



## **Regular Board Meeting Schedule - 2017**

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Mt. Prospect Park District Regular Board Meetings are scheduled on Wednesdays and will be held at Central Community Center, 1000 W. Central Road, Mount Prospect, Illinois at 7:00p.m.

**JANUARY 18, 2017**  
(3<sup>rd</sup> Wed.)

**JULY 26, 2017**

**FEBRUARY 15, 2017**  
(3<sup>rd</sup> Wed.)

**AUGUST 23, 2017**

**MARCH 22, 2017**

**SEPTEMBER 27, 2017**

**APRIL 26, 2017**

**OCTOBER 25, 2017**

**MAY 24, 2017**

**NOVEMBER 15, 2017**  
(3<sup>rd</sup> Wed.)

**JUNE 28, 2017**

**DECEMBER 20, 2017**  
(3<sup>rd</sup> Wed.)

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## **REGULAR BOARD MEETING**

August 23, 2017

### **AGENDA**

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**VIII. PARKS FOUNDATION**

**IX. EXECUTIVE REPORT**



1000 W. CENTRAL ROAD  
MOUNT PROSPECT, ILLINOIS 60056  
**REGULAR BOARD MEETING**

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**REGULAR BOARD MEETING**

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

FROM: STEVE KURKA, PRESIDENT

DATE: AUGUST 19, 2017

RE: REGULAR PARK BOARD MEETING  
AUGUST 23, 2017 - 7:00 P.M.  
CENTRAL COMMUNITY CENTER  
1000 W. CENTRAL, MOUNT PROSPECT, IL

**A G E N D A**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO AGENDA

APPROVAL OF AGENDA

APPROVAL OF MINUTES: REGULAR BOARD MEETING: JULY 26, 2017

PUBLIC COMMENT

**PUBLIC HEARING**

- Bond Issue Notification Act – Public Hearing concerning the intent of the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois to sell not to exceed \$2,850,000 General Obligation Limited Tax Park Bonds

**NEW BUSINESS**

- A. Future Bond Sale Options – Speer Financial • (Discussion)
- B. Scheduling of Special Board Meetings
  - Wednesday, October 25 @ 6pm - Capital Projects/Improvements review & discussion
  - Wednesday, November 15 @ 6pm - First draft budget presentation/review
- C. Strategic Plan Process & Timeline



1000 W. CENTRAL ROAD  
MOUNT PROSPECT, ILLINOIS 60056

## **REGULAR BOARD MEETING**

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### APPROVAL ITEMS

- A. Community Attitude & Opinion Survey
- B. RecPlex Janitorial Bid
- C. River Trails & Prospect Heights Partnership Agreement

### ADOPTION ITEMS

- A. Resolution No.743 • Resolution Ratifying the Assessment for Calendar Year 2018 as Recommended by the Board of Trustees of the Northwest Special Recreation Association

### UNFINISHED BUSINESS

- A. Einstein Park Update
- B. Kopp Park Update

### FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE:      JULY 2017

### PARKS FOUNDATION

### EXECUTIVE REPORT

### PUBLIC COMMENT

### COMMENTS/MATTERS FROM COMMISSIONERS

### CLOSED SESSION

SECTION 2(c)(1): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

### ADJOURNMENT



Unapproved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, July 26, 2017 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioners were present:

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

Administrative Staff:

Dan Malartsik, Executive Director  
Brett Barcel, Director of Golf Operations  
Jim Jarog, Director of Parks & Planning  
Brian Taylor, Director of Recreation  
Ruth Yueill, Director of Community Relations & Marketing  
Teri Wirkus, Executive Professional Compliance Manager  
Jason Hickman, Athletic Program Manager

Professionals:

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

Visitors:

Louis Goodman

**CHANGES OR ADDITIONS TO AGENDA**

None

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Commissioner Massie motioned to approve the minutes from the Regular Board Meeting on June 28, 2017; seconded by Commissioner Starr.

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

Motion passed.

### **Public Comment**

None

### **ADOPTION ITEMS**

None

### **APPROVAL ITEMS**

#### **A. Community Attitude & Opinion Survey**

Director Yueill presented a summary and background of the Community Interest and Opinion Survey RFP that was issued on March 17, 2017. She explained the survey would identify community needs for recreation and measure resident satisfaction with Park district facilities, programs and services. Initial goals for this scope of work will be to gather statistical data from the community. Staff reviewed the goals and believes the goals are comprehensive, reasonable and attainable through the survey process. The last community survey for the district was in 2005. She explained the revised scope of service is sufficient based on community size and how we intend to utilize the survey results. The survey serves as the foundational component in the District's Strategic Plan process. The strategic plan clarifies our identity, purpose and future direction as an organization to the board, leadership team, staff and community. Director Yueill, on behalf of staff, recommended the board move to approve the Community Attitude & Opinion Survey with aQity Research & Insights, Inc. in the amount of \$24,460.

