

Monthly Meeting Agenda

In light of the Governor's Covid-19 Disaster Proclamation, it will be impractical and imprudent to conduct the next monthly meeting of the Ridgeville Park District Board of Commissioners other than electronically. The meeting will take place on Thursday, April 13, 2023 at 7:00pm. The Board President has determined that it is not feasible for one member of the board, the chief legal officer, or chief administrative officer to be present at the regular meeting location. While this is a public meeting, attendance at the Board meeting will be solely by means of Zoom. The Zoom meeting will be electronically recorded.

The Zoom link to join the meeting is:

<https://us02web.zoom.us/j/88903186970?pwd=MWhlSEhJQnpSaEp0bTI4WVZaUGxHdz09>

To Call-In: 1-312-626-6799 **Meeting ID:** 889 0318 6970 **Passcode:** 171062

- I. Call Meeting to Order 7:00pm
- II. Roll Call
- III. Motion to hold Board meeting through Zoom (Mitchell)
- IV. Citizen Comments
- V. Approval of Minutes
 - a. March 9, 2023
- VI. Approval of Bills
- VII. Approval of Petty Cash Expenditures
- VIII. Monthly Reports
 - a. Executive Director (Rosinski)
 - i. Program Director (Sallee)
 - b. Treasurer (Gibbs)
 - c. Racial Equity, Diversity, and Inclusion (REDI) Committee
- IX. Old Business
- X. New Business
 - a. Approve Executive Director contract (Mitchell)
- XI. Call of the Commissioners
- XII. Citizen Comments
- XIII. Executive Session
 - a. Personnel issues (Mitchell)
- XIV. Adjournment

DRAFT

In light of the Governor's COVID-19 Disaster Proclamation, it was impractical and imprudent to conduct the monthly meeting of the Ridgeville Park District Board of Commissioners other than electronically. The meeting took place on Thursday, March 9, 2023 at 7:00 pm. The Board President determined that it was not feasible for one member of the Board, the Chief Legal Officer, or Chief Administrative Officer to be present at the regular meeting location. While this was a public meeting, attendance at the Board meeting was solely by means of Zoom. The Zoom meeting was electronically recorded.

Commissioners Present: Diana Anton, Debby Braun, Matthew Mitchell (President), Michael (Mick) Morel (Vice President), Mathew (Matt) Rodgers

Commissioners Absent: none

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Brian Rosinski (Director of Parks and Recreation), Natalie Sallee (Program Director), Charles Valente (Attorney)

Citizens: Jacy Herman (REDI committee), Aisha Bell Robinson (Equity Consultant),

President Matthew Mitchell called the meeting to order at 7:03 pm.

Roll Call

Diana Anton - present

Debby Braun - present

Matthew Mitchell - present

Mick Morel - present

Matt Rodgers - present

Announcement to Hold Board Meeting through Zoom (Mitchell)

Matthew Mitchell announced the meeting would be occurring through the Zoom platform in light of the Governor's COVID-19 Disaster Proclamation and in consultation with staff and commissioners.

Citizen Comment Part 1:

No comments at this time.

Approval of Minutes:

Motion #1: Diana Anton moved to approve the minutes from the February 9, 2023 Board meeting. Matthew Mitchell seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

Approval of Bills:

Jung Hower prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District- General Account Bills Summary March 9, 2023" and "Ridgeville Park District- General Account Bills Detailed Report March 9, 2023." Brian Rosinski noted, among other items: refunds, *Chicago Tribune* for notices for F-250, *IAPD* for annual dues, *Imaginary Game* for partner class, *Lewis* for REDI minute taker, garbage pickup, *Meltzer, Purtill & Stelle LLC* for Valente's new law firm, *Staples* for paper products, and *Variames* for Earth Day concert musician.

Motion #2: Mick Morel moved to approve payment of March 2023 bills in the amount of \$31,891.66. Matthew Mitchell seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

Approval of Petty Cash Expenditures:

Jung Hower prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District Petty Cash Summary March 9, 2023" and "Ridgeville Park District Petty Cash Details March 9, 2023." Brian Rosinski noted, among other items: *Air Delights* for soap dispenser, *Amazon* for office chair and shelving, and *Dengeo's* for crew lunch on a snow day.

Motion #3: Diana Anton moved to approve payment of March 2023 petty cash expenditures in the amount of \$733.76. Matthew Mitchell seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

Monthly Update offered by Brian Rosinski, Director of Parks and Recreation:

The search for a new maintenance worker has concluded; we hired Felipe Lopez. He has extensive park experience with the Village of Kenilworth. His wage is the same as the previous level one maintenance worker. We are in the process of having discussions with contractors for various purchases and will bring numbers to next month's meeting (e.g. new front door, Kay Lee tot lot sign, concrete pads for benches, and new AEDs). The Kubata vehicle that we ordered last year should be delivered by the end of this budget year. We unfortunately lost a willow tree at Elks Park; it has been removed. It was destroyed by carpenter ants and broke in half. No one was injured.

Financial Update offered by Gerry Gibbs, Treasurer:

Gerry Gibbs noted that we need to increase expenditures to fit in with the plan before the fiscal year ends in order to avoid problems with next year's budget. Brian Rosinski elaborated on this point, noting planned spending on big items totaling \$113k. That money will be spent before May 31. Rosinski and Gibbs are in conversation about this as the fiscal year comes to a close. Gibbs also discussed the following documents:

1. "Ridgeville Park District (RPD) Treasurer's Board Meeting Report (prepared by Gerry Gibbs) March, 2023,"
2. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS as of 02/28/2023 for Fiscal Year Ending June 30, 2023,"
3. "RIDGEVILLE PARK DISTRICT Statement of Revenue and Appropriation Disbursements / Expenditures as of 02/28/2023 for Fiscal Year Ending June 30, 2023,"
4. "RIDGEVILLE PARK DISTRICT Balance Sheet as of 02/28/2023 for Fiscal Year Ending June 30, 2023,"

5. "RPD Treasury Fund: Reconciliation of Fund Balances to Cash and Investment Accounts Balances as of 02/28/2023 for Fiscal Year Ending June 30, 2023," and
6. "RPD Cash Account Reconciliation: Outstanding / Unresolved Items from 07/01/2022 to 02/28/2023."

Gibbs recommended the board adopt the following motion:

Motion #4: Mick Morel moved that the payment of \$189.80 to IMRF approved on the General Bills report of January, 2023 be instead approved for \$189.90 to clear the outstanding unapproved general bank account entry for that amount. Matthew Mitchell seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

Program Update offered by Natalie Sallee, Program Director:

- Garden2Table: Program has begun and is sold out. Added 3 additional beds to Ridgeville garden space, thanks to a big donation from Sandra Madison.
- Elks Park Community Garden: Waitlist is down to only 3 people. Larger plots returned to RPD were made into micro plots. Two plots continue to be used by the Grow Team to provide food donations to local food pantries. Laura Downey is the interim Grow Team coordinator.
- Studio 908 Spring Classes: Begin March 19 and run through May 27. Apr 2-8 off for spring break camp. All classes are filling up.
- Spring Break Camp: Apr 3-7 (9 am - 4 pm). Most days are already at capacity. Fully staffed.
- Summer Camp: First round of camp registration went very well, 2nd round will open next Monday for all patrons.
- Ordinance Update: Sallee hired a typist who is typing the RPD General Ordinance, will be done next month and digitized. This will make policy updates so much easier in the future. Valente suggested the board approve a revised General Ordinance when it is prepared which can supersede the prior General Ordinance (from 1988). The old ordinance will then be a historical artifact. Sallee and Valente can discuss more offline.

