

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

**MT. PROSPECT BOARD OF PARK COMMISSIONERS**

**REGULAR MEETING SCHEDULE  
2015**

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

**JANUARY, 2015**

21 REGULAR BOARD MEETING

**FEBRUARY, 2015**

25 REGULAR BOARD MEETING

**MARCH, 2015 (7:30p.m. New Time)**

18 REGULAR BOARD MEETING

**APRIL, 2015 (re-scheduled date)**

29 REGULAR BOARD MEETING

**MAY, 2015**

27 REGULAR BOARD MEETING

**JUNE, 2015**

24 REGULAR BOARD MEETING

**JULY, 2015**

29 REGULAR BOARD MEETING

**AUGUST, 2015**

26 REGULAR BOARD MEETING

**SEPTEMBER, 2015**

23 REGULAR BOARD MEETING

**OCTOBER, 2015**

21 REGULAR BOARD MEETING

**NOVEMBER, 2015**

18 REGULAR BOARD MEETING

**DECEMBER, 2015**

16 REGULAR BOARD MEETING

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## **REGULAR BOARD MEETING**

**April 29, 2015**

### **AGENDA**

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RESOLUTION #712**
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- IV. UNFINISHED BUSINESS**
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MT. PROSPECT PARK DISTRICT  
1000 W. CENTRAL ROAD  
MOUNT PROSPECT, ILLINOIS 60056

**REGULAR BOARD MEETING**

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

FROM: STEVE KURKA, PRESIDENT

DATE: APRIL 27, 2015

RE: REGULAR PARK BOARD MEETING  
APRIL 29, 2015 - 7:00 P.M.  
CENTRAL COMMUNITY CENTER  
1000 W. CENTRAL ROAD, MOUNT PROSPECT, IL

**AGENDA** *Revised: April 27, 2015*

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO AGENDA

APPROVAL OF AGENDA

APPROVAL OF MINUTES: MARCH 18, 2015 – Regular Meeting

CALL FOR RECESS OF MEETING

OATH OF OFFICE

RECONVENE REGULAR BOARD MEETING

ROLL CALL

ADOPTION OF RESOLUTION NO. 712 Honoring Susan Walsh

PUBLIC COMMENT

PARKS FOUNDATION

FINANCIAL ADVISOR'S REPORT

A. New Bank Account

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RATIFICATION OF ACCOUNTS PAYABLE: MARCH 2015

EXECUTIVE REPORT

UNFINISHED BUSINESS

- A. RFQ/RFP Big Surf Pool Potential Renovation Options • (Discussion)

NEW BUSINESS

- A. Intergovernmental Agreements – School District 57 and 59 • (Discussion)
- B. Logo Revision – Mt. Prospect Golf Club • (Discussion & Possible Approval)

ADOPTION ITEMS

- A. Ordinance No. 713 – An Ordinance Providing for the Borrowing of Money by the Mt. Prospect Park District from the Glenview State Bank for the Purpose of Using the Proceeds Thereof to Purchase Sixty-nine (69) Golf Carts and One Utility Cart Capable of Utilizing Unique Proprietary GPS Functionality, System and Equipment, Authorizing the Purchase of Such Carts, and Providing for the Execution and Delivery of a Promissory Note in Connection Therewith

APPROVAL ITEMS

- A. Approve Equipment Rental Agreement with GPSi for the leasing of a mobile golf information system comprised of equipment with selected features described therein, and authorize the Executive Director to execute and deliver same
- B. RCG Landscape Architectural/Professional Design Services - Einstein Park Play Area Redevelopment

COMMENTS/MATTERS FROM COMMISSIONERS

CLOSED SESSION

SECTION 2(c) (11): LITIGATION-TO DISCUSS THREATENED AND PROBABLE OR IMMINENT LITIGATION AGAINST THE PARK DISTRICT

SECTION 2(c) (1): PERSONNEL-TO DISCUSS THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF ONE OR MORE SPECIFIC EMPLOYEES OF THE PUBLIC BODY

RECONVENE OPEN MEETING

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

- A. Approval of Separation Agreement and General Release regarding Gail Gianpetro
- B. Approval of Settlement of 2007 and 2008 Tax Levy Rate Objections

ADJOURNMENT



Unapproved Regular Meeting  
3-18-15

**UNAPPROVED**  
**REGULAR BOARD MEETING**

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 18, 2015 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:30 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka  
Tim Doherty  
Bill Klicka  
Ray Massie  
Bill Starr  
Lisa Tenuta-absent  
Susan Walsh-absent

**Administrative Staff:**

Greg Kuhs, Executive Director  
Lee Howard, GAI  
Brad O'Sullivan, GAI  
Brett Barcel, Director of Golf Operations  
Jim Jarog, Director of Parks & Planning  
Brian Taylor, Director of Recreation  
Barry Kurcz, Director of Business Services & HR  
Teri Wirkus, Executive Professional Compliance Manager

**Visitors:**

Tom Hoffman, Attorney  
Chris Johlle, Attorney

**CALL TO ORDER**

**CHANGES OR ADDITIONS TO AGENDA**

None

**APPROVAL OF AGENDA**

Commissioner Doherty motioned to approve the Agenda; seconded by Commissioner Starr and carried by unanimous voice vote.

Discussion: None

**APPROVAL OF MINUTES:**

President Kurka asked for a motion for the approval of minutes of the January 21, 2015 Special Minutes.

**Unapproved Regular Meeting  
3-18-15**

**MOTION**

Commissioner Starr moved to approve the minutes of January 21, 2015 Special Board Meeting as amended; seconded by Commissioner Klicka and carried by unanimous voice vote.

**MOTION**

Commissioner Klicka moved to approve the minutes of February 25, 2015 Regular Board Meeting; seconded by Commissioner Doherty and carried by unanimous voice vote.

**PUBLIC HEARING**

President Kurka announced the next item on the agenda is the Public Hearing, to receive comments on the 2015 Budget & Appropriation Ordinance. The proposed ordinance has been on display at the Mt. Prospect and Des Plaines Libraries, Mt. Prospect Human Service Department and at the Mt. Prospect Park District Administrative Office since January, 2015. All persons desiring to be heard will have an opportunity to present written or oral testimony with respect thereto.

President Kurka asks for written or oral comments from the Commissioners.

There were none.

President Kurka asks for written or oral comments from the Public.

There were none.

President Kurka asks for additional comments from the Public.

There were none.

President Kurka asks for a motion to finally adjourn the Public Hearing.

Commissioner Massie motioned to adjourn the Public Hearing; seconded by Commissioner Klicka .

**Roll Call Vote**

	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Starr	X		
Commissioner Klicka	X		
Commissioner Massie	X		
Commissioner Tenuta			X
Commissioner Walsh			X
Motion passed.			

President Kurka stated that the Public Hearing was adjourned.

**PUBLIC COMMENT**

None

**PARK FOUNDATION**

Executive Director Kuhs stated that the March 4<sup>th</sup> foundation meeting has been postponed and will be rescheduled in the near future.

**Unapproved Regular Meeting  
3-18-15**

**FINANCIAL REPORT**

Lee Howard, Financial Advisor, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities. Program revenue has a 7% increase and we budgeted this year for a 2% increase, programs are coming along nicely so far.

Discussion: Commissioner Starr and Advisor Lee Howard reviewed the spreadsheet on where the increases in programs were presented (several reasons: youth child care up by 12%; also youth athletics-10% and fitness up by 29%, etc.).

Director Taylor remarked one of the reasons fitness revenue has increased is people have tried other fitness facilities and are coming back to the Park District.

Commissioner Starr and Director Taylor discussed how pool memberships and swim team membership has increased which are included in pool revenue. Registration timing also has an effect on program revenue.

**RATIFICATION OF ACCOUNTS PAYABLE**

Commissioner Klicka moved to ratify February 2015 Accounts Payable checks and EFT's in the amount of \$721,814.16 as listed on the February Check Registers; seconded by Commissioner Starr.

Discussion: None

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

**RATIFICATION OF PAYROLL**

Commissioner Klicka moved to ratify February Payroll checks and Direct Deposits in the amount of \$324,431.39 as listed on this report; seconded by Commissioner Massie.

Discussion: None

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



Unapproved Regular Meeting  
3-18-15

**EXECUTIVE REPORT**

Executive Director Greg Kuhs introduced Mike Nugent from Metro Risk Management Association (MRMA is our risk management pool):

Mike Nugent presented the Board a brief synopsis on what MRMA does for the District-some of the topics Mike discussed:

- MRMA is a risk sharing insurance pool and established in 1984.
- Costs are shared between Schaumburg Park District, Palatine Park District and Mt. Prospect Park District.
- Provides Insurance coverage; risk management services; safety training; claims administration for workers compensation, auto, property and liability claims.
- MRMA's Results:
  - 2014/2015 Pool year worker comp claims for all members trending to about 60% of the previous two years and 60% of the 4-year average.
  - Non-claims expenses trending 6% lower than the previous year.
  - Expecting a surplus at the end of the current fiscal year (March 31, 2015).

MRMA will continue to adjust its annual member assessments in order to retire the negative fund balance and to create reasonable surplus; continue to look for loss reduction and cost reduction opportunities; continue to assist member Districts in maintaining safe facilities and programs.

Discussion: Commissioner Starr, Commissioner Doherty and Mike Nugent talked about safety and the procedures on how each situation is handled with staff and visitors; MRMA contracts with a service provider as a third party administrator that handles work comp claims and provides accident investigation and safety training.

Executive Director continued with his Executive Report:

- OSLAD Grant Suspended: OSLAD grant (\$376,000 matching grant) for the renovation of Einstein Park has been suspended.
  - Options for Einstein Park:
    1. Put the project on hold (wait & see) if the grant fund will eventually be released- could delay project till 2016
    2. Significantly scale back the plans for renovation of the park. With a budget of \$385,000 (instead of \$750,200) without the grant and do the District portion.
    3. Talk with the landscape architect to see if the District could do the playground part and come back to complete the rest of the park renovation when/if the grant comes through.
- Dara James Park Project: complete the project as soon as weather permits; still our desire to have this project completed and ready for a grand opening by late spring or early summer of this year.

**Unapproved Regular Meeting  
3-18-15**

- Staff restructuring: this will include moving job positions (previously under the External Affairs department) to be under the Recreation department and renaming the positions; this should be finalized by the end of this week.
- Preschool registration has begun and currently has 96% of our current participants registered for next year.
- Spring Band Concert will take place on March 22<sup>nd</sup> at 3:30 p.m.
- Parking lot improvement & path construction (Friendship Park, Studio, portions of path on ComEd easement area) - staff is currently working on developing bid specifications and will be focusing primarily on the areas needing the most attention and not necessarily the entire parking lot; work to be completed by end of summer/early fall.
- Planning to begin offering tours of the golf course possibly in early May; invite the people on Saturday mornings to ride or walk the cart paths to see the course before the golf course opens.

**UNFINISHED BUSINESS**

**A. Big Surf Pool Renovation-(Discussion)**

The directions from the 1-21-15 Special meeting was to continue discussion about the idea of securing a firm to provide some conceptual drawings/phased project options and so forth for the renovation to the Big Surf facility;

Discussion:

President Kurka:

- Agrees with Commissioner Walsh to go out to the RFP process for architects; have other options (new ideas) without tremendous cost (let staff figure out);
- Another option to have FGM Architects (we have used) comes back with some ideas and potential suggestions.

Commissioner Starr:

- This is a multifaceted decision process—asked the staff to check with other Park Districts if they were happy with the decision their District made (example- a big slide, lazy river) and if they had to do it over again—would they? Analyze what the other Districts have said and then discuss the results.

Director Taylor:

- Explain that the staff did talk with other District on their likes and dislikes of their pools; staff costs, etc.
- We still need to determine budget parameters.

Commissioner Starr:

- An example is if there are ten features to choose from and the District decides on seven of the features should have; then there is a couple ways to pay for it- we have these dollars and/or referendum dollars; or the gradual approach - we do a certain amount of features this year and (ex.) a lazy river the following year; then we have a plan.



Unapproved Regular Meeting  
3-18-15

Executive Director Kuhs:

- As was stated before of setting budget perimeters for this project is important; referendum is certainly an option but that is a different situation which would require further discussion.

Commissioner Doherty:

- Recommends go out for an RFP (like the District did with the Golf course) for Architects and sit down and interview them; the Board picks the architect based on the interview, portfolio; asks the architect to design a few options; the estimated costs; it may not be the features we end with but that is where the resident committee comes in and staff input.
- Do a RFP and get an architectural firm (if not staying with FGM) ; look at the different options (maybe every million); Board could come up with a comfortable figure working with staff recommendation, architect and residents and try to piece together a design.

Executive Director Kuhs:

- Send out with a RFP and get qualified firms – asking them to submit their material; staff could narrow them down to three companies; the three companies could come in and interview with the board (have conceptual ideas of what they have done with other Park District's facilities- based on their experience).

The Board and Executive Director Kuhs discussed:

- The process on getting RFP's together, interviewing several Architects; staff will present a draft RFP for the review by the Board at the April meeting;
- Discussed debt, referendums and what the future holds for new projects.

**NEW BUSINESS**

None

**ADOPTION ITEMS**

**A. Ordinance 710-Combined Annual Budget & Appropriation Ordinance 2015**

Executive Director Kuhs stated the final recommended Combined Annual Budget & Appropriation Ordinance for FY 2015 was included in the Board packet. Staff recommends Board approval.

**MOTION**

Commissioner Starr moved to approve the Ordinance 710-Combined Annual Budget & Appropriation of funds for Mt. Prospect Park District, Cook County Illinois, for the Fiscal Year beginning on the first day of January 2015, and ending on the 31<sup>st</sup> day of December 2015; seconded by Commissioner Massie.

Discussion: None

Unapproved Regular Meeting  
3-18-15

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

**B. Ordinance 711- An Ordinance Declaring as Surplus and Authorizing the Sale, Trade-in, Conveyance or Disposal of Surplus Personal Property of the Mt. Prospect Park District, Cook County, Illinois**

**MOTION**

Commissioner Massie moved to approve the Ordinance 711- Declaring as Surplus and Authorizing the Sale, Trade-in, Conveyance or Disposal of Surplus Personal Property of the Mt. Prospect Park District, Cook County, Illinois; seconded by Commissioner Klicka.

Discussion: None

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

**COMMENTS/MATTERS FROM COMMISSIONERS:**

Commissioner Starr explained on July 7<sup>th</sup>, the American Legion Baseball team (coached by Commissioner Starr) will conduct a training session clinic at Friendship Park for NWSRA's A & B softball teams. The Legion players will be physically standing behind each position and coaching/helping the NWSRA players understand what their position should be doing/how they should react during a regular game.

**Motion**

Commissioner Doherty moved to adjourn to closed session:

SECTION 2 (C)(11): LITIGATION-TO DISCUSS THREATENED AND PROBABLE OR IMMINENT LITIGATION AGAINST THE PARK DISTRICT.

**Unapproved Regular Meeting  
3-18-15**

SECTION 2(C)(1): PERSONNEL- TO DISCUSS THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF ONE OR MORE SPECIFIC EMPLOYEES OF THE PUBLIC BODY.

Seconded by Commissioner Klicka.

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

Motion passed.

Open Session was reconvened at 9:07 p.m.

**TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION**

A. Approval of Separation Agreement and General Release regarding Catherine Miller-Domagalski

Commissioner Doherty moved to approve and authorize the Executive Director to execute and deliver the Settlement Agreement and General Release with Catherine Miller-Domagalski.

Seconded by Commissioner Klicka.

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

Motion passed.

**ADJOURNMENT**

There being no further business to discuss, Commissioner Doherty moved to adjourn the Regular Board Meeting at 9:09 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

---

William J. Starr, Secretary



**RESOLUTION NO. 712**

**HONORING**

**SUSAN WALSH**

**FOR EXEMPLARY SERVICE AS COMMISSIONER OF THE MT. PROSPECT PARK DISTRICT**

**Whereas, Susan Walsh has served as Commissioner from May 13, 2011 to April 29, 2015;**

**Whereas, during Susan Walsh's term of office numerous facility developments and improvements took place, among them the roof rehabilitations at Lions Recreation Center and RecPlex; Carboy Maintenance Facility (renamed the Walter Cook Maintenance Facility in 2013) and the expansion of the Veterans Memorial;**

**Whereas, during Susan Walsh's term of office numerous park acquisitions and developments took place among them the completion of athletic fields and a concession building as well as the installation of field lights at Melas Park;**

**Whereas, Susan Walsh witnessed the joint use agreement with Township High School District #214 for an artificial turf field at Prospect High School; the major renovation of the Mt. Prospect Golf Course; the joint effort with the Arlington Heights Park District to develop a new Dog Park at Melas Park; and under whose tenure the District continued to be awarded the Certificate of Excellence in Financial Reporting Achievement;**

**Whereas, Susan Walsh has served on the following Board Committees: Policy, Golf and Future Directions; and provided suggestions to help Mt. Prospect Park District improve the transparency of documents and information to the public;**

**Therefore, be it resolved that Commissioner Walsh merits this public acknowledgement of her dedicated performance of duty. As an expression of gratitude for her many hours of public service and perseverance we sign this document, a permanent memento to honor her and her efforts on behalf of the Park District's residents. The Secretary of the Board of Commissioners, Mt. Prospect Park District, is directed to move that this resolution becomes an official part of the minutes of this meeting; and that a signed and sealed resolution be publicly present to Susan Walsh. This resolution offers the thanks and best wishes of the District's Board of Commissioners and staff.**

Dated this 29<sup>th</sup> day of April, 2015

ATTEST:

**Mt. Prospect Park District  
Board of Commissioners**

\_\_\_\_\_  
Secretary  
Commissioners:

\_\_\_\_\_  
President

\_\_\_\_\_  
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**Mount Prospect Park District**  
**Consolidated Revenue/Expense**  
**March 2015**

	March 2015	YTD 2015	Budget 2015	March 2014	YTD 2014
<b>REVENUE</b>					
10 General Fund	690,280	1,056,334	2,216,297	665,021	975,872
20 Recreation Fund	803,222	1,857,753	6,915,129	814,468	1,794,289
21 Paving and Lighting	22,771	34,897	67,139	29,983	41,886
23 Social Security Fund	197,026	295,695	580,920	212,764	297,231
24 Liability Insurance Fund	235,569	351,272	694,562	249,495	348,544
25 NWSRA Fund	182,168	279,177	537,112	239,864	335,091
26 IMRF Fund	195,628	293,301	576,800	210,614	294,228
27 Conservatory Fund	233,473	364,205	795,949	305,535	437,551
28 Internal Service Fund	181,986	181,986	380,780	72,888	83,260
30 Bond & Interest Fund	1,046,235	1,567,658	4,848,146	1,124,461	1,570,873
70 2014 Capital Project A&B					
92 2012 Capital Project					
93 2013 Capital Project	907	2,386			
94 2014 Capital Project C&D					
<b>Total</b>	<b>3,789,265</b>	<b>6,284,664</b>	<b>17,612,834</b>	<b>3,925,092</b>	<b>6,178,825</b>
<b>EXPENSE</b>					
10 General Fund	238,578	519,406	2,216,297	195,093	446,201
20 Recreation Fund	711,171	1,431,286	6,915,129	589,193	1,280,148
21 Paving and Lighting	-	-	200,000	285	285
23 Social Security Fund	46,427	107,221	485,302	46,891	91,381
24 Liability Insurance Fund	267,494	303,326	694,562	23,848	59,344
25 NWSRA Fund	175	168,852	977,883	800	175,938
26 IMRF Fund	60,596	112,892	662,040	(583)	93,423
27 Conservatory Fund	86,730	182,639	795,949	90,871	205,138
28 Internal Service Fund	29,758	61,699	380,780	21,015	48,889
30 Bond & Interest Fund	-	-	4,706,678	-	-
70 2014 Capital Project A&B	4,876	473,594	1,168,916		
92 2012 Capital Project	3,226	12,922	65,561	183,861	208,238
93 2013 Capital Project	12,419	36,630	184,231	76,800	87,172
94 2014 Capital Project C&D	190,238	228,476	1,062,282		
<b>Total</b>	<b>1,651,688</b>	<b>3,638,943</b>	<b>20,515,610</b>	<b>1,228,074</b>	<b>2,696,157</b>
Total Revenue	3,789,265	6,284,664	17,612,834	3,925,092	6,178,825
Total Expense	1,651,688	3,638,943	20,515,610	1,228,074	2,696,157
Net Income/Loss	2,137,577	2,645,721	(2,902,776)	2,697,018	3,482,668

**MOUNT PROSPECT PARK DISTRICT  
SUMMARY - ALL FUNDS  
For Three Months Ended 3-31-15**

ACCOUNT NAMES	25% of Calendar Year												Fund 70	Fund 84	
	TOTALS	CORP.	REC.	LAB INS.	SOCIAL SEC	NWSRA	IMRF	CONSERV.	PAVLIGHT	DEBT SRV	INT SERV.	2012 PROJ	2013 PROJ	2014 PROJ	2014 PROJ
BALANCE 1-1-15	8,844,684	608,711	672,064	345,225	108,095	2,178,987	15,188	682,339	101,963	696,649	33,449	70,218	218,810	2,012,867	1,238,130
<b>REVENUES:</b>															
PROPERTY TAXES	4,789,499	987,793	640,734	351,272	265,695	279,177	283,301	348,972	34,897	1,567,658					
REPLACEMENT TAXES	30,130	15,095	15,065												
RENTAL	58,007	8,583	39,197					8,247							
PASSES /USER FEES	165,302		165,302												
DAILY /USER FEES	43,074		43,074												
PROGRAM FEES	947,078		942,317					4,761							
CONCESSION SALES	10,693		8,467					2,228							
GRANTS & SPONSORS	18,400		18,400												
V/MC & OTHER	211,688	44,503	(14,803)								181,988		2,368		
INTEREST	2,798	410													
INT PROJ CHARGES	-														
INST CONTRACT PRC	-														
BOND PROCEEDS	-														
<b>TOTAL REVENUE</b>	<b>6,284,665</b>	<b>1,056,334</b>	<b>1,857,753</b>	<b>351,272</b>	<b>295,695</b>	<b>279,177</b>	<b>283,301</b>	<b>364,208</b>	<b>34,897</b>	<b>1,567,658</b>	<b>181,988</b>	-	<b>2,368</b>	-	-
% of Budget	38%	48%	27%	51%	51%	52%	51%	48%	52%	32%	48%	n/a	n/a	n/a	n/a
<b>EXPENDITURES:</b>															
FULL TIME SALARIES	839,002	289,289	400,029	37,737				95,401			16,538				
PART TIME SALARIES	579,814	5,036	540,585					21,233			12,780				
FRINGE BENEFITS	431,943	120,776	162,155	11,832			112,892	28,002			6,488				
CONTRACTUAL SERVICES	207,903	46,182	121,975	13,246				10,755			15,745				
COMMODITIES	151,874	18,652	114,475					10,675			10,172				
CONCESSIONS	2,808		2,127					679							
UTILITIES	158,844	41,562	98,443					15,839							
INSURANCE	240,711			240,711											
N W SPECIAL REC	188,677					168,677									
RETIREMENT	107,221				107,221										
DEBT CERTIFICATES	-														
ROLLOVER BONDS	-														
SALES TAX/OTHER	550		496					54							
CAPITAL PROJECTS:	175					175									
LAND	-														
EQUIP & VEHICLES	33,151										4,477	20,407		8,267	
ADA IMPROV	-														
BUILDINGS	55,936										8,445	11,228		36,263	
POOLS	-														
PARK IMPROV	662,634											4,994	473,594	183,848	
<b>TOTAL EXPENDITURE</b>	<b>3,638,941</b>	<b>519,407</b>	<b>1,431,285</b>	<b>303,328</b>	<b>107,221</b>	<b>168,852</b>	<b>112,892</b>	<b>182,638</b>	<b>-</b>	<b>-</b>	<b>61,699</b>	<b>12,922</b>	<b>36,629</b>	<b>473,594</b>	<b>228,476</b>
% of Budget	20%	23%	21%	44%	22%	17%	17%	23%	0%	0%	16%	n/a	n/a	n/a	n/a
REVENUE OVER(UNDER)	2,645,724	536,927	426,468	47,946	188,474	110,325	180,409	181,568	34,897	1,567,658	120,287	(12,922)	(34,243)	(473,594)	(228,476)
FUND BALANCE 3-31-15	11,490,418	1,048,638	1,098,592	363,171	294,669	2,269,312	188,597	863,907	136,860	2,224,307	153,735	57,298	184,667	1,539,273	1,009,654

MOUNT PROSPECT PARK DISTRICT  
 SUMMARY - ALL FUNDS  
 For Three Months Ended 3-31-14

25% of Calendar Year

ACCOUNT NAMES	TOTALS	CORP.	REC.	LIAB INS.	SOCIAL SEC	NWSRA	IMRF	CONSERV.	PAV/LIGHT	DEBT SRV	INT SERV.	2010 PROJ	2011 PROJ	2012 PROJ	2013 PROJ
BALANCE 1-1-14	8,825,979	503,657	709,976	279,895	115,696	2,120,890	(198,389)	587,363	118,820	569,419	14,758		884,416	161,013	976,765
REVENUES:															
PROPERTY TAXES	4,823,905	900,912	616,278	348,544	297,231	336,091	294,228	418,663	41,886	1,570,873					
REPLACEMENT TAXES	35,059	17,529	17,529												
RENTAL	54,026	7,431	34,248					12,347							
PASSES /USER FEES	153,554		153,554												
DAILY /USER FEES	48,487		48,487												
PROGRAM FEES	907,782		902,358					5,426							
CONCESSION SALES	12,315		11,400					915							
GRANTS & SPONSORS	19,700		19,700												
V/MC & OTHER	33,604	42,767	(9,263)												
INTEREST	7,233	7,233									10,372				
INT PROJ CHARGES	10,372														
INST CONTRACT PRC	-														
BOND PROCEEDS	-														
<b>TOTAL REVENUE</b>	<b>6,105,937</b>	<b>975,872</b>	<b>1,794,289</b>	<b>348,544</b>	<b>297,231</b>	<b>336,091</b>	<b>294,228</b>	<b>437,551</b>	<b>41,886</b>	<b>1,570,873</b>	<b>10,372</b>				
% of Budget	35%	49%	26%	52%	52%	52%	52%	48%	52%	35%	3%	n/a	n/a		
EXPENDITURES:															
FULL TIME SALARIES	681,603	203,880	331,254	31,789				100,685			13,917				
PART TIME SALARIES	471,840	9,751	443,797					13,798			4,495				
FRINGE BENEFITS	388,667	132,890	186,698	17,423				43,578			8,088				
CONTRACTUAL SERVICES	200,476	38,316	129,238	10,152				11,279			11,490				
COMMODITIES	134,110	20,005	83,981					19,244			10,900				
CONCESSIONS	12,317		11,482					835							
UTILITIES	150,233	41,370	93,227					15,637							
INSURANCE	-														
N W SPECIAL REC	175,138					175,138									
RETIREMENT	184,804				91,381		93,423								
DEBT CERTIFICATES	-														
ROLLOVER BONDS	-														
SALES TAX/OTHER	573		491					82							
CAPITAL PROJECTS:															
LAND	-													24,931	3,912
EQUIP & VEHICLES	28,843														
ADA IMPROV	800					800							11,840	3,520	
BUILDINGS	15,380														
POOLS	-													179,787	10,372
PARK IMPROV	190,444								285						
<b>TOTAL EXPENDITURE</b>	<b>2,635,109</b>	<b>446,201</b>	<b>1,280,148</b>	<b>59,344</b>	<b>91,381</b>	<b>175,938</b>	<b>93,423</b>	<b>205,138</b>	<b>285</b>	<b>-</b>	<b>48,899</b>	<b>-</b>	<b>11,840</b>	<b>208,236</b>	<b>14,284</b>
% of Budget	15%	23%	19%	9%	16%	18%	17%	22%	0%	0%	12%	0%	n/a	n/a	n/a
REVENUE OVER(UNDER)	3,470,828	529,671	514,141	289,200	205,850	159,153	200,805	232,413	41,801	1,570,873	(38,517)	-	(11,840)	(208,236)	(14,284)
FUND BALANCE 3-31-14	10,296,807	1,033,328	1,223,817	599,095	321,546	2,280,043	4,416	799,776	180,421	2,140,262	(23,759)	-	872,576	(47,225)	962,481