#### Discussion:

The Board had questions about the revised scope of services and how the focus groups would be formed, if the survey would hit the pulse of the community with only 3,000 random people from the community surveyed; if the district would be able to do the survey internally. Executive Director Malartsik & Director Yueill explained aQity felt the 3,000 surveyed was adequate for the district's community size; the questions asked in the survey would be the direction of staff and the Board; the focus groups would be important to hear feedback from the community; the district would publicize information so the community could contribute online. The general consensus from the Board was to ask additional park districts the pros & cons of the survey; and ask specific questions directly to aQity. The recommendation was to table the approval until the next meeting; the Board concurred.

#### Public Comment:

Mr. Goodman requested to have input into the survey; asked if we would consider placing the survey into the newspaper or have a stack of surveys at RecPlex, Central etc. President Kurka explained that would be a great way to get information but the survey needs to have statistical results.

### **UNFINISHED BUSINESS**

Director Jarog presented a summary and background:

- A. Einstein Park Update-
  - Required contract documents, bonds and insurance have been received.
  - Construction permit has been approved by the City of Des Plaines.
  - MWRD has completed their first review of the submitted construction documents. Once resubmitted MWRD should be able to complete the review in five business days.
  - The dugout shelters will be installed at the end of the project-possibly in October.
- B. Kopp Park Update-
  - Required contract documents, bonds and insurance have been received.
  - E. Hoffman, Inc. has paid the licensing and permit fee to the Village to secure the Village building permit.
  - Com Ed final approval still pending for the work relating to the Redwood Playground removal and the connecting path.

### **NEW BUSINESS**

- A. Baseball/Softball Staff Report presented by Jason Hickman-Athletic Program Manager.
  - Challenging raining spring and early summer.
  - Great year for overall participation in just every age level compared to the previous year.
  - Position of strong numbers and community supports the programs.
  - Staff will be hosting end of season meetings with coaches and other key volunteers to discuss the strengths and opportunities to improve to receive important feedback. Discussion items: Season start & end dates; scheduling/rescheduling procedures; uniforms; any interest in tournaments/all-star team(s); field improvements (bullpens etc.); umpire assigning; sponsorships and alternate revenues; partnership opportunities(Mavericks) and work with Stallions.

The Board thanked Jason for an in depth athletic report.

### **Financial Advisor's Report**

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

### **RATIFICATION OF ACCOUNTS PAYABLE**

Commissioner Murphy motioned to ratify June Accounts Payable checks and EFT's in the amount of \$712,402.95 as listed on the Check Registers; 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 Klicka			X
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed.

**RATIFICATION OF PAYROLL**

Commissioner Murphy motioned to ratify June Payroll checks and Direct Deposits in the amount of \$649,182.12 as listed in this report; 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 Klicka			X
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed.

**Parks Foundation**

Ruth Yueill, Executive Director of the Parks Foundation stated:

The Parks Foundation will be part of the National Night Out with the Mount Prospect Police Department on Tuesday, August 1<sup>st</sup> from 5:30 to 8:30 at Veterans Memorial Bandshell. We encourage everyone to join in the festivities.

**Executive Report**

Executive Director Dan Malartsik reviewed the following highlights:

**BINA Hearing-Rollover Bonds:**

- Bond Issuance Notification Act Hearing (BINA Hearing) will be held at the August 23<sup>rd</sup> Board meeting as well as an overview of information about our annual roll-over bond sale. A representative from Speer Financial will be attending the August meeting to review the rollover bond sale information for 2017 and an overview of our long-term debt.

**Financial Update:**

- Park District staff is developing new budgeting tools for all areas for the 2018 budgeting process. New tools include a 5-year capital planning spreadsheet, electronic budgeting tools to identify all expenditure within all line items, program cost recovery spreadsheets, program expense/revenue reporting, and budget guidelines.

**Board Reporting:**

- Staff is developing a new Executive Director reporting template for future board packets. The new reporting tool will track program enrollment and trends from year to year, with bullet points of news and events.

**Veterans Memorial Bandshell (VMB):**

- Last month staff reported vandalism at the VMB. Since then, the district has worked with the Mt. Prospect Police Department to increased patrol; maintenance department installed high powered LED motion sensor lights. We have not had an incident since.

**Friendship Park Conservatory:**

- Park District staff continues to work on the 2018 business plan that will be presented to the board at the November or December Board Meeting.

**Area Flooding:**

- There has been a lot of flooding throughout the Chicagoland area in the month of July. The Park District has not had any major damage. The golf course did extremely well with drainage and the course was open immediately following the five plus inch of rain.

**Fall Brochure:**

- Will be delivered to residents the week of August 7<sup>th</sup>.

**Social Media:**

- The District had a Facebook Post Reach of 10,975 for the month of July, which is a 43% increase from June.