Racial Equity, Diversity & Inclusion (REDI) Committee Update:

Jacy Herman shared that the committee has been working on the ordinance as outlined by the previous equity consultant, Dr. Pat Efiom. The current consultant, Ms. Robinson has provided a way to go through ordinance edits. Two major categories of places where changes could occur – 1) differentiating between "permits" and "reservations." And 2) reassessing language having to do with "criminals" or "prohibitions." Valente can meet with the REDI committee separately to offer his thoughts prior to the Committee making official recommendations to the board.

FOR ACTION Recommend Appointment of Mark Karlin to REDI Committee (Herman)

Herman shared that Elaine Siegel is stepping off of the REDI committee at this time. Mark Karlin is interested in joining.

Motion #5: Matthew Mitchell moved to appoint Mark Karlin to the REDI committee. Mick Morel seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

Old Business:

There was no Old Business to discuss at this time.

New Business:

- **FOR ACTION Discuss / Approve 2023 F250 Bid (Rosinski)**

Motion #6: Matthew Mitchell moved to authorize a \$40,000 funds transfer from the Recreation Fund to Capital Projects planned per the Appropriations and Levy Ordinances. Mick Morel seconded the motion. Discussion: Rosinski noted that the F250 truck was put out to bid and one bid came back at \$49k (\$9 more than was budgeted for) from Bredemann & Ford in Glenview. It will not be delivered before the budget year end. However, if it is, they will hold the truck for RPD to make the purchase. Two additional budget items will need to go in next year's budget (additional cost of the truck + the cost of the plow). The vehicle is needed as the current vehicle is expiring. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

Motion #7: Matthew Mitchell moved to approve the \$49k to be spent on an F250 at Bredemann & Ford. Mick Morel seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

- **FOR ACTION Discuss / Approve Draft Scholarship Policy (Mitchell/Sallee)**

Motion #8: Matthew Mitchell moved to accept and approve the draft scholarship policy as presented in the Board Packet. Mick Morel seconded the motion. Discussion: Sallee explained that RPD strives to offer extensive scholarships to anyone who asks. In creating more of a policy around scholarships, Sallee and Mitchell looked at the City of Evanston and their scholarship policies based on income. REDI committee and Valente also reviewed the draft policy. It is tied to the federal poverty guidelines which are also used to determine free and reduced-price school lunches, which gets updated every year. This form will be a one-time, annual application, applicable to everyone in a household. Scholarships will be offered up to 50% off total cost for in-district patrons and 25% off for out-of-district patrons. There was conversation about "special circumstances" and whether to include that language (and option) in the application. Mitchell suggested changes on pg 25 regarding "in-district" and "out-of-district" paragraphs. There was discussion about petitioning the board for exceptions. Transparency is important for families to be made aware that exceptions can be petitioned to the board. Applicants can petition the board directly if they believe special / extenuating circumstances apply to their situation. There was conversation about the need to disclose such requests to the board in a public forum. An alternative is to delegate to staff discretion (Program Director and Exec Director together) and scholarship awards outside of policy are then reported to the board. The start date for the new scholarship policy will be immediately for 2023 summer camps and then July 1 for all RPD programs. Matthew Mitchell moved to amend the motion to include updated language discussed (page 1 of the policy struck line re special circumstances. Applicants can petition directly if they believe they have extenuating circumstances. Struck sentences about case-by-case basis in two sections.) Morel seconded the motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously.

- **FOR ACTION Discuss / Approve Extended Equity Consultant Contract (Rosinski)**

We are slightly over budget at \$10,250 at this point. It will cost \$5k additionally. Board development activities funds are available to be redirected \$4k, the remaining will need to come out of next year's budget. Looking for authorization to allocate that to equity work.

Motion #9: Matthew Mitchell moved to direct the Executive Director to reallocate \$4k from board activities to equity work. Diana Anton seconded the motion. There was discussion about why there is a need for a 50% increase. Conflict with Dr Logan cost the board about \$1,500. We were also unclear at the beginning of the contact about what the total amount should be. The 6-hour training preparation for Robinson was an unforeseen expense. The recorded training (which we can keep) will not be an expense in the future. A 1-hour training for camp staff is something that Robinson can also provide for RPD for future use. Roll call vote: Braun no, Anton yes, Morel yes, Mitchell yes, Rodgers no. Motion passed with a 3-2 vote.

- **Discuss Ridgeville Executive Director Search (Rosinski)**

Mitchell shared that we've contracted with IAPD who received 7 applications; the board received them all and narrowed them down to 3; those 3 will be interviewed next Monday, at which time the board will whittle applicants down to 2. We are hoping to have a candidate by the end of this month. Reference and background checks will be done by IAPD. The second round of interviews will take place this month at the park district building. Mitchell noted that the current program director, Natalie Sallee, is an applicant and has been intentionally excluded from this process so she has been free to just be an applicant.

- **Discuss Park Tour and Natural Playground Items Recommendations (Mitchell/Sallee)**

Took a walk of the parks to discuss locations for natural playground statement pieces. \$15k was budgeted to use before June 30. Leider is not an ideal location since other ideas are possible there. Reba Park currently has two mud tables and can have some additional pieces added, including logs, painting board, chalkboard, and/or stump activity table. There was board agreement to purchase the chalkboard and log cluster for Reba Park. Elks Park doesn't have any natural pieces yet. Sallee suggested a hill slide, natural music makers, and wacky posts with zipline ties between them. There was board agreement to purchase drums, hill-slide, and 3 wacky posts for Elks Park.

Call of the Commissioners:

- Braun: passed
- Anton: passed
- Morel: passed
- Mitchell: passed
- Rodgers: passed

Citizen Comment Part 2:

There were no comments at this time.

Executive Session

Motion #10: Matthew Mitchell moved to recess into Executive Session for the purpose of discussing the interview process for the Executive Director position. Debby Braun seconded the

motion. Roll call vote: Braun yes, Anton yes, Morel yes, Mitchell yes, Rodgers yes. The motion passed unanimously. The meeting was recessed into Executive Session at 8:50 pm.

The board returned from Executive Session at 9:25 pm.

Adjournment:

Motion #11: Matthew Mitchell moved to adjourn the meeting. Mick Morel seconded the motion. All present were in favor. The meeting was adjourned at 9:28 pm.

Respectfully submitted,
Julie Larson, Minute Taker

04/10/23

Ridgeville Park District - General Account

Bills Summary

April 13, 2023

	<u>TOTAL</u>
ADP Payroll Processing Acct.#00060-052985	-554.54
AT&T U-Verse #117-052-202	-51.88
AT&T U-Verse #117-052-204	-62.82
AT&T a/c 869-5640	-230.81
Auto-Wares Group (Bumper To Bumper)	-4.22
Bella Consulting Group, LLC	-843.75
Bienenstock Natural Playgrounds, Inc.	-7,077.00
Chase Bank	-130.00
Chase Paymentech	-693.46
Chicago Tribune Media Group	-32.88
CITGO	-211.93
City of Evanston Water Dept. 9090800-00	-282.68
COMCAST	-240.22
ComEd a/c 152-137-3009	-41.19
ComEd a/c 158-313-2031	-8.10
ComEd a/c 303-349-2002	-526.23
ComEd a/c 303-360-1001	-66.83
ComEd a/c 303-360-2008	-85.49
ComEd a/c 311-727-0008	-24.22
Evanston Lumber Co.	-332.45
Genesis	-14.62
Great America	-105.84
Greenwald, Irina	-180.00
Hanson Roofing	-2,375.00
Hinckley Springs-DS Waters Company	-26.97
Illinois Municipal Retirement Fund (IMRF)	-1,089.78
Illinois State Police	-200.00
Kelvin Company, LLC	-5,710.00
Klitzkie, Martha	-805.00
Language in Action	-207.00
Lemoi Ace Hardware	-362.02
Local Government Health Plan CMS	-4,669.00
LRS	-104.11
Meltzer, Purtill & Stelle LLC	-3,477.50
National Awards	-3,317.00
Nicor Gas a/c 30-47-90-9630 4	-465.71
Nicor Gas a/c 91-71-84-0000 4	-297.35
Practice Sports, Inc	-1,855.00
Quill Corporation	-26.94
Reza, Kenia	-80.00
Russo Power Equipment	-233.65
Stratus Building Solutions of Chicago - N	-683.00
Sunrise Tree Care	-1,875.00
Tanyavutti, Anya	-400.00
Vanguard/Newport Group, Inc.	-250.00
Verizon Wireless	-161.10
TOTAL	<u><u>-40,472.29</u></u>

