENT CENTER	\$29.38
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$29.38
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$58.76
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	REC CONNECTION	\$117.52
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$47.21
		CELL PHONES 02/03/24-03/02/24	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$58.76
				Check Total:	\$1,547.03
139066	THE APPLE FRAME STUDIO LTD.				
		MUSEUM SUPPLIES	CORPORATE FUND	MUSEUM	\$125.00
				Check Total:	\$125.00
139067	THE SEGAL COMPANY (MIDWEST)				
		SERVICES FOR GASB 75	CORPORATE FUND	ADMINISTRATION	\$2,500.00
				Check Total:	\$2,500.00
139068	TOSHIBA FINANCIAL SERVICES				
		1ST FLOOR COPIER LEASE	RECREATION PROGRAM FUND	ADMINISTRATION	\$273.99
				Check Total:	\$273.99
139069	VERSION2 CONSULTING, LLC				

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		BACKUP DEVICE FOR BFB	RECREATION PROGRAM FUND	BAREFOOT BAY	\$206.03
			Check Total:		\$206.03
139070	WAREHOUSE DIRECT OFFICE PROD				
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$351.21
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$308.28
		OFFICE SUPPLIES	CORPORATE FUND	ADMINISTRATION	\$118.56
		OFFICE SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	\$177.84
			Check Total:		\$955.89
139071	WORKBRIGHT				
		WORKBRIGHT SOFTWARE	CORPORATE FUND	ADMINISTRATION	\$4,742.46
		WORKBRIGHT SOFTWARE	RECREATION PROGRAM FUND	ADMINISTRATION	\$4,742.46
			Check Total:		\$9,484.92

Warrant Total: \$145,903.60



BOARD MEMORANDUM

March 25, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Debbie McInerney, Director of Business Services & Technology
Date: March 21, 2024
Subject: February Financial Report

Analysis/Considerations

Attached is the February 2024 financial report. Forecast numbers are not yet included because it is so early in the year.

Just a reminder, that the red parenthesis indicates an unfavorable number for the column compared to the budget i.e., actual to budget, actual to budget YTD, projected to budget. After reviewing and analyzing the MTD and YTD Financial Reports, a summary is provided below.

Year to Date

Year to date the District is favorable in the amount of \$326,527. At this point, some of the favorability is a result of timing issues, however, a portion is expected to continue through the year due to a reduction in expenditures due to vacancies, health insurance costs, and shift in responsibilities and/or roles in the Department of Recreation & Facility Services. A better estimate of that portion should be clear toward the end of the 2nd quarter.

Action and Motion Requested

Move to place the February Financials on file.

Mundelein Park and Recreation District

ALL FUNDS SUMMARY

	Monthly Actual-to-Budget Comparison				
	2024 FEB Budget	2024 FEB Actual	Actual to Budget	2023 FEB Actual	Change in Actual 2023 to 2024
General Fund					
Rev	\$111,546.45	\$112,159.20	\$612.75	\$58,343.32	\$53,815.88
Exp	\$463,045.63	\$428,353.65	\$34,691.98	\$380,432.53	(\$47,921.12)
General Fund Total	(\$351,499.18)	(\$316,194.45)	\$35,304.73	(\$322,089.21)	\$5,894.76
Recreation Fund					
Rev	\$317,045.43	\$322,761.65	\$5,716.22	\$255,316.00	\$67,445.65
Exp	\$459,202.21	\$398,951.52	\$60,250.69	\$353,071.73	(\$45,879.79)
Recreation Fund Total	(\$142,156.78)	(\$76,189.87)	\$65,966.91	(\$97,755.73)	\$21,565.86
Debt Service Fund					
Rev	\$266.94	\$539.12	\$272.18	\$398.99	\$140.13
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Fund Total	\$266.94	\$539.12	\$272.18	\$398.99	\$140.13
Capital Fund					
Rev	\$1,993.58	\$23,981.85	\$21,988.27	\$11,097.20	\$12,884.65
Exp	\$21,300.00	\$72,216.75	(\$50,916.75)	\$55,537.10	(\$16,679.65)
Capital Fund Total	(\$19,306.42)	(\$48,234.90)	(\$28,928.48)	(\$44,439.90)	(\$3,795.00)
Grand Total	(\$512,695.44)	(\$440,080.10)	\$72,615.34	(\$463,885.85)	\$23,805.75

Mundelein Park and Recreation District

CORP FUND OVERVIEW

	Monthly Actual-to-Budget Comparison				
	2024 FEB Budget	2024 FEB Actual	Actual to Budget	2023 FEB Actual	Change in Actual 2023 to 2024
Administration					
Rev	\$98,126.78	\$101,958.23	\$3,831.45	\$49,545.23	\$52,413.00
Exp	\$143,965.85	\$131,054.81	\$12,911.04	\$126,758.34	(\$4,296.47)
Administration Total	(\$45,839.07)	(\$29,096.58)	\$16,742.49	(\$77,213.11)	\$48,116.53
Parks					
Rev	\$23.67	\$805.23	\$781.56	\$204.02	\$601.21
Exp	\$148,271.91	\$150,821.16	(\$2,549.25)	\$135,952.99	(\$14,868.17)
Parks Total	(\$148,248.24)	(\$150,015.93)	(\$1,767.69)	(\$135,748.97)	(\$14,266.96)
Golf					
Rev	\$13,396.00	\$9,395.74	(\$4,000.26)	\$8,594.07	\$801.67
Exp	\$85,267.34	\$81,936.24	\$3,331.10	\$71,051.12	(\$10,885.12)
Golf Total	(\$71,871.34)	(\$72,540.50)	(\$669.16)	(\$62,457.05)	(\$10,083.45)
Special Recreation					
Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Exp	\$32,564.49	\$13,313.39	\$19,251.10	\$2,997.50	(\$10,315.89)
Special Recreation Total	(\$32,564.49)	(\$13,313.39)	\$19,251.10	(\$2,997.50)	(\$10,315.89)
Museum					
Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Exp	\$2,067.55	\$1,111.30	\$956.25	\$2,707.33	\$1,596.03
Museum Totals	(\$2,067.55)	(\$1,111.30)	\$956.25	(\$2,707.33)	\$1,596.03
Police					
Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Exp	\$25,178.49	\$25,402.50	(\$224.01)	\$26,089.30	\$686.80
Police Totals	(\$25,178.49)	(\$25,402.50)	(\$224.01)	(\$26,089.30)	\$686.80
Risk Management					
Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Exp	\$25,730.00	\$24,714.25	\$1,015.75	\$14,875.95	(\$9,838.30)
Risk Mgmt. Totals	(\$25,730.00)	(\$24,714.25)	\$1,015.75	(\$14,875.95)	(\$9,838.30)
Audit					
Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Audit Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Corporate Fund Total	(\$351,499.18)	(\$316,194.45)	\$35,304.73	(\$322,089.21)	\$5,894.76

Mundelein Park and Recreation District

REC FUND OVERVIEW

	Monthly Actual-to-Budget Comparison				
	2024 FEB Budget	2024 FEB Actual	Actual to Budget	2023 FEB Actual	Change in Actual 2023 to 2024
Administration					
Rev	\$18,758.46	\$15,222.75	(\$3,535.71)	\$19,435.86	(\$4,213.11)
Exp	\$160,945.68	\$144,223.96	\$16,721.72	\$101,518.79	(\$42,705.17)
Administration Total	(\$142,187.22)	(\$129,001.21)	\$13,186.01	(\$82,082.93)	(\$46,918.28)
Preschool					
Rev	\$13,000.00	\$10,556.90	(\$2,443.10)	\$9,907.05	\$649.85
Exp	\$9,488.57	\$8,468.86	\$1,019.71	\$9,377.98	\$909.12
Preschool Total	\$3,511.43	\$2,088.04	(\$1,423.39)	\$529.07	\$1,558.97
Athletics					
Rev	\$31,746.35	\$43,086.14	\$11,339.79	\$27,265.29	\$15,820.85
Exp	\$20,769.90	\$18,859.33	\$1,910.57	\$22,893.15	\$4,033.82
Athletics Total	\$10,976.45	\$24,226.81	\$13,250.36	\$4,372.14	\$19,854.67
Regent Center					
Rev	\$5,385.00	\$5,664.98	\$279.98	\$5,025.14	\$639.84
Exp	\$14,857.87	\$13,949.42	\$908.45	\$12,263.81	(\$1,685.61)
Regent Center Total	(\$9,472.87)	(\$8,284.44)	\$1,188.43	(\$7,238.67)	(\$1,045.77)
Big & Little					
Rev	\$90,885.27	\$75,455.00	(\$15,430.27)	\$61,977.60	\$13,477.40
Exp	\$62,548.76	\$50,137.47	\$12,411.29	\$56,902.12	\$6,764.65
Big & Little Totals	\$28,336.51	\$25,317.53	(\$3,018.98)	\$5,075.48	\$20,242.05
Fitness					
Rev	\$62,985.35	\$57,617.74	(\$5,367.61)	\$53,773.45	\$3,844.29
Exp	\$61,806.31	\$63,211.18	(\$1,404.87)	\$59,997.34	(\$3,213.84)
Fitness Total	\$1,179.04	(\$5,593.44)	(\$6,772.48)	(\$6,223.89)	\$630.45
Aquatics					
Rev	\$9.00	\$110.06	\$101.06	\$15.12	\$94.94
Exp	\$39,290.16	\$25,621.28	\$13,668.88	\$18,788.37	(\$6,832.91)
Aquatics Total	(\$39,281.16)	(\$25,511.22)	\$13,769.94	(\$18,773.25)	(\$6,737.97)
Rec Connect/Camp					
Rev	\$50,000.00	\$66,560.84	\$16,560.84	\$42,832.68	\$23,728.16
Exp	\$43,739.65	\$29,479.08	\$14,260.57	\$35,866.66	\$6,387.58
Rec Connect/Camp Total	\$6,260.35	\$37,081.76	\$30,821.41	\$6,966.02	\$30,115.74
Indoor Pool					
Rev	\$17,012.49	\$18,953.29	\$1,940.80	\$16,491.00	\$2,462.29
Exp	\$22,045.51	\$15,334.36	\$6,711.15	\$21,476.54	\$6,142.18
Indoor Pool Totals	(\$5,033.02)	\$3,618.93	\$8,651.95	(\$4,985.54)	\$8,604.47
Dance					
Rev	\$21,915.00	\$24,041.14	\$2,126.14	\$15,850.79	\$8,190.35
Exp	\$19,402.21	\$28,178.49	(\$8,776.28)	\$11,675.38	(\$16,503.11)
Dance Total	\$2,512.79	(\$4,137.35)	(\$6,650.14)	\$4,175.41	(\$8,312.76)
Cultural Arts					
Rev	\$5,348.51	\$5,492.81	\$144.30	\$2,742.02	\$2,750.79
Exp	\$4,307.59	\$1,488.09	\$2,819.50	\$2,311.59	\$823.50
Cultural Arts Total	\$1,040.92	\$4,004.72	\$2,963.80	\$430.43	\$3,574.29
Recreation Fund Total	(\$142,156.78)	(\$76,189.87)	\$65,966.91	(\$97,755.73)	\$21,565.86

Mundelein Park and Recreation District
CAPITAL

	Monthly Actual-to-Budget Comparison				
	2024 FEB Budget	2024 FEB Actual	Actual to Budget	2023 FEB Actual	Change in Actual 2023 to 2024
REVENUES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRIBUTIONS AND DONATIONS					
40-51.570-4700 CONTRIBUTIONS AND DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4702 DEVELOPER DONATIONS	\$0.00	\$17,803.20	\$17,803.20	\$8,830.00	\$8,973.20
40-51.570-4725 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4726 PLAYCORE/GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS AND DONATIONS	\$0.00	\$17,803.20	\$17,803.20	\$8,830.00	\$8,973.20
OTHER INCOME					
40-51.570-4801 INTEREST - INVESTMENTS	\$1,993.58	\$5,302.17	\$3,308.59	\$2,267.20	\$3,034.97
40-51.570-4807 INSURANCE CLAIMS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4811 PROCEEDS FROM SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4815 MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4813 PROCEEDS FROM SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER INCOME	\$1,993.58	\$6,178.65	\$4,185.07	\$2,267.20	\$3,911.45
INTERFUND TRANSFERS					
40-51.570-4910 TRANSFER FROM OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4920 TRANSFER FROM OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERFUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REVENUE TOTAL	\$1,993.58	\$23,981.85	\$21,988.27	\$11,097.20	\$12,884.65
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					
40-51.570-5210 PROFESSIONAL FEES	\$10,000.00	\$7,263.19	\$2,736.81	\$4,971.53	(\$2,291.66)
CONTRACTED SERVICES	\$10,000.00	\$7,263.19	\$2,736.81	\$4,971.53	(\$2,291.66)
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342 BANK/CREDIT CARD FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OPERATING SUPPLIES/EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT EXPENSE					
40-51.570-5612 PRINCIPAL PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES					
40-51.570-5810 CAPITAL EQUIPMENT	\$11,300.00	\$44,743.20	(\$33,443.20)	\$21,150.00	(\$23,593.20)
40-51.570-5812 CAPITAL FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5815 CAPITAL ATHLETIC EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5820 CAPITAL VEHICLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5830 CAPITAL IMPROVEMENT	\$0.00	\$20,210.36	(\$20,210.36)	\$29,415.57	\$9,205.21
40-51.570-5835 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5840 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5841 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5850 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES	\$11,300.00	\$64,953.56	(\$53,653.56)	\$50,565.57	(\$14,387.99)
EXPENDITURE TOTAL	\$21,300.00	\$72,216.75	(\$50,916.75)	\$55,537.10	(\$16,679.65)
CAPITAL TOTALS	(\$19,306.42)	(\$48,234.90)	(\$28,928.48)	(\$44,439.90)	(\$3,795.00)

Mundelein Park and Recreation District

ALL FUNDS SUMMARY

	Year-to-Date Actual-to-Budget Comparison Through February				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
General Fund					
Rev	\$222,973.52	\$240,035.58	\$17,062.06	\$139,922.42	\$100,113.16
Exp	\$775,470.66	\$666,610.56	\$108,860.10	\$608,764.10	(\$57,846.46)
General Fund Total	(\$552,497.14)	(\$426,574.98)	\$125,922.16	(\$468,841.68)	\$42,266.70
Recreation Fund					
Rev	\$653,143.63	\$659,616.73	\$6,473.10	\$548,795.96	\$110,820.77
Exp	\$810,944.18	\$677,358.29	\$133,585.89	\$570,591.05	(\$106,767.24)
Recreation Fund Total	(\$157,800.55)	(\$17,741.56)	\$140,058.99	(\$21,795.09)	\$4,053.53
Debt Service Fund					
Rev	\$590.09	\$1,506.80	\$916.71	\$846.55	\$660.25
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Fund Total	\$590.09	\$1,506.80	\$916.71	\$846.55	\$660.25
Capital Fund					
Rev	\$4,988.69	\$46,989.88	\$42,001.19	\$26,936.67	\$20,053.21
Exp	\$99,300.00	\$81,671.19	\$17,628.81	\$55,537.10	(\$26,134.09)
Capital Fund Total	(\$94,311.31)	(\$34,681.31)	\$59,630.00	(\$28,600.43)	(\$6,080.88)
Grand Total	(\$804,018.91)	(\$477,491.05)	\$326,527.86	(\$518,390.65)	\$40,899.60

Mundelein Park and Recreation District

CORP FUND OVERVIEW

	Year-to-Date Actual-to-Budget Comparison Through February				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
Administration					
Rev	\$198,785.55	\$223,746.44	\$24,960.89	\$129,710.46	\$94,035.98
Exp	\$261,833.61	\$213,884.09	\$47,949.52	\$229,196.98	\$15,312.89
Administration Total	(\$63,048.06)	\$9,862.35	\$72,910.41	(\$99,486.52)	\$109,348.87
Parks					
Rev	\$23.67	\$919.66	\$895.99	\$204.02	\$715.64
Exp	\$239,582.21	\$238,080.10	\$1,502.11	\$205,144.19	(\$32,935.91)
Parks Total	(\$239,558.54)	(\$237,160.44)	\$2,398.10	(\$204,940.17)	(\$32,220.27)
Golf					
Rev	\$24,164.30	\$14,815.09	(\$9,349.21)	\$10,007.94	\$4,807.15
Exp	\$147,079.13	\$130,426.92	\$16,652.21	\$104,286.48	(\$26,140.44)
Golf Total	(\$122,914.83)	(\$115,611.83)	\$7,303.00	(\$94,278.54)	(\$21,333.29)
Special Recreation					
Rev	\$0.00	\$333.45	\$333.45	\$0.00	\$333.45
Exp	\$54,493.48	\$14,308.23	\$40,185.25	\$5,832.93	(\$8,475.30)
Special Recreation Total	(\$54,493.48)	(\$13,974.78)	\$40,518.70	(\$5,832.93)	(\$8,141.85)
Museum					
Rev	\$0.00	\$0.73	\$0.73	\$0.00	\$0.73
Exp	\$2,398.20	\$1,148.43	\$1,249.77	\$3,101.94	\$1,953.51
Museum Totals	(\$2,398.20)	(\$1,147.70)	\$1,250.50	(\$3,101.94)	\$1,954.24
Police					
Rev	\$0.00	\$56.53	\$56.53	\$0.00	\$56.53
Exp	\$25,354.04	\$26,345.00	(\$990.96)	\$26,129.30	(\$215.70)
Police Totals	(\$25,354.04)	(\$26,288.47)	(\$934.43)	(\$26,129.30)	(\$159.17)
Risk Management					
Rev	\$0.00	\$151.38	\$151.38	\$0.00	\$151.38
Exp	\$44,730.00	\$42,417.79	\$2,312.21	\$35,072.28	(\$7,345.51)
Risk Mgmt. Totals	(\$44,730.00)	(\$42,266.41)	\$2,463.59	(\$35,072.28)	(\$7,194.13)
Audit					
Rev	\$0.00	\$12.30	\$12.30	\$0.00	\$12.30
Exp	(\$0.01)	\$0.00	(\$0.01)	\$0.00	\$0.00
Audit Totals	\$0.01	\$12.30	\$12.29	\$0.00	\$12.30
Corporate Fund Total	(\$552,497.14)	(\$426,574.98)	\$125,922.16	(\$468,841.68)	\$42,266.70

