



**MUNDELEIN PARK &
RECREATION DISTRICT**

January 27, 2025

7:00 p.m. - Committee Meeting

7:30 p.m. - Regular Board Meeting

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the "*Park Board*") will hold a Committee Meeting of the Park Board on the 27th day of January 2025, at 7:00 o'clock p.m. at Dolan Recreation Center, 888 Dunbar Road, Mundelein, Illinois.

The Agenda for the Meeting is as follows:

Call to Order:

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

Statement of Visitors:

Updates:

1. Gewalt Hamilton Associates, Inc. – Wetland Mitigation Banking
2. Regular Board Meeting Agenda

Action Items – Regular Board Meeting

1. Approve of Wetland Mitigation Banking for Clearbrook and Wilderness Parks with Gewalt Hamilton Associates, Inc. Agreement
2. Approve of Purchase of a Ford F450 Truck through the State of Illinois Joint Purchasing Contract
3. Approve of Purchase of Two Kubota ZD1211-3-60 Zero Turn Riding Lawn Mowers through the Sourcewell Joint Purchasing Contract

Adjournment

Rules for Public Comment:

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

Approved 4/14/2014 Board Meeting



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

January 27, 2025 Committee Meeting Topics

Gewalt Hamilton Associates, Inc. – Wetland Mitigation Banking

Mike Warner, Consultant, will be providing an update on the potential projects, Clearbrook and Wilderness Parks, based on October 14, 2024, Committee Meeting discussion. Mr. Warner and Executive Director Salski met with the Stormwater Management Commission (SMC) staff to finalize the scope of services, understand the permitting requirements, timeline and projected costs and revenue for the entire project. The Mundelein Park & Recreation District has a unique opportunity to enhance natural areas while generating revenue.

The District budgeted \$370,000 in Revenue and \$320,400 in Expenses. Executive Director Salski is requesting approval of an agreement at the Regular Board Meeting based on the information being presented.

Regular Board Meeting Agenda Items

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

Action Items – Regular Board Meeting

1. Approve of Wetland Mitigation Banking for Clearbrook and Wilderness Parks with Gewalt Hamilton Associates, Inc. Agreement
2. Approve of Purchase of a Ford F450 Truck through the State of Illinois Joint Purchasing Contract
3. Approve of Purchase of Two Kubota ZD1211-3-60 Zero Turn Riding Lawn Mowers through the Sourcewell Joint Purchasing Contract



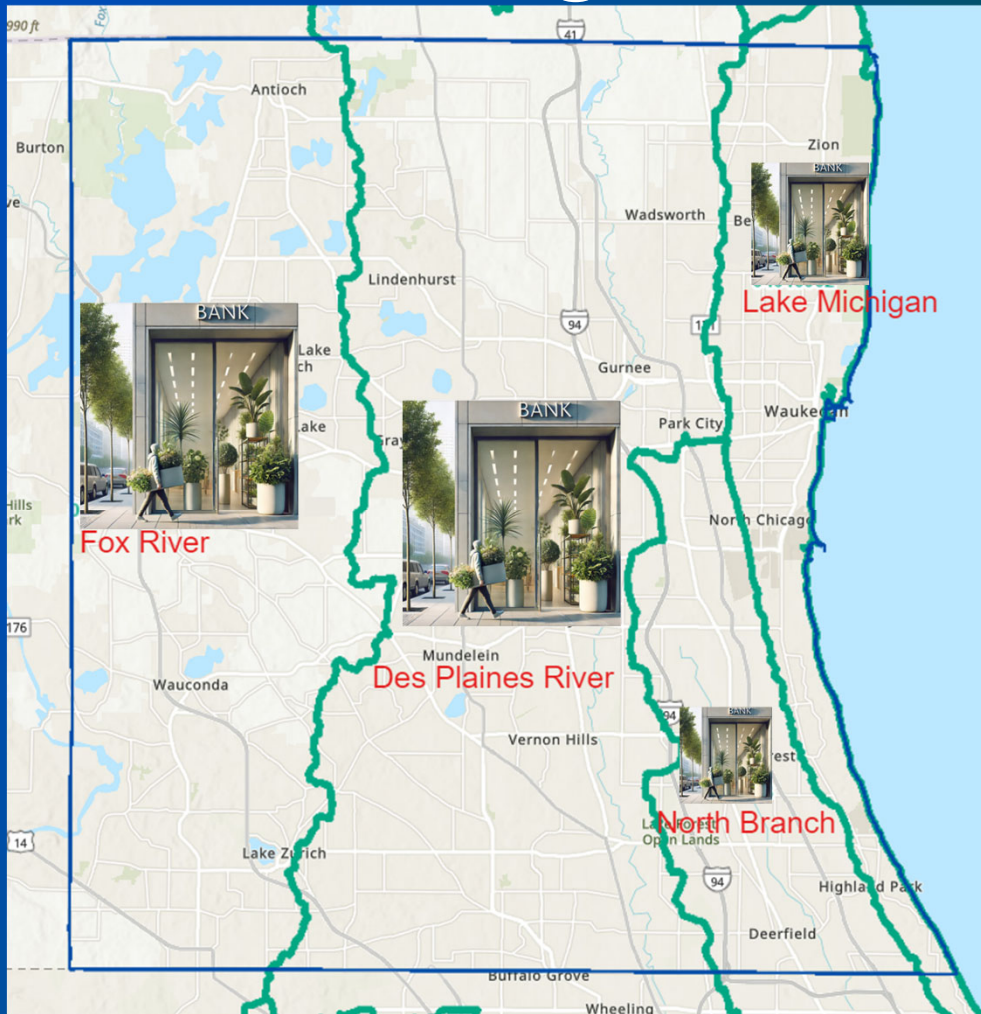
What is a Wetland Bank?

Wetland Bank: A conservation tool applied to land holdings to restore or create wetlands, offsetting impacts to wetlands elsewhere in a defined region.

Bank Credits: The created or restored wetlands generate credits, which entities can purchase when impacting a wetland (in the defined region)

Bank Purpose: Conservation-Environmental Protection / Beneficial Mitigation / Regulatory Simplicity

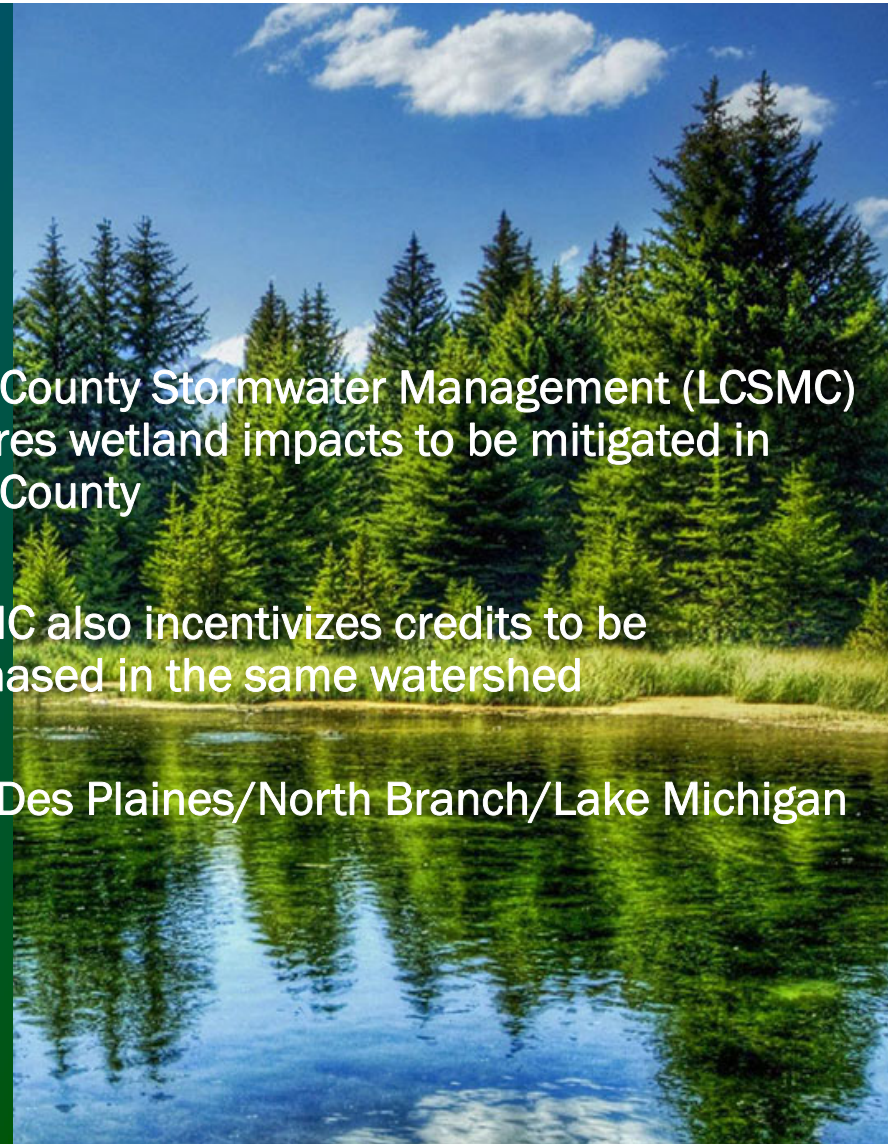
Defined Regions



Lake County Stormwater Management (LCSMC) requires wetland impacts to be mitigated in Lake County

LCSMC also incentivizes credits to be purchased in the same watershed

(Fox/Des Plaines/North Branch/Lake Michigan)



Lake County SMC Permitting and Early Project Steps

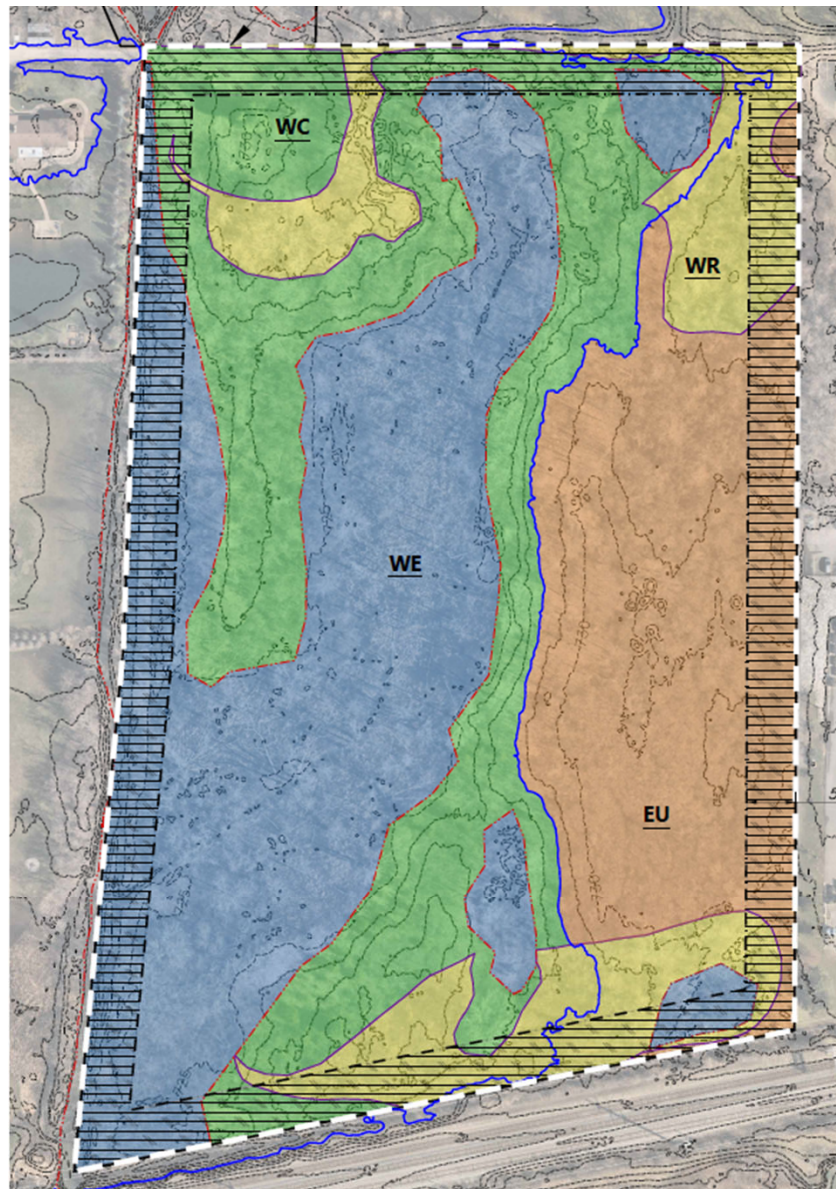
- SMC coordination meetings
- Site Selection Criteria have been unofficially approved
 - Bank sites > 10 acres
 - Publicly owned and part of an open space plan
 - Wetland soils and water table present
 - *Maintainable Buffer areas around the perimeter*
- Step 1 - Phase 1 Environmental Survey
- Step 2 - Drain Tile Survey and Site Design Field Surveys

CLEARBROOK PARK CONCEPT PLAN

MUNDELEIN PARK & RECREATION DISTRICT
 WETLAND BANKING - PRELIMINARY
 MUNDELEIN, IL 60060

GHA GEWALT HAMILTON
 ASSOCIATES, INC.

625 Forest Edge Drive ■ Vernon Hills, IL 60061
 TEL 847.478.9700 ■ FAX 847.478.9701



LEGEND

- PARCEL BOUNDARY (LAKE COUNTY GIS)
- EXISTING WETLAND BOUNDARY 03/09/2020 DELINEATION (ILWC-19-233, LRC-2019-373)
- POTENTIALLY RESTORABLE WETLAND BOUNDARY (LAKE COUNTY SMC WRAPP GIS)
- 10-YEAR FLOODPLAIN: 728.08 (DIAMOND LAKE DRAIN)
- BUFFER (50-FOOT WIDTH)
- WETLAND CREATION
- WETLAND RESTORATION
- WETLAND ENHANCEMENT
- ENHANCED UPLAND

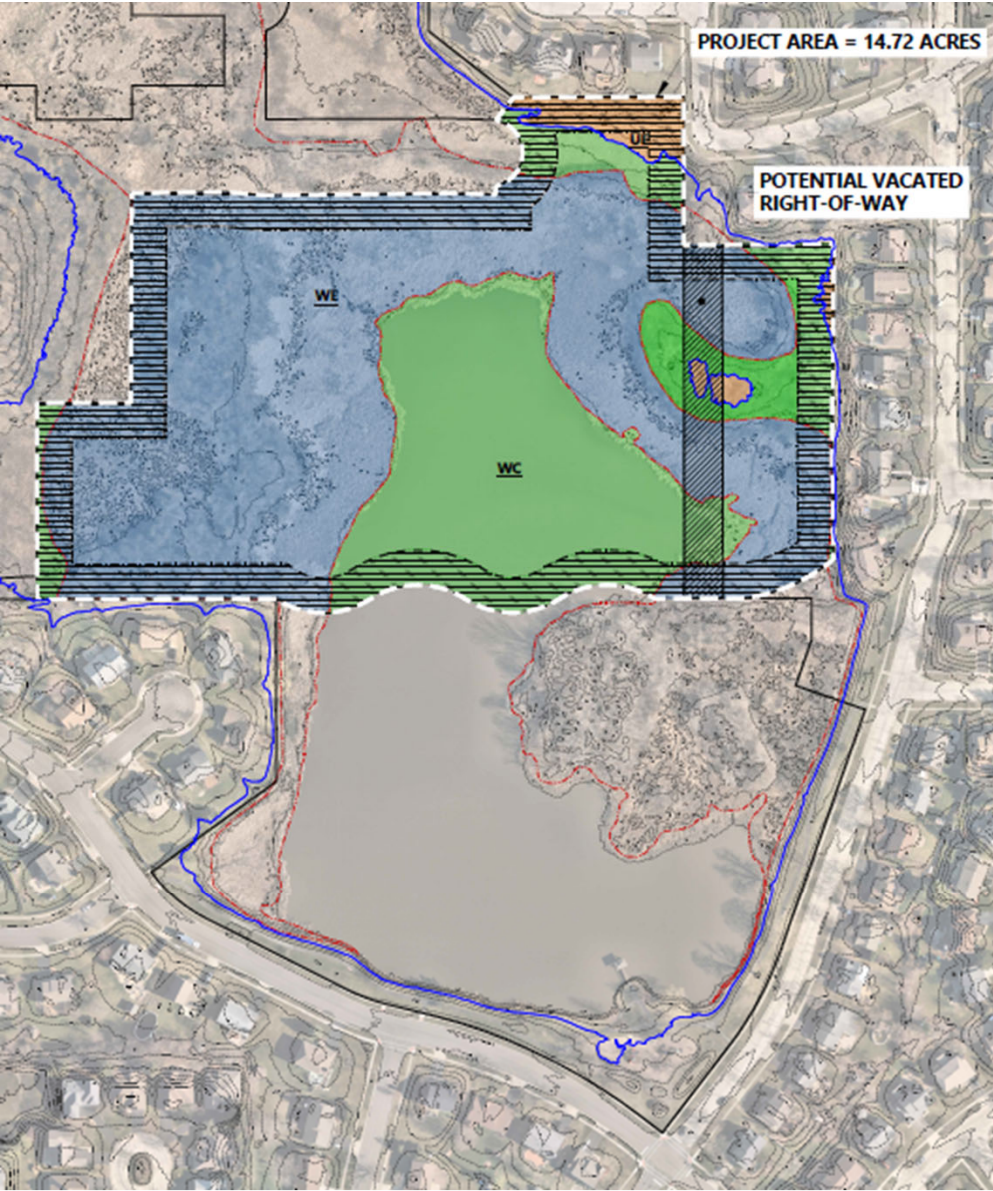


GRAPHIC SCALE



(IN FEET)
 1 inch = 100 ft.

Area Type	Short ID	Area (acres)	Credit Ratio/Acre	Credits	% of Bank Credits
Wetland Creation	WC	3.85	100%	3.85	42.98%
Wetland Restoration	WR	1.36	100%	1.36	15.14%
Wetland Enhancement	WE	4.95	25%	1.24	13.79%
Enhanced Upland	EU	2.97	25%	0.74	8.28%
Wetland Creation Within Buffer	WC-B	0.75	75%	0.56	6.25%
Wetland Restoration Within Buffer	WR-B	0.88	75%	0.66	7.32%
Wetland Enhancement Within Buffer	WE-B	1.40	25%	0.35	3.91%
Enhanced Upland Within Buffer	EU-B	0.83	25%	0.21	2.32%
TOTAL		16.99		8.97	100.00%

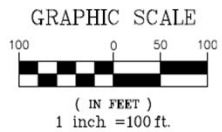


WILDERNESS PARK CONCEPT PLAN - MUNDELEIN PARK & RECREATION DISTRICT WETLAND BANKING - PRELIMINARY MUNDELEIN, IL 60060

GHA GEWALT HAMILTON
ASSOCIATES, INC.
625 Forest Edge Drive ■ Vernon Hills, IL 60061
Tel: 847 478 9700 ■ Fax 847 478 9701

LEGEND

- PARCEL BOUNDARY (LAKE COUNTY GIS)
- EXISTING WETLAND BOUNDARY (LAKE COUNTY SMC WRAPP GIS)
- POTENTIALLY RESTORABLE WETLAND BOUNDARY (LAKE COUNTY SMC WRAPP GIS)
- APPROXIMATE 10-YEAR FLOOD LEVEL: 754.96
- BUFFER (50-FOOT WIDTH)
- WETLAND CREATION
- WETLAND RESTORATION
- WETLAND ENHANCEMENT
- ENHANCED UPLAND



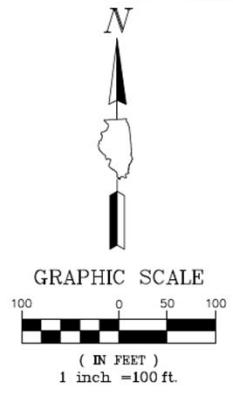
Area Type	Short ID	Area (acres)	Credit Ratio/Acre	Credits	% of Bank Credits
Wetland Creation	WC	3.90	100%	3.90	56.28%
Wetland Restoration	WR	0.00	100%	0.00	0.00%
Creditable Wetland Enhancement	WE	5.42	25%	1.36	19.55%
Non-Creditable Wetland Enhancement	NC-WE	1.23	0%	0.00	0.00%
Upland Enhancement	UE	0.11	25%	0.03	0.39%
Wetland Creation Within Buffer	WC-B	1.27	75%	0.95	13.74%
Wetland Restoration Within Buffer	WR-B	0.00	75%	0.00	0.00%
Wetland Enhancement Within Buffer	WE-B	2.46	25%	0.61	8.85%
Upland Enhancement Within Buffer	UE-B	0.33	25%	0.08	1.19%
TOTAL		14.72		6.93	100.00%



WILDERNESS PARK CONCEPT PLAN - ALT 2
MUNDELEIN PARK & RECREATION DISTRICT
WETLAND BANKING - PRELIMINARY
MUNDELEIN, IL 60060

LEGEND

- PARCEL BOUNDARY (LAKE COUNTY GIS)
- EXISTING WETLAND BOUNDARY (10/23/2024 DELINEATION)
- POTENTIALLY RESTORABLE WETLAND BOUNDARY (LAKE COUNTY SMC WRAPP GIS)
- APPROXIMATE 10-YEAR FLOOD LEVEL: 754.96
- BUFFER (50-FOOT WIDTH)
- WETLAND CREATION
- WETLAND RESTORATION
- WETLAND ENHANCEMENT
- ENHANCED UPLAND



Area Type	Short ID	Area (acres)	Credit Ratio/Acre	Credits	% of Bank Credits
Wetland Creation	WC	8.36	100%	8.36	67.98%
Wetland Restoration	WR	0.00	100%	0.00	0.00%
Creditable Wetland Enhancement	WE	5.41	25%	1.35	11.00%
Upland Enhancement	UE	0.00	25%	0.00	0.00%
Wetland Creation Within Buffer	WC-B	2.29	75%	1.72	13.96%
Wetland Restoration Within Buffer	WR-B	0.00	75%	0.00	0.00%
Wetland Enhancement Within Buffer	WE-B	3.05	25%	0.76	6.20%
Upland Enhancement Within Buffer	UE-B	0.42	25%	0.11	0.86%
TOTAL		19.54		12.30	100.00%

Financial Estimates

	Clearbrook	Wilderness
SITE PREPARATION AND EROSION CONTROL	\$162,000	\$152,000
GENERAL EARTHWORK AND DRAINAGE	\$300,300	\$323,000 *
PLANTING AND SEEDING	\$116,600	\$137,000
MULTI-USE TRAIL	\$65,700	\$52,000
WETLAND MITIGATION MANAGEMENT (5-YEARS)	\$75,100	\$88,300
DESIGN/PERMITTING/PH1*/DRAIN TILE	\$164,500	\$164,500
WETLAND ASSESSMENT (5-YEARS)	\$60,000	\$60,000
CONSTRUCTION OBS/ENG	\$60,000	\$60,000
BANK PERMIT FEE	\$14,300	\$15,300
FINANCIAL SURETY SETUP	\$20,000*	\$20,000*
<i>BANK COST (+CONTINGENCY)</i>	<i>\$1,004,000</i>	<i>\$1,036,000</i>
CREDITS GENERATED (DESIGN OPTIMIZED)	10 ACRES	12.3 ACRES
REVENUE – CURRENT MARKET VALUE (\$130,000) ⁷	\$1,300,000	\$1,600,000

Timeline

- February/March 25 – Phase 1/Surveying/Drain Tile
- March/April 25 - Design Start
- April 25 - Initial Permit Submittal (Wetland Boundary)
- August 25 - Concept Plan Set Submittal
- September 25 – Prospectus Submittal
- October 25 – Final Plan/Mitigation Bank Charter Submittal
- November 25 – Final Bank Approval/Initial Credit Release
- December 25 - Bid Docs
- January 26 – Bid
- Feb 26 – Bid Award
- March 26 – Construction Start
- October 26 Complete Construction

Initial Credit Sales

THANK YOU!

Michael Warner, PE, CFM, DECI
Principal Water Resources Engineer
Gewalt Hamilton Associates



**MUNDELEIN PARK &
RECREATION DISTRICT**

**REGULAR BOARD MEETING
January 27, 2025
7:30 p.m.**

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the “*Park Board*”) will hold a Regular Board Meeting of the Park Board on the 27th day of January 2025, at 7:30 o’clock p.m. at Dolan Recreation Center, 888 Dunbar Road, Mundelein, Illinois.

AGENDA

Call to Order:

Pledge of Allegiance:

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

Statement of Visitors:

Approval of Minutes: Committee Meeting 01-13-25, Regular Board Meeting 01-13-25 and Executive Session 01-13-25

Approval of Disbursements: Warrants: 011725, 012125 and 012725 = \$358,857.04

Financials: December

Police Report: December

Correspondence: None

Old Business: Gewalt Hamilton Associates, Inc. – Wetland Mitigation Banking

New Business:

1. Approve of Wetland Mitigation Banking for Clearbrook and Wilderness Parks with Gewalt Hamilton Associates, Inc. Agreement
2. Approve of Purchase of a Ford F450 Truck through the State of Illinois Joint Purchasing Contract
3. Approve of Purchase of Two Kubota ZD1211-3-60 Zero Turn Riding Lawn Mowers through the Sourcewell Joint Purchasing Contract

Board Business:

Staff Reports:

Service Anniversaries: Cheri Rehor 23 years, Marcus Kivisto 12 years and Tina Brewer 1 year

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

Action on Items Discussed in Executive Session, if Necessary

Adjournment

Rules for Public Comment:

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Approved 4/14/2014 Board Meeting

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
January 13, 2025

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

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

Staff present: Executive Director SALSKI, Director McINERNEY and Director KARL.

Visitors: Ron Greenberg and Eli Lechter.

President KNUDSON asked if any visitors wanted to make a comment. None were made.

Executive Director SALSKI introduced the Diamond Lake Master Plan Phase 1 Summary Results and introduced Mr. Lechter. Executive Director SALSKI said the input was valuable and provided a tool that would guide options. Staff asked Mr. Lechter to send out a survey to gather some initial input but most feedback will be gathered through the concepts. Director BERG gave an introduction of the process and results and turned it over to Mr. Lechter. Mr. Lechter presented information from two groups, Stakeholder and Community. He stated boat rentals, fishing and rental space importance came back high. He said access and safety were ranked high. Commissioner ORTEGA had a question about verbiage and use of a word. Mr. Lechter agreed and said it would be corrected. Commissioner ORTEGA asked Mr. Lechter to consider a different font as it was difficult to read. Mr. Lechter stated the input indicated that stakeholders and community members preferred a quieter atmosphere than a more active space. President KNUDSON mentioned stakeholders and community were aligned. President KNUDSON asked about the opportunity to engage the Village. Mr. Lechter suggested that it would be important for the Village to assist with grants and transportation. Mr. Lechter asked the Board for opinions on food and beverage whether to seek private partnerships or have the district manage. Commissioner ORTEGA said it would be best to privatize without too much complexity. Commissioner McGRATH suggested the food trucks and was concerned about taking business away from private entities with rentals. Mr. Lechter mentioned a private food business would be given an opportunity to add business. Commissioner BURTON suggested starting slowly and working towards the funding. She asked if other properties would be considered. Executive Director SALSKI suggested including the other properties in case grants become available. Commissioner BURTON stated that the other properties could be phased in over time. Executive Director SALSKI agreed. Commissioner McGRATH suggested the entire project be phased. Commissioner ORTEGA agreed that funding should dictate the phasing.

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

Secretary

MINUTES
Mundelein Park & Recreation District
Regular Board Meeting
January 13, 2025

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

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

Staff present were Executive Director SALSKI, Director McINERNEY and Director BERG.

Visitors present were Ron Greenberg and Eli Lechter.

President KNUDSON (i) announced that the next agenda item for the Board is a public hearing to receive public comments on the proposal to sell General Obligation Limited Tax Park Bonds in an amount not to exceed \$1,400,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto and (ii) explained that all persons desiring to be heard will have an opportunity to present written or oral testimony with respect to such proposal to sell such bonds.

President KNUDSON opened the discussion and explained that the reason for the proposed issuance of the Bonds is for the purpose of Capital Maintenance and Development Projects.

President KNUDSON asked if there are additional comments from the members of the Board. None were provided.

Secretary SALSKI stated there was no written testimony concerning the proposed issuance of the Bonds.

President KNUDSON asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Executive Director SALSKI stated there were no emails, letters and/or phone calls received.

President KNUDSON announced that all persons desiring to be heard have been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds and requests a motion to adjourn the hearing.

Commissioner ORTEGA moved and Commissioner BURTON seconded the motion that the Hearing be finally adjourned.

President KNUDSON directed that the roll be called for a vote upon the motion.

President KNUDSON declared the motion carried and the hearing is finally adjourned at 7:33 p.m.

President KNUDSON asked if the visitors wanted to make a comment. None were made.

President KNUDSON requested a motion to approve the minutes of the Committee and Regular meetings on December 16, 2024. Commissioner ORTEGA moved to approve the minutes of the Committee and Regular meetings on December 16, 2024, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there were any corrections or additions. None were raised. A voice vote was taken with all voting yes.

President KNUDSON read the Warrants needed to be approved. Commissioner McGRATH moved to approve Warrants: 122024, 122324, 123024, 123124, 010325, 010425, 010625 and 011325 = \$1,069,317.47 second by Commissioner FRASIER. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners McGRATH, FRASIER, BURTON, ORTEGA, and President KNUDSON voting yes.

President KNUDSON asked if there was any Correspondence. Executive Director SALSKI presented letters from the Illinois Department of Natural Resources regarding the OSLAD Grant Award, SRACLC thank you and the IAPD Reappointment of Ron Salski.

President KNUDSON asked if there was any Old Business. Mr. Lechter continued to discuss the Diamond Lake Master Plan Phase 1 Summary Results. Mr. Lechter mentioned the challenges with opening the site year-round and allowing swimming. President KNUDSON asked about a board walk so people can view the lake. Mr. Lechter thanked him. Executive Director SALSKI stated that if the community wants the site open that swimming will not be an option. He mentioned the liability would be substantial and believed PDRMA would not recommend. Board Members asked what would prevent individuals from swimming. Executive Director SALSKI said there were many design applications such as rock, fencing, and board walk that would prohibit swimming. Mr. Lechter said the design would be an important factor and his firm has extensive experience of designing similar areas. He shared a current project and options. President KNUDSON asked about the building and how much work would be involved. Mr. Lechter said it would need some renovation, and the phase approach would be necessary. He said it was in good shape, but minor things would make it look aesthetically pleasing. The Board Members agreed that it would be important to present phases and costs. Executive Director SALSKI explained the importance of Phase 1 for potential grants, and he would be very excited to make it a priority to seek grants and collaborate with the Village.

