

## 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, May 11, 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. Elect New Board President & Vice President
- IV. Motion to hold Board meeting through Zoom (President)
- V. Citizen Comments
- VI. Approval of Minutes
  - a. April 13, 2023
- VII. Approval of Bills
- VIII. Approval of Petty Cash Expenditures
- IX. Monthly Reports
  - a. Executive Director (Rosinski)
    - i. Program Director (Sallee)
  - b. Treasurer (Gibbs)
  - c. Racial Equity, Diversity, and Inclusion (REDI) Committee (Herman)
- X. Old Business
- XI. New Business
  - a. Discuss Local Government Efficiency Act (Rosinski)
  - b. Financial Overview for New Commissioners (Gibbs)
- XII. Call of the Commissioners
- XIII. Citizen Comments
- 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, April 13, 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: "Atonement Chicago," Jacy Herman (REDI Committee), Shawn Jones, "Kjerstine," Ann Rainey, Marlon Rodas

President Matthew Mitchell called the meeting to order at 7:03 pm. He noted that Mick Morel will join mid-meeting.

### Roll Call

Diana Anton - present

Debby Braun - present

Matthew Mitchell - present

Mick Morel - (late)

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:

Jacy Costa Herman made a statement as a community member and RPD staff person, not representative of the REDI committee. She expressed her opinion that making an Executive Director (ED) change without the input of the community feels wrong. Two commissioners are leaving today and won't be working with the new ED and two other commissioners were just elected into their positions and were not a part of the hiring process. She also felt that making a change in leadership before summer programming feels unsafe. She is hoping to hear more about the logic of the timing of the hiring process.

Approval of Minutes:

**Motion #1:** Matthew Mitchell moved to approve the minutes from the March 9, 2023 Board meeting. Debby Braun seconded the motion. Roll call vote: Rodgers yes, Anton yes, Braun yes, Mitchell 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 April 13, 2023" and "Ridgeville Park District- General Account Bills Detailed Report April 13, 2023." Brian Rosinski noted, among other items: *Bella Consulting* for equity consultant, *Bienenstock Natural Playgrounds* for a 50% deposit on nature based play area, *Chase* for online payment fees for summer enrollment, *Evanston Lumber* for Elks micro plots, *Hanson Roofing* for 908 Seward roof leak, background checks, concrete pads and removal, *National Awards* for Kay Lee Tot Lot sign, *Practice Sports* for a gaga pit, *Russo* for lawn mower repair, and *Sunrise* for removal of a fallen Willow tree at Elks.

**Motion #2:** Matthew Mitchell moved to approve payment of April 2023 bills in the amount of \$40,472.29. Diana Anton seconded the motion. Roll call vote: Rodgers yes, Anton yes, Braun yes, Mitchell 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 April 13, 2023" and "Ridgeville Park District Petty Cash Details April 13, 2023." Brian Rosinski noted, among other items: *Amazon* for garden needs, *Canva* for graphic design subscription, *Essence Painting* for a deposit for interior paint job for Community House, *Evanston Organics* for wood chips, *Home Depot* for lumber, *Johnny's Seeds* for Garden2Table, *Red's* for garden supplies, and *Sam's* for camp snacks. We exceeded the petty cash limit but sought pre-approval from President Mitchell.

**Motion #3:** Diana Anton moved to approve payment of April 2023 petty cash expenditures in the amount of \$4,327.29. Matthew Mitchell seconded the motion. Roll call vote: Rodgers yes, Anton yes, Braun yes, Mitchell yes. The motion passed unanimously.

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

We have made good progress ordering and completing most of our capital projects as required in our budget, including the 908 Seward front door and frame, Kay Lee Tot Lot sign, gaga pit, and nature-based play equipment. New benches have been installed at various parks. A horseshoe pit will be installed at Elks Park this spring. Gardens are getting ready and the water is turned on at both Ridgeville and Elks parks. Full time staff will be recertified in CPR May 3 and summer staff will have their orientation and CPR training on May 20. Rosinski noted that tonight's meeting will be Debby Braun's and Matt Rodger's last meeting as RPD commissioners. He shared the following sentiment: "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."

Monthly Report offered by Natalie Sallee, Program Director:

- Spring Break Camp: Full capacity for all 5 days. Received a lot of positive feedback from families.
- Repair Cafe: Tues, Apr 18 at Kamen Field House (10 am to noon); folks can stop by at these monthly cafes where volunteers will assist with repairing items.
- Earth Day Concert & Clean-Up: Sat, Apr 22 (10:30 am to 12:30 pm), Girl Scout volunteers will hand out trash bags and lead folks from Elks and Leider Parks back to the Community House for concert, recycled arts and crafts, seed bombs, and snacks.
- Garden Programs: Laura Downey getting Ridgeville and Elks gardens ready for planting. Gwenne Godwin has started the Garden2Table program. Sallee offered a huge thank you to Marcos and Felipe for preparing beds for the season.
- Summer Camps / Sports: Registration is going well, there is still space in the programs.
- Theater on the Ridge / Concerts on the Ridge: We plan to host 2-3 theater shows at the park (Mudlark and Laughing Stock) as well as weekly concerts throughout the summer.

Monthly Report offered by Gerry Gibbs, Treasurer:

Gerry Gibbs discussed the need to increase spending for the remaining months of the fiscal year in order to stay on track with the budget plan. Rosinski assured the board that there are payroll, insurance, and other purchases which will fill out the spending plan as required. Gibbs also discussed the following documents:

1. "Ridgeville Park District (RPD) Treasurer's Board Meeting Report (prepared by Gerry Gibbs) April, 2023,"
2. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS as of 03/31/2023 for Fiscal Year Ending June 30, 2023,"
3. "RIDGEVILLE PARK DISTRICT Statement of Revenue and Appropriation Disbursements / Expenditures as of 03/31/2023 for Fiscal Year Ending June 30, 2023,"
4. "RIDGEVILLE PARK DISTRICT Balance Sheet as of 03/31/2023 for Fiscal Year Ending June 30, 2023,"
5. "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," and
6. "RPD Cash Account Reconciliation: Outstanding / Unresolved Items from 07/01/2022 to 03/31/2023."

Monthly Report offered by Racial Equity, Diversity & Inclusion (REDI) Committee:

Jacy Herman summarized work that the REDI committee is focusing on. Charles Valente will visit with the committee to hear about proposed ordinance changes. They are waiting for receipt of the digitized ordinance. The committee is making a recommendation for creating consistent and inviting language throughout the ordinance. The committee hoped to be involved in the hiring process of the new ED and was not. They are requesting followup about specific Diversity / Equity / Inclusion (DEI)-focused questions asked during the interview process. Matthew Mitchell introduced Marlon Rodas as the final candidate for the ED role. Mitchell addressed the REDI committee's questions as follows...

1. Were the candidates made aware of the extent of the park district's commitment to becoming an anti-racist organization? Yes, it was outlined extensively in the application packet.

2. 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? Not sure.
3. Were the candidates brought up to date on REDI's goals and current projects? Yes. Mitchell summarized the interview process: there were 2 rounds of interviews with 7 very qualified candidates. It was narrowed to 3. All candidates were asked the same questions and were made aware of the REDI committee's role and current projects.
4. Were the candidates asked about their experience in DEI, and their intentions for working alongside the REDI committee? Yes.
5. Were the candidates explicitly asked about their support towards and comfort with LGBTQA+ community? (Herman noted that a large portion of our camp families and staff identify with the LGBTQA+ community and are looking for that support.) Yes.
6. Were the candidates asked about how they would address accessibility in the park District? Yes.
7. Were the candidates asked to articulate their vision / commitment to DEI in RPD? Yes.

Marlon Rodas introduced himself and expressed that he looks forward to working with everyone and the REDI committee; he has viewed some of the REDI meetings already. He noted that he has had experience with successful DEI projects in other organizations and is looking forward to participating with the committee and being as involved as possible. The existence of the REDI committee was one of the things that initially attracted him to the ED position; the commitment to equality is notable. He feels it's our job as a park district to be welcoming to all people. He also expressed an interest in joining the REDI committee.

