



Mt. Prospect Park District

**MT. PROSPECT PARK DISTRICT
1000 W. CENTRAL ROAD
MOUNT PROSPECT, ILLINOIS 60056**

MT. PROSPECT BOARD OF PARK COMMISSIONERS

**REGULAR MEETING SCHEDULE
2018**

The Regular Board Meetings will be held at Central Community Center, 1000 W. Central Road, Mount Prospect, Illinois at 7:00p.m.

JANUARY 17, 2018

JULY 25, 2018

FEBRUARY 14, 2018

AUGUST 22, 2018

MARCH 21, 2018

SEPTEMBER 26, 2018

APRIL 25, 2018

OCTOBER 24, 2018

MAY 23, 2018

NOVEMBER 14, 2018

JUNE 27, 2018

DECEMBER 19, 2018

Approved: 12/20/17

TABLE OF CONTENTS

REGULAR BOARD MEETING

June 27, 2018

AGENDA

I. MINUTES

II. ADOPTION ITEMS

III. APPROVAL ITEMS

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

VI. FINANCIAL REPORTS

VII. RATIFICATION OF ACCOUNTS

VIII. EXECUTIVE REPORT

MT. PROSPECT PARK DISTRICT
1000 W. CENTRAL ROAD
MOUNT PROSPECT, ILLINOIS 60056

REGULAR BOARD MEETING – Including Annual Meeting

MEMO TO: MT. PROSPECT PARK DISTRICT
BOARD OF COMMISSIONERS
PRESS
PUBLIC

FROM: STEVE KURKA, PRESIDENT

DATE: JUNE 22, 2018

RE: REGULAR PARK BOARD MEETING – INCLUDING ANNUAL MEETING
JUNE 27, 2018 - 7:00 P.M.
CENTRAL COMMUNITY CENTER
1000 W. CENTRAL, MOUNT PROSPECT, IL

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO AGENDA

APPROVAL OF AGENDA

APPROVAL OF MINUTES: REGULAR BOARD MEETING: MAY 23, 2018
SPECIAL BOARD MEETING: JUNE 11, 2018

PUBLIC COMMENT

COMPREHENSIVE ANNUAL FINANCIAL REPORT (Annual Audit) – FY 2017

- A. Acceptance of Comprehensive Annual Financial Report (Annual Audit) – Fiscal Year 2017

ADOPTION

- A. Ordinance No. 758 – An Ordinance Determining the General Prevailing Rate of Wages for Laborers, Mechanics and other Workers Engaged in Construction of Public Works coming under the Jurisdiction of the Mt. Prospect Park District for the period of June 1, 2018 through June 30, 2019.

APPROVAL ITEMS

- A. Strategic Plan 2018-2023
- B. Celebration of Cultural Overview/Liquor Service at Event
- C. Appointment of Jim Jarog as MPPD Board Representative and Brian Taylor as Alternate Representative to NWSRA
- D. Appointment of Jim Jarog as Delegate and Mary Kiaupa as Alternate to represent on behalf of MPPD to MRMA
- E. Governmental Accounting Inc. Contractual Extension-FY 2019
- F. Dissolution of Agreement between The Mt. Prospect Park District and Mount Prospect Ice Arena

UNFINISHED BUSINESS

- A. Discussion on the Meadows Bike/Pedestrian Bridge coalition/Phase 1 Engineering Study.

NEW BUSINESS

- A. Review of Knutte & Associates Agreement Renewal

FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE: MAY 2018

EXECUTIVE REPORT

ADJOURNMENT SINE DIE

A. ANNUAL MEETING OF THE MT. PROSPECT PARK DISTRICT BOARD OF COMMISSIONERS

- **Call to Order**
- **Roll Call**
- **Appointment of Temporary Chairperson**
- **Election of Officers: President & Vice-President**
- **Appointment of Secretary & Treasurer**

ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING

PUBLIC COMMENT

COMMENTS/MATTERS FROM COMMISSIONERS

CLOSED SESSION

SECTION 2(c)(6)- to discuss the setting of a price for sale or lease of property owned by the public body

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

ADJOURNMENT

Unapproved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, May 23, 2018 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka
Tim Doherty
Bill Klicka
Bill Starr
Lisa Tenuta
Ray Massie
Mike Murphy

Administrative Staff:

Dan Malartsik, Executive Director
Brett Barcel, Director of Golf Operations
Jim Jarog, Director of Parks & Planning
Brian Taylor, Director of Recreation
George Giese, Superintendent of Business Services and IT Services
Ruth Yueill, Director of Community Relations & Marketing
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

Tom Hoffman, Attorney
Lee Howard, GAI
Brad O'Sullivan, GAI

Staff: Strategic Plan Committee:

Bob Smith
Cheryl Lufitz
Jeff Langguth
Joe Hoffman
Kathy Muellner
Nancy Prosser
Teri Wirkus
Tiffany Barson

Visitors:

Louis Goodman
Nanette Sowa, NWSRA
Cathy Splett, NWSRA

CHANGES OR ADDITIONS TO AGENDA

Addition Closed Session: Section 2c(1): To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees of the Public Body

APPROVAL OF AGENDA

Commissioner Starr motioned to approve the agenda as amended; seconded by Commissioner Doherty and was carried by unanimous voice approval.

APPROVAL OF MINUTES

Commissioner Massie motioned to approve the minutes from the Regular Board Meeting on April 25, 2018; seconded by Commissioner Murphy.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed.

Public Comment

None

ADOPTION ITEMS

None

APPROVAL ITEMS

A. Central Community Center Renovation Bid

Director Jarog presented information pertaining to the NWSRA Pursuit Program improvements at Central Community Center needed to allow for NWSRA's use of the space at CCC. If the proposed improvements are approved, the work in the northeast area of CCC would include new flooring, new wall finishes, new lighting, opening up the kitchen area, improved cabinets, additional storage cabinets, ADA accessible entryway and ramp system, designated bus drop off and parking are for NWSRA. The apparent low bidder for this project was identified as Arlington Construction Services, Inc. NWSRA has obtained grant proceeds to finance costs associated with this project.

Motion

Commissioner Massie motioned to accept the bid received from Arlington Construction Services, Inc. for all work associated with the base bid (including Contractor's Proposed Alternate) plus alternate 1 for the Central Community Center/NWSRA facility upgrade work in the amount of \$216,470.00; seconded by Commissioner Murphy.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

UNFINISHED BUSINESS

- A. Fantastic presentation from the Strategic Plan Committee of the 2018-2023 draft Strategic Plan. The presentation included a review of the Mission and Vision Statements and Core Values. Each member of the Strategic Plan Committee presented a detailed look at the goals, objectives and implementation guidelines.

Financial Advisor’s Report

Lee Howard, GAI, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District’s key revenue facilities.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka motioned to ratify April Accounts Payable checks and EFT’s in the amount of \$1,003,221.62 as listed on the Check Registers; seconded by Commissioner Murphy.

Discussion: None

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify April Payroll checks and Direct Deposits in the amount of \$304,197.93 as listed in this report; seconded by Commissioner Murphy.

Discussion: None

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed.

Parks Foundation

Ruth Yueill, Executive Director of the Park Foundation stated:

- Parks Foundation 2018 Scholarship : three \$1,500 scholarships will be awarded to employees or children of employees with a deadline at 5pm on June 18. Applicants are evaluated on academic strength, personal reference and the content and quality of an original essay. Awards will be presented at the July 25 Park Board Meeting.
- The Parks Foundation first Pre-Plant Sale Fundraiser was a great success with 39 tickets sold. Grateful to Barb Koch, FPC Manager and her staff for all their hard work.

Executive Report

Dan Malartsik, Executive Director reported:

- Park Grand Reopening Dates: Einstein Park is Saturday, June 9th at 9 am and Kopp Park is Thursday, June 21st at 4 pm.
- Park District Annual Meeting: at the June 27 Regular Board Meeting; the President and Vice-President for the Board will be elected and the Secretary and Treasurer are appointed.
- Annual audit will be presented at the June 27 Regular Board Meeting.
- The Park District will be in the Memorial Day Parade if any of the Commissioners wish to attend.

Public Comment

None

MATTERS FROM COMMISSIONERS

Commissioner Starr reviewed the schedule of events for the Memorial Day Event at the Veterans Memorial Band Shell and thanked the Park District for all their help.

Adjournment to Closed Session

Commissioner Doherty motioned to adjourn to closed session at 8 p.m. for Section 2c(1):To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees of the Public Body; seconded by Commissioner Massie

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

Reconvene from Closed Session

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

ADJOURNMENT

Unapproved
Special Board Meeting

A Special Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Monday, June 11, 2018 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 6:00 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka
Lisa Tenuta
Bill Starr
Bill Klicka
Tim Doherty

Administrative Staff:

Jim Jarog, Director of Parks & Planning
Ruth Yueill, Director of Community Relations & Marketing
Teri Wirkus, Executive Professional-Compliance Manager

Visitors:

Richard Mayer-Journal & Topics Newspaper

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Starr motioned to approve the agenda; seconded by Commissioner Klicka and was carried by unanimous voice approval.

PUBLIC COMMENT

None

APPROVAL ITEMS

A. Temporary Compensation Increase for Jim Jarog
Director Jim Jarog will assume the responsibilities of Interim Executive Director and will receive compensation for his additional duties at the request of the Board during the period of May 24, 2018 through the hiring of a new Executive Director.

MOTION

Commissioner Starr made the motion that President Kurka direct the payroll department to compensate Jim Jarog for additional duties assumed by him at the request of the Board during a period of May 24, 2018 through the hiring of an Executive Director, by increasing his pay for that period by ten percent (10%) in appreciation of his service; seconded by Commissioner Klicka.

Roll Call Vote	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie			X
Commissioner Murphy			X
Motion passed.			

B. Gregory Kuhs, retired Executive Director will render consulting services for the period of June 11, 2018 through September 7, 2018 (or until an Executive Director is hired).

MOTION

Commissioner Doherty made the motion to approve the Agreement for Consulting Services between Gregory Kuhs as presented, providing for Consulting Services to be rendered by Mr. Kuhs as an independent contractor to the District for the period of June 11, 2018 through September 7, 2018 (unless sooner terminated as provided for in such Agreement) and for payment to Mr. Kuhs of the sum of \$800.00 per week for such services for up to 16 hours per week, any excess hours to be paid at the rate of 50.00 per hour; seconded by Commissioner Klicka.

Roll Call Vote	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie			X
Commissioner Murphy			X
Motion passed.			

ADJOURNMENT

Commissioner Starr moved to adjourn the Special Meeting of June 11, 2018 at 6:20 p.m.; seconded by Commissioner Doherty and was carried by unanimous voice approval.

Respectfully Submitted,

William J. Starr



MEMORANDUM

To: Board of Park Commissioners

From: George Giese, Superintendent of Business & IT Services

Date: June 27, 2018

Re: Acceptance of Comprehensive Annual Financial Report - FY 2017

C: Jim Jarog, Interim Executive Director

SUMMARY & BACKGROUND:

The Park District's auditors (Knutte & Associates, P.C.) recently completed the on-site portion of their fiscal year 2017 audit. A representative of Knutte will present and review the audit with the Board of Commissioners.

Upon acceptance of the report by the Board, the Annual Treasurer's Report will be filed with the County Clerk's Office, and both the Annual Comprehensive Financial Report and the Annual Treasurer's Report for FY 2017 will be posted on the Park District's website.

BUDGET IMPACT:

Budgeted Expense for the Annual Audit (all fees inclusive):

- Year-End 2017: \$22,500

DOCUMENTS ATTACHED:

- Comprehensive Annual Financial Report (Booklet Separate)

RECOMMENDATION:

Move to accept the fiscal year 2017 Comprehensive Annual Financial Report.



MEMORANDUM

To: Board of Commissioners
From: Jim Jarog, Interim Executive Director
Date: 6/27/18
Re: Adoption of Ordinance No. 758
C:

SUMMARY & BACKGROUND:

Adoption of Ordinance No. 758 - An Ordinance Determining the General Prevailing Rate of Wages for Laborers, Mechanics and other Workers Engaged in Construction of Public Works coming under the Jurisdiction of the Mt. Prospect Park District for the period of June 1, 2018 through June 30, 2019.

Each year, the Mt Prospect Park District is required to pass an Ordinance determining prevailing wage rates based on the prevailing wages of Cook County.

Included with your packet is a cover letter from our legal counsel which provides information about the Prevailing Wage Act along with a copy of the proposed Ordinance.

DOCUMENTS ATTACHED

Copy of Ordinance 758

RECOMMENDATION:

Staff recommends the Board adopt Ordinance 758.

ORDINANCE NO. 758

MT. PROSPECT PARK DISTRICT

AN ORDINANCE DETERMINING THE GENERAL PREVAILING RATE OF WAGES FOR LABORERS, MECHANICS AND OTHER WORKERS ENGAGED IN CONSTRUCTION OF PUBLIC WORKS COMING UNDER THE JURISDICTION OF THE MT. PROSPECT PARK DISTRICT FOR THE PERIOD OF JUNE 1, 2018 THROUGH JUNE 30, 2019

WHEREAS, the State of Illinois has enacted "An ACT regulating wages of laborers, mechanics and other workers employed in public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993) formerly Ill. Rev. Stat. 1987, Ch. 48, Par. 39s-1 et seq., and

WHEREAS, the aforesaid Act requires that the Mt. Prospect Park District investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Mt. Prospect Park District employed in performing construction of public works for said Mt. Prospect Park District.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF PARK COMMISSIONERS OF THE MT. PROSPECT PARK DISTRICT:

SECTION 1: To the extent and as required by "An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, the general prevailing rates of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the Mt. Prospect Park District are hereby ascertained to be the same as the prevailing rates of wages for construction work in the Cook County area as determined by the Department of Labor of the State of Illinois, a copy of that determination being attached hereto and incorporated herein by reference as Exhibit A. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and shall thenceforth apply to any and all public works construction undertaken by the Mt. Prospect Park District. The definition of any terms appearing in this Ordinance which are also used in

aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the Mt. Prospect Park District to the extent required by the aforesaid Act.

SECTION 3: The Mt. Prospect Park District Secretary shall publicly post or keep available for inspection by any interested party in the main office of the Mt. Prospect Park District this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Mt. Prospect Park District Secretary shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Mt. Prospect Park District Secretary shall promptly file a certified copy of this Ordinance with both the Department of Labor of the State of Illinois.

SECTION 6: The Mt. Prospect Park District Secretary shall cause a notice of adoption of this Ordinance to be published in a newspaper of general circulation within the area and such publication shall constitute notice hereof for all purposes; or, alternatively, it may post a hyperlink to the wage schedule shown on Exhibit A and that is published on the Department of Labor's website.

ADOPTED: This 27th day of June, 2018.

VOTES: Ayes:

Nays:

Absent:

President
Board of Commissioners
Mt. Prospect Park District

Secretary
Board of Commissioners
Mt. Prospect Park District

**Prevailing Wage rates
for Cook County
effective Sept. 1, 2017**

Trade Title	Region	Type	Class	Base Wage	Fore-man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	ALL		41.20	42.20	1.5	1.5	2	14.65	12.32	0.00	0.50
ASBESTOS ABT-MEC	ALL	BLD		37.46	39.96	1.5	1.5	2	11.62	11.06	0.00	0.72
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
CARPENTER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
CEMENT MASON	ALL	ALL		44.25	46.25	2	1.5	2	14.00	17.16	0.00	0.92
CERAMIC TILE FNShER	ALL	BLD				1.5	1.5	2			0.00	
COMM. ELECT.	ALL	BLD		43.10	45.90	1.5	1.5	2	8.88	13.22	1.00	0.85
ELECTRIC PWR EQMT OP	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRIC PWR GRNDMAN	ALL	ALL		39.39	55.50	1.5	1.5	2	9.12	13.02	0.00	2.43
ELECTRIC PWR LINEMAN	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRICIAN	ALL	ALL		47.40	50.40	1.5	1.5	2	14.33	16.10	1.00	1.18
ELEVATOR CONSTRUCTOR	ALL	BLD		51.94	58.43	2	2	2	14.43	14.96	4.16	0.90
FENCE ERECTOR	ALL	ALL		39.58	41.58	1.5	1.5	2	13.40	13.90	0.00	0.40
GLAZIER	ALL	BLD		42.45	43.95	1.5	1.5	2	14.04	20.14	0.00	0.94
HT/FROST INSULATOR	ALL	BLD		50.50	53.00	1.5	1.5	2	12.12	12.96	0.00	0.72
IRON WORKER	ALL	ALL		47.33	49.33	2	2	2	14.15	22.39	0.00	0.35
LABORER	ALL	ALL		41.20	41.95	1.5	1.5	2	14.65	12.32	0.00	0.50
LATHER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
MACHINIST	ALL	BLD				1.5	1.5	2	7.05	8.95	1.85	
MARBLE FINISHERS	ALL	ALL		33.95	33.95	1.5	1.5	2	10.45	15.52	0.00	0.47
MARBLE MASON	ALL	BLD		44.63	49.09	1.5	1.5	2	10.45	16.28	0.00	0.59
MATERIAL TESTER I	ALL	ALL		31.20	31.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MATERIALS TESTER II	ALL	ALL		36.20	36.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MILLWRIGHT	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63

EXHIBIT A

OPERATING ENGINEER	ALL	BLD	1	50.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	2	48.80	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	3	46.25	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	4	44.50	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	5	53.85	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	6	51.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	7	53.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	FLT	1	55.90	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	2	54.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	3	48.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	4	40.25	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	5	57.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	6	38.00	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	HWY	1	48.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	2	47.75	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	3	45.70	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	4	44.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	5	43.10	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	6	51.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	7	49.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
ORNAMNTL IRON WORKER	ALL	ALL		46.75	49.25	2	2	2	13.90	19.79	0.00	0.75
PAINTER	ALL	ALL		45.55	51.24	1.5	1.5	1.5	11.56	11.44	0.00	1.87
PAINTER SIGNS	ALL	BLD		37.45	42.05	1.5	1.5	2	2.60	3.18	0.00	0.00
PILEDRIIVER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
PIPEFITTER	ALL	BLD		47.50	50.50	1.5	1.5	2		17.85	0.00	
PLASTERER	ALL	BLD		42.75	45.31	1.5	1.5	2	14.00	15.71	0.00	0.89
PLUMBER	ALL	BLD		49.25	52.20	1.5	1.5	2	14.34	13.35	0.00	1.28
ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		43.50	46.98	1.5	1.5	2	11.03	23.43	0.00	0.78
SIGN HANGER	ALL	BLD		31.31	33.81	1.5	1.5	2	4.85	3.28	0.00	0.00

SPRINKLER FITTER	ALL	BLD		47.20	49.20	1.5	1.5	2	12.25	11.55	0.00	0.55
STEEL ERECTOR	ALL	ALL		42.07	44.07	2	2	2	13.45	19.59	0.00	0.35
STONE MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
TERRAZZO FINISHER	ALL	BLD		40.54	40.54	1.5	1.5	2	10.65	12.76	0.00	0.73
TERRAZZO MASON	ALL	BLD		44.38	47.88	1.5	1.5	2	10.65	14.15	0.00	0.82
TILE MASON	ALL	BLD				1.5	1.5	2			0.00	
TRAFFIC SAFETY WRKR	ALL	HWY		33.50		1.5	1.5	2	6.00	7.25	0.00	0.50
TRUCK DRIVER	E	ALL	1	35.60	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	2	35.85	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	3	36.05	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	4	36.25	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	W	ALL	1	35.98	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	2	36.13	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	3	36.33	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	4	36.53	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TUCK POINTER	ALL	BLD		45.42	46.42	1.5	1.5	2	8.32	15.42	0.00	0.80

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date. **ASBESTOS - MECHANICAL** - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Sllp-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Toumapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum;

Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretas Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.;

Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

STATE OF ILLINOIS)
) SS.
COUNTY OF C O O K)

I, WILLIAM J. STARR, DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Mt. Prospect Park District and of the Board of Commissioners of the Mt. Prospect Park District; and that I have access to and am custodian of the official Minutes of the Meetings of the Board of Commissioners and of the Mt. Prospect Park District.

I DO FURTHER CERTIFY that the above and foregoing is a true and correct copy (duplicate) of a certain ordinance entitled:

ORDINANCE NO. 758

MT. PROSPECT PARK DISTRICT

AN ORDINANCE DETERMINING THE GENERAL PREVAILING RATE OF WAGES FOR LABORERS, MECHANICS AND OTHER WORKERS ENGAGED IN CONSTRUCTION OF PUBLIC WORKS COMING UNDER THE JURISDICTION OF THE MT. PROSPECT PARK DISTRICT FOR THE PERIOD OF JUNE 1, 2018 THROUGH JUNE 30, 2019

That the foregoing was passed by the Board of Commissioners of said Mt. Prospect Park District on the 27th day of June, 2018, and was on the same day approved by the Secretary of the Mt. Prospect Park District; that it was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 27th day of June, 2018.

Secretary
Mt. Prospect Park District
Cook County, Illinois

(SEAL)



MEMORANDUM

To: Board of Park Commissioners

From: Brian Taylor, Director of Recreation

Date: June 13, 2018

Re: Strategic Plan Approval

C: Jim Jarog, Interim Executive Director

SUMMARY & BACKGROUND:

From late 2017 through May of 2018 staff has worked hard to complete a Strategic Plan. The process included gathering community input through two phases with the first being a community survey, second being the community, staff, and board focus groups. The purpose of the survey and focus groups was to share and seek feedback on what is working well and to identify major issues, needs, programming gaps, challenges and opportunities facing the Mt. Prospect Park District. Through this process, our staff was able to revise the District's Mission and Vision Statements as well as our core values, develop strategic themes, goals, and objectives that will help guide our organization over the next five years.

RECOMMENDED MOTION:

Move to approve the Strategic Plan as presented for the period from June 2018 through June of 2023.



MEMORANDUM

To: Board of Park Commissioners

From: Ruth Yueill, Director of Community Relations & Marketing

Date: June 27, 2018

Re: **Celebration of Cultures Event/ September 29, 2018**

C: Jim Jarog, Interim Executive Director

Background and Summary:

In response to a Village of Mount Prospect initiative to recognize cultural diversity within Mount Prospect, the village has requested Mt. Prospect Park District support for a *Celebration of Cultures* festival on Saturday, September 29 on RecPlex grounds from 11 am to 7 pm. Directors Ruth Yueill, Brian Taylor and Jim Jarog as well as Grounds Manager, Nick Aiello and Facilities Manager, Nancy Prosser are involved in all aspects of planning.

The Chamber of Commerce is currently handling event specifics with the support of community partners. The event will center around a stage and several tents housing community stakeholder displays, sponsors, cultural booths, food vendors and entertainment.

The Park District has been working on a final event layout with Sean Dorsey from Public Works. The interior of RecPlex will host a craft show prepared in full by Ten Thousand Villages, an Evanston based company that promotes global fair trade craft events. Brian Taylor is organizing demonstrations of international sports including rugby, cricket and karate.

The village will secure a permit from the Park District for use of the park. A beer tent will be managed by the Chamber and the village will obtain the local and state liquor license.

The event setup will begin on the evening of Friday, September 28. Security and clean-up are covered in the event budget. The Park District suggested a flyer be distributed to local residents to minimize noise complaints. Suggested additional parking includes the Kohls lot to the east of RecPlex.

Please mark your calendars for the Celebration of Cultures. More details to come.



MEMORANDUM

To: Board of Park Commissioners

From: George Giese, Superintendent of Business & IT Services

Date: June 27, 2018

Re: Board Authorization to Sell Liquor at an Additional Special Event

C: Jim Jarog, Interim Executive Director

SUMMARY & BACKGROUND:

Over the course of 2018, Staff has been working in conjunction with the Village of Mount Prospect on the Celebration of Cultures event. This is a Village-sponsored event that will be held at Kopp Park on September 29, 2018. The premise of the event is to celebrate the many cultures of Mount Prospect. The Village of Mount Prospect is seeking approval to sell liquor at this event. The Village will procure all necessary liquor licenses associated with the event.

