



April 22, 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 22nd day of April 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. Presentation of ILM's Sediment Investigation Report – Diamond Lake
2. Regular Board Meeting Agenda

Action Items – Regular Board Meeting

1. Approve of Administration Policy Manual – Section 4.26 Social Media – Amendment
2. Approve of Deed of Gifts – Mundelein Heritage Museum
3. Approve of Bid 23-13145 Longmeadow Park: Woodland Trail
4. Approve of American Youth Soccer Organization (AYSO) Donation Agreement
5. Approve of UKG Agreement
6. Approve of Resolution 24-04-01-R – Recognition of Bill Brolley

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



BOARD MEMORANDUM

April 22, 2024 Committee Meeting Topics

Presentation of ILM's Sediment Investigation Report – Diamond Lake

The District owns the water rights in the West Channel of Diamond Lake and Executive Director Salski has received multiple complaints regarding the lack of depth to operate boats. Executive Director Salski was informed that residents received permission to dredge an estimated 20 years ago, and the project was completed.

Over the past two years, the District has been trying to find a qualified firm to complete an Investigation Report or Conditions Report and ILM Environments, the current consultant, has expertise in this area. As previously stated to the Board, the District retained ILM Environments to complete a Phase 1 Investigation Report on the West Channel of Diamond Lake.

Executive Director Salski requested ILM Environments representatives, Keith Gray and Lisa Woolford, to present the Sediment Investigative Report and general recommendations. If agreed upon by the Board, staff can begin to work with ILM Environments to complete a Phase 2 Feasibility Study of the recommendations listed in the report or other options.

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 Administration Policy Manual – Section 4.26 Social Media – Amendment
2. Approve of Deed of Gifts – Mundelein Heritage Museum
3. Approve of Bid 23-13145 Longmeadow Park: Woodland Trail
4. Approve of American Youth Soccer Organization (AYSO) Donation Agreement
5. Approve of UKG Agreement
6. Approve of Resolution 24-04-01-R – Recognition of Bill Brolley



2024

SEDIMENT INVESTIGATION REPORT

PREPARED FOR:
Mundelein Park & Recreation District

PREPARED BY:
ILM ENVIRONMENTS

April 5th, 2024

www.ilmenvironments.com

847-244-6662



Contents

Introduction	2
Methods	3
Observations	4
Results	5
Sediment Thickness Survey	5
Recommendations.....	6
Dredging	6
Shoreline Management.....	6
Tributary Management.....	6
Appendix A. Survey Maps	7
Bathymetric Map	7
Sediment Thickness Map.....	7
Total Depth Map (water + sediment)	7
Appendix B. Sediment Survey Data.....	11
Appendix C. Dredging	13
Appendix D. Shoreline Management	14



Introduction

The focus of this sediment study was the approximately 1.1-acre West Channel of Diamond Lake in Mundelein, Illinois. The west channel is part of the larger Diamond Lake with multiple mooring locations for nearby homeowners. Multiple tributaries lead into the channel, which can often act as a “catch basin” design, gathering sediment before it enters the lake. For this reason, channels often require dredging before the main body of the lake. Concerns about sediment buildup and navigability have prompted Mundelein Park and Recreation District to request a sediment investigation report to determine the scope of a potential dredging project.

This report includes the following:

- Bathymetric, sediment thickness and total depth maps
- Calculations of sediment volume and average sediment thickness
- Management recommendations



Figure 1. Google Earth image of the West Channel of Diamond Lake.



Methods

ILM staff launched a canoe on March 25th, 2024. Transects were made throughout the channel. Probing was also performed from docks. During the visit, water levels were at NWL (Normal Water Levels) based upon indicators of hydrology and historical maps.

The sediment was probed with a measuring device graduated in tenths of a foot. Each location had two measurements recorded. One was the depth to the top of the sediment (water depth), and the second was the total depth to firm substrate below the sediment (water depth + sediment thickness = total depth).

Sediment thickness was calculated by subtracting the water depth from the total depth. Locations were mapped in the field and the maps created in ArcGIS ArcMap 10. Sediment volume was calculated by measuring the area of each contour and multiplying by the average depth between the contour lines. This data typically varies somewhat from the average of the data points in Appendix B.



Observations

The following observations were made during the visits:

- Very few aquatic plants were observed, as expected based upon the timing of the visit.
- Water levels were at NWL, and some inflow was noted at each inlet.
- Much of the shoreline exhibits moderate to severe erosion.
- The site exhibited obvious scouring patterns from wave-based erosion, many shoreline protections were in poor shape.
- Projects being conducted on the shoreline are unprotected and leading to additional sediment entering the lake.
- The channel had an average water depth of 2.2 feet. The average sediment thickness was 1.4 feet, and the channel is approximately 37% full of sediment.



Photo 1. Sediment actively being probed (3/25/24).



Photo 2. View of the Channel.



Photo 3. Example of failing seawall on the channel.



Photo 4. Shoreline project with exposed sediment piles, excavated soils, construction debris which impact overall channel and lake health.





Photo 5. Closer view of exposed soils.



Photo 6. Seawalls no longer offer shoreline protection.

Results

Sediment Thickness Survey

The results for the sediment mapping survey can be found in Table 1 below. To determine percent full of sediment, we divide the average sediment volume by average total volume. The West Channel of Diamond Lake was 37% full of sediment (Table 1). The maximum sediment thickness recorded was 3.7 feet. The average water depth was 2.2 feet. If the entire area was dredged of all sediment, the average water depth would increase by 1.4 feet.

Table 1: Results for the sediment probing in the West Channel of Diamond Lake.

Bathymetric Results	Survey area	1.1	acres
	Average water depth *	2.2	feet
	Maximum water depth *	3.9	feet
	Water volume *	2.4	acre-feet
Sediment Results	Average sediment thickness *	1.4	feet
	Maximum sediment thickness	3.7	feet
	Estimated wet sediment volume**	2,375.0	cubic yards
Total Depth Results (sediment + water)	Average total depth *	3.6	feet
	Maximum total depth	5.9	feet
	Total volume *	4.0	acre-feet

Percent full of sediment = 37%

* Based on average depth multiplied by area determined from ArcGIS.

**Wet sediment volume, which is typically 20-60% water. Dried material has a smaller volume.



Recommendations

Based on observations from the onsite visits, data collected, and the goals for the channel, ILM has developed the following management recommendations. Please refer to the Appendices for additional detail on these management practices.

Dredging

Dredging is typically recommended when at least one of the following occurs:

- the pond/lake is > 30% full of sediment,
- the hydrology of the pond/lake is impacted,
- sediment occurs near the surface,
- nutrient rich sediment is causing heavy algae and/or aquatic plant growth.

The channel exceeds the recommended 30% cutoff (currently 37%), indicating dredging should be conducted in the channel. It is likely this sediment is leading to nuisance algae growth and impacting navigability of the channel for boat traffic as well.

Refer to the Dredging Appendix for more detail on dredging options.

Shoreline Management

Most of the shoreline around the channel includes scoured and degraded slopes with limited erosion control. This adds to sediment in the channel. Numerous projects seem to be in progress along the shoreline. These activities require permitting and regulation because they often lead to sediment entering the lake. Based on visual assessment of the in-progress projects, it is likely property owners are conducting these activities without proper permitting in place through the county.

Refer to the Shoreline Management Appendix for more detail on native shorelines.

Tributary Management

It is highly probable the tributaries that lead to the channel contain excess nutrients and pollutants, which generally remain unfiltered before entering the channel. Many of these nutrients and pollutants could be intercepted before entering the channel through the waterway. Restoring these tributaries with high-quality, deep-rooted natives will help reduce sediment from entering the channel, as well as the pollutants and nutrients which may result in lake management issues.



Appendix A. Survey Maps

The following figures include the maps that were developed using data collected onsite.

Bathymetric Map

This map represents the topography of the waterbody, using contour lines to indicate depth. Deeper areas are illustrated by darker coloring, while the shallower areas are lighter. The numbers on the map represent the current water depth.

Sediment Thickness Map

This map represents the thickness of sediment, as measured through sediment probing. The points and numbers on the map illustrate locations where the sediment was probed, and how thick it was at each point, in feet. The darker colors represent areas where thicker sediment was identified, and the lighter colors show areas that are not as thick.

Total Depth Map (water + sediment)

This map combines data from the bathymetric map showing water depth and the sediment thickness map to show the depth from the surface of the water body to “hard bottom”. If all sediment present was removed, these numbers represent how deep the water body would be.





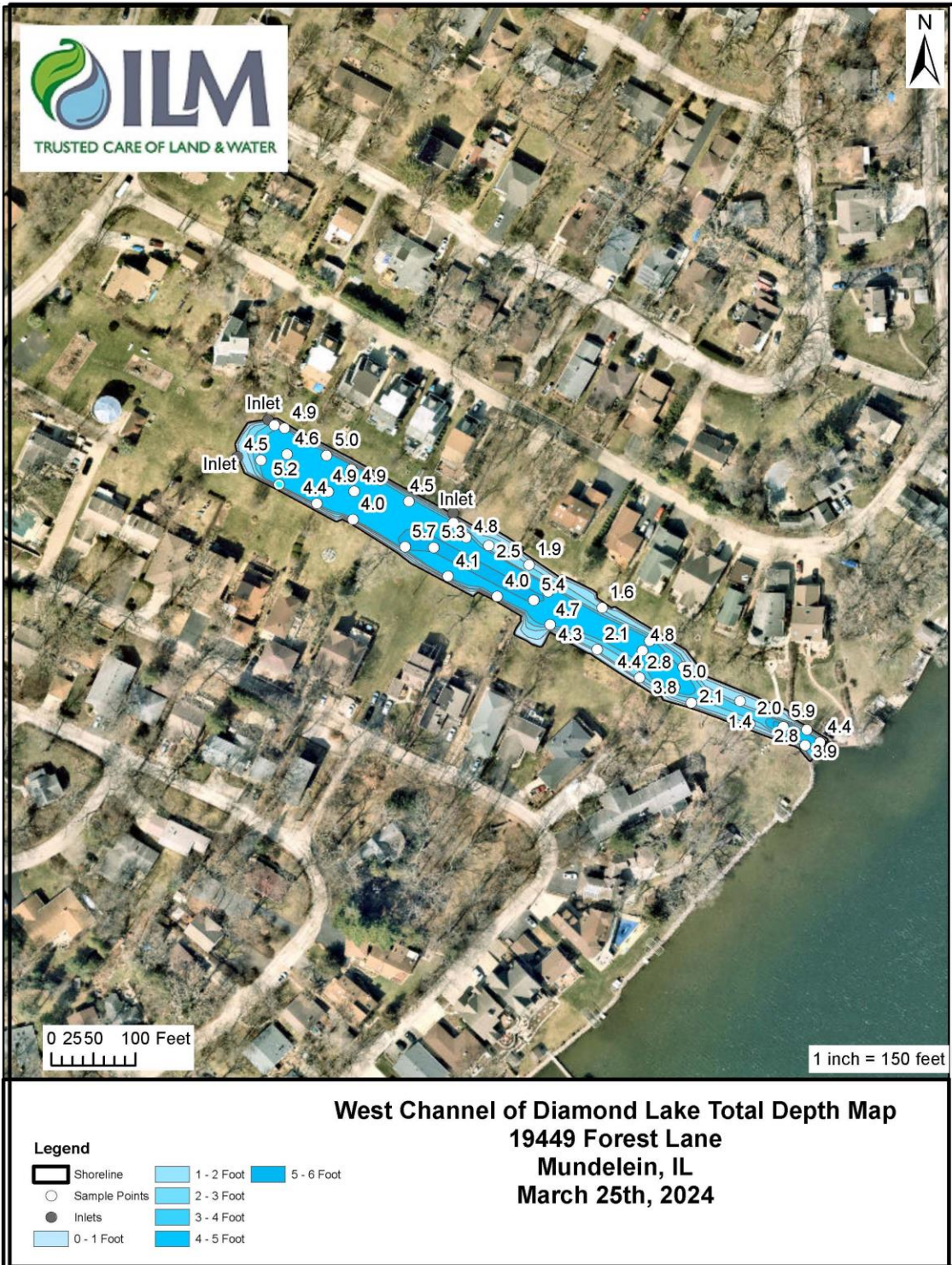


Legend

- | | |
|---------------|------------|
| Shoreline | 1 - 2 Foot |
| Sample Points | 2 - 3 Foot |
| Inlets | 3 - 4 Foot |
| 0 - 1 Foot | |

West Channel of Diamond Lake Sediment Map
19449 Forest Lane
Mundelein, IL
March 25th, 2024





Appendix B. Sediment Survey Data

Sample Point	Water Depth (ft.)	Total Depth (ft.)	Sediment Thickness (ft.)
1	2.7	3.3	0.6
2	2.6	4.9	2.3
3	2.7	3.5	0.8
4	2.8	5.0	2.2
5	3.0	5.0	2.0
6	2.7	4.7	2.0
7	2.8	4.5	1.7
8	2.5	4.5	2.0
9	1.6	2.5	0.9
10	1.4	1.9	0.5
11	1.4	2.6	1.2
12	1.4	1.6	0.2
13	1.8	4.4	2.6
14	1.8	3.8	2.0
15	1.4	1.4	0.0
16	2.8	2.8	0.0
17	1.4	4.0	2.6
18	1.5	4.5	3.0
19	1.5	5.2	3.7
20	2.0	4.4	2.4
21	2.4	4.0	1.6
22	2.9	5.7	2.8
23	2.4	4.1	1.7
24	1.2	4.0	2.8
25	1.7	4.3	1.3
26	1.5	2.1	0.6
27	1.8	2.8	1.0
28	2.1	2.1	0.0
29	2.0	2.0	0.0
30	3.9	3.9	0.0
31	3.1	4.8	1.7
32	2.0	4.7	2.7
33	2.7	4.8	2.1
34	3.1	5.9	2.8
35	3.3	4.4	1.1
36	2.5	5.0	2.5
37	2.4	5.4	3.0
38	3.5	5.3	1.8



39	3.1	4.9	1.8
40	2.7	4.6	1.9
41	3.2	4.9	1.7
Average	2.2	3.6	1.4
Maximum	3.9	5.7	3.7

DRAFT



Appendix C. Dredging

The two common methods for dredging are “mechanical” or “hydraulic” removal. Mechanical removal involves an excavator staging along the shore or deploying an amphibious excavator to scoop out the sediment (Photo 7). The removed material can be placed in a stockpile to dry and then be spread out and seeded or removed and disposed of offsite. With hydraulic removal, a cutterhead is used to suction up a slurry of sediment and water to a dewatering facility, typically in a dewatering bag (Photo 8). The sediment is captured in the bag and clean water returns to the lake. Hydraulic dredging can remove material faster than mechanical dredging depending on the equipment but requires space for the material to dry out for several months before it can be hauled away.



Photo 7. Mechanical sediment removal.



Photo 8. Sediment dewatering bag.

The processes through which nutrients are released from sediment are complex and dependent on various environmental factors. For example, low dissolved oxygen levels alter biotic processes, leading to increased rates of nutrient release from the sediment. Under certain conditions, even low levels of sediment nutrients can lead to increases in nuisance vegetative growth. While dredging this lake may lead to an overall decrease in nutrients in the sediment, reducing sediment volume alone is not a guarantee of a reduction of nuisance algae and plant growth.

Reductions in nutrient inputs from upstream sources (such as shoreline erosion) and monitoring biological conditions within the lake (i.e., ensuring adequate dissolved oxygen levels, limiting carp presence) are also vital for reducing nutrient loading.

Appendix D. Shoreline Management

- **Planting a native vegetated buffer** around the shoreline (Photo 9) is a desirable strategy for stabilizing the shoreline. Native vegetation provides habitat for beneficial pollinators and plants can be chosen to provide flowers throughout the summer and year-round interest. Additionally, taller shoreline vegetation discourages Canada goose residency, reducing nutrient and bacteria contamination carried in their droppings.
- There is a vast array of aesthetically attractive native species that can be planted along shorelines and in shallow aquatic areas. These plants are also important fish and wildlife nursery habitat.



Photo 9. Buffer with native vegetation.

The general types of vegetation that are planted include:

- Emergent species for water depths greater than 1 foot, such as American lotus (*Nelumbo lutea*,) or pickerelweed (*Pontederia cordata*, Photo 10).
- Shoreline species for less than 1 foot of water depth, including bur-reed species (*Sparganium spp.*), arrowhead (*Sagittaria spp.*, Photo 11), or blue flag iris (*Iris versicolor*, Photo 12).
- Upland species with deep roots to stabilize the shoreline, which typically consist of native grasses and forbs (Figure 2).



Photo 10. Pickerelweed.



Photo 11. Arrowhead



Photo 12. Blue Flag iris.

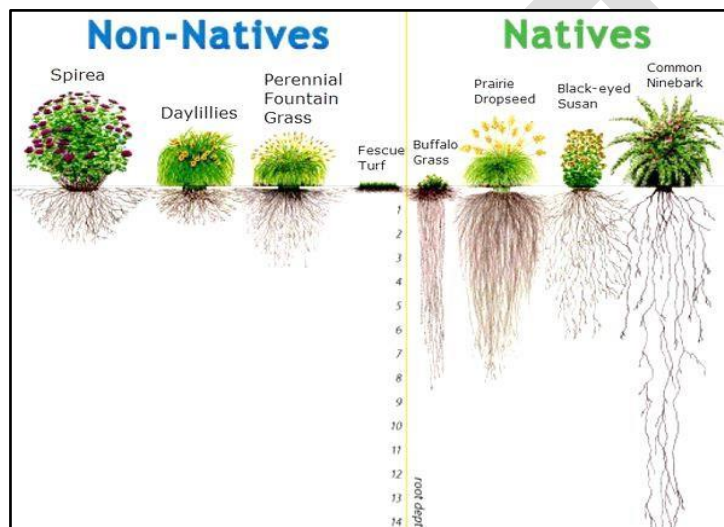


Figure 2. Comparison of root depths of native and non-native vegetation



**MUNDELEIN PARK &
RECREATION DISTRICT**

REGULAR BOARD MEETING

April 22, 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 22nd day of April 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: Committee Meeting 04-08-24, Regular Meeting 04-08-24 and Executive Session 04-08-24

Approval of Disbursements: Warrants: 041224, 041624 and 042224 = \$402,958.21

Financials: March

Police Report: March

Correspondence: Article – Park District Non-Tax Revenue

Old Business: None

New Business:

1. Approve of Administration Policy Manual – Section 4.26 Social Media – Amendment
2. Approve of Deed of Gifts – Mundelein Heritage Museum
3. Approve of Bid 23-13145 Longmeadow Park: Woodland Trail
4. Approve of American Youth Soccer Organization (AYSO) Donation Agreement
5. Approve of UKG Agreement
6. Approve of Resolution 24-04-01-R – Recognition of Bill Brolley

Board Business:

Staff Reports:

Service Anniversaries: Steve Yeazell 25 years, William Brolley 24 years, Kyunga Woo 20 years, Nicole Schaller 6 years, Laura Cavazos 3 years, Dawn Dahl 2 years, Moises Herrera 1 year, Abraham Cruz Martinez 1 year

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:

- 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.
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- 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 begin 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.
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- 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 commends 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

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
April 8, 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, and President FRASIER. Commissioners McGRATH and ORTEGA were absent with prior notice.

Staff present included Executive Director SALSKI.

Commissioner KNUDSON made a motion to go into Executive Session for Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5). The motion was second by Commissioner BURTON at 7:02 p.m.

The Board came back into Committee of the Whole Session at 7:10 p.m. President FRASIER asked if there were any other topics from the Regular Meeting agenda to discuss.

Executive Director SALSKI said he expected a long meeting on April 22 as there were several topics to discuss such as the sediment study at Diamond Lake, Dynadome, Contracts, Bids, Executive Director evaluation, and Naming Rights.

Executive Director SALSKI provided an update on the Dynadome agreement and approach with the Board. He said after the tours that staff would give a report and recommendations for next steps. Commissioner KNUDSON asked if the company planned to do a property analysis. Executive Director SALSKI said yes if staff recommended to keep moving forward with due diligence. Commissioner BURTON asked if there was a way to utilize solar heat. She said there would need to be more due diligence and more questions answered.

Executive Director SALSKI mentioned the District completed a Sediment Investigation Report of the Diamond Lake West Channel and retained ILM Environmental to complete it. He said he was waiting for ILM to discuss the report and check schedules. He showed the areas that residents are concerned about on Google Earth.

Executive Director SALSKI explained the Dunbar Recreation sign was not installed and connected to light up. He said it was available to turn on. Staff was installing a temporary solution and made sure it would not be intrusive to the neighbors. He suggested board members visit at night to see the sign lit up.

Visitors: None

There being no further business, Commissioner BURTON moved to adjourn at 7:29 p.m. second by Commissioner KNUDSON. A voice vote was taken with all voting yes.

Secretary

MINUTES
Mundelein Park & Recreation District
Regular Board Meeting
April 8, 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, and President FRASIER. Commissioners McGRATH and ORTEGA were absent with prior notice.

Staff present included Executive Director SALSKI.

President FRASIER requested a motion to approve the minutes of the Committee and Regular meetings on March 25, 2024. Commissioner KNUDSON moved to approve the minutes of the Committee and Regular meetings on March 25, 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 BURTON moved to approve Warrants: 032924, 040324, 040424, and 040824 = \$468,930.22 second by Commissioner KNUDSON. President FRASIER repeated the motion, asked if there were any questions. A roll call vote was taken with Commissioners BURTON, KNUDSON, and President FRASIER voting yes.

President FRASIER acknowledged the correspondence from The Liponi Foundation for Special Recreation and a thank you note from Libby Baker from Purple Plunge. In addition, a letter was shared from Mayor DiMaggio of Village of Hawthorn Woods concerning their relationship with SRACLC.

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

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

Visitors: None

There being no further business, Commissioner KNUDSON moved to adjourn at 7:32 p.m. seconded by Commissioner BURTON. A voice vote was taken with all voting yes.

Secretary

Warrants for Board Meeting 04/22/24			
Warrant Number		Amount	
041224		238,725.63	
041624		4,828.18	
042224		159,404.40	
Total		402,958.21	

Payroll ID: 163

Pay Period End Date: 04/06/2024 Check Post Date: 04/12/2024 Bank ID: A

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

041224

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
** REG	5.50	0.00	93.50		** ADDL IMRF 2	142.03	
ACA NHI	0.00	0.00	307.72	1,923.25	** PDMRA ADDL LIFE	-6.00	
ANNIV	0.00	0.00	0.00	900.00	ADDL IMRF 1	795.13	6,124.76
AQBN	0.00	0.00	0.00	0.00	ADDL IMRF 2	2,046.17	14,491.15
AQUA	0.00	0.00	0.00	122.04	DENTAL	225.24	1,486.04
BACK PAY	0.00	0.00	0.00	0.00	DENTAL_ER	1,275.39	8,414.51
BON	0.00	0.00	0.00	0.00	EAP_ER	75.00	495.00
CAR	0.00	0.00	500.00	2,000.00	FCC	480.78	3,846.24
COMP	0.00	0.00	0.00	256.72	FITW	13,984.28	109,046.18
CV19-1	0.00	0.00	0.00	0.00	FLH	540.42	4,323.36
DBL	0.00	0.00	0.00	0.00	GROUP LIFE	220.56	846.60
EOY	0.00	0.00	0.00	1,250.00	MEDICAL_HMO	1,201.95	8,053.95
EPTO	0.00	0.00	0.00	0.00	MEDICAL_HMO_ER	6,810.98	45,638.36
ESSNTLCOMP	0.00	0.00	0.00	0.00	MEDICAL_PPO	3,160.10	20,716.50
FFCRA123	0.00	0.00	0.00	0.00	MEDICAL_PPO_ER	17,907.61	117,395.41
FFCRA456	0.00	0.00	0.00	0.00	MEDICARE_EE	2,615.87	20,054.64
FNRL	0.00	0.00	0.00	5,133.78	MEDICARE_ER	2,615.87	20,054.64
GOLF LSSNS	0.00	0.00	0.00	0.00	NCPERS	24.00	168.00
HOL	417.00	0.00	13,094.11	66,115.18	NWD	225.00	2,300.00
INC	0.00	0.00	0.00	0.00	NWD %	50.61	387.28
JRY	8.00	0.00	208.00	208.00	NYL	53.34	426.72
LWP	0.00	0.00	0.00	0.00	PDMRA ADDL LIFE	271.45	1,828.65
NHI	0.00	0.00	1,692.35	13,538.80	PEN_IM2	4,096.82	30,209.16
OT	0.00	10.09	410.09	7,396.24	PEN_IM2_ER	7,902.28	58,269.92
PATH2	0.00	0.00	0.00	2,020.00	PEN_IMR	2,579.84	20,291.24
PER	32.00	0.00	980.42	17,337.51	PEN_IMR_ER	4,976.17	39,139.51
REFERRAL	0.00	0.00	0.00	0.00	SITW	8,242.72	63,433.95
REG	3,918.11	0.00	82,881.85	647,258.66	SOCSEC_EE	11,185.35	85,750.85
SALARY	560.00	0.00	76,468.16	561,966.37	SOCSEC_ER	11,185.35	85,750.85
SIC	52.00	0.00	1,176.63	17,966.81	STA	1,105.00	7,565.00
SIN	32.00	0.00	1,257.68	7,055.70	STA %	50.61	387.28
TFB	0.00	0.00	383.68	2,323.12	UN	239.97	1,807.62
Tip	0.00	0.00	0.00	0.00	VISION	41.06	271.16
TLI	0.00	0.00	156.80	1,083.06	VISION_ER	232.64	1,536.28
VAC	182.00	0.00	6,153.04	62,564.01			
WELLNESS	8.00	0.00	294.23	3,357.03			

185,523.78
13,801.22
12,878.45
26,522.18
238,725.63

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
185,523.78	6.00	53,215.71	132,166.04	1,418,376.10	130,838.86	53,201.85

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

Payroll ID: 163

Pay Period End Date: 04/06/2024 Check Post Date: 04/12/2024 Bank ID: A

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

Tax Type	State / Loc	App Wages	Prior Ded	Taxable Gross
Social Security		186,058.26	5,649.55	180,408.71
Medicare		186,058.26	5,649.55	180,408.71
Federal		186,058.26	13,757.43	172,300.83
State	IL	185,746.62	13,757.43	171,989.19
State	WI	311.64	0.00	311.64

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

Mundelein Park District Warrant Report

Date Paid 04/22/2024

042224

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
139165	A T & T	INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	\$795.66
Check Total:					\$795.66
139166	ACE HARDWARE	FASTENERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$19.43
		LEARNING CENTER LIGHT BULB	RECREATION PROGRAM FUND	LEARNING CENTER	\$5.03
		FASTENERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$15.46
		BATHROOM SUPPLIES	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$62.92
		FASTENERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$11.50
		BATHROOM SUPPLIES	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$8.08
		MISC USAGE TARP	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$29.69
		BATTERIES	RECREATION PROGRAM FUND	BAREFOOT BAY	\$47.41
		BFB HOSES AND TOOLS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$76.85
Check Total:					\$276.37
139167	ACUSHNET COMPANY	HATS	CORPORATE FUND	GOLF PRO SHOP	\$710.01
		APPAREL	CORPORATE FUND	GOLF PRO SHOP	\$482.47
		CLUBS	CORPORATE FUND	GOLF PRO SHOP	\$271.27
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$132.50
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$121.25
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$147.50
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$121.25
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$1,662.45
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$295.00
		APPAREL	CORPORATE FUND	GOLF PRO SHOP	\$147.50
		HATS	CORPORATE FUND	GOLF PRO SHOP	\$80.85
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$289.42
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$144.71
		CLUBS	CORPORATE FUND	GOLF PRO SHOP	\$329.22
		BALLS	CORPORATE FUND	GOLF PRO SHOP	\$144.71
		SHOES	CORPORATE FUND	GOLF PRO SHOP	\$175.66
Check Total:					\$5,255.77
139168	ADVANCED TURF SOLUTIONS	ROPE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$164.33
Check Total:					\$164.33
139169	ADVOCATE OCCUPATIONAL HEALTH	PRE-EMPLOYMENT PHYSICAL AND DT - VICKERS	CORPORATE FUND	RISK MANAGEMENT	\$56.00
		PRE-EMPLOYMENT PHYSICAL AND DT - WISKERCHEN	CORPORATE FUND	RISK MANAGEMENT	\$136.00
		PRE-EMPLOYMENT PHYSICAL AND DT - DASKAUSKAS	CORPORATE FUND	RISK MANAGEMENT	\$136.00
Check Total:					\$328.00
139170	AIRGAS USA, LLC	CYLINDER RENTALS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$181.31
Check Total:					\$181.31
139171	ALBERTSONS COMPANIES INC	MISC REC CONNECTION SUPPLIES FOR 1/2 DAY PROGRAM	RECREATION PROGRAM FUND	REC CONNECTION	\$71.63
		PROGRAM SUPPLIES	RECREATION PROGRAM FUND	LEARNING CENTER	\$13.56
		LEARNING CENTER SUPPLIES	RECREATION PROGRAM FUND	LEARNING CENTER	\$21.81
		FIELD TRIP SNACK	RECREATION PROGRAM FUND	LEARNING CENTER	\$32.97