**MT PROSPECT PARK DISTRICT  
DEPARTMENTAL EXPENDITURE ANALYSIS  
FOR THE 3 MONTHS ENDED 3-31-15**

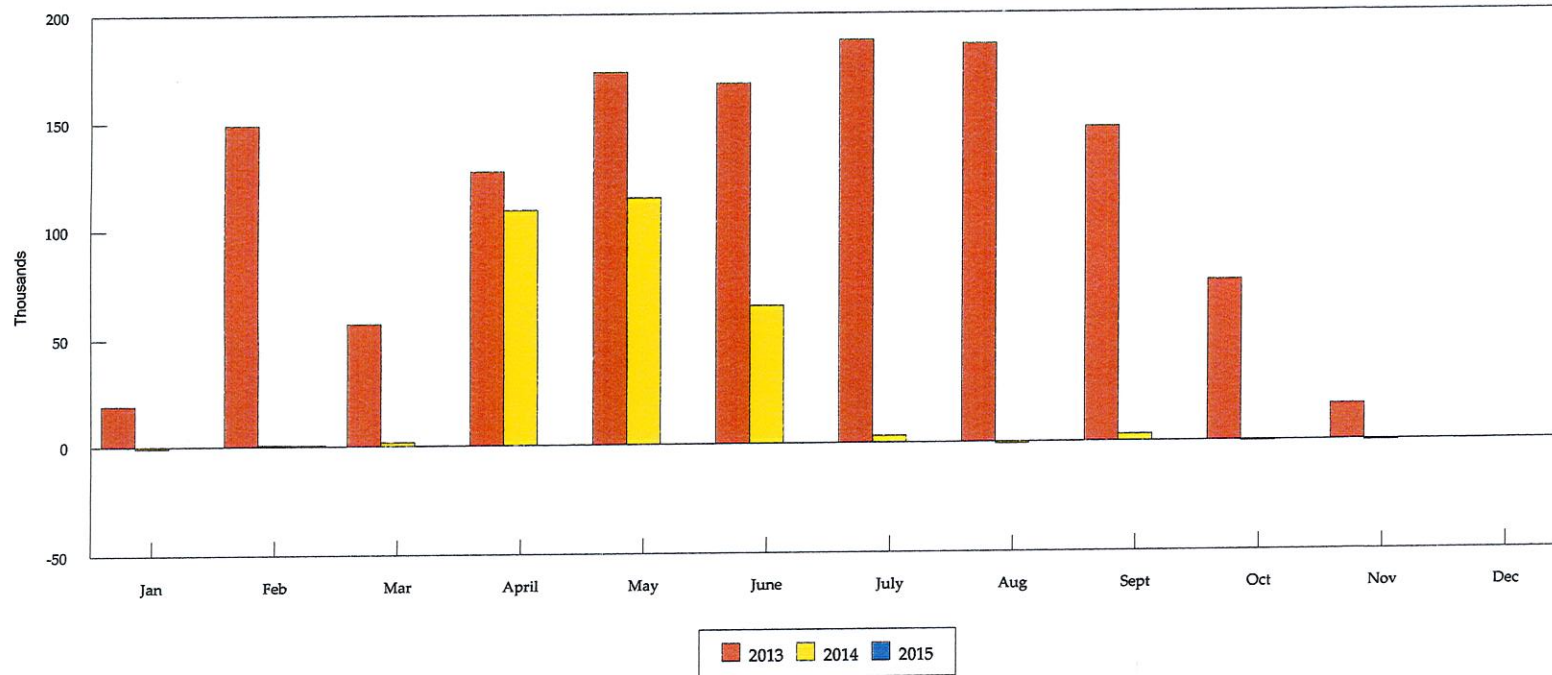
25% OF CALENDAR YEAR

FUND / Department	'15 Y.T.D. Actual	2015 Budget	Y.T.D. as % of '15 Budget	'14 Y.T.D. Actual	Y.T.D. % of '14 Y.T.D.	Projected 2015	Proj % of '15 Bud	% Inc '15 Bud Over '14 Bud
<b>GENERAL FUND</b>								
Administration	219,460	959,912	23%	172,050	128%	947,334	99%	20%
Maintenance	251,957	946,305	27%	226,928	111%	906,386	96%	2%
Motor Pool	43,239	288,182	15%	41,593	104%	241,920	84%	29%
Studio at Melas	4,750	21,898	22%	2,632	180%	21,203	97%	3%
Park Improvements	-	-	-	-	-	-	-	-
Total	519,406	2,216,297	23%	443,202	117%	2,113,181	95%	12%
<b>RECREATION FUND</b>								
Administration	198,807	793,328	25%	191,417	104%	735,661	93%	-6%
Big Surf	42,347	283,034	15%	38,090	111%	255,336	90%	0%
Meadows Pool	12,221	187,317	7%	9,781	125%	174,317	93%	1%
Recplex Pool	99,031	478,667	21%	87,671	113%	405,886	85%	2%
Golf Course	257,359	1,353,815	19%	240,354	107%	1,181,797	87%	4%
Concessions	7,893	150,969	5%	12,016	66%	115,618	77%	0%
Lions Center	47,589	191,629	25%	43,173	110%	183,554	96%	2%
Friendship Center	7,708	31,622	24%	9,254	83%	27,384	87%	-2%
Recplex Center	228,266	1,035,926	22%	206,019	111%	982,656	95%	0%
Rec Programs	364,236	1,631,745	22%	296,753	123%	1,708,299	105%	2%
Central Programs	9,714	142,100	7%	8,576	113%	122,823	86%	0%
Central Road	158,611	634,977	25%	139,731	114%	593,221	93%	2%
Total	1,433,781	6,915,129	21%	1,282,836	112%	6,484,304	94%	1%

## MT PROSPECT PARK DISTRICT GOLF COURSE MONTHLY RECEIPTS

### Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	19,025	19,025	Jan	(779)	Jan	35	1,458,500		
Feb	149,040	168,065	Feb	598	Feb	417	726,600		
Mar	57,199	225,265	Mar	1,857	Mar	209	705,490		
April	127,391	352,656	April	109,004	April	0			
May	172,891	525,547	May	114,621	May	0			
June	167,420	692,966	June	64,491	June	0			
July	187,317	880,283	July	3,153	July	0			
Aug	185,017	1,065,300	Aug	(759)	Aug	0			
Sept	146,745	1,212,045	Sept	3,159	Sept	0			
Oct	75,315	1,287,360	Oct	(360)	Oct	0			
Nov	16,993	1,304,353	Nov	(560)	Nov	0			
Dec	(124)	1,304,229	Dec	0	Dec	0			



This Year Vs Last Two Years

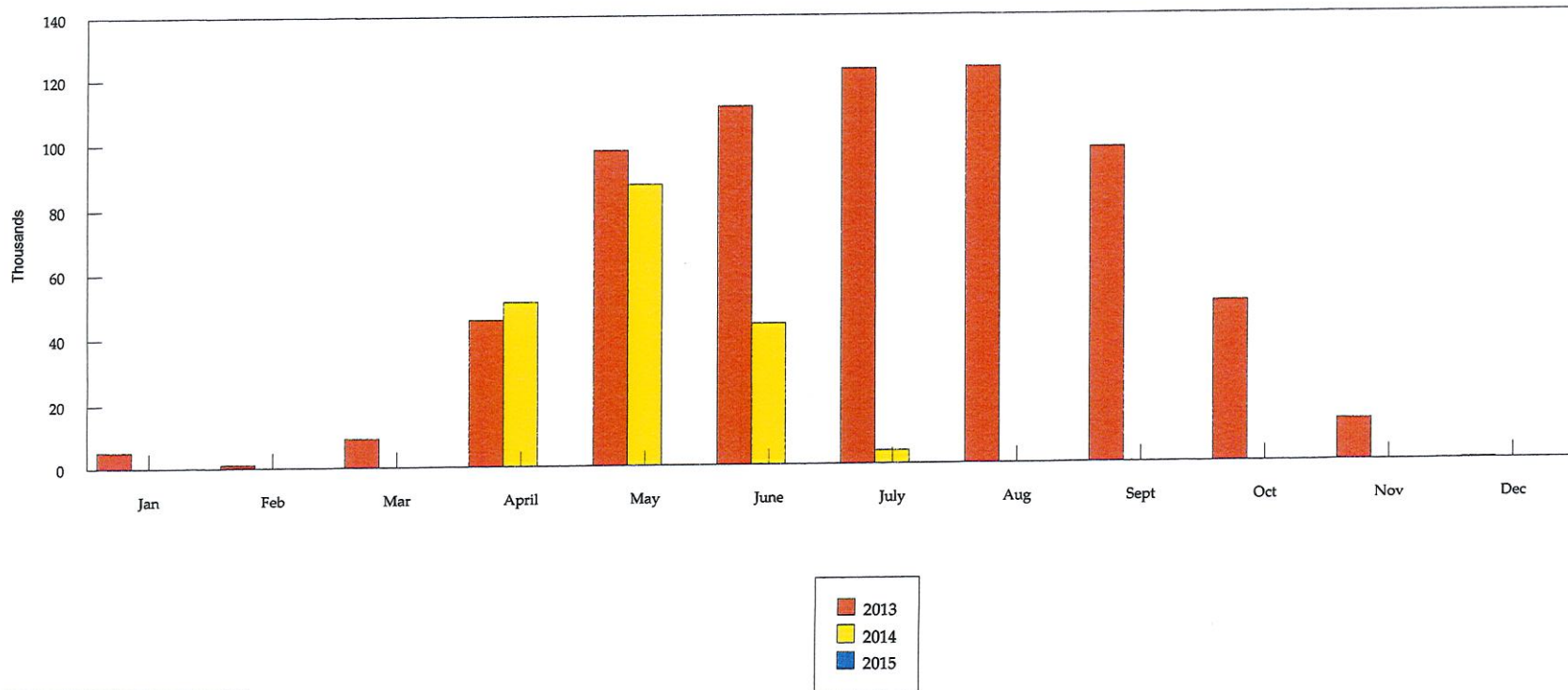
**MOUNT PROSPECT PARK DISTRICT  
GOLF COURSE Department by Function  
For Three Months Ended 3-31-15**

ACCOUNT NAMES	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
<b>REVENUES:</b>								
RENTAL	-							
PASSES /USER FEES	-							
DAILY /USER FEES	-							
PROGRAM FEES	300	140				160		
MERCHANDISE SALES	361			361				
OTHER	-							
SPONSORSHIPS	-							
<b>TOTAL REVENUE</b>	<b>661</b>	<b>140</b>	-	<b>361</b>	-	<b>160</b>	-	-
<b>% of Budget</b>	<b>0%</b>	<b>0%</b>	n/a	2%	0%	1%	0%	
<b>EXPENDITURES:</b>								
FULL TIME SALARIES	137,172	83,996	42,768					10,408
PART TIME SALARIES	22,914	8,862	14,015					37
FRINGE BENEFITS	47,593	20,225	21,916					5,452
CONTRACTUAL SERVICES	19,240	9,937	3,004				500	5,799
COMMODITIES	10,896	1,631	6,427		250	125		2,463
MERCHANDISE	323			323				
UTILITIES	19,200	6,450	4,696					8,054
SALES TAX	21			21				
<b>TOTAL EXPENDITURES</b>	<b>257,360</b>	<b>131,101</b>	<b>92,825</b>	<b>344</b>	<b>250</b>	<b>125</b>	<b>500</b>	<b>32,214</b>
<b>% of Budget</b>	<b>19%</b>	<b>24%</b>	14%	2%	8%	1%	4%	26%
<b>REVENUE OVER(UNDER) EXP</b>	<b>(256,699)</b>	<b>(130,961)</b>	<b>(92,825)</b>	<b>17</b>	<b>(250)</b>	<b>35</b>	<b>(500)</b>	<b>(32,214)</b>
<b>CHANGE FROM LAST YR + (-)</b>								
REVENUE	(1,015)	1,524	-	88	(0)	(2,627)	(0)	-
EXPENDITURES	17,006	25,819	(6,116)	(7,314)	-	-	-	4,617
<b>NET</b>	<b>(18,021)</b>	<b>(24,295)</b>	<b>6,116</b>	<b>7,402</b>	<b>(0)</b>	<b>(2,627)</b>	<b>(0)</b>	<b>(4,617)</b>
<b>% CHANGE FROM LAST YEAR</b>								
REVENUE	(61)	(110)	n/a	32	(100)	(94)	(100)	n/a
EXPENDITURES	7	25	(6)	(96)	n/a	n/a	-	17
2015 BUDGET REVENUE	705,490	604,990	-	17,000	40,000	29,500	14,000	-
2015 BUDGET EXPENSE	1,353,815	537,066	643,626	13,800	3,000	19,750	14,000	122,573
2014 REVENUE	1,676	(1,384)	-	273	0	2,787	0	-
2014 EXPENDITURES	240,354	105,282	98,942	7,658	250	125	500	27,597

**MT PROSPECT PARK DISTRICT**  
**GOLF COURSE**  
**Greens Fees Sales**

**Revenue Recap by yr:**

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	5,006	5,006	Jan	0	Jan	0	785,500		
Feb	1,133	6,139	Feb	0	Feb	0	340,000		
Mar	8,997	15,135	Mar	0	Mar	0	400,000		
April	46,083	61,218	April	51,226	April	0			
May	97,900	159,118	May	87,458	May	0			
June	111,339	270,457	June	44,471	June	0			
July	123,263	393,720	July	4,000	July	0			
Aug	123,684	517,404	Aug	0	Aug	0			
Sept	98,260	615,664	Sept	0	Sept	0			
Oct	50,209	665,873	Oct	0	Oct	0			
Nov	13,279	679,152	Nov	0	Nov	0			
Dec	241	679,394	Dec	0	Dec	0			



This Year Vs Last Two Years



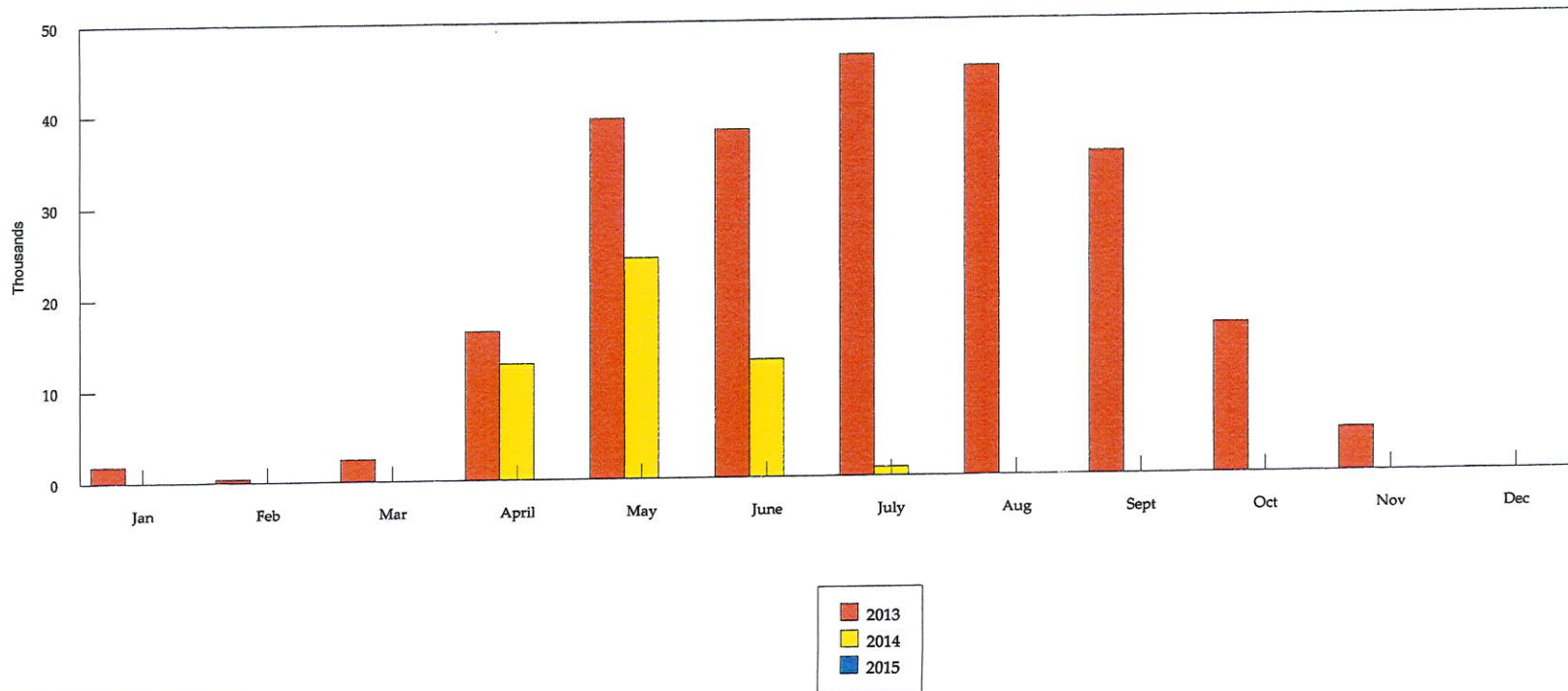
MT PROSPECT PARK DISTRICT

GOLF COURSE

Power Cart Rental

Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	1,843	1,843	Jan	0	Jan	0	250,000		
Feb	433	2,276	Feb	0	Feb	0	110,000		
Mar	2,470	4,747	Mar	0	Mar	0	150,000		
April	16,219	20,966	April	12,738	April	0			
May	39,388	60,354	May	24,086	May	0			
June	38,052	98,405	June	12,898	June	0			
July	46,211	144,617	July	1,000	July	0			
Aug	44,872	189,489	Aug	0	Aug	0			
Sept	35,310	224,799	Sept	0	Sept	0			
Oct	16,346	241,145	Oct	0	Oct	0			
Nov	4,761	245,906	Nov	0	Nov	0			
Dec	62	245,967	Dec	0	Dec	0			
				50,722					

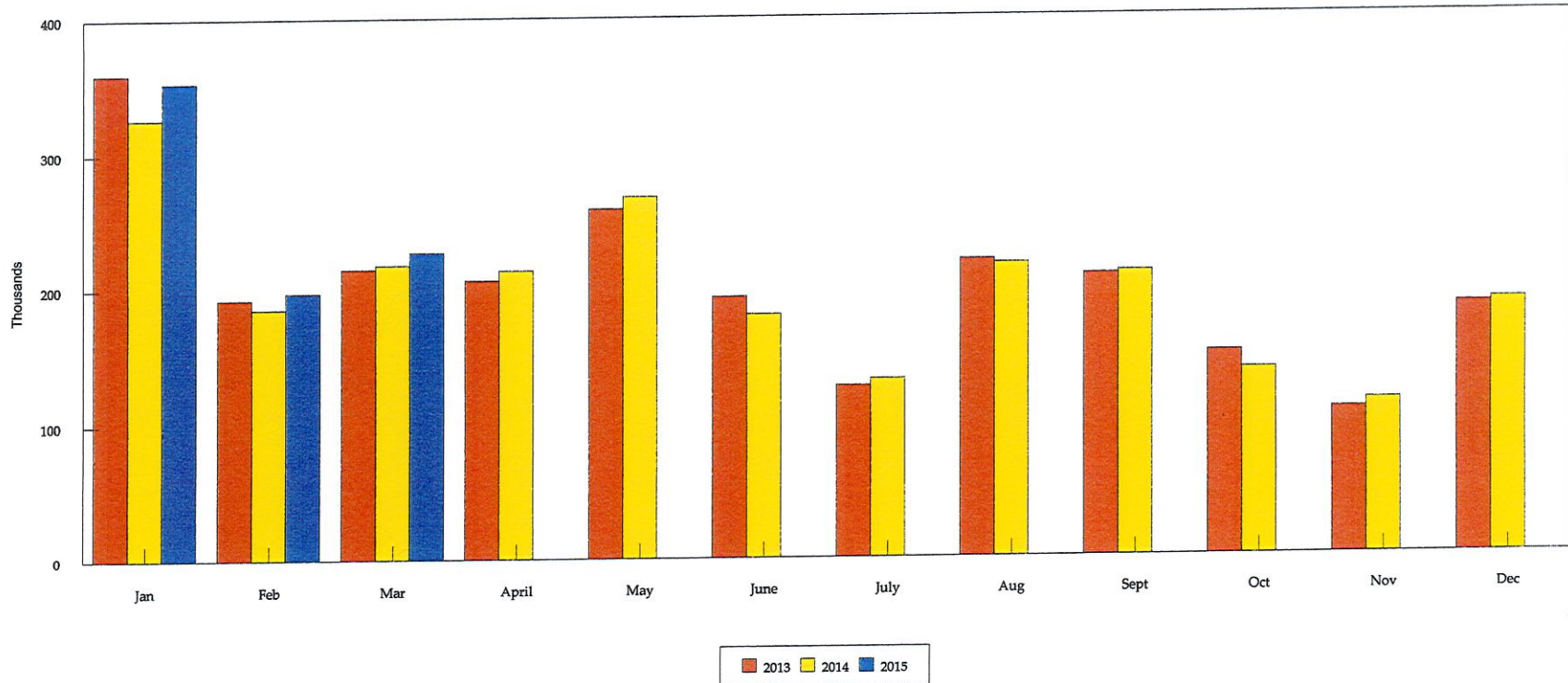


This Year Vs Last Two Years

# MT PROSPECT PARK DISTRICT PROGRAM REVENUE

## Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	359,652	359,652	326,391	326,391	Jan	353,217	353,217	2,332,050	
Feb	192,382	552,034	185,370	511,760	Feb	197,276	550,493	2,375,050	
Mar	214,551	766,586	217,723	729,483	Mar	227,160	777,653	2,434,300	
April	206,144	972,730	213,232	942,716	April	0	0		
May	259,007	1,231,736	267,943	1,210,659	May	0	0		
June	193,156	1,424,892	180,044	1,390,703	June	0	0		
July	126,977	1,551,869	131,877	1,522,580	July	0	0		
Aug	219,730	1,771,599	216,713	1,739,293	Aug	0	0		
Sept	208,137	1,979,736	210,238	1,949,530	Sept	0	0		
Oct	150,861	2,130,597	137,662	2,087,192	Oct	0	0		
Nov	108,313	2,238,910	114,213	2,201,405	Nov	0	0		
Dec	184,874	2,423,784	187,591	2,388,996	Dec	0	0		



This Year Vs Last Year

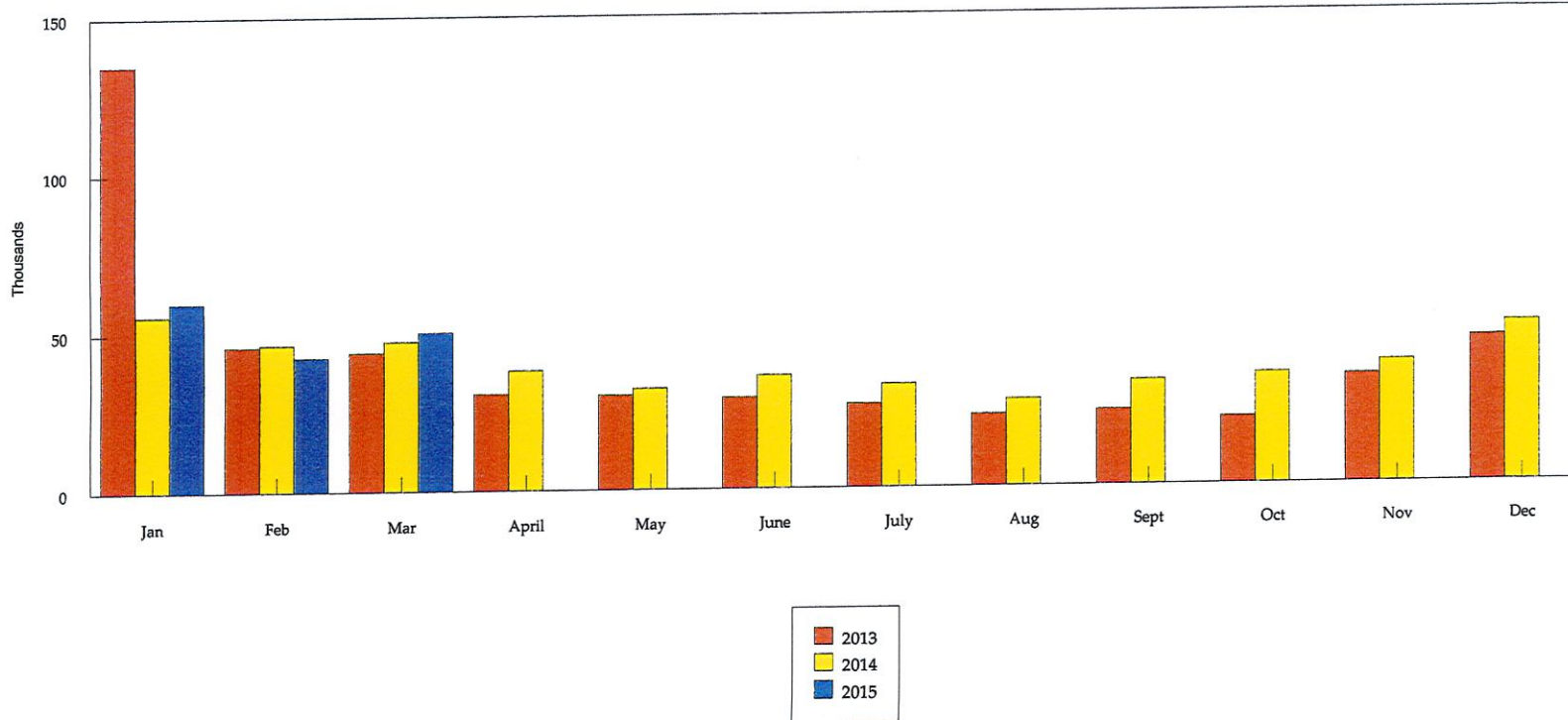
MOUNT PROSPECT PARK DISTRICT  
PROGRAMS Department by Function  
For Three Months Ended 3-31-15

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	SPECIAL PROGRAMS	ARTS	SENIOR CLUB	BASEBALL
REVENUES:										
PROGRAM FEES	760,713	305,609	30,695	97,569	80,557	3,253	3,235	107,915	75	131,805
CHILD CARE	3,780	3,780								
DONATIONS	8,400		900			7,500				
CONCESSIONS	-									
TOTAL REVENUE	772,893	309,389	31,595	97,569	80,557	10,753	3,235	107,915	75	131,805
% of Budget	32%	31%	27%	24%	31%	44%	23%	27%	14%	n/a
EXPENDITURES:										
PART TIME SALARIES	267,298	108,413	17,921	33,296	44,600	2,631		57,437		3,000
CONTRACTUAL SERVICES	28,746	1,580		18,261	2,845	1,470	1,234	3,356		
COMMODITIES	65,559	7,568	240	6,591	1,329	4,160		9,391		36,279
UTILITIES	138									138
TOTAL EXPENDITURES	361,741	117,562	18,161	58,149	48,774	8,262	1,234	70,184	-	39,417
% of Budget	22%	20%	19%	21%	31%	16%	15%	25%	0%	24%
REVENUE OVER(UNDER) EXP	411,151	191,827	13,434	39,420	31,783	2,491	2,001	37,731	75	92,388
CHANGE FROM LAST YR + (-)										
REVENUE	43,409	25,429	(3,435)	2,818	12,651	(626)	(85)	14,586	(21)	(7,909)
EXPENDITURES	68,302	20,328	3,988	(7,200)	13,556	1,863	(125)	10,444	(67)	25,514
NET	(24,893)	5,101	(7,423)	10,018	(905)	(2,489)	40	4,143	46	(33,423)
% CHANGE FROM LAST YEAR										
REVENUE	6	9	(10)	3	19	(5)	(3)	16	(22)	(6)
EXPENDITURES	23	21	28	(11)	38	29	(9)	17	(100)	184
2015 BUDGET REVENUE	2,434,300	992,000	115,000	410,000	260,000	24,250	14,000	398,000	550	220,500
2015 BUDGET EXPEND	1,631,745	589,500	97,250	278,500	155,500	50,700	8,100	286,250	300	165,645
2014 REVENUE	729,483	283,959	35,030	94,751	67,905	11,379	3,320	93,329	96	139,714
2014 EXPENDITURES	293,440	97,234	14,172	65,348	35,217	6,398	1,358	59,741	67	13,904

**MT PROSPECT PARK DISTRICT  
RECPLEX**

**Revenue Recap by yr:**

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	134,895	134,895	Jan	55,440	55,440	Jan	59,383	59,383	565,000
Feb	46,139	181,034	Feb	46,731	102,171	Feb	42,677	102,060	565,500
Mar	44,332	225,366	Mar	47,636	149,808	Mar	50,295	152,355	569,500
April	30,973	256,338	April	38,187	187,995	April	0	0	
May	30,270	286,608	May	32,313	220,308	May	0	0	
June	29,230	315,838	June	35,884	256,192	June	0	0	
July	26,768	342,606	July	32,746	288,938	July	0	0	
Aug	22,888	365,494	Aug	27,701	316,639	Aug	0	0	
Sept	24,032	389,526	Sept	33,136	349,775	Sept	0	0	
Oct	21,279	410,805	Oct	35,134	384,909	Oct	0	0	
Nov	34,337	445,142	Nov	38,801	423,709	Nov	0	0	
Dec	46,008	491,150	Dec	50,297	474,006	Dec	0	0	



This Year Vs Last Two Years

**MT PROSPECT PARK DISTRICT  
RECPLEX FACILITY REVENUE REPORT  
MARCH 2015**

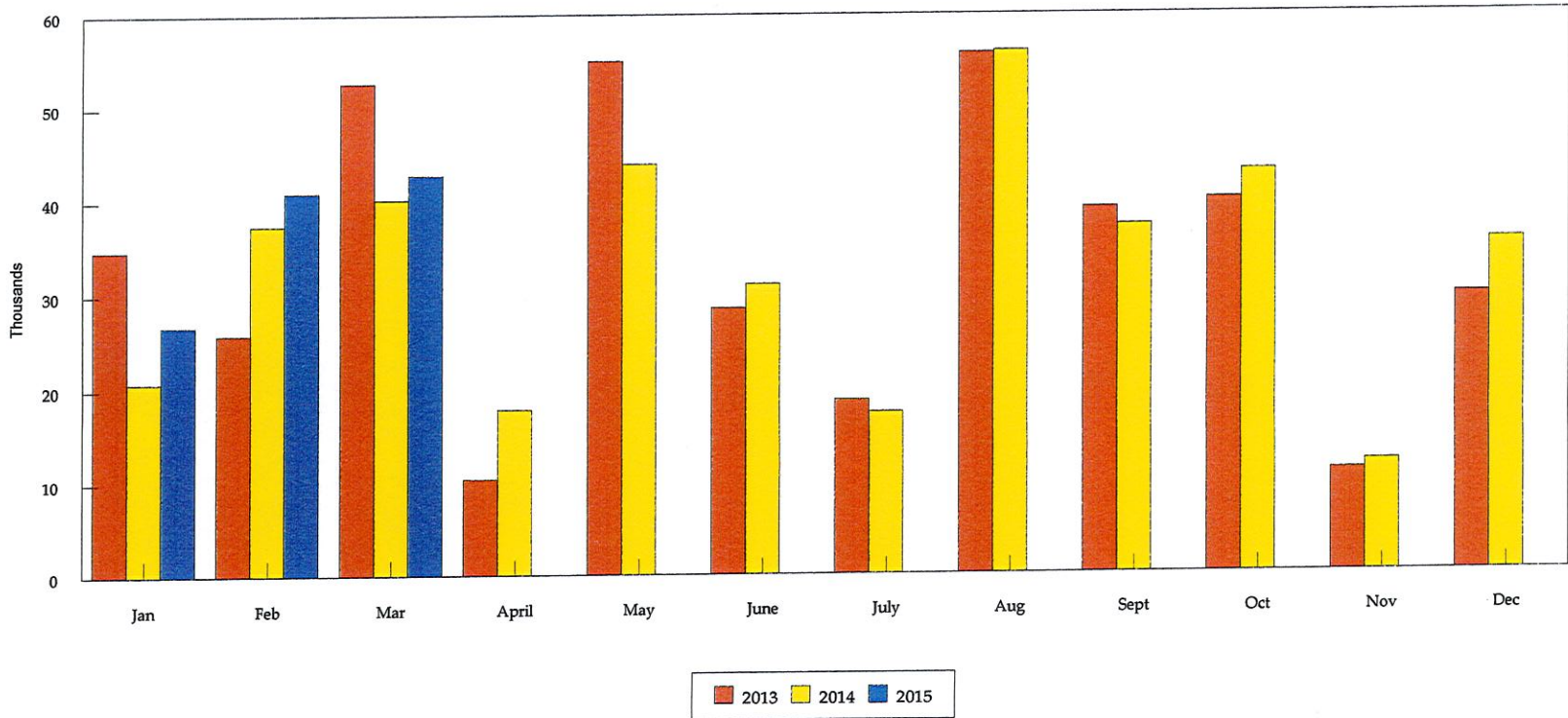
	MONTH		YEAR to DATE		Up (Down)	
	This	Last	This	Last	Change	% Change
<b>RENTALS</b>						
Building Rental	8,521	4,102	16,406	10,924	5,482	50%
Lockers	-	-	-	-	-	-
<b>Total</b>	<b>8,521</b>	<b>4,102</b>	<b>16,406</b>	<b>10,924</b>	<b>5,482</b>	<b>50%</b>
<b>PASS SALES</b>						
All Facility	9,284	10,386	30,310	30,065	245	1%
Gym & Track	4,731	4,678	13,721	12,121	1,600	13%
Other Agency						
Fitness	18,738	16,027	63,788	58,216	5,572	10%
<b>Total</b>	<b>32,753</b>	<b>31,091</b>	<b>107,819</b>	<b>100,402</b>	<b>7,417</b>	<b>7%</b>
<b>DAILY FEES</b>						
All Facility	986	1,252	3,411	4,370	(959)	-22%
Gym & Track	6,569	8,760	21,544	25,025	(3,481)	-14%
Fitness	1,131	1,379	3,525	3,805	(280)	-7%
Racquetball	515	538	1,992	1,853	139	8%
Playport	574	504	1,622	1,242	380	31%
<b>Total</b>	<b>9,775</b>	<b>12,433</b>	<b>32,094</b>	<b>36,295</b>	<b>(4,201)</b>	<b>-12%</b>
<b>PROGRAM FEES</b>						
Special Programs	170		360		360	n/a
<b>Total</b>	<b>170</b>	<b>-</b>	<b>360</b>	<b>-</b>	<b>360</b>	<b>n/a</b>
<b>CONCESSIONS</b>						
Merchandise	290	285	891	776	115	15%
Vending	1,378	1,377	4,153	3,779	374	10%
<b>Total</b>	<b>1,668</b>	<b>1,662</b>	<b>5,044</b>	<b>4,555</b>	<b>489</b>	<b>11%</b>
<b>OTHER</b>						
Visa Charges / OvSt	(2,593)	(1,652)	(9,366)	(2,368)	(6,998)	295%
<b>TOTAL</b>	<b>50,294</b>	<b>47,636</b>	<b>152,357</b>	<b>149,808</b>	<b>2,549</b>	<b>2%</b>



## MT PROSPECT PARK DISTRICT RECPLEX POOL REVENUE

**Revenue Recap by yr:**

2013			2014			2015				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<b>'13Budget</b>	<b>'14Budget</b>
Jan	34,825	34,825	Jan	20,707	20,707	Jan	26,632	26,632	405,900	
Feb	25,739	60,564	Feb	37,488	58,195	Feb	40,930	67,562	408,900	
Mar	52,707	113,270	Mar	40,199	98,394	Mar	42,765	110,327	410,900	
April	10,382	123,652	April	17,886	116,280	April	0	0		
May	55,074	178,726	May	43,916	160,196	May	0	0		
June	28,617	207,343	June	31,177	191,373	June	0	0		
July	18,762	226,106	July	17,502	208,875	July	0	0		
Aug	55,895	282,001	Aug	56,078	264,953	Aug	0	0		
Sept	39,235	321,236	Sept	37,373	302,326	Sept	0	0		
Oct	40,122	361,358	Oct	43,085	345,411	Oct	0	0		
Nov	11,056	372,414	Nov	11,980	357,391	Nov	0	0		
Dec	29,877	402,291	Dec	35,710	393,101	Dec	0	0		

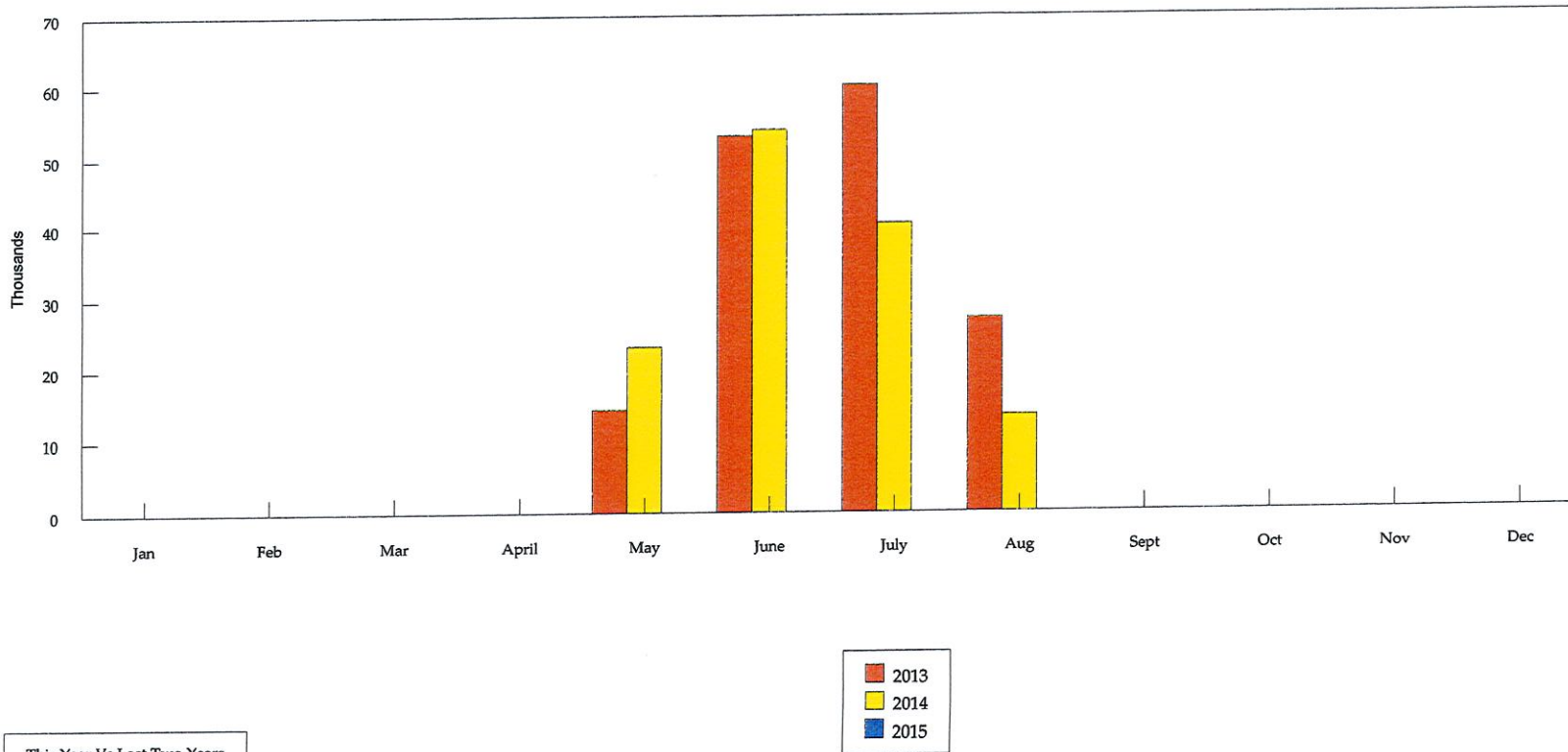


This Year Vs Last Two Years

# MOUNT PROSPECT PARK DISTRICT BIG SURF POOL

## Revenue Recap by yr:

2013			2014			2015			'13Budget	'14Budget	'15Budget
Month	YTD		Month	YTD		Month	YTD				
Jan	0	0	Jan	0	0	Jan	0	0	172,010	172,010	173,510
Feb	8	8	Feb	0	0	Feb	0	0			
Mar	0	0	Mar	0	0	Mar	0	0			
April	12	20	April	0	0	April	0	0			
May	14,415	14,435	May	23,247	23,247	May	0	0			
June	53,144	67,579	June	53,981	77,228	June	0	0			
July	60,134	127,713	July	40,515	117,744	July	0	0			
Aug	27,257	154,970	Aug	13,537	131,281	Aug	0	0			
Sept	0	154,970	Sept	2	131,283	Sept	0	0			
Oct	0	154,970	Oct	0	131,283	Oct	0	0			
Nov	0	154,970	Nov	0	131,283	Nov	0	0			
Dec	0	154,970	Dec	0	131,283	Dec	0	0			

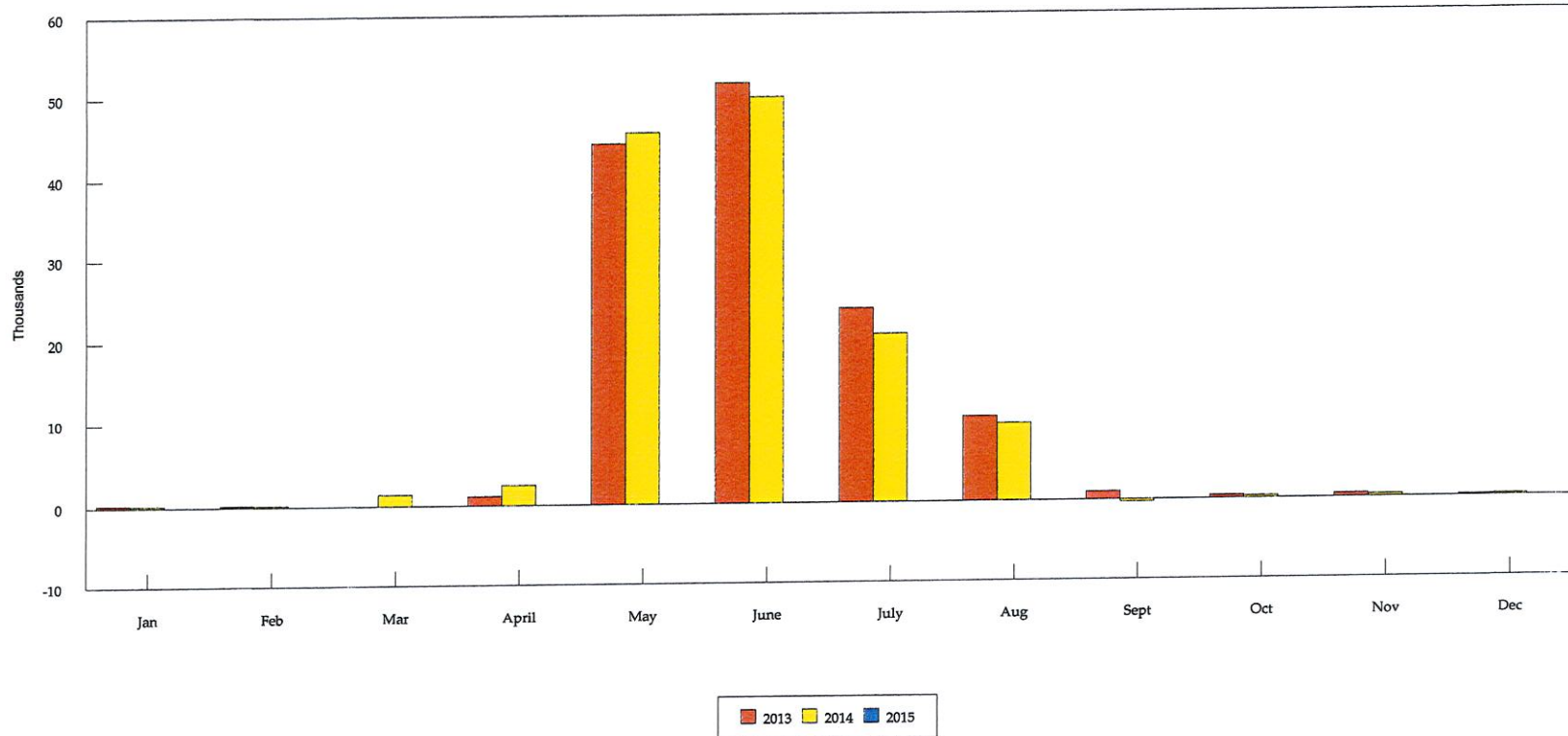


This Year Vs Last Two Years

## MT PROSPECT PARK DISTRICT MEADOWS POOL REVENUE

### Revenue Recap by yr:

2013			2014			2015				
	Month	YTD		Month	YTD		Month	YTD	'13Budget	'14Budget
Jan	300	300	Jan	200	200	Jan	0	0	151,400	151,400
Feb	225	525	Feb	175	375	Feb	0	0	151,400	151,400
Mar	0	525	Mar	1,394	1,769	Mar	0	0	153,400	153,400
April	1,155	1,680	April	2,432	4,201	April	0	0		
May	44,294	45,974	May	45,585	49,786	May	0	0		
June	51,536	97,509	June	49,819	99,605	June	0	0		
July	23,673	121,183	July	20,570	120,175	July	0	0		
Aug	10,352	131,535	Aug	9,420	129,594	Aug	0	0		
Sept	957	132,492	Sept	(312)	129,282	Sept	0	0		
Oct	350	132,842	Oct	250	129,532	Oct	0	0		
Nov	425	133,267	Nov	300	129,832	Nov	0	0		
Dec	125	133,392	Dec	175	130,007	Dec	0	0		



This Year Vs Last Two Years



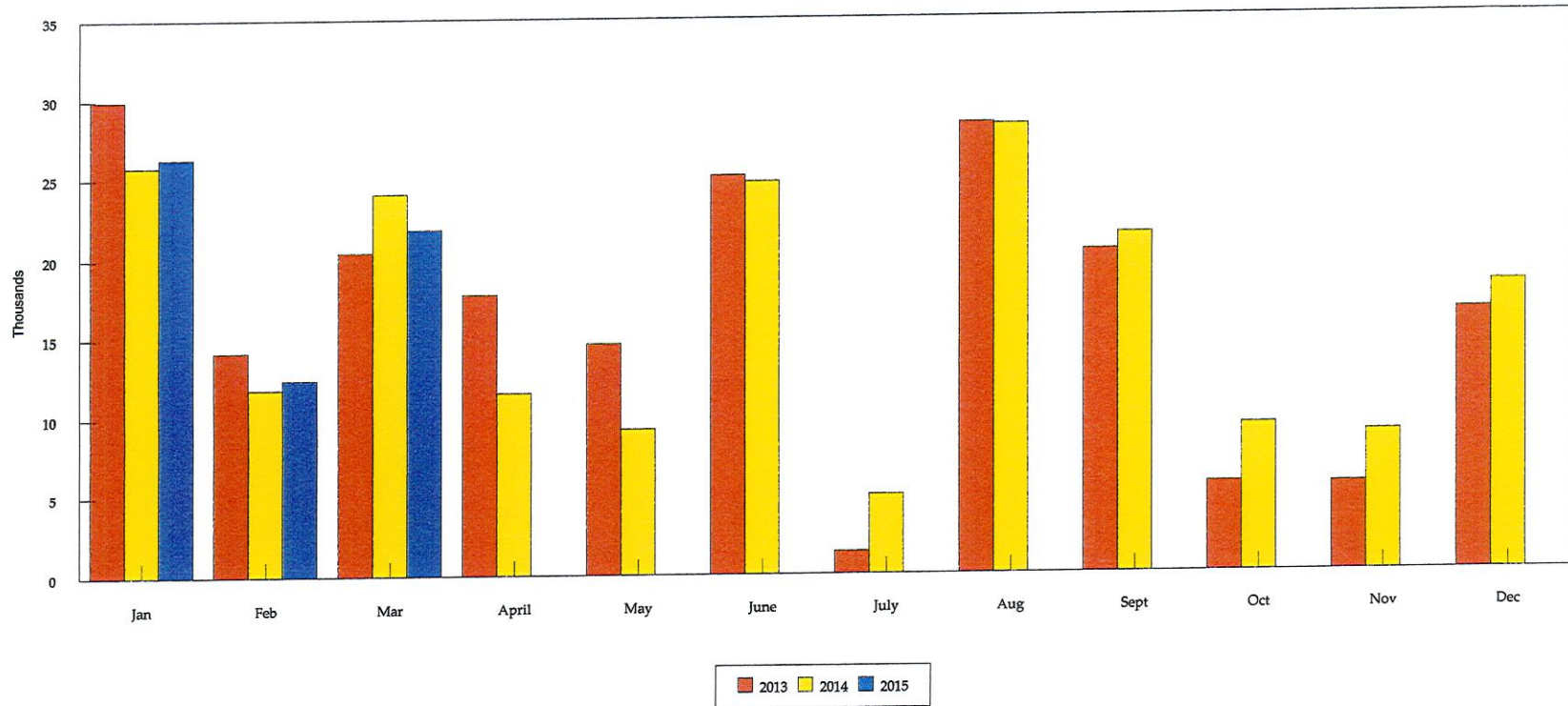
**MOUNT PROSPECT PARK DISTRICT  
CONCESSIONS Department by Location  
For Three Month Ended 3-31-15**

ACCOUNT NAMES	TOTALS	ADMIN	LIONS POOL	MEADOWS POOL	MEADOWS BALLFIELD	GRILL & 1/2 WAY	MELAS PARK	ATHLETIC FIELDS
<b>REVENUES:</b>								
PROGRAM FEES	-							
DAILY / FEES - CATERING	-							
VENDING INCOME	-							
CONCESSION SALES	1,264						1,264	
OTHER	-							
<b>TOTAL REVENUE</b>	<b>1,264</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,264</b>	<b>-</b>
<b>% of Budget</b>	<b>1%</b>	<b>n/a</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>7%</b>	<b>0%</b>
<b>EXPENDITURES:</b>								
FULL TIME SALARIES	1,559	1,559						
PART TIME SALARIES	295		117				178	-
FRINGE BENEFITS	582	582						
CONTRACTUAL SERVICES	2,047					52	1,595	400
COMMODITIES	1,038		129	35		678	130	67
COST OF GOODS SOLD	1,298				16		806	476
UTILITIES	1,010						1,010	
SALES TAX/OTHER	63	63						
<b>TOTAL EXPENDITURES</b>	<b>7,893</b>	<b>2,204</b>	<b>246</b>	<b>35</b>	<b>16</b>	<b>730</b>	<b>3,719</b>	<b>943</b>
<b>% of Budget</b>	<b>5%</b>	<b>14%</b>	<b>0%</b>	<b>9%</b>	<b>0%</b>	<b>9%</b>	<b>8%</b>	<b>10%</b>
<b>REVENUE OVER(UNDER) EXP</b>	<b>(6,629)</b>	<b>(2,204)</b>	<b>(246)</b>	<b>(35)</b>	<b>(16)</b>	<b>(730)</b>	<b>(2,455)</b>	<b>(943)</b>
<b>CHANGE FROM LAST YR + (-)</b>								
REVENUE	(1,843)	(0)	(0)	(0)	(0)	(0)	(1,843)	(0)
EXPENDITURES	(4,124)	(256)	134	26	(35)	(339)	(3,563)	(91)
<b>NET</b>	<b>2,281</b>	<b>256</b>	<b>(134)</b>	<b>(26)</b>	<b>35</b>	<b>339</b>	<b>1,721</b>	<b>91</b>
<b>% CHANGE FROM LAST YEAR</b>								
REVENUE	(59)	(100)	(100)	(100)	(100)	(100)	(59)	(100)
EXPENDITURES	(34)	(10)	119	278	(68)	(32)	(49)	(9)

# MT PROSPECT PARK DISTRICT CENTRAL PROGRAM REVENUE

## Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	29,944	29,944	Jan	25,744	Jan	26,229	199,500		
Feb	14,140	44,084	Feb	11,809	Feb	12,364	201,500		
Mar	20,421	64,505	Mar	24,034	Mar	21,817	204,000		
April	17,705	82,210	April	11,531	April	0	0		
May	14,593	96,803	May	9,231	May	0	0		
June	25,099	121,902	June	24,693	June	0	0		
July	1,442	123,344	July	4,961	July	0	0		
Aug	28,318	151,662	Aug	28,213	Aug	0	0		
Sept	20,368	172,030	Sept	21,394	Sept	0	0		
Oct	5,604	177,634	Oct	9,321	Oct	0	0		
Nov	5,535	183,169	Nov	8,825	Nov	0	0		
Dec	16,394	199,563	Dec	18,142	Dec	0	0		



This Year Vs Last Year

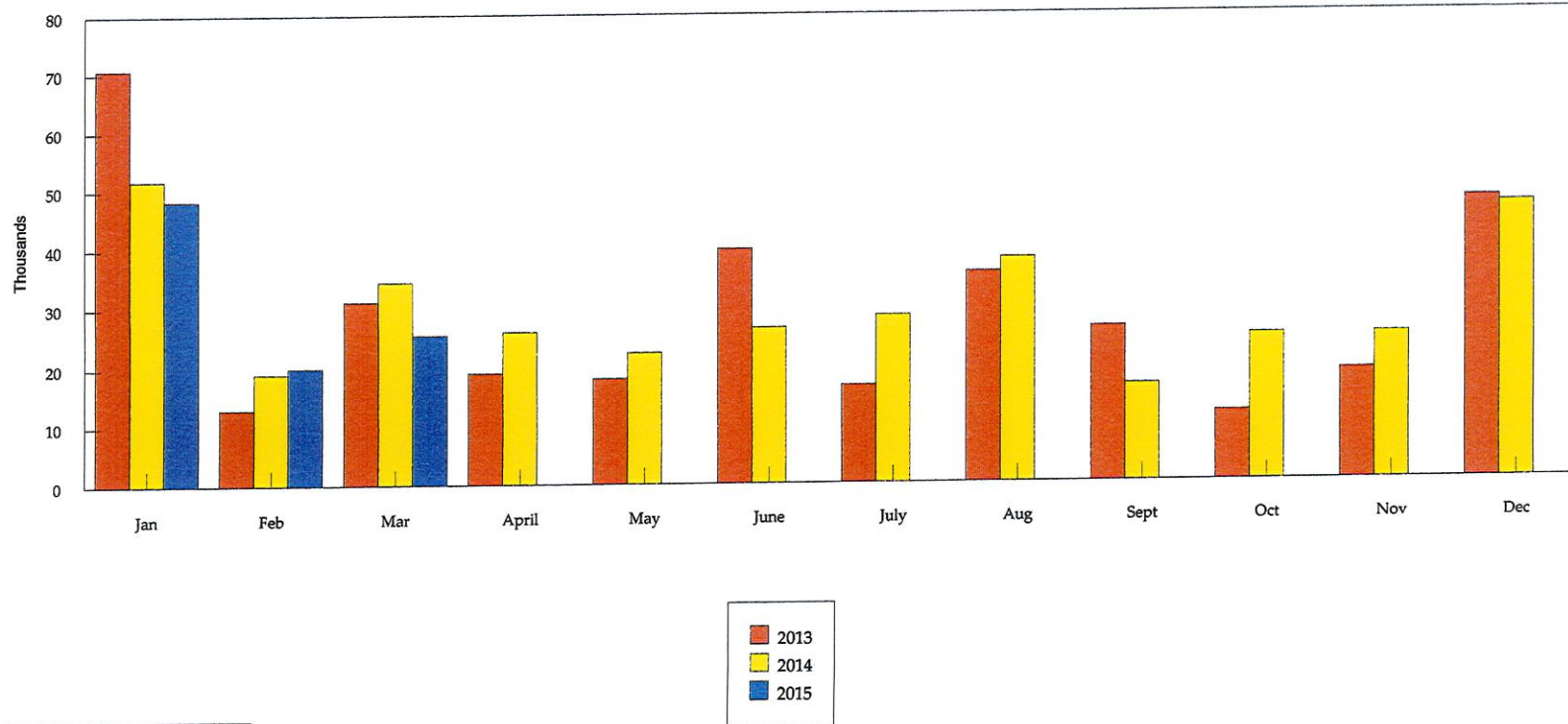
**MOUNT PROSPECT PARK DISTRICT  
CENTRAL PROGRAMS Department by Function  
Month Ended 3-31-15**

ACCOUNT NAMES	25% of Year				
	TOTALS	YOUTH/ CHILD CARE	ADULT	ATHLETICS YOUTH	ARTS
REVENUES:					
PROGRAM FEES	60,410	21,758	600	35,607	2,445
CHILD CARE	-				
DONATIONS	-				
<b>TOTAL REVENUE</b>	<b>60,410</b>	<b>21,758</b>	<b>600</b>	<b>35,607</b>	<b>2,445</b>
% of Budget	30%	37%	8%	28%	31%
EXPENDITURES:					
PART TIME SALARIES	9,623	9,623			
CONTRACTUAL SERVICES	-				
COMMODITIES	92	92			
<b>TOTAL EXPENDITURES</b>	<b>9,714</b>	<b>9,714</b>	<b>-</b>	<b>-</b>	<b>-</b>
% of Budget	7%	28%	0%	0%	0%
REVENUE OVER(UNDER) EXP	50,696	12,044	600	35,607	2,445
CHANGE FROM LAST YR + (-)					
REVENUE	(1,177)	(4,644)	600	3,033	(166)
EXPENDITURES	1,139	1,139	-	(0)	(0)
<b>NET</b>	<b>(2,316)</b>	<b>(5,783)</b>	<b>600</b>	<b>3,033</b>	<b>(166)</b>
% CHANGE FROM LAST YEAR					
REVENUE	(2)	(18)	n/a	9	(6)
EXPENDITURES	13	13	n/a	n/a	n/a
2015 BUDGET REVENUE	204,000	59,000	8,000	129,000	8,000
2015 BUDGET EXPEND	142,100	34,100	4,000	98,000	6,000
2014 REVENUE	61,587	26,402	-	32,574	2,611
2014 EXPENDITURES	8,576	8,576	-	0	0

MT PROSPECT PARK DISTRICT  
**CENTRAL COMMUNITY CENTER**

**Revenue Recap by yr:**

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	70,720	70,720	Jan	51,748	Jan	48,330	48,330	367,000	
Feb	12,946	83,665	Feb	19,083	Feb	20,103	68,433	370,000	
Mar	31,177	114,842	Mar	34,382	Mar	25,367	93,800	385,600	
April	19,131	133,973	April	25,855	April	0	0		
May	18,146	152,119	May	22,438	May	0	0		
June	39,796	191,915	June	26,385	June	0	0		
July	16,752	208,667	July	28,447	July	0	0		
Aug	35,727	244,394	Aug	38,086	Aug	0	0		
Sept	26,278	270,672	Sept	16,668	Sept	0	0		
Oct	11,771	282,443	Oct	24,834	Oct	0	0		
Nov	18,991	301,434	Nov	24,923	Nov	0	0		
Dec	47,989	349,423	Dec	47,070	Dec	0	0		



This Year Vs Last Two Years

**MT PROSPECT PARK DISTRICT  
CENTRAL FACILITY REVENUE REPORT  
MARCH 2015**

	MONTH		YEAR to DATE		Change	Up/(Down)
	This	Last	This	Last		% Change
<b>RENTALS</b>						
Skate Rental	456	759	1,827	2,491	(664)	-27%
Building Rental	5,596	7,821	18,636	19,296	(660)	-3%
	6,052	8,580	20,463	21,787	(1,324)	-6%
<b>PASS SALES</b>						
Fitness	9,733	8,269	32,997	30,002	2,995	10%
Inline Rink Pass	-	-	-	-	-	n/a
	9,733	8,269	32,997	30,002	2,995	10%
<b>DAILY FEES</b>						
Gym Fees	496	456	1,781	1,825	(44)	-2%
Fitness Center	544	612	1,393	1,708	(315)	-18%
Inline Rink Fees	1,202	1,424	3,850	4,744	(894)	-19%
	2,242	2,492	7,024	8,277	(1,253)	-15%
<b>PROGRAM FEES</b>						
Adult Athletic Leagues	170	9,125	(1,030)	9,125	(10,155)	n/a
Youth Athletic Camps	1,360	-	1,360	-	1,360	n/a
Youth Athletic Prog.	996	97	3,411	1,552	1,859	120%
Youth Leagues	3,100	3,900	25,180	28,252	(3,072)	-11%
Special Programs	2,200	1,930	6,303	7,118	(815)	-11%
	7,826	15,052	35,224	46,047	(10,823)	-24%
<b>CONCESSIONS</b>						
Merchandise	131	168	560	504	56	11%
Vending	288	656	800	1,580	(780)	-49%
	419	824	1,360	2,084	(724)	-35%
<b>OTHER</b>						
Visa Charges / OvShrt	(905)	(835)	(3,268)	(2,984)	(284)	10%
<b>TOTAL</b>	<b>25,367</b>	<b>34,382</b>	<b>93,800</b>	<b>105,213</b>	<b>(11,413)</b>	<b>-11%</b>

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT  
MARCH 2015**

**ACCOUNTS PAYABLE**

Suggested Motion: I move to ratify March Accounts Payable checks and EFT's in the amount of \$1,002,895.62 as listed on the March Check Registers.

<u>CHECK DATE</u>			<u>CHECK #S</u>	
3/2/2015	\$	143,799.30	180284-180332	Checks
			171832-171833	Refunds
		\$ 561.00		
3/9/2015	\$	135,514.93	180333-180394	Checks
				Refunds
3/16/2015	\$	184,538.68	180395-180449	Checks
				Refunds
3/23/2015	\$	301,450.88	180450-180526	Checks
			171834-171838	Refunds
		\$ 432.00		
3/30/2015	\$	234,237.83	180527-180571	Checks
			171839-171851	Refunds
		\$ 2,361.00		
<b>SUB TOTAL AP</b>	<b>\$</b>	<b>999,541.62</b>	<b>\$ 3,354.00</b>	
<b>TOTAL AP</b>	<b>\$</b>	<b><u>1,002,895.62</u></b>	<b>Checks and EFT's</b>	

**PAYROLL**

Suggested Motion: I move to ratify March Payroll checks and Direct Deposits in the amount of \$454,583.66 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #S</u>	
3/2/2015	\$	151,335.94	10404-10535	DD Notification
			220682-220906	Checks
3/16/2015		155,898.95	10536-10670	DD Notification
			220907-221123	Checks
3/30/2015	\$	147,348.77	10671-10805	DD Notification
			221124-221339	Checks
<b>TOTAL P/R</b>	<b>\$</b>	<b><u>454,583.66</u></b>	<b>Checks and Direct Deposits</b>	

**Mt. Prospect Park District  
Payroll Summary**

Pay Period Ending 2/22/2015  
Check Date 3/2/2015

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	11,457	357	204,602	32	18
Full Time		54			
Worker Comp		1			
Open		1			
		<u>56</u>			

Pay Period Ending 3/8/2015  
Check Date 3/16/2015

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	11,654	350	212,839	33	18
Full Time		54			
Worker Comp		1			
Open		1			
		<u>56</u>			

Pay Period Ending 3/22/2015  
Check Date 3/30/2015

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	11,356	351	200,198	32	18
Full Time		54			
Open		2			
		<u>56</u>			

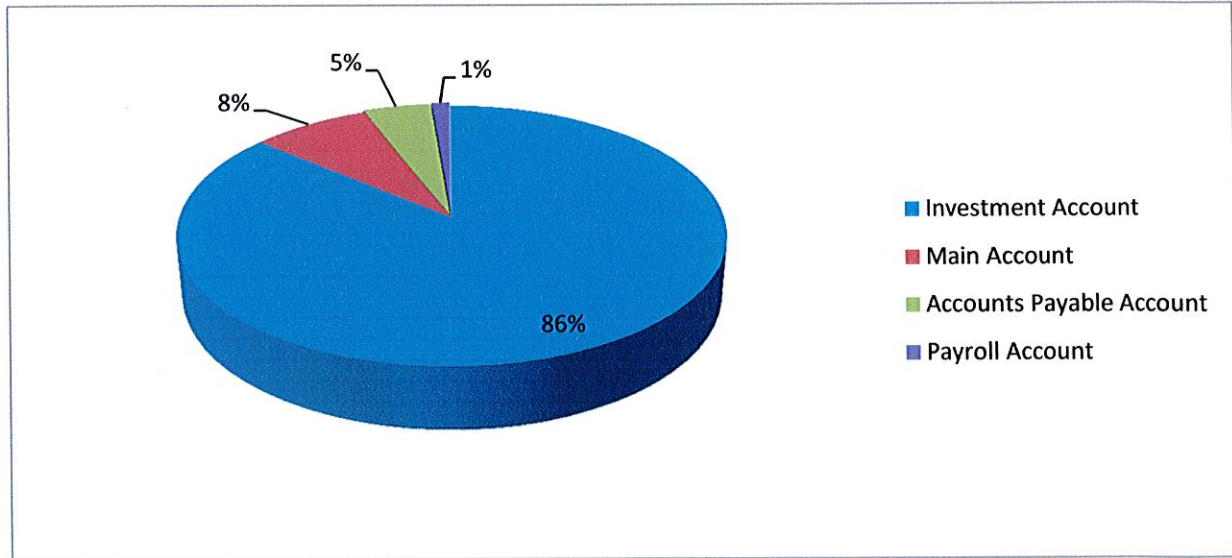
CURRENT 56 FULL TIME POSITIONS



**Mt. Prospect Park District**  
**Statement of Account Balances**  
 As of March 31, 2015

**Mt. Prospect State Bank**

Accounts	Bank Balance	Interest Rate	YTD Interest
Investment Account	8,831,686.12	0.0065	2,386.47
Main Account	822,410.42	n/a	
Accounts Payable Account	472,421.60	n/a	
Payroll Account	123,354.71	n/a	
Petty Cash	4,080.00	n/a	
<b>Total Funds</b>	<b>10,253,952.85</b>		





**MT. PROSPECT PARK DISTRICT  
PROPERTY TAX  
MONTH ENDING  
3/31/2015**

<u>Tax Yr.</u>	<u>Property Tax Jan. 1 - Dec. 31</u>	<u>Assessed Valuation</u>	<u>Rate</u>
2011	10,076,800	1,794,142,635	0.502
2012	9,098,317	1,653,835,662	0.557
2013	8,762,986	1,413,453,067	0.657

Tax Monies Received from January 1, 2015 through March 31, 2015 totals:  
\$4,829,630 (of this total, \$30,130 is Replacement Tax).

	<b>Type</b>	<b>2015 Taxes</b>	<b>2014 Taxes</b>
January	R	23,439	27,035
January		172,159	
February		1,421,225	1,370,860
March	R	6,691	8,023
March		3,206,116	3,453,045
<b>SUBTOTAL</b>		<b>4,829,630</b>	<b>4,858,964</b>
April	R		35,858
April			88,532
May	R		26,465
May			26,126
June			
July	R		26,663
July			1,558,254
August	R		2,868
August			2,424,875
September			148,195
October	R		26,417
October			
November			9,942
December			104,862
December	R		7,032
<b>TOTAL</b>		<b>4,829,630</b>	<b>9,345,054</b>

# *FINANCIAL ADVISOR'S REPORT*

## *APRIL - 2015*

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### **A. New Bank Account – GovDeals.com**

#### **Background**

In March the board approved the sale of identified equipment and vehicles that are past their useful life and are no longer used or needed for our operations. Staff is in the process of working with Lee Howard our accountant to set up our program with GovDeals.com. This is a website that is used by municipalities from across the nation to post and sell their surplus vehicles and equipment.

After discussions among staff, we determine the best way to facilitate the transactions when equipment is sold is to establish a separate bank account to accept payments, then transfer the funds to our regular bank account.

92 Fund

92 Fund

**Mt Prospect Park District**  
**Capital Projects Update - FY 2015**  
**March 2015**  
**Fund 92 2012 Capital IMPR Fund**

Account #	Description	Budget	March	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
813281	Parking Lot Improvements	2,566	-	5,000	(2,434)	
813400	Gym Divider Curtain	2,284	-		2,284	
	Total Rec Plex Center	4,850	-	5,000	(150)	
<u>Equipment</u>						
855085	Argimetal Blower-MPGC	4,500			4,500	
856645	Confined Space Equipment	9,000	2,031	2,031	6,969	
856651	MSD Booster Pump	6,000			6,000	
858330	Sound System	7,043		2,446	4,597	
858362	GC Launch Monitor	8,000			8,000	
	Total Equipment	34,543	2,031	4,477	30,066	
<u>Buildings</u>						
862311	Golf Course Parking Lot Repair	3,750		-	3,750	
863161	FPC HVAC Unit	4,756			4,756	
863164	FPC Outside Repairs	8,304		-	8,304	
865350	Carboy Maint Facility		1,195	1,195	(1,195)	
865650	CCC Roof Assessment	2,250		2,250	-	
	Total Buildings	19,060	1,195	3,445	15,615	
<u>Cost of Issue</u>						
871600	Cost of Issue	0		0	-	
<u>Pools</u>						
881507	Big Surf Concession Roof	7,108			7,108	
881660	Meadows Repair/Consulting				-	
	Total Pools	7,108	-	-	7,108	
	Total Expense	65,561	3,226	12,922	52,639	

93 Fund

93 Fund

**Mt Prospect Park District**  
**Capital Projects Update - FY 2015**  
**March 2015**  
**Fund 93 2013 Capital IMPR Fund**

Account #	Description	Budget	March	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
811190	Parking Lot Engineering	25,000		10,942	14,058	
813120	Panic Bar & Monitoring Sys	9,864			9,864	
813620	Drinking Fountain Upgrade	5,000		286	4,714	
	Total Rec Plex Center	39,864	-	11,228	28,636	
<u>Park Improvements</u>						
846700	Billings for Projects	39,219			39,219	
846735	Tree Removal Dutch Elm Ash	8,875	4,994	4,994	3,881	
849540	Veterans Memorial Irrigation	2,500			2,500	
	Total Park Improvements	50,594	4,994	4,994	45,600	
<u>Equipment</u>						
855320	Chevy 2500 HD Work Truck	5,000	384	384	4,616	
855330	Chevy 3500 HD Wwork Truck/Plow	4,980			4,980	
855380	CCC 2 Flat Screen TV'S	1,247			1,247	
855400	Computer Upgrades	25,439	5,500	9,500	15,939	
855402	Computers Printer Equipment	1,300	142	1,218	82	
855460	Computer System - GAI Portion	10,202	850	2,560	7,642	
855470	Automated Time & Attendance			951	(951)	
855480	SOPHOS Security System	5,439		4,723	716	
855490	Upgrade Email to Google	6,614	549	1,071	5,543	
855520	WIFI for Other Locations	1,800			1,800	
855530	Mobile Version of Website	8,750			8,750	
856736	Concession Equipment	1,002			1,002	
857210	Hotspot for Conc Credit Tran	2,000			2,000	
	Total Equipment	73,773	7,425	20,407	53,366	
871600	Cost of Issue	-		-	-	
<u>Pools</u>						
881566	Big Surf Rafts	5,000			5,000	
881670	Meadows Resealing Exterior	15,000			15,000	
	Total Pools	20,000	-	-	20,000	
	Total Expense	184,231	12,419	36,629	147,602	

94 Fund

94 Fund

**Mt Prospect Park District**  
**Capital Projects Update - FY 2015**  
**March 2015**  
**Fund 94 2014 Capital IMPR Fund**

Account #	Description	Budget	March	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
811870	Fitness Center Cardio Updates	75,000			75,000	
812100	Large Fans Rec Plex Gym	19,000			19,000	
813330	Concrete Entr	4,250				
813630	Replace Upgrade Tv's	7,500				
813620	Repaint Gym Walls/Trim	13,000			13,000	
	<b>Total Rec Plex Center</b>	<b>118,750</b>	<b>-</b>	<b>-</b>	<b>107,000</b>	
<u>Park Improvements</u>						
845016	Clearwater Erosion Assessment	2,500			2,500	
845150	Meadows Light / 2nd baseball	5,000			5,000	
845152	Softball/Baseball Fld Feasibility	5,000			5,000	
846700	Billing for Projects	382,380	181,986	181,986	200,394	
846735	Tree Removal & Inv Plan-Phs1	28,100			28,100	
847010	All Parks/Ball Mix	10,000			10,000	
847015	Fence & Backstop Repairs	24,000			24,000	
849150	Ice Rink Liner/Supplies	936			936	
849160	Bitumonus Repl Plan	5,000			5,000	
849410	Walkingpath Repairs-ComEd	50,000			50,000	
849510	Majewski Sign Permits	5,000			5,000	
849730	Redwood Playground Review	4,500	1,960	1,960	2,540	
	<b>Total Park Improvements</b>	<b>522,416</b>	<b>183,946</b>	<b>183,946</b>	<b>338,470</b>	
<u>Equipment</u>						
855024	Lions Center Roller Shade	8,000			8,000	
855100	Toro Groundmaster	21,000			21,000	
855320	Chevy 2500 HD Work Truck	24,000			24,000	
855330	Chevy 3500 HD Work Truck	30,000			30,000	
855400	Technology Equipment & Svs.	54,400	761	761	53,639	
856820	Exercise Mat Replacement	4,448			4,448	
858190	CCC Rental Skate Replacement	4,600			4,600	
858330	Portable Sound System	7,500			7,500	
858346	Scoreboard Upgrades	8,000	4,904	7,506	494	
	<b>Total Equipment</b>	<b>161,948</b>	<b>5,665</b>	<b>8,267</b>	<b>153,681</b>	
<u>Buildings</u>						
862420	Studio Parking Lot Repair	110,000			110,000	
863154	FPC Pond Erosion Control	10,000			10,000	
863162	FPC Banquet Room Renovation	32,247		35,635	(3,388)	
863170	FPC Parking Lot Repairs	65,000			65,000	
865360	Carboy Drinking Fountain	9,000	628	628	8,372	
865430	Confined Space Program	5,000			5,000	
	<b>Total Buildings</b>	<b>231,247</b>	<b>628</b>	<b>36,263</b>	<b>194,984</b>	
871600	Cost of Issue	671		-	671	
<u>Pools</u>						
880900	Big Surf Consulting	30,000			30,000	
881562	Stenner Pump Probe Repl	5,750			5,750	
	<b>Total Pools</b>	<b>35,750</b>	<b>-</b>	<b>-</b>	<b>35,750</b>	
	<b>Total Expense</b>	<b>1,070,782</b>	<b>190,239</b>	<b>228,476</b>	<b>635,572</b>	

70 Fund

70 Fund

**Mt Prospect Park District  
Capital Projects Update - FY 2015  
March 2015  
Fund 70 2014 Capital IMPR Fund**

<u>Account #</u>	<u>Description</u>	<u>Budget</u>	<u>March</u>	<u>Y-T-D Actual</u>	<u>Difference</u>	<u>Comments</u>
<u>Park Improvements</u>						
849600	Golf Renovation - Wadsworth	26,434		338,855	(312,421)	
849610	Golf Renovation - Advance-GI	21,261		29,911	(8,650)	
849620	Golf Renovation - Accu Pavin	165,308		19,143	146,165	
849630	Golf Renovation - Range Net	90,367		4,400	85,967	
849640	Golf Renovation - Gen Trades	46,453			46,453	
849645	Golf Renovation - Growing	86,000		31,617	54,383	
849650	Golf Renovation - Other	-	28	792	(792)	
849660	Golf Renovation - Professional	97,212	3,420	47,449	49,763	
849670	Golf Renovation - Internal	-	595	595	(595)	
849680	Range Supplies	39,320			39,320	
849690	Fence Replacement	19,000			19,000	
849700	New Tree Signs	20,000			20,000	
849702	Equipment - Mowers	63,500			63,500	
849704	Cart Fleet Replacement	104,000			104,000	
849705	Golf Cart GPS	19,500			19,500	
849710	Dara James Park	201,806	833	833	200,973	
849720	Einstein Park	166,855			166,855	
	Total Equipment	<u>1,167,016</u>	<u>4,876</u>	<u>473,595</u>	<u>693,421</u>	
871600	Cost of Issue	1,900			1,900	
	Total Expense	<u>1,168,916</u>	<u>4,876</u>	<u>473,595</u>	<u>695,321</u>	

# **EXECUTIVE DIRECTOR MONTHLY REPORT**

## **GREG KUHS • APRIL 2015**

### **IAPD Legislative Conference**

I will be attending the IAPD Legislative Conference in Springfield on April 28 & 29 (I will be back for the Board Meeting). This annual conference provides a chance to interact with our local state legislators and learn about current legislative items and initiatives on the state level that affect park districts.

### **FY 2014 Annual Comprehensive Financial Report (Annual Audit)**

Our auditors (Knutte & Associates) in conjunction with GAI have started to complete the Annual Comprehensive Financial Report for the FY 2014. The final report is scheduled to be presented to the Board for approval at the June 24 Regular Board Meeting. Once the audit is finished and approved by the Board, the Annual Treasurer's Report will be filed with the county clerk's office, and both documents will be posted on our website.

### **Business Cards & Email Addresses for Commissioners**

#### Business Cards

There has been a request that we provide business cards for Commissioners. Some park districts do provide business cards for Commissioners and they usually list the park district address along with the main park district phone number, email address for the Commissioner and sometimes a direct cell phone number.

#### Email Addresses

I would like to have a discussion with the Board regarding email addresses for Board Members. Wondering if you would like to continue the practice of maintaining your own email address to be used for park district business, or would you want to have the park district establish an email for you with the mppd.org address (i.e. skurka@mppd.org)?

# ***GOLF OPERATIONS MONTHLY REPORT***

## ***BRETT BARCEL - APRIL 2015***

### **GOLF COURSE**

We believe at this point, the “grown in” of the golf course is going as expected. Areas that were seeded with dormant seed, holes one, eight, and nine are growing in as well as areas that germinated in the fall. Holes that germinated just before temps dropped in early November suffered some loss of grass and are a little behind. Holes 18 and 11 are at this point the most sparse. The best news is that all the greens are growing in very nice, and none had to be reseeded.

The two plus inch rain in mid-April created several washouts but these have been fixed and reseeded. The largest affected area was the sloped fairway on hole #8. Our concern for the next few weeks is another heavy rain event. Until the grass is covering enough area a heavy rain will produce washouts that will require reseeding from scratch. This is what could potentially affect the opening of the course.

Wadsworth Construction is finishing areas around cart paths and other areas that may not of been seeded properly. We have had some irrigation head leaks and malfunctions; these were all fixed under warranty. Other minor repairs include re-cutting some bunker edges, adjusting irrigation heads and removing debris and loose gravel. The architect has created a final punch list for every item and Wadsworth expects to be finished and off site by next week.

### **PLEASE STAY OFF THE NEW GRASS**

After substantial fencing and patrols to keep people off the grass the amount of people coming into the property has decreased. Hopefully, this will continue. Tours and Saturday open mornings will begin in mid to late May, we are still waiting for a little more grass. We hope this will satisfy onlookers and promote the new course. There is also a new drone video posted on our website showing the progress of the project.

### **PROMOTIONAL**

We have met with our new Community Relations & Marketing department about our marketing and a grand opening event. We are in the planning stages for opening day and will be shooting for the August 1st date, weather and grass permitting. We have consulted with Dave Esler on our listing with golf publication magazines for any ratings and awards we may be considered for. We are a few weeks away from our most important promotional tool, some professional photographs of the new holes. The Chicago District Golf Association will rate our course in late May for golf handicap purposes.



# **PARKS & PLANNING MONTHLY REPORT**

## **JIM JAROG • APRIL 2015**

### **Dara James Playground**

Construction of the new playground resumed the week of April 13<sup>th</sup>. Final grading and compacting was performed. The asphalt base and top coats were installed on the basketball play area and pathway. The asphalt plants opened back up allowing our contractor to resume where he had left off last winter. Backfilling and final grading in preparation for seeding will occur as soon as the soil conditions allow. Staff has received the benches, table and park sign that will be installed on site as soon as the contractor has completed his work. Once the playground is finished and usable we will be taking the construction fence down and shifting our focus to the removal of the old, outdated equipment at Leahy Playground. A formal dedication ceremony will be coordinated through our external affairs department once the new playground is complete. We are pushing to have the new playground open by Memorial Day 2015, and are tentatively planning a dedication of the new playground for Saturday, June 6 - more details to follow.

### **Path and Parking Lot Improvements 2015**

Staff will be going out to bid for pavement improvements at the Studio, Friendship and High Lines pathway by the end of April. We are hoping to bring bid recommendations for these projects to the Board at the May board meeting. In addition we are still waiting to receive word on our grant application for the Com Ed Openlands Green Initiative program. We have requested \$10,000 in assistance towards the first phase of the High Lines pathway renovation project. Notifications for projects that will receive grant funding are due to be sent out sometime in June of 2015. We are hoping to complete the projects listed above prior to the close of 2015.

### **Sale of Surplus Property**

In March the board approved the sale of identified equipment and vehicles that are past their useful life and are no longer used or needed for our operations. Staff is in the process of working with Lee Howard our accountant to set up our program with GovDeals.com. This is a website that is used by municipalities from across the nation to post and sell their surplus vehicles and equipment. In the past we would post these items in our local newspapers which traditionally did not produce desirable results. GovDeals.com is used by many municipalities in our area, often with favorable results. We are hoping to have many of the items approved posted for sale within the next month or so.

### **Parks and Planning – Additional Items**

#### **Grounds Department**

- Baseball fields have been prepped for the 2015 season.
- Tennis nets have been installed for the 2015 season.
- Ice rink systems have been taken down and removed from Beau Dr. and Lions Park.
- Grounds staff has started distributing picnic tables and mowing our parks for the 2015 season.

# *PARKS & PLANNING MONTHLY REPORT*

## *JIM JAROG • APRIL 2015*

### Buildings Department

- The Buildings Department has purchase the equipment necessary to implement a confined space program. Staff now needs to be trained so we are O.S.H.A. compliant when entering these areas.
- Staff has started the process of preparing our outdoor pools for the 2015 pool season.
- Athletic lighting has been checked and repairs will be completed as soon as time allows.
- Annual Fire inspections have been completed at most of our facilities.
- Quarterly HVAC maintenance has been completed at our facilities.

### Fleet Services

- Staff has completed Safety inspections on trucks 9, 10, 12, 14, 17, 22, 28, 29 and 26.
- Maintenance has been completed on park mowers for the 2015 mowing season.
- Parks and Planning Mechanics continue to assist the Golf Maintenance Staff as needed with equipment repairs.

### Miscellaneous

- At the time of this report there are 210 internal work order requests have been submitted and processed by the Parks and Planning Buildings and Grounds departments for 2015.
- Staff has started the process of preparing their employee evaluations for 2015.
- Parks and Planning staff has met with the Recreation division to discuss our ice rink systems over the last season. What worked, what didn't work and plans for the 2015/16 season.
- The Parks and Planning Division is preparing to assume maintenance responsibilities for the Melas Dog Park starting May 1, 2015.
- The Village of Mount Prospect is scheduled to start the installation of the backup generator for the Village well (Station # 11) which is located adjacent to the Golf Maintenance Garage on or around May 1, 2015
- The Golf Course Plat Consolidation program was approved by the Village of Mount Prospect Board at their April 21<sup>st</sup> meeting.

# **ADMINISTRATION & HUMAN RESOURCES**

## **MONTHLY REPORT**

### **BARRY KURCZ • APRIL 2015**

#### **Implementing Accounting Software**

Completed training on Bank Reconciliation, Insurance and Benefits modules. Identified and prioritized remaining punch list items and enhancements. Our account has been assigned us to a transition manager to complete implementation process. Budgeting to be covered later this year.

#### **Annual Performance Appraisals for Full-Time/Part-Time Personnel**

Typically the month of April is designated for full-time employees (with the exception of new hires) to be evaluated on an annual basis. We have identified the Employee Appraisal Schedule for 2015 and supervisors are in the process of completing and submitting to their respective Directors for review and approval. The next step in the approval process is for Directors to turn in appraisals and recommended merit increases to Administration by early May. All information will be reviewed to ensure quality and consistency. Once approved, supervisors may begin conducting sit down performance reviews with their employees. These appraisal forms must be signed by each employee and their supervisor, and placed in the employee's personnel file. Change in pay is scheduled to appear on the June 23rd paycheck. In addition, part-time IMRF employees are evaluated during this time as well. For those remaining part-time employees that are not evaluated, they are slated for review in the fall.

#### **Staff Changes**

**Ruth Yueill** promoted to Superintendent of Community Relations and Marketing

**Cheryl Lufitz** promoted to Community Relations and Marketing Manager

**Ann Zimmerman** promoted to Cultural Arts Manager



## RECREATION MONTHLY REPORT

Brian Taylor • April 2015

### AQUATICS

The Big Surf Request for Proposal has been included in this board packet for your review. **Swim Team** - The Sharks wrapped up their 5 month season by winning the Divisional Championship swim meet this past March. **Aqua Fitness** - The new session started 2/24 and will end 5/30. Several instructors are attending a special aqua fitness training in Bolingbrook. These instructors will gain updated knowledge and certifications, which will aide in development several new classes being offered this summer. In addition, to New Instructors are being recruited and new class offerings are being examined for the fall and winter sessions. **Learn to swim** spring session started on March 9<sup>th</sup> and will conclude on May 21<sup>st</sup>. The aquatics staff has developed a new format for swim lessons which will begin this summer. The new format will allow instructors to spend more time on essential skills. **New Programs** to look forward to this summer included: Open Swim Meet, Junior Lifeguarding, Adult Swim Workouts, Skill and Drills, Diving Progression for Competitive Swimmers and a Diving Board class.

The upcoming outdoor pool season will have several new additions that include; Deep water swim tests. Neon green wristbands with "60 Years of Fun" will be issued to deep end swimmers who have successfully passed the test. The staff has added "Super Sundays" and "Magic Mondays" as Membership Benefits. For our valued pool pass members, we are encouraging them enjoy our new exclusive members only swim times. **Super Sundays at Meadows Pool** will offer our members an opportunity to enjoy a Sunday morning dip before we open to the public. **Magic Mondays at Big Surf** will offer a calm, wave free, tot friendly first hour.

### ATHLETICS

The Athletic Department is excited to be utilizing new athletic management software. **Team Sideline** is an all-encompassing system that allows the athletic department to create rosters, game schedules, online registration, referee assignments, as well as pull reports for uniform orders and coach's information. All of the scoreboards at RecPlex, Lion Recreation Center and Majewski Athletic Complex were converted to **wireless systems**. Summer athletic registration is just about complete. Manager meetings and staff training will begin within the next month. Adult softball, basketball and volleyball leagues are nearing capacity.

**Youth baseball and softball** games are scheduled to start the week of April 20<sup>th</sup>. We have trained all leagues and coaches with training from the Ballpark staff. These training clinics have been very well received and have given our program a great start to the season. We are now in the process of hiring and scheduling youth baseball umpires. We will have about 40 total umpires on staff for the upcoming season. We will have our umpire meeting on Thursday, April 7<sup>th</sup> and run 2 more umpire training clinics on 4/12 & 4/19 to give our umpires the best opportunity to be successful this season. The start of **spring outdoor soccer** was delayed due to weather. The 440 participants are scheduled to start the week of April 12<sup>th</sup> at Melas Park, Prospect High School, and Woodland Trails Park (River Trails PD). **Youth basketball** completed its season in late March. A thank you letter was sent out to all of our volunteer coaches, commending them for all their time and effort during the season. **New** for the 2016 season our staff will be developing a youth basketball advisory committee as way to improve our youth basketball leagues.





## RECREATION MONTHLY REPORT

Brian Taylor • April 2015

### PROGRAMS AND SPECIAL EVENTS

Arts are alive and spring has sprung! **Kids on Stage**, our youth theater program, said farewell to its long-time director **Paula Winkler**. Paula retired after **26 years** of great performances. We commemorated her retirement with banners in the Lions Recreation Center gym and a special cake. Paula and her assistant, Renee Bauer, were featured on the front page of the April 15<sup>th</sup> *Mount Prospect Journal* (See Attached).

Recital preparations are underway! The Mt. Prospect School of Classical Ballet presents, **Cinderella** on Friday, May 1st at 7 pm and Saturday, May 2nd at 12:30, 3:30 and 6:30 at the Prairie Center in Schaumburg. A select group of tickets are available at the door for \$12 each. Studio Impulse presents, **The Dance Element** on Friday, May 15th at 7 pm and Saturday, May 16th at 10:30, 1:30 and 4:30 at Forest View Educational Center. Tickets are \$11 at the door. Our youngest dancers will perform at Forest View in June. Over 1,000 dancers participate in our three recital weekends. Our exceptional instruction and quality curriculum is exemplified by the numbers enrolled in our dance program.

Cultural Arts created a program for the **Mount Prospect Historical Society's** Annual History Dinner commemorating the end of WWII. Jeff Blume, private voice instructor and youth chorus director, emceed the program and serenaded the audience with several 1940 classics. Ballroom instructor, Joyce Smith, along with her student Brett Rubin, hit the dance floor to showcase popular social dances from that era. Afterwards, they taught audience members, including a WWII veteran, a few moves to practice and enjoy!

The **Early Childhood and Youth Department** has purchased laptops to be used in preschool, Kids Klub/KinderKlub and Camps. This new technological will enable staff to improve communication between parents and staff. In addition, they will be used as an administrative, educational and research resource tools. The department is excited to utilize this technology for improved efficiency and program development. **Kathy Muellner, Early Childhood Manager** applied for and received the NFL Play 60 After-School Grant this past March. This grant opportunity is through a partnership between the NFL, NFL Network and the National Recreation and Park Association (NRPA), Local Park and recreation sites in 12 designated NFL markets applied for the opportunity to receive funding support and/or equipment to complement their after-school physical activity/health and wellness education programs. Kathy will utilize the equipment to develop our after school Kids Klub program. **Summer Camp** planning is almost done. Interviews were conducted, staff has been selected and hire in packets will be coming in. Trips have been booked as well. Camp enrollment is up slightly than last year at this time. District 59 & 57 will be going back to school a week later than in the past. We will be offering "On the Go" camp, August 10-14 and then "Around the World" camp, August 17-21. Enclosed in your packet for discussion are Inter-Governmental Agreements between MPPD and School District 57 and School District 59. These agreements outline the the terms and conditions for usage between the organizations.





# RECREATION MONTHLY REPORT

Brian Taylor • April 2015

## FACILITIES

The **Conservatory** calendar is so booked up that we are referring callers to our other park district facilities, in the hope that there is availability. Weekend rentals included several birthday parties, wedding photos and the Daylily Society. The **Flower & Garden Show** was a real “trip” this year! A record number of 20 patrons joined us as we ventured down to Navy Pier. The word is out that MPPD now has new buses! We had to take 2 buses, which has never been the case before. The **Spring Craft Show** brought out many shoppers looking for unusual items made by individuals more crafty than themselves. Twenty five tables were purchased by 20 crafters looking to sell their wares. The fragrance is delightful in the **FPC Greenhouse!** After a long growing season, lilies are on display at the Conservatory and throughout the district. The atrium at Friendship Park is full of Easter lilies and it’s quite a show for the season. Pansies are in full flower and will be planted here, there, and everywhere. Spring bulbs are popping up, to the delight of many photographers. FPC volunteers and University of Illinois Master Gardeners have been increasingly busy in the greenhouse, as plant orders have arrived. We have received approximately 11,000 plants, which is about half of our total plant count. Hanging baskets, perennials and colorful annuals are potted up for the upcoming plant sale (Saturday, May 9), and are growing nicely. Herbs and vegetables are being grown from seed. Spring has arrived...at least in our greenhouse! Gerrie Kamm, Horticulturist, took her show on the road, as she gave a presentation to St. Zachary’s Women’s Club. Her hands-on presentation using succulents to create a beautiful terrarium was enjoyed by about 50 women.

Our new Fitness Manager (Dee Ford) has been busy over the last several months. Listed below are several of the changes that have taken place in our fitness centers and programs since taken over in January!

- Hired 3 new Fitness Center Supervisors (Brittany, Laura and Ken) and Personal Trainers (Laura and Ken) who have fitness experience/background.
- Changed the look of the group exercise schedule for summer (calendar look, added spin classes to the entire schedule so all classes are visible)
- Planning May’s Member Appreciation Day Sat, May 9<sup>th</sup> – Mother’s Day PiYo class (Mother and child), Free “Ride Through Wine Country” spin class, free massages, TRX demos, Blood Drive, healthy snacks
- Reevaluating fitness center supervisors’ roles and responsibilities. Plan to train all supervisors on equipment in May.
- Implemented 3 shifts per week minimum for Fitness Center Supervisors
- Collected group exercise participants’ email addresses to create a group exercise distribution list so we can easily send emails to the group regarding class updates, changes, cancellations and eventually a feedback survey.
- Hired new race company, Runner’s Edge, to help with online registration, custom race bibs, finish line arch.
- Revised some group exercise class titles to describe them more accurately and show the differences in each
- Met with 3 different companies for capital equipment purchases and creating a new ADA floor plan





## RECREATION MONTHLY REPORT

*Brian Taylor • April 2015*

### STAFF ANNOUNCEMENTS

#### **Ruth Yueill - Superintendent of Community Relations and Marketing**

Over the last three years, Ruth has served as the District's Cultural Art's Manager. In that time, she has immersed herself in both our organization and community. As a result, she has become a well- respected leader in the Mt. Prospect Park District, as well as the community. I am pleased to announce that Ruth has been promoted to Superintendent of Community Relations and Marketing for the Mt. Prospect Park District. She will work in conjunction with the Recreation Department, but will have direct communication to all departments within the Park District. Many of us know Ruth's love of Cultural Arts, but her true passion lies in Communications. She holds a degree from Loyola University in Communications with concentration in Graphic Design/Marketing and Public Relations. Her professional history includes CBS Publishing, where she held the title of Executive Media Coordinator for such publications as Women's Day, Brides and Field and Stream.

#### **Cheryl Lufitz - Community Relations and Marketing Manager**

Cheryl also shares a love of the arts, but her true passion lies in Communications. With that in mind, I'm happy to announce Cheryl Lufitz has been promoted to Community Relations and Marketing Manager for the Mt. Prospect Park District. Cheryl Lufitz has been with the Mt. Prospect Park District as a Cultural Arts professional for almost 12 years. Prior to her time at the park district, Cheryl was an award winning broadcast journalist and public information officer. Named Best Radio Reporter in the State of Ohio in 2000, Cheryl has covered national political conventions, presidential visits, catastrophic weather events and other news. She has been heard on airwaves across the country including WLS and WTMX here in Chicago. At the Ohio Department of Health, Cheryl was the department's media spokesperson, newsletter and website editor and a producer of its monthly cable show. She also coordinated events and media coverage between the department and the Governor's Office. Cheryl has a degree in Broadcast Journalism from Bowling Green State University.

#### **Ann Zimmerman - Cultural Arts Manager**

Ann Zimmerman has been promoted to Cultural Arts Manager. Ann has managed all aspects of the Art Studio for the last 3 years and has been instrumental in developing the Studio's expanding role at both recreation and community events. She has been responsible for programming, staff management and Studio special events. Ann comes to us with a business degree from Loyola University and has a strong administrative background which includes professional experience in banking, consulting and promotions.

#### **Kathy Muellner – Early Childhood Manager**

Since January Kathy has successfully completed the National Parks and Recreation Association Professional Certification, making her a Certified Parks and Recreation Professional (CPRP) as well as completed IPRA's Leadership Academy. The Leadership Academy is an intensive six-month program that benefits park and recreational professionals. There are three levels to the Academy and the curriculum and each level will focus on building great leaders to strengthen parks and recreation agencies.



# Aligning Stars

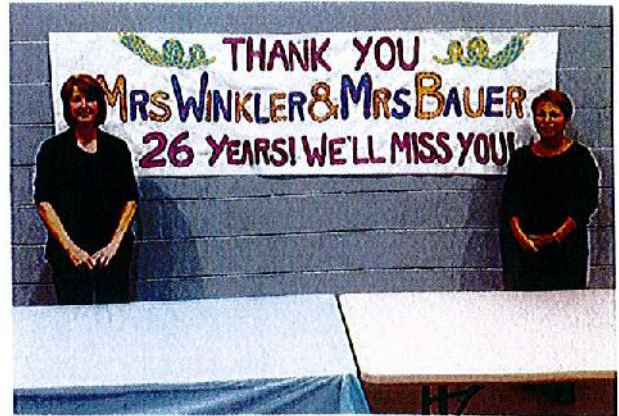
**BY DENISE FLEISCHER Lifestyle Editor | Posted: Thursday, April 16, 2015 8:30 am**

Paula Winkler approached the Mount Prospect Park District about teaching creative dramatics to children in 1989.

Even though her degree was in Education and she had a master's in Marketing, her heart was in theatre where she could "bring the arts to children."

Through her Westchester Park District "Let's Play" class, she knew how to work with children on a level they could understand. By becoming a Theatre of Western Springs member, Winkler gained the experience of working on numerous theater crews.

When she moved to Mount Prospect it only seemed natural to teach a class close to her and her husband John's new home.



## Directors

Mount Prospect Park District Kids on Stage Youth Theatre Director Paula Winkler (left) and Renee Bauer have worked hard to take the "fright" out of stage fright for local youngsters.

Winkler, who retired on Saturday, Apr. 11 as director of the Kids On Stage Youth Theatre Program began teaching at the Mount Prospect Park District with the Fame for the Wee Folk program in 1989. She followed the same format she created for the Westchester class.

"I was able to bring my daughter, Katie, to the class," she recalled, adding that her son and daughter were exposed to the arts early on. "Fame ran for about five years. Then the same cultural arts coordinator started Kids on Stage in 1993. It was the first theater experience for children in third through seventh grade in the community."

Winkler became one of the directors in 1994. Diane Kumpf was director at the time and she decided to produce two plays a year and an occasional musical. Kids On Stage not only introduces children to what it's like to be an actor, but it also promotes friendships and teamwork.

"The coordinator asked if I wanted to help Diane. I jumped at the chance because that's what I always wanted to do," she added. "In 2001, Diane retired and I stayed on as director and Renee Bauer became the assistant director."

Weekly rehearsals are Wednesday nights for 10 weeks at the Mount Prospect Park District RecPlex and the shows are performed on the gym stage in Lions Park Rec Center.

One thing Winkler noted about the Kids on Stage program is there are no auditions. This is because of the emotional aspects of being a young performer. Shy children may not be able to present

themselves at the same level as their peers.

“Some won’t make the cut and for a child that can be devastating,” Winkler said. “We did everything in our power to make sure the children had speaking roles.”

“Often, we’d create more roles in the play or double cast. We’ve seen them grow. One or two plays and they blossom. You can teach stage presence. You can teach them how to act as long as they have the interest.”

Many of the participants continue with dramatic arts through junior high, high school and even college theatre.

Parents have stated the class has done so much to help their son or daughter speak in front of a group. They were also grateful their child learned teamwork.

Winkler also directed five plays at Lincoln Middle School in Mount Prospect and has been a director at St. Raymond’s Youth Theater since 2008. She will continue on with her volunteer position at St. Raymond Church in Mount Prospect.

# COMMUNITY RELATIONS & MARKETING

## MONTHLY REPORT

### RUTH YUEILL • APRIL 2015

#### **Advertising**

Assessment continues of the district's advertising needs and overall effectiveness of print ads. We are working with the Mount Prospect Journal, Daily Herald, Suburban Parent Magazine, Oaklee's Guide and others. Having discovered that many ads had run "as is" for six years consecutively, we are redesigning ads paying close attention to the reach of the periodical and timeliness of the ad content. We are reaching out to other Communications & Marketing Departments through IPRA and have discovered most departments have greatly reduced their print advertising dollars. Social media has taken its place as its "real time" reach proves to be fully engaging to our customer.

#### **Social Media**

We continue to create appealing content including real time videos, event albums and the posting of advertising/promotional materials into Facebook friendly format in order to build reach on the district Facebook page. We have gained more than 100 new likes in the past month and engagement and growth is up more than 400%. We have shared posts and program information with new partners including the Mt. Prospect Historical Society, District 57, Northwest Special Recreation Association and the Mt. Prospect Police Department. We have worked closely with the recreation staff to photograph programs/events for inclusion in social media.

#### **Sponsorships**

We continue to renew our agreements for 2015 with The Daily Herald, Sports Authority, Novak and Parker, Culvers, Fresh Thyme, Dog Daycare and Sports Clips. We met with Black Finn at Randhurst to discuss a variety of opportunities. Local businesses are contacting us daily in hopes of securing partnership agreements for product donation and table presence at many of our 2015 events. We have begun a process of education and discussion resulting in the development of a newly structured sponsorship program for 2016.

#### **Parks Foundation**

A Parks Foundation meeting has been scheduled for Wednesday, May 6<sup>th</sup> at 6 pm at Friendship Park Conservatory. The agenda will include the appointment of Ruth Yueill as Executive Director of the Foundation. Content will include a discussion of new/future events for 2015-16 as well as approving the meeting schedule for the remainder of 2015.

The Scholarship applications for 2015 have been collected, prepared and sent to the judges with a return date of May 1, 2015. Awards may be given on Monday, June 15<sup>th</sup> at Musical Monday Band Concert at Veteran's Memorial Bandshell. The first concert of the Summer traditionally highlights the outstanding youth of Mt. Prospect.

# COMMUNITY RELATIONS & MARKETING

## MONTHLY REPORT

### RUTH YUEILL • APRIL 2015

#### **Community**

The Mt. Prospect Park District values its community partners. We will maintain a consistent presence at community events solidifying our dedication to both our Mt. Prospect partners and residents.

In April, the department of Community Relations & Marketing attended a Chamber after- hours event at Black Finn and participated in the Library's Adult Spelling Bee. We supported the Mt. Prospect Historical Society as the "Admiral Sponsor" for the Society's Annual History Dinner. The district provided the emcee and entertainment for the event. Our ballroom instructor and private voice / youth choir coordinator sang songs and demonstrated dances of the post WWII era. The audience loved the program and discussions are underway to partner with the Historical Society again at years end.

We provided donations to Northwest Covenant Church, Big Waters Federation, District 57 and St. Emily's School.

#### **Special Events**

Preparations are underway for Memorial Day 2015. Details are being finalized for the Summer Thursday Concert Series and the June 25<sup>th</sup> opening event/concert titled, *Rock Around the Clock – Something FUN for Everyone Since 1955*. We are evaluating the role of the recreation department, sponsors, community partners and promotions in making this event a huge success.

#### **Publications**

We are assessing our current brochure for both content and design. The goal is the creation of a marketing piece that provides much more than program details. The brochure should engage and excite our residents to take part in ALL that we have to offer. For Summer, we have featured the brochure cover in several print ads.

We developed an RFP for the graphic design of our seasonal brochure series. Submissions are due by May 4<sup>th</sup>.

Summer 2015 brochure is in print production with a delivery date of April 27<sup>th</sup> to residents.

Copy of Summer 2015 brochure over on next page.



COMMUNITY RELATIONS & MARKETING  
MONTHLY REPORT  
RUTH YUEILL • APRIL 2015

# Mt. Prospect

## PARK DISTRICT

Summer 2015

**Something Fun for Everyone  
Since 1955**

### FAMILIES

Summer Concerts *p. 18-19*  
National Night Out *p. 18*  
Movie Night *p. 19*

### YOUTH

Minecra<sup>®</sup> Pixel Art *p. 15*  
Youth Kickball League *p. 33*  
Nature Nights *p. 41*  
Summer "Sea" School *p. 56*

### ADULT

Adult Swim Workout *p. 7*  
Adult Basketball *p. 28*  
Spin Triple Play *p. 49*

Visit [mppd.org](http://mppd.org)

Celebrating  
**60**  
YEARS  
of fun!





# COMMUNITY RELATIONS & MARKETING MONTHLY REPORT RUTH YUEILL • APRIL 2015

## Graphic Design Overview – April 2015

### Posters/Flyers

- Spring Plant Sale large poster (24 x 36)
- Strive for 5 flyer and large poster (24 x 36)
- Summer Brochure Delivery Notification poster
- Fitness Member Appreciation poster & flyer
- Cinderella Recital Poster

### Website

- April E-Blast (modifications, review, distribution)
- Web Promotions:
  - Fitness Member Appreciation Day
  - Spring Plant Sale
  - Park Permits
  - Umpires Needed
  - Dance Recitals (“Cinderella” & “Dance Elements”)
  - Off School Special(s) (Good Friday, April 30 and May 1 events)
  - Strive for 5, online registration linked
  - April “Inside the Parks” video magazine uploaded, posted and promoted
- Other Web maintenance/updates/uploads:
  - Posting of Spin & Group Ex schedules
  - Group Ex and Spin class descriptions updated
  - Pools & Pool Pass web pages updated
  - MP Park Foundation General Brochure posted/linked
  - MP Park Foundation “Remembrance” Brochure posted/linked
  - Updated Career portion of website with available positions and our brochure RFP
  - Added new link for golf course progress video

### Other Design Projects

- “Cinderella” Ballet Recital logo
- “Dance Elements” Jazz Recital logo
- Business cards
- Summer 2015 Front and Back Covers
- Park Foundation “Remembrance in the Parks” brochure (updated)
- Park Foundation General Brochure (updated)
- Daily Herald “Progress” section full-page ad
- Annual Fiscal Report Cover
- Suburban Family Aquatics ad
- Aquatics vinyl banner “Now Hiring”



# UNFINISHED BUSINESS SUMMARY

## APRIL – 2015

### A. Request for Statement of Interest, Statement of Qualifications and Performance Data – Big Surf Pool Potential Renovation • (Discussion)

Based on discussions at the March 18<sup>th</sup> Board Meeting, included in the packet is a draft Request for Statement of Interest, Statement of Qualifications and Performance Data for Professional Design Services.

Pending discussion at the Board Meeting, staff would publish the appropriate notices to invite qualified firms to submit information for consideration regarding a potential renovation of Big Surf Pool. Below is a draft timeline for the process of developing conceptual plans, cost estimates, and other information:

<b><u>Item</u></b>	<b><u>Date(s)</u></b>
- Deadline for submitting Statement of Interest, Statement of Qualifications and Performance Data	May 21
- Staff reviews submitted information, selects/interviews firms – chooses firms for BOC interview	May 26 – June 12
- Special meeting – BOC interviews firms	June 17
- BOC selects firm to enter into agreement with - developing conceptual plans, cost estimates, etc.	June 24
- BOC approved agreement with firm	July 29
- Firm presents initial conceptual plans, cost estimates, and other information	August 26

REQUEST FOR STATEMENT OF INTEREST, STATEMENT OF  
QUALIFICATIONS AND PERFORMANCE DATA  
FOR PROFESSIONAL DESIGN SERVICES  
FOR MT. PROSPECT PARK DISTRICT

On or before 10:00 a.m., Thursday, May 21, 2015, the Mt. Prospect Park District will receive qualification statements from interested Architectural and Aquatic Design firms to provide services for the renovation of Big Surf Pool at 411 South Maple Street, Mount Prospect, IL. Services would include preparation of design concepts, site development plans, detailed design concepts, phased construction recommendations, architectural renderings, and budget estimates for the replacement or renovation of the pool, pool filtration system, bathhouse plumbing upgrades and other facility amenities. No late statements will be accepted.

Interested firms shall submit five copies of their statement of qualifications to:

Greg Kuhs  
Executive Director  
Mt. Prospect Park District  
1000 West Central Avenue  
Mount Prospect, IL 60056  
(847) 255.5380

Further information on this project may be obtained by contacting:

Brian Taylor  
Director of Recreation  
Mt. Prospect Park District  
1000 West Central Avenue  
Mount Prospect, IL 60056  
(847) 255.5380

PLEASE NOTE: The selection of an Architect / Engineer to provide the described scope of services will not be made on cost alone, but may be made based on the consideration of qualifications-related factors contained in this Request for Qualifications.

All submittals shall become the property of the Mt. Prospect Park District and may not be returned to the submitting [Architectural / Engineering] services firms.

All costs associated with the preparation of the proposal will be the full responsibility of the submitting [Architectural / Engineering] services firm.

## 1. INFORMATION ABOUT PROCEDURES

- A. The Owner wishes to retain the services of a [Architect / Engineer] for the project.
- B. All laborers and mechanics employed by the contractors and/or subcontractors for this project shall be paid wages at rates not less than those prevailing wages current at the time work is performed as determined by the Illinois Department of Labor (Cook County). Contractors and subcontractors will be required to submit with each request, weekly payroll documentation to comply with the Prevailing Wage Act.
- C. The Owner is not subject to the payment of Retailer's Occupational Tax or any other state sales or use taxes.
- D. [Architectural / Engineering] services firm's qualifications will be considered based on the following criteria, on each of which you are invited to provide a statement about your firm:
- ◆ Park District/Recreation experience.
  - ◆ Local Municipal Government experience.
  - ◆ Firm's overall qualifications with similar size and scope of work.
  - ◆ Project team's experience, qualifications and reputation.
  - ◆ Experience and expertise in sustainable design and/or LEED certification
  - ◆ Firm's reputation and Reference checks.
  - ◆ Experience providing [Architect / Engineer] services
  - ◆ Performance of previous contracts.
  - ◆ Abilities, staffing and skills.
  - ◆ Accuracy of budget and timely completion without delays and/or interference.
  - ◆ Compliance to Federal, State, and local construction codes and ordinances.
  - ◆ Financial resources.
  - ◆ Overall quality of firm's response to the proposal.
  - ◆ Oral presentation.
  - ◆ Response to interview questions.
  - ◆ Any other information required by the Owner to determine the most qualified [Architectural / Engineering] services firm.
- E. [Architectural / Engineering] services firm may be disqualified by, but not necessarily be limited to, the following factors:
- ◆ Late submittal.
  - ◆ Non-compliance to the requested information.
  - ◆ Incomplete submission and not signed or notarized.
  - ◆ Reasonable grounds or belief that falsification of sworn statements has been made.
  - ◆ Submission of more than one proposal, i.e. individual firm, joint venture, etc.
  - ◆ Submittal via fax, telegram, or orally.
  - ◆ Submittal prepared with other than ink or typewriter.
- F. Provide a statement as to your willingness to undertake a project of this nature and how your firm, as the [Architect / Engineer], work closely with the Owner and Construction Manager selected to bring the project to a most successful conclusion.

- G. The [Architectural / Engineering] services firm's basic scope of services are to include but not necessarily be limited to:
- ◆ Development of conceptual renovation plans/drawings and cost estimates.
  - ◆ Responsibility for all [Architectural / Engineering] services – including civil engineering services.
  - ◆ Establish a detailed opinion of probable project costs.
  - ◆ Provide an integral part of the design.
  - ◆ Attend all design, development & planning review meetings with Owner including Village and other regulatory agencies.
  - ◆ Establish bidding procedures in conjunction with Owner and Construction Manager.
  - ◆ Establish all scope of work bid packages for bidding.
  - ◆ *Coordination and consultation with Construction Manager on:*
    - ◆ Establishing all scope of work bid packages for bidding.
    - ◆ Establishing pre-qualifications details for contractors.
    - ◆ Provide a mutually agreed upon opinion of probable project costs.
    - ◆ Soliciting a minimum of three (3) bids from pre-qualified subcontractors for all trades.
    - ◆ Conducting public bidding, open and record all bids from bidders.
    - ◆ Evaluating all bids, prepare recommendation and make presentation to Owner.
- Owner retains and reserves the right to approve and/or reject the [Architect / Engineer] recommendation of all bidders contracts.
- H. Negotiations: Following interviews, the Park District will rank the short listed firms as needed to reflect any changes in ranking based on the results of the presentations and interviews. The Park District will then contact the highest ranking firm and attempt to negotiate a contract for the services at a fair and reasonable compensation taking into consideration the project budget and the estimated value, scope, complexity and nature of the services to be rendered. Should negotiations with the highest ranked firm prove unsuccessful; the Park District will terminate those negotiations and enter into negotiations with the next highest ranked firm.
- I. Following completion of successful negotiations, the Park District Board will award contract to the [Architectural / Engineering] firm.

## 2. SELECTION PROCESS

- A. In-house team will review all submitted materials. Telephone or in-person interviews may be conducted at the discretion of the in-house review team.
- B. Based on materials submitted, in-house review team will schedule interviews with firms selected to move on to the interview process. At the conclusion of interviews by in-house review team, a recommendation will be made to the Park District Board for short list of firms to be interviewed by the Park District Board.
- C. As part of interview process, information regarding specific experience, key personnel assigned to the project (including resumes) and consultants to be used as sub-contractors to the Architect / Engineer will be an important consideration in selection process.
- D. Firms selected to be interviewed by the Park Board will be required to visit the Big Surf facility in advance of your interview, and prepare and present the following items during their interview:

**Mt. Prospect Park District - Big Surf Renovation  
Request for Statement of Interest, Statement of Qualifications and Performance Data**

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1. Written summary along with an oral presentation of how your firm will approach the Big Surf Renovation Project.
2. Your firm's opinion on the pros/cons of completing this renovation in phases, and suggested portions of the project would be appropriate to complete in phases.
3. Provide information on the types of amenities/attractions your firm believes would be appropriate to be included in the renovation project to meet the needs of a variety of age groups and aquatics interests.
4. Recommendations for the process your firm would use to gather public input on selection of amenities/attractions to include in the renovation project.

**The Park District reserves the right to reject any or all submittals and to waive any and all informalities or irregularities to any submittal when such is deemed by the Owner to be in the Owner's best interest.**

# NEW BUSINESS SUMMARY

## APRIL – 2015

### A. Intergovernmental Agreements – School District’s 57 and 59 • (Discussion)

Included with your packet are copies of Intergovernmental Agreements (IGA) between school districts 57 and 59 and Mt. Prospect Park District. Staff has spent several months working on these agreements with the school districts, and we feel comfortable the agreements establish a fair balance of facility usage and service between our agencies.

We anticipate both school district’s approving the IGA’s soon, and our plan is to bring the agreements back to the Board for approval at our May 27<sup>th</sup> Board Meeting.

### B. Logo Revision – Mt. Prospect Golf Club • (Discussion & Potential Action) Background

We are branding our new course and our goal is to play up the historical reconstruction of the course as our main selling feature. Most public courses when updating in the last two decades really went with a modern design golf course, we returned our course to classic design which is quite unique. We want to promote this element in every feature of the golf course facility from scorecards, website, brochures, tee signs and our club logo.

Our present logo was adopted in the early 1990’s. It reflects its age of inception and matched the popular design style in the golf industry at that time. In recent years, most courses have changed their logos back to a more traditional design. In re-branding, we feel this logo no longer reflects the type of golf facility we are trying to promote in the market.



Prior to the 1990 our logo was this more classic shield style coat of arms below. It looks old and classic and it reflects at first glance that we are a classic golf course that was built in the 1920’s.



We would like to return to using this previous logo with some minor changes in the design . Our graphic artist has come up with an updated version of our old logo (below) and we would like to use this for all our marketing. We believe it better represents our particular brand of golf course in the market. It will also create new sales of shirts and hats in the golf shop.

*NEW BUSINESS SUMMARY*  
*APRIL – 2015*



**Mt. Prospect Golf Club**

Est. 1926



AMENDED AND RESTATED  
INTERGOVERNMENTAL COOPERATION AGREEMENT  
BETWEEN  
MOUNT PROSPECT SCHOOL DISTRICT 57  
COOK COUNTY, ILLINOIS  
AND  
MT. PROSPECT PARK DISTRICT  
COOK COUNTY, ILLINOIS  
FOR THE RECREATIONAL USE OF A PORTION  
OF CERTAIN ELEMENTARY SCHOOL FACILITIES

THIS AGREEMENT is made and entered into this 16 day of April, 2015, by and between the Board of Education of Mount Prospect School District 57, Cook County, Illinois (School District) and the Board of Commissioners of the Mt. Prospect Park District, Cook County, Illinois (Park District).

RECITALS

1. The School District is the beneficial owner of real property and school buildings located at :300 East Council Trail, Mount Prospect, Illinois 60056 and commonly known as Lions Park Elementary School (hereafter “Lions Park”); 300 North Fairview Avenue, Mount Prospect, Illinois 60056 commonly known as Fairview Elementary School (hereafter “Fairview”); 103 South Busse Road, Mount Prospect, Illinois 60056 commonly known as Westbrook School (hereafter “Westbrook”);and 700 West Lincoln Street, Mount Prospect, Illinois 60056 and commonly known as Lincoln Middle School (hereafter “Lincoln”).

2. For purposes of this Agreement, “Recreational Facilities” include the following: Westbrook multipurpose room (excluding stage area); Fairview multipurpose room (excluding stage area) and gymnasium; Lions Park multipurpose room (excluding stage area), gymnasium, and kitchen (during summer months only); and Lincoln gymnasium (west gym only and excluding mezzanine); and one set of washrooms adjacent to the above-described facilities at each school location, as designated by the School District.

3. The Park District previously conveyed to the School District a portion of property adjacent to Lions Park for the construction of the school building.

4. In consideration for the conveyance of property to the School District, the parties entered into an intergovernmental cooperation agreement for the use of School District facilities, dated on or about December 6, 1994, and amended by agreement dated on or about March 24, 2004.

5. It is the purpose of this Agreement to further amend the prior agreements for the improved use of School District property to allow for joint use of the Recreational Facilities described herein in order to provide the citizens and taxpayers of the respective Districts with facilities which will serve both the educational and the recreational needs of residents of both Districts.

6. The Agreement provided for herein is authorized by the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act of the State of Illinois, as well as applicable provisions of the Illinois School Code and the Illinois Park Code.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING, IT IS HEREBY AGREED BY AND BETWEEN THE SCHOOL DISTRICT AND PARK DISTRICT, as follows:

**SECTION 1: Recitals.** The foregoing recitals are hereby incorporated by this reference.

**SECTION 2: Recreational Facility Usage.** In consideration of the Park District's prior conveyance of the Recreational Use Site to the School District and the mutual promises and agreements set forth in this Agreement, School District authorizes the Park District to use the Recreational Facilities during the term of this Agreement solely for Park District-operated recreational programs and uses. Such use does not extend to programs that are not directly organized, supervised, and operated by the Park District. Subject to the specific terms herein below, the Park District is authorized to conduct its authorized park and recreational activities within the Recreational Facilities during those non-school hours which these facilities are not required for the educational purposes of the School District.

**SECTION 3: Hours of Use of the Recreational Facilities.** The Park District may utilize the Recreational Facilities for its officially recognized programs and activities provided same are covered by Park District liability insurance policies and/or by a joint self-insurance risk pool, in accordance with the following schedule:

A. **Week Days:** 6:00 p.m. to 9:30 p.m., Monday and Wednesday throughout the school term for Fairview, Lions Park, Lincoln, and Westbrook;

B. **Weekends:** 9:00 a.m. to 6:00 p.m., Saturday throughout the school term for Fairview, Lions Park, Lincoln, and Westbrook.

C. **Holidays:** 9:00 a.m. to 6:00 p.m. during those extended periods of time when school is not in session throughout the school term, including Thanksgiving and winter break for Fairview, Lions Park, Lincoln, and Westbrook.

D. **Summer:** 6:30 a.m. to 5:00 p.m. during the months of June and July when school is not in session, and during the first week of August for Lions Park. School District shall have sole use of the Recreational Facilities during the remainder of August until the start of the next school term for purposes of cleaning and maintenance. In the event the School District needs to schedule facility improvements and/or repairs for the Recreational Facilities at Lions Park that prevent Park District use, the School District will assign the Park District access at Fairview, Lincoln, or Westbrook. Appropriate notice will be given by the School District to the Park District for such facility improvements and/or repairs in an attempt to minimize any interruption in Park District activities.

E. **School Closings:** In the event the School District cancels class or closes school buildings due to inclement weather or other conditions impacting school operations, all Park District programs or events taking place in the Recreational Facilities of the school buildings will be cancelled as well.

**SECTION 4: School District's Special Events.** Notwithstanding the provisions of Section 3 above, the needs of the School District may require its usage of Recreational Facilities during non-school hours and certain select days throughout the calendar year for such events as parent/teacher conferences, science fairs, school plays, special assemblies, and the like. The School District shall notify Park District on or before September 15 of each year as to the schools' schedules and the special dates (not to exceed 15 per school) the School District will require use of the Recreational Facilities on dates otherwise reserved to the Park District. School District shall make best efforts to schedule such events on Tuesday, Thursday, or Friday so as not to conflict with Park District's scheduled activities. It shall be the Park District's responsibility to schedule all of its events and functions in the Recreational Facilities, subject to this limitation.

**SECTION 5: Continuing Cooperation Obligation.** The School District and the Park District recognize and understand that this is a unique Agreement providing for the optimum use by two public agencies of the physical facilities being provided for the taxpayers of both agencies. It is, therefore, recognized by both the School District and the Park District that there will be need from time to time, for periodic review and modification of the schedule set forth above after formal adoption and execution of this Agreement. Such reviews shall take place as needed, at the request of either the School District or the Park District.

It is also understood and agreed by the School District and the Park District that there may be occasions when either party may need to utilize the Recreational Facilities in order to accommodate special use by that particular District as needs arise. Therefore, upon a minimum of thirty days written notification, either party may request a modification of the usage schedule set forth above. By mutual consent of the parties, the schedule set forth above may be modified.

Additionally, at those times when the Park District has the Recreational Facilities scheduled for a particular activity but elects not to use the facility for that activity, this Agreement shall not preclude the School District's use of that facility for a function appropriate to its governmental purpose.

In executing this Intergovernmental Cooperation Agreement and accepting its benefits, the Park District agrees that it shall use the Recreational Facilities solely for those activities which it properly and lawfully is authorized to operate. Furthermore, the Park District agrees that the Recreational Facilities will only be utilized for such activities and programs as appropriate to the design and intended use of the Recreational Facilities. The Park District will not engage in a program or activity in the Recreational Facilities to which the School District has a reasonable objection or may reasonably result in damage to the Recreational Facilities.

**SECTION 6: Operational Costs.** In return for the Park District's prior conveyance of the Recreational Site, the School District agrees to provide reasonably required heating and electrical services during those time that the Park District uses the Recreational Facilities. The School District will provide air conditioning at Lions Park (multipurpose room only) during summer months.

The School District agrees to provide at its cost reasonably required custodial and building supervision services with a quality of maintenance equal to ongoing school custodial services. It will be the responsibility of the Park District personnel to leave the Recreational Facilities in the same condition as they received it. Should the Park District fail to meet this standard, and as a result the School District incurs additional direct custodial and supervisory costs, the Park District shall promptly reimburse the School District for these added expenses. For purposes of this Agreement, the Park District agrees to pay the School District \$60 per hour per custodian for custodial and building services.

School District shall make available to the Park District one ID badge/swipe card for each of the school buildings at which Recreational Facilities are located. Park District shall limit access to the ID badges/swipe cards to pre-designated employees who have direct administrative or supervisory responsibility with respect to the Park District's activities within the Recreational Facilities. In the event an ID badge/swipe card is lost, a replacement card will be provided at the cost of \$50 per card. If School District personnel are required to respond to a security call during off-hours due to an act or failure to act by Park District personnel or volunteers, the Park District agrees to pay the School District \$125 per occurrence as reimbursement.

The parties understand and agree that, during the duration of this Intergovernmental Cooperation Agreement, the School District may become liable for certain repairs to and replacement of fixtures furnishings and improvements to the Recreational Facilities. In this regard, the parties agree that the School District shall be responsible for and pay for such repairs and replacements which occur through normal use by the School District. If damage to the furnishings, fixtures and other improvements to the Recreational Facilities are the direct result of Park District activity other than through normal wear and tear, the Park District agrees that it shall promptly reimburse the School District for its direct cost of necessary repairs or replacements to the said furnishings, fixtures or improvements. Any request for reimbursement by the School District in this regard shall include a complete itemization of all damages sustained and costs incurred to repair or replace the furnishings, fixtures or improvements, including statements and/or bills for materials and services. If damage to the furnishings, fixtures and other improvements to the Recreational Facilities are the direct result of School District activity, the School District alone shall be responsible for the cost of necessary repairs or replacements of the said furnishings, fixtures, or improvements so damaged.

The Park District agrees to provide and assume, at its cost, personnel sufficient and necessary to properly schedule and supervise Park District activities at the Recreational Facilities in accordance with the terms and conditions of this Agreement. All scheduling of activities for Park District usage times will be done by pre-designated Park District employees. Park District volunteers are not permitted to schedule activities.

The Park District will pay for all costs associated with maintenance of the scoreboards in the gymnasiums of the Recreational Facilities.

The Park District will be responsible for and pay for costs of snow removal from parking lots and entryways to the Recreational Facilities on non-student attendance days when utilizing the Recreational Facilities. Snow removal will conform to School District standards and will not impair School District use of the parking lots or sidewalks.

**SECTION 7: Insurance.** School District shall maintain property damage and liability insurance for the Fairview, Lions Park, Lincoln, and Westbrook schools, which insurance shall include the Recreational Facilities.

During the term of this Agreement, Park District shall, at its own expense, maintain comprehensive liability insurance covering the Recreational Facilities and the Park Districts uses thereof, including all School District's property utilized or available to the Park District in connection therewith. These facilities shall be insured at least to the same extent and amount as all other Park District facilities. Park District further agrees that all policies of insurance relative to the Recreational Facilities shall name the School District as additional insured. The Park District will provide a copy of the Insurance Certificate on an annual basis. For purposes of this provision "insurance" shall mean at the Park District's option, commercial insurance or participation in an intergovernmental agreement providing for pooled risk self-insurance among a number of governmental bodies.

**SECTION 8: Supervisory Personnel.** Park District shall maintain supervisory personnel on hand at the Recreational Facilities during all times in use. Park District volunteers are not to be considered as supervisory personnel.

**SECTION 9: Storage.** The School District agrees to allow the Park District appropriate storage space for its activities at Lions Park during the months of June, July, and the first week of August. During the months of September through May no on-site storage of Park District equipment is available within the Recreational Facilities. Park District shall make arrangement for off-site storage of its equipment incidental to its use of the Recreational Facilities.

**SECTION 10: Term of Agreement.** Subject to earlier termination in accordance with Section 11 below, this Agreement shall run until March 1, 2024.

**SECTION 11: Termination.** Park District shall have the right to terminate this Agreement at any time upon ninety (90) days' notice at the prerogative of the Park District. In the case of such termination, Park District shall have no further right, title or interest in the Recreational Facilities and all indemnifications provided for herein shall survive the expiration or termination of this Agreement..

School District may terminate this Agreement only for the following reasons:

- A. Destruction of either Lions Park or Fairview School buildings and a decision by the Board of Education not to reconstruct such premises; or
- B. Sale of any of the four school sites, such termination being as to that site alone.

**SECTION 12: Miscellaneous Provisions.**

A. Any and all notices required hereunder to be sent to the School District shall be served in writing by United States certified mail, postage prepaid, return receipt requested, to the Board of Education of Mount Prospect School District 57 at the following address:

Superintendent  
Mount Prospect School District 57  
701 West Gregory Street  
Mount Prospect, IL 60056

with a copy to:

Kevin B. Gordon  
Scariano, Himes and Petrarca, Chtd.  
180 North Stetson, Ste. 3100  
Chicago, IL 60601

or by personal delivery of any such notice delivered to an employee of the School District at its administration offices during the regular business hours of said offices. Said certified mail mode of notice shall be deemed received as of the second day after the envelope in which the same is mailed is post-marked.

Any and all Notices required hereunder to be sent to the Park District shall be served in writing by certified mail, return receipt requested, to the Board of Commissioners of Mt. Prospect Park District at the following address:

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

with a copy to:

Thomas G. Hoffman Ltd., P.C.  
205 W. Randolph Street, Suite 1645  
Chicago, Illinois 60606

B. It is mutually understood and agreed that all agreements and covenants herein are severable and that in the event any of them shall be held to be invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid agreement or covenant were not contained herein.

C. The agreements, covenants, terms and conditions herein contained may be modified only through written mutual consent of the parties hereto.

D. The Park District may not place any signs, cards, or placards on School property or on any adjacent property except as pre-approved by School District in writing.

E. The Park District will indemnify and hold harmless the School District, its Board members, officers, and agents, from and against any and all claims, demands, suits, judgments, costs and expenses (including attorneys' fees), which accrue or may accrue against the School District because of injury to or

death of any person or persons or because of loss or damage to property arising from the Park District's use of the Recreational Facilities, except those caused by negligent acts or omissions of the School District. The School District will indemnify and hold harmless the Park District, its Board members, employees, officers and agents, from and against any and all claims, demands, suits, judgments, costs and expenses (including attorneys' fees) which accrue or may accrue against the Park District because of injury to or death of any person or persons or because of loss or damage to property arising from the School District's use of the Recreational Facilities, except those caused by the negligent acts or omissions of the Park District.

F. Neither party may assign, transfer, or otherwise convey its rights or obligations under this Agreement without prior written consent of the other party.

G. This Agreement shall constitute the entire agreement between the parties and supersedes any prior agreement, whether written or oral, with respect to the Recreational Facilities described in this Agreement.

**SECTION 13: Dispute Resolution Procedures.** The parties mutually desire to avoid costly and time-consuming litigation in the event disputes arise regarding the interpretation or implementation of the terms of this Agreement. Accordingly, the parties agree to the following dispute resolution mechanism:

A. The parties will attempt in good faith to promptly resolve any controversy or dispute arising out of or relating to this Agreement by negotiation. The procedures set forth in Subsections B. and C. hereunder shall not be utilized until such time as the parties have unsuccessfully attempted to settle the controversy by way of direct negotiations between representatives designated by the parties. Such designated representatives shall include at least one but no more than two of the members of the governing body of each party.

B. If the dispute has not been resolved within thirty (30) days after completion of such meetings with the designated representatives described above, the parties shall mutually endeavor to settle the dispute by mediation. To that end, the parties shall jointly designate a mediator as agreed to by the parties, or if no agreement can be reached, pursuant to the mediation rules of the American Arbitration Association.

C. If the matter has not been resolved pursuant to the aforesaid mediation procedure within sixty (60) days of the commencement of such procedure or any mutually agreed extension thereto, either party may invoke binding arbitration within thirty (30) days thereafter. That arbitration shall be submitted jointly to the American Arbitration Association. The power of the arbitrator shall be limited to the interpretation and application of the written terms of this Agreement, and in no event may the terms and provisions of the Agreement be deleted, modified, or amended by the arbitrator. He or she shall consider and decide only the specific issue raised by the dispute arising between the parties. In the event the arbitrator finds a violation of the Agreement, he or she shall determine an appropriate remedy. The decision of the arbitrator shall be final and binding on the parties.



IN WITNESS WHEREOF, the parties have hereto set their hands and seals the day and year first above written, by and through their respective duly authorized officials.

BOARD OF EDUCATION  
MOUNT PROSPECT SCHOOL DISTRICT 57  
COOK COUNTY, ILLINOIS

By: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

BOARD OF COMMISSIONERS  
MT. PROSPECT PARK DISTRICT  
COOK COUNTY, ILLINOIS

By: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

**Mount Prospect Park District**  
**and**  
**Community Consolidated School District 59**  
**Before and After School Recreational Programs**  
**AGREEMENT**

This Agreement dated this 27<sup>th</sup> day of April, 2015 by and between the Board of Commissioners of Mount Prospect Park District, Cook County, Illinois (hereinafter the "Park District") and the Board of Education of Community Consolidated School District 59, Cook County, Illinois (hereinafter the "School District") (and hereinafter sometimes referred to collectively as the "Parties") provides for hosting of Park District Before and After School Recreational Programs (hereinafter the "Program" or "Programming") as follows:

**WHEREAS**, the Park District and the School District are "units of local government" as defined under Article VII, Section 10, of the Constitution of Illinois 1970 and are "public agencies" as defined under Paragraph 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

**WHEREAS**, the following School District 59 elementary schools fall within the Park District boundaries;

1. Brentwood Elementary School
2. Devonshire Elementary School
3. Forest View Elementary School
4. Frost Elementary School
5. Jay Elementary School

and

**WHEREAS**, the School District 59 Community Use of School Facilities Policy 8.20 authorizes the Park District to use facilities without a rental fee; and

**WHEREAS**, parents of students who attend School District 59 schools benefit from before and after school recreational services at their attendance school site;

**NOW, THEREFORE**, it is hereby agreed as follows:

1. **Enabling Authority**

- a. This Agreement is entered into between the Parties pursuant to the Constitution of the State of Illinois and the Intergovernmental Cooperation Act.

2. **General Conditions**

- a. Program
  - i. This Agreement confirms the Park District will offer both Before and After School Recreational Programs for all families who attend schools that fall within the Park District boundaries at the same fee as families who live within Park District boundaries; and
  - ii. That subsidized fees be made available for eligible low income families through park district or other financial assistance programs; and

- iii. That programming will provide students with age-appropriate recreational physical, educational and social activities; and
  - iv. That a snack program is made available at no additional cost to the families; and
  - v. That both the Park District and the School District will actively promote its programs to school families.
- b. School District Facilities (See Exhibit A: School Floor Plans)
- i. The facilities at the School District, to which this contract applies, are the multi-purpose room and washrooms, together with such corridors and entrance-ways necessary to gain ingress and egress to and from said areas limited to pre-established schedules and times. The Park District program will periodically be required to share these spaces with other user groups scheduled within the facility.
  - ii. The facilities at the School District, to which this contract applies, are the gymnasium on a pre-established schedule, designated kitchen storage areas, designated exterior play areas, and other designated storage areas.
  - iii. The School Administrative Staff will notify the Park District site staff with as much advance notice as possible of any conflicting or shared use of spaces. When possible, School Administrative Staff may offer alternative spaces to accommodate the Program when space conflicts or sharing occurs.
- c. Term of Agreement
- i. The term of this agreement shall be for a period of two years effective with the 2015/16 and 2016/17 school years.
  - ii. Said agreement to be renewed automatically annually unless either of the parties hereto notifies the other in writing to the contrary prior to September 15.
  - iii. The Park District has the right to discontinue the program if participation falls below fifteen (15) total students. Such notification must meet the dates established above.
- d. Access to School
- i. The School District shall provide ingress and egress to School District authorized Park District program employees and program participants during hours of program operation and other areas needed to meet crisis protocol and procedures.
- e. Parking
- i. Authorized Park District employees and program participants shall be permitted to park vehicles in any parking lot at the school during program hours of operation without interference or hindrance except for reasonable periods in the event of repair or construction or other school programming.