NOTE: This special event will be held at 420 W. Dempster Street, Mount Prospect, IL 60056
Certificates of Insurances for the event listed must be issued to: Illinois Liquor Control Commission, 100 West Randolph, Suite 7-801, Chicago IL 60601

DATE(S)

Saturday, September 29, 2018

IMPORTANT INFORMATION TO BE INCLUDED

EVENT: Celebration of Cultures Event, Hosted by the Village of Mount Prospect

DATE/TIME:

September 29, 2018 11:00 AM - 11:59 PM

In order to comply with the requirements of the State Liquor License and the Park District Code, the following motion must be passed:

RECOMMENDED MOTION:

Move to authorize the sale of alcoholic beverages by Village of Mount Prospect staff over the age of 21 at the Celebration of Cultures Special Event on September 29th, 2018.



MEMORANDUM

To: Board of Commissioners
From: Jim Jarog, Interim Executive Director
Date: 6/27/18
Re: NWSRA Member District Representative

SUMMARY & BACKGROUND:

Each year, the Mt Prospect Park District appoints a Board Representative to the Northwest Special Recreation Association Board to attend their annual meetings.

Included with your packet is a cover letter appointing Jim Jarog to the NWSRA Board as the Mt. Prospect Park District Representative.

DOCUMENTS ATTACHED

Letter to Ms. Tracey Crawford, Executive Director of NWSRA.

RECOMMENDATION:

I move to appoint Jim Jarog as the Mt. Prospect Park District Representative to the NWSRA Board for a term of one (1) year along with Brian Taylor to serve as an alternate representative when the initial representative is unable to carry out that representative's duties.



Mt. Prospect Park District

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www.mppd.org

ADMINISTRATIVE OFFICES

(847)255-5380

Fax (847)255-1438

1000 W. Central Road

Mt. Prospect, IL 60056

CENTRAL COMMUNITY CENTER

(847)255-5380

Fax (847)392-5726

1000 W. Central Road

Mt. Prospect, IL 60056

RECPLEX

(847)640-1000

Fax (847)364-2824

420 W. Dempster Street

Mt. Prospect, IL 60056

LIONS RECREATION CENTER

(847)632-9333

Fax (847)632-9325

411 S. Maple Street

Mt. Prospect, IL 60056

FRIENDSHIP PARK CONSERVATORY

(847)298-3500

Fax (847)296-2053

395 Algonquin Road

Des Plaines, IL 60018

MT. PROSPECT GOLF CLUB

(847)259-4200

Fax (847)632-9334

600 See-Gwun

Mt. Prospect, IL 60056

GOLF MAINTENANCE

(847)632-9330

Fax (847)342-9113

600 See-Gwun

Mt. Prospect, IL 60056

MAINTENANCE FACILITY

(847)956-6773

Fax (847)956-6911

1645 Carboy

Mt. Prospect, IL 60056

NWSRA Member District Representative

June 27, 2018

Ms. Tracey Crawford
Executive Director
Northwest Special Recreation Association
3000 W. Central Road, Suite 205
Rolling Meadows, IL 60008

Dear Tracey:

Please be advised that the Mt. Prospect Park District Board of Commissioners appointed Jim Jarog as Mt. Prospect Park District Board Representative to the Northwest Special Recreation Association Board at their annual meeting.

The new officers for our Park Board are as follows:

President	Steve Kurka
Vice President	Lisa Tenuta
Treasurer	Bill Klicka
Commissioner	Ray Massie
Commissioner	Mike Murphy
Board Secretary	William Starr

Thank you,

Sincerely,

Jim Jarog
Interim Executive Director



MEMORANDUM

To: Board of Commissioners

From: Jim Jarog, Interim Executive Director

Date: 6/27/18

Re: Appointment of a Delegate and Alternate to represent on behalf of the Mt. Prospect Park District to Metro Risk Management Agency.

SUMMARY & BACKGROUND:

The Metro Risk Management Agency's by-law requires the Mt. Prospect Park District Board to appoint a Delegate and an Alternate to represent on behalf of the Mt. Prospect Park District to the Metro Risk Management Agency.

RECOMMENDATION:

I move to appoint Jim Jarog to be the representative of the Mt. Prospect Park District on the Board of Directors of the Metro Risk Management Agency for a term of one (1) year along with Mary Kiaupa to serve as an alternate representative when the initial representative is unable to carry out that representative's duties.



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600 See-Gwun

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GOLF MAINTENANCE

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Fax (847)342-9113

600 See-Gwun

Mt. Prospect, IL 60056

MAINTENANCE FACILITY

(847)956-6773

Fax (847)956-6911

1645 Carboy

Mt. Prospect, IL 60056

MRMA Member District Representatives

June 27, 2018

Mr. Mike Nugent
MRMA Administrator
Metro Risk Management Agency
P.O. Box 516
Northbrook, IL 60062

Dear Mike:

Please be advised that the Mt. Prospect Park District Board of Commissioners appointed Jim Jarog as Mt. Prospect Park District Delegate and Mary Kiaupa as Alternate to represent on behalf of the Mt. Prospect Park District at MRMA annual meetings.

Thank you,

Sincerely,

Jim Jarog
Interim Executive Director



MEMORANDUM

To: Mt. Prospect Board of Park Commissioners

From: George Giese, Superintendent of Business & IT Services

Date: June 27, 2018

Re: GAI Contractual Extension - FY 2019

C: Jim Jarog, Interim Executive Director

SUMMARY & BACKGROUND:

Per the current contract between the Mt. Prospect Park District and Governmental Accounting Inc. (GAI), the District has the option to extend GAI's existing services for an additional twelve month term for the year 2019 upon notice in writing by July 1st, 2018. Budgetarily, the extension would come with no additional increase, reflecting the same cost as FY's 2017 and 2018 as listed below.

BUDGET IMPACT:

Annual Contractual Payment

- \$14,583.33 per month

DOCUMENTS ATTACHED:

- Approved Contract between the Mt. Prospect Park District and Governmental Accounting Inc. (approved at the August 24, 2016 Board Meeting)

RECOMMENDATION:

Move to authorize the Interim Executive Director to execute the one year extension option as listed in the original agreement approved on August 24, 2016.

A CONTRACT FOR PROFESSIONAL SERVICES
BETWEEN THE MOUNT PROSPECT PARK DISTRICT
AND GOVERNMENTAL ACCOUNTING, INC.

July 14, 2016

Mr. Gregory Kuhs
Mt. Prospect Park District
1000 W. Central Avenue
Mt. Prospect, IL 60056

Dear Greg:

This contract, at the request of the Mt. Prospect Park District ("District"), reflects the removal of one full-time Governmental Accounting Inc. ("GAI") employee which the District wishes to replace with a District employee of its choosing. GAI fees and charges reflect no increase, only removal of the services of one full-time employee. Financial management and accounting services provided are outlined in Schedule A.

On-Site Time:

Principal I: will average a minimum of 8 hours per week on-site.

Accounting Manager: will average a minimum of 16 hours per week on-site. Allowances will be provided for Vacation, Holidays, and Sick Days as long as it does not interfere with delivery of accounting services. GAI shall provide a minimum of 7 days advance notice for Vacation and Holidays and provide necessary coverage to meet the weekly on site-hours requirement.

Fees and Charges:

In consideration of the services to be rendered by GAI hereunder, the District will pay GAI a \$14,583.33 per month fee (which is net of the standing allowance for rent, telephone, utilities and miscellaneous office equipment usage of \$2,132) payable on the first of each month, beginning January 1, 2017 and continuing until the expiration or termination of this agreement, whichever shall first occur.

Contract Duration and Renewal:

Starting January 1, 2017 this contract will be for a duration of twenty four (24) months (the "Term"), with an option of the District to extend the Term by an additional twelve (12) months upon notice in writing from District to GAI no later than July 1, 2018.

Notwithstanding anything to the contrary contained herein or elsewhere, this agreement shall terminate upon the death of Principal I during the Term or any extension thereof at the option of the District, exercisable by notice in writing from District to GAI not later than thirty (30) days' after District has actual notice of such death.

Contract Termination or Expiration:

Notwithstanding any legal requirement to the contrary, the District may terminate this contract for cause not less than ninety (90) days' advance written notice to GAI.

If the District or GAI choose not to renew this contract, the party so choosing must provide the other party with not less than one hundred eighty days (180) days' advance written notice thereof prior to the expiration of this agreement.

If the contract is terminated or not renewed, GAI agrees to furnish the District with all District financial and accounting records no later than ninety (90) days after written notice is given. Upon expiration of the Term or the Term as extended, GAI shall have fourteen (14) days within which to furnish the District with all District financial and accounting records.

Hold Harmless:

The District agrees to hold harmless GAI and its employees and agents for any accounting or bookkeeping errors and omissions caused solely by District employees, or as a result of District staffing deficiencies.

Additional Services: GAI shall be available to provide additional accounting and/or new systems development services (beyond what is listed on Schedule A hereto) as may be required by District at GAI's standard billing rates as follows:

Principal I	\$120.00/Hour
Principal II	\$95.00/Hour
Accounting Manager	\$65.00/Hour
Accounting Clerk	\$35.00/Hour

GAI will obtain prior approval of District in all cases.

Non-Assignable:

This agreement is not assignable, in whole or in part, by either District or GAI.

Notices:

Any notice from one party to the other which may be required or permitted hereunder shall be sent by confirmed facsimile, electronic mail, or U.S. Mail (return receipt) sent to the address of the party at the date hereof, or as may be subsequently changed by notice in writing from one party to the other.

We appreciate the opportunity to serve the Mt. Prospect Park District and look forward to continuing to provide a positive contribution in every aspect of our involvement.

Very truly yours,

GOVERNMENTAL ACCOUNTING, INC.



Lee J. Howard
President (Principal I)

Accepted:

MT. PROSPECT PARK DISTRICT

Gregory Kuhs, Executive Director. 

Date: 8/24/16

With the approval of the Mt. Prospect Park District Board of Commissioners

SCHEDULE A

FINANCIAL MANAGEMENT AND ACCOUNTING SERVICES

Financial Management Functions:

Selected services of your finance department in addition to our current monthly consulting services as required and directed, including, but not limited to:

1. Annually establish and maintain a budget and integrated plan of financial operation, cash flow and reserve forecast of Park District funds with the Director.
2. Establish and maintain a complete accounting system on a sound business management basis which meets all legal requirements and American Institute of Certified Public Accountants guidelines.
3. Establish and maintain a chart of accounts for all Revenue and Expenditure items with sufficient description as to enable personnel receiving revenue or requisitioning service, supplies and materials to properly and correctly assign account code numbers.
4. Establish a complete system of financial reports needed to make business decisions.
5. Interpret fiscal and accounting procedures as required by the Board and staff.
6. Produce and publish the annual Statement of Receipts and Disbursements and draft Budget and Appropriation Ordinance, subject to review, approval and filing by legal counsel to the District. Prepare draft annual Tax Levy Ordinance, subject to review, approval and filing by legal counsel to the District. (Legal counsel to the District shall remain responsible for coordination of Truth-in-Taxation Act compliance, preparation of and filing of statement of chief fiscal officer of estimated revenues by source and other legal requirements attendant to the budgetary and levy processes.) Prepare all state and federal reports as required.
7. Assign duties and supervise GAI Finance Department personnel.
8. Provide financial information, records and exhibits as needed by the Certified Public Accounting firm retained by the District to complete an annual audit as required by law. File copy of said audit with State Comptroller and County Clerk. Work to achieve GASB 34 compliance. Prepare "Certificate of Excellence" schedules as necessary.
9. Maintain a good working relationship with all departments of the District exchanging information, procedures, ideas, etc., for mutual benefit.

10. With consent of the Director, invest all available cash in interest-producing opportunities with the confines of the Illinois Statute and District policies.
11. Produce a monthly Treasurer's report prior to the third Friday of the month (current procedure) and attend the following board meeting to interpret and advise.
12. Conferring with and complying with all advice and requirement of legal counsel to the District on all legal matters, including but not limited to statutory compliance.
13. Maintenance of the fixed asset detail records with depreciation calculations.

Payroll Functions:

1. Review all Federal and State payroll tax returns as required and 1099's for independent contractors.
2. Records availability upon request via District policy.

Cash receipts Functions:

1. Record all deposits and account for all details necessary to comply with the accounting system, chart of accounts and generally accepted accounting principles.



MEMORANDUM

To: Mt. Prospect Board of Commissioners

From: Brian Taylor, Director of Recreation

Date: June 27, 2018

Re: Recommendation for Dissolution of Agreement between The Mt. Prospect Park District and Greyhawk 4, LLC (Mount Prospect Ice Arena)

C: Jim Jarog, Interim Executive Director

SUMMARY & BACKGROUND:

The Mt. Prospect Park District began offering ice programming, including a Learn to Skate program in August 2016. Over the past 21 months, staff has requested alternate hours and days for the program to provide a better quality program. During this time there have been a number of challenges which have impacted the growth, quality and success of the program. These factors include, the cost of ice usage and the substantially high program cost for participants, availability for offering additional classes, ice times for private instruction, retaining quality instructors and dates unavailable due to events at the ice arena. These events have occurred on weekends during the only times we have ice available to the program. The current ice times available to the program do not offer the dates and times participants are looking for to improve their skating abilities nor the opportunity to participate in an annual ice show like other surrounding ice arenas are able to offer their participants.

BUDGET IMPACT:

The program has seen consistent registration for the classes in the beginner levels and inconsistent or very low registration for the classes as they progress in the program. The feedback from parents and instructors has been consistent in families choosing to go to arenas which are capable of offering more ice time and private instruction for participants wanting to move to the next level of skating. Our current program fee for a session is higher than other learn to skate programs, as well as the classes being shorter in duration to cover all of the expenses incurred in facility rentals, staff and supplies. We cannot compete with other programs due to our limited availability and ice rental costs. The program is currently operating at a substantial loss to our district.

RECOMMENDATION:

The current program does not provide the quality the community deserves at a price which is comparable to similar programs. Limited ice only available on Saturdays and Sundays during the fall and winter sessions does not meet the needs of the program or the expectations of the families and participants. Staff recommends working with the Mt. Prospect Ice Arena staff and other community programs to transition current participants into other larger established programs in the surrounding area.

DOCUMENTS ATTACHED

Copy of the existing agreement executed on 4.27.16

SUGGESTED MOTION:

I move that Jim Jarog be authorized and directed to execute and deliver an agreement that meets with the approval of the Park District attorney providing for the immediate mutual termination of the Agreement between the District and Grayhawk4, LLC dated April 27, 2016, relative to the Mt. Prospect Ice Arena.

Non-Exclusive Lease Between Grayhawk 4, LLC and Mt. Prospect Park District for Use of Mount Prospect Ice Arena

This Non-Exclusive Lease ("Lease"), is made and entered into on this 27th day of April, 2016 by and between Grayhawk 4, LLC ("Lessor") and Mount Prospect Park District ("Lessee").

WHEREAS, the Lessor owns and operates an indoor ice skating facility and related facilities known as the Mount Prospect Ice Arena ("Ice Arena"), located at 1501 Feehanville Drive, Mount Prospect, Illinois 60056; and

WHEREAS Lessee has expressed a desire to enable itself, its guests, patrons and invitees to utilize the facilities and services of the Ice Arena during the days and hours that the Lessor has defined and declared available therefor.

NOW, THEREFORE In consideration of the premises and other good and valuable consideration the receipt and sufficiency of which is acknowledged by Lessor and Lessee, it is hereby agreed upon by Lessor and Lessee as follows:

1. The Lessor will rent and make available to the Lessee, its patrons, guests and invitees the use of those areas of the Ice Arena described and depicted on Exhibit A hereto, during such days and times as shall be mutually agreed upon between Lessor and Lessee, set forth in writing, and shall then be Exhibit B and be attached hereto, or as may otherwise be mutually agreed upon thereafter in writing by Lessor and Lessee.
2. The Lessee agrees to pay rent to the Lessor for the use of such Ice Arena facilities and services as aforesaid, such rent to be payable only for those ice skating programs offered by Lessee which have met Lessee's minimum enrollment requirements, as set forth in Paragraph 4 below.
3. The Term of this Lease is (5) Five Years, commencing on the date of Lessee's first use of the Ice Arena hereunder but in no event later than October 1, 2016, but this Lease shall be effective as of the date hereof
4. Subject to Paragraph 2 above, the prime and non-prime hourly rates of rent to be paid by Lessee to Lessor are set forth in the below table. Prime hours are considered to be Monday through Friday 3:00 PM to 10:00 PM, Saturday 8:00 AM to 8:00 PM and Sunday 8:00 AM to 8:00 PM. All other hours are considered to be non-prime hours.

Fall/Winter/Spring Seasons

Year	Prime Hourly Rate	Non-Prime Hourly Rate
1	\$400.00/hour	\$200.00/hour
2	\$412.00/hour	\$206.00/hour
3	\$424.00/hour	\$212.00/hour
4	\$437.00/hour	\$218.00/hour
5	\$450.00/hour	\$225.00/hour

Summer Season

Year	Summer Season Hourly Rate
1	\$200.00/hour
2	\$206.00/hour
3	\$212.00/hour
4	\$218.00/hour
5	\$225.00/hour

Lessor 
 Lessee 

Non-Exclusive Lease Between Grayhawk 4, LLC and Mt. Prospect Park District for Use of Mount Prospect Ice Arena

5. All rent is due the 1st of each month prior to scheduled ice times. There will be a 15% surcharge added for all rent not paid within 15 days of the invoice due date.
6. There shall be no changes in rent or in what constitutes prime and non-prime hours hereunder unless agreed upon in writing between Lessor and Lessee.
7. Hourly rent for all short-term and single-slot ice time utilized by Lessee will be payable not later than thirty (30) business days after Lessor and Lessee have agreed upon such ice time. Short-term is considered to be thirty (30) days or less.
8. The total ice time and rent as agreed upon by the Lessor and Lessee (currently 20 to 30 hours per week) is non-cancelable and non-refundable, except as otherwise provided for in Paragraph 2 above.
9. The Lessor reserves the right to modify or cancel scheduled Lessee ice time upon not less than five (5) business days' advance written notice from Lessor to Lessee.
10. The Lessee may not assign, sublet or sell any ice time. All agreed upon ice time is non-transferable unless written consent is provided to the Lessee by the Lessor, which consent shall not be unreasonably withheld..
11. The Lessor reserves the right to terminate this Lease at any time for any cause, but upon not less than ninety (90) business days' advance written notice from Lessor to Lessee. Upon any such termination no further rent shall be due or payable.
12. No equipment or property owned by the Lessor is permitted to be removed by Lessee from the Ice Arena.
13. It is expressly agreed and understood that the Lessor will NOT provide supervision of activities and events during the period of time that the Lessee is using the facilities provided hereunder. During such hours as the Ice Arena is rented by Lessee, the Lessee has the responsibility (as between Lessor and Lessee) for supervision of its participants, guests, agents, employees, or others involved in the Lessee's activities. As between Lessor and Lessee, Lessee assumes responsibility for the actions of its participants, guests, agents, employees, involved while using the Ice Arena. Any damages to the Lessor's facilities occurring during hours the Ice Arena is rented by Lessee and which is caused by any act or omission of the Lessee, its participants, guests, agents, employees, patrons, or invitees, shall, as between Lessor and Lessee be the responsibility of the Lessee and the Lessee agrees to pay for or reimburse the Lessor for the total cost of repairing or replacing any portion of the Ice Arena or Lessor's, equipment or furnishings in the Ice Arena damaged (excluding reasonable wear and tear) by or through any act or omission of the Lessee, its participants, guests, agents, employees, patrons, or invitees, and occurring during hours the Ice Arena is rented by Lessee.
14. Alcohol and/or tobacco use is not permitted in the Ice Arena except as may be allowed by Lessor in any restaurant or bar which it permits to operate in the Ice Arena.
15. The Lessor and Lessee do hereby mutually agree to release, indemnify and hold harmless each other, from and against all liability for bodily injury, including death, damage to property, personal injury, claims, demands, losses, damages, costs and expenses, including reasonable attorney's fees, and lawsuits arising from, or alleged to arise from, any act or omission of the other party or their agents, employees, patrons, guests or invitees, except to the extent attributable to the negligence of the other party.,

Lessor MS PG
Lessee SK

Non-Exclusive Lease Between Grayhawk 4, LLC and Mt. Prospect Park District for Use of Mount Prospect Ice Arena

16. The Lessee shall keep in force, to the satisfaction of the Lessor, at all times during the Term hereof, general liability and bodily injury insurance in amounts of \$1,000,000 for each person and each occurrence, and property damage insurance in amounts of \$2,000,000 for each occurrence and aggregate total. Lessee shall furnish a Certificate of Insurance for the Insurance coverage required herein, naming the Lessor as an additional insured. Such insurance may be provided through any joint self-insured intergovernmental risk pool of which Lessee is a member, if Lessee so chooses.
17. The Lessee covenants and agrees to observe and obey and cause its participants, guests, agents, employees and others to observe and obey all federal, state and local laws and ordinances the rules and regulations of the Lessor set forth on exhibit C hereto. Failure to observe and obey such laws, ordinances and rules and regulations shall constitute a breach of this Lease.
18. During the Term hereof, Lessor agrees that no other park district or municipal recreation department will be allowed to offer or provide ice-skating programs, instruction, or league play; including but not limited to hockey or figure skating whether as a tenant, lessee, licensee or otherwise, without the express written consent of Lessee, which Lessee may grant or withhold in Lessee's sole discretion.

IN WITNESS WHEREOF, the Lessor and Lessee hereto have caused this Non-Exclusive Lease to be executed as of the date first set forth above. This Lease contains the full and complete understanding of the Lessor and Lessee and supersedes all prior written or verbal agreements, if any, related to the Ice Arena.