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
Check Total:					\$139.97
139172	ALLIED CENTRAL SECURITY &				
		ANNUAL ALARM MONITORING	RECREATION PROGRAM FUND	BAREFOOT BAY	\$300.00
		MUSEUM ALARM MONITORING	CORPORATE FUND	MUSEUM	\$300.00
		REGENT ALARM SERVICE	RECREATION PROGRAM FUND	REGENT CENTER	\$395.00
		BFB UPGRADE ALARM SYSTEM - NEW KEYPAD	RECREATION PROGRAM FUND	BAREFOOT BAY	\$686.12
Check Total:					\$1,681.12
139173	AMERICAN BACKFLOW & FIRE PREVENTION				
		BACKFLOW INSPECTION	RECREATION PROGRAM FUND	MCC FACILITY	\$355.80
		BACKFLOW INSPECTION	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$266.85
		BACKFLOW INSPECTION	RECREATION PROGRAM FUND	BAREFOOT BAY	\$711.60
		BACKFLOW INSPECTION	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$177.90
		BACKFLOW INSPECTION	CORPORATE FUND	GOLF PRO SHOP	\$177.90
Check Total:					\$1,690.05
139174	ANCEL GLINK, P.C.				
		LEGAL SERVICES-CONTRACTS	CORPORATE FUND	ADMINISTRATION	\$701.25
Check Total:					\$701.25
139175	ANDREWS TECHNOLOGY HMS INC				
		NOVATIME OVERAGE COST	CORPORATE FUND	ADMINISTRATION	\$300.00
		NOVATIME OVERAGE COST	RECREATION PROGRAM FUND	ADMINISTRATION	\$300.00
Check Total:					\$600.00
139176	ARTHUR CLESEN INC				
		RAINBIRD 702 INTERNALS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$865.30
Check Total:					\$865.30
139177	ASCAP				
		MUSIC LICENSING	RECREATION PROGRAM FUND	ADMINISTRATION	\$145.84
		MUSIC LICENSING	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$145.83
		MUSIC LICENSING	RECREATION PROGRAM FUND	LONG TERM DANCE	\$145.83
Check Total:					\$437.50
139178	AUTO-WARES GROUP				
		FILTER/BATTERY/OIL	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$86.28
		FILTER/BATTERY/OIL	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$119.34
		FILTER/BATTERY	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$400.74
Check Total:					\$606.36
139179	AUTOMATIC FIRE SYSTEMS, INC				
		SPRINKLER INSPECTION	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$339.00
		PLUMBING FLANGES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$26.10
		DRC ANNUAL SPRINKLER INSPECTION	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$245.00
		MCC FIRE INSPECTION	RECREATION PROGRAM FUND	MCC FACILITY	\$245.00
		SPRINKLER INSPECTION	RECREATION PROGRAM FUND	BAREFOOT BAY	\$315.00
		AUTOMATIC FIRE INSPECTION MCC	RECREATION PROGRAM FUND	MCC FACILITY	\$575.00
Check Total:					\$1,745.10
139180	BLACK CLOVER ENTERPRISES, LLC				
		APPAREL	CORPORATE FUND	GOLF PRO SHOP	\$2,291.00
Check Total:					\$2,291.00

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
139181	BMI	BMI MUSIC LICENSING	RECREATION PROGRAM FUND	GROUP X PROGRAMS	\$195.75
		BMI MUSIC LICENSING	RECREATION PROGRAM FUND	LONG TERM DANCE	\$195.75
		BMI MUSIC LICENSING	RECREATION PROGRAM FUND	SPECIAL EVENTS	\$43.50
		Check Total:			\$435.00
139182	BOB KNUDSON	IAPD LEGISLATIVE CONFERENCE-KNUDSON	CORPORATE FUND	ADMINISTRATION	\$28.00
		IAPD LEGISLATIVE CONFERENCE-KNUDSON	RECREATION PROGRAM FUND	ADMINISTRATION	\$12.00
		Check Total:			\$40.00
139183	BODY ONE PRODUCTS, INC.	FITNESS MACHINE WIPES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$757.57
		Check Total:			\$757.57
139184	BREAKTHRU BEVERAGE IL, LLC	ALCOHOL	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$612.74
		Check Total:			\$612.74
139185	BUHRMAN DESIGN GROUP INC	CONTRACTED LANDSCAPE MAINT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$8,360.00
		Check Total:			\$8,360.00
139186	BURRIS EQUIPMENT CO	BACK HOE BUCKET TOOTH	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$55.66
		KUBOTA - AIR AND OIL FILTERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$113.79
		Check Total:			\$169.45
139187	CALLAWAY GOLF COMPANY	BALLS	CORPORATE FUND	GOLF PRO SHOP	\$374.94
		Check Total:			\$374.94
139188	CDW GOVERNMENT, INC	REPLACEMENT DOCK AND MONITOR DUE TO FLOOD	RECREATION PROGRAM FUND	BAREFOOT BAY	\$358.86
		Check Total:			\$358.86
139189	CHILDREN'S THEATRE COMPANY	THEATRE WITNER 2024 SESSION	RECREATION PROGRAM FUND	ART, THEATRE & MUSIC	\$2,100.00
		Check Total:			\$2,100.00
139190	CHRISTA LAWRENCE	IAPD LEGISLATIVE CONFERENCE-LAWRENCE	CORPORATE FUND	ADMINISTRATION	\$99.00
		Check Total:			\$99.00
139191	CINTAS FIRST AID & SAFETY	DRC FIRST AID	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$62.46
		Check Total:			\$62.46
139192	CITY ELECTRIC SUPPLY CO	BFB SENSORS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$89.27
		EMERGENCY LIGHT	CORPORATE FUND	GOLF PRO SHOP	\$40.00
		LOCKER ROOM LIGHTBULB REPLACEMENTS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$40.00
		Check Total:			\$169.27

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
139193	ComEd	ELECTRIC - KRACKLAUER	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$47.83
		ELECTRIC - SPORTS COMPLEX 2	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$42.33
		ELECTRIC - MCC	RECREATION PROGRAM FUND	MCC FACILITY	\$647.25
		ELECTRIC - MCC	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$970.88
		ELECTRIC - MCC	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$2,589.00
		ELECTRIC - MCC	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$2,265.37
		ELECTRIC - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$148.02
		ELECTRIC - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$(64.68)
		ELECTRIC - MUSEUM	CORPORATE FUND	MUSEUM	\$106.86
		ELECTRIC - REGENT	RECREATION PROGRAM FUND	REGENT CENTER	\$385.05
		ELECTRIC - REGENT	RECREATION PROGRAM FUND	REGENT CENTER	\$(141.90)
		ELECTRIC - DIAMOND LAKE PARK LITES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$26.59
		ELECTRIC - SB LITES	RECREATION PROGRAM FUND	SOFTBALL FIELDS	\$43.06
		ELECTRIC - MEMORIAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$43.07
		ELECTRIC - LEWANDOWSKI	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$52.53
		ELECTRIC - BOAT HOUSE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$22.49
		ELECTRIC - BATHHOUSE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$575.00
		ELECTRIC - BATHHOUSE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$(385.29)
		ELECTRIC - MIONE GARAGE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$82.78
		ELECTRIC - LONGMEADOW	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$30.23
		ELECTRIC - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$521.45
		ELECTRIC - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$(192.99)
		ELECTRIC - BOAT LAUNCH	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$21.47
		ELECTRIC - PARK MAINTENANCE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$536.52
		ELECTRIC - PARK MAINTENANCE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$(146.82)
		ELECTRIC - HANRAHAN	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$21.80
		ELECTRIC - STEEPLE CHASE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$1,191.08
		ELECTRIC - STEEPLE CHASE	CORPORATE FUND	GOLF PRO SHOP	\$641.35
		ELECTRIC - DUNBAR	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$245.94
		ELECTRIC - DUNBAR	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$184.46
		ELECTRIC - DUNBAR	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$122.97
		ELECTRIC - DUNBAR	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$122.97
		ELECTRIC - DUNBAR	RECREATION PROGRAM FUND	REC CONNECTION	\$430.39
		ELECTRIC - DUNBAR	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$122.97
		ELECTRIC - SPORTS COMPLEX 1	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$105.25
				Check Total:	\$11,415.28
139194	CONSERV FS INC	FUEL	CORPORATE FUND	GOLF PRO SHOP	\$1,592.25
		DIESEL FUEL	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$188.22
		UNLEADED FUEL	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$1,023.89
139195	DELICIOUS UNLIMITED	FOOD SERVICE FOR WEEK OF 3/25/24	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$473.97
		FOOD SERVICE FOR WEEK OF 4/1/24	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$801.43
139196	EFAX CORPORATE	APRIL FAX SERVICE	RECREATION PROGRAM FUND	REGENT CENTER	\$17.33
		APRIL FAX SERVICE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$17.33
		APRIL FAX SERVICE	RECREATION PROGRAM FUND	MCC FACILITY	\$17.33
		APRIL FAX SERVICE	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$17.32
		APRIL FAX SERVICE	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$17.32
		APRIL FAX SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$17.32
		APRIL FAX SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$17.32

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
Check Total:					\$103.95
139197	EMPLOYEE BENEFITS CORPORATION				
		APRIL FLEX FEES	CORPORATE FUND	ADMINISTRATION	\$53.50
Check Total:					\$53.50
139198	EVP ACADEMIES, LLC				
		EVP VOLLEYBALL WINTER SESSION 2	RECREATION PROGRAM FUND	SPORTS CONTRACT PROGR	\$693.00
Check Total:					\$693.00
139199	FIRST COMMUNICATIONS LLC				
		MARCH 2024 TELEPHONE AND INTERNET	CORPORATE FUND	ADMINISTRATION	\$239.24
		MARCH 2024 TELEPHONE AND INTERNET	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$125.25
		MARCH 2024 TELEPHONE AND INTERNET	CORPORATE FUND	GOLF PRO SHOP	\$107.39
		MARCH 2024 TELEPHONE AND INTERNET	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$51.63
		MARCH 2024 TELEPHONE AND INTERNET	CORPORATE FUND	MUSEUM	\$19.43
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	MCC FACILITY	\$182.57
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	MCC FACILITY	\$51.63
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	LEARNING CENTER	\$18.61
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	\$18.41
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	REGENT CENTER	\$51.62
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$147.24
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$165.65
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	BAREFOOT BAY	\$124.95
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	DIAMOND LAKE BEACH	\$37.22
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	REC CONNECTION	\$18.41
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$55.22
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$17.21
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	\$17.21
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	\$296.00
		MARCH 2024 TELEPHONE AND INTERNET	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$296.00
Check Total:					\$2,040.89
139200	GEAR FOR SPORTS				
		APPAREL	CORPORATE FUND	GOLF PRO SHOP	\$746.63
Check Total:					\$746.63
139201	GRAINGER				
		MCC FILTER CARTRIDGE, WATER COOLER	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$187.26
Check Total:					\$187.26
139202	GRAPHIC 14 INCORPORATED				

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		NATURAL ASTROPARCHE PAPER	CORPORATE FUND	MUSEUM	\$20.41
				Check Total:	\$20.41
139203	HITZ PIZZA AND SPORTS BAR				
		BINGO AND LUNCH APRIL	RECREATION PROGRAM FUND	REGENT CENTER	\$115.35
				Check Total:	\$115.35
139204	ILL DEPT OF AGRICULTURE				
		PESTICIDE OPERATORS LICENSE - VAZQUEZ	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$90.00
				Check Total:	\$90.00
139205	IMPERIAL				
		HATS	CORPORATE FUND	GOLF PRO SHOP	\$406.59
		APPAREL	CORPORATE FUND	GOLF PRO SHOP	\$579.85
				Check Total:	\$986.44
139206	INSPIRE TENNIS ACADEMY LLC				
		INSPIRE TENNIS - SPRING SESSION 1 INVOICE	RECREATION PROGRAM FUND	TENNIS	\$3,181.60
				Check Total:	\$3,181.60
139207	INTEGRATED LAKES MANAGEMENT				
		POND MAINT. - WORTHAM & ASBURY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$4,136.60
		LONGMEADOW PONDS 2&3	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$874.70
		DIAMOND LAKE - WEED TREATMENT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$16,831.80
				Check Total:	\$21,843.10
139208	JAY-R'S STEEL & WELDING, INC				
		BLOCK OFF PLATES FOR PANIC BAR INSTALLATION PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$766.00
				Check Total:	\$766.00
139209	JESSE ORTEGA				
		IAPD LEGISLATIVE CONFERENCE-ORTEGA	RECREATION PROGRAM FUND	ADMINISTRATION	\$12.00
		IAPD LEGISLATIVE CONFERENCE-ORTEGA	CORPORATE FUND	ADMINISTRATION	\$28.00
				Check Total:	\$40.00
139210	JONAS SJODIN				
		TRAVEL REIMBURSEMENT - SGE IDC TRAINING - JONAS SJODIN	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$112.56
				Check Total:	\$112.56
139211	JSD PROFESSIONAL SERVICES, INC.				
		ARCHITECT-KRACKLAUER	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	\$3,213.19
		ARCHITECT-LONGMEADOW	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	\$7,041.14
				Check Total:	\$10,254.33
139212	KYLE BERG				
		IAPD LEGISLATIVE CONFERENCE-BERG	RECREATION PROGRAM FUND	ADMINISTRATION	\$99.00
				Check Total:	\$99.00
139213	LAKE COUNTY HEALTH DEPARTMENT				
		HEARING / VISION TESTING	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$176.00
				Check Total:	\$176.00

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
139214	LAKE STREET RENTAL				
		ROTO HAMMER RENTAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$47.00
				Check Total:	\$47.00
139215	LAKESIDE TRANSPORTATION				
		BUS FOR ULTIMATE NINJAS	RECREATION PROGRAM FUND	REC CONNECTION	\$191.40
		BUS FOR BELLA BOUNCIES	RECREATION PROGRAM FUND	REC CONNECTION	\$221.39
		BUS FOR MARCUS THEATER	RECREATION PROGRAM FUND	REC CONNECTION	\$218.20
				Check Total:	\$630.99
139216	LANER MUCHIN LTD				
		LEGAL SERVICES-PERSONNEL AND COLLECTIVE BARGAINING	CORPORATE FUND	ADMINISTRATION	\$513.00
				Check Total:	\$513.00
139217	LANGTON GROUP				
		CONTRACTED TURF MOWING - PARKS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$6,497.42
				Check Total:	\$6,497.42
139218	LESTER'S MATERIAL SERVICE, INC				
		BASEBALL PARKING LOT - GRAVEL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$533.60
				Check Total:	\$533.60
139219	LIFE FITNESS				
		CONSOLE BRACKET REPLACEMENTS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$158.95
				Check Total:	\$158.95
139220	LIFE SPORT LIBERTYVILLE				
		LIFESPORT TENNIS/PICKLEBALL SPRING SESSION 1	RECREATION PROGRAM FUND	TENNIS	\$2,091.00
				Check Total:	\$2,091.00
139221	LINDE GAS & EQUIPMENT, INC.				
		IP CHEMICALS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$112.06
		IP CHEMICALS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$1,260.72
				Check Total:	\$1,372.78
139222	MIDWAY BUILDING SERVICES LTD.				
		CONTRACTED WEEKEND CUSTODIAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$766.50
		CONTRACTED WEEKEND CUSTODIAL	RECREATION PROGRAM FUND	MCC FACILITY	\$766.50
				Check Total:	\$1,533.00
139223	MIDWEST HOSE AND FITTINGS, INC				
		PRESSURE WASHER HOSE FITTINGS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$46.95
				Check Total:	\$46.95
139224	MORRISON'S LAUNDRY & CLEANERS				
		LAUNDRY CLEANING TOWELS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$56.65
				Check Total:	\$56.65
139225	MULCH IT AND LANDSCAPE SUPPLIES				
		LANDSCAPE MULCH FOR HOLCOMB	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$270.00
		ASBURY MULCH	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$324.00
				Check Total:	\$594.00
139226	MUNDELEIN ELEMENTARY				

Mundelein Park District Warrant Report

Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		ELECTRIC/SOLAR/GAS @ CSMS GYM (NOV 23 - FEB 24)	RECREATION PROGRAM FUND	SANDBURG FACILITY	\$1,654.83
		ELECTRIC/SOLAR/GAS @ CSMS GYM (NOV 23 - FEB 24)	RECREATION PROGRAM FUND	SANDBURG FACILITY	\$3,351.14
				Check Total:	\$5,005.97
139227	NAPA AUTO PARTS				
		TIRE VALVE STEMS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$6.15
		GASKET SEALER SUPPLIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$54.91
		BED EDGER BELT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$38.30
				Check Total:	\$99.36
139228	NEDCO LLC DBA SAWVELL TREE SERVICE				
		CONTRACTED DEAD TREE REMOVAL JOHN WIECH AND LONGMEADOW	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$3,495.00
				Check Total:	\$3,495.00
139229	NICOLE SCHALLER				
		TAKING ACTION WITH ACE PROF. DEVELOPMENT - SCHALLER	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$19.95
				Check Total:	\$19.95
139230	PAT McGRATH				
		IAPD LEGISLATIVE CONFERENCE- MCGRATH	CORPORATE FUND	ADMINISTRATION	\$28.00
		IAPD LEGISLATIVE CONFERENCE- MCGRATH	RECREATION PROGRAM FUND	ADMINISTRATION	\$12.00
				Check Total:	\$40.00
139231	PDRMA				
		PLAYGROUND INSPECTOR/MAINTENANCE TRAINING PDRMA AM AS WC JW	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$80.00
				Check Total:	\$80.00
139232	PETTY CASH - KYLE BERG				
		AQUATICS PETTY CASH	RECREATION PROGRAM FUND	ASSETS	\$1,500.00
		AQUATICS PETTY CASH	RECREATION PROGRAM FUND	ASSETS	\$200.00
		AQUATICS PETTY CASH	RECREATION PROGRAM FUND	ASSETS	\$400.00
		AQUATICS PETTY CASH	RECREATION PROGRAM FUND	ASSETS	\$100.00
				Check Total:	\$2,200.00
139233	RAMROD DISTRIBUTORS				
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$19.62
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$19.62
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	ADMINISTRATION	\$19.62
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	REC CONNECTION	\$45.78
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$26.16
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$9.16
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$9.17
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	ADMINISTRATION	\$9.17
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	REC CONNECTION	\$21.38
		CUSTODIAL SUPPLIES DRC	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	\$12.22
		INDOOR POOL/MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$35.80
		INDOOR POOL/MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$107.40
				Check Total:	\$335.10
139234	REINDERS INC				

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		FILTERS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$78.69
		SWITCH	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$187.54
		CLEVIS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$139.54
		ROUGH MOWER REPLACEMENT PARTS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$226.56
				Check Total:	\$632.33
139235	ROARING TABLE BREWING, LLC				
		ALCOHOL - BEER	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$250.00
				Check Total:	\$250.00
139236	ROBOTHINK, LLC				
		PROFESSIONAL SERVICES - ROBOTHINK STEM	RECREATION PROGRAM FUND	MISC. YOUTH & ADULT PRO	\$570.00
				Check Total:	\$570.00
139237	RON SALSKI				
		IAPD LEGISLATIVE CONFERENCE- SALSKI	CORPORATE FUND	ADMINISTRATION	\$99.00
				Check Total:	\$99.00
139238	SCHURING & SCHURING, INC				
		MILK SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$57.60
		MILK SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$57.60
		MILK SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$67.20
		MILK SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$76.80
				Check Total:	\$259.20
139239	SERVICE SANITATION, INC				
		PORT-A-JOHN - BOB LEWANDOWSKI	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - BOB LEWANDOWSKI	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - LONGMEADOW	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - LONGMEADOW	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - COMMUNITY PARK	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$50.37
		PORT-A-JOHN - COMMUNITY PARK	CORPORATE FUND	SPECIAL RECREATION	\$33.58
		PORT-A-JOHN - COMMUNITY PARK	CORPORATE FUND	ASSETS	\$251.83
		PORT-A-JOHN - BOAT LAUNCH	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - BOAT LAUNCH	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - HICKORY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - HICKORY	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - MEMORIAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - MEMORIAL	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - HANRAHAN PARK	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - HANRAHAN PARK	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - GORDON RAY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - GORDON RAY	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - DUNBAR	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - DUNBAR	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORT-A-JOHN - SCOTT BROWN	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$100.73
		PORT-A-JOHN - SCOTT BROWN	CORPORATE FUND	SPECIAL RECREATION	\$67.16
		PORTA - JOHN	CORPORATE FUND	GOLF PRO SHOP	\$123.60
				Check Total:	\$1,970.39
139240	SIGNS NOW MUNDELEIN				
		ROTARY-RECEIVABLE	CAPITAL IMPROVEMENT FUND	ASSETS	\$161.62
				Check Total:	\$161.62
139241	SOUTHERN GLAZERS OF IL				

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		ALCOHOL	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$452.61
				Check Total:	\$452.61
139242	SPEAR CORPORATION				
		CHLORINE	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$4,768.33
				Check Total:	\$4,768.33
139243	SPORTSMITH				
		PRECOR EQUIPMENT MAINTENANCE	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$91.27
				Check Total:	\$91.27
139244	STA-KLEEN, INC				
		HOOD CLEANING	CORPORATE FUND	GOLF PRO SHOP	\$590.00
				Check Total:	\$590.00
139245	STARGUARD ELITE LLC				
		SGE CONTRACT	RECREATION PROGRAM FUND	BAREFOOT BAY GUARDS	\$12,500.00
				Check Total:	\$12,500.00
139246	SYDNEY COX				
		TRAVEL REIMBURSEMENT - SGE CAMP	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$45.96
		TRAINING - SYD COX			
		TRAVEL REIMBURSEMENT - SGE IDC	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$112.56
		TRAINING - SYD COX			
				Check Total:	\$158.52
139247	SYSCO FOOD SRVCS-CHICAGO INC				
		FOOD - SYSCO	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$1,116.73
		FOOD - SYSCO	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$144.45
		FOOD - SYSCO	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$196.37
		FOOD - SYSCO	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$1,418.01
		FOOD - SYSCO	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$20.65
		FOOD - SYSCO	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$108.38
				Check Total:	\$3,004.59
139248	T-MOBILE USA, INC				
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	ADMINISTRATION	\$73.81
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	ADMINISTRATION	\$146.90
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	ADMINISTRATION	\$29.38
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	ADMINISTRATION	\$29.38
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$528.84
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$117.52
		CELL PHONES 03/03/24-04/02/24	CORPORATE FUND	GOLF PRO SHOP	\$88.86
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$103.19
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	REGENT CENTER	\$29.38
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$29.38
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$58.76
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	REC CONNECTION	\$117.52
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$47.21
		CELL PHONES 03/03/24-04/02/24	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$58.76
				Check Total:	\$1,547.03
139249	TAYLOR MADE GOLF COMPANY				
		CLUBS	CORPORATE FUND	GOLF PRO SHOP	\$1,270.96

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
Check Total:					\$1,270.96
139250	TOSHIBA FINANCIAL SERVICES				
		1ST FLOOR COPIER LEASE	RECREATION PROGRAM FUND	ADMINISTRATION	\$273.99
Check Total:					\$273.99
139251	TURANO BAKING COMPANY				
		FOOD - BREAD	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$125.44
		BREAD	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$71.78
Check Total:					\$197.22
139252	ULINE				
		PARKING SIGNS	CORPORATE FUND	GOLF PRO SHOP	\$421.90
Check Total:					\$421.90
139253	VERNON HILLS PARK DISTRICT				
		VERNON HILLS BASKETBALL LEAGUE - OFFICIALS FEE SPLIT	RECREATION PROGRAM FUND	BASKETBALL - YOUTH/FEED	\$2,800.00
Check Total:					\$2,800.00
139254	VERSION2 CONSULTING, LLC				
		IT SERVICE HOURS	CORPORATE FUND	ADMINISTRATION	\$7,050.00
		SERVER MAINTENANCE REMOTE MONITORING	CORPORATE FUND	ADMINISTRATION	\$18.00
		TOOL FOR MS365 EMAIL MIGRATION	CORPORATE FUND	ADMINISTRATION	\$662.22
		TOOL FOR MS365 EMAIL MIGRATION	RECREATION PROGRAM FUND	ADMINISTRATION	\$664.23
Check Total:					\$8,394.45
139255	VILLAGE OF MUNDELEIN				
		WATER & SEWER SERVICE - MUSEUM	CORPORATE FUND	MUSEUM	\$67.80
		WATER & SEWER SERVICE - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$67.80
Check Total:					\$135.60
139256	WALLY FRASIER				
		IAPD LEGISLATIVE CONFERENCE-FRASIER	CORPORATE FUND	ADMINISTRATION	\$28.00
		IAPD LEGISLATIVE CONFERENCE-FRASIER	RECREATION PROGRAM FUND	ADMINISTRATION	\$12.00
Check Total:					\$40.00
139257	WAREHOUSE DIRECT OFFICE PROD				
		DUST MOP	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$69.62
		CUSTODIAL SUPPLIES - 3RD FLOOR	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$52.26
		MCC MULTI-FOLD TOWELS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$302.80
		OFFICE SUPPLIES	CORPORATE FUND	ADMINISTRATION	\$48.21
		OFFICE SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	\$72.32
		MOP HEADS	RECREATION PROGRAM FUND	BAREFOOT BAY	\$47.82
Check Total:					\$593.03
139258	WILD GOOSE CHASE INC				
		EGG DEPREDAATION	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$1,082.00
		GOOSE CONTROL - ASBURY	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$290.00
		GOOSE CONTROL - DIAMOND LAKE BEACH	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$1,154.00
Check Total:					\$2,526.00
139259	WILS CHI CHAPTER				
		WILS EVENT-OUIMET	CORPORATE FUND	ADMINISTRATION	\$75.00

Mundelein Park District
Warrant Report
Date Paid 04/22/2024

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
Check Total:					\$75.00
452	KLOSS DISTRIBUTING CO INC				
		BEER	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$346.30
		BEER	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$506.30
		BEER	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$1,114.60
Check Total:					\$1,967.20
Warrant Total: \$159,404.40					



BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Debbie McInerney, Director of Business Services and Technology
Date: April 18, 2024
Subject: March Financial Report

Analysis/Considerations

Attached is the March 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, and 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 \$364,829. Some of the favorability is a result of minor timing issues, however, a larger portion is expected to continue through the year due to a reduction in expenditures such as vacancies, health insurance costs, and a 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 March Financials on file.