Ridgeville Park District - General Account

Bills Detailed Report

April 13, 2023

04/10/23

Num	Name	Memo	Amount
C200 · Corp Cash Acct			
	Evanston Lumber Co.	Reissue of Ck# 5674 - Lost in Mail	36.50
CREDIT	Evanston Lumber Co.	Credit for Lost Check #5674	-36.50
Total C200 · Corp Cash Acct			0.00
2010 · A/P-Corporate			
	ADP Payroll Processing Acct.#00...	CA22: Payroll Processing	-554.54
DEBIT	AT&T U-Verse #117-052-202	CA05: Fast Speed Internet: Acct #117-052-202	-51.88
DEBIT	AT&T U-Verse #117-052-204	CA05: Fast Speed Internet: Acct #117-052-204	-62.82
	AT&T a/c 869-5640	CA05: Landline Acct #84786956402110	-230.81
	Auto-Wares Group (Bumber To B...	RA12: Statement for Acct #4730000908	-4.22
	Bella Consulting Group, LLC	CA21: Equity Consultant Invoice# 223004	-843.75
	Bienenstock Natural Playgrounds...	C600: Deposit for Nature Based Playground	-7,077.00
DEBIT	Chase Bank	CA06 Safety Deposit Box Rental	-130.00
DEBIT	Chase Paymentech	CA06: Chase Paymentech Fees	-693.46
	Chicago Tribune Media Group	CA06: Classified Listing Inv# 068914435000	-32.88
DEBIT	CITGO	RA12: Gas	-211.93
DEBIT	City of Evanston Water Dept. 909...	CA05: Water@ 908 Seward St.	-282.68
	COMCAST	CA05: Internet@ 1111 South Blvd: Account #8771 10 135 1142175	-240.22
DEBIT	ComEd a/c 152-137-3009	CA05: Electric@ 1w Calley	-41.19
DEBIT	ComEd a/c 158-313-2031	CA05: Electric@ 141 Elmwood Ave	-8.10
DEBIT	ComEd a/c 303-349-2002	CA05: Electric@ 908 Seward	-271.05
DEBIT	ComEd a/c 303-349-2002	CA05: Electric@ 908 Seward	-255.18
DEBIT	ComEd a/c 303-360-1001	CA05: Electric@ 1111 South Blvd.	-66.83
DEBIT	ComEd a/c 303-360-2008	CA05: Electric@ 1115 South Blvd.	-85.49
DEBIT	ComEd a/c 311-727-0008	CA05: Electric@ 709 Reba Place	-24.22
	Evanston Lumber Co.	RA14: Supplies for 908 Garden Beds and Park Bench Installation	-368.95
CREDIT	Evanston Lumber Co.	C200: Credit for Lost Check #5674	36.50
	Genesis	CA06: Invoice #86588	-14.62
	Great America	CA05: Phone	-105.84
	Greenwald, Irina	C105: REFUND Withdrawal from CIT	-180.00
	Hanson Roofing	CA13: Roof Repair - Main Bldg. 908 Seward - Inv. 27615	-2,375.00
	Hinckley Springs-DS Waters Co...	CA06: Office Water Acct# 1651 5872 5335 83	-26.97
DEBIT	Illinois Municipal Retirement Fun...	CA222: March 2023 Deposit	-1,089.78
	Illinois State Police	CA06: ORI:#PK0010791 Cost Ctr# 01087 Criminal Background Check	-200.00
	Kelvin Company, LLC	RA17: Concrete Pads (4) & Concrete Removal	-5,710.00
	Klitzkie, Martha	C105: REFUND for Double Payment	-805.00
	Language in Action	RA24: Spanish Lessons	-207.00
	Lemoi Ace Hardware	RA14: Acct# 181700	-362.02
	Local Government Health Plan C...	CA08: Employee Health Insurance	-4,669.00
	LRS	RA14: Trash Removal - Cust # 54404.1	-104.11
	Meltzer, Purtill & Stelle LLC	CA09: Legal Fees	-3,477.50
	National Awards	RA17: Signs and Banners	-3,317.00
DEBIT	Nicor Gas a/c 30-47-90-9630 4	CA05: Gas@ 908 Seward St. Rear House - February	-265.50
DEBIT	Nicor Gas a/c 30-47-90-9630 4	CA05: Gas@ 908 Seward St. Rear House - March	-200.21
DEBIT	Nicor Gas a/c 91-71-84-0000 4	CA05: Gas@ 1115 S. Blvd	-297.35
	Practice Sports, Inc	RA17: Gaga Pit - Inv 192007	-1,855.00
	Quill Corporation	CA06: Inv #31105845	-26.94
	Reza, Kenia	C105: REFUND - Withdrawal from Program	-80.00
	Russo Power Equipment	RA17: Acct # 1009597	-233.65
	Stratus Building Solutions of Chic...	RA31: Janitorial Service	-683.00
	Sunrise Tree Care	C600: General Tree Work	-1,875.00
	Tanyavutti, Anya	C105: REFUND - Double Booking	-400.00
DEBIT	Vanguard/Newport Group, Inc.	CA16: 403b Employer Contribution	-250.00
	Verizon Wireless	RA23: Acct# 980513682-0001: Inv #9927927067	-161.10
Total 2010 · A/P-Corporate			-40,472.29
C222 · IMRF (Paid by Employee)			
DEBIT	Illinois Municipal Retirement Fun...	Employee Contribution for Rosinski, Cruz, Hower, Lopez and Sallee - M...	903.14
Total C222 · IMRF (Paid by Employee)			903.14
4999 · Uncategorized Income			
	Genesis	CA06: Invoice #86588	-44.69
Total 4999 · Uncategorized Income			-44.69
C105 · Program Revenue			
	Greenwald, Irina	REFUND - Withdrawal from Counselor in Training - Timothy Stydinsky	180.00