LESSOR:
Grayhawk 4, LLC
1001 Feehanville Drive
Mount Prospect, Illinois 60056

Signature: _____

Name: _____

Title: _____

Date: _____



Name: NICK PAPANICHOLAS, JR

Title: Partner

Date: 4/29/16


LESSEE:
Mount Prospect Park District
1000 Central Road
Mount Prospect, Illinois 60056

Signature: _____

Name: _____

Title: _____

Date: _____



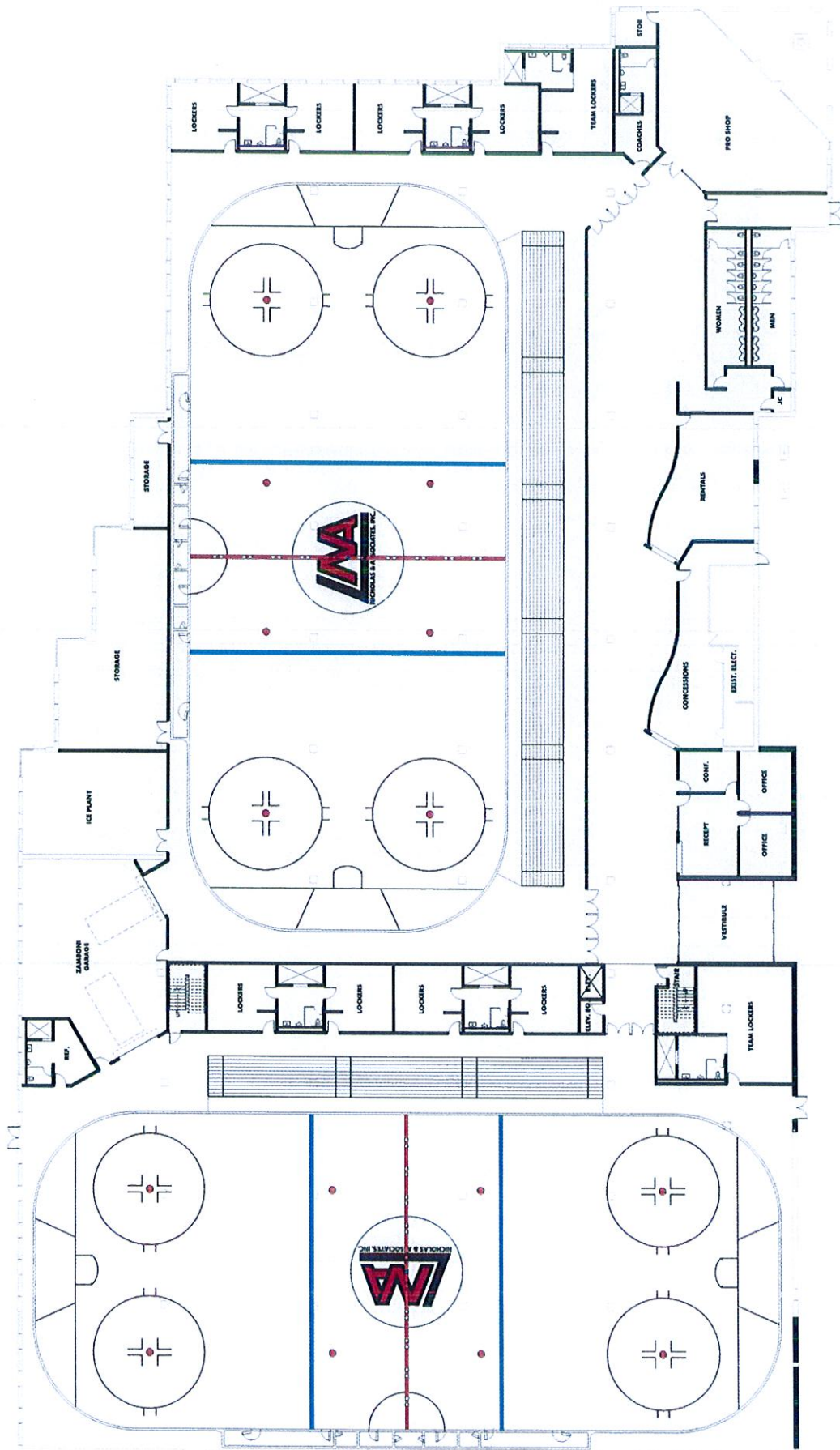
Name: Steve Kurka

Title: Board President

Date: 4.27.16

Lessor 
Lessee 

Exhibit A



FLOOR PLAN
3/02" = 1/8"



MEMORANDUM

To: Board of Commissioners

From: Jim Jarog, Interim Executive Director

Date: 6/27/18

Re: Melas-Meadows Bike / Pedestrian Bridge

C:

SUMMARY & BACKGROUND:

As part of the Mt. Prospect Park District's ongoing partnership with the Village of Mount Prospect, the Mt. Prospect Park District has been asked to consider participating in a Phase 1 Engineering Study for the Melas- Meadows Pedestrian Bridge. This Engineering study would help pave the way for a future pedestrian bridge between Meadows and Melas Parks. Village Engineering staff have identified federal funding grants which could cover approximately 80% of the design, engineering and construction costs for the proposed project.

The Village is requesting participation from the following partners: The Arlington Heights Park District, The Village of Arlington Heights, School District 57, School District 214 and The Mt. Prospect Park District. The Village of Mount Prospect would be providing their own contribution as well. The proposed phase 1 engineering costs split between these six partners would result in an investment of approximately \$21,000 per partner to complete the Phase 1 Engineering study.

This study is important as it would greatly enhance the possibility of receiving federal funding for this project. If the Board seems in favor of supporting the phase 1 engineering I would propose that we provide a letter of support acknowledging our desire to participate with the exception that all entities listed stay involved. If any of the listed partners drop out we would then request the opportunity to re-evaluate our position on the matter.

A community meeting is scheduled for June 21, 2018 at Village Hall to discuss the details of this project. Staff will be in attendance to represent the Mt. Prospect Park District and bring further details back to the Board for their review and consideration. It should be known that previous administrations had been in support of this project and had expressed that support to the Village. It is my interpretation that we are now being asked to consider our continued support of the proposed Melas to Meadows project.



BUDGET IMPACT

Total Identified Phase 1 Engineering Study (Burns and McDonnell / Not to Exceed) \$124,131.36

REQUESTED PARTNER SUPPORT

Village of Mount Prospect	\$20,688.56
Mt. Prospect Park District	\$20,688.56
Village of Arlington Heights	\$20,688.56
Arlington Heights Park District	\$20,688.56
School District 214	\$20,688.56
School District 57	\$20,688.56

If this project is found to comply with ADA accessibility standards there is a possibility that a large portion of these costs could be funded within our ADA accessibility fund.

Anticipated financial impact to the District for Phase 1 Engineering Study not to exceed \$21,000.00

DOCUMENTS ATTACHED

Letter / Mount Prospect Public Works / 6.5.18

RECOMMENDATION:

Staff would like to recommend the Board review the attached memo from the Village of Mount Prospect and discuss the request.

Staff would then request the Board provide direction moving forward in regards to whether or not the Mt. Prospect Park District wishes to continue their support and participate in the Phase 1 Engineering study for this community project.

Director
Sean P. Dorsey



Deputy Director
Jason H. Leib

Mount Prospect Public Works Department

1700 W. Central Road, Mount Prospect, Illinois 60056-2229

June 5, 2018

Executive Director
Mount Prospect Park District
1000 Central Road
Mount Prospect, IL 60056

Re: Melas-Meadows Bike / Pedestrian Bridge

RECEIVED

JUN 08 2018

ACCOUNTING

The Village of Mount Prospect is poised to take advantage of a great opportunity to provide a safe access for students, pedestrians, cyclists and recreation facility users. Northwest Highway and the Union Pacific Railroad tracks have long been recognized as a formidable barrier for those wanting to cross them to get to school, parks and bike paths. To meet this challenge, a primary transportation goal in the Village Comprehensive Plan and Village Bicycle Plan is to construct a pedestrian bridge that promotes both mobility and safety. And at this time, the Village is looking for partners to make accessibility a reality for residents of both Mount Prospect and Arlington Heights.

Village Staff has identified federal funding grants that can contribute up to 80% of the design engineering and construction costs of the project and has identified the process to maximize the opportunities to obtain these grants. The first step is to complete a Phase 1 Engineering Study, which will engage stakeholders, coordinate with partner agencies, collect field data, and create multiple conceptual bridge designs with the goal to then identify the preferred bridge design and estimate of cost. From previous efforts to move this project forward, it has become evident that the likelihood of receiving federal funds for design and construction of the bridge is greatly enhanced by the completion of the Phase 1 Engineering Study. Furthermore, it has been explained that projects with multiple agencies collaborating together increases the potential for federal funding approval even more. To that end, Village Staff has solicited proposals from engineering firms to complete the Phase 1 Study. The Engineering firm of Burns and McDonnell has been selected through a competitive process by the Village because of their background in similar projects and their demonstrated familiarity and success in completing Phase 1 Studies. Their not to exceed cost is \$124,131.36.

Prior to awarding the contract, the Village Board has directed staff to build a coalition of partners willing to tangibly support the project by participating in the cost of the Phase I Engineering Study. The Village considers Mount Prospect Park District as a benefitting partner because many pedestrians and bike users would benefit from the safe and convenient access that the bridge would provide, and is seeking your support. The Village is also looking to the following agencies for similar support: Arlington Heights Park District / Village of Arlington Heights / School District 57 / School District 214. If all 5 agencies join with the Village of Mount Prospect the cost share would be \$21,000 per agency.

The Village recognizes this may be a significant investment for your agency. We are hopeful, though, that you would be willing to meet to hear more about the project and begin the collective conversation. This project has amazing potential benefit for both communities and we welcome your involvement.

You and your staff are cordially invited to attend and participate in a meeting on June 21, 2018 at 9:30 AM to discuss the project. We will provide information on the Phase I Engineering Study, federal funding opportunities, a preliminary timeline, and answer your questions. The meeting will be held in the Executive Conference Room on the 3rd floor of Village Hall, 50 S. Emerson Street. Please RSVP with a number of attendees no later than June 18, 2018 to jwulbecker@mountprospect.org.

We look forward to seeing you on June 21st and moving forward together to make this investment a reality.

Sincerely,


Jeffrey A. Wulbecker, P.E.
Village Engineer



Director
Sean P. Dorsey

Deputy Director
Jason H. Leib

Mount Prospect Public Works Department

1700 W. Central Road, Mount Prospect, Illinois 60056-2229

Project

Melas-Meadows Bridge
Partnership Meeting

Date/Location

June 21, 2018
9:30AM
Mount Prospect Village Hall, Executive Conference Room

Attendees

Cathy Johnson – School District 214
Adam Parisi – School District 57
Jim Jarog – Mount Prospect Park District
Ben Rea – Arlington Heights Park District
Mike Pagones – Village of Arlington Heights
Mike Cassidy - Village of Mount Prospect
Nellie Beckner - Village of Mount Prospect
Sean Dorsey - Village of Mount Prospect
Jason Leib - Village of Mount Prospect
Jeff Wulbecker – Village of Mount Prospect
Matt Lawrie – Village of Mount Prospect

Meeting Minutes

- Village Engineer Jeff Wulbecker provided background information on the project. He discussed reasons for the project, goals to improve safety & mobility, and past unsuccessful efforts to obtain federal funding.
- Jeff Wulbecker explained the elements and purpose of a Phase I Engineering Study. Right-of-way & topographic surveys, drainage analysis, public engagement, and development of bridge alternatives are included in the process. A preferred conceptual plan with IDOT approval completes the Phase I study making the project eligible for federal funding of Phase II (design) and Phase III (construction). Federal grant programs can pay up to 80% of the Phase II & III costs.
- The project is a good candidate for federal funding with completion of a Phase I study.
- The Village of Mount Prospect has interviewed consultants and is prepared to award a contract to Burns & McDonnell Engineering in the amount of \$124,200 for a Phase I study. Given the six stakeholders, the Village is requesting each agency contribute \$20,700.
- The Village of Mount Prospect would like to have commitments by the end of July in order to award a contract in August. The anticipated schedule is to complete the Phase I study by the end of 2019. Construction would take place in 2021 at the earliest.

- The Village of Mount Prospect is only requesting a financial commitment for Phase I at this time. An Intergovernmental Agreement (IGA) will be drafted and emailed to everyone for review. Future IGAs will be necessary for Phase II & III work.
- A Phase I study will determine the preferred bridge concept, permitting requirements, right-of-way acquisition (if any), estimated engineering design costs, and estimated construction costs.
- The Village of Mount Prospect will be the lead agency on future grant applications with the support of other stakeholders.
- All bridge alternatives will need to be accessible for all users and meet ADA requirements.
- The Village of Mount Prospect is committed to the project and is also investing in other pedestrian crossings along Central Road.
- Attendees agreed to discuss the project with their staff and board, and provide a response back to the Village of Mount Prospect. It was acknowledged that the other agencies including the school districts and park districts have competing projects and funds. Attendees continue to support the project but could not guarantee that their boards would agree to the \$20,700 share.
- Staff from the Village of Mount Prospect offered to attend any board meetings in July to present the project and solicit support.
- Jeff Wulbecker will send a copy of the Power Point presentation to the attendees.
- The meeting adjourned at 10:10am.

Melas – Meadows Pedestrian / Bike Bridge

Partnership
Meeting

Welcome
Partners

MELAS-MEADOWS PEDESTRIAN BRIDGE

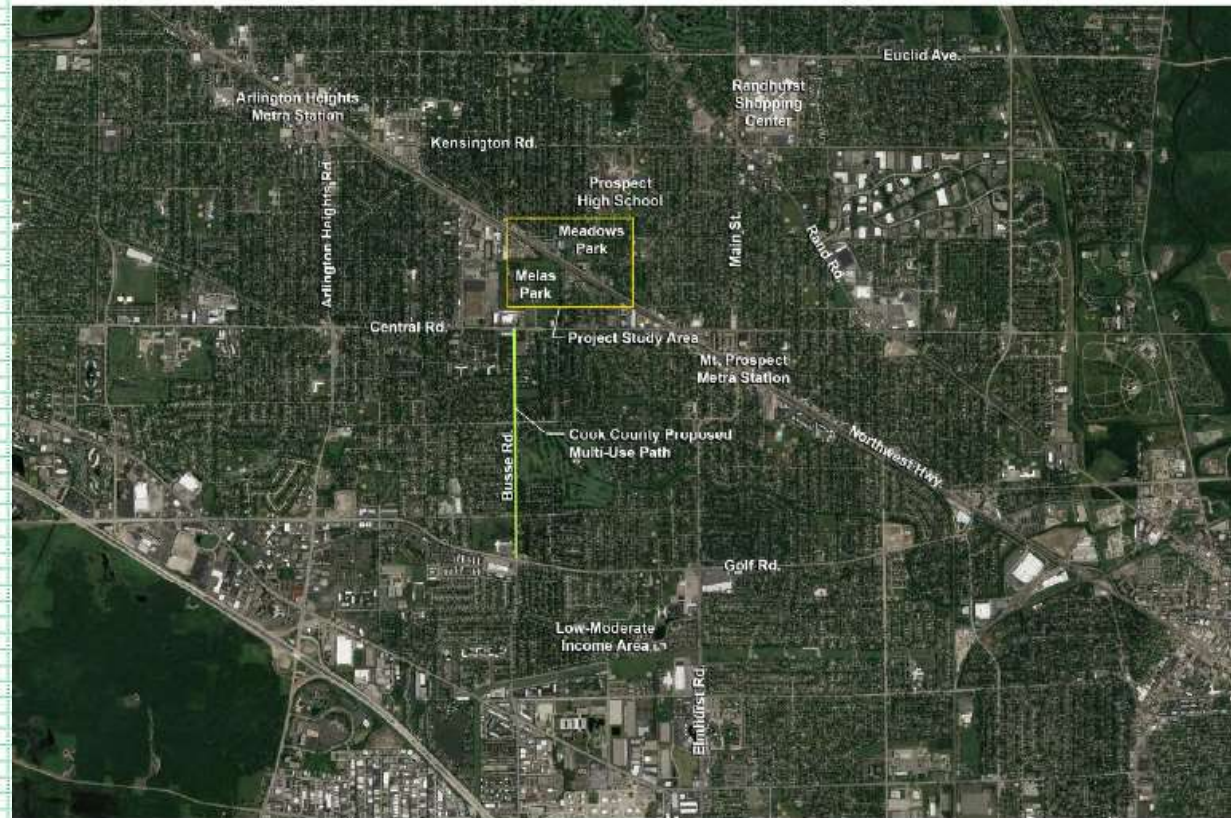
VILLAGE OF MOUNT PROSPECT



Melas – Meadows Pedestrian / Bike Bridge

Why a Bridge?

- Accessibility
- Safety
- Mobility
- Connectivity



Melas – Meadows Pedestrian / Bike Bridge

Why a Bridge?

(Looking South)



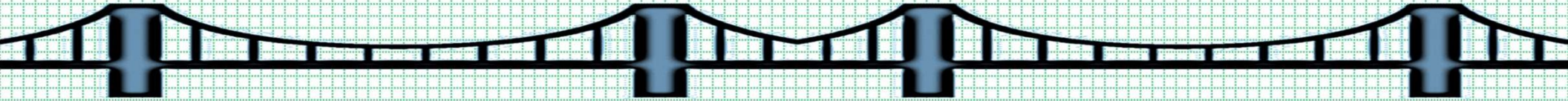
Melas – Meadows Pedestrian / Bike Bridge

Why a Bridge?

(Looking North)



Melas – Meadows Pedestrian / Bike Bridge



Why at This Location?

- Existing Public ROW and Park Property

Melas – Meadows Pedestrian / Bike Bridge

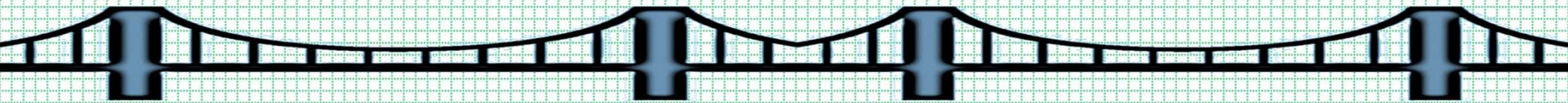
Why at This Location?

MELAS-MEADOWS PEDESTRIAN BRIDGE

VILLAGE OF MOUNT PROSPECT



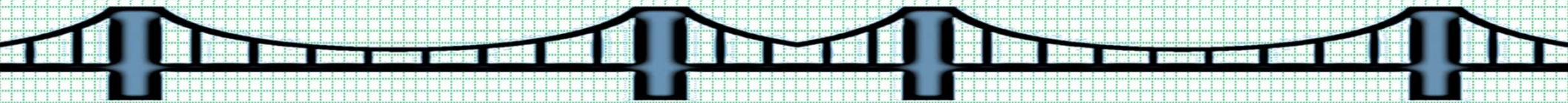
Melas – Meadows Pedestrian / Bike Bridge



Why at This Location?

- Existing Public ROW and Park Property
- Provide Access over barriers
 - ❖ Union Pacific Railroad / 85 trains per day
 - ❖ US 14 - Northwest Highway / 16,000 vehicles per day
 - ❖ No crossing for a mile between Arthur and Central
- Natural crossing location for students, park users, festival attenders.

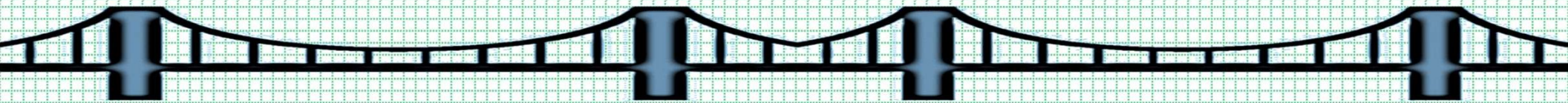
Melas – Meadows Pedestrian / Bike Bridge



Why Now?

- ❑ Opportune Time for the Phase 1 Engineering Study
 - ❖ Mount Prospect Staff has reviewed statements of qualifications and proposals for Phase 1 Engineering
 - ❖ Mount Prospect is ready to award Phase 1 Engineering contract with partner support.
 - ❖ Phase 1 Study puts us in best position to apply for federal funding for design and construction phases

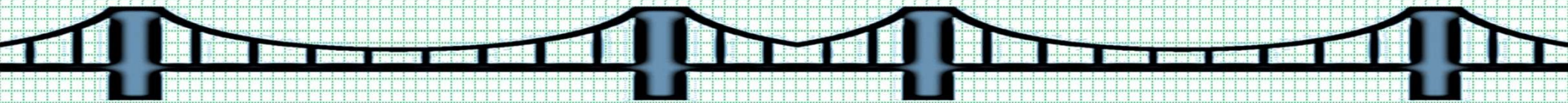
Melas – Meadows Pedestrian / Bike Bridge



Why these *Partners*?

- Arlington Heights* and *Mount Prospect* residents
- District 57* and *District 214* students
- Arlington Heights Park District* & *Mount Prospect Park District* Melas Park and Meadows Park users
- Partners expressed support for previous grant applications.
- Financially supporting partners increases likelihood of receiving federal funding.

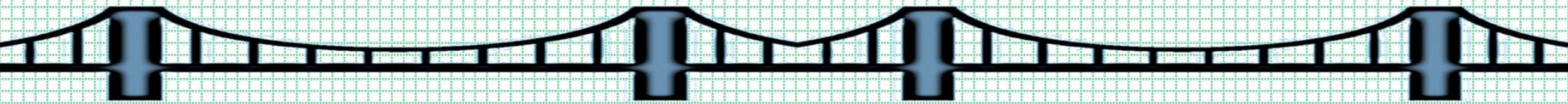
Melas – Meadows Pedestrian / Bike Bridge



What's Next?

- ❑ Complete Phase 1 Engineering Study
 - ❖ right-of-way, topographic and environmental survey, data collection, drainage analysis and lighting review
 - ❖ Solicit input from stakeholders including our residents
 - ❖ Analyze various alternative designs
 - ❖ Increases likelihood of receiving federal funding (up to 80% federal share) for future design and construction phases.

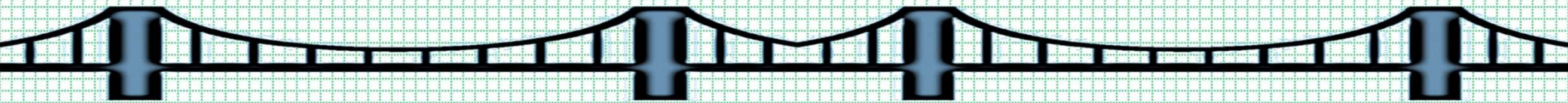
Melas – Meadows Pedestrian / Bike Bridge



What's the Cost?

- ❑ Phase 1 Engineering Proposal \$124,131.36
(Burns and McDonnell)
- ❑ 6 partner agencies / \$20,700 per partner.

Melas – Meadows Pedestrian / Bike Bridge

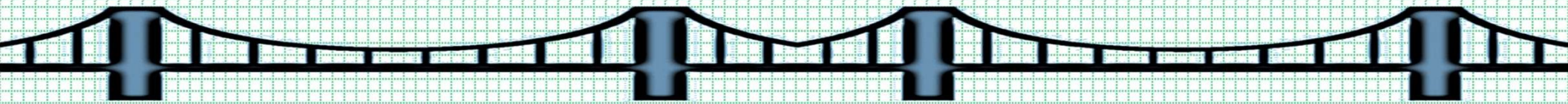


What's the Schedule for Phase 1?

□ Phase 1 Study tentative schedule

- ❖ Partner IGA's / July 2018
- ❖ Award contract / August 2018
- ❖ Kick-off Meeting / September 2018
- ❖ 1st Public Meeting / February 2019
- ❖ Village Board Presentation / July 2019
- ❖ 2nd Public Meeting / October 2019
- ❖ Phase 1 Engineering Approval / December 2019

Melas – Meadows Pedestrian / Bike Bridge



What's after Phase 1?

- Federal Funding Applications / 2019 – 2020
- Phase 2 Design Engineering / 2020 – 2021
- Phase 3 Construction / 2021 - 2022

Melas – Meadows Pedestrian / Bike Bridge

What other
Questions
can I
answer?





MEMORANDUM

To: Board of Park Commissioners

From: George Giese, Superintendent of Business & IT Services

Date: June 27, 2018

Re: Auditing Services - Renewal for Knutte & Associates, P.C. for Fiscal Years 2018, 2019 and 2020

C: Jim Jarog, Interim Executive Director

SUMMARY & BACKGROUND:

The Park District has utilized the professional services of Knutte & Associates, P.C., to perform the District's annual audit for many years. The most recent agreement between the Park District and Knutte & Associates, P.C. was a three-year agreement for fiscal years 2015, 2016 and 2017, with the audit for FY 2017 being finalized and presented to the Board at tonight's meeting.

Given the Park District's professional relationship and years of history with Knutte & Associates, P.C., Knutte has proposed a three-year renewal to cover fiscal years 2018, 2019 and 2020 for the costs listed below. These costs are comparable to those of other similarly-sized park districts for professional auditing services.

The proposed agreement is attached for Board discussion, and if so desired by the Park Board of Commissioners, will be added to the July agenda for approval.

BUDGET IMPACT:

Proposed Audit Fees for Three-Year Renewal:

- Year-End 2018: \$23,000
- Year-End 2019: \$23,500
- Year-End 2020: \$24,000

DOCUMENTS ATTACHED:

- Proposed Renewal from Knutte & Associates, P.C.



