

Cary Park District Board of Commissioners

Regular Board Meeting

July 25, 2024, 7:00pm

Community Center, 255 Briargate Rd. Cary, IL

Matters From the Public During Meetings – Board Policy 1-005d

1. The Board will hold Matters from the Public as part of any public open meeting.
2. Individuals interested in making comment will be asked to provide their name and asked to provide their address and/or their city/village of residence at the time they are recognized to comment during a public meeting. An individual who declines to provide their name, address or city/village of residence shall be allowed to comment.
3. Each individual indicating their interest to participate in Matters from the Public will be allowed up to five minutes to complete their comments. The Board may reduce this time limit if the need is so determined by majority vote of those present. The maximum amount of time that the Board will hear matters from the public at a meeting is thirty (30) minutes at a meeting. If members of the public are unable to comment due to time constraints, they should be encouraged to submit written comments or to attend another meeting when they may address the Board.
4. Individuals who have specific questions, or are interested in particular aspects of the District's operations or projects which may not appear on the published agenda should be encouraged to contact the Executive Director to review their questions or specific information.
5. The Matters from the Public portion of the agenda is for public comment only. It is improper for the Board to comment or respond to comments made during Matters from the Public.
6. The Board can temporarily modify or suspend these guidelines during a meeting if so determined by a majority vote of those present.

Regular, Special and Committee of the Whole Meetings

Regular and Special Board Meetings -- The Board may take final action on any matter posted to the Consent or Action Items portions of the agenda in a Regular or Special Board Meeting. Items posted under Discussion Items may not have final action considered.

Committee of the Whole Meetings – The Committee of the Whole is a recommending body only and no final action may be taken on any agenda item at a Committee of the Whole Meeting. Matters discussed and recommended during a Committee of the Whole Meeting are considered “draft(s)” until included on an agenda at a Regular or Special Board Meeting for final action.

Cary Park District
Board of Commissioners
Regular Board Meeting
July 25, 2024
7:00 p.m.
Community Center
255 Briargate Road
Cary, IL 60013



AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Matters from the Public
- V. Items from Commissioners
- VI. Consent Agenda
 - A. Action Items
 - 1. Approval – Minutes Regular Board Meeting dated June 27, 2024.
 - 2. Approval – Minutes Decennial Committee on Local Government Efficiency dated June 27, 2024.
 - 3. Approval – Disbursements in the Amount of \$478,928.62 dated July 19, 2024.
 - 4. Acceptance – Treasurer’s Report (Preliminary) dated June 30, 2024.
 - 5. Approval – Purchase of a 2023 Ford F-150 Crew Cab 4x4 Truck in the amount of \$47,987.00 from Morrow Brothers Ford, Inc in Greenfield, IL.
 - 6. Approval – O-2024-25-03, An Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District.
 - 7. Approval -- Policy 4-001, Philosophy of Human Resource Management; Policy 4-003, At Will Employment; Policy 4-008 Employee Performance Appraisals; Policy 4-008a, Performance Appraisal – Executive Director; Policy 4-009, Employee Positions and Job Descriptions; Policy 4-010b, Consolidated Omnibus Budget Reconciliation Act (COBRA) Compliance; Policy 4-012, Employee Concerns, Comments and Grievances; Policy 4-013b, Personal Time Off (PTO); Policy 4-013d, Leaves of Absence, Other; Policy 4-015, Abused and Neglected Child Reporting (Mandated Reporter Requirements); Policy 4-017, Personal Relationships; Policy 4-024, Background Check & Criminal Offense Investigation, all as revised.
- VII. Business Items/Changes, Additions, Deletions
 - A. Any Items Removed from the Consent Agenda
 - B. Action Items
 - 1. Consider – Dissolve, Decennial Committee on Local Government Efficiency.
 - C. Discussion Items
 - 1. None.
- VIII. Executive Director Report
- IX. Closed Session, **if Necessary**
 - A. Review of Closed Meeting Minutes (5 ILCS 120/2 © (21))
 - B. Purchase or Lease of Real Property (5 ILCS 120/2 © (5))
 - C. Setting of the Price for Sale or Lease of Real Property (5 ILCS 120/2 © (6))

Note: In compliance with the Americans with Disabilities Act this and all other meetings of the Cary Park District are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed for persons who qualify under the Act as having a "disability", please contact the Park District during normal business hours at 847-639-6100 at least 48 hours prior to any meeting so that such accommodations can be provided.

Providing exceptional recreation, parks, and open space opportunities.

- D. Pending, Probable or Imminent Litigation (5 ILCS 120/2 © (11))
- E. Appointment, Employment, Compensation, Discipline, Performance of Specific Employees (5 ILCS 120/2 © (1))
- X. Closed Session Summary and Action, **if Necessary**
 - a. Closed Session Minutes Action
 - b. Purchase or Lease of Real Property Action
 - c. Setting of the Price for Sale or Lease of Real Property Action
 - d. Pending, Probable or Imminent Litigation Action
 - e. Appointment, Employment, Compensation, Discipline, Performance of Specific Employees Action
- XI. Adjournment

Upcoming Scheduled Meetings

Committee of the Whole, 8/8/2024, 7:00pm

Regular Board Meeting, 8/22/2024, 7:00pm

All meetings take place at the Cary Community Center, 255 Briargate Road, Cary unless otherwise indicated.

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Providing exceptional recreation, parks, and open space opportunities.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF
THE CARY PARK DISTRICT, CARY, ILLINOIS, HELD AT COMMUNITY CENTER,
255 BRIARGATE RD, CARY, IL, ON
JUNE 27, 2024

I. CALL TO ORDER

President Frangiamore called the meeting to order at 7:00 PM.

II. ROLL CALL

Upon roll call the following Commissioners answered present: Mr. Stanko, Mrs. Carasso, Mr. Renner, Mr. Frangiamore.

Staff

Staff present: Dan Jones, Executive Director; Becky Horn, Administrative and Project Specialist; Sara Kelly, Deputy Director; Erica Hall, Superintendent of Recreation; Noah Mach, Superintendent of Parks and Facility Maintenance; Vicki Krueger, Director of Finance and Administration.

Guests

Mike Linsner
Jenay DiOrio
Mike DiOrio
Laura Tuman
Al Tuman
Glen Barklow

III. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited.

IV. MATTERS FROM THE PUBLIC

Jenay DiOrio shared the Inspiration Dance Recital on June 8, 2024 was an amazing show. DiOrio stated her family has many years of experience with the program's Director and has nothing but great things to say about her and the programs. DiOrio shared her teen daughter commented on Sunburst Bay Aquatic Center being too crowded at times, leaving her not enough room to swim, and that she misses the old Community Center Pool. DiOrio also shared the desire for the Park District to offer more teen programs, especially for teens 13 years and older. DiOrio's daughter has been participating in other teen programs outside of Cary Park District since there are limited offerings and programs that only go to age 13. DiOrio explained their desire would be to utilize Cary Park District programs rather than outside programs.

V. ITEMS FROM COMMISSIONERS

Frangiamore commented on the Inspiration Dance Recital, stating it was a great show. Frangiamore stated he was very impressed with the inclusiveness of the program.

VI. CONSENT AGENDA

President Frangiamore asked if any items were to be removed from the Consent Agenda. No items were requested for removal.

Stanko moved to approve the Consent Agenda as follows: VI.A:

- 1. Approval – Minutes Regular Board Meeting dated May 23, 2024.**
- 2. Approval – Minutes Public Hearing dated May 23, 2024.**
- 3. Approval – Minutes Special Board Meeting – Annual Meeting dated June 13, 2024.**
- 4. Approval – Minutes Special Board Meeting dated June 13, 2024.**
- 5. Approval – Disbursements in the Amount of \$836,100.53 dated May 31, 2024.**
- 6. Acceptance – Treasurer’s Report (Preliminary) dated May 31, 2024.**
- 7. Approval – R-2024-25-01, a Resolution Recognizing July 2024, as Parks and Recreation Month.**
- 8. Approval – R-2024-25-02, a Resolution Recognizing July 19, 2024, as Park and Recreation Professionals Day.**
- 9. Appoint – Consultant Review Team (Commissioner Stanko, Commissioner Carasso, Director Plan/Development Raica, Executive Director Jones), Comprehensive Master Plan Update 2025.**
- 10. Approval – Purchase of a 2024 John Deere 9009A Terrain Cut Rough Mower in the amount of \$97,989 from Revels Turf and Tractor/John Deere, Elgin, IL.**
- 11. Approval – Purchase of a 2024 John Deere Gator TX Turf w/ Safety Cage in the amount \$17,619.78 from Revels Turf and Tractor/Elgin, IL.**
- 12. Approval -- Policy 4-002, Definitions of Personnel Categories; Policy 4-006, Salary Administration; Policy 4-009a, Modified Work Duty; Policy 4-010a, Health Insurance Portability and Privacy Act; Policy 4-013c, Family Medical Leave Act; Policy 4-016, Anti-Harassment; Policy 4-019, Bloodborne Pathogens Program; Policy 4-019b, Pandemic Response Including COVID-19; Policy 4-021, Employee Training and Education; Policy 4-022, Employee Business Related Expenses; Policy 4-999, Personnel Policy and Procedure Distribution, all as revised.**

Second by Carasso.

Roll call vote: Yes – Stanko, Renner, Carasso, Frangiamore. No – None. Motion carried.

VII. BUSINESS ITEMS/CHANGES, ADDITIONS, DELETIONS

VII.A. Any Items Removed From Consent Agenda.

None.

VII.B. Action Items

VII.B.1. – Consider – FY2024-25 Compensation of the Executive Director.

Jones stated at the Special Meeting on June 13, 2024, the Board conducted the performance evaluation of the Executive Director for FY2023-24. Jones further stated by law, the Board is required to act on the compensation of the Executive Director during open session of a regular or special meeting. Jones added the law also requires the salary of any employee whose compensation exceeds \$150,00 to be posted to meet the requirements of the Total Compensation Act, which is 7 days prior to final action. Jones stated this information was posted to the Park District website on June 18, 2024.

Renner moved to approve the FY2024-25 compensation of the Executive Director at \$182,000 retroactive to May 1, 2024. Second by Carasso.

Roll call vote: Yes – Stanko, Renner, Carasso, Frangiamore. No – None. Motion carried.

VII.C. Discussion Items

None.

VIII. Executive Director Report


Jones reminded the Board about Stars n' Stripes Fest scheduled for Friday, June 28. Jones shared the Cary Area Public Library led a Storytime at the Kaper Park Splash Pad on June 20 for over 100 people. Jones added there are two more scheduled throughout the summer. Jones shared Sunburst Bay Aquatic Center (SBAC) underwent the first of three audits for the summer. Jones explained the audits consist of filmed staff observations, save scenarios, a review paperwork including lifeguard certifications and credentials, staff trainings, etc. Jones stated the staff did an exceptional job and was happy to note the auditor did not have any corrections for staff. Carasso asked if there are any issues with the patrons when the staff is required to perform save scenarios. Jones responded no, the staff make patrons around them aware of the audit, and patrons also enjoy watching them perform these scenarios. Frangiamore asked if SBAC ever gets close to reaching bather capacity. Hall responded they have not reached the point and the capacity is impacted daily by weather conditions. Jones provided the Board with a brief update damage caused at the Lion Park Concession Stand due to a broken water heater. Kelly stated staff has been working with PDRMA on the cleanup and mitigation of the water that leaked down from the water heater located above the concession space. Kelly stated staff is working on getting a new water heater installed, repairing the dry wall, and working with an electrician to get the stand back up and running, but it will remain closed indefinitely while they address this issue. Renner asked if any other part of the building was damaged. Kelly responded no.

Frangiamore asked for a motion to adjourn.

Motion to adjourn the meeting by Renner. Second by Stanko.

Voice vote: Yes – 4. No – None. Motion carried.

Meeting adjourned at 7:25PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

Cary Park District
Board of Commissioners
Decennial Committee of Local Government Efficiency
June 27, 2024
6:15 PM
Community Center
255 Briargate Rd.
Cary, Illinois

MINUTES

I. CALL TO ORDER

President Frangiamore called the meeting to order at 6:15 PM.

II. ROLL CALL, PLEDGE OF ALLEGIANCE TO THE FLAG

Upon roll call the following Committee members answered present: Mr. Jones, Mr. Renner, Mr. Stanko, Mrs. Carasso, Mr. Murphy, Mr. Barklow, Mr. Frangiamore.

Staff Present

Staff present: Sara Kelly, Deputy Director; Becky Horn, Administrative and Project Specialist, Erica Hall, Superintendent of Recreation.

Guests Present

Jenay DiOrio
Al Tuman

The Pledge of Allegiance was recited.

III. MATTERS FROM THE PUBLIC, COMMITTEE MEMBERS OR STAFF

There were no matters from the Public.

There were no matters from Committee Members.

There were no matters from Staff.