### **3. Use of Facilities**

- a. Time Scheduling

- i. During regular school attendance days, for the purposes of Before School Recreational programming, the Park District shall have use of the School District's facilities beginning at 6:45 a.m. and ending at school start time.
- ii. During regular school attendance days, for the purposes of After School Recreational programming, the Park District shall have use of the School District's facilities beginning at school dismissal and ending when all students have been picked up, with a published ending time of 6:00 p.m.
- iii. The School District will allow adequate time for Park District program set-up and take-down.
- iv. If scheduling conflicts occur with school, the School District shall be given priority over Park District programs. Both parties will cooperate in adjusting their needs to eliminate such conflicts.

b. Site Use and Maintenance

- i. Refrigerator space has been specifically designated for the Park District program. School District custodial staff have no responsibility for maintaining the cleanliness of this unit.
- ii. All kitchen surfaces and appliances must be cleaned after use.
- iii. The School District has designated storage space for use by the Park District. Materials must be stored securely and within designated spaces. The School District has no responsibility for these supplies. If space allows, the Park District may provide its own storage cabinets upon permission of the School Principal.
- iv. Only District-owned equipment and/or supplies authorized by the school or School District are available for use. Authorized equipment and/or supplies must remain in the area authorized for use. All other supplies and equipment are not available for use.
- v. No supplies or materials should be left in the multi-purpose room or any other space following Park District use.
- vi. Lunch tables are available for use on a regular basis. Tables must be covered by a large protective paper or cloth if used for coloring, painting, or other craft activities. Park district staff are responsible for the complete clean-up following these activities.
- vii. Snacks must be consumed at lunch tables only and cleaned up after each use. Peanut-free tables must be clearly identified by the School District and maintained by the Park District during program use.
- viii. Leave facility in a clean orderly condition including floors, walls, and restrooms.
- ix. Be responsible for any damage or theft.
- x. Use of the school office copier is upon request only and only for incidental, periodic use.
- xi. The school office, LRC, teacher workroom and classrooms are off-limits for Park District staff and students unless previously scheduled.

- xii. School custodial staff has authority to request compliance with Site Use and Maintenance regulations and to report any non-compliance issues to the school's administration.
- xiii. The School District and the Park District shall maintain an inventory detailing ownership of equipment via Exhibit B to this Agreement.

#### **4. Access to Internet and Network**

- a. The School District shall make available access to the Internet and school's wireless network.
- b. Students and staff are subject to Park District and School District electronic use policies.

#### **5. Supervision**

- a. Park District Program Supervisor is responsible for the Park District program adhering to all rules, regulations and procedures and serves as the primary contact between the school and the program regarding to site operations and school-specific procedures.
- b. Park District must maintain one qualified adult, over the age of 21, designated as the Site Supervisor who is on site during program operation at all times.
- c. The Park District and the School District shall work cooperatively with regard to program supervisory staff performance standards and issues.
- d. Park District shall provide supervision during parent drop-off and pick-up areas.
- e. Support supervision personnel shall be over the age of 16.
- f. Expectations regarding specific supervisory expectations shall be developed cooperatively between the School District and the Park District Program Supervisor.

#### **6. Specific Safety Requirements**

- a. Park District shall follow Board of Education policies, including but not limited to 6.235 Access to Electronic Networks, 7.330 Student Use of Buildings, 8.20 Community Use of School Facilities, and 8.30 Conduct on School Property
- b. Alcoholic beverages, smoking, drugs or weapons are strictly forbidden on School District property.
- c. Access to the building must be limited to specified entrance(s) only. All other entrances must remain locked. Doors must not be propped open nor left ajar.
- d. Fire exits, doorways and hallways are to be kept passable at all times.

#### **7. Transportation**

- a. If applicable, the Park District agrees to reimburse the School District on a per student basis for students who would not typically qualify for free transportation services and who are transported to or from the program as part of the District's transportation services.

- b. The School District retains the right to provide transportation services that are deemed appropriate and reasonable at its sole discretion.

## **8. Insurance Requirements**

- a. General Liability Coverage
  - i. Each occurrence: \$1,000,000
  - ii. General aggregate: \$2,000,000
- b. Worker's Compensation Coverage
  - i. Statutory for Illinois
  - ii. Each accident: \$500,000
  - iii. Disease policy limit: \$500,000
  - iv. Disease each employee: \$500,000
- c. Excess Liability/Umbrella Coverage
  - i. \$1,000,000
- d. Sexual Misconduct and Molestation Liability Coverage
  - i. Each loss limit: \$1,000,000
  - ii. Aggregate limit: \$1,000,000
  - iii. Innocent party defense: \$300,000

## **9. Indemnification**

- a. To the maximum extent permitted by law, Park District and School District shall indemnify and hold each other harmless from any and all actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to tangible physical property of the other, to the extent arising out of or resulting from the negligence of their respective employees or other authorized agents in connection with this agreement. However, neither party shall indemnify the other against actions, costs, expenses, damages and liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault hereunder, then any obligation to indemnify shall be proportional to their relative fault.

## **10. Relationship of the Parties**

- a. Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither the Park District nor the School District shall have the power to bind or obligate the other except as to the extent expressly set forth in this Agreement.

## **11. No Third Party Beneficiary**

- a. This agreement is entered into solely for the benefit of the contracting parties, and nothing in this agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this agreement, or to acknowledge, establish or impose any legal duty to any third party

## **12. Assignment**



- a. No part of this Agreement may be assigned by either of the Parties hereto without prior written consent of the other Party.

**13. Right to Amend**

- a. In the event that either Party desires to modify or amend this Agreement, written notice thereof shall be given prior to September 15 of the preceding year for modification to be adopted for the subsequent year unless otherwise agreed. . Modification to this Agreement must be by formal public action of the elected Board of the respective party.

**14. Authority**

- a. The individual officers of the Park District and the School District who have executed this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.

**15. Successor**

- a. It is the intention of the Parties hereto that this agreement and each and all of the provisions be binding on their successors in office.

**16. Multiple Counterparts**

- a. This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, constitute a duplicate original.

Board of Education of Community  
 Consolidated School District No. 59,  
 Cook County, Illinois  
 2123 South Arlington Heights Road  
 Arlington Heights, Illinois 60005

By: \_\_\_\_\_  
 Its President

ATTEST: \_\_\_\_\_  
 Its Secretary

Board of Commissioners of  
 Mount Prospect Park District,  
 Cook County, Illinois

By: \_\_\_\_\_  
Its President

ATTEST: \_\_\_\_\_  
Its Secretary

**Exhibits A: School Floor Plans**

**Exhibit B: Inventory of Equipment**

School: \_\_\_\_\_

*School District Owned:*

*Park District Owned:*

## ADOPTION ITEMS SUMMARY

### APRIL - 2015

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#### **A. Ordinance 713 – An Ordinance Providing for the Borrowing of Money by the Mt. Prospect Park District from the Mount Prospect State Bank for the Purpose of Using the Proceeds Thereof to Purchase Sixty-nine (69) Golf Carts and One Utility Cart Capable of Utilizing Unique Proprietary GPS Functionality, System and Equipment, Authorizing the Purchase of Such Carts, and Providing for the Execution and Delivery of a Promissory Note in Connection Therewith**

##### **Background**

In November 2014, the Board approved the Capital Projects/Equipment list for FY 2015 which included funds for new golf carts and GPS system. Staff and legal counsel have determined the best way for the park district to acquire new golf carts is take out a short-term loan through Mt. Prospect State Bank to purchase the carts.

Included with the packet is a copy of the Ordinance which provides for the purchase and financing of the golf carts, an opinion from legal counsel regarding the purchase of the carts and leasing of the GPS system, as well background information about the carts and GPS system.

The GPS system for the carts would be leased and paid from funds allocated in the 70 capital fund.

Staff recommends approval of this Ordinance.

##### ***Suggested Motion:***

Move to approve the Ordinance 713 - An Ordinance Providing for the Borrowing of Money by the Mt. Prospect Park District from the Mount Prospect State Bank for the Purpose of Using the Proceeds Thereof to Purchase Sixty-nine (69) Golf Carts and One Utility Cart Capable of Utilizing Unique Proprietary GPS Functionality, System and Equipment, Authorizing the Purchase of Such Carts, and Providing for the Execution and Delivery of a Promissory Note in Connection Therewith

MT. PROSPECT PARK DISTRICT

ORDINANCE NO. 713

AN ORDINANCE PROVIDING FOR THE BORROWING OF MONEY BY THE MT. PROSPECT PARK DISTRICT FROM THE GLENVIEW STATE BANK FOR THE PURPOSE OF USING THE PROCEEDS THEREOF TO PURCHASE SIXTY-NINE (69) GOLF CARTS AND ONE UTILITY CART CAPABLE OF UTILIZING UNIQUE PROPRIETARY GPS FUNCTIONALITY, SYSTEM AND EQUIPMENT, AUTHORIZING THE PURCHASE OF SUCH CARTS, AND PROVIDING FOR THE EXECUTION AND DELIVERY OF A PROMISSORY NOTE IN CONNECTION THEREWITH

WHEREAS, Mt. Prospect Park District, Cook County, Illinois (the "District") is a park district organized and operating pursuant to the provisions of the Illinois Park District Code (the "Code"); and

WHEREAS, pursuant to Section 6-7 of the Code the District has the power to borrow money for any corporate purpose from any bank or other financial institution as more particularly set forth therein and on Exhibit A hereto; and

WHEREAS, the Board of Park Commissioners of the District (the "Board") has determined that it is desirable and convenient that the District borrow the sum of TWO HUNDRED SIXTY TWO THOUSAND DOLLARS (\$262,000.00)[ the "Borrowing"] from the Glenview State Bank for the purpose of using the proceeds thereof to purchase sixty-nine (69) new golf carts and one (1) utility cart capable of utilizing unique proprietary GPS functionality, system and equipment; and

WHEREAS, the Borrowing shall be evidenced by a Promissory Note ("Note") in the form attached hereto as Exhibit B, to be executed by the District as maker and to be payable to the order of Glenview State Bank as payee;

NOW, THEREFORE, be it and the same is hereby ORDAINED by the District and the Board of Park Commissioners thereof as follows:

1. That the District shall forthwith borrow the sum of TWO HUNDRED SIXTY TWO THOUSAND DOLLARS (\$262,000.00) from Glenview State Bank for the purpose of using the proceeds thereof to purchase the aforementioned carts, which is hereby authorized and approved and is hereby found and determined to be a purchase which is not adapted to award by competitive bidding on account of uniqueness due the unique and contemplated integration of the Visage proprietary GPS system, equipment and technology with said carts.

2. That as evidence of the above-approved Borrowing the District, by and through its President and Secretary, shall execute and deliver to Glenview State Bank the Note, contemporaneous with the disbursement of the proceeds thereof to the credit of the District.

4. That the President, Secretary, Treasurer and Executive Director of the District are hereby authorized to take all such actions and do all such things as may be necessary or convenient to effectuate the intent hereof.

5. This Ordinance shall be effective upon adoption.



Adopted this 29th day of April, 2015.

Votes:

Ayes:

Nays:

Absent:

ATTEST:

\_\_\_\_\_  
Secretary  
Mt. Prospect Park District  
Cook County, Illinois

\_\_\_\_\_  
President  
Board of Park Commissioners  
Mt. Prospect Park District  
Cook County, Illinois

STATE OF ILLINOIS     )  
  ) SS.  
COUNTY OF COOK        )

I, WILLIAM J. STARR, DO HEREBY CERTIFY that I am the duly appointed, qualified and acting Secretary of the Mt. Prospect Park District and of the Board of Park 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 Park 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:

MT. PROSPECT PARK DISTRICT

ORDINANCE NO. 713

AN ORDINANCE PROVIDING FOR THE BORROWING OF MONEY BY THE MT. PROSPECT PARK DISTRICT FROM THE GLENVIEW STATE BANK FOR THE PURPOSE OF USING THE PROCEEDS THEREOF TO PURCHASE SIXTY-NINE (69) GOLF CARTS AND ONE UTILITY CART CAPABLE OF UTILIZING UNIQUE PROPRIETARY GPS FUNCTIONALITY, SYSTEM AND EQUIPMENT, AUTHORIZING THE PURCHASE OF SUCH CARTS, AND PROVIDING FOR THE EXECUTION AND DELIVERY OF A PROMISSORY NOTE IN CONNECTION THEREWITH

That the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 29th day of April, 2015, 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 29th day of April, 2015.

\_\_\_\_\_  
Secretary  
Mt. Prospect Park District  
Cook County, Illinois

## SUMMARY OF TERMS & CONDITIONS

April 24, 2015

Mr. Greg Kuhs  
Mt Prospect Park District  
1000 W. Central Ave.  
Mt. Prospect, IL 60056

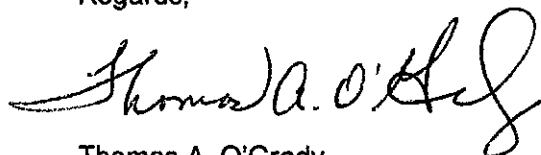
Dear Greg,

Mt. Prospect State Bank is pleased to have this opportunity to propose on the financing for the purchase of golf carts. Should you have any questions about the information contained within this proposal, please do not hesitate to contact me.

<b>BORROWER:</b>	Mt. Prospect Park District
<b>LENDER:</b>	Mt. Prospect State Bank
<b>PURPOSE:</b>	Finance the purchase of golf carts
<b>AMOUNT:</b>	\$262,000 term loan
<b>TERM:</b>	Two years
<b>AMORTIZATION PERIOD:</b>	Fixed principal payments of \$31,000 plus interest due 12/1/2015, 6/1/2016 and 12/1/2016. Final payment of principal of \$169,000 plus interest due 6/1/2017.
<b>INTEREST RATE:</b>	2.5% fixed
<b>COLLATERAL:</b>	Golf Carts

Terms & Conditions is not intended to be, and should not be construed as, a commitment to lend, nor should it be construed as an attempt to establish all of the terms and conditions relating to the Loan. It is intended only to be indicative of certain terms and conditions around which credit approval may be sought and granted, and once approved, how the loan documents might be prepared, and not to preclude negotiations within the general scope of these terms and conditions. The loan documents containing the final terms and conditions will be subject to approval by Borrower and Lender.

Regards,



Thomas A. O'Grady  
Sr. Executive Vice President

MT. PROSPECT PARK DISTRICT  
 1000 W. CENTRAL ROAD  
 MT. PROSPECT, ILLINOIS 60056  
 TELEPHONE: (847) 255-5380

**RECOMMENDATION FOR PURCHASE and LEASE  
 GOLF CARTS with GPS UNITS – 2015**

**\*Nadler Golf Car Sales, Inc.**

<b>(69) 2015 i2 Club Carts \$4915.00/cart</b>	<b>\$325,335.00</b> (See attached for breakdown.)
<b>Less (69) 2009 Club Car Trade in</b>	<b><u>-\$75,900.00</u></b>
<b>Total</b>	<b>\$249,435.00</b>

<b>(1) Club Car Carry All Gas cart</b>	<b>\$11,940.00</b>
--	--------------------

<b>GPSI Visage GPS System Lease (69 carts)</b>	<b>\$3,243.00/month</b>
--	-------------------------

**III. EXPLANATION OF PURCHASE**

The cart fleet and GPS units were scheduled for repurchase for 2015. We are recommending the replacement of our 2009 carts with new carts, adding a GPS system to the carts and adding a utility cart. In acquiring information for the acquisition all manufacturers of carts and GPS were considered. During the research it was found that only one manufacturer Club Car and Visage GPS had a patented integrated GPS system with cart control technology feature specific to Club Car carts. This feature is unique in the amount of services it provides (see breakdown) but most specific it is a patented system allowing control of stopping the golf cart when it is in an unauthorized area. A feature we believe is an essential tool when we reopen the golf course. The system is integrated with only Club Car carts and moreover due to its quality, features, and availability it was determined by staff to be superior to any other product at this time. Based on this research, Tom Hoffman has deemed this purchase "not adaptive to award by competitive bid." Therefore, we recommend this purchase from Nadler Golf Sales (Club Car) and lease with GPSI Visage.

**IV. RECOMMENDATION OF AWARD**

Staff recommends the award to Nadler Golf Car Sales, Inc. for the purchase of Sixty-nine (69) 2015 Electric Golf Carts per price and specifications, One (1) Gasoline Utility Car per specifications, for purchase and delivery in 2015.

Staff also recommends a four year lease agreement with GPSI Visage GPS System for (69 carts) at \$3243.00/month.

**THOMAS G. HOFFMAN LTD., P.C.**

205 W. RANDOLPH STREET, SUITE 1645  
CHICAGO, ILLINOIS 60606

(312) 223-1135  
fax 312-223-113

Thomas G. Hoffman, President

Bryan E. Mraz  
-Of Counsel-

February 3, 2015

Mr. Greg Kuhs, Executive Director  
Mt. Prospect Park District  
1000 W. Central Road  
Mt. Prospect, Illinois 60056

Dear Greg,

This letter is for the purpose of reiterating the advice I gave to Brett Barcel on the phone last week concerning the proposed acquisition of 69 new Club Cars with certain GPS functionality. Brett wished to know if this must be competitively bid insofar as its cost is far in excess of the \$20,000 bid limit under Article 1 (c) of the Park District Code ("Code"). He also had indicated that consideration was being given to entering into a lease of such equipment at an interest rate of 3.9%.

After vetting the issue of what exactly it is that the park district desires to acquire, it became evident to me that GPS functionality of the type desired to be used on the Club Car of the model desired, is available only through one source, namely, Club Car. By virtue of that fact the proposed acquisition is "by its nature not adapted to award by competitive bid", notwithstanding that it does not clearly fall into one of the several categories of items which the statute expressly lists as examples of exempt-from-competitive-bidding. Certainly if the desired product is available from only one source then there is no other source that can compete against it in the marketplace. This is true even more so when it is considered that the item in question is available for acquisition from only one dealer due to Club Car's exclusive territorial distributorships, a fact that Brett Barcel brought to my attention.



Mr. Greg Kuhs, Executive Director  
Mt. Prospect Park District  
Page 2

When considering the possibility of acquisition of the Club Car and its associated GPS system via a financial equipment lease, it should be noted that 5 years is the maximum term permitted under such a lease under the Code. Further, the 3.9% interest rate which the Lessor has quoted seems excessive when it is considered that there is another means of purchase of the carts available under Article 8-15 of the Code (installment purchase) and under the Illinois Debt reform Act. The desire to make smaller periodic payments afforded by an equipment lease, as opposed to the outlay required by an outright purchase, can be satisfied in the context of utilizing the installment purchase provisions of the Code, in conjunction with the provisions of the Debt Reform Act which permit the issuance of Debt Certificates. Through that approach it seems that in today's market and with the park district's excellent financial rating significant savings in interest cost and a greater flexibility to finance for a longer period, if desired, than that available under an equipment lease, may be realized. I would strongly recommend looking into this possibility, which offers the Seller to be paid in full at Closing while at the same time offering an underwriter to buy the tax-exempt Debt Certificates and receive periodic payments of interest and principal. Brett Barcel has also informed me that such a purchase would not negate the possibility of acquiring all desired incidentals that would be offered in a lease, e.g. maintenance contract, etc.

It should be noted that while a purchase of the Club Cars with associated GPS functionality would result in title to the golf carts being vested upon purchase in the Park District, title to the GPS system would not transfer at the end of 5 years and the right of use of the GPS technology would end. This suggests that the GPS may not be acquired under a tax-exempt installment purchase but may, however, be so acquired under a taxable issue. That in turn suggests that one financing, part taxable and part tax-exempt, could be used to accomplish the purchase and the associated GPS license or its equivalent. Before proceeding further with this matter it may therefore be advisable to talk to Speer Financial and to get its thoughts regarding structure and feasibility.

Very truly,

Copy to: Mr. Brett Barcel



## PURCHASE PROPOSAL

NAME MT PROSPECT GOLF CLUBDATE February 4, 2015ADDRESS 600 SOUTH SEE GWUNCITY & STATE MT PROSPECT, IL 60056

DESCRIPTION	LIST PRICE	FLEET PRICE	QUANTITY	TOTAL
<b>BASE VEHICLE:</b> 2015 CLUB CAR PRECEDENT E2 ELECTRIC (STANDARD COLOR)		\$4,715.00	69	\$325,335.00
<b>OPTIONS &amp; ACCESSORIES:</b> Canopy Top Wheel Covers Fold Down Windshield Info Holder Battery Charger Single Point Watering System Divot Bottle Kits Set of Numbers Custom Name Plate Bag Covers				Included Included Included Included Included Included Included Included Included Included
<b>SUB-TOTAL</b>				\$325,335.00
<b>TRADES:</b> 2009 Club Car Precedent Electric with charger. *All Trades need to be complete and running with all chargers free form major damage and in proper working condition.		\$1,100.00	69	<\$75,900.00>
		8.25%	<b>SUB-TOTAL</b>	\$249,435.00
	\$160.00/Car		<b>SALES TAX</b>	Exempt
			<b>FREIGHT</b>	N/C
			<b>TOTAL</b>	\$249,435.00

Remarks:  
Net 30 DaysProposal Issued By CHAD ROTERT Date February 4, 2015

Proposal Accepted By \_\_\_\_\_

Date \_\_\_\_\_

Proposal Valid Thru April 30, 2015

NADLER GOLF CAR SALES, INC.  
2700 North Farmasouth Avenue Aurora Illinois 60502  
630.898.1616  
WWW.NADLERGOLF.COM



**PURCHASE PROPOSAL**

NAME MT PROSPECT GOLF CLUB

DATE February 4, 2015

ADDRESS 600 SOUTH SEE GWUN

CITY & STATE MT PROSPECT, IL 60056

DESCRIPTION	LIST PRICE	FLEET PRICE	QUANTITY	TOTAL
<b>BASE VEHICLE:</b> 2015 CLUB CAR CARRYALL 300 GASOLINE (GREEN BODY COLOR)		\$11,940.00	1	\$11,940.00
<b>OPTIONS &amp; ACCESSORIES:</b>				Included
Cargo Box				Included
Head Lights				Included
Driving Range Enclosure				Included
Ball Picker Mount Bracket Kit				Included
Heavy Duty Front Suspension				Included
Brush Guard				Included
Fuel Gauge/Hour Meter				Included
12 Volt Power Point				Included
<b>SUB-TOTAL</b>				\$11,940.00
<b>TRADES:</b>				
			<b>SUB-TOTAL</b>	\$11,940.00
		8.25%	<b>SALES TAX</b>	Exempt
		\$160.00/Car	<b>FREIGHT</b>	N/C
			<b>TOTAL</b>	\$11,940.00

Remarks:  
Net 30 Days

Proposal Issued By CHAD ROTERT 

Date February 4, 2015

Proposal Accepted By \_\_\_\_\_

Date \_\_\_\_\_

Proposal Valid Thru April 30, 2015





US007239965B2

(12) **United States Patent**  
**Wehren et al.**

(10) **Patent No.:** **US 7,239,965 B2**  
 (45) **Date of Patent:** **Jul. 3, 2007**

(54) **METHOD AND SYSTEM FOR GOLF CART CONTROL.**

(75) Inventors: **David J. Wehren, Austin, TX (US); Joseph M. Hill, III, Austin, TX (US); David J. Mullinix, Austin, TX (US)**

(73) Assignee: **Uplink Corporation, Austin, TX (US)**

(\* ) Notice: Subject to any disclaimer, the term of this patent is extended or adjusted under 35 U.S.C. 154(b) by 631 days.

(21) Appl. No.: **10/754,916**

(22) Filed: **Jan. 9, 2004**

(65) **Prior Publication Data**

US 2004/0260467 A1 Dec. 23, 2004

**Related U.S. Application Data**

(60) Provisional application No. 60/440,894, filed on Jan. 17, 2003.

(51) Int. Cl. **G01C 21/00 (2006.01)**

(52) U.S. Cl. **701/213; 701/208**

(58) **Field of Classification Search** 701/1, 701/23, 26, 201, 213; 342/357.01, 357.08  
 See application file for complete search history.

(56) **References Cited**

**U.S. PATENT DOCUMENTS**

6,456,938 B1 \* 9/2002 Barnaud ..... 701/213  
 6,470,242 B1 \* 10/2002 Radow et al ..... 701/1

6,525,690 B2 \* 2/2003 Radow et al ..... 342/357.13  
 6,691,032 B1 \* 2/2004 Irish et al ..... 701/213  
 2006/0052918 A1 3/2006 McLeod et al ..... 701/29

**OTHER PUBLICATIONS**

U.S. Appl. No. 60/365,339 entitled "Remote Diagnostic System for Electric Vehicles" naming Dr. George T. Hummert, Russell W. King, David Nadler, Paul W. McLeod and Norman R. Padgett as inventors, and filed on Mar. 18, 2002.

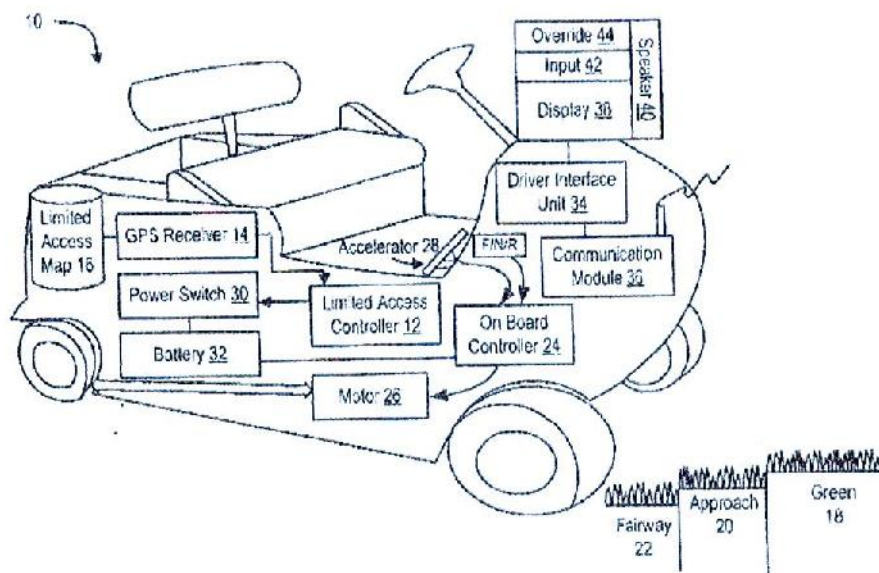
\* cited by examiner

*Primary Examiner:* Richard M. Conby  
 (74) *Attorney, Agent, or Firm:*—Hamilton & Terrile, LLP; Robert W. Holland

(57) **ABSTRACT**

Golf cart movements at a golf course are controlled by a limited access controller that compares a golf cart's GPS-determined position against a limited access map to restrict performance of inputs by the golf cart's driver to the golf cart's motor under predetermined conditions, such as if a golf cart enters or has a predetermined likelihood of entering a limited access area. The limited access controller inhibits motor responses, such as by preventing motor operation, limiting available motor speeds, or allowing motor operation only in a vector that removes the golf cart from the limited access area, such as operation in reverse. Golf carts of a golf course communicate with a base station that updates the limited access map by defining limited access area perimeters and allowable actions within a limited access area and that directly commands allowable motor operations. For example, golf carts are prohibited from entering green areas, are restricted to golf cart paths during cart-path-only periods, and are restricted to reduced speeds in driving hazard areas.

**33 Claims, 4 Drawing Sheets**



## APPROVAL ITEMS SUMMARY

### APRIL - 2015

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#### **A. Approve Equipment Rental Agreement with GPSi for the leasing of a mobile golf information system comprised of equipment with selected features described therein, and authorize the Executive Director to execute and deliver same**

Staff recommends approval of the lease of the GPS systems (Equipment Rental Agreement and information about the system is included in the board packet) which is designed to work with the new golf carts.

The GPS system would be leased and paid from Capital Funds.