Mundelein Park and Recreation District

REC FUND OVERVIEW

	Year-to-Date Actual-to-Budget Comparison Through February				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
Administration					
Rev	\$55,952.71	\$77,648.40	\$21,695.69	\$69,168.97	\$8,479.43
Exp	\$317,145.65	\$280,841.97	\$36,303.68	\$177,858.95	(\$102,983.02)
Administration Total	(\$261,192.94)	(\$203,193.57)	\$57,999.37	(\$108,689.98)	(\$94,503.59)
Preschool					
Rev	\$23,000.00	\$23,513.39	\$513.39	\$21,080.19	\$2,433.20
Exp	\$14,121.61	\$10,553.81	\$3,567.80	\$12,443.68	\$1,889.87
Preschool Total	\$8,878.39	\$12,959.58	\$4,081.19	\$8,636.51	\$4,323.07
Athletics					
Rev	\$64,647.22	\$78,165.56	\$13,518.34	\$54,022.01	\$24,143.55
Exp	\$44,601.01	\$32,017.92	\$12,583.09	\$40,192.67	\$8,174.75
Athletics Total	\$20,046.21	\$46,147.64	\$26,101.43	\$13,829.34	\$32,318.30
Regent Center					
Rev	\$9,505.00	\$10,000.50	\$495.50	\$8,830.87	\$1,169.63
Exp	\$23,104.10	\$22,996.18	\$107.92	\$17,889.62	(\$5,106.56)
Regent Center Total	(\$13,599.10)	(\$12,995.68)	\$603.42	(\$9,058.75)	(\$3,936.93)
Big & Little					
Rev	\$187,913.85	\$154,443.90	(\$33,469.95)	\$125,902.70	\$28,541.20
Exp	\$101,620.38	\$73,730.19	\$27,890.19	\$82,154.47	\$8,424.28
Big & Little Totals	\$86,293.47	\$80,713.71	(\$5,579.76)	\$43,748.23	\$36,965.48
Fitness					
Rev	\$126,289.87	\$121,906.90	(\$4,382.97)	\$111,036.90	\$10,870.00
Exp	\$103,293.54	\$91,215.16	\$12,078.38	\$89,212.02	(\$2,003.14)
Fitness Total	\$22,996.33	\$30,691.74	\$7,695.41	\$21,824.88	\$8,866.86
Aquatics					
Rev	\$14.45	\$155.29	\$140.84	\$31.84	\$123.45
Exp	\$54,536.97	\$36,234.64	\$18,302.33	\$28,098.73	(\$8,135.91)
Aquatics Total	(\$54,522.52)	(\$36,079.35)	\$18,443.17	(\$28,066.89)	(\$8,012.46)
Rec Connect/Camp					
Rev	\$106,500.00	\$110,971.21	\$4,471.21	\$88,506.22	\$22,464.99
Exp	\$68,135.69	\$47,568.14	\$20,567.55	\$55,065.11	\$7,496.97
Rec Connect/Camp Total	\$38,364.31	\$63,403.07	\$25,038.76	\$33,441.11	\$29,961.96
Indoor Pool					
Rev	\$34,186.64	\$36,232.82	\$2,046.18	\$34,744.66	\$1,488.16
Exp	\$31,861.36	\$19,972.29	\$11,889.07	\$29,630.44	\$9,658.15
Indoor Pool Totals	\$2,325.28	\$16,260.53	\$13,935.25	\$5,114.22	\$11,146.31
Dance					
Rev	\$34,974.99	\$38,287.58	\$3,312.59	\$29,275.82	\$9,011.76
Exp	\$46,298.88	\$60,054.83	(\$13,755.95)	\$33,977.76	(\$26,077.07)
Dance Total	(\$11,323.89)	(\$21,767.25)	(\$10,443.36)	(\$4,701.94)	(\$17,065.31)
Cultural Arts					
Rev	\$10,158.90	\$8,291.18	(\$1,867.72)	\$6,195.78	\$2,095.40
Exp	\$6,224.99	\$2,173.16	\$4,051.83	\$4,067.60	\$1,894.44
Cultural Arts Total	\$3,933.91	\$6,118.02	\$2,184.11	\$2,128.18	\$3,989.84
Recreation Fund Total	(\$157,800.55)	(\$17,741.56)	\$140,058.99	(\$21,795.09)	\$4,053.53

Mundelein Park and Recreation District

CAPITAL

	Year-to-Date Actual-to-Budget Comparison Through February				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
REVENUES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRIBUTIONS AND DONATIONS					
40-51.570-4700 CONTRIBUTIONS AND DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4702 DEVELOPER DONATIONS	\$0.00	\$33,007.20	\$33,007.20	\$19,426.00	\$13,581.20
40-51.570-4725 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4726 PLAYCORE/GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS AND DONATIONS	\$0.00	\$33,007.20	\$33,007.20	\$19,426.00	\$13,581.20
OTHER INCOME					
40-51.570-4801 INTEREST - INVESTMENTS	\$4,988.69	\$12,115.14	\$7,126.45	\$7,510.67	\$4,604.47
40-51.570-4807 INSURANCE CLAIMS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4811 PROCEEDS FROM SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4815 MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4813 PROCEEDS FROM SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER INCOME	\$4,988.69	\$13,982.68	\$8,993.99	\$7,510.67	\$6,472.01
INTERFUND TRANSFERS					
40-51.570-4910 TRANSFER FROM OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4920 TRANSFER FROM OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERFUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REVENUE TOTAL	\$4,988.69	\$46,989.88	\$42,001.19	\$26,936.67	\$20,053.21
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					
40-51.570-5210 PROFESSIONAL FEES	\$10,000.00	\$7,263.19	\$2,736.81	\$4,971.53	(\$2,291.66)
CONTRACTED SERVICES	\$10,000.00	\$7,263.19	\$2,736.81	\$4,971.53	(\$2,291.66)
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342 BANK/CREDIT CARD FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OPERATING SUPPLIES/EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT EXPENSE					
40-51.570-5612 PRINCIPAL PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES					
40-51.570-5810 CAPITAL EQUIPMENT	\$62,300.00	\$44,743.20	\$17,556.80	\$21,150.00	(\$23,593.20)
40-51.570-5812 CAPITAL FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5815 CAPITAL ATHLETIC EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5820 CAPITAL VEHICLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5830 CAPITAL IMPROVEMENT	\$27,000.00	\$29,664.80	(\$2,664.80)	\$29,415.57	(\$249.23)
40-51.570-5835 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5840 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5841 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5850 CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES	\$89,300.00	\$74,408.00	\$14,892.00	\$50,565.57	(\$23,842.43)
EXPENDITURE TOTAL	\$99,300.00	\$81,671.19	\$17,628.81	\$55,537.10	(\$26,134.09)
CAPITAL TOTALS	(\$94,311.31)	(\$34,681.31)	\$59,630.00	(\$28,600.43)	(\$6,080.88)

MUNDELEIN PARK AND RECREATION DISTRICT
TREASURER'S REPORT
As of February 29, 2024

Fund Name	Fund	Jt Ckg- 1001	FLEX Ckg-1002	MMKT - 1004	CD's - 1007	IPDLAF - 1009	Petty Cash	Total
GL Cash/Investment Accounts								
Corporate Fund	10-00.000-1001	1,625,789.30						1,625,789.30
	10-00.000-1108	2,465.20						2,465.20
	10-00.000-1002		2,320.40					2,320.40
	10-00.000-1004							-
	10-00.000-1007				947,000.00			947,000.00
	10-00.000-1009					38,502.53		38,502.53
	10-00.000-1010							-
	10-00.000-1011						1,250.00	1,250.00
	10-00.000-1012						275.00	275.00
	10-00.000-1013							-
Recreation Fund	20-00.000-1001	1,767,580.96						1,767,580.96
	20-00.000-1108	43,087.98						43,087.98
	20-00.000-1109							-
	20-00.000-1014						50.00	50.00
	20-00.000-1019						100.00	100.00
	20-00.000-1020						100.00	100.00
	20-00.000-1021						395.00	395.00
	20-00.000-1022							-
	20-00.000-1023						-	-
	20-00.000-1024							-
	20-00.000-1025							-
	20-00.000-1026							-
	20-00.000-1027						-	-
	20-00.000-1028							-
	20-00.000-1029						-	-
Debt Service Fund	30-00.000-1001	179,816.39						179,816.39
Capital Improv Fund	40-00.000-1001	896,407.51						896,407.51
	40-00.000-1007				473,000.00			473,000.00
	40-00.000-1009					105,282.38		105,282.38
TOTAL:		4,515,147.34	2,320.40	-	1,420,000.00	143,784.91	2,170.00	6,083,422.65

Bank and Investment Accounts

WCB - Checking		4,515,147.34	2,320.40					
Libertyville Bank & Trust								
IPDLAF - Bond Imprv Fund					473,000.00	105,282.38		
IPDLAF-Operating Fund					947,000.00	38,502.53		
Cash On Hand							2,170.00	
TOTAL:		4,515,147.34	2,320.40	-	1,420,000.00	143,784.91	2,170.00	6,083,422.65

Difference:

Changes in Fund Balance through February 29, 2024

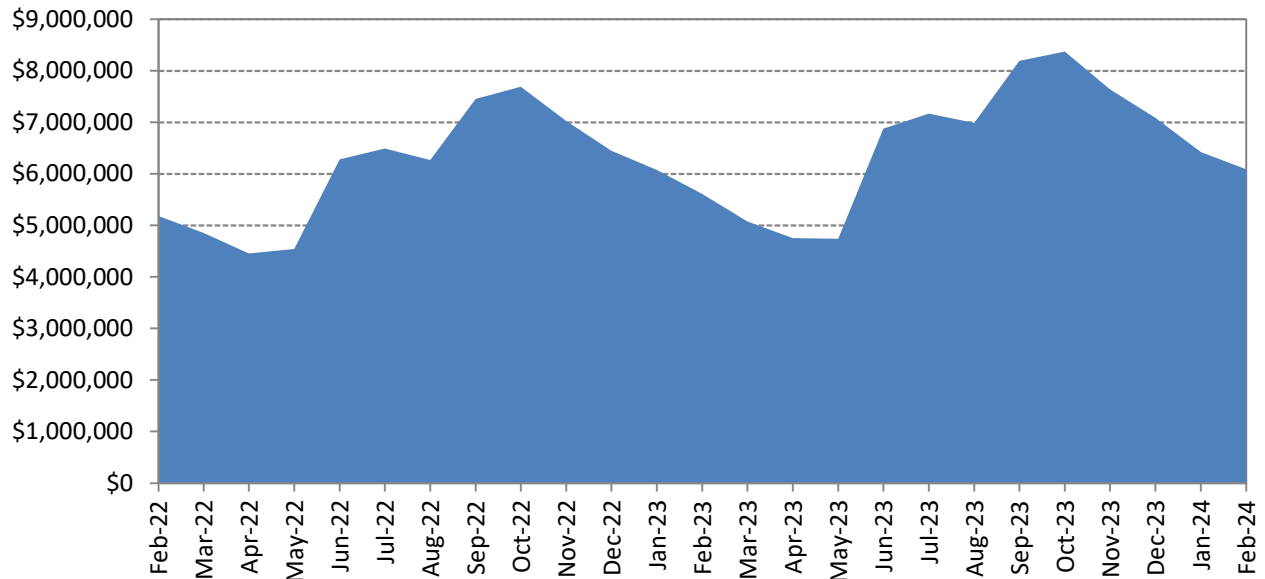
	Assets	Liabilities	Beg Fund Bal	End Fund Bal	Revenues	Expenses	Chg to Fund Bal
Corporate Fund - 10	2,677,069.44	(159,518.71)	(2,944,125.71)	(2,517,550.73)	(240,035.58)	666,610.56	426,574.98
Recreation Fund - 20	3,340,494.08	(1,883,966.73)	(1,474,268.91)	(1,456,527.35)	(659,616.73)	677,358.29	17,741.56
Debt Service Fund - 30	179,816.39	-	(178,309.59)	(179,816.39)	(1,506.80)	-	(1,506.80)
Capital Imprv Fund - 40	1,505,565.86	(336,875.88)	(1,203,371.29)	(1,168,689.98)	(46,989.88)	81,671.19	34,681.31
TOTAL:	7,702,945.77	(2,380,361.32)	(5,800,075.50)	(5,322,584.45)	(948,148.99)	1,425,640.04	477,491.05

Mundelein Park District Cash Flows

2/29/2024

Date	Recreation Fund	Corporate Fund	Capital Improvement Fund	Joint Checking	Total
2/28/2022	695.00	15,328.81	549,431.48	4,614,728.78	5,180,184.07
3/31/2022	695.00	14,786.49	549,433.39	4,285,995.25	4,850,910.13
4/30/2022	695.00	14,158.67	549,439.41	3,891,408.56	4,455,701.64
5/31/2022	2,895.00	14,881.05	549,459.11	3,974,921.36	4,542,156.52
6/30/2022	2,895.00	15,047.58	549,495.19	5,713,569.51	6,281,007.28
7/31/2022	2,895.00	14,358.90	549,552.65	5,923,568.88	6,490,375.43
8/31/2022	995.00	13,795.60	550,331.21	5,699,864.93	6,264,986.74
9/30/2022	695.00	14,220.39	550,424.58	6,887,148.32	7,452,488.29
10/31/2022	695.00	14,450.31	550,546.75	7,122,436.49	7,688,128.55
11/30/2022	695.00	15,041.99	550,690.69	6,460,244.52	7,026,672.20
12/31/2022	695.00	14,350.35	550,861.02	5,883,347.92	6,449,254.29
1/31/2023	695.00	14,890.34	551,043.27	5,509,575.72	6,076,204.33
2/28/2023	695.00	14,744.34	553,659.67	5,041,645.13	5,610,744.14
3/31/2023	695.00	14,281.90	553,856.82	4,506,160.90	5,074,994.62
4/30/2023	695.00	13,812.88	554,054.90	4,183,955.24	4,752,518.02
5/31/2023	2,895.00	14,622.74	554,268.98	4,168,482.32	4,740,269.04
6/30/2023	2,895.00	15,434.22	554,479.49	6,303,881.01	6,876,689.72
7/31/2023	2,845.00	16,254.75	554,700.83	6,595,839.26	7,169,639.84
8/31/2023	845.00	980,632.87	563,410.85	5,439,628.80	6,984,517.52
9/30/2023	645.00	980,492.45	563,378.16	6,649,417.77	8,193,933.38
10/31/2023	645.00	980,726.44	563,712.42	6,830,996.80	8,376,080.66
11/30/2023	645.00	983,790.29	564,039.11	6,088,314.84	7,636,789.24
12/31/2023	645.00	985,013.82	564,376.07	5,536,819.72	7,086,854.61
1/31/2024	645.00	982,403.79	564,712.40	4,875,935.67	6,423,696.86
2/29/2024	645.00	989,347.93	578,282.38	4,515,147.34	6,083,422.65

Mundelein Park District Cash Flows - 2 Years (25 months)



PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 02/29/2024
Fund 10 - CORPORATE FUND					
Assets					
Account Type: Cash					
10-00.000-1001	CHECKING ACCOUNT - MCB	2,156,208.62	251,128.84	781,548.16	1,625,789.30
10-00.000-1002	CHECKING ACCOUNT - FLEX	4,880.40	10,218.98	12,778.98	2,320.40
10-00.000-1011	CASH DRAWER - PRO SHOP	1,250.00	0.00	0.00	1,250.00
10-00.000-1012	CASH DRAWER - FOOD/BEVERAGE	275.00	0.00	0.00	275.00
10-00.000-1108	GOLF PAYMENT CLEARING	0.00	23,882.30	21,417.10	2,465.20
	Total Cash:	2,162,614.02	285,230.12	815,744.24	1,632,099.90
Account Type: Investments					
10-00.000-1007	CERTIFICATES OF DEPOSIT	954,000.00	236,000.00	243,000.00	947,000.00
10-00.000-1009	IPDLAF INVESTMENT	24,608.42	250,248.11	236,354.00	38,502.53
	Total Investments:	978,608.42	486,248.11	479,354.00	985,502.53
Account Type: Accounts Receivable					
10-00.000-1101	REAL ESTATE TAXES RECEIVABLE	3,834,000.00	0.00	3,834,000.00	0.00
10-00.000-1110	ACCOUNTS RECEIVABLE	332.49	8.12	332.49	8.12
10-00.000-1112	ACCRUED INTEREST	17,675.32	9,008.89	6,906.53	19,777.68
	Total Accounts Receivable:	3,852,007.81	9,017.01	3,841,239.02	19,785.80
Account Type: Fixed Assets					
10-00.000-1030	MERCHANDISE INVENTORY	37,606.07	0.00	0.00	37,606.07
	Total Fixed Assets:	37,606.07	0.00	0.00	37,606.07
Account Type: Other Assets					
10-00.000-1202	PREPAID OTHER EXPENSES	19,942.31	199.98	18,567.15	1,575.14
10-00.000-1204	VENDOR DEPOSITS	500.00	0.00	0.00	500.00
	Total Other Assets:	20,442.31	199.98	18,567.15	2,075.14
TOTAL ASSETS		7,051,278.63	780,695.22	5,154,904.41	2,677,069.44
Liabilities					
Account Type: Accounts Payable					
10-00.000-2001	ACCOUNTS PAYABLE	84,223.83	279,564.31	234,899.55	39,559.07
10-00.000-2005	SALES TAX PAYABLE	279.00	493.52	533.44	318.92
	Total Accounts Payable:	84,502.83	280,057.83	235,432.99	39,877.99
Account Type: Liabilities-ST					
10-00.000-2020	ACCRUED WAGES PAYABLE	130,508.11	130,508.11	0.00	0.00
10-00.000-2021	FEDERAL PR TAX WITHHELD	0.00	55,648.40	55,648.40	0.00
10-00.000-2022	FICA PAYROLL TAX LIABILITY	0.00	84,518.94	84,518.94	0.00
10-00.000-2023	MEDICARE P/R TAX LIABILITY	0.00	19,766.46	19,766.46	0.00
10-00.000-2024	IL/WI PAYROLL TAX LIABILITY	0.00	31,424.83	31,424.83	0.00
10-00.000-2026	IMRF EE/ER PR LIABILITY	0.00	37,203.47	73,765.41	36,561.94
10-00.000-2028	INSURANCE PR DEDUCTION	0.00	127,684.09	127,592.54	(91.55)
10-00.000-2029	457 PR DEDUCTION-NATIONWIDE	0.00	1,593.84	1,593.84	0.00
10-00.000-2030	457 PR DEDUCTION-SEC BNFT/STD	0.00	3,593.84	3,593.84	0.00
10-00.000-2031	UNION DUES PR DEDUCTION	0.00	1,000.02	1,000.02	0.00
10-00.000-2032	ADD'L LIFE INSURANCE IMRF	0.00	112.00	112.00	0.00
10-00.000-2033	ADD'L LIFE INSURANCE PDRMA	0.00	1,597.62	1,591.42	(6.20)
10-00.000-2037	ADD'L EE IMRF CONTRIBUTIONS	0.00	5,538.23	10,672.28	5,134.05
10-00.000-2040	FLEX HEALTH	(1,750.85)	9,284.98	6,880.66	(4,155.17)
10-00.000-2041	FLEX CHILD CARE	1,348.16	1,494.00	1,923.12	1,777.28
10-00.000-2043	NEW YORK LIFE INS W/H	0.00	213.36	213.36	0.00
	Total Liabilities-ST:	130,105.42	511,182.19	420,297.12	39,220.35
Account Type: Deferred Inflows					
10-00.000-2201	DEFERRED TAX REVENUE	3,834,000.00	3,834,000.00	0.00	0.00
10-00.000-2206	GIFT CERTIFICATES	58,544.67	3,049.30	24,925.00	80,420.37
	Total Deferred Inflows:	3,892,544.67	3,837,049.30	24,925.00	80,420.37
TOTAL LIABILITIES		4,107,152.92	4,628,289.32	680,655.11	159,518.71
Fund Equity					
Account Type: Unassigned					
10-00.000-3100	UNASSIGNED FUND BALANCE	2,609,814.17	0.00	0.00	2,609,814.17
	Total Unassigned:	2,609,814.17	0.00	0.00	2,609,814.17
Account Type: Assigned					
10-00.000-3201	ASSIGNED FUND-TALL GRASS	54,442.07	0.00	0.00	54,442.07
	Total Assigned:	54,442.07	0.00	0.00	54,442.07
Account Type: Restricted					
10-00.000-3401	RESTRICTED FUND BAL-AUDIT	11,065.22	0.00	0.00	11,065.22
10-00.000-3402	RESTRICTED FUND BAL-POLICE	38,755.27	0.00	0.00	38,755.27
10-00.000-3403	RESTRICTED FUND BAL-SOCSEC	56,038.21	0.00	0.00	56,038.21
10-00.000-3404	RESTRICTED FUND BAL-IMRF	90,161.38	0.00	0.00	90,161.38
10-00.000-3405	RESTRICTED FUND BAL-LIAB INS	69,716.43	0.00	0.00	69,716.43
10-00.000-3406	RESTRICTED FUND BAL-SRACLS	123,621.23	0.00	0.00	123,621.23
10-00.000-3407	RESTRICTED FUND BAL-MUSEUM	176,298.68	0.00	0.00	176,298.68

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 02/29/2024
Fund 10 - CORPORATE FUND					
Fund Equity					
	Total Restricted:	565,656.42	0.00	0.00	565,656.42
TOTAL FUND EQUITY					
		3,229,912.66	0.00	0.00	3,229,912.66
Account Type: Revenue					
	Total Revenue:		491.67	240,527.25	240,035.58
TOTAL REVENUES					
			491.67	240,527.25	240,035.58
Account Type: Expenditure					
	Total Expenditure:		799,847.83	133,237.27	666,610.56
TOTAL EXPENDITURES					
			799,847.83	133,237.27	666,610.56
Total Fund 10 - CORPORATE FUND					
TOTAL ASSETS					
		7,051,278.63	780,695.22	5,154,904.41	2,677,069.44
BEG. FUND BALANCE - 2023					
		3,229,912.66			3,229,912.66
+ NET OF REVENUES/EXPENDITURES - 2023					
					(285,786.95)
+ NET OF REVENUES & EXPENDITURES					
			(800,339.50)	(373,764.52)	(426,574.98)
= ENDING FUND BALANCE					
		2,182,093.82	(1,086,126.45)	(659,551.47)	2,517,550.73
+ LIABILITIES					
		4,107,152.92	(4,628,289.32)	(680,655.11)	159,518.71
= TOTAL LIABILITIES AND FUND BALANCE					
		6,289,246.74	(5,714,415.77)	(1,340,206.58)	2,677,069.44

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 02/29/2024
Fund 20 - RECREATION PROGRAM FUND					
Assets					
Account Type: Cash					
20-00.000-1001	CHECKING ACCOUNT - MCB	1,879,081.44	649,454.84	760,955.32	1,767,580.96
20-00.000-1014	CASH DRAWER - REGENT	50.00	0.00	0.00	50.00
20-00.000-1019	PETTY CASH SPECIAL EVENTS	100.00	0.00	0.00	100.00
20-00.000-1020	PETTY CASH - REC ADMIN	100.00	0.00	0.00	100.00
20-00.000-1021	CASH DRAWER - PARKVIEW	395.00	0.00	0.00	395.00
20-00.000-1108	ACTIVE PAYMENT CLEARING A/C	42,793.29	599,929.08	599,634.39	43,087.98
	Total Cash:	1,922,519.73	1,249,383.92	1,360,589.71	1,811,313.94
Account Type: Accounts Receivable					
20-00.000-1101	REAL ESTATE TAXES RECEIVABLE	1,373,000.00	0.00	1,373,000.00	0.00
20-00.000-1110	ACCOUNTS RECEIVABLE	500.00	43.26	514.28	28.98
20-00.000-1114	ACTIVE CUSTOMER ACCTS RCVBL	1,074,672.66	961,952.81	507,722.46	1,528,903.01
	Total Accounts Receivable:	2,448,172.66	961,996.07	1,881,236.74	1,528,931.99
Account Type: Other Assets					
20-00.000-1202	PREPAID OTHER EXPENSES	40,351.87	199.98	40,303.70	248.15
	Total Other Assets:	40,351.87	199.98	40,303.70	248.15
TOTAL ASSETS		4,411,044.26	2,211,579.97	3,282,130.15	3,340,494.08
Liabilities					
Account Type: Accounts Payable					
20-00.000-2001	ACCOUNTS PAYABLE	98,837.33	216,179.92	154,226.10	36,883.51
20-00.000-2003	ACTIVE CUSTOMER REFUND PAYABLE	0.00	1,489.42	1,489.42	0.00
20-00.000-2004	EVENT LIABILITY INS PAYABLE	1,170.00	390.00	780.00	1,560.00
20-00.000-2006	DANCE FUNDRAISING PAYABLE	494.76	0.00	0.00	494.76
	Total Accounts Payable:	100,502.09	218,059.34	156,495.52	38,938.27
Account Type: Liabilities-ST					
20-00.000-2020	ACCRUED WAGES PAYABLE	80,435.25	80,435.25	0.00	0.00
	Total Liabilities-ST:	80,435.25	80,435.25	0.00	0.00
Account Type: Other Liabilities					
20-00.000-2050	UNCLAIMED PROPERTY LIABILITY	622.00	0.00	49.00	671.00
20-00.000-2053	ACTIVE DEPOSITS	9,100.00	2,700.00	8,100.00	14,500.00
20-00.000-2070	MUNDELEIN PARK FOUNDATION	0.00	0.00	86.00	86.00
	Total Other Liabilities:	9,722.00	2,700.00	8,235.00	15,257.00
Account Type: Deferred Inflows					
20-00.000-2201	DEFERRED TAX REVENUE	1,373,000.00	1,373,000.00	0.00	0.00
20-00.000-2203	DEFERRED REVENUE	9,700.00	9,700.00	0.00	0.00
20-00.000-2207	ACTIVE DEFERRED REVENUE	1,350,821.33	673,599.42	1,140,770.87	1,817,992.78
20-00.000-2208	ACTIVE GIFT CARDS	12,594.68	1,101.00	285.00	11,778.68
	Total Deferred Inflows:	2,746,116.01	2,057,400.42	1,141,055.87	1,829,771.46
TOTAL LIABILITIES		2,936,775.35	2,358,595.01	1,305,786.39	1,883,966.73
Fund Equity					
Account Type: Committed					
20-00.000-3300	COMMITTED FUND BALANCE	1,362,618.04	0.00	0.00	1,362,618.04
	Total Committed:	1,362,618.04	0.00	0.00	1,362,618.04
TOTAL FUND EQUITY		1,362,618.04	0.00	0.00	1,362,618.04
Account Type: Revenue					
	Total Revenue:		194,193.71	853,810.44	659,616.73
TOTAL REVENUES			194,193.71	853,810.44	659,616.73
Account Type: Expenditure					
	Total Expenditure:		759,014.60	81,656.31	677,358.29
TOTAL EXPENDITURES			759,014.60	81,656.31	677,358.29
Total Fund 20 - RECREATION PROGRAM FUND					
TOTAL ASSETS		4,411,044.26	2,211,579.97	3,282,130.15	3,340,494.08
BEG. FUND BALANCE - 2023		1,362,618.04			1,362,618.04
+ NET OF REVENUES/EXPENDITURES - 2023					111,650.87
+ NET OF REVENUES & EXPENDITURES			(953,208.31)	(935,466.75)	(17,741.56)
= ENDING FUND BALANCE		2,607,456.37	(841,557.44)	(823,815.88)	1,456,527.35
+ LIABILITIES		2,936,775.35	(2,358,595.01)	(1,305,786.39)	1,883,966.73
= TOTAL LIABILITIES AND FUND BALANCE		5,544,231.72	(3,200,152.45)	(2,129,602.27)	3,340,494.08

GL NUMBER	DESCRIPTION	BEG. BALANCE	YTD		YTD	END BALANCE
		01/01/2024	ACTIVITY DR	ACTIVITY CR	02/29/2024	


PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 02/29/2024
Fund 30 - DEBT SERVICE FUND					
Assets					
Account Type: Cash					
30-00.000-1001	CHECKING ACCOUNT - MCB	178,309.59	1,506.80	0.00	179,816.39
	Total Cash:	178,309.59	1,506.80	0.00	179,816.39
Account Type: Accounts Receivable					
30-00.000-1101	REAL ESTATE TAXES RECEIVABLE	549,300.00	0.00	549,300.00	0.00
	Total Accounts Receivable:	549,300.00	0.00	549,300.00	0.00
TOTAL ASSETS		727,609.59	1,506.80	549,300.00	179,816.39
Liabilities					
Account Type: Deferred Inflows					
30-00.000-2201	DEFERRED TAX REVENUE	549,300.00	549,300.00	0.00	0.00
	Total Deferred Inflows:	549,300.00	549,300.00	0.00	0.00
TOTAL LIABILITIES		549,300.00	549,300.00	0.00	0.00
Fund Equity					
Account Type: Restricted					
30-00.000-3400	RESTRICTED FUND BALANCE	157,836.08	0.00	0.00	157,836.08
	Total Restricted:	157,836.08	0.00	0.00	157,836.08
TOTAL FUND EQUITY		157,836.08	0.00	0.00	157,836.08
Account Type: Revenue					
	Total Revenue:		0.00	1,506.80	1,506.80
TOTAL REVENUES			0.00	1,506.80	1,506.80
Total Fund 30 - DEBT SERVICE FUND					
TOTAL ASSETS		727,609.59	1,506.80	549,300.00	179,816.39
BEG. FUND BALANCE - 2023		157,836.08			157,836.08
+ NET OF REVENUES/EXPENDITURES - 2023					20,473.51
+ NET OF REVENUES & EXPENDITURES				(1,506.80)	1,506.80
= ENDING FUND BALANCE		717,158.10	20,473.51	18,966.71	179,816.39
+ LIABILITIES		549,300.00	(549,300.00)	0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		1,266,458.10	(528,826.49)	18,966.71	179,816.39

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 02/29/2024
Fund 40 - CAPITAL IMPROVEMENT FUND					
Assets					
Account Type: Cash					
40-00.000-1001	CHECKING ACCOUNT - MCB	1,280,426.78	193,135.21	577,154.48	896,407.51
	Total Cash:	1,280,426.78	193,135.21	577,154.48	896,407.51
Account Type: Investments					
40-00.000-1007	CERTIFICATES OF DEPOSIT	488,411.71	237,000.00	252,411.71	473,000.00
40-00.000-1009	IPDLAF INVESTMENT	75,964.36	266,318.02	237,000.00	105,282.38
	Total Investments:	564,376.07	503,318.02	489,411.71	578,282.38
Account Type: Accounts Receivable					
40-00.000-1112	ACCRUED INTEREST	39,720.11	4,407.47	13,251.61	30,875.97
	Total Accounts Receivable:	39,720.11	4,407.47	13,251.61	30,875.97
TOTAL ASSETS		1,884,522.96	700,860.70	1,079,817.80	1,505,565.86
Liabilities					
Account Type: Accounts Payable					
40-00.000-2001	ACCOUNTS PAYABLE	494,275.79	577,154.48	82,878.69	0.00
40-00.000-2011	RETAINAGE PAYABLE	21,898.12	0.00	0.00	21,898.12
	Total Accounts Payable:	516,173.91	577,154.48	82,878.69	21,898.12
Account Type: Deferred Inflows					
40-00.000-2203	DEFERRED REVENUE	164,977.76	0.00	150,000.00	314,977.76
	Total Deferred Inflows:	164,977.76	0.00	150,000.00	314,977.76
TOTAL LIABILITIES		681,151.67	577,154.48	232,878.69	336,875.88
Fund Equity					
Account Type: Assigned					
40-00.000-3200	ASSIGNED FUND BALANCE	983,038.65	0.00	0.00	983,038.65
	Total Assigned:	983,038.65	0.00	0.00	983,038.65
TOTAL FUND EQUITY		983,038.65	0.00	0.00	983,038.65
Account Type: Revenue					
	Total Revenue:		0.00	46,989.88	46,989.88
TOTAL REVENUES			0.00	46,989.88	46,989.88
Account Type: Expenditure					
	Total Expenditure:		82,878.69	1,207.50	81,671.19
TOTAL EXPENDITURES			82,878.69	1,207.50	81,671.19
Total Fund 40 - CAPITAL IMPROVEMENT FUND					
TOTAL ASSETS		1,884,522.96	700,860.70	1,079,817.80	1,505,565.86
BEG. FUND BALANCE - 2023		983,038.65			983,038.65
+ NET OF REVENUES/EXPENDITURES - 2023					220,332.64
+ NET OF REVENUES & EXPENDITURES			(82,878.69)	(48,197.38)	(34,681.31)
= ENDING FUND BALANCE		476,377.18	137,453.95	172,135.26	1,168,689.98
+ LIABILITIES		681,151.67	(577,154.48)	(232,878.69)	336,875.88
= TOTAL LIABILITIES AND FUND BALANCE		1,157,528.85	(439,700.53)	(60,743.43)	1,505,565.86

MEMORANDUM

To: Chief Jason Seeley #299 
From: Sergeant Brigano #254 *CEB #254*
Date: Thursday, February 01, 2024
Re: Park District Report – February 2024

There were two (2) calls for service in the area parks during the reporting period.

There was a total of 182 park checks initiated by the patrol officers during this month. There were no crime trends to report during the month of February.

The following gives more detail about the calls during the reporting period:

- On 02/02/2024, Officers responded to Clearbrook Park for a minibike complaint. Officers discovered the riders damaged the park grass with an ATV. Offenders were located and cited accordingly.
- On 02/13/2024, the Carl Sandburg Middle School SRO handled a dispute between juveniles at Memorial Park.

Scheduled Park District rentals were checked on a regular basis and no problems were reported or observed.

I have attached a copy of the February 2024 Park District report for your review.

Please contact me if you have any questions.

'It has a little bit of something for everyone'

Mundelein gets jump on Easter with Cottontail Trail event

By Karie Angell Luc
Chicago Tribune

While Easter Sunday is not celebrated until the end of the month, 11,000 colorful plastic eggs were distributed at the Mundelein Park and Recreation District's annual Cottontail Trail on Saturday.

There were 350 children registered for the event. Families waited outside of the Dunbar Recreation Center along Community Park for their time slot to traverse the indoor trail in the gym, where community tables were set up.

There were 25 sponsors or businesses that provided eggs, treats, giveaways and trinkets.

Amy Langille of Lindenhurst, cultural arts and events supervisor for the Mundelein Park and Recreation District, said sponsors, "engage with the kids throughout the event. It's a cool thing. It's a fun thing to be a part of. It has a little bit of something for everyone."