KNUTTE & ASSOCIATES, P.C.

Certified Public Accountants
7900 S. Cass Avenue
Darien, Illinois 60561
(630) 960-3317
FAX (630) 960-9960
www.knutte.com

June 13, 2018

Mr. George Giese
Mt. Prospect Park District
1000 West Central Road
Mt. Prospect, Illinois 60056

Dear Mr. Giese:

We are pleased to confirm our understanding of the services we are to provide Mt. Prospect Park District for the year ended December 31, 2018.

INDEPENDENCE AND LICENSE TO PRACTICE IN ILLINOIS

Knutte & Associates, P.C. is independent of Mt. Prospect Park District, is licensed to practice in Illinois, and is a member of the American Institute of Certified Public Accountants.

All work to be performed on the audit will be done at Mt. Prospect Park District, and at 7900 S. Cass Avenue, Darien, Illinois. All resources available to complete the report after the fieldwork is completed will be utilized.

SCOPE OF SERVICE

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Mt. Prospect Park District as of and for the year ended December 31, 2018. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Mt. Prospect Park District's basic financial statements. Such information, although not a part of the basic financial statements is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Mt. Prospect Park District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the

basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. IMRF Pension Disclosures
3. Letter of Transmittal

We have also been engaged to report on supplementary information other than RSI that accompanies Mt. Prospect Park District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statement as a whole.

1. Combining schedules for non-major funds.
2. Individual schedules of revenues, expenditures and changes in fund balance for non-major funds.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1. Information of a statistical nature.
2. Additional schedules supplied by the entity for presentation.

AUDIT OBJECTIVE

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to above when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Mt. Prospect Park District's financial statements. Our report will be addressed to management and those charged with governance. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

AUDIT PROCEDURES--GENERAL

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

In the event we are requested or authorized by you or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for you, you will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

AUDIT PROCEDURES---INTERNAL CONTROL

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

AUDIT PROCEDURES---COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Mt. Prospect Park District's compliance with the provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Otherwise, our work is prepared as a result of this engagement of Knutte & Associates by you and the information contained and any opinions expressed therein are solely for your internal use. Other than as stated in this paragraph, Knutte & Associates is not aware that this work is intended to benefit or influence any other party. The agreement can be altered only by an additional written agreement by both you and Knutte & Associates.

OTHER SERVICES

We will also prepare the financial statements of Mt. Prospect Park District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

MANAGEMENT RESPONSIBILITIES

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with the U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

ADMINISTRATION, FEES, AND OTHER

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Mr. David Knutte, CPA is the engagement partner and is responsible for supervising the engagement and signing the report.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Knutte & Associates and constitutes confidential information. However, subject to applicable laws or regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to governmental agencies or their designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We may notify you of any such request. If requested, access to such audit documentation may be provided under the supervision of Knutte & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties or their designees may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

As a normal part of our examination, we will prepare a letter of recommendation including comments on deficiencies we have observed in internal controls and possible ways to improve the efficiency of your operations. It is also our practice to discuss our comments on such matters with the appropriate level of management before issuance. Additionally, it is our policy to be available to you whenever we may be of assistance. We do not charge for phone calls, and encourage them.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We are sensitive to your responsibility for control of costs and we will cooperate to minimize fees, while maintaining quality professional services. Our fees are based on the amount of time required at various levels of responsibility including actual out-of-pocket expenses (travel, typing, telephone, etc.). Our fees for preparation of the audit and Annual Financial Report (AFR) for the years ended December 31, 2018, December 31, 2019 and December 31, 2020 will be \$23,000, \$23,500 and \$24,000, respectively. Our invoices are payable in 30 days. These fees are all-inclusive, and there will not be any additional billings for travel, meals, lodging, etc.

RISK ISSUES

Because of the importance of oral and written representations to an effective engagement, Mt. Prospect Park District releases Knutte & Associates and its current, former or future partners, principals, employees and personnel from any and all claims, liabilities, costs and expenses attributable to a misrepresentation by Mt. Prospect Park District management. Further, Knutte & Associates and its current, former or future partners, principals, employees and personnel shall not be liable to Mt. Prospect Park District, whether a claim be in tort, contract or otherwise, including Knutte & Associates' own negligence, for any amount in excess of the total professional fees paid by Mt. Prospect Park District under this engagement letter, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Knutte & Associates relating to such services. In addition, in no event shall Knutte & Associates and its current, former or future partners, principals, employees and personnel be liable for any consequential, indirect, lost profits, punitive or similar damages relating to Knutte & Associates' services provided under this engagement letter.

In addition, Mt. Prospect Park District agrees to indemnify, defend, and hold harmless Knutte & Associates and its current, former or future partners, principals, employees and personnel from any and all claims, liabilities, costs and expenses, including attorneys fees, relating to Knutte & Associates' services under this engagement letter arising from or relating to Mt. Prospect Park District's misrepresentations or false or incomplete information provided to us during the engagement, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Knutte & Associates relating to such services.

In the unlikely event that differences concerning our services or fees should arise that are not resolved by mutual agreement, to facilitate judicial resolution and save time and expense of both parties, Mt. Prospect Park District and Knutte & Associates agree not to demand a trial by jury in any action, proceeding or counterclaim arising out of or relating to our services and fees for this engagement. Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards. Any claim of nonconformance must be clearly and convincingly shown.

No action, regardless of form, arising out of the services under this agreement may be brought by either party more than two years after the act, event or service that is the subject of such action, without any delay in the running of this period based on the time of discovery of the claim.

As part of our compliance with guidelines set forth by the American Institute of Certified Public Accountants, enclosed is a copy of our most recent peer review. This is a program dedicated to ensuring that participating firms have quality control systems in place over their accounting and auditing practices. We were pleased to receive an unqualified opinion, and believe it reflects our commitment to perform quality work. In addition, we will provide any subsequent peer review reports during the term of this engagement, upon request.

We appreciate the opportunity to be of service to Mt. Prospect Park District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



KNUTTE & ASSOCIATES, P.C.

RESPONSE:

This letter correctly sets forth the understanding of Mt. Prospect Park District.

By: _____

Title: _____

Date: _____

**MOUNT PROSPECT PARK DISTRICT
YTD SUMMARY - ALL FUNDS
For Five Months Ended 5/31/18**

ACCOUNT NAMES	2017	2018	2018	Actual vs. Last Yr.	
	Actual	Actual	Budget	\$ Change	% Change
BALANCE, Beginning - January 1	6,317,484	5,880,594	Operating +Capital	Increase (Decrease)	
REVENUES:					
PROPERTY TAXES	5,276,051	5,193,835	10,135,821	(82,216)	-1.6%
REPLACEMENT TAXES	108,463	92,081	130,000	(16,382)	-15.1%
RENTAL	188,053	246,858	761,328	58,805	31.3%
PASSES /USER FEES	457,092	500,533	860,745	43,441	9.5%
DAILY /USER FEES	271,159	265,131	1,208,345	(6,028)	-2.2%
PROGRAM FEES	1,737,857	1,813,871	3,807,852	76,014	4.4%
CONCESSION SALES	42,103	32,437	224,874	(9,666)	-23.0%
CORP SPONSORS & GRANTS	3,500	6,325	30,500	2,825	80.7%
OTHER	35,546	45,972	53,626	10,426	29.3%
INTEREST	4,683	4,122	1,040	(561)	-12.0%
INT PROJ CHARGES	226,604	211,687	350,717	(14,917)	-6.6%
BOND PROCEEDS - New Capital	0	0	1,100,000	0	n/a
BOND PROCEEDS - Refinancing	0	0	1,815,190	0	n/a
TOTAL REVENUE	8,351,111	8,412,852	20,480,038	61,741	0.7%
EXPENDITURES:					
FULL TIME SALARIES	1,309,555	1,312,497	3,644,092	2,942	0.2%
PART TIME SALARIES	900,831	817,840	2,714,758	(82,991)	-9.2%
EMPLOYEE BENEFITS	657,700	691,792	1,550,199	34,092	5.2%
CONTRACTUAL SERVICES	507,213	502,114	1,523,343	(5,099)	-1.0%
COMMODITIES	373,947	342,798	1,141,186	(31,149)	-8.3%
CONCESSIONS	38,458	29,813	109,138	(8,645)	-22.5%
UTILITIES	253,212	266,086	883,041	12,874	5.1%
INSURANCE	259,179	255,306	420,560	(3,873)	-1.5%
NW SPECIAL REC	169,049	354,081	432,567	185,032	109.5%
RETIREMENT	398,978	384,437	1,312,968	(14,541)	-3.6%
SALES TAX	2,186	1,797	16,112	(389)	-17.8%
DEBT SERVICE:					
BONDS - Short Term	45,464	48,036	3,043,945	2,572	5.7%
BONDS - Long Term - Refinanced	221,828	221,828	1,815,190	0	0.0%
BANK NOTES - Golf Carts	170,718			(170,718)	-100.0%
CAPITAL PROJECTS:					
FROM BOND FUNDS - New Capital	0		100,000	0	
FROM BOND FUNDS - Carryover	506,869	552,082	1,259,985	45,213	8.9%
ACCESSIBILITY - ADA	0	0	950,000	0	n/a
PAV & LIGHT FUND	0	0	84,399	0	n/a
TOTAL EXPENDITURE	5,815,187	5,780,507	21,001,483	(34,680)	-0.6%
REVENUE OVER (UNDER)	2,535,924	2,632,345	(521,445)	96,421	
BALANCE, Ending	8,853,408	8,512,939			

**MT PROSPECT PARK DISTRICT
DEPARTMENTAL EXPENDITURE ANALYSIS
FOR THE 5 MONTHS ENDED 5-31-18**

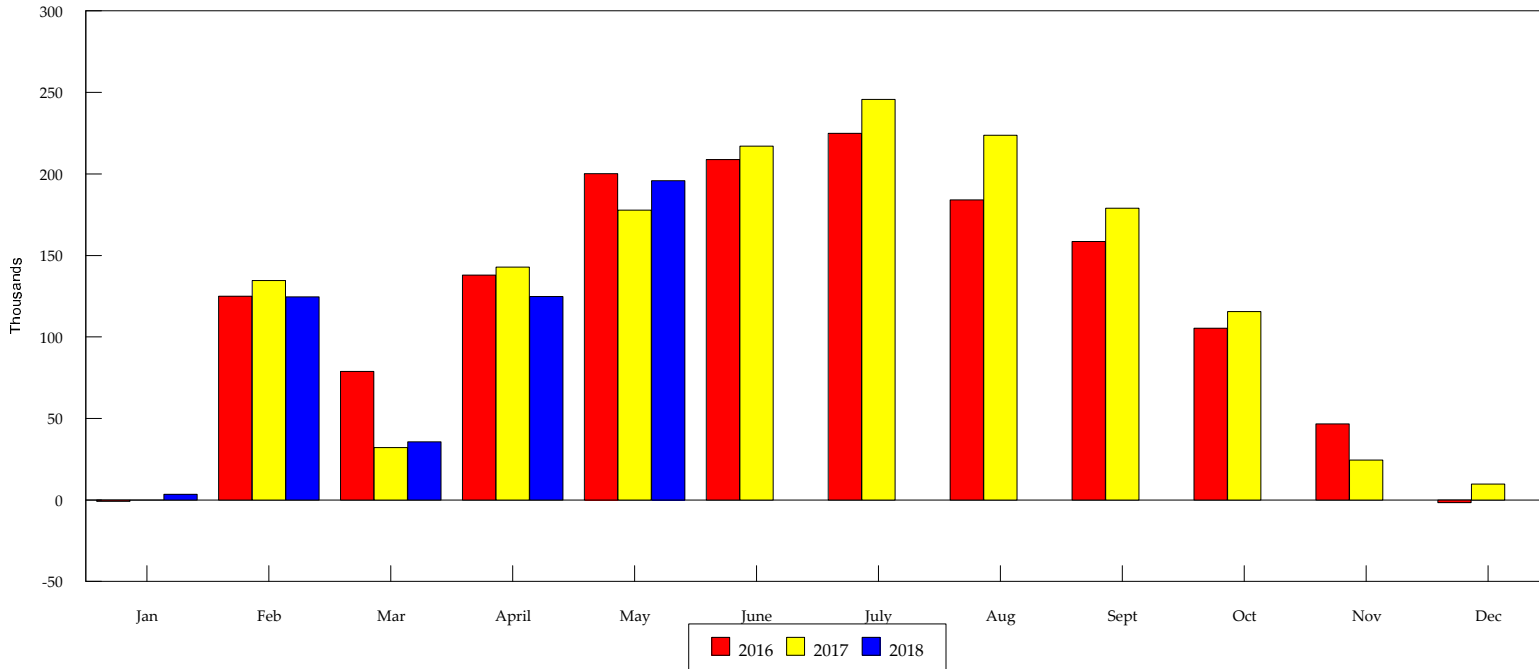
42% OF CALENDAR YEAR

FUND / Department	'18 Y.T.D. Actual	2018 Budget	Y.T.D. as % of '18 Budget	'17 Y.T.D. Actual	Y.T.D. % of '17 Y.T.D.	Projected 2018	Proj % of '18 Bud	% Inc '18 Bud Over '17 Bud
GENERAL FUND								
Administration	324,680	950,797	34%	353,279	92%	921,443	97%	0%
Maintenance	337,926	923,393	37%	321,173	105%	843,722	91%	11%
Motor Pool	92,519	307,895	30%	85,870	108%	248,890	81%	-1%
Buildings	82,314	221,755	37%	77,325	106%	204,114	92%	13%
Studio at Melas	7,954	22,480	35%	8,374	95%	17,087	76%	7%
Total	845,393	2,426,320	35%	846,021	100%	2,238,376	92%	5%
RECREATION FUND								
Administration	377,095	1,006,581	37%	402,777	94%	904,190	90%	-7%
Big Surf	85,678	323,725	26%	84,352	102%	303,832	94%	2%
Meadows Pool	16,148	200,241	8%	20,283	80%	196,564	98%	-1%
Recplex Pool	210,527	537,112	39%	220,892	95%	550,326	102%	-3%
Golf Course	579,280	1,605,366	36%	577,499	100%	1,509,501	94%	1%
Concessions	19,975	134,791	15%	25,205	79%	105,191	78%	-9%
Lions Center	60,229	183,257	33%	68,700	88%	163,756	89%	-2%
Recplex Center	337,733	1,074,190	31%	348,418	97%	974,528	91%	8%
Ice Arena	112,758	262,235	43%	93,600	120%	304,577	116%	36%
Rec Programs	575,606	1,688,772	34%	549,793	105%	1,734,597	103%	2%
Central Programs	32,366	100,320	32%	34,579	94%	90,189	90%	-22%
Central Road	231,872	616,221	38%	235,411	98%	562,434	91%	-3%
Total	2,639,266	7,732,811	34%	2,661,509	99%	7,382,998	95%	1%

MT PROSPECT PARK DISTRICT GOLF COURSE MONTHLY RECEIPTS

Revenue Recap by yr:

	2016		2017		2018		YTD Actual	Annual Budget
	Month	YTD	Month	YTD	Month	YTD		
Jan	(916)	(916)	Jan	0	Jan	3,499	3,499	
Feb	125,058	124,142	Feb	134,645	Feb	124,678	128,177	Revenue
Mar	78,883	203,025	Mar	32,219	Mar	35,654	163,831	Expenditures
April	137,927	340,952	April	142,799	April	124,711	288,542	Full Time
May	200,176	541,128	May	177,872	May	195,862	484,404	Part Time
June	208,816	749,944	June	217,140	June	0	0	Benefits
July	224,822	974,766	July	245,693	July	0	0	Commodities
Aug	184,166	1,158,932	Aug	223,766	Aug	0	0	Contractual
Sept	158,598	1,317,530	Sept	179,076	Sept	0	0	Utilities
Oct	105,319	1,422,850	Oct	115,651	Oct	0	0	
Nov	46,736	1,469,586	Nov	24,488	Nov	0	0	Net
Dec	(1,611)	1,467,975	Dec	9,791	Dec	0	0	
Budget		1,602,000		1,556,500		1,577,565		



This Year Vs Last Two Years

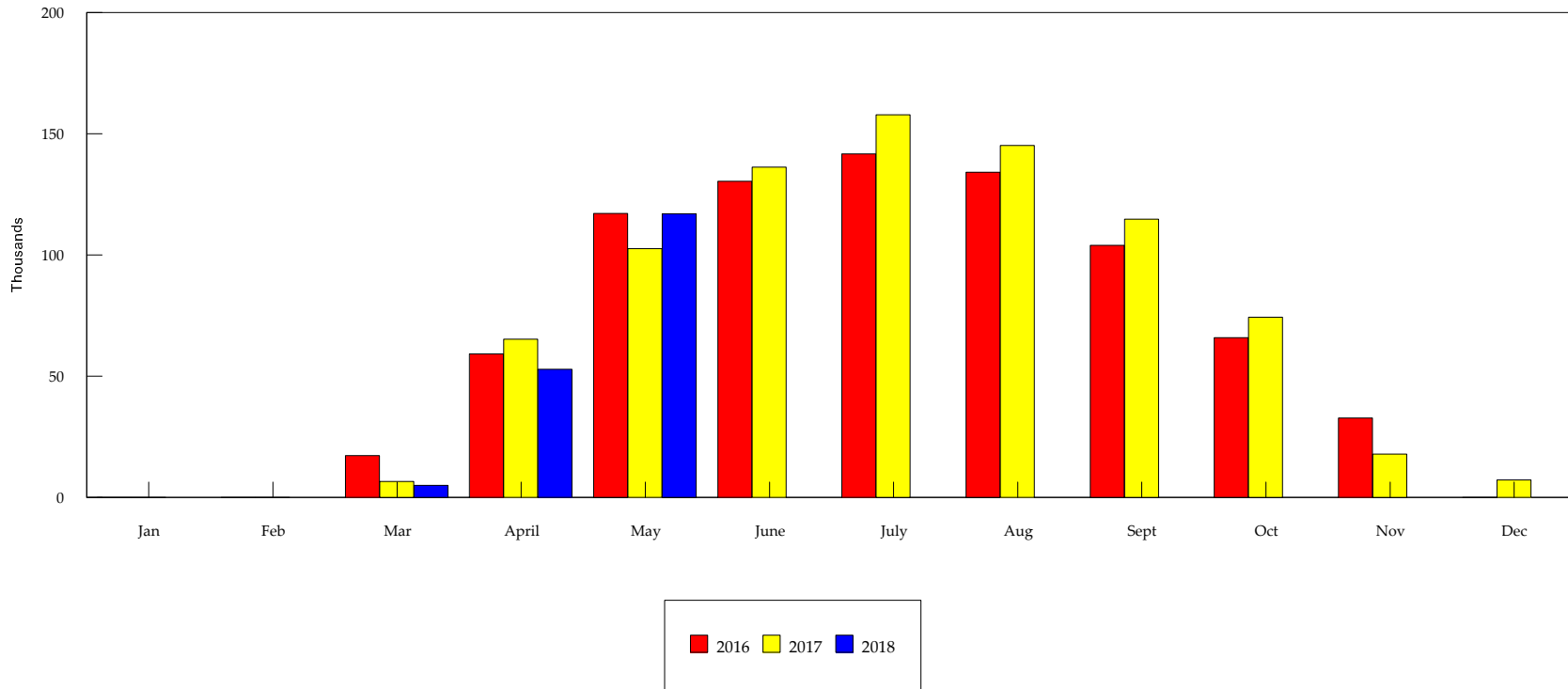
**MOUNT PROSPECT PARK DISTRICT
GOLF COURSE Department by Function
For Five Months Ended 5-31-18**

ACCOUNT NAMES	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
REVENUES:								
RENTAL	57,857	57,857						
PASSES /USER FEES	178,960	178,960						
DAILY /USER FEES	206,977	186,448			20,529			
PROGRAM FEES	35,956	1,680				33,306	970	
MERCHANDISE SALES	11,985			11,985				
OTHER	(7,331)	(7,331)						
SPONSORSHIPS	-							
TOTAL REVENUE	<u>484,404</u>	<u>417,614</u>	-	<u>11,985</u>	<u>20,529</u>	<u>33,306</u>	<u>970</u>	-
% of Budget	31%	32%	n/a	18%	19%	52%	4%	n/a
EXPENDITURES:								
FULL TIME SALARIES	231,825	130,945	77,930					22,949
PART TIME SALARIES	59,422	14,083	40,620	-		830		3,888
FRINGE BENEFITS	119,519	41,219	63,532					14,769
CONTRACTUAL SERVICES	27,138	19,781	2,202					5,155
COMMODITIES	74,548	4,803	54,308		6,669	4,479	500	3,789
MERCHANDISE	24,380			24,380				
UTILITIES	41,943	11,197	17,293					13,454
SALES TAX	504			504				
TOTAL EXPENDITURES	<u>579,280</u>	<u>222,028</u>	<u>255,886</u>	<u>24,884</u>	<u>6,669</u>	<u>5,309</u>	<u>500</u>	<u>64,004</u>
% of Budget	36%	37%	35%	49%	99%	12%	5%	39%
REVENUE OVER(UNDER) EXP	<u>(94,876)</u>	<u>195,586</u>	<u>(255,886)</u>	<u>(12,899)</u>	<u>13,860</u>	<u>27,997</u>	<u>470</u>	<u>(64,004)</u>
CHANGE FROM LAST YR + (-)								
REVENUE	(3,131)	(4,866)	-	(3,404)	(1,892)	6,062	970	-
EXPENDITURES	1,781	8,621	(16,155)	(993)	467	1,508	-	8,332
NET	<u>(4,912)</u>	<u>(13,487)</u>	<u>16,155</u>	<u>(2,412)</u>	<u>(2,360)</u>	<u>4,554</u>	<u>970</u>	<u>(8,332)</u>
% CHANGE FROM LAST YEAR								
REVENUE	(1)	(1)	n/a	(22)	(8)	22	n/a	n/a
EXPENDITURES	0	4	(6)	(4)	8	40	-	15

MT PROSPECT PARK DISTRICT
GOLF COURSE
Greens Fees Sales

Revenue Recap by yr:

	2016		2017		2018			
	Month	YTD	Month	YTD	Month	YTD		
Jan	0	0	Jan	0	Jan	0	'16Budget	850,000
Feb	0	0	Feb	0	Feb	0	'17Budget	800,000
Mar	17,263	17,263	Mar	6,580	Mar	4,984	'18Budget	832,500
April	59,254	76,517	April	65,371	April	52,927		
May	117,207	193,724	May	102,629	May	117,089		
June	130,510	324,235	June	136,328	June	0		
July	141,741	465,975	July	157,909	July	0		
Aug	134,182	600,158	Aug	145,244	Aug	0		
Sept	103,979	704,137	Sept	114,778	Sept	0		
Oct	65,889	770,025	Oct	74,430	Oct	0		
Nov	32,864	802,889	Nov	17,890	Nov	0		
Dec	0	0	Dec	7,249	Dec	0		