IV. APPROVAL OF MINUTES

The minutes from the February 22, 2024, meeting were presented for approval.

Stanko moved to approve the minutes as presented. Second by Carasso.

Voice vote: Yes – 7. No – None. Motion carried.

V. ACTION ITEMS

V.A. Consider – Efficiency Report for the Cary Park District

Renner stated he has no comments or changes for the report. Barklow stated he also did not have any changes. Murphy referred to page 15 section 7, noting the Staff Credentials portion does not fit appropriately under the District Awards and Recognition header. Murphy suggested changing the name of the header to incorporate that section or finding another location for the Staff Credentials list. Murphy also suggested moving the Best of the Fox awards up towards the beginning of the section, rather than at the end. Murphy suggested changing the bullet point on page 22 under Section 4 into it's own paragraph. Stanko stated he has no issues with the report. Stanko shared he liked the look of the Policy Appendix that will be included with the final report. Carasso stated she has no issues with the report and thanked staff for their hard work. Frangiamore agreed with Carasso and had no further comments.

Carasso moved to approve the Efficiency Report for the Cary Park District and direct staff to file the report as amended with the Clerk of McHenry County no later than November 1, 2024. Second by Stanko.

Roll call vote: Yes – Stanko, Barklow, Renner, Murphy, Carasso, Jones, Frangiamore. No – None.
Motion carried.

V.B. Consider – Cancel Meeting Scheduled for October 24, 2024.

Carasso moved to cancel the approved meeting date of October 24, 2024. Second by Stanko.

Stanko asked if the cancellation of this meeting can be done in a regular board meeting in case issues come back with the report after turning it into the County. Jones stated the County will accept the report as submitted and file it. Jones added the Committee has completed all the requirements for the report at this time.

Roll call vote: Yes – Stanko, Barklow, Renner, Murphy, Carasso, Jones, Frangiamore. No – None.
Motion carried.

VI. DISCUSSION ITEMS

None.

VII. POST MEETING SURVEY

VII.A. Input from Public Attendees

Jenay DiOrio commented on the lack of transparency within the Park District and suggested the Park District sends surveys out to community members when the Board considers selling a piece of property.

Frangiamore asked for any other comments, hearing none, he asked for a motion to adjourn.

Motion by Renner to adjourn. Second by Stanko.

Voice vote: Yes – 7. No – None. Motion carried.

Meeting adjourned at 6:28 PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

APPROVAL OF DISBURSEMENTS

<u>Method of Payment</u>	<u>Vendor</u>	<u>Transaction Description</u>	<u>Fund/Dept. Charged</u>	<u>Amount</u>
Checks	Various	Various	Various	\$472,657.62
Electronic Fund Transfer	GolfVision	Sales Tax Return-June	Foxford Hills Golf Club	\$5,771.00
ACH Pull	Pitney Bowes	Postage Meter Refill	Corp./Gen. Administration	\$500.00
				<hr/>
				\$478,928.62

07/27/24

DATE: 07/22/24
 TIME: 10:56:06
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 1

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
			CHECK TOTAL	0.00
52973	A.B. KELLY COMPANY	REPAIR CANOPY SHADE-SBAC	RECREATION FUND / FACILITY MAINTENANCE	57.00
			CHECK TOTAL	57.00
52974	AIRGAS USA, LLC	CYLINDER RENTAL-MAY24	FOXFORD HILLS GOLF CLUB / MAINTENANCE	59.36
			CHECK TOTAL	59.36
52975	AMAZON CAPITAL SERVICES	TONER COPY PAPER	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	664.67 39.99
			CHECK TOTAL	704.66
52976	B&B PRODUCTIONS INC.	STAGE RENTAL-SNS FEST	RECREATION FUND / PROGRAM AREA B	1,397.50
			CHECK TOTAL	1,397.50
52977	BARRINGTON PARK DISTRICT	CO-OP TRIP-ALPACA RANCH	RECREATION FUND / PROGRAM AREA A	369.84
			CHECK TOTAL	369.84
52978	BLACK DIAMOND PLUMBING &	AIR CONDITIONER-FARM HOUSE	CORPORATE / PARK MAINTENANCE	6,774.00
			CHECK TOTAL	6,774.00
52979	DAIRY QUEEN OF CARY	BLIZZARDS-SBAC BLIZZARDS-SBAC BLIZZARDS-SBAC BLIZZARDS-SBAC	RECREATION FUND / PROGRAM AREA B RECREATION FUND / PROGRAM AREA B RECREATION FUND / PROGRAM AREA B RECREATION FUND / PROGRAM AREA B	1,875.00 1,000.00 1,375.00 1,250.00
			CHECK TOTAL	5,500.00
52980	CHAS. HERDRICH & SON, INC.	NON-ALCOHOLIC BEVERAGES ALCOHOLIC BEVERAGES SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	114.95 1,768.10 7.00
			CHECK TOTAL	1,890.05
52981	CINTAS CORP	UNIFORMS UNIFORMS	CORPORATE / PARK MAINTENANCE RECREATION FUND / FACILITY MAINTENANCE	40.49 14.97
			CHECK TOTAL	55.46
52982	COBRA GOLF INCORPORATED	GOLF CLUBS-LADIES CLUBS SHIPPING	FOXFORD HILLS GOLF CLUB / OPERATIONS FOXFORD HILLS GOLF CLUB / OPERATIONS	439.20 7.75
			CHECK TOTAL	446.95
			CHECK TOTAL	0.00

DATE: 07/22/24
 TIME: 10:56:19
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 2

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52984	CONSTELLATION NEW ENERGY, INC	ELECTRIC-CC	CORPORATE / GENERAL ADMINISTRATION	1,553.57
		ELECTRIC-CC	RECREATION FUND / ADMINISTRATION	1,553.57
		ELECTRIC-FHGC BATHRM	FOXFORD HILLS GOLF CLUB / OPERATIONS	30.41
		ELECTRIC-VETERANS PK	CORPORATE / GENERAL ADMINISTRATION	65.82
		ELECTRIC-CG PARK	RECREATION FUND / ADMINISTRATION	184.04
		ELECTRIC-IRRIGATION PUMP	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,315.71
		ELECTRIC-FHGC MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	272.39
		ELECTRIC-DRIVING RANGE	FOXFORD HILLS GOLF CLUB / OPERATIONS	65.33
		ELECTRIC-FHGC CLUBHS	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	2,966.66
		ELECTRIC-WATER PUMP	FOXFORD HILLS GOLF CLUB / MAINTENANCE	25.37
		ELECTRIC-JC PARK	CORPORATE / GENERAL ADMINISTRATION	77.46
			CHECK TOTAL	8,110.33
		52985	COMED	ELECTRIC-ANNEX
ELECTRIC-SBAC	RECREATION FUND / PROGRAM AREA B			4,002.54
ELECTRIC-LIONS PK	CORPORATE / GENERAL ADMINISTRATION			22.37
ELECTRIC-PRESCHOOL	RECREATION FUND / PROGRAM AREA C			293.59
ELECTRIC-KAPER PK	RECREATION FUND / ADMINISTRATION			50.08
ELECTRIC-HOFFMAN PK	CORPORATE / GENERAL ADMINISTRATION			67.86
	CHECK TOTAL			4,663.02
52986	CONSTELLATION NEWENERGY-	HEAT/GAS-CC & PARKS	CORPORATE / GENERAL ADMINISTRATION	170.55
		HEAT/GAS-CC & PARKS	RECREATION FUND / ADMINISTRATION	170.54
		HEAT/GAS-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	278.17
			CHECK TOTAL	619.26
52987	CRYSTAL MAINTENANCE SERVICES,	CLEANING MAY/JUN24-SBAC	RECREATION FUND / FACILITY MAINTENANCE	3,058.00
		CLEANING JUL24-PRESCHOOL	RECREATION FUND / FACILITY MAINTENANCE	1,680.00
		CLEANING JUL24-ANNEX	CORPORATE / PARK MAINTENANCE	345.00
		CLEANING JUL24-CC	RECREATION FUND / FACILITY MAINTENANCE	3,280.00
			CHECK TOTAL	8,363.00
52988	TRACY G. CUSHAMN	MUSIC-CONCERT IN THE PARK	RECREATION FUND / PROGRAM AREA B	2,100.00
			CHECK TOTAL	2,100.00
52989	EASY ARCHIVE INC.	CLOSEOUT DOCUMENTS-PRESCHOOL	CORPORATE / GENERAL ADMINISTRATION	350.00
			CHECK TOTAL	350.00

DATE: 07/22/24
 TIME: 10:56:20
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 3

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52990	ESPOSITO ENTERPRISES	DJ-SNS FEST	RECREATION FUND / PROGRAM AREA B	295.00
			CHECK TOTAL	295.00
52991	FIRST STUDENT INC.	CAMP BUS-6/18/24	RECREATION FUND / PROGRAM AREA D	2,077.00
		CAMP BUS-6/19/24	RECREATION FUND / PROGRAM AREA D	201.00
			CHECK TOTAL	2,278.00
52992	FSS TECHNOLOGIES LLC	SECURITY/FIRE ALARM-7/1-9/30	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	216.00
			CHECK TOTAL	216.00
52993	GOLFVISIONS MANAGEMENT, INC.	FHGC PAYROLL MAY 24	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	869.64
			CHECK TOTAL	869.64
52994	GREAT LAKES COCA-COLA	DEPOSIT	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	-75.00
		NON-ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,330.69
		OPERATING SUPPLIES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	115.00
			CHECK TOTAL	1,370.69
52995	MAD BOMBER FIREWORKS	FIREWORKS-SNS FEST	RECREATION FUND / PROGRAM AREA B	20,000.00
			CHECK TOTAL	20,000.00
52996	JOHN J. MILES	EMP AUTO REIMB-JUN24	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	500.00
			CHECK TOTAL	500.00
52997	O'REILLY AUTOMOTIVE INC	JUMP STARTER/BATTERY CHARGER	FOXFORD HILLS GOLF CLUB / OPERATIONS	399.98
		GAS CAN/GAS JUG	FOXFORD HILLS GOLF CLUB / MAINTENANCE	69.98
		BATTERY/V-BELT/COPPER PLUG	FOXFORD HILLS GOLF CLUB / OPERATIONS	80.56
			CHECK TOTAL	550.52
52998	PDRMA	LIABILITY/PROPERTY/WKS COMP	INSURANCE /	40,713.08
		LIABILITY/PROPERTY/WKS COMP	FOXFORD HILLS GOLF CLUB /	6,222.16
			CHECK TOTAL	46,935.24
52999	PETROCHOICE, LLC	FUEL-SHOP	CORPORATE / PARK MAINTENANCE	1,207.56
		FUEL-FHGC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,015.03
			CHECK TOTAL	2,222.59
53000	QUILL CORPORATION	MEMBERSHIP DUES	CORPORATE / GENERAL ADMINISTRATION	69.99
			CHECK TOTAL	69.99

DATE: 07/22/24
 TIME: 10:56:23
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 4

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53001	REINDERS, INC.	SEAL/SOLENOID/OUTPUT MODULE	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,211.46
			CHECK TOTAL	1,211.46
53002	REVELS	FUEL PUMP/CLUTCH KIT/REGULATOR	FOXFORD HILLS GOLF CLUB / OPERATIONS	297.69
			CHECK TOTAL	297.69
53003	SUNBURST SPORTSWEAR, INC.	JERZEES	RECREATION FUND / PROGRAM AREA D	440.70
			CHECK TOTAL	440.70
			CHECK TOTAL	0.00
53005	SYSO FOOD SERVICES-CHICAGO	PROGRAM SUPPLIES-SNACKS	RECREATION FUND / PROGRAM AREA D	1,669.41
		FOOD FOR RESALE-SBAC	RECREATION FUND / PROGRAM AREA B	3,172.76
		OPERATING SUPPLIES-SBAC	RECREATION FUND / PROGRAM AREA B	131.88
		CABANA CUPS	RECREATION FUND / PROGRAM AREA B	327.95
		FOOD FOR RESALE	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	2,029.81
		NON-ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,308.28
		OPERATING SUPPLIES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	234.33
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	7.75
		JANITORIAL SUPPLIES	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	124.49
		FOOD FOR RESALE-SBAC	RECREATION FUND / PROGRAM AREA B	1,454.80
		FOOD FOR RESALE-SBAC	RECREATION FUND / PROGRAM AREA B	926.02
		OPERATING SUPPLIES-SBAC	RECREATION FUND / PROGRAM AREA B	179.17
		FOOD FOR RESALE-SBAC	RECREATION FUND / PROGRAM AREA B	949.53
		OPERATING SUPPLIES-SBAC	RECREATION FUND / PROGRAM AREA B	292.55
			CHECK TOTAL	12,808.73
53006	ACUSHNET COMPANY	GOLF GLOVES	FOXFORD HILLS GOLF CLUB / OPERATIONS	1,554.00
		SHIPPING	FOXFORD HILLS GOLF CLUB / OPERATIONS	19.31
		DISCOUNTS	FOXFORD HILLS GOLF CLUB / OPERATIONS	-46.62
			CHECK TOTAL	1,526.69
53007	VIRTOO SERVICES, LLC.	LAPTOPS	CORPORATE / GENERAL ADMINISTRATION	3,921.97
			CHECK TOTAL	3,921.97
53008	ZIEGLER'S ACE HARDWARE	SPRAY PAINT/FASTENERS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	9.67
			CHECK TOTAL	9.67

DATE: 07/22/24
 TIME: 10:56:25
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 5

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53009	BARRINGTON PARK DISTRICT	STARVED ROCK	RECREATION FUND / PROGRAM AREA A	510.12
			CHECK TOTAL	510.12
53010	BURRIS EQUIPMENT CO.	CARBURETOR	FOXFORD HILLS GOLF CLUB / MAINTENANCE	46.19
			CHECK TOTAL	46.19
53011	CHAS. HERDRICH & SON, INC.	NON ALCOHOL	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	45.98
		ALCOHOL BEV	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,015.65
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	7.00
		BEER STAR STRIPES EVENT	RECREATION FUND / PROGRAM AREA B	1,358.30
			CHECK TOTAL	2,426.93
53012	JACLYN CHAVES	CHEER SHIRTS	RECREATION FUND / PROGRAM AREA D	105.00
			CHECK TOTAL	105.00
53013	CITY OF MCHENRY	MORTON ARBORETUM	RECREATION FUND / PROGRAM AREA A	171.00
			CHECK TOTAL	171.00
53014	CONSTELLATION NEW ENERGY, INC	WELL #1 FHGC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	2,808.66
		WELL #2 FHGC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	2,806.46
		PARKS GARAGE	CORPORATE / GENERAL ADMINISTRATION	416.10
		PARKS GARAGE	RECREATION FUND / ADMINISTRATION	416.10
			CHECK TOTAL	6,447.32
53015	FAMBRO MANAGEMENT LLC	STEAM EXPLORERS	RECREATION FUND / PROGRAM AREA D	600.00
			CHECK TOTAL	600.00
53016	FIRST STUDENT INC.	CAMP BUS	RECREATION FUND / PROGRAM AREA D	201.00
		CAMP BUS	RECREATION FUND / PROGRAM AREA D	2,077.00
		FEL PRO CHARTER BUS	RECREATION FUND / PROGRAM AREA D	201.00
			CHECK TOTAL	2,479.00
53017	GET HOOKED LLC	FISHING BASICS	RECREATION FUND / PROGRAM AREA D	602.00
			CHECK TOTAL	602.00
53018	HAWKINS, INC	PH SBAC	RECREATION FUND / FACILITY MAINTENANCE	937.53
			CHECK TOTAL	937.53

DATE: 07/22/24
 TIME: 10:56:27
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 6

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53019	HOMER INDUSTRIES, LLC.	PLAYGROUND MULCH PLAYGROUND MULCH	CORPORATE / PARK MAINTENANCE SPECIAL RECREATION FUND /	760.00 760.00
			CHECK TOTAL	1,520.00
53020	H.R. STEWART, INC.	REPAIR TO AC UNIT	CORPORATE / PARK MAINTENANCE	436.30
			CHECK TOTAL	436.30
53021	ILLINOIS OFFICE OF THE STATE	BOILER CERTIFICATE	RECREATION FUND / FACILITY MAINTENANCE	70.00
			CHECK TOTAL	70.00
53022	LANGUAGE IN ACTION INC	SPANISH CLASS	RECREATION FUND / PROGRAM AREA D	121.00
			CHECK TOTAL	121.00
53023	NICOR GAS	HEAT & NATURAL GAS PRESCHOOL	RECREATION FUND / PROGRAM AREA C	45.15
			CHECK TOTAL	45.15
53024	OLYMPIA MAINTENANCE, INC.	CLEAN GREASE EXHAUST	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	615.00
			CHECK TOTAL	615.00
53025	PERFORMANCE FOOD GROUP, INC.	FOOD NON ALCOHOL ALCOHOL BEV SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	412.37 483.10 50.39 7.00
			CHECK TOTAL	952.86
53026	PETROCHOICE, LLC	GOLF CLUB FUEL	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,312.10
			CHECK TOTAL	1,312.10
53027	PGA JR. LEAGUE GOLF	PGA MEMBERSHIP DUES	FOXFORD HILLS GOLF CLUB / OPERATIONS	252.09
			CHECK TOTAL	252.09
53028	POSTMASTER CRYSTAL LAKE	POSTAGE	RECREATION FUND / COMMUNICATIONS & MARKETING	320.00
			CHECK TOTAL	320.00
53029	DARLENE GRAZIANO	SHIRT REFUND	RECREATION FUND / ADMINISTRATION	10.00
			CHECK TOTAL	10.00
53030	TAMI MOORE	EMP DD FUNDS RETURNED	RECREATION FUND /	125.85
			CHECK TOTAL	125.85

DATE: 07/22/24
 TIME: 10:56:28
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 7

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53031	SYSKO FOOD SERVICES-CHICAGO	FOOD	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	710.04
		NON ALCOHOL BEV	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	280.04
		OPERATING SUPPLIES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	147.14
		JANITOR SUPPLIES	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	247.03
		FOOD	RECREATION FUND / PROGRAM AREA B	3,595.00
		OPERATING SUPPLIES SB	RECREATION FUND / PROGRAM AREA B	103.87
			CHECK TOTAL	5,083.12
53032	ACUSHNET COMPANY	GOLF BALLS	FOXFORD HILLS GOLF CLUB / OPERATIONS	249.00
		SHIPPING	FOXFORD HILLS GOLF CLUB / OPERATIONS	9.07
		DISCOUNT	FOXFORD HILLS GOLF CLUB / OPERATIONS	-4.98
			CHECK TOTAL	253.09
53033	TRITZ BEVERAGE SYSTEMS INC.	LINES CLEANED	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	50.00
			CHECK TOTAL	50.00
53034	WAREHOUSE DIRECT, INC.	JANITOR SUPPLIES	CORPORATE / PARK MAINTENANCE	135.09
		JANITOR SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	135.09
		JANITOR SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	135.11
		JANITOR SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	135.09
		JANITOR SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	60.72
			CHECK TOTAL	601.10
53035	WIILCOM BUSINESS SOLUTIONS,INC	SITE VISIT	RECREATION FUND / FACILITY MAINTENANCE	150.00
			CHECK TOTAL	150.00
53036	FETTERVILLE INC	ART CLASS	RECREATION FUND / PROGRAM AREA D	300.00
			CHECK TOTAL	300.00
53037	CHICAGOLAND TURF	FHGC LANDSCAPING JULY 24	FOXFORD HILLS GOLF CLUB / MAINTENANCE	23,828.15
			CHECK TOTAL	23,828.15
53038	CINTAS CORP	UNIFORMS	CORPORATE / PARK MAINTENANCE	44.82
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	10.64
			CHECK TOTAL	55.46
53039	CLUB CAR, LLC	GPS FOR GOLF CARTS	FOXFORD HILLS GOLF CLUB / OPERATIONS	3,600.00
			CHECK TOTAL	3,600.00

DATE: 07/22/24
 TIME: 10:56:29
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 8

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53040	GOLFVISIONS MANAGEMENT, INC.	MANAGEMENT FEE JUL 24	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	3,000.00
		GROUP INSURANCE	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	1,551.85
		GROUP INSURANCE	FOXFORD HILLS GOLF CLUB / OPERATIONS	510.72
			CHECK TOTAL	5,062.57
53041	HALOGEN SUPPLY COMPANY, INC.	POOL SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	2,134.38
			CHECK TOTAL	2,134.38
53042	O & S ALEXANDER OFFICE LLC	AUG ANNEX RENT	CORPORATE / GENERAL ADMINISTRATION	2,760.00
			CHECK TOTAL	2,760.00
53043	WALTER ALARM SERVICES, INC.	FIRE ALARM SERV FHGC MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	305.28
		MAINT GARAGE FIRE ALARM SERV	CORPORATE / PARK MAINTENANCE	305.28
		PARKS GARAGE FIRE ALARM SERV	CORPORATE / PARK MAINTENANCE	305.28
		PRESCHOOL FIRE ALARM SERV	RECREATION FUND / FACILITY MAINTENANCE	305.28
			CHECK TOTAL	1,221.12
53044	BASELINE YOUTH SPORTS, INC.	SOFTBALL UMPIRES-JUN24	RECREATION FUND / PROGRAM AREA C	960.00
			CHECK TOTAL	960.00
53045	BHFX, LLC	CONSTRUCTION COPIES-LIONS PK	CAPITAL PROJECTS FUND /	304.86
			CHECK TOTAL	304.86
53046	BURRIS EQUIPMENT CO.	OIL FILTER/FUEL FILTER	CORPORATE / PARK MAINTENANCE	59.42
			CHECK TOTAL	59.42
53047	CERTIFIED LABORATORIES	HYDRAULIC OIL 55 GALLONS	CORPORATE / PARK MAINTENANCE	1,248.16
			CHECK TOTAL	1,248.16
53048	COMED	ELECTRIC-PARKING LOT	CORPORATE / GENERAL ADMINISTRATION	12.76
		ELECTRIC-PARKING LOT	RECREATION FUND / ADMINISTRATION	12.75
			CHECK TOTAL	25.51
53049	ALEXANDRA DEGRYSE	MILEAGE REIMBSMT	CORPORATE / COMMUNICATIONS & MARKETING	37.52
			CHECK TOTAL	37.52
53050	GEWALT HAMILTON ASSOCIATES, INC	HOFFMN PK EASEMT REVIEW	CAPITAL PROJECTS FUND /	662.20
			CHECK TOTAL	662.20

DATE: 07/22/24
 TIME: 10:56:30
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 9

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53051	HIGH PSI LTD.	PRESSURE WASHER MAINTENANCE	CORPORATE / PARK MAINTENANCE	226.97
		PRESSURE WASHER MAINTENANCE	CORPORATE / PARK MAINTENANCE	162.55
		CAR WASH FLUID 5 GALLONS	CORPORATE / PARK MAINTENANCE	75.00
		CHECK TOTAL		464.52
53052	IMAGE SYSTEMS & BUSINESS	PRINTER/TONER SERVICE	CORPORATE / GENERAL ADMINISTRATION	384.38
		PRINTER/TONER SERVICE	RECREATION FUND / ADMINISTRATION	384.37
		CHECK TOTAL		768.75
53053	INTERSTATE POWER SYSTEMS	INSPECTION/CERT-BOOM TRUCK	CORPORATE / PARK MAINTENANCE	1,706.97
		CHECK TOTAL		1,706.97
53054	JAMIE L LIEBER	PAYCHECK LOST IN THE MAIL	RECREATION FUND /	650.00
		CHECK TOTAL		650.00
53055	JESSICA C LIEBER	PAYCHECK LOST IN THE MAIL	RECREATION FUND /	522.44
		CHECK TOTAL		522.44
53056	MARK 1 LANDSCAPE INC.	MOWING SERVICES JUN24	CORPORATE / PARK MAINTENANCE	2,595.50
		CHECK TOTAL		2,595.50
53057	MARENGO WELL AND PUMP	SET PUMP	CORPORATE / PARK MAINTENANCE	6,373.00
		CHECK TOTAL		6,373.00
53058	MENARD'S	FREEN-GIVE BACK GARDENS	CORPORATE / PARK MAINTENANCE	20.99
		CHECK TOTAL		20.99
53059	NICOR GAS	HEAT/GAS-SBAC	RECREATION FUND / PROGRAM AREA B	8,234.08
		CHECK TOTAL		8,234.08
53060	PDRMA	GRP INSURANCE-JUN24	CORPORATE / GENERAL ADMINISTRATION	10,577.54
		GRP INSURANCE-JUN24	CORPORATE / PARK MAINTENANCE	17,454.43
		GRP INSURANCE-JUN24	RECREATION FUND / ADMINISTRATION	10,206.11
		GRP INSURANCE-JUN24	RECREATION FUND / FACILITY MAINTENANCE	3,361.06
		HEALTH INS CREDIT-PDRMA	CORPORATE /	-1,490.94
		CHECK TOTAL		40,108.20
53061	PETROCHOICE, LLC	FUEL-SHOP	CORPORATE / PARK MAINTENANCE	1,195.96
		CHECK TOTAL		1,195.96

DATE: 07/22/24
 TIME: 10:56:32
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 10

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53062	LOREN PURCELL	MILEAGE REIMBSMT	INSURANCE /	26.00
			CHECK TOTAL	26.00
53063	REINDERS, INC.	BLADES FOR 5900	CORPORATE / PARK MAINTENANCE	435.79
			CHECK TOTAL	435.79
53064	RUSSO POWER EQUIPMENT	PURGE BULBS	CORPORATE / PARK MAINTENANCE	21.18
			CHECK TOTAL	21.18
53065	SHAW SUBURBAN MEDIA GROUP	LEGAL NOTICE-PROPOSAL REQUEST	CORPORATE / GENERAL ADMINISTRATION	270.10
			CHECK TOTAL	270.10
53066	VIRTOO SERVICES, LLC.	ONBOARDING/PHONES REBOOT TICKT	CORPORATE / GENERAL ADMINISTRATION	90.00
		ONBOARDING/PHONES REBOOT TICKT	RECREATION FUND / ADMINISTRATION	90.00
		ONBOARDING/PHONES REBOOT TICKT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	45.00
			CHECK TOTAL	225.00
53067	ANDERSON PEST SOLUTIONS	PEST CONTROL-PARKS GARAGE	CORPORATE / PARK MAINTENANCE	40.55
		PEST CONTROL-PARKS GARAGE	RECREATION FUND / FACILITY MAINTENANCE	40.55
			CHECK TOTAL	81.10
53068	BELLA BREW COFFEE & BEVERAGE	COFFEE	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	260.13
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	8.00
			CHECK TOTAL	268.13
53069	DAIRY QUEEN OF CARY	FOOD FOR RESALE-BLIZZARDS	RECREATION FUND / PROGRAM AREA B	1,375.00
		FOOD FOR RESALE-BLIZZARDS	RECREATION FUND / PROGRAM AREA B	1,000.00
			CHECK TOTAL	2,375.00
53070	CHAS. HERDRICH & SON, INC.	NON-ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	96.95
		ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,252.05
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	7.00
			CHECK TOTAL	1,356.00
53071	ED'S RENTAL AND SALES, INC.	FENCE STRETCHER-LIONS PK	CORPORATE / PARK MAINTENANCE	25.00
			CHECK TOTAL	25.00
53072	ESPOSITO ENTERPRISES	DJ FOR TWEEN NIGHT-SBAC	RECREATION FUND / PROGRAM AREA B	325.00
			CHECK TOTAL	325.00

DATE: 07/22/24
 TIME: 10:56:33
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53073	FIRST STUDENT INC.	CAMP BUS-7/5/24	RECREATION FUND / PROGRAM AREA D	201.00
		CAMP BUS-7/3/24	RECREATION FUND / PROGRAM AREA D	201.00
		CAMP BUS-7/2/24	RECREATION FUND / PROGRAM AREA D	2,077.00
			CHECK TOTAL	2,479.00
53074	GOOD CLEAN FUN MUSIC	MUSIC-CONCERT IN THE PARK	RECREATION FUND / PROGRAM AREA B	1,200.00
			CHECK TOTAL	1,200.00
53075	LRS	TOILET RENT-JUL24	CORPORATE / PARK MAINTENANCE	244.44
		TOILET RENT-JUL24	RECREATION FUND / FACILITY MAINTENANCE	244.44
		SNS FEST-TOILET RENTAL	RECREATION FUND / PROGRAM AREA B	1,963.32
			CHECK TOTAL	2,452.20
53076	NADLER GOLF CAR SALES, INC.	GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	132.03
		GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	174.54
		GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	419.16
			CHECK TOTAL	725.73
53077	NCPERS GROUP LIFE INSURANCE	GRP INSURANCE-NCPERS	CORPORATE /	16.00
			CHECK TOTAL	16.00
53078	O'REILLY AUTOMOTIVE INC	SOCKET	FOXFORD HILLS GOLF CLUB / OPERATIONS	12.99
			CHECK TOTAL	12.99
53079	PETROCHOICE, LLC	FUEL-SHOP	CORPORATE / PARK MAINTENANCE	1,114.47
		FUEL-FHGC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	2,258.78
			CHECK TOTAL	3,373.25
53080	REVELS	JOHN DEERE MOWER	FOXFORD HILLS GOLF CLUB /	97,989.00
			CHECK TOTAL	97,989.00
53081	SYSCO FOOD SERVICES-CHICAGO	FOOD FOR RESALE	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,071.02
		NON-ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	424.98
		OPERATING SUPPLIES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	305.22
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	6.50
		JANITORIAL SUPPLIES	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	78.20
		FOOD FOR RESALE-SBAC	RECREATION FUND / PROGRAM AREA B	1,604.75
		FOOD FOR RESALE-SBAC	RECREATION FUND / PROGRAM AREA B	1,155.76

DATE: 07/22/24
 TIME: 10:56:34
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 12

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53081	SYSKO FOOD SERVICES-CHICAGO	OPERATING SUPPLIES-SBAC	RECREATION FUND / PROGRAM AREA B	108.39
			CHECK TOTAL	4,754.82
53082	VERSION2, LLC - HOSTING	VEEAM BKUP & CLOUD CONNECT	CORPORATE / GENERAL ADMINISTRATION	113.60
		VEEAM BKUP & CLOUD CONNECT	RECREATION FUND / ADMINISTRATION	113.60
		VEEAM BKUP & CLOUD CONNECT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	56.80
			CHECK TOTAL	284.00
53083	VIRTOO SERVICES, LLC.	IT SERVICE PLAN/SUPPORT	CORPORATE / GENERAL ADMINISTRATION	2,820.00
		IT SERVICE PLAN/SUPPORT	RECREATION FUND / ADMINISTRATION	2,820.00
		IT SERVICE PLAN/SUPPORT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	1,410.00
			CHECK TOTAL	7,050.00
53084	WALTER ALARM SERVICES, INC.	FIRE ALARM SERVICE-CC	RECREATION FUND / FACILITY MAINTENANCE	305.28
			CHECK TOTAL	305.28
53085	ANDERSON PEST SOLUTIONS	PEST CONTROL-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	135.20
			CHECK TOTAL	135.20
53086	CHAS. HERDRICH & SON, INC.	NON-ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	45.98
		ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,178.35
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	7.00
			CHECK TOTAL	1,231.33
53087	COBRA GOLF INCORPORATED	MENS GOLF APPAREL	FOXFORD HILLS GOLF CLUB / OPERATIONS	4,174.00
		SHIPPING	FOXFORD HILLS GOLF CLUB / OPERATIONS	102.34
			CHECK TOTAL	4,276.34
53088	FIRST COMMUNICATIONS, LLC	PHONES-FHGC	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	134.05
		PHONES-FHGC MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	51.87
			CHECK TOTAL	185.92
53089	FIRST STUDENT INC.	CAMP BUS-7/10/24	RECREATION FUND / PROGRAM AREA D	201.00
			CHECK TOTAL	201.00
53090	ILLINOIS STATE POLICE	BACKGRND CK REPLENISHMT	RECREATION FUND /	1,000.00
			CHECK TOTAL	1,000.00

DATE: 07/22/24
 TIME: 10:56:34
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53091	REVELS	TRACTOR PARTS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	869.80
			CHECK TOTAL	869.80
53092	SYSKO FOOD SERVICES-CHICAGO	FOOD FOR RESALE	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,174.47
		NON-ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	301.20
		ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	56.55
		OPERATING SUPPLIES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	79.34
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	6.50
			CHECK TOTAL	1,618.06
53093	TRITZ BEVERAGE SYSTEMS INC.	LINEs CLEANED	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	50.00
			CHECK TOTAL	50.00
53094	VANDERSTAPPEN LAND SURVEYING,	TOPOGRAPHIC SURVEY-LIONS PK	CAPITAL PROJECTS FUND /	1,200.00
			CHECK TOTAL	1,200.00
53095	APPRIVER, LLC	MICROSOFT 365 LICENSES	CORPORATE / GENERAL ADMINISTRATION	268.65
			CHECK TOTAL	268.65
53096	BREAKTHRU BEVERAGE ILLINOISLLC	ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,090.98
		SHIPPING	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	6.00
			CHECK TOTAL	1,096.98
53097	CRYSTAL MAINTENANCE SERVICES,	CLEANING JUL24-SBAC	RECREATION FUND / FACILITY MAINTENANCE	2,780.00
			CHECK TOTAL	2,780.00
53098	ELEVATED HOME SERVICES, LLC	DRYWALL-LIONS PK CONCESSIONS	RECREATION FUND / FACILITY MAINTENANCE	3,025.00
			CHECK TOTAL	3,025.00
53099	FIRST COMMUNICATIONS, LLC	PHONES-SBAC	RECREATION FUND / PROGRAM AREA B	144.46
		PHONES-CC	CORPORATE / GENERAL ADMINISTRATION	300.26
		PHONES-CC	RECREATION FUND / ADMINISTRATION	300.26
		PHONES-PARKS GARAGE	CORPORATE / PARK MAINTENANCE	119.21
		PHONES-ANNEX	CORPORATE / GENERAL ADMINISTRATION	168.19
		PHONES-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	187.76
			CHECK TOTAL	1,220.14
53100	FROG LADY PRESENTATIONS	CHILDRENS ENTERTAINMENT SERIES	RECREATION FUND / PROGRAM AREA B	450.00
			CHECK TOTAL	450.00

DATE: 07/22/24
 TIME: 10:56:37
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 14

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53101	GROWER EQUIPMENT & SUPPLY CO.	TRIMMERS TRIMMER LINE	FOXFORD HILLS GOLF CLUB / MAINTENANCE FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,039.97 139.98 CHECK TOTAL 1,179.95
53102	H.R. STEWART, INC.	WATER HEATER-LIONS PK	RECREATION FUND / FACILITY MAINTENANCE	2,423.25 CHECK TOTAL 2,423.25
53103	LAKESHORE BEVERAGE	ALCOHOLIC BEVERAGES SHIPPING ALCOHOLIC BEVERAGES	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	581.50 10.00 340.44 CHECK TOTAL 931.94
53104	MENARD'S	CEDAR PICKETS-GIVE BACK GARDEN	CORPORATE / PLANNING & DEVELOPMENT	13.80 CHECK TOTAL 13.80
53105	NADLER GOLF CAR SALES, INC.	GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	330.02 CHECK TOTAL 330.02
53106	O'REILLY AUTOMOTIVE INC	SOCKET SET/EXTENSION	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	40.98 CHECK TOTAL 40.98
53107	L & L RESTORATION LLC	WATER EXTRACTION/REMEDIATION	RECREATION FUND / FACILITY MAINTENANCE	3,097.41 CHECK TOTAL 3,097.41
53108	SNAP-ON TOOLS	IMPACT WRENCH	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	300.00 CHECK TOTAL 300.00
53109	SYSO FOOD SERVICES-CHICAGO	FOOD FOR RESALE-SBAC OPERATING SUPPLIES-SBAC FOOD FOR RESALE SHIPPING	RECREATION FUND / PROGRAM AREA B RECREATION FUND / PROGRAM AREA B FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	1,417.35 83.12 153.50 6.50 CHECK TOTAL 1,660.47
53110	WAREHOUSE DIRECT, INC.	CGHS PARKING PASSES	CORPORATE / GENERAL ADMINISTRATION	269.28 CHECK TOTAL 269.28
53111	AMERIGAS PROPANE LP	PROPANE	CORPORATE / PARK MAINTENANCE	439.99 CHECK TOTAL 439.99

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CARY PARK DISTRICT
 WARRANT NUMBER 072524

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53112	ANCEL GLINK, P.C.	LEGAL SERVICES-JUN24	CORPORATE / GENERAL ADMINISTRATION	2,040.00
			CHECK TOTAL	2,040.00
53113	BURRIS EQUIPMENT CO.	LIGHT TOWER RENTALS-SNS FEST	RECREATION FUND / PROGRAM AREA B	1,643.50
			CHECK TOTAL	1,643.50
53114	CINTAS CORP	UNIFORMS	CORPORATE / PARK MAINTENANCE	40.49
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	14.97
		UNIFORMS	CORPORATE / PARK MAINTENANCE	40.49
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	14.97
			CHECK TOTAL	110.92
53115	NORTHWESTERN MED OCC HEALTH	DRUG SCREEN	CORPORATE / PARK MAINTENANCE	35.00
		DRUG SCREEN	CORPORATE / GENERAL ADMINISTRATION	21.00
		DRUG SCREEN	RECREATION FUND / ADMINISTRATION	21.00
			CHECK TOTAL	77.00
53116	TAMI MOORE	DD PAY CHECK RETURNED	RECREATION FUND /	62.94
			CHECK TOTAL	62.94
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
53123	BMO CORPORATE MASTERCARD	VERIZON-PHONES & TABLETS	CORPORATE / GENERAL ADMINISTRATION	136.08
		COMCAST-ANNEX/CC/HFM PK/PARKS	CORPORATE / GENERAL ADMINISTRATION	1,859.48
		POSTAGE MACHINE INK	CORPORATE / GENERAL ADMINISTRATION	91.29
		GFOA TRAINING	CORPORATE / GENERAL ADMINISTRATION	420.00
		CFRP RENEWAL	CORPORATE / GENERAL ADMINISTRATION	70.00
		GIFT CARD/FOOD FOR STAFF	CORPORATE / GENERAL ADMINISTRATION	335.08

DATE: 07/22/24
 TIME: 10:56:40
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CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 16

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53123	BMO CORPORATE MASTERCARD	COPY PAPER/IMAGING UNIT/STOOL	CORPORATE / GENERAL ADMINISTRATION	783.21
		ZOOM/ADOBE	CORPORATE / GENERAL ADMINISTRATION	106.95
		KEY STAFF SUPPLIES/NEW EE	CORPORATE / GENERAL ADMINISTRATION	225.24
		IPASS REPLENISHMENT	CORPORATE / GENERAL ADMINISTRATION	40.00
		WASTE MGMT-LIONS PK	CORPORATE / PARK MAINTENANCE	208.30
		VERIZON PHONES & TABLETS	CORPORATE / PARK MAINTENANCE	460.21
		SPORTS TURF MGRS MEETING	CORPORATE / PARK MAINTENANCE	30.00
		CHAINSAW/BOLT EXTRACTOR SET	CORPORATE / PARK MAINTENANCE	147.73
		CLEANING SUPPLIES/WATER SOFTEN	CORPORATE / PARK MAINTENANCE	44.69
		GLOVES	CORPORATE / PARK MAINTENANCE	87.89
		WATER/GATORADE	CORPORATE / PARK MAINTENANCE	141.98
		BINDERS/DATASTICK/INK CARTRIDG	CORPORATE / PARK MAINTENANCE	140.42
		MAINTAINX SUBSCRIPTION	CORPORATE / PARK MAINTENANCE	110.20
		TOP SOIL	CORPORATE / PARK MAINTENANCE	11.48
		PESTICIDE/TEFLON/FLEX TAPE	CORPORATE / PARK MAINTENANCE	586.59
		FIRE TABLET	CORPORATE / PARK MAINTENANCE	94.99
		FLOW VALVE/BATTERIES	CORPORATE / PARK MAINTENANCE	131.43
		LIGHT BULBS/WAVE SWITCH	CORPORATE / PARK MAINTENANCE	126.77
		SPLASH PAD PARTS	CORPORATE / PARK MAINTENANCE	521.01
		LUMBER/SAKRETE/PAINT/TAPE	CORPORATE / PARK MAINTENANCE	769.53
		TRAILER TIRES/FILTER ELEMT	CORPORATE / PARK MAINTENANCE	1,900.41
		STEERING DAMPER/RAIN-X/DEF/OIL	CORPORATE / PARK MAINTENANCE	999.17
		VERIZON-PHONES & TABLETS	CORPORATE / PLANNING & DEVELOPMENT	58.78
		PRINTING-STARS N STRIPES FEST	CORPORATE / COMMUNICATIONS & MARKETING	583.38
		NW HERALD/ADOBE/BITLY	CORPORATE / COMMUNICATIONS & MARKETING	776.64
		VERIZON-PHONES & TABLETS	RECREATION FUND / ADMINISTRATION	555.11
		COMCAST-CC FITNESS	RECREATION FUND / ADMINISTRATION	304.26
		CPRP RENEWAL	RECREATION FUND / ADMINISTRATION	70.00
		BLINK/STING KILL/BIO BAGS	RECREATION FUND / ADMINISTRATION	255.68
		COLORED PAPER	RECREATION FUND / ADMINISTRATION	51.25
		COPY PAPER/IMAGING UNIT/FILES	RECREATION FUND / ADMINISTRATION	416.34
		PORTABLE POWER STATION	RECREATION FUND / ADMINISTRATION	299.98
		WASTE MGMT-LIONS PK	RECREATION FUND / FACILITY MAINTENANCE	208.29
		ALARM MONITORING-CC	RECREATION FUND / FACILITY MAINTENANCE	75.00
		WASTE MGMT-PRESCHOOL	RECREATION FUND / FACILITY MAINTENANCE	119.11
		WASTE MGMT-SBAC	RECREATION FUND / FACILITY MAINTENANCE	509.63
		VACUUM/FAN/DRILL BITS	RECREATION FUND / FACILITY MAINTENANCE	276.86
		FUEL	RECREATION FUND / FACILITY MAINTENANCE	133.11

DATE: 07/22/24
 TIME: 10:56:41
 ID: AP490000.WOW

CARY PARK DISTRICT
 WARRANT NUMBER 072524

PAGE: 17

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53123	BMO CORPORATE MASTERCARD	CLEANING SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	18.33
		CLEANING SUPPLIES	RECREATION FUND / FACILITY MAINTENANCE	18.33
		CLEANING SUPPLIES/HAMPER	RECREATION FUND / FACILITY MAINTENANCE	129.18
		DOOR HOLD/BATTERIES/WATER KIT	RECREATION FUND / FACILITY MAINTENANCE	93.57
		SPLASH PAD PARTS	RECREATION FUND / FACILITY MAINTENANCE	521.01
		SOCCER GOAL SAND	RECREATION FUND / FACILITY MAINTENANCE	77.96
		ROCKER SWITCH	RECREATION FUND / FACILITY MAINTENANCE	6.06
		DOOR HOLD	RECREATION FUND / FACILITY MAINTENANCE	15.18
		PIPE THREAD SEALANT/TAPE	RECREATION FUND / FACILITY MAINTENANCE	29.75
		FLEX TAPE	RECREATION FUND / FACILITY MAINTENANCE	16.14
		CO-OP TRIPS/MEALS	RECREATION FUND / PROGRAM AREA A	86.66
		PARTY SUPPLIES/CRAFTS/DECOR	RECREATION FUND / PROGRAM AREA A	792.84
		PODS CONTAINER	RECREATION FUND / PROGRAM AREA B	358.00
		LIFEGUARD RECERTIFICATION	RECREATION FUND / PROGRAM AREA B	920.00
		COMCAST-SBAC	RECREATION FUND / PROGRAM AREA B	500.18
		SUNFLOWER SEEDS	RECREATION FUND / PROGRAM AREA B	91.37
		MESH SKIMMER/TAPE/SCISSORS	RECREATION FUND / PROGRAM AREA B	99.96
		SKITTLES/NERDS/POP/SOUR PATCH	RECREATION FUND / PROGRAM AREA B	1,145.62
		BIRTHDAY PARTY SUPPLIES	RECREATION FUND / PROGRAM AREA B	53.17
		CANOPIES/WRISTBANDS/RAFFLE TKT	RECREATION FUND / PROGRAM AREA B	1,031.73
		FANS/PVC CARDS/PRINTER RIBBON	RECREATION FUND / PROGRAM AREA B	251.57
		BIOHAZARD BAGS	RECREATION FUND / PROGRAM AREA B	23.98
		MARKERS/TONER/CUPCAKES/JUICE	RECREATION FUND / PROGRAM AREA B	1,070.61
		PVC CARDS/PRINTER RIBBON/TONER	RECREATION FUND / PROGRAM AREA B	1,342.90
		COMCAST-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	390.83
		ROCK N KIDS/ULTMT NINJA DEP	RECREATION FUND / PROGRAM AREA C	698.00
		VERIZON-PHONES & TABLETS	RECREATION FUND / PROGRAM AREA C	88.71
		PLAY-DOH/BUBBLES/CHALK/BINS	RECREATION FUND / PROGRAM AREA C	588.69
		SOFTBALLS/MAT	RECREATION FUND / PROGRAM AREA C	299.76
		FOAM SHEETS/WIPES	RECREATION FUND / PROGRAM AREA C	54.22
		YMCA CAMP DUNCAN	RECREATION FUND / PROGRAM AREA D	250.00
		ZOO/MEDIEVAL TIMES/PODS CONTR	RECREATION FUND / PROGRAM AREA D	10,642.60
		S'MORES SLIME	RECREATION FUND / PROGRAM AREA D	166.60
		DANCE COSTUMES	RECREATION FUND / PROGRAM AREA D	195.39
		BALLOONS/DECOR/CARDSTOCK	RECREATION FUND / PROGRAM AREA D	383.34
		WINDOW CLINGS/STICKER BOOKS	RECREATION FUND / PROGRAM AREA D	55.59
		CAMP SUPPLIES/LANYARDS/CRAFTS	RECREATION FUND / PROGRAM AREA D	2,464.35
		CAMP FOOD/FLAVOR ICE/MARSHMLWS	RECREATION FUND / PROGRAM AREA D	150.70

DATE: 07/22/24
TIME: 10:56:42
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CARY PARK DISTRICT
WARRANT NUMBER 072524

PAGE: 18

FROM CHECK # 52972 TO CHECK # 53123

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
53123	BMO CORPORATE MASTERCARD	REWARD TOKENS	RECREATION FUND / PROGRAM AREA D	96.82
		STARS N STRIPES FEST/SUMMER	RECREATION FUND / COMMUNICATIONS & MARKETING	637.00
		VERIZON-PHONES & TABLETS	RECREATION FUND / COMMUNICATIONS & MARKETING	14.85
		BITLY/SURVEYMONKEY SUB	RECREATION FUND / COMMUNICATIONS & MARKETING	193.48
		COMCAST-FHGC	FOXFORD HILLS GOLF CLUB / OPERATIONS	529.43
		WASTE MGMT-FHGC MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	191.23
		COMCAST-FHGC MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	333.91
		TORO COMPANY	FOXFORD HILLS GOLF CLUB / MAINTENANCE	260.00
		WASTE MGMT-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	491.23
		AIR CONDITION CLEAN & CHECK	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	695.85
		INTWINE CONNECT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	100.00
		BUBBLES/MARKERS/PLANNER	RECREATION FUND / PROGRAM AREA C	215.50
		VERIZON-PHONES & TABLETS	CORPORATE / COMMUNICATIONS & MARKETING	93.93
			CHECK TOTAL	44,249.66
			WARRANT TOTAL	472,657.62

*PRELIMINARY
TREASURER'S REPORT*

CARY PARK DISTRICT
FINANCIAL STATEMENTS

FOR THE TWO MONTHS ENDED JUNE 30, 2024

**Cary Park District
Budget Report, All Funds
For the Two Months Ended June 30, 2024**

	Month of June		One Month Ended June 30, 2024		Y-T-D @ 6/30/2023	Fiscal Year 24/25	Year Actual as a % of Fiscal Year Budget
	Actual	Budget	Actual	Budget	Actual	Budget	
Revenues							
Real Estate Taxes	\$ 103,484	\$ 828,804	\$ 3,023,450	\$ 2,977,967	\$ 2,855,103	\$ 5,715,888	52.9%
Replacement Tax	16,398	17,010	16,398	17,010	25,336	115,182	14.2%
Program Revenue	526,786	440,429	771,838	654,831	687,106	2,097,700	36.8%
Golf Fees & Charges	289,630	288,291	697,387	585,990	679,531	1,702,535	41.0%
Golf Instruction	8,655	7,000	26,835	15,000	22,615	25,000	107.3%
Merchandise, Food & Beverage Sales	83,958	58,622	153,842	106,107	147,811	397,225	38.7%
Rental	23,377	29,705	83,743	78,481	70,601	180,975	46.3%
Investment & Service Fees	35,963	30,631	69,892	61,408	62,216	281,800	24.8%
Grants	-	-	26	-	-	-	> 100%
Donations/Developer Contributions	3,000	-	-	-	1,027	38,987	0.0%
Advertising	-	-	-	375	-	4,000	0.0%
Sale of Equipment	-	-	-	-	-	97,833	0.0%
Miscellaneous	1,488	1,513	1,989	3,027	613	17,406	11.4%
Total Revenues	1,092,737	1,702,005	4,845,400	4,500,196	4,551,959	10,674,531	45.4%
Expenditures							
<u>Operating:</u>							
Personnel & Payroll Related Costs	552,120	493,423	908,095	892,447	826,148	4,334,467	21.0%
Professional Services	199,998	180,849	332,471	291,281	280,605	1,306,240	25.5%
Services	197,987	164,131	285,404	259,080	218,113	1,195,725	23.9%
Commodities	133,346	135,989	279,991	280,896	263,377	855,150	32.7%
Repairs & Maintenance	24,950	52,279	88,087	113,704	69,284	303,904	29.0%
Depreciation	9,372	9,265	18,637	18,530	16,987	143,377	13.0%
Total Operating	1,117,773	1,035,936	1,912,685	1,855,938	1,674,514	8,138,863	23.5%
<u>Capital:</u>							
Capital Projects Fund	967	16,000	12,877	32,750	44,413	1,764,000	0.7%
Capital Equipment Replacement Fund	-	17,629	138,898	183,362	-	446,885	31.1%
Other	-	-	9,340	109,130	-	109,130	8.6%
Total Capital	967	33,629	161,115	325,242	44,413	2,320,015	6.9%
<u>Debt:</u>							
G.O. Limited Tax Park Bond & Interest	-	45,334	-	-	-	46,138	0.0%
2018A Alternate Revenue Bonds	-	-	45,334	45,334	49,159	350,669	12.9%
Debt Certificates, 2019A	1,859	1,859	1,859	1,859	3,628	194,429	1.0%
Sunburst Bay Aquatic Center Debt	105,495	105,495	105,495	105,495	107,133	570,990	18.5%
Total Debt Service	107,354	152,688	152,689	152,688	159,920	1,162,226	13.1%
Total Expenditures	1,226,095	1,222,253	2,226,488	2,333,868	1,878,847	11,621,104	19.2%
Net Addition (Reduction) To Fund Balance	\$ (133,357)	\$ 479,751	\$ 2,618,912	\$ 2,166,329	\$ 2,673,112	\$ (946,573)	
Beginning Fund Balance May 1, 2024 (Preliminary)			10,812,296				
Ending Fund Balance June 30, 2024			\$ 13,431,208				

Note: The above statement includes Foxford Hills Golf Club, an Enterprise Fund. The Enterprise Fund is prepared on a full accrual basis while the remaining Funds are prepared on a modified accrual basis.