Mundelein Park and Recreation District

ALL FUNDS SUMMARY

	Monthly Actual-to-Budget Comparison				
	2024 MAR Budget	2024 MAR Actual	Actual to Budget	2023 MAR Actual	Change in Actual 2023 to 2024
General Fund					
Rev	\$132,368.25	\$151,797.30	\$19,429.05	\$108,138.99	\$43,658.31
Exp	\$577,635.31	\$523,898.25	\$53,737.06	\$479,907.75	(\$43,990.50)
General Fund Total	(\$445,267.06)	(\$372,100.95)	\$73,166.11	(\$371,768.76)	(\$332.19)
Recreation Fund					
Rev	\$303,367.44	\$296,930.33	(\$6,437.11)	\$301,605.48	(\$4,675.15)
Exp	\$519,927.82	\$549,796.87	(\$29,869.05)	\$459,980.29	(\$89,816.58)
Recreation Fund Total	(\$216,560.38)	(\$252,866.54)	(\$36,306.16)	(\$158,374.81)	(\$94,491.73)
Debt Service Fund					
Rev	\$219.85	\$535.00	\$315.15	\$5,713.68	(\$5,178.68)
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Fund Total	\$219.85	\$535.00	\$315.15	\$5,713.68	(\$5,178.68)
Capital Fund					
Rev	\$2,078.18	\$21,655.20	\$19,577.02	\$21,246.43	\$408.77
Exp	\$58,045.00	\$76,495.07	(\$18,450.07)	\$3,777.04	(\$72,718.03)
Capital Fund Total	(\$55,966.82)	(\$54,839.87)	\$1,126.95	\$17,469.39	(\$72,309.26)
Grand Total	(\$717,574.41)	(\$679,272.36)	\$38,302.05	(\$506,960.50)	(\$172,311.86)

Mundelein Park and Recreation District

CORP FUND OVERVIEW

	Monthly Actual-to-Budget Comparison				
	2024 MAR Budget	2024 MAR Actual	Actual to Budget	2023 MAR Actual	Change in Actual 2023 to 2024
Administration					
Rev	\$96,373.10	\$111,026.58	\$14,653.48	\$85,894.04	\$25,132.54
Exp	\$183,017.87	\$182,830.20	\$187.67	\$161,371.33	(\$21,458.87)
Administration Total	(\$86,644.77)	(\$71,803.62)	\$14,841.15	(\$75,477.29)	\$3,673.67
Parks					
Rev	\$28.40	\$182.63	\$154.23	\$2,112.69	(\$1,930.06)
Exp	\$197,287.21	\$182,054.09	\$15,233.12	\$171,001.17	(\$11,052.92)
Parks Total	(\$197,258.81)	(\$181,871.46)	\$15,387.35	(\$168,888.48)	(\$12,982.98)
Golf					
Rev	\$35,966.75	\$40,588.09	\$4,621.34	\$13,255.44	\$27,332.65
Exp	\$125,664.66	\$121,443.07	\$4,221.59	\$111,446.31	(\$9,996.76)
Golf Total	(\$89,697.91)	(\$80,854.98)	\$8,842.93	(\$98,190.87)	\$17,335.89
Special Recreation					
Rev	\$0.00	\$0.00	\$0.00	\$3,879.54	(\$3,879.54)
Exp	\$34,452.32	\$3,415.90	\$31,036.42	\$5,981.43	\$2,565.53
Special Recreation Total	(\$34,452.32)	(\$3,415.90)	\$31,036.42	(\$2,101.89)	(\$1,314.01)
Museum					
Rev	\$0.00	\$0.00	\$0.00	\$10.14	(\$10.14)
Exp	\$874.94	\$953.83	(\$78.89)	\$1,044.76	\$90.93
Museum Totals	(\$874.94)	(\$953.83)	(\$78.89)	(\$1,034.62)	\$80.79
Police					
Rev	\$0.00	\$0.00	\$0.00	\$815.24	(\$815.24)
Exp	\$1,379.88	\$42.50	\$1,337.38	\$110.30	\$67.80
Police Totals	(\$1,379.88)	(\$42.50)	\$1,337.38	\$704.94	(\$747.44)
Risk Management					
Rev	\$0.00	\$0.00	\$0.00	\$2,016.06	(\$2,016.06)
Exp	\$19,700.00	\$18,458.66	\$1,241.34	\$14,852.45	(\$3,606.21)
Risk Mgmt. Totals	(\$19,700.00)	(\$18,458.66)	\$1,241.34	(\$12,836.39)	(\$5,622.27)
Audit					
Rev	\$0.00	\$0.00	\$0.00	\$155.84	(\$155.84)
Exp	\$15,258.43	\$14,700.00	\$558.43	\$14,100.00	(\$600.00)
Audit Totals	(\$15,258.43)	(\$14,700.00)	\$558.43	(\$13,944.16)	(\$755.84)
Corporate Fund Total	(\$445,267.06)	(\$372,100.95)	\$73,166.11	(\$371,768.76)	(\$332.19)

Mundelein Park and Recreation District

REC FUND OVERVIEW

	Monthly Actual-to-Budget Comparison				
	2024 MAR Budget	2024 MAR Actual	Actual to Budget	2023 MAR Actual	Change in Actual 2023 to 2024
Administration					
Rev	\$16,124.16	\$25,958.87	\$9,834.71	\$31,850.40	(\$5,891.53)
Exp	\$171,518.35	\$175,786.38	(\$4,268.03)	\$109,537.84	(\$66,248.54)
Administration Total	(\$155,394.19)	(\$149,827.51)	\$5,566.68	(\$77,687.44)	(\$72,140.07)
Preschool					
Rev	\$13,400.00	\$11,747.60	(\$1,652.40)	\$12,402.36	(\$654.76)
Exp	\$10,355.28	\$12,910.41	(\$2,555.13)	\$13,326.30	\$415.89
Preschool Total	\$3,044.72	(\$1,162.81)	(\$4,207.53)	(\$923.94)	(\$238.87)
Athletics					
Rev	\$23,480.70	\$29,333.09	\$5,852.39	\$21,022.28	\$8,310.81
Exp	\$22,937.14	\$28,107.54	(\$5,170.40)	\$19,641.26	(\$8,466.28)
Athletics Total	\$543.56	\$1,225.55	\$681.99	\$1,381.02	(\$155.47)
Regent Center					
Rev	\$7,270.00	\$6,172.23	(\$1,097.77)	\$7,180.69	(\$1,008.46)
Exp	\$16,352.84	\$18,947.72	(\$2,594.88)	\$17,973.93	(\$973.79)
Regent Center Total	(\$9,082.84)	(\$12,775.49)	(\$3,692.65)	(\$10,793.24)	(\$1,982.25)
Big & Little					
Rev	\$89,226.00	\$73,223.60	(\$16,002.40)	\$77,393.57	(\$4,169.97)
Exp	\$81,703.29	\$75,910.07	\$5,793.22	\$72,191.24	(\$3,718.83)
Big & Little Totals	\$7,522.71	(\$2,686.47)	(\$10,209.18)	\$5,202.33	(\$7,888.80)
Fitness					
Rev	\$62,009.39	\$63,598.43	\$1,589.04	\$61,579.71	\$2,018.72
Exp	\$80,114.22	\$99,883.73	(\$19,769.51)	\$76,980.56	(\$22,903.17)
Fitness Total	(\$18,104.83)	(\$36,285.30)	(\$18,180.47)	(\$15,400.85)	(\$20,884.45)
Aquatics					
Rev	\$49.43	(\$549.44)	(\$598.87)	\$626.84	(\$1,176.28)
Exp	\$37,508.81	\$37,885.48	(\$376.67)	\$34,974.68	(\$2,910.80)
Aquatics Total	(\$37,459.38)	(\$38,434.92)	(\$975.54)	(\$34,347.84)	(\$4,087.08)
Rec Connect/Camp					
Rev	\$51,300.00	\$45,989.27	(\$5,310.73)	\$49,405.63	(\$3,416.36)
Exp	\$48,040.40	\$47,476.79	\$563.61	\$47,296.01	(\$180.78)
Rec Connect/Camp Total	\$3,259.60	(\$1,487.52)	(\$4,747.12)	\$2,109.62	(\$3,597.14)
Indoor Pool					
Rev	\$18,742.83	\$19,517.33	\$774.50	\$18,237.59	\$1,279.74
Exp	\$34,682.31	\$29,927.02	\$4,755.29	\$34,921.17	\$4,994.15
Indoor Pool Totals	(\$15,939.48)	(\$10,409.69)	\$5,529.79	(\$16,683.58)	\$6,273.89
Dance					
Rev	\$16,879.40	\$17,456.24	\$576.84	\$17,602.12	(\$145.88)
Exp	\$12,783.46	\$16,931.27	(\$4,147.81)	\$27,722.56	\$10,791.29
Dance Total	\$4,095.94	\$524.97	(\$3,570.97)	(\$10,120.44)	\$10,645.41
Cultural Arts					
Rev	\$4,885.53	\$4,483.11	(\$402.42)	\$4,304.29	\$178.82
Exp	\$3,931.72	\$6,030.46	(\$2,098.74)	\$5,414.74	(\$615.72)
Cultural Arts Total	\$953.81	(\$1,547.35)	(\$2,501.16)	(\$1,110.45)	(\$436.90)
Recreation Fund Total	(\$216,560.38)	(\$252,866.54)	(\$36,306.16)	(\$158,374.81)	(\$94,491.73)

Mundelein Park and Recreation District
CAPITAL

	Monthly Actual-to-Budget Comparison				
	2024 MAR Budget	2024 MAR Actual	Actual to Budget	2023 MAR Actual	Change in Actual 2023 to 2024
REVENUES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRIBUTIONS AND DONATIONS					
40-51.570-4700 CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4702 DEVELOPER D	\$0.00	\$15,418.80	\$15,418.80	\$18,018.00	(\$2,599.20)
40-51.570-4725 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4726 PLAYCORE/GA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS AND DONATIONS	\$0.00	\$15,418.80	\$15,418.80	\$18,018.00	(\$2,599.20)
OTHER INCOME					
40-51.570-4801 INTEREST - IN	\$2,078.18	\$5,355.71	\$3,277.53	\$3,228.43	\$2,127.28
40-51.570-4807 INS CLAIMS R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4811 PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4815 MISCELLANEO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4813 PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER INCOME	\$2,078.18	\$6,236.40	\$4,158.22	\$3,228.43	\$3,007.97
INTERFUND TRANSFERS					
40-51.570-4910 TRANSFER FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4920 TRANSFER FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERFUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REVENUE TOTAL	\$2,078.18	\$21,655.20	\$19,577.02	\$21,246.43	\$408.77
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					
40-51.570-5210 PROFESSIONAL	\$20,000.00	\$29,798.57	(\$9,798.57)	\$3,777.04	(\$26,021.53)
CONTRACTED SERVICES	\$20,000.00	\$29,798.57	(\$9,798.57)	\$3,777.04	(\$26,021.53)
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342 BANK/CREDIT	\$0.00	\$355.50	(\$355.50)	\$0.00	(\$355.50)
OPERATING SUPPLIES/EXPENSES	\$0.00	\$355.50	(\$355.50)	\$0.00	(\$355.50)
DEBT EXPENSE					
40-51.570-5612 PRINCIPAL CA	\$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 EQU	\$25,545.00	\$0.00	\$25,545.00	\$0.00	\$0.00
40-51.570-5812 CAPITAL FUR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5815 CAPITAL ATH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5820 CAPITAL VEH	\$0.00	\$46,341.00	(\$46,341.00)	\$0.00	(\$46,341.00)
40-51.570-5830 CAP IMPRVM	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00
40-51.570-5835 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5840 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5841 CAPITAL IMPR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5850 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES	\$38,045.00	\$46,341.00	(\$8,296.00)	\$0.00	(\$46,341.00)
EXPENDITURE TOTAL	\$58,045.00	\$76,495.07	(\$18,450.07)	\$3,777.04	(\$72,718.03)
CAPITAL TOTALS	(\$55,966.82)	(\$54,839.87)	\$1,126.95	\$17,469.39	(\$72,309.26)

Mundelein Park and Recreation District

ALL FUNDS SUMMARY

	Year-to-Date Actual-to-Budget Comparison Through March				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
General Fund					
Rev	\$355,341.77	\$391,832.88	\$36,491.11	\$248,061.41	\$143,771.47
Exp	\$1,353,105.97	\$1,190,508.81	\$162,597.16	\$1,088,671.85	(\$101,836.96)
General Fund Total	(\$997,764.20)	(\$798,675.93)	\$199,088.27	(\$840,610.44)	\$41,934.51
Recreation Fund					
Rev	\$956,511.07	\$956,547.06	\$35.99	\$850,401.44	\$106,145.62
Exp	\$1,330,872.00	\$1,227,155.16	\$103,716.84	\$1,030,571.34	(\$196,583.82)
Recreation Fund Total	(\$374,360.93)	(\$270,608.10)	\$103,752.83	(\$180,169.90)	(\$90,438.20)
Debt Service Fund					
Rev	\$809.94	\$2,041.80	\$1,231.86	\$6,560.23	(\$4,518.43)
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Fund Total	\$809.94	\$2,041.80	\$1,231.86	\$6,560.23	(\$4,518.43)
Capital Fund					
Rev	\$7,066.87	\$68,645.08	\$61,578.21	\$48,183.10	\$20,461.98
Exp	\$157,345.00	\$158,166.26	(\$821.26)	\$59,314.14	(\$98,852.12)
Capital Fund Total	(\$150,278.13)	(\$89,521.18)	\$60,756.95	(\$11,131.04)	(\$78,390.14)
Grand Total	(\$1,521,593.32)	(\$1,156,763.41)	\$364,829.91	(\$1,025,351.15)	(\$131,412.26)

Mundelein Park and Recreation District

CORP FUND OVERVIEW

	Year-to-Date Actual-to-Budget Comparison Through March				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
Administration					
Rev	\$295,158.65	\$334,773.02	\$39,614.37	\$215,604.50	\$119,168.52
Exp	\$444,851.48	\$396,714.29	\$48,137.19	\$390,568.31	(\$6,145.98)
Administration Total	(\$149,692.83)	(\$61,941.27)	\$87,751.56	(\$174,963.81)	\$113,022.54
Parks					
Rev	\$52.07	\$1,102.29	\$1,050.22	\$2,316.71	(\$1,214.42)
Exp	\$436,869.42	\$420,134.19	\$16,735.23	\$376,145.36	(\$43,988.83)
Parks Total	(\$436,817.35)	(\$419,031.90)	\$17,785.45	(\$373,828.65)	(\$45,203.25)
Golf					
Rev	\$60,131.05	\$55,403.18	(\$4,727.87)	\$23,263.38	\$32,139.80
Exp	\$272,743.79	\$251,869.99	\$20,873.80	\$215,732.79	(\$36,137.20)
Golf Total	(\$212,612.74)	(\$196,466.81)	\$16,145.93	(\$192,469.41)	(\$3,997.40)
Special Recreation					
Rev	\$0.00	\$333.45	\$333.45	\$3,879.54	(\$3,546.09)
Exp	\$88,945.80	\$17,724.13	\$71,221.67	\$11,814.36	(\$5,909.77)
Special Recreation Total	(\$88,945.80)	(\$17,390.68)	\$71,555.12	(\$7,934.82)	(\$9,455.86)
Museum					
Rev	\$0.00	\$0.73	\$0.73	\$10.14	(\$9.41)
Exp	\$3,273.14	\$2,102.26	\$1,170.88	\$4,146.70	\$2,044.44
Museum Totals	(\$3,273.14)	(\$2,101.53)	\$1,171.61	(\$4,136.56)	\$2,035.03
Police					
Rev	\$0.00	\$56.53	\$56.53	\$815.24	(\$758.71)
Exp	\$26,733.92	\$26,387.50	\$346.42	\$26,239.60	(\$147.90)
Police Totals	(\$26,733.92)	(\$26,330.97)	\$402.95	(\$25,424.36)	(\$906.61)
Risk Management					
Rev	\$0.00	\$151.38	\$151.38	\$2,016.06	(\$1,864.68)
Exp	\$64,430.00	\$60,876.45	\$3,553.55	\$49,924.73	(\$10,951.72)
Risk Mgmt. Totals	(\$64,430.00)	(\$60,725.07)	\$3,704.93	(\$47,908.67)	(\$12,816.40)
Audit					
Rev	\$0.00	\$12.30	\$12.30	\$155.84	(\$143.54)
Exp	\$15,258.42	\$14,700.00	\$558.42	\$14,100.00	(\$600.00)
Audit Totals	(\$15,258.42)	(\$14,687.70)	\$570.72	(\$13,944.16)	(\$743.54)
Corporate Fund Total	(\$997,764.20)	(\$798,675.93)	\$199,088.27	(\$840,610.44)	\$41,934.51

Mundelein Park and Recreation District

REC FUND OVERVIEW

	Year-to-Date Actual-to-Budget Comparison Through March				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
Administration					
Rev	\$72,076.87	\$103,607.27	\$31,530.40	\$101,019.37	\$2,587.90
Exp	\$488,664.00	\$456,628.35	\$32,035.65	\$287,396.79	(\$169,231.56)
Administration Total	(\$416,587.13)	(\$353,021.08)	\$63,566.05	(\$186,377.42)	(\$166,643.66)
Preschool					
Rev	\$36,400.00	\$35,260.99	(\$1,139.01)	\$33,482.55	\$1,778.44
Exp	\$24,476.89	\$23,464.22	\$1,012.67	\$25,769.98	\$2,305.76
Preschool Total	\$11,923.11	\$11,796.77	(\$126.34)	\$7,712.57	\$4,084.20
Athletics					
Rev	\$88,127.92	\$107,498.65	\$19,370.73	\$75,044.29	\$32,454.36
Exp	\$67,538.15	\$60,125.46	\$7,412.69	\$59,833.93	(\$291.53)
Athletics Total	\$20,589.77	\$47,373.19	\$26,783.42	\$15,210.36	\$32,162.83
Regent Center					
Rev	\$16,775.00	\$16,172.73	(\$602.27)	\$16,011.56	\$161.17
Exp	\$39,456.94	\$41,943.90	(\$2,486.96)	\$35,863.55	(\$6,080.35)
Regent Center Total	(\$22,681.94)	(\$25,771.17)	(\$3,089.23)	(\$19,851.99)	(\$5,919.18)
Big & Little					
Rev	\$277,139.85	\$227,667.50	(\$49,472.35)	\$203,296.27	\$24,371.23
Exp	\$183,323.67	\$149,640.26	\$33,683.41	\$154,345.71	\$4,705.45
Big & Little Totals	\$93,816.18	\$78,027.24	(\$15,788.94)	\$48,950.56	\$29,076.68
Fitness					
Rev	\$188,299.26	\$185,505.33	(\$2,793.93)	\$172,616.61	\$12,888.72
Exp	\$183,407.76	\$191,098.89	(\$7,691.13)	\$166,192.58	(\$24,906.31)
Fitness Total	\$4,891.50	(\$5,593.56)	(\$10,485.06)	\$6,424.03	(\$12,017.59)
Aquatics					
Rev	\$63.88	(\$394.15)	(\$458.03)	\$658.68	(\$1,052.83)
Exp	\$92,045.78	\$74,120.12	\$17,925.66	\$63,073.41	(\$11,046.71)
Aquatics Total	(\$91,981.90)	(\$74,514.27)	\$17,467.63	(\$62,414.73)	(\$12,099.54)
Rec Connect/Camp					
Rev	\$157,800.00	\$156,960.48	(\$839.52)	\$137,911.85	\$19,048.63
Exp	\$116,176.09	\$95,044.93	\$21,131.16	\$102,361.12	\$7,316.19
Rec Connect/Camp Total	\$41,623.91	\$61,915.55	\$20,291.64	\$35,550.73	\$26,364.82
Indoor Pool					
Rev	\$52,929.47	\$55,750.15	\$2,820.68	\$52,982.25	\$2,767.90
Exp	\$66,543.67	\$49,899.31	\$16,644.36	\$64,551.61	\$14,652.30
Indoor Pool Totals	(\$13,614.20)	\$5,850.84	\$19,465.04	(\$11,569.36)	\$17,420.20
Dance					
Rev	\$51,854.39	\$55,743.82	\$3,889.43	\$46,877.94	\$8,865.88
Exp	\$59,082.34	\$76,986.10	(\$17,903.76)	\$61,700.32	(\$15,285.78)
Dance Total	(\$7,227.95)	(\$21,242.28)	(\$14,014.33)	(\$14,822.38)	(\$6,419.90)
Cultural Arts					
Rev	\$15,044.43	\$12,774.29	(\$2,270.14)	\$10,500.07	\$2,274.22
Exp	\$10,156.71	\$8,203.62	\$1,953.09	\$9,482.34	\$1,278.72
Cultural Arts Total	\$4,887.72	\$4,570.67	(\$317.05)	\$1,017.73	\$3,552.94
Recreation Fund Total	(\$374,360.93)	(\$270,608.10)	\$103,752.83	(\$180,169.90)	(\$90,438.20)

Mundelein Park and Recreation District

CAPITAL

	Year-to-Date Actual-to-Budget Comparison Through March				
	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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4702 DEVELOPER D	\$0.00	\$48,426.00	\$48,426.00	\$37,444.00	\$10,982.00
40-51.570-4725 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4726 PLAYCORE/GA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS AND DONATIONS	\$0.00	\$48,426.00	\$48,426.00	\$37,444.00	\$10,982.00
OTHER INCOME					
40-51.570-4801 INTEREST - IN	\$7,066.87	\$17,470.85	\$10,403.98	\$10,739.10	\$6,731.75
40-51.570-4807 INS CLAIMS R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4811 PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4815 MISCELLANEO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4813 PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER INCOME	\$7,066.87	\$20,219.08	\$13,152.21	\$10,739.10	\$9,479.98
INTERFUND TRANSFERS					
40-51.570-4910 TRANSFER FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4920 TRANSFER FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERFUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REVENUE TOTAL	\$7,066.87	\$68,645.08	\$61,578.21	\$48,183.10	\$20,461.98
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					
40-51.570-5210 PROFESSIONAL	\$30,000.00	\$37,061.76	(\$7,061.76)	\$8,748.57	(\$28,313.19)
CONTRACTED SERVICES	\$30,000.00	\$37,061.76	(\$7,061.76)	\$8,748.57	(\$28,313.19)
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342 BANK/CREDIT	\$0.00	\$355.50	(\$355.50)	\$0.00	(\$355.50)
OPERATING SUPPLIES/EXPENSES	\$0.00	\$355.50	(\$355.50)	\$0.00	(\$355.50)
DEBT EXPENSE					
40-51.570-5612 PRINCIPAL CA	\$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 EQU	\$87,845.00	\$44,743.20	\$43,101.80	\$21,150.00	(\$23,593.20)
40-51.570-5812 CAPITAL FUR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5815 CAPITAL ATH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5820 CAPITAL VEH	\$0.00	\$46,341.00	(\$46,341.00)	\$0.00	(\$46,341.00)
40-51.570-5830 CAP IMPRVM	\$39,500.00	\$29,664.80	\$9,835.20	\$29,415.57	(\$249.23)
40-51.570-5835 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5840 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5841 CAPITAL IMPR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5850 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES	\$127,345.00	\$120,749.00	\$6,596.00	\$50,565.57	(\$70,183.43)
EXPENDITURE TOTAL	\$157,345.00	\$158,166.26	(\$821.26)	\$59,314.14	(\$98,852.12)
CAPITAL TOTALS	(\$150,278.13)	(\$89,521.18)	\$60,756.95	(\$11,131.04)	(\$78,390.14)

MUNDELEIN PARK AND RECREATION DISTRICT
TREASURER'S REPORT
As of March 31, 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	1,309,488.47						1,309,488.47
	10-00.000-1108	19,018.64						19,018.64
	10-00.000-1002		3,481.91					3,481.91
	10-00.000-1004							-
	10-00.000-1007				947,000.00			947,000.00
	10-00.000-1009					38,671.05		38,671.05
	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	1,522,614.78						1,522,614.78
	20-00.000-1108	70,476.18						70,476.18
	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	180,351.39						180,351.39
Capital Improv Fund	40-00.000-1001	839,234.47						839,234.47
	40-00.000-1007				473,000.00			473,000.00
	40-00.000-1009					105,386.14		105,386.14
TOTAL:		3,941,183.93	3,481.91	-	1,420,000.00	144,057.19	2,170.00	5,510,893.03

Bank and Investment Accounts

WCB - Checking		3,941,183.93	3,481.91					
Libertyville Bank & Trust								
IPDLAF - Bond Imprv Fund					473,000.00	105,386.14		
IPDLAF-Operating Fund					947,000.00	38,671.05		
Cash On Hand							2,170.00	
TOTAL:		3,941,183.93	3,481.91	-	1,420,000.00	144,057.19	2,170.00	5,510,893.03

Difference:

Changes in Fund Balance through March 31, 2024

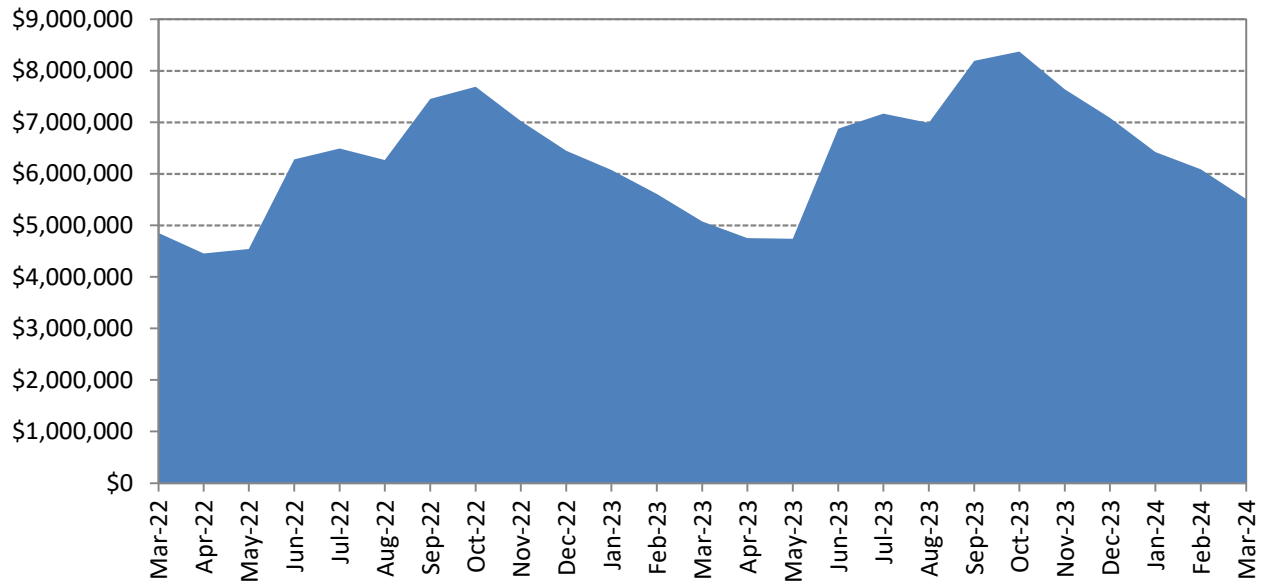
	Assets	Liabilities	Beg Fund Bal	End Fund Bal	Revenues	Expenses	Chg to Fund Bal
Corporate Fund - 10	2,383,314.26	(237,864.48)	(2,944,125.71)	(2,145,449.78)	(391,832.88)	1,190,508.81	798,675.93
Recreation Fund - 20	3,020,029.80	(1,816,368.99)	(1,474,268.91)	(1,203,660.81)	(956,547.06)	1,227,155.16	270,608.10
Debt Service Fund - 30	180,351.39	-	(178,309.59)	(180,351.39)	(2,041.80)	-	(2,041.80)
Capital Imprv Fund - 40	1,450,725.99	(336,875.88)	(1,203,371.29)	(1,113,850.11)	(68,645.08)	158,166.26	89,521.18
TOTAL:	7,034,421.44	(2,391,109.35)	(5,800,075.50)	(4,643,312.09)	(1,419,066.82)	2,575,830.23	1,156,763.41

Mundelein Park District Cash Flows

3/31/2024

Date	Recreation Fund	Corporate Fund	Capital Improvement Fund	Joint Checking	Total
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
3/31/2024	645.00	990,677.96	578,386.14	3,941,183.93	5,510,893.03

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



PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 03/31/2024
Fund 10 - CORPORATE FUND					
Assets					
Account Type: Cash					
10-00.000-1001	CHECKING ACCOUNT - MCB	2,156,208.62	401,671.02	1,248,391.17	1,309,488.47
10-00.000-1002	CHECKING ACCOUNT - FLEX	4,880.40	14,218.98	15,617.47	3,481.91
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	78,968.30	59,949.66	19,018.64
	Total Cash:	2,162,614.02	494,858.30	1,323,958.30	1,333,514.02
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	250,416.63	236,354.00	38,671.05
	Total Investments:	978,608.42	486,416.63	479,354.00	985,671.05
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	13,625.73	6,906.53	24,394.52
	Total Accounts Receivable:	3,852,007.81	13,633.85	3,841,239.02	24,402.64
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	245.32	18,567.15	1,620.48
10-00.000-1204	VENDOR DEPOSITS	500.00	0.00	0.00	500.00
	Total Other Assets:	20,442.31	245.32	18,567.15	2,120.48
TOTAL ASSETS		7,051,278.63	995,154.10	5,663,118.47	2,383,314.26
Liabilities					
Account Type: Accounts Payable					
10-00.000-2001	ACCOUNTS PAYABLE	84,223.83	429,604.84	374,676.94	29,295.93
10-00.000-2005	SALES TAX PAYABLE	279.00	812.44	1,163.48	630.04
	Total Accounts Payable:	84,502.83	430,417.28	375,840.42	29,925.97
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	96,783.05	96,783.05	0.00
10-00.000-2022	FICA PAYROLL TAX LIABILITY	0.00	152,472.42	152,472.42	0.00
10-00.000-2023	MEDICARE P/R TAX LIABILITY	0.00	35,658.94	35,658.94	0.00
10-00.000-2024	IL/WI PAYROLL TAX LIABILITY	0.00	56,471.54	56,471.54	0.00
10-00.000-2026	IMRF EE/ER PR LIABILITY	0.00	37,203.47	129,850.89	92,647.42
10-00.000-2028	INSURANCE PR DEDUCTION	0.00	190,665.65	190,665.65	0.00
10-00.000-2029	457 PR DEDUCTION-NATIONWIDE	0.00	2,411.67	2,411.67	0.00
10-00.000-2030	457 PR DEDUCTION-SEC BNFT/STD	0.00	6,796.67	6,796.67	0.00
10-00.000-2031	UNION DUES PR DEDUCTION	0.00	1,676.55	1,676.55	0.00
10-00.000-2032	ADD'L LIFE INSURANCE IMRF	0.00	160.00	160.00	0.00
10-00.000-2033	ADD'L LIFE INSURANCE PDRMA	0.00	2,333.88	2,339.88	6.00
10-00.000-2037	ADD'L EE IMRF CONTRIBUTIONS	0.00	5,538.23	18,520.90	12,982.67
10-00.000-2040	FLEX HEALTH	(1,750.85)	11,023.47	8,501.92	(4,272.40)
10-00.000-2041	FLEX CHILD CARE	1,348.16	2,594.00	3,365.46	2,119.62
10-00.000-2043	NEW YORK LIFE INS W/H	0.00	373.38	373.38	0.00
	Total Liabilities-ST:	130,105.42	732,671.03	706,048.92	103,483.31
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	4,307.47	50,218.00	104,455.20
	Total Deferred Inflows:	3,892,544.67	3,838,307.47	50,218.00	104,455.20
TOTAL LIABILITIES		4,107,152.92	5,001,395.78	1,132,107.34	237,864.48
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