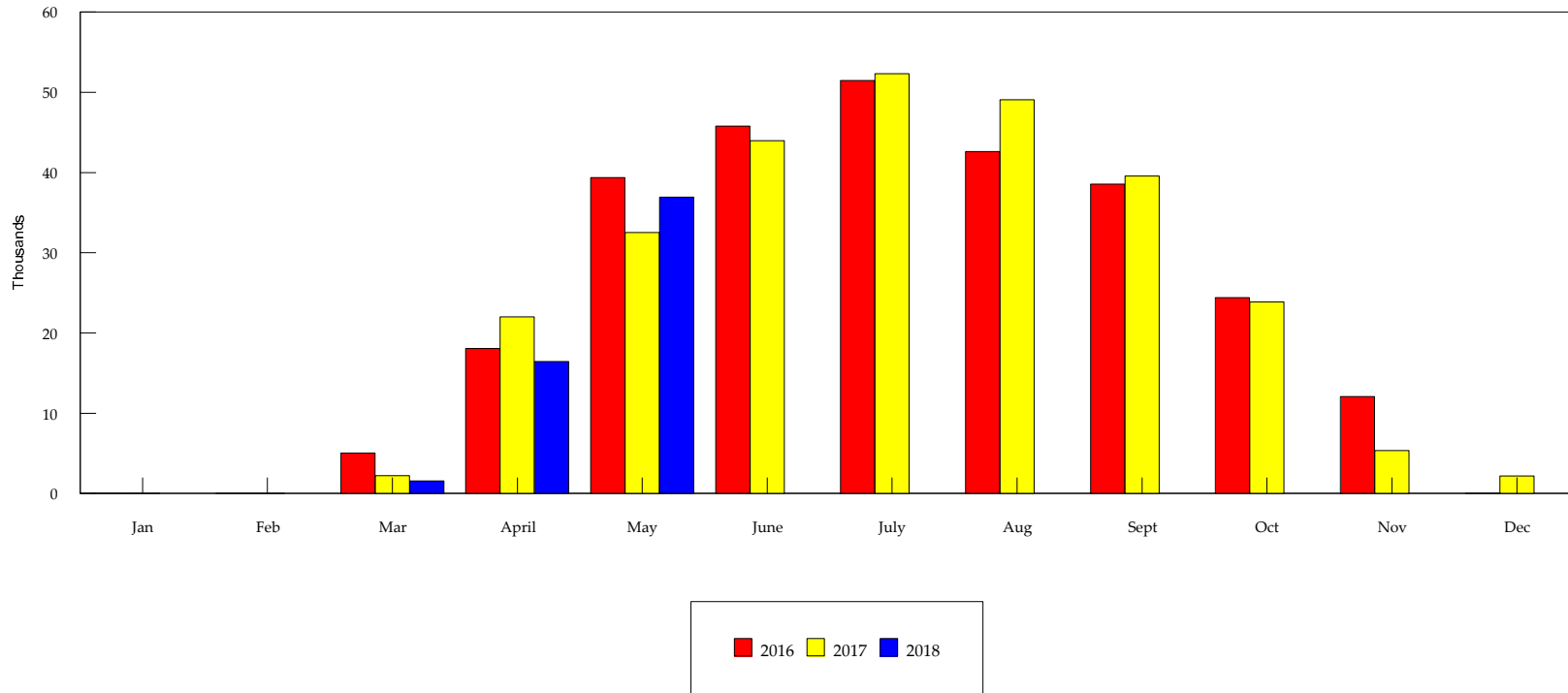


This Year Vs Last Two Years

MT PROSPECT PARK DISTRICT
GOLF COURSE
Power Cart Rental

Revenue Recap by yr:

	2016		2017		2018		'16Budget	'17Budget	'18Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	0	0	Jan	0	0	0	0	280,000	
Feb	0	0	Feb	0	0	0	0	280,000	
Mar	5,052	5,052	Mar	2,205	2,205	1,552	1,552	290,000	
April	18,073	23,125	April	22,007	24,212	16,465	18,017		
May	39,379	62,504	May	32,545	56,756	36,954	54,971		
June	45,804	108,308	June	43,968	100,724	0	0		
July	51,486	159,793	July	52,330	153,054	0	0		
Aug	42,606	202,400	Aug	49,064	202,118	0	0		
Sept	38,558	240,958	Sept	39,567	241,684	0	0		
Oct	24,431	265,389	Oct	23,882	265,566	0	0		
Nov	12,070	277,459	Nov	5,358	270,925	0	0		
Dec	0	277,459	Dec	2,174	273,099	0	54,971		

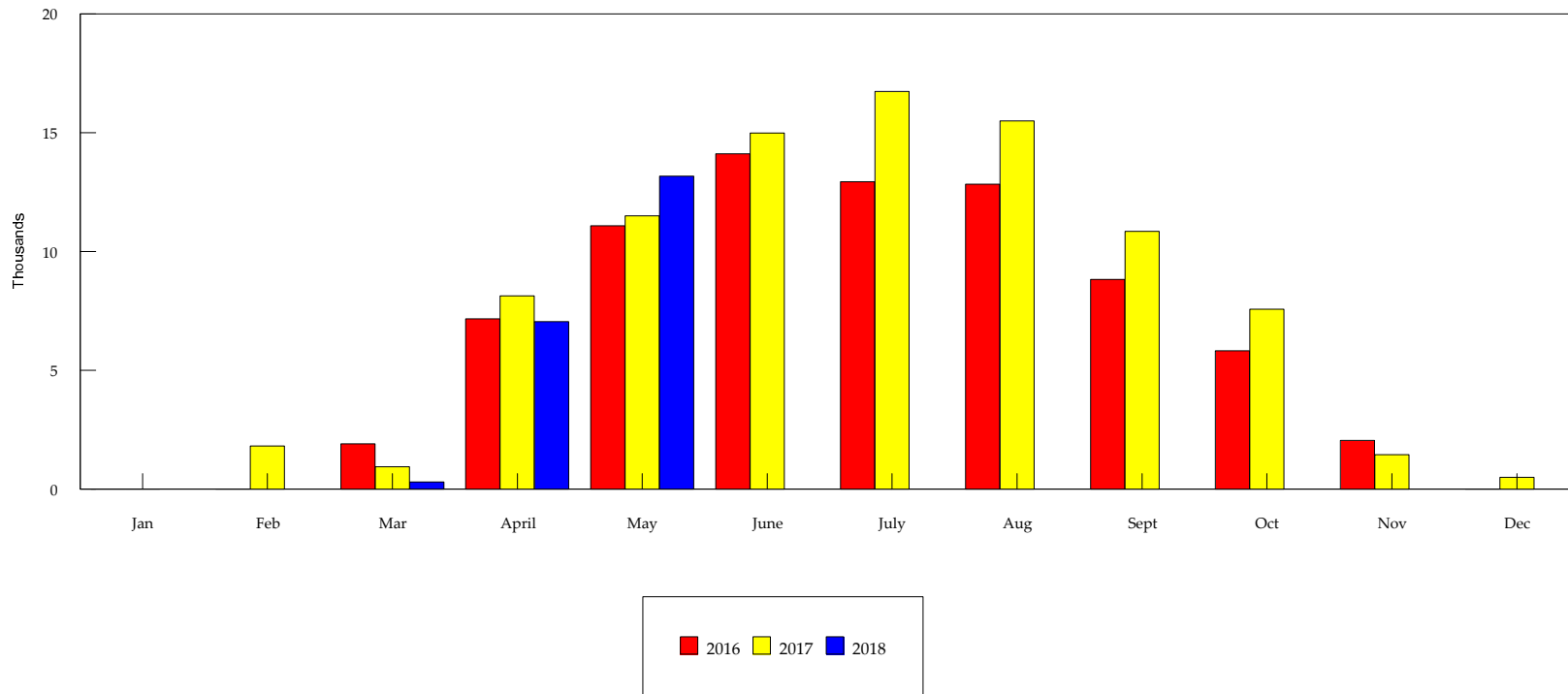


This Year Vs Last Two Years

MT PROSPECT PARK DISTRICT
GOLF COURSE
Driving Range Revenue

Revenue Recap by yr:

	2016		2017		2018		'16Budget	'17Budget	'18Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	0	0	Jan	0	Jan	0	90,000		
Feb	0	0	Feb	1,825	Feb	0	90,000		
Mar	1,906	1,906	Mar	944	Mar	302	106,000		
April	7,167	9,074	April	8,146	April	7,052			
May	11,092	20,166	May	11,506	May	13,175			
June	14,116	34,282	June	14,990	June	0			
July	12,949	47,231	July	16,740	July	0			
Aug	12,837	60,068	Aug	15,501	Aug	0			
Sept	8,831	68,899	Sept	10,850	Sept	0			
Oct	5,832	74,731	Oct	7,582	Oct	0			
Nov	2,059	76,789	Nov	1,459	Nov	0			
Dec	0	76,789	Dec	502	Dec	0			
				90,046		20,529			



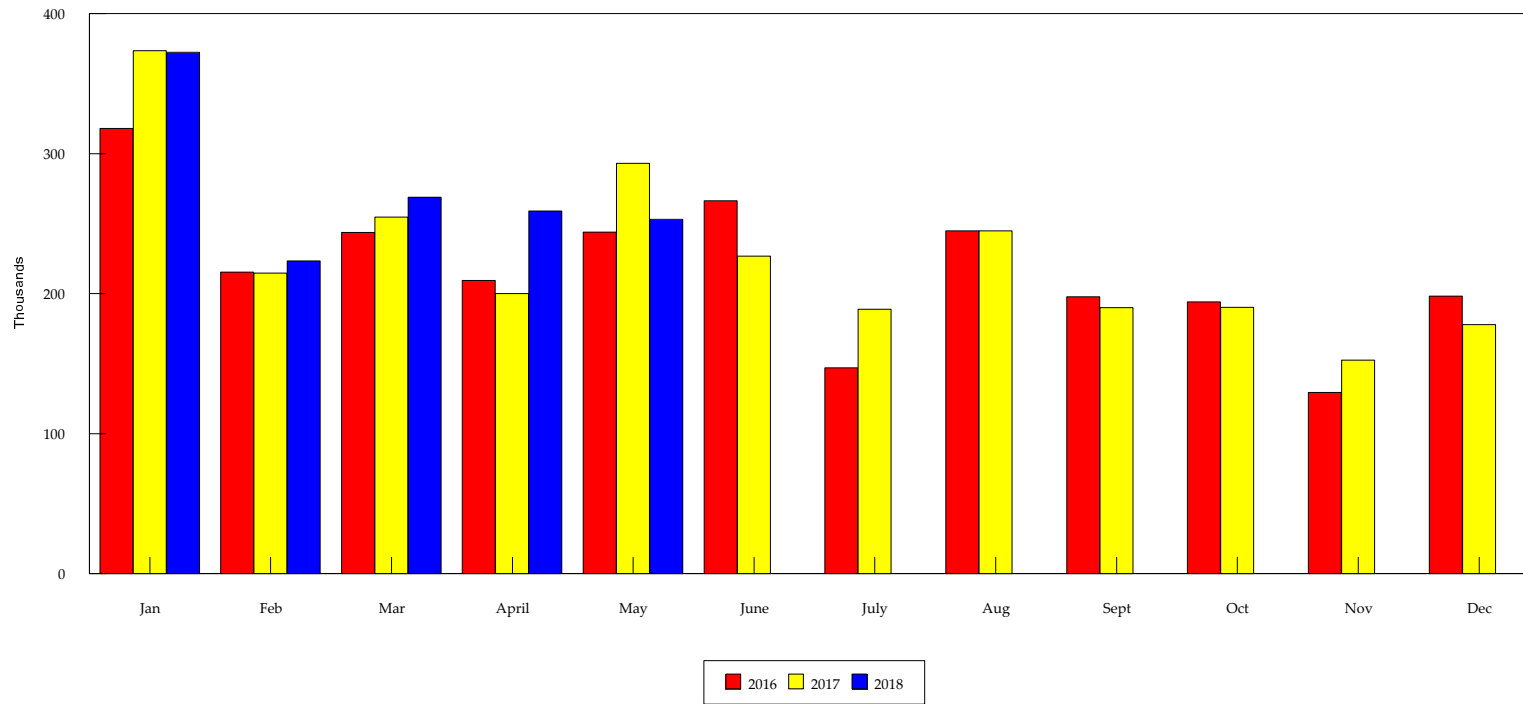
This Year Vs Last Two Years

MT PROSPECT PARK DISTRICT PROGRAM REVENUE

Revenue Recap by yr:

	2016		2017		2018		YTD <u>Actual</u>	Annual <u>Budget</u>
	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>		
Jan	318,088	318,088	Jan	373,662	Jan	372,508	1,377,177	2,720,068
Feb	215,326	533,414	Feb	214,716	Feb	223,330		
Mar	243,880	777,294	Mar	254,751	Mar	268,984		
April	209,424	986,718	April	200,096	April	259,178		
May	243,991	1,230,709	May	293,193	May	253,177		
June	266,385	1,497,094	June	226,890	June	0		
July	147,087	1,644,181	July	188,870	July	0		
Aug	244,949	1,889,130	Aug	244,885	Aug	0		
Sept	197,925	2,087,055	Sept	190,099	Sept	0		
Oct	194,109	2,281,164	Oct	190,245	Oct	0		
Nov	129,388	2,410,552	Nov	152,528	Nov	0		
Dec	198,371	2,608,923	Dec	177,831	Dec	0		
Budget	2,459,100		2,652,000		2,720,068			

	YTD <u>Actual</u>	Annual <u>Budget</u>
Revenue	1,377,177	2,720,068
Expenditures		
Part Time	336,537	972,072
Contractual	128,930	362,933
Commodities	110,140	353,767
Net	<u>801,571</u>	<u>1,031,296</u>



This Year Vs Last Year

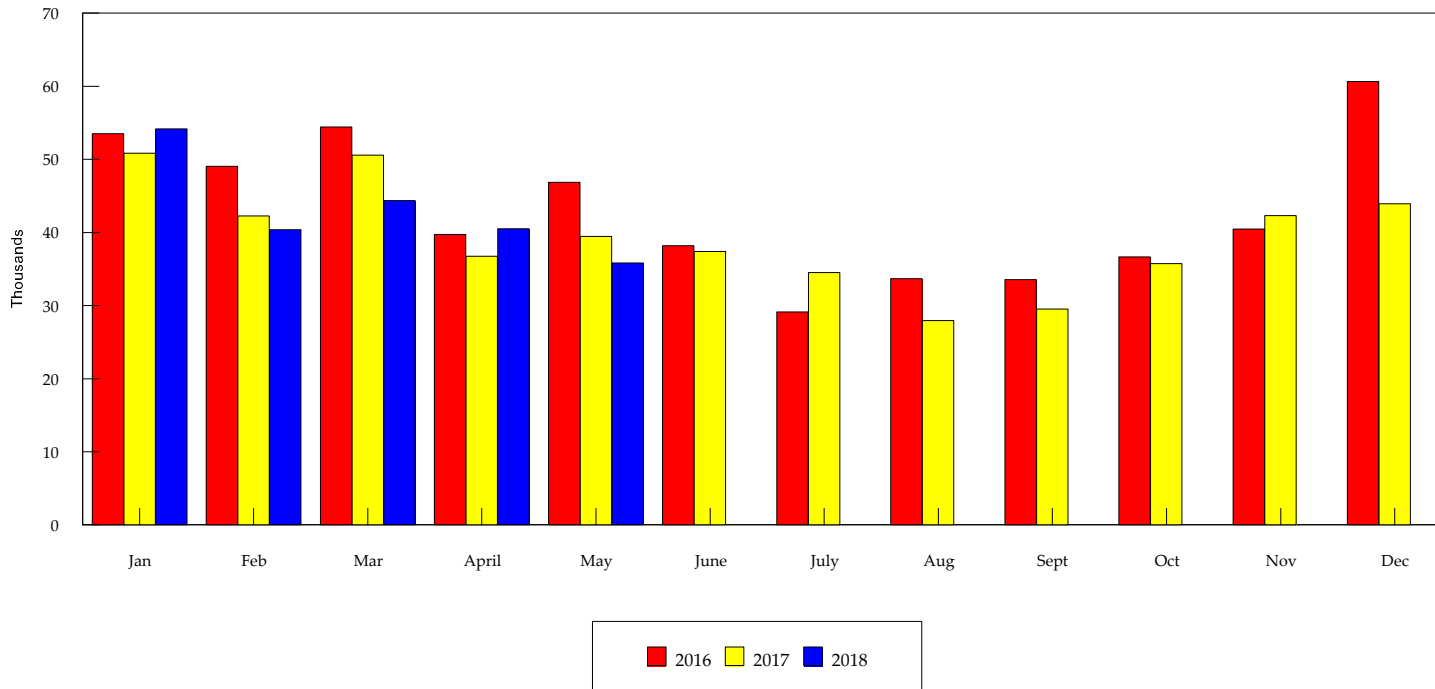
MOUNT PROSPECT PARK DISTRICT
PROGRAMS Department by Function
For Five Months Ended 5-31-18

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	BASEBALL
REVENUES:								
PROGRAM FEES	1,364,276	651,011	65,847	170,765	88,940	6,305	202,965	178,444
CHILD CARE	12,901	12,901						
DONATIONS	-							
TOTAL REVENUE	1,377,177	663,912	65,847	170,765	88,940	6,305	202,965	178,444
% of Budget	51%	53%	47%	40%	37%	48%	41%	115%
EXPENDITURES:								
PART TIME SALARIES	336,537	148,260	7,799	22,596	61,312	1,542	90,241	4,787
CONTRACTUAL SERVICES	109,971	32,697	12,062	60,605	1,889	462	-	2,256
COMMODITIES	128,969	7,779	8,107	9,720	76	6,554	44,571	52,162
UTILITIES	128							128
TOTAL EXPENDITURES	575,606	188,737	27,968	92,920	63,277	8,559	134,812	59,334
% of Budget	34%	31%	24%	33%	36%	26%	41%	44%
REVENUE OVER(UNDER) EXP	801,571	475,175	37,879	77,845	25,663	(2,254)	68,153	119,110
CHANGE FROM LAST YR + (-)								
REVENUE	40,759	64,320	(30,113)	9,211	(33,175)	579	15,128	14,809
EXPENDITURES	25,814	(8,468)	1,127	(15,762)	(5,978)	900	24,592	29,402
NET	14,945	72,788	(31,240)	24,973	(27,197)	(322)	(9,464)	(14,593)
% CHANGE FROM LAST YEAR								
REVENUE	3	11	(31)	6	(27)	10	8	9
EXPENDITURES	5	(4)	4	(15)	(9)	12	22	98
2018 BUDGET REVENUE	2,720,068	1,246,786	141,180	430,526	243,217	13,000	490,769	154,590
2018 BUDGET EXPEND	1,688,772	613,880	118,727	281,867	174,706	33,438	332,535	133,619
2017 REVENUE	1,336,418	599,593	95,960	161,554	122,114	5,726	187,837	163,635
2017 EXPENDITURES	549,793	197,205	26,841	108,682	69,255	7,658	110,220	29,932

**MT PROSPECT PARK DISTRICT
RECPLEX**

Revenue Recap by yr:

2016			2017			2018			YTD	Annual
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>Actual</u>	<u>Budget</u>
Jan	53,516	53,516	Jan	50,841	50,841	Jan	54,196	54,196		
Feb	49,059	102,575	Feb	42,249	93,091	Feb	40,393	94,589	Revenue	215,295
Mar	54,451	157,026	Mar	50,602	143,692	Mar	44,367	138,956	Expenditures	
Apr	39,734	196,761	Apr	36,754	180,446	Apr	40,522	179,478	Full Time	81,588
May	46,875	243,636	May	39,476	219,922	May	35,817	215,295	Part Time	98,654
June	38,214	281,850	June	37,406	257,328	June	0	0	Benefits	36,980
July	29,155	311,006	July	34,503	291,830	July	0	0	Commodities	16,297
Aug	33,703	344,708	Aug	27,933	319,763	Aug	0	0	Contractual	33,306
Sept	33,574	378,282	Sept	29,525	349,288	Sept	0	0	Utilities	70,909
Oct	36,669	414,952	Oct	35,760	385,049	Oct	0	0		337,733
Nov	40,460	455,412	Nov	42,303	427,352	Nov	0	0	Net	(122,438)
Dec	60,665	516,077	Dec	43,931	471,283	Dec	0	0		1,074,190
										(578,079)
Budget		574,000			529,500			496,111		



This Year Vs Last Two Years

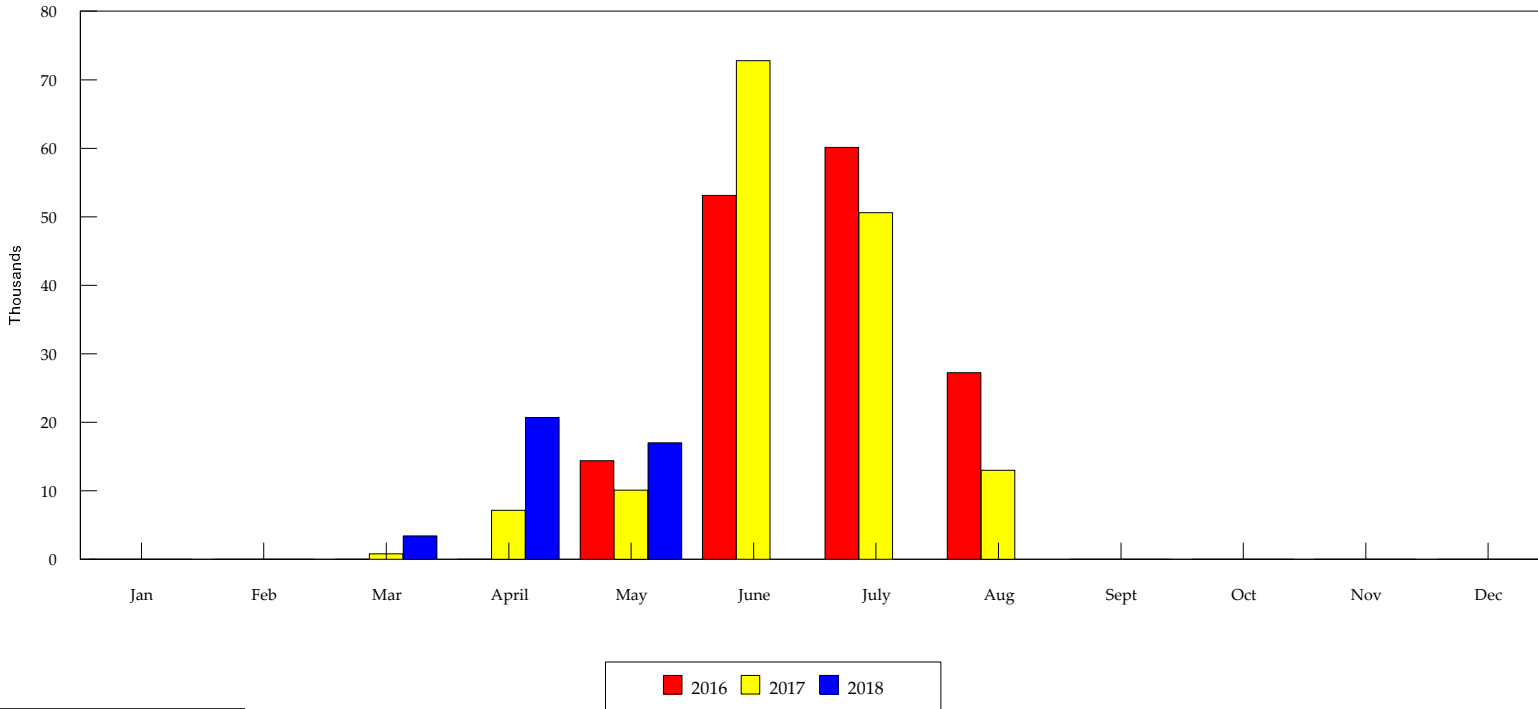
**MT PROSPECT PARK DISTRICT
RECPLEX FACILITY REVENUE REPORT
MAY 2018**

	<i>MONTH</i>		<i>YEAR to DATE</i>		Up (Down)	
	This	Last	This	Last	Change	% Change
RENTALS						
Building Rental	4,538	2,183	32,849	24,986	7,863	31%
Lockers	-	-	-	-	-	-
Total	4,538	2,183	32,849	24,986	7,863	31%
PASS SALES						
All Facility	9,014	8,775	46,543	52,027	(5,483)	-11%
Gym & Track	4,020	4,034	22,986	21,173	1,813	9%
Fitness	14,415	16,340	84,184	84,620	(436)	-1%
Total	27,449	29,149	153,713	157,819	(4,106)	-3%
DAILY FEES						
All Facility	245	530	2,266	4,356	(2,090)	-48%
Gym & Track	2,299	3,245	17,744	22,895	(5,151)	-22%
Fitness	600	636	4,039	4,260	(221)	-5%
Racquetball	215	358	2,961	3,410	(449)	-13%
Playport	392	445	3,375	3,130	245	8%
Total	3,751	5,214	30,385	38,051	(7,666)	-20%
PROGRAM FEES						
Special Programs	3,412	4,520	7,646	5,463	2,183	40%
Total	3,412	4,520	7,646	5,463	2,183	40%
CONCESSIONS						
Merchandise	188	314	1,619	2,102	(483)	-23%
Vending		1,006	4,764	6,486	(1,722)	-27%
Total	188	1,320	6,383	8,588	(2,205)	-26%
OTHER						
Visa Charges / OvSt	(3,521)	(2,909)	(15,680)	(14,986)	(695)	5%
TOTAL	35,817	39,476	215,296	219,922	(4,626)	-2%