**Public Comment**

None

**MATTERS FROM COMMISSIONERS**

Discussion: Commissioner Tenuta remarked that it is great that staff is working on a 2018 business plan but feels since FPC rentals is a generating revenue facility and our prices are less expensive than the surrounding areas for weddings, funerals, baby showers and meetings that the timeline for increasing fees and presenting to the Board should be sooner than November or December.

Commissioner Doherty expressed praises on the new signage at Big Surf and how great it looks; Director Yueill explained the design for the exterior of the building is cut from metal and covered with a seal coated material. Congratulations to the facilities management team and the marketing team on a great

7-26-17  
Unapproved Minutes

job. Commissioner Doherty told Director Jarog that he likes the new format informing the Board with updates on the progress of current projects.

Commissioner Starr inquired if the District would have a grand re-opening of Clearwater Park. Both Executive Director Malartsik and Director Yueill stated that early September would not be a problem.

Commissioner Tenuta appreciated receiving the copy of the email from the pool patron expressing the wonderful job the pool staff, Sarah Thompson and Tiffany Barson are doing; she would also like to receive copy(s) of the response(s) given to patrons.

Commissioner Doherty welcomed Jason Hickman to the Park District; congratulated Jason on a great presentation.

Commissioner Tenuta remarked about the new signage at Lonquist Blvd. and wanted to mention that the lighting at the crossing is awful and motorists can't see if anyone is standing waiting to cross.

### **Public Comment**

None

### **Adjournment to Closed Session**

Commissioner Massie motioned to adjourn to closed session at 8:45 p.m. for Section 2c(21): Discussion of Minutes of Meetings Lawfully Closed Under this Act, whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes as Mandated by Section 2.06 ; seconded by Commissioner Tenuta.

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

Motion passed.

Open session was reconvened at 9:04 p.m.

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

#### **Approval of Minutes, Reviewed in Closed Session**

Per the discussion in closed session, Commissioner Starr moved to approve the content of following Closed Session Minutes as revised:

7-26-17  
Unapproved Minutes

January 18, 2017	Section 2c(21) & 2c(1):	Review of Closed Session Minutes & Personnel
February 15, 2017	Section 2c(1):	Personnel
March 2, 2017	Section 2c(1):	Personnel
March 11, 2017	Section 2c(1):	Personnel
March 22, 2017	Section 2c(1):	Personnel
April 5, 2017	Section 2c(1):	Personnel
April 26, 2017	Section 2c(1):	Personnel
June 28, 2017	Section 2c(11):	Litigation

Seconded by Commissioner Murphy.

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

Motion passed.

#### **Approval for Release of Closed Session Minutes**

Commissioner Murphy moved I move that it hereby be determined and hereby be reported to the public that the Closed Session minutes of:

December 18, 2013	Section 2c(11) & 2c(1):	Litigation & Personnel
January 18, 2017	Section 2c(21):	Review of Closed Session Minutes
February 15, 2017	Section 2c(11):	Litigation

No longer require confidential treatment and are available for public inspection and that as to all other closed session minutes or portions thereof not yet released for public inspection, the need for confidentiality still exists in order to protect the privacy of an individual and/or the public interest.

Seconded by Commissioner Starr.

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

Motion passed.

**ADJOURNMENT**

Commissioner Murphy motioned to adjourn to closed session at 9:07 p.m seconded by Commissioner Doherty.





# MEMORANDUM

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To: Board of Park Commissioners

From: Dan Malartsik, Executive Director

Date: August 23, 2017

Re: **FUTURE BOND SALE OPTIONS - DISCUSSION**

**SUMMARY & BACKGROUND:**

A representative from Speer Financial will be attending the August meeting to review the rollover bond sale information for 2017 and provide an overview of our long-term debt.

**DOCUMENTS ATTACHED:**

- 1) Speer Financial Memo & Bond Issuance Information

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**MOUNT PROSPECT PARK DISTRICT**  
 Cook County, Illinois

General Obligation Limited Tax Park Bonds, Series 2017A  
 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2017B

**Preliminary Timetable**  
 (August 3, 2017)

<u>Task</u>	<u>Party Responsible</u>	<u>Date</u>
Distribute Draft of BINA Hearing Notice	Bond Counsel	August 10
District Publishes Notice of BINA Hearing	District	August 14
Distribute Draft Official Statement	Speer	August 16
Comments Received on Official Statement	All Parties	August 23
BINA Hearing	District	August 23
Distribute Materials to Rating Agency	Speer	August 24
Conference Call with Rating Agency	District and Speer	Week of August 28 or September 4
Distribute Draft Bond Ordinance	Bond Counsel	Week of September 4
Print Official Statement	Speer	September 13
Solicitation of Bidders and Syndicates	Speer	September 14 - September 26
Receive Rating	Speer	September 25
Bond Sale of 2017As	All Parties	September 27
Closing of 2017As	All Parties	October 12
Bond Sale of 2017Bs	All Parties	October 25
Closing of 2017Bs	All Parties	November 14