Ridgeville Park District - General Account

Bills Detailed Report

April 13, 2023

04/10/23

Num	Name	Memo	Amount
	Klitzkie, Martha	REFUND for Summer Camp - Schudule Conflicit - Samara Klitzkie	805.00
	Reza, Kenia	REFUND - Withdrawal from Program (Spring Break Camp) due to Illnes...	80.00
	Tanyavutti, Anya	REFUND - Double Booking - Zoe Tanyavutti	200.00
	Tanyavutti, Anya	REFUND - Double Booking - Aden Tanyavutti	200.00
Total C105 · Program Revenue			1,465.00
C600 Capitol Improvement Fund			
	Bienenstock Natural Playgrounds...	Deposit for Nature Based Playground	7,077.00
	Sunrise Tree Care	General Tree Work and Stump Grinding	1,875.00
Total C600 Capitol Improvement Fund			8,952.00
RA23 Program Supplies			
	Verizon Wireless	Invoice #9930332181 Cell Phone Monthly Charges for Rosinski & Sallee	161.10
Total RA23 Program Supplies			161.10
RA24 Partner Programs			
	Language in Action	Spanish lessons for Kids Session I-B (Jan 19-Feb 23)	69.00
	Language in Action	Spanish lessons for Adults Session I-A (Jan 17-Feb 21)	138.00
Total RA24 Partner Programs			207.00
CA05 · Utilities			
DEBIT	AT&T U-Verse #117-052-202	Fast Speed Internet Account #117-052-202	51.88
DEBIT	AT&T U-Verse #117-052-204	Fast Speed Internet Account #117-052-204	62.82
	AT&T a/c 869-5640	Office Phone Lines	230.81
DEBIT	City of Evanston Water Dept. 909...	Water@ 908 Seward St. 01/01/23 - 03/01/23	282.68
	COMCAST	Account #8771 10 135 1142175 - 03/18-04/17/23	240.22
DEBIT	ComEd a/c 152-137-3009	1w Calley Service: March	41.19
DEBIT	ComEd a/c 158-313-2031	141 Elmwood Ave. Service: March	8.10
DEBIT	ComEd a/c 303-349-2002	908 Seward Service : February	271.05
DEBIT	ComEd a/c 303-349-2002	908 Seward Service : March	255.18
DEBIT	ComEd a/c 303-360-1001	1111 South Blvd. Service: March	66.83
DEBIT	ComEd a/c 303-360-2008	1115 South Blvd. Service: March	85.49
DEBIT	ComEd a/c 311-727-0008	709 Reba Place Service: March	24.22
	Great America	Avaya Phones for Office	105.84
DEBIT	Nicor Gas a/c 30-47-90-9630 4	Gas@ 908 Seward St Rear House - February	265.50
DEBIT	Nicor Gas a/c 30-47-90-9630 4	Gas@ 908 Seward St Rear House - March	200.21
DEBIT	Nicor Gas a/c 91-71-84-0000 4	Gas@ 1115 S. Blvd., Kamen Park Field House: March	297.35
Total CA05 · Utilities			2,489.37
CA06 · Office Supplies & Expenses			
DEBIT	Chase Bank	Safety Deposit Box Rental	130.00
DEBIT	Chase Paymentech	Chase Paymentech Fees	693.46
	Chicago Tribune Media Group	Classified Listing	32.88
	Genesis	Invoice #86588 - Copier Overage Charge for January 2023	59.31
	Hinckley Springs-DS Waters Co...	Office Water Acct# 1651 5872 5335 83	26.97
	Illinois State Police	Addition of funds to Account	200.00
	Quill Corporation	Inv #31105845 - Stock Paper for Timecards	26.94
Total CA06 · Office Supplies & Expenses			1,169.56
CA08 · Employee Health Insurance			
	Local Government Health Plan C...	Rosinski, Brian (Family Included)	2,287.00
	Local Government Health Plan C...	Cruz, Marcos	1,191.00
	Local Government Health Plan C...	Sallee, Natalie	1,191.00
Total CA08 · Employee Health Insurance			4,669.00
CA09 · Attorney Fees & Expense			
	Meltzer, Purtill & Stelle LLC	Fee for legal communication	3,477.50
Total CA09 · Attorney Fees & Expense			3,477.50
CA13 · Building Maintenance & Repair			
	Hanson Roofing	Roof Repair - Main Bldg. 908 Seward - Inv. 27615	2,375.00
	Lemoi Ace Hardware	Inv# 281560 - Casters Return	-18.16
	Lemoi Ace Hardware	Inv# 281563 - Safety glasses, Cleaner, Gloves, Key	39.50
	Lemoi Ace Hardware	Inv# 281749 - Cable ties; Support Back	29.97
	Lemoi Ace Hardware	Inv# 281919 - Ant repellent/traps	14.52

Ridgeville Park District - General Account

Bills Detailed Report

April 13, 2023

04/10/23

Num	Name	Memo	Amount
	Lemoi Ace Hardware	Inv# 281998 - Bag; Cord Reel; Rollers	46.32
	Lemoi Ace Hardware	Inv# 282053 - Broom; Cleaners; Bags	63.68
	Lemoi Ace Hardware	Inv# 282111 - Light bulbs; Spades; Nuts/Bolts/Nails/Screws	154.85
	Lemoi Ace Hardware	Inv# 282172 - Trash bags; Paint remover; Dish soap	31.34
Total CA13 · Building Maintenance & Repair			2,737.02
CA16 · 403 B Retirement ContributionER			
DEBIT	Vanguard/Newport Group, Inc.	403(b)(7) Plan 10067286: Employer Contribution to Employee Retireme...	250.00
Total CA16 · 403 B Retirement ContributionER			250.00
CA21 · Board Development Activities			
	Bella Consulting Group, LLC	Equity Consultant Invoice# 223004	843.75
Total CA21 · Board Development Activities			843.75
CA22 · Payroll Processing Expense			
	ADP Payroll Processing Acct.#00...	Processing Charges for 03/03/23	243.45
	ADP Payroll Processing Acct.#00...	Processing Charges for 03/17/23	232.79
	ADP Payroll Processing Acct.#00...	Workforce Now - HR Assist	78.30
Total CA22 · Payroll Processing Expense			554.54
IA19 · III. Municipal Retirement Fund			
DEBIT	Illinois Municipal Retirement Fun...	Employee Contribution for Rosinski, Cruz, Hower, Lopez and Sallee - M...	186.64
Total IA19 · III. Municipal Retirement Fund			186.64
RA12 · Vehicle Maintenance & Repair			
DEBIT	Auto-Wares Group (Bumber To B... CITGO	Finance Charge for Previous Statements Gas - March 2023	4.22 211.93
Total RA12 · Vehicle Maintenance & Repair			216.15
RA14 · Playground Maintenance Mat.			
	Evanston Lumber Co.	Inv#111868 - Drill bits for Park Bench Installation	74.05
	Evanston Lumber Co.	Inv#111770 - Screws and other supplies for 908 Garden Beds	256.40
	Evanston Lumber Co.	Fincance Charges for Lost Check	2.00
	LRS	Garbage Pickup: Monthly Charge Inv#0005252210 (Service for 03/01-0...	104.11
Total RA14 · Playground Maintenance Mat.			436.56
RA17 · Playground & Park Equipment			
	Kelvin Company, LLC	Concrete Pads (4) & Concrete Removal	5,710.00
	National Awards	Inv#14464 - Kay Lee Tot Lot Sign	3,317.00
	Practice Sports, Inc	Gaga Pit - Inv 192007	1,855.00
	Russo Power Equipment	Invoice # PSI20004644 - Lawn Mower Repair	233.65
Total RA17 · Playground & Park Equipment			11,115.65
RA31 · Part-Time Maintenance Wages			
	Stratus Building Solutions of Chic...	Janitorial Service for April	683.00
Total RA31 · Part-Time Maintenance Wages			683.00
TOTAL			0.00

04/10/23

Ridgeville Park District
Petty Cash Summary
April 13, 2023

	<u>TOTAL</u>
Air Delights, Inc.	-0.03
Amazon.com	-743.94
APPLE, INC.	-9.99
CANVA	-119.99
Dengeo's	-77.89
Essence Painting and Restoration, Inc.	-2,000.00
Evanston Organics	-316.00
Fiverr	-23.10
Home Depot	-95.68
Johnny's Seeds	-293.38
Mail Chimp	-47.00
Morelia Supermarket	-12.47
Red's Garden Center	-252.00
Sam's Club	-335.82
TOTAL	<u><u>-4,327.29</u></u>