"This event pulls in people not just from Mundelein, but from Libertyville and Vernon Hills and communities that are around us," she continued. "It's a big event that just shines a light on all the great things that go on here."

Ryan Dawson of Mundelein, the father of Kendall, 5, said, "It's a really great thing for the kids, and we appreciate it all and everybody's having fun."

Chris Woodard and Susan Goedke of Mundelein, wearing pink and white plush tall bunny ear headbands, staffed a table for the Mundelein LGBT Alliance and Allies. Children could choose spring mini rubber duckies in bright colors with bunny ears.

"The snapshot (of LGBT Alliance) is that we're very visible around town," Woodard said. "We sponsor a lot of the events around town, and volunteer and that's the whole thing, just being part of the community."

Children could visit with the plush spring bunny, and many parents were seen snapping keepsake photos.

"The kids are enjoying it," said Greg Dyrek of Mundelein, who attended with spouse Nina and their children Chloe, 5, and Jax, 4.

Andy and Samantha Sturgeon of Mundelein brought their children Kai, 1, and Jay, 3.

"Moving two years ago into Mundelein and into Lake County, we love the community here, we love the schools here and we love the activities that the Park District offers," Andy Sturgeon said.

Koona and Chrissy Patel of Mundelein watched their son Kishan, 2, visit the fenced petting zoo.

"He's having the best time," Chrissy Patel said. "He loves the animals, and this is a great event."



Tiallah Bell, 10, a fifth grader from Round Lake, creates a large bubble outdoors at the Cottontail Trail event on March 16, at the Dunbar Recreation Center at Community Park in Mundelein. KARIE ANGELL LUC/LAKE COUNTY NEWS-SUN PHOTOS



Top left, the Sturgeon family of Mundelein collect eggs and treats along the path. The parents are Andy and Samantha Sturgeon with their children Kai, 1, and Jay, 3. On right, handing them an egg is sponsor table representative Nicole Russo-Ponsaran of Mundelein and of RUSH NeuroBehavioral Center.



Chloe Dyrek, 5, a preschooler from Mundelein, adds to her egg collection.



Top, from left to right, Chris Woodard and Susan Goedke of Mundelein, wearing pink and white bunny ear headbands, staff a table on behalf of the Mundelein LGBT Alliance and Allies.

Langille said, "I think Lake County offers a lot of great things, and fortunately Mundelein is kind of a hub in that. Lake County is lucky to have all of the park districts that are here doing great things."

"When these kids grow up and they look

back and say, 'Yeah, I remember doing that Cottontail Trail,' she said. "I think it's just fantastic ... just to know that you're helping with those memories. We're able to help people make memories and that's really powerful."



BOARD MEMORANDUM

March 25, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: March 21, 2024
Subject: Approve of Ordinance 24-03-01-O – Declaration of Surplus Personal Property

Background

Pursuant to 70 ILCS 1205/8-22, the Mundelein Park & Recreation District disposes of personal property it deems to be of no use to the Agency. Whenever a park district owns any personal property that in the opinion of three-fifths of the members of the board then holding office is no longer necessary, useful to, or in the best interests of the park district, three-fifths of the park board then holding office, at any regular meeting or at any special meeting called for that purpose, by ordinance, may authorize the conveyance or sale of that personal property in any manner that they may designate, with or without advertising the sale.

The Deaccessioning Policy is included and Policy 4.35 and 4.36 are being followed. Policy 4.37 requires a specific process to dispose of items which includes an announcement and waiting period.

Analysis/Considerations

On February 7, the Mundelein Historical Commission deemed that it is in its best interest to deaccession the attached personal property. If the personal property cannot be returned to the original donor, auctioned and/or sold, the District will dispose of it in the most economical method possible and within legal guidelines. Attached is the Ordinance with the specific list included in the Ordinance.

Recommendation

Staff recommends approving Ordinance 24-03-01-O – Declaration of Surplus Personal Property and Authorization for Sale, Trade-In, or Disposal.

Action and Motion Requested

Move to approve Ordinance 24-03-01-O – Declaration of Surplus Personal Property and Authorization for Sale, Trade-In, or Disposal.

ORDINANCE NO. 24-03-01-O
OF THE
MUNDELEIN PARK & RECREATION DISTRICT
BOARD OF COMMISSIONERS

**RE: DECLARATION OF SURPLUS PERSONAL PROPERTY AND
AUTHORIZATION FOR SALE, TRADE-IN, OR DISPOSAL**

WHEREAS, in the opinion of the Board of Commissioners of Mundelein Park & Recreation District it is no longer necessary or useful to, or in the best interest of, Mundelein Park & Recreation District, to retain ownership of the personal property hereinafter described; and

WHEREAS it is determined by the Board of Commissioners that such personal property is declared surplus, and shall be disposed of in the manner stipulated below; and

WHEREAS, at least three-fifths (3/5) of the Board of Commissioners of Mundelein Park & Recreation District finds that the said personal property is no longer necessary or useful to Mundelein Park & Recreation District's current needs or operations and is thereby considered as surplus personal property, but that revenue acquired from its sale and/or trade-in can be applied to the purchase of similar equipment or other materials needed by Mundelein Park & Recreation District.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF
COMMISSIONERS OF MUNDELEIN PARK & RECREATION DISTRICT,
LAKE COUNTY, ILLINOIS:**

Section 1: That pursuant to authority granted to Park District under 70 ILCS 1205/8-22, the following described personal property now owned by Mundelein Park & Recreation District is no longer necessary and useful to the Mundelein Park & Recreation District and, in the best interest of Mundelein Park & Recreation District, will be offered for sale by auction to be awarded to the highest bidder and/or trade-in.

See attached listing.

Section 2: Mundelein Park & Recreation District shall offer at auction and/or traded-in all the surplus personal property listed above at a time, place, and manner beneficial to Mundelein Park & Recreation District.

Section 3: Should any of the items listed above not be disposed of through auction, Mundelein Park & Recreation District's Executive Director, or the Executive Director's designee, shall be authorized to dispose of such personal property in the manner deemed most economical and appropriate and/or traded in.

Section 4: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Commissioner _____ moved, seconded by Commissioner _____, that Ordinance 24-03-01-O be adopted. Roll call being called, the following Commissioners voted:

Commissioner Burton	_____
Commissioner Knudson	_____
Commissioner McGrath	_____
Commissioner Ortega	_____
President Frasier	_____

PASSED this 25th day of March, 2024.

By: _____
Wallace Frasier, Board President

ATTEST:

Ron Salski, Secretary

PERSONAL PROPERTY ITEMS SELECTED FOR DEACCESSIONING



2019-16 Two of four school desks - keeping two, others unnecessary. Give away.



2019-1259 Wooden box - of no use. Dispose.



2019-89 Doll house - unnecessary. Dispose.



2019-33 Golf bag only - keeping clubs. Bad condition - dispose.



2019-803 Kitchen chair - bad condition. Dispose.



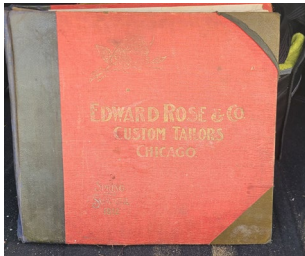
2019-1317 Violin - bad condition. Dispose.



2019-3120 Violin - bad condition. Dispose.



2019-2047 Folding brownie camera - bad condition. Dispose.



2019-6001 Large red scrapbook - unnecessary. Dispose.



MUNDELEIN PARK &
RECREATION DISTRICT

ADMINISTRATION POLICY MANUAL

Review

Revised 7/24/23
Revised, 2/27/23
Updated and Approved, 5/9/22
Full Review, 4/11/22
Policy Revision 2/14/22
Policy Revision 5/24/21
Policy Revision 4/12/21
Full Review, 12/28/20
Revised 10/26/20
Revised 7/22/19
Revised, 2/12/18
Revised, 5/8/17
Full Review, 2/27/17
Revised, 4/14/14
Revised, 8/22/11
Revised, 7/11/11
Revised, 3/28/11

8. Staff reserve the right to relocate the memorial at their discretion due to the future changes in the design of the park which are adversely impacted by the memorial.

4.34 Mundelein Parks Foundation – Membership Program

The Board of Commissioners recognizes the need of its residents who need financial aid. The Foundation may provide funding for district-wide capital projects, park amenities and more. The Mundelein Park & Recreation District will grant donations such as passes, discounts, and invites to events for a Mundelein Parks Foundation Membership Program if there is limited financial and facility and capacity impact on the District. The donations will be granted to the Mundelein Parks Foundation with final approval by the Executive Director.

4.35 Mundelein Heritage Museum – Collection Management – Acquisition

The purpose of the Mundelein Heritage Museum is to preserve and promote our community's natural, native, and historical culture for the benefit of the public and to inspire excitement and curiosity about the past and appreciation for its relevance today.

1. *Acquisition* is the discovery, evaluation, negotiation of terms, taking custody of, title to, and acknowledging receipt of museum items for the collection.
2. *The "Original Collection"* of the Mundelein Heritage Museum consists of all the objects, photographs, and archive materials collected by the Fort Hill Historical Society and transferred to the Mundelein Park & Recreation District upon dissolution of the Historical Society. Items in the original collection are identified in the Collection Inventory by an accession number containing the designations "OC."
3. *Future Museum Items* added to the Heritage Museum collection after acceptance of the Original Collection by the MPRD will be accessioned without the OC designation.
4. *Nature of Ownership:* Materials and objects may be acquired by gift, bequest, purchase, or any other appropriate transaction by which full and absolute title is effectively transferred to the Mundelein Park & Recreation District. No museum items shall be accepted which are known to have been illegally imported, stolen, or collected in a manner contrary to state or federal law. MHM subscribes to the provisions of the International Council of Museums Convention of 1970, and the Native American Graves and Property Repatriation Act. The MHM shall obtain the right, title and interest for all acquisitions, without restrictions or limiting conditions.

The MHC shall oversee the maintenance of acquisition files that shall contain any legal instruments and conveyances concerning the origin of each acquisition.

5. *Collecting Objectives for the MHM are:* 1) to display objects and photographs that depict daily life of the inhabitants of the Mundelein area throughout history; 2) preserve the natural, native, and historical culture of the Mundelein area; 3) connect the "story" of the everyday items on display to the people that owned them, the historical events that occurred in here, or to the history of the United States or the State of Illinois; 4) promote the public interest, and inspire excitement and curiosity about Mundelein's past and create an appreciation for

the relevance today, 5) provide archival materials for historical, genealogical and educational research.

The focus of the collection is on the people and businesses of the Mundelein area, and events that occurred in Mundelein, the surrounding area, the State of Illinois and the nation that significantly affected the residents of Mundelein.

6. *Criteria for Acquisition:* Materials and objects must meet the following criteria to the satisfaction of the Collections Committee before being acquired.
 - a. The acquisition must conform to the HMH's collecting objectives.
 - b. A written statement of why an item should be acquired must be prepared by the Collections Committee and presented to the Historical Commission for approval before being presented to the MPRD Board.
 - c. The present owner must document clear title to the best extent possible.
 - d. Acquisitions must, in general, be free from donor-imposed restrictions.
 - e. Acquisitions shall not be encumbered by less than full literary rights, property rights, copyrights, patents, or trademarks, or by physically hazardous attributes.
 - f. The MHM must be able to properly care for and house the proposed acquisition according to generally accepted professional standards.
 - g. No member of the MHC or MHM will appraise a gift or any other artifact for a member of the public.
 - h. If the acquisition is a purchase, funding, transportation, and conservation must be approved by the MPRD before the purchase occurs.
 - i. Funding for acquisitions must be allocated in the MPRD Museum Operating Budget. If funding is not allocated for acquisitions, the MPRD may consider a written request from the MHC for unbudgeted funds from the Park District Museum Fund.
 - j. Archival materials and photographs that are not accessioned may be accepted without approval of the MPRD Board.
 - k. Prior to the acquisition of property by gift, the prospective donor shall be provided a copy of the MHM Deed of Gift.
7. *Accessioning:* Items acquired for the MHM collections will be accessioned according to standardized procedures adopted by the MHC. All objects from the Original Collection, and any acquired thereafter, shall be accessioned. Archival research materials are not subject to accessioning, with the exception that books and paper materials that are historically significant to the Mundelein area shall be considered artifacts and shall be accessioned. The determination whether or not to accession a paper artifact shall be determined by the MHC. The MHC may delegate this authority to a qualified individual.

4.36 Mundelein Heritage Museum – Collection Management – Deaccession

De-accessioning is the process of permanently removing from the Permanent Collection accessioned museum objects or materials. The de-accessioning process shall be cautious, deliberate, and consistent with the MHM mission statement and collections policy.

Museum items must meet at least one of the following criteria as determined by the MHC and the MPRD Board to be considered for de-accessioning:

1. The item is inconsistent with the mission of the MHM.

2. The item lacks original or physical integrity.
3. The item has failed to retain its identity or authenticity or has been lost or stolen and remains lost or stolen for longer than two years.
4. The item is redundant or duplicates other items or material in the collection and does not have a discernible connection to a Mundelein resident, federal, state, or local historic event, is not necessary for educational or research purposes, does not further the mission of the MHM.
5. The MHM is unable to properly preserve or conserve the item or material.
6. The item lacks provenance, is readily obtainable on the open market, has been extensively repaired or altered, or is generally a poor example of its type.
7. The item is being returned to its rightful owner, or to whom it was being held on loan.
8. The item is being returned to the donor or donor's heirs because it can no longer fulfill restrictions relating to the care or presentation of the item.
9. The item presents a hazard to people or other collection items.
10. Infestation, extreme disintegration, or extremely poor condition.

Authority for De-accessioning: The Collections Committee is responsible for application of the de-accessioning criteria. All requests for de-accessioning shall be approved by the MHC before being presented to the MPRD Board. No museum item may be de-accessioned without the approval of the MPRD Board.

4.37 Mundelein Heritage Museum – Collection Management – Disposal

Items accessioned may be disposed of in the following ways with Mundelein Park & Recreation District Executive Director approval:

1. Returned to the original donator
2. Public auction or at a public sale
3. Donated or traded to another public institution
4. Donated to a public not for profit corporation
5. Discarded/Destroyed
6. Return to archive

Items in the Original Collection, accessioned with the OC code, shall not be sold at public auction or at a public sale. Only items added to the collection and accessioned without an OC code are subject to sale. Items in the original collection may be donated, traded, disposed of, or returned to the original donator.

In the case of infestation, extreme disintegration or extremely poor condition, an item may be disposed of by physical destruction or disposal.

Items that fail to sell at public auction or sale, may be sold in a private sale, given away, destroyed, or disposed of.

1. *Ethics of Sale*

Museum employees, officers, trustees, volunteers, or their immediate families or representatives shall not purchase an item through public or private sale, or be given or otherwise transferred any museum item unless they were the donator of the item, or have obtained prior approval of the MHC and the MPRD Board.

2. *Proceeds*
Proceeds from the sale of de-accessioned collection items shall be deposited into the MPRD Museum Fund.
3. *Records*
A list of all materials and objects de-accession from the permanent collections shall be kept on file.

4.38 Gift Acceptance

The Gift Acceptance Policy has been established to govern acceptance of gifts made to the District and to provide guidance to donors, staff, and the Board.

The District will consider all gifts that will contribute to the fulfillment of the Park District's Mission. Gifts can be in the form of cash, tangible personal property, real estate, and miscellaneous charitable items. Gifts are defined as assets that do not fall within the parameters of the Park District's sponsorship program.

Restrictions placed on gifts that are not consistent with the Mission of the District may be rendered unreasonable or unable to be fulfilled, thus resulting in a rejection of the gift. The Board reserves the right to request the donor to remove or alter the restrictions in order to gain acceptance. The Board reserves the right to reject any and all gifts for any reason. The District reserves the right to seek the advice of legal counsel when considering potential gifts.

The responsibility of any and all legal, professional and appraisal fees that are associated with the gift acceptance must be detailed in the written proposal by the donor. Should additional fees arise during the gift acceptance process, the responsibility of these fees is to be assigned, in writing, prior to Board approval.

4.39 Transgender Patron

This policy is designed to create a safe and inclusive environment in which community members, visitors and participants can be honest and open about who they are and feel comfortable using our facilities, participating in our programs, and attending Park District events. This policy acts as a guideline; each situation that occurs will need to be evaluated on a case-by-case basis. It is the District's policy to treat everyone with dignity and respect and to provide facilities, services, programs and events that are free of discrimination whether that discrimination is based upon race, color, religion, gender (including pregnancy, gender identity, gender expression, gender change, gender orientation, gender strength equality, gender stereotyping, or transgender status), national origin, disability, parental status, political affiliation, genetic information, marital status, membership in an organization, age, reprisal, or other unlawful factors. The Park District offers programs, services, facilities, and events consistent with its obligation to maintain an environment that is free of discrimination, including discrimination that is based upon gender identity or perceived gender non-conformity.



MUNDELEIN PARK &
RECREATION DISTRICT

BOARD MEMORANDUM

March 25, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: March 21, 2024
Subject: Approve of Administration Policy Manual – Section 4.8 Naming Rights Policy – Amendment

Background

Attached is the District's existing Naming Rights policy. Based on the discussion from the last Committee Meeting, the additional language has been added in red for review.

Analysis/Considerations

If approved, this policy will be amended in the Administration Policy Manual under Section 4.0 General Matters of Administration, item 4.8 Naming Rights Policy.

Recommendation

Executive Director recommends amending the Administration Policy Manual to include the policy as noted in the attached.

Action and Motion Requested

Move to approve Section 4.8 Naming Rights Policy – Amendment of the Administration Policy Manual.

4.8 Naming Rights

It is the responsibility of the Board to select names for new parks, buildings, ~~and~~ facilities, ~~and other recreational amenities~~ (“Park Property”), or when appropriate, to change the existing name (s) of Park Property of the District. This statement of policy is intended to define the method of naming or renaming Park Property and to outline the conditions governing the selection of names.

1. Park Property should be named only after discussion. A four-fifths vote is needed to name a Park Property or to change the name of Park Property of the District.
2. Park Property may be named after individuals or groups who may have made substantial donations of Park Property or who have made substantial contributions toward the development of Park Property or community.
3. Park Property may be named after subdivisions, streets, geographical locations, historical figures, events, or concepts.
4. In addition, the Board may hold public contests for naming of Park Property. Such contests shall also be subject to the policies outlined above and are advisory, not binding.
5. At the discretion of the Board, naming rights may be negotiated and granted to a business or organization for a period of time and in exchange for a dollar amount that is mutually agreed upon by the Board and the business or organizations.



BOARD MEMORANDUM

March 25, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: March 21, 2024
Subject: Approve of Administration Policy Manual – Section 4.41 Sponsorship and Advertising Policy

Background

The Board discussed the Sponsorship and Advertising Policy at the last Committee Meeting. This policy will be added to the Administration Policy Manual under Section 4.0 General Matters of Administration, item 4.41 Sponsorship and Advertising Policy.

Analysis/Considerations

Attorney Adam Simon reviewed the policy and suggested adding the applicant to be “registered to conduct business in Illinois,” or an approved Committee by the School District, Library, or Village for any advertising.

Recommendation

Executive Director recommends approving the Administration Policy Manual to include the policy as noted in the attached.

Action and Motion Requested

Move to approve Section 4.41 Sponsorship and Advertising Policy of the Administration Policy Manual.

4.41 Sponsorship and Advertising

The Board recognizes the importance of securing alternate revenue sources as a means of increasing the District's resources. Therefore, Mundelein Park & Recreation District pursues sponsorships and advertising that are in the best interest of the District and the residents and community the District serves.

Mundelein Park & Recreation District welcomes and encourages sponsorships and advertising that support the programs, facilities, and services the District provides to the public. The District fosters mutually beneficial relationships designed to increase revenue, offset District budget limitations, enhance a user experience, and highlight community resources.

Mundelein Park & Recreation District will apply a preference for sponsorships and advertising contracts with community-based organizations whose product or image is consistent with the District's mission and values, which sell products or services germane to the District's programs, facilities and activities, and which support sustainability and environmentally conscious operations. A community-based organization must be registered to conduct business in Illinois, or officially recognized by the School District, Library, and/or Village to be considered for execution of an advertising agreement.

Sponsorships and advertising opportunities will not be extended to any organization whose vision, mission, values, products, or services conflict with the mission and values of Mundelein Park & Recreation District. Sponsorship and advertising opportunities are not intended to and do not create a public forum since the messages expressed in the sponsorship or advertising represent the District's choice of partners. The District will not enter into an agreement for sponsorship and/or advertising opportunities for the following reasons:

- Sponsorship will result in any loss of District administrative rights, jurisdiction, or authority.
- Promotes use of tobacco, legal or illegal drugs, or vaping.
- Advertises alcohol at events or in publications geared to children or youth.
- Promotes firearms, adult-use, or any enterprises not aligned with our community standards and values.
- Content of the advertisement is false, misleading, or deceptive.
- Depicts violence and/or anti-social behavior.
- Implies or declares an endorsement by the District of any goods, service, or activities.
- Organization's reputation will harm the reputation and goodwill of the District.

This policy does not apply to gifts, grants, or unsolicited donations in which no benefits are granted to the donor and where no business relationship exists.



BOARD MEMORANDUM

March 25, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Kyle Berg, Director of Recreation & Facility Services
Date: March 21, 2024
Subject: Approve of Mundelein Baseball and Softball Association (MBSA) Affiliate Agreement

Background

Mundelein Park & Recreation District recognizes that organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations are separate and independent from the Park District. Public investment in recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation opportunities. Mundelein Park & Recreation District and Mundelein Baseball and Softball Association have a long-standing relationship. Staff recognizes the importance of community partnerships to foster public benefit and enhance recreational opportunities.

Analysis/Considerations

The Affiliate Agreement with MBSA details the District's commitment to grant use of the baseball/softball fields at Keith Mione Community Park, as indicated. The use of the fields is in exchange for MBSA's commitment to maintain the ball fields and equipment. Staff have included additional language to allow use of lights so young players may experience night games. MBSA was appreciative of the consideration.

Recommendation

Staff recommends the approval of Mundelein Baseball and Softball Association (MBSA) Affiliate Agreement.

Action and Motion Requested

Move to approve Mundelein Baseball and Softball Association (MBSA) Affiliate Agreement beginning March 15, 2024 through December 31, 2026.



Mundelein Baseball Softball Association Agreement

PURPOSE

The Mundelein Park & Recreation District (hereafter “Park District”) recognizes that certain organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations are separate and independent from the Park District and provide for their own leadership, organizational and operational structure. Although the stated missions of the organizations may not fully overlap, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of their individual responsibilities.

To this end, the Park District is willing to establish a working relationship and cooperative agreement with the Mundelein Baseball Softball Association (hereafter referred to as “Affiliate Group”) in order to provide a youth baseball and softball opportunity in Mundelein. With this agreement, the parties will define the working relationship, mutual expectations, and individual responsibilities. Standards outlined herein ensure that the parties’ concept of joint planning, use, and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision, and action in planning, developing, and maintaining recreational programs.

I. Criteria and Conditions.

To remain eligible for consideration as an affiliate of the Park District and receive the benefits herein described, the Affiliate Group must meet the following criteria and obligations for the term of this Agreement:

1. The Affiliate Group shall provide its own leadership, structure, and must delegate operational duties to its membership.
2. The Affiliate Group shall conduct its own financial business and be financially self-supporting.
3. The Affiliate Group shall have its own volunteer governing board with adopted written bylaws or guidelines to guide the board in policy-making decisions, and:

- a. Is a not-for-profit corporation or organization dedicated to offering and promoting a baseball/softball program that are compatible with and supplements Park District programs.
 - b. At least 51% of the members/participants of the Affiliate Group must be residents of the Mundelein Park District and/or Mundelein High School District.
 - c. Upon request by the Executive Director, the Affiliate Group will provide an annual audit or detailed report which documents the Affiliate Group's current financial standing, including operational revenues, expenditures, and financial reserves.
4. The Affiliate Group shall designate both a liaison and alternate liaison and provide the individuals' telephone numbers and other contact information to the Park District's liaison.
5. The Park District's primary liaison to the Affiliate Group shall be the Director of Recreation & Facility Services or his/her designee. This person will be assigned to provide the necessary assistance to the Affiliate Group. He/she is not required or expected to attend Affiliate Group business and planning meetings. If the Park District liaison attends an Affiliate Group meeting, they will attend as a "non-voting" participant. The Park District shall provide the individuals' office telephone number and other contact information to the Affiliate Group.
6. The Affiliate Group agrees and understands that neither the Affiliate Group nor its officials, officers, members, employees or volunteers are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Affiliate Group will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and any injury or property damage arising out of any Affiliate Group activity will be the Affiliate Group's sole responsibility and not the Park District's. Also, it is understood that the Affiliate Group is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Affiliate Group will be solely responsible for its own actions. The Park District will in no way defend the League in matters of liability.
7. The Affiliate Group shall fully cooperate with any investigation conducted by or on behalf of the Park District and/or the Park District Risk Management Agency "PDRMA". Failure to fully cooperate with any such investigation shall constitute a breach of agreement and in the sole discretion of the Park District, may result in revocation or suspension of any privileges under this Agreement
8. The Affiliate Group shall not represent itself or members of the Affiliate Group as employees, volunteers, or agents of the Park District.
9. The Affiliate Group or members of the Affiliate Group will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District. Any grant of permission shall not be considered a continuing grant of permission but shall only apply to the specific circumstance and use for which permission is requested.
10. The Affiliate Group shall handle its own fees, charges, monies, and expenditures. It will manage its own accounts in the group's name. The group shall have a written policy regarding refunds. All requests for refunds shall be addressed in a timely manner.

11. The Affiliate Group acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials relating to the Affiliate Group's activities and use of Park District property and facilities, unless otherwise specified and agreed to in writing.
12. Activities, programs, and events sponsored by the Affiliate Group shall not, other than to adhere to specific membership guidelines, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, disability, or any other characteristic protected by local, state, or federal law.
13. The Affiliate Group agrees to conduct criminal background checks for all employees, coaches, field officials, trainers and volunteers who directly supervise individuals under the age of eighteen (18) years of age. The Affiliate Group is solely responsible for determining whether any conviction disqualifies any employee/volunteer.
14. The Affiliate Group agrees to cross-reference all staff, employees and volunteers with the state and/or local Child Offender Database and to ask all staff, employee and volunteers if they have been convicted of child molestation. The Affiliate Group is solely responsible for determining whether any conviction or registration disqualifies any employee/volunteer.
15. The Affiliate Group understands and agrees that it is solely responsible for determining whether any staff, employee, or volunteer is qualified and suitable for any Affiliate Group position and/or activity and that the Park District is not responsible for any hiring or retention decision.
16. Coaches and trainers will be required to secure and maintain current certification in coaching youth baseball/softball, if any are offered by the Affiliate Group.
17. The Affiliate Group must comply with all Governmental Regulations, as well as the policies, procedures and regulations of the District with respect to sexual harassment, drug-free workplace, and policies related to communicable diseases. Governmental Regulations shall include, but not be limited to, the Americans with Disabilities Act, the Illinois Human Rights Act and EEOC Guidelines.
18. Registration for any recreational leagues must not exclude residents of the Park District. Registration for tryouts for any competitive or travel leagues must not exclude residents of the Park District.
19. The Affiliate Group agrees to provide for and pay for inclusion services as needed to comply with Americans with Disabilities Act requirements. Park District will assist with guidance on compliance with ADA requirements.
20. The Affiliate Group will establish a financial assistance program and/or payment plans for parents and families needing help in paying for programs and services.

21. The Affiliate Group will actively cooperate with the Park District, and all local law enforcement agencies charged with enforcing Park District Ordinances and federal, state, and local laws concerning the illegal use of alcohol, tobacco, and drug, and any other violation of the law involving the Affiliate Group sponsored activities. Such active cooperation shall include reporting of suspected violations immediately to the Mundelein Police Department. The Affiliate Group should not attempt to seize any items or question any persons regarding these potential offenses.
22. The Affiliate Group shall report to the District on an annual basis at the first regular Park District meeting in November. This reporting is to be in-person for the Affiliate Group to advise the Park District of its intended use of the fields and for purposes of reporting the manner that the facilities have been used. Upon request, a record of all receipts and expenditures along with a yearly summary of activities and a capital investment plan will be reported at the meeting. These meetings and reports are intended to facilitate open communication between the Affiliate Group and the Park District.
23. The Affiliate Group shall provide a list of officers for the upcoming season after their annual meeting.
24. As its own separate entity, the Park District understands the need for MBSA to seek its own sponsors to help with additional funding for the program. It is possible that the Park District will have in place larger sponsorship agreements that could limit MBSA from taking on a perceived competitor. In the spirit of MBSA and the Park District working together to not jeopardize any existing Park District agreements, the MPRD will provide MBSA any existing legal marketing/sponsorship agreements before the season begins. The time frame should be near November-January. MBSA agrees to do its best to minimize any conflicts or to keep under a \$1,000 level which should be viewed as negligible to the larger agreement. Near the start of actual play, roughly April 15th, MBSA will provide a list of all sponsors. MBSA agrees to keep all sponsors as appropriate for the activities and members of the organization. All “naming rights” to any fields or business names on scoreboards need to be approved by the Park District Executive Director. Other fence signage, website use, jerseys, team plaques, concession stand signage, etc. is at the discretion of the affiliate.

II. Facility Use

1. The Mundelein Park District will provide the Affiliate Group with “exclusive” baseball/softball use of the baseball fields at Keith Mione Community Park and “non-exclusive” use of practice facilities. The District retains the right to schedule all fields and parks as needed when not previously reserved by the Affiliate Group. See Addendum for usage fees and field maintenance responsibilities.
2. Requests for practice fields shall be made the first of the month preceding use to ensure availability. Park District programs take precedence. The Affiliate Group will receive a discount rate and priority for use of outdoor fields and meeting rooms.
3. Priority scheduling for spaces outside of the baseball fields at Keith Mione Community Park will be as follows:

- a. Park District Programs
 - b. Affiliate Groups / Preferred Renters
 - c. Groups between 66 – 100% residency
 - d. Groups between 50 – 65% residency
 - e. Non Resident Groups
- 4. The Affiliate Group shall inspect each facility, field, or other location prior to and subsequent to each use and shall promptly report any unsafe condition (holes in sports fields, broken equipment, etc.) to the Park District. Based on this inspection, it is the sole responsibility of the Affiliate Group to determine whether any facility, field, or location is safe and/or appropriate for any intended use.
 - 5. The Park District does not assume any responsibility, care, custody, or control of any property or equipment brought upon or stored upon Park District property by the Affiliate Group or its officers, employees, volunteers, visitors and invitees. The Affiliate Group is solely responsible for the safety and/or security of any property or equipment brought upon or stored on Park District property.
 - 6. The Affiliate Group shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.
 - 7. The use of Park District meeting rooms is based on availability and Park District scheduling concerns. The Park District may provide meeting rooms for Affiliate Group business meetings and volunteer training sessions at no charge during regular building hours, based on availability. However, teams will be charged for team meetings and other similar events. The Park District retains the right to move, cancel or reschedule meetings based upon Park District needs.

III. Usage Fees and Field Maintenance

See Addendum.

IV. Advertisement

The Park District will provide the Affiliate Group with no more than a full page of space in the seasonal program brochure for promoting the programs. The Affiliate Group is responsible for providing a completed design by the deadline provided by the Park District. The completed design must be in PDF format and conform with expectations of the Park District Marketing staff. Failure to adhere to requirements as identified by Park District still will result in exclusion of the design in the seasonal brochure. A copy of the Park District's Program Brochure Production Timeline, which establishes deadlines for promotional copy, will be given to the Affiliate Group on an annual basis. In order to further assist in promoting the Affiliate Group activities, the Park District website will have a link to the Affiliate Group website. For the purpose of this Agreement, the Affiliate Group grants the Park District a non-exclusive, revocable license for the use of any trademarks or copyrights belonging to the Affiliate Group.

V. Insurance and Indemnification

The Affiliate Group shall procure and maintain for the duration of this agreement, the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with any of the Affiliate's activities:

1. Commercial General and Umbrella Liability Insurance

Affiliate Group shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.

The Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the Affiliate Group's insurance and shall not contribute with it.

The CGL policy must include individuals for athletic participation.

2. General Insurance Provisions

Prior to exercising any rights under this Agreement, the Affiliate Group shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

Failure of the Park District to demand such certificate, endorsement, or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Park District's obligation to maintain such insurance.

The Park District shall have the right, but not the obligation, of prohibiting the Affiliate Group from using the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Park District.

Failure to maintain the required insurance may result in termination of this Agreement at the Park District's option.

The Affiliate Group shall provide certified copies of all insurance policies required above within the (10) days of the Park District's written request for said copies.

3. Indemnification

The Affiliate Group shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (I) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Affiliate Group or any of the Affiliate Group's partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Affiliate Group shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Affiliate Group's breach of any of its obligations under, or the Affiliate Group's default of, any provision of this agreement.

VI. Other

1. The Affiliate Group is responsible for following the Park District's severe weather protocol.
2. The Affiliate Group shall be responsible for the storage of all program and field equipment after their activities are finished for the day. Equipment will need to be placed in the appropriate storage areas on or near the fields.
3. The Affiliate Group shall comply with all park rules and respect the neighborhoods surrounding any Park District property or field used by Affiliate Group.

VII. No Third Party Beneficiary

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity, who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party. Nothing herein is intended nor shall be construed as a waiver of any immunities or defenses available to the Park District under Illinois law.

VIII. ADA Policy/Requirements

1. Activities, programs, and events sponsored by Affiliate Group shall not, other than to adhere to specific and essential eligibility criteria, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, sexual orientation, disability, or any other characteristic protected by local, state, or federal law.

2. Affiliate Group shall comply with all applicable local, state, and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. Affiliate Group shall base employment, volunteer, and participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, disability, sexual orientation, sex (except as an appropriate division for athletics programming), national origin, age (except as an appropriate division of programming levels for youth athletics programming), marital status, or any other protected characteristic as established by law.
3. Affiliate Group shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures, including, but not limited to providing inclusion services and reasonable accommodations under the Americans with Disabilities Act and Illinois Human Rights Act.
4. Affiliate Group shall indemnify and hold harmless the Park District and its officers, officials, employees, elected officials, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the conductor management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this Agreement; (ii) any actual or alleged act, omission, wrongful act or negligence of Affiliate Group or any of Affiliate Group's partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder; and (iv) any violation of civil rights or anti-discrimination laws, including but not limited to the Civil Rights Act of 1964, the Americans With Disabilities Act, and the Illinois Human Rights Act. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. Affiliate Group shall similarly protect, indemnify, and hold and save harmless the Park District, its officers, officials, employees, volunteers, and agents against and from any and all claims, costs, causes, actions, and expenses including but not limited to legal fees, incurred by reason of Affiliate Group's breach of any of its obligations under, or Affiliate Group's default of, any provision of this Agreement.