KEVIN  
McCANNA  
*Chairman*

DANIEL  
FORBES  
*President*

DAVID  
PHILLIPS  
*Executive VP*

RAPHALIATA  
McKENZIE  
*Senior VP*

MAGGIE  
BURGER  
*Senior VP*

ANTHONY  
MICELI  
*Senior VP*

LARRY  
BURGER  
*Vice President*

MARK  
JERETINA  
*Vice President*

July 18, 2017

Mr. Dan Malartsik  
Executive Director  
Mt. Prospect Park District  
1000 W. Central Road  
Mt. Prospect, IL 60056

**RE: G.O. Limited Tax Park Bonds, Series 2017**

Dear Dan:

**Background**

The District is again approaching the annual issuance of the non-referendum G.O. (Limited Tax) Park Bond.

This letter and the attached appendices review the issue and the financial model.

**1. Timing/BINA**

Attached as **Appendix A1**, is a brief review of the requirement to hold a public hearing under the Bond Issue Notification Act (BINA) applicable to all non-home rule issuers.

We recommend that the District BINA for \$2,850,000 to cover the limited bonds anticipated to be issued in 2017 (**Appendix A2**). The BINA Authorization and Utilization Table provides clarity on the bonds anticipated to be issued by the District covered by the proceedings.

In conversations recently, the implementation schedule therefore looks as follows:

Action Date	Type of Meeting	Party Responsible	Task
By 8/16	N/A	Staff	Publish BINA Notice
8/23	Regular	Park Board	Hold BINA public hearing
9/27	N/A	Speer	Competitive sale
9/27	Regular	Park Board	Ordinance Adoption

**2. Debt Service Extension Base (DSEB)**

The District's original DSEB was created in 1995 when the Tax Cap was established in Cook County. The 1994 non-referendum G.O. levy of the Bond & Interest Fund of \$2,648,128.75 was identified as the ceiling for future non-referendum general obligation debt which had not changed since it was established. Legislation has been adopted beginning with the 2009 levy to now add the prior year consumer price index to the original DSEB. The CPI for 2016 was 2.10%, making the 2017 DSEB \$3,044,735.87, an increase of \$396,607.11 from the original base. (**Appendix B1**).

July 18, 2017

**3. Sizing/Structuring**

The District will issue an estimated \$2,850,000 of non-referendum Limited Tax General Obligation (G.O.) bonds retired over three (3) years and fill the 2017 DSEB (**Appendix B2**) and spill over into the 2018-2019 levies.

As the District issues multiple year limited tax park bonds, the outstanding levies of the bonds issued in 2014, 2015, and 2016 need to be considered in the shaping of the 2017 issue. In addition, the size and shape of issues in and beyond 2018 need to be considered in the model. **Appendix B3** summarizes those issues and levies matching to the DSEB, the prior obligations and the annual \$1,000,000 capital requirements.

**4. Allocation of Proceeds/Costs of Issuance**

Attached as **Appendix C1**, is a preliminary Allocation of Proceeds/Costs of Issuance Summary. This identifies the service providers, the services and the anticipated issuance costs of \$51,225. This gets fine-tuned during the next few weeks. This also summarizes the long term debt due November 1, 2017 and May 1, 2018 of \$1,789,241.26 and the net capital project revenues estimated to be \$1,009,533.74.

The individual debt service schedules of the existing long term debt are attached.

<u>Appendix</u>	<u>Year</u>	<u>Security</u>	<u>Retires</u>
<b>C2</b>	2007	Debt Certificates	2017
<b>C3</b>	2009A	Alternate Bonds	2023
<b>C4</b>	2011B	Alternate Bonds	2025
<b>C5</b>	2014A	Alternate Bonds	2034
<b>C6</b>	2014B	Debt Certificates	2027

**5. Method of Sale**

The District sells your debt via a competitive sale process to permit the most aggressive pricing possible. Competition as highly rated short term debt is a very attractive opportunity for bidders and their investors.

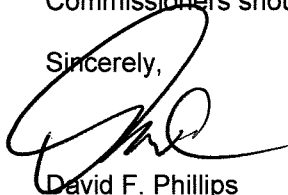
**6. Overview**

**Appendix D**, follows, which is the 2017 Preliminary Financing Plan Overview. This table provides some downstream perspective for the size of the annual G.O. sale (column B); the level of obligations for long term debt (column H), as well as for the estimated level of annual capital projects (column I) targeting a net of \$1,000,000 for annual capital.

**Close**

I would be available to meet with you and Lee at your convenience and to meet with the Board of Park Commissioners should that be helpful to review the model.

Sincerely,



David F. Phillips  
Executive Vice President

DFP/hgs

- cc: Tom Hoffman, Esq. Local Counsel
- Anjali Vij, Esq. Bond Counsel
- Sharone Levy, Esq. Bond Counsel
- Lee Howard, Finance Consultant



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## APPENDIX A1

### ILLINOIS BOND ISSUE NOTIFICATION ACT

The Bond Issue Notification Act (BINA) took effect on January 1, 1997 and was amended by Public Act 91-595, which took effect on August 14, 1999. BINA requires issuers of non-referendum or back-door referendum general obligation limited or unlimited tax bonds issued for purposes other than refunding to hold a public hearing. A notice of the public hearing is to be published in a newspaper of general circulation within the boundary of the issuer not less than 7 nor more than 30 days before the date of the hearing. The notice must also be given by posting at least 48 hours before the hearing a copy of the notice at the principal office of the governing body or, if a principal office does not exist, then at the building in which the hearing is to be held. The notice, which shall appear above the name of the clerk or the secretary, must follow a particular format.

At the public hearing, the reason (s) for the proposed bond issue shall be explained and the public must be the opportunity to provide verbal and/or written testimony. The bond issue cannot be sold for a period of seven days after the public hearing is adjourned.

BINA does not apply to refundings, special service area bonds or to improvements or restoration caused by any casualty accident or emergency. BINA special service area bonds does not apply to issuers utilizing installment certificates, leases or revenue bonds.

Governmental units considering the issue of bonds should anticipate the BINA running parallel to any back-door petition period and being concluded without the need to call special meetings for the elected officials.

The principal revisions to the Act in 1999:

- Enable the presiding officer of the elected board to set the date, time and place of the Public Hearing (verses requiring Board adoption of a resolution).
- The posting requirement was added
- Now extends publication to not more than 30 days (previously 21) before the hearing

Bond counsel have determined that BINA proceedings (publication and public hearing) may cover multiple series of bonds as long as the bonds are issued within 3 years of the hearing date.

## MT. PROSPECT PARK DISTRICT Bond Issue Notification Act (BINA) Authorization and Utilization Table

CY	Date of Public Hearing	Status	Ltd GO Amount		Issue Status	Remaining Capacity	Expires
			BINAed	Issue Size			
2011		Final	\$2,500,000	\$2,500,000	Confirmed	\$0	2014
2012	8/22/2012	Final	\$2,500,000	\$2,500,000	Confirmed	\$0	2015
2013	8/28/2013	Final	\$2,700,000	\$2,700,000	Confirmed	\$0	2016
2014	9/24/2014	Final	\$2,850,000	\$2,815,000	Confirmed	\$35,000	2017
2015	8/26/2015	Final	\$2,850,000	\$2,635,000	Confirmed	\$250,000	2018
2016	8/24/2016	Final	\$2,850,000	\$2,740,000	Confirmed	\$360,000	2019
2017	8/23/2017	Proposed	\$2,850,000	\$2,850,000	Proposed	\$360,000	2020

Speer Financial, Inc.

run date: 18-Jul-17  
file name: Mt ProspectPD/2017 Ltd GO/bina

## MT PROSPECT PARK DISTRICT

### Debt Service Extension Base

Levy Year	Debt Service Extension Base	CPI Factor	New DSEB	Increase From Prior DSEB	Aggregate Increase in DSEB	Status
2008	\$2,648,128.75	Original Base				Known
2009	\$2,648,128.75	0.10%	\$2,650,776.88	\$2,648.13	\$2,648.13	Known
2010	\$2,650,776.88	2.70%	\$2,722,347.85	\$71,570.98	\$74,219.10	Known
2011	\$2,722,347.85	1.50%	\$2,763,183.07	\$40,835.22	\$115,054.32	Known
2012	\$2,763,183.07	3.00%	\$2,846,078.56	\$82,895.49	\$197,949.81	Known
2013	\$2,846,078.56	1.70%	\$2,894,461.90	\$48,383.34	\$246,333.15	Known
2014	\$2,894,461.90	1.50%	\$2,937,878.83	\$43,416.93	\$289,750.08	Known
2015	\$2,937,878.83	0.80%	\$2,961,381.86	\$23,503.03	\$313,253.11	Known
2016	\$2,961,381.86	0.70%	\$2,982,111.53	\$20,729.67	\$333,982.78	Known
2017	\$2,982,111.53	2.10%	<b>\$3,044,735.87</b>	\$62,624.34	\$396,607.12	Projected
2018	\$3,044,735.87	1.50%	\$3,090,406.91	\$45,671.04	\$442,278.16	Projected
2019	\$3,090,406.91	1.50%	\$3,136,763.02	\$46,356.10	\$488,634.27	Projected
2020	\$3,136,763.02	1.50%	\$3,183,814.46	\$47,051.45	\$535,685.71	Projected
2021	\$3,183,814.46	1.50%	\$3,231,571.68	\$47,757.22	\$583,442.93	Projected
2022	\$3,231,571.68	1.50%	\$3,280,045.25	\$48,473.58	\$631,916.50	Projected

Speer Financial, Inc.

run date: 18-Jul-17

file name: MtProspectPD 2017 Ltd GO/dseb

## MT. PROSPECT PARK DISTRICT

### "PRELIMINARY" \$2,850,000 G.O. LIMITED TAX PARK BONDS, SERIES 2017 CURRENT REFUNDING & NEW CAPITAL PROJECTS

Date of Bonds: 12-Oct-17

Date	Principal	Estimated Interest Rate	Interest	Principal and Interest	Levy Year	Estimated Series 2017 Debt Service	Final Prior G.O. Debt Service	Estimated Combined Debt Service	(Over)/Under \$3,044,735.87 2017 DSEB
15-Jun-18			\$27,337.50	\$27,337.50					
15-Dec-18	1,675,000	1.250%	20,250.00	1,695,250.00	2017	1,722,587.50	1,323,419	3,046,007	(1,271)
15-Jun-19			9,781.25	9,781.25					
15-Dec-19	400,000	1.500%	9,781.25	409,781.25	2018	419,562.50	1,698,489	2,118,052	926,684
15-Jun-20			6,781.25	6,781.25					
15-Dec-20	775,000	1.750%	6,781.25	781,781.25	2019	788,562.50	955,302	1,743,865	1,300,871
15-Jun-21									
15-Dec-21					2020				3,044,736
<b>Total</b>	<b>\$2,850,000</b>		<b>\$80,712.50</b>	<b>\$2,930,712.50</b>		<b>\$2,930,712.50</b>	<b>\$3,977,211</b>	<b>\$6,907,923</b>	

Net Interest Rate 1.523237%  
Bond Years 5,298.750  
Average Life 1.859

Premium  
Discount

run date: 18-Jul-17  
file name: MtProspectPD 2015 Ltd GO/2017

SPEER FINANCIAL, INC.



**MT PROSPECT PARK DISTRICT**  
**Prior and Future Limited Tax Park Bond Levies**

CY/levy	Final \$2,700,000 2013	Final Tax-Exempt \$875,000 2014C	Final Taxable \$1,940,000 2014D	Final \$2,635,000 2015	Final \$2,740,000 2016	Aggregate 2016	Estimated \$2,850,000 2017	Estimated \$2,320,000 2018	Estimated \$2,320,000 2019	Estimated \$2,760,000 2020	Estimated \$2,930,000 2021	Estimated \$2,620,000 2022	Estimated Aggregate Bond Fund Levy	DSEB	Remaining DSEB
2016	867,284.00	759,000.00	551,416.50	124,425.00	679,985.21	2,982,110.71							2,982,110.71	2,982,111.53	0.82
2017		126,500.00		773,475.00	423,444.22	1,323,419.22	1,722,587.50						3,046,006.72	3,044,735.87	(1,270.85)
2018				928,725.00	769,764.22	1,698,489.22	419,562.50	973,025.00					3,091,076.72	3,090,406.91	(669.81)
2019					955,302.22	955,302.22	788,562.50	889,350.00	503,661.67				3,136,876.39	3,136,763.02	(113.37)
2020								552,150.00	939,870.00	1,692,305.00			3,184,325.00	3,183,814.46	(510.54)
2021									993,870.00	923,130.00	1,314,627.92		3,231,627.92	3,231,571.68	(56.24)
2022										233,130.00	1,405,395.00	1,641,510.42	3,280,035.42	3,280,045.25	9.83
2023												1,055,700.00	1,055,700.00	3,312,845.71	2,257,145.71
	867,284.00	885,500.00	551,416.50	1,826,625.00	2,828,495.87	6,959,321.37	2,930,712.50	2,414,525.00	2,437,401.67	2,848,565.00	2,720,022.92	2,697,210.42	23,007,758.88	25,262,294.43	2,254,535.55

run date: 18-Jul-17  
file name: Mt ProspectPD/2017 Ltd GO/Prior GO levies

**MT PROSPECT PARK DISTRICT****COSTS OF ISSUANCE /ALLOCATION OF PROCEEDS  
G.O. LIMITED TAX PARK BONDS, SERIES 2017  
COOK COUNTY, ILLINOIS**ISSUE SIZE: **\$2,850,000** Estimated

	<b>Estimated Cost Items</b>	<b>Service Provider</b>		<b>Status</b>
1	Financial Advisor	Speer Financial, Inc.	10,375.00	Estimated
2	Bond Counsel	Chapman & Cutler LLP	13,500.00	Estimated
3	Official Statement	Speer Financial, Inc.	500.00	Estimated
4	Rating	Standard & Poor's	10,500.00	Estimated
5	Paying Agent/Registrar	Amalgamated Bank	950.00	Estimated
6	Postage and Mailing	Speer Financial, Inc.	250.00	Estimated
7	Good Faith Escrow	Speer Financial, Inc.	500.00	Estimated
8	Local Attorney	Tom Hoffman	11,900.00	Estimated
9	Electronic Bidding	Speer Financial, Inc.(GSG)	2,750.00	Estimated
<b>Total Direct Costs of Issuance</b>			<b>51,225.00</b>	<b>Estimated</b>