MOUNT PROSPECT PARK DISTRICT BIG SURF POOL

Revenue Recap by yr:

2016			2017			2018			YTD	Annual		
	Month	YTD		Month	YTD		Month	YTD	Actual	Budget		
Jan	0	0	Jan	0	0	Jan	0	0	Revenue	41,147		
Feb	0	0	Feb	0	0	Feb	0	0				
Mar	0	0	Mar	800	800	Mar	3,422	3,422				
April	295	295	April	7,178	7,978	April	20,698	24,120			Expenditures	
May	16,974	17,269	May	10,122	18,100	May	17,027	41,147			Full Time	50,677
June	65,042	82,310	June	72,777	90,877	June	0	0			Part Time	273
July	45,412	127,722	July	50,582	141,459	July	0	0			Benefits	25,393
Aug	23,965	151,687	Aug	13,020	154,479	Aug	0	0			Comodities	6,713
Sept	0	151,687	Sept	0	154,479	Sept	0	0			Utilities	2,623
Oct	0	151,687	Oct	0	154,479	Oct	0	0				85,678
Nov	0	151,687	Nov	0	154,479	Nov	0	0			Net	(44,531)
Dec	0	151,687	Dec	0	154,479	Dec	0	41,147				(157,829)
Budget		178,500			178,500			165,896				



This Year Vs Last Two Years

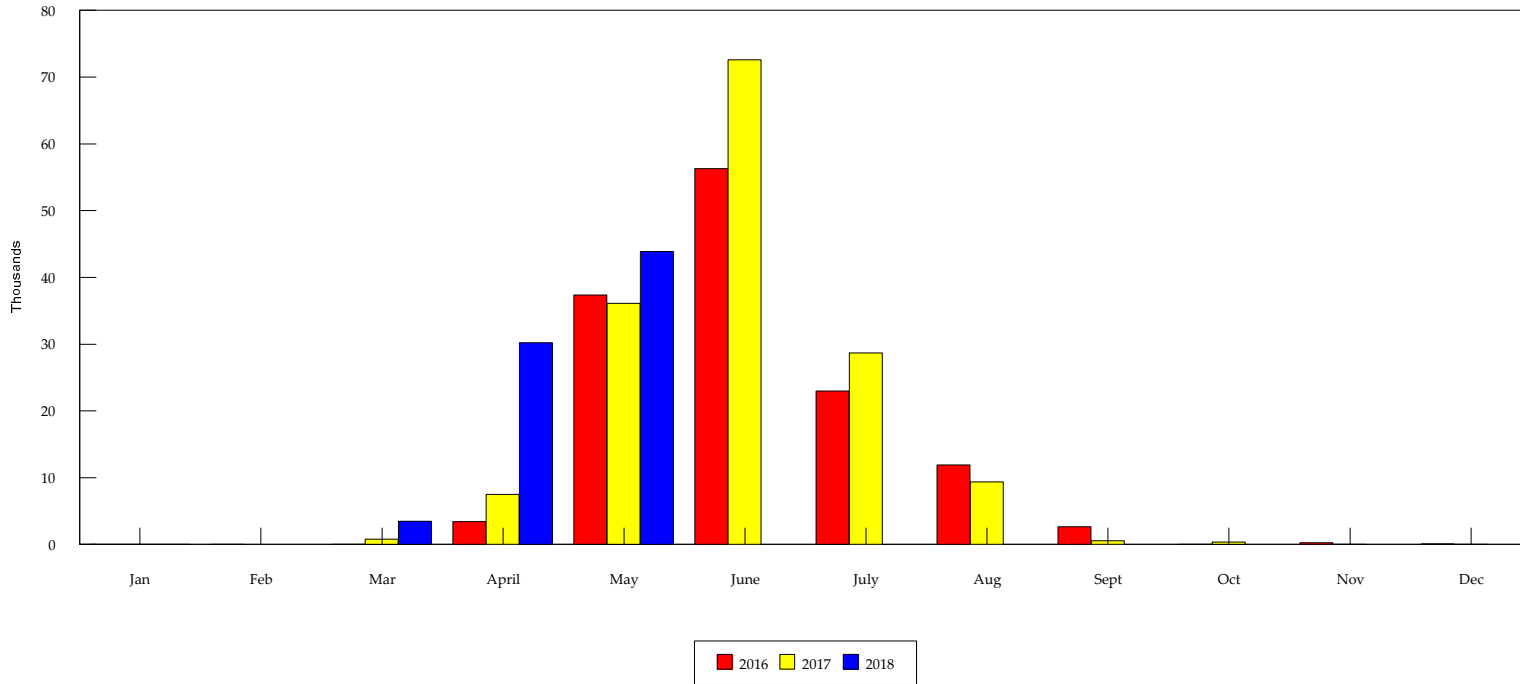
Mount Prospect Park District
BIG SURF POOL
thru May

	2015	2016	2017	2018	Change From Prior Year
REVENUES:					
TUBE RENTAL					N/A
PASSES /USER FEES	12,044	17,269	18,100	41,147	127%
DAILY /USER FEES					N/A
PROGRAM FEES					N/A
CONCESSION SALES					
MERCHANDISE SALES					
TOTAL REVENUE	12,044	17,269	18,100	41,147	127%
% of Budget	7%	10%	10%	25%	
EXPENDITURES:					
FULL TIME SALARIES	43,803	50,963	48,720	50,677	4%
PART TIME SALARIES	304	230	30	273	810%
FRINGE BENEFITS	14,067	21,300	24,934	25,393	2%
CONTRACTUAL SERVICES	239	569	994	40	-96%
COMMODITIES	10,958	10,689	7,025	6,673	-5%
UTILITIES	2,629	3,367	2,649	2,623	-1%
SALES TAX/OTHER					
TOTAL EXPENDITURES	72,000	87,118	84,352	85,678	2%
% of Budget	25%	28%	27%	26%	
REVENUE OVER(UNDER) EXP	(59,956)	(69,849)	(66,252)	(44,531)	
BUDGET REVENUE	173,510	178,500	178,800	165,896	
BUDGET EXPENSE	283,034	312,183	317,496	323,725	

MT PROSPECT PARK DISTRICT
MEADOWS POOL REVENUE

Revenue Recap by yr:

	2016		2017		2018		YTD Actual	Annual Budget
	Month	YTD	Month	YTD	Month	YTD		
Jan	0	0	Jan	0	Jan	0	0	
Feb	0	0	Feb	0	Feb	0	0	
Mar	0	0	Mar	800	Mar	3,497	3,497	Revenue 77,574 174,127
April	3,449	3,449	April	7,478	April	30,207	33,704	Expenditures
May	37,373	40,822	May	36,123	May	43,870	77,574	Part Time 265 118,616
June	56,318	97,140	June	72,599	June	0	0	Utilities 9,623 48,600
July	22,999	120,139	July	28,708	July	0	0	Comodities 6,260 33,025
Aug	11,912	132,050	Aug	9,353	Aug	0	0	16,148 200,241
Sept	2,667	134,717	Sept	553	Sept	0	0	Net 61,426 (26,114)
Oct	15	134,732	Oct	350	Oct	0	0	
Nov	250	134,982	Nov	0	Nov	0	0	
Dec	50	135,032	Dec	0	Dec	0	0	
Budget	156,400		147,750		174,127			



This Year Vs Last Two Years

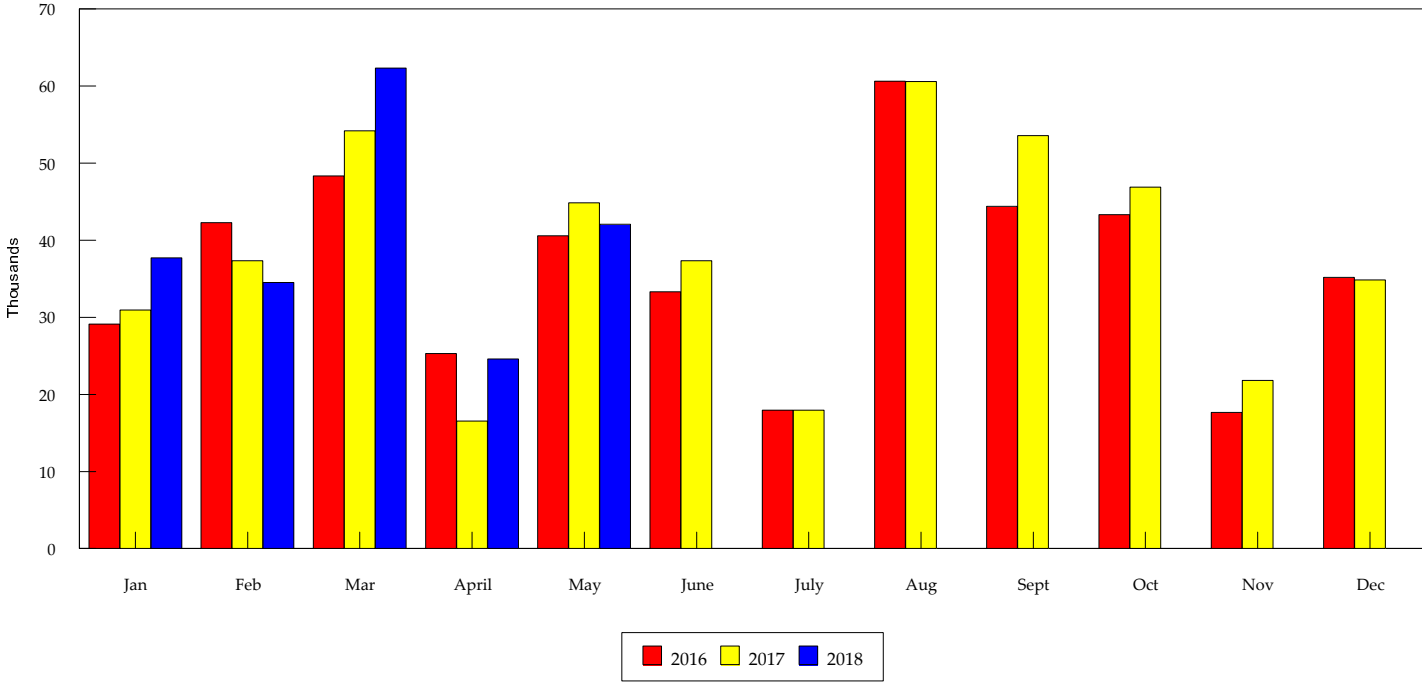
Mount Prospect Park District
MEADOWS POOL
 thru May

	2015	2016	2017	2018	Change From Prior Year
REVENUES:					
BUILDING RENTAL				150	N/A
PASSES /USER FEES	12,044	16,641	18,100	41,147	127%
DAILY /USER FEES		3,897	1,567	9,017	N/A
PROGRAM FEES	23,590	20,284	24,734	27,260	10%
CONCESSION SALES					
MERCHANDISE SALES					
TOTAL REVENUE	35,634	40,822	44,401	77,574	75%
% of Budget	23%	26%	30%	45%	
EXPENDITURES:					
FULL TIME SALARIES	-		-		N/A
PART TIME SALARIES	651	101	509	265.13	-48%
FRINGE BENEFITS	-		-		N/A
CONTRACTUAL SERVICES	3,970	3,525	4,092	2,684	-34%
COMMODITIES	3,309	6,828	8,592	3,576	-58%
UTILITIES	6,847	9,741	7,090	9,623	36%
SALES TAX/OTHER					
TOTAL EXPENDITURES	14,777	20,195	20,283	16,148	-20%
% of Budget	8%	10%	10%	8%	
REVENUE OVER(UNDER) EXP	20,857	20,627	24,118	61,426	
BUDGET REVENUE	153,400	156,400	147,750	174,127	
BUDGET EXPENSE	187,317	194,864	202,103	200,241	

**MT PROSPECT PARK DISTRICT
RECPLEX POOL REVENUE**

Revenue Recap by yr:

	2016		2017		2018		YTD <u>Actual</u>	Annual <u>Budget</u>	
	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>			
Jan	29,132	29,132	Jan	30,950	30,950	Jan	37,717	37,717	
Feb	42,281	71,413	Feb	37,340	68,290	Feb	34,519	72,236	
Mar	48,349	119,762	Mar	54,211	122,501	Mar	62,338	134,574	
April	25,294	145,056	April	16,553	139,055	April	24,614	159,188	
May	40,592	185,648	May	44,876	183,931	May	42,060	201,249	
June	33,307	218,955	June	37,333	221,264	June	0	0	
July	17,966	236,921	July	17,966	239,230	July	0	0	
Aug	60,633	297,553	Aug	60,609	299,839	Aug	0	0	
Sept	44,398	341,951	Sept	53,583	353,423	Sept	0	0	
Oct	43,318	385,269	Oct	46,883	400,306	Oct	0	0	
Nov	17,676	402,945	Nov	21,799	422,105	Nov	0	0	
Dec	35,182	438,127	Dec	34,839	456,944	Dec	0	0	
Budget	431,900		437,500			472,887			
							Revenue	201,249	472,887
							Expenditures		
							Full Time	47,338	118,284
							Part Time	103,099	262,612
							Benefits	25,393	58,936
							Comodities	16,841	37,280
							Utilities	17,857	60,000
								210,527	537,112
							Net	(9,278)	(64,225)



This Year Vs Last Two Years

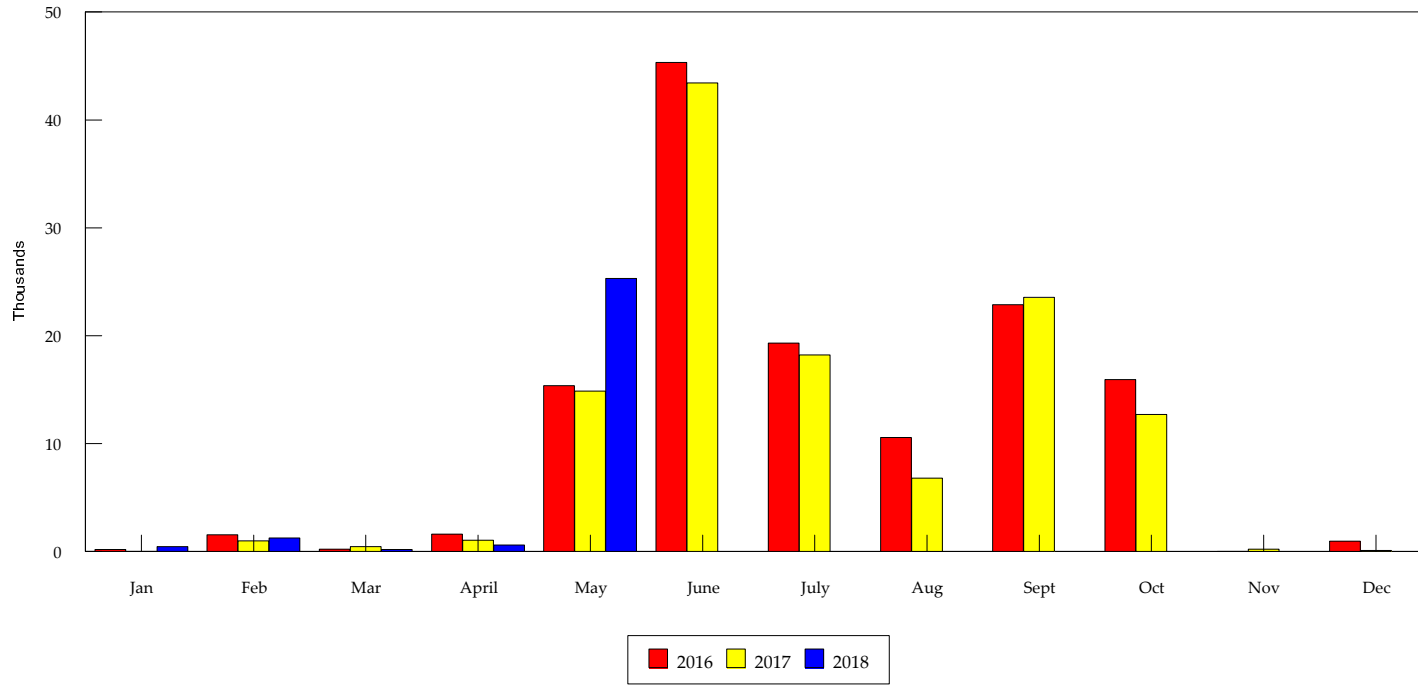
Mount Prospect Park District
REC PLEX POOL
 thru May

	2015	2016	2017	2018	Change From Prior Year
REVENUES:					
BUILDING RENTAL	615	1,103	1,093	664	-39%
PASSES /USER FEES	37,877	37,358	37,641	42,671	13%
DAILY /USER FEES	6,282	5,510	5,429	4,716	-13%
PROGRAM FEES	133,994	141,677	139,768	153,197	10%
CONCESSION SALES					
MERCHANDISE SALES					
TOTAL REVENUE	178,768	185,648	183,931	201,248	9%
% of Budget	44%	43%	42%	43%	
EXPENDITURES:					
FULL TIME SALARIES	35,600	48,396	36,760	47,338	29%
PART TIME SALARIES	93,379	110,021	123,583	103,099	-17%
FRINGE BENEFITS	10,419	20,655	24,934	25,393	2%
CONTRACTUAL SERVICES	620	3560	3,181	4,014	26%
COMMODITIES	8,422	13,908	15,535	12,827	-17%
UTILITIES	12,612	21,117	16,899	17,857	6%
SALES TAX/OTHER					
TOTAL EXPENDITURES	161,052	217,657	220,892	210,527	-5%
% of Budget	34%	40%	40%	39%	
REVENUE OVER(UNDER) EXP	17,716	(32,009)	(36,961)	(9,279)	
BUDGET REVENUE	410,900	431,900	437,500	472,887	
BUDGET EXPENSE	478,667	540,480	551,933	537,112	

MT PROSPECT PARK DISTRICT CONCESSIONS

Revenue Recap by yr:

	2016		2017		2018		YTD <u>Actual</u>	Annual <u>Budget</u>	
	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>			
Jan	207	207	Jan	0	0	Jan	457	457	
Feb	1,550	1,757	Feb	982	982	Feb	1,252	1,709	
Mar	224	1,981	Mar	454	1,436	Mar	194	1,903	
April	1,627	3,608	April	1,057	2,493	April	595	2,498	
May	15,367	18,975	May	14,860	17,353	May	25,315	27,813	
June	45,317	64,292	June	43,440	60,793	June	0	0	
July	19,335	83,627	July	18,216	79,009	July	0	0	
Aug	10,572	94,199	Aug	6,805	85,814	Aug	0	0	
Sept	22,867	117,066	Sept	23,568	109,382	Sept	0	0	
Oct	15,931	132,997	Oct	12,708	122,090	Oct	0	0	
Nov	0	132,997	Nov	228	122,318	Nov	0	0	
Dec	959	133,956	Dec	111	122,429	Dec	0	0	
Budget		137,900		150,600		136,600			
							Revenue	27,813	136,600
							Expenditures		
							Full Time	2,459	6,585
							Part Time	4,987	35,494
							Benefits	1,074	2,494
							Comodities	5,423	64,168
							Utilities	6,033	26,050
								19,975	134,791
							Net	7,838	1,809



This Year Vs Last Two Years

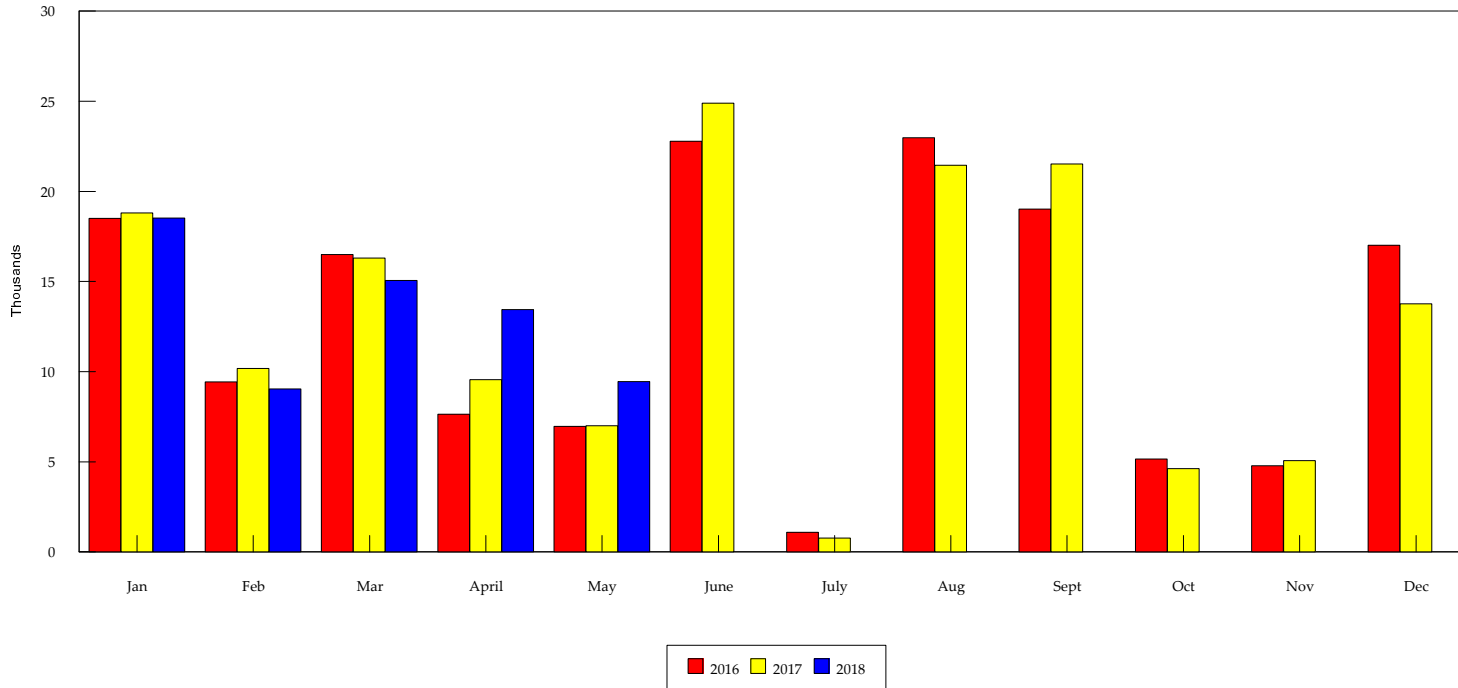
**MOUNT PROSPECT PARK DISTRICT
CONCESSIONS Department by Location
For Five Months Ended 5-31-18**