Herman shared a final area of discussion, noting that the REDI committee does not currently have a board member or senior staff member in attendance at their meetings. The committee, consequently, felt left in the dark about the ED hiring process. She asked that the board honor the Equity Charter by having a board member attend each meeting as well as adding REDI committee attendance to the job description of a senior staff member.

#### Old Business:

There was no Old Business to discuss at this time.

#### New Business:

##### **Approve Executive Director Contract (Mitchell)**

Matthew Mitchell shared that after 2 rounds of intensive interviews, the board made a decision they are very happy with, which is to offer the ED position to Marlon Rodas. Charles Valente has already drafted a contract with Rodas. Rodas has signed the contract and it is now in Mitchell's possession.

**Motion #4:** Matthew Mitchell moved to approve the hiring of Marlon Rodas as Ridgeville Park District's new Executive Director and to direct the board President to sign the contract. Matt Rogers seconded the motion. Roll call vote: Rodgers yes, Anton yes, Braun yes, Morel yes, Mitchell yes. The motion passed unanimously.

The board congratulated Marlon Rodas and he expressed his excitement in joining the team. Mitchell noted that the training period will start on Monday.

#### Call of the Commissioners:

- Anton: Diana offered thanks to Debby and Matt for their service to the community, and offered a welcome to Marlon. She noted that he seems ready to cooperate and she is looking forward to working together.
- Braun: Debby shared that she has been here the longest and been through a few boards. She said that she really enjoyed it and loves Ridgeville. She thinks it will be exciting to have a new board and a new ED, and thinks it will be great. She offered thanks to everybody.
- Mitchell: Matthew offered congrats to Diana Anton who was reelected along with Amanda de Palma and also perhaps Shawn Jones as a write-in candidate. He expressed that he was impressed with Marlon during the interview process and is looking forward to working together. He noted it has been a pleasure working with Debby and Matt and thanked them for their efforts, especially Debby who contributed so much over the many years of her service.
- Morel: Mick offered thanks to Matt and Debby. He acknowledged all the work that Matt does for the City of Evanston. He noted that Debby has been a commissioner a long time and it's been incredible what has been accomplished through the years for the district. The community as a whole has appreciated all her efforts. He is looking forward to working with Marlon.
- Rodgers: Matt noted tonight is his last meeting. He thanked RPD, Brian, and Natalie for doing the jobs they do. He offered good luck to Marlon as he assumes his responsibilities and good luck to new commissioners as they work to forward the mission of RPD.

Citizen Comment Part 2:

There were no comments at this time.

Executive Session:

Matthew Mitchell moved to recess into Executive Session for the purpose of discussing personnel issues. The meeting was recessed into Executive Session at 7:47 pm.

The board returned from Executive Session at 7:54 pm to make the following motion:

**Motion #5:** Matthew Mitchell moved to increase the Program Director's annual salary from \$48k to \$59k, retroactive to March 15, 2023. Diana Anton seconded the motion. Roll call vote: Rodgers yes, Anton yes, Braun yes, Morel yes, Mitchell yes. The motion passed unanimously.

Adjournment:

**Motion #6:** Matthew Mitchell moved to adjourn the meeting. Debby Braun seconded the motion. All were in favor. The meeting was adjourned at 7:57 pm.

Respectfully submitted,  
Julie Larson, Minute Taker

05/09/23

Ridgeville Park District - General Account

Bills Summary

May 11, 2023

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	<u>TOTAL</u>
ADP Payroll Processing Acct.#00060-052985	-576.55
Ahlwalia, Ashuma	-475.00
ASCAP	-17.67
AT&T U-Verse #117-052-202	-51.88
AT&T U-Verse #117-052-204	-62.82
AT&T a/c 869-5640	-225.49
Baron, Luca*	-19.67
Bella Consulting Group, LLC	-1,000.00
Berte, Nancy	-83.00
Bishop, Jennifer	-20.00
Chase Paymentech	-165.27
CITGO	-374.43
COMCAST	-240.10
ComEd a/c 152-137-3009	-49.66
ComEd a/c 158-313-2031	-8.16
ComEd a/c 303-349-2002	-265.25
ComEd a/c 303-360-1001	-75.70
ComEd a/c 303-360-2008	-97.66
ComEd a/c 311-727-0008	-23.40
Essence Painting and Restoration, Inc.	-5,550.00
Evanston Lumber Co.	-356.20
Genesis	-1.34
Great America	-105.84
Hinckley Springs-DS Waters Company	-53.94
Illinois Municipal Retirement Fund (IMRF)	-1,234.02
Imaginary Services, LLC	-16,101.05
IPARKS Ill. Parks Assoc. Risk Services	-23,608.00
Language in Action	-276.00
Laughing Stock Theatre, LLC	-500.00
Learn For Life, CPR, Inc.	-3,340.00
Lemoi Ace Hardware	-332.04
Lewis, Laureen	-400.00
Local Government Health Plan CMS	-8,242.00
LRS	-104.11
Mari Enterprise	-1,000.00
Martin, Karen	-10.00
Martinez, Vincent	-592.01
Nicor Gas a/c 30-47-90-9630 4	-145.50
Nicor Gas a/c 31-03-84-0000 3	-692.22
Nicor Gas a/c 91-71-84-0000 4	-197.10
Russo Power Equipment	-68.97
Staples	-190.07
Stratus Building Solutions of Chicago - N	-683.00
Vanguard/Newport Group, Inc.	-250.00
Variames, Andrea	600.00
Verizon Wireless	-160.98
TOTAL	<u><u>-67,426.10</u></u>

Ridgeville Park District - General Account

**Bills Detailed Report**

May 11, 2023

05/09/23

Num	Name	Memo	Amount
<b>C204 · Petty Cash</b>			
	Lewis, Laureen	Reissue of Uncashed Petty Cash Check - Check # 995719 Dated 08/12...	400.00
Total C204 · Petty Cash			400.00
<b>C208 · Payroll Cash</b>			
	Baron, Luca*	Reissue of Uncashed Payroll Check #10971 Dated 11/04/22	19.67
	Martinez, Vincent	Reissue of Uncashed Payroll Check # 10940 Dated 07/01/22	592.01
Total C208 · Payroll Cash			611.68
<b>2010 · A/P-Corporate</b>			
	ADP Payroll Processing Acct.#00...	CA22: Payroll Processing	-576.55
	Ahlwalia, Ashuma	C105: REFUND - Registration Error	-475.00
	ASCAP	RA23: License Fee to play music at our concerts, & other events   Acct...	-17.67
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	-225.49
	Baron, Luca*	C208: Reissue of Uncashed Payroll Check	-19.67
	Bella Consulting Group, LLC	CA21: Equity Consultant Invoice# 223005	-1,000.00
	Berte, Nancy	C105: REFUND - Dropped Class	-83.00
	Bishop, Jennifer	C105: REFUND - Overpayment	-20.00
DEBIT	Chase Paymentech	CA06: Chase PaymentTech Fees	-165.27
DEBIT	CITGO	RA12: Gas	-374.43
DEBIT	COMCAST	CA05: Internet@ 1111 South Blvd: Account #8771 10 135 1142175	-240.10
DEBIT	ComEd a/c 152-137-3009	CA05: Electric@ 1w Calley	-49.66
DEBIT	ComEd a/c 158-313-2031	CA05: Electric@ 141 Elmwood Ave	-8.16
DEBIT	ComEd a/c 303-349-2002	CA05: Electric@ 908 Seward	-265.25
DEBIT	ComEd a/c 303-360-1001	CA05: Electric@ 1111 South Blvd.	-75.70
DEBIT	ComEd a/c 303-360-2008	CA05: Electric@ 1115 South Blvd.	-97.66
DEBIT	ComEd a/c 311-727-0008	CA05: Electric@ 709 Reba Place	-23.40
	Essence Painting and Restoratio...	CA13: Painting	-5,550.00
	Evanston Lumber Co.	RA14: Supplies for 908 Garden Shed and Supplies	-356.20
	Genesis	CA06: Invoice #86588	-1.34
	Great America	CA05: Phone	-105.84
	Hinckley Springs-DS Waters Co...	CA06: Office Water Acct# 1651 5872 5335 83	-53.94
DEBIT	Illinois Municipal Retirement Fun...	CA222: April 2023 Deposit	-1,234.02
	Imaginary Services, LLC	RA24: Partner Program - Second Payment of Two - Afterschool Winter/...	-16,101.05
	IPARKS Ill. Parks Assoc. Risk Se...	CA53 & LA24 2022-2023 Anniversary Contribution	-23,608.00
	Language in Action	RA24: Spanish Lessons	-276.00
	Laughing Stock Theatre, LLC	RA23: Theatre on the Ridge	-500.00
	Learn For Life, CPR, Inc.	RA23: CPR Class Certification and AED	-3,340.00
	Lemoi Ace Hardware	RA14: Acct# 181700	-332.04
	Lewis, Laureen	C204: Reissue of Uncashed Petty Cash Check	-400.00
	Local Government Health Plan C...	CA08: Employee Health Insurance	-8,242.00
	LRS	RA14: Trash Removal - Cust # 54404.1	-104.11
	Mari Enterprise	RA23: Juneteenth Sponsorship	-1,000.00
	Martin, Karen	C105: REFUND - Schedule Conflict	-10.00
	Martinez, Vincent	C208: Reissue of Uncashed Payroll Check	-592.01
DEBIT	Nicor Gas a/c 30-47-90-9630 4	CA05: Gas@ 908 Seward St. Rear House - April	-145.50
DEBIT	Nicor Gas a/c 31-03-84-0000 3	CA05: Gas @ 908 Seward St.	-409.27
DEBIT	Nicor Gas a/c 31-03-84-0000 3	CA05: Gas @ 908 Seward St.	-282.95
DEBIT	Nicor Gas a/c 91-71-84-0000 4	CA05: Gas@ 1115 S. Blvd	-197.10
	Russo Power Equipment	RA12: Acct # 1009597	-68.97
	Staples	CA06: Invoice #8069416104	-190.07
	Stratus Building Solutions of Chic...	RA31: Janitorial Service	-683.00
DEBIT	Vanguard/Newport Group, Inc.	CA16: 403b Employer Contribution	-250.00
VOID-Ck#5714	Variames, Andrea	RA23: Earth Day Concert Rained Out - Check Void	600.00
	Verizon Wireless	RA23: Acct# 980513682-0001: Inv #9932729786	-160.98
Total 2010 · A/P-Corporate			-67,426.10
<b>C222 · IMRF (Paid by Employee)</b>			
DEBIT	Illinois Municipal Retirement Fun...	Employee Contribution for Rosinski, Cruz, Hower, Lopez and Sallee - A...	1,022.65
Total C222 · IMRF (Paid by Employee)			1,022.65
<b>C105 · Program Revenue</b>			
	Ahlwalia, Ashuma	REFUND - Registration error - Imaginary Games - Ayan Desai	475.00
	Berte, Nancy	REFUND - Dropped class - Core Stretch & Strength - Nancy Berte	83.00
	Bishop, Jennifer	REFUND - Overpayment - Half Day Makers Workshop - Nora Bishop	20.00



Ridgeville Park District - General Account

**Bills Detailed Report**

May 11, 2023

05/09/23

Num	Name	Memo	Amount
	Martin, Karen	REFUND - Schedule conflict - Soul Line Dance - Karen Martin, Rosema...	10.00
Total C105 · Program Revenue			588.00
<b>RA23 Program Supplies</b>			
	ASCAP	License Fee to play music Rate Increase for 2022 and 2023	17.67
	Laughing Stock Theatre, LLC	Theatre on the Ridge Performance (June 10,11,17, 18, 24, 25)	500.00
	Learn For Life, CPR, Inc.	CPR Class and Certification for 6 Employees	390.00
	Mari Enterprise	Enthusiast Sponsorship	750.00
	Mari Enterprise	Additional Sponsorship for Black -Owned Business	250.00
VOID-Ck#5714	Variames, Andrea	Earth Day Performance 04/22/23 Rained Out - Check Void	-600.00
	Verizon Wireless	Invoice #9932729786 Cell Phone Monthly Charges for Rosinski & Sallee	160.98
Total RA23 Program Supplies			1,468.65
<b>RA24 Partner Programs</b>			
	Imaginary Services, LLC	Invoice # 00260a Second Payment of Two - Afterschool Winter/Spring ...	16,101.05
	Language in Action	Spanish lessons for Kids Session II-B (Mar 2-Apr 6)	69.00
	Language in Action	Zoom Spanish lessons for Adults Session II-A (Feb 28-Apr 4)	138.00
	Language in Action	Zoom Spanish lessons for Adults Session II-B (Mar 1-Apr 5)	69.00
Total RA24 Partner Programs			16,377.05
<b>CA05 · Utilities</b>			
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	225.49
DEBIT	COMCAST	Account #8771 10 135 1142175 - 04/18-05/17/23	240.10
DEBIT	ComEd a/c 152-137-3009	1w Calley Service: April	49.66
DEBIT	ComEd a/c 158-313-2031	141 Elmwood Ave. Service: April	8.16
DEBIT	ComEd a/c 303-349-2002	908 Seward Service : April	265.25
DEBIT	ComEd a/c 303-360-1001	1111 South Blvd. Service: April	75.70
DEBIT	ComEd a/c 303-360-2008	1115 South Blvd. Service: April	97.66
DEBIT	ComEd a/c 311-727-0008	709 Reba Place Service: April	23.40
	Great America	Avaya Phones for Office	105.84
DEBIT	Nicor Gas a/c 30-47-90-9630 4	Gas@ 908 Seward St Rear House - April	145.50
DEBIT	Nicor Gas a/c 31-03-84-0000 3	Gas @ 908 Seward St.: March	409.27
DEBIT	Nicor Gas a/c 31-03-84-0000 3	Gas @ 908 Seward St.: April	282.95
DEBIT	Nicor Gas a/c 91-71-84-0000 4	Gas@ 1115 S. Blvd., Kamen Park Field House: April	197.10
Total CA05 · Utilities			2,240.78
<b>CA06 · Office Supplies &amp; Expenses</b>			
DEBIT	Chase Paymentech	Chase Paymentech Fees	165.27
	Genesis	Invoice #86588 - Copier Overage Charge for Febraury 2023	1.34
	Hinckley Springs-DS Waters Co...	Office Water Acct# 1651 5872 5335 83	53.94
	Staples	Invoice #8070124343 - Paper towels; Copier paper	190.07
Total CA06 · Office Supplies & Expenses			410.62
<b>CA08 · Employee Health Insurance</b>			
	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
	Local Government Health Plan C...	Lopez, Felipe for March, April and May	3,573.00
Total CA08 · Employee Health Insurance			8,242.00
<b>CA13 · Building Maintenance &amp; Repair</b>			
	Essence Painting and Restoratio...	Invoice 5301 - Painting of 908 Seward	5,550.00
	Lemoi Ace Hardware	Inv# 282577 - Hose	29.95
	Lemoi Ace Hardware	Inv# 282679 - Pocket Hose; Rain Wand	74.52
	Lemoi Ace Hardware	Inv# 282701 - Painting Supplies	61.41
	Lemoi Ace Hardware	Inv# 282820 - Disposable Gloves	35.43
	Lemoi Ace Hardware	Inv# 282863 - Keys; Drill	52.61
	Lemoi Ace Hardware	Inv# 283035 - Rafter	23.61
	Lemoi Ace Hardware	Inv# 283062 - Saw Blades	54.51
Total CA13 · Building Maintenance & Repair			5,882.04
<b>CA16 · 403 B Retirement ContributionER</b>			
DEBIT	Vanguard/Newport Group, Inc.	403(b)(7) Plan 10067286: Employer Contribution to Employee Retireme...	250.00

05/09/23

## Ridgeville Park District - General Account

**Bills Detailed Report**

May 11, 2023

Num	Name	Memo	Amount
	Total CA16 · 403 B Retirement ContributionER		250.00
<b>CA21 · Board Development Activities</b>			
	Bella Consulting Group, LLC	Equity Consultant Invoice# 223005	1,000.00
	Total CA21 · Board Development Activities		1,000.00
<b>CA22 · Payroll Processing Expense</b>			
	ADP Payroll Processing Acct.#00...	Processing Charges for 03/31/23	232.79
	ADP Payroll Processing Acct.#00...	Processing Charges for 04/14/23	256.76
	ADP Payroll Processing Acct.#00...	Workforce Now - HR Assist	87.00
	Total CA22 · Payroll Processing Expense		576.55
<b>CA51 · Building Improvements</b>			
	Learn For Life, CPR, Inc.	2 HeartStart OnSite AED	2,950.00
	Total CA51 · Building Improvements		2,950.00
<b>CA53 · Property Casualty Insurance</b>			
	IPARKS III. Parks Assoc. Risk Se...	Property	13,539.00
	Total CA53 · Property Casualty Insurance		13,539.00
<b>IA19 · III. Municipal Retirement Fund</b>			
DEBIT	Illinois Municipal Retirement Fun...	Employee Contribution for Rosinski, Cruz, Hower, Lopez and Sallee - A...	211.37
	Total IA19 · III. Municipal Retirement Fund		211.37
<b>LA24 · Liability Insurance Expense</b>			
	IPARKS III. Parks Assoc. Risk Se...	Liability	10,069.00
	Total LA24 · Liability Insurance Expense		10,069.00
<b>RA12 · Vehicle Maintenance &amp; Repair</b>			
DEBIT	CITGO	Gas - April 2023	299.43
DEBIT	CITGO	Finance Charge for late payment to be credited in next statement	75.00
	Russo Power Equipment	Invoice # SPI20209954 - Belt, Pump Drive	68.97
	Total RA12 · Vehicle Maintenance & Repair		443.40
<b>RA14 · Playground Maintenance Mat.</b>			
	Evanston Lumber Co.	Inv#112771 - Lumber for Shed Base	88.20
	Evanston Lumber Co.	Inv#113405 - Ceramic Deck Screws	37.95
	Evanston Lumber Co.	Inv#113629 - Lumber for Shed Base	131.65
	Evanston Lumber Co.	Inv#113866 - Garden Shed	98.40
	LRS	Garbage Pickup: Monthly Charge Inv#0005252210 (Service for 04/01-0...	104.11
	Total RA14 · Playground Maintenance Mat.		460.31
<b>RA31 · Part-Time Maintenance Wages</b>			
	Stratus Building Solutionsof Chic...	Janitorial Service for May	683.00
	Total RA31 · Part-Time Maintenance Wages		683.00
<b>TOTAL</b>			<b>0.00</b>

05/08/23

Ridgeville Park District  
Petty Cash Summary  
May 11, 2023

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	<b>TOTAL</b>
Amazon.com	-394.70
APPLE, INC.	-9.99
Dick's Sporting Goods	-184.99
DiscountMugs	-687.00
Dripworks, Inc.	-115.78
Evanston Organics	-266.00
Home Depot	0.00
JC Licht, LLC	-72.29
Mail Chimp	-47.00
Menoni & Mocogni, Inc.	-162.36
Quadient	-173.00
Sam's Club	-85.46
Sticker Mule LLC	-153.00
VistaPrint	-65.86
<b>TOTAL</b>	<b>-2,417.43</b>

05/08/23

**Ridgeville Park District**  
**Petty Cash Details**  
**May 11, 2023**

Num	Name	Memo	Amount
<b>2020 · A/P-Petty Cash</b>			
CREDIT	Home Depot	RA14: Return of Concrete Pavers	25.00
DEBIT	Evanston Organics	RA14: Planting Bed Mix	-74.00
DEBIT	Evanston Organics	RA14: Playground Mulch	-72.00
DEBIT	Evanston Organics	RA14: Playground Mulch	-120.00
DEBIT	Dick's Sporting Goods	RA17: Steel Toe Boots	-184.99
DEBIT	Menoni & Mocogni, Inc.	RA14: Baseball Mix	-162.36
DEBIT	Home Depot	RA14: Concrete Paver	-25.00
DEBIT	Dripworks, Inc.	RA14: Waterline Parts	-109.02
DEBIT	JC Licht, LLC	RA14: Paint	-72.29
DEBIT	Amazon.com	RA14: Garden Supplies	-228.81
DEBIT	Dripworks, Inc.	RA14: Waterline Parts	-6.76
DEBIT	Sam's Club	RA23: Earth Day Supplies	-85.46
DEBIT	Mail Chimp	CA06: Monthly Fee for over 2000 patron emails	-47.00
DEBIT	VistaPrint	CA06: Business cards	-65.86
DEBIT	Sticker Mule LLC	RA55: Promotional Items	-153.00
DEBIT	DiscountMugs	RA55: Promotional Items	-687.00
DEBIT	APPLE, INC.	CA06: iPad Memory	-9.99
DEBIT	Amazon.com	RA14: Lock for Garden Shed	-42.89
DEBIT	Amazon.com	RA14: Storage Hooks & Hangers	-123.00
DEBIT	Quadient	CA06: Ink for Stamp Machine	-173.00
Total 2020 · A/P-Petty Cash			-2,417.43
<b>RA23 Program Supplies</b>			
DEBIT	Sam's Club	Water, Juice Boxes and Granola Bars for Earth Day	85.46
Total RA23 Program Supplies			85.46
<b>CA06 · Office Supplies &amp; Expenses</b>			
DEBIT	Mail Chimp	Email Integration for programs	47.00
DEBIT	VistaPrint	Business cards for Marlon Rodas	65.86
DEBIT	APPLE, INC.	iPad Memory	9.99
DEBIT	Quadient	Ink for Postage Machine	173.00
Total CA06 · Office Supplies & Expenses			295.85
<b>RA14 · Playground Maintenance Mat.</b>			
CREDIT	Home Depot	Return of Concrete Pavers	-25.00
DEBIT	Evanston Organics	Planting Bed Mix @ 908 Seward and Elks	74.00
DEBIT	Evanston Organics	Playground Mulch @ 908 Seward and Elks	72.00
DEBIT	Evanston Organics	Playground Mulch @ 908 Seward and Elks	120.00
DEBIT	Menoni & Mocogni, Inc.	Baseball Mix for Diamonds @ Kamen West & Kamen East	162.36
DEBIT	Home Depot	Concrete Paver for Gardens @ 908 Seward	25.00
DEBIT	Dripworks, Inc.	Waterline Parts for Gardens @ 908 Seward	109.02
DEBIT	JC Licht, LLC	Paint for Graffiti Coverage	72.29
DEBIT	Amazon.com	Garden Supplies for G2T Program	228.81
DEBIT	Dripworks, Inc.	Waterline Parts for Gardens @ 908 Seward	6.76
DEBIT	Amazon.com	Lock for Garden Shed	42.89
DEBIT	Amazon.com	Storage Hooks & Hangers fro Garden Shed	123.00
Total RA14 · Playground Maintenance Mat.			1,011.13
<b>RA17 · Playground &amp; Park Equipment</b>			
DEBIT	Dick's Sporting Goods	Steel Toe Boots for Felipe Lopez	184.99
Total RA17 · Playground & Park Equipment			184.99
<b>RA55 · Program Promotion &amp; Rec Expense</b>			
DEBIT	Sticker Mule LLC	Ridgeville Promotional Keychains	153.00
DEBIT	DiscountMugs	Ridgeville Promotional Items - Fanny Packs, Bubbles	687.00
Total RA55 · Program Promotion & Rec Expense			840.00
<b>TOTAL</b>			<b><u>0.00</u></b>

## Monthly Board Report May

Date: 05/09/23

To: Board of Commissioners

From: Brian Rosinski

Subject: Monthly Report

In the past month I have been working with Marlon Rodas. We have been going through the budget and have actually started the tentative 2023-2024 budget. Marlon will complete that budget and present it to you in the June board meeting. For the new commissioners, your budget calendar looks like this; you will need to pass a tentative budget in July 2023, the Appropriation Ordinance in September of 2023 and the Levi Ordinance in December 2023. Marlon has a great treasurer in Gerry Gibbs to help him with that calendar and a nucleus of board members who have years of experience. Attorney Charles Valente of course is another great resource.

In my final month here at Ridgeville, I will continue to train Marlon and help prepare the staff for the upcoming summer programs. We will work on camp rosters and completing our 2022-2023 budgeted projects. I give my thanks to the many great people I have worked with here at Ridgeville and enclose a past report I wrote and read at the January 12, 2023, board meeting. I hope I have served you well. God Bless!

## Monthly Board Report May

Date: 05/09/23

To: Board of Commissioners

From: Marlon Rodas

Subject: Monthly Report

Since beginning my first day on April 17<sup>th</sup> I have been introducing myself to local stake holders and staff, while learning more about the culture here at the Ridgeville Park District, this also included attending our Earth Day Concert & Clean Up Event and the April REDI committee meeting. I have worked on press releases announcing Brian's retirement and my new role as Executive Director in June. Brian and Gerry have done a great job of going through the budget with me.

I look forward to working with the board, staff, and community to build on the great work that has already been done by Brian and to lead the park district into a bright and exciting future.

**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 61% of the Appropriations Plan, well below the 79% anticipated level. As has been the message for a couple months now, it remains "Spend spend spend according to the budget plan!". This will help avoid unwelcome difficulties with the budget process for the upcoming fiscal year. In the General Fund, the key areas to focus on CA13-Facilities Repairs & Maintenance and CA51-Capital Improvements to Facilities. CA05-Utilities is running substantially below budget and the surplus should perhaps be reallocated to other one-time expenditures in CA13, CA06, or CA51. In the Recreation Fund, the areas of focus are RA12-Vehicle & Equipment, RA14-Park & Playground Maintenance & Repairs, RA17-Capital Outlays and RA23-Program Supplies. RA49 should be reallocated to one or more of these same areas. RA24-Partner camps is an area to monitor closely. Revenue is lower than budgeted, so this category should perform under-budget by roughly the same amount. If Revenue rises, this area of expenditure should too. While wages in various areas are running below budget, typically the start of summer camps quickly utilizes the budgeted amounts.
- **BUDGET PERFORMANCE - REVENUES:** YTD Revenue is within \$100,000 of the plan with little more tax revenue expected to arrive and about about a \$60,000 shortfall in program revenue. \$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.
- **CASH FLOW:** Net Revenue (Revenue less Appropriations) shows since the start of the fiscal year, \$231,000 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:** Nothing especially noteworthy this month
- **CASH AND INVESTMENTS:** The Chase banking relationship balances are above FDIC limits due to the receipt of Property Taxes. Were expenditures closer to matching the plan, this would resolve the issue. As law requires, Chase has set aside funds at the Fed as insurance for the amounts over FDIC limits.
- **OUTSTANDING/UNRESOLVED ITEMS:** While a handful of items are rather stale, staff is aware of them and is working to resolve them.

**RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS**  
as of 04/30/2023 for Fiscal Year Ending June 30, 2023

Acct Description	Ordinance	Actual YTD	Remaining	YTD %
CA01 Part Time Wages	38,850	29,586.27	9,263.73	76%
CA03 Administrative Salaries	114,850	78,782.82	36,067.18	69%
CA08 Employee Health Insurance	73,600	53,882.00	19,718.00	73%
CA16 Employee Benefits - 403B Contributions	3,500	2,500.00	1,000.00	71%
<b>CAxx Salaries, Wages &amp; Benefits</b>	<b>230,800</b>	<b>164,751.09</b>	<b>66,048.91</b>	<b>71%</b>
CA09 Legal	14,000	11,348.00	2,652.00	81%
CA10 Audit	9,700	9,700.00	0.00	100%
CA21 Board Development Activities	24,000	20,246.31	3,753.69	84%
CA22 Payroll Processing	9,000	6,048.01	2,951.99	67%
<b>CAxx Services</b>	<b>56,700</b>	<b>47,342.32</b>	<b>9,357.68</b>	<b>83%</b>
<b>CA06 Administrative (Office, Furn./Equip)</b>	<b>12,000</b>	<b>8,639.96</b>	<b>3,360.04</b>	<b>72%</b>
CA05 Utilities	33,000	18,725.76	14,274.24	57%
CA13 Facilities Repairs & Maintenance	28,500	8,990.15	19,509.85	32%
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%
<b>CAxx Facilities</b>	<b>93,500</b>	<b>44,238.51</b>	<b>49,261.49</b>	<b>47%</b>
CA96 General Unapproved Appropriations	-	409.27	(409.27)	N.M.
CA97 Petty Unapproved Appropriations	-	0.00	0.00	N.M.
CA98 Gen'l Unapproved Approp., for Write-Off	-	0.00	0.00	N.M.
CA99 Petty Unapproved Approp., for Write-Off	-	0.00	0.00	N.M.
<b>C239C General Fund Total</b>	<b>\$ 393,000</b>	<b>\$265,381.15</b>	<b>\$127,618.85</b>	<b>68%</b>
RA38 Salary: Recreation Administration	47,300	39,066.02	8,233.98	83%
RA34 Wages: Programs	131,500	91,540.90	39,959.10	70%
RA37 Wages: Maintenance (FT)	113,000	80,433.29	32,566.71	71%
RA31 Wages: Part Time	31,500	6,152.11	25,347.89	20%
<b>RAxx Salaries &amp; Wages</b>	<b>323,300</b>	<b>217,192.32</b>	<b>106,107.68</b>	<b>67%</b>
<b>RAxx Programs (Supplies &amp; Transfers)</b>	<b>150,500</b>	<b>84,912.31</b>	<b>65,587.69</b>	<b>56%</b>
<b>RA55 Program Promotion</b>	<b>22,000</b>	<b>17,010.63</b>	<b>4,989.37</b>	<b>77%</b>
RA14 Park & Playground: Maint / Repairs	28,000	12,057.83	15,942.17	43%
RA17 Capital Outlays - Parks & Playgrounds	32,000	14,095.58	17,904.42	44%
<b>RAxx Parks &amp; Playgrounds</b>	<b>60,000</b>	<b>26,153.41</b>	<b>33,846.59</b>	<b>44%</b>
<b>RA12 Vehicles &amp; Equipment</b>	<b>20,500</b>	<b>7,974.43</b>	<b>12,525.57</b>	<b>39%</b>
<b>C239R Recreation Fund Total</b>	<b>\$ 576,300</b>	<b>\$353,243.10</b>	<b>\$223,056.90</b>	<b>61%</b>
IA19 Illinois Municipal Retirement Fund	16,000	7,228.26	\$8,771.74	45%
<b>C239I IMRF Fund Total</b>	<b>\$ 16,000</b>	<b>\$7,228.26</b>	<b>\$8,771.74</b>	<b>45%</b>
SA20 Social Security	34,000	24,760.76	\$9,239.24	73%
<b>C239S Social Security Fund Total</b>	<b>\$ 34,000</b>	<b>\$24,760.76</b>	<b>\$9,239.24</b>	<b>73%</b>
LA07 Unemployment Insurance	2,000	1,347.44	\$652.56	67%
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%
<b>C239L Liability Insurance Fund Total</b>	<b>\$ 22,000</b>	<b>\$25,450.53</b>	<b>(\$3,450.53)</b>	<b>116%</b>
C6191 Trees / Shrubs / Plantings	15,000	4,367.00	10,633.00	29%
C6221 Multi-Use Maint Vehicle	25,000	0.00	25,000.00	0%
C6231 Nature Based Play Area	15,000	7,077.00	7,923.00	47%
C6232 Ford F250 with Plow	40,000	0.00	40,000.00	0%
<b>C600 Capital Improvement Fund Total</b>	<b>\$ 95,000</b>	<b>\$11,444.00</b>	<b>\$83,556.00</b>	<b>12%</b>
<b>APPROPRIATIONS TOTALS</b>	<b>\$ 1,136,300</b>	<b>\$687,507.80</b>	<b>\$448,792.20</b>	<b>61%</b>
<b>Target:</b>				<b>79%</b>

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: 04/30/2023 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
<b>REVENUE:</b>															
	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	357,722.24	362,560	170,665.72	338,664	159,418.91	11,330	5,333.64	31,930	15,031.48	15,450	7,272.49		
C243	Property Tax Receipts (Prior Yrs)		334,464.07		156,368.67		150,164.33		5,966.83		16,234.88		5,729.36		
C108	Replacement Tax Revenue	28,000	42,184.31	16,000	21,519.06	12,000	20,665.25								
	<b>Tax Receipts Sub-Total</b>	787,934	734,370.62	378,560	348,553.45	350,664	330,248.49	11,330	11,300.47	31,930	31,266.36	15,450	13,001.85		
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	158,533.25			220,000	158,533.25								
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	5,245.27	2,000	5,245.27										
	<b>Total Revenue</b>	1,017,434	919,071.14	380,560	353,798.72	578,164	496,898.74	11,330	11,300.47	31,930	31,266.36	15,450	13,001.85	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	

<b>APPROPRIATIONS:</b>															
C239 & C600	<b>Total Appropriations</b>	1,136,300	687,507.80	393,000	265,381.15	576,300	353,243.10	16,000	7,228.26	34,000	24,760.76	22,000	25,450.53	95,000	11,444.00

<b>REVENUE Less APPROPRIATIONS</b>	(118,866)	\$231,563.34	(12,440)	88,417.57	1,864	\$143,655.64	(4,670)	\$4,072.21	(2,070)	\$6,505.60	(6,550)	(\$12,448.68)	(95,000)	\$1,361.00
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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: **04/30/2023** 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	372,913.19	402,666.91	196,024.19	190,474.19	23,429.96	17,133.25	31,682.36	118,228.62	1,162,078.48
Cash & Investments Unapplied Transfers	2,068.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,068.55
Accounts Receivable	0.00	0.00		0.00					0.00
Taxes Receivable	176,311.59	164,552.06		28,466.09	5,477.71	7,543.84	15,444.54	0.00	369,329.74
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
<b>Total Assets</b>	<b>551,293.33</b>	<b>567,218.97</b>	<b>196,024.19</b>	<b>218,940.28</b>	<b>28,907.67</b>	<b>24,677.09</b>	<b>47,126.90</b>	<b>118,228.62</b>	<b>1,533,476.77</b>
Deferred Outflows	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Assets and Deferred Outflows</b>	<b>551,293.33</b>	<b>567,218.97</b>	<b>196,024.19</b>	<b>218,940.28</b>	<b>28,907.67</b>	<b>24,677.09</b>	<b>47,126.90</b>	<b>118,228.62</b>	<b>1,533,476.77</b>
<b>Liabilities</b>									
Accounts Payable	1,022.65	0.00		0.00	0.00	0.00		0.00	1,022.65
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
<b>Total Liabilities</b>	<b>1,022.65</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,022.65</b>
<b>Deferred Inflows (Property Taxes)</b>	<b>176,311.59</b>	<b>164,552.06</b>		<b>28,466.09</b>	<b>5,477.71</b>	<b>7,543.84</b>	<b>15,444.54</b>	<b>0.00</b>	<b>369,329.74</b>
<b>Fund Balances</b>									
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	72,245.57	23,429.96	17,133.25	31,682.36	0.00	268,269.76
Assigned	0.00	402,666.91		118,228.62	0.00	0.00	0.00	118,228.62	520,895.53
Unassigned	373,959.09	0.00		0.00	0.00	0.00	0.00	0.00	373,959.09
<b>Total Fund Balances</b>	<b>373,959.09</b>	<b>402,666.91</b>	<b>196,024.19</b>	<b>190,474.19</b>	<b>23,429.96</b>	<b>17,133.25</b>	<b>31,682.36</b>	<b>118,228.62</b>	<b>1,163,124.38</b>
<b>Total Liabilities, Def. Inflows, Funds</b>	<b>551,293.33</b>	<b>567,218.97</b>	<b>196,024.19</b>	<b>218,940.28</b>	<b>28,907.67</b>	<b>24,677.09</b>	<b>47,126.90</b>	<b>118,228.62</b>	<b>1,533,476.77</b>

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)	1,461.00
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
<b>Total Fund Balance</b>		<b>118,228.62</b>

**RPD Treasury Fund: Reconciliation of Fund Balances to Cash and Investment Accounts**  
**Balances as of 04/30/2023 For Fiscal Year Ending June 30, 2023**

Description	Account	Balance	Sub-Total	Total	Grand Total
Bank Statement	C200CX	\$372,268.13			
Approved, Not Cleared	C200ANC	-\$5,264.14			
<b>General Operating Total</b>	C200		\$367,003.99		
Bank Statement	C204CX	\$4,520.62			
Approved, Not Cleared	C204ANC	-\$400.00			
<b>Petty Cash Total</b>	C204		\$4,120.62		
Bank Statement	C208CX	\$24,992.89			
Approved, Not Cleared	C208ANC	-\$1,003.67			
<b>Payroll Total</b>	C208		\$23,989.22		
<b>Chase Total</b>				\$395,113.83	
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			
<b>Total Certificates of Deposit</b>	C211		\$204,396.02		
Non-Interest Earning Cash Account	C212		\$5,963.35		
<b>ByLine (Formerly FirstBank) Total</b>				\$210,359.37	
Investment Fund	C214		\$265,769.96		
<b>Illinois Funds Total</b>				\$265,769.96	
Money Market	C213		\$47,979.89		
<b>US Bank (Formerly CharterOne) Total</b>				\$47,979.89	
Non-Interest Earning Cash Account	C209		\$1,000.00		
Money Market Account	C210		\$241,855.43		
<b>WinTrust Total</b>				\$242,855.43	
<b>Total Cash and Investments by Accounts</b>					<b>\$1,162,078.48</b>
General Funds Before Interfund Transfers	(Total C&I)		\$1,162,078.48		
Interfund Cash and Investment Balance Transfers	C201T		-\$789,165.29		
General Fund - Cash And Investments	C201C			\$372,913.19	
Recreation Fund - Cash And Investments	C201R			\$402,666.91	
Working Cash Fund - Cash And Investments	C201W			\$196,024.19	
Capital Projects Fund - Cash And Investments	C201P			\$118,228.62	
IMRF Fund - Cash And Investments	C201I			\$23,429.96	
Social Security Fund - Cash And Investments	C201S			\$31,682.36	
Liability Fund - Cash And Investments	C201L			\$17,133.25	

**Total Cash And Investments by Fund**

**\$1,162,078.48**

# RPD Cash Account Reconciliation: Outstanding / Unresolved Items

From 07/01/2022 to 04/30/2023

Date	Num	Description	Amount
.CA96 General: Unapproved: Current Month CA96			
04/19/2023		ORIG CO NAME:Nicor Gas	\$409.27
<b>Total For .CA96 General: Unapproved: Current Month CA96</b>			<b>\$409.27</b>
General: Approved Not Cleared C200ANC			
03/09/2023	5714	ANC Variames	\$(600.00)
04/13/2023		ANC Chase Safety Deposit Box	\$(130.00)
04/13/2023	5733	ANC Klitzkie	\$(805.00)
04/13/2023	5739	ANC Awards & Banners	\$(3,317.00)
04/13/2023	20230112	ANC CITGO/WEX	\$(211.93)
04/13/2023	20230209	ANC NICOR	\$(200.21)
<b>Total For General: Approved Not Cleared C200ANC</b>			<b>\$(5,264.14)</b>
Payroll: Approved Not Cleared C208ANC			
07/01/2022	10940	ANC Martinez	\$(592.01)
11/04/2022	10971	ANC Baron	\$(19.67)
04/21/2023	10987	ANC Malcom	\$(391.99)
<b>Total For Payroll: Approved Not Cleared C208ANC</b>			<b>\$(1,003.67)</b>
Petty Cash: Approved Not Cleared C204ANC			
08/12/2022	995719	ANC Lewis	\$(400.00)
<b>Total For Petty Cash: Approved Not Cleared C204ANC</b>			<b>\$(400.00)</b>

Prepared by: **Gerry Gibbs, Treasurer**

Report Creation Date: 05/10/2023 11:34:52 AM 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.

## Local Government Efficiency Act

Charles A. Valente <cvalente@mpslaw.com>

Wed 4/26/2023 3:31 PM

To: parks ridgeville.org <parks@ridgeville.org>

Cc: programs ridgeville.org <programs@ridgeville.org>;mmitchell ridgeville.org <mmitchell@ridgeville.org>

📎 1 attachments (26 KB)

draft Resolution appointing Efficiency Committee.docx;

Hi Brian,

As discussed, Ridgeville Park District has to appoint a Local Government Efficiency Committee to submit a report to the Cook County Board. The first meeting of the Committee will be in June. Down the road, I will provide more information and a template for the report. I will also answer questions regarding this at the next Board meeting. This is the draft Resolution that the Board should adopt. Matt Mitchell will appoint two individuals to the Board and their names will be inserted where indicated. Please distribute this to the Commissioners and the two new Commissioners as well. Commissioners may want to submit proposed resident members of the Efficiency Committee to you which you will deliver to Matt. But Matt will choose two.

Please let me know if you have any questions.

Thanks,

**MPS LAW**  
MELTZER, PURTILL & STELLE LLC

Charles A. Valente - Partner

312-987-9900 (main) | 312-461-4302 (direct)

312-987-9854 (fax) | cvalente@mpslaw.com

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## LOCAL GOVERNMENT

### (50 ILCS 70/) Decennial Committees on Local Government Efficiency Act.

(50 ILCS 70/1)

Sec. 1. Short title. This Act may be cited as the Decennial Committees on Local Government Efficiency Act.

(Source: P.A. 102-1088, eff. 6-10-22.)

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(50 ILCS 70/5)

Sec. 5. Definitions. As used in this Act:

"Governing board" means the governing body of a governmental unit. If the governmental unit is a road district, then "governing board" means the governing body of the road district, as provided in Division 1 of Article 6 of the Illinois Highway Code, including, but not limited to, the highway board of auditors, the highway commissioner of a township road district, the township board of trustees, the city council, the municipal president and board of trustees, or the county board, as applicable.

"Governmental unit" means all entities that levy taxes and are also units of local government, as defined in Section 1 of Article VII of the Illinois Constitution, except municipalities and counties.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/10)

Sec. 10. Formation of committee; members; vacancy; administrative support.

(a) By June 10, 2023 (one year after the effective date of this Act) and at least once every 10 years after June 10, 2023, each governmental unit must form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located.

(b) Each committee's membership shall include the elected or appointed members of the governing board of the governmental unit; at least 2 residents within the territory served by the governmental unit, who are appointed by the chair of the





governing board, with the advice and consent of the governing board; and any chief executive officer or other officer of the governmental unit. The committee shall be chaired by the president or chief elected or appointed official of the governing board or his or her designee. The chairperson may appoint additional members to the committee as the chairperson deems appropriate.

Committee members shall serve without compensation but may be reimbursed by the governmental unit for their expenses incurred in performing their duties.

(b-5) In lieu of the committee described in subsection (a), a highway commissioner of a township road district in a county with a population under 400,000 and the township board of the same township may form a joint committee for the purposes described in subsection (a). That joint committee shall include: the township trustees; the highway commissioner; at least 2 residents of the territory served by the governmental unit appointed by the township supervisor with the advice and consent of the township board; at least one resident of the governmental unit appointed by the highway commissioner; and the township supervisor. The joint committee shall be chaired by the township supervisor and shall issue a joint report with 2 sections, one section for the township and one section for the road district. Except with respect to its composition and report, the joint committee shall otherwise comply with subsection (b). References in this Act to a "committee" shall also include a joint committee formed under this subsection.

(c) A committee may employ or use the services of specialists in public administration and governmental management and any other trained consultants, analysts, investigators, and assistants it considers appropriate, and it may seek assistance from community colleges and universities as necessary to prepare the report required under Section 25.

(d) If a vacancy occurs in the committee membership, the vacancy shall be filled in the same manner as the appointments under subsection (b).

(e) Each governmental unit shall provide administrative and other support to its committee.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/15)

Sec. 15. Duties of a committee. The duties of a committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State. The committee shall also collect data, research, and analysis as necessary to prepare the report described in Section 25.

(Source: P.A. 102-1088, eff. 6-10-22.)

(50 ILCS 70/20)

Sec. 20. Meetings. Each committee shall meet at least 3 times. The committee may meet during a regularly scheduled meeting of the governmental unit as long as: (1) separate notice is given in conformance with the Open Meetings Act; (2) the committee meeting is listed as part of the governing board's agenda; and (3) at least a majority of the members of the committee are present at the committee's meeting. Each meeting of the committee shall be public, and the committee shall provide an opportunity for any person to be heard at the public hearings for at least 3 minutes. The committee may require

speakers to register. The committee shall meet in accordance with the Open Meetings Act, and the committee shall be a public body to which the Freedom of Information Act applies.

At the conclusion of each meeting, the committee shall conduct a survey of residents who attended asking for input on the matters discussed at the meeting. A survey conducted via email to all residents who attended the meeting and provided a valid email address will be sufficient to satisfy the requirements of this paragraph.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/25)

Sec. 25. Report. Each committee shall summarize its work and findings within a written report, which shall include recommendations in respect to increased accountability and efficiency, and shall provide the report to the administrative office of each county board in which the governmental unit is located no later than 18 months after the formation of the committee. The report shall be made available to the public.

For purposes of this Section, if a governmental unit is located in multiple counties, the committee may, if required, provide the same report to the county board of each of those counties.

(Source: P.A. 102-1088, eff. 6-10-22; 102-1136, eff. 2-10-23.)

(50 ILCS 70/30)

Sec. 30. Dissolution of the committee. After a committee has made the report required under Section 25 available to the public, the committee is dissolved until it is reestablished with newly appointed members under Section 10.

(Source: P.A. 102-1088, eff. 6-10-22.)

(50 ILCS 70/85)

Sec. 85. (Amendatory provisions; text omitted).  
(Source: P.A. 102-1088, eff. 6-10-22; text omitted.)

(50 ILCS 70/90)

Sec. 90. (Amendatory provisions; text omitted).  
(Source: P.A. 102-1088, eff. 6-10-22; text omitted.)

(50 ILCS 70/99)

Sec. 99. Effective date. This Act takes effect upon becoming law.

(Source: P.A. 102-1088, eff. 6-10-22.)

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**A RESOLUTION FORMING A COMMITTEE ON  
LOCAL GOVERNMENT EFFICIENCY**

**RIDGEVILLE PARK DISTRICT,  
COOK COUNTY, ILLINOIS**

**WHEREAS**, the Ridgeville Park District ("Park District") is required to form a Committee on Local Government Efficiency ("Efficiency Committee") pursuant to 50 ILCS 70/1 *et seq.* (the Act); and

**WHEREAS**, pursuant to the Act, the Efficiency Committee shall: (1) study the Park District's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the administrative office of each county board of the county in which the governmental unit is located; and

**WHEREAS**, the Efficiency Committee shall consist of the elected or appointed members of the Board of Commissioners of the Park District, at least two residents from the district appointed by the President of the Board of Commissioners upon the advice and consent of the Board of Commissioners, and the chief executive officer or other officer of the Park District, if any; and

**WHEREAS**, The President desires to appoint \_\_\_\_\_ [NAME] and \_\_\_\_\_ [NAME] as the two resident members of the Efficiency Committee, with the advice and consent of the Board of Commissioners; and

**WHEREAS**, the Efficiency Committee shall meet at least three times and shall operate as a public body pursuant to the Open Meetings Act and Freedom of Information Act; and

**WHEREAS**, the Efficiency Committee shall provide a written report to the administrative office of the Cook County Board no later than eighteen months after the day of the Efficiency Committee's formation; and

**WHEREAS**, the Efficiency Committee shall be dissolved after it has provided the written report to the Cook County Board and all other statutory requirements have been satisfied;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE RIDGEVILLE PARK DISTRICT, COOK COUNTY, ILLINOIS** as follows:

**SECTION 1:** The Board of Commissioners hereby forms its Committee on Local Government Efficiency consisting of each of the Members of the Board of Commissioners (in the event a vacancy occurs on the Board of Commissioners, a newly appointed Commissioner shall

automatically become a member of the Efficiency Committee), Marlon Rodas (the incoming Executive Director of Parks and Recreation), and the two residents named above;

**SECTION 2:** Marlon Rodas shall serve as the chairperson of the Efficiency Committee; and

**SECTION 3:** The Park District's Board Secretary shall serve the Efficiency Committee in the same role; and

**SECTION 4:** The Efficiency Committee shall perform its duties in accordance with 50 ILCS 70/1 *et seq.*;

**SECTION 5:** The first meeting of the Efficiency Committee will be at the conclusion of the regularly scheduled meeting of the Board of Commissioners on June 8, 2023; and

**SECTION 6:** The Board of Commissioners shall provide a written report to the Cook County Board no later than November 11, 2024, which is eighteen months after the day of the Efficiency Committee's formation.

Adopted this 11th day of May, 2023 by the Board of Commissioners of the Ridgeville Park District.

Ayes:

Nays:

Absent and not voting:

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Board President

ATTEST:

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Natalie Sallee, Secretary

I, Natalie Sallee, Secretary of Ridgeville Park District in the County of Cook, State of Illinois, do hereby certify that the foregoing is true, complete and correct copy of a resolution entitled "A RESOLUTION FORMING A COMMITTEE ON LOCAL GOVERNMENT

EFFICIENCY", duly passed and adopted by the Board of Commissioners of Ridgeville Park District at a meeting thereof duly assembled and held on May 11, 2023, as appears from the records of my office, and said Resolution has not been repealed and remains in full force and effect.

IN WITNESS WHEREOF, I have set my hand and seal of the Ridgeville Park District this 11th day of May, 2023.

---

Natalie Sallee, Secretary

**KEY FINANCIAL ACTIVITIES CALENDAR – Ridgeville Park District, Evanston Illinois**

<b>When</b>	<b>Who</b>	<b>What</b>
July 1		FISCAL YEAR BEGINS
All Board Meetings	Commissioners	Approve bills for current month's operations (See Illinois Local Government Prompt Payment Act: <a href="http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=725&amp;ChapterID=11">www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=725&amp;ChapterID=11</a> )
July Board Meeting	Commissioners	1) Approve current month bills retroactively applied to June Fiscal Year End (FYE) 2) Review and amend budget draft for current fiscal year
August Board Meeting	Commissioners	1) Approve current month bills retroactively applied to June Fiscal Year End (FYE) 2) Review and amend budget draft for current fiscal year
Late August	Treasurer and Executive Director	1) Review Budget for consistency with actual FYE expenditures. 2) Finalize Appropriations Ordinance 'Exhibit A', providing estimated funding sources.
Late August / Early September	Attorney, Treasurer, and Executive Director	From the draft budget, draft Appropriations Ordinance for current fiscal year
<b>September Board Meeting *</b>	Commissioners	1) Just prior to Board meeting, conduct public hearing on the Budget / Appropriations Ordinance. 2) After public hearing, in regular Board Meeting, pass Appropriations Ordinance for current fiscal year. (Observation: Bills approved for July, August and September without an approved appropriations ordinance)
September	Attorney	Files Appropriations Ordinance with Cook County Clerk
Mid-September	Treasurer, Executive Director and staff	Provide Auditors all requested financial documents and materials for their review and preparation of the Annual Comprehensive Financial Report (ACFR, [NOTE: formerly known as CAFR, this term is no longer preferred as of 2021 per GFOA guidance due to that formulation being considered a racially derogatory term in parts of the world. See <a href="http://www.gfoa.org/eta">www.gfoa.org/eta</a> ])
November or December Board Meeting	Auditors	Present ACFR and audit results to Commissioners
December	Treasurer	Prepares Annual Public Funds Statement of Receipts and Disbursements (aka Treasurer's Annual Report) per Illinois Public Funds Statement Publication Act. See: <a href="http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=468&amp;ChapterID=7">www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=468&amp;ChapterID=7</a>
Late November / Early December	Attorney with assistance from Treasurer and Executive Director	Drafts Levy Ordinance using the Appropriation Ordinance and Budget documents approved in September
<b>December Board Meeting *</b>	Commissioners	1) Approve / Accept ACFR 2) Approve / Accept Treasurer's Annual Report 3) Pass Levy Ordinance funding current fiscal year (tax bills to be issued in the subsequent fiscal year)
Late December	Corporate Secretary	Publishes notice of availability for review for ACFR and Treasurer's Annual Report per state law.
Late December	Attorney	Files ACFR, Treasurer's Annual Report, and Levy Ordinance with Cook County Clerk
Late December	Auditors	File ACFR with State of Illinois
Late December	Attorney / Treasurer / Auditors	File financial information with Cook County Treasurer per Cook County Debt Disclosure Ordinance.
January	Treasurer	File 1099-NEC's with IRS

Late April / Early May	Treasurer	When prompted by Cook County Clerk, reviews and validates initial input of Tax Levy Ordinance into County databases.
May Board Meeting	Executive Director / Commissioners	ED Prepares and presents budget draft for next fiscal year. Commissioners review, discuss and propose amendments
June	Treasurer	When prompted by Cook County Clerk, reviews and consents to Cook County final Tax Levy Rates for upcoming Property Tax bills. (Observation: These bills, issued by August of the next fiscal year, are to fund approved appropriations of the current fiscal year.)
June Board Meeting	Executive Director / Commissioners	Review, discuss, and propose amendments to budget draft for next fiscal year
All months (NOTE: July- November reporting delayed until prior fiscal year ACFR completed)	Treasurer	<ol style="list-style-type: none"> <li>1) Reconciles approved bill payments to bank statements, presenting Commissioners with reports on exceptions, particularly any which may trigger provisions of the Illinois Unclaimed Property Act (<a href="http://ilga.gov/legislation/ilcs/ilcs5.asp?ActID=3794&amp;ChapterID=62">ilga.gov/legislation/ilcs/ilcs5.asp?ActID=3794&amp;ChapterID=62</a> )</li> <li>2) Monitors bank balances for compliance with various requirements and reports activity and findings to Commissioners</li> <li>3) Posts financial activities to the General Ledger <ol style="list-style-type: none"> <li>a. to provide financial reporting by fund,</li> <li>b. to monitor conformity to the Ordinances, and</li> <li>c. reports activity and findings to Commissioners</li> </ol> </li> </ol>
June 30		FISCAL YEAR ENDS

**\* September and December board meetings are arguably the most critical of the year as the approval of the Appropriations and Levy Ordinances are vital to the ongoing financial operation of the District.**