IX. Termination and Duration


1. The initial term of this Agreement shall commence on the date hereof and end on December 31, 2026. Notwithstanding the ending date, the Agreement shall be deemed automatically renewed for one (1) successive two (2) year period unless either party shall advise the other party in writing of its intention not to renew the Agreement at least three hundred and sixty (360) days prior to the annual renewal date, or, unless the Parties otherwise mutually agree to terminate the agreement.
2. The Park District retains the right to alter the terms and conditions of this agreement or to terminate this Agreement for cause, including, but not limited to misconduct of the Affiliate Group or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of Park District residents, or because the Affiliate Group has breached any of its obligations under this Agreement with ten (10) days written notice to the Affiliate Group.

3. The Affiliate Group will have financial responsibility to the Park District for any outstanding fees and/or money owed to the Park District and shall promptly reimburse the Park District. Any money owed to the Affiliate Group by the Park District shall be promptly reimbursed.
4. This Agreement may be amended by the written approval of both Parties.

X. GOVERNING LAW


This agreement shall be governed by the laws of the State of Illinois.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.



President, Mundelein Baseball Softball Association

President, Mundelein Park & Recreation District



Secretary, Mundelein Baseball Softball Association

Secretary, Mundelein Park & Recreation District

3/15/2024
Date

Date

Mundelein Baseball Softball Association Agreement

Addendum

Section 1 – Lightning Protection

The Park District will provide access to existing lightning detection system at no additional charge. When triggered leave the ball field and seek shelter in a vehicle or indoor building.

- AVOID the rain.
- AVOID tents, shelters, and dugout areas. These are not safe from lightning.
- AVOID going underneath trees. Trees “attract” lightning.
- AVOID metal fences, gates, and tall light poles and power poles.

Wait until the lightning detection system provides an “all-clear” signal consisting of three short blasts, before returning to the field. The Affiliate Group will be responsible for determining a resumption of activities.

Lightning’s behavior is random and unpredictable. While the risk of lightning strikes and injuries cannot be eliminated, preparedness and quick response are the best defenses towards reducing the lightning hazard.

In the event the lightning detection system is not working properly; the Park District recommends seeking shelter upon observing lightning or thunder in the area.

Section 2 – Usage Fee and Field Maintenance

I. Usage Fees

1. The Park District will provide the Affiliate Group with “exclusive” baseball/softball use of the baseball fields at Keith Mione Community Park and “non-exclusive” use of practice facilities. The District retains the right to schedule all fields and parks as needed when not previously reserved by the Affiliate Group.
2. The Park District will not charge fees to the Affiliate Group for use of the baseball fields areas at Keith Mione Community Park. The Affiliate Group agrees to maintain the baseball fields and surrounding grounds at Keith Mione Community Park to an acceptable standard of care. This includes but is not limited to mowing, aeration, lining, building maintenance, fence, and backstop maintenance, etc.
 - a. The Affiliate Group accepts the financial responsibility required to maintain the fields at Keith Mione Community Park at an acceptable standard of care.
 - b. The Park District is responsible for the completion of tree trimming, snow removal, and maintenance of the gravel parking lot; and accepts responsibility for associated costs related to the completion of this work.
 - c. Where possible, the Park District will assist the Affiliate Group with securing the best pricing for services, materials and equipment required to maintain the fields.

3. For the initial term of the agreement, practice fields will be provided to the Affiliate Group at no charge. Practice fields will be maintained by the Park District. Usage fees for practice fields may be applied following the initial term of the agreement, and will be addressed in an addendum to this agreement. If time, materials and staff are available; additional maintenance to fields may be requested by the Affiliate Group and provided by the Park District. This work will be charged on a time and materials basis.
4. The Park District will grant the Affiliate Group “non-exclusive” use of the softball fields at Keith Mione Community Park at no cost.
 - a. The Park District will grant the Affiliate Group four (4) hours of rental of the softball field lights per week at no cost beginning May 1st and ending November 1st of each year of this Agreement. These hours must be used within each given week and may not be consolidated for use at a later date.
 - b. Rental of the field lights at the softball fields beyond the four (4) hours listed above will be available per hour at the listed rental rate. The hourly rate is subject to change annually.
 - c. When a competing baseball and/or softball organization requests space at the softball fields at Keith Mione Community Park, the Affiliate Group will be contacted within seventy-two (72) hours upon request and be granted first right of refusal. Affiliate Group must rent and use the fields for a baseball or softball program. Affiliate Group will be charged per hour at the listed rental rate.
5. If time, materials, and staff are available; additional Park District support may be requested by the Affiliate Group and provided by the Park District. Support may include, but is not limited to, assistance with field lights, field maintenance, general requests, etc. This work may vary in focus and will be charged on a time and materials basis.

II. Field Maintenance

1. Use of Park District Property and Property Improvements
 - a. The Affiliate Group shall notify, in writing, the Park District when planning the development or improvement of Park District property including, but not limited to, the installation or relocation of backstops, fencing, benches, storage/concession facilities and flagpoles.
 - b. Any improvements shall be the sole property and exclusive possession of the Park District.
 - c. The Park District must approve all plans for development or improvement of Park District areas before the Affiliate Group can begin construction on projects.
 - d. The Affiliate Group must obtain all necessary permits prior to the beginning of construction. The Park District will aid the Affiliate Group in obtaining the necessary permits.
 - e. Failure to follow these guidelines will place the Affiliate Group in jeopardy of both losing their affiliate status and the privilege of utilizing Park District property.
 - f. Purchases must be approved by a majority vote by the Park District and Affiliate Boards according to the respective agency’s purchasing policies.

2. Maintenance of Properties at Keith Mione Community Park

- a. The Affiliate Group shall maintain the baseball field areas and grounds surrounding the baseball fields within Keith Mione Community Park; and associated baseball amenities including, but not limited to playing fields, fencing, any buildings, scoreboards, etc. in a safe condition and shall be responsible for the cleanup of litter and debris after each game. A map of the areas of responsibility will be provided by the Park District.
- b. The Affiliate Group shall be responsible and reimburse the Park District for any costs incurred as a result of the Affiliate Group's use of the property, including, but not limited to, costs incurred for the removal of litter and debris accumulated during activities sponsored by the Affiliate Group.
- c. Infield Mix Areas – The Affiliate Group is responsible for maintaining, on daily, weekly and seasonal basis infield areas; including soils and replenishing materials.
- d. Turf Areas – The Affiliate Group is responsible for daily, weekly and seasonal upkeep of all turf areas. The Affiliate Group must adhere to all applicable State of Illinois laws relating to maintenance of turf areas on public property.
- e. Building/Storage Areas – The Affiliate Group is responsible for upkeep involving repairs, maintenance, safety and appearance.
- f. Fencing – The Affiliate Group is responsible for daily, weekly and seasonal upkeep of all fencing and backstops. In situations regarding major replacement, requests for financial assistance from the Park District will be reviewed on a case-by-case basis.
- g. Screened/Paved Areas – The Park District is responsible for daily, weekly, and seasonal upkeep of all screened/paved areas and maintaining these areas in a safe condition. The Park District will be responsible for snow removal.
- h. General Grounds – The Affiliate Group is responsible for daily, weekly and seasonal upkeep of the grounds. Pick up the litter and put it in the cans at all fields. The Affiliate Group is responsible for providing trash cans and removing trash from the fields at Keith Mione Community Park. The Park District is responsible for providing trash cans and removing trash from the Park District's practice fields outside of Keith Mione Community Park.

Section 3 – Capital Projects and Purchases

Both the Park District and MBSA are encouraged to suggest capital improvement projects during the budget preparation or any time that is felt appropriate. Discussions will follow regarding the timing of the project, costs, benefits and any other considerations. A separate agreement or “memo of understanding” will be drafted regarding these improvements to assure that agreement requirements are met by both parties.



BOARD MEMORANDUM

March 25, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Kyle Berg, Director of Recreation & Facility Services
Date: March 21, 2024
Subject: Approve of American Youth Soccer Organization (AYSO) 372 Affiliate Agreement

Background

Mundelein Park & Recreation District recognizes that organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations are separate and independent from the Park District. Public investment in recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation opportunities. Mundelein Park & Recreation District and the American Youth Soccer Organization 372 have a long history of providing soccer programming for the Mundelein community. Staff recognizes the importance of community partnerships to foster public benefit and enhance recreational opportunities.

Currently, Mundelein AYSO 372 uses Diamond Lake Sports Complex and Keith Mione Community Park. Mundelein Park & Recreation District and Mundelein AYSO 372 do not presently have an Affiliate Agreement on file.

Analysis/Considerations

The Affiliate Agreement with Mundelein AYSO 372 details the District's commitment to grant use of the Keith Mione Community Park and Diamond Lake Sports Complex soccer fields.

Recommendation

Staff recommends the approval of the American Youth Soccer Organization (AYSO) 372 Affiliate Agreement.

Action and Motion Requested

Move to approve the Affiliate Agreement with AYSO 372 effective March 25, 2024, expiring December 31, 2026.



American Youth Soccer Organization 372

Affiliate Agreement

PURPOSE

The Mundelein Park & Recreation District (hereafter “District”) recognizes that certain organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations are separate and independent from the District and provide for their own leadership, organizational and operational structure. Although the stated missions of the organizations may not fully overlap, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The District recognizes that at times it is in the best interest of the community that the District work with outside organizations in coordinating, integrating, and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of their individual responsibilities.

To this end, the District is willing to establish a working relationship and cooperative agreement with American Youth Soccer Organization 372 (hereafter referred to as “Affiliate Group”) in order to provide a youth soccer opportunity in Mundelein. With this agreement, the parties will define the working relationship, mutual expectations, and individual responsibilities. Standards outlined herein ensure that the parties’ concept of joint planning, use, and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision, and action in planning, developing, and maintaining recreational programs.

I. Criteria and Conditions

To remain eligible for consideration as an affiliate of the District and receive the benefits herein described, the Affiliate Group must meet the following criteria and obligations for the term of this Agreement:

1. The Affiliate Group shall provide its own leadership, structure, and must delegate operational duties to its membership.
2. The Affiliate Group shall conduct its own financial business and be financially self-supporting.
3. The Affiliate Group shall have its own volunteer governing board with adopted written bylaws or guidelines to guide the board in policy-making decisions, and:

- a. Is a not-for-profit corporation or organization dedicated to offering and promoting a soccer program that is compatible with and supplements District programs.
 - b. At least 51% of the members/participants of the Affiliate Group must be residents of the Mundelein Park & Recreation District, District 75, District 76, District 79, and/or Mundelein High School District.
 - c. Upon request by the Executive Director, the Affiliate Group will provide an annual audit or detailed report which documents the Affiliate Group's current financial standing, including operational revenues, expenditures, and financial reserves.
- 4. The Affiliate Group shall provide a list of officers for the upcoming season after their annual meeting. Upon request, a record of all receipts and expenditures along with a yearly summary of activities will be presented at the District's first regular meeting in November of each year.
 - 5. The Affiliate Group shall designate both a liaison and alternate liaison and provide the individuals' telephone numbers and other contact information to the District's liaison.
 - 6. The District's primary liaison to the Affiliate Group shall be the Director of Recreation & Facility Services or his/her designee. This person will be assigned to provide the necessary assistance to the Affiliate Group. He/she is not required or expected to attend Affiliate Group business and planning meetings. If the District liaison attends an Affiliate Group meeting, they will attend as a "non-voting" participant.

The District shall provide the individuals' office telephone number and other contact information to the Affiliate Group.

- 7. The Affiliate Group agrees and understands that neither the Affiliate Group nor its officials, officers, members, employees, or volunteers are entitled to any benefits or protections afforded employees or volunteers of the District and are not bound by any obligations as employees of the District. The Affiliate Group will not be covered under provisions of the unemployment compensation insurance of the District or the workers' compensation insurance of the District and any injury or property damage arising out of any Affiliate Group activity will be the Affiliate Group's sole responsibility and not the District's. Also, it is understood that the Affiliate Group is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the District and therefore, the Affiliate Group will be solely responsible for its own actions. The District will in no way defend the League in matters of liability.
- 8. The Affiliate Group shall fully cooperate with any investigation conducted by or on behalf of the District and/or the District Risk Management Agency "PDRMA." Failure to fully cooperate with any such investigation shall constitute a breach of agreement and in the sole discretion of the District, may result in revocation or suspension of any privileges under this Agreement.
- 9. The Affiliate Group shall not represent itself or members of the Affiliate Group as employees, volunteers, or agents of the District.

10. The Affiliate Group or members of the Affiliate Group will not advertise or solicit participants using the name or logo of the District without prior written permission of the District. Any grant of permission shall not be considered a continuing grant of permission but shall only apply to the specific circumstance and use for which permission is requested.
11. The Affiliate Group shall handle its own fees, charges, monies, and expenditures. It will manage its own accounts in the group's name. The group shall have a written policy regarding refunds. All requests for refunds shall be addressed in a timely manner.
12. The Affiliate Group acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials relating to the Affiliate Group's activities and use of District property and facilities, unless otherwise specified and agreed to in writing.
13. The cost of "regular" field maintenance (mowing aeration, fertilization) will be paid by the District. The Affiliate Group will be responsible for field preparation (striping) and the cost of portable toilets.
14. Activities, programs, and events sponsored by the Affiliate Group shall not, other than to adhere to specific membership guidelines, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, disability, or any other characteristic protected by local, state, or federal law.
15. The Affiliate Group agrees to conduct criminal background checks for all employees, coaches, field officials, trainers and volunteers who directly supervise individuals under the age of eighteen (18) years of age. The Affiliate Group is solely responsible for determining whether any conviction disqualifies any employee/volunteer.
16. The Affiliate Group agrees to cross-reference all staff, employees, and volunteers with the state and/or local Child Offender Database and to ask all staff, employee, and volunteers if they have been convicted of child molestation. The Affiliate Group is solely responsible for determining whether any conviction or registration disqualifies any employee/volunteer.
17. The Affiliate Group understands and agrees that it is solely responsible for determining whether any staff, employee, or volunteer is qualified and suitable for any Affiliate Group position and/or activity and that the District is not responsible for any hiring or retention decision.
18. Coaches and trainers will be required to secure and maintain current certification in coaching youth soccer, as are offered by AYSO.
19. The Affiliate Group must comply with all Governmental Regulations, as well as the policies, procedures, and regulations of the District with respect to sexual harassment, drug-free workplace, and policies related to communicable diseases. Governmental Regulations shall include, but not be limited to, the Americans with Disabilities Act, the Illinois Human Rights Act and EEOC Guidelines.
20. Registration for any recreational leagues must not exclude residents of the District. Registration for tryouts for any competitive or travel leagues must not exclude residents of the District.

21. The Affiliate Group agrees to provide for and pay for inclusion services as needed to comply with Americans with Disabilities Act requirements. District will assist with guidance on compliance with ADA requirements.
22. The Affiliate Group will establish a financial assistance program and/or payment plans for parents and families needing help in paying for programs and services.
23. The Affiliate Group will actively cooperate with the District, and all local law enforcement agencies charged with enforcing District Ordinances and federal, state, and local laws concerning the illegal use of alcohol, tobacco, and drug, and any other violation of the law involving the Affiliate Group sponsored activities. Such active cooperation shall include reporting of suspected violations immediately to the Mundelein Police Department. The Affiliate Group should not attempt to seize any items or question any persons regarding these potential offenses.
24. The Affiliate Group shall report to the District on an annual basis at the first regular District meeting in November. This reporting is to be in-person for the Affiliate Group to advise the District of its intended use of the fields and for purposes of reporting the manner that the facilities have been used. These meetings and reports are intended to facilitate open communication between the Affiliate Group and the District.
25. The Affiliate Group must submit a written request to the District seeking approval to enter sponsorship agreements with potential third-party partners. The District must approve all potential sponsor partners prior to the execution of a sponsorship agreement. The District has the right in its sole direction to deny any sponsorship agreement that may not be in the best interest of the District or which conflicts with the District's current sponsorship agreements.

II. Facility Use

1. The Mundelein Park & Recreation District will provide the Affiliate Group with "non-exclusive" use of the soccer fields at Diamond Lake Sports Complex, Keith Mione Community Park, and practice facilities. The District retains the right to schedule District and school events and programs without any restrictions at all District owned fields and parks. The District retains the right to schedule all fields and parks as needed when not previously reserved by the Affiliate Group. See Addendum for usage fees and field maintenance responsibilities.
2. Requests for practice fields shall be made the first of the month preceding use to ensure availability. District programs take precedence. The Affiliate Group will receive priority for use of outdoor fields. The Affiliate Group will receive a discount rate and priority for use of meeting rooms and/or practice facilities.
3. Priority scheduling will be as follows:
 - a. District Programs
 - b. Affiliate Groups / Preferred Renters
 - c. Groups between 66 – 100% residency
 - d. Groups between 50 – 65% residency
 - e. Non-Resident Groups

4. The Affiliate Group shall inspect each facility, field, or other location prior to and subsequent to each use and shall promptly report any unsafe condition (holes in sports fields, broken equipment, etc.) to the District. Based on this inspection, it is the sole responsibility of the Affiliate Group to determine whether any facility, field, or location is safe and/or appropriate for any intended use.
5. The District does not assume any responsibility, care, custody, or control of any property or equipment brought upon or stored upon District property by the Affiliate Group or its officers, employees, volunteers, visitors, and invitees. The Affiliate Group is solely responsible for the safety and/or security of any property or equipment brought upon or stored on District property.
6. The Affiliate Group shall adhere to all applicable facility and District ordinances, rules, regulations, policies, and procedures.
7. The use of District meeting rooms is based on availability and District scheduling concerns. The District may provide meeting rooms for Affiliate Group business meetings and volunteer training sessions at no charge during regular building hours, based on availability. However, teams will be charged for team meetings and other similar events. The District retains the right to move, cancel or reschedule meetings based upon District needs.