04/10/23

Ridgeville Park District
Petty Cash Details
 April 13, 2023

Num	Name	Memo	Amount
2020 · A/P-Petty Cash			
DEBIT	Morelia Supermarket	RA23: Supplies for Board Meeting/Interviews	-12.47
DEBIT	Home Depot	RA14: Lumber for Gardens	-95.68
DEBIT	Fiverr	CA06: Typist to retype policies & ordinance	-23.10
DEBIT	Dengeo's	RA23: Lunch	-77.89
DEBIT	Mail Chimp	CA06: Monthly Fee for over 2000 patron emails	-47.00
DEBIT	Amazon.com	RA14: Shed for Gardeners	-269.99
DEBIT	Evanston Organics	RA14: Woodchips	-168.00
DEBIT	Amazon.com	RA14: Row Covers	-79.97
DEBIT	Amazon.com	RA14: Garden Fertilizer	-29.95
DEBIT	Amazon.com	RA14: Potting Mix	-68.96
DEBIT	Amazon.com	RA14: Supplies for G2T Program	-192.10
DEBIT	Johnny's Seeds	RA23: Seeds	-293.38
DEBIT	Amazon.com	RA14: Bow Rakes for G2T Program	-91.98
DEBIT	Amazon.com	RA14: Labels for Seedlings for G2T Program	-10.99
DEBIT	Sam's Club	RA23: Membership Renewal and Spring Camp Snacks	-335.82
DEBIT	Evanston Organics	RA14: Soil for 908 Garden Boxes	-148.00
DEBIT	APPLE, INC.	CA06: iPad Memory	-9.99
DEBIT	Red's Garden Center	RA14: Organic Mix Compost	-252.00
DEBIT	CANVA	RA55: Annual Subscription Fee for Graphic Design Program	-119.99
DEBIT	Air Delights, Inc.	C200: Correction of Erroneous Amount	-0.03
995731	Essence Painting and Restorati...	CA13: Deposit for Painters	-2,000.00
Total 2020 · A/P-Petty Cash			-4,327.29
RA23 Program Supplies			
DEBIT	Morelia Supermarket	Apples, Oranges, Ice, Aluminum Pans for Board Meeting/Interviews	12.47
DEBIT	Dengeo's	Lunch for staff	77.89
DEBIT	Johnny's Seeds	Seeds for G2T Program	293.38
DEBIT	Sam's Club	Membership Renewal and Spring Camp Snacks	335.82
Total RA23 Program Supplies			719.56
CA06 · Office Supplies & Expenses			
DEBIT	Fiverr	Typist to retype policies & ordinance	23.10
DEBIT	Mail Chimp	Email Integration for programs	47.00
DEBIT	APPLE, INC.	iPad Memory	9.99
Total CA06 · Office Supplies & Expenses			80.09
CA13 · Building Maintenance & Repair			
DEBIT	Air Delights, Inc.	Correction of Erroneous Amount on March 2023 Petty Cash Report - Soap Disp...	0.03
995731	Essence Painting and Restorati...	Deposit for Painting of 908 Seward	2,000.00
Total CA13 · Building Maintenance & Repair			2,000.03
RA14 · Playground Maintenance Mat.			
DEBIT	Home Depot	Lumber for Plot Separation	95.68
DEBIT	Amazon.com	Shed at 908 Seward for G2T Program	269.99
DEBIT	Evanston Organics	Woodchips for Garden Pathways @ Elks Park	168.00
DEBIT	Amazon.com	Row Covers for Frost Protection for G2T Program	79.97
DEBIT	Amazon.com	Garden Fertilizer for G2T Program	29.95
DEBIT	Amazon.com	Potting Mix for G2T Program	68.96
DEBIT	Amazon.com	Tub, Seed trays, All purpose cleaner brush, Beads for crafts, Organic plant foo...	192.10
DEBIT	Amazon.com	Bow Rakes for G2T Program	91.98
DEBIT	Amazon.com	Labels for Seedlings for G2T Program	10.99
DEBIT	Evanston Organics	Soil for 908 Garden Boxes	148.00
DEBIT	Red's Garden Center	6 Cubic Yards of Organic Mix Compost	252.00
Total RA14 · Playground Maintenance Mat.			1,407.62
RA55 · Program Promotion & Rec Expense			
DEBIT	CANVA	Annual Subscription Fee for Graphic Design Program to Produce Flyers	119.99
Total RA55 · Program Promotion & Rec Expense			119.99
TOTAL			0.00

Monthly Board Report April

Date: 04/10/23

To: Board of Commissioners

From: Brian Rosinski

Subject: Monthly Report

We have made good progress ordering and completing most of our capital outlays from line items CA51 and R17. The following items are ordered:

- 1) The 908 Seward front door and frame
- 2) Kay Lee Tot Lot sign
- 3) Gaga Pit
- 4) Nature based play equipment (as of 4/11/23).

Also, four park benches have been installed over concrete pads, one bench at Ridgeville Park, one at Reba Park and two at Elks Park. We will be ordering two AED's for 908 Seward in early May when I meet with our CPR/AED instructor and the horse shoe pit at Elks Park will be completed this spring as better weather arrives.

Our maintenance crew has done a terrific job of getting the gardens ready at 908 Seward and Elks Park. Water will be turned on, weather permitting, this week.

Full time staff will be certified in CPR and trained in AED usage on May 3rd. Also, the summer camp staff will have its annual orientation and CPR class on Saturday, May 20th at the David Wood Field House.

I believe this April Board meeting will be Debby Braun's and Matt Rodger's last meeting as Ridgeville commissioners. I would like to thank them both for their service. I would especially like to acknowledge Debby Braun's many years of service. I estimate she served over twenty years as a commissioner. You will be missed.

Date: April 10, 2023
To: Board of Commissioners
From: Natalie Sallee
Subject: Monthly Report

Spring Break Camp

Josh Coveliors, along with 5 counselors, led our Spring Break Camp April 3-7. They did a terrific job with camp at full capacity all 5 days in spite of some rainy days. I received very positive feedback from families.

Repair Cafe

Our first day of Repair Cafe at Kamen East Park will be held Tuesday, April 18 from 10am-12pm. This is a new partnership with Citizens Greener Evanston and the Evanston Public Library. Community members can stop by with anything that needs to be fixed and work with volunteer professionals to get it done. Repair Cafes will be held monthly at the field house.

Earth Day Concert & Clean-Up

We will hold our third annual Earth Day Concert & Clean-Up event on Saturday, April 22 from 10:30am-12:30pm. A local Girl Scouts troop is volunteering to be our point people at Elks Park and Leider Park and pass out trash bags and gloves. The clean-up will start at those two parks and move to Ridgeville Park for recycled arts & crafts with Jacy Herman and seed bombs with Laura Downey. We will also host Urban Yaadies Reggae Band for a concert from 11am-12:30pm and pass out organic snacks.

Garden Programs

Laura Downey is working with volunteers to get Elks Park Community Garden and the Ridgeville Park Garden ready for planting. Gwenne Godwin has begun Garden2Classes with students. They are now starting their seeds and preparing their beds. A big THANK YOU to Marcos and Felipe for all their hard work getting the new beds in place and ready to go, as well as tilling and preparing the plots at Elks. This was hard work, and they did it quickly and efficiently.

Summer Camp/Sports

Registration is looking good for both our summer camps and our summer sports. We still have some space left! The summer staff has been hired and is finishing up payroll paperwork. Staff orientation and CPR/AED certification will be held May 20.

Theater on the Ridge/Concerts on the Ridge

I am still coordinating with Mudlark Theater to nail down summer production dates at Ridgeville Park. Laughing Stock Theater will perform at Ridgeville Park on Saturdays and Sundays in June.

Here is the Concerts on the Ridge line-up:

July 5: School of Rock Evanston
July 12: Dance In the Parks
July 19: 45 RPM
July 26: Gerald McClendon
August 2: Steve Knight

August 9: Los Perros Cubanos
August 16: Esther Jones & Band
August 23: Jutta & the Hi-Dukes
August 30: Michael Charles & His Band

MONTHLY REPORTS:

This narrative discusses these monthly financial reports: Appropriations Ledger, Balance Sheet, Statement of Revenues and Disbursements, Outstanding / Unresolved Items, and Cash and Investment Account Reconciliation.