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 03/31/2024
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:		572.82	392,405.70	391,832.88
TOTAL REVENUES					
			572.82	392,405.70	391,832.88
Account Type: Expenditure					
	Total Expenditure:		1,325,835.37	135,326.56	1,190,508.81
TOTAL EXPENDITURES					
			1,325,835.37	135,326.56	1,190,508.81
Total Fund 10 - CORPORATE FUND					
TOTAL ASSETS					
		7,051,278.63	995,154.10	5,663,118.47	2,383,314.26
BEG. FUND BALANCE - 2023					
		3,229,912.66			3,229,912.66
+ NET OF REVENUES/EXPENDITURES - 2023					
					(285,786.95)
+ NET OF REVENUES & EXPENDITURES					
			(1,326,408.19)	(527,732.26)	(798,675.93)
= ENDING FUND BALANCE					
		3,604,766.24	(1,612,195.14)	(813,519.21)	2,145,449.78
+ LIABILITIES					
		4,107,152.92	(5,001,395.78)	(1,132,107.34)	237,864.48
= TOTAL LIABILITIES AND FUND BALANCE					
		7,711,919.16	(6,613,590.92)	(1,945,626.55)	2,383,314.26

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 03/31/2024
Fund 20 - RECREATION PROGRAM FUND					
Assets					
Account Type: Cash					
20-00.000-1001	CHECKING ACCOUNT - MCB	1,879,081.44	957,518.80	1,313,985.46	1,522,614.78
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	925,881.12	898,198.23	70,476.18
	Total Cash:	1,922,519.73	1,883,399.92	2,212,183.69	1,593,735.96
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	794.61	1,294.24	0.37
20-00.000-1114	ACTIVE CUSTOMER ACCTS RCVBL	1,074,672.66	1,154,356.48	803,029.16	1,425,999.98
	Total Accounts Receivable:	2,448,172.66	1,155,151.09	2,177,323.40	1,426,000.35
Account Type: Other Assets					
20-00.000-1202	PREPAID OTHER EXPENSES	40,351.87	245.32	40,303.70	293.49
	Total Other Assets:	40,351.87	245.32	40,303.70	293.49
TOTAL ASSETS		4,411,044.26	3,038,796.33	4,429,810.79	3,020,029.80
Liabilities					
Account Type: Accounts Payable					
20-00.000-2001	ACCOUNTS PAYABLE	98,837.33	373,005.20	300,887.68	26,719.81
20-00.000-2003	ACTIVE CUSTOMER REFUND PAYABLE	0.00	1,489.42	2,345.25	855.83
20-00.000-2004	EVENT LIABILITY INS PAYABLE	1,170.00	975.00	975.00	1,170.00
20-00.000-2006	DANCE FUNDRAISING PAYABLE	494.76	0.00	0.00	494.76
	Total Accounts Payable:	100,502.09	375,469.62	304,207.93	29,240.40
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	4,800.00	10,000.00	14,300.00
20-00.000-2070	MUNDELEIN PARK FOUNDATION	0.00	0.00	126.00	126.00
	Total Other Liabilities:	9,722.00	4,800.00	10,175.00	15,097.00
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	1,003,423.95	1,412,854.53	1,760,251.91
20-00.000-2208	ACTIVE GIFT CARDS	12,594.68	1,600.00	785.00	11,779.68
	Total Deferred Inflows:	2,746,116.01	2,387,723.95	1,413,639.53	1,772,031.59
TOTAL LIABILITIES		2,936,775.35	2,848,428.82	1,728,022.46	1,816,368.99
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:		308,695.75	1,265,242.81	956,547.06
TOTAL REVENUES			308,695.75	1,265,242.81	956,547.06
Account Type: Expenditure					
	Total Expenditure:		1,312,318.82	85,163.66	1,227,155.16
TOTAL EXPENDITURES			1,312,318.82	85,163.66	1,227,155.16
Total Fund 20 - RECREATION PROGRAM FUND					
TOTAL ASSETS		4,411,044.26	3,038,796.33	4,429,810.79	3,020,029.80
BEG. FUND BALANCE - 2023		1,362,618.04			1,362,618.04
+ NET OF REVENUES/EXPENDITURES - 2023					111,650.87
+ NET OF REVENUES & EXPENDITURES			(1,621,014.57)	(1,350,406.47)	(270,608.10)
= ENDING FUND BALANCE		1,890,612.78	(1,509,363.70)	(1,238,755.60)	1,203,660.81
+ LIABILITIES		2,936,775.35	(2,848,428.82)	(1,728,022.46)	1,816,368.99
= TOTAL LIABILITIES AND FUND BALANCE		4,827,388.13	(4,357,792.52)	(2,966,778.06)	3,020,029.80

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TRIAL BALANCE REPORT FOR MUNDELEIN PARK & RECREATION DISTRICT

Page: 4/6

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 03/31/2024
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PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 03/31/2024
Fund 30 - DEBT SERVICE FUND					
Assets					
Account Type: Cash					
30-00.000-1001	CHECKING ACCOUNT - MCB	178,309.59	2,041.80	0.00	180,351.39
	Total Cash:	178,309.59	2,041.80	0.00	180,351.39
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	2,041.80	549,300.00	180,351.39
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	2,041.80	2,041.80
TOTAL REVENUES			0.00	2,041.80	2,041.80
Total Fund 30 - DEBT SERVICE FUND					
TOTAL ASSETS		727,609.59	2,041.80	549,300.00	180,351.39
BEG. FUND BALANCE - 2023		157,836.08			157,836.08
+ NET OF REVENUES/EXPENDITURES - 2023					20,473.51
+ NET OF REVENUES & EXPENDITURES				(2,041.80)	2,041.80
= ENDING FUND BALANCE		717,158.10	20,473.51	18,431.71	180,351.39
+ LIABILITIES		549,300.00	(549,300.00)	0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		1,266,458.10	(528,826.49)	18,431.71	180,351.39

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 03/31/2024
Fund 40 - CAPITAL IMPROVEMENT FUND					
Assets					
Account Type: Cash					
40-00.000-1001	CHECKING ACCOUNT - MCB	1,280,426.78	212,101.74	653,294.05	839,234.47
	Total Cash:	1,280,426.78	212,101.74	653,294.05	839,234.47
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	266,777.28	237,355.50	105,386.14
	Total Investments:	564,376.07	503,777.28	489,767.21	578,386.14
Account Type: Accounts Receivable					
40-00.000-1112	ACCRUED INTEREST	39,720.11	6,636.88	13,251.61	33,105.38
	Total Accounts Receivable:	39,720.11	6,636.88	13,251.61	33,105.38
TOTAL ASSETS		1,884,522.96	722,515.90	1,156,312.87	1,450,725.99
Liabilities					
Account Type: Accounts Payable					
40-00.000-2001	ACCOUNTS PAYABLE	494,275.79	653,294.05	159,018.26	0.00
40-00.000-2011	RETAINAGE PAYABLE	21,898.12	0.00	0.00	21,898.12
	Total Accounts Payable:	516,173.91	653,294.05	159,018.26	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	653,294.05	309,018.26	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	68,645.08	68,645.08
TOTAL REVENUES			0.00	68,645.08	68,645.08
Account Type: Expenditure					
	Total Expenditure:		159,373.76	1,207.50	158,166.26
TOTAL EXPENDITURES			159,373.76	1,207.50	158,166.26
Total Fund 40 - CAPITAL IMPROVEMENT FUND					
TOTAL ASSETS		1,884,522.96	722,515.90	1,156,312.87	1,450,725.99
BEG. FUND BALANCE - 2023		983,038.65			983,038.65
+ NET OF REVENUES/EXPENDITURES - 2023					220,332.64
+ NET OF REVENUES & EXPENDITURES			(159,373.76)	(69,852.58)	(89,521.18)
= ENDING FUND BALANCE		413,143.18	60,958.88	150,480.06	1,113,850.11
+ LIABILITIES		681,151.67	(653,294.05)	(309,018.26)	336,875.88
= TOTAL LIABILITIES AND FUND BALANCE		1,094,294.85	(592,335.17)	(158,538.20)	1,450,725.99

MEMORANDUM

To: Chief Jason Seeley #299 *JS*
From: Sergeant Brigano #254 *CB #254*
Date: Monday, April 01, 2024
Re: Park District Report – March 2024

There were four (4) calls for service in the area parks during the reporting period.

There was a total of 176 park checks initiated by the patrol officers during this month. There were no crime trends to report during the month of March.

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

- On 03/01/2024, Officers responded to Memorial Park for a suspicious vehicle. Officers checked the area, and the complaint was unfounded.
- On 03/10/2024, Officers responded to Hanrahan Park for a found wallet.
- On 03/17/2024, an Officer responded to Memorial Park for a criminal defacement report for graffiti on the Port-o-Potty.
- On 03/19/2024, an Officer responded to Wortham Park for a criminal defacement report for graffiti on the tennis court.

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

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

Please contact me if you have any questions.

How much nontax revenue is covering suburban Park District costs?

Daily Herald

April 14, 2024

By Jake Griffin

Because competition for property tax dollars in Illinois is stiff, local government agencies often must look for other revenue to cover annual operational costs.

For park districts, that means programming and event fees.

A [2023 National Recreation and Parks Association study](#) shows the average American park district generates enough nontax revenue from service charges to cover 24.6% of the parks and recreation agency’s annual operating costs.

However, most suburban park districts surpass that national benchmark, according to a Daily Herald analysis of 60 suburban park districts’ most recent financial audits. Only four of the 60 districts didn’t hit that target.

Park Districts’ percentage of nontax revenue covering expenses

Top 5

South Barrington	78.7%
Glen Ellyn	75.6%
Hampshire	74.8%
Prospect Heights	68.1%
Hoffman Estates	66.9%

Bottom 5

Rosemont	7.1%
Oakbrook Terrace	16.8%
Winfield	20.2%
Medinah	21.7%
Warrenville	29.1%

Source: Park districts’ annual financial audits

“We aim each year for a little more than 50% of our operational revenues to come from fees and services,” said Huntley Park District Executive Director Scott Crowe. “We’re in a pretty good spot that property taxes will even be a little lower this year.”

According to its most recent audit, Huntley parks received more than \$4.2 million from event fees and charges for services, enough to cover 50.3% of that year's operating costs.

"Our general philosophy is all programs that can support themselves should," Crowe added. "We even want some of them to generate a surplus in order to cover some of the administrative overhead."

Property tax revenue is generally earmarked for playgrounds and other amenities that don't generate revenue as well as the personnel that support the care and maintenance of those facilities, he said.

In general, park districts represent less than 5% of most suburban property tax bills. Finding alternative revenue sources is important for all park districts, officials said, because so many other local governments rely in some part on property taxes as well.

"This is absolutely a strategy we rely on to lessen the burden on taxpayers," said Dave Thommes, executive director of the Glen Ellyn Park District.

Last year, Glen Ellyn parks received 75.6% of its annual operating costs in nontax revenue — more than three times the national average.

"I know we have one of the lowest taxing rates in DuPage County among similar taxing bodies," Thommes said. "We try to keep our staffing lean to keep our costs down while we are also constantly trying to make sure we are meeting community needs through programming and events."

Only South Barrington Park District received a higher percentage of its annual operating expenses through service charges than Glen Ellyn last year, according to the analysis. However, the South Barrington district's amenities largely are tied to its expansive tennis club.

Park districts in Bensenville, Hampshire, Hoffman Estates, Prospect Heights, Wauconda, and Wheeling also reported nontax revenues more than 65% of annual operating costs in those districts' most recent audits.

On the flip side, Medinah, Winfield, Oakbrook Terrace, and Rosemont park districts all reported receiving nontax revenues below the national average.

Oakbrook Terrace Park District Executive Director Shannon Elsey said it's no surprise to her these smaller park districts don't receive as much as some of their larger brethren from fees and service charges.

"We all certainly have smaller constituencies, so that limits the opportunities for diverse revenue streams," she explained. "We still do our best to be good stewards of taxpayer dollars."

Elsey said she often partners with neighboring park districts to offer programs and events sought by district residents. Despite the challenges and limitations of the district, she doesn't believe consolidation with a neighboring district would benefit taxpayers.

"From a programming perspective, we have a solution that works for us," she said. "I don't think consolidation is the answer."

Last year, Oakbrook Terrace parks received enough nontax revenue to cover just 16.8% of its annual operating costs. Only Rosemont received a lower percentage at 7.1%, according to those districts' audits.

Melissa May, a senior research manager at the national association, said park district officials shouldn't look at the national average for nontax revenue as a target.

"It's really a starting point, not a standard," she said. "Every place is different and under different sorts of financial pressures."

Other benchmarks provided in the national report show that on average 2,287 residents per park nationally, one playground for every 3,759 residents and that park agencies spend about \$95 annually per resident.



BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: April 18, 2024
Subject: Approve of Administration Policy Manual – Section 4.26 Social Media – Amendment

Background

Policies and first amendment rights are changing frequently so Executive Director Salski and Manager Lawrence believed it is important to review the District's Social Media Policy with the District's Attorney. The District reviewed the policy and provided recommendations.

Analysis/Considerations

Attached is the District's existing Naming Rights policy with Attorney recommended amendments. The policy, as written, does prohibit speech that the First Amendment protects as "protected speech" so most of the Attorney's amendments are to bring the comment policy into compliance with the First Amendment.

The most highly protected speech under the First Amendment is the ability to criticize the government and its officials and employees, so many of the Attorney's recommendations address language in the District's policy that a court would likely find too broad. In the Attorney's opinion, it would suppress the ability to criticize the District or its officials or employees or policies.

If approved, this policy will be amended in the Administration Policy Manual under Section 4.0 General Matters of Administration, item 4.26 Social Media Policy.

Recommendation

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

Action and Motion Requested

Move to approve Section 4.26 Social Media Policy – Amendment of the Administration Policy Manual.



MUNDELEIN PARK &
RECREATION DISTRICT

ADMINISTRATION POLICY MANUAL

Review

Revised 3/25/24
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

4.22	Posting of Signs	20
4.23	Geocaching	21
4.24	Marquee Sign Usage	21
4.25	First Amendment Activities	23
4.26	Social Media	24
4.27	Service Animal.....	25
4.28	Mobility Device Use	27
4.29	Easement Requests.....	29
4.30	Environmental.....	30
4.31	Cyber Liability	31
4.32	Open Meetings Act – Training for Employees	31
4.33	Donation Program – Park Amenities or Features	32
4.34	Mundelein Parks Foundation – Membership Program	33
4.35	Mundelein Heritage Museum – Collection Management – Acquisition	33
4.36	Mundelein Heritage Museum – Collection Management – Deaccession.....	34
4.37	Mundelein Heritage Museum – Collection Management – Disposal.....	35
4.38	Gift Acceptance	36
4.39	Transgender Patron	36
4.40	Distribution of Personnel Policy Manual.....	38
4.41	Sponsorship and Advertising	38
5.1	Budget and Appropriation Ordinance.....	40
5.2	Tax Levy Ordinance	40
5.3	Annual Audit.....	41
5.4	State of Illinois Economic Disclosure Statement.....	41
5.5	Annual Treasurer’s Report.....	41
5.6	State Comptroller’s Report	42
5.7	Official Filings.....	42
6.1	Statement of Intent.....	43
6.2	Creation of Debt.....	43
6.3	Authorization for Check Signing / Bill Payment / Check Issuance.....	44
6.4	Fiduciary Bonding Insurance Coverages	44
6.5	Insurance	45
6.6	Internal Auditing	45
6.7	Financial and “Official” Records Retention	45
6.8	Cash Receipts.....	46

4.26 Social Media

This policy is to set forth guidelines for the utilization of social media and social network sites that enhance park district communication and provide information to the public, without violating individuals' right to free speech. Social media encourages ~~followers~~ **users** to share thoughts, opinions, and other comments on our social media platforms. ~~However, all of these "posts" should be done in a respectful manner.~~ Posts will not be edited by staff; but if they are found to be in violation of this policy, the post can be hidden or removed.

Posts (including screen names/profile pictures) can be removed if they contain any of the following:

- Copyright or trademark violations.
- Political campaigns or ballot measures.
- Obscene, sexual, or pornographic language or content. ~~profane, violent, threatening, hateful, harassing, or offensive language/content.~~
- ~~Name-calling or personal attacks, including d~~Discrimination based on race, creed, color, age, religion, gender, marital status, national origin, physical or mental disability, physical appearance, sexual orientation, ~~or~~ financial status, ~~or any~~ protected class.
- ~~Actual d~~Defamation ~~or accusations of criminal conduct or immoral activity to a person or people.~~
- ~~Nudity or sexual content.~~
- Illegal activities ~~Conduct~~ or encouragement of illegal activity.
- ~~Invasion of an individual's right to privacy.~~
- Solicitations, advertisements, or endorsements.
- Spam, viruses, or malware.
- Threats of violence against a person.

The District reserves the right to not respond to **user's** social media posts. ~~that are condemning, negative or unbeneficial to serving the public. Not engaging in these types of responses prevents a continuous negative two-way engagement that is detrimental to the District.~~ In addition, the District is not **liable** responsible for the content of ~~the~~ **user's** posts to its various social media accounts and the viewpoints expressed by users are not necessarily the viewpoints of the District. The District ~~and~~ reserves the right to restrict or remove any content deemed in violation of the Mundelein Park & Recreation District ~~Public~~ Social Media Policy or any applicable law.

In addition, the District ~~will~~ **may** remove a ~~follower~~ **user** for repeated violations of ~~if that follower's posts violate~~ the ~~District~~ Social Media Policy. Policy should be posted on all social media accounts.



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: April 18, 2024
Subject: Approve of Deed of Gifts – Mundelein Heritage Museum

Background

Procedurally, the Mundelein Historical Commission reviews and approves any potential deed of gifts, provides Executive Director with application/information with recommendation, and District Board of Commissioners approves/denies Deed of Gifts.

Analysis/Considerations

The Historical Commission approved the addition of the Deed of Gifts at a Commission Meeting. Attached are items requested for approval. More information will be provided for the poster prior to the Board Meeting. There is no Deed of Gift for the coffee mug as it was found in a drawer of one of the file cabinets.

Recommendation

Staff recommend approving the attached Deed of Gifts to the Mundelein Heritage Museum.

Action and Motion Requested

Move to approve Deed of Gifts items as presented by the Mundelein Historical Commission.



MUNDELEIN PARK &
RECREATION DISTRICT
Connecting Our Community

2024-0127

Deed of Gift

ACCESSION #

2025-0127

Donor: RUBEN ESPINOSA (the "Donor")

Address: _____

City/State/Zip Code: _____

Phone: (____) _____ E-mail: _____
Buil Stephan - 710 NE Holcomb received from Ruben in 2019.

Description of property donated to the Mundelein Park and Recreation District (the "District") for the benefit of the Mundelein Heritage Museum (the "Property"):

*Found in backyard of 305 Walker in Holcomb subdivision
It is some type of "spear", but there is NO confirmation
about its origin or intended use.*

The Donor hereby warrants that the Donor is the sole and exclusive owner of all legal and equitable rights, title, and interest (including without limitation copyrights, trademarks, rights of publication and reproduction, and other intellectual property rights of any kind) in the Property and transfers all such rights, title, and interest in the Property, to the District for the benefit of the Mundelein Heritage Museum, which the District owns and operates (the "Museum"), subject to the terms and conditions printed on the reverse of this Deed of Gift.

Dated this _____ day of _____ 20____

Signature of Donor

Edwin B. Stephan

Signature of Donor's authorized Agent

(I warrant that I have been authorized by the Donor to execute this Deed of Gift for the Donor for the purposes set forth in this Deed of Gift.)

The District hereby acknowledges receipt of this Deed of Gift and hereby accepts the gift of the Property for the benefit of the Mundelein Heritage Museum, which the District owns and operates.

Dated this 31st day of JULY 2022

Ron Salski

Executive Director, Mundelein Park & Recreation
District



MUNDELEIN PARK &
RECREATION DISTRICT
Connecting Our Community

Deed of Gift

ACCESSION #

Donor: JANET SHANAHAN (the "Donor")

Address: _____

City/State/Zip Code: _____

Phone: _____ E-mail: _____

**Description of property donated to the Mundelein Park and Recreation District (the "District")
for the benefit of the Mundelein Heritage Museum (the "Property"):**

- 1 Fanny Brice Cassette Tape
- 4 Bickerson Cassette Tapes
- 1 Baby Snake Cassette Tape
- 1 Burns Allen Cassette Tape

The Donor hereby warrants that the Donor is the sole and exclusive owner of all legal and equitable rights, title, and interest (including without limitation copyrights, trademarks, rights of publication and reproduction, and other intellectual property rights of any kind) in the Property and transfers all such rights, title, and interest in the Property, to the District for the benefit of the Mundelein Heritage Museum, which the District owns and operates (the "Museum"), subject to the terms and conditions printed on the reverse of this Deed of Gift.

Dated this 30 day of MARCH 2024

Janet Shanahan
Signature of Donor

Signature of Donor's authorized Agent
(I warrant that I have been authorized by the Donor to
execute this Deed of Gift for the Donor for the purposes set
forth in this Deed of Gift.)

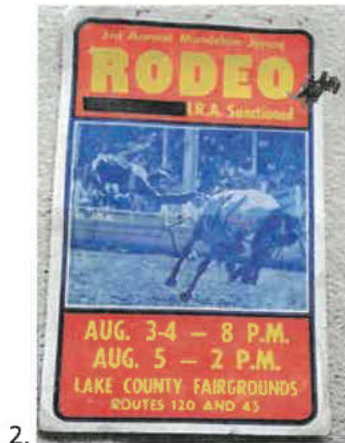
The District hereby acknowledges receipt of this Deed of Gift and hereby accepts the gift of the Property for the benefit of the Mundelein Heritage Museum, which the District owns and operates.

Dated this 30 day of MARCH 2024

Ron Salski
Executive Director, Mundelein Park & Recreation
District

Deed of Gifts – April 22, 2024

1. Spear
2. Poster Publication - Poster advertising the 3rd Annual Mundelein Jaycee's Rodeo
3. Coffee Mug from Area Coffee
4. 6 tapes of vintage Radio Programs: 4 tapes of The Bickersons, 1 tape of George Burns And Gracie Allen, 1 Babyn Snooks, 1 Fanny Brice





**MUNDELEIN PARK &
RECREATION DISTRICT**
Connecting Our Community

Deed of Gift

ACCESSION #

Donor: GARY GUNTHER (the "Donor")

Address: _____

City/State/Zip Code: _____

Phone: _____ E-mail: ggunter@mundelein.org

**Description of property donated to the Mundelein Park and Recreation District (the "District")
for the benefit of the Mundelein Heritage Museum (the "Property"):**

SEE ATTACHED SPREADSHEET

The Donor hereby warrants that the Donor is the sole and exclusive owner of all legal and equitable rights, title, and interest (including without limitation copyrights, trademarks, rights of publication and reproduction, and other intellectual property rights of any kind) in the Property and transfers all such rights, title, and interest in the Property, to the District for the benefit of the Mundelein Heritage Museum, which the District owns and operates (the "Museum"), subject to the terms and conditions printed on the reverse of this Deed of Gift.

Dated this 14 day of DEC. 2023

Gary A. Gunther
Signature of Donor

Signature of Donor's authorized Agent
(I warrant that I have been authorized by the Donor to
execute this Deed of Gift for the Donor for the purposes set
forth in this Deed of Gift.)

The District hereby acknowledges receipt of this Deed of Gift and hereby accepts the gift of the Property for the benefit of the Mundelein Heritage Museum, which the District owns and operates.

Dated this _____ day of _____ 20____

Ron Salski
Executive Director, Mundelein Park & Recreation
District

Keystone Model 441 Pictograph	2024 0088
Sony Model 111 Portable Tape Recorder	
Antique Sewing Kit	2024-0087
Vanity Mirror	2024-0081
Eskimo Model 210 Hairdryer	2024-0084
Oster Model 202 Hairdryer	2024-0080
Western Electric Model 2 Iron	2024-0085
Western Electric Fan	2024-0082
Metal Lunch Bbox	2024-0083
Stereograph Pictures Qty 32	2024-0086









FLORIDA, THE LAND OF FLOWERS AND...

Jerusalem.



BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: April 18, 2024
Subject: Approve of Bid 23-13145 Longmeadow Park: Woodland Trail

Background

The Longmeadow Park OSLAD Grant included creating a woodland trail. It is a specialty project that requires expertise; therefore, it was removed from the playground and other amenities bid. The project was advertised on March 13, 2024, and the bid date was held on Wednesday, April 3, 2024.

Analysis/Considerations

The District and JSD Architects reached out to numerous companies with follow up communication; however, one bid was submitted. Even though one bid was submitted, McGinity Bros., Inc. is an excellent company and specializes in this type of work. The District and Village of Mundelein have worked with McGinity Bros., Inc. and other references were very positive.

The base bid was \$55,678 but it included \$14,260 for installation of signs and interpretive signs. Staff and JSD agreed it is in the best interest to deduct the \$14,260 as there is a less expensive approach. Additionally, there were five alternatives included, although staff recommend not to accept. Staff believe there is an opportunity to learn from McGinity which allows staff to complete the five alternates.

With this bid, the District is on schedule and under budget pending any significant change orders.

Recommendation

Staff recommend approving the attached Bid 23-13145 Longmeadow Park: Woodland Trail with a 15% contingency.

Action and Motion Requested

Move to approve a contract with McGinity Bros., Inc. in the amount of \$41,418 for the base bid only with a not to exceed contingency of 15% or \$6,212.70.



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

April 15, 2024

Mr. Ron Salski
Executive Director
Mundelein Park & Recreation District
1401 N. Midlothian Road.
Mundelein, IL 60060

Re: Longmeadow Park: Woodland Trail, Letter of Recommendation

Dear Ron:

The plans for the Longmeadow Park: Woodland Trail project were advertised and posted in the Daily Herald on March 13, 2024 and available on BHFx's Online Planroom at 10:00am on March 14, 2024. JSD sent an email notifying contractors that plans were available on BHFx's Online Planroom on March 15, 2024 and made follow up phone calls to five companies prior to the bid opening.

Bids were opened on Wednesday, April 3, 2024 for the Longmeadow Park: Woodland Trail project. One bid was received, opened, read aloud, and included the following bidder: McGinty Bros., Inc. The low bid received was **\$55,678.00**, as corrected from **McGinty Bros., Inc.**, located in Long Grove, IL. JSD Professional Services has reviewed the qualifications of the low bid contractor and spoke with their references.

We have found no evidence which would disqualify them from being awarded the contract for this work. Attached is the Bid Tabulation Summary. Five alternates were included in the bid documents and we would recommend to the Park Board not to accept any alternates due to the overall budget. After discussions with the Park District, we would recommend striking the installation of the concrete and interpretive signs from McGinty Bros., Inc.'s contract for a deduct of **\$14,260.00**.

If the Park Board agrees, we hereby recommend that the contract for the Longmeadow Park: Woodland Trail project be awarded to **McGinty Bros., Inc.**, in the amount of **\$41,418.00**. Please call should you have any questions or require additional information. We look forward to working with the Mundelein Park & Recreation District toward a successful completion of this project!

Sincerely,

Sarah Dreier, PLA, ASLA

Enc: Bid Tabulation Summary – McGinty Bros., Inc.
Bid Opening Results
Daily Herald Newspaper posting
BHFx Online Planroom – Planholders
Email to Contractors – Plans available for bidding on BHFx
Cc: Lori Vierow, JSD



BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Kyle Berg, Director of Recreation & Facility Services
Date: April 18, 2024
Subject: Approve of American Youth Soccer Organization (AYSO) Donation Agreement

Background

Mundelein Park & Recreation District and the American Youth Soccer Organization 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. Multiple movable soccer goals were purchased by AYSO in the past with the intent to donate them to the District for public use. Neither District staff nor AYSO representatives have been able to produce a formal donation agreement for the aforementioned movable soccer goals. This Donation Agreement seeks to officially memorialize the donation.