ACCOUNT NAMES	TOTALS	ADMIN	LIONS POOL	MEADOWS POOL	MEADOWS BALLFIELD	GRILL & 1/2 WAY	MELAS PARK	ATHLETIC FIELDS
REVENUES:								
PROGRAM FEES	-							
DAILY / FEES - CATERING	22,500					22,500		
VENDING INCOME	-			-				
CONCESSION SALES	5,313		250		2,114		2,949	-
OTHER	-							
TOTAL REVENUE	27,813	-	250	-	2,114	22,500	2,949	-
% of Budget	20%	n/a	1%	0%	12%	52%	17%	0%
EXPENDITURES:								
FULL TIME SALARIES	2,459	2,459						
PART TIME SALARIES	4,987		81		287		4,619	
FRINGE BENEFITS	1,074	1,074						
CONTRACTUAL SERVICES	2,003	-					1,603	400
COMMODITIES	840		118	32	-	53	574	63
COST OF GOODS SOLD	2,436		9		-		1,435	992
UTILITIES	6,033					3,912	2,120	
SALES TAX/OTHER	144	144						
TOTAL EXPENDITURES	19,975	3,677	208	32	287	3,965	10,351	1,455
% of Budget	15%	30%	1%	11%	1%	53%	24%	10%
REVENUE OVER(UNDER) EXP	7,838	(3,677)	42	(32)	1,827	18,535	(7,402)	(1,455)
CHANGE FROM LAST YR + (-)								
REVENUE	10,461	-	(1,166)	-	(751)	11,750	1,675	(1,048)
EXPENDITURES	(5,230)	238	(1,181)	(27)	(3,670)	2,598	215	(3,404)
NET	15,691	(238)	15	27	2,919	9,152	1,460	2,356
% CHANGE FROM LAST YEAR								
REVENUE	60	n/a	(82)	n/a	(26)	109	131	n/a
EXPENDITURES	(21)	7	(85)	(46)	(100)	190	2	(70)

MT PROSPECT PARK DISTRICT CENTRAL PROGRAM REVENUE

Revenue Recap by yr:

2016			2017			2018				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>YTD</u>	<u>Annual</u>
									<u>Actual</u>	<u>Budget</u>
Jan	18,513	18,513	Jan	18,815	18,815	Jan	18,516	18,516		
Feb	9,440	27,953	Feb	10,178	28,993	Feb	9,050	27,566	Revenue	65,527
Mar	16,506	44,459	Mar	16,300	45,293	Mar	15,057	42,623	Expenditures	
April	7,645	52,104	April	9,562	54,855	April	13,447	56,070	Part Time	13,192
May	6,961	59,065	May	6,995	61,850	May	9,457	65,527	Contractual	18,958
June	22,781	81,846	June	24,892	86,742	June	0	0	Commodities	215
July	1,099	82,945	July	765	87,507	July	0	0		32,366
Aug	22,987	105,932	Aug	21,460	108,967	Aug	0	0	Net	33,161
Sept	19,026	124,958	Sept	21,526	130,493	Sept	0	0		48,480
Oct	5,157	130,115	Oct	4,632	135,125	Oct	0	0		
Nov	4,780	134,895	Nov	5,076	140,201	Nov	0	0		
Dec	17,018	151,913	Dec	13,771	153,972	Dec	0	0		
Budget		200,000			189,000			148,800		



This Year Vs Last Year

MOUNT PROSPECT PARK DISTRICT
CENTRAL PROGRAMS Department by Function
Month Ended 5-31-18

ACCOUNT NAMES	TOTALS	YOUTH CHILD CARE	ADULT	ATHLETICS YOUTH
REVENUES:				
PROGRAM FEES	65,527	25,229		40,298
CHILD CARE	-			
DONATIONS	-		-	
TOTAL REVENUE	65,527	25,229	-	40,298
% of Budget	44%	48%	0%	46%
EXPENDITURES:				
PART TIME SALARIES	13,192	13,192		
CONTRACTUAL SERVICES	19,174	215		18,958
COMMODITIES	-			
TOTAL EXPENDITURES	32,366	13,407	-	18,958
% of Budget	32%	45%	0%	28%
REVENUE OVER(UNDER) EXP	33,161	11,822	-	21,340
CHANGE FROM LAST YR + (-)				
REVENUE	1,708	(1,505)	(625)	3,838
EXPENDITURES	(2,214)	(1,860)	-	(354)
NET	3,922	355	(625)	4,192
% CHANGE FROM LAST YEAR				
REVENUE	3	(6)	n/a	11
EXPENDITURES	(6)	(12)	n/a	(2)

**MT PROSPECT PARK DISTRICT
CENTRAL FACILITY REVENUE REPORT
May 2018**

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Skate Rental	170	140	1,065	1,263	(198)	-16%
Building Rental	5,272	8,991	63,752	30,458	33,294	109%
	5,442	9,131	64,817	31,721	33,096	104%
PASS SALES						
Fitness	7,890	8,726	42,840	44,943	(2,103)	-5%
	7,890	8,726	42,840	44,943	(2,103)	-5%
DAILY FEES						
Gym Fees	577	385	4,594	3,080	1,514	49%
Fitness Center	231	249	1,077	1,573	(496)	-32%
Inline Rink Fees	695	340	4,325	3,628	697	19%
	1,503	974	9,996	8,281	1,715	21%
PROGRAM FEES						
Adult Athletic Leagues		-			-	0%
Youth Athletic Camps	4,625	5,710	5,222	5,710	(488)	0%
Youth Athletic Prog.	514	1,090	2,196	2,075	121	6%
Youth Leagues	1,490	85	24,055	25,510	(1,455)	-6%
Special Programs	3,393	2,031	14,694	8,631	6,063	70%
	10,022	8,916	46,167	41,926	4,241	10%
CONCESSIONS						
Merchandise	205	359	2,697	3,017	(320)	-11%
Vending	-	268	1,393	1,613	(219)	-14%
	205	627	4,090	4,630	(539)	-12%
OTHER						
Visa Charges / OvShrt	(1,806)	(1,492)	(8,042)	(7,686)	(356)	5%
TOTAL	23,256	26,882	159,867	123,814	36,053	29%

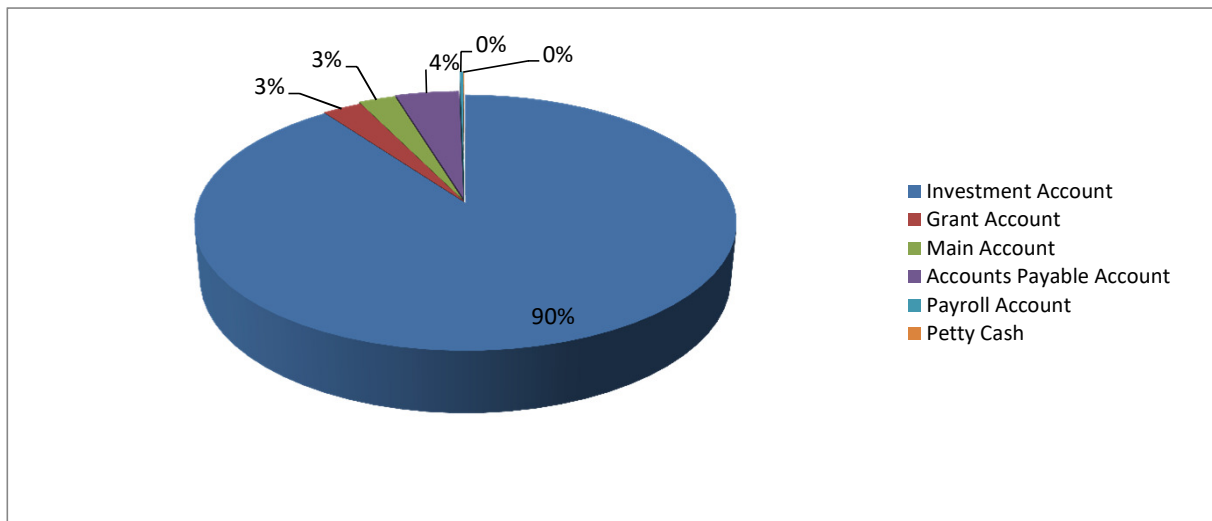
**MT PROSPECT PARK DISTRICT
CENTRAL FACILITY REVENUE REPORT
May 2018**

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Skate Rental	170	140	1,065	1,263	(198)	-16%
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	5,442	9,131	64,817	31,721	33,096	104%
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PROGRAM FEES						
Adult Athletic Leagues		-			-	0%
Youth Athletic Camps	4,625	5,710	5,222	5,710	(488)	0%
Youth Athletic Prog.	514	1,090	2,196	2,075	121	6%
Youth Leagues	1,490	85	24,055	25,510	(1,455)	-6%
Special Programs	3,393	2,031	14,694	8,631	6,063	70%
	10,022	8,916	46,167	41,926	4,241	10%
CONCESSIONS						
Merchandise	205	359	2,697	3,017	(320)	-11%
Vending	-	268	1,393	1,613	(219)	-14%
	205	627	4,090	4,630	(539)	-12%
OTHER						
Visa Charges / OvShrt	(1,806)	(1,492)	(8,042)	(7,686)	(356)	5%
TOTAL	23,256	26,882	159,867	123,814	36,053	29%

Mt. Prospect Park District
Statement of Account Balances
As of May 31, 2018

Mt. Prospect State Bank

Accounts	Bank Balance	Annual Rate	YTD Interest
Investment Account	6,152,053.05	0.15%	3,524.12
Grant Account	188,062.88	0.02%	15.55
Main Account	175,505.50	n/a	
Accounts Payable Account	303,142.55	n/a	
Payroll Account	15,533.49	n/a	
Petty Cash	4,850.00	n/a	
Total Funds	6,839,147.47		



**Mount Prospect Park District
Consolidated Revenue/Expense
May 2018**

	May 2018	YTD 2018	Budget 2018	May 2017	YTD 2017
REVENUE					
10 General Fund	66,059	1,298,435	2,481,945	48,972	1,290,578
20 Recreation Fund	651,739	3,403,631	7,919,501	665,652	3,263,217
21 Paving and Lighting	433	42,003	84,398	305	39,143
23 Social Security Fund	2,608	265,265	512,968	2,476	279,271
24 Liability Insurance Fund	3,248	329,853	638,720	2,697	346,273
25 NWSRA Fund	3,464	334,874	675,180	2,439	313,144
26 IMRF Fund	3,865	393,252	760,253	3,229	414,402
27 Conservatory Fund	38,661	483,464	942,859	36,381	453,870
28 Internal Service Fund	35,304	211,687	350,717		226,604
30 Bond & Interest Fund	16,263	1,645,656	5,013,497	13,336	1,711,670
70 2014 Capital Project	-				
93 2013 Capital Project	-				
94 2014 Capital Project	-			880	9,954
95 2015 Capital Project	-				
96 2016 Capital Project	1,802	4,734	3,210	3	2,985
97 2017 Capital Project	-		100,040		
Total Revenue	823,446	8,412,854	19,483,288	776,370	8,351,111
EXPENSE					
10 General Fund	162,551	845,393	2,426,320	162,964	846,021
20 Recreation Fund	518,613	2,639,266	7,732,811	545,688	2,666,965
21 Paving and Lighting	2,092	4,084	84,399	7,945	10,334
23 Social Security Fund	33,407	160,148	512,968	35,301	165,743
24 Liability Insurance Fund	34,638	360,862	670,265	24,838	362,365
25 NWSRA Fund	173,980	355,397	1,382,567	2,476	173,763
26 IMRF Fund	55,880	224,290	800,000		233,235
27 Conservatory Fund	59,855	288,708	816,316	67,499	324,092
28 Internal Service Fund	18,072	85,812	350,717	30,779	102,837
30 Bond & Interest Fund	48,036	269,864	4,865,135	45,464	438,010
70 2014 Capital Project				4,951	57,896
92 2012 Capital Project					
93 2013 Capital Project					
94 2014 Capital Project					8,494
95 2015 Capital Project					5,833
96 2016 Capital Project	1,800	19,319	141,797	2,333	419,596
97 2017 Capital Project	144,816	527,363	1,169,693	18,761	
Total Expense	1,253,740	5,780,506	20,952,988	948,999	5,815,184
Total Revenue	823,446	8,412,854	19,483,288	776,370	8,351,111
Total Expense	1,253,740	5,780,506	20,952,988	948,999	5,815,184
Net Income/Loss	(430,294)	2,632,348	(1,469,700)	(172,629)	2,535,927

**MT. PROSPECT PARK DISTRICT
PROPERTY TAX
MONTH ENDING
5/31/18**

<u>Tax Yr.</u>	<u>Property Tax Jan. 1 - Dec. 31</u>	<u>Assessed Valuation</u>	<u>Rate</u>
2013	8,762,986	1,413,453,067	0.657
2014	9,398,877	1,446,086,836	0.654
2015	9,580,252	1,406,791,767	0.681
2016	9,820,200	1,653,232,361	0.594
2017	10,145,281	1,667,332,206	0.609

Tax Monies Received from January 1, 2018 through May 31, 2018 totals:
\$5,285,917 (of this total \$92,081 is Replacement Tax).

	Type	2017 Taxes	2018 Taxes
January	R	25,034	16,533
January		172,519	416,345
February		1,160,685	1,091,944
March	R	16,081	14,667
March		3,861,042	3,593,500
April	R	40,965	30,149
April		40,721	40,570
May	R	26,382	30,732
May		41,107	51,476
June		197	
July	R	26,977	
July		1,798,782	
August	R	1,244	
August		2,565,092	
September		10,880	
October	R	18,417	
October		39,369	
November		11,363	
December			
December	R	4,855	
TOTAL		9,861,711	5,285,917

**Mt Prospect Park District
Capital Projects Update
May 2018
Fund 96 2016 Capital IMPR Fund**

Account #	Description	Budget	May	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
813500	Replace Intercom System	20,000			20,000	
813620	Recplex AHU Coil Cleaning	5,500			5,500	
813625	Recplex Kids Klub Floor	11,200		450	10,750	
813640	Small Fitness Equipment	2,310		2,058	252	
	Total Rec Plex Center	39,010	-	2,508	36,502	
<u>Conservatory</u>						
822330	FPC HVAC Units	13,000			13,000	
	Total Conservatory	13,000	-	-	13,000	
<u>Park Improvements</u>						
846931	Kopp Park Playground	9,300			9,300	
846950	Majewski/ Outfield Fences	34,467			34,467	
847012	Tree Planting/Removal	6,930			6,930	
847084	Community Survey	2,890			2,890	
847096	Westbrk School Playground	3,000			3,000	
849720	Einstein Park	1,800	1,800	1,800	-	
	Total Park Improvements	58,387	1,800	1,800	56,587	
<u>Equipment</u>						
858475	Bunker Rakes	12,400		12,315	85	
858485	Field Equipment Box	7,000			7,000	
	Total Equipment	19,400	-	12,315	7,085	
<u>Buildings</u>						
865420	WCMF Maintenance	3,000		2,695	305	
	Total Buildings	3,000	-	2,695	305	
<u>Pools</u>						
881651	To be Classified for 2018	9,000			9,000	
	Total Pools	9,000	-	-	9,000	
	Total Expenditure	141,797	1,800	19,319	122,478	

**Mt Prospect Park District
Capital Projects Update
May 2018
Fund 97 2017 Capital IMPR Fund**

Account #	Description	Budget	May	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
811400	RP Electronic Sign	78,000			78,000	
811913	RP Strength Equipment	8,600			8,600	
	Total Rec Plex Center	86,600	-	-	86,600	
<u>Conservatory</u>						
822000	FPC Electronic Sign	80,000			80,000	
822310	FPC Pond Fountain	6,800			6,800	
	Total Conservatory	86,800	-	-	86,800	
<u>Park Improvements</u>						
846700	Billings for Projects	350,717	35,304	211,687	139,030	
846850	Majewski Bench Replacement	2,200		2,065	135	
847012	Tree Planting/Removal	35,000			35,000	
847077	Bridge Inspections	5,000			5,000	
849150	Ice Rink Liner/Supplies	2,000			2,000	
849530	Majewski Berm Removal	5,000			5,000	
849705	Golf Cart GPS	39,000		38,916	84	
	Total Park Improvements	438,917	35,304	252,668	186,249	
<u>Equipment</u>						
855015	Lions Tables & Chairs	8,300		8,268	32	
855084	2005 Large Area Mower	88,000		79,210	8,790	
855090	1996 Toro Fairway Mower	59,000	56,184	56,184	2,816	
855340	Pickup Truck	28,000		27,255	745	
855371	Infield Groomer	12,400			12,400	
855440	Reg Sys Maintenance	31,500	2,000	10,000	21,500	
855402	Software/Network	9,600	800	3,200	6,400	
855440	Fuel Station Tank Gauge	13,500	13,500	13,500	-	
855460	Technology Equipment	12,000	969	3,719	8,281	
855470	Applitrack/TimePro/Smart Fusion	20,625	641	8,691	11,934	
855480	Sophos Security System	7,000		7,000	-	
855510	Facility Dude Maint Software	7,100			7,100	
855530	District Website	30,000	3,125	6,250	23,750	
856206	Small Maintenance Equip	3,450	3,326	3,326	124	
857250	Grounds Equipment/Repair	6,000			6,000	
858215	CCC Fitness /Strength Equip	10,900			10,900	
858375	Batting Cage Tunnel Nets	4,200		4,200	-	
	Total Equipment	351,575	80,545	230,804	120,771	
<u>Buildings</u>						
861545	GC HVAC Maint/Upgrades	5,000			5,000	
861580	Lions HVAC	7,500			7,500	
861591	LRC Multipurpose Floors	2,674			2,674	
861720	Security Assessment	7,500		6,000	1,500	
862002	Central Rd Gym Floor	4,020			4,020	
862150	CCC Loading Dock Door	3,850		3,850	-	
865425	Conservatory Property	50,000	21,025	21,025	28,975	
865650	CCC Roof Assessment	5,000			5,000	
865660	CCC RTU #5 and #9	97,500		5,075	92,425	
865900	CCC HVAC	7,500			7,500	
	Total Buildings	190,544	21,025	35,950	154,594	
<u>Cost of Issue</u>						
871600	Cost of Issue	7,257			7,257	
	Total Conservatory	7,257	-	-	7,257	
<u>Pools</u>						
881560	Big Surf Lounge Chairs	8,000	7,942	7,942	58	
	Total Pools	8,000	7,942	7,942	58	
	Total Expenditure	1,169,693	144,816	527,363	635,073	

**MT PROSPECT PARK DISTRICT
2017 LEVY EXTENSION UPDATE**

06/11/2018

FUND	Estimate 2018 Budget	Actual Extension	Better (Worse) Than Budget
Corporate	2,172,244	2,185,017	12,773
Recreation	1,314,437	1,325,243	10,806
Insurance	638,720	638,600	(120)
Imrf	760,253	760,140	(113)
Fica	512,968	512,940	(28)
Nwsra	675,180	664,833	(10,347)
Paving& Lightir	84,398	83,104	(1,294)
Conservatory	779,314	779,314	0
Bonds	3,198,307	3,196,090	(2,217)
Total	<u>10,135,821</u>	<u>10,145,281</u>	<u>9,460</u>

ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT
May-18

ACCOUNTS PAYABLE

Suggested Motion: I move to ratify May Accounts Payable Checks and EFT's in the amount of \$786,539.02 listed on the Check Register.

<u>CHECK DATE</u>			<u>CHECK #S</u>	
5/1-5/6/2018	\$	241,802.99	190691-190737	Checks
5/7-5/13/2018	\$	149,579.42	190738-190787	Checks
			**190788-190999	VOID (AP Account Closed)
5/14-5/20/2018	\$	44,883.39	191000-191045	Checks (New AP Account Opened)
5/21-5/31/2018	\$	350,273.22	191046-191144	Checks
TOTAL AP	\$	<u>786,539.02</u>	Checks and EFT's	

PAYROLL

Suggested Motion: I move to ratify May Payroll Checks and Direct Deposits in the amount of \$325,056.34 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #S</u>	
5/4/2018	\$	154,684.28	13663-14016	DD Notification
	\$	7,451.05	1014987824- 1014987844	Checks
			14017-14021	<i>Taxes, Transfers & Garnishments</i>
5/18/2018	\$	154,973.55	14022-14391	DD Notification
	\$	7,947.46	1015119991- 1015120011	Checks
			14392-14396	<i>Taxes, Transfers & Garnishments</i>
TOTAL P/R	\$	<u>325,056.34</u>	Checks and Direct Deposits	

**Paper check numbers will not be sequential between check runs; account managed by payroll service provider.

Mt. Prospect Park District Payroll Summary

Pay Period Ending 4/29/2018
 Check Date 5/4/2018

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	11,641	375	222,697	31	19
	Full Time	58			

Pay Period Ending 5/13/2018
 Check Date 5/18/2018

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	11,854	391	223,012	30	19
	Full Time	59			



Executive Director Report

Save the Date(s):

2018 Lions Club Festival scheduled July 4th through 8th at Melas Park.

2018 Fourth of July Parade / MPPD will be participating as usual. If you are interested in joining us please contact Teri Wirkus.

FY 2019 Budget Cycle / Business Services :

Our Business Services Department distributed the FY - 2019 Budget sheets to employees the week of 6.11.18. Sheets have been distributed ahead of schedule to give staff adequate time to research and enter appropriate financial data as necessary. The process should be slightly less intimidating than last year since most of the staff have been through the process and the groundwork for most accounts has carried over from last year's process.

Celebration of Culture Event:

Staff continues to meet with Village employees to lay the groundwork for the new "Celebration of Cultures" event which is a joint venture between the Village and the Park District. This event is to be held at the Kopp Park / Rec Plex site. The date for this event has been set for Saturday, September 29th. There is no rain date set at this time.

CCC Facility Upgrades:

Arlington Construction Services is off to a great start on our NWSRA facility upgrade project. Staff has been meeting with our contractor on a daily basis to keep the project moving forward in a quick and efficient manner. So far we are very pleased with their progress.

Einstein Phase II:

Staff met with our OSLAD grant administrator to perform a final walkthrough on the project. All requirements for the grant reimbursement have been met and the appropriate paperwork has been submitted to close the project out and submit for our final reimbursement. Staff is anticipating receipt of our reimbursement of \$188,000.00 towards the third quarter of FY- 2018.

Upcoming Meeting Reminders:

Regular Meeting - Wednesday, July 25, 2018 - 7pm @ CCC.



Golf Operations Report

June 2018 (Through 6/11)

Golf Memberships	2016	2017	2018	Variance '17 to'18
Unlimited Play Membership Sold	77	69	73	4
20-Play Passes Sold	93	76	79	3
Discount Cards Sold	637	503	423	-80

Golf Rounds	2016	2017	2018	Variance '16 to'17
Paid Resident Rounds	2,220	1,558	1,408	-150
Paid Partner Rounds	176	105	102	-3
Paid Non-Resident Rounds	6,280	6,469	6,718	249
Annual Membership Rounds	<u>1,976</u>	<u>1,775</u>	<u>1,388</u>	<u>-387</u>
Total Rounds	10,652	9,907	9,616	-291

Range Buckets	2016	2017	2018	Variance '17 to'18
Small - \$5	5,002	5,750	1,037	-4,713
Medium - \$8	0	0	1,665	1,665
Large - \$12	<u>0</u>	<u>0</u>	<u>819</u>	<u>819</u>
Total	5,002	5,750	3,521	-2,229

Golf Lessons	2016	2017	2018	Variance '17 to'18
Adult	80	106	112	6
Youth	<u>209</u>	<u>232</u>	<u>245</u>	<u>13</u>
Total	289	338	357	19

News & Updates:

- May ended up being the wettest May in 137 years of weather records. Even with the coldest April in 111 years and the wettest May ever, year-to-date sales are virtually even with last season.
- Driving range quantities are confusing this year, because we counted everything in small buckets for the first three years. Next season we will be able to compare apples to apples with the three bucket sizes. So, even though the totals say we are down 2,200 buckets, don't worry, we are almost even YTD in total dollars sales.
- Discount card sales and paid resident rounds continue to diminish, some of it is due to bad weather, but as courses have changed to dynamic pricing (where prices change depending on the day and time you play) they are not as useful as they were with fixed rate pricing.
- Golf lesson participants YTD are up 5% from last season & up 23% from 2016. Junior classes and leagues have begun and will run through the end of summer.
- Family Golf Night was held on Sunday, June 10th. We had a very strong participation of 124 kids despite cool and damp weather.
- We gained 11 new "likes" on Facebook during the month of May bringing our total "likes" to 295.