#### **B. Approval of Proposal – RCG Landscape Architectural/Professional Design Services - Einstein Park Play Area Redevelopment**

##### **Background**

As you may recall, last month we were notified that our OSLAD grant (\$376,000 matching grant) for the renovation of Einstein Park had been suspended. The suspension of all grants by the Governor's office is affecting agencies across the state – several have projects already under construction which were counting on grant funds paying for a large portion of their expenses.

We could wait to see if the grant funds are eventually released (which could delay the project until 2016), or we could proceed to start the process of just replacing the playground with the goal of completing this in 2015 (NOTE: Prior to the park district applying for an OSLAD grant, the primary main aspect of improvement/replacement needed at Einstein Park is the playground).

With the uncertainty of if or when the grant funds may become available, staff recommends proceeding with the replacement of the playground in 2015. If, in the future, grant funds become available, then we could re-apply or potentially access the approved grant funds to complete the other improvements to this park which were included in our grant proposal.

A copy of a proposal from RCG to provide design services for the playground/play area is included in the packet.

**Suggested Motion:** To approve of the proposal as presented from RCG to provide Landscape Architectural/Professional Design Services for the redevelopment of Einstein Park Play Area.





# Equipment Rental Agreement

Issued Date: March 6, 2015

<b>Customer Information</b>		Course Name	
Full Legal Name ("Customer") Mount Prospect Park District		Mount Prospect Golf Course	
Equipment Location/ City/ County/ State/ Zip 600 South See-Gwon Avenue Mount Prospect, IL 60056		Type of Organization Municipality	
Billing Address/ City/ County/ State/ Zip (if different) 1000 W. Central Road Mount Prospect, IL 60056		Organization Jurisdiction Illinois	
Billing Contact Name Brett Barcell	Title Director of Golf	Billing Email: bbarcell@mpgp.org Phone: (847) 259-1200	Tax Identification Number
<b>Course Information</b>			
# Holes 18	Golf Car Make/Model/Year/Power/Motor Controller Club Car Precedent Excel	Installation Type Factory	
<b>Equipment</b>			Selected Options:
Quantity	Equipment Description	<input type="checkbox"/> Tournament Mgr. - <input checked="" type="checkbox"/> Video Flyovers <input type="checkbox"/> AdMan Pro <input type="checkbox"/> AdMan Event	
69	Visage Display units installed on golf cars	See attached Exhibit A for a detailed feature set description.	
<b>Term and Payments</b>			
Term (Months) 48	Payment: \$3,243.00	plus tax (USD) \$3,243.00	# Security Deposit 1
		Payment Months (X indicates payment month)	J F M A M J J A S O N D
			X X X X X X X X X X X X
<b>TERMS AND CONDITIONS</b>			
<ol style="list-style-type: none"> <li><b>System.</b> Customer shall rent a mobile golf information system comprised of the equipment listed above enabled with the selected feature set described on Exhibit A (the "System").</li> <li><b>Term.</b> The term of this Agreement (including any extensions hereto, the "Term") shall commence on the Effective Date and run for a term of forty-eight (48) months from the "Date of Completion" (as defined in Exhibit B attached hereto). The Term of this Agreement shall be extended at the conclusion of the initial Term for additional one-year Terms unless terminated by either party upon not less than 90 days written notice prior to the conclusion of the then current Term.</li> <li><b>Payments.</b> Customer shall make all Payments stated in this Agreement according to the payment terms above beginning on the Date of Completion. GPSL requires one Payment as a security deposit in advance with return of this signed Agreement. The security deposit will be applied at the end of the initial or any extension term, provided Customer has satisfied all payment and equipment return obligations. Customer shall enroll in the automatic payment plan to have all Payments made through electronic funds transfer ("EFT") for the Term. GPSL will draft the first month's Payment through EFT upon the Date of Completion. If Customer is restricted or otherwise declines to enroll in EFT, the first month's Payment is due in advance in addition to the security deposit. If the Date of Completion is between the 1<sup>st</sup> and 15<sup>th</sup> day of the month, all Payments will be due on the 15<sup>th</sup> day of each month. If the Date of Completion is between the 16<sup>th</sup> and the last day of the month, all Payments will be due on the 1<sup>st</sup> day of each month. All amounts payable under this Agreement are payable at GPSL's address below or at such other address as GPSL may specify in writing from time to time. Time is of the essence for all obligations arising hereunder.</li> <li><b>Taxes and Insurance.</b> Customer is required to provide and maintain insurance related to the System, and to pay any property, use and other taxes related to this Agreement or the System. (See sections 7 and 12.3 on the following pages). If Customer is tax-exempt, Customer agrees to provide satisfactory evidence of exemption.</li> <li><b>Installation.</b> GPSL shall deliver and install the System at Customer's location above based on the Installation Terms and Conditions, set forth in Exhibit B.</li> <li><b>Maintenance Service.</b> GPSL shall provide maintenance service based on the Service Terms and Conditions, set forth in Exhibit C, for a period beginning with the Date of Completion and ending at the conclusion of the Term.</li> </ol>			
SEE THE FOLLOWING PAGES FOR ADDITIONAL TERMS AND CONDITIONS			
<small>THIS AGREEMENT, EFFECTIVE AS OF THE DATE BELOW, IS BY AND BETWEEN GPSI AND CUSTOMER AND IS SUBJECT TO THE TERMS AND CONDITIONS PRINTED ON THIS AND THE FOLLOWING PAGES, WHICH PERTAIN TO THIS AGREEMENT AND WHICH CUSTOMER ACKNOWLEDGES HAVING READ. THIS AGREEMENT IS NON-BINDING UNTIL ACCEPTED BY GPSL. CUSTOMER CERTIFIES ALL ACTIONS REQUIRED TO AUTHORIZE THE EXECUTION OF THIS AGREEMENT, INCLUDING CUSTOMER'S AUTHORITY HAVE BEEN FULFILLED. ACCEPTANCE OF THIS AGREEMENT IS SUBJECT TO FINANCIAL QUALIFICATION AND CREDITWORTHINESS OF CUSTOMER. CUSTOMER SHALL PROVIDE A CREDIT APPLICATION AND FINANCIAL STATEMENTS AS REQUESTED BY GPSL. THIS AGREEMENT SHALL EXPIRE AND BE OF NO FORCE AND EFFECT IF NOT EXECUTED BY BOTH PARTIES WITHIN 30 DAYS AFTER THE ISSUED DATE ABOVE.</small>			
<b>GPSI Leasing II - Accord, LLC ("GPSL")</b> 1074 N. Orange Ave., Sarasota, Florida, 34236		<b>CUSTOMER</b> Mount Prospect Park District	
Authorized Signatory X		Authorized Signatory X	
Print Name and Title Effective Date		Print Name and Title Date	



**EXHIBIT A**

**Visage System Description**

Equipment	
Quantity	Equipment Description
69	Visage Display units installed on golf cars

The System will be enabled with the selected Features as described below.

Product	Description
<b>Visage</b>	<ul style="list-style-type: none"> <li>• Mapping, Full Course Graphics,</li> <li>• Graphical Hole Overview for all holes with associated distance information,</li> <li>• Wi-Fi Coverage of Cart-barn &amp; Staging Area,</li> <li>• Food &amp; Beverage Ordering,</li> <li>• Guardian SVC*,</li> <li>• Action Zone with Messaging,</li> <li>• Two-way Messaging,</li> <li>• On-car Scorecard,</li> <li>• Car Positioning,</li> <li>• Pace of Play,</li> <li>• Blind Shot Warning,</li> <li>• Tee Shot Distances,</li> <li>• Pin Placement Manager,</li> <li>• Marshall Car Features,</li> <li>• AdMan</li> </ul> <p>* Only Available on Club Car Precedent Excel model vehicles</p>
<b>Selected Options:</b>	<p><input type="checkbox"/> Tournament Manager: --</p> <p><input checked="" type="checkbox"/> Video Flyovers</p> <p><input type="checkbox"/> AdMan Pro</p> <p><input type="checkbox"/> AdMan Event</p> <p>(<input checked="" type="checkbox"/> Indicates selected)</p>





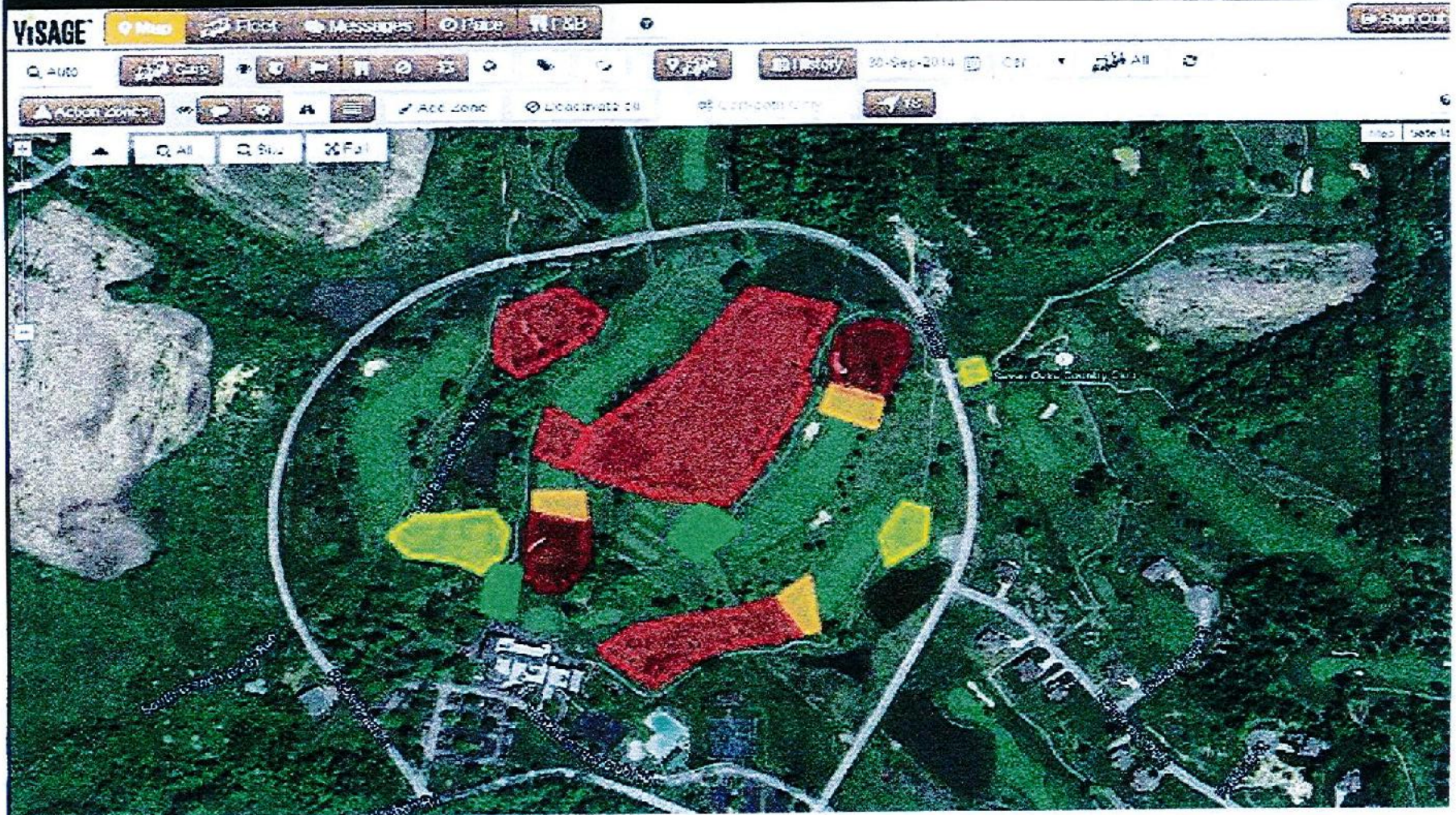
## Golfer Experience

- Real-time Yardage with Distance to the Pin and Hazards
- Touch for Distance Yardage
- 3D Visual Hole Layout
- Displays Golfer Drive Distance from Tee



## Car Control features on all Club Car Precedent Electric Golf Cars

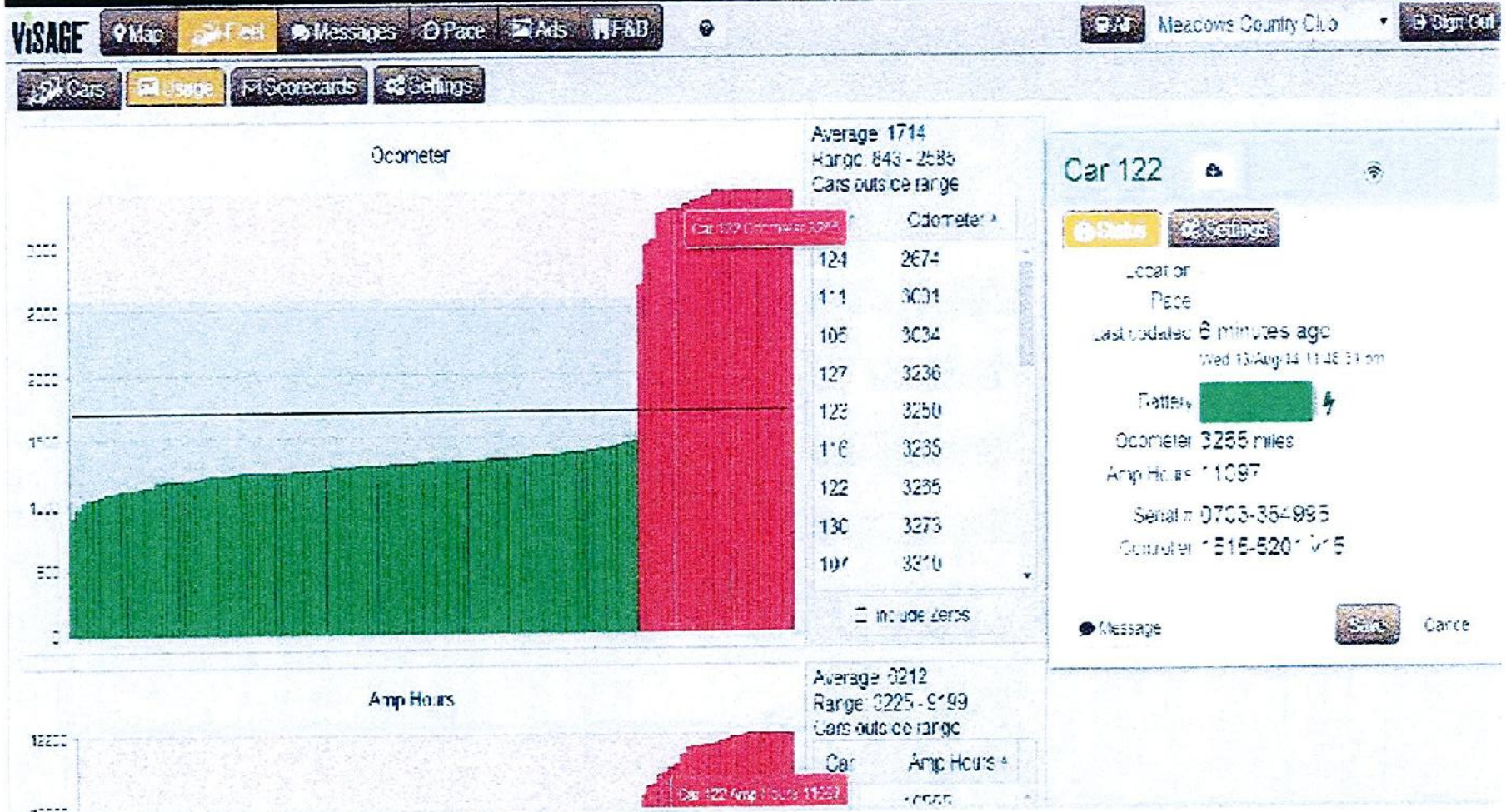
- Fleet Lockdown (scheduled lock and unlock)
- Action Zone and Message Setup
- Action Zone Speeds - 10 mph, 7 mph, 2 mph, Stop & Reverse & Complete Stop
- Car Path Only Settings





## Fleet Management included with VISAGE on all Precedent Golf Cars

- Fleet Information - Odometer readings, Amp Hours & Update Status
- Specific Car Information - Charge Status
- Report on usage to improve Vehicle Rotation
- Information Available from any Computer , iPad and Table Connected to the Internet







March 30, 2015

Jim Jarog - Director of Parks & Planning  
Mount Prospect Park District  
1000 W Central Road  
Mount Prospect, IL 60056

Re: Landscape Architectural/Professional Design Services  
Einstein Park Play Area Redevelopment

Dear Jim:

This is a proposal is for a variety of design services for the Einstein Park Play Area Redevelopment. RGC Design appreciates the opportunity to submit this proposal for landscape architectural / professional design services for the Einstein Park Play Area.

This proposal is divided into three sections:

(1) General Background, (2) Scope of Services, and (3) Procedure, Time and Fees

#### **SECTION ONE – GENERAL BACKGROUND**

The Mount Prospect Park District has been notified they have received an OSLAD grant for Einstein Park. This grant is on hold. The Mount Prospect Park District wishes to proceed with the development of the play area but allow the remaining work to be completed should the grant funds be released. The work as included in the OSLAD Grant Submittal dated 6.20.2014.

Einstein Park is located on the South side of the Park District in the City of Des Plaines. This is a 6 acre park that was last developed in the mid 90's. This work shall include demolition of the existing play area, construction of an Einstein themed play area, surface, drainage, and seating. Public input will be requested throughout the process. Additionally a tree survey and tree planting plan will be included. The total construction work is estimated to be about \$205,000

This proposal is written to be lump sum. This proposal shall include all design services required (unless otherwise specified) to complete the project.

**RGC Design**  
14823 Meadow Lane  
Plainfield, IL 60544

info@rgcdesign.com  
Phone: 815/556-9233



## SECTION TWO: SCOPE OF SERVICES

### 1 Base Information & Site Layout (\$170)

- 1.1 We understand a site survey has been contracted for by the MPPD. RGC Design shall use this base information once it is available. **(\$170)**

### 2 Design Development (\$3,875)

- 2.1 **Play Area** - RGC Design Team will produce two (2) design concepts, based on Park District staff guidance and working with LSI, for their review and previous public comment. These designs will show proposed playground spatial layout and what is possible. These concepts will be created in black and white with quick color for clarity and will be used for cost estimates, but will not be suitable for construction. There may be some back and forth with comments and revisions. **(\$2,100)**
- 2.2 **Play Area** – RGC Design Team shall lead a public meeting to discuss the Playground design concepts. **(\$425)**
- 2.3 **DESIGN DEVELOPMENT COST ESTIMATE:** Conceptual cost estimates will be created for each concept. These will include all components of the play area including curb, surfacing, play equipment and labor. These estimates will also include a break out of possible ADA projects. **(\$150)**
- 2.4 **Final Concept Design Development** – RGC shall prepare a final design, this will be the document that the construction drawings and specifications will be based on. This document will guide us through the process. This will be rendered for presentation and Park District use, and shall describe all materials used in the development. **(\$1,200)**

### 3 Permit and Construction Documents (\$3,200)

- 3.1 RGC Design Team shall meet with the City of Des Plaines to discuss permit requirements. **(\$200)**
- 3.2 RGC Design Team will prepare and coordinate permit documents for Einstein Park including: **(\$800)**
- 3.2.1.1 City of Des Plaines (Engineering, Zoning, Building). The SWPPP and MWRD drawings should not be required. Total new work area shall be less than 21,500 sf
- 3.3 RGC Design Team shall prepare documents for permit approval. These documents shall be dimensioned construction drawings and be prepared for the dual purpose of permit approval, bidding and construction. **(\$2,200)**
- 3.4 RGC Design Team may bill special drawings or exhibits required by permitting agencies as extra services at the rate stated below. This proposal does not include hydraulic





modeling, or extensive storm water modifications. (hourly as required)

#### **4 Construction Details and Bid Documents (\$5,350)**

- 4.1 RGC Design Team will prepare bid documents for Einstein Park including playground, surfacing, walls, flat work and curbs, drainage and asphalt all as indicated on the concept plan. This will include plan drawings, specifications, details and contractor/owner contract (front end) documents. RGC Design will prepare all documents required for one (1) bidding process (up to \$205,000 construction budget). **(\$4,100)** Note: plans to be prepared for to allow for the future grant
- 4.2 RGC Design shall prepare a final cost estimate including estimate of SRA reimbursement. **(\$150)**
- 4.3 RGC Design will administer one (1) bid process; to include: written addenda if necessary, pre-bid meeting, bid tabulation, contacting bid references, and a letter of bidder recommendation. **(\$1,100)**

#### **5 Construction Observation / Construction Administration (\$2,300)**

- 5.1 RGC Design will attend pre-construction and construction meetings, and observe construction in progress. RGC Design will develop site observation reports within 48 hours of the meetings. RGC Design will observe ongoing construction and review compliance with contract documents and specifications. RGC Design Team shall attend one (1) Preconstruction meeting, (4) site visit meetings and one (1) punchlist and closeout meeting for a total of six (6) site meetings. **(\$1,200; plus \$200 each if additional meetings are required)**
- 5.2 RGC Design will review product submittals for compliance with contract documents and submittals. RGC Design will review pay requests, RFI's, and Contract Change requests. RGC Design will be available via phone and email consultation with the client, contractor, suppliers and vendors. **(\$1,100)**

#### **6 Tree Replacement Plan (\$1,150)**

- 6.1 RGC Design shall review all existing trees on site and record their type and condition in a spreadsheet and in AutoCAD on a plan. **(\$500)**
- 6.2 RGC Design shall recommend tree replacement species and location on a plan **(\$650)**



### SECTION THREE – PROCEDURE, TIME AND FEES

- A. **Procedure and Time Schedule:** RGC Design understands that this contract work scope must be completed by the end of the fall of 2015.
- B. **Fees:** RGC Design will provide the services as described above in the Scope of Services for the prices noted, which as described are “not to exceed” figures. Any or all of the portions of the proposal above may be deleted, changed or removed prior to contract execution.

Hourly Rate shall be \$85 and may be applied for items beyond the scope listed in this document.

1. **Invoices:** Fees for professional services and expenses for work will be billed in accordance with the Local Government Prompt Payment Act and are payable to:  
*RGC Design, 14823 Meadow Lane, Plainfield, Illinois 60544*
2. **Revisions and Additional Services:** The time required for changes to plans and exhibits due to Park District requests and outside of the scope of services will be billed to the Park District as extra services at RGC Design’s hourly rate or as negotiated.





### ***Responsibility of the Client***

Warning signs and other notices of danger or disclaimers of liability are not the responsibility of the Consultant. Facility and site maintenance and repair are the responsibility of the Client. It is the Client's responsibility to inspect facilities for damage, excessive wear, hazardous conditions and other conditions which may render the facility dangerous or unfit for use, and to take proper measures to prohibit use of the facility should such a condition exist. It is the Client's responsibility to provide soil borings and soil testing, if necessary, prior to completion of design development. It is the responsibility of the Client to ensure that an environmental assessment of the subject site has been performed and that there are no potentially uninhibited environmental constraints on the property. It is the responsibility of the Client to provide or contract for all studies and/or assessments related to soils, hydrology and wetlands delineation and/or mitigation. It is also the Client's responsibility to designate a representative to serve as RGC Design's prime contact.

### ***RGC Design Statement***

RGC Design will not and does not supervise construction activities. Change orders are an expected, accepted and recognized practice used to conduct business on construction projects. RGC Design is not responsible for Contractor mistakes, negligence, timelines or performance. RGC Design is not responsible for the construction or maintenance of any facility it designs.

RGC Design (or Consultant) shall not be responsible for the Contractor's or a Subcontractor's schedule or failure to carry out the Work in accordance with the Contract Documents. The Consultant shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, their agents or employees or other persons performing portions of the Work. The Owner will sign a written agreement with the Contractor for construction services. RGC Design is not a party to that contract and serves only in an advisory capacity to the Client during the construction phase.

The Consultant shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s) or the safety precautions and programs incident of the work of Contractor(s). The Consultant shall report to the Client's representative on the progress of the work, and may recommend to the Client's representative approval or rejection of work failing to conform to the Contract Documents. Fees for multiple bids, excessive changes, multiple phases and other work performed by RGC Design or its sub-consultants may cause fees to be billed for extra services. RGC Design does not guarantee that the current budget is sufficient to fully accomplish the program for the site. The Owner is responsible for all underground conditions including soils, contamination, utilities not located and changes to the project should underground conditions impact the project. RGC Design will retain documents related to this project for two years following construction completion. The proposal remains valid for sixty (60) days only. Changes in direction following initiation of design development may be cause for additional services.

### ***Estimate of Probable Cost***

Evaluations of the Client's project budget and Statements of Probable Construction Cost prepared by the Consultant represent the Consultant's best judgment as a design professional familiar with the construction industry. It is recognized, however, that neither the Consultant nor the Client has control over the cost of labor, materials, and equipment; over the Contractor's methods of determining bid process, or over competitive bidding,



marketing or negotiating conditions. Accordingly, the Consultant cannot and does not warrant or represent that bids or negotiated prices will not vary from the project budget proposed, established or approved by the Client, if any; or from any Statement of Probable Construction Cost or other estimate or evaluation prepared by the Consultant.

#### **Useful Life**

The useful life of the facility is a function of many factors including quality of workmanship, weather, maintenance practices, use patterns, and intensity of use. The useful life of the facility and the elements within it is indeterminate. The Client should expect to replace and repair worn and damaged elements within the facility prior to the expiration of the useful life of the facility.

#### **Dismissal**

RGC Design may be dismissed for any reason at any time during the contract period. The Client will be obligated to pay RGC Design for work including expenses through the month in which RGC Design was dismissed. For example, if RGC Design was dismissed in month two, then the Client is obligated to pay the invoice for the month in which RGC Design was dismissed.

#### **Non Discrimination**

The Consultant agrees not to discriminate by reason of age, race, religion, color, sex, national origin, ancestry, marital status, physical or mental handicap, unfavorable discharge from military service, or handicap unrelated to the duties of a position of applicants for employment or employees as to terms of employment, promotion, demotion or transfer, recruitment, layoff and termination, compensation, selection for training, or participation in recreational and educational activities.

#### **Right to Use Graphics**

All drawings, models and design documents shall be the property of the Mount Prospect Park District upon completion of the project. RGC Design maintains the right to use all graphics in press releases, articles, publications, and promotional and collateral material.





**PROJECT AGREEMENT**

RGC Design appreciates the opportunity to submit this proposal for landscape architectural design services. Ben Kutscheid will be the main point of contact and is available at 847/217-5076 or [Ben@RGCDesign.com](mailto:Ben@RGCDesign.com). Bob Collins is always available and can answer any questions as needed at 630/306-4844 or [Bob@RGCDesign.com](mailto:Bob@RGCDesign.com). Following your review of this proposal, we would be pleased to answer any questions and/or modify this proposal to meet your specific needs. If this proposal is acceptable, please fill in & sign below and return a copy to us.

**TOTAL FOR SERVICES DESCRIBED:**

**\$16,045 + any additional hourly work & Expenses**

(Total noted above is an "hourly not to exceed" figure for the defined scope of services.)

RGC Design

Mount Prospect Park District

By: \_\_\_\_\_  
Robert Collins, ASLA, RLA  
President  
[Bob@RGCDesign.com](mailto:Bob@RGCDesign.com)

By: \_\_\_\_\_  
Representative

Date: March 30, 2015

Date: \_\_\_\_\_