Analysis/Considerations

The Donation Agreement with AYSO details AYSO's intent to formalize the donation of movable soccer goals to the District. These goals will be made available for use by all visitors to respective parks, as well as by AYSO teams for practice and competition.

Recommendation

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

Action and Motion Requested

Move to approve the Donation Agreement with AYSO effective April 22, 2024.

**Donation Agreement Between
Mundelein Park & Recreation District and American Youth Soccer Organization**

This Donation Agreement (the “Agreement”) is made this ____ day of April 2024 (the “Effective Date”) by and between the Mundelein Park & Recreation District, an Illinois unit of local government (the “District”) and the American Youth Soccer Organization, an Illinois not-for-profit corporation (“AYSO”). The Park District and AYSO are hereinafter sometimes individually referred to as a “Party” or collectively as “Parties.”

Recitals

- A. The District is the owner of real property located throughout Mundelein, Illinois that is commonly used to play organized team soccer under the direction and supervision of AYSO (the “Soccer Fields”).
- B. AYSO is a 501(c)(3) organization which offers youth soccer programs (the “Programs”).
- C. The District and AYSO have entered into an Affiliate Agreement, dated April ____, 2024 (the “Affiliate Agreement”), whereby AYSO has the right to use the District Soccer Fields to conduct the Programs, subject to the terms and conditions of the Affiliate Agreement.
- D. AYSO desires to donate moveable soccer goals to the District to provide opportunities for additional use of the Soccer Fields.
- E. The District will benefit from additional moveable soccer goals at the Soccer Fields as it would provide additional opportunities for community members to gain exposure to the sport of soccer.
- F. AYSO has determined that it is in the best interest of AYSO, and it is in furtherance of AYSO’s purpose, to donate the moveable soccer goals based on the terms and conditions of this Agreement.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

Section 1: Incorporation of Recitals The foregoing recitals are hereby incorporated into this Agreement, and made a part hereof, and all covenants, terms, conditions, and provisions hereinafter contained shall be interpreted and construed in accordance therewith.

Section 2: Donation of Moveable Soccer Goals AYSO agrees to donate eight (8) moveable soccer goals to the District in accordance with the specifications set forth in **Exhibit A**, attached to and incorporated as part of this Agreement by reference (the “Soccer Goals”). The District shall be responsible for the movement of the Soccer Goals, if necessary.

Section 3: No Payment The District and AYSO agree that each Party’s performance of this Agreement constitutes full consideration and that the District is not obligated to pay for the Soccer Goals.

Section 4: Property Rights Subject to the terms and conditions of this Agreement, AYSO transfers all right, title, and ownership of the Soccer Goals to the District for the use and enjoyment of the District. All warranties to the Soccer Goals shall be assigned to the District. The District shall be responsible for maintaining the Soccer Goals. Except as otherwise prohibited by law, AYSO shall not be liable to the District, its commissioners, officers, employees, invitees, or agents for any damage done, occasioned by, or arising from use of the Soccer Goals except to the extent caused by the negligent act or omission of AYSO, its officer, agents, or participants in their use of the Soccer Goals.

Section 5: Maintenance Fees If at any time AYSO causes or allows a use of the Soccer Goals in a manner “above and beyond” routine use as determined by District staff, AYSO will pay the full associated amount to the Park District for any maintenance costs 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.

Section 6: Use of Soccer Goals The District may use the Soccer Goals for any purpose it deems appropriate and there is no expectation of reversion of the Soccer Goals to AYSO under any circumstances whatsoever.

Section 7: No Liens AYSO warrants that there are no claims, judgments, liens, or other encumbrances of any kind whatsoever against or upon title to the Soccer Goals.

Section 8: Term, Termination This Agreement will remain in effect for as long as the parties have an active Affiliate Agreement in effect. The Parties may agree to terminate this Agreement upon written agreement.

Section 9: Miscellaneous

- A. **No Third-Party Beneficiaries** No claim as a third-party beneficiary under this Agreement by any person, firm or corporation shall be made, or be valid, against the Park District or AYSO.
- B. **No Waiver** Waiver by the District or AYSO of any breach of this Agreement by the other Party shall not be held to be a waiver of any other or subsequent breach by the District or AYSO.
- C. **Entire Agreement** This Agreement sets forth the entire understanding of the Parties with respect to the subject matter hereof. The Parties agree that no change or modification to this Agreement, or any exhibits or attachments hereto, shall be of any force or effect unless such amendment is dated, reduced to writing, executed by both Parties, and attached to and made a part of this Agreement.
- D. **Governing Law** This Agreement shall be construed, governed, and enforced according to the laws of the State of Illinois, and the exclusive venue for purposes of enforcing this Agreement shall be the Circuit Court of Lake County, Illinois.
- E. **Severability** The Parties agree that if any provision of this Agreement is held invalid for any reason whatsoever, the remaining provisions shall not be affected thereby if such remainder would then continue to conform to the purposes of this Agreement and the terms and requirements of applicable law.

- F. Authority Each Party represents and warrants that it has the full corporate power and legal authority to enter into this Agreement, the ability, capacity and means to carry out the obligations herein and the power and authority to execute this Agreement.
- G. Binding Effect This Agreement shall be binding upon the successors of each respective Party and/or its governing board.
- H. Headings Headings are for convenience only and are not part of this Agreement and shall not be used in construing it.
- I. Compliance with Laws The Parties shall comply with all applicable local, state, and federal codes, laws, ordinances, rules, and regulations.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Donation Agreement as of the date set forth beneath their signatures below.

AMERICAN YOUTH SOCCER ORGANIZATION

BY: _____
President, American Youth Soccer Organization

Date: _____

ATTEST: _____
Secretary, American Youth Soccer Organization

Date: _____

MUNDELEIN PARK & RECREATION DISTRICT

BY: _____
President, Mundelein Park & Recreation District

Date: _____

ATTEST: _____
Secretary, Mundelein Park & Recreation District

Date: _____

Exhibit A

Movable Soccer Goals

1. Asbury Park – 1 x Soccer Goal (24 ft x 8 ft)
2. Scott Brown Park – 1 x Soccer Goal (21 ft x 7 ft)
3. Wortham Park – 1 x Soccer Goal (18.5 ft x 6.5 ft)
4. Diamond Lake Sports Complex – 1 x Soccer Goal (24 ft x 8 ft) / 1 x Soccer Goal (21 ft x 7 ft)
5. Maurice Noll Park – 1 x Soccer Goal (21 ft x 7 ft)
6. Hanrahan Park – 1 x Soccer Goal (24 ft x 8 ft)
7. Memorial Park – 1 x Soccer Goal (21 ft x 7 ft)



BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Debbie McInerney, Director of Business Services & Technology
Date: April 18, 2024
Subject: Approve of UKG Agreement

Background

The District upgraded its Time and Attendance system to NOVAtime in 2020. Shortly after that upgrade, the NOVAtime product was purchased by UKG. UKG has decided to discontinue the NOVAtime product and instead offer the UKG Ready solution. The District's contract with the NOVAtime product expires in December of this year. As a result, the District must transition to a new system before that time.

Analysis/Considerations

The NOVAtime system is comprised of only Time and Attendance functionality. The UKG Ready solution offers a complete suite package, with one component being Time and Attendance.

Detailed review and analysis were conducted of the entire suite package, and there are some significant advantages with incorporating the suite package. The suite package would bring together many components that are currently being handled in stand-alone systems, such as applicant tracking, onboarding, HR employee records, benefits, ACA tracking, and payroll.

There will be a single point of entry, thereby eliminating the need for entry of the same information into more than one system, by combining these components into a single solution. Furthermore, employees will have a unified solution to find information, have actions assigned to them, look up pay stubs, and more. Additionally, the UKG Ready solution will allow supervisors greater ability to look up information about their employees, such as pay rates. This is a common complaint about the current system.

The 2024 Budget can absorb any additional expenses associated with the suite package. Staff anticipates additional costs in the 2025 Budget due to the suite package but will find ways to reduce other line items to offset the costs. The 2024 Budget included \$22,000 for this project, however, at that time it was anticipated that it would be for Time and Attendance only. The upfront cost for the suite package is \$26,700. Additionally, there will be some monthly fees based on the number of employees loaded in the system. Those fees will begin sometime during implementation and are expected to be between \$12,000 and \$20,000. All of these set up fees can be covered by the Capital Fund using surplus funds from the Big & Little Door project and the Wetland Analysis.

Once the system is live, payments will be covered from Operating, with an estimated 2024 cost of \$6,000. This additional cost will be covered by the budgeted amount for Contingency.

As previously discussed with the board, technology costs continue to rise, especially for software which is now billed on a per user basis. Although this suite package will increase expenses, processes will be streamlined and more efficient, and supervisors and employees will greatly benefit from the information all being housed in a central location. Additionally, staff will ensure current and future budgets can withstand the increased expense.

Recommendation

Executive Director Salski and staff are recommending approval of UKG Agreement.

Action and Motion Requested

Move to approve the UKG Agreement with Attorney and Executive Director final approval.



ORDER FORM

Quote#: Q-228590
Expires: 30 Apr, 2024
Sales Executive: Mark Cline
Effective Date: Effective as of the date of last signature of this Order

Order Type: Quote
Date: 16 Apr, 2024

Customer Legal Name:
Mundelein Park & Recreation District

Ship To: Mundelein Park & Recreation District
1401 N MIDLOTHIAN RD
MUNDELEIN, IL 60060-1149 USA

Customer Legal Address:
1401 N MIDLOTHIAN RD, MUNDELEIN, IL 60060-1149 USA

Bill To: Mundelein Park & Recreation District
1401 N MIDLOTHIAN RD
MUNDELEIN, IL 60060-1149 USA

Bill To Contact:

Ship To Contact: Debbie McInerney

Ship to Phone: (847) 388-5456
Ship to Mobile:
Contact: Debbie McInerney
Email: dmcinerney@mundeleinparks.org

Currency: USD
Customer PO Number:
Solution ID: 6204060
Initial Term: 36 months
Uplift Percent: 8 %

Shipping Terms: Shipping Point
Ship Method: FedEx Ground
Freight Term: Prepay & Add
Renewal Term: 12 months
Payment Terms: Net 30 Days

Billing Start Date: 90 Days from the Effective Date

Unless otherwise noted, Equipment Support Services have been declined.

Subscription Services

Billing Frequency: Monthly in Arrears

Subscription Services	Quantity	PEPM	Monthly Price
UKG READY TIME	180	USD 3.60	USD 648.00
UKG READY ACCRUALS MANAGER	180	USD 0.60	USD 108.00



Subscription Services	Quantity	PEPM	Monthly Price
UKG READY HR	180	USD 4.20	USD 756.00
UKG READY INTEGRATION HUB	1	USD 0.00	USD 0.00
UKG READY BENEFITS	180	USD 3.85	USD 693.00
UKG READY PAYROLL	180	USD 4.20	USD 756.00
UKG READY ACA MANAGER	180	USD 0.35	USD 63.00
UKG READY RECRUITING	180	USD 0.70	USD 126.00
Total Price			USD 3,150.00

Equipment Purchase

Billing Frequency: Invoiced Upon signature of the Order form

Item	Quantity	Unit Price	Total Price
TOUCH ID PLUS OPTION FOR INTOUCH DX/DX G2	8	USD 371.25	USD 2,970.00
UKG INTOUCH DX G2,B/C	8	USD 1,123.75	USD 8,990.00
Total Price			USD 11,960.00

Accessories

Billing Frequency: Invoiced Upon the Signature of the order form

Item	Quantity	Unit Price	Total Price
NORTH AMERICA POWER ADAPTER FOR EXTERNAL OUTLET, INTOUCH DX/DX G2	8	USD 0.00	USD 0.00
Total Price			USD 0.00

One Time Setup Fee

Billing Frequency: Billed 100% upon signature of the order form

Item	Total Price
One Time Setup Fees	USD 14,742.20

Quote Summary

Item	Total Price
Minimum Monthly SaaS Service & Equipment Rental Fee	USD 3,150.00

Item	Total Price
Minimum Annual SaaS Service & Equipment Rental Fee	USD 37,800.00



Item	Total Price
Total Equipment Purchase and Accessories Fee	USD 11,960.00

Item	Total Price
Total One Time Fees	USD 14,742.20

Order Notes:

GENERAL TERMS:

This Order is subject to and governed by the terms and conditions of UKG's Master Services Agreement ("Agreement") located at: www.ukg.com/msa

UKG will provide the Services in accordance with the Services Descriptions and Statements of Work located at: www.ukg.com/services-descriptions

All Customer Data (as defined in the Agreement) will be secured and protected as set forth in the Technical and Organizational Measures of UKG's Data Processing Addendum. Any personal data provided to UKG through the Subscription Services will be processed in accordance with UKG's Data Processing Addendum located at: www.ukg.com/ukg-unified-dpa

After the Initial Term, the Subscription Fee shall increase per annum by the Uplift amount set forth above.

Despite any Statement of Work linked above, the UKG Ready Launch shall be provided as set forth in the attached Professional Services Engagement Overview.

After the initial term, the first two (2) annual renewals will be at 4% uplift

Any concessions provided by UKG for Professional Services are valid only for version of UKG Ready Applications stated on this Order Form.

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their authorized representatives and shall be effective as of the date of the last signature below.

Mundelein Park & Recreation District		Kronos SaaShr, Inc.	
Signature:	_____	Signature:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____
<p>The monthly price on this Order has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order. Nonetheless, the actual price on your invoice is the true and binding total for this Order for purposes of amounts owed for the term.</p>			

Attachment 1

Covered Entities

Company Name	FEIN	Address	City	State	Zip



Statement of Work

This Statement of Work (SoW) outlines the scope of services to be provided by UKG (Ultimate Kronos Group) for the implementation of the Subscription Services in the Order.

The scope of services described herein are fixed price based and subject to the same terms and conditions as the corresponding UKG Order. Unless otherwise defined herein, words and expressions defined in the Order shall have the same meaning in this Statement of Work.

UKG's Launch methodology ("Launch") provides proven and repeatable processes that are supported with UKG standard tools, templates and proven training paths that deliver a successful launch of the Subscription Services. UKG and the Customer will collaborate throughout the Launch process performing tasks such as requirements workshops, system configuration, data conversion, integration configuration, testing cycles, production support, and project management.

With Launch, UKG uses its proven methodology to provide training and services to deploy the Subscription Services. Launch will be delivered as described in this document.

1. Introduction to Launch

Deployment Strategy

The deployment of Subscription Services is a collaborative endeavor. UKG will work with the Customer to determine the most logical and efficient deployment plan based upon Subscription Services purchased, and Launch duration outlined in this document. This best practice approach will be tailored to Customer's business objectives.

Launch Methodology

The Launch methodology provides a framework that generally describes how the project will progress from the start to finish. The project team follows this framework to transition Customer's existing human capital management and workforce management (if applicable) functions from Customer's legacy provider to UKG Ready. UKG's deployment methodology includes the following phases:

Launch Phase	Description
Welcome	Preliminary preparation involves four basic elements: UKG's internal readiness and team assignments, Customer preparation, a project team initial kick off meeting and ensure system access.
Requirements	UKG will perform a discovery process by interviewing the Customer's subject matter experts from different functional areas. Information that has been gathered during the requirements phase is used to determine the current system set up, the new system definition requirements and allow UKG to determine the best fit between the Customer's business requirements and the Subscription Services. A project timeline will be provided once requirements have been collected.
Build	This phase is designed to configure UKG Ready per the purchased Subscription Services, build interfaces, and migrate employee data into UKG Ready from legacy system. This phase will also provide unit testing to ensure that each iteration delivers a fully configured component of the system.
Test	Testing involves functional testing and user acceptance testing for the applicable Subscription Services; including, but not limited to, parallel testing, dual maintenance, and validation.
Go-Live	This phase consists of UKG assisting the Customer with the first live processing, the rollout of the Subscription Services and transition to UKG's Global Support team.

2. Roles and Responsibilities

A successful Launch assumes Customer participation throughout the project as referenced in the *Roles and Responsibilities* sections of this document. UKG and the Customer's roles and responsibilities are described below.

A check mark in the grid below indicates each respective party's primary responsibilities.

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1



Activities	UKG	Customer
Project Management		
Review the scope of services with Customer including contract documents and resource assignments	√	√
Manage UKG team's project resources, budget, and scope/deliverables to ensure they are being met per the project timeline	√	
Manage Customer team's project resources, budget, and scope/deliverables to ensure they are being met per the project timeline		√
Create status reports and facilitate status calls with project team	√	
Partner together to identify, manage, and resolve project issues	√	√
Provide Customer communications and general project-related management activities	√	
Create change management and training for managers and employees		√
Welcome Phase		
Provide Customer access to the Subscription Services as contracted in the Order	√	
Share project goals and success criteria with UKG project team		√
Participate in the kick-off meeting	√	√
Assist in defining necessary Customer resources and a training plan as part of the project plan	√	
Key project resources attend recommended training course(s) throughout implementation		√
Requirements Phase		
Gather all available policy, procedure documentation, and business use cases to complete the data collection process		√
Describe the expected solution, business processes, and business rules for all employee groups in scope during requirements meeting(s)		√
Facilitate rapid review, feedback, and signoff on all project documentation as required to meet project deadlines		√
Lead meeting(s) to gather business requirements and document configuration needs	√	
Provide Customer with a detailed project plan	√	
Work with all 3rd Party/Vendor to provide all Integration pre-requisites to UKG	√	√
Build Phase		
Complete mutually agreed upon UKG configuration tasks and complete unit testing to validate configuration	√	√
Share data translations and field mapping specifications for all required fields in the UKG import templates for data conversion	√	
Provide source data for production processing in the UKG approved import template formats		√
Review and approve imported data according to the agreed upon schedule		√
Create interfaces as defined during the Requirements phase of Launch	√	
Supply technical support required for system integration and data conversion	√	√
Complete all administrative training through Learning Center in UKG Ready		√
Create a plan for manager and end-user training		√
Test Phase		
Complete interface data validation	√	√
Perform functional/user acceptance and system testing	√	√
Execute manager and end-user training		√
Go-Live Phase		

Activities	UKG	Customer
Provide production support and post-live support for transition to UKG's Global Support team	√	
Perform project wrap-up activities, including closing open issues	√	√

3. Deliverables

Below are the key project deliverables and related acceptance criteria that UKG will deliver in each phase of the implementation.

Deliverable	Activity	Acceptance Criteria
Welcome Phase		
Aligned expectations	UKG will transition the customer project from Sales to Delivery Services	Customer confirms project expectations aligns with Sales order
Project team transition	UKG will assign the Launch team to the specifics of the project	UKG and Customer prepare project for engagement with the Launch team
Requirements Phase		
Detailed Project Plan	UKG will refine and update the initial project plan	Customer receives and accepts the detailed project plan
Project Requirements Document	UKG will provide Project Requirements Document	Customer receives and completes SOC (System and Organization Controls) sign off on the Project Requirements Document in UKG Ready
Completed Integration Specifications Document(s)*	Customer will review Integration Synopsis Document(s) with UKG	Customer reviews the document(s) prior to development of interface(s)
Build Phase		
UKG Ready configuration	UKG builds UKG Ready based on Requirements Document	UKG completes internal testing prior to hosting Build Review Call(s)
Build Review Call(s)	Customer to attend Build Review Call(s) hosted by UKG	Customer confirms the system is built according to the Requirements Document
Completed imports of all applicable employee data	Customer will review imported data with UKG and perform data validation	Customer confirms the system is built according to the Requirements Document
Completed Integration Development*	UKG completes the development of applicable integration(s) based on the approved Integration Synopsis Document(s)	UKG completes internal testing and validation prior to moving to customer/3 rd party testing and validation
Test Phase		
Complete Payroll Compare for 1 st Test Parallel. Provide issues resolution for 1 st parallel compare	Customer will participate in parallel testing and validate results	Customer confirms that all parallel testing results are accurate, and issues are resolved
Complete Payroll Compare for 2 nd Test Parallel. Provide issues resolution for 2 nd parallel compare	Customer will participate in parallel testing and validate results	Customer confirms that all parallel testing results are accurate, and issues are resolved
Complete UKG Ready Testing	Customer will participate in UKG Ready testing and review results	Customer confirms that all testing is accurate through SOC (System and Organization Controls) sign off in UKG Ready
Completed Import of Check History, Balances, and all other Go Live Relevant Imports	Customer review imported data with UKG and perform data validation	Customer confirms that all imported employee data is accurate



Completed Internal and External Testing of Integration(s)*	Customer will partner with external vendor(s) if applicable to complete all functional testing	Customer confirms that the integration(s) is working as designed. UKG will schedule and deploy based on this confirmation
Go-Live Phase		
Live Punching/Processing of UKG Ready	Customer will confirm decision to go live prior to Subscription Services target active date or when system is ready for active use	Customer completes SOC (System and Organization Controls) sign-off for relevant Subscription Services in UKG Ready

**Note: Financial based integrations (e.g., 401k export) are provided in alignment with go live. All other interfaces are delivered as available.*

4. Training

Effective training is the key to high user adoption rates. Training resulting in self-sufficient administrators, managers, and employees increases the efficiency of use of the Subscription Services and Customer's business processes.

UKG's training model includes a role-based learning plan. Each role within Customer's organization has a specific set of courses required at specific points in Launch. Having role-based training classes ensures the Customer's team members are trained on the processes they will use in their day-to-day interactions with Ready Subscription Services.

The timing of this training is key. UKG aims to provide the training with as little time between training delivery date and system usage as possible. This provides for Customer's users to have an opportunity to reinforce the training through real-life application before they begin to lose the skills gained in training. End users (e.g., Managers and Employees) use a train the trainer model for learning. Customer is responsible for train-the-trainer learning for their managers and employees unless otherwise defined in the *Launch Guidelines/Assumptions* section of this document.

Core Training	UKG Delivered Value Includes Access To:
Administrator and Super User Training	<ul style="list-style-type: none"> Learning Center, UKG Ready's learning management system and training delivery platform, for each user. Learning experiences found within include, but are not limited to: <ul style="list-style-type: none"> Interactive self-paced, on-demand modules "How to" videos and snippets Printable job aids Recommended learning plan(s) aligned to each user's roles within UKG Ready Online, public instructor-led class(es) "Train the Trainer" enablement and materials <ul style="list-style-type: none"> Editable templates and tools to be leveraged by the administrators to deliver manager and employee training Manager and employee-focused job aids for common tasks within UKG Ready
Change Management and User Adoption Training	<ul style="list-style-type: none"> Change management training for the project team on building a change management plan for Customer's organization Change management toolkit that includes pre-populated templates and supporting resources to be leveraged to deliver Customer's change management plan

5. Project Team Composition

Resource allocation and commitment are key drivers for a successful Launch. UKG uses employee resources and may use trained and approved consulting services resources ("Certified Partners") to assist in the performance of

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the Launch or consulting services under this Order Form. Customer hereby authorizes access by UKG, its affiliates, and Certified Partners to the Customer information necessary to perform such services which may include access to Customer's Confidential Information and Customer Data.

The team roles and key responsibilities are listed below. UKG will provide experienced industry experts specializing in specific areas of Launch. Customer will provide resources as described below in the Customer Team Resources section or as otherwise mutually agreed to in the project plan.

UKG Team Resources

Resource	Key Responsibilities
Services Manager	<ul style="list-style-type: none">• UKG project sponsor• Gains commitment for all project resources
Project Manager	<ul style="list-style-type: none">• Primary point of contact• Responsible for achieving project objectives by coordinating with all project resources on the timely completion of project tasks• Develops and manages project schedule• Identify and develop project risk mitigation plan• Communicates overall project status and provides project reporting• Serves as initial point of escalation for all project related issues and coordinates activities needed for resolution
Time Solution Consultant	<ul style="list-style-type: none">• Primary UKG resource and functional UKG Ready Time expert• Customer's day-to-day point of contact for all system-related service requests• Completes Subscription Services configuration life cycle per the Launch methodology
HR (Human Resources) Solution Consultant	<ul style="list-style-type: none">• Primary UKG resource and functional UKG Ready HR (Human Resources) expert• Customer's day-to-day point of contact for all system-related service requests• Completes Subscription Services configuration life cycle per the Launch methodology
Payroll Solution Consultant	<ul style="list-style-type: none">• Primary UKG resource and functional UKG Ready Payroll expert• Customer's day-to-day point of contact for all system-related service requests• Completes Subscription Services configuration life cycle per the Launch methodology
Benefits Solution Consultant	<ul style="list-style-type: none">• Primary UKG resource and functional UKG Ready Benefits expert• Customer's day-to-day point of contact for all system-related related service requests• Completes Subscription Services configuration life cycle per the Launch methodology
Talent Acquisition, Comp, Performance Solution Consultant	<ul style="list-style-type: none">• Primary UKG resource and functional UKG Ready Talent and Compensation expert• Customer's day-to-day point of contact for all system-related related service requests• Completes Subscription Services configuration life cycle per the Launch methodology
Integration Consultant	<ul style="list-style-type: none">• Responsible for integration file creation and delivery

Resource	Key Responsibilities
(As applicable)	<ul style="list-style-type: none"> Works together with Customer to determine requirements for integration(s), deploys and schedules completed interface(s).
Customer Success Consultant	<ul style="list-style-type: none"> Primary point of contact for post-live services related activities and transition to support

Customer Team Resources

Resource	Key Responsibilities
Executive Sponsor	<ul style="list-style-type: none"> Customer project sponsor Gains commitment for all project resources Provides executive-level support to the project team Ensures that the needs of the project team are well represented and met by the steering committee
Project Manager/Lead	<ul style="list-style-type: none"> Primary point of contact Responsible for achieving project objectives by coordinating with Customer project resources on the timely completion of project tasks Communicates overall project status and provides project reporting to Customer steering committee if applicable Serves as Customer's initial point of escalation for all project related issues and coordinates activities needed for resolution Identify and manage project risks Channels the team's activities toward Subscription Services configuration and executing the project
Time Subject Matter Expert	<ul style="list-style-type: none"> Customer's primary time representative and designated decision maker for time tracking
HR (Human Resources) Subject Matter Expert	<ul style="list-style-type: none"> Customer's primary HR representative and designated decision maker for HR
Payroll Subject Matter Expert	<ul style="list-style-type: none"> Customer's primary payroll representative and designated decision maker for payroll
Benefits Subject Matter Expert	<ul style="list-style-type: none"> Customer's primary benefit representative and designated decision maker for benefits
Talent Acquisition Subject Matter Expert	<ul style="list-style-type: none"> Customer's primary talent acquisition representative and designated decision maker for talent acquisition
Education and Change Management Resource	<ul style="list-style-type: none"> Customer's primary resource and designated decision maker for end user training and change management
System Administrator	<ul style="list-style-type: none"> Customer's primary resource for Subscription Services configuration and system knowledge
Technical Resource	<ul style="list-style-type: none"> Customer's primary resource for technical issues related to data conversion, integrations, network, and Subscription Services security
Other Subject Matter Experts	<ul style="list-style-type: none"> Customer's primary resource and designated decision maker in their specific specialty area

6. Launch Guidelines

The following guidelines were used in preparing this Statement of Work:

- General Guidelines

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- The assigned UKG Project Manager will provide a finalized projected timeline once the requirements phase has been completed.

Note: The average launch duration for a full-suite core Subscription Services project is up to four months from project kickoff. Actual project duration may be compressed or elongated as influenced by customer preparation and engagement, customization of solution design, or additional value-added Subscription Services ordered.

- Financial-based integrations (e.g., 401k export) are provided in alignment with go live.
- The customer and UKG team are to complete tasks as indicated in the roles and responsibilities of this document and as assigned in the final project plan by mutually agreed upon due dates.
- UKG will communicate with the Customer's project manager as the appointed point of contact responsible for all project management, communication, and preparation among all customer's parties (e.g., staff, vendors, consultants) and for any escalation and resolution.
- Customer holds sole responsibility for troubleshooting system(s) or hardware not provided by UKG.
- Changes in the scope of the launch or requirements are subject to review and may have an impact on the project timeline or cost. If additional work is required, a Change Order or new Statement of Work must be scoped, quoted, and signed.
- UKG will support up to two (2) in-production payroll processing periods, then transition customer engagement to UKG Success Care and UKG's Global Support team for post-implementation support.
- **Delivery Guidelines**
 - All project work and resource delivery are supported through a virtual (offsite) UKG Launch team; the customer's team is not required to travel to UKG for any part of the Launch process.
 - If onsite work is preferred or required, exceptions can be requested from the UKG Services Manager. UKG has consulting service solutions that are not included as part of Launch but can be purchased as a value-added service.
 - When travel is agreed upon as part of a custom Launch or service request, UKG will deliver the scope of this project utilizing a blended approach. A blended approach combines onsite and remote resources.
 - For any UKG travel to a customer's location, travel expenses are not included and will be invoiced separately as incurred.