**Cary Park District
D/B/A Foxford Hills Golf Club
Income Statement
For the Two Months Ended June 30, 2024**

	Month of June		One Month Ended June 30, 2024		Y-T-D @ 6/30/2023	Fiscal Year 24/25	Year Actual as a % of Fiscal Year Budget
	Actual	Budget Allocation	Actual	Budget	Actual	Budget	
Operating Revenues							
Golf Course Fees & Charges	\$ 289,630	\$ 288,291	\$ 697,387	\$ 585,990	\$ 679,531	\$ 1,702,535	41.0%
Golf Instruction	8,655	7,000	26,835	15,000	22,615	25,000	107.3%
Merchandise, Food & Beverage Sales	83,958	58,622	153,842	106,107	147,811	397,225	38.7%
Investment Income	2,864	1,500	5,594	2,700	-	12,681	44.1%
Total Operating Revenues	385,107	355,413	883,658	709,797	849,957	2,137,441	41.34%
Operating Expenses							
Professional Services	120,492	97,585	234,610	188,561	206,512	955,896	24.5%
Services	28,862	29,098	53,775	54,964	51,928	246,801	21.8%
Commodities	70,244	65,822	137,787	145,537	111,897	366,187	37.6%
Repairs & Maintenance	6,843	23,618	46,177	64,709	33,692	133,050	34.7%
Depreciation	9,372	9,265	18,637	18,530	16,987	143,377	13.0%
Total Operating Expenses	235,813	225,387	490,986	472,302	421,016	1,845,311	26.6%
Operating Income	149,295	130,026	392,671	237,495	428,941	292,130	134.4%
Nonoperating Revenues (Expenses)							
Gain (Loss) on Disposal of Assets	-	-	-	-	-	53,760	100.0%
Total Nonoperating Revenues (Expenses)	-	-	-	-	-	53,760	0.0%
Change in Net Position	149,295	130,026	392,671	237,495	428,941	345,890	113.5%
Beginning Net Position May 1, 2024 (Preliminary)					4,940,300		
Ending Net Position June 30, 2024					<u>\$ 5,332,971</u>		

**Cary Park District
Balance Sheet (1)
June 30, 2024**

ASSETS

Cash and Investments	\$	10,067,979
Receivables:		
Recreation Programs		672,502
Taxes		2,826,273
Other		78,863
Deposits		7,280
Prepaid Expenses		317
Inventory		89,116
Net Fixed Assets (Foxford Hills Golf Club Only)		4,615,550
TOTAL ASSETS	\$	18,357,880

LIABILITIES

Accounts Payable	\$	147,974
Accrued Expenditures:		
Payroll		146,762
Insurance		5,922
Other		180,945
Deferred Revenue:		
Taxes		2,706,392
Recreation Programs		861,208
Foxford Hills Golf Club		-
Gift Certificates and Gift Cards		39,476
Deposits		20,103
Bonds Payable		817,890
TOTAL LIABILITIES		4,926,672
 TOTAL FUND BALANCE		 13,431,208
 TOTAL LIABILITIES AND FUND BALANCE	\$	 18,357,880

Note - 1) The above statement includes Foxford Hills Golf Club, an Enterprise Fund. Fixed Assets include the Assets of Foxford Hills Golf Club only. Governmental Fund debt issued with a term less than twelve months is included on the Balance Sheet.

Cary Park District
Recap of Changes in Cash & Investments and Fund Balances
For the Two Months Ended June 30, 2024

	Balance as of 5/01/24	Net Increase (Decrease)	Balance as of 06/30/24
Cash & Investments			
Harris Bank - Payroll	\$ 77	\$ 0	\$ 77
Cary Bank & Trust - Maxsafe Account	756,623	6,652	763,275
Harris Bank - MM	328,969	12,069	341,038
Home State Bank - Checking	39,772	9,117	48,889
Home State Bank - MM	260,006	1,287	261,293
The Illinois Funds	6,462,973	2,179,408	8,642,381
Petty Cash & Cash on Hand	3,125	7,900	11,025
Total Cash and Investments	\$ 7,851,545	\$ 2,216,434	\$ 10,067,979

	Balance as of 5/01/24	Net Increase (Decrease)	Balance as of 06/30/24
Fund Balances			
Corporate	2,535,323	\$ 909,777	3,445,100
Recreation	914,927	690,071	1,604,998
Developers' Donations	726,009	6,063	732,072
G.O. Limited Tax Park Bond & Interest	(731,960)	450,632	(281,328)
2018A Alternate Revenue Bonds	-	-	-
2019A Debt Certificates	-	-	-
Aquatic Center Debt	-	-	-
Audit	8,702	1,921	10,623
Capital Projects	741,736	20,248	761,984
Liability Insurance	133,815	38,406	172,221
Equipment Replacement	892,221	(131,726)	760,495
IMRF/Social Security	101,669	137,175	238,844
Paving and Lighting	77,422	3,289	80,711
Special Recreation	468,247	100,351	568,598
Cary Prairie Heritage Fund	3,885	33	3,918
Foxford Hills Golf Course	4,940,300	392,671	5,332,971
Total All Funds	\$ 10,812,296	\$ 2,618,912	\$ 13,431,208

Board Memo

To: Board of Commissioners
From: Dan Jones, Executive Director
Date: July 25, 2024



RE: Board Meeting Action Items Summary

Providing exceptional recreation, parks and open space opportunities.

VI.A.5 -- Purchase of a 2023 Ford F-150 Crew Cab 4x4 Truck in the amount of \$47,987.00 from Morrow Brothers Ford, Inc in Greenfield, IL

Introduction

The Board of Commissioners approves purchases in excess of \$29,999.00. This vehicle replacement was approved in the FY2024-25 budget with funds totaling \$46,875.00 within the Capital Equipment Replacement Fund.

Background

The current F-150 Truck was received in October 2014 and had a replacement timeline of 7 years. Presently the vehicle is in its 9+ years of service. This vehicle was predominantly used by the Safety & Risk Manager and Parks Specialist-Safety until April 2023. Since April 2023, it has been used on a regular basis by the Facility Maintenance Specialist, the part time Safety Coordinator and other Maintenance Department staff.

Staff have been attempting to replace this vehicle for several years now. It appeared in a disposal ordinance in FY2022-23. It has been challenging to find a replacement F-150 vehicle through the National Auto Fleet Group or the State of Illinois bid contract process. There remain no F-150 vehicles available via these options. Recently, a new 2023 F-150 became available through Morrow Brothers Ford, Inc. at the State of Illinois Government Contract Price of \$47,987.00 (IL Contract 21-416-P-29479). This amount is \$1,112.00 above the budgeted amount. Morrow Brothers Ford is offering a \$4,600.00 trade in value for the 2014 F-150 Truck being replaced.

Staff Recommendation

Staff concurs with the recommendation of the COW.

COW Recommendation

The Committee recommended (5-0) Board of Commissioners approval of the purchase of a 2023 Ford F-150 Crew Cab 4x4 Truck with a 6'6" bed in the amount of \$47,987.00 from Morrow Brothers Ford, Inc in Greenfield, IL.

Motion to Consider

Consent Agenda.

VI.A.6 - O-2024-25-03, An Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District.

Introduction

The Board of Commissioners approves disposal of personal property belonging to the Park District for equipment that was valued at \$500.00 or greater at time of purchase.

Board Memo

Background

On multiple occasions each fiscal year, staff presents a disposal ordinance to the Board of Commissioners for consideration.

Various items on the list are broken, inoperable or no longer needed by the Park District and Foxford Hills Golf Club. There are several items listed that are anticipated to be replaced later this fiscal year and included in case the replacement timeline is adjusted. The list includes computers, servers, monitors and miscellaneous electronic equipment that has an older operating system, has reached the end of their useful life or no longer needed by the Park District.

One item is re-listed at a lower minimum bid amount from a previous Disposal Ordinance after re-evaluation by staff.

- Ordinance 2022-23-09: 2014 Ford F-150 Super Crew 4x4 Truck

Typically, equipment is disposed via trade-in through a vendor, scrapped, recycled (electronics) or sold using a public auction platform.

Staff Recommendation

Staff concurs with the recommendation of the COW.

COW Recommendation

The Committee recommended (5-0) Board of Commissioners approval of Ordinance O-2024-25-03, An Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District.

Motion to Consider

Consent Agenda.

VI.A.7 -- Policy 4-001, Philosophy of Human Resource Management; Policy 4-003, At Will Employment; Policy 4-008 Employee Performance Appraisals; Policy 4-008a, Performance Appraisal – Executive Director; Policy 4-009, Employee Positions and Job Descriptions; Policy 4-010b, Consolidated Omnibus Budget Reconciliation Act (COBRA) Compliance; Policy 4-012, Employee Concerns, Comments and Grievances; Policy 4-013b, Personal Time Off (PTO); Policy 4-013d, Leaves of Absence, Other; Policy 4-015, Abused and Neglected Child Reporting (Mandated Reporter Requirements); Policy 4-017, Personal Relationships; Policy 4-024, Background Check & Criminal Offense Investigation.

Introduction

The Board of Commissioners reviews and approves policies.

Background

The Park District has adopted many best practices set forth via the Illinois Distinguished Accreditation program. A best practice for the Board and staff is to review the personnel policies of the agency every 5 years. The Park District is a four-time recipient of Illinois Distinguished Accredited Agency recognition. To remain consistent with this best practice and in advance of the Park District review within the program to become a five-time recipient, the Board should review the personnel policies. The previous Board review of this policy section occurred in 2016.

Board Memo

In February of 2020, the internal process to begin review of personnel policies began to meet the standard as noted above. However, within a week of kicking off this process, COVID-19 became the primary focus of all persons, and the started process was lost and then not picked back up and completed once COVID subsided. It is important to note that during this time, several policies have been updated or modified by staff and Board, due to changes in the law, changes in practice or for other reasons that merited a review of an individual policy.

Attorney Puma has reviewed these policies which include his modifications as well.

Staff Recommendation

Staff concurs with the recommendation of the COW.

COW Recommendation

The Committee recommended (5-0) Board of Commissioners approval of Policy 4-001, Philosophy of Human Resource Management; Policy 4-003, At Will Employment; Policy 4-008 Employee Performance Appraisals; Policy 4-008a, Performance Appraisal – Executive Director; Policy 4-009, Employee Positions and Job Descriptions; Policy 4-010b, Consolidated Omnibus Budget Reconciliation Act (COBRA) Compliance; Policy 4-012, Employee Concerns, Comments and Grievances; Policy 4-013b, Personal Time Off (PTO); Policy 4-013d, Leaves of Absence, Other; Policy 4-015, Abused and Neglected Child Reporting (Mandated Reporter Requirements); Policy 4-017, Personal Relationships; Policy 4-024, Background Check & Criminal Offense Investigation, as revised.

Motion to Consider

Consent Agenda.

VII.B.1 – Dissolve, Decennial Committee on Local Government Efficiency.

Introduction

On May 23, 2023, the Board of Commissioners established this Committee as required by law. The work of the Committee concluded on June 27, 2024.

Background

Decennial Committees on Local Government Efficiency Act, 50 ILCS 70/1, et seq., requires units of local government that levy any tax to form a committee to study local government efficiencies and provide a report to the county board in which the unit of local government is located. Municipalities and counties are exempt from the Act.

The Board of Commissioners established the Committee on May 23, 2023.

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

Each committee must provide a report to the administrative office of the county board of each county in which the governmental unit is located no later than eighteen months after the formation of the

Board Memo

committee. Because the committee is being formed on May 11, 2023, the report would need to be provided to the county board no later than November 11, 2024.

The Committee approved its Final Report to be filed with the County during its meeting of June 27, 2024. The Committee directed staff to file the report with the County Clerk once the minutes of the final meeting of the Committee are approved, and these minutes were placed on the July 25, 2024 meeting of the Board of Commissioners. The final report will be filed with the County Clerk by the end of August 2024.

The Committee is required to meet at least three times. The committee may, but is not required, to meet during the regularly scheduled meeting of the governmental unit if the following conditions are met: (1) separate notice is given in conformance with the Open Meetings Act, (2) the committee meeting is listed as part of the board of the governmental unit's regular meeting agenda, and (3) at least a majority of the members of the committee are present at the committee's meeting.

The meetings of the Committee were held as independent and stand-alone meetings. Agendas were posted as required by law both at the location of the meeting and on the Park District website. The Committee met its requirement to meet three times on February 22, 2023, August 24, 2023 and June 27, 2024.

Staff Recommendation

None.

Committee Recommendation

None.

Motion(s) to Consider

Move to dissolve the Decennial Committee on Local Government Efficiency.

The Board of Commissioners extends its sincere thanks to resident members Michael Murphy and Glen Barlow for their participation and contributions to the work of the Committee.



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1242 Main Street • GREENFIELD IL 62044

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

July 2, 2024

Bob Sutalski
Cary Park District
rsutalski@carypark.com
C: 847-404-7017

We propose the following for your consideration.

1-NEW 2023 FORD F150 Crew Cab 4x4 6' 6" Bed

To include the following optional equipment:

- UM Black Exterior, CS 40/20/40 Cloth Seating
- 5.0L V8 Gasoline Engine, 10-Speed Automatic
- E-Locking Rear Axle, Skid Plates, LT265 A/T Tires
- Air Conditioning, AM/FM/MP3, Cruise Control
- Power Windows/Locks/Mirrors, Daytime Running Lights
- Remote Keyless Entry, Bluetooth Communications
- Back-Up Camera, Reverse Sensing System
- Trailer Tow Package, Trailer Brake Controller
- Chrome Bumpers, Aluminum Wheels, Fog Lights
- Grip Strut Running Boards, (2) Keys w/Remotes
- Whelen 4 Corner Amber LED Warning Lights
- Fire Extinguisher w/Mount, Back-Up Alarm
- New M License/Title, Spray in Bed Liner
- IL. Contract 21-416-P-29479

Illinois Government Price	\$47,987.00*
Trade '14 F150 VIN: 2800	-4,600.00
Total Difference Due	\$43,387.00

Units are in stock* at the time of this quote and available, first come first serve. All trade in vehicles are welcome regardless of miles or condition. Let me know if you have any questions.

Richie Morrow Wellenkamp

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

Customer Acceptance: S. Kelly - Sara Kelly
Date of Acceptance: 7/3/2024 Deputy Director

Please submit this signed quote with your purchase order and a copy of your Illinois Tax Exempt Letter.
Stk. 10048

Cary Park District

ORDINANCE O-2024-25-03

AN ORDINANCE AUTHORIZING THE SALE OR CONVEYANCE
OF PERSONAL PROPERTY BELONGING TO THE CARY PARK DISTRICT

Published by:
Cary Park District
255 Briargate Road
Cary, Illinois 60013

July 25, 2024

ORDINANCE O-2024-25-03

**AN ORDINANCE AUTHORIZING THE SALE OR CONVEYANCE
OF PERSONAL PROPERTY BELONGING TO THE CARY PARK DISTRICT**

WHEREAS, 70 ILCS 1205/8-22 permits the Cary Park District to sell or convey personal property in any manner they may designate, with or without advertising a sale, when three-fifths of the members of the Board then holding office are of the opinion that such personal property is no longer necessary, useful, or for the best interests of the Park District to own; and

WHEREAS, the Cary Park District is the owner of certain items of personal property identified on the attached "Personal Property List"; and

WHEREAS, the now acting members of the Cary Park District Board of Park Commissioners have determined that said personal property is no longer necessary for, nor useful to, nor in the best interests to be owned by, the Cary Park District.

NOW THEREFORE, BE IT ORDAINED, by the President and Board of Park Commissioners of the Cary Park District, Cary, Illinois, as follows:

SECTION 1: That the conveyance of the personal property identified on the attached "Personal Property List" is hereby authorized.

SECTION 2: That the Executive Director of the Cary Park District be and hereby is authorized to sell or otherwise convey the personal property on the attached "Personal Property List".

BE IT FURTHER ORDAINED that this Ordinance shall take effect and be in full force from and after its passage.

Roll Call:

AYES: _____

NAYS: _____

ABSENT: _____

PASSED AND APPROVED THIS 25TH DAY OF JULY 2024

Keith Frangiamore, President
Board of Commissioners
Cary Park District

Attest: _____
Daniel C. Jones, Secretary
Cary Park District

Cary Park District
Ordinance O-2024-25-03

Personal Property List

Identification Tag #	Item Identification	Minimum Bid
000483	Sony Aquos TV w/DVD & Blu-ray player	\$0.00
No tag	HP Deskjet 1112 Printer	\$0.00
No tags	Miscellaneous computer accessories	\$0.00
No tags	Miscellaneous computer monitors	\$0.00
000016	Motorola Pager	\$0.00
000572	Dell Inspiron 3542 Laptop	\$0.00
000583	Dell Inspiron 3542 Laptop	\$0.00
000682	Dell Vostro 15 5000 Laptop	\$0.00
000683	Dell Vostro 15 5000 Laptop	\$0.00
000691	Dell Vostro Laptop	\$0.00
000692	Dell Vostro Laptop	\$0.00
000693	Dell Vostro Laptop	\$0.00
000699	Dell Vostro Laptop	\$0.00
000700	Dell Vostro Laptop	\$0.00
000711	Dell Latitude Laptop	\$0.00
000712	Dell Inspiron Laptop	\$0.00
000819	Dell Vostro Laptop	\$0.00
000673	Benchmark USA Popcorn Machine Model 11147	\$0.00
1036	Group of 80 Golf Carts (FHGC)	\$128,000.00
000616	Clubhouse Camera/Surveillance System (FHGC)	\$0.00
000690	Dell Inspiron Desktop Computer (FHGC)	\$0.00
000714	Dell OptiPlex Desktop Computer (FHGC)	\$0.00
000715	Dell OptiPlex Desktop Computer (FHGC)	\$0.00
<u>Relist</u>		
550012010049	Ford 2014 F-150 Super Crew 4x4 Truck	\$4,000.00

Cary Park District
Board Policy Manual

Policy Name: **Philosophy on Human Resource Management**

Date Approved: 8/26/1999
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to maintain a Board-approved philosophy on Human Resource Management that identifies the manner in which the Executive Director shall be authorized to act in such matters.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. Develop a high-performance culture.
2. Value diversity, equity and inclusion.
3. Employ talented individuals whose creativity and imagination will support and contribute to achieving the Park District's mission.
4. Treat all employees in a non-discriminatory manner.
5. Support a workplace where relationships are based on mutual respect and cooperation and an individual's right to privacy.
6. Provide structured, but open, communication at all levels of the organization.
7. Compensate employees fairly and equitably.
8. Promote a balance between professional and personal responsibilities.
9. Recognize and reward individual and team achievement.
10. Help employees realize their potential.
11. Provide appropriate working conditions and resources to enable employees to efficiently complete daily work responsibilities.
12. Identify and utilize an effective and efficient organizational structure.
13. Develop and maintain a human resource manual that addresses all employees within the Park District.

This policy revises and replaces Policy 4-001.r4 in full.

Board President Signature: *Keith Frangiamore*

Cary Park District
Board Policy Manual

Policy Name: **At-will Employment**

Date Approved: 9/28/2000
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

With the exception of the Executive Director, it is the policy of the Cary Park District to be an at-will relationship with all employees. The Park District reserves the right to change, modify, suspend, revoke or terminate any employment at any time, with or without reason and with or without notice. At the same time, such employees may terminate their employment at any time and for any reason.

Specific Guidelines

With the exception of the Executive Director, the following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. All appointed personnel and employees of the Park District are considered at-will employees, unless otherwise indicated by a Board-approved agreement.
2. Unless otherwise indicated by a Board-approved agreement, the Board may hire and terminate any appointed personnel at-will. The Executive Director or delegated supervisor may hire and terminate any employee at-will.
3. No Park District representative is authorized to modify this policy for any employee or to enter into any agreement, written or oral, contrary to this policy.
4. The Park District's policies and procedures with respect to any personnel matter are not to be considered as creating any contractual relationship between the Park District and Park District employees or as stating in any way that termination will occur only for "just cause".

This policy revises and replaces Policy 4-003.r2 in full.

Cary Park District
Board Policy Manual

Policy Name: **Employee Performance Appraisals**

Date Approved: 1/9/1990

Last Revision: 7/25/2024

Last Review: Board, 7/25/2024

Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to evaluate employees and appraise their performance on a minimum of an annual basis, and to provide employees with constructive feedback.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Executive Director is authorized to administer and implement a fair and objective method of conducting performance appraisals on all employees.
2. Performance appraisals should take into consideration general work abilities, individual effectiveness in meeting the Park District's mission, goals and objectives, and performance of items identified within individual job descriptions.
3. Performance appraisals should only review and take into account employee work activity during the evaluation period and should not be used as a comparison to previous appraisals.

This policy revises and replaces Policy 4-008.r1 in full.

Cary Park District
Board Policy Manual

Policy Name: **Performance Appraisal – Executive Director**

Date Approved: 11/17/2022
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District for the Board of Commissioners to evaluate the Executive Director and appraise their performance on a minimum of an annual basis, to provide the Executive Director with constructive feedback and to determine the annual compensation of the Executive Director.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The timeline for the performance appraisal process should proceed as follows:
 - a. On or before the March COW meeting, the Board President should distribute the Evaluation Tool and support materials to the entire Board of Commissioners; and the Executive Director will provide the Board a final update of progress toward Board approved annual work initiatives for the Executive Director.
 - b. On or before the March Regular Board meeting, Board members should return completed evaluations to Board President.
 - c. At the April COW meeting, the Board will meet to discuss and finalize the performance appraisal of the Executive Director.
 - d. No less than One Week prior to the April Regular Board meeting, the Board President should distribute final completed performance evaluation document to the Executive Director.
 - e. Prior to the end of the month of April, the Board should meet with the Executive Director to complete the performance evaluation. The Board and the Executive Director jointly, may determine a Special Meeting is necessary to complete the performance evaluation.
2. The Board may request information be provided from recognized salary surveys and may use it in its determination of the compensation of the Executive Director.
3. The Executive Director will provide a five year salary history annually to the Board of Commissioners as part of Performance Appraisal process.
4. The Evaluation Tool will be attached to the policy as Attachment A.

This policy revises and replaces Policy 4-008a in full.

Board President Signature: *Keith Frangiamore*

Cary Park District
Board Policy Manual

Policy Name: **Employee Positions and Position Job Descriptions**

Date Approved: 1/9/1990
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to establish and maintain job descriptions for each position within the Park District operation.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Executive Director or authorized delegate shall approve all new employee positions and job descriptions for all jobs within the Park District's operation.
2. The position job descriptions should clearly identify the following for/of the position:
 - a. Title, category, exempt or non-exempt, and grade level.
 - b. Department designation.
 - c. Supervisory relationships.
 - d. Basic function.
 - e. Essential duties.
 - f. Minimum education, experience and certification requirements.
 - g. Competencies.
 - h. Physical demands.
3. All job descriptions should be reviewed and updated at least every five years.

This policy revises and replaces Policy 4-009.r3 in full.

Cary Park District
Board Policy Manual

Policy Name: **Consolidated Omnibus Budget Reconciliation Act (COBRA) Compliance**

Date Approved: 7/23/2009
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to comply with the Consolidated Omnibus Budget Reconciliation ACT (COBRA) which provides certain former employees and/or their dependents the right to temporary continuation of health coverage at group rates.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Park District will notify its health insurance provider of the termination of an employee who is currently covered under the Park District's group health insurance plan.
2. The notification to the insurance provider should occur as soon as possible, but no later than 30 calendar days from the employee's termination date.
3. Notification should be completed through the insurance provider's online portal and documentation maintained in the employee's file as to such notification.
4. Notification to the employee of COBRA eligibility will be the responsibility of the insurance provider.
5. The Park District should direct employee questions regarding COBRA provisions, either before or after termination, to the insurance provider for response.
6. The insurance provider will be responsible for the billing and collection of any premiums due under COBRA.

This policy revises and replaces Policy 4-010b.r2 in full.

Board President Signature: *Keith Frangiamore*

Cary Park District
Board Policy Manual

Policy Name: **Employee Concerns, Comments & Grievances**

Date Approved: 1/9/1990
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to assure open communication for employees to express their comments, concerns and grievances up to the Executive Director through the established grievance process.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Board will not review comments and concerns from employees that have been reviewed by the Executive Director after all appropriate grievance procedures have been exhausted except in the case of a dismissal of Department Director, defined as an employee who reports directly to the Executive Director.
2. The Executive Director should implement procedures and guidelines that provide a fair and objective method for employees to communicate their concerns and comments. The Board should have access to these procedures and review them as necessary to assure that employee's comments, concerns and grievances can be reviewed and managed by the Executive Director.
3. Established Park District policy or procedure is not, itself, subject to an employee grievance. It is only the interpretation or execution of these policies or procedures that can create a grievance.
4. All decisions made by the Executive Director on any unresolved employee grievances or concerns are final and cannot be appealed except in the case of a dismissal of a defined Department Director.
5. A dismissed Department Director may request that the Board review the dismissal by submitting a written request to the Board President within five (5) working days from the date the action was taken. The Board shall consider a request at a meeting and may meet with the dismissed Department Director and Executive Director as determined by the Board, including holding a Special Meeting if necessary. The Board President, on behalf of the Board, should issue a written determination within ten (10) days after the review meeting. The Board's decision shall be final, and no additional reviews are available to the dismissed Department Director.

This policy revises and replaces Policy 4-012.r.2 in full.

Board President Signature: *Keith Frangiamore*

Cary Park District
Board Policy Manual

Policy Name: **Leaves of Absence, Personal Time Off**

Date Approved: 1/9/1990

Last Revision: 7/25/2024

Last Review: Board, 7/25/2024

Date Rescinded:

Policy Statement

In addition to paid vacation time, it is the policy of the Cary Park District to provide paid personal time off to certain categories of employees.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Executive Director is authorized to establish the official personal time off rate schedule by employee category. This rate schedule shall be documented through written procedure.
2. The personal time off rate schedule for the Executive Director position shall be established by the Board.
3. The Executive Director is authorized to establish a system to allow for unused personal time off to be banked. No employee should be allowed to bank more than sixty personal time off days.
4. An IMRF eligible retiring employee from the Park District may contribute up to sixty accumulated personal time off days and banked leave time toward their total years of IMRF service for pension consideration based on established IMRF regulations.
5. In addition to the use of the PTO bank for IMRF service credit, the Executive Director shall be authorized to establish guidelines for other PTO bank use.
6. No employee should be paid for unused personal time off at time of retirement or other separation of employment from the Park District.
7. The Executive Director is authorized to establish a starting personal time off schedule for a new employee or a current employee that is hired into a position category that provides for personal time off.

This policy revises and replaces policy 4-013b.r2 in full.

Cary Park District
Board Policy Manual

Policy Name: **Leaves of Absence, Other**

Date Approved: 9/28/2000
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to provide employees with assistance in times of need through authorized leaves of absence for miscellaneous occasions not identified in other policies.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. Authorized leaves of absence will be provided for the following:
 - a. Jury duty.
 - b. Extended fire or police service duty (defined as employee responding to service call prior to Park District scheduled duty and completing services for the call while scheduled for Park District duty).
 - c. Time-critical, all-call fire or police service duty (defined as employee responding to call while on Park District duty for All-call Code calls).
 - d. Bereavement time.
 - e. Blood and Organ Donation.
 - f. Parental Leave.
2. The Park District will not pay an employee for leaves of absence requests for fire or police service duty.
3. The Park District will allow an employee to apply paid time off leave toward leave time for fire or police service duties.
4. The Park District will compensate full-time employees for up to 10 working days for jury duty service. All employees must provide written notice and appropriate documentation (jury duty summons) before leaving for jury duty. If the employee receives compensation for jury duty, other than for travel costs, the employee must sign-over jury duty compensation to the Park District for those compensated days. After 10 paid jury duty service days, the employee shall no longer be compensated by the Park District for jury duty but the employee may substitute their accumulated vacation or paid time off for the unpaid days.
5. Employees returning from a leave of absence for jury, fire or police service duties will be reinstated to their same job or an equivalent job with equivalent status and pay, as required by law. If the same job or one of equivalent status and pay is not available as a result of a reduction in force, the employee will be treated in the same manner as though the employee were not on leave at the time of reduction in force.

Board President Signature: Keith Frangiamore

6. The Park District will compensate a full-time employee for up to three (3) days for bereavement purposes due to the death of a covered family member including, and limited to: employee's spouse, domestic partner, brother, sister, father, mother, children, step-children, step-parent, father-in-law, mother-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandparents, grandchildren, and any member of the employee's household residence.
7. The Park District will abide by the Illinois Family Bereavement Leave Act, 820 ILCS 154/1, *et.seq.* for bereavement purposes due to the death of an employee's covered family member or losses that can be associated with fertility and starting a family. An eligible employee, as defined by Section 101(2) of the federal Family and Medical Leave Act of 1993 (29 U.S.C. 2601 *et seq.*) shall be entitled to use a maximum of 10 work days of unpaid bereavement leave.
8. The Park District will abide by the Child Extended Bereavement Leave Act, 820 ILCS 155/1, *et.seq* for bereavement purposes due to the loss of a child by suicide or homicide. An eligible employee, as defined by Section 5 of the Act, shall be entitled to a maximum of six (6) work weeks of unpaid leave.
9. An employee should be allowed to take up to three (3) days for bereavement purposes due to the death of any other individual, upon the approval of the employee's supervisor. These days will not be paid by the Park District but the employee may use current paid time off or accumulated paid time off if necessary.
10. The Park District will abide by the Blood and Organ Donation Act, 820 ILCS 149/1, *et.seq* and compensate full-time employees for up to 10 working days to serve as an organ donor. All employees must obtain approval from their supervisor and provide written notice and appropriate documentation prior to taking leave.
11. The Park District will abide by the Blood and Organ Donation Action, 820 ILCS 149/1, *et.seq* and compensate full-time employees for a minimum of one hour to donate blood once every 56 days in accordance with appropriate medical standards established by the American Red Cross or other nationally recognized standards as determined by the Park District. All employees must obtain approval from their supervisor and provide written notice and appropriate documentation prior to taking leave.
12. The Park District will compensate a full-time employee for up to twenty (20) days of parental leave. Employees must be full-time staff who have been employed at least one (1) year and who gave birth to a child(ren), or who adopt a child, or whose spouse or domestic partner gives birth to a child, or who adopt a child, to allow for family adjustment. Leave time must be taken immediately following the birth of the child or placement of the child in the home. Parental leave will count toward the 12-week maximum per year available to eligible employees under the Family Medical Leave Act (FMLA). After twenty (20) parental leave days, the employee shall no longer be compensated by the Park District for parental leave but the employee may substitute their accumulated vacation or paid time off for the unpaid days.
13. Extended leaves of absence (absences longer than 10 working days), that are not encompassed within the Family Medical Leave Act (FMLA), may be taken subject to Park District approval and shall be unpaid. If available, the Park District can require the employee to substitute accumulated vacation time for unpaid leave. The use of personal time off (PTO) as a substitute for unpaid leave should be in accordance with Park District Policy 4-013b.
14. Employee required contributions for group health insurance in force during the leave shall be submitted to the Park District on a timely basis. Failure to do so may result in loss of coverage.

This policy revises and replaces Policy 4-013d.r5 in full.

Cary Park District
Board Policy Manual

Policy Name: **Abused and Neglected Child Reporting
(Mandated Reporter Requirements)**

Date Approved: >7/27/2000
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to maintain compliance with the State of Illinois Abused and Neglected Child Reporting Act under section 325 ILCS 5/1, *et seq.*

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Cary Park District will make every reasonable effort to prevent, detect, handle and report cases of suspected child abuse and neglect for children who come in direct contact with Park District programs, facilities and services.
2. All employees and volunteers, whose primary function is the supervision of minor children, should receive in-service training regarding the requirements of this Act through the Park District's employee training program. This training may include verbal and written materials on Park District policies and procedures regarding child abuse and neglect.
3. An Acknowledgement Form will be signed by all employees and volunteers, and retained on file by the Park District, indicating they have knowledge and understanding of the Abused and Neglected Child Reporting Act requirements.
4. Contractual service providers (CSP) should be required to provide proof of similar employee training regarding requirements of the Act. Park District employee training opportunities should be made available at a fee for CSP's desiring to participate in such training. CSP's should also be required to provide, in writing, proof of knowledge and understanding of requirements of the Act. The Park District Acknowledgement Form is an acceptable documentation and should be attached to the CSP agreement.
5. All reports of child neglect or abuse should be channeled through the proper supervisory channel to the Executive Director. In the event that an immediate or up-line supervisor is not available, a report should be made directly to the Department of Children and Family Services (DCFS), and written notice submitted to the immediate supervisor within 24 hours.
6. Under no circumstances should any employee or CSP prohibit another employee or CSP from compliance with this Act.
7. All incidents reported to the DCFS shall remain confidential. Employees or CSP's are prohibited from discussing such reports with anyone but up-line supervisors.

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8. The Executive Director should inform the Board of all reports made to DCFS in an anonymous and confidential fashion.

This policy revises and replaces Policy 4-015.r1 in full.

Cary Park District
Board Policy Manual

Policy Name: **Personal Relationships**

Date Approved: 1/20/2011
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District that consenting “romantic” or sexual relationships between a supervisor/manager/administrator and an employee or between a higher level supervisor/manager/administrator and a lower level supervisor/manager/administrator may at some point lead to unhappy complications and significant difficulties for all concerned – the employee, the lower level supervisor/manager/administrator, the higher level supervisor/manager/administrator and/or the Park District – and because of this any such relationship may, therefore, be contrary to the best interests of the Park District.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Park District strongly discourages such relationships and any conduct (such as dating between a supervisor/manager/administrator and an employee or between a higher level supervisor/manager/administrator and a lower level supervisor/manager/administrator) that is designed or may reasonably be expected to lead to the formation of a “romantic” or sexual relationship.
2. By its discouragement of “romantic” and sexual relationships, the Park District does not intend to inhibit the social interaction (such as lunches or dinners or attendance at entertainment events) that are or should be an important part or extension of the working environment; and the policy articulated above is not to be relied upon as justification or excuse for a supervisor’s/manager’s/administrator’s refusal to engage in such social interaction with employees and/or other supervisor’s/manager’s/administrator’s.
3. If a romantic or sexual relationship between a supervisor/manager/administrator and an employee or between a higher level supervisor/manager/administrator and a lower level supervisor/manager/administrator were to develop, it shall be the responsibility and mandatory obligation of any supervisor/manager/administrator who is party to the relationship promptly to disclose the existence of the relationship to the Executive Director. If an employee is involved in the

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relationship, the employee may make the disclosure as well, but the burden of making the required disclosure shall be upon the supervisor/manager/administrator. Failure to make the required disclosure at the appropriate time shall be cause for discipline, up to and including termination, demotion, or transfer of any supervisor/manager/administrator involved in the relationship.

4. In the event that the Executive Director becomes involved in such a relationship, the Executive Director shall have the same responsibility and mandatory obligation as is provided for other supervisors/managers/administrator in guideline 3 to disclose the existence of the relationship. In the case of the Executive Director, however, the disclosure shall be made to the Board of Commissioners of the Park District. As in guideline 3, the same consequences for a failure to make a timely disclosure shall apply to the Executive Director as apply to any other supervisor/manager/administrator.
5. The Park District recognizes the ambiguity of and the variety of meanings that can be given to the term "romantic". It is assumed, however, that either or both of the parties to such a relationship will appreciate this meaning of the term as it applies to either or both of them and will act in a manner consistent with this policy.
6. This policy shall apply without regard to gender and without regard to the sexual orientation of the participants in a relationship of the kind described.
7. The parties to the relationship may be required to provide the Park District with a consensual relationship agreement.

This policy revises and replaces Policy 4-017 in full.

Cary Park District
Board Policy Manual

Policy Name: **Background Check & Criminal Offense
Investigation**

Date Approved: 4/13/2000
Last Revision: 7/25/2024
Last Review: Board, 7/25/2024
Date Rescinded:

Policy Statement

It is the policy of the Cary Park District to require and initiate a criminal conviction background check of all applicants prior to employment.

Specific Guidelines

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

1. The Park District will comply with requirements of the Park District Code, 70 ILCS 1205/8-23 and conduct a criminal background check on all employees and also with the requirements of the Illinois Uniform Conviction Information Act, 1991, as amended, and establish procedures accordingly.
2. The Park District should require criminal conviction background checks for all full-time, part-time or seasonal job applicants prior to employment. A break in employment from the Park District of six months or greater shall require a new criminal conviction background check for the job applicant.
3. The Park District should require criminal conviction background checks for all individuals seeking a volunteer position requiring work with or in proximity of children under the age of 18 years.
4. Persons refusing to sign the request form or to provide fingerprints when requested to do so by the Executive Director or delegated staff may be removed from consideration for a position with the Park District or if already employed by the Park District may be immediately terminated.
5. Criminal conviction background checks may be required periodically during a person's continuing employment or volunteer status with the Park District as determined by the Board, Executive Director or delegated alternate. Any criminal conviction of an employee during the term of employment that disqualifies the person from employment with the Park District shall be terminated following the conviction.

This policy revises and replaces Policy 4-024.r2.

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