President KNUDSON stated it was time to discuss New Business.

President KNUDSON requested a motion to approve the Diamond Lake Master Plan Services – Phase 2 – Gewalt Hamilton and Lamar Johnson Collaborative. Commissioner McGRATH moved to approve the Diamond Lake Master Plan Services – Phase 2 – Gewalt Hamilton and Lamar Johnson Collaborative, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there were any corrections or additions. President KNUDSON asked if the approval was for the \$82,000. Director BERG stated the approval was for \$60,000 as the first phase was completed to equal \$82,000. A roll call vote was taken with Commissioners McGRATH, BURTON, FRASIER, ORTEGA, and President KNUDSON voting yes.

President KNUDSON asked if there was any Board Business. None were provided.

President KNUDSON asked if there were any staff reports. Executive Director SALSKI asked the Board whether he/she wanted the budget books bound or kept in the binder. Board Members requested binding the Budget Book. He provided an update that the District received the Stormwater Management Commission grant for Diamond Lake. He mentioned a private lacrosse group was suggesting displacing AYSO for the purposes of the lacrosse team. The group was having difficulty finding space and AYSO has not supplied a schedule. Executive Director SALSKI explained it was not a board decision, and he told the private group it would not happen. Board Members agreed the District has a long-standing relationship and AYSO has grown the program. Board Members agreed a private group should not replace an Affiliate. Executive Director SALSKI agreed and will attempt to provide alternate locations even though the group was not interested.

Director BERG updated the Board on current position vacancies and was excited about the new opportunities. Director BERG gave options for filling Supervisor Moravec's position. He provided information from the Cost Recovery Model and how best to evaluate Active Adult programming. Commissioner McGRATH mentioned the position was part-time at one point. Director BERG explained that the focus was to maintain the existing quality programs while operating differently for a variety of reasons. Director BERG thanked Marissa for her service and said his staff will find the best candidate. Board Members appreciated the update.

President KNUDSON requested a motion to go into Executive Session at 8:39 p.m. Commissioner BURTON moved to go into Executive Session for Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), second by Commissioner McGRATH. A roll call vote was taken with Commissioners BURTON, McGRATH, FRASIER, ORTEGA, and President KNUDSON voting yes.

The Board Members came out of the Executive Session at 8:48 p.m.

There being no further business, Commissioner FRASIER moved to adjourn at 8:49 p.m. seconded by Commissioner ORTEGA. A voice vote was taken with all voting yes.

Secretary

Payroll ID: 185

Pay Period End Date: 01/11/2025 Check Post Date: 01/17/2025 Bank ID: A

011725

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

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
** PER	48.00	0.00	1,672.30		ADDL IMRF 1	788.54	1,593.15
** REG	1.50	0.00	35.25		ADDL IMRF 2	1,658.74	3,330.40
** VAC	98.57	0.00	3,338.30		DENTAL	254.14	508.28
ACA NHI	0.00	0.00	230.79	461.58	DENTAL_ER	1,440.11	2,880.22
ANNIV	0.00	0.00	0.00	0.00	EAP_ER	56.50	113.00
AQBN	0.00	0.00	0.00	0.00	FCC	673.09	1,346.18
AQUA	0.00	0.00	0.00	0.00	FITW	13,068.74	25,469.91
BACK PAY	0.00	0.00	0.00	0.00	FLH	634.67	1,269.34
BON	0.00	0.00	0.00	0.00	MEDICAL_HMO	1,183.16	2,366.32
CAR	0.00	0.00	0.00	500.00	MEDICAL_HMO_ER	6,704.27	13,408.54
COMP	0.00	0.00	0.00	0.00	MEDICAL_PPO	3,965.08	7,930.16
CV19-1	0.00	0.00	0.00	0.00	MEDICAL_PPO_ER	22,468.66	44,937.32
DBL	0.00	0.00	0.00	0.00	MEDICARE_EE	2,458.29	4,907.86
EOY	0.00	0.00	0.00	0.00	MEDICARE_ER	2,458.29	4,907.86
EPTO	0.00	0.00	0.00	0.00	NCPERS	16.00	32.00
ESSNTLCOMP	0.00	0.00	0.00	0.00	NWD	225.00	450.00
FNRL	8.00	0.00	315.35	946.06	NWD %	48.37	97.87
GOLF LSSNS	0.00	0.00	207.90	207.90	NYL	53.34	106.68
HOL	416.00	0.00	14,073.41	41,556.99	PDMRA ADDL LIFE	478.65	957.30
INC	0.00	0.00	0.00	0.00	PEN_IM2	4,273.53	8,574.93
JRY	0.00	0.00	0.00	0.00	PEN_IM2_ER	7,958.29	15,968.44
LWP	0.00	0.00	0.00	0.00	PEN_IMR	2,206.10	4,587.99
NHI	0.00	0.00	1,230.80	2,461.60	PEN_IMR_ER	4,108.24	8,543.81
OT	0.00	15.25	669.58	1,187.76	PERS RCVBL	124.61	249.22
PATH2	0.00	0.00	0.00	0.00	SITW	7,688.40	15,367.17
PER	56.25	0.00	2,030.76	6,955.20	SOCSEC_EE	10,511.25	20,985.27
REFERRAL	0.00	0.00	100.00	100.00	SOCSEC_ER	10,511.25	20,985.27
REG	3,554.25	0.00	79,901.45	147,933.94	STA	717.00	1,434.00
SALARY	488.00	0.00	50,700.09	98,693.28	STA %	48.37	97.87
SIC	114.00	0.00	3,345.25	4,799.77	UN	213.70	427.40
SIN	32.00	0.00	1,111.07	2,410.19	VISION	40.84	81.68
TFB	0.00	0.00	1,756.03	2,098.24	VISION_ER	231.18	462.36
TIP	0.00	0.00	0.00	0.00			
TLI	0.00	0.00	135.34	270.68			
VAC	432.75	0.00	15,433.24	41,391.65			
WELLNESS	0.00	0.00	0.00	0.00			

180,136.51
13,408.71
12,547.62
30,900.72
236,993.56

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
174,395.54	0.00	51,329.61	123,065.93	349,605.92	120,701.22	55,936.79

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

Payroll ID: 185

Pay Period End Date: 01/11/2025 Check Post Date: 01/17/2025 Bank ID: A

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

Tax Type	State / Loc	App Wages	Prior Ded	Taxable Gross
Social Security		176,286.91	6,750.98	169,535.93
Medicare		176,286.91	6,750.98	169,535.93
Federal		176,286.91	14,269.35	162,017.56
State	IL	171,615.05	14,028.68	157,586.37
State	WI	4,671.86	240.67	4,431.19

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

Payroll ID: 186

Pay Period End Date: 01/11/2025 Check Post Date: 01/17/2025 Bank ID: A

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

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
ANNIV	0.00	0.00	0.00	0.00	FITW	480.65	994.08
EOY	0.00	0.00	0.00	0.00	MEDICARE_EE	83.24	185.80
ESSNTLCOMP	0.00	0.00	0.00	0.00	MEDICARE_ER	83.24	185.80
FNRL	0.00	0.00	0.00	0.00	PEN_IM2	134.71	303.34
HOL	0.00	0.00	0.00	1,887.52	PEN_IM2_ER	250.85	564.87
JRY	0.00	0.00	0.00	0.00	PEN_IMR	123.64	283.00
LWP	0.00	0.00	0.00	0.00	PEN_IMR_ER	230.24	527.01
NHI	0.00	0.00	0.00	307.70	SITW	260.83	573.56
PATH2	0.00	0.00	0.00	0.00	SOCSEC_EE	355.93	794.44
PER	0.00	0.00	0.00	0.00	SOCSEC_ER	355.93	794.44
REFERRAL	0.00	0.00	0.00	0.00			
SALARY	0.00	0.00	5,740.97	7,573.47			
SIC	0.00	0.00	0.00	0.00			
SIN	0.00	0.00	0.00	340.00			
TFB	0.00	0.00	0.00	0.00			
TLI	0.00	0.00	0.00	5.10			
VAC	0.00	0.00	0.00	3,228.73			
WELLNESS	0.00	0.00	0.00	0.00			

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
5,740.97	0.00	1,439.00	4,301.97	13,337.42	4,301.97	920.26

Tax Type	State / Loc	App Wages	Prior Ded	Taxable Gross
Social Security		5,740.97	0.00	5,740.97
Medicare		5,740.97	0.00	5,740.97
Federal		5,740.97	258.35	5,482.62
State	IL	5,740.97	258.35	5,482.62

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

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
141311	A T & T	INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	\$799.70
				Check Total:	\$799.70
141312	ACE HARDWARE	SHOP SUPPLIES	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$314.89
		POWER STRIP AND FASTENERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$52.99
		MEMORIAL PARK - OUTLET REPLACEMENT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$8.09
		DRC BUILDING SUPPLIES	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$1.43
		DRC BUILDING SUPPLIES - DANCE STUDIO	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$85.81
		MCC BUILDING MAINTENANCE	RECREATION PROGRAM FUND	MCC FACILITY	\$22.49
		SOCCER GOAL PAINT	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$89.17
		MCC BUILDING MAINTENANCE - 3RD FLOOR	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$9.90
		SHOP SUPPLIES	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$36.87
		SUPPLIES FOR BALANCE BEAM REPAIR	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$51.25
		POOL CHEMICALS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$31.99
				Check Total:	\$704.88
141313	ACUSHNET COMPANY	HEADWEAR - TITLEIST	CORPORATE FUND	GOLF PRO SHOP	\$51.45
		HEADWEAR - TITLEIST	CORPORATE FUND	GOLF PRO SHOP	\$51.45
		SHOES - FOOTJOY	CORPORATE FUND	GOLF PRO SHOP	\$128.64
				Check Total:	\$231.54
141314	ADVOCATE OCCUPATIONAL HEALTH	PRE EMPLOYMENT DT & PHYSICAL - BRAND	CORPORATE FUND	RISK MANAGEMENT	\$139.00
				Check Total:	\$139.00
141315	AIRGAS USA, LLC	CYLINDER RENTALS	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$192.49
				Check Total:	\$192.49
141316	ALBERTSONS COMPANIES INC	FOOD SUPPLIES FOR 1/2 DAY COOKING PROJECTS	RECREATION PROGRAM FUND	REC CONNECTION	\$79.04
				Check Total:	\$79.04
141317	ALL IN ATHLETICS	BASKETBALL CONTRACTOR	RECREATION PROGRAM FUND	ATHLETIC MISC PROGRAMS	\$1,485.00
		BASKETBALL CONTRACTOR	RECREATION PROGRAM FUND	BASKETBALL - YOUTH/FEED	\$2,160.00
				Check Total:	\$3,645.00
141318	ANCEL GLINK, P.C.	LEGAL SERVICES	CORPORATE FUND	ADMINISTRATION	\$1,448.75
				Check Total:	\$1,448.75
141319	ANDREWS TECHNOLOGY HMS INC	NOVATIME EXTENSION	CORPORATE FUND	ADMINISTRATION	\$1,690.25
		NOVATIME EXTENSION	RECREATION PROGRAM FUND	ADMINISTRATION	\$1,690.25
				Check Total:	\$3,380.50
141320	AUTOMATIC FIRE SYSTEMS, INC	2024 MCC SPRINKLER HEADS	RECREATION PROGRAM FUND	ADMINISTRATION	\$13,842.00
				Check Total:	\$13,842.00

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
141321	BODY ONE PRODUCTS, INC.	FITNESS CENTER WIPES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$755.88
					Check Total:
141322	CDW GOVERNMENT, INC	PAPER FOR LARGE FORMAT PRINTER	RECREATION PROGRAM FUND	ADMINISTRATION	\$158.26
		INK FOR LARGE FORMAT PRINTER	RECREATION PROGRAM FUND	ADMINISTRATION	\$454.28
					Check Total:
141323	CINTAS FIRST AID & SAFETY	DRC FIRST AID SUPPLIES	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$88.10
					Check Total:
141324	CITY ELECTRIC SUPPLY CO	REGENT CENTER LIGHTING	RECREATION PROGRAM FUND	REGENT CENTER	\$89.00
					Check Total:
141325	CLEVELAND GOLF/SRIXON	SIMULATOR BALLS - SRIXON	CORPORATE FUND	GOLF PRO SHOP	\$260.00
					Check Total:
141326	ComEd	ELECTRIC - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$379.02
		ELECTRIC - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$(66.10)
					Check Total:
141327	ComEd	ELECTRIC - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$170.72
		ELECTRIC - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$(21.65)
					Check Total:
141328	ComEd	ELECTRIC - PARK MAINTENANCE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$757.58
		ELECTRIC - PARK MAINTENANCE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$(52.14)
					Check Total:
141329	ComEd	ELECTRIC - BATHHOUSE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$915.77
		ELECTRIC - BATHHOUSE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$(95.98)
		ELECTRIC - BATHHOUSE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$(13.93)
		ELECTRIC - BATHHOUSE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$(55.83)
					Check Total:
141330	ComEd	ELECTRIC - MCC	RECREATION PROGRAM FUND	MCC FACILITY	\$836.89
		ELECTRIC - MCC	RECREATION PROGRAM FUND	MCC FACILITY	\$(8.52)
		ELECTRIC - MCC	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$1,255.34
		ELECTRIC - MCC	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$(12.77)
		ELECTRIC - MCC	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$3,347.57
		ELECTRIC - MCC	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$(34.06)
		ELECTRIC - MCC	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$2,929.12
		ELECTRIC - MCC	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$(29.80)
					Check Total:
141331	ComEd	ELECTRIC - STEEPLE CHASE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$1,043.33

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		ELECTRIC - STEEPLE CHASE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$(43.21)
		ELECTRIC - STEEPLE CHASE	CORPORATE FUND	GOLF PRO SHOP	\$561.79
		ELECTRIC - STEEPLE CHASE	CORPORATE FUND	GOLF PRO SHOP	\$(23.27)
				Check Total:	\$1,538.64
141332	ComEd				
		ELECTRIC - REGENT	RECREATION PROGRAM FUND	REGENT CENTER	\$363.37
		ELECTRIC - REGENT	RECREATION PROGRAM FUND	REGENT CENTER	\$(48.23)
				Check Total:	\$315.14
141333	CONSERV FS INC				
		PARKS - GASOLINE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$1,504.21
		PARKS - DIESEL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$316.42
				Check Total:	\$1,820.63
141334	CUTLER WORKWEAR				
		STAFF UNIFORMS - VAZQUEZ	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$395.02
		STAFF UNIFORMS - WYLIE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$147.56
				Check Total:	\$542.58
141335	DELICIOUS UNLIMITED				
		FOOD SERVICE FOR WK 12/30/24	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$408.94
		FOOD SERVICE FOR WK OF 1/6/25	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$697.50
				Check Total:	\$1,106.44
141336	EFAQ CORPORATE				
		JANUARY FAX SERVICE	RECREATION PROGRAM FUND	REGENT CENTER	\$17.33
		JANUARY FAX SERVICE	RECREATION PROGRAM FUND	BAREFOOT BAY	\$17.33
		JANUARY FAX SERVICE	RECREATION PROGRAM FUND	MCC FACILITY	\$17.33
		JANUARY FAX SERVICE	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$17.32
		JANUARY FAX SERVICE	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$17.32
		JANUARY FAX SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$17.32
				Check Total:	\$103.95
141337	EMPLOYEE BENEFITS CORPORATION				
		JANUARY FLEX FEES	CORPORATE FUND	ADMINISTRATION	\$64.00
				Check Total:	\$64.00
141338	FORE BETTER GOLF, INC				
		SCORECARDS	CORPORATE FUND	GOLF PRO SHOP	\$1,560.00
				Check Total:	\$1,560.00
141339	FOX VALLEY FIRE & SAFETY				
		REGENT CENTER - FIRE EXTINGUISHER SERVICE	RECREATION PROGRAM FUND	REGENT CENTER	\$366.50
		DRC FIRE EXTINGUISHER INSPECTION	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$515.85
		KDS FIRE EXTINGUISHER SERVICE	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$136.90
		FIRE EXTINGUISHER INSPECTION - FOX VALLEY	CORPORATE FUND	GOLF PRO SHOP	\$153.50
		ANNUAL FIRE EXTINGUISHER SERVICE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$50.00
		BFB FIRE EXTINGUISHER INSPECTION	RECREATION PROGRAM FUND	BAREFOOT BAY	\$329.85
		DLRC FIRE EXTINGUISHER SERVICE	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$50.00
		MUSEUM - FIRE EXTINGUISHER SERVICE	CORPORATE FUND	MUSEUM	\$50.00
		DLSC FIRE EXTINGUISHER SERVICE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$50.00
		FIRE EXTINGUISHER SERVICE - BOAT HOUSE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$50.00
		MCC FIRE EXTINGUISHERS SERVICE	RECREATION PROGRAM FUND	MCC FACILITY	\$50.00

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		FIRE EXTINGUISHER INSPECTION - FOX VALLEY	CORPORATE FUND	GOLF PRO SHOP	\$626.60
		FIRE EXTINGUISHER SERVICE - PARK MAINTENANCE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$60.00
		MCC KITCHEN SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$234.50
Check Total:					\$2,723.70
141340	FSS TECHNOLOGIES LLC				
		MCC ALARM MONITORING	RECREATION PROGRAM FUND	MCC FACILITY	\$231.00
Check Total:					\$231.00
141341	FSS TECHNOLOGIES LLC				
		FIRE ALARM SERVICING - BFB MUSEUM - FIRE ALARM MONITORING	RECREATION PROGRAM FUND	BAREFOOT BAY MUSEUM	\$156.00
		ALARM SYSTEM - REGENT	RECREATION PROGRAM FUND	REGENT CENTER	\$156.00
		ALARM SYSTEM - FSS TECH	CORPORATE FUND	GOLF PRO SHOP	\$231.00
		ALARM SERVICE	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$231.00
		ALARM SERVICE - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	\$156.00
		ALARM SERVICE - DRC	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$231.00
Check Total:					\$1,392.00
141342	GPM ENTERPRISES INC				
		8-8-8 SANCTUARY FERT	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$2,400.00
Check Total:					\$2,400.00
141343	GRAINGER				
		MCC BUILDING MAINTENANCE	RECREATION PROGRAM FUND	MCC FACILITY	\$44.40
Check Total:					\$44.40
141344	HALOGEN SUPPLY COMPANY INC				
		TUBING AND POOL TESTING KITS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$90.89
		TUBING AND POOL TESTING KITS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$76.55
Check Total:					\$167.44
141345	ILLINOIS STATE POLICE				
		CRIMINAL BACKGROUND CHECK	CORPORATE FUND	PUBLIC SAFETY	\$140.00
Check Total:					\$140.00
141346	IMPACT NETWORKING, LLC				
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	CORPORATE FUND	ADMINISTRATION	\$178.90
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$2.95
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	CORPORATE FUND	GOLF PRO SHOP	\$1.40
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	RECREATION PROGRAM FUND	ADMINISTRATION	\$8.81
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	RECREATION PROGRAM FUND	REGENT CENTER	\$6.15
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$47.03
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$2.97
		3RD FLOOR AND BEACH COPIES 01/18/25-02/17/25	RECREATION PROGRAM FUND	ASSETS	\$0.17
Check Total:					\$248.38
141347	JEFFREY SOPRANI				
		REFUND CREDIT BALANCE ON ACCOUNT	RECREATION PROGRAM FUND	ASSETS	\$23.50

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
				Check Total:	\$23.50
141348	JIMANOS PIZZERIA				
		LUNCH FOR DAY OFF STUDENTS	RECREATION PROGRAM FUND	REC CONNECTION	\$90.71
				Check Total:	\$90.71
141349	LAKESHORE BEVERAGE CO				
		BEER - LAKESHORE	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$68.00
		BEER - LAKESHORE	CORPORATE FUND	GOLF FOOD AND BEVERAGE	\$110.10
				Check Total:	\$178.10
141350	LAKESIDE TRANSPORTATION				
		BUS FOR LAUNCH FIELD TRIP	RECREATION PROGRAM FUND	REC CONNECTION	\$260.80
		BUS FOR ENCHANTED CASTLE	RECREATION PROGRAM FUND	REC CONNECTION	\$311.14
				Check Total:	\$571.94
141351	LANER MUCHIN LTD				
		LEGAL SERVICES - PERSONAL AND COLLECTIVE BARGAINING	CORPORATE FUND	ADMINISTRATION	\$1,197.00
				Check Total:	\$1,197.00
141352	LASTPASS US LP				
		PASSWORD MANAGER	CORPORATE FUND	ADMINISTRATION	\$1,250.08
		PASSWORD MANAGER	RECREATION PROGRAM FUND	ADMINISTRATION	\$1,250.08
				Check Total:	\$2,500.16
141353	LAWSON PRODUCTS				
		CAUTION TAPE	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$90.96
				Check Total:	\$90.96
141354	MARKET ACCESS CORPORATION				
		DECEMBER RENTAL LIQR LIAB INSUR - DIAZ	RECREATION PROGRAM FUND	ASSETS	\$195.00
				Check Total:	\$195.00
141355	MASTER CORP INC				
		VIDEOGRAPHY DEPOSIT - SPRING DANCE RECITAL	RECREATION PROGRAM FUND	LONG TERM DANCE	\$1,703.50
				Check Total:	\$1,703.50
141356	McGINTY BROS INC				
		LONGMEADOW PARK WOODLAND TRAIL - CLEARING AND EROSION CONTROL	CORPORATE FUND	SPECIAL RECREATION	\$12,900.00
		LONGMEADOW WOODLAND TRAIL - CONSTRUCTION SIGNS	CORPORATE FUND	SPECIAL RECREATION	\$1,000.00
				Check Total:	\$13,900.00
141357	MIDWAY BUILDING SERVICES LTD.				
		CONTRACTED WEEKEND CUSTODIAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$766.50
		CONTRACTED WEEKEND CUSTODIAL	RECREATION PROGRAM FUND	MCC FACILITY	\$766.50
				Check Total:	\$1,533.00
141358	MIDWEST ASSOC OF GOLF COURSE				
		EQUIPMENT TECH TRAINING - WISKERCHEN, KORDICK	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$60.00
				Check Total:	\$60.00
141359	MUNDELEIN COMMUNITY CONNECTION				

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		MUND. COMM. CONN. ANNUAL DINNER - OUMET, LAWRENCE	CORPORATE FUND	ADMINISTRATION	\$110.00
Check Total:					\$110.00
141360	MUNDELEIN VERNON HILLS ROTARY				
		ROTARY DUES - SALSKI	CORPORATE FUND	ADMINISTRATION	\$164.00
Check Total:					\$164.00
141361	NAPA AUTO PARTS				
		5W20 OIL AND WINDSHIELD WASH FLUID	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$174.77
		LIGHT BULBS, SHOP TOWELS, AND WIPER BLADES	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$175.00
Check Total:					\$349.77
141362	NORTH AMERICAN CORP OF IL				
		REGENT CENTER - CLEANING SUPPLIES	RECREATION PROGRAM FUND	REGENT CENTER	\$194.96
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$63.71
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$63.70
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	\$63.70
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	REC CONNECTION	\$148.65
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$84.94
		CLEANING SUPPLIES	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$204.96
		LYSOL CLEANER	RECREATION PROGRAM FUND	LEARNING CENTER	\$194.52
		REGENT CENTER - CLEANING SUPPLIES	RECREATION PROGRAM FUND	REGENT CENTER	\$97.26
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$757.72
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$252.58
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$14.59
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$14.59
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	\$14.59
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	REC CONNECTION	\$34.04
		DRC CLEANING SUPPLIES	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$19.45
		MCC DISPOSABLE GLOVES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$85.30
		MCC DISPOSABLE GLOVES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$28.43
Check Total:					\$2,337.69
141363	NORTH SHORE GAS				
		MCC GAS	RECREATION PROGRAM FUND	MCC FACILITY	\$523.45
		MCC GAS	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$785.18
		MCC GAS	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$2,093.81
		MCC GAS	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$1,832.08
Check Total:					\$5,234.52
141364	ORIGINAL WATERMEN				
		UNIFORMS FOR BFB STAFF - SUITS & WHISTLES	RECREATION PROGRAM FUND	BAREFOOT BAY	\$3,802.67
Check Total:					\$3,802.67
141365	PADDOCK PUBLICATIONS, INC				
		AD FOR BINA HEARING	CORPORATE FUND	ADMINISTRATION	\$66.70
Check Total:					\$66.70
141366	RAMROD DISTRIBUTORS				
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$246.24
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$82.08
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$49.05
		MCC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$16.35

Mundelein Park District Warrant Report

Date Paid 01/27/2025

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		MCC CLEANING SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$20.96
		MCC CLEANING SUPPLIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$6.99
				Check Total:	\$421.67
141367	RYDIN DECAL				
		BOAT LAUNCH STICKERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$727.46
				Check Total:	\$727.46
141368	SHAH QUAIYOOM				
		2025 EMPLOYEE RECOGNITION EVENT DJ SERVICE	CORPORATE FUND	ADMINISTRATION	\$175.00
		2025 EMPLOYEE RECOGNITION EVENT DJ SERVICE	RECREATION PROGRAM FUND	ADMINISTRATION	\$175.00
				Check Total:	\$350.00
141369	SIGNS NOW MUNDELEIN				
		SIGN FOR SANDWICH BOARD INDICATING THE WAY TO THE GOLF SIMULATORS	CORPORATE FUND	GOLF PRO SHOP	\$65.90
				Check Total:	\$65.90
141370	SOCCER 2000, INC.				
		SOCCER GOAL SAFETY STICKERS	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$102.00
				Check Total:	\$102.00
141371	SPEAR CORPORATION				
		BFB - VGB POOL GRATES	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	\$26,417.46
				Check Total:	\$26,417.46
141372	STEPHANIE NECE				
		DANCE SUPPLIES - EMPLOYEE REIMBURSEMENT - NECE	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$126.66
				Check Total:	\$126.66
141373	T-MOBILE USA, INC				
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	ADMINISTRATION	\$73.81
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	ADMINISTRATION	\$146.90
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	ADMINISTRATION	\$29.38
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	ADMINISTRATION	\$29.38
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$528.84
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$117.52
		CELL PHONE PLAN 12/03/24 - 01/02/25	CORPORATE FUND	GOLF PRO SHOP	\$88.86
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	ADMINISTRATION	\$103.19
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	REGENT CENTER	\$29.38
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$29.38
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	HEALTH & FITNESS	\$58.76
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	ADMINISTRATION	\$29.38

Mundelein Park District Warrant Report

Date Paid 01/27/2025

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	REC CONNECTION	\$117.52
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$47.21
		CELL PHONE PLAN 12/03/24 - 01/02/25	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	\$58.76
				Check Total:	\$1,547.03
141374	TERMINIX ANDERSON				
		TERMINIX-ANDERSON PEST CONTROL	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	\$61.79
		MUSEUM - PEST CONTROL	CORPORATE FUND	MUSEUM	\$40.84
		PEST CONTROL	CORPORATE FUND	GOLF PRO SHOP	\$98.26
		PEST CONTROL	CORPORATE FUND	GOLF COURSE MAINTAINEN	\$92.55
		PEST CONTROL - BFB	RECREATION PROGRAM FUND	BAREFOOT BAY	\$76.51
		PEST CONTROL - BFB MAUSOLEUM	RECREATION PROGRAM FUND	BAREFOOT BAY	\$52.97
		DRC PEST CONTROL	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$13.86
		DRC PEST CONTROL	RECREATION PROGRAM FUND	DOLAN RECREATION CENTE	\$10.40
		DRC PEST CONTROL	RECREATION PROGRAM FUND	GROUP X PROGRAMS	\$6.93
		DRC PEST CONTROL	RECREATION PROGRAM FUND	TRAILS DAY CAMP	\$6.93
		DRC PEST CONTROL	RECREATION PROGRAM FUND	REC CONNECTION	\$24.25
		DRC PEST CONTROL	RECREATION PROGRAM FUND	LONG TERM DANCE	\$6.93
				Check Total:	\$492.22
141375	THE FITNESS PURSUIT, INC				
		INSTRUCTOR FOR AQUA PURSUIT	RECREATION PROGRAM FUND	MCC INDOOR POOL	\$1,473.50
				Check Total:	\$1,473.50
141376	TOSHIBA FINANCIAL SERVICES				
		1ST FLOOR COPIER LEASE	RECREATION PROGRAM FUND	ADMINISTRATION	\$276.47
				Check Total:	\$276.47
141377	VERSION2 CONSULTING, LLC				
		CORE SERVER MAINTENANCE AND 365 BACKUP	CORPORATE FUND	ADMINISTRATION	\$12.13
		CORE SERVER MAINTENANCE AND 365 BACKUP	CORPORATE FUND	ADMINISTRATION	\$112.43
		CORE SERVER MAINTENANCE AND 365 BACKUP	RECREATION PROGRAM FUND	ADMINISTRATION	\$112.44
				Check Total:	\$237.00
141378	VILLAGE OF MUNDELEIN				
		WATER & SEWER SERVICE - SHELDON WOODS PARK	CORPORATE FUND	PARKS AND PLAYGROUNDS	\$46.80
				Check Total:	\$46.80
141379	WAREHOUSE DIRECT, INC.				
		OFFICE SUPPLIES	CORPORATE FUND	ADMINISTRATION	\$81.66
		OFFICE SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	\$122.48
				Check Total:	\$204.14

Warrant Total: \$117,465.48



MUNDELEIN PARK &
RECREATION DISTRICT

BOARD MEMORANDUM

January 27, 2025 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Debbie McInerney, Director of Business & Technology
Date: January 22, 2025
Subject: Preliminary December Financial Report

Analysis/Considerations

Attached is the preliminary, unaudited, December 2024 Financial Report. There may still be a few updates to the report based on late invoices or journal entries needed before the audit. At this time, it is believed that all significant invoices have been accounted for in the report.

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

Year to Date

As a reminder, the Financial Report is being shown in the new format requested by the Board. Projections are now first, followed by year-to-date numbers, and then month-to-date numbers. **Beginning in 2025, the comparison to the previous year will no longer be included.**

Year to date the District is favorable in the amount of \$1,013,825 compared to budget. Staff are projecting to end the year \$899,000 better than budget, with a bottom-line surplus of \$204,185. These numbers are more in line with expectations in recent months, except for the November report. The November report was substantially less but did not account for the journal entry allowed for recognizing revenue for the grants not yet received. Revenue is recognized to match expenditures.

Please remember that the transfers from Operations to the Capital fund were completed in November. The transfers cause the bottom line for Operations to appear not in line with the budget. Without the transfers, the Corporate Fund would be projecting a net surplus of \$964,539 and the Recreation Fund projecting a net surplus of \$144,277.

Action and Motion Requested

Move to place the unaudited December Financials on file.

**Mundelein Park and Recreation District
ALL FUNDS SUMMARY**

	Year End Projections		
	2024 Budget	Projected Year End	Projected to Budget
General Fund			
Rev	\$6,730,567.00	\$6,974,627.35	\$244,060.35
Exp	\$7,123,522.41	\$6,853,043.26	\$270,479.15
General Fund Total	(\$392,955.41)	\$121,584.09	\$514,539.50
Recreation Fund			
Rev	\$6,740,894.66	\$6,555,946.26	(\$184,948.40)
Exp	\$6,599,219.23	\$6,819,994.00	(\$220,774.77)
Recreation Fund Total	\$141,675.43	(\$264,047.74)	(\$405,723.17)
Debt Service Fund			
Rev	\$528,791.00	\$534,052.75	\$5,261.75
Exp	\$519,575.00	\$519,575.00	\$0.00
Debt Service Fund Total	\$9,216.00	\$14,477.75	\$5,261.75
Capital Fund			
Rev	\$2,192,000.00	\$2,567,443.36	\$375,443.36
Exp	\$2,644,845.00	\$2,235,272.49	\$409,572.51
Capital Fund Total	(\$452,845.00)	\$332,170.87	\$785,015.87
Grand Total	(\$694,908.98)	\$204,184.97	\$899,093.95

**Mundelein Park and Recreation District
CORP FUND OVERVIEW**

	Year End Projections			Comments
	2024 Budget	Projected Year End	Projected to Budget	
Administration				
Rev	\$3,563,757.00	\$3,641,559.41	\$77,802.41	
Exp	\$1,844,297.11	\$2,145,759.90	(\$301,462.79)	\$450,000 transfer to Capital. \$226,000 surplus to budget without transfer.
Administration Total	\$1,719,459.89	\$1,495,799.51	(\$223,660.38)	
Parks				
Rev	\$197,314.00	\$192,273.85	(\$5,040.15)	
Exp	\$2,187,388.85	\$2,016,230.20	\$171,158.65	Expense savings due to some turnover. Outperformed budget.
Parks Total	(\$1,990,074.85)	(\$1,823,956.35)	\$166,118.50	
Golf				
Rev	\$2,144,663.00	\$2,310,721.24	\$166,058.24	Expenses higher due primarily to salary miscalculation earlier in season. Outperformed budget.
Exp	\$1,854,264.95	\$1,888,557.73	(\$34,292.78)	
Golf Total	\$290,398.05	\$422,163.51	\$131,765.46	
Special Recreation				
Rev	\$481,510.00	\$485,651.98	\$4,141.98	
Exp	\$860,995.69	\$483,807.69	\$377,188.00	Some expenses for Kracklauer Park delayed to 2025.
Special Recreation Total	(\$379,485.69)	\$1,844.29	\$381,329.98	
Museum				
Rev	\$1,000.00	\$993.26	(\$6.74)	Building maintenance costs lower than expected. Delayed purchase of computer to 2025. Outperformed budget.
Exp	\$20,233.00	\$9,639.58	\$10,593.42	
Museum Totals	(\$19,233.00)	(\$8,646.32)	\$10,586.68	
Police				
Rev	\$81,067.00	\$79,740.36	(\$1,326.64)	Lower expense due to delay of camera purchase. Outperformed budget.
Exp	\$97,037.81	\$69,730.66	\$27,307.15	
Police Totals	(\$15,970.81)	\$10,009.70	\$25,980.51	
Risk Management				
Rev	\$243,617.00	\$246,015.42	\$2,398.42	Reduced expenses and outperformed budget.
Exp	\$241,805.00	\$222,617.50	\$19,187.50	
Risk Mgmt. Totals	\$1,812.00	\$23,397.92	\$21,585.92	
Audit				
Rev	\$17,639.00	\$17,671.83	\$32.83	Met budget.
Exp	\$17,500.00	\$16,700.00	\$800.00	
Audit Totals	\$139.00	\$971.83	\$832.83	
Corporate Fund Total	(\$392,955.41)	\$121,584.09	\$514,539.50	

**Mundelein Park and Recreation District
REC FUND OVERVIEW**

	Year End Projections			Comments
	2024 Budget	Projected Year End	Projected to Budget	
Administration				
Rev	\$1,708,801.00	\$1,751,240.05	\$42,439.05	Increased revenue and decreased expenses allowed for \$550,000 unbudgeted transfer to Capital. Surplus in excess of \$120,000 relative to budget without Capital transfer.
Exp	\$2,033,111.94	\$2,497,158.87	(\$464,046.93)	
Administration Total	(\$324,310.94)	(\$745,918.82)	(\$421,607.88)	
Preschool				
Rev	\$135,748.00	\$150,642.08	\$14,894.08	High performing year, fueled by strong enrollment.
Exp	\$102,917.00	\$92,121.02	\$10,795.98	
Preschool Total	\$32,831.00	\$58,521.06	\$25,690.06	
Athletics				
Rev	\$297,004.00	\$326,240.69	\$29,236.69	Favorable finish due to increased revenue.
Exp	\$265,031.22	\$262,887.10	\$2,144.12	
Athletics Total	\$31,972.78	\$63,353.59	\$31,380.81	
Regent Center				
Rev	\$161,394.00	\$136,070.41	(\$25,323.59)	Decreased rental and field trip revenue in 2024 without offsetting expense decrease.
Exp	\$190,750.23	\$183,232.41	\$7,517.82	
Regent Center Total	(\$29,356.23)	(\$47,162.00)	(\$17,805.77)	
Big & Little				
Rev	\$1,110,090.00	\$890,181.64	(\$219,908.36)	Significant expense savings in 2024 offset budget error. Revenue exceeded 2023 performance.
Exp	\$813,644.07	\$647,213.55	\$166,430.52	
Big & Little Totals	\$296,445.93	\$242,968.09	(\$53,477.84)	
Fitness				
Rev	\$776,631.66	\$782,216.42	\$5,584.76	Revenue is slightly increased relative to budget. Unbudgeted staff costs in November.
Exp	\$765,694.04	\$795,639.58	(\$29,945.54)	
Fitness Total	\$10,937.62	(\$13,423.16)	(\$24,360.78)	
Aquatics				
Rev	\$907,500.00	\$914,966.46	\$7,466.46	Revenue was bolstered by strong membership numbers and reliable daily revenue. Increased electric and water-sewer bills account for expense increase relative to budget.
Exp	\$1,284,336.62	\$1,294,000.83	(\$9,664.21)	
Aquatics Total	(\$376,836.62)	(\$379,034.37)	(\$2,197.75)	
Rec Connect/Camp				
Rev	\$1,118,452.00	\$1,094,904.37	(\$23,547.63)	RecConnect ended below budget in revenue, but increased relative to 2023. Net is increased relative to 2023.
Exp	\$628,749.42	\$621,333.85	\$7,415.57	
Rec Connect/Camp Total	\$489,702.58	\$473,570.52	(\$16,132.06)	
Indoor Pool				
Rev	\$227,195.00	\$232,207.86	\$5,012.86	Cost savings were due to no Aquatic Supervisor in 2024. Facility Rental: adding MMSC, pool rentals back on schedule.
Exp	\$280,304.21	\$211,904.14	\$68,400.07	
Indoor Pool Totals	(\$53,109.21)	\$20,303.72	\$73,412.93	
Dance				
Rev	\$231,720.00	\$223,824.28	(\$7,895.72)	Finished strong due to expense controls.
Exp	\$175,212.10	\$160,511.49	\$14,700.61	
Dance Total	\$56,507.90	\$63,312.79	\$6,804.89	
Cultural Arts				
Rev	\$66,359.00	\$53,452.00	(\$12,907.00)	New program opportunities identified in 2024 to drive 2025 performance. Controlled expenses to meet budget.
Exp	\$59,468.38	\$53,991.16	\$5,477.22	
Cultural Arts Total	\$6,890.62	(\$539.16)	(\$7,429.78)	
Recreation Fund Total	\$141,675.43	(\$264,047.74)	(\$405,723.17)	

**Mundelein Park and Recreation District
CAPITAL**

	Year End Projections			Comments	
	2024 Budget	Projected Year End	Projected to Budget		
REVENUES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRIBUTIONS AND DONATIONS					
40-51.570-4700	CONTRIBUTIO	\$62,000.00	\$0.00	(\$62,000.00)	Foundation donation for Kracklauer delayed until 2025.
40-51.570-4702	DEVELOPER D	\$400,000.00	\$281,922.00	(\$118,078.00)	Received less developer donations than planned.
40-51.570-4725	GRANTS	\$1,700,000.00	\$1,212,021.27	(\$487,978.73)	Some grant funds will not be received until 2025.
40-51.570-4726	PLAYCORE/GA	\$0.00	\$0.00	\$0.00	
CONTRIBUTIONS AND DONATIONS					
		\$2,162,000.00	\$1,493,943.27	(\$668,056.73)	
OTHER INCOME					
40-51.570-4801	INTEREST - IN	\$30,000.00	\$73,500.09	\$23,827.13	Interest rates cut later in year than expected.
40-51.570-4806	WETLAND CR	\$0.00	\$0.00	\$8,427.45	
40-51.570-4807	INS CLAIMS R	\$0.00	\$0.00	\$0.00	
40-51.570-4811	PROCEEDS FR	\$0.00	\$0.00	\$0.00	
40-51.570-4815	MISCELLANEC	\$0.00	\$0.00	\$0.00	
40-51.570-4813	PROCEEDS FR	\$0.00	\$0.00	\$0.00	
OTHER INCOME		\$30,000.00	\$73,500.09	\$43,500.09	
INTERFUND TRANSFERS					
40-51.570-4910	TRANSFER FR	\$0.00	\$450,000.00	\$450,000.00	
40-51.570-4920	TRANSFER FR	\$0.00	\$550,000.00	\$550,000.00	
INTERFUND TRANSFERS		\$0.00	\$1,000,000.00	\$1,000,000.00	
REVENUE TOTAL		\$2,192,000.00	\$2,567,443.36	\$375,443.36	
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					
40-51.570-5210	PROFESSIONA	\$161,000.00	\$148,610.08	\$12,389.92	
CONTRACTED SERVICES		\$161,000.00	\$148,610.08	\$12,389.92	
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342	BANK/CREDIT	\$0.00	\$1,043.44	(\$1,043.44)	
OPERATING SUPPLIES/EXPENSES		\$0.00	\$1,043.44	(\$1,043.44)	
DEBT EXPENSE					
40-51.570-5612	PRINCIPAL CA	\$0.00	\$0.00	\$0.00	
DEBT EXPENSE		\$0.00	\$0.00	\$0.00	
CAPITAL EXPENSES					
40-51.570-5810	CAPITAL EQUI	\$350,845.00	\$333,468.53	\$17,376.47	
40-51.570-5812	CAPITAL FURN	\$0.00	\$0.00	\$0.00	
40-51.570-5815	CAPITAL ATHL	\$100,000.00	\$70,230.68	\$29,769.32	
40-51.570-5820	CAPITAL VEHI	\$100,000.00	\$96,228.23	\$3,771.77	
40-51.570-5830	CAP IMPRVM	\$76,000.00	\$133,804.54	(\$57,804.54)	
40-51.570-5835	CAP IMPRVM	\$1,857,000.00	\$1,451,886.99	\$405,113.01	
40-51.570-5840	CAP IMPRVM	\$0.00	\$0.00	\$0.00	
40-51.570-5841	CAPITAL IMPR	\$0.00	\$0.00	\$0.00	
40-51.570-5850	CAP IMPRVM	\$0.00	\$0.00	\$0.00	
CAPITAL EXPENSES		\$2,483,845.00	\$2,085,618.97	\$398,226.03	
EXPENDITURE TOTAL		\$2,644,845.00	\$2,235,272.49	\$409,572.51	Some expenses delayed to 2025.
CAPITAL TOTALS		(\$452,845.00)	\$332,170.87	\$785,015.87	Outperformed budget.

**Mundelein Park and Recreation District
ALL FUNDS SUMMARY**

	Year-to-Date Actual-to-Budget Comparison Through December				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
General Fund					
Rev	\$6,730,567.00	\$6,974,685.59	\$244,118.59	\$6,068,524.44	\$906,161.15
Exp	\$7,123,522.41	\$6,803,552.07	\$319,970.34	\$6,354,311.39	(\$449,240.68)
General Fund Total	(\$392,955.41)	\$171,133.52	\$564,088.93	(\$285,786.95)	\$456,920.47
Recreation Fund					
Rev	\$6,740,894.66	\$6,556,454.57	(\$184,440.09)	\$6,122,751.63	\$433,702.94
Exp	\$6,599,219.23	\$6,777,320.04	(\$178,100.81)	\$5,998,969.76	(\$778,350.28)
Recreation Fund Total	\$141,675.43	(\$220,865.47)	(\$362,540.90)	\$123,781.87	(\$344,647.34)
Debt Service Fund					
Rev	\$528,791.00	\$534,052.75	\$5,261.75	\$538,848.51	(\$4,795.76)
Exp	\$519,575.00	\$519,575.00	\$0.00	\$518,375.00	(\$1,200.00)
Debt Service Fund Total	\$9,216.00	\$14,477.75	\$5,261.75	\$20,473.51	(\$5,995.76)
Capital Fund					
Rev	\$2,192,000.00	\$2,567,443.36	\$375,443.36	\$1,950,933.75	\$616,509.61
Exp	\$2,644,845.00	\$2,213,272.49	\$431,572.51	\$1,730,601.11	(\$482,671.38)
Capital Fund Total	(\$452,845.00)	\$354,170.87	\$807,015.87	\$220,332.64	\$133,838.23
Grand Total	(\$694,908.98)	\$318,916.67	\$1,013,825.65	\$78,801.07	\$240,115.60

**Mundelein Park and Recreation District
CORP FUND OVERVIEW**

	Year-to-Date Actual-to-Budget Comparison Through December				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
Administration					
Rev	\$3,563,757.00	\$3,641,559.41	\$77,802.41	\$3,012,936.47	\$628,622.94
Exp	\$1,844,297.11	\$2,141,349.85	(\$297,052.74)	\$2,125,968.04	(\$15,381.81)
Administration Total	\$1,719,459.89	\$1,500,209.56	(\$219,250.33)	\$886,968.43	\$613,241.13
Parks					
Rev	\$197,314.00	\$192,303.96	(\$5,010.04)	\$175,949.87	\$16,354.09
Exp	\$2,187,388.85	\$2,014,630.76	\$172,758.09	\$1,952,936.06	(\$61,694.70)
Parks Total	(\$1,990,074.85)	(\$1,822,326.80)	\$167,748.05	(\$1,776,986.19)	(\$45,340.61)
Golf					
Rev	\$2,144,663.00	\$2,310,749.37	\$166,086.37	\$2,116,793.50	\$193,955.87
Exp	\$1,854,264.95	\$1,884,635.84	(\$30,370.89)	\$1,665,359.80	(\$219,276.04)
Golf Total	\$290,398.05	\$426,113.53	\$135,715.48	\$451,433.70	(\$25,320.17)
Special Recreation					
Rev	\$481,510.00	\$485,651.98	\$4,141.98	\$457,569.87	\$28,082.11
Exp	\$860,995.69	\$469,807.69	\$391,188.00	\$313,347.37	(\$156,460.32)
Special Recreation Total	(\$379,485.69)	\$15,844.29	\$395,329.98	\$144,222.50	(\$128,378.21)
Museum					
Rev	\$1,000.00	\$993.26	(\$6.74)	\$1,154.86	(\$161.60)
Exp	\$20,233.00	\$9,079.77	\$11,153.23	\$14,852.06	\$5,772.29
Museum Totals	(\$19,233.00)	(\$8,086.51)	\$11,146.49	(\$13,697.20)	\$5,610.69
Police					
Rev	\$81,067.00	\$79,740.36	(\$1,326.64)	\$77,737.82	\$2,002.54
Exp	\$97,037.81	\$44,730.66	\$52,307.15	\$69,952.74	\$25,222.08
Police Totals	(\$15,970.81)	\$35,009.70	\$50,980.51	\$7,785.08	\$27,224.62
Risk Management					
Rev	\$243,617.00	\$246,015.42	\$2,398.42	\$209,491.66	\$36,523.76
Exp	\$241,805.00	\$222,617.50	\$19,187.50	\$195,795.32	(\$26,822.18)
Risk Mgmt. Totals	\$1,812.00	\$23,397.92	\$21,585.92	\$13,696.34	\$9,701.58
Audit					
Rev	\$17,639.00	\$17,671.83	\$32.83	\$16,890.39	\$781.44
Exp	\$17,500.00	\$16,700.00	\$800.00	\$16,100.00	(\$600.00)
Audit Totals	\$139.00	\$971.83	\$832.83	\$790.39	\$181.44
Corporate Fund Total	(\$392,955.41)	\$171,133.52	\$564,088.93	(\$285,786.95)	\$456,920.47

Mundelein Park and Recreation District REC FUND OVERVIEW

	Year-to-Date Actual-to-Budget Comparison Through December				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
Administration					
Rev	\$1,708,801.00	\$1,751,263.27	\$42,462.27	\$1,713,821.16	\$37,442.11
Exp	\$2,033,111.94	\$2,477,193.03	(\$444,081.09)	\$1,857,643.72	(\$619,549.31)
Administration Total	(\$324,310.94)	(\$725,929.76)	(\$401,618.82)	(\$143,822.56)	(\$582,107.20)
Preschool					
Rev	\$135,748.00	\$150,642.08	\$14,894.08	\$127,712.77	\$22,929.31
Exp	\$102,917.00	\$92,121.02	\$10,795.98	\$93,855.53	\$1,734.51
Preschool Total	\$32,831.00	\$58,521.06	\$25,690.06	\$33,857.24	\$24,663.82
Athletics					
Rev	\$297,004.00	\$326,258.11	\$29,254.11	\$282,484.39	\$43,773.72
Exp	\$265,031.22	\$257,018.10	\$8,013.12	\$248,535.27	(\$8,482.83)
Athletics Total	\$31,972.78	\$69,240.01	\$37,267.23	\$33,949.12	\$35,290.89
Regent Center					
Rev	\$161,394.00	\$136,153.11	(\$25,240.89)	\$153,085.45	(\$16,932.34)
Exp	\$190,750.23	\$183,112.56	\$7,637.67	\$186,192.32	\$3,079.76
Regent Center Total	(\$29,356.23)	(\$46,959.45)	(\$17,603.22)	(\$33,106.87)	(\$13,852.58)
Big & Little					
Rev	\$1,110,090.00	\$890,200.41	(\$219,889.59)	\$848,787.38	\$41,413.03
Exp	\$813,644.07	\$644,930.15	\$168,713.92	\$664,661.51	\$19,731.36
Big & Little Totals	\$296,445.93	\$245,270.26	(\$51,175.67)	\$184,125.87	\$61,144.39
Fitness					
Rev	\$776,631.66	\$782,278.09	\$5,646.43	\$737,396.72	\$44,881.37
Exp	\$765,694.04	\$790,047.53	(\$24,353.49)	\$734,761.63	(\$55,285.90)
Fitness Total	\$10,937.62	(\$7,769.44)	(\$18,707.06)	\$2,635.09	(\$10,404.53)
Aquatics					
Rev	\$907,500.00	\$915,148.77	\$7,648.77	\$860,234.97	\$54,913.80
Exp	\$1,284,336.62	\$1,293,220.62	(\$8,884.00)	\$1,179,896.21	(\$113,324.41)
Aquatics Total	(\$376,836.62)	(\$378,071.85)	(\$1,235.23)	(\$319,661.24)	(\$58,410.61)
Rec Connect/Camp					
Rev	\$1,118,452.00	\$1,094,956.62	(\$23,495.38)	\$925,534.31	\$169,422.31
Exp	\$628,749.42	\$618,214.31	\$10,535.11	\$572,056.14	(\$46,158.17)
Rec Connect/Camp Total	\$489,702.58	\$476,742.31	(\$12,960.27)	\$353,478.17	\$123,264.14
Indoor Pool					
Rev	\$227,195.00	\$232,251.67	\$5,056.67	\$230,984.34	\$1,267.33
Exp	\$280,304.21	\$207,500.64	\$72,803.57	\$271,049.04	\$63,548.40
Indoor Pool Totals	(\$53,109.21)	\$24,751.03	\$77,860.24	(\$40,064.70)	\$64,815.73
Dance					
Rev	\$231,720.00	\$223,850.44	(\$7,869.56)	\$200,884.54	\$22,965.90
Exp	\$175,212.10	\$159,970.92	\$15,241.18	\$151,144.10	(\$8,826.82)
Dance Total	\$56,507.90	\$63,879.52	\$7,371.62	\$49,740.44	\$14,139.08
Cultural Arts					
Rev	\$66,359.00	\$53,452.00	(\$12,907.00)	\$41,825.60	\$11,626.40
Exp	\$59,468.38	\$53,991.16	\$5,477.22	\$39,174.29	(\$14,816.87)
Cultural Arts Total	\$6,890.62	(\$539.16)	(\$7,429.78)	\$2,651.31	(\$3,190.47)
Recreation Fund Total	\$141,675.43	(\$220,865.47)	(\$362,540.90)	\$123,781.87	(\$344,647.34)

**Mundelein Park and Recreation District
CAPITAL**

	Year-to-Date Actual-to-Budget Comparison Through December				
	2024 Budget YTD	2024 Actual YTD	Actual to Budget YTD	2023 Actual YTD	Change in Actual 2023 to 2024
REVENUES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRIBUTIONS AND DONATIONS					
40-51.570-4700 CONTRIBUTIONS AND DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4702 DEVELOPER DONATIONS	\$400,000.00	\$281,922.00	(\$118,078.00)	\$367,636.60	(\$85,714.60)
40-51.570-4725 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4726 PLAYCORE/GA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS AND DONATIONS	\$2,162,000.00	\$1,493,943.27	(\$668,056.73)	\$402,658.84	\$1,091,284.43
OTHER INCOME					
40-51.570-4801 INTEREST - IN	\$30,000.00	\$53,827.13	\$23,827.13	\$57,494.69	(\$3,667.56)
40-51.570-4806 WETLAND CR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4807 INS CLAIMS R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4811 PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4815 MISCELLANEO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4813 PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER INCOME	\$30,000.00	\$73,500.09	\$43,500.09	\$348,274.91	(\$274,774.82)
INTERFUND TRANSFERS					
40-51.570-4910 TRANSFER FR	\$0.00	\$450,000.00	\$450,000.00	\$550,000.00	(\$100,000.00)
40-51.570-4920 TRANSFER FR	\$0.00	\$550,000.00	\$550,000.00	\$650,000.00	(\$100,000.00)
INTERFUND TRANSFERS	\$0.00	\$1,000,000.00	\$1,000,000.00	\$1,200,000.00	(\$200,000.00)
REVENUE TOTAL	\$2,192,000.00	\$2,567,443.36	\$375,443.36	\$1,950,933.75	\$616,509.61
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					
40-51.570-5210 PROFESSIONAL	\$161,000.00	\$130,610.08	\$30,389.92	\$108,389.56	(\$22,220.52)
CONTRACTED SERVICES	\$161,000.00	\$130,610.08	\$30,389.92	\$108,389.56	(\$22,220.52)
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342 BANK/CREDIT	\$0.00	\$1,043.44	(\$1,043.44)	\$354.00	(\$689.44)
OPERATING SUPPLIES/EXPENSES	\$0.00	\$1,043.44	(\$1,043.44)	\$354.00	(\$689.44)
DEBT EXPENSE					
40-51.570-5612 PRINCIPAL CA	\$0.00	\$0.00	\$0.00	\$52,207.10	\$52,207.10
DEBT EXPENSE	\$0.00	\$0.00	\$0.00	\$52,207.10	\$52,207.10
CAPITAL EXPENSES					
40-51.570-5810 CAPITAL EQUI	\$350,845.00	\$329,468.53	\$21,376.47	\$906,500.26	\$577,031.73
40-51.570-5812 CAPITAL FURN	\$0.00	\$0.00	\$0.00	\$19,988.24	\$19,988.24
40-51.570-5815 CAPITAL ATHL	\$100,000.00	\$70,230.68	\$29,769.32	\$139,594.95	\$69,364.27
40-51.570-5820 CAPITAL VEHI	\$100,000.00	\$96,228.23	\$3,771.77	\$62,880.00	(\$33,348.23)
40-51.570-5830 CAP IMPRVM	\$76,000.00	\$133,804.54	(\$57,804.54)	\$140,515.80	\$6,711.26
40-51.570-5835 CAP IMPRVM	\$1,857,000.00	\$1,451,886.99	\$405,113.01	\$300,171.20	(\$1,151,715.79)
40-51.570-5840 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5841 CAPITAL IMPR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5850 CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES	\$2,483,845.00	\$2,081,618.97	\$402,226.03	\$1,569,650.45	(\$511,968.52)
EXPENDITURE TOTAL	\$2,644,845.00	\$2,213,272.49	\$431,572.51	\$1,730,601.11	(\$482,671.38)
CAPITAL TOTALS	(\$452,845.00)	\$354,170.87	\$807,015.87	\$220,332.64	\$133,838.23

**Mundelein Park and Recreation District
ALL FUNDS SUMMARY**

	Monthly Actual-to-Budget Comparison				
	2024 DEC Budget	2024 DEC Actual	Actual to Budget	2023 DEC Actual	Change in Actual 2023 to 2024
General Fund					
Rev	\$151,000.02	\$141,019.59	(\$9,980.43)	\$84,526.82	\$56,492.77
Exp	\$750,848.39	\$467,438.79	\$283,409.60	\$1,144,103.45	\$676,664.66
General Fund Total	(\$599,848.37)	(\$326,419.20)	\$273,429.17	(\$1,059,576.63)	\$733,157.43
Recreation Fund					
Rev	\$363,130.51	\$297,739.55	(\$65,390.96)	\$305,052.02	(\$7,312.47)
Exp	\$550,030.85	\$411,643.38	\$138,387.47	\$1,121,819.10	\$710,175.72
Recreation Fund Total	(\$186,900.34)	(\$113,903.83)	\$72,996.51	(\$816,767.08)	\$702,863.25
Debt Service Fund					
Rev	\$6,234.05	\$4,276.52	(\$1,957.53)	\$4,205.67	\$70.85
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Fund Total	\$6,234.05	\$4,276.52	(\$1,957.53)	\$4,205.67	\$70.85
Capital Fund					
Rev	\$2,002,881.69	\$1,217,741.34	(\$785,140.35)	\$1,530,284.89	(\$312,543.55)
Exp	\$0.00	\$82,382.12	(\$82,382.12)	\$1,021,378.00	\$938,995.88
Capital Fund Total	\$2,002,881.69	\$1,135,359.22	(\$867,522.47)	\$508,906.89	\$626,452.33
Grand Total	\$1,222,367.03	\$699,312.71	(\$523,054.32)	(\$1,363,231.15)	\$2,062,543.86

**Mundelein Park and Recreation District
CORP FUND OVERVIEW**

	Monthly Actual-to-Budget Comparison				
	2024 DEC Budget	2024 DEC Actual	Actual to Budget	2023 DEC Actual	Change in Actual 2023 to 2024
Administration					
Rev	\$126,862.07	\$116,415.58	(\$10,446.49)	\$72,819.94	\$43,595.64
Exp	\$228,488.12	\$150,061.27	\$78,426.85	\$712,684.90	\$562,623.63
Administration Total	(\$101,626.05)	(\$33,645.69)	\$67,980.36	(\$639,864.96)	\$606,219.27
Parks					
Rev	\$2,502.87	\$2,005.78	(\$497.09)	\$1,277.50	\$728.28
Exp	\$216,226.46	\$161,240.21	\$54,986.25	\$194,277.36	\$33,037.15
Parks Total	(\$213,723.59)	(\$159,234.43)	\$54,489.16	(\$192,999.86)	\$33,765.43
Golf					
Rev	\$12,428.30	\$15,505.12	\$3,076.82	\$4,708.15	\$10,796.97
Exp	\$121,366.18	\$102,528.72	\$18,837.46	\$118,304.46	\$15,775.74
Golf Total	(\$108,937.88)	(\$87,023.60)	\$21,914.28	(\$113,596.31)	\$26,572.71
Special Recreation					
Rev	\$5,374.61	\$3,558.90	(\$1,815.71)	\$3,140.35	\$418.55
Exp	\$156,422.57	\$30,642.51	\$125,780.06	\$101,465.62	\$70,823.11
Special Recreation Total	(\$151,047.96)	(\$27,083.61)	\$123,964.35	(\$98,325.27)	\$71,241.66
Museum					
Rev	\$11.16	\$7.28	(\$3.88)	\$6.89	\$0.39
Exp	\$2,786.01	\$1,378.85	\$1,407.16	\$1,263.65	(\$115.20)
Museum Totals	(\$2,774.85)	(\$1,371.57)	\$1,403.28	(\$1,256.76)	(\$114.81)
Police					
Rev	\$904.87	\$584.32	(\$320.55)	\$532.44	\$51.88
Exp	\$1,389.05	\$984.80	\$404.25	\$240.78	(\$744.02)
Police Totals	(\$484.18)	(\$400.48)	\$83.70	\$291.66	(\$692.14)
Risk Management					
Rev	\$2,719.25	\$2,813.11	\$93.86	\$1,925.72	\$887.39
Exp	\$24,170.00	\$20,602.43	\$3,567.57	\$15,866.68	(\$4,735.75)
Risk Mgmt. Totals	(\$21,450.75)	(\$17,789.32)	\$3,661.43	(\$13,940.96)	(\$3,848.36)
Audit					
Rev	\$196.89	\$129.50	(\$67.39)	\$115.83	\$13.67
Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Audit Totals	\$196.89	\$129.50	(\$67.39)	\$115.83	\$13.67
Corporate Fund Total	(\$599,848.37)	(\$326,419.20)	\$273,429.17	(\$1,059,576.63)	\$733,157.43

Mundelein Park and Recreation District REC FUND OVERVIEW

	Monthly Actual-to-Budget Comparison				
	2024 DEC Budget	2024 DEC Actual	Actual to Budget	2023 DEC Actual	Change in Actual 2023 to 2024
Administration					
Rev	\$32,482.83	\$28,888.89	(\$3,593.94)	\$42,689.63	(\$13,800.74)
Exp	\$194,040.38	\$147,717.72	\$46,322.66	\$762,450.74	\$614,733.02
Administration Total	(\$161,557.55)	(\$118,828.83)	\$42,728.72	(\$719,761.11)	\$600,932.28
Preschool					
Rev	\$12,624.43	\$16,016.63	\$3,392.20	\$11,329.66	\$4,686.97
Exp	\$9,529.60	\$9,016.08	\$513.52	\$10,324.06	\$1,307.98
Preschool Total	\$3,094.83	\$7,000.55	\$3,905.72	\$1,005.60	\$5,994.95
Athletics					
Rev	\$22,947.38	\$21,398.60	(\$1,548.78)	\$26,559.62	(\$5,161.02)
Exp	\$27,690.29	\$23,730.20	\$3,960.09	\$43,327.28	\$19,597.08
Athletics Total	(\$4,742.91)	(\$2,331.60)	\$2,411.31	(\$16,767.66)	\$14,436.06
Regent Center					
Rev	\$25,602.95	\$25,818.15	\$215.20	\$25,244.03	\$574.12
Exp	\$17,931.22	\$13,883.95	\$4,047.27	\$16,757.48	\$2,873.53
Regent Center Total	\$7,671.73	\$11,934.20	\$4,262.47	\$8,486.55	\$3,447.65
Big & Little					
Rev	\$93,020.16	\$60,265.38	(\$32,754.78)	\$62,534.14	(\$2,268.76)
Exp	\$84,606.00	\$56,546.17	\$28,059.83	\$73,622.48	\$17,076.31
Big & Little Totals	\$8,414.16	\$3,719.21	(\$4,694.95)	(\$11,088.34)	\$14,807.55
Fitness					
Rev	\$63,260.99	\$67,423.79	\$4,162.80	\$61,970.76	\$5,453.03
Exp	\$87,451.44	\$53,077.80	\$34,373.64	\$84,818.46	\$31,740.66
Fitness Total	(\$24,190.45)	\$14,345.99	\$38,536.44	(\$22,847.70)	\$37,193.69
Aquatics					
Rev	\$586.00	(\$516.01)	(\$1,102.01)	\$442.20	(\$958.21)
Exp	\$34,854.15	\$47,274.20	(\$12,420.05)	\$41,290.73	(\$5,983.47)
Aquatics Total	(\$34,268.15)	(\$47,790.21)	(\$13,522.06)	(\$40,848.53)	(\$6,941.68)
Rec Connect/Camp					
Rev	\$68,487.24	\$40,840.23	(\$27,647.01)	\$39,097.23	\$1,743.00
Exp	\$41,974.09	\$27,147.92	\$14,826.17	\$39,542.77	\$12,394.85
Rec Connect/Camp Total	\$26,513.15	\$13,692.31	(\$12,820.84)	(\$445.54)	\$14,137.85
Indoor Pool					
Rev	\$16,134.56	\$13,315.37	(\$2,819.19)	\$13,849.47	(\$534.10)
Exp	\$36,983.18	\$17,830.25	\$19,152.93	\$36,176.88	\$18,346.63
Indoor Pool Totals	(\$20,848.62)	(\$4,514.88)	\$16,333.74	(\$22,327.41)	\$17,812.53
Dance					
Rev	\$24,315.42	\$22,728.47	(\$1,586.95)	\$19,222.21	\$3,506.26
Exp	\$9,436.25	\$9,880.05	(\$443.80)	\$9,705.98	(\$174.07)
Dance Total	\$14,879.17	\$12,848.42	(\$2,030.75)	\$9,516.23	\$3,332.19
Cultural Arts					
Rev	\$3,668.55	\$1,560.05	(\$2,108.50)	\$2,113.07	(\$553.02)
Exp	\$5,534.25	\$5,539.04	(\$4.79)	\$3,802.24	(\$1,736.80)
Cultural Arts Total	(\$1,865.70)	(\$3,978.99)	(\$2,113.29)	(\$1,689.17)	(\$2,289.82)
Recreation Fund Total	(\$186,900.34)	(\$113,903.83)	\$72,996.51	(\$816,767.08)	\$702,863.25

**Mundelein Park and Recreation District
CAPITAL**

	Monthly Actual-to-Budget Comparison					
	2024 DEC Budget	2024 DEC Actual	Actual to Budget	2023 DEC Actual	Change in Actual 2023 to 2024	
REVENUES						
Dept 51.570 - CAPITAL IMPROVEMENT						
CONTRIBUTIONS AND DONATIONS						
40-51.570-4700	CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4702	DEVELOPER D	\$300,000.00	\$0.00	(\$300,000.00)	\$5,760.00	(\$5,760.00)
40-51.570-4725	GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4726	PLAYCORE/GA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS AND DONATIONS		\$2,000,000.00	\$1,212,021.27	(\$787,978.73)	\$40,782.24	\$1,171,239.03
OTHER INCOME						
40-51.570-4801	INTEREST - IN	\$2,881.69	\$3,580.31	\$698.62	\$1,222.43	\$2,357.88
40-51.570-4806	WETLAND CR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4807	INS CLAIMS R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4811	PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4815	MISCELLANEC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-4813	PROCEEDS FR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER INCOME		\$2,881.69	\$5,720.07	\$2,838.38	\$289,502.65	(\$283,782.58)
INTERFUND TRANSFERS						
40-51.570-4910	TRANSFER FR	\$0.00	\$0.00	\$0.00	\$550,000.00	(\$550,000.00)
40-51.570-4920	TRANSFER FR	\$0.00	\$0.00	\$0.00	\$650,000.00	(\$650,000.00)
INTERFUND TRANSFERS		\$0.00	\$0.00	\$0.00	\$1,200,000.00	(\$1,200,000.00)
REVENUE TOTAL		\$2,002,881.69	\$1,217,741.34	(\$785,140.35)	\$1,530,284.89	(\$312,543.55)
EXPENDITURES						
Dept 51.570 - CAPITAL IMPROVEMENT						
CONTRACTED SERVICES						
40-51.570-5210	PROFESSIONA	\$0.00	\$0.00	\$0.00	\$11,042.80	\$11,042.80
CONTRACTED SERVICES		\$0.00	\$0.00	\$0.00	\$11,042.80	\$11,042.80
OPERATING SUPPLIES/EXPENSES						
40-51.570-5342	BANK/CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OPERATING SUPPLIES/EXPENSES		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT EXPENSE						
40-51.570-5612	PRINCIPAL CA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT EXPENSE		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES						
40-51.570-5810	CAPITAL EQU	\$0.00	\$37,406.40	(\$37,406.40)	\$712,620.86	\$675,214.46
40-51.570-5812	CAPITAL FURN	\$0.00	\$0.00	\$0.00	\$11,231.90	\$11,231.90
40-51.570-5815	CAPITAL ATHL	\$0.00	\$0.00	\$0.00	\$120,823.76	\$120,823.76
40-51.570-5820	CAPITAL VEHI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5830	CAP IMPRVM	\$0.00	\$44,975.72	(\$44,975.72)	\$17,550.94	(\$27,424.78)
40-51.570-5835	CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$148,107.74	\$148,107.74
40-51.570-5840	CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5841	CAPITAL IMPR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40-51.570-5850	CAP IMPRVM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL EXPENSES		\$0.00	\$82,382.12	(\$82,382.12)	\$1,010,335.20	\$927,953.08
EXPENDITURE TOTAL		\$0.00	\$82,382.12	(\$82,382.12)	\$1,021,378.00	\$938,995.88
CAPITAL TOTALS		\$2,002,881.69	\$1,135,359.22	(\$867,522.47)	\$508,906.89	\$626,452.33

MUNDELEIN PARK AND RECREATION DISTRICT
TREASURER'S REPORT
As of December 31, 2024

Fund Name	Fund	Jt Ckg- 1001	FLEX Ckg-1002	MMKT - 1004	CD's - 1007	IPDLAF - 1009	Petty Cash	Total
GL Cash/Investment Accounts								
Corporate Fund	10-00.000-1001	2,194,509.03						2,194,509.03
	10-00.000-1108	828.37						828.37
	10-00.000-1002		(601.93)					(601.93)
	10-00.000-1004							-
	10-00.000-1007				949,000.00			949,000.00
	10-00.000-1009					75,608.31		75,608.31
	10-00.000-1010							-
	10-00.000-1011						1,250.00	1,250.00
	10-00.000-1012						275.00	275.00
	10-00.000-1013							-
Recreation Fund	20-00.000-1001	1,570,045.58						1,570,045.58
	20-00.000-1108	28,226.39						28,226.39
	20-00.000-1109							-
	20-00.000-1014						50.00	50.00
	20-00.000-1019						100.00	100.00
	20-00.000-1020						100.00	100.00
	20-00.000-1021						395.00	395.00
	20-00.000-1022							-
	20-00.000-1023						-	-
	20-00.000-1024						-	-
	20-00.000-1025						-	-
	20-00.000-1026						-	-
	20-00.000-1027						-	-
	20-00.000-1028						-	-
	20-00.000-1029						-	-
Debt Service Fund	30-00.000-1001	192,787.34						192,787.34
Capital Imprv Fund	40-00.000-1001	407,031.98						407,031.98
	40-00.000-1007				466,000.00			466,000.00
	40-00.000-1009					129,905.47		129,905.47
TOTAL:		4,393,428.69	(601.93)	-	1,415,000.00	205,513.78	2,170.00	6,015,510.54

Bank and Investment Accounts

WCB - Checking		4,393,428.69	(601.93)					
Libertyville Bank & Trust								
IPDLAF - Bond Imprv Fund					466,000.00	129,905.47		
IPDLAF-Operating Fund					949,000.00	75,608.31		
Cash On Hand							2,170.00	
TOTAL:		4,393,428.69	(601.93)	-	1,415,000.00	205,513.78	2,170.00	6,015,510.54

Difference:

Changes in Fund Balance through December 31, 2024

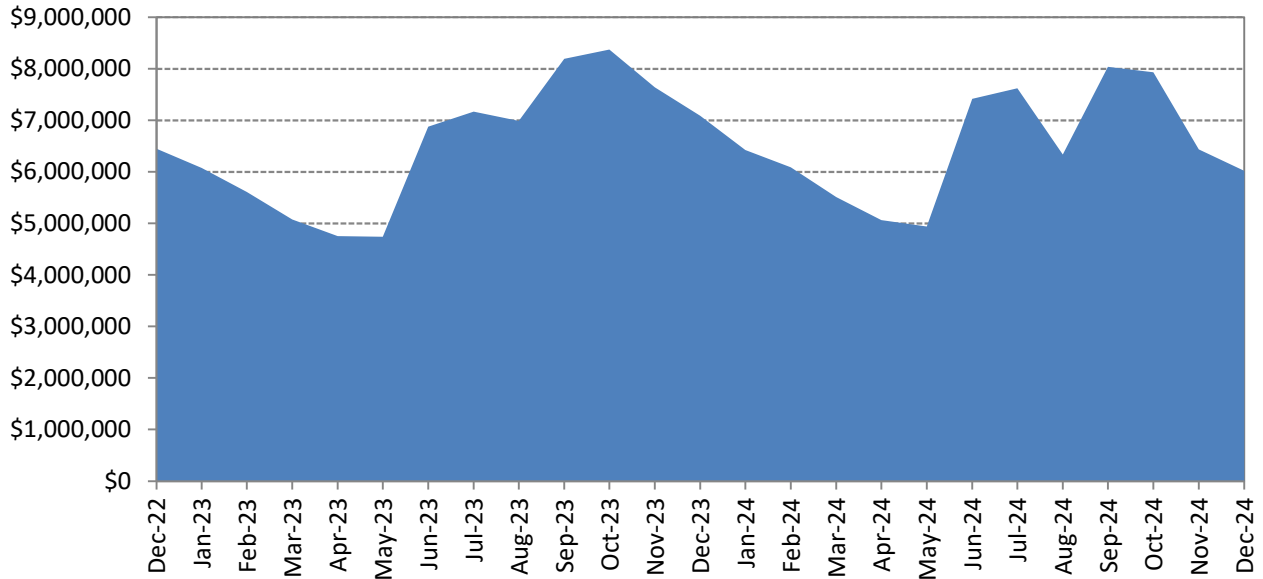
	Assets	Liabilities	Beg Fund Bal	End Fund Bal	Revenues	Expenses	Chg to Fund Bal
Corporate Fund - 10	7,361,982.35	(4,251,306.46)	(2,944,125.71)	(3,110,675.89)	(6,974,685.59)	6,803,552.07	(171,133.52)
Recreation Fund - 20	4,699,874.92	(3,434,990.43)	(1,486,399.91)	(1,265,534.44)	(6,556,454.57)	6,777,320.04	220,865.47
Debt Service Fund - 30	722,787.34	(530,000.00)	(178,309.59)	(192,787.34)	(534,052.75)	519,575.00	(14,477.75)
Capital Imprv Fund - 40	1,792,373.06	(234,830.90)	(1,203,371.29)	(1,557,542.16)	(2,567,443.36)	2,213,272.49	(354,170.87)
TOTAL:	14,577,017.67	(8,451,127.79)	(5,812,206.50)	(6,126,539.83)	(16,632,636.27)	16,313,719.60	(318,916.67)

Mundelein Park District Cash Flows

12/31/2024

Date	Recreation Fund	Corporate Fund	Capital Improvement Fund	Joint Checking	Total
12/31/2022	695.00	14,350.35	550,861.02	5,883,347.92	6,449,254.29
1/31/2023	695.00	14,890.34	551,043.27	5,509,575.72	6,076,204.33
2/28/2023	695.00	14,744.34	553,659.67	5,041,645.13	5,610,744.14
3/31/2023	695.00	14,281.90	553,856.82	4,506,160.90	5,074,994.62
4/30/2023	695.00	13,812.88	554,054.90	4,183,955.24	4,752,518.02
5/31/2023	2,895.00	14,622.74	554,268.98	4,168,482.32	4,740,269.04
6/30/2023	2,895.00	15,434.22	554,479.49	6,303,881.01	6,876,689.72
7/31/2023	2,845.00	16,254.75	554,700.83	6,595,839.26	7,169,639.84
8/31/2023	845.00	980,632.87	563,410.85	5,439,628.80	6,984,517.52
9/30/2023	645.00	980,492.45	563,378.16	6,649,417.77	8,193,933.38
10/31/2023	645.00	980,726.44	563,712.42	6,830,996.80	8,376,080.66
11/30/2023	645.00	983,790.29	564,039.11	6,088,314.84	7,636,789.24
12/31/2023	645.00	985,013.82	564,376.07	5,536,819.72	7,086,854.61
1/31/2024	645.00	982,403.79	564,712.40	4,875,935.67	6,423,696.86
2/29/2024	645.00	989,347.93	578,282.38	4,515,147.34	6,083,422.65
3/31/2024	645.00	990,677.96	578,386.14	3,941,183.93	5,510,893.03
4/30/2024	2,845.00	989,865.94	578,831.69	3,487,194.53	5,058,737.16
5/31/2024	2,845.00	1,000,731.01	579,293.74	3,357,187.34	4,940,057.09
6/30/2024	2,845.00	1,001,919.42	579,742.54	5,833,415.40	7,417,922.36
7/31/2024	2,845.00	1,003,109.73	580,207.50	6,033,843.66	7,620,005.89
8/31/2024	2,845.00	1,015,747.51	594,248.40	4,724,260.90	6,337,101.81
9/30/2024	645.00	1,016,261.96	594,419.77	6,425,885.23	8,037,211.96
10/31/2024	645.00	1,015,895.62	594,934.43	6,321,585.47	7,933,060.52
11/30/2024	645.00	1,030,941.47	595,418.62	4,804,745.83	6,431,750.92
12/31/2024	645.00	1,025,531.38	595,905.47	4,393,428.69	6,015,510.54

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



PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 12/31/2024
Fund 10 - CORPORATE FUND					
Assets					
Account Type: Cash					
10-00.000-1001	CHECKING ACCOUNT - MCB	2,156,208.62	7,299,939.37	7,261,638.96	2,194,509.03
10-00.000-1002	CHECKING ACCOUNT - FLEX	4,880.40	29,246.98	34,729.31	(601.93)
10-00.000-1011	CASH DRAWER - PRO SHOP	1,250.00	0.00	0.00	1,250.00
10-00.000-1012	CASH DRAWER - FOOD/BEVERAGE	275.00	0.00	0.00	275.00
10-00.000-1108	GOLF PAYMENT CLEARING	0.00	1,891,940.03	1,891,111.66	828.37
	Total Cash:	2,162,614.02	9,221,126.38	9,187,479.93	2,196,260.47
Account Type: Investments					
10-00.000-1007	CERTIFICATES OF DEPOSIT	954,000.00	949,000.00	954,000.00	949,000.00
10-00.000-1009	IPDLAF INVESTMENT	24,608.42	1,001,425.34	950,425.45	75,608.31
	Total Investments:	978,608.42	1,950,425.34	1,904,425.45	1,024,608.31
Account Type: Accounts Receivable					
10-00.000-1101	REAL ESTATE TAXES RECEIVABLE	3,834,000.00	4,039,688.03	3,834,000.00	4,039,688.03
10-00.000-1110	ACCOUNTS RECEIVABLE	332.49	376,153.98	374,891.55	1,594.92
10-00.000-1112	ACCRUED INTEREST	17,675.32	52,823.79	44,442.21	26,056.90
10-00.000-1113	PERSONNEL RECEIVABLE	0.00	0.00	124.61	(124.61)
	Total Accounts Receivable:	3,852,007.81	4,468,665.80	4,253,458.37	4,067,215.24
Account Type: Fixed Assets					
10-00.000-1030	MERCHANDISE INVENTORY	37,606.07	2,049.84	0.00	39,655.91
	Total Fixed Assets:	37,606.07	2,049.84	0.00	39,655.91
Account Type: Other Assets					
10-00.000-1202	PREPAID OTHER EXPENSES	19,942.31	32,367.26	18,567.15	33,742.42
10-00.000-1204	VENDOR DEPOSITS	500.00	0.00	0.00	500.00
	Total Other Assets:	20,442.31	32,367.26	18,567.15	34,242.42
TOTAL ASSETS		7,051,278.63	15,674,634.62	15,363,930.90	7,361,982.35
Liabilities					
Account Type: Accounts Payable					
10-00.000-2001	ACCOUNTS PAYABLE	84,223.83	2,671,886.23	2,689,850.15	102,187.75
10-00.000-2005	SALES TAX PAYABLE	279.00	31,875.81	32,537.47	940.66
	Total Accounts Payable:	84,502.83	2,703,762.04	2,722,387.62	103,128.41
Account Type: Liabilities-ST					
10-00.000-2020	ACCRUED WAGES PAYABLE	130,508.11	130,508.11	0.00	0.00
10-00.000-2021	FEDERAL PR TAX WITHHELD	0.00	408,275.52	408,275.52	0.00
10-00.000-2022	FICA PAYROLL TAX LIABILITY	0.00	726,505.32	726,505.32	0.00
10-00.000-2023	MEDICARE P/R TAX LIABILITY	0.00	170,421.96	170,421.96	0.00
10-00.000-2024	IL/WI PAYROLL TAX LIABILITY	0.00	267,638.41	267,638.41	0.00
10-00.000-2026	IMRF EE/ER PR LIABILITY	0.00	485,892.56	524,494.76	38,602.20
10-00.000-2028	INSURANCE PR DEDUCTION	0.00	836,808.25	836,808.25	0.00
10-00.000-2029	457 PR DEDUCTION-NATIONWIDE	0.00	7,657.10	7,657.10	0.00
10-00.000-2030	457 PR DEDUCTION-SEC BNFT/STD	0.00	29,566.10	29,566.10	0.00
10-00.000-2031	UNION DUES PR DEDUCTION	0.00	6,198.14	6,198.14	0.00
10-00.000-2032	ADD'L LIFE INSURANCE IMRF	0.00	656.00	656.00	0.00
10-00.000-2033	ADD'L LIFE INSURANCE PDRMA	0.00	9,678.61	9,678.61	0.00
10-00.000-2037	ADD'L EE IMRF CONTRIBUTIONS	0.00	70,817.10	75,319.36	4,502.26
10-00.000-2038	MISC WAGE GARNISHMENT	0.00	608.95	608.95	0.00
10-00.000-2040	FLEX HEALTH	(1,750.85)	19,552.81	18,797.74	(2,505.92)
10-00.000-2041	FLEX CHILD CARE	1,348.16	13,176.50	12,500.16	671.82
10-00.000-2043	NEW YORK LIFE INS W/H	0.00	1,386.84	1,386.84	0.00
	Total Liabilities-ST:	130,105.42	3,185,348.28	3,096,513.22	41,270.36
Account Type: Deferred Inflows					
10-00.000-2201	DEFERRED TAX REVENUE	3,834,000.00	3,834,000.00	4,039,688.03	4,039,688.03
10-00.000-2206	GIFT CERTIFICATES	58,544.67	107,593.54	116,268.53	67,219.66
	Total Deferred Inflows:	3,892,544.67	3,941,593.54	4,155,956.56	4,106,907.69
TOTAL LIABILITIES		4,107,152.92	9,830,703.86	9,974,857.40	4,251,306.46
Fund Equity					
Account Type: Unassigned					
10-00.000-3100	UNASSIGNED FUND BALANCE	2,324,027.22	0.00	0.00	2,324,027.22
	Total Unassigned:	2,324,027.22	0.00	0.00	2,324,027.22
Account Type: Assigned					
10-00.000-3201	ASSIGNED FUND-TALL GRASS	54,442.07	4,583.34	0.00	49,858.73
	Total Assigned:	54,442.07	4,583.34	0.00	49,858.73
Account Type: Restricted					
10-00.000-3401	RESTRICTED FUND BAL-AUDIT	11,065.22	0.00	0.00	11,065.22
10-00.000-3402	RESTRICTED FUND BAL-POLICE	38,755.27	0.00	0.00	38,755.27
10-00.000-3403	RESTRICTED FUND BAL-SOCSEC	56,038.21	0.00	0.00	56,038.21
10-00.000-3404	RESTRICTED FUND BAL-IMRF	90,161.38	0.00	0.00	90,161.38
10-00.000-3405	RESTRICTED FUND BAL-LIAB INS	69,716.43	0.00	0.00	69,716.43

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 12/31/2024
Fund 10 - CORPORATE FUND					
Fund Equity					
10-00.000-3406	RESTRICTED FUND BAL-SRACLS	123,621.23	0.00	0.00	123,621.23
10-00.000-3407	RESTRICTED FUND BAL-MUSEUM	176,298.68	0.00	0.00	176,298.68
	Total Restricted:	565,656.42	0.00	0.00	565,656.42
TOTAL FUND EQUITY					
		2,944,125.71	4,583.34	0.00	2,939,542.37
Account Type: Revenue					
	Total Revenue:		23,987.93	6,998,673.52	6,974,685.59
TOTAL REVENUES					
			23,987.93	6,998,673.52	6,974,685.59
Account Type: Expenditure					
	Total Expenditure:		6,982,684.15	179,132.08	6,803,552.07
TOTAL EXPENDITURES					
			6,982,684.15	179,132.08	6,803,552.07
Total Fund 10 - CORPORATE FUND					
TOTAL ASSETS					
		7,051,278.63	15,674,634.62	15,363,930.90	7,361,982.35
BEG. FUND BALANCE					
		2,944,125.71			2,944,125.71
+ NET OF REVENUES & EXPENDITURES					
			(7,006,672.08)	(7,177,805.60)	171,133.52
+ FUND BALANCE ADJUSTMENTS					
		0.00			(4,583.34)
= ENDING FUND BALANCE					
		2,944,125.71	(7,011,255.42)	(7,177,805.60)	3,110,675.89
+ LIABILITIES					
		4,107,152.92	(9,830,703.86)	(9,974,857.40)	4,251,306.46
= TOTAL LIABILITIES AND FUND BALANCE					
		7,051,278.63	(16,841,959.28)	(17,152,663.00)	7,361,982.35

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 12/31/2024
Fund 20 - RECREATION PROGRAM FUND					
Assets					
Account Type: Cash					
20-00.000-1001	CHECKING ACCOUNT - MCB	1,879,081.44	6,467,144.54	6,776,180.40	1,570,045.58
20-00.000-1014	CASH DRAWER - REGENT	50.00	0.00	0.00	50.00
20-00.000-1019	PETTY CASH SPECIAL EVENTS	100.00	0.00	0.00	100.00
20-00.000-1020	PETTY CASH - REC ADMIN	100.00	0.00	0.00	100.00
20-00.000-1021	CASH DRAWER - PARKVIEW	395.00	0.00	0.00	395.00
20-00.000-1023	CASH DRAWER-ADMISSIONS BB	0.00	1,500.00	1,500.00	0.00
20-00.000-1024	CASH DRAWER-CONCESSIONS BB	0.00	200.00	200.00	0.00
20-00.000-1025	CASH DRAWER-ADMISSIONS DLB	0.00	400.00	400.00	0.00
20-00.000-1027	CASH DRAWER-ADMISSIONS SP	0.00	100.00	100.00	0.00
20-00.000-1108	ACTIVE PAYMENT CLEARING A/C	42,793.29	4,480,322.48	4,494,889.38	28,226.39
	Total Cash:	1,922,519.73	10,949,667.02	11,273,269.78	1,598,916.97
Account Type: Accounts Receivable					
20-00.000-1101	REAL ESTATE TAXES RECEIVABLE	1,373,000.00	1,412,573.12	1,373,000.00	1,412,573.12
20-00.000-1103	LEASE RECEIVABLES	481,237.00	0.00	0.00	481,237.00
20-00.000-1110	ACCOUNTS RECEIVABLE	500.00	3,241.23	3,730.23	11.00
20-00.000-1114	ACTIVE CUSTOMER ACCTS RCVBL	1,074,672.66	4,232,106.75	4,153,794.57	1,152,984.84
	Total Accounts Receivable:	2,929,409.66	5,647,921.10	5,530,524.80	3,046,805.96
Account Type: Other Assets					
20-00.000-1202	PREPAID OTHER EXPENSES	40,351.87	54,103.82	40,303.70	54,151.99
	Total Other Assets:	40,351.87	54,103.82	40,303.70	54,151.99
TOTAL ASSETS		4,892,281.26	16,651,691.94	16,844,098.28	4,699,874.92
Liabilities					
Account Type: Accounts Payable					
20-00.000-2001	ACCOUNTS PAYABLE	98,837.33	1,715,897.73	1,711,272.55	94,212.15
20-00.000-2003	ACTIVE CUSTOMER REFUND PAYABLE	0.00	9,019.01	9,019.01	0.00
20-00.000-2004	EVENT LIABILITY INS PAYABLE	1,170.00	4,685.00	5,270.00	1,755.00
20-00.000-2006	DANCE FUNDRAISING PAYABLE	494.76	0.00	0.00	494.76
	Total Accounts Payable:	100,502.09	1,729,601.74	1,725,561.56	96,461.91
Account Type: Liabilities-ST					
20-00.000-2020	ACCRUED WAGES PAYABLE	80,435.25	80,435.25	0.00	0.00
	Total Liabilities-ST:	80,435.25	80,435.25	0.00	0.00
Account Type: Other Liabilities					
20-00.000-2050	UNCLAIMED PROPERTY LIABILITY	622.00	246.04	112.18	488.14
20-00.000-2053	ACTIVE DEPOSITS	9,100.00	26,325.00	28,625.00	11,400.00
20-00.000-2070	MUNDELEIN PARK FOUNDATION	0.00	922.47	922.47	0.00
	Total Other Liabilities:	9,722.00	27,493.51	29,659.65	11,888.14
Account Type: Deferred Inflows					
20-00.000-2201	DEFERRED TAX REVENUE	1,373,000.00	1,373,000.00	1,412,573.12	1,412,573.12
20-00.000-2202	GASB 87 DEFERRED INFLOW OF REVENUE	469,106.00	0.00	0.00	469,106.00
20-00.000-2203	DEFERRED REVENUE	9,700.00	9,700.00	0.00	0.00
20-00.000-2207	ACTIVE DEFERRED REVENUE	1,350,821.33	5,006,824.60	5,086,879.40	1,430,876.13
20-00.000-2208	ACTIVE GIFT CARDS	12,594.68	3,234.00	4,074.50	13,435.18
	Total Deferred Inflows:	3,215,222.01	6,392,758.60	6,503,527.02	3,325,990.43
TOTAL LIABILITIES		3,405,881.35	8,230,289.10	8,258,748.23	3,434,340.48
Fund Equity					
Account Type: Committed					
20-00.000-3300	COMMITTED FUND BALANCE	1,486,399.91	0.00	0.00	1,486,399.91
	Total Committed:	1,486,399.91	0.00	0.00	1,486,399.91
TOTAL FUND EQUITY		1,486,399.91	0.00	0.00	1,486,399.91
Account Type: Revenue					
	Total Revenue:		1,785,252.16	8,341,706.73	6,556,454.57
TOTAL REVENUES			1,785,252.16	8,341,706.73	6,556,454.57
Account Type: Expenditure					
	Total Expenditure:		6,901,840.84	124,520.80	6,777,320.04
TOTAL EXPENDITURES			6,901,840.84	124,520.80	6,777,320.04
Total Fund 20 - RECREATION PROGRAM FUND					
TOTAL ASSETS		4,892,281.26	16,651,691.94	16,844,098.28	4,699,874.92

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 12/31/2024
Fund 20 - RECREATION PROGRAM FUND					
	BEG. FUND BALANCE	1,486,399.91			1,486,399.91
	+ NET OF REVENUES & EXPENDITURES		(8,687,093.00)	(8,466,227.53)	(220,865.47)
	= ENDING FUND BALANCE	1,486,399.91	(8,687,093.00)	(8,466,227.53)	1,265,534.44
	+ LIABILITIES	3,405,881.35	(8,230,289.10)	(8,258,748.23)	3,434,340.48
	= TOTAL LIABILITIES AND FUND BALANCE	4,892,281.26	(16,917,382.10)	(16,724,975.76)	4,699,874.92


PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 12/31/2024
Fund 30 - DEBT SERVICE FUND					
Assets					
Account Type: Cash					
30-00.000-1001	CHECKING ACCOUNT - MCB	178,309.59	534,052.75	519,575.00	192,787.34
	Total Cash:	178,309.59	534,052.75	519,575.00	192,787.34
Account Type: Accounts Receivable					
30-00.000-1101	REAL ESTATE TAXES RECEIVABLE	549,300.00	530,000.00	549,300.00	530,000.00
	Total Accounts Receivable:	549,300.00	530,000.00	549,300.00	530,000.00
TOTAL ASSETS					
		727,609.59	1,064,052.75	1,068,875.00	722,787.34
Liabilities					
Account Type: Accounts Payable					
30-00.000-2001	ACCOUNTS PAYABLE	0.00	519,575.00	519,575.00	0.00
	Total Accounts Payable:	0.00	519,575.00	519,575.00	0.00
Account Type: Deferred Inflows					
30-00.000-2201	DEFERRED TAX REVENUE	549,300.00	549,300.00	530,000.00	530,000.00
	Total Deferred Inflows:	549,300.00	549,300.00	530,000.00	530,000.00
TOTAL LIABILITIES					
		549,300.00	1,068,875.00	1,049,575.00	530,000.00
Fund Equity					
Account Type: Restricted					
30-00.000-3400	RESTRICTED FUND BALANCE	178,309.59	0.00	0.00	178,309.59
	Total Restricted:	178,309.59	0.00	0.00	178,309.59
TOTAL FUND EQUITY					
		178,309.59	0.00	0.00	178,309.59
Account Type: Revenue					
	Total Revenue:		0.00	534,052.75	534,052.75
TOTAL REVENUES					
			0.00	534,052.75	534,052.75
Account Type: Expenditure					
	Total Expenditure:		519,575.00	0.00	519,575.00
TOTAL EXPENDITURES					
			519,575.00	0.00	519,575.00
Total Fund 30 - DEBT SERVICE FUND					
TOTAL ASSETS					
		727,609.59	1,064,052.75	1,068,875.00	722,787.34
BEG. FUND BALANCE					
		178,309.59			178,309.59
+ NET OF REVENUES & EXPENDITURES					
			(519,575.00)	(534,052.75)	14,477.75
= ENDING FUND BALANCE					
		178,309.59	(519,575.00)	(534,052.75)	192,787.34
+ LIABILITIES					
		549,300.00	(1,068,875.00)	(1,049,575.00)	530,000.00
= TOTAL LIABILITIES AND FUND BALANCE					
		727,609.59	(1,588,450.00)	(1,583,627.75)	722,787.34

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	BEG. BALANCE 01/01/2024	YTD ACTIVITY DR	YTD ACTIVITY CR	END BALANCE 12/31/2024
Fund 40 - CAPITAL IMPROVEMENT FUND					
Assets					
Account Type: Cash					
40-00.000-1001	CHECKING ACCOUNT - MCB	1,280,426.78	1,849,969.82	2,723,364.62	407,031.98
	Total Cash:	1,280,426.78	1,849,969.82	2,723,364.62	407,031.98
Account Type: Investments					
40-00.000-1007	CERTIFICATES OF DEPOSIT	488,411.71	466,000.00	488,411.71	466,000.00
40-00.000-1009	IPDLAF INVESTMENT	75,964.36	520,984.55	467,043.44	129,905.47
	Total Investments:	564,376.07	986,984.55	955,455.15	595,905.47
Account Type: Accounts Receivable					
40-00.000-1110	ACCOUNTS RECEIVABLE	0.00	747,205.13	161.62	747,043.51
40-00.000-1112	ACCRUED INTEREST	39,720.11	25,343.60	26,821.61	38,242.10
	Total Accounts Receivable:	39,720.11	772,548.73	26,983.23	785,285.61
Account Type: Other Assets					
40-00.000-1202	PREPAID OTHER EXPENSES	0.00	4,150.00	0.00	4,150.00
	Total Other Assets:	0.00	4,150.00	0.00	4,150.00
TOTAL ASSETS		1,884,522.96	3,613,653.10	3,705,803.00	1,792,373.06
Liabilities					
Account Type: Accounts Payable					
40-00.000-2001	ACCOUNTS PAYABLE	494,275.79	2,724,160.22	2,267,366.83	37,482.40
40-00.000-2011	RETAINAGE PAYABLE	21,898.12	58,040.54	83,490.92	47,348.50
	Total Accounts Payable:	516,173.91	2,782,200.76	2,350,857.75	84,830.90
Account Type: Deferred Inflows					
40-00.000-2203	DEFERRED REVENUE	164,977.76	464,977.76	450,000.00	150,000.00
	Total Deferred Inflows:	164,977.76	464,977.76	450,000.00	150,000.00
TOTAL LIABILITIES		681,151.67	3,247,178.52	2,800,857.75	234,830.90
Fund Equity					
Account Type: Assigned					
40-00.000-3200	ASSIGNED FUND BALANCE	1,203,371.29	0.00	0.00	1,203,371.29
	Total Assigned:	1,203,371.29	0.00	0.00	1,203,371.29
TOTAL FUND EQUITY		1,203,371.29	0.00	0.00	1,203,371.29
Account Type: Revenue					
	Total Revenue:		0.00	2,567,443.36	2,567,443.36
TOTAL REVENUES			0.00	2,567,443.36	2,567,443.36
Account Type: Expenditure					
	Total Expenditure:		2,496,503.47	283,230.98	2,213,272.49
TOTAL EXPENDITURES			2,496,503.47	283,230.98	2,213,272.49
Total Fund 40 - CAPITAL IMPROVEMENT FUND					
TOTAL ASSETS		1,884,522.96	3,613,653.10	3,705,803.00	1,792,373.06
BEG. FUND BALANCE		1,203,371.29			1,203,371.29
+ NET OF REVENUES & EXPENDITURES			(2,496,503.47)	(2,850,674.34)	354,170.87
= ENDING FUND BALANCE		1,203,371.29	(2,496,503.47)	(2,850,674.34)	1,557,542.16
+ LIABILITIES		681,151.67	(3,247,178.52)	(2,800,857.75)	234,830.90
= TOTAL LIABILITIES AND FUND BALANCE		1,884,522.96	(5,743,681.99)	(5,651,532.09)	1,792,373.06

MEMORANDUM

To: Chief Jason Seeley #299 

From: Sergeant Brigano #254 *CEB #254*

Date: Wednesday, January 01, 2025

Re: Park District Report – December 2024

There were five (5) calls for service in the area parks during the reporting period.

A total of 341 park checks were initiated by the patrol officers this month. There were no crime trends to report during the month of December.

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

- On 12/04/2024, Officers responded to Community Park for a subject sleeping in the park. Contact was made and the subject was offered resources.
- On 12/08/2024, Officers responded to Community Park for an unwanted subject for a male sitting on a bench smoking cannabis. Contact was made with the subject, and he was sent on his way.
- On 12/20/2024, Officers responded to Community Park for a noise complaint at the ice rink. Upon arrival, no one was on the rink, and no noise was heard.
- On 12/26/2024, an Officer responded to Leo Leathers Park for a found bone. The bone was animal and nothing criminal in nature.
- On 12/31/2024, Officers observed a subject lighting off fireworks at Lewandowski Park. The subject was cited for fireworks.

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

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

Please contact me if you have any questions.

Courage. Pride. Commitment.



MUNDELEIN PARK &
RECREATION DISTRICT

BOARD MEMORANDUM

January 27, 2025 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: January 22, 2025
Subject: Approve of Wetland Mitigation Banking for Clearbrook and Wilderness Parks with Gewalt Hamilton Associates, Inc. Agreement

Background

Staff and the Board worked on a Financial Sustainability Plan which included investigating and evaluating opportunities for any Wetland Mitigation Banking in our parks and/or natural areas. A key initiative was determining whether there are financial benefits while creating or enhancing a conservation site that meets our current Vision. In 2024 Budget, the District allocated funding to retain a consultant and determine the feasibility of Wetland Mitigation Banking at Clearbrook Park, Wilderness Park and Keith Mione Wetlands. The District retained Mike Warner from Gewalt Hamilton as he has extensive experience with these types of projects.

On October 14, 2024, the Board received a detailed presentation from Mr. Warner. Based on the information presented, the District had a unique opportunity to enhance natural areas while generating revenue. The Board agreed to budget engineering and construction expenses and credits in 2025 while requesting a final discussion and approval after more evaluation. The District budgeted \$370,000 in Revenue and \$320,400 in Expenses.

Analysis/Considerations

Attached is an updated PowerPoint presentation as Mr. Warner, Gewalt Hamilton Engineers and Executive Director Salski have spent significant time researching and evaluating the entire project over the past four months. Therefore, the project budget and estimates have been revised. The District continues focused on a key strategy, planning, and this wetland mitigation banking project is a proactive opportunity to make a significant impact for the community and District. There are limited risks involved which are mostly focused on timing of construction and credits. The projected estimates are conservative, and the District should be prepared for changes to the estimates either way. To begin the process, it is important to retain a qualified and reputable engineering firm. Gewalt Hamilton has done an excellent job for many years and spent significant time on this project.

Executive Director Salski has spent over six years researching and investigating the benefits and impacts of Wetland Mitigation Banking. He believes it is an excellent initiative to achieve key strategies.

Recommendation

Executive Director Salski recommends approving an agreement with Gewalt Hamilton so the District can move forward with the wetland banking credit process.

Action and Motion Requested

Move to accept the Wetland Mitigation Banking for Clearbrook and Wilderness Parks with Gewalt Hamilton Associates, Inc. Agreement and authorize the Executive Director, on behalf of the Park District, with Attorney approval to enter into an agreement in the amount not to exceed \$329,000.

January 22, 2025

625 Forest Edge Drive ■ Vernon Hills, IL 60061

847.478.9700 ■ GHA-Engineers.com

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

Subject: **Proposal for Professional Services**
Mundelein Park and Recreation District
Wetland Mitigation Banks at Clearbrook and Wilderness Parks
Mundelein, IL
GHA Proposal No. 2025.WR005

Dear Mr. Salski:

Thank you for your consideration of Gewalt Hamilton Associates, Inc. (GHA) in providing professional engineering services.

If our proposal is acceptable, please sign one copy and return it to our office. We are pleased to have the opportunity to make our services available to you and look forward to assisting you on this project. Please contact me if you have any questions regarding this proposal and the services described.

Sincerely,
Gewalt Hamilton Associates, Inc.



Michael Warner, PE, CFM, DECI (He/Him)
Principal Engineer
mwarner@gha-engineers.com

Encl.: GHA Proposal No. 2025.WR0005

Mundelein Parks and Recreation District
Wetland Mitigation Banks at Clearbrook and Wilderness Parks
Mundelein, IL
GHA Proposal No. 2025.WR005

625 Forest Edge Drive, Vernon Hills, IL 60061
TEL 847.478.9700 ■ FAX 847.478.9701

www.gha-engineers.com

Mundelein Park & Recreation District (Client), 1401 N. Midlothian Road, Mundelein, IL 60060 and Gewalt Hamilton Associates, Inc. (GHA), 625 Forest Edge Drive, Vernon Hills, IL 60061, agree and contract as follows:

I. Project Understanding

GHA understands that the Client wants to develop a Wetland Mitigation Bank at the Clearbrook and Wilderness Park sites. The properties included in the project are shown in the attachments labeled Wilderness and Clearbrook Concept Plan. GHA is pleased to provide this proposal for the tasks necessary to complete design, engineering, and permitting. The project tasks also include LCSMC's required creation of the wetland bank Prospectus, outlining credit generation and all project specifics, and the creation of a Mitigation Bank Charter (MBC). Once approved, will constitute final LCSMC approval and include an initial credit release.

Once the wetland bank construction has started, annual monitoring and maintenance will be required to ensure the establishment of hydrology and plant community. The scope of this Contract includes LCSMC approval of the MBC and bid.

II. Scope of Services

GHA will provide the following services:

A. Task 1 – Clearbrook Park Topographic Survey

GHA will collect an existing conditions survey of the proposed project sites as outlined in the attached Exhibit. The survey will meet or exceed the Minimum Standards of Practice as set forth by Illinois Administrative Code for a Topographic Survey. Accordingly, we will provide the following services:

1. Obtain benchmark information (NAVD88) from USGS, County, the Village or Trimble VRS Now Network.
2. Horizontal coordinates shall be referenced to the State Plane Coordinate System, Illinois East Zone, NAD83 adjustment. Vertical elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD88). All units shall be U.S. Survey feet and decimal parts thereof.
3. Establish permanent site benchmark(s) (i.e. crosses or boxes cut on concrete, flange bolts on fire hydrants, etc.) on site.
4. Contours will be provided at 1'-0" maximum vertical intervals; error shall not exceed one-half the contour interval.

5. Spot elevations will be provided, covering the limits of the survey. High points and low points will be shown.
6. Cross sections of the existing stream at Clearbrook Park for the segment of the Creek within the project property limits extending as necessary on either side of the creek banks.
7. The survey will show the location of the visible, physical improvements on the site (e.g. structures, fencing, site furniture, walks, curbing, etc.).
8. The location of underground utilities, both observed and from available record information, will be provided. The survey will show depth, size, and direction of flow for all sanitary, storm drains, and culverts serving the property. The location of all manholes, catch basins and all pipe inverts that are accessible will be depicted. The cost for marking of private utilities is not included in this proposal, but GHA will include this information if the Client arranges to have private utilities marked in the field.
9. Location of dry utilities such as telephone, electric, gas and cable T.V. lines, etc. will be depicted based on visual surface evidence and available utility atlas information from the respective utility companies. The cost for marking of private utilities is not included in this proposal, but GHA will include this information if the Client arranges to have private utilities marked in the field prior to our field visit.
10. Individual free-standing trees 6" caliper or greater will be shown as deciduous or coniferous. Tagging and species/condition report is not included. Groupings of trees or landscaped areas will be shown in mass. Preparation of a tree inventory is not included.
11. A drain tile survey will be completed on site to assess the existing drainage infrastructure and its functionality. This survey involves locating and mapping the layout of any drain tiles, pipes, or drainage systems currently in place, and identifying their connections and discharge points.
12. A Phase 1 environmental assessment will be completed on site to evaluate the potential environmental impacts of the proposed development or land use changes associated with the project. This assessment will involve a thorough review of the site's current ecological conditions, including its vegetation, wildlife, water resources, and soil quality, as well as an evaluation of any potential contamination or habitat disturbances.

B. Task 2 – Clearbrook Park Boundary & Plat of Easement

1. GHA will prepare a boundary survey of the properties within the survey area. This information will be used to prepare new plat of easements, outline where existing easements can be consolidated, outline where existing easements can be abrogated, and outline any areas where temporary construction easements are required as outlined below.

2. The Boundary Survey will be based upon current commitments for title insurance or recorded deeds. We will review various deeds available through the recorder's office. The plat will show all boundary lines with bearings and distances, all easements provided by the client or secured through title commitments, and all found boundary monuments.
3. We have included in our scope of work an allowance for purchase of title commitments as deemed necessary during the project. This line item will only be utilized on an as needed basis for purchase of title commitments that are needed and approval from MPRD will be secured prior to authorizing a title company to complete a title commitment.
4. The plat of easements will be created for the wetland preservation requirements. We have included one revision based on MPRD review.
5. We anticipate that MPRD Staff will be responsible for contacting and coordinating signatures as part of recording the plat of easements prepared by our office.

C. Task 3 – Wilderness Park Topographic Survey

GHA will collect an existing conditions survey of the proposed project sites as outlined in the attached Exhibit. The survey will meet or exceed the Minimum Standards of Practice as set forth by Illinois Administrative Code for a Topographic Survey. Accordingly, we will provide the following services:

1. Obtain benchmark information (NAVD88) from USGS, County, the Village or Trimble VRS Now Network.
2. Horizontal coordinates shall be referenced to the State Plane Coordinate System, Illinois East Zone, NAD83 adjustment. Vertical elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD88). All units shall be U.S. Survey feet and decimal parts thereof.
3. Establish permanent site benchmark(s) (i.e. crosses or boxes cut on concrete, flange bolts on fire hydrants, etc.) on site.
4. Contours will be provided at 1'-0" maximum vertical intervals; error shall not exceed one-half the contour interval.
5. Spot elevations will be provided, covering the limits of the survey. High points and low points will be shown.
6. A bathometric survey will be completed on site to map the underwater topography and assess the depth contours on-site. This survey involves the use of specialized equipment to measure water depth at various points across the site, creating a detailed profile of the water body's bottom surface.
7. The survey will show the location of the visible, physical improvements on the site (e.g. structures, fencing, site furniture, walks, curbing, etc.).

8. The location of underground utilities, both observed and from available record information, will be provided. The survey will show depth, size, and direction of flow for all sanitary, storm drains, and culverts serving the property. The location of all manholes, catch basins and all pipe inverts that are accessible will be depicted. The cost for marking of private utilities is not included in this proposal, but GHA will include this information if the Client arranges to have private utilities marked in the field.
9. Location of dry utilities such as telephone, electric, gas and cable T.V. lines, etc. will be depicted based on visual surface evidence and available utility atlas information from the respective utility companies. The cost for marking of private utilities is not included in this proposal, but GHA will include this information if the Client arranges to have private utilities marked in the field prior to our field visit.
10. Individual free-standing trees 6" caliper or greater will be shown as deciduous or coniferous. Tagging and species/condition report is not included. Groupings of trees or landscaped areas will be shown in mass. Preparation of a tree inventory is not included.
11. A drain tile survey will be completed on site to assess the existing drainage infrastructure and its functionality. This survey involves locating and mapping the layout of any drain tiles, pipes, or drainage systems currently in place, and identifying their connections and discharge points.
12. A Phase 1 environmental assessment will be completed on site to evaluate the potential environmental impacts of the proposed development or land use changes associated with the project. This assessment will involve a thorough review of the site's current ecological conditions, including its vegetation, wildlife, water resources, and soil quality, as well as an evaluation of any potential contamination or habitat disturbances.

D. Task 4 – Wilderness Park Boundary & Plat of Easement

1. GHA will prepare a boundary survey of the properties within the survey area. This information will be used to prepare new plat of easements, outline where existing easements can be consolidated, outline where existing easements can be abrogated, and outline any areas where temporary construction easements are required as outlined below.
2. The Boundary Survey will be based upon current commitments for title insurance or recorded deeds. We will review various deeds available through the recorder's office. The plat will show all boundary lines with bearings and distances, all easements provided by the client or secured through title commitments, and all found boundary monuments.
3. We have included in our scope of work an allowance for purchase of title commitments as deemed necessary during the project. This line item will only be utilized on an as needed basis for purchase of title commitments that are

needed and approval from MPRD will be secured prior to authorizing a title company to complete a title commitment.

4. A conservation easement and a plat of consolidation if necessary will be created for the wetland preservation requirements. We have included one revision based on MPRD review.
5. We anticipate that MPRD Staff will be responsible for contacting and coordinating signatures as part of recording the plat of easements prepared by our office.

E. Task 5 – Wilderness Plat of Vacation Preparation

1. The plat of vacation will be completed on site for the abrogation of the unimproved California Avenue Right-of-Way in order to create a wetland bank.
2. We anticipate that MPRD Staff will be the lead, and GHA will assist the Park District as necessary on coordinating signatures as part of recording the plat of vacation prepared by our office.

F. Task 6 – Clearbrook Park Final Engineering

1. Prospectus plan will be prepared for submittal to the Lake County Stormwater Management Commission (LCSMC). The prospectus will involve preparation and submitting a comprehensive document that outlines the proposed wetland bank project. This submittal will include a detailed description of the project site, the planned wetland creation or restoration activities, and how the project will manage stormwater runoff, improve water quality, and address flood mitigation. Additionally, the prospectus will include information on hydrologic analysis, any necessary permits or approvals, and the proposed monitoring and maintenance plans for long-term project success. The goal is to demonstrate how the wetland bank will contribute to improved stormwater management, mitigate environmental impacts, and enhance the ecological function of the site, all while complying with the standards and guidelines set by the LCSMC. The submittal will be carefully reviewed to ensure that it meets all regulatory requirements and addresses potential concerns before moving forward with the project.
2. The Mitigation Bank Charter submittal will be prepared for submittal to the LCSMC, which will involve preparing a comprehensive and compliant document outlining the wetland mitigation bank's structure, goals, and operational plan. This includes gathering all necessary ecological data, including site conditions, hydrology, and habitat considerations, as well as developing a detailed description of the bank's service area, proposed credits, and management strategies. The charter must also address monitoring protocols and long-term maintenance plans. Once the Mitigation Bank Charter is finalized, it will be submitted to the LCSMC for review and approval, ensuring alignment with both regulatory requirements and the overall wetland mitigation plan. This task requires close coordination with stakeholders,

including environmental consultants and legal advisors, to ensure a thorough and timely submittal.

3. Any necessary wetland determination and delineation.
4. Preparation of engineering plans for the project site. The plans will include the following:
 - a. Title Sheet, including vicinity map.
 - b. Site Plan indicating project limits.
 - c. Existing Conditions Plan and Demolition Plans. Existing conditions plan will outline the existing limits of wetlands, uplands, and the stream on-site.
 - d. Proposed conditions plans outlining proposed conditions within the property limits. The proposed plans will outline the proposed site grading, proposed wetland and upland limits. Proposed plans outlining the stream shoreline restoration will also be prepared.
 - e. Wetland Planting Plan
 - f. Erosion Control Plan.
 - g. Construction Detail Drawings of site work items such as wetland planting, shoreline restoration, erosion control, etc.
 - h. Storm Water Pollution Prevention Plan (SWPPP) and permit manual.
 - i. Miscellaneous sheets as required for permitting, bidding, and construction.
 - j. Drawings will be provided to the MPRD for review at the pre-final and final stages.
5. Permits are anticipated to be secured for the work from the following entities:
 - a. LCSMC Approvals
 - i. Prospectus Submittal
 - ii. Mitigation Banking Charter Submittal
 - iii. Bank and Floodway Permit
 - b. NPDES - IEPA
 - i. Notice of Intent for Construction Activity for land disturbance greater than one acre.
 - ii. Preparation of Stormwater Pollution Prevention Plan (SWPPP) in accordance with IEPA ILR 10 requirements.
 - c. Wetland Permit – USACE
6. A schedule of prices and Engineers Opinion of Probable Cost will be prepared for the work. We anticipate completing EOPC's at the pre-final and final project stages.

7. We have included in our scope budget to meet with MPRD staff to complete design, as well as meetings with regulatory agencies to complete the required permitting.
8. Our office will assist the MPRD in bid advertising, evaluating bids and responding to RFI's submitted by contractors during the bid period.

G. Task 7 – Wilderness Park Final Engineering

1. Prospectus plan will be prepared for submittal to the Lake County Stormwater Management Commission (LCSMC). The prospectus will involve preparation and submitting a comprehensive document that outlines the proposed wetland bank project. This submittal will include a detailed description of the project site, the planned wetland creation or restoration activities, and how the project will manage stormwater runoff, improve water quality, and address flood mitigation. Additionally, the prospectus will include information on hydrologic analysis, any necessary permits or approvals, and the proposed monitoring and maintenance plans for long-term project success. The goal is to demonstrate how the wetland bank will contribute to improved stormwater management, mitigate environmental impacts, and enhance the ecological function of the site, all while complying with the standards and guidelines set by the LCSMC. The submittal will be carefully reviewed to ensure that it meets all regulatory requirements and addresses potential concerns before moving forward with the project.
2. The Mitigation Bank Charter submittal will be prepared for submittal to the LCSMC, which will involve preparing a comprehensive and compliant document outlining the wetland mitigation bank's structure, goals, and operational plan. This includes gathering all necessary ecological data, including site conditions, hydrology, and habitat considerations, as well as developing a detailed description of the bank's service area, proposed credits, and management strategies. The charter must also address monitoring protocols and long-term maintenance plans. Once the Mitigation Bank Charter is finalized, it will be submitted to the LCSMC for review and approval, ensuring alignment with both regulatory requirements and the overall wetland mitigation plan. This task requires close coordination with stakeholders, including environmental consultants and legal advisors, to ensure a thorough and timely submittal.
3. Any necessary wetland determination and delineation.
4. Preparation of engineering plans for the project site. The plans will include the following:
 - a. Title Sheet, including vicinity map.
 - b. Site Plan indicating project limits.
 - c. Existing Conditions Plan and Demolition Plans. Existing conditions plan will outline the existing limits of wetlands, uplands.

- d. Proposed conditions plans outlining proposed conditions within the property limits. The proposed plans will outline the proposed site grading, proposed wetland and upland limits.
 - e. Wetland Planting Plan
 - f. Erosion Control Plan.
 - g. Construction Detail Drawings of site work items such as wetland planting, erosion control, etc.
 - h. Storm Water Pollution Prevention Plan (SWPPP) and permit manual.
 - i. Miscellaneous sheets as required for permitting, bidding, and construction.
 - j. Drawings will be provided to the MPRD for review at the pre-final and final stages.
5. Permits are anticipated to be secured for the work from the following entities:
- a. LCSMC Approvals
 - i. Prospectus Submittal
 - ii. Mitigation Banking Charter Submittal
 - iii. Bank and Floodway Permit
 - b. NPDES - IEPA
 - i. Notice of Intent for Construction Activity for land disturbance greater than one acre.
 - ii. Preparation of Stormwater Pollution Prevention Plan (SWPPP) in accordance with IEPA ILR 10 requirements.
 - c. Wetland Permit – USACE
6. A schedule of prices and Engineers Opinion of Probable Cost will be prepared for the work. We anticipate completing EOPC's at the pre-final and final project stages.
7. We have included in our scope budget to meet with MPRD staff to complete design, as well as meetings with regulatory agencies to complete the required permitting.
8. Our office will assist the MPRD in bid advertising, evaluating bids and responding to RFI's submitted by contractors during the bid period.

III. Services Not Included

Any service not enumerated in *Section II. Scope of Services*, including, but not limited to the following, is not included in this proposal/agreement. These services may be provided at the request of the Client as an additional service. GHA will provide the Client with an estimate of the additional work scope and request authorization to proceed prior to commencing additional services.

- 1. Permitting beyond those listed in Section II: Scope of Services.

2. Environmental testing, geotechnical investigation, or environmental engineering services beyond those noted.
3. Additional topography of properties;
4. Permit fees or review fees;
5. Additional phasing of bidding documents or design of alternate improvements not included in the scope of services, above;
6. Permits beyond those noted above
7. Construction material testing;
8. Construction Layout or Administration;
9. Preparation and tree inventory report or tree protection plan;
10. Conditional Use Permit preparation of exhibits and attendance at meetings.

IV. Project Staff

Michael Warner, PE, CFM, DECI, will serve as the Client Manager, Wade Rafati, PE, will serve as the Project Manager, Dave Koldoff, CWS and Karolina Cho, CSI, will serve as Wetland Specialists, and Cesar Aguirre, will assist as necessary and contribute to all tasks outlined above. Additional professional and technical staff will provide support as needed. GHA may employ specialized subcontractors to assist with services not provided in-house.

V. Project Schedule

GHA is prepared to commence work on this project immediately upon authorization. The project schedule as outlined below.

Milestone	Completion Date
Authorization	February 2025
Phase 1 Environmental Assessment	March/April 2025
Drain Tile Survey	March/April 2025
Topographic Survey	March/April 2025
Boundary Survey	March/April 2025
Prospectus Plan Preparation	March/April 2025
Initial Permit Submittal (Wetland Boundary)	April 2025
Concept Plan Set/Prospectus Submittal	August 2025
Mitigation Bank Charter Submittal	October 2025
Pre-final Bid Document Completion	October 2025
Final Bank Approval/Initial Credit Release	November 2025
Final Bid Document Completion	December 2025
Project Bid Advertisement	January 2026
Project Award	February 2026
Anticipated Construction Start Date	March 2026
Anticipated Construction Completion Date	October 2026

VI. Compensation for Services

Based upon the scope of services, GHA proposes a total lump sum fee broken down as shown below.

Task	Cost
Task 1 – Clearbrook Park Topographic Survey	\$39,800
Task 2 – Clearbrook Park Boundary & Plat of Easement	\$33,000
Task 3 – Wilderness Park Topographic Survey	\$11,500
Task 4 – Wilderness Park Boundary & Plat of Easement	\$14,100
Task 5 – Wilderness Plat of Vacation Preparation	\$10,000
Task 6 – Clearbrook Park Final Engineering	\$113,100
Task 7 – Wilderness Park Final Engineering	\$107,500
Total Fees	\$329,000

Reimbursable expenses, including items such as permit application and review fees, printing, mileage, messenger service, record documents and other non-technical project-related expenses, will be billed to the Client at cost.

Additional services requested and authorized by the Client, beyond those outlined in Section II: Scope of Services, will be billed on a time-and-materials (T&M) basis in accordance with the attached GHA Hourly Rates.

Invoices will be submitted on a monthly basis and will detail charges made against the project and services performed. This allows the Client to review the status of the work in progress and the charges made.

VII. General Conditions

The delineated services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be performed as reasonably required in accordance with the generally accepted standards for civil engineering and surveying services as reflected in the Contract for this project at the time when and the place where the services are performed.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or GHA. GHA's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against GHA because of this Agreement or the performance or nonperformance of services hereunder. In no event shall GHA be liable for any loss of profit or any consequential damages.

The Client and GHA agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation in Chicago, Illinois unless the parties mutually agree otherwise.

GHA, Inc. shall not have control of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for job site safety measures. Such control is the sole responsibility of the Client's contractor.

This Agreement, including all subparts and Attachment A, which is attached hereto and incorporated herein as the General Provisions of this Agreement, constitute the entire integrated agreement between the parties which may not be modified without all parties consenting thereto in writing.

By signing below, you indicate your acceptance of this Agreement in its entirety.

Gewalt Hamilton Associates, Inc.



Michael Warner, PE, CFM, DECI (He/Him)
Principal Engineer

Mundelein Park & Recreation District

Ron Salski
Executive Director

Date: _____

Encl.: Attachment A
Mundelein Park District Attachment A
Wetland Bank Exhibit
GHA HOURLY RATE GUIDE_2025-S

**GHA PROFESSIONAL SERVICES HOURLY RATE GUIDE:
2025**

The following rates will remain in effect until December 31, 2025, at which time they are subject to an annual increase:

PRINCIPAL	\$ 270.00	ENGINEER TECHNICIAN V	\$ 205.00
SENIOR PROJECT MANAGER II	\$ 255.00	ENGINEER TECHNICIAN IV	\$ 172.00
SENIOR PROJECT MANAGER I	\$ 225.00	ENGINEER TECHNICIAN III	\$ 155.00
PROJECT MANAGER II	\$ 206.00	ENGINEER TECHNICIAN II	\$ 130.00
PROJECT MANAGER I	\$ 182.00	ENGINEER TECHNICIAN I	\$ 95.00
ENGINEER VI	\$ 215.00	LANDSCAPE ARCHITECT	\$ 185.00
ENGINEER V	\$ 200.00	DATA MANAGER	\$ 165.00
ENGINEER IV	\$ 185.00	DATA TECHNICIAN III	\$ 154.00
ENGINEER III	\$ 175.00	DATA TECHNICIAN II	\$ 137.00
ENGINEER II	\$ 158.00	DATA TECHNICIAN I	\$ 105.00
ENGINEER I	\$ 149.00	CAD MANAGER	\$ 230.00
LAND SURVEYOR IV	\$ 220.00	CAD TECHNICIAN III	\$ 158.00
LAND SURVEYOR III	\$ 181.00	CAD TECHNICIAN II	\$ 130.00
LAND SURVEYOR II	\$ 160.00	CAD TECHNICIAN I	\$ 105.00
LAND SURVEYOR I	\$ 140.00	ADMINISTRATIVE II	\$ 118.00
GIS TECHNICIAN IV	\$ 192.00	ADMINISTRATIVE I	\$ 95.00
GIS TECHNICIAN III	\$ 165.00	ACCOUNTING MANAGER	\$ 200.00
GIS TECHNICIAN II	\$ 135.00	ACCOUNTING II	\$ 144.00
GIS TECHNICIAN I	\$ 115.00	ACCOUNTING I	\$ 135.00
ENVIRONMENTAL CONSULTANT II	\$ 155.00		
ENVIRONMENTAL CONSULTANT I	\$ 142.00		

Services provided under this Agreement will be billed according to the rates in effect at the time services are rendered.

**ATTACHMENT A TO GEWALT HAMILTON ASSOCIATES, INC.
PROFESSIONAL SERVICES AGREEMENT – MUNDELEIN PARK DISTRICT**

1. Standard of Care. The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonably performed consistent with the generally accepted industry standard of care for the Services called for herein at the time when and the place where the services are provided. GHA will use reasonable care to comply with applicable codes and laws in effect at the time its services are provided. GHA will maintain all state licenses required to perform the services called for herein.

2. Duration of Proposal. The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The fees and terms of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate this Agreement as provided for herein.

3. Client Information. Client shall provide GHA with all non-engineering, performance-oriented project criteria and full information for its Scope of Basic Services. GHA may **rely, without liability, on the accuracy and completeness of the information Client** provides, including that of its other consultants, contractors and subcontractors, without independently verifying that information. GHA and the Client agree that the Client is not an engineer and will not be expected to provide any information to GHA which requires engineering training or knowledge except as expressly described herein.

4. Payment. Payments not in dispute are due within 30 calendar days after a statement is rendered. Undisputed fees not paid within 60 calendar days of the end of the calendar month when the statement is rendered will bear interest at the rate of one percent (1.0%) per month until paid. The provision for the payment of interest shall not be construed as authorization to pay late. Failure of the Client to make undisputed payments when due shall, in GHA's sole discretion, be cause for suspension of services without breach or termination of this agreement. Upon notification by GHA of suspension of services, Client shall pay in full all outstanding undisputed invoices within 7 calendar days. Client's failure to make such payment to GHA shall constitute a material breach of the Agreement and shall be cause for termination by GHA. GHA shall be entitled to reimbursement of all costs actually incurred by GHA in collecting overdue accounts under this Agreement, including, without limitations, attorney's fees and costs. GHA shall have no liability for any claims or damages arising from either suspension or termination of this Agreement due to Client's breach except to the extent resulting directly from GHA's negligent acts or omissions. The Client's obligation to pay for GHA's services is in no way dependent upon the Client's ability to obtain financing, rezoning, payment from a third party, approval of governmental or regulatory agencies or the Client's completion of the project.

5. Instruments of Service. The Client acknowledges GHA's field data, notes, calculations, and electronic data, are instruments of service. GHA shall retain ownership rights over all instruments of service. GHA agrees that the final plans and specifications resulting from the services provided herein are a work for hire and shall belong to the Client. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar *days* of receipt. Any deficiencies, errors, or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice related to non-engineering issues shall constitute a waiver. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of the instruments of service by the Client. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims and damages arising from those reduced and/or eliminated services, provided GHA has informed Client in writing of any foreseeable risks resulting from the reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for any act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with of the services of Client's other design professionals. GHA agrees that Client will exercise no control over the means and methods by which GHA performs the services described herein.

6. Electronic Files. The Client acknowledges that differences may exist between the electronic files delivered and the printed instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, **the signed / sealed instruments of service shall control.** GHA's electronic files shall be **prepared in the current software** GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

7. Applicable Codes. The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completes its instruments of service.

8. Utilities and Soils. When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification unless the circumstances in the field reasonably indicate verification is warranted. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locates, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If not included in the Scope of Basic Services, such work will be compensated as additional services.

9. Opinion of Probable Construction Costs. GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared for the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees **it shall** employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction costs,

10. Contractor's Work. Client agrees that GHA does not have control or charge of and is not responsible for construction means, methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Client or the Client's construction contractors. Except to the extent GHA is engaged to perform construction administration services, GHA is not responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. Except to the extent GHA is engaged to perform construction administration services, GHA has no authority or right to stop the work. Except to the extent GHA is engaged to perform construction administration services, GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work, or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and **shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy.** Client warrants that this intent shall be included in the Client's agreement with all prime contractors.

11. Contractor Submittals. Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

12. Hazardous Materials. Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contaminants or pollutants which exist on the work site by no fault of GHA.

13. Record Drawings. If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will **not be responsible for any errors or omissions** in the record drawings due to incorrect or incomplete information furnished by others to GHA except to the extent such inaccuracy or incompleteness can be ascertained with a superficial examination of work in plain view.

14. Disputes. The parties agree to waive all claims against the other for any and all consequential damages, including attorneys' fees.

All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client **agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against** GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

15. Miscellaneous. Client may terminate this Agreement without penalty at any time with or without cause by giving GHA ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.

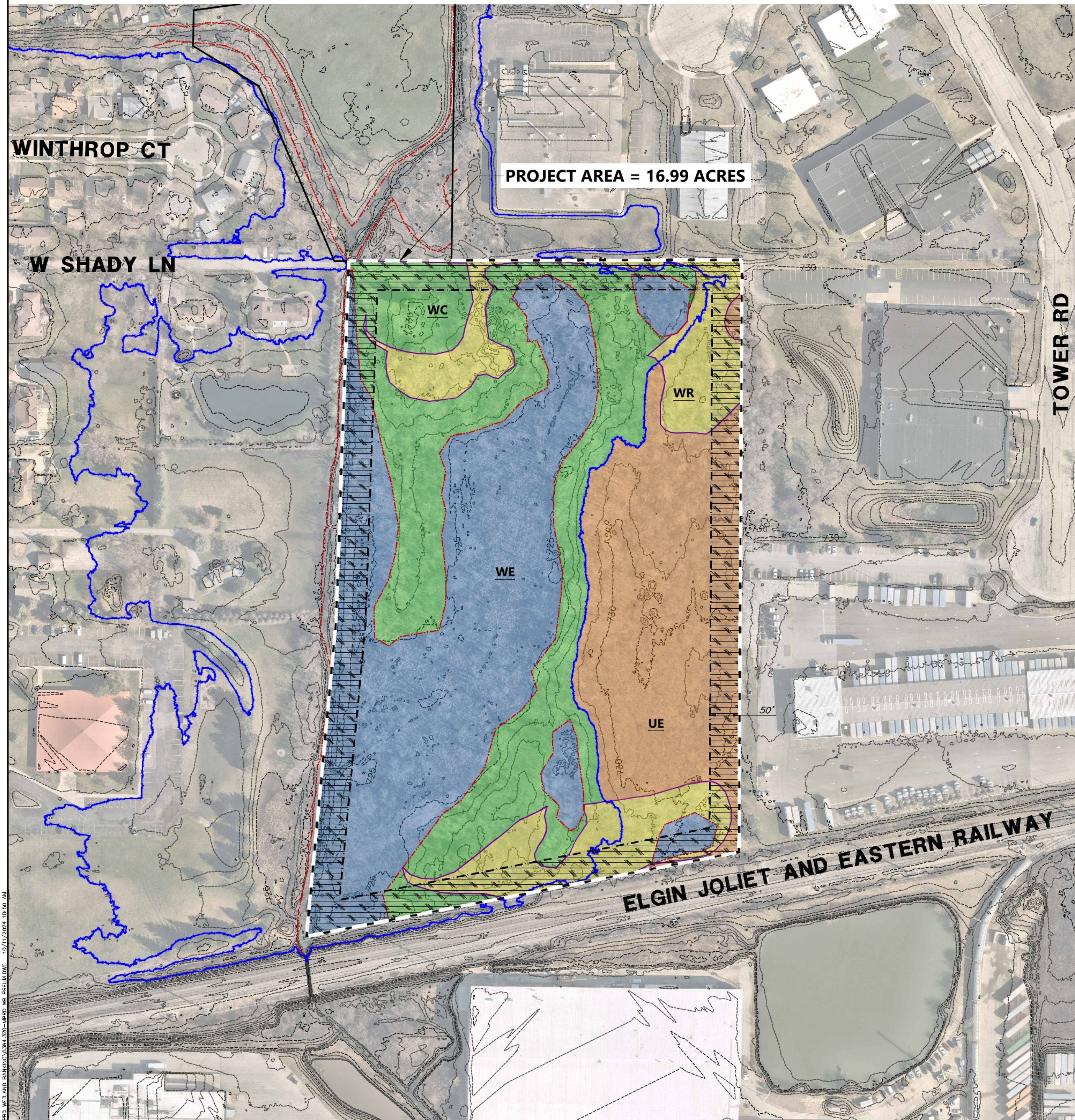
16. Indemnification. GHA agrees to the fullest extent permitted by law, to waive any and all rights of contribution against the Client and to indemnify and hold harmless the Client and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including, but not limited to, legal fees (attorney's and paralegal's fees, expert fees and court costs) arising out of or resulting from the performance of the GHA's services, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the work itself, including the loss of use resulting therefrom, or is attributable to misuse or improper use of trademark or copyright protected material or otherwise protected intellectual property, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of GHA. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the Client would otherwise have. The indemnification obligations under this paragraph shall survive the termination or expiration of this Agreement and shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation or Disability Benefit Acts or Employee Benefit Acts.

Insurance. GHA agrees to keep in force, at all times during the performance of any services referred to above, Workers Compensation and Employer's Liability Insurance, Commercial General Liability Insurance, and Automobile Insurance in at least the type and amounts as follows:

1. Workers' Compensation:
 - a. State: Statutory
 - b. Applicable Federal (e.g., Longshoremen's): Statutory
 - c. Employer's Liability
 - \$500,000.00 Per Accident
 - \$500,000.00 Disease, Policy Limit
 - \$500,000.00 Disease, Each Employee
2. Commercial General Liability:
 - a. \$2,000,000.00 General Aggregate
 - b. \$1,000,000.00 Products Completed Operations Aggregate
 - c. \$1,000,000.00 Personal and Advertising Injury
 - d. \$1,000,000.00 Each Occurrence
 - e. \$ 50,000.00 Fire Damage (any one fire)
 - f. \$ 5,000.00 Medical Expense (any one person)
3. Business Automobile Liability (including owned, non-owned and hired vehicles):
 - a. Bodily Injury:
 - \$1,000,000.00 Per Person
 - \$1,000,000.00 Per Accident
 - b. Property Damage:
 - \$1,000,000.00 Per Occurrence

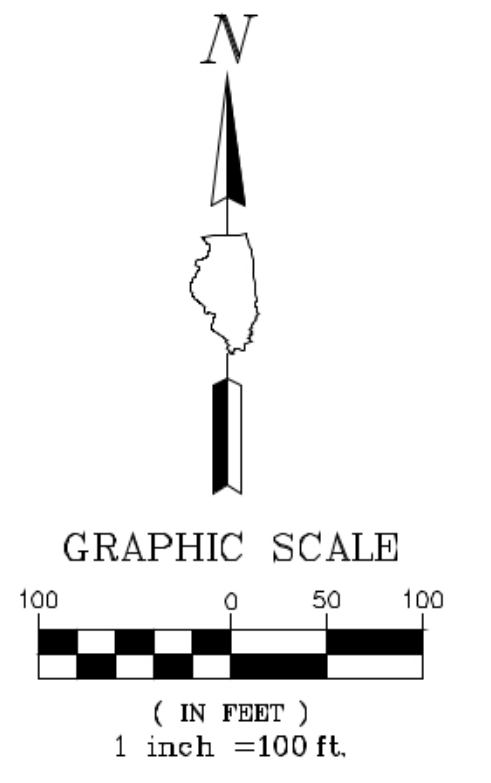
4. Professional Liability Insurance. GHA shall obtain and maintain, at his own expense, professional liability insurance in the amount of Two Million Dollars (\$2,000,000.00) (including a broad form contractual liability coverage with all coverage retroactive to the earlier date of this Agreement or the commencement of GHA's services in relation to the project) for each claim with respect to negligent acts, errors and omissions in connection with professional services to be provided under the contract. Said coverage shall be maintained for a period of three (3) years after the date of final payment.

5. To have all policies of insurance purchased or maintained in fulfillment hereof name the Client as an additional insured thereunder and GHA shall provide Certificates of Insurance and Policy Endorsements evidencing the coverages and the addition of the Client as an insured. All liability insurance shall be written on an "occurrence" basis rather than a "claims-made" basis. Failure of Client to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Client to identify a deficiency from evidence that is provided shall not be construed as a waiver of GHA's obligation to maintain such insurance or the duty of indemnification hereunder. GHA agrees that the obligation to provide the insurance required by these documents is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the Client. Upon request, GHA will provide copies of any or all policies of insurance maintained in fulfillment hereof.



LEGEND

- PARCEL BOUNDARY (LAKE COUNTY GIS)
- EXISTING WETLAND BOUNDARY 03/09/2020 DELINEATION (LWC-19-233, LRC-2019-373)
- POTENTIALLY RESTORABLE WETLAND BOUNDARY (LAKE COUNTY SMC WRAPP GIS)
- 10-YEAR FLOODPLAIN: 728.08 (DIAMOND LAKE DRAIN)
- BUFFER (50-FOOT WIDTH)
- WETLAND CREATION
- WETLAND RESTORATION
- WETLAND ENHANCEMENT
- ENHANCED UPLAND



Area Type	Short ID	Area (acres)	Credit Ratio/Acre	Credits	% of Bank Credits
Wetland Creation	WC	3.85	100%	3.85	42.98%
Wetland Restoration	WR	1.36	100%	1.36	15.14%
Wetland Enhancement	WE	4.95	25%	1.24	13.79%
Upland Enhancement	UE	2.97	25%	0.74	8.28%
Wetland Creation Within Buffer	WC-B	0.75	75%	0.56	6.25%
Wetland Restoration Within Buffer	WR-B	0.88	75%	0.66	7.32%
Wetland Enhancement Within Buffer	WE-B	1.40	25%	0.35	3.91%
Upland Enhancement Within Buffer	UE-B	0.83	25%	0.21	2.32%
TOTAL		16.99		8.97	100.00%

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GHA GEWALT HAMILTON ASSOCIATES, INC.
 625 Forest Edge Drive ■ Vernon Hills, IL. 60061
 TEL 847.478.9700 ■ FAX 847.478.9701

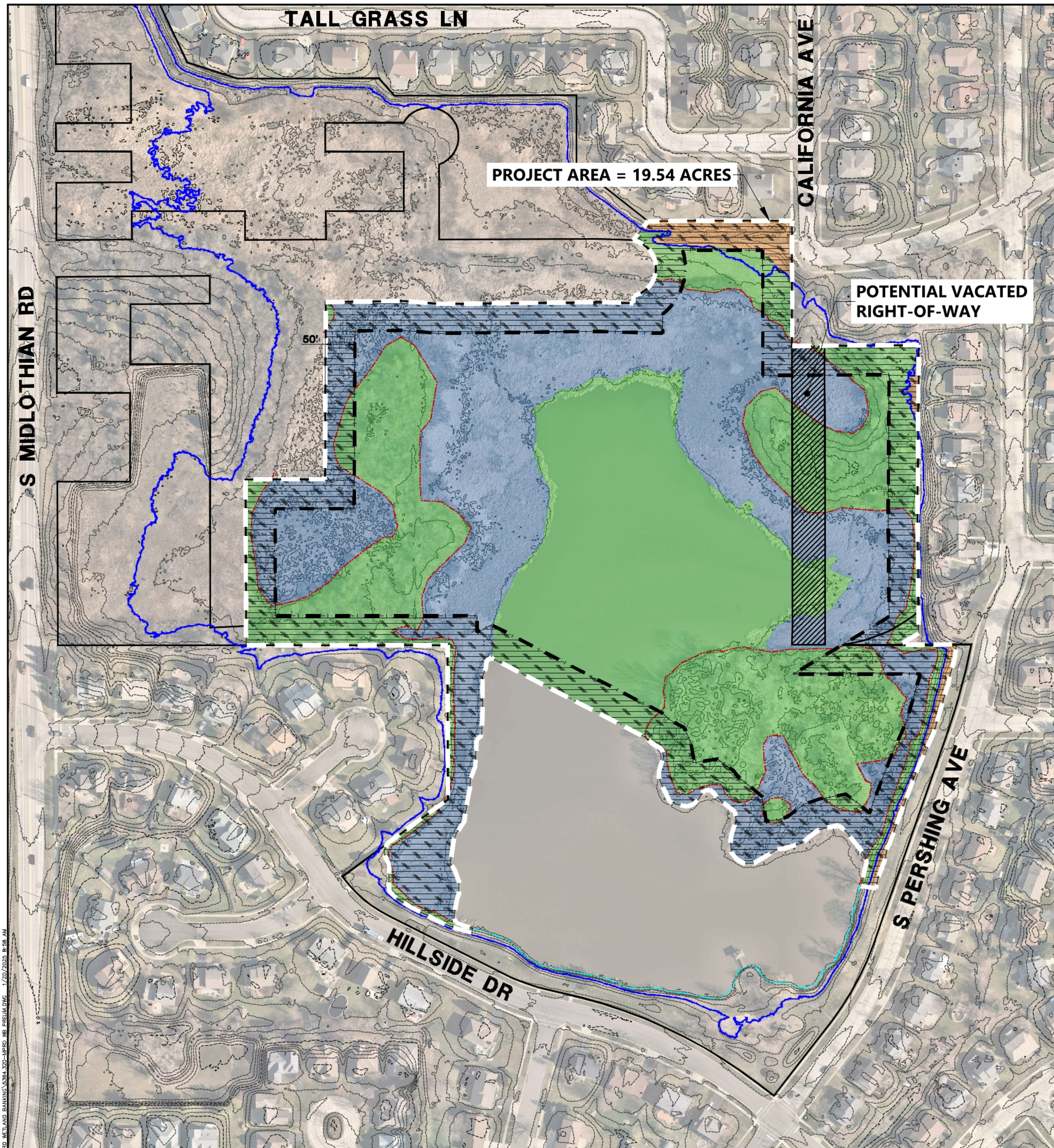
COPYRIGHT NOTICE
 This drawing is the property of Gewalt-Hamilton Assoc., Inc. and is not to be used for any purpose other than the specific project and site named herein, and cannot be reproduced in any manner without the express written permission from Gewalt-Hamilton Associates, Inc.

CLEARBROOK PARK CONCEPT PLAN
MUNDELEIN PARK & RECREATION DISTRICT
WETLAND BANKING - PRELIMINARY
MUNDELEIN, IL 60060

NO.	BY	DATE	REVISION	NO.	BY	DATE	REVISION

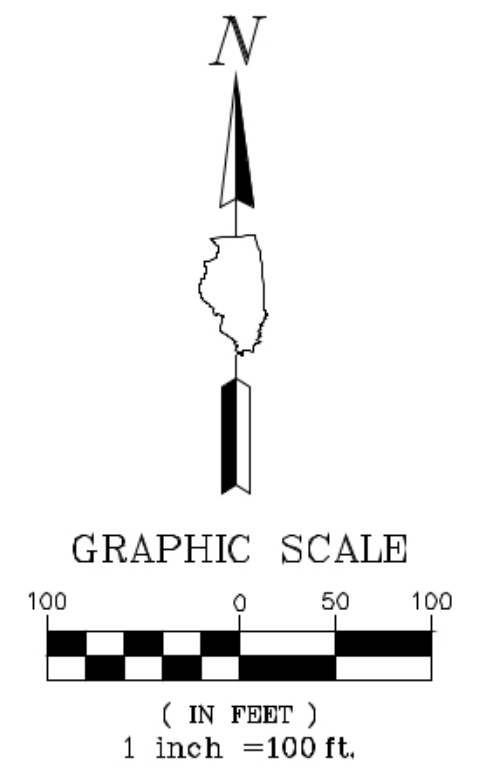
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 DRAWN BY: CGA GHA PROJECT # 5364.320
 DATE: 08-09-24
 CHECKED BY: MDW SCALE: 1"=100'
 DATE: 08-09-24

SHEET NUMBER: **1**
 OF 5 SHEETS



LEGEND

- PARCEL BOUNDARY (LAKE COUNTY GIS)
- EXISTING WETLAND BOUNDARY (10/23/2024 DELINEATION)
- POTENTIALLY RESTORABLE WETLAND BOUNDARY (LAKE COUNTY SMC WRAPP GIS)
- APPROXIMATE 10-YEAR FLOOD LEVEL: 754.96
- BUFFER (50-FOOT WIDTH)
- WETLAND CREATION
- WETLAND RESTORATION
- WETLAND ENHANCEMENT
- ENHANCED UPLAND



Area Type	Short ID	Area (acres)	Credit Ratio/Acre	Credits	% of Bank Credits
Wetland Creation	WC	8.36	100%	8.36	67.98%
Wetland Restoration	WR	0.00	100%	0.00	0.00%
Creditable Wetland Enhancement	WE	5.41	25%	1.35	11.00%
Upland Enhancement	UE	0.00	25%	0.00	0.00%
Wetland Creation Within Buffer	WC-B	2.29	75%	1.72	13.96%
Wetland Restoration Within Buffer	WR-B	0.00	75%	0.00	0.00%
Wetland Enhancement Within Buffer	WE-B	3.05	25%	0.76	6.20%
Upland Enhancement Within Buffer	UE-B	0.42	25%	0.11	0.86%
TOTAL		19.54		12.30	100.00%

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NO.	BY	DATE	REVISION	NO.	BY	DATE	REVISION



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

January 27, 2025 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Rob Foster, Director of Park & Facility Maintenance
Date: January 22, 2025
Subject: Approve of Purchase of a Ford F450 Truck through the State of Illinois Joint Purchasing Contract

Background

In previous years, Mundelein Park & Recreation District authorized the purchase of vehicles through the State of Illinois Joint Purchasing Contracts. As part of the 2025 Capital Maintenance Plan, the District budgeted \$84,000 to replace one Park District vehicle.

Analysis/Considerations

Staff are planning the purchase of a Ford F450 Extended Cab 4x4 Chassis Cab truck upfitted with stainless steel dump body. Based on the joint purchasing contract the equipment to be purchased is estimated to cost \$83,761.

Staff will be auctioning off a 2008 dump truck after the new truck has been delivered. It has an odometer reading of approximately 47,000 miles. This is one of the oldest trucks in the fleet and is having several rust related issues. The truck is used for general maintenance, towing, construction and hauling bulk materials such as road salt for snow removal operations. This truck has an estimated auction value of \$5,000 to \$12,000.

Recommendation

Staff are recommending purchasing a Ford F450 truck using the State of Illinois Joint Purchasing Contract with the cost not to exceed \$85,000.

Action and Motion Requested

Move to approve the purchase of a Ford F450 truck using the State of Illinois Joint Purchasing Contract at a cost not to exceed \$85,000.



WWW.MORROWBROTHERSFORDINC.COM

1242 Main Street • GREENFIELD IL 62044

(217) 368-3037 • Fax (217) 368-3517 • Toll free 1-877-368-3038

April 1, 2024

Nathan Neuwirth
Park Maintenance Manager
Mundelein Park & Recreation District
Phone (847) 388-5467
Nneuwirth@mundeleinparks.org

We propose the following for your consideration.

1-NEW 2024 FORD F450 Extended Cab 4x4 DRW Chassis 60" CA

To include the following optional equipment:

- YZ White Exterior, AS 40/20/40 Vinyl Seating
- 41P Skid Plates, 76C Back-Up Alarm, 61L Front Wheel Well Liners
- FEM Fire Extinguisher w/Mount, Total of 2 Keys w/Remotes
- Limited Slip Rear Axle, TGK All-Terrain Tires, GSB Grip Strut Running Boards
- 473 Plow Prep Package, Dual Batteries, 410 AMP Alternator
- WTX Weather-Tech Floor Liners, Whelen 16" Mini-Bar in Self-Level Brkt.
- '9 Stainless Steel Dump Body, Fold-Down Sides, Rear Hitch Plate/Receiver
- Cab-Shield, Double Acting Electric/Hydraulic Hoist, LED B/T/T/W
- Double Acting Tailgate, Trailer Connection Socket, Under-Body Toolbox
- New M License/Title, Delivery to Mundelein Park District
- All other standard equipment
- IL. Contract 21-416-P-29479

Illinois Government Price \$83,761.00

All trade in vehicles are welcome regardless of miles or condition.

Let me know if you have any questions.

Thank you,

Richie Morrow Wellenkamp
Government Sales Manager
Morrow Brothers Ford, Inc.

Customer Acceptance: _____

Date of Acceptance: _____

Please submit this signed quote with your purchase order and a copy of your Illinois Tax Exempt Letter.



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

January 27, 2025 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Rob Foster, Director of Park & Facility Maintenance
Date: January 22, 2025
Subject: Approve of Purchase of Two Kubota ZD1211-3-60 Zero Turn Riding Lawn Mowers through the Sourcewell Joint Purchasing Contract

Background

In previous years, Mundelein Park & Recreation District authorized the purchase of equipment through the Sourcewell Joint Purchasing Contracts. As part of the 2025 Capital Maintenance Plan, the District budgeted \$34,000 to replace two (2) zero turn riding lawn mowers.

Analysis/Considerations

Staff are planning the purchase of two (2) Kubota ZD1211-3-60 zero turn riding lawn mowers with optional mulching kits. Based on the joint purchasing contract the equipment to be purchased is estimated to cost \$33,257.62.

Staff will be auctioning off two (2) 2009 Kubota ZD326 riding lawn mowers after the new mowers have been delivered. These have an hour-meter readings of approximately 2,300 hours each. These are among the oldest lawn mowers in the fleet and are showing signs of heavy wear and tear. These mowers are used for mowing turf grass, applying lawn care chemicals, and mulching leaves during fall leaf clean up. These mowers have an estimated auction value of \$2,000 to \$4,000 each.

Recommendation

Staff are recommending purchasing two (2) Kubota ZD1211-3-60 riding lawn mowers with two (2) optional mulching kits using the Sourcewell Joint Purchasing Contract with the cost not to exceed \$34,500.00.

Action and Motion Requested

Move to approve purchase for two (2) Kubota ZD1211-3-60 riding lawn mower with two (2) optional mulching kits using the Sourcewell Joint Purchasing Contract at a cost not to exceed \$34,500.00.

Quote Provided By
RUSSO POWER EQUIPMENT
Dan Fiorentino
9525 IRVING PARK RD
SCHILLER PARK, IL 60176
email: dfiorentino@russopower.com
phone: 6302192453

-- Standard Features --

-- Custom Options --



ZD1200 Series ZD1211-3-60

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

3 Cylinder, Kubota Model #
D1105
24.8 Gross HP @ 3000 rpm
68.5 cu. in. Displacement
12v 430 Amp Hr. Battery
14 Amps Charging Output

SAFETY EQUIPMENT

Electric Key Shut Off
Control Lever Safety Switch
Parking Brake Safety Switch
Foldable ROPS
Seat Safty Switch

TRANSMISSION

Hydrostatic Drive
(2) HST w/Gear Reduction
Brake - Wet Multi Disks
Forward Speeds 0 - 10.6 mph
Reverse Speeds 0 - 5.3 mph

DIMENSIONS

Height 78.7"
Length 89.0"
Width Overall 73.8"
Wheelbase 56.7"

STEERING / MOTION CONTROL

(2) Hand Levers, Adjustable
Hydraulically Damped,
Adjustable

OPERATING FEATURES

Zero Turn Radius
Adj. Front Axle: Rigid/Oscillating
Dual Element Air Filter
Deluxe Suspension Seat w/
Kubota Exclusive Seat Design
Hands-free Hydraulic Deck Lift
Hands-free Parking Brake
Cup Holder

POWER TAKE OFF

Hydraulic Independent PTO
Shaft Drive Mower Deck
Wet Disk Clutch

SIDE DISCHARGE MOWER

60" and 72" Kubota PRO Deck
w/ACS
8 Gauge, 6" Deep Deck
1-5" Cut Height, Adjustable
1/4" Increments
Flexible Discharge Cover
3 Blades

FLUID CAPACITY

Fuel Tank 13.1 gal
Engine Coolant w/ Recovery
tank 3.96 qts
Crankcase w/ Filter 4.1 qts
Transmission Case and Axle
Gear 12.8 qts

+ Manufacturer Estimate

TIRES AND WHEELS

Front 15 x 6.0 - 6 Flat-free
Rear 26 x 12.0 - 16 Turf, Low Profile

ZD1211-3-60 Base Price: \$19,999.00

(1) MULCH KIT /60" ZD1000 SIDE DISCHARGE PNF \$328.00
ZD3166-MULCH KIT /60" ZD1000 SIDE DISCHARGE PNF

Configured Price: \$20,327.00

Sourcewell Discount: (\$4,471.94)

SUBTOTAL: \$15,855.06

Dealer Assembly: \$55.00

Freight Cost: \$318.75

PDI: \$400.00

Total Unit Price: \$16,628.81

Quantity Ordered: 2

Final Sales Price: \$33,257.62

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



**MUNDELEIN PARK &
RECREATION DISTRICT**

ADMINISTRATION

To: Board of Commissioners
From: Ron Salski, Executive Director
Subject: Board Report – January 2025

Legislative Breakfast

The Illinois Association of Park Districts Joint Legislative Committee will be hosting a legislative breakfast program on Friday, February 28, 2025, at 8 a.m. The breakfast will be held at the Vernon Hills Park District. Executive Director Salski is requesting board members check schedules and availability by February 9.

Goals and Objectives

See attached 2024 Goals and Objectives and District's accomplishments. There are 87 action items for 2024.

2024 Status	2024 Summary	2024	2023	2022
Under Review	15	17.00%	15.50%	12.00%
In Progress	8	9.00%	5.00%	11.00%
Not Completed	8	9.00%	N/A	N/A
Completed	56	65.00%	79.50%	77.00%

*In 2023 and 2022 staff did not use the Not Completed status.

Mundelein Parks Foundation

The Foundation held a meeting on Monday, January 13 to determine fundraising and scholarship opportunities.

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: EXECUTION

Goal: 1.1 Meet Fund Balance Policies

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

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

Department	Status	Comments
All	Completed	
Business Services	Completed	
Business Services	Completed	
All	Completed	

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

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

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

Department	Status	Comments
Recreation	Completed	
Steeple Chase	Not Completed	Gaming machines installation took longer than anticipated

Goal: 1.3 Meet Distinguished Accreditation Standards

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

- Initiative: Improve preventative maint. standards document to better meet Dist. Accreditation Standards.
- Initiative: Review/define Recreation Department procedures to meet at least 90% standards.

- Initiative: Create and implement common procedures for all operations.

Department	Status	Comments
Park & Facility Maint.	Completed	
Recreation	Not Completed	Staff has updated a handful of procedures, but may not meet the 90% completion goal
All	Completed	

Goal: 1.4 Identify and Pursue Alternative Funding

Objective: Apply for grants and develop capital development concepts

- Initiative: Evaluate wetland credit options at Keith Mione, Wilderness, Longmeadow & Clearbrook Parks.
- Initiative: Evaluate solar opportunity at Clearbrook Park.

- Initiative: Change P-Card providers to increase the annual rebate amount.
- Initiative: Submit a DCEO Grant for Museum Caboose.
- Initiative: If available, submit application for IDNR Museum Grant.
- Initiative: Research & evaluate naming rights for companies and agencies for best practices for valuation.

Department	Status	Comments
Administration	Completed	Board Presentation occurred
Administration	Completed	Wetland Credits are more advantageous
Business Services	Not Completed	Software installation absorbed too much time
Administration	Not Completed	Grant not offered
Administration	Not Completed	Grant not offered
Administration	Under Review	

Goal: 1.5 Evaluate and protect existing assets

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

- Initiative: Complete digital archive as built plans and drawings for facilities and playgrounds.
- Initiative: Roll out Disaster Recovery and Incident Response Plans.
- Initiative: Install cameras at MCC.

- Initiative: Upgrade cameras at parks.
- Initiative: Analyze and incorporate Cost Recovery data into recommended action plans.
- Initiative: Improve SCGC cart storage area.

Department	Status	Comments
Park & Facility Maint.	Completed	
Business Services	Under Review	Will be completed in 2025
Business Services, Park & Facility Maint. & Recreation	Completed	
Business Services	Completed	
Recreation	Completed	Active Adults, Cultural Arts, Special Events
Steeple Chase	Completed	

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

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

Objective: Evaluate current parks and facilities

- Initiative: Create accessible paths at Sports Complex and a few other parks per the ADA transition plan.
- Initiative: Construct All-Inclusive Playground at Kracklauer Park.
- Initiative: Install ADA accessible water fountain at Scott Brown Park.
- Initiative: Create an evaluation of Recreation programs and services procedure.

- Initiative: Develop rules and procedure(s) for the proposed dog park.
- Initiative: Complete grant projects at Longmeadow Park.

- Initiative: Review and recommend names of parks.

Department	Status	Comments
Park & Facility Maint.	Completed	Switched to Wilderness, golf course, Clearbrook, Skate Park, and Scott Brown
Park & Facility Maint.	In Progress	Expected Spring, 2025
Park & Facility Maint.	Completed	Installed in fall
Recreation	Completed	
Recreation	Not Completed	Draft created. Will refine & finalize in 2025
Admin and Park & Facility Maint.	In Progress	Playground is complete, Woodland path started in Jan
All	In Progress	Sheldon Woods needs a name

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

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

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

Department	Status	Comments
Business Services	In Progress	Will be completed in 2025
Business Services	In Progress	Software training has been a challenge
Business Services	Under Review	Changed process to every five years
Administration	Completed	

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: PLANNING

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

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

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

Initiative: Plan for ERP upgrade in 2025.

Initiative: Update and finalize the Recreation Program Master Plan.

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

Initiative: Review and update Comprehensive Master Plan.

Department	Status	Comments
Park & Facility Maint. and Business Services	Under Review	It has taken longer than expected
Business Services	Completed	
Recreation	Under Review	Maple and Sheldon Woods were completed
Administration	In Progress	
All	Completed	August 26, 2024

Goal: 2.2 Seek out partnerships

Objective: Find opportunities to fund capital maintenance and development projects

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

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

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

Initiative: Increase rental utilization of Dunbar Recreation Center.

Initiative: Coordinate a fundraising event with Mundelein Parks Foundation.

Department	Status	Comments
Recreation	Under Review	In discussion with D76 and D79 for opportunities
Recreation	In Progress	Expected 4th quarter
Recreation	Completed	
Recreation	Completed	
All	Completed	

Goal: 2.3 Protect and improve existing facilities and parks

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

Initiative: Replace front door entrance in Child Development wing.

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

Initiative: Expand rental use of the Regent Center.

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

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

Initiative: Review and update ADA Transition Plan.

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

Department	Status	Comments
Recreation	Completed	
Recreation	Completed	
Recreation	Under Review	Pivot to dance studio use
Steeple Chase	In Progress	Staff continues gathering pricing and best approach
Steeple Chase	Under Review	No Longer an Objective
Admin and Park & Facility Maint.	Completed	Sidewalks replaced
Marketing and Park & Facility Maint.	Under Review	2025 and looking at sponsorship

Goal: 2.4 Protect and manage natural areas

Objective: Utilize experts to share ideas and communicate to residents

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

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

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

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

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

Department	Status	Comments
Park & Facility Maint.	Completed	Maple Hill
Park & Facility Maint.	Completed	Expected 3rd quarter
Park & Facility Maint.	Completed	Additional work in the fall
Park & Facility Maint.	Completed	Fall
Steeple Chase	Completed	Fall

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: TRAINING & DEVELOPMENT

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

Objective: Seek cutting edge continuing education and topics

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

Department	Status	Comments
All	Completed	
All	Completed	
Recreation	Under Review	
Recreation	Completed	Attended NRPA

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

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

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

Department	Status	Comments
Business Services	Completed	
Business Services	Under Review	Will be incorporated in 2025 as part of UKG
Business Services	Completed	
Business Services	Completed	
Fun and Wellness Committee	Completed	
Business Services	Under Review	Re-evaluate in 2025 based on capabilities of UKG

STRATEGY: COMMUNICATION

Goal: 4.1 Maintain effective communication with Board and Staff

Objective: Continually discuss future opportunities and direction

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

Department	Status	Comments
Business Services	Under Review	Re-evaluate in 2025 based on capabilities of UKG
Safety Committee	Under Review	
Recreation	Completed	Regent completed

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

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

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

Department	Status	Comments
Marketing	Completed	
Marketing	Completed	Staff picked Mundy Lion. Will roll out in 2025 to public
Marketing	Completed	September
Marketing	Completed	Pickleball Courts and Longmeadow communication completed. All-Inclusive Playground is ongoing until ribbon-cutting in spring of 2025
Marketing	Completed	
All	Completed	
Administration	Not Completed	

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

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

- Initiative: Provide accessibility to Human Resources for all employees to access.

Department	Status	Comments
All	Completed	

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STRATEGY: INNOVATION

Goal: 5.1 Maintain a culture that facilitates and executes new ideas

- Objective: Encourage employees to offer programs and services and beautify key entry ways
- Initiative: Establish revenue generating opportunities for indoor and outdoor pickleball.
 - Initiative: Expand swim lesson program offerings.
 - Initiative: Merge Active Adult fitness offerings with MCC offerings.
 - Initiative: Develop an innovation task force.
 - Initiative: Evaluate lessons and leagues for golf simulators.

Department	Status	Comments
Recreation	Completed	
Recreation	Completed	
Recreation	Under Review	Pivot approach
All	Completed	Recreation Innovation Committee ongoing
Steeple Chase	Completed	

Goal: 5.2 Understand participant needs

- Objective: Gather data and determine next steps
- Initiative: Grow Recreation Advisory Committee participation.
 - Initiative: Evaluate programs, facilities, and services routinely and analyze results.

Department	Status	Comments
Recreation	Completed	
Recreation	Completed	Procedure and mechanism created - awaiting implementation

Goal: 5.3 Improve and beautify existing facilities and parks

- Objective: Demonstrate aesthetically pleasing areas in sight of users
- Initiative: Thin out underbrush at the Disc Golf Course at Sports Complex to improve playability.
 - Initiative: Improve Diamond Lake water conditions through improved aquatic weed management.
 - Initiative: Develop and implement routine facility appearance checklists.
 - Initiative: Identify facility opportunities to drive future revenue.
 - Initiative: Complete initial concept phase of Diamond Lake Recreation Center and Beach.

Department	Status	Comments
Park & Facility Maint.	Completed	Eagle Scout - 2 holes
Park & Facility Maint.	Completed	Much improved
Recreation	Not completed	
Recreation	Completed	
All	Completed	

1st Quarter

GOALS AND OBJECTIVES BY DEPARTMENT SUMMARY

Department	Summary	Under Review	In Progress	Complete	Not Completed
Administration	8	1	4	1	2
Golf / Steeple Chase	6	1	4		1
Park & Facility Maint.	11		11	0	
Recreation	23	4	11	9	1
Business Services	15	3	11	1	
Marketing	5		4	1	
All Departments	12		10	2	
Bus, Parks & Rec	1		1		
Admin & Park & Fac.	2		2		
Parks & Business	1		1		
Marketing & Parks	1		1		
Fun & Wellness	1		1		
Safety Committee	1		1		
TOTAL	87				

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

2nd Quarter

GOALS AND OBJECTIVES BY DEPARTMENT SUMMARY

Department	Summary	Under Review	In Progress	Complete	Not Completed
Administration	8	1	4	1	2
Golf / Steeple Chase	6	1	3	2	
Park & Facility Maint.	11		7	4	
Recreation	23	4	11	7	1
Business Services	15	4	8	3	
Marketing	5		2	3	
All Departments	12		9	3	
Bus, Parks & Rec	1		1		
Admin & Park & Fac.	2		2		
Parks & Business	1		1		
Marketing & Parks	1	1			
Fun & Wellness	1			1	
Safety Committee	1		1		
TOTAL	87				

3rd Quarter

GOALS AND OBJECTIVES BY DEPARTMENT SUMMARY

Department	Summary	Under Review	In Progress	Complete	Not Completed
Administration	8	1	3	2	2
Golf / Steeple Chase	6	1	3	2	
Park & Facility Maint.	11		1	10	
Recreation	23	4	9	9	1
Business Services	15	6	5	4	
Marketing	5		1	4	
All Departments	12		8	4	
Bus, Parks & Rec	1		1		
Admin & Park & Fac.	2		2		
Parks & Business	1		1		
Marketing & Parks	1	1			
Fun & Wellness	1			1	
Safety Committee	1		1		
TOTAL	87				

4rd Quarter

GOALS AND OBJECTIVES BY DEPARTMENT SUMMARY

Department	Summary	Under Review	In Progress	Completed	Not Completed
Administration	8	1	1	3	3
Golf / Steeple Chase	6	1	1	3	1
Park & Facility Maint.	11		1	10	
Recreation	23	5	1	14	3
Business Services	15	5	2	7	1
Marketing	5			5	
All Departments	12		1	11	
Bus, Parks & Rec	1			1	
Admin & Park & Fac.	2		2	1	
Parks & Business	1	1			
Marketing & Parks	1	1			
Fun & Wellness	1			1	
Safety Committee	1	1			
TOTAL	87				

2024 STRATEGIES, GOALS, OBJECTIVES & INITIATIVES

STATUS SUMMARY

Status	Summary	Percentage
Under Review	15	17.00%
In Progress	8	9.00%
Not Completed	8	9.00%
Complete	56	65.00%



**MUNDELEIN PARK &
RECREATION DISTRICT**

STEEPLE CHASE GOLF CLUB – GOLF OPERATIONS & MAINTENANCE

To: Board of Commissioners
From: Jon Karl, Director of Golf
Subject: Board Report – January 2025

Golf Operations

Year End – 2024 – Unaudited

Year To Date	2024	Budget	vs Budget	2023	vs 2023
Total Green Fees	\$1,290,959.63	\$1,166,860.00	\$124,099.63	\$1,184,914.48	\$106,045.15
Golf Cart Rental Total	\$419,998.03	\$381,860.00	\$38,138.03	\$386,156.33	\$33,841.70
Golf Simulators	\$21,925.00	\$45,000.00	-\$23,075.00	\$0.00	\$21,925.00
F&B Total	\$271,576.27	\$269,500.00	\$2,076.27	\$256,265.68	\$15,310.59
Merchandise Total	\$139,921.89	\$123,000.00	\$16,921.89	\$137,955.78	\$1,966.11
Gaming Machines	\$383.63	\$10,000.00	-\$9,616.37	\$0.00	\$383.63
Loyalty Program	\$9,035.00	\$10,000.00	-\$965.00	\$7,965.00	\$1,070.00
Paid Rounds	32,647	-	-	30,562	2,085
January (Through Jan 20)	January 2025		January 2024		Difference
Simulator Rental	\$3,870.00		\$790.00		\$3,080.00
Gaming Machines	\$91.67		\$0.00		\$91.67
Food & Beverage	\$595.33		\$107.41		\$487.92
Merchandise Total	\$1,260.27		\$1,589.38		-\$329.11

Year End Comparison for the Past 5 Years

	2020	2021	2022	2023	2024
Total Revenue	\$1,425,102	\$2,053,747	\$1,941,729	\$2,116,794	\$2,310,721
Rounds	25,725	31,192	28,562	30,562	32,647

Steeple Chase had a fantastic 2024 Golf Season. In Revenue, all major categories experienced a record high this past season. Green Fee revenue surpassed the all-time high by 8.95%, cart revenue by 8.25%, merchandise by 1.43%, food & beverage by 5.97%, and paid rounds by 4.67%. Expenses remained in line and a surplus of \$131,765 compared to budget is expected, a 45.37% increase. Simulator revenue missed initial expectations, but staff is targeting the addition of programming during the summer months to increase rental fees. Expectations are to continue the momentum created over the past few seasons and increase participation in both gaming and simulator usage.

2025 is off to a promising start. There has been an increase in simulator interest to start the new year and participation in the simulator leagues is better than anticipated. There are 13, two person teams signed up to play in the weekly simulator league which runs from January through February. Food and beverage sales are exceeding expectations as well. The annual gift card program is off to a successful start and staff anticipate sales to match or exceed 2024 sales.

Staff are currently working together with Business Services to address amendments made to the Use Tax Act that are being implemented in 2025 in Illinois. These taxes apply to “leased property,” which in the case of the golf industry, pertains mostly to the rental of golf carts and rental equipment. The club will need to pay and collect tax on leased property in 2025. How this capture of additional tax is implemented will be disclosed to the Board once a decision is finalized.

Golf Maintenance

Winter work is well underway with staff refurbishing all golf course accessories such as ball washers, tee markers, posts, garbage cans etc. In addition, staff have been winterizing equipment for the off season as well as pressure washing equipment to prepare for equipment maintenance.

As of December 27, 2024, Golf Course Mechanic Rick Hanzel has retired after 18 years of service. His skills, experience, and leadership will be greatly missed by all staff.

Starting February 3, 2025, Charles Kordick will start his new position as the Golf Course Mechanic at Steeple Chase. Charles has been the mechanic for Park Maintenance for the last 3 years and is moving over to the golf course with experience as a fleet mechanic and as a golf course mechanic.

After coordinating with golf operations, staff were able to schedule greens maintenance for this upcoming season. Joe Marley Inc. handles this process annually. The company will be out in April and September for the deep tine aerification, and in June, July, and August for the needle tine/venting during the summer.

Assistant Superintendent Paul Wiskerchen has successfully recertified his pesticide applicators license. Over the last month, Paul completed the necessary training to help prepare him for the General Standards exam and all four category exams of Aquatics, Ornamentals, Turf, and Rights of Way. During this time, Paul has been working on his Certified Assistant Superintendent training by attending education seminars hosted by the Midwest Association of Golf Course Superintendents as well as virtual webinars hosted by the Golf Course Superintendents Association of America.

Staff have been compiling the golf course maintenance records from the 2024 season. This includes a workload tracking system that tracks the labor hours for tasks completed each day of each month throughout the year. Staff have also been working on a tree database for the ash tree injections. The ash tree database gives the location of every ash tree on the golf course, its size/growth, as well as the volume of insecticide it has received each year of treatment.



**MUNDELEIN PARK &
RECREATION DISTRICT**

PARK & FACILITY MAINTENANCE

To: Board of Commissioners
From: Rob Foster, Director of Park & Facility Maintenance
Subject: Board Report – January 2025

Facility Maintenance

- Maintenance Staff has finished an “in-house” office project on the 3rd floor. Staff converted an office supply area into two new private offices. Each office has a doorway leading to the hallway. Previously, the workspace lacked privacy.
- The Regent Center Rooms A and B improvements and new dance floor installation is complete. This project was completed by BEAR Construction and in-house.
- The Superintendent of Facility Maintenance position is currently vacant. The interview process is underway.

Park Maintenance

- Poul’s Nursery donated 12 trees to the District. Staff planted the trees at the Diamond Lake Sports Complex Disc Golf Course and at Hickory Park. The trees will be a great enhancement to the community. The District would like to thank Poul’s Nursery for the donation.
- The Ice Rink was opened on Tuesday, December 10, 2024. Due to the cold weather, the rink was able to open approximately two weeks earlier than in previous years.
- The Parks Division currently has three positions vacant, two Park & Facility Maintenance positions and one Mechanic position. Mechanic Kordick recently accepted the Mechanics position at Steeple Chase Golf Course.
- The Park Maintenance Staff recently cleared buckthorn trees and brush from in between the creek and the path at the Maple Hill walking path. It is a big improvement in the area.



**MUNDELEIN PARK &
RECREATION DISTRICT**

RECREATION & FACILITY SERVICES

To: Board of Commissioners
From: Kyle Berg, Director
Melinda Agosto, Child Development Director
Kelsey Fuller, Superintendent
Subject: Board Report – January 2025

Miscellaneous

- The Recreation Fund is expected to finish 2024 at \$433,000 ahead of 2023 revenue.
- The Recreation Fund is projected to finish 2024 with a net fund total just under \$286,000 ahead of budget after accounting for the unbudgeted \$550,000 transfer to the Capital budget in November.
- Staff intends to present its plans for 2025 Health & Fitness Center improvements in February.
- Staff have engaged Mundelein Police & Mundelein Fire to plan a joint training simulation at Barefoot Bay prior to the start of the 2025 summer season.

Programs

Active Adults

- 242 members are enjoying the Regent Center, with more expected to join. The District had 263 members at this point last year. Residents received an exclusive early access promotional rate before non-resident sales began January 1. This difference accounts for the difference in members year-to-date.
- The first extended trip for 2025 will be to Iceland; participants will depart January 28.

Dance

- The Mundelein Senior Dance Company will perform in a community concert January 19 supporting Lake County Haven, aiding homeless women and children. The performance will be held at the Buffalo Grove Community Arts Center.
- Classes resumed after winter break and 31 new dancers were added to the long-term dance program.
- The long-term dance program has 378 dancers enrolled compared to 348 in January 2024.

Athletics

- The Junior Mustangs League basketball season began game play January 11.
- Participation has grown to 413 players in the 1st-8th grade league, up from 387 in 2024.
- This year, staff are replacing the kindergarten league with kindergarten clinics to better prepare kindergarteners for league participation in 1st grade.

Events

- For the first time, the District hosted two sold out train rides for the North Pole Express. Two trains will be offered again in 2025.
- A new event this year is the Murder Mystery evening, scheduled for February 14 at the Regent Center.

Cultural Arts

- In 2024, the District launched several adult culinary classes that effectively utilized the teaching kitchen. The Art Club, Musical Theatre, and Sugar Book Club programs continue to thrive. Opportunities for programming geared towards teenage and young adult community members are being explored.
- New offerings in 2025 will include Pottery Pals, Cooking for College, and updated instruction for our Mini Melodies classes.

Mundelein Trails Day Camp and Rec Connect

- Enrollment for the 2025 summer camp opens February 1.
- Staff recruitment for summer camp counselors is ongoing and the response is strong.
- Rec Connect offered seven day-off programs during winter break, generating \$11,400 in revenue.

Child Development

Big & Little

- In January, four new full-time children and one part-time child were enrolled. February will bring additional enrollment with one full-time and two part-time children starting.
- Enrollment continues to increase with children from the waitlist. Currently there are two full-time toddlers' spaces, one two-year-old room space, three part-time two-year-old spaces, no full-time three-year-old room space, two part-time three-year-old room spaces, no full time four-year-old spaces and one part-time four-year-old room spaces to be filled from the waitlist.
- Staff continue to search for two full-time teachers to complement existing staff.
- The transition of space used for the Learning Center resulted in some decreased capacity in the older-age rooms. This was offset by increased Learning Center enrollment and updated pricing structure.

Big & Little Child Development Center	Aug 25	Sept 25	Oct 25	Nov 25	Dec 25	Jan 25
<u>Classroom Breakdown</u>						
Toddler Classroom	10	11	11	10	10	9
2-3-Year-Old Classroom	16	17	16	17	16	19
3-4-Year-Old Classroom	23	23	23	23	21	20
4-5-Year-Old Classroom	21	22	21	21	19	22
Total Annual Enrollment	70	73	71	71	66	70
	Jan 23	Jan 24	Jan 25			
<u>Breakdown Based on Year</u>						
Toddler Classroom	0	0	9			
2-3-Year-Old Classroom	20	21	19			
3-4-Year-Old Classroom	16	19	20			
4-5-Year-Old Classroom	40	38	22			
Total Annual Enrollment	76	78	70			

Learning Center

- Learning Center has continued to thrive in the new location.
- Enrollment remains at 81 children compared to 63 during the 2023/2024 school year.

Aquatic Operations

Indoor Pool

Swim Lesson Registration

- Swim lesson data for November & December is as follows:

Season	Cycle	Run Dates	# Enrolled	Enrollment Max	Capacity
Winter/Spring	Tu/Th Cycle 1	Jan 7 - Jan 30	32	62	52%
Winter/Spring	Sat Cycle 1	Jan 11 - Mar 1	81	117	69%
Total:			113	179	65%

Compared to registration numbers in 2024, Cycle 1 of Tu/Th lessons have six more students enrolled. Cycle 1 of Saturday lessons have eight fewer students enrolled than 2024. Staff will work to positively impact registrations.

Swim lessons in 2024 earned a total revenue of \$110,000, surpassing the budgeted goal of \$109,000. In total, the program had 1,162 swim lesson registrations. The average enrollment across the year was 78%.

BFB Membership Totals

Package Name	Quantity Sold	Revenue
2025 Barefoot Bay All Access Season Pass	69	\$ 7,315.00
2025 Barefoot Bay All Access Season Pass (4+)	177	\$ 14,897.50
Total:	237	\$ 22,212.50

Health & Fitness Center

Fitness Membership Monthly Reporting												
	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024
Active Annual Membership Breakdown												
Individual Fitness	773	776	774	775	782	770	787	808	819	816	835	833
Fitness Two or More	764	739	734	722	705	713	714	725	729	714	733	736
Student Monthly - Non-Committal Membership	187	175	208	182	272	276	274	205	188	192	229	324
Short-Term Membership - Non-Committal Membership	114	118	110	95	84	93	82	68	78	70	87	94
Track Only	195	192	196	199	202	203	204	205	202	194	200	213
Fitness 10 Visit	117	120	120	123	128	127	132	131	132	133	132	136
We Service (HMHB)	14	13	16	15	17	15	15	19	23	25	31	38
Jr. Mustang Parent Memberships	7	11	11	5	2	0	0	0	0	0	1	9
Fitness - Seminary	5	4	4	5	3	4	4	4	7	7	8	8
Total Annual Memberships	2,176	2,148	2,173	2,121	2,195	2,201	2,212	2,165	2,178	2,151	2,256	2,391
Usage Breakdown												
Member Visits	12,058	11,187	11,307	11,005	10,478	10,371	9,692	10,273	9,510	10,378	10,865	11,990
Zoom	80	73	47	61	67	63	62	57	30	61	52	64
Monthly Group X Participation	2,224	2,402	2,227	2,579	2,419	2,638	2,363	2,177	1,853	2,162	2,538	2,134
Age Breakdown												
12 - 17	118	121	126	116	117	130	134	133	137	135	152	148
18 - 24	128	112	139	115	197	186	177	109	84	79	108	203
25 - 34	246	243	250	236	227	227	234	234	242	241	246	253
35 - 44	261	258	259	259	261	260	263	270	268	272	286	302
45 - 54	311	310	305	294	288	291	289	282	299	286	295	300
55 - 61	274	271	263	263	264	275	272	275	275	271	285	291
62+	838	831	829	837	842	831	843	862	873	867	884	894
Average Age	52.2	52.4	51.1	52.6	51.5	51.4	51.5	52.6	52.9	52.9	52.3	51
Demographic Analysis												
Male	1,046	1,029	1,031	996	1,043	1,035	1,042	1,014	1,018	1,005	1,066	1,159
Female	1,130	1,116	1,140	1,122	1,154	1,163	1,170	1,151	1,156	1,144	1,188	1,230
Unspecified	3	3	3	3	3	3	3	3	4	2	2	2
Nonresident	834	821	829	805	825	839	861	828	821	806	852	923
Mundelein Resident	1,342	1,327	1,344	1,316	1,371	1,362	1,351	1,337	1,357	1,345	1,404	1,468

Membership Totals		
	2024	2023
Jan	1,857	1,812
Feb	1,825	1,824
Mar	1,846	1,845
Apr	1,794	1,790
May	1,863	1,816
Jun	1,871	1,816
Jul	1,876	1,761
Aug	1,829	1,732
Sep	1,844	1,692
Oct	1,824	1,721
Nov	1,923	1,773
Dec	2,033	1,837
<small>*Does not include Track or 10 Punch Passes</small>		

Member Usage Numbers Yearly		
	2024	2023
Jan	12,058	12,386
Feb	11,187	10,654
Mar	11,307	11,796
Apr	11,005	9,857
May	10,478	9,661
Jun	10,371	10,018
Jul	9,692	9,030
Aug	10,273	9,506
Sep	9,510	8,440
Oct	10,378	9,302
Nov	10,865	9,782
Dec	11,990	10,522

Recreation Advisory Committee

- The Recreation Advisory Committee will meet later in the First Quarter to discuss a variety of Recreation projects, changes, and opportunities for the future.



**MUNDELEIN PARK &
RECREATION DISTRICT**

BUSINESS SERVICES & TECHNOLOGY

To: Board of Commissioners
From: Debbie McInerney, Director of Business & Technology
Subject: Board Report – January 2025

Finance

Finance is preparing for the audit. Preliminary fieldwork took place on January 14, 2025, and went very well. The audit team will be back on site the week of February 10, 2025, for the full audit.

Minimum wage increased to \$15.00/hour effective January 1, 2025. As a result, many staff members received an increase in their hourly rate.

The 2024 W2 forms were mailed to all employees on January 6, 2025. There are 479 employees receiving W2 forms for 2024. The 1099 forms were mailed to vendors on January 17, 2025.

Over the past year, Business Services Manager Schleiden applied for tax exempt status for twelve properties, most of them being in the Tall Grass area. Eleven of those exemptions have come through and the other one is expected later this year. Additionally, an application was submitted that may result in a refund for the past three years, which could be \$5,000. This was a long and tedious process, and I commend Manager Schleiden for the completion of this project!

Payroll was completed for the following:

Pay Period	Number of Employees	Completed By
11/17/24 – 11/30/24	193	Scott Schleiden
12/1/24 – 12/14/24	185	Scott Schleiden
12/15/24 – 12/28/24	167	Scott Schleiden
12/29/24 – 01/11/25	177	Scott Schleiden

Human Resources

The Fun & Wellness Committee's next event is tentatively scheduled for February 14. It will be the very popular employee bowling event held at Fair Haven Lanes.

The Union contract expires April 30, 2025. Superintendent Bannon has worked with the District attorney and staff to prepare for the upcoming negotiations.

UKG Ready implementation meetings are continuing. The project is currently in the testing phase.

Performance evaluation training will be held for supervisors on February 19. The performance evaluation timeframe is April 1, 2024 – March 31, 2025. Merit increases will be effective May 1, 2025.

The Employee Care Program kickoff meeting was held on January 17, and the annual Sexual Harassment Prevention training will run from February 3 through February 28.

There are open full time positions for Child Care Teacher, Park & Facility Mechanic, Park & Facility Maintenance, and Superintendent of Facility Maintenance. Open part-time positions include Rec Connect Counselor and Regent Rental Staff Attendant. Seasonal hiring is underway with openings for Junior Lifeguard, Lifeguard, Aquatics Customer Service, Concessions Attendants, Concession Lead, Facility & Aquatics Maintenance Technician, and Summer Camp Counselors.

IT

Timeclocks have been installed for UKG. They are not yet being used but are ready for when that phase of testing begins.

The door access system for the third floor of the Mundelein Community Center has been replaced. The new system is more stable, allows faster updating of the access codes, and it is much easier to use.

IT assisted in selecting an appropriate projector and screen for the board meetings.

An outdoor camera system has been installed at Memorial Park and is in a 30-day trial period.

BitLocker, a Windows security feature, has been installed on select computers that contain sensitive data, such as Human Resources, Finance, and the Executive Director. BitLocker provides an extra layer of security by encrypting the hard drive of the computer to further protect data in the event of loss or theft. If an unauthorized user attempts to access the device, they will need a proper decryption key and credentials to access the files stored on the computer.

The MS365 transition is continuing. A small pilot group has had their files moved to SharePoint and are currently in testing.

The 2025 Security Awareness Refresher training has been prepared by IT Specialist Guidry, and will be deployed on Monday, February 10, 2025, to all employees who use a computer.

Risk Management

The annual All-Agency Meeting took place on November 19, 2024. The training included district updates, annual safety topics, and a presentation from Chartwell Agency on Crucial Conversations. Any staff member who missed the training is required to watch the video recording.

December safety training consisted of Defensive Driver training for staff who are district drivers. January safety training is on Winter Safety.

The Safety Committee will meet on January 27, 2025, and will welcome new members Joe Duffy and Karyna Vickers. The Emergency Flip Book has been finalized and will be distributed in February. This is a cheat sheet for how to respond to emergency situations.

The CPR/AED and First Aid training program will be expanded in 2025 with additional instructors and more classes offered throughout the year.

The OSHA 300 Injury Tracking Application annual report is in progress. This is a summary report of all reportable work-related injuries. The summary report will be posted at all facilities by February 2.

Manager Cavazos attended a training course entitled “Seeing Safety: An Introduction to Visual Literacy” in December. This training was conducted by PDRMA and focused on the need for visual learning during training to foster a deeper understanding of the topic and how the training can be directly applied to their job.

Property Loss Report Summary

None.

Vehicle Accident Report Summary

None.

Incident/Accident Report Summary

Date	Location	Description of Incident/Accident	EMS	PDRMA
November 7	Steeple Chase	Adult female, tripped over the chair leg while getting out of the chair and reaching down to pick up their purse. No first aid required.	No	No
November 9	Regent Center	Adult female, fell on the handicap ramp at the front entrance while getting into her car. No first aid required.	No	No
November 11	Regent Center	Adult female, fell outside of the front entrance while walking to her vehicle. No first aid required.	No	No
November 14	Kracklauer	Child 5 bumped heads with another dancer during class. No first aid required.	No	No
December 14	Mundelein High School	Child fell off table and bumped head at Dance Recital. Ice pack provided.	No	No
December 14	Mundelein High School	Child had a nosebleed. First aid for nosebleed provided.	No	No
January 4	MCC Gym	Female 31, tripped and fell backwards, hitting their head on the wall. No first aid required.	No	No

Employee Injury Report Summary

Date	Location	Description of Injury/Illness	EMS	PDRMA
November 15	MCC	Employee was experiencing a potential allergic reaction. Employee sought further medical attention.	No	Yes



**MUNDELEIN PARK &
RECREATION DISTRICT**

MARKETING & COMMUNICATIONS

To: Board of Commissioners

From: Christa Lawrence, Director of Marketing & Communications

Subject: Board Report – Quarter 1, 2025

Pay the Day

The Marketing & Communications Department hired J. Miller Marketing to run a digital marketing campaign, Pay the Day. This fitness promotion was designed to attract new members. With an annual membership commitment, the sooner the customer signs up, the more they save on their first month. As of January 14, 151 new members have taken advantage of the deal.

API (Application Programming Interfaces)

Staff are collaborating with Weblinx and ActiveNet to implement API integration on the Park District website. This integration will enable users to access ActiveNet's functionality directly from the Park District website. Users can conveniently search for programs based on their needs and interests, using filters such as age, day, or event type. Program data will be updated daily from ActiveNet, ensuring that full or canceled programs no longer appear on the Park District website. This enhancement provides improved user experience while significantly reducing the staff's time spent manually updating program information on the site.

Park District Mascot

Last summer, staff voted on a mascot character and name. Marketing created a design for the character and a custom costume has been ordered. The mascot reveal will be at the Cottontail trail event. Social media teasers for the district's newest member will begin in March.

New Resident Scratch-Off Folded Cards

The Marketing Team designed a folding scratch-off card to welcome new residents to the District. Prizes include a \$10 coupon, day passes to the Health & Fitness Center, a free week or month pass to the Health & Fitness Center, a free Saturday swim session, and other exciting gifts. New residents who bring the card to the Mundelein Community Center will also be entered into a drawing to win either an annual fitness membership or a season pass to Barefoot Bay Family Aquatic Center. The goal of this initiative is to encourage in-person visits, introduce new residents to the District's offerings, and motivate them to sign up for programs.

Spring Online Brochure

The spring Connections online brochure is an update from the winter/spring brochure. The winter programming has been removed, and new programming has been added. The spring Connections will be published on February 5.



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

2024 Marketing Analytics Report **Quarter 4**

SOCIAL MEDIA: META PAID AD CAMPAIGNS

Paid Meta Ads: We ran two different ads for A/B testing This is the results of ad A

Winter Registration is open (ad A) ran for 11 days. This ad had greatest appeal to women in their 30's-40's. It had more of a child program focus.

Ad spend: 109.96

Ad reach: 7,760

Link clicks to website: 219

Cost per link click: \$.50

Performance 📌

\$109.96 spent over 11 days. Lifetime ▾

Landing Page Views 📌	Reach 📌	7,760
219	Cost per Landing Page View 📌	\$0.50

Activity

Post engagements **3485**

3-second video plays **3200**

Link clicks **252**

Landing page views **219**

Post reactions **30**

Post shares **3**

Follows or likes **3**

[See Less ^](#)

Audience

This ad reached **7,760 people** in your audience.

People Placements Locations

84.0% Women 16.0% Men

Age Group	Women (%)	Men (%)
13-17	~1%	~1%
18-24	~2%	~2%
25-34	~15%	~5%
35-44	~35%	~10%
45-54	~12%	~5%
55-64	~10%	~5%
65+	~12%	~5%

Ad rating

Are you satisfied with this ad?

Details

Status **Completed**

Goal **Get more website visitors**

Daily budget **\$10.00**

Duration **11 days**

[See all ▾](#)

Preview

Find your fun in the Winter-Spring brochure. Registration is open for programs and events!

[Learn more](#)

[Edit ad](#)

Payment method

MasterCard • 4121 [Change](#)

Amount spent 📌

Total amount **\$109.96**

SOCIAL MEDIA: META PAID AD CAMPAIGNS

Paid Meta Ads: We tried two ads for A/B testing This is the results of ad B

Winter Registration is open (ad B) ran for 5 days. This ad had greater appeal to older audience groups.

Ad spend: 49.87

Ad reach: 4,375

Link clicks to website: 100

Cost per link click: \$.50

Performance ⓘ

Lifetime

Landing Page Views ⓘ	Reach ⓘ	4,375
100	Cost per Landing Page View ⓘ	\$0.50

Activity

Post engagements **2001**

3-second video plays **1855**

Link clicks **127**

Landing page views **100**

[See all](#)

Audience

This ad reached **4,375 people** in your audience.

[People](#) [Placements](#) [Locations](#)

84.8% Women 15.2% Men

Age Group	Percentage
13-17	~0%
18-24	~0%
25-34	~5%
35-44	~20%
45-54	~15%
55-64	~18%
65+	~28%

Audience details

Location: United States: 1401 N Midlothian Rd, M... (+10 mi) Illinois

Minimum age: 18

Ad rating

Are you satisfied with this ad?

[No](#) [Yes](#)

Details

Status: **Paused**

Goal: **Get more website visitors**

Daily budget: **\$10.00**

Duration: **Continuous**

[See all](#)

Preview

Check out the Winter/Spring online guide to find your fun this season!

[Learn more](#)

[Edit ad](#)

Payment method

MasterCard • 4121 [Change](#)

Amount spent ⓘ

Total amount **\$49.87**

SOCIAL MEDIA: FACEBOOK

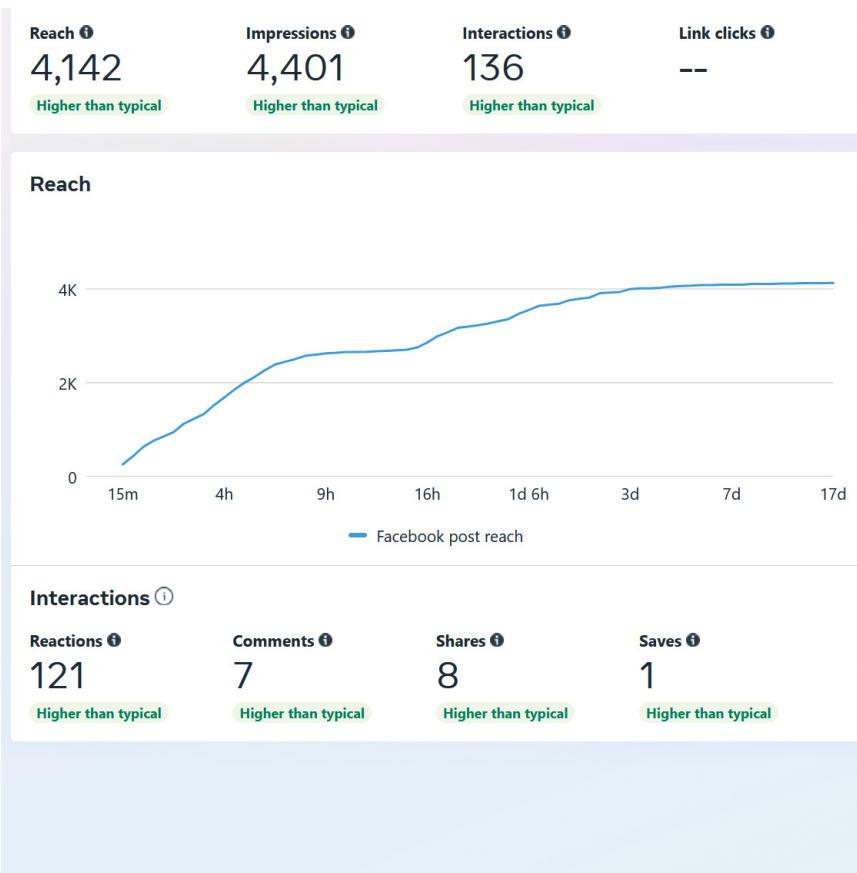
Facebook: 2023/2024 Comparison

Month	2024 Follows	2023 Follows
October	7,843	7,243
November	7,852	7,266
December	7,860	7,277

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

October Post with most reach:

Reach: 4,142
 Impressions: 4,401
 Engagement: 136



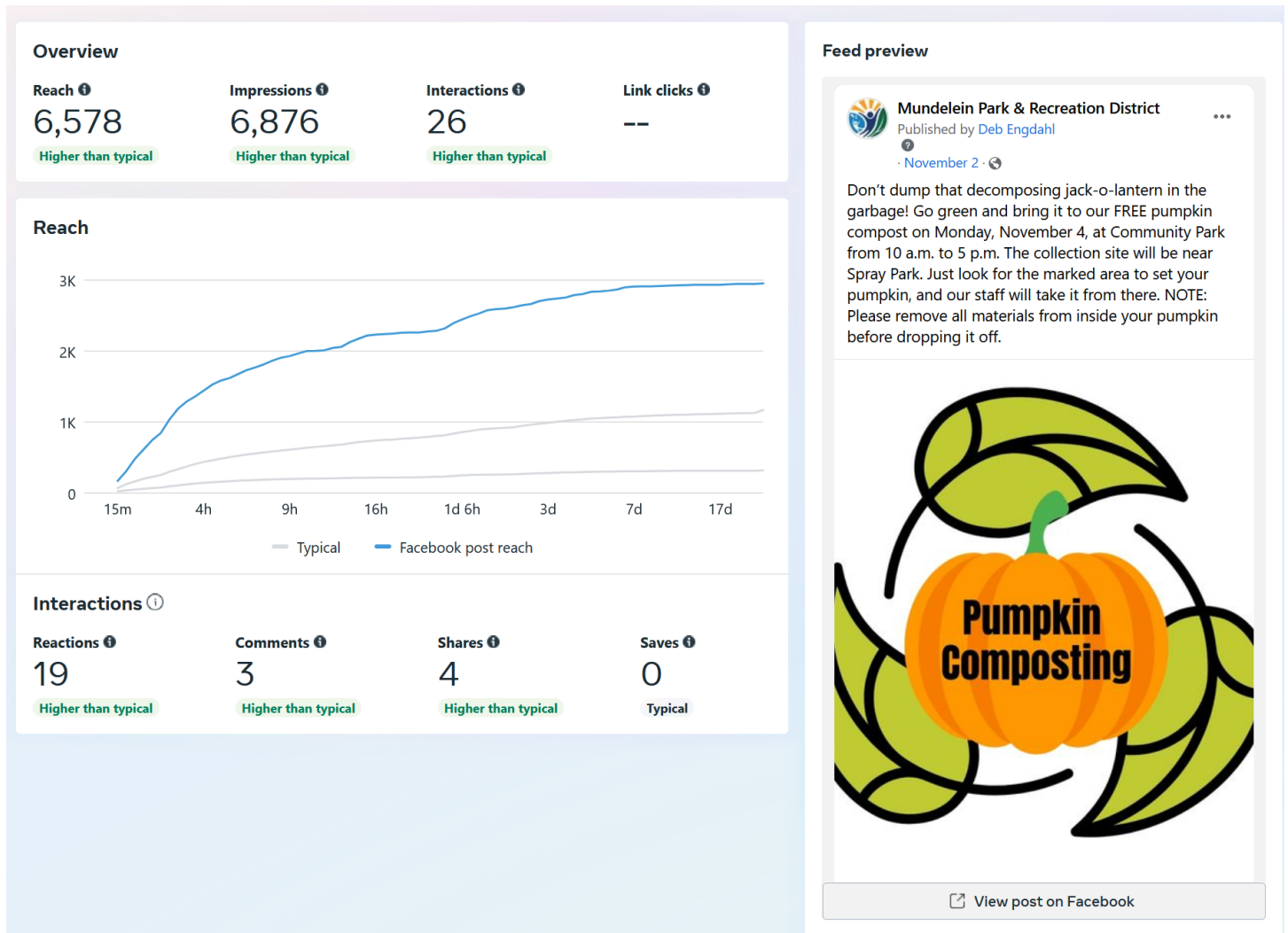
Mundelein Park & Recreation District is at **Kracklauer Park.**
 Published by **Christa Pomeroy Lawrence**
 October 18 at 3:49 PM · Mundelein, IL

Good weather has helped the construction crew make great progress with installing the playground equipment for the All-Inclusive Playground at Kracklauer Park. The park will include an inclusive playground and accessible features like a bocchia ball court, tennis/pickleball court, pollinator garden, and fishing station. It should be complete in late Spring 2025.

See insights and ads [Boost](#)

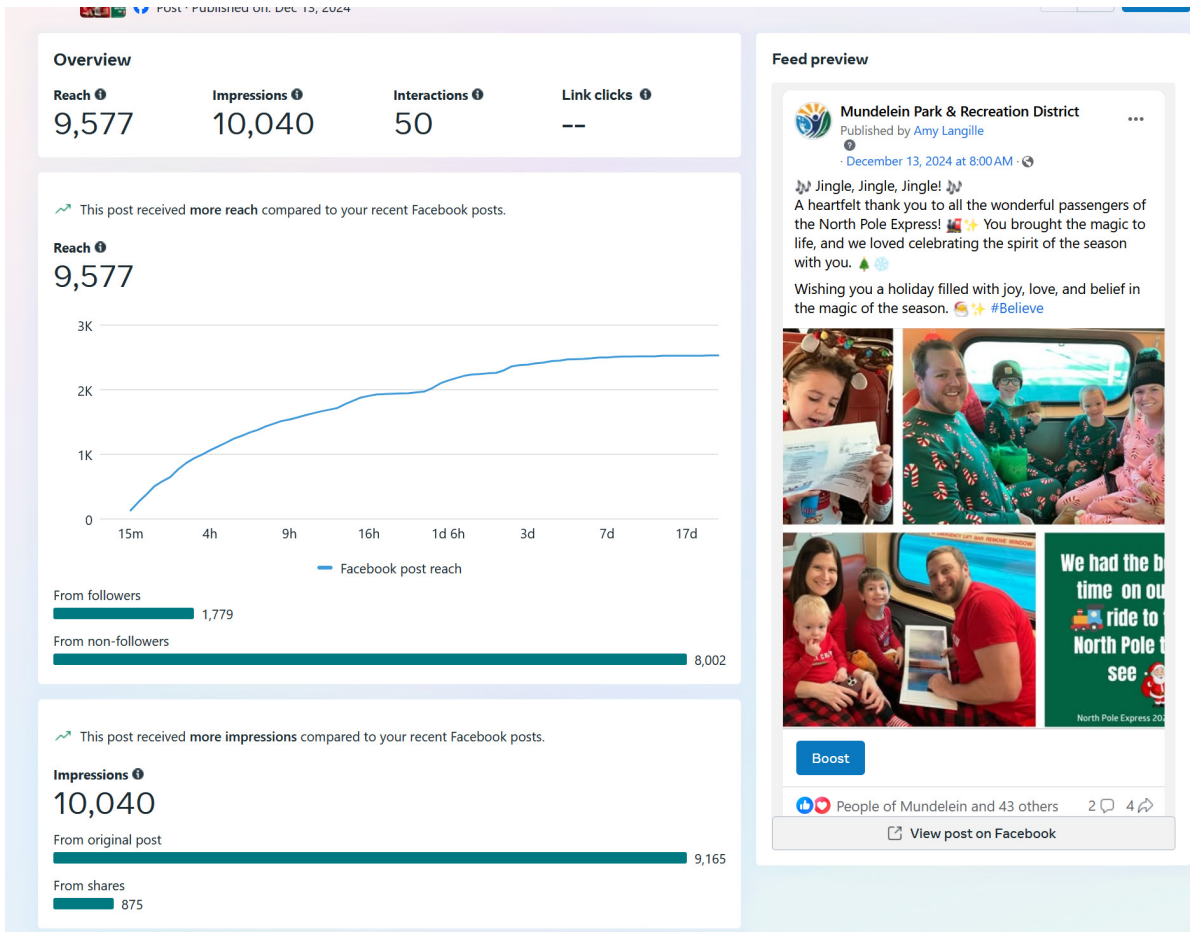
SOCIAL MEDIA: FACEBOOK TOP POST

November Top Post: Reach:6,578
Impressions: 6,876
Engagement: 26



SOCIAL MEDIA: FACEBOOK TOP POST

December Top Post: Reach:9,577
 Impressions: 10,040
 Engagement: 50



SOCIAL MEDIA: INSTAGRAM

Instagram: 2023/2024 Comparison

Month	2024 Follows	2023 Follows
October	2,646	2,502
November	2,656	2,506
December	2,735	2,512

October Summary

Content: 16 posts, 12 stories, 0 reels
 Instagram Accounts Reached: 1,279

October Top Post: Reach: 537
 Impressions: 616
 Engagement: 47

☆ Instagram views is now available ×
[See more](#)

Overview


Views	Reach	Impressions	Interactions
836	537	616	47
Higher than typical	Higher than typical	Higher than typical	Higher than typical

Interactions

Likes	Comments	Shares	Saves
45	0	1	1
Higher than typical	Typical	Typical	Higher than typical

Audience

Age & gender




18-24	25-34	35-44	45-54	55-64	65+
~8%	~18%	~35%	~15%	~10%	~5%

■ Women 84.2%
■ Men 15.8%

Feed preview

Instagram

mundeleinparks



♡ 💬 📍 🔴 ⋯ 🔖

mundeleinparks What a beautiful day for Boo Bash on Saturday! Thank you to everyone who participat... more

🔗 View post on Instagram

SOCIAL MEDIA: INSTAGRAM

November Summary

Content: 26 posts, 7 stories, 0 reels
Instagram Accounts Reached: 1,339

November Top Post:

Reach: 539
Impressions: 569
Engagement: 30

Overview

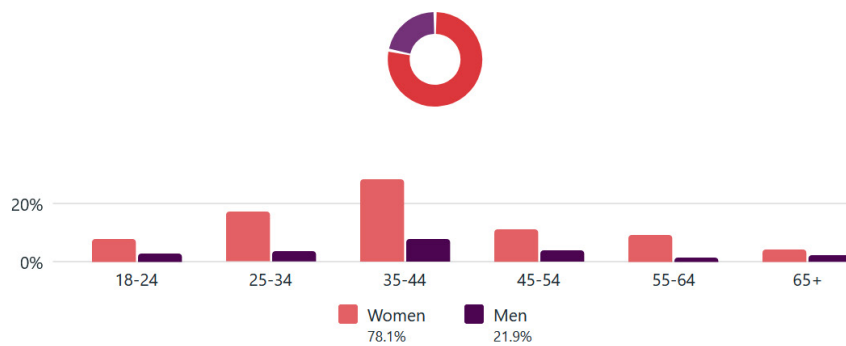
Views ⓘ	Reach ⓘ	Impressions ⓘ	Interactions ⓘ
676	539	569	30
Higher than typical	Higher than typical	Higher than typical	Higher than typical

Interactions ⓘ

Likes ⓘ	Comments ⓘ	Shares ⓘ	Saves ⓘ
28	1	1	0
Higher than typical	Higher than typical	Typical	Typical

Audience

Age & gender ⓘ



Feed preview

The feed preview shows an Instagram post from the account 'mundeleinparks'. The post features a photo of a man in a black t-shirt performing a magic trick with a wand and cards. The caption reads: 'mundeleinparks Today, we honor the memory of Gary Kantor, a cherished Magic Instructor with the Mu... more'. The post includes icons for likes, comments, shares, and a bookmark. Below the post is a button that says 'View post on Instagram'.

SOCIAL MEDIA: INSTAGRAM

December Summary

Content: 26 posts, 4 stories, 0 reels
 Instagram Accounts Reached: 11,873

December Top Post:

Reach: 706
 Impressions: 741
 Engagement: 73

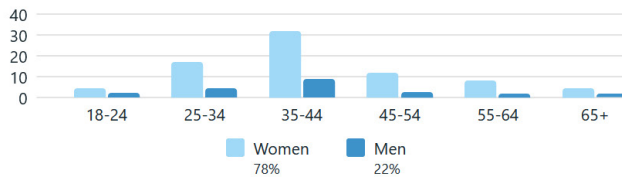
Overview

Reach **706** Impressions **741** Interactions **73**

↗ This post received **more reach** compared to your recent Instagram posts.

Reach **706**

Audience
 Age & gender



↗ This post received **more impressions** compared to your recent Instagram posts.

Impressions **741**



↗ This post received **more interactions** compared to your recent Instagram posts.

Interactions **73**

Likes **53** Comments **2** Shares **16** Saves **2**

Feed preview

Instagram
 mundeleinparks
Mundelein Park & Recreation District receives OSRAD Grant for Community Park
 KEITH MIONE COMMUNITY PARK
 mundeleinparks Mundelein Park & Recreation District received confirmation of a matching grant award... more

View post on Instagram

WEBSITE: GOOGLE ANALYTICS

Website	October 2024		October 2023	
Number of Sessions	13,718		13,511	
Number of Users	8,119		8,632	
Page Views	28,803		32,040	
Most Visited Page	Home	6,284	Home	6,899
2nd Most Visited Page	Boo Bash	1,281	Indoor Pool	1,065
3rd Most Visited Page	Indoor Pool	1,198	Boo Bash	955
Mobile/Desktop/Tablet	M: 66% D: 33% T: 1%		M: 66% D: 32% T: 2%	

Website	November 2024		November 2023	
Number of Sessions	15,364		13,472	
Number of Users	8,916		8,272	
Page Views	30,182		26,035	
Most Visited Page	Home	7,818	Home	6,341
2nd Most Visited Page	Connections	2,183	Connections	1,318
3rd Most Visited Page	Indoor Pool Schedule	1,322	Indoor Pool Schedule	1,154
Mobile/Desktop/Tablet	M: 68% D: 31% T: 1%		M: 66% D: 33% T: 1%	

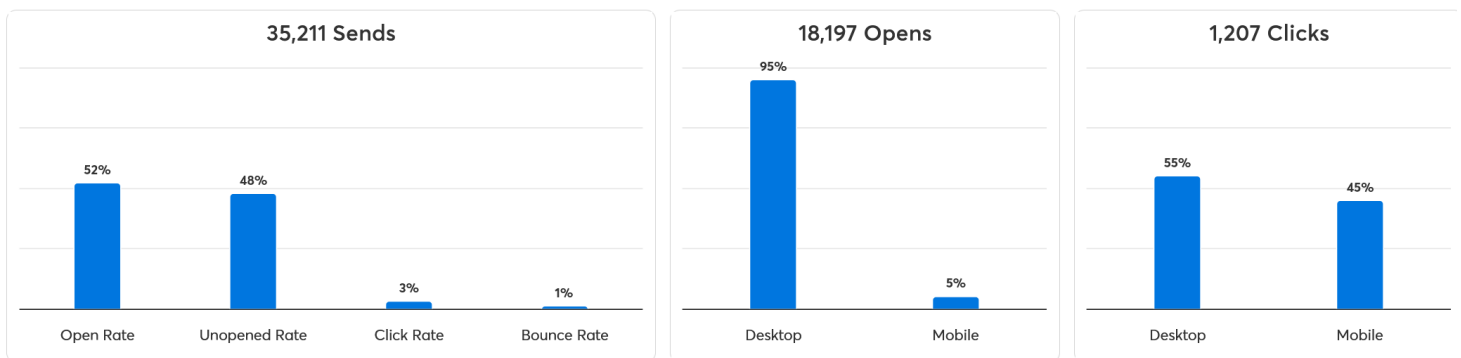
Website	December 2024		December 2023	
Number of Sessions	14,549		13,099	
Number of Users	8,096		7,911	
Page Views	28,667		30,569	
Most Visited Page	Home	6,947	Home	5,891
2nd Most Visited Page	Open Gym	1,614	Indoor Pool	1,330
3rd Most Visited Page	Group Ex	1,335	Group Ex	1,244
Mobile/Desktop/Tablet	M: 67% D: 32% T: 1%		M: 68% D: 30% T: 2%	

E-NEWS: CONSTANT CONTACT

Constant Contact:

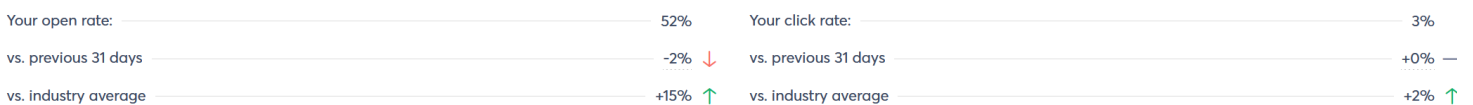
Constant Contact e-newsletters	
2024 3rd Quarter	
Total Subscribers	16,971 (net gain: 205)
Subscribes (organic)	123
Unsubscribes	182

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

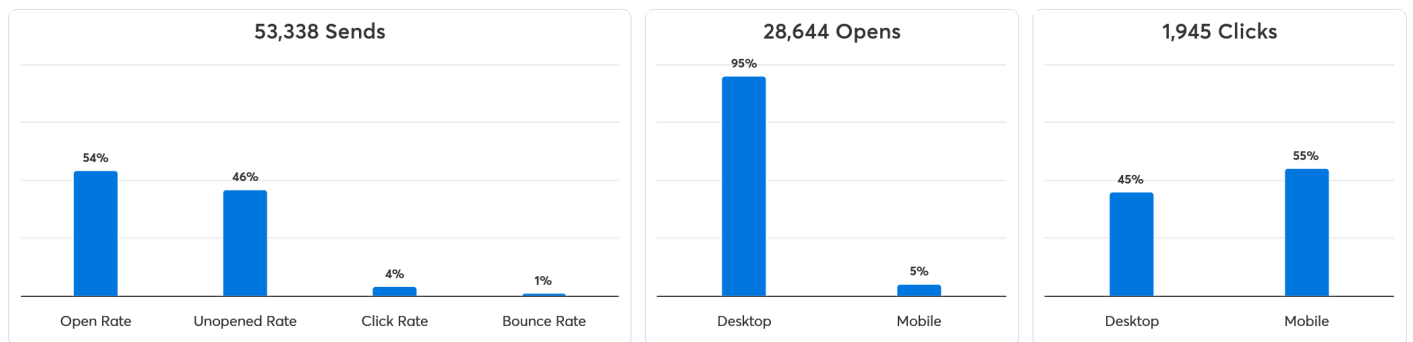


Trends

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



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



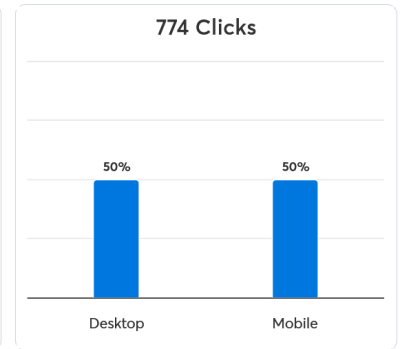
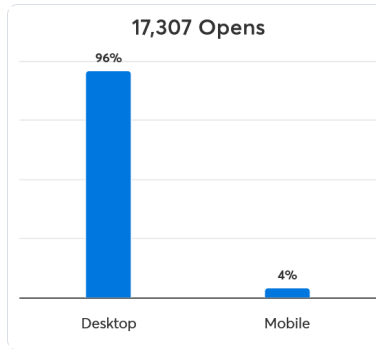
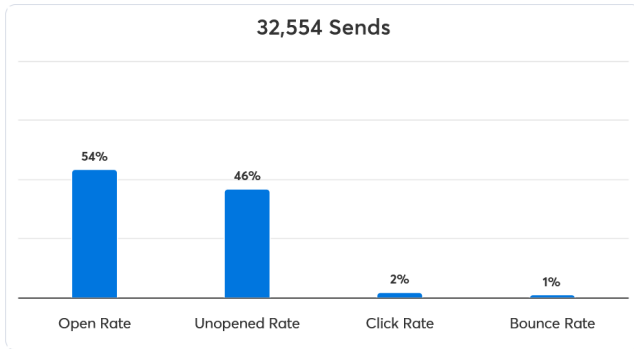
Trends

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



E-NEWS: CONSTANT CONTACT

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



Trends

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

Your open rate:	54%	Your click rate:	2%
vs. previous 31 days	-1% ↓	vs. previous 31 days	-2% ↓
vs. industry average	+13% ↑	vs. industry average	+1% ↑

ONLINE BROCHURE

Device:

Desktop: 23%

Mobile: 77%

Fall Mailer

QR codes scanned: 417

QR code to webpage for online brochure scanned: 100



Fall Online Brochure: Issuu.com

Totals

6,437
IMPRESSIONS ⓘ

3,745
READS ⓘ

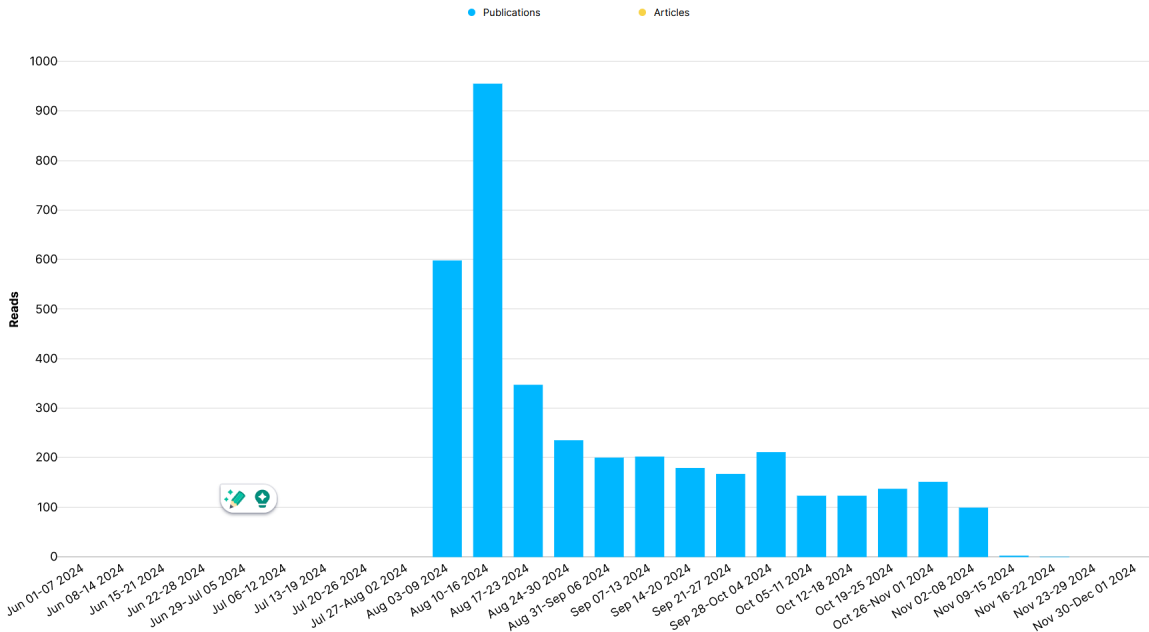
00:05:37
AVG. READ TIME ⓘ

721
CLICKS ⓘ

55
DOWNLOADS ⓘ

Performance

IMPRESSIONS READS AVG. READ TIME CLICKS DOWNLOADS



ONLINE BROCHURE

Device:

Desktop: 20%
Mobile: 80%

Winter/Spring Mailer: 84

QR code to webpage for online brochure scanned: 100



Winter/Spring Online Brochure: Issuu.com