III. Usage Fees and Field Maintenance Fees

See Addendum.

IV. Advertisement

The District will provide the Affiliate Group with no more than a full page of space in the seasonal program brochure for promoting the programs. The Affiliate Group is responsible for providing a completed design by the deadline provided by the District. The completed design must be in PDF format and conform with expectations of the District Marketing staff. Failure to adhere to requirements as identified by District still will result in exclusion of the design in the seasonal brochure. A copy of the District's Program Brochure Production Timeline, which establishes deadlines for promotional copy, will be given to the Affiliate Group on an annual basis. In order to further assist in promoting the Affiliate Group activities, the District website will have a link to the Affiliate Group website. For the purpose of this Agreement, the Affiliate Group grants the District a non-exclusive, revocable license for the use of any trademarks or copyrights belonging to the Affiliate Group.

V. Insurance and Indemnification

The Affiliate Group shall procure and maintain for the duration of this agreement, the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with any of the Affiliate's activities:

1. Commercial General and Umbrella Liability Insurance

Affiliate Group shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 for each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.

The District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the District. Any insurance or self-insurance maintained by the District shall be excess of the Affiliate Group's insurance and shall not contribute with it.

The CGL policy must include individuals for athletic participation.

The Affiliate Group waives all rights against the District and its officers, officials, employees, volunteers, and agents for recovery of damages arising out of or incident to Affiliate Group's use of any District property or facility.

2. General Insurance Provisions

Prior to exercising any rights under this Agreement, the Affiliate Group shall furnish the District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

Failure of the District to demand such certificate, endorsement, or other evidence of full compliance with these insurance requirements or failure of the District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the District's obligation to maintain such insurance.

The District shall have the right, but not the obligation, of prohibiting the Affiliate Group from using the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the District.

Failure to maintain the required insurance may result in termination of this Agreement at the District's option.

The Affiliate Group shall provide certified copies of all insurance policies required above within the (10) days of the District's written request for said copies.

3. Indemnification

The Affiliate Group shall indemnify and hold harmless the District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (I) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Affiliate Group or any of the Affiliate Group's partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any District property or facility regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Affiliate Group shall similarly protect, indemnify, and hold and save harmless the District, its officers, officials, employees, volunteers, and agents against and from all claims, costs, causes, actions, and expenses including but not limited to legal fees, incurred by reason of the Affiliate Group's breach of any of its obligations under, or the Affiliate Group's default of, any provision of this agreement. All the insurance required of the Affiliate Group shall state that the coverage afforded to the additional insureds shall be primary insurance of the additional insureds. If the additional insureds have other insurance or self-insured coverage which is applicable to the loss, it shall be non-contributory. The indemnity provision shall survive the termination of this Agreement with respect to events occurring at any time during the term of this Agreement, or by extension thereof.

VI. Other

1. The Affiliate Group is responsible for following the District's severe weather protocol – see Addendum.
2. The Affiliate Group shall be responsible for the storage of all program and field equipment after their activities are finished for the day. Equipment will need to be placed in the appropriate storage areas on or near the fields.
3. The Affiliate Group shall comply with all park rules and respect the neighborhoods surrounding any District property or field used by Affiliate Group.

VII. No Third-Party Beneficiary

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity, who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party. Nothing herein is intended nor shall be construed as a waiver of any immunities or defenses available to the District under Illinois law.

VIII. ADA Policy/Requirements

1. Activities, programs, and events sponsored by Affiliate Group shall not, other than to adhere to specific and essential eligibility criteria, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, sexual orientation, disability, or any other characteristic protected by local, state, or federal law.
2. Affiliate Group shall comply with all applicable local, state, and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. Affiliate Group shall base employment, volunteer, and participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, disability, sexual orientation, sex (except as an appropriate division for athletics programming), national origin, age (except as an appropriate division of programming levels for youth athletics programming), marital status, or any other protected characteristic as established by law.
3. Affiliate Group shall adhere to all applicable facility and District ordinances, rules, regulations, policies, and procedures, including, but not limited to providing inclusion services and reasonable accommodations under the Americans with Disabilities Act and Illinois Human Rights Act.
4. Affiliate Group shall indemnify and hold harmless the District and its officers, officials, employees, elected officials, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the conductor management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this Agreement; (ii) any actual or alleged act, omission, wrongful act or negligence of Affiliate Group or any of Affiliate Group's partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder; and (iv) any violation of civil rights or anti-discrimination laws, including but not limited to the Civil Rights Act of 1964, the Americans With Disabilities Act, and the Illinois Human Rights Act. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. Affiliate Group shall similarly protect, indemnify, and hold and save harmless the District, its officers, officials, employees, volunteers, and agents against and from any and all claims, costs, causes, actions, and expenses including but not limited to legal fees, incurred by reason of Affiliate Group's breach of any of its obligations under, or Affiliate Group's default of, any provision of this Agreement.

IX. Termination and Duration

1. The initial term of this Agreement shall commence on the date hereof and end on December 31, 2026. Notwithstanding the ending date, the Agreement shall be deemed automatically renewed for one (1) successive one (1) year period unless either party shall advise the other

party in writing of its intention not to renew the Agreement at least sixty (60) days prior to the annual renewal date, or, unless the Parties otherwise mutually agree to terminate the agreement.

2. The District retains the right to alter the terms and conditions of this agreement or to terminate this Agreement for cause, including, but not limited to misconduct of the Affiliate Group or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of District residents, or because the Affiliate Group has breached any of its obligations under this Agreement with ten (10) days written notice to the Affiliate Group.
3. The Affiliate Group will have financial responsibility to the District for any outstanding fees and/or money owed to the District and shall promptly reimburse the District. Any money owed to the Affiliate Group by the District shall be promptly reimbursed.
4. This Agreement may be amended by the written approval of both Parties.

X. GOVERNING LAW

This agreement shall be governed by the laws of the State of Illinois.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.

_____	_____
President, American Youth Soccer Organization 372	President, Mundelein Park & Recreation District

_____	_____
Secretary, American Youth Soccer Organization 372	Secretary, Mundelein Park & Recreation District

_____	_____
Date	Date

American Youth Soccer Organization Agreement

Addendum

Section 1 – Lightning Protection

The District will provide access to existing lightning detection system at no additional charge. When triggered leave the ball field and seek shelter in a vehicle or indoor building.

- AVOID the rain.
- AVOID tents, shelters, and dugout areas. These are not safe from lightning.
- AVOID going underneath trees. Trees “attract” lightning.
- AVOID metal fences, gates, and tall light poles and power poles.

Wait until the lightning detection system provides an “all-clear” signal consisting of three short blasts, before returning to the field. The Affiliate Group will be responsible for determining a resumption of activities.

Lightning’s behavior is random and unpredictable. While the risk of lightning strikes and injuries cannot be eliminated, preparedness and quick response are the best defenses towards reducing the lightning hazard.

In the event the lightning detection system is not working properly; the District recommends seeking shelter upon observing lightning or thunder in the area.

Section 2 – Usage Fee and Field Maintenance Fees

Usage Fees

1. The District will provide the Affiliate Group with “non-exclusive” use of the soccer fields at Diamond Lake Sports Complex, Keith Mione Community Park, and use of practice facilities. The District retains the right to schedule District and school programs and events without any restrictions at all District owned fields and parks. The District retains the right to schedule all fields and parks as needed when not previously reserved by the Affiliate Group.
2. The District will not charge fees to the Affiliate Group for use of the soccer fields areas at Diamond Lake Sports Complex and Keith Mione Community Park. The Affiliate Group agrees to assist the District by promoting responsible use of the soccer fields and surrounding grounds at Diamond Lake Sports Complex and Keith Mione Community Park.
 - a. Rental of field lights at any District property will be available to the Affiliate Group at the listed rental rate. The hourly rate is subject to change annually.
 - b. When a competing soccer organization requests space at Diamond Lake Sports Complex and Keith Mione Community Park, the Affiliate Group will be contacted within seventy-two (72) hours upon request and be granted first right of refusal. Affiliate Group must rent and use the fields for a soccer program. Affiliate Group will be charged per hour at the listed rental rate.

Section 3 – Capital Projects, Purchases, and Maintenance

Maintenance Fees

1. If at any time the Affiliate Group allows games and/or practices to be played in unsuitable conditions as determined by District staff (i.e., saturated and/or muddy), the Affiliate Group will pay the full associated amount to the District for any maintenance costs “above and beyond” routine care, as determined by the District. Maintenance will be executed on a time and materials basis. Billing will be computed immediately upon completion of maintenance. Payment is expected within 30 days of receipt by the Affiliate Group of the written bill.
2. Both the District and the Affiliate Group are encouraged to suggest capital improvement projects during the annual budget preparation process (July – October) or any time that is appropriate. Discussions will follow regarding the timing of the project, costs, benefits, and any other considerations. A separate agreement or “memo of understanding” will be drafted regarding these improvements to assure that agreement requirements are met by both parties. The Affiliate Group is encouraged to consider supporting District capital improvement projects through end of fiscal year donations in support of community growth and improvement.

Section 4 – Soccer Equipment

Addition of Soccer Equipment

1. Both the District and the Affiliate Group are committed to providing appropriate resources for the purpose of making soccer readily accessible to members of the Mundelein Park & Recreation District community.
2. The Affiliate Group may purchase and install essential pieces of soccer equipment at the appropriate District property, as needed. No item may be stored at a District property without prior written approval by a District representative.
3. The District does not assume any responsibility, care, custody, or control of any Affiliate Group property or equipment brought upon or stored upon District property. The Affiliate Group is solely responsible for the safety and/or security of any property or equipment brought upon or stored on District property.
4. The Affiliate Group is encouraged to make the equipment accessible/available to interested users at all District properties regardless of enrollment in an Affiliate Group program.

Section 5 – Movable Soccer Goal Safety Policy

I. Introduction

1. This policy provides guidelines for the use and storage of full-size or nearly full-size movable soccer goals. The District believes these guidelines can help prevent deaths and serious injuries resulting from soccer goal tip over. Publication of the policy is intended to promote greater safety awareness among those who use and maintain movable soccer goals on fields owned or operated by the District.

2. These guidelines are intended to educate the public and reduce the risk of movable soccer goal tip over. They are not a District standard, nor are they mandated requirements and the District will not supervise compliance. Therefore, the District does not endorse or recognize them as the sole method to minimize injuries associated with movable soccer goals.

II. Rules of Soccer

The guidelines contained in this policy are intended to be compatible with the recommendations for the design and construction of soccer goals, published by the Federation of International Football Associations (FIFA) and the National Federation of State High School Associations.

III. Definitions

For the purposes of this policy, “movable soccer goal” shall mean a freestanding structure consisting of at least 2 upright posts, a crossbar, and support bars that is designed, intended, and permitted: (1) to be used by adults or children for the purpose of a soccer goal; (2) to be used without any other form of support or restraining (other) than temporary anchoring devices); and (3) to be moved to different locations.

IV. Design/Construction Guidelines

1. While a movable soccer goal appears to be a simple structure, a movable soccer goal should be constructed with the counterbalancing measures incorporated into the product. The stability of a movable soccer goal depends on several factors. One effective strategy for supplementing the counterbalancing measures incorporated into the product is to lengthen the overall depth of the goal to effectively place more weight further from the goal’s front posts (more weight at the back of the goal). A second design selects lightweight materials for the goal’s front posts and crossbar and provides much heavier materials for the rear ground bar and frame members. This tends to counterbalance the forces working to tip the goal forward. Another option uses a heavy rear framework and folds flat when not in use, making the goal much less likely to tip over.
2. Manufacturers of soccer goals can signify that elements designed to reduce the risk of tip over injuries have been incorporated into the product by indicating the goal is compliant with American Society for Testing and Materials (ASTM) standard F2673-08, or any successive standards, for tip-resistant movable soccer goals.
3. Following the adoption of this policy, the District will purchase only those movable soccer goals that are consistent with these guidelines; however, the District will continue to use those goals in its existing inventory until the end of their lifecycle in a manner consistent with this policy.

V. Anchoring/Securing/Counterweighting Guidelines

A properly anchored/counterweighted movable soccer goal is much less likely to tip over. There are several different ways to anchor a movable soccer goal. The number and type of anchors to be used will depend on several factors, such as soil type, soil moisture content, and total goal weight. The types of anchors recognized by the District to increase the safety of moveable soccer goals include but are not limited to: augers, peg or stake style anchors, J-hook style anchors and sandbags or other counterweights. Net pegs, by themselves, are not recognized to effectively anchor or counterbalance a moveable soccer goal. The District encourages coaches/referees/league officials affiliated with each game to inspect the anchoring/securing/counterweighting measures used for each movable soccer goal and to immediately report any issues to the District. Coaches/referees/league officials are not to move or alter goals in any manner except in case of emergency or with the permission of the District.

VI. Guidelines for Goal Storage When Goal is Not in Use

The majority of soccer goal tip over incidents occur when the goals are unattended. Therefore, when goals are stored in a safe manner it reduces the risk of tipping over when not being used. When goals are being stored steps should be taken to secure the goals, such as locking goal frames face to face or chaining the face of the goal frames to a permanent and fixed structure such as a fence. If it is a collapsible goal, fold the face of the goal down and lock it to its base. The District does not permit coaches/referees/league officials to move soccer goals and coaches/referees/league officials should not attempt to do so.

VII. Safety Tips

1. Even well designed and counterbalanced goals are subject to tip over incidents. Additional steps may be taken to further reduce the risk of injury. The District encourages coaches/referees/league officials affiliated with each game to:
 - i. Check for structural integrity and proper connecting hardware before every use.
 - ii. Report damaged or missing parts or fasteners immediately and not to use damaged or improperly anchored goals.
 - iii. Not allow anyone to climb on the net or goal framework.
 - iv. Instruct players on the safe handling of and potential dangers associated with movable soccer goals.
2. The District shall place safety/warning labels in clearly visible locations (placed under the crossbar and on the sides of the down-posts at eye level.)
3. The District will deliver a copy of this policy to the representative of any leagues or teams permitted to use District parks and facilities for soccer purposes and encourage such league to distribute additional copies to each coach, referee, and parent/guardian.
4. Any organization which is granted permission by the District, whether by permit, license, or other agreement, to use the District's facilities for soccer purposes, shall be required to adopt a movable soccer goal safety policy and place it on file with the District.



**MUNDELEIN PARK &
RECREATION DISTRICT**

ADMINISTRATION

To: Board of Commissioners
From: Ron Salski, Executive Director
Subject: Board Report – March 2024

Longmeadow Park

The contractor has started the OSLAD project, and the playground has been demolished. The contractor has been proactive to get the project completed even in cold weather conditions.

Kracklauer Park

JSD Inc. has seventy-five percent of the construction drawings complete, and the expected bid opening is early June. Staff are hoping to schedule and submit a recommendation at a Special Board Meeting on May 30 if Board Members are available.

Mundelein Parks Foundation

The Foundation will be meeting on Monday, March 25 to finalize details of the Sunday, April 28 Meat Raffle.

IAPD Legislative Conference

Just a reminder, the IAPD Legislative Conference will be held on May 7-8. The District is signed up for Parks Day at the Capitol during the day on May 7. Kyle Berg, Christa Lawrence, and Executive Director Salski will be attending. Administrative Assistant Dahl will be registering Board Members who are able to attend.

Local Government Efficiency Committee

Executive Director Salski has scheduled a meeting on Monday, April 8 at 6 p.m. at Regent Center.

OSLAD Grant

Staff met with JSD, Inc. to outline key amenities and concepts for a grant submittal. The focus was Keith Mione Community Park. It was important to consider future expansion and needs so the Dunbar playground was evaluated to determine if a better location was appropriate. Parking has been the number one complaint regarding the facility. An asphalt pad was considered for the hockey rink and other potential activities. Kyle Berg, Rob Foster and Ron Salski will be visiting three dynadome sites on April 11-12. This will give the District a better understanding and evaluation to determine the feasibility of an amenity. Staff will provide a presentation in May or June.



STEEPLE CHASE GOLF CLUB - GOLF OPERATIONS & MAINTENANCE

To: Board of Park Commissioners
From: Bill Brolley, Golf Operations Manager
Subject: Board Report – March 2024

The golf course opened on Friday, March 15. On Saturday, March 16 the temperature was in the mid 50's and there were over 100 golfers on that day. Tee times are now available online as of Tuesday, March 19.

Yamaha delivered the entire fleet of golf cars on March 13 and March 14 with GPS operational on all of the cars.

The golf course will be on an extremely limited menu for the first couple weeks of operation. The food options at the beginning will be hot dogs, brats, and snacks until there is extended good weather in the forecast. Keeping the food options to a minimum will cut down on the amount of waste.

The upstairs simulator was taken down on March 14. The lower-level simulators are staying busy and league play wraps up the week of March 25.

The majority of the pro shop merchandise arrived in the last week or two and golf staff have been busy receiving, pricing and displaying items. Merchandise sales through March 18 were at \$7,205.

The majority of staff from 2023 will be returning in 2024.

GOLF MAINTENANCE

Golf Maintenance is happy to announce that as of March 7, the Assistant Golf Course Superintendent position has been filled. Paul Wiskerchen re-joins the district as he was formerly the Facility & Aquatic Maintenance Supervisor. He previously worked for Bridges of Poplar Creek Golf Club as the Assistant Grounds Supervisor. On March 12, Paul completed his CPR/AED and first AID re-certification.

In addition to Paul, the staff had two seasonal staff members return to Golf Maintenance. Staff are excited to have Ron Doane and Ernesto Alcantar back since both have already experienced a busy start to the year. Staff have been working diligently on all the course accessories in addition to all debris cleanup that has accumulated during the winter months.

As of March 11, greens, tees, fairways and approaches have all been mowed for the first time this season. Due to the unseasonably warm temperatures in the months of February and early March, greens have been treated with the first application of annual bluegrass seedhead suppression.

Staff have been taking full advantage of the warmer weather to complete several irrigation repairs before start-up of the irrigation system. These repairs were noted during the irrigation shutdown last fall. With these repairs in the process of being complete, staff are hoping for a smooth startup to the irrigation system in the upcoming weeks.

On March 15, staff spent significant time cleaning debris from bunkers and pushing sand up on bunker faces to fix winter washouts. During the winter months, bunker conditions deteriorated from prolonged exposure to rain and snow. Regular bunker maintenance will continue for the remainder of the season.

Golf Course Superintendent Kivisto and Mechanic Hanzel have been de-winterizing equipment to prepare for the season. Mechanic Hanzel will complete winter maintenance in the upcoming weeks with all equipment ready for normal operation.



PARK & FACILITY MAINTENANCE

To: Board of Commissioners
From: Rob Foster, Director of Park & Facility Maintenance
Subject: Board Report – March 2024

Facility Maintenance

- Barefoot Bay's Lazy River received a fresh coat of paint for the summer season. Next year, staff will paint the upper area pools (tot pool, dive well, and main pool). This rotational pattern of painting the pools has been in place for over a decade.
- The 2024 Budgeted Facility Maintenance van was ordered and arrived. The custodial staff will be the primary drivers of the new van.
- A full-time custodial position is currently open. Staff are accepting applications currently.

Park Maintenance

- Additional brush clearing has taken place at John Wiech Park and the southern portion of Leo Leathers Park, near the river. Staff have received multiple compliments about both areas.
- Staff are in the process of breaking down the ice rink and placing it in storage for the summer.
- James Daskauskas has been hired for the Park & Facility Maintenance position. James will fill the vacancy created by Ted Costa's retirement.
- The contractor has started installing net posts at Maurice Noll pickleball/tennis courts. If all goes well with the spring weather and scheduling, the courts will be completed sometime in May.
- Garden plots have been tilled in preparation for the planting season.



RECREATION & FACILITY SERVICES

To: Board of Commissioners

From: Kyle Berg, Director
Melinda Agosto, Child Development Director
Erica DeLuca, Manager
Kelsey Fuller, Manager

Subject: Board Report – March 2024

Miscellaneous

- Diamond Lake Beach / Recreation Center / Boat Launch RFQ for master planning services submission deadline is Wednesday, March 27. Response from firms has been overwhelmingly positive thus far. The RFP process will follow shortly after the deadline for RFQ submissions.
- The Park District offered support to residents impacted by the apartment building collapse by offering a free one (1) month membership to the Mundelein Community Center. A total of eighteen (18) people from five (5) families took advantage of the offer.
- Staff is finalizing a services agreement with Starguard Elite Lifeguarding for a three (3) year term. The extended term will allow the current price to be “locked in” for the next three (3) years.
- Recreation staff held the first meeting of the Recreation Innovation Committee on March 14. The committee is made up of five (5) Recreation team members and will endeavor to determine new ideas and implement new strategies to keep the district continuously moving forward.

Programs

Active Adults 50+

- Adult Bingo took place on Saturday, February 24 with 105 participants. This was a sold-out event.
- Table tennis has been in demand at the Regent Center. In February, staff started offering table tennis for a drop-in fee as part of the membership.
- The first trip of the year took place on March 21 to the Arlington Heights Metropolis Theater.

Athletics

- Youth basketball concluded for the 2024 season. The season was successful running at four sites. A survey has been presented to participants and results will be used to enhance the program in the future.
- Total revenue for the 2024 basketball season was \$63,721 compared to \$53,496 in the 2023 season.
- All contractual and in-house programming has been doing great in 2024.
- The pickleball programs taught by Jay Lynn have continued to fill each session. There is a strong pickleball demand here in Mundelein and staff aims to fill that demand in 2024.
- Field rentals are starting to get booked for the outdoor season.

Cultural Arts

- Cultural Arts programs that began in February include Little Stars, an active parent/child program that engages the youngest members to run, jump, and play collaboratively. Eight kids from Mundelein attended Magic Club and learned new card tricks, coin tricks, and sleight-of-hand amazements. Staff also had a full kitchen as 14 Sugar & Spice Club participants decorated Valentine's cookies together.

Dance

- Mundelein Dance Company competed at Pinnacle Dance Competition on Saturday, February 17, at Libertyville High School. Forty-nine dancers competed in twenty-six different routines in styles including Jazz, Tap, Lyrical, Musical Theater, and Hip Hop.
- Mundelein Dance Company members received many distinguished awards including nine 1st Overall High Score Awards, one 2nd Overall High Score Award, and nine Top Five Overall High Score Awards. Sisters Sophie and Carly Volk also won the Highest Overall Score for the entire competition in the Senior Dance Division winning a place at the Pinnacle Nationals Competition June 24-26.
- DanceABILITY, a dance program for children with special needs, currently has four participants enrolled and is led by a special education dance instructor. It resumed in March.
- All short-term dance classes for the March session are running with full classes. An additional Ballerina Princess class session was added due to high demand.

Events

- February 2024 was used as planning time as staff look toward Special Event Programs taking flight in March as well as working on the summer brochure for Special Events.
- Two birthday parties took place in February.
- March 16 was Cottontail Trail with 350 kids enrolled.

Mundelein Trails Day Camp & Rec Connection

- Registration enrollment for the 2024 Trails and Odyssey Camp is currently full except for the week of July 4th and the last week of camp August 5.
- There is a total of 360 campers enrolled in Trails & Odyssey Camp.
- The total projected revenue for Camp so far is \$632,000 (Trails \$556,000 & Odyssey \$76,000). The revenue will fluctuate some during the summer due to vacation withdrawals.
- Trails Camp has a total of 14 returning counselors. Eight additional Trails counselors have been hired so far. Odyssey has hired 1 new counselor and is in the process of looking for one additional counselor. For the 2024 camp season, the goal is to have around 40 counselors. This will ensure good camp ratios will be met.
- All Friday field trips have been planned. Each group will be attending nine Friday field trips. Odyssey will have an additional ten Odyssey-only field trips. This includes some lower cost surrounding area beach field trips.
- Currently, there are 168 students registered for Rec Connection. Enrollment has remained the same since last month. Last year at this time, there were 158 students enrolled.
- Rec Connection will be offering a Day Off Program during the week of Spring Break. Registration numbers are on the low side. The projected revenue is \$6,000. Registration closes on March 17.

Big & Little & Learning Center

Big & Little Child Development Center

- Enrollment is currently 81 students with 23 two-year olds, 20 three-year olds and 38 four-year olds. No new children enrolled in the month of February. The two-year-old classroom has a full roster with an extensive waitlist. The three and four-year-old classes have a limited number of spaces available.
- Big & Little has acquired a new full-time teacher, Sydney Spranger, as well as a part time teacher, Vanessa Jasso. Big & Little continues to look for one additional full-time teacher.
- The Big & Little Child Development Director has begun the process of licensure for the addition of a toddler classroom, ages 15 months to 2 years old. It has been projected to open in mid-June.
- With the addition of the Toddler Classroom, rates have been evaluated. Big & Little will make the change from one rate for all 3 age groups offered to a new rate for each age group offered: toddler, two, three and four. These rates will go into effect in June in addition to a Resident and Non-Resident rate.

Big & Little Child Development Center	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24
<u>Classroom Breakdown</u>						
2-3 Year Old Classroom	21	21	21	21	23	22
3-4 Year Old Classroom	19	19	19	19	20	20
4-5 Year Old Classroom	33	35	35	38	38	38
Total Annual Enrollment	73	75	75	78	81	80
	Mar 22	Mar 23	Mar 24			
<u>Breakdowns based on Year</u>						
2-3 Year Old Classroom	15	20	22			
3-4 Year Old Classroom	13	37	20			
4-5 Year Old Classroom	22	22	38			
Total Annual Enrollment	50	79	80			

Learning Center

- Learning Center enrollment has remained steady as the year winds down. Enrollment numbers for fall 2024 continue to grow and are already higher than the 2023 school year.
- Preschool camp will open enrollment on April 17. Enrollment is expected to fill fast. This summer will be the last for summer camp at Diamond Lake Recreation Center. Moving forward, preschool camp will be held at MCC.

Aquatic Facilities

Aquatic Operations

- Indoor Pool staff was audited on Sunday, March 10 and received 5 stars.
- Staff will be holding a Lifeguard recert training March 15-17. A total of 28 returning lifeguards are scheduled to attend.
- A total of 66 applications were submitted and 42 applicants were hired. The Barefoot Bay staffing members are as follow:

BFB Staff

Position	Return Staff	New Staff	Total
Shift Managers	3	2	5
Deck Managers	2	2	4
Beach Managers	2	1	3
Lifeguards	73	13	86
Jr. Lifeguards	0	11	11
Cashiers	6	3	9
Concessions Lead	3	0	3
Concessions Attendant	9	4	13
Total:	98	36	134

BFB Membership Totals

Package Name	Quantity Sold	Revenue
2024 Barefoot Bay All Access Season Pass	188	\$ 17,955.00
2024 Barefoot Bay All Access Season Pass (4+)	453	36,400.00
2024 Diamond Lake beach Season Pass	1	35.00
2024 Diamond Lake beach Season Pass (4+)	0	-
Total:	642	\$ 54,390.00

Swim Lesson Registration

Season	Cycle	Run Dates	# Enrolled	Enrollment Max	Capacity
Winter/Spring	Tu/Th Cycle 3	Feb 27 - Mar 21	55	59	93%
Winter/Spring	Sat Cycle 2	Mar 2 - Apr 27	92	96	96%
Total:			147	155	95%

- Tu/Th Lesson registration is up to 93%. This is an increase of another 22% from Cycle 2 Tu/Th class. There were only 4 open slots, 3 of which were the adult class. Tu/Th classes have returned to their usual high enrollment. No further advertising has been done since January.
- Saturday Lessons registration remained high at 96%. Up 3% from last Saturday cycle.
- All instructors have completed their SAI training and are now SAI certified. SAI swim course curriculums have been rolled out to all swim lessons. Report cards have been distributed to the Tu/Th class. Children have been assigned their class levels for the Saturday classes, but staff are waiting for additional report cards to ship.
- A Swim Lesson Newsletter was handed out to notify the parents of the changes to the new program. Additionally, Swim Coordinator Jonas walked around and spoke to parents outlining the new features of the program.

Health & Fitness Center

<u>Fitness Membership Monthly Reporting</u>		
	<u>Jan 2024</u>	<u>Feb 2024</u>
<u>Active Annual Membership Breakdown</u>		
Individual Fitness	773	776
Fitness Two or More	764	739
Student Monthly - Non-Committal Membership	187	175
Short-Term Membership - Non-Committal Membership	114	118
Track Only	195	192
Fitness 10 Visit	117	120
HMHB	14	13
Jr. Mustang Parent Memberships	7	11
Fitness - Seminary	5	4
Total Annual Memberships	2,176	2,148
<u>Usage Breakdown</u>		
Member Visits	12,058	11,187
<u>Group Exercise</u>		
In Person	2,144	2,329
Zoom	80	73
Monthly Group X Participation	2,224	2,402
<u>Age Breakdown</u>		
12 - 17	118	121
18 - 24	128	112
25 - 34	246	243
35 - 44	261	258
45 - 54	311	310
55 - 61	274	271
62+	838	831
Average Age	52.2	52.4
<u>Demographic Analysis</u>		
Male	1,046	1,029
Female	1,130	1,116
Unspecified	3	3
Nonresident	834	821
Mundelein Resident	1,342	1,327

Membership Totals		
	2024	2023
Jan	1,857	1,812
Feb	1,825	1,824
Mar		1,845
Apr		1,790
May		1,816
Jun		1,816
Jul		1,761
Aug		1,732
Sep		1,692
Oct		1,721
Nov		1,773
Dec		1,837
*Does not include Track or 10 Punch Passes		

Member Usage Numbers Yearly		
	2024	2023
Jan	12,058	12,386
Feb	11,187	10,654
Mar		11,796
Apr		9,857
May		9,661
Jun		10,018
Jul		9,030
Aug		9,506
Sep		8,440
Oct		9,302
Nov		9,782
Dec		10,522

Membership Operations

- During recent severe weather, a Mundelein apartment building was damaged and uninhabitable. The Red Cross contacted staff to request assistance. Staff gave five families a one-month membership.
- Sound panels were installed around the walking track. Staff have received little feedback on the change. Overall, feedback was positive.

Group Exercise

- Plank Challenge has 16 participants, 14 of whom completed all 5 weeks of the challenge. The last challenge is Superman taking place this month.
- The Fitness staff participated in prerecorded Boston SCW Fitness Convention videos as a team during January and February. Topics included cueing core, happy hips and back, healthy eating for active adults, and interval training.

Community Center

- Customer Service started a “Share the Positive” campaign to recognize our fellow customers service co-workers for the positive behavior and actions that they do to make staff jobs and time here more positive.

Registration

- Staff have processed two scholarships for programs, one has been approved and processed and the other has been approved, but not processed yet. Staff have submitted two more camp scholarships for approval.

Reservations

- Garden plots have all been rented.
- Boat launch keys are available for the 2024 season.

Recreation Advisory Committee

- The next quarterly meeting will be held Wednesday, April 24 at the Mundelein Community Center.
- The Committee members have been tasked with reviewing the Comprehensive Master Plan and communicating feedback, ideas, and/or suggestions for future consideration and potential updates.



BUSINESS SERVICES & TECHNOLOGY

To: Board of Commissioners
From: Debbie McInerney, Director of Business Services & Technology
Subject: Board Report – March 2024

Finance

The audit is ongoing. The first draft has been received and is being reviewed. Final bound copies are expected in early May with a presentation to the board on May 13, 2024.

The Budget and Appropriations Ordinance was approved on February 26, 2024, and filed with the county on March 4, 2024.

Business Services Manager, Scott Schleiden completed payroll for the following:

Pay Period	Number of employees
02/11/24 – 02/24/24	178
02/25/24 – 03/09/24	178

Human Resources

Human Resources is attending a job fair at the CLC Tech Campus on March 21. Also on March 21, the Fun and Wellness Committee will host the employee March Madness event. This is a fun event with pizza and games.

Employees have until March 31 to complete the annual Illinois sexual harassment prevention training. Most employees have already completed the training.

The Performance Evaluation process is ongoing, and the first deadline is approaching for evaluations to be submitted for approval.

Manager, Sarah Bannon, and Director, Debbie McInerney, are evaluating a new time and attendance program due to the discontinuation of the current product.

A video is being created for New Hire Orientation will be electronically assigned to new staff as part of the onboarding process.

In September of 2023 the Department of Labor issued a proposal to increase the salary threshold for Exempt employees. Human Resources Manager, Sarah Bannon, has been monitoring this proposal since September. At this time, no new information has been released.

Open full-time positions include Assistant Finance Director, Childcare Teacher, and Park & Facility Maintenance. Open part-time positions include Regent Center Rental Staff Attendant, Childcare Assistant Teacher, and Dance Instructors. Seasonal positions currently open include Camp Counselor, Facility & Aquatics Maintenance, Junior Lifeguard, and Lifeguard.

IT

In addition to general user support, the preparation for the transition to Microsoft 365 continues.

Annual cybersecurity training is almost complete with just a few employees needing to finish their training.

IT Specialist, Nadia Guidry, is working on a policy for AI (Artificial Intelligence) use in the District. AI is gaining in popularity, and it is important to ensure staff will use AI tools in an appropriate way that will ensure the safety of the District's data, information, and systems.

Risk Management

The Illinois Department of Public Health recently updated the Covid-19 guidelines from the CDC which streamlined and simplified recommendations for dealing with Covid-19 to the same as those for the Flu and RSV. Isolation requirements for those who test positive have been removed from the guidelines. As a result, CV-19 positive employees will no longer be tracked or required to remain home for a specified amount of time.

The Safety Committee is working on creating flip books which outline the emergency procedures. These flip books will be in most rooms at each facility for easy reference during an emergency.

Five additional emergency go bags will be distributed before April 15. These bags will be located at MCC front desk, MCC studio 1, spray park, Dunbar room 3 and MCC 3rd floor.

Full-time staff completed Stop the Bleed training. Each facility will be equipped with one Stop the Bleed kit before the end of May.

Drug and Alcohol Training for Supervisors of CDL Drivers was attended by supervisors working with CDL drivers. This is an annual requirement.

Property Loss and Vehicle Accident Report Summary

None.

Incident/Accident Report Summary

Date	Location	Description of Incident/Accident	EMS	PDRMA
February 20	Regent Cetner	Adult male felt weakness in legs and was unable to hold himself up after playing cards. EMS was called and checked out guest. Guest went home with wife.	Yes	Yes
February 20	Dunbar	Child, 9, bumped heads with Rec Connection staff member while playing football. No injury or first aid needed.	No	No
February 21	Dunbar	Child, 10, was running up a slide, stood up when they reached the top and hit head on bar. Bump behind right ear, ice pack provided.	No	No
February 23	Dunbar	Child, 3, tripped while walking and hit head. Ice pack provided.	No	No
March 6	MCC Gym	Adult male tripped while playing pickleball and hit head on floor. Refused any first aid and remained in class.	No	No
March 12	Learning Center	Child, 3, jumped, slipped, and hit their head on the end of a table. No first aid required.	No	No

Employee Injury Report Summary

Date	Location	Description of Injury/Illness	EMS	PDRMA
February 20	Dunbar	Employee was playing football with participants and bumped heads with participant when going for the ball. Sought medical attention at Occupational Health.	No	Yes
March 9	MCC Indoor Pool	Employee was picking up diving rings from bottom of pool. Lower back hurt when bending down. Did not seek medical attention	No	No