KEY INDICATOR DISCUSSION:

- **BUDGET PERFORMANCE - APPROPRIATIONS:** YTD Expenditures through March were only 54% of the Appropriations Plan, well below the 71% anticipated level. Compared to last year at this time, expenditures are down \$6,000, although the budget anticipated they would be \$125,000 higher. **The budget calls for roughly \$465,000 to be expended in the final 3 months of the fiscal year**, a monthly rate of expenditure more than double the actual performance so far.
- **BUDGET PERFORMANCE - REVENUES:** YTD Revenue is \$691,000. This compares to \$833,000 at this same point last year. Program Revenues are roughly \$40,000 ahead of last year, although \$65,000 below plan. Tax Revenues are \$200,000 behind the same point last year, due to the delayed due date for first installment 2022 Property Tax Bills. The Balance Sheet shows Taxes Receivable are roughly \$210,000 larger than at this point last year, suggesting this lagging revenue is likely to arrive in April. Replacement taxes, interest on investment balances, and miscellaneous revenues all currently exceed the annual budget. \$12,805 of miscellaneous revenue is from insurance proceeds to repair a vandalized basketball court. The current budget does not have provisions allowing the repairs this year. The monies have been set aside in the Capital Projects fund to be earmarked in next year's budget. **The budget calls for about \$320,000 more revenue to arrive before year-end.** Note: While it is expected that program revenues will ultimately meet the budgeted level, to the extent they fall short, program supply costs in the appropriations budget should fall short by at least the amount of the cost-coverage portion of the revenue. While generally true of program revenues, it is especially relevant to the partner camp revenue and their related appropriations.
- **CASH FLOW:** Net Revenue (Revenue less Appropriations) shows since the start of the fiscal year, \$76,000 more has been received in Revenues than has been expended. The budget aims to arrive at a shortfall of \$119,000 by June 30, to reduce unexpended surpluses arising from Covid disruptions in the two prior fiscal years. This is another view highlighting the urgency of conforming to the expenditure plans in the remaining months of the fiscal year.
- **ASSETS & LIABILITIES:** Cash and investment balances are roughly the same as they were at this point last year at this time. Overall, assets are about \$170,000 more than at this point last year.
- **CASH AND INVESTMENTS:** All banking relationships are below FDIC limits. To achieve this in March, the Treasurer transferred \$140,000 in excess balances to Investment accounts - \$40,000 to Wintrust and \$100,000 to the Illinois Funds.
- **OUTSTANDING/UNRESOLVED ITEMS:** Four items are older than 1 board meeting. Of these, two are older than 6 months and more urgently need priority attention to get resolved.

RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS
as of 03/31/2023 for Fiscal Year Ending June 30, 2023

Acct Description	Ordinance	Actual YTD	Remaining	YTD %
CA01 Part Time Wages	38,850	26,720.41	12,129.59	69%
CA03 Administrative Salaries	114,850	70,930.68	43,919.32	62%
CA08 Employee Health Insurance	73,600	49,213.00	24,387.00	67%
CA16 Employee Benefits - 403B Contributions	3,500	2,250.00	1,250.00	64%
CAxx Salaries, Wages & Benefits	230,800	149,114.09	81,685.91	65%
CA09 Legal	14,000	7,870.50	6,129.50	56%
CA10 Audit	9,700	9,700.00	0.00	100%
CA21 Board Development Activities	24,000	19,402.56	4,597.44	81%
CA22 Payroll Processing	9,000	5,493.47	3,506.53	61%
CAxx Services	56,700	42,466.53	14,233.47	75%
CA06 Administrative (Office, Furn./Equip)	12,000	7,435.00	4,565.00	62%
CA05 Utilities	33,000	16,236.39	16,763.61	49%
CA13 Facilities Repairs & Maintenance	28,500	4,253.10	24,246.90	15%
CA51 Capital Improvements to Facilities	17,500	7,949.98	9,550.02	45%
CA53 Property Casualty Insurance	14,500	8,572.62	5,927.38	59%
CAxx Facilities	93,500	37,012.09	56,487.91	40%
CA96 General Unapproved Appropriations	-	271.05	(271.05)	N.M.
CA97 Petty Unapproved Appropriations	-	4,207.27	(4,207.27)	N.M.
CA98 Gen'l Unapproved Approp., for Write-Off	-	0.00	0.00	N.M.
CA99 Petty Unapproved Approp., for Write-Off	-	235.45	(235.45)	N.M.
C239C General Fund Total	\$ 393,000	\$240,741.48	\$152,258.52	61%
RA38 Salary: Recreation Administration	47,300	34,391.77	12,908.23	73%
RA34 Wages: Programs	131,500	85,119.40	46,380.60	65%
RA37 Wages: Maintenance (FT)	113,000	72,253.64	40,746.36	64%
RA31 Wages: Part Time	31,500	4,336.61	27,163.39	14%
RAxx Salaries & Wages	323,300	196,101.42	127,198.58	61%
RAxx Programs (Supplies & Transfers)	150,500	83,824.65	66,675.35	56%
RA55 Program Promotion	22,000	16,890.64	5,109.36	77%
RA14 Park & Playground: Maint / Repairs	28,000	10,213.65	17,786.35	36%
RA17 Capital Outlays - Parks & Playgrounds	32,000	2,979.93	29,020.07	9%
RAxx Parks & Playgrounds	60,000	13,193.58	46,806.42	22%
RA12 Vehicles & Equipment	20,500	7,758.28	12,741.72	38%
C239R Recreation Fund Total	\$ 576,300	\$317,768.57	\$258,531.43	55%
IA19 Illinois Municipal Retirement Fund	16,000	7,041.62	\$8,958.38	44%
C239I IMRF Fund Total	\$ 16,000	\$7,041.62	\$8,958.38	44%
SA20 Social Security	34,000	22,379.64	\$11,620.36	66%
C239S Social Security Fund Total	\$ 34,000	\$22,379.64	\$11,620.36	66%
LA07 Unemployment Insurance	2,000	1,215.12	\$784.88	61%
LA15 Worker's Compensation Insurance	8,500	14,483.50	(5,983.50)	170%
LA24 Liability Insurance	11,500	9,619.59	1,880.41	84%
C239L Liability Insurance Fund Total	\$ 22,000	\$25,318.21	(\$3,318.21)	115%
C6191 Trees / Shrubs / Plantings	15,000	2,492.00	12,508.00	17%
C6221 Multi-Use Maint Vehicle	25,000	0.00	25,000.00	0%
C6231 Nature Based Play Area	15,000	0.00	15,000.00	0%
C6232 Ford F250 with Plow	40,000	0.00	40,000.00	0%
C600 Capital Improvement Fund Total	\$ 95,000	\$2,492.00	\$37,508.00	3%
APPROPRIATIONS TOTALS	\$ 1,136,300	\$615,741.52	\$465,558.48	54%
Target:				71%

Note: Target % of budget utilization is # of YTD full months plus 1/2 current month, divided by 12.

This approximates recognition warrants are approved mid-month while payroll expenses reflect a full month.

YTD % reflects budget utilization (YTD Actual \$ as % of Budget \$).

RIDGEVILLE PARK DISTRICT
as of: 03/31/2023 for Fiscal Year Ending June 30, 2023

Statement of Revenue and Appropriation Disbursements / Expenditures

#	Account Description	All Funds Total		General		Recreation		IMRF		Social Security		Liability Insurance		Capital Projects	
		Ordinance	Actual	Ordinance	Actual	Ordinance	Actual	Ordinance	Actual	Ordinance	Actual	Ordinance	Actual	Ordinance	Actual
REVENUE:															
	Ordinance Property Tax Receipts (This Yr)	737,800		352,000		328,800		11,000		31,000		15,000			
	3% Cook County Clerk Loss Factor	22,134		10,560		9,864		330		930		450			
C242	Property Tax Receipts (This Yr)	759,934	144,100.76	362,560	68,749.04	338,664	64,218.50	11,330	2,148.54	31,930	6,055.11	15,450	2,929.57		
C243	Property Tax Receipts (Prior Yrs)		332,482.90		155,442.44		149,274.84		5,931.49		16,138.71		5,695.42		
C108	Replacement Tax Revenue	28,000	35,878.81	16,000	18,302.50	12,000	17,576.31								
	Tax Receipts Sub-Total	787,934	512,462.47	378,560	242,493.98	350,664	231,069.65	11,330	8,080.03	31,930	22,193.82	15,450	8,624.99		
C101	Miscellaneous Revenue	0	14,305.00			0	1,500.00							0	12,805.00
C104	Rental Revenue	7,500	5,340.00			7,500	5,340.00								
C105	Program Revenue	220,000	154,184.25			220,000	154,184.25								
C106	State Grant Revenue	0	0.00			0	0.00								
C107	CDBG	0	0.00			0	0.00							0	0.00
C109	Other Grants, Gifts, Bequests	0	1,277.00			0	1,277.00							0	0.00
C111	Interest Collected	2,000	4,158.46	2,000	4,158.46										
	Total Revenue	1,017,434	691,727.18	380,560	246,652.44	578,164	393,370.90	11,330	8,080.03	31,930	22,193.82	15,450	8,624.99	0	12,805.00
	Planned Use of Unexpended Funds	141,000		23,000		8,000		5,000		3,000		7,000		95,000	
	Exclude 3% Cook Cty Clerk Loss Factor	(22,134)		(10,560)		(9,864)		(330)		(930)		(450)			
	Total Planned Funding Sources (see note)	1,136,300		393,000		576,300		16,000		34,000		22,000		95,000	

APPROPRIATIONS:															
C239 & C600	Total Appropriations	1,136,300	615,741.52	393,000	240,741.48	576,300	317,768.57	16,000	7,041.62	34,000	22,379.64	22,000	25,318.21	95,000	2,492.00

REVENUE Less APPROPRIATIONS	(118,866)	\$75,985.66	(12,440)	5,910.96	1,864	\$75,602.33	(4,670)	\$1,038.41	(2,070)	(\$185.82)	(6,550)	(\$16,693.22)	(95,000)	\$10,313.00
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NOTE: Ordinance figures for Tax Receipts include 3% Loss Provision (Loss Factor) as provided for by Cook County Clerk Property Tax Extension process
Total Planned Funding Sources should match Exhibit A in Appropriations Ordinance

RIDGEVILLE PARK DISTRICT

Balance Sheet

as of: 03/31/2023 for Fiscal Year Ending June 30, 2023

Assets	Major Funds		Working Cash	Special Revenue Funds					Combining Total
	General	Recreation		Special Combined	IMRF	Liability Insurance	Social Security	Capital Projects	
Cash & Investments	292,355.62	334,613.60	196,024.19	185,456.43	20,396.16	12,888.71	24,990.94	127,180.62	1,008,449.84
Cash & Investments Unapplied Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Receivable	0.00	0.00		0.00					0.00
Taxes Receivable	279,154.50	260,641.96		45,135.93	8,698.15	11,920.70	24,517.08	0.00	584,932.39
Due from Other Funds	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Insurance	0.00			0.00		0.00			0.00
Total Assets	571,510.12	595,255.56	196,024.19	230,592.36	29,094.31	24,809.41	49,508.02	127,180.62	1,593,382.23
Deferred Outflows	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Total Assets and Deferred Outflows	571,510.12	595,255.56	196,024.19	230,592.36	29,094.31	24,809.41	49,508.02	127,180.62	1,593,382.23
Liabilities									
Accounts Payable	903.14	0.00		0.00	0.00	0.00		0.00	903.14
Accrued Payroll	0.00	0.00		0.00			0.00		0.00
Unearned Program Revenue		0.00		0.00					0.00
Due to Other Funds	0.00	0.00		0.00					0.00
Total Liabilities	903.14	0.00		0.00	0.00	0.00	0.00	0.00	903.14
Deferred Inflows (Property Taxes)	279,154.50	260,641.96		45,135.93	8,698.15	11,920.70	24,517.08	0.00	584,932.39
Fund Balances									
Non-Spendable (Prepays)	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Restricted	0.00	0.00	196,024.19	58,275.81	20,396.16	12,888.71	24,990.94	0.00	254,300.00
Assigned	0.00	334,613.60		127,180.62	0.00	0.00	0.00	127,180.62	461,794.22
Unassigned	291,452.48	0.00		0.00	0.00	0.00	0.00	0.00	291,452.48
Total Fund Balances	291,452.48	334,613.60	196,024.19	185,456.43	20,396.16	12,888.71	24,990.94	127,180.62	1,007,546.70
Total Liabilities, Def. Inflows, Funds	571,510.12	595,255.56	196,024.19	230,592.36	29,094.31	24,809.41	49,508.02	127,180.62	1,593,382.23

Supplemental Sub-Ledger for Capital Projects Funds Assignment:		
Capital Projects - Unallocated Surplus	(Note: Prior to fiscal year end, to foot to fund balance, this line also includes current year unapplied net revenues)	10,413.00
Vanden Avenue Bequest		36,767.62
Multi-Use Maint Vehicle		25,000.00
Nature Based Play Area - Reba Park		15,000.00
Ford F250 Truck with Plow		40,000.00
Total Fund Balance		127,180.62

RPD Treasury Fund: Reconciliation of Fund Balances to Cash and Investment Accounts
Balances as of 03/31/2023 For Fiscal Year Ending June 30, 2023

Description	Account	Balance	Sub-Total	Total	Grand Total
Bank Statement	C200CX	\$217,472.80			
Approved, Not Cleared	C200ANC	-\$636.50			
General Operating Total	C200		\$216,836.30		
Bank Statement	C204CX	\$2,381.90			
Approved, Not Cleared	C204ANC	-\$635.42			
Petty Cash Total	C204		\$1,746.48		
Bank Statement	C208CX	\$24,600.90			
Approved, Not Cleared	C208ANC	-\$611.68			
Payroll Total	C208		\$23,989.22		
Chase Total				\$242,572.00	
Certificate of Deposit	CD068	\$65,092.34			
Certificate of Deposit	CD454	\$53,376.38			
Certificate of Deposit	CD462	\$53,349.37			
Certificate of Deposit	CD752	\$32,577.93			
Total Certificates of Deposit	C211		\$204,396.02		
Non-Interest Earning Cash Account	C212		\$5,963.35		
ByLine (Formerly FirstBank) Total				\$210,359.37	
Investment Fund	C214		\$264,710.29		
Illinois Funds Total				\$264,710.29	
Money Market	C213		\$47,979.10		
US Bank (Formerly CharterOne) Total				\$47,979.10	
Non-Interest Earning Cash Account	C209		\$41,000.00		
Money Market Account	C210		\$201,829.08		
WinTrust Total				\$242,829.08	
Total Cash and Investments by Accounts					\$1,008,449.84
General Funds Before Interfund Transfers	(Total C&I)		\$1,008,449.84		
Interfund Cash and Investment Balance Transfers	C201T		-\$716,094.22		
General Fund - Cash And Investments	C201C			\$292,355.62	
Recreation Fund - Cash And Investments	C201R			\$334,613.60	
Working Cash Fund - Cash And Investments	C201W			\$196,024.19	
Capital Projects Fund - Cash And Investments	C201P			\$127,180.62	
IMRF Fund - Cash And Investments	C201I			\$20,396.16	
Social Security Fund - Cash And Investments	C201S			\$24,990.94	
Liability Fund - Cash And Investments	C201L			\$12,888.71	

Total Cash And Investments by Fund

\$1,008,449.84

RPD Cash Account Reconciliation: Outstanding / Unresolved Items

From 07/01/2022 to 03/31/2023

Date	Num	Description	Amount
.CA96 General: Unapproved: Current Month CA96			
03/20/2023		ORIG CO NAME:COMED	\$271.05
Total For .CA96 General: Unapproved: Current Month CA96			\$271.05
.CA97 Petty Cash: Unapproved: Current Month CA97			
03/10/2023		CHECK 995731	\$2,000.00
03/14/2023		MORELIA SUPERMARKET # 1 CHICAGO	\$12.47
03/14/2023		THE HOME DEPOT 1902 EVANSTON IL	\$95.68
03/17/2023		Fiverr 855-5859699 NY	\$23.10
03/20/2023		Mailchimp 678-9990141 GA	\$47.00
03/20/2023		THE DENGEOs - SKOKIE 847-9759393	\$77.89
03/21/2023		AMZN Mktp US*H70UC80 Amzn.com/bi	\$269.99
03/22/2023		IN *EVANSTON ORGANICS 847-459720	\$168.00
03/23/2023		AMZN Mktp US*H741R0D Amzn.com/bi	\$68.96
03/23/2023		AMZN Mktp US*H79813D Amzn.com/bi	\$79.97
03/23/2023		AMZN Mktp US*HC8PP4I Amzn.com/bi	\$29.95
03/27/2023		AMZN Mktp US*H79NF57 Amzn.com/bi	\$192.10
03/27/2023		AMZN Mktp US*HY5DQ1E Amzn.com/bi	\$91.98
03/27/2023		AMZN Mktp US*HY9NZ8N Amzn.com/bi	\$10.99
03/27/2023		JOHNNY'S SELECTED SEED 877-56466	\$293.38
03/28/2023		SAMsCLUB #6444 EVANSTON IL	\$335.82
03/29/2023		IN *EVANSTON ORGANICS 847-459720	\$148.00
03/30/2023		APPLE.COM/BILL 866-712-7753 CA	\$9.99
03/30/2023		RED'S GARDEN CENTER NORTHBROOK I	\$252.00
Total For .CA97 Petty Cash: Unapproved: Current Month CA97			\$4,207.27
.CA99 Petty Cash: Unapproved, to Write-Off CA99			
03/31/2023		AIR DELIGHTS INC \$235.45 l/a 235.42 on bills	\$235.45
Total For .CA99 Petty Cash: Unapproved, to Write-Off CA99			\$235.45
General: Approved Not Cleared C200ANC			
02/09/2023	5674	ANC Evanston Lumber	\$(36.50)
03/09/2023	5714	ANC Variames	\$(600.00)
Total For General: Approved Not Cleared C200ANC			\$(636.50)
Payroll: Approved Not Cleared C208ANC			
07/01/2022	10940	ANC Martinez	\$(592.01)
11/04/2022	10971	ANC Baron	\$(19.67)
Total For Payroll: Approved Not Cleared C208ANC			\$(611.68)
Petty Cash: Approved Not Cleared C204ANC			
08/12/2022	2995719	ANC Lewis	\$(400.00)
03/09/2023		ANC Air Delights a/a:235.42 s/b 235.45 DIFF:.03	\$(235.42)
Total For Petty Cash: Approved Not Cleared C204ANC			\$(635.42)

Prepared by: **Gerry Gibbs, Treasurer**

Report Creation Date: 04/10/2023 4:06:50 PM Central Daylight Time

Date: April 13, 2023

To: The Board of Commissioners of Ridgeville Park District

From: Jacy Costa Herman - Racial Equity Diversity and Inclusion Committee Chair

Subject: Monthly Report from the Racial Equity Diversity and Inclusion Committee

1. Focus Area Addressed: Dr. Pat Efiom, the Ridgeville Park District's previous equity consultant, had identified items in the General Ordinance to be edited.

Statement of Impact: As stated in Dr. Efiom's report, "Recommendation #2: Update sections of the ordinance that might be discriminatory, sufficiently vague to allow subjectivity, or assumptive of "social norms" or "cultural context" that are not inclusive to all demographics or constituents." Updates to the ordinances are intended to address areas that may lead to issues related to equity, discrimination, and accessibility at RPD.

Recommendations for Resolution: #1. The committee has invited Mr. Valente, the park district's attorney, to attend a REDI committee meeting to address and advise regarding any legal impact with proposed updates to the ordinances. Each committee member will present the ordinance they revised. Mr. Valente will be asked to contribute the following information for each ordinance, "Are the recommended changes lawful? If revised, is there a concern for increased liability for the park district?"

#2. The committee is awaiting the completion of the digitized ordinances. Upon receipt of the digitized ordinances, the committee will review the full document identifying places that reflect an instruction to obtain a "permit" and/or "reservation," and make a recommendation to the board regarding updating language for consistency and creating language that is inviting to the RPD community.

#3. In addition to the ordinances recommended for revision by Dr. Efiom, the remainder of the ordinances need to be reviewed to assure it is in line with the Park District's Equity Charter. The goal of the review is to identify more areas that may require additional recommendations for updates.

1. Focus Area Addressed: Follow up on inquiry regarding equity contract in the March 2023 board meeting.

Statement of Impact: The work provided by the consultant is aligned with the current contract's scope of work, findings from the consultant's audit, and in response to the equity needs of RPD (which included the need for training for the committee and the board).

Recommendations for Resolution: Questions regarding consultant scope of work and payments can be directed toward the RPD Executive Director. Status of extensive work was provided to the board. Please reference the packet and video from the February 2023 board meeting. Questions specific to the committee can be directed toward the REDI committee chair, Jacy Costa Herman.

1. Focus Area Addressed: The exclusion of the REDI committee in the process for the search for the Executive Director.

Statement of Impact: Contrary to discussions at the beginning of the search, the committee was not involved in the process, nor notified there would not be any involvement of the committee in its search process. The role of the committee, as stated in the Equity Charter adopted by the board, is to “support and expand the capacity of the Board of Commissioners to address issues of equity, diversity and inclusion.” This lens is critical in hiring leadership for RPD.

Recommendations for Resolution: The committee is requesting follow up on the questions listed below, and information regarding DEI focused questions asked during the interview process:

- Were the candidates made aware of the extent of the park district’s commitment to becoming an anti-racist organization?
- Have the candidates been educated on the REDI committee and the executive director’s responsibilities regarding the committee, as is stated in the Equity Charter?
- Were the candidates brought up to date on REDI’s goals and current projects?
- Were the candidates asked about their experience in DEI, and their intentions for working alongside the REDI committee?
- Were the candidates explicitly asked about their support towards and comfort with LGBTQA+ community?
- Were the candidates asked about how they would address accessibility in the park district?
- Were the candidates asked to articulate their vision and commitment to DEI in RPD?

1. Focus Area Addressed: Contrary to the Equity Charter, Ridgeville Park District does not currently have a board member or senior staff member on the committee.

Statement of Impact: As is stated in the Equity Charter, at least one board member and a senior staff member are to be present at REDI committee meetings. We have gone months without a board member’s attendance, and now no longer have staff representation. From the committee’s limited understanding, this responsibility has not been added to any senior staff’s job description.

Recommendations for Resolution: The committee is requesting that the board honors the Park District’s Equity Charter by having at least one board member attend each meeting. As staffing changes are made in the next couple of months, the committee asks that the board’s actions reflect alignment with the Equity Charter and that attending REDI committee meetings be added to the job description of a senior staff member.