7. Subscription Services Assumptions

The following assumptions were used in preparing this Statement of Work, where available for purchase, if ordering:



Subscription Services	Assumptions
UKG Ready Time	<p>Deployment gets you started with the ability to accept punches and pay employees accurately through these core components:</p> <ul style="list-style-type: none"> • Total Cost Centers • Profiles <ul style="list-style-type: none"> ○ Timesheets ○ Time off requests ○ Pay Calculations ○ Pay Prep ○ Security ○ Points • Tables <ul style="list-style-type: none"> ○ Rate ○ Holiday • Manager Levels • Employee Perspectives Scorecards • Workflows <ul style="list-style-type: none"> ○ Time Off Requests ○ Timesheet Change Requests • Schedules <ul style="list-style-type: none"> ○ Daily Rules ○ Work Schedule Profiles • Pay Periods • Counters • Time Off Categories • Reports <ul style="list-style-type: none"> ○ Includes 61 commonly used pre-configured reports** • Timekeeping Admin Training <p>**Up to five (5) additional customer-specified reports will be configured by the UKG project team using the standard functionality in the software. The customer can continue to configure as many as needed.</p>
UKG Ready HR	<p>Core functionality deployment gets you started by establishing HR as the system of record for employees, one of the most important foundational components through:</p> <ul style="list-style-type: none"> • Core employee demographics • Onboarding • Checklists <ul style="list-style-type: none"> ○ Up to 10 will be configured by the UKG project team, however the Customer can configure as many as needed • Personnel management • Workflows <ul style="list-style-type: none"> ○ Up to 10 will be configured by the UKG project team, however the Customer can configure as many as needed • HR documents & forms

	<ul style="list-style-type: none"> ○ Up to 10 custom forms will be configured by the UKG project team, however the Customer can configure as many as needed • Incident tracking • Certification / Credential • Asset management • Compliance reporting • Standard reporting • One-Time data load using customer-supplied data for current year in a standard UKG-supplied format • Interface bundle using customer supplied data in standard file formats • HR Admin Training
<p>UKG Ready Payroll*</p> <p>*Recommend UKG Ready Payroll Services</p>	<p>Deployment gets you started with the end-to-end payroll process with the ability to calculate gross-to-net, pay employees, adjust, and export data needed tax filing (if using a provider other than UKG Payroll Services) through:</p> <ul style="list-style-type: none"> • Pay Period Profiles • Up to two Parallel Payroll Tests • Company Tax Setup (Jurisdictions) • Custom Exports/Reports • Company Deduction Types • Company Earning Types • Configure Default Banks • Workers Comp Types • Payroll History up to 4 Quarter of Current Year • All Payroll Configurations Include: <ul style="list-style-type: none"> ○ Standard Dashboard Widgets ○ Global Payroll Settings ○ Standard Notifications ○ GL (General Ledger) Set Up ○ In-house manual check printing ○ Employee Imports • Vendor Payments (ACH/Check) • Payroll Administrative Training <p>Note: If UKG Payroll Services has not been purchased, UKG will configure tax filing options for one of the following vendors – ADP, BSI, Ceridian.</p>

<p>UKG Ready Payroll Services*</p> <p>*Requires UKG Ready Payroll</p>	<p>Deployment prepares you to manage post payroll calculation functions utilizing the services as indicated in the Payroll Processing Addendum through:</p> <ul style="list-style-type: none"> • Election of services • Confirmation of Funding method • Testing of Funding bank account • Tax Account ID, Frequency & Rate (Note: Services can only be provided for tax accounts with valid Tax ID provided) • Balancing Current Year Payroll Tax Payments • Collection of Power of Attorney forms for all jurisdictions • Delivery policy configuration • Shipping account authorization and configuration • Confirmation Multi-state new hire registration, if applicable • Master Vendor maintenance • Payroll Processing Notifications • Tax Code configuration verification reporting • UKGPS New administrator training <p>Note: Customer must provide all requested information, including year-to-date payroll and tax payment information, valid tax account IDs for all active tax jurisdictions, and requested Power-of-attorney forms.</p>
<p>UKG Ready Integration Hub*</p> <p>Included with any above-listed Subscription Services, as available and required</p> <p>*All Benefit and Financial integrations require UKG Ready Benefits.</p>	<p>Enables standard file exchanges between UKG Ready and 3rd Party/Vendor Applications. UKG will deliver up to three (3) integrations as part of this project.</p> <p>Each direction and specific data movement to/from any 3rd Party/Vendor Applications and UKG is considered a separate integration.</p> <p>The customer is responsible for ensuring import files to UKG are in the standard UKG Ready format and utilizing UKG Ready's standard delivery method. Customer will work with UKG and 3rd Party/Vendor to facilitate attaining pre-requisites, design, testing, and validation.</p> <p>Integration Pre-requisites:</p> <ul style="list-style-type: none"> • Customer Contact Information • 3rd Party/Vendor Contact Information • 3rd Party/Vendor File Specification Documentation • 3rd Party/Vendor Credentials <p>All integration pre-requisites must be received within 6 weeks of Integration Discovery start. Any integrations without pre-requisites after this timeframe will be considered out of scope for the project.</p>

<p>UKG Ready Learning</p>	<ul style="list-style-type: none"> • Creation of Learning Academy • Learning Profile assignments • Bulk Upload of Employee information to LMS (Learning Management System) • Security settings • Training enabling client to administrate: <ul style="list-style-type: none"> ○ Content creation ○ Addition of Courses, Exams, OJTs, and Polls ○ Assignment of courses to individuals or groups of employees ○ Dashboard configuration for employees, managers, and administrators ○ Reporting functionality
<p>UKG Leave Manager*</p> <p>*Recommend being used with UKG Ready Time, Accruals & HR</p>	<p>Adds comprehensive leave administration through:</p> <ul style="list-style-type: none"> • Federal & state leave policy enforcement • Employer-specific leave policy enforcement • Qualifying questionnaire • Leave eligibility, type & duration determination • Leave hour interface with timesheets • Leave case routing workflow • Leave case life cycle monitoring • Employee self-services leave request & history • Standard reporting & email notification alerts • One-Time data load using customer-supplied data of current leave cases, leave case entries & entitlement balances in a standard UKG-supplied format
<p>UKG Ready ACA Manager*</p> <p>*Recommend being used with UKG Ready Time, HR & Payroll</p>	<p>Provides proactive administration of your ACA (Affordable Care Act) compliance strategy across the UKG Ready solution through:</p> <ul style="list-style-type: none"> • Configurable time periods & rules • Set measurement periods & hours threshold • Calculation of employee ACA (full-time (FT) status • Identify employees ACA standing by month • Flag part-time (PT) employees approaching ACA FT status • Flag ACA FT employees no longer qualifying • Calculation of plan's affordability (Requires UKG Payroll) • Settings for minimum value plan (Requires UKG HR) • Year-End government compliant forms • Standard ACA compliance reporting • One-Time Data load using customer-supplied data of employee hours for look back in a standard UKG-supplied format
<p>UKG Ready Accruals*</p> <p>* Requires UKG Ready Time</p>	<p>Adds comprehensive accrual administration to UKG Ready Time by automatically enforcing your time-off policies through:</p> <ul style="list-style-type: none"> • Consistent enforcement of policy • Configurable calculation methods & grants • Time-Off routing & approval workflow (requires Timekeeper)

	<ul style="list-style-type: none"> • Time-Off requests at data collection devices • Automatic updates to schedule & timecard (requires Timekeeper) • Visibility to projected balances • Automatic balance reduction (requires Timekeeper or Payroll) • View time-off calendars for groups • Mobile access • One-Time data load using customer-supplied data for current year in a standard UKG -supplied format • Configure Accruals profiles and assign them to employees
<p>UKG Scheduler*</p> <p>*Requires UKG Ready Time</p>	<p>Provides automated tools and high-quality information to create accurate schedules aligning staffing requirements with budget and business demand through:</p> <ul style="list-style-type: none"> • Schedule build based on budget & demand • Fill w/best-fit employee preferences & skills • Configurable color-coded scheduling views • Budgeting constraint visibility • Configurable routing & approval workflow • Tools for determining schedule effectiveness • True rate cost of schedule
<p>UKG Ready Attestation*</p> <p>* Requires UKG Ready Time</p>	<p>Provides documentation proof of compliance for required administration to UKG Time by automatically enforcing your policies through:</p> <ul style="list-style-type: none"> • Configurable questions & response choices • Automated notification & reminders • Several employee prompts with workflows <ul style="list-style-type: none"> ◦ Prompts differ based on attestation prompt • Workflows** • Functionality for the InTouch Clock vs. the Web may differ • Full Audit Report <p>**Up to three (3) of each, as needed, will be configured by the UKG project team. The customer can continue to configure as many as needed.</p>
<p>UKG Ready People Insights*</p> <p>* Requires UKG Ready Time</p>	<p>Core functionality deployment gets you started by establishing standard views of common information helpful to business stakeholders. The standard views UKG will provide during this project include:</p> <ul style="list-style-type: none"> • Calculation of flight risk • Configurable alerts using AIMEE Insights • Standard reporting including pivot functionality • Flight Risk Dashboard tile • Voluntary Termination Reason Mapping (*In conjunction with UKG Ready HR)

<p>UKG Ready Benefits*</p> <p>*Requires UKG Ready HR for benefit integrations and UKG Ready Payroll for retirement/401(k) financial integrations</p>	<p>Enables standard file exchanges between UKG Ready and 3rd Party/Vendor Applications. UKG will deliver up to five (5) integrations as part of this project.</p> <p>Each direction and specific data movement to/from any 3rd Party/Vendor Applications and UKG is considered a separate integration.</p> <p>The customer is responsible for ensuring import files to UKG are in the standard UKG Ready format and utilizing UKG Ready's standard delivery method. Customer will work with UKG and 3rd Party/Vendor to facilitate attaining pre-requisites, design, testing, and validation.</p> <p>Integration Pre-requisites:</p> <ul style="list-style-type: none"> • Customer Contact Information • 3rd Party/Vendor Contact Information • 3rd Party/Vendor File Specification Documentation • 3rd Party/Vendor Credentials <p>All integration pre-requisites must be received within 6 weeks of Integration Discovery start. Any integrations without pre-requisites after this timeframe will be considered out of scope for the project.</p>
<p>UKG Ready Compensation Manager*</p> <p>*Requires UKG Ready HR</p>	<p>Automates the entire compensation management process from defining programs and guidelines through budgeting and modeling to routing proposals for approval through:</p> <ul style="list-style-type: none"> • Configurable compensation cycles • Tie compensation to performance outcomes • Import/export Excel based compensation proposals • Routing & approval workflows • Complete compensation process visibility • Budget vs. proposed comparison
<p>UKG Ready Performance Management*</p> <p>*Requires UKG Ready HR</p>	<p>Provides performance management process from defining programs and guidelines through budgeting and modeling to routing proposals for approval through:</p> <ul style="list-style-type: none"> • Full Performance Configuration** • Performance Development - Customer will be trained on how to setup Goal Categories, Goal Types and how to assign them to Employees. Customers will be responsible for the setup of each development area. • Succession Planning <ul style="list-style-type: none"> • Succession Metrics • Up to 5 Succession Profiles will be configured by the UKG project team, however the Customer can configure as many as needed • Customer will be trained on how to assign succession profiles to employees and manage the metrics <p>**Up to three (3) review profiles will be configured by the UKG project team. The customer can continue to configure as many as needed.</p>

<p>UKG Recruiting*</p> <p>*Requires UKG Ready HR</p>	<p>Provides proactive administration of your Recruitment strategy across the UKG Ready solution through:</p> <ul style="list-style-type: none"> • Applicant Configuration • Applicant Administration • Job Requisitions • Workflows** • Checklists** • Tracking/recruitment custom forms** • Talent tracking: training, skills, certifications • Communication and Notification templates** • Standard reporting <p>**Up to five (5) of each, as needed, will be configured by the UKG project team. The customer can continue to configure as many as needed.</p>
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8. Service Requests

Requests for change to this Statement of Work or the project it covers must be submitted to your project manager in writing or in the form of an electronic service request. Any of the following items will be considered out of scope and require a service request:

- Material changes in the scope or effort (i.e., # of deployments or EIN's, request of onsite assistance, etc.)
- Material changes in the number or type of deliverables to meet the defined scope of effort (i.e., additional integration, profiles, etc.)
- Changes to the project resource requirements
- Changes to the Launch duration, i.e., changes to scheduled dates after acceptance of the Project Plan

UKG will estimate the time and costs needed to implement the change and the impact it may have on the delivery of the project. UKG will perform the requested work once the service request has been completed and signed by the Customer.

9. Completion Criteria

The project covered under this Statement of Work will be considered complete when any one of the following completion criteria is met, and no further Subscription Services configuration work is to be done as part of the originally ordered implementation. If additional work is required, a Change Order or new Statement of Work must be scoped, quoted, and signed.

- The customer has affirmed approval in writing
- The system has been used to generate, retain, or export data that is used to produce a live pay statement for an active employee
- Material changes to the project resource requirements
- Material changes to the Launch duration



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

April 22, 2024 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: April 18, 2024
Subject: Approve Resolution 24-04-01-R – Recognition of Bill Brolley

Background

It is customary to pass a resolution for employees and/or board members who have made significant contribution to an agency. Bill Brolley will be retiring May 1, 2024, and has twenty-four years of service with the Mundelein Park & Recreation District.

Analysis/Considerations

Staff are requesting to acknowledge his distinguished years of service and accomplishments with the Mundelein Park & Recreation District and Steeple Chase Golf Club. See attached Proclamation.

Recommendation

To approve the Resolution.

Action and Motion Requested

Move to approve Resolution 24-04-01-R – Recognition of Bill Brolley.

PARK BOARD OF COMMISSIONERS PROCLAMATION
RESOLUTION 24-04-01-R
RECOGNIZING BILL BROLLEY
FOR TWENTY-FOUR YEARS OF SERVICE
WITH THE MUNDELEIN PARK & RECREATION DISTRICT

WHEREAS, on April 22, 2000, Bill Brolley began his Mundelein Park & Recreation District career at Steeple Chase Golf Club and, in that role, he helped create a professional, customer friendly, and enjoyable work environment for staff and patrons alike; and

WHEREAS, Bill Brolley created and implemented policies and procedures that are still in place today that helped make Steeple Chase Golf Club a more efficient and professionally run facility; and

WHEREAS, throughout his career, Bill Brolley adapted to customer behavior and economic challenges by modifying rate structures and successfully implementing extremely successful loyalty programs; and

WHEREAS, during his tenure Bill Brolley served as Golf Operations Manager and Head Golf Professional. He was instrumental in forging a relationship with the new Grand Dominion Senior Community across the street, as well as in altering course policies to help accommodate that community in making Steeple Chase their home course; and

WHEREAS, Bill Brolley was able to keep Steeple Chase financially stable over 24 years, never once having to drastically cut its maintenance budget allowing Steeple Chase Golf Club to maintain the fantastic condition it still is in today; and

WHEREAS, Bill Brolley is Steeple Chase Golf Club. He led by example with hard work and dedication to the club, every decision made was made with the Golf Club's best interests at heart.

NOW THEREFORE, BE IT PROCLAIMED, by the Board of Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois, that Bill Brolley be formally recognized and thanked for his twenty-four years of dedicated service to the Mundelein Park & Recreation District and declaring Bill Brolley Day on April 22 for District employees to remember and learn more about Bill Brolley regarding his overall commitment, hard work, passion and dedication to the Mundelein Park & Recreation District, Steeple Chase Golf Club, golfers, employees and community.

PROCLAIMED, signed and sealed this 22nd day of April, 2024.

AYES:

NAYS:

ABSENT:

APPROVED:

Wallace Frasier, President

ATTEST:

Ronald Salski, Secretary



**MUNDELEIN PARK &
RECREATION DISTRICT**

ADMINISTRATION

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

2024 Goals and Objectives – Quarterly Review

Attached is a progress report on the goals and objectives. Staff will include comments in the next quarterly review. There are 87 action items for 2024.

Status	Summary	Percentage
Under Review	7	8.0%
In Progress	69	79.31%
Completed	7	8.0%
Incomplete	4	4.6%

Capital Development Project – Dynadome

Executive Director Salski, Director Berg, Director Foster and Engineer Tom Rychlik visited three sites in North Carolina. Staff gathered significant information and took many photos and videos. Staff will share with the Board. Staff recommends moving forward to Phase 2 which continues with more due diligence specific to site conditions, costs, preliminary business plan, and more. The staff is requesting a July Special Board Meeting, but it is important all five Board Members are present.

Longmeadow Park

The contractor has started the OSLAD project, and the contractor has been moving along due to good weather. The contractor has been proactive to get the project completed so the project is on schedule.

Kracklauer Park

JSD Inc. has completed the construction drawings, and the expected bid opening is May 21. 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 holding its Annual Fundraiser (Meat Raffle) on Sunday, April 28 from 1 to 4 p.m.

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: EXECUTION

Goal: 1.1 Meet Fund Balance Policies

Objective: Ensure Corporate Fund meets a 3-4 month policy and Recreation Fund meets two month policy

- Initiative: Achieve a break-even budget for Operations.
- Initiative: Draw down Special Recreation Fund balance for All-Inclusive Playground.
- Initiative: Allocate surplus Police Fund balance for quality cameras in parks.
- Initiative: Fund capital projects using surplus from previous years and current year revenue.

Department	Status
All	In progress
Business Services	In progress
Business Services	In progress
All	In progress

Goal: 1.2 Develop a realistic budget with contingencies based on current conditions

Objective: Analyze historical financial data while considering stable participation and users

- Initiative: Achieve revenue in Recreation based on recent trends.
- Initiative: Achieve revenue for golf simulators and gaming machines.

Department	Status
Recreation	In Progress
Steeple Chase	In Progress

Goal: 1.3 Meet Distinguished Accreditation Standards

Objective: Review and revise, if necessary, policies, procedures and manuals

- Initiative: Improve preventative maint. standards document to better meet Dist. Accreditation Standards.
- Initiative: Review/define Recreation Department procedures to meet at least 90% standards.
- Initiative: Create and implement common procedures for all operations.

Department	Status
Park & Facility Maint.	In Progress
Recreation	In Progress
All	In Progress

Goal: 1.4 Identify and Pursue Alternative Funding

Objective: Apply for grants and develop capital development concepts

- Initiative: Evaluate wetland credit options at Keith Mione, Wilderness, Longmeadow & Clearbrook Parks.
- Initiative: Evaluate solar opportunity at Clearbrook Park.
- Initiative: Change P-Card providers to increase the annual rebate amount.
- Initiative: Submit a DCEO Grant for Museum Caboose.
- Initiative: If available, submit application for IDNR Museum Grant.
- Initiative: Research & evaluate naming rights for companies and agencies for best practices for valuation.

Department	Status
Administration	In Progress
Administration	In Progress
Business Services	Under Review
Administration	Not Completed
Administration	Not Completed
Administration	Under Review

Goal: 1.5 Evaluate and protect existing assets

Objective: Evaluate existing mechanical systems, develop maintenance plans and receive preferred service

- Initiative: Complete digital archive as built plans and drawings for facilities and playgrounds.
- Initiative: Roll out Disaster Recovery and Incident Response Plans.
- Initiative: Install cameras at MCC.
- Initiative: Upgrade cameras at parks.
- Initiative: Analyze and incorporate Cost Recovery data into recommended action plans.
- Initiative: Improve SCGC cart storage area.

Department	Status
Park & Facility Maint.	In Progress
Business Services	In Progress
Business Services,	In Progress
Park & Facility Maint. & Recreation	
Business Services	Under Review
Recreation	In Progress
Steeple Chase	Not Completed

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

Goal: 1.6 Provide a safe and accessible environment for patrons and staff

Objective: Evaluate current parks and facilities

<u>Initiative:</u>	Create accessible paths at Sports Complex and a few other parks per the ADA transition plan.
<u>Initiative:</u>	Construct All-Inclusive Playground at Kracklauer Park.
<u>Initiative:</u>	Install ADA accessible water fountain at Scott Brown Park.
<u>Initiative:</u>	Create an evaluation of Recreation programs and services procedure.
<u>Initiative:</u>	Develop rules and procedure(s) for the proposed dog park.
<u>Initiative:</u>	Complete grant projects at Longmeadow Park.
<u>Initiative:</u>	Review and recommend names of parks.

Department	Status
Park & Facility Maint.	In Progress
Park & Facility Maint.	In Progress
Park & Facility Maint.	In Progress
Recreation	In Progress
Recreation	Not Completed
Admin and Park & Facility Maint.	In Progress
All	In Progress

Goal: 1.7 Strengthen staff support, enhance services, become efficient and improve and beautify parks & facilities

Objective: Establish an organizational structure to meet internal and external standards

<u>Initiative:</u>	Transition to MS 365 for all staff.
<u>Initiative:</u>	Upgrade timekeeping system.
<u>Initiative:</u>	Complete compensation benchmarking in accordance with three year plan.
<u>Initiative:</u>	Digitize historical minutes.

Department	Status
Business Services	In Progress
Business Services	In Progress
Business Services	In Progress
Administration	Completed

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: PLANNING

Goal: 2.1 Plan and finance projects for existing facilities, programs and services

Objective: Develop five-year strategies to keep advancing the District

Initiative: Implement a work order maintenance system through "Productive Parks."

Initiative: Plan for ERP upgrade in 2025.

Initiative: Update and finalize the Recreation Program Master Plan.

Initiative: Transfer titles to Sheldon Woods, Maple Hill and Townes at Oak Creek.

Initiative: Review and update Comprehensive Master Plan.

Department

Status

Park & Facility Maint. and Business Services	In Progress
Business Services	In Progress
Recreation	In Progress
Administration	In Progress
All	In Progress

Goal: 2.2 Seek out partnerships

Objective: Find opportunities to fund capital maintenance and development projects

Initiative: Collaborate with District 75 to support expansion of camp programs.

Initiative: Expand the District's affiliate and partner networks.

Initiative: Secure new pizza vendor for Barefoot Bay concession area.

Initiative: Increase rental utilization of Dunbar Recreation Center.

Initiative: Coordinate a fundraising event with Mundelein Parks Foundation.

Department

Status

Recreation	Under Review
Recreation	In Progress
Recreation	Completed
Recreation	In Progress
All	In Progress

Goal: 2.3 Protect and improve existing facilities and parks

Objective: Fund capital maintenance equipment and improvements that meet criteria for "needs"

Initiative: Replace front door entrance in Child Development wing.

Initiative: Analyze outdoor field use and identify opportunities for increased revenue production.

Initiative: Expand rental use of the Regent Center.

Initiative: SCGC bunker renovations to improve drainage and explore redesigning current bunker system.

Initiative: Convert grass area to concrete pad to keep out of way of patrons at cart power washing station/pad.

Initiative: Review and update ADA Transition Plan.

Initiative: Replace Leo Leathers Disc Golf Signage while offering opportunities to promote MPRD.

Department

Status

Recreation	Completed
Recreation	In Progress
Recreation	In Progress
Steeple Chase	In Progress
Steeple Chase	Under Review
Admin and Park & Facility Maint.	In Progress
Marketing and Park & Facility Maint.	In Progress

Goal: 2.4 Protect and manage natural areas

Objective: Utilize experts to share ideas and communicate to residents

Initiative: Increase frequency of mowing natural areas near residential areas with new equipment.

Initiative: Continue to implement the Stewardship Plan of Naturalized Open Space Areas.

Initiative: Continue to control invasive plants at Cambridge Ctry, Orchard View, Kracklauer, B. Lewandowski, & Wortham.

Initiative: Continue to improve natural area by Leo Leather Pond by controlling invasives & overseeding desirable plants.

Initiative: Improve natural areas by collaborating with Park and Facility Maintenance and ILM Environments.

Department

Status

Park & Facility Maint.	In Progress
Park & Facility Maint.	In Progress
Park & Facility Maint.	In Progress
Park & Facility Maint.	In Progress
Steeple Chase	In Progress

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: TRAINING & DEVELOPMENT

Goal: 3.1 Encourage Board and Staff to pursue opportunities to learn industry trends

Objective: Seek cutting edge continuing education and topics

<u>Initiative:</u>	Attend educational conferences as budgeted.
<u>Initiative:</u>	Attend education seminars as budgeted.
<u>Initiative:</u>	Empower one (1) Full-Time Staff member to achieve a new professional certification.
<u>Initiative:</u>	Empower one (1) Leadership Team member to attend a national conference.

Department	Status
All	In Progress
All	In Progress
Recreation	In Progress
Recreation	In Progress

Goal: 3.2 Support and provide employees a fun and learning environment

Objective: Expand existing resources & offer opportunities to volunteer for planning and/or community committees

<u>Initiative:</u>	Plan Employee Appreciation Week activities.
<u>Initiative:</u>	Improve onboarding training for new supervisors.
<u>Initiative:</u>	Create activities for Cybersecurity Awareness Month.
<u>Initiative:</u>	Offer internal wellness program.
<u>Initiative:</u>	Plan employee wellness events.
<u>Initiative:</u>	Offer creative ways to use new Intranet.

Department	Status
Business Services	In Progress
Business Services	In Progress
Business Services	Completed
Business Services	In Progress
Fun and Wellness Committee	In Progress
Business Services	In Progress

STRATEGY: COMMUNICATION

Goal: 4.1 Maintain effective communication with Board and Staff

Objective: Continually discuss future opportunities and direction

<u>Initiative:</u>	Implement new Intranet.
<u>Initiative:</u>	Research methods for mass communication in case of emergency.
<u>Initiative:</u>	Upgrade and redesign facilities to drive future revenue.

Department	Status
Business Services	Under Review
Safety Committee	In Progress
Recreation	In Progress

Goal: 4.2 Encourage and promote an agency with excellent and diverse internal and external communication

Objective: Strengthen resources so employees and users are aware of projects, programs, facilities and services

<u>Initiative:</u>	Communicate the change from printed to online brochure (video showing how to use online brochure).
<u>Initiative:</u>	Begin campaign with staff and public to choose and adopt a District mascot.
<u>Initiative:</u>	Commemorate the 70th Year Anniversary of the District.
<u>Initiative:</u>	Preserve and organize District history (digitize photos, organize important historical dates and facts).
<u>Initiative:</u>	Communicate updates & status of large projects (All-Inclusive Playground, Longmeadow, Pickleball Courts at M...
<u>Initiative:</u>	Develop an annual calendar of meeting dates and times for safety, department meetings, leadership team and mor...
<u>Initiative:</u>	Develop a project planning form for major initiatives.

Department	Status
Marketing	Completed
Marketing	In Progress
Marketing	In Progress
Marketing	In Progress
Marketing	In Progress
All	In Progress
Administration	In Progress

Goal: 4.3 Establish a work environment allowing for collaboration, confidentiality and training

Objective: Evaluate employee office space and secure space to enhance communication

<u>Initiative:</u>	Provide accessibility to Human Resources for all employees to access.
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Department	Status
All	Completed

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: INNOVATION

Goal: 5.1 Maintain a culture that facilitates and executes new ideas	Department	Status
Objective: Encourage employees to offer programs and services and beautify key entry ways		
<u>Initiative:</u> Establish revenue generating opportunities for indoor and outdoor pickleball.	Recreation	In Progress
<u>Initiative:</u> Expand swim lesson program offerings.	Recreation	In Progress
<u>Initiative:</u> Merge Active Adult fitness offerings with MCC offerings.	Recreation	Under Review
<u>Initiative:</u> Develop an innovation task force.	All	Completed
<u>Initiative:</u> Evaluate lessons and leagues for golf simulators.	Steeple Chase	In Progress
Goal: 5.2 Understand participant needs	Department	Status
Objective: Gather data and determine next steps		
<u>Initiative:</u> Grow Recreation Advisory Committee participation.	Recreation	In Progress
<u>Initiative:</u> Evaluate programs, facilities, and services routinely and analyze results.	Recreation	In Progress
Goal: 5.3 Improve and beautify existing facilities and parks	Department	Status
Objective: Demonstrate aesthetically pleasing areas in sight of users		
<u>Initiative:</u> Thin out underbrush at the Disc Golf Course at Sports Complex to improve playability.	Park & Facility Maint.	In Progress
<u>Initiative:</u> Improve Diamond Lake water conditions through improved aquatic weed management.	Park & Facility Maint.	In Progress
<u>Initiative:</u> Develop and implement routine facility appearance checklists.	Recreation	In Progress
<u>Initiative:</u> Identify facility opportunities to drive future revenue.	Recreation	In Progress
<u>Initiative:</u> Complete initial concept phase of Diamond Lake Recreation Center and Beach.	All	In Progress

1st Quarter

GOALS AND OBJECTIVES BY DEPARTMENT SUMMARY

Department	Summary	Under Review	In Progress	Complete	Not Completed
Administration	8	1	4	1	2
Golf / Steeple Chase	6	1	4		1
Park & Facility Maint.	11		11		
Recreation	23	2	18	2	1
Business Services	15	3	11	1	
Marketing	5		4	1	
All Departments	12		10	2	
Bus, Parks & Rec	1		1		
Admin & Park & Fac.	2		2		
Parks & Business	1		1		
Marketing & Parks	1		1		
Fun & Wellness	1		1		
Safety Committee	1		1		
TOTAL	87				

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STATUS SUMMARY

Status	Summary	Percentage
Under Review	7	8.00%
In Progress	69	79.31%
Complete	7	8.00%
Not Completed	4	4.60%



**MUNDELEIN PARK &
RECREATION DISTRICT**

STEEPLE CHASE GOLF CLUB – GOLF OPERATIONS & MAINTENANCE

To: Board of Park Commissioners

From: Jon Karl, Director of Golf

Subject: Board Report – April 2024

		<u>2024</u>	<u>Budget</u>	<u>2023</u>
Golf Revenue	(March Totals)	\$ 25,308	\$15,295	\$ 1,844
Merchandise	(March Totals)	\$ 4,292	\$ 5,290	\$ 8,706
Food & Bev.	(March Totals)	\$ 3,580	\$ 2,091	\$ 523
Loyalty Program	(March Totals)	\$ 1,900	\$ 1,500	\$ 1,175
Simulator Rental	(March Totals)	\$ 3,930	\$ 9,000	-
Miscellaneous	(March Totals)	\$ 1,578	\$ 2,791	\$ -1,464
<i>Gift Card</i>	<i>(March Totals)</i>	<u>\$ 25,293</u>		<u>\$ 15,334</u>
Total Rev. for the Month of March		\$ 40,588	\$35,967	\$ 13,255
<i>(Excluding Gift Card Sales)</i>				
Golf Revenue	(4/1-4/15)	\$ 47,378		\$ 67,851
Merchandise	(4/1-4/15)	\$ 4,963		\$ 8,045
Food & Bev.	(4/1-4/15)	\$ 6,736		\$ 10,561
Loyalty Program	(4/1-4/15)	\$ 1,550		\$ 3,100
Simulator Rental	(4/1-4/15)	\$ 1,380		-
Miscellaneous	(4/1-4/15)	\$ 131		\$ 476
<i>Gift Card</i>	<i>(4/1-4/15)</i>	<u>\$ 4,863</u>		<u>\$ 5,816</u>
Total Rev.	(4/1-4/15)	\$ 62,138		\$ 90,033
<i>(Excluding Gift Card Sales)</i>				
Golf Revenue	(YTD)	\$ 72,686		\$ 69,695
Merchandise	(YTD)	\$ 14,625		\$ 25,743
Food & Bev.	(YTD)	\$ 11,264		\$ 11,204
Loyalty Program	(YTD)	\$ 4,700		\$ 4,275
Simulator Rental	(YTD)	\$ 12,225		-
Miscellaneous	(YTD)	\$ -363		\$ -970
<i>Gift Card</i>	<i>(YTD)</i>	<u>\$ 53,737</u>		<u>\$ 32,906</u>
Total Rev.	(YTD)	\$115,932		\$109,947
<i>(Excluding Gift Card Sales)</i>				

	<u>2024</u>	<u>2023</u>
Paid Rounds March	498	40
Paid Rounds 4/1-4/16	887	1,372
Total Paid Rounds YTD 4/16	1,385	1,412

March Comparison for the Past 4 Years

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Total Rev.	58,094	28,209	24,943	40,588
Rounds	818	244	40	498

Since 2021, the first full season of golf post Covid, the average rounds played in March were 370 rounds with an average revenue of \$37,082. Due to better spring weather and an earlier opening date, the club managed to have an above average March this season. April started off slow due to extremely wet and cool temperatures. Once the course dried out and warmer weather arrived, business picked up and the club experienced a great stretch of business. The weekend of April 13th through 14th accounted for 365 paid rounds and over \$26,000 in revenue for the course.

Steeple Chase hosted the annual Spring Scramble on Saturday March 14th. The event was sold out with 17 teams participating in the event. Eighty percent of the tournament prizes are paid out in the form of Steeple Chase merchandise credit. Due to how large the tournament was this season, many of the winners have yet to claim their merchandise credit and can be expected to redeem it for merchandise later in the season.

Simulator revenue has been very weather dependent to start the golf season. On days with inclement weather, there have been larger groups reserving the simulators to still play a round of golf with their group. Beginning in May, the club intends on offering 30-minute rental sessions on the simulator for those wishing to warm up prior to their round. These sessions will be by appointment only. Lesson rentals will also help in generating additional simulator revenue during the traditional outdoor golf season.

GOLF MAINTENANCE

Golf Maintenance has had a routine start to the year for the month of April. Wet and cold conditions have required cart path only restrictions until mid-way through the month. Restrictions have been lifted as of April 11th and carts have remained off the path since.

Despite the wet conditions, staff have been able to mow greens nearly every day this month. Greens have been sprayed with both the second application for annual bluegrass seed-head suppression as well as the first wetting agent application. Significant time has been spent pushing sand up on bunker faces to fix washouts and hand-rakes have been distributed around the course with regular sand trap maintenance following thereafter.

The brickwork on #5 tee, #8 tee, #17 tee, and the retaining wall at the putting green has been rebuilt by Foreman Bill Sizemore, while being assisted by seasonal staff. Staff have started the process of resodding the new cart path on #10 to level the turf to avoid any damage to mowers and carts. Staff have also begun re-sodding cart path edges throughout the golf course.

Staff have been able to mow most of the rough in the last week to allow Assistant Superintendent Paul Wiskerchen to spray weeds. He has sprayed most of the golf course in the last week with more boom spraying still to complete. He is currently in the process of hand spraying the tougher to reach areas that are difficult to spray with the boom sprayer.

The irrigation system has been connected and pressurized after fixing various sprinklers throughout the golf course, including #1, #6, #14, and #18. Now that the irrigation system is up and running it has also allowed staff to flush and clear drains both in fairways, including #6 and #12, as well as in bunkers, including #6 and #18.

April 15th started the aerification season. Staff aerified all of the collars around greens and on April 21st all of the greens will be deep tine aerified. Joe Marley Inc. will complete the greens aerification process for staff. Staff will be top-dressing greens on Monday April 22nd.



PARK & FACILITY MAINTENANCE

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

Facility Maintenance

- The Barefoot Bay Lazy River received a fresh coat of paint for the summer.
- Facility Maintenance Staff have been preparing the beach for the summer season. Sunshades have been installed and the beach has had a spring cleaning.
- The boat launch tram has been installed for the Boat Rangers. The tram is how the Rangers launch their boat from the boat house daily.
- Staff have been splitting and replanting flowers at Barefoot Bay. This is a low-cost way to improve the landscaping and keep it looking fresh.

Park Maintenance

- The Sports Complex bathroom septic tanks were pumped out and cleaned.
- The annual aquatic weed treatment at Diamond Lake took place on April 7, 2024.
- Equipment Repair expenses are higher than budgeted in the first three months of the year. Staff attributes the overage to the increasing cost of replacement parts and an aging equipment fleet.
- Garden plots have been rototilled and are now open for the 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 – April 2024

Miscellaneous

- Karyna Vickers was hired as the new Recreation General Programs Supervisor. She will focus on the Dunbar Recreation Center rentals and birthday parties. Karyna will also assist in other areas such as camp, Rec Connect, and athletics.
- Diamond Lake Beach / Recreation Center / Boat Launch RFQ for master planning services submission deadline was Wednesday, March 27. The District received and reviewed 9 submissions. A group of 6 qualified firms were selected to continue forward to the RFP process. The RFP submission deadline is Tuesday, April 30.
- Staff is continually implementing and evaluating cost recovery strategies to bolster the long-term financial sustainability of programs, facilities, and operations.
- The Recreation Innovation Committee has finalized the framework through which ideas will be considered. The Committee has begun exploration of new ideas and potential topics for consideration.

Programs

Active Adults 50+

- Leslie Goddard event is taking place at the end of April and has officially sold out.
- Seniors visited the Metropolis Theater in Arlington Heights for “Wouldn’t It Be Lovely: The Music of Julie Andrews”.
- In April, there is a trip to Potawatomi Casino in Milwaukee.
- A new garden program kicked off in April.
- Table Tennis was recently added as a drop-in program at the Regent Center and has been a big hit.

Athletics

- Late spring sessions have begun and are running smoothly. These programs will use indoor and outdoor spaces.
- Field permits are being reserved for the spring through fall months. There is an increase in inquiries compared to prior years.

- Staff are taking registrations for the Men's and Co-Rec Softball leagues of which there has been less interest in the past several years.

Events

March 2024 had a very successful Cottontail Trail event with 339 registered kids ages 2-12 and their parents, guardians, and grandparents. It was a day full of fun with 20+ sponsors handing out candy, smoothies, police stickers, donuts, and more. The weather was beautiful which made being outside for the bubble station, bounce house, and petting zoo so enjoyable. There were an estimated 800 people walking through our Cottontail Trail.

Cultural Arts

Cultural Arts programs launched in March include:

- Little Spanish Club; an active parent/child program that engages our youngest members to dance, read, sing, and explore while learning Spanish.
- Little Medical School ran two sessions in March. The *Little Veterinarian School/Dog PreK* teaches participants the key responsibilities of caring for a pet dog. *Wilderness Medicine* explores the dangers in the wild and how to cope.
- RoboThink: worked with young STEM minds with *RoboTHINK: Engineer Race Cars* program where kids build and race a fleet of racecars.
- There were four birthday parties in March including our first dinosaur-themed party which was a huge hit.

Dance

- Mundelein Dance Company competed at Hall of Fame Dance Challenge April 5-7 at the Schaumburg Convention Center. Fifty-five dancers competed in thirty-three different routines in styles such as Jazz, Tap, Lyrical, Musical Theater, and Hip Hop.
- Mundelein Dance Company members received many distinguished awards including three 1st Overall High Score Awards and nine Top Ten Overall High Score Awards.
- Many dancers received special awards such as Showmanship, Fantastic Feet, Superior Sass, and the Clean and Crisp Award.
- Mundelein School of Dance Spirit Week was April 8-13. Dancers wore Mundelein School of Dance spirit attire during the week.
- Upcoming events are Picture Day on May 18 and the Mundelein School of Dance spring recital on June 1 and 2 at Mundelein High School. Online ticket sales opened April 17.

Mundelein Trails Day Camp & Rec Connect

- Registration enrollment for the 2024 Trails and Odyssey camp is currently full except the week of July 4th and the last week. There is a total of 365 campers enrolled in Trails & Odyssey camp. There has been an increase of 5 campers since the last report.
- The total projected revenue for Camp thus far is \$630,000 (Trails \$555,000 & Odyssey \$75,000). The revenue may fluctuate during the summer due to vacation withdrawals. Last year's revenue total was \$445,000.
- Trails camp has 17 new counselors making 32 counselors so far. The goal is to have 40 counselors; therefore, eight additional counselors are needed. Odyssey camp has two counselors and one director.
- Plans for camp training are in progress. Camp training will start on May 24.

- During Spring Break week, Rec Connect offered a “Day Off School” program each day. The combined revenue for these days was \$7,360.
- The Rec Connect student groups have a chance to earn points every day. The group with the most points at the end of the month will earn an ice cream party.
- Andrew Camugno was promoted to Rec Connect Site Coordinator. He has worked closely with Kathy Staufienbiel and Karyna Vickers who were excellent mentors to him for the past few years. He is a great asset to the Rec Connect supervisor team.

Big & Little & Learning Center

Big & Little Child Development Center

- Enrollment is currently 80 students with 22 two-year olds, 20 three-year olds, and 38 four-year olds. 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 acquired a new part-time teacher, Tiffani Kivisto. Big & Little continues to look for one additional full-time teacher.
- Big & Little Child Development Center plans to open the new toddler classroom in mid-June. Staff are working diligently to prepare for this new challenge.
- Big & Little will adjust rates in June to promote financial sustainability. The rate changes will include the introduction of Resident/Non-Resident pricing.

Big & Little Child Development Center	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24
<u>Classroom Breakdown</u>						
2-3 Year Old Classroom	21	21	21	23	22	22
3-4 Year Old Classroom	19	19	19	20	20	20
4-5 Year Old Classroom	35	35	38	38	38	38
Total Annual Enrollment	75	75	78	81	80	80
	Apr 22	Apr 23	Apr 24			
<u>Breakdowns Based on Year</u>						
2-3 Year Old Classroom	29	20	22			
3-4 Year Old Classroom	25	39	20			
4-5 Year Old Classroom	21	22	38			
Total Annual Enrollment	75	81	80			

Learning Center

- Learning Center enrollment is near capacity and numbers are ahead compared to this time in 2023.
- Preschool Camp enrollment opened April 17 and all spots were filled by 9:00 a.m. A waiting list will be maintained by staff and registrants will be contacted if availability opens.

Aquatic Facilities

Aquatic Operations

- Applications for seasonal jobs closed on March 25.
- Maintenance staff were able to get a head start on prepping Barefoot Bay. The goal is to start filling the pools the week of April 15, which is two weeks ahead of schedule.
- Summer Training schedule will begin May 10.

BFB Staff

Position	Return Staff	New Staff	Total
Shift Managers	3	2	5
Deck Managers	2	2	4
Beach Managers	2	1	3
Lifeguards	78	26	104
Jr. Lifeguards	0	17	17
Cashiers	8	10	18
Concessions Lead	3	0	3
Concessions Attendant	10	5	15
Total:	106	63	169

BFB Membership Totals

Package Name	Quantity Sold	Revenue
2024 Barefoot Bay All Access Season Pass	367	\$ 34,515.00
2024 Barefoot Bay All Access Season Pass (4+)	800	66,835.00
2024 Diamond Lake Beach Season Pass	1	35.00
2024 Diamond Lake Beach Season Pass (4+)	4	120.00
Total:	1172	\$ 101,505.00

- This is a favorable increase from last year of \$78,435. Staff had extended the early bird rates and offered two guest passes.

Swim Lesson Registration

Season	Cycle	Run Dates	# Enrolled	Enrollment Max	Capacity
Winter/Spring	Sat Cycle 2	Mar 2 - Apr 27	92	96	96%
Winter/Spring	Tu/Th Cycle 4	Apr 2 - Apr 25	58	62	94%
	Total:		150	158	95%

- Tu/Th Lesson registration is up to 94%. This is a 1% increase from Cycle 3 Tu/Th class. Saturday Lessons registration remained high at 96%.
- Staff are working on a marketing plan for advertising the new Learn to Swim Program. Currently, class descriptions for the program levels have been added to the website and brochure.

Health & Fitness Center

<u>Fitness Membership Monthly Reporting</u>			
	<u>Jan 2024</u>	<u>Feb 2024</u>	<u>Mar 2025</u>
Active Annual Membership Breakdown			
Individual Fitness	773	776	774
Fitness Two or More	764	739	734
Student Monthly - Non-Committal Membership	187	175	208
Short-Term Membership - Non-Committal Membership	114	118	110
Track Only	195	192	196
Fitness 10 Visit	117	120	120
HMHB	14	13	16
Jr. Mustang Parent Memberships	7	11	11
Fitness - Seminary	5	4	4
Total Annual Memberships	2,176	2,148	2,173
Usage Breakdown			
Member Visits	12,058	11,187	11,307
Group Exercise			
In Person	2,144	2,329	2,180
Zoom	80	73	47
Monthly Group X Participation	2,224	2,402	2,227
Age Breakdown			
12 - 17	118	121	126
18 - 24	128	112	139
25 - 34	246	243	250
35 - 44	261	258	259
45 - 54	311	310	305
55 - 61	274	271	263
62+	838	831	829
Average Age	52.2	52.4	51.1
Demographic Analysis			
Male	1,046	1,029	1,031
Female	1,130	1,116	1,140
Unspecified	3	3	3
Nonresident	834	821	829
Mundelein Resident	1,342	1,327	1,344

Membership Totals		
	2024	2023
Jan	1,857	1,812
Feb	1,825	1,824
Mar	1,846	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	11,307	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

- Open Pickleball was moved to Thursday night from Friday night since the Volleyball program is on Fridays now.

Group Exercise

- March was the completion of the New Year Motivation Challenges. A total of 29 raffle cards were submitted. Members won a free month at Mundelein Health and Fitness Center, balance trainers, yoga blocks, resistance bands, and water bottles.
- Staff ran one week of Spring Break Group Exercise with specialty and unique formats including Karaoke Cycle, Belly Dancing, H2O through the Decades, and LIIT (Low Intensity Interval Training). Members understand and look forward to the holiday schedules.

Community Center

- With recent tornado warnings at MCC this past February, staff had requested that a second emergency bag be located at the Front Desk. In case of emergency, staff must split up when seeking shelter.
- The March "Share the Positive" winners are Johana and Heather. Staff helped each other out by covering an opening shift. Congratulations to them.

Registration

- Staff have processed three new scholarships. However, the recipients are already registered so staff are waiting for the camp to fully close before adjusting the payment schedule. One additional application is in the review process.
- Summer brochure is in the second round of proof reading. Carrie Volk helped review and proof. Updates and corrections are as expected.
- Customer Service Supervisor, April Lee, has joined the Rec Innovation Committee.

Recreation Advisory Committee

- The April 24 quarterly meeting was delayed until May to match up with the Diamond Lake RFP process.
- Committee members have focused on the Comprehensive Master Plan and are also generating ideas for discussion regarding Diamond Lake.



BUSINESS SERVICES & TECHNOLOGY

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

Finance

The audit is ongoing. Final bound copies are expected in early May with a presentation to the board on May 13, 2024.

Business Services Manager, Schleiden completed payroll for the following:

Pay Period	Number of employees
03/10/24 – 03/23/24	206
03/24/24 – 04/06/24	184

Human Resources

Human Resources is very busy with new hires and the annual merit increases. All evaluations are due to HR by April 22.

The Fun & Wellness Committee's next event is Lunch & Learn on April 18. The topic is Recognizing and Addressing Mental Health Stigma.

HR will attend the Mundelein High School job fair on April 12.

Manager Bannon and Director McInerney have conducted an extensive evaluation of a new time and attendance program due to the discontinuation of the current product.

One open full-time position is the Assistant Finance Director. Open part-time positions include Athletic Program Attendants and Accounts Payable Specialist. Seasonal positions currently open include Camp Counselor, Facility & Aquatics Maintenance, and Facility & Aquatics Maintenance Attendant.

Technology

IT continues to work on the Microsoft 365 Migration project. The email portion of the upgrade will be completed the week of April 29.

The first round of computers due for replacement in 2024 has been deployed.

An outdoor security camera has been ordered for Steeple Chase.

New credit card readers are being tested and will be deployed around the district in the coming weeks.

Director McInerney and IT Specialist Guidry attended an IT conference specifically geared for government.

Risk Management

A fire drill was held at the Community Center on April 12.

Respirator training and fit testing will take place on April 24 for the Maintenance Staff.

Fire extinguisher training will take place on May 1. The training will be conducted by the Mundelein Fire Department.

The first portion of the PDRMA Risk Management Review has been completed. During the summer, the District will complete the assigned target forms for injury prevention.

The installation of panic bars on outdoor gates is almost complete. Panic bars were installed at Diamond Lake Beach, Spray Park, and Barefoot Bay. There is one remaining bar to be installed at Barefoot Bay which will be completed before the facility opens for the season.

Property Loss and Vehicle Accident Report Summary

None.

Incident/Accident Report Summary

Date	Location	Description of Incident/Accident	EMS	PDRMA
March 15	Learning Center	Child 4 was playing outside and ran into a tree. There were 2 bumps and a cut on their forehead. Ice pack provided.	No	No
March 15	Dunbar	Child 9 was hit in the face with soccer net by another child. Bump on forehead. Ice pack provided.	No	No
March 20	MCC Locker Room	Adult male slipped in locker area and hit his face on the floor. Cut on upper lip. First aid provided.	No	No

Employee Injury Report Summary

Date	Location	Description of Injury/Illness	EMS	PDRMA
April 5	Steeple Chase Clubhouse	Employee tripped on floor mat and fell. Landed on their hands, knees, and chest. Sought medical attention with PCP.	No	Yes



MARKETING & COMMUNICATIONS

To: Board of Commissioners
From: Christa Lawrence, Marketing & Communications Manager
Subject: Board Report – Quarter 1, 2024

Thank You Event for the Foundation and Upcoming Meat Raffle Fundraiser

Marketing assisted with the Thank You Event for those who supported and helped make the Inclusive Park Project at Kracklauer Park possible. This event was held on February 28 at the Regent Center. It was well attended despite the weather, and guests had the opportunity to have their photo taken in front of a large backdrop (one side with the district logo repeated and the other with the Foundation logo repeated). This backdrop can be used for District or Foundation events. In addition to food and beverages, guests were given a quality Park District tote bag as a thank-you.

Marketing is in the process of promoting the upcoming Meat Raffle Fundraiser at Crossroads on April 28. Methods include posters/flyers, advertisements on the electronic marquee and indoor Reach Boards (lobby TVs), an e-blast, a press release, and social media advertising.

Online Brochure/Mailer Communications

Marketing has planned for the shift to the online brochure since November, when it dedicated a page in the printed brochure to explain why we were shifting away from print. Two instructional videos (one in English and one in Spanish) were created to show how to utilize all the features and advantages of the online brochure. The Summer Mailer includes a QR code to the Summer Connections brochure on the website and many other QR codes for the reader's specific interests. A video regarding the new Summer Mailer was created to explain the shift away from a printed brochure and how to use the online brochure. It has been published on Facebook and Instagram. In addition, a Sneak Peek e-blast was sent to inform the community that registration is opening soon and point them to the brochure page on the website.

70th Anniversary update

Marketing created a 70th logo to commemorate our anniversary and will use it on all giveaways and marketing materials in 2024. Marketing has planned Facebook posts on "Throwback Thursdays" featuring old photographs and history. The 70th Anniversary Committee has planned many add-ons at events to commemorate the anniversary. A slide show of past egg hunts ran on the TV at Cottontail Trail. There will be a Seeds and Saplings event in conjunction with Arbor Day in April, a retro Lemonade Stand at Beach Bash, and a doggy kissing booth photo prop at Doggy Dip (this is a nod to a newcomer kissing booth that existed in the 1960s). Finally, coffee and anniversary-themed cookies will be in the lobby on Monday, September 16 (a day after the official anniversary). Staff will receive a sweatshirt with the anniversary logo on it during staff appreciation week.

Cottontail Trail and Kids Night Out Registration Boost

Marketing helped boost registrations for the Cottontail Trail and Kids Night Out events. Both events were lagging in registrations. Individual e-blasts dedicated to each event and an additional e-blast for both events combined saw an immediate increase of 58 registrations at Cottontail Trail and 37 registrations at Kids Night Out. Marketing found that e-blasts for each event with the headline “Deadline Extended” resulted in the most registrations.



**MUNDELEIN PARK &
RECREATION DISTRICT**
Connecting Our Community

2024 Marketing Analytics Report **Quarter 1**

SOCIAL MEDIA: FACEBOOK

Facebook: 2023/2024 Comparison

Month	2024 Likes	2023 Likes		2024 Follows	2023 Follows
January	6,584	6,317		7,300	6,829
February	6,589	6,331		7,338	6,857
March	6,708	6,348		7,496	6,891

January Summary:

Total Reach: 42.9K

The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page and more. Reach is different from Impressions, which include multiple views of your posts by the same people. This metric is estimated.

February Summary:

Total Reach: 30.2K

The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page and more. Reach is different from Impressions, which include multiple views of your posts by the same people. This metric is estimated.

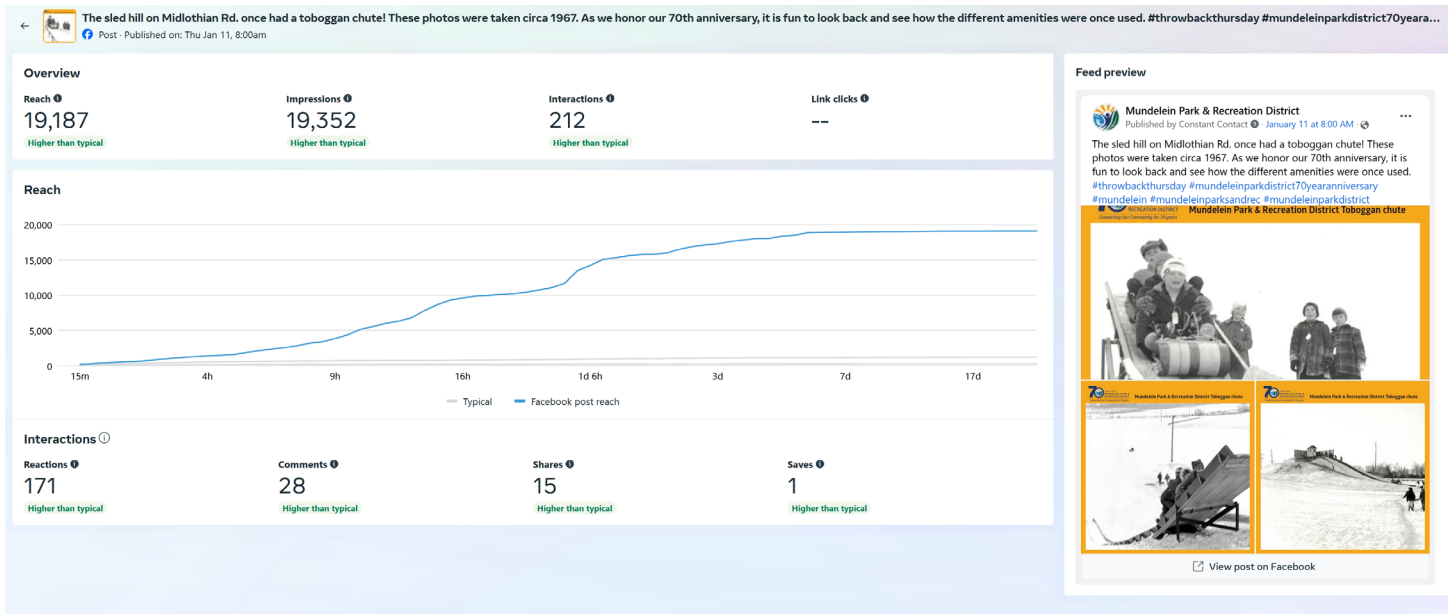
March Summary:

Total Reach: 95.6K

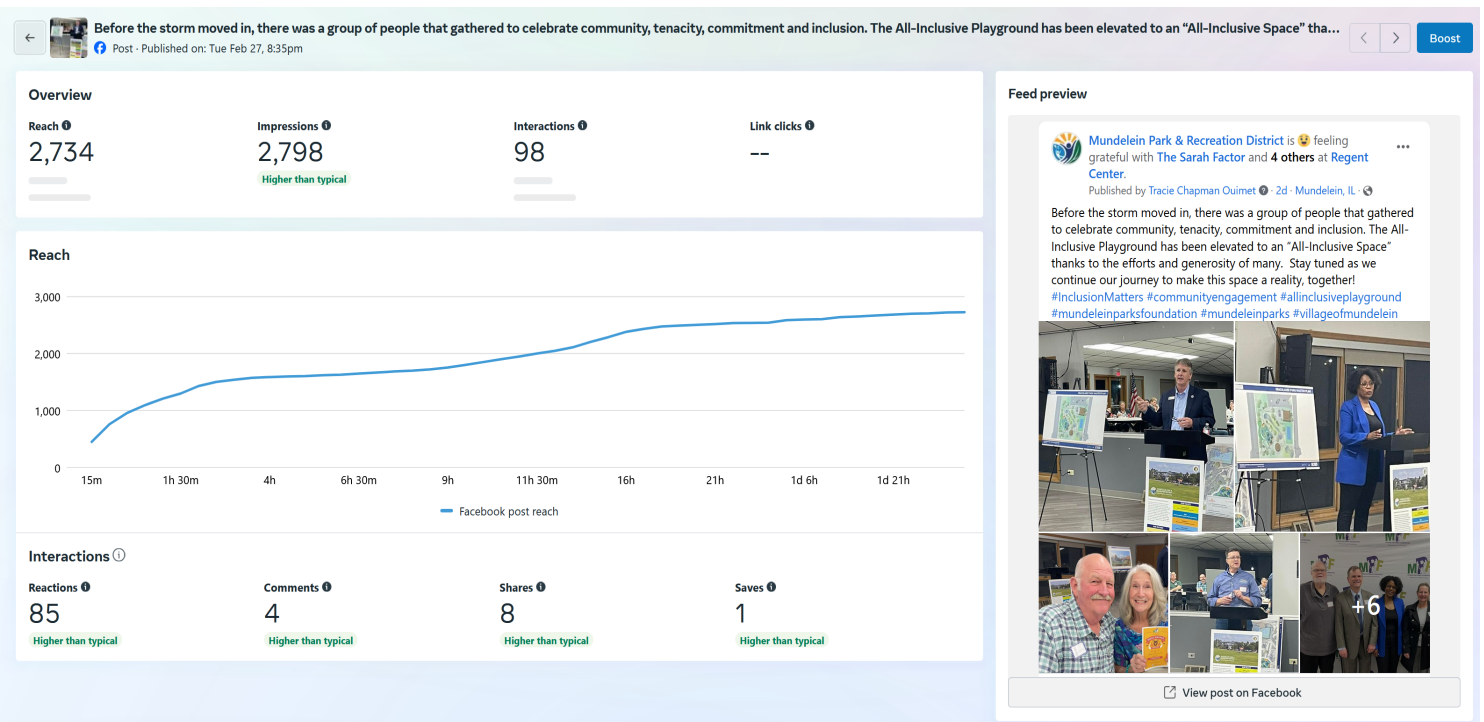
The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page and more. Reach is different from Impressions, which include multiple views of your posts by the same people. This metric is estimated.

SOCIAL MEDIA: FACEBOOK TOP POST

January Top Post: Reach: 19,187
Impressions: 19,352
Engagement: 212

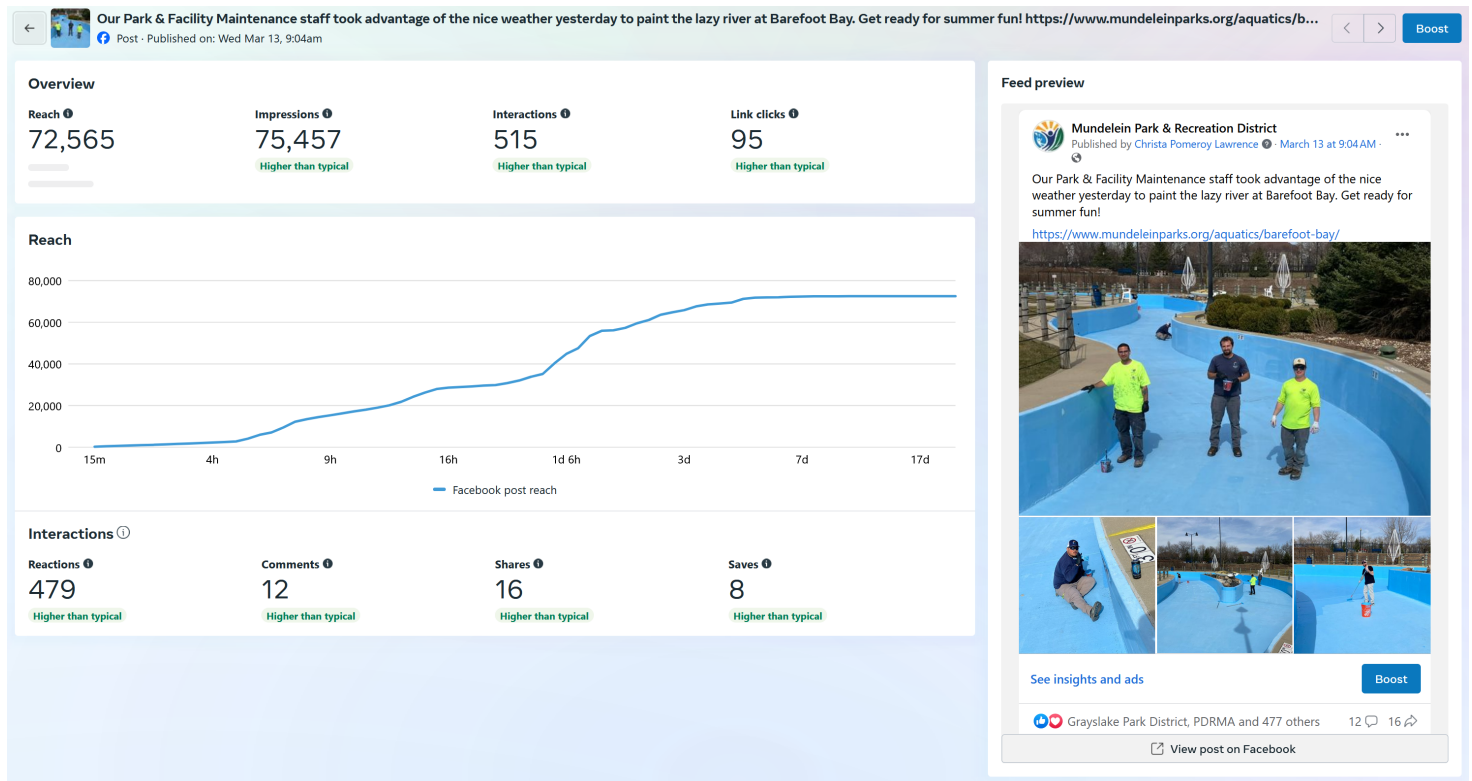


February Top Post: Reach 2,734
Impressions: 2,798
Engagement: 98



March Top Post:

Reach: 72,565
Impressions: 75,457
Engagement: 479



SOCIAL MEDIA: INSTAGRAM

Instagram: 2023/2024 Comparison

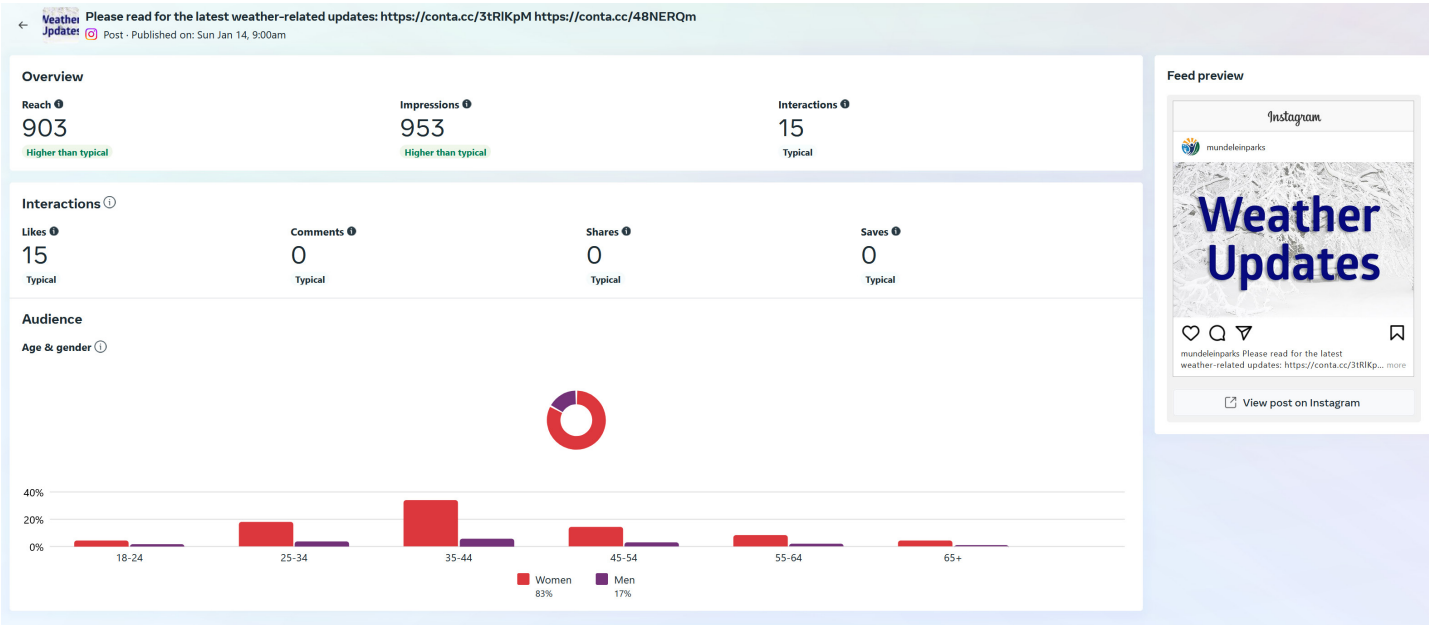
Month	2024 Follows	2023 Follows
January	2,525	2,502
February	2,533	2,506
March	2,534	2,512

January Summary

Content: 29 posts, 2 stories, 3 reels

Instagram Accounts Reached: 1,588

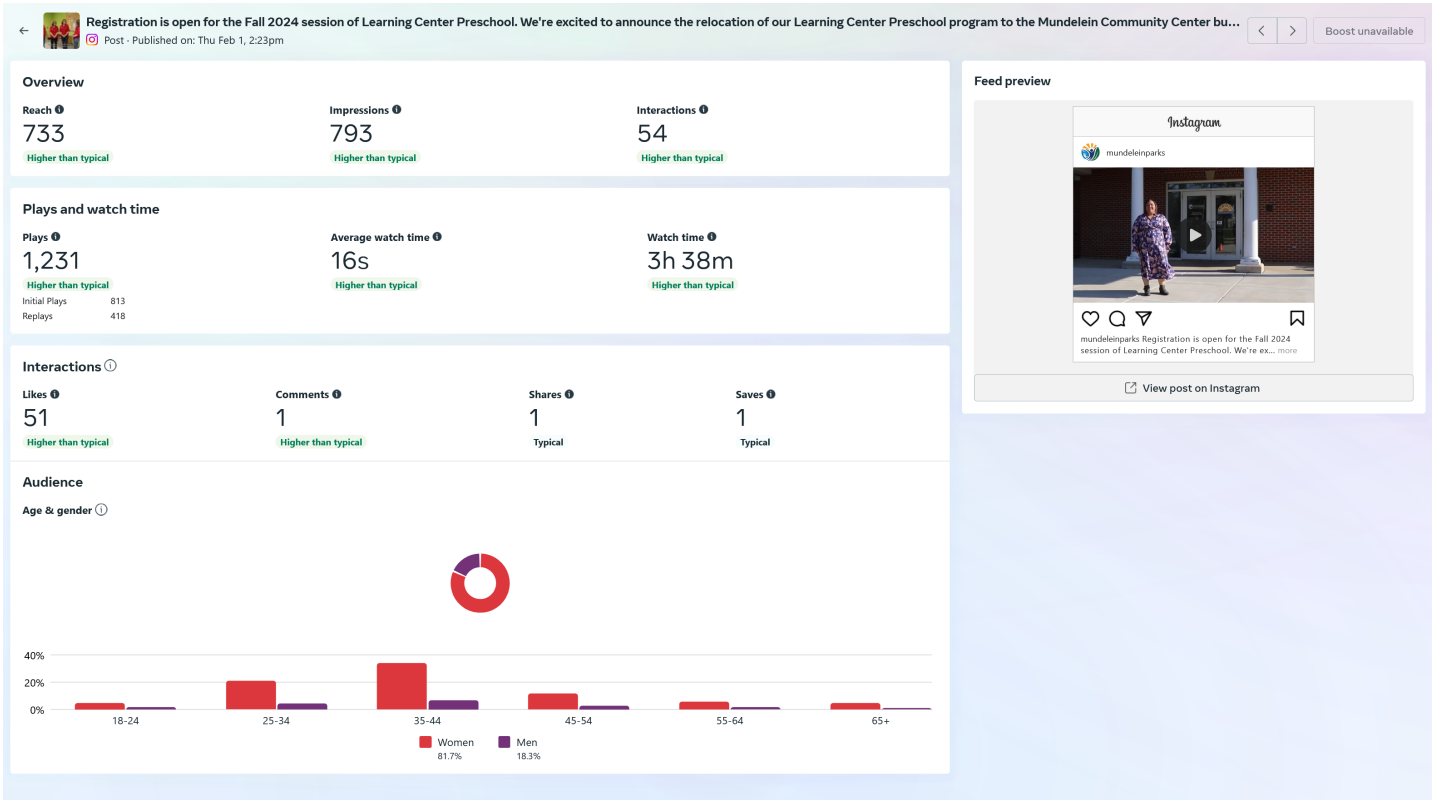
January Top Post: Reach: 903
Impressions: 953
Engagement: 15



SOCIAL MEDIA: INSTAGRAM

February Summary
Content: 20 posts, 7 stories, 2 reels
Instagram Accounts Reached: 1,177

February Top Post: Reach: 733
Impressions: 793
Engagement: 54



SOCIAL MEDIA: INSTAGRAM TOP POST

March Summary

Content: 22 posts, 2 stories, 2 reels

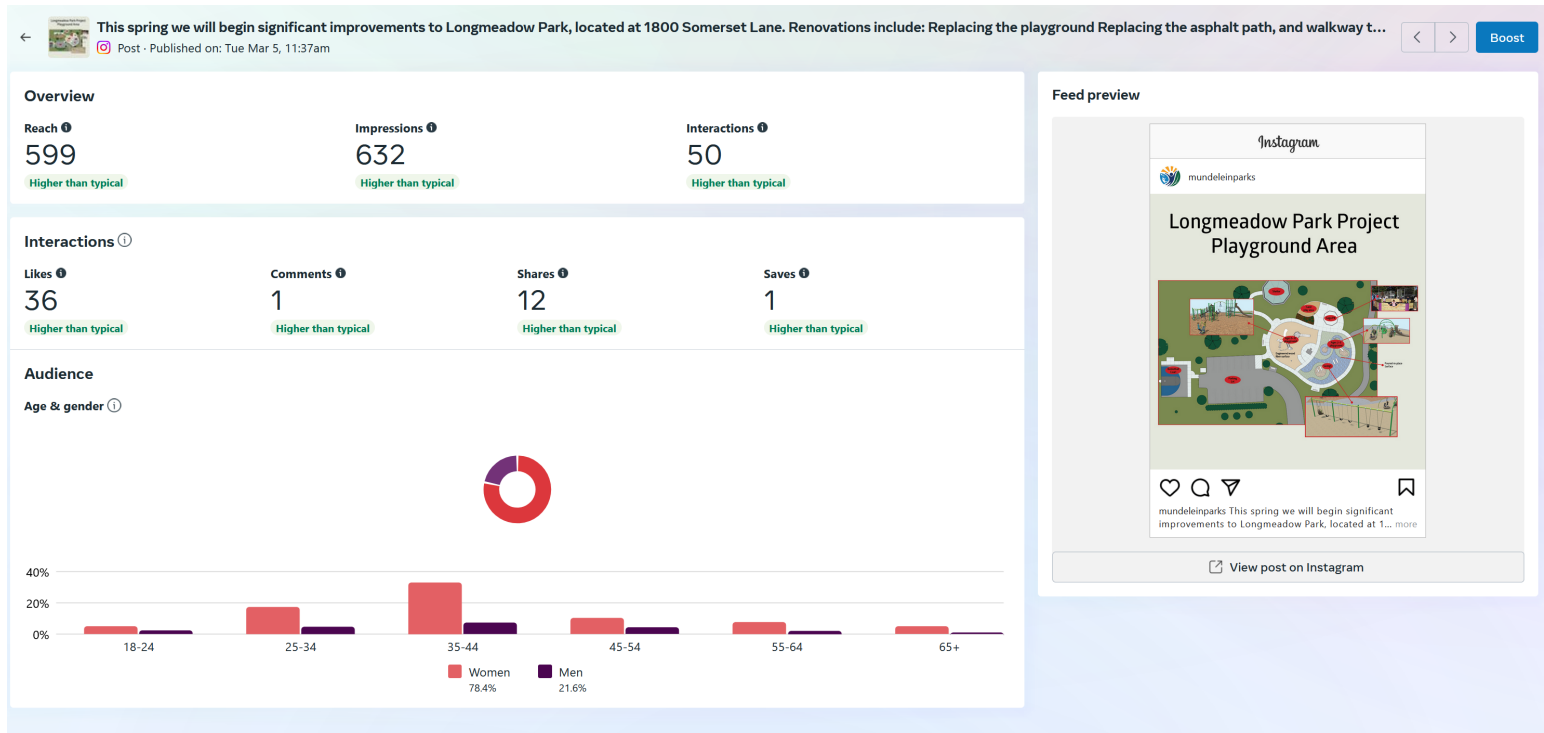
Instagram Accounts Reached: 1,056

March Top Post:

Reach: 599

Impressions: 632

Engagement: 50



WEBSITE: GOOGLE ANALYTICS

Observations from statistics: Overall there continues to be an increase in users and sessions. The most visited pages seem similar to the previous year.

Website	January 2024	January 2023
Number of Sessions	18.5 K	15.6 K
Number of Users	10.8 K	9.2 K
Page Views	38.4 K	34.6 K
Most Visited Page	Home	Home
2nd Most Visited Page	Indoor Pool Schedule	Indoor Pool Schedule
3rd Most Visited Page	Open Gym Schedule	Open Gym Schedule
Mobile/Desktop/Tablet	M: 66% D: 32% T: 2%	M: 69% D: 29% T: 2%

Website	February 2024	February 2023
Number of Sessions	15.5 K	17.4 K
Number of Users	9.3 K	10.1 K
Page Views	39.3 K	35.5 K
Most Visited Page	Home	Home
2nd Most Visited Page	Indoor Pool Schedule	Connections Brochure
3rd Most Visited Page	Open Gym Schedule	Barefoot Bay
Mobile/Desktop/Tablet	M: 64.3% D: 34% T: 1.8%	M: 73% D: 25.6% T: 1.4%

Website	March 2024	March 2023
Number of Sessions	15.9 K	15.6K
Number of Users	9.7 K	9.7K
Page Views	33.1 K	33.5K
Most Visited Page	Home	Home
2nd Most Visited Page	Barefoot Bay	Indoor Pool Schedule
3rd Most Visited Page	Indoor Pool	Group Ex Schedule
Mobile/Desktop/Tablet	M: 65.2% D: 33.3% T: 1.5%	M: 65% D: 33% T: 2%

E-NEWS: CONSTANT CONTACT

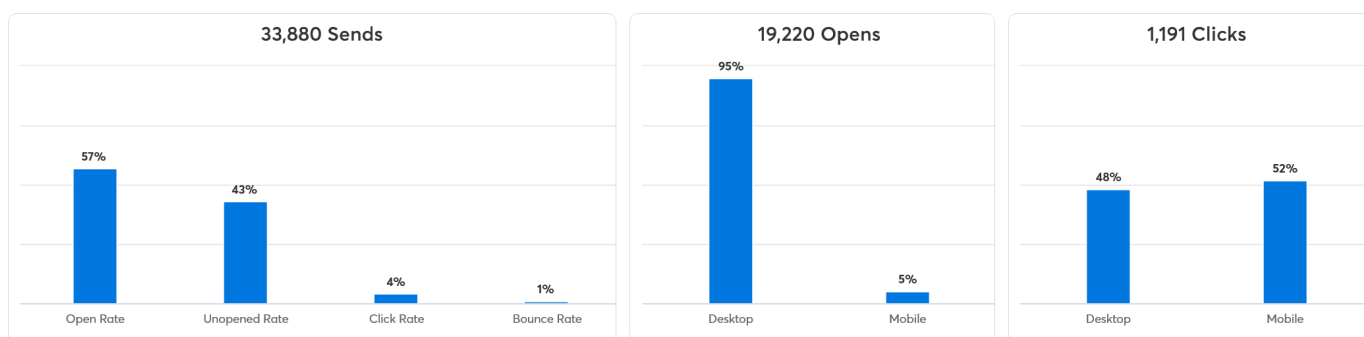
Constant Contact: Email marketing continues to be an effective way to communicate and get program registrations.

Constant Contact e-newsletters

2024 1st Quarter

Total Subscribers	15,519
Subscribes (organic)	166
Unsubscribes	259

January, 2024 (Monthly snapshots include Regent Center e-newsletters as well.)

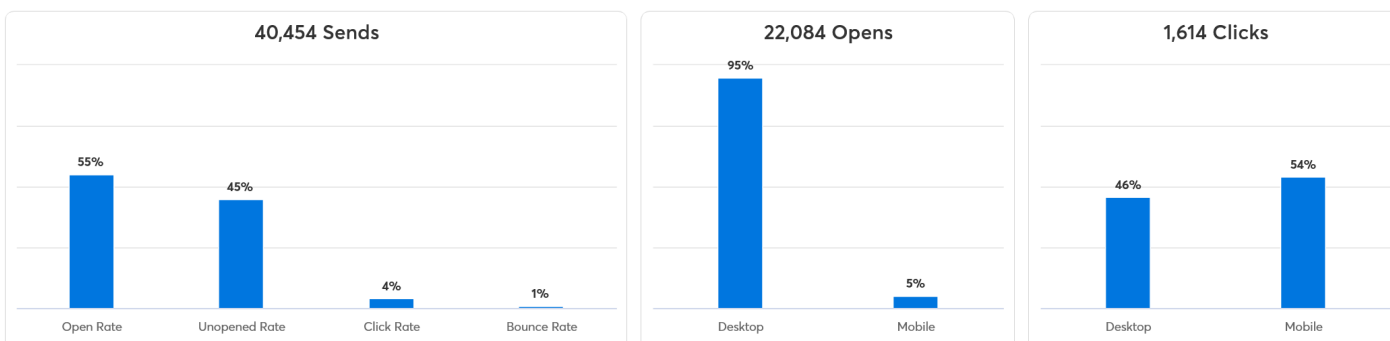


Trends

Compare your stats over time and across your industry during the selected time range.

Your open rate:	57%	Your click rate:	4%
vs. previous 30 days	-2% ↓	vs. previous 30 days	+1% ↑
vs. industry average	+16% ↑	vs. industry average	+3% ↑

February, 2024



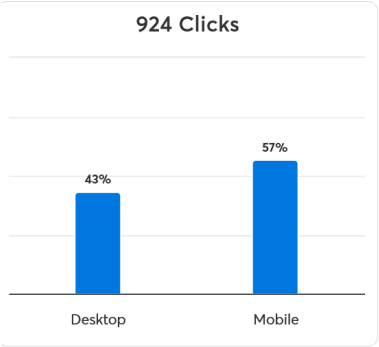
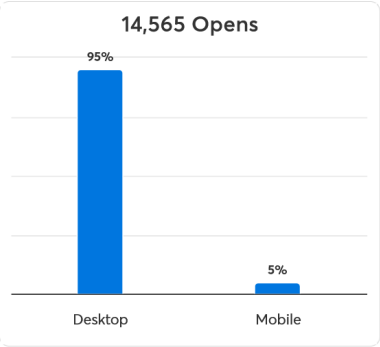
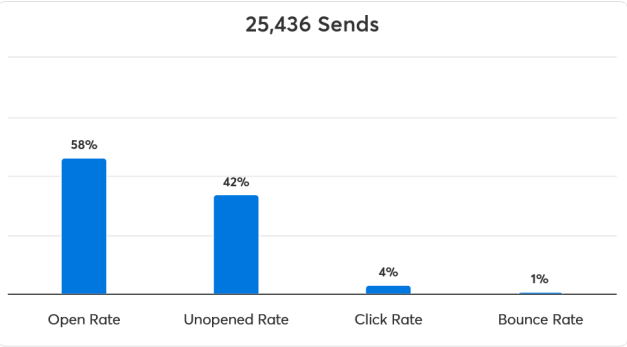
Trends

Compare your stats over time and across your industry during the selected time range.

Your open rate:	55%	Your click rate:	4%
vs. previous 28 days	-2% ↓	vs. previous 28 days	+0% —
vs. industry average	+14% ↑	vs. industry average	+3% ↑

E-NEWS: CONSTANT CONTACT

March, 2024

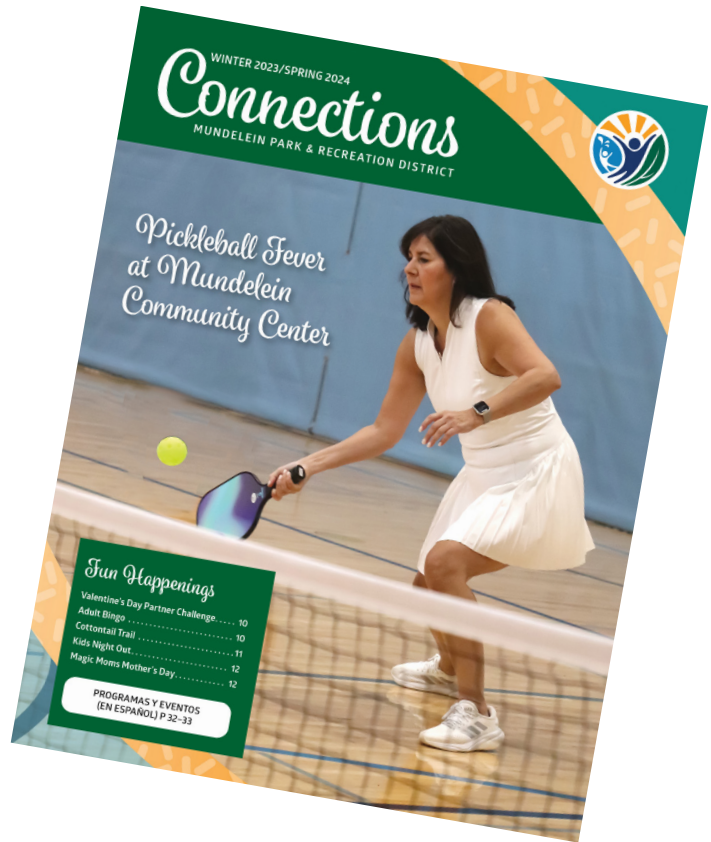


Trends

Compare your stats over time and across your industry during the selected time range.

Your open rate:	58%	Your click rate:	4%
vs. previous 31 days	+2% ↑	vs. previous 31 days	+0% —
vs. industry average	+16% ↑	vs. industry average	+3% ↑

ONLINE BROCHURE



Winter/Spring Online Brochure: Issuu.com

Totals

7,057

IMPRESSIONS ⓘ

2,609

READS ⓘ

00:04:52

AVG. READ TIME ⓘ

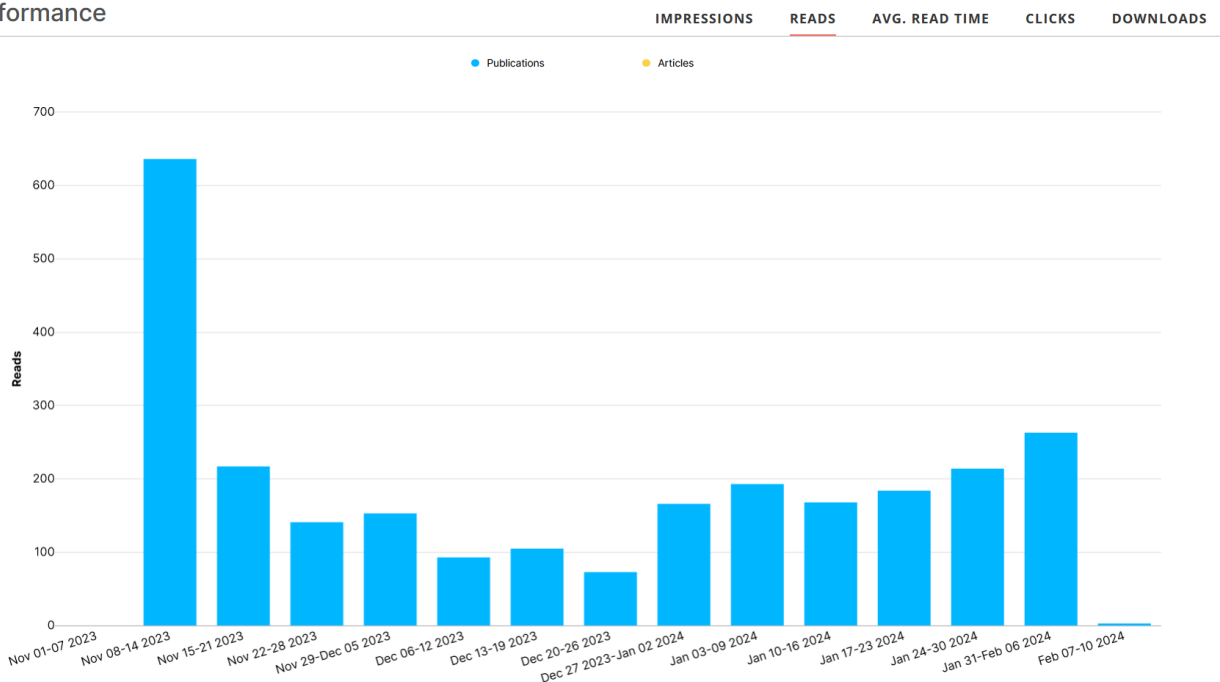
362

CLICKS ⓘ

71

DOWNLOADS ⓘ

Performance



ONLINE BROCHURE



Spring Online Brochure: update