Aquatics

AQUATICS - June 2018	2015	2016	2017	2018	Variance '17 to '18
Youth Swim Lessons	1735	1797	1687	1876	189
Aqua Fit	693	800	392	401	9
Specialty Classes	164	141	191	282	91
Programing Totals	2592	2738	2270	2559	289
Summer Session To Date:					
Youth Swim Lessons	624	574	527	689	162
Aqua Fit	190	269	89	106	17
Specialty Classes	82	58	85	95	10
Programing Totals	896	901	701	890	189
Summer Pool Passes Sold	499	731	761	1,638	877
RecPlex Pool Daily Admission Sold	1,216	1,044	955	822	-133
Summer Totals	1715	1775	1716	2,460	744

News:

- Specialty Classes continue to be popular with enrollment at an all-time high for spring of 2018. Summer Specialty classes will likely hit their stride in late July with the conclusion of the summer swim team.
- The Swim Academy remains the program of choice for the residents of Mt. Prospect offering convent times and seamless advancement through all skill levels.
- Participation in the AquaFit program has continued to grow under the new purchasing format.
- Summer Pool Pass sales at 1,638 are up 877 members from last YTD. This is due to early notification of the Early Bird Sale and reminder/sales calls made by staff. 2017 we sold 2,212 memberships; total already YTD we are at 1,638 memberships. That is 574 short of last year's end amount.
- Variances in RecPlex Pool Daily admission sold is the likely result of a shift from daily fees to memberships and that pool rental admission is now coded to rentals instead of daily admissions.
- Meadows had a spectacular three day holiday weekend with big crowds and smoking hot temperatures. Attendance for the three days was 2,296 cashiers deposited \$26,258.

Upcoming Events:

- Summer of fun and games like bago, scavenger hunts, 4 square, sidewalk chalk and story time at the outdoor pools.
- Lesson Training June 10 at Meadows Pool. Summer Swim Lessons begin June 11.



Athletics

ATHLETICS - June 2018	2015	2016	2017	2018	Variance '17 to'18
Ice Programming	0	0	250	366	116
Youth-Gymnastics Programs	311	319	357	317	-40
Youth Athletic Programs	973	805	901	1224	323
Youth Baseball & Softball	814	781	884	895	11
Youth Programming Totals	2098	1905	2392	2802	410
Adult Volleyball	10	13	16	10	-6
Adult Softball	61	70	58	58	0
Adult Basketball	48	41	46	43	-3
Adult Leagues Totals	119	0	120	111	-9
Athletics Total	2217	1905	2512	2913	401

News:

- Youth Baseball & Softball is heading into the final stretch of the regular season, with playoffs coming up in mid-June.
- The Patriots travel baseball season is underway. There are 7 teams this year playing in the Lake Shore Feeder Baseball League. The 9U-14U teams will also participate in a tournament July 6-8.
- Regularly scheduled promotional emails via Team Sideline has had an enormous impact on our Youth Athletic Programs. By leveraging this technology, we believe we can sustain this growth in coming seasons.
- Participation in Gymnastics is expected to grow as we are roughly 10 days from the start of the Summer session. 2017 stood out as an outlier year, but our goal is always to maintain that participation. Elk Grove Gymnastics School and the Athletic Department will continue to market to our current Spring participants, and we will use Team Sideline emails to further promote the Summer session.

Upcoming Events

- All-star games for all Bronco levels and Pony - Sunday, June 10
- Chicago Championship 16" softball tournament - June 21-24
- All-star games for all softball levels - Sunday, June 24
- Spring Soccer League playoffs - June 3rd & 10th



Cultural Arts

CULTURAL ARTS - June 2018	2015	2016	2017	2018	Variance '17 to'18
Visual	847	1135	1309	1226	-83
Performing	1529	1221	1111	1288	177
Cultural Arts Total	2376	2356	2420	2514	94

News:

- Variance in Visual Arts from 2017 to 2018 is fewer Birthday parties at the Art Studio in the Month of March equating to that many participants as well as the Create with Me class not running for 2 consecutive sessions.
- Peter Pan Ballet Recital was fabulous on May 4 at 7:00 & May 5 at 12:30, 3:30 & 6:30 at the Al Larson Prairie Center for the Arts in Schaumburg. Ticket pre-sales totaled 1,327 for all four shows.
- Another 78 tickets were sold at the door for the ballet, bringing the total sold to 1,405. Another 80 seats were complementary to instructors, major volunteers, and some additional staff. The venue was full on Saturday night and close to full on Friday night!
- Momentum - Studio Impulse Dance Recital was amazing on May 18 at 7:00 & May 19 at 12:30, 3:30 and 6:30 at Forest View Education Center in Arlington Heights. Ticket pre-sales totaled 1,196 for all four shows.
- Another 80 tickets were sold at the door for Momentum, bringing the total sold to 1,276. Another 60 seats were complementary to instructors, major volunteers, and some additional staff. The venue was sold out on Saturday night and close to full at the 12:30 Saturday show and the Friday night show!
- The weather cooperated for both weekends and patrons appreciated being able to purchase floral arrangements and concessions at the shows.

Upcoming Events:

- Pre-Ballet recitals on June 9 at 11:00 and 1:30 at Forest View Education Center in Arlington Heights.
- The Art Studio summer schedule begins on Monday, June 4 with 43 summer classes for youth (21 of which are NEW offerings), 18 Open Studio dates, and 6 offerings for adults.
- Dance programmings begin June 12 with 5 new offerings.
- The Mt. Prospect Community Band begins A Summer Festival of Music every Monday, June 18 - July 30 in the Veterans Memorial Bandshell.



Early Childhood/Youth

EARLY CHILDHOOD & YOUTH - June 2018	2015	2016	2017	2018	Variance '17 to'18
Pre-School Registration for next year	145	153	149	153	4
Before & After School Care registration for next year	34	36	47	54	7
Early Childhood & Youth Programming	649	685	515	547	32
Camps	1015	1007	962	1056	94
Total Early Childhood & Youth Totals	1843	1881	1673	1810	137

News:

- Preschool ended Friday, May 25 with a week of graduations, picnics and a trip to the Ball Factory.
- The new Camp Extra of Camp Kick Off for D57 students was a success, 50 campers started the camp season! Also, added One Week Option which 34 campers registered.
- Camp training of 7 days is leaving the 70 +camp counselors ready to tackle the camp season.
- New Almost 3's preschool class has been added to accommodate those on the waitlist.

Upcoming Events:

- Camp! Camp! Camp!



Facilities

RECPLEX- June 2018	2015	2016	2017	2018	Variance '17 to'18
Daily Admissions Sold January -May					
Premier & Fitness	959	1067	900	764	-136
Courts & Track	4,213	2985	3003	2671	-332
RecPlex Totals	5172	4052	3903	3435	-468
Rentals	147	186	156	190	34
Central Community Center					Variance '17 to'18
Daily Admissions Sold					
Fitness	308	328	224	229	5
Open Gym	500	345	606	957	351
Open Skate	1024	762	782	880	98
Central Community Center Totals	1832	1435	1612	2066	454
Rentals	239	172	179	190	11
LIONS RECREATION CENTER					Variance '17 to'18
Open Gym	0	0	0	39	39
Rentals	27	28	39	40	1

News:

- Big Surf Concessions opens June 2.
- Forest View school held their end of the school year party at CCC.
- Friendship Jr. High held their end of the school year party at RecPlex.
- Variance with CCC daily open gym continues to grow as patrons play daily pickleball.
- Courts/Pool/Track Membership sales have increased, resulting in a decrease in daily Courts/Track also RecPlex gym rentals increased. CCC held their first Cosmic Skate night 5/25.
- CCC/Lions/RecPlex were map pick up locations for the Village Garage Sales.

Upcoming Events:

- LRC: Senator Rooney will host a Senior event in the gym on Friday, June 29th from 9:30 am - 12 pm.
- Cosmic Skate will be held 6/29.



Fitness

FITNESS PROGRAMS - June 2018	2015	2016	2017	2018	Variance '17 to'18
Programs	438	305	356	298	-58
Personal Training	103	117	124	93	-31
Passport Classes	540	414	537	318	-219
Fitness Program Totals	1081	836	1017	709	-308
Fitness Membership					
All Inclusive	0	0	60	313	253
Courts, Pool & Track - Recurring	891	830	891	991	100
Fitness - Recurring	2015	1895	1982	1637	-345
Premier Plus - Recurring	849	968	1131	991	-140
Courts, Pool & Track - Variable	3465	3835	4031	4644	613
Fitness - Variable	3598	4033	3837	3748	-89
Premier Plus - Variable	914	1045	886	862	-24
Fitness Membership	11732	12606	12758	12873	115
Fitness Total	12813	13442	13775	13582	-193

News:

- Adding two new programs for Teens for the Fall brochure
- Signed a contract with NWSRA to run the Healthy Minds, Healthy Bodies Program
- Signed a contract with Fit4Mom to teach Body Back and Stroller Strides
- Continue to hire more Group Exercise staff so we can offer more variety of classes

Upcoming Events:

- Superhero 5K - Saturday, June 16th
- Summer sales on Passport Classes and Personal Training



Friendship Park Conservatory

FRIENDSHIP PARK CONSERVATORY - June 2018	2015	2016	2017	2018	Variance '17 to'18
Programs	166	196	238	223	-15
Weddings	1	2	1	2	1
Corporate Rentals	1	1	5	5	0
Miscellaneous Rentals	6	7	6	9	3
Facility Totals	174	206	250	239	-11
Canine Commons	6	49	71	85	14

News:

- The 2018 Plant Sale was again very successful. Revenue is as follows:
 - Early Plant Sale on Thursday, May 10th - Mt. Prospect Parks Foundation fundraiser \$2526 in plant sales with an additional \$76 in bar sales.
 - Plant Sale on Saturday, May 12th - \$15817.00
 - Employee/Volunteer Plant Sale - \$1634.00
 - TOTAL: \$20,053.00
- Eva Hyndman has been hired as the new Horticulturist. Her start date is Monday, June 4.
- 433 individuals visited the greenhouse for planting and tours in May.
- The new aerator/fountain has been installed in the FPC pond.
- Flowerbeds are being planted at FPC and throughout the park district as quickly as possible.
- Maintenance of Canine Commons has been taken over by Arlington Heights Park District for the next year.

Upcoming Events:

- Family Camp Night - June 15-16
- Summer Programming Starts June 18th



Business Services & IT Report

News & Updates:

- The FY 2019 budgeting cycle officially kicked-off with the release of budgeting spreadsheets to staff on June 13th. The process is starting two months earlier than last year to allow staff ample time to research, plan and detail their budgets in spreadsheets provided by Business Services. The Board of Commissioners will have the opportunity to see the FY 2019 budget in draft form in November.
- Annual Performance Appraisals and associated merit increases were processed and entered for the June 15th payroll. The average increase for full-time and part-time IMRF staff District-wide was 2.43%, which was below the 3% increase approved in the FY 2018 budget.

Employee Appreciation BBQ:

- The fourth annual Employee Appreciation BBQ is scheduled for Tuesday, June 26th at the Friendship Park Conservatory. This event is a tremendous opportunity for the Park District to thank its many talented and dedicated employees. All employees are welcome to attend - many thanks to Toria Smith, Billing Registrar & Office Manager, for planning the event and to the Conservatory staff for generously hosting.

Staff Changes:

- Matthew Gill, part-time IMRF Custodian, worked his last day for the Park District on May 5th.
- Jose Nunez was promoted from part-time IMRF Custodian to full-time Custodian (CCC) effective May 25th.
- Ben Friberg, full-time Building Maintenance Laborer, worked his last day for the Park District on June 4th.
- Eva Hyndman was hired as full-time Horticulturalist on June 4th.



Community Relations and Marketing

Marketing/Social Media

Marketing for the Summer Concert and Event Series is in full swing. 1,500 rack cards featuring the Monday Night Community Band Concerts are in distribution throughout the community as well as posters, flyers and banners announcing the Monday/Thursday lineup.

Sponsors were assigned promotion dates for the Monday/Thursday concerts. New this year with demonstrations and give-a-ways for the audience are KD Market, Honest Tea, Andy’s Custard and Dunkin Donuts joining regulars such as Outback, Bundt Cake, Petsmart and Fannie May.

After a two year absence, Culvers has resigned a \$7,500 sponsorship commitment which includes signage at Melas Park, quarter-page coupon in the fall brochure and free custard samples at multiple events. The development of our new District website is in the content development stage of production. Designers at Weblinx are revising and editing pages to fit with our new overall bold look. More to come....

Electronic Media Results Analytics	
E-Newsletter Results	Sent on June 1, 2018
Open Rate	31% (Up 1% from May)
Click Rate	9% (Up 6% from May)
Most Popular Newsletter Clicks	Summer Concert Info Download of Summer Brochure Meadows Aquatic Center Big Surf
Website	
Total Visits	54,781 (up 20% from May)
Most Visited Pages	Meadows Pool Big Surf RecPlex Youth Athletics Friendship Park Conservatory
Facebook	
Most Engaging Posts with the Largest Reach	Mermaid Swim Lessons Demo Video (866 Views) Staff Celebrating Royal Wedding Call Out For 5K Race Volunteers Classical Ballet Recital Photos Studio Impulse Recital Photos

Upcoming Events

Join us for the 4th of July Parade as the Village theme reflects on the next 100 years. The District float will advertise our July 5 Movie Night featuring Indiana Jones - Raiders of the Lost Ark. Our float will read: The Mt. Prospect Park District - The Adventure Continues..... The *Mapping Our Future* Strategic Plan logo will be featured as well as Indiana Jones tries to follow the map directions on his next great adventure!

The Park District will again support the Downtown Block Party on July 27 and 28 with the donation of the popular pony rides. The Art Studio is also on site with a “child and pony friendly” free craft.

Plans are underway for two partnership events. Join us Tuesday, Aug 7 at Lions Memorial Park for National Night Out from 5:30 to 8:30 and on September 29 on RecPlex Grounds for the Village/Chamber event celebrating cultural diversity (Detailed event memo in packet).

JUNE 2018

Community Relations & Marketing

SUMMER POOL PROMOTION



BIG Surf

2 POOLS
2 TIMES THE FUN

SWIM • SURF • SUN
MEMORIAL DAY – LABOR DAY

Daily Admission

Adult (19+ years)	Non-Resident
Resident	\$9
Youth (3-18 years)	Non-Resident
Resident	\$6

mppd.org

Mt. Prospect Park District • 647-640-1000



2018

1401 W. Gregory St.
Your neighborhood pool for family fun. Featuring zero-depth, spray fountain, drop slide, and diving board. Frige, funnelbrellas and grassy areas for relaxing friends!

Memorial Day Weekend 11am-5pm
June 26-August 6
M-F 12-4:30pm, 6:45-8:30pm
Sat. 1-7pm
Sun. 4th or July 11am-5pm
Labor Day Weekend 11am-5pm
August 6-August 31 Hours Vary
Visit mppd.org

411 S. Maple St.
Rats, tubes and WAVES! The best zero-depth wave pool around! At Mt. Prospect summertime tradition. Grab a bite at our Big Surf Cafe-no outside food/beverages allowed.

Big Surf

HOURS June 2-August 12
M-F 12-7:30pm
Sat. 11am-7:30pm
Sun. 11am-7:30pm
4th of July 11am-7:30pm

RecPlexIt!
435 W. Dempster St.
Rainy Day? Enjoy our RecPlex indoor pool!



THE DECK
concessions

SAT. & SUN.
June 9 & 10
June 16 & 17
June 30 & July 1
July 14 & 15
July 21 & 22
July 28 & 29
Aug. 4 & 5

1:00PM to 6:30PM

Visit THE DECK for some delicious food options.
Hotdogs, popcorn, nachos and more!







SUMMER BAND & EVENT BANNERS





mondays

A SUMMER FESTIVAL OF MUSIC

7:30pm Rain or Shine

June 18 – July 30

thursdays

SUMMER CONCERTS AND EVENTS

June 21 – July 26

Join the Mt. Prospect Community Band and Music Director Monty Adams for

Mt. Prospect Community B.A.N.D.

A SUMMER FESTIVAL OF MUSIC

7:30pm Rain or Shine

June 18 – July 30

7:30pm

Gather family and friends for the best in Thursday evening entertainment!

SUMMER CONCERTS AND EVENTS

June 21 – July 26

thursdays

SPONSORED BY:





SPONSORED BY:






FAMILY GOLF NIGHT



Family Golf Night

New Date! **Sunday, June 10th**

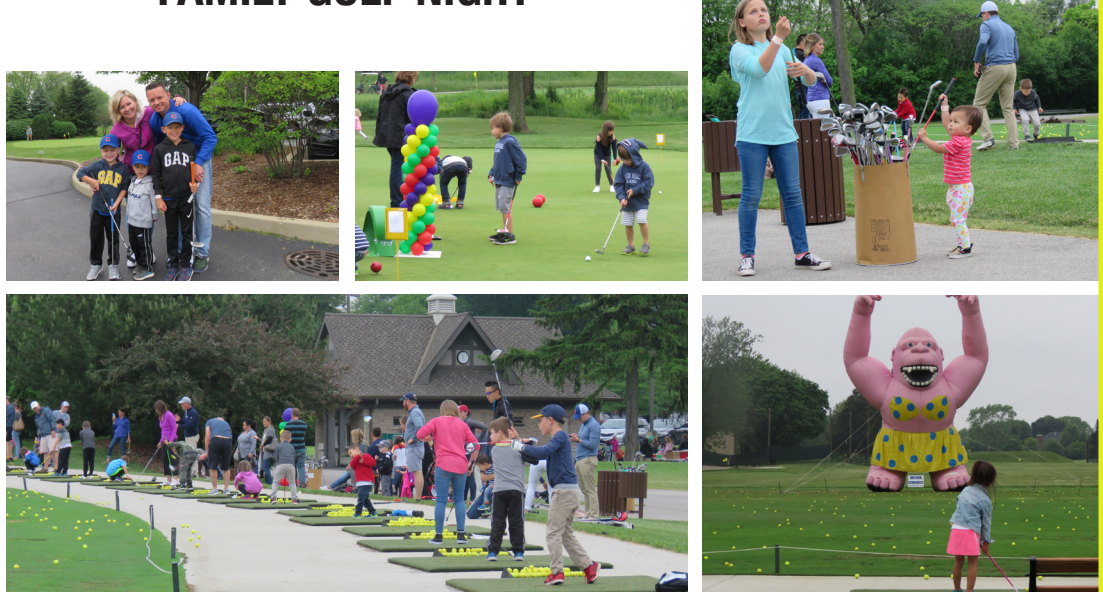
5:30-8pm

Kids! Try us out before summer is in full swing!

Games, Crafts, Treats & More! Unlimited range balls and golf clubs provided. Children must be registered to attend. Adults are free. All children must be accompanied by an adult.

\$5 Register at mppd.org or at any Park District Facility with code 34113

Junior Golf
600 See-Cwan Ave.
847-259-4200
golftmprospect.com
A Facility of the Mt. Prospect Park District





Parks & Planning Division

Administrative Updates:

- Staff met with Grant Administrator Judy Bauer for the final inspection at Einstein Park. Some minor issues were identified and are in the process of being finalized. We anticipate receipt of the final grant reimbursement by late August of 2018.
- The CCC / NWSRA facility upgrades started the week of June 11th. The Building permit has been approved and ready for release. Staff met with the approved contractor for a pre-construction meeting. Work is on schedule and proceeding as planned.
- The 2018 seal coating project is due to start the week of June 11th at Melas Park. This as well as several other park locations are due for completion by the end of June.
- The new HVAC units are scheduled for installation at the Central Community Center the week of June 18th provided the weather cooperates. Replacement of the three units is expected to take no more than one week from start to finish.

Buildings Department Updates:

- Staff repaired two hand dryers in the Rec Plex locker rooms.
- Staff started up and opened The Veterans Memorial Fountain for the season.
- Staff installed aerators/fountains at Clearwater Park, Golf Course, and FPC.
- Staff prepped and opened all park drinking fountains.
- The front decorative fencing (off Dempster) was painted at Rec Plex.
- Staff repaired the greenhouse garage door at FPC.
- Staff finished opening the outdoor pools for the 2018 season.
- Staff set up the electric service for the Golf Course event tent for the 2018 season.

Fleet Services Department Updates:

- Took delivery of new truck #39. Installed accessories and prepared vehicle for service.
- Rebuilt gearbox and replaced material chute on Lely spreader.
- Resealed transmission on John Deere 1200A #3 infield groomer.
- Replaced sealing washers at rear differential on John Deere 5325 tractor.
- Split engine cases and removed and replaced low oil cut-off switch on Ryan aerator.
- Inspected and safety tested vehicles 1, 24, 25, V1, V4, 38, 15, and 39.
- Replaced canopy, seat, upright frames, and sign holder on golf cart #55.
- Rebuilt seat suspension on Toro 7210.

Grounds Department Updates:

- Staff cleaning and mulching various landscape beds.
- Staff performed mowing, dragging, and painting of athletic fields and parks.
- Staff delivered cans and picnic tables delivered for park permits.
- Staff performed various playground repairs.
- Staff installed dugout shades at Meadows, Busse, Lions, and Friendship.
- Staff prepped and clean Lions Park for the Memorial Day ceremony.
- Staff replaced some bleacher boards at MSD.

Internal Work Orders Completed (All Departments)

- At the time of this report there have been approximately 320 internal work order requests submitted to the Parks and Planning division for completion in 2018.

ADJOURNMENT SINE DIE
Annual Meeting of the Mt. Prospect Park District
Board of Commissioners
June 27, 2018

TIME:

ADJOURNMENT SINE DIE

President Kurka moves to adjourn sine die for the purpose of holding the Annual Meeting of the Mt. Prospect Park District and thereafter to reconvene the Regular Board Meeting.

CALL TO ORDER

ROLL CALL

APPOINTMENT OF TEMPORARY CHAIRPERSON

PRESIDENT

NOMINATIONS FOR THE POSITION OF PRESIDENT TO ONE YEAR TERMS OR UNTIL THEIR SUCCESSOR SHALL HAVE BEEN ELECTED.

ELECTION OF PRESIDENT

VICE-PRESIDENT

NOMINATION FOR THE POSITION OF VICE-PRESIDENT TO ONE YEAR TERMS OR UNTIL THEIR SUCCESSOR SHALL HAVE BEEN ELECTED.

ELECTION OF VICE-PRESIDENT

SECRETARY

APPOINTMENT FOR THE OFFICE OF SECRETARY
ACCEPT MOTIONS & SECONDS TO APPOINT COMMISSIONER AS SECRETARY

ACTION/VOTE TO APPOINT SECRETARY

TREASURER

APPOINTMENT FOR THE OFFICE OF TREASURER
ACCEPT MOTIONS & SECONDS TO APPOINT COMMISSIONER AS TREASURER

ACTION/VOTE TO APPOINT TREASURER

ADJOURNMENT OF ANNUAL MEETING: Time: (Motion to adjournment of annual meeting)

RECONVENE THE REGULAR BOARD MEETING Time: