











price quotes to have the roof replaced. We are looking to match the aluminum, green roof that is on the pool bath house and all the other structures that are in the community park. The roof will follow our design standards as well for all parks. It was suggested that we complete this project at the same time as the pool deck. Based on the three quotes we received, Stan's Roofing gave us a proposal for \$11,820.00 which was a better than what was originally suggested. We are saving roughly \$15,000 by having Public Works do the labor for the project.

- **Orchard Park Update:** On March 2<sup>nd</sup>, Matt met with Aurimas from Morris Engineering, Sarah from JSD Landscaping and Adam from Public Works to discuss the Orchard Park project. The main topic of discussion was the MWRD and potential permitting that we may have to complete. Per MWRD, they indicate that impervious area will increase by .59 acres as a result of the new pavement with the path, spray pad and other features we included. When we replace grass with pavement, it is considered development so projects greater than .5 an acre of development require WMO permit. We will follow through for a permit for the pavement development. As pervious and past less than 14 feet in width may be considered open space development, so that does not count against us.

The open space development is not subject to the run-off, volume control or the detention requirements of their rules. The MWRD has a formula for whether or not we need water retention. If we do or do not require to have detention, they need to know if we own the land surrounding it as well. Overall, we have a lot of impervious area that will force us to have some sort of a water detention. We are waiting for the final decision from the MWRD but we collectively decided we will have to fit this detention in for the final project. We are contemplating several pervious options around the splash pad to follow the MWRD standards.

## NEW BUSINESS

- **RAB Appointment:** The Mayor will appoint Craig Moore to the recreation advisory board for a 4-year term beginning at the next RAB meeting on April 26, 2023. Craig is a local business owner and the CEO of Legacy Insurance Enterprises located on Harlem Ave. Craig resides in ward 2. Craig has coached his children in a number of Recreation Department athletic programs and is currently involved in youth basketball with them. Craig will officially be appointed by the Mayor at the April 18th City Council meeting.

## OLD BUSINESS

- **Employee Recreation Benefits Survey Review:** Staff sent out a six-question survey and the survey was based on city recreational benefits. Of the 200 employees the survey was sent to, 90 staff members responded. Alderman Bylut expressed concern about the answers that were made selectable. He questioned why there was not a "No" option or a negative response option. Alderman Bylut asked for a breakdown of the departments that responded to the survey, but due to it being anonymous, there was not.

The City Administrator David Strohl stated from the ones that did not respond or if some questions were not answered, you can infer the answer is no. If specific options were stated, then we can infer the other options are not going to be used by employees. David asked the concern of the committee and what can be changed in order for an agreement. Alderman Bylut was concerned about how many people would actually use these benefits and that we would be giving them free of charge. Matt stated these benefits were originated by the rec center employees in order to retain and recruit new employees using these benefits. They expanded it

out to the entire city as well, so it would not be exclusive to just rec employees.

Alderman Bylut requested more information from surroundings recreation centers and park districts to compare the benefits other employees receive. Conversations included changing the wording for family members and immediate family, along with side by side comparisons from other surrounding cities.

*Next meeting: Wednesday, April 26, 2023 noon, Recreation Center*

**C.**



City of Palos Heights  
Recreation Advisory Board Meeting  
Wednesday, April 26, 2022  
12:00 p.m.  
MINUTES

**CALL TO ORDER**

The Recreation Advisory Board Meeting was called to order at 12:05 pm. In attendance were Craig Moore, Lisa Pesavento (via Zoom), Angie Pope, Lynda Schiappa, Gayle Greenwald (via Zoom), Denise Hyker, Bill Poore, Director of Parks and Recreation Matt Fairbanks, and Recording Secretary Claudia Lowisz.

**APPROVAL OF MINUTES**

Denise Hyker made a comment prior to approval of minutes. Due to the fact that the Recreation Advisory Board only meets six times a year, Denise wishes to have more details within the recorded minutes. The minutes submitted from the prior meeting did not include the discussion of Matt sending more alternative water features for Orchard parks, to the Advisory board. This was voted on and Matt did send alternative water features. Also, under CAPRA there was a typo of “major”, rather than “Mayor”. There is also the typo of “financial administrator” which was supposed to say “City Administrator”. More detail and accuracy is requested within the minutes. Another discussion about where the bench would be placed in Palmer Park, saying that it should be put on the West side and facing the zip line.

Gayle Greenwald motioned to approve the minutes from the February 22, 2023 Recreation Advisory Board Meeting, seconded by Angie Pope.

**PUBLIC COMMENT**

NONE.

**DIRECTOR’S REPORT**

**a. Recreation Program Updates**

*March/April Rec Programs:*

- **Farmers Market**-The first day of the Farmers Market will be May 17. Currently, have 34 full time vendors. We received the Link Match Grant for \$12,000.
- **Staff Orientation**- Set for May 8<sup>th</sup> & 10<sup>th</sup>. This is mandatory for all Part-Time year-round staff. This will not include pool and camp staff as they go over this in their own trainings. Activity in Rec Trac will be created for staff to sign up for the trainings.



- **Youth Athletics-** Sport Kids Inc. began their new session of spring classes. These classes consist of basketball skills, 3 tennis classes, pee wee and youth track and field, basketball shooting, adult and tot mania, golf, and archery. There are 82 total participants enrolled between all the classes. These classes will end the last week of May.
- **Birthday Parties-** There have been 27 birthday parties reserved in 2023. This is on pace to run more parties this year than last year. Craig Moore asked the price of the birthday party packages: sports & Nerf war parties are \$330, while tye-dye & inflatable parties are \$360
- **Rentals** – We are currently at 10k more than what were at this time last year with room rentals. New projector was put in Orchard room. Beginning to slow down as of this month.
- **Park Updates** – wind screens have been installed at tennis courts. Considering removing gates on Palmer Park tennis courts to diminish dog use on courts. Signage has been purchased, but in the past the signs have been torn down by patrons. Gayle Greenwald commented that the closest dog parks to Palos heights, would be the ones in Tinley Park & Orland Park. Both of these dog parks require a permit to be purchased for use of the dog park. Lynda Schiappa explained why permits would have to be purchased: because dog owners would submit their dogs DNA, and any droppings that are left at dog parks are tested. Then this links the droppings to the dog and the dog owner is fined for not following rules. The creation of a dog park has been discussed in the past. It has been discussed to use the open field near the train station, but putting something in town would be more conducive for dog owners. The field on route 83, which is across the street from Colonial Heights would be a good place to put a dog park. This field is owned by ComEd. Matt agreed that creating a dog park is a good idea; as of right now we need to help educate our dog owners about keeping their dogs on leash and picking up after them. Lynda asked if someone could look into receiving a grant/sponsorship to help build a dog park.
- **Recreation Activities** – Last year, Lisa and Gayle asked for more data regarding the proportions between boys and girls in our programs. This has been discussed in our Staff Meetings, and Lauren has been currently keeping track of this. Matt will gather this information and send it to our RAB members.

**Pool-** water heater has been installed in pool. Current pool memberships are on track

- 264 members: \$15,486 as of 4/18/2022
- 236 members: \$15,110.10 as of 4/18/2023

**Chocolate Chase** – 244 registrations. Revenue: \$8700 + \$1200 in sponsorships

#### **Summer camp**

- Directors: 2
- Leads: 2
- Staff: 39 (goal 50)

**Front Desk Team Meeting** – May 17th

#### **Sponsorships**

- *Easter Festivities:* \$1,500 (Goal: \$1,000)
- *3<sup>rd</sup>/4<sup>th</sup> of July:* \$5,300 (Goal: \$10,000)
- *Concerts & Movies in the Park:* \$8,600 (Goal: \$12,000)

## **b. Summer Events**

- **Bomb Pop Popsicle Appreciation**

Keep your eye open for the Palos Heights Parks and Recreation van. The rec van will be driving all around Palos Heights giving out Bomb Pop Popsicles to whoever we see. Who doesn't want to enjoy a red, white, and blue Popsicle on a hot summer day in June? This will occur on Monday June, 26 from 11am – 1pm

- **Concerts in the Park**

**Free to Attend-Registration is required!**

7:00-8:30 pm at Memorial Park Gazebo 7607 W College Drive

- June 8; **Four C Notes** (music of Frankie Valli and the Four Seasons)
- June 22; **The Wayouts** (classic rock and oldies)
- July 6; **Disco Circus** (disco/funk tribute band)
- August 3; **Chicago Experience** (band Chicago)

- **MOVIES IN THE PARK**

**At Meyers Park Crafts and Activities begin at 7:30PM. Movies begins at dusk.**

- July 7, Minions
- August 10; Light Year
- September 8; Hocus Pocus 2

**BEST WEEK EVER!**

- Monday-July 3<sup>rd</sup> Celebration
- Tuesday-July 4<sup>th</sup> Parade 12pm Harlem Ave
- Wednesday-July 5<sup>th</sup>-Hawaiian Beach Party 1:00-3:00pm (pool)  
Join us for a day of island fun! Staff will be leading exciting games and contests while you enjoy live entertainment. Come dressed in your best island attire and be ready to have a great time! The event is free with pool admission.
- Thursday-July 6<sup>th</sup> Concert in the Park featuring Disco Circus
- Friday-July 7<sup>th</sup> Live Karaoke (more info on this coming) and Movie in the Park featuring Light Year!

## **Orchard Park Update**

On March 24th staff received an update from JSD regarding the status of MWRD permits and water detention requirements. It was determined that Orchard Park does not need any additional water detention and a permit will not be required.

However, this prompted MWRD to look into water detention for the city property the recreation department sits on. MWRD felt that water detention should have been included in the construction of the recreation center and thus would make it currently in violation unless proved otherwise.

I have discussed this with Aurimas from Morris as well as Adam in public works and Aurimas is confident that there was approval to not include water detention or needing permits. This took place prior to new rules and requirements of MWRD. Staff has provided additional paperwork along with paperwork that Aurimas had on file to prove to MWRD the city did indeed occur and a violation is not accurate for the recreation center or the cities property.

Staff has asked JSD to hold on the Orchard Park project in case this property will be needed to supply the water detention for the adjacent city property and JSD can redesign the park to accommodate this as well as stay within the OSLAD grant proposal to not jeopardize the awarded grant. \*April 13 we received notification from MWRD the recreation center was grandfathered in the earlier set of standards and will also not require an additional water detention and is not in any violation from the Watershed Management Ordinance.

This did push us a little later for our completion deadline. We were hoping to have Orchard Park completed by November, but as of now it is more likely to be completed in December. Next week JSD will be sending Matt the construction documents, that will need to be approved and then it will go to bid. The goal is for Orchard Park to be up and running in spring of 2024.

### **Pool Deck Update**

Public works continues to work on the pool decking. The project was slowed due to waiting on materials to be delivered and other projects that came up for PW to work on. Roof on the gazebo needs to be updated based on the cost of quotes, Stan's Roofing was awarded the project. (\$11,820.00). We will match the aluminum, green roof that is on the pool bath house and all the other structures that are in the community park. The roof will follow our design standards as well for all parks. It was suggested that we complete this project at the same time as the pool deck. This will resume in early May to be completed prior before the pool opens. We are saving roughly \$15,000 by having Public Works do the labor for the project.

### **Employee Recreation Benefits**

Per the request of the Recreation Committee, staff created a brief six-question survey for all full-time and part-time staff of the City of Palos Heights. This was administered through the February 10 payroll envelopes. Staff had the option to take the survey online or submit a hard copy to the recreation department by February 24. 65 took the online survey and 25 presented a hard copy response for a total of 90 replies out of roughly 200 employees.

A pilot program will be created and used until the end of the year. This program will offer the full time City staff a free Fitness Membership. Lynda was at the City Council meeting during the discussion of Employee Benefits. Lynda agrees that this is a good benefit to offer the departments, but it seems that the Alderman had concerns of overuse of the facilities.

### **New Business**

#### **a. New Advisory Board Member Appointment**

Welcome Craig Moore! The Mayor appointed Craig Moore to the recreation advisory board for a 4-year term beginning at the next RAB meeting on April 26, 2023 at the last City Council meeting (4/18/23). Craig is a local business owner and the CEO of Legacy Insurance Enterprises located on Harlem Ave. Craig resides in ward 2. Craig has coached his children in a number of Recreation Department athletic programs and is currently involved in youth basketball with them. Craig was officially appointed by the Mayor at the April 18th City Council meeting.

### **Old Business**

#### **a. Park Design Standards Review**

Matt produced an updated version of park design standards. This is not the final, suggestions and additions can be added. Lynda suggested that we have a separate meeting to cover design standards to give it the time and attention it needs. Everyone agreed to another meeting focused on design standards. Matt will send out a doodle poll to see what upcoming date will be best for everyone.

b. CAPRA

Lynda wanted to clarify the prior meetings minutes regarding CAPRA. This was a financial decision to not continue CAPRA, although we will still continue to follow the CAPRA guidelines as a city. The main cessation of our CAPRA participation was a financial decision. Denise included that we have been working on CAPRA for years and it helped with our growth and we should celebrate our achievements. Denise would like to know what the areas are that we need to improve on. The Recreation Committee did not receive a breakdown of where the City of Palos Heights did well in accordance to CAPRA guidelines versus where the city fell short. The Aldermen and the Mayor received this report. Matt will send this report to the Recreation Committee and advisory board as well.

Lisa agrees that we need to celebrate what we did well in the accreditation process. We are considered an “initial agency” and not “a re-accrediting agency”; therefore we are putting together a self-assessment which addresses the 154 standards with a narrative for each, as well evidence of compliance for each of those. There is a CAPRA review team that reviews the self-assessment for the hope of an on-site visit. We need to recognize that accreditation does help us operate more efficiently and more effectively. We are benchmarking ourselves against national standards, but we are up for that. With the outstanding work of our previous Director Mike and with the forward movement that Matt and his team have put forth, it is really important that we do not close the door on NRPA. If we lose the last three years, and the groundwork that it covered, it would be really quite a loss. Lisa believes that it is important for Matt to provide us with what we missed. This would help the Recreation Advisory Board to help Matt and his team, and help our Recreation department to move forward.

Over the past nine years, Lisa has frequently seen that initial applicants do not have the procedures down as best that they could. Lisa has noticed that a having a great mentor helps so much with that. If we did not have a mentor in the past, then perhaps we could request a mentor or select a colleague who has been through this before in the state of IL. Lisa believes that our work with CAPRA should be on-going, and that we need to go back and provide a monthly update on where we are; that the committee needs to be apprised of what is done month to month. As Matt continues to move forward with the positive things and the things that need to be corrected, the Rec. Committee is more fully invested in this as well as the advisory board.

Lisa asked if Joe (referring to Joe Smith, Facility Superintendent), who has also been trained in the CAPRA accreditation process would be able to assist more as the agency contact? to give us more time and energy toward that. Matt agrees that we should recognize what we have done. Much has been benefited from, including policies and procedures which we do practice and keep record of. From what Matt continuously learns about CAPRA is that pieces have to come together at the same time, so some of these plans have to be in motion as well as planning ahead with these plans. The City also has to be more on board with some of the accreditation standards. There are parts within the financial chapter that we do not have through the city. It is getting other departments to adopt these practices, or understanding that we are not going to pass those practices.

As far as the mentors, Matt will continue to work with people within the state. Unfortunately, these are all Park Districts who have passed and provided us with their self-assessments. We do not have a

Recreation Department to compare ourselves to. Lisa mentioned that Jennifer the Administrative Manager is someone that Matt can keep in a regular contact with, so that Jennifer knows that we are still invested in the process. Lisa would like the new policy manual that came out in January to be made available to the Recreation committee and advisory board. Lisa asks that we reinstate the CAPRA update for each month, so that it is known what is being worked on by Matt's team. Matt does not want to create an expectation that there will always be a monthly update.

Lisa wanted to know if Matt still has hard copies of the individual standards and the reactions from the Review Committee? Matt has electronic documents of all of this, that can be shared with the Recreation committee and the advisory committee.

c. Buildings and Permits

Lynda wished to give an update to the advisory board. Lynda attended the Buildings and Grounds meeting and this meeting was about McNaughton building 50-60 townhomes between Misty Meadows and Oak Hills. At this meeting Lynda suggested that they reserve some "green space" for future use. Lisa asked if Matt would be able to contact at IAPD that would have the algorithm for set asides like this that have been done state wide? Matt will ask if they keep track of this.

d. Channel 4

Denise suggested that the Recreation Department promote upcoming events on Channel 4.

## **ADJOURN**

There being no further business, Lynda Schiappa made a motion to adjourn at 1:10 pm, seconded by Denise Hyker. All in favor. Meeting adjourned at 1:10pm.

## **POOL SITE VISIT**

- The pool was drained the week of April 16<sup>th</sup> and is currently being cleaned out. On Monday May 8<sup>th</sup> it will be filled.
- Pool deck is currently being replaced. As well as the roof of the gazebo that is on the pool deck
- The OSLAD Grant is being used towards completely renovating the Men's & Women's Locker rooms. As well as adding an additional slide.
- The projects that the OSLAD is contributing to will be completed by 2025.
- Throughout the years the cosmetic upkeep of the pool has been exceptional. It truly is thanks to the work and dedication of Public Works and our Recreation staff for keeping our pool in such good condition.

Formally Submitted,

Claudia Lowisz

d.

## Recreation Monthly Report - April

Reported by: Lauren Koszola, Superintendent of Recreation

**Sensory Egg Hunt-** On Friday, March 3, the Sensory Egg Hunt was held in the gym from 5:30-6:30 pm. Twenty-five participants were enrolled.

**Pancakes with Peter Rabbit-** On Saturday, April 1, Pancakes with Peter Rabbit took place at the Palos Heights Parks and Recreation Center from 9:00 am-10:15 am. The breakfast was purchased from Royal Berry in Palos Heights. This was a full event with fifteen tables, so around 120 people were in attendance. The participants could take pictures with the bunny, eat their breakfast, participate in crafts, and dance with the bunny.

**Dance –** On Saturday, March 18, pre-k ballet/ tap started. There are ten participants in the first class, which runs from 10-10:30 am. There are seven participants in the second class, which runs from 10:30-11 am. The last day will be Saturday, May 6.

**Musical Theater –** On Friday, April 21, and Saturday, April 22, Sparks had their musical theater performance of Winnie the Pooh Kids. This was held at Chicago Christian High School, and both performances were well attended. The next performance is in May, and it is The Addams Family.

**Early Childhood –** On Saturday, April 21, Grandparent and Me Day occurred. There were seven participants enrolled in this one-day class. The class ran from 4 to 5 pm, and participants enjoyed time with their grandparents. Everyone created a craft, played bingo, and enjoyed ice cream.

**Youth Athletic Programs-** The third session of All-Star Sport classes began on April 11. There were 55 participants enrolled in these classes, and the instructors taught participants Tee Ball and Soccer.

Sports Kids Inc. began its first session of classes the week of April 10-15. These classes consist of two basketball, three tennis, two track and field, archery, golf, and adult and tot mania. There are 82 participants enrolled in all their classes.

**Birthday Parties-** There were 11 birthday parties reserved in April, comprising Sports, Tie Dye, Inflatable, and Nerf themes. There were 27 birthday parties booked in 2023, and the Recreation Department is on pace to run more parties this year than in 2022.

**Men's Basketball League-** The Men's Basketball League championship took place on Sunday, April 23<sup>rd</sup>. The winning team received a prize. There were 14 teams registered this year compared to the ten groups in 2022. A few captains expressed interest in the Recreation Department starting a summer Men's Basketball League. 14 Teams: \$9,100 Revenue

**Youth Coed Volleyball League-**The Youth Volleyball League began on Sunday, April 23<sup>rd</sup>. There were 115 participants enrolled in this league, an increase from 99 participants in 2022. The instructors are 4 Trinity College Volleyball players. These instructors taught the fundamentals and rules of volleyball while running scrimmages with the participants. 115 Participants: \$10,902 Revenue

**Egg-A-Palooza Egg Hunt-**The Recreation Department's Easter Egg Hunt took place on Saturday, April 1<sup>st</sup> in the field at Meyers Park. The weather wasn't the best, however, there was still a great turnout of a few hundred kids. There was a hunt for 0-4-year-olds and 5-12-year-olds. All the children had a very positive experience attending this event.

**Marketing Report**

The Recreation Department Staff have been making conscious effort to take more pictures at events and programs and increase the traffic on social media sites.

**Marketing Report continued**

***As of 04/30/2023 the Page Overview from the last 28 days on Facebook is:***

Followers: 6010  
 Post reach is 35,120  
 Post engagement is 7,187  
 New Page followers is 59  
 Shares are 101  
 Photo views are 1,669  
 Link clicks are 878

***As of 04/30/23 the Page Overview from the last 28 days on Instagram is:***

Followers: 765  
 Accounts reached is 849  
 Accounts engagement is 66  
 New Page followers is 117.  
 Shares are 32  
 Likes are 195

**As of February 28, 2023**

January Class Cancellation-16 and 1 Special Event  
 February Class Cancellation-18  
 March Class Cancellations-21  
 April Class Cancellation-7

Line Item	Revenue January 2023	Salaries January 2023	Supplies January 2023
Adult Program	\$4,524.70	\$2,001.02	\$0
Youth Program	\$31,060.50	\$5,225.11	\$3,162
Early Childhood	\$19,099	\$2,334.25	\$534.24
Special Events	\$1,920	\$1,138.75	\$350.00
<b>Open Gym/Pickleball</b>	<b>\$11,162</b>		

Line Item	Revenue February 2023	Salaries February 2023	Supplies February 2023
Adult Program	\$11,454.86	\$4,560.26	\$0
Youth Program	\$42,978.50	\$16,883.85	\$6,659.76
Early Childhood	\$22,947.50	\$7,999	\$1,321.01
Special Events	\$3,045	\$1,814.75	\$2,043.32

<b>Open Gym/Pickleball</b>	<b>\$13,655</b>		
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Line Item	Revenue March 2023	Salaries March 2023	Supplies March 2023
Adult Program	\$11,454.86	\$4,560.26	\$0
Youth Program	\$42,978.50	\$16,883.85	\$6,659.76
Early Childhood	\$22,947.50	\$7,999	\$1,321.01
Special Events	\$3,045	\$1,814.75	\$2,043.32
<b>Open Gym/Pickleball</b>	<b>\$13,655</b>		

Line Item	Revenue April 2023	Salaries April 2023	Supplies April 2023
Adult Program	\$11,454.86	\$4,560.26	\$0
Youth Program	\$42,978.50	\$16,883.85	\$6,659.76
Early Childhood	\$22,947.50	\$7,999	\$1,321.01
Special Events	\$3,045	\$1,814.75	\$2,043.32
<b>Open Gym/Pickleball</b>	<b>\$13,655</b>		

Adult Programs

- 01-51-368100 Adult Programs
- 01-51-368400 Group Fitness Programs

Youth Programs

- 01-51-368200 Camp
- 01-51-368700 Teen Programs
- 01-51-38800 Youth Programs
- 01-51-368900 Youth Athletics

Early Childhood

- 01-51-368300 Early Childhood
- 01-51-368500 Preschool

Special Events

- 01-51-368600 Special Events
- 01-51-385000 Farmers Market (Revenue and Supplies Only)
- 01-51-718000 4<sup>th</sup> of July (Revenue and Supplies Only)



e.

Palos Heights Recreation Department-2023 Monthly New Membership Report



Date Range	Res Couple	Res Senior	Res Student	Res Individual	Res Family	NR Couple	NR Senior	NR Student	NR Individual	NR Family	Other	Total Memberships	Total
January 1-31, 2022	5	6	1	7	2	1	1	0	2	0	0	25	\$1,140.69
February 1-29, 2022	2	5	1	4	2	0	2	1	1	0	0	18	\$727.05
March 1-30, 2022	2	2	0	5	2	0	0	0	3	1	0	15	\$592.06
April 1-30, 2022	1	3	0	2	2	0	1	0	1	0	0	10	\$587.92
May 1-31, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
June 1-30, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
July 1-30, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
August 1-31, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
September 1-31, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
October 1-30, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
November 1-31, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
December 1-31, 2022	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
												0	
												0	
Non-Resident Walking	0	1	0									1	
												0	
<b>TOTAL April 2023:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$819.18</b>
												0	
2023	Jan	Feb	March	April	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
1 Month	1	0	2	1	0	0	0	0	0	0	0		
NR 1 Month	1	1	1		0	0	0	0	0	0	0		
3 Month	4	1	3	2	0	0	0	0	0	0	0		
NR 3 Month	3	0	1		0	0	0	0	0	0	0		
<b>TOTAL:</b>	<b>\$637</b>	<b>\$114</b>	<b>\$435</b>	<b>178</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#REF!</b>	<b>0</b>	<b>0</b>	<b>#REF!</b>	<b>#REF!</b>	
Silver Sneakers	<b>15</b>	<b>19</b>	<b>13</b>	<b>9</b>									<b>0</b>
RENEW ACTIVE	<b>8</b>	<b>3</b>	<b>2</b>	<b>1</b>									

f.

Palos Heights Recreation Department - 2023 Monthly Fitness Member Cancellations



Date	Res Couple	Res Senior	Res Student	Res Individual	Res Family	NR Couple	NR Senior	NR Student	NR Individual	NR Family	SS/RA	Cancelled/ Delinquent Accounts	Total Membership
January	1	4	1	1	0	0	0	0	1	1	0		9
February	2	3	1	1	1	0	0	0	1	1	0		10
March	0	2	0	2	0	0	0	0	1	0	0		5
April	1	1	1	4	2	0	1	0	0	0	0		10
May	0	0	0	0	0	0	0	0	0	0	0		0
June	0	0	0	0	0	0	0	0	0	0	0		0
July	0	0	0	0	0	0	0	0	0	0	0		0
August	0	0	0	0	0	0	0	0	0	0	0		0
September	0	0	0	0	0	0	0	0	0	0	0		0
October	0	0	0	0	0	0	0	0	0	0	0		0
November	0	0	0	0	0	0	0	0	0	0	0		0
December	0	0	0	0	0	0	0	0	0	0	0		0
Totals	4	10	3	8	3	0	1	0	3	2	0	0	24

**g.**

**2023 Palos Heights Parks and Recreation Department Recreation Center Rental Revenue**

Date Range	Room Rentals	Orchard Room	Monthly Totals
January	\$1,808.75	\$1,175.00	\$2,983.75
February	\$2,220.00	\$560.00	\$2,780.00
March	\$2,782.50	\$1,945.00	\$4,727.50
April	\$4,289.50	\$4,667.50	\$8,957.00
May			\$0.00
June			\$0.00
July			\$0.00
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
<b>Total</b>	<b>\$11,100.75</b>	<b>\$8,347.50</b>	<b>\$19,448.25</b>







**JSD Professional Services, Inc.**

161 Horizon Drive, Suite 101  
 Verona, WI 53593  
 608-848-5060

City of Palos Heights  
 Matt Fairbanks  
 6601 W. 127th St.  
 Palos Heights, IL 60463

Invoice number 2  
 Date 03/03/2023

Project **22-11897 City of Palos Heights Parks & Rec - Orchard Park, Palos Heights, IL**

For Professional Services through March 03, 2023

Description	Contract Amount	Percent Complete	Total Billed	Amount Remaining	Percent Remaining	Prior Billed	Current Billed
<b>01 Design Refinement</b>	1,500.00	100.00	1,500.00	0.00	0.00	1,425.00	75.00
<b>02 Construction Documents</b>	18,000.00	30.00	5,400.00	12,600.00	70.00	0.00	5,400.00
<b>03 Electrical Engineering Design</b>	6,000.00	50.00	3,000.00	3,000.00	50.00	0.00	3,000.00
<b>04 Permits</b>	7,000.00	40.00	2,800.00	4,200.00	60.00	700.00	2,100.00
Total	32,500.00	39.08	12,700.00	19,800.00	60.92	2,125.00	10,575.00

**800 Reimbursables**

Expenses

	Units	Rate	Billed Amount
FedEx	1.00	52.69	52.69

Invoice total **10,627.69**

**Invoice Summary**

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
<b>01 Design Refinement</b>	1,500.00	100.00	1,500.00	1,425.00	75.00
<b>02 Construction Documents</b>	18,000.00	30.00	5,400.00	0.00	5,400.00
<b>03 Electrical Engineering Design</b>	6,000.00	50.00	3,000.00	0.00	3,000.00
<b>04 Permits</b>	7,000.00	40.00	2,800.00	700.00	2,100.00
<b>05 Bidding/Contract Execution</b>	2,000.00	0.00	0.00	0.00	0.00
<b>06 Grant Administration</b>	2,500.00	0.00	0.00	0.00	0.00
<b>07 Construction Administration</b>	4,000.00	0.00	0.00	0.00	0.00
<b>08 Construction Observation</b>	9,000.00	0.00	0.00	0.00	0.00
<b>800 Reimbursables</b>	0.00	0.00	52.69	0.00	52.69
Total	50,000.00	25.51	12,752.69	2,125.00	10,627.69

Thank you!

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2	03/03/2023	10,627.69	10,627.69				
	Total	10,627.69	10,627.69	0.00	0.00	0.00	0.00