**Long Term Debt Service Paid with Ltd GP Proceeds**

	<b>Payment Due</b>	<b>Series/Security</b>	<b>Debt Service</b>	<b>Status</b>
	11/1/2017	Series 2007 DC Debt Service	761,025.00	Confirmed
	11/1/2017	Series 2009 Alt GO's	584,560.00	Confirmed
	11/1/2017	Series 2011B Alt GO's	60,000.00	Confirmed
	5/1/2018	Series 2011B Alt GO's	60,000.00	Confirmed
	11/1/2017	Series 2014A Alt GO's	141,828.13	Confirmed
	5/1/2018	Series 2014A Alt GO's	141,828.13	Confirmed
	11/1/2017	Series 2014B Debt Certificates	20,000.00	Confirmed
	5/1/2018	Series 2014B Debt Certificates	20,000.00	Confirmed
<b>Subtotal Certificate/ Alt GO Payments Due</b>			<b>1,789,241.26</b>	<b>Confirmed</b>
Capital Projects -Proceeds			1,009,533.74	Estimated
<b>Total Proceeds</b>			<b>2,850,000.00</b>	<b>Estimated</b>
Percent of issue assigned to issuance costs:			1.7974%	Estimated

SPEER FINANCIAL, INC.

run date: 18-Jul-17  
file name: MtProspectPD 2017 Ltd GO/2017 coi

**Mt. Prospect Park District, Cook County, Illinois****Debt Certificates, Series 2007****\*\*\*Final\*\*\*****Debt Service Schedule**

<b>Date</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Total P+I</b>
11/01/2007	-	-	48,196.88	48,196.88
11/01/2008	-	-	115,672.50	115,672.50
11/01/2009	-	-	115,672.50	115,672.50
11/01/2010	-	-	115,672.50	115,672.50
11/01/2011	-	-	115,672.50	115,672.50
11/01/2012	-	-	115,672.50	115,672.50
11/01/2013	385,000.00	4.150%	115,672.50	500,672.50
11/01/2014	460,000.00	4.200%	99,695.00	559,695.00
11/01/2015	575,000.00	4.200%	80,375.00	655,375.00
11/01/2016	600,000.00	4.200%	56,225.00	656,225.00
<b>11/01/2017</b>	<b>730,000.00</b>	<b>4.250%</b>	<b>31,025.00</b>	<b>761,025.00</b>
<b>Total</b>	<b>\$2,750,000.00</b>		<b>\$1,009,551.88</b>	<b>\$3,759,551.88</b>

**Yield Statistics**

Accrued Interest from 06/01/2007 to 06/12/2007	3,534.44
Bond Year Dollars	\$23,975.83
Average Life	8.718 Years
Average Coupon	4.2107061%
Net Interest Cost (NIC)	4.2852604%
True Interest Cost (TIC)	4.2588785%
Bond Yield for Arbitrage Purposes	4.1691098%
All Inclusive Cost (AIC)	4.2588785%

**IRS Form 8038**

Net Interest Cost	4.1959644%
Weighted Average Maturity	8.718 Years

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**Mt. Prospect Park District, Cook County, Illinois**

General Obligation Park Bonds (Alternate Revenue Source), Series 2009A

\*\*\*Final\*\*\*

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I
11/01/2009	-	-	74,007.18	74,007.18
11/01/2010	-	-	160,497.50	160,497.50
11/01/2011	-	-	160,497.50	160,497.50
11/01/2012	-	-	160,497.50	160,497.50
11/01/2013	-	-	160,497.50	160,497.50
11/01/2014	-	-	160,497.50	160,497.50
11/01/2015	-	-	160,497.50	160,497.50
11/01/2016	425,000.00	3.750%	160,497.50	585,497.50
<b>11/01/2017</b>	<b>440,000.00</b>	<b>3.750%</b>	<b>144,560.00</b>	<b>584,560.00</b>
11/01/2018	460,000.00	3.750%	128,060.00	588,060.00
11/01/2019	485,000.00	3.900%	110,810.00	595,810.00
11/01/2020	505,000.00	4.000%	91,895.00	596,895.00
11/01/2021	535,000.00	4.100%	71,695.00	606,695.00
11/01/2022	560,000.00	4.250%	49,760.00	609,760.00
11/01/2023	590,000.00	4.400%	25,960.00	615,960.00
<b>Total</b>	<b>\$4,000,000.00</b>		<b>\$1,820,229.68</b>	<b>\$5,820,229.68</b>

**Yield Statistics**

Accrued Interest from 05/15/2009 to 06/04/2009	8,470.70
Bond Year Dollars	\$44,844.44
Average Life	11.211 Years
Average Coupon	4.0589859%
Net Interest Cost (NIC)	4.1303437%
True Interest Cost (TIC)	4.1011184%
Bond Yield for Arbitrage Purposes	3.9667877%
All Inclusive Cost (AIC)	4.2614939%

**IRS Form 8038**

Net Interest Cost	3.9929952%
Weighted Average Maturity	11.198 Years

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**MT. PROSPECT PARK DISTRICT**

**"FINAL" \$3,000,000 G.O. (ALTERNATE REVENUE SOURCE) PARK BONDS, SERIES 2011B  
NEW CAPITAL PROJECTS**

Date of Bonds: 15-Sep-11

Date	Principal	Final Interest Rate	Interest	Principal and Interest	Bonding Year	Final Series 2011B Debt Service
01-May-12			\$75,333.33	\$75,333.33	2011	\$75,333.33
01-Nov-12			60,000.00	60,000.00		
01-May-13			60,000.00	60,000.00	2012	120,000.00
01-Nov-13			60,000.00	60,000.00		
01-May-14			60,000.00	60,000.00	2013	120,000.00
01-Nov-14			60,000.00	60,000.00		
01-May-15			60,000.00	60,000.00	2014	120,000.00
01-Nov-15			60,000.00	60,000.00		
01-May-16			60,000.00	60,000.00	2015	120,000.00
01-Nov-16			60,000.00	60,000.00		
01-May-17			60,000.00	60,000.00	2016	120,000.00
<b>01-Nov-17</b>			<b>60,000.00</b>	<b>60,000.00</b>		
<b>01-May-18</b>			<b>60,000.00</b>	<b>60,000.00</b>	<b>2017</b>	<b>120,000.00</b>
01-Nov-18			60,000.00	60,000.00		
01-May-19			60,000.00	60,000.00	2018	120,000.00
01-Nov-19			60,000.00	60,000.00		
01-May-20			60,000.00	60,000.00	2019	120,000.00
01-Nov-20	460,000	4.000%	60,000.00	520,000.00		
01-May-21			50,800.00	50,800.00	2020	570,800.00
01-Nov-21	475,000	4.000%	50,800.00	525,800.00		
01-May-22			41,300.00	41,300.00	2021	567,100.00
01-Nov-22	490,000	4.000%	41,300.00	531,300.00		
01-May-23			31,500.00	31,500.00	2022	562,800.00
01-Nov-23	505,000	4.000%	31,500.00	536,500.00		
01-May-24			21,400.00	21,400.00	2023	557,900.00
01-Nov-24	525,000	4.000%	21,400.00	546,400.00		
01-May-25			10,900.00	10,900.00	2024	557,300.00
01-Nov-25	545,000	4.000%	10,900.00	555,900.00		
01-May-26					2025	555,900.00
<b>Total</b>	<b>\$3,000,000</b>		<b>\$1,407,133.33</b>	<b>\$4,407,133.33</b>		<b>\$4,407,133.33</b>

Net Interest Rate 3.762763%  
Bond Years 35,178.334  
Average Life 11.726

Premium Discount \$83,455.95

run date: 18-Jul-17  
file name: MtProspectPD 2011B AB

# Mt. Prospect Park District

"FINAL" \$8,000,000 G.O. (ALTERNATE REVENUE SOURCE) BONDS, SERIES 2014A  
 TWENTY YEARS TO MATURITY

Date of Bonds: 01-Jul-14

PURPOSE: GOLF IMPROVEMENTS

Date	Principal	Final Interest Rate	Interest	Principal and Interest	Calendar Year	Final Series 2014A	Bonding Cycle
01-May-15			\$236,380.22	\$236,380.22			2014 236,380.22
01-Nov-15			141,828.13	141,828.13	2015	378,208.35	2015 283,656.26
01-May-16			141,828.13	141,828.13			
01-Nov-16			141,828.13	141,828.13	2016	283,656.26	2016 283,656.26
01-May-17			141,828.13	141,828.13			
<b>01-Nov-17</b>			<b>141,828.13</b>	<b>141,828.13</b>	<b>2017</b>	<b>283,656.26</b>	<b>2017 283,656.26</b>
<b>01-May-18</b>			<b>141,828.13</b>	<b>141,828.13</b>			
01-Nov-18	145,000	2.000%	141,828.13	286,828.13	2018	428,656.26	2018 427,206.26
01-May-19			140,378.13	140,378.13			
01-Nov-19	140,000	2.000%	140,378.13	280,378.13	2019	420,756.26	2019 419,356.26
01-May-20			138,978.13	138,978.13			
01-Nov-20	140,000	2.250%	138,978.13	278,978.13	2020	417,956.26	2020 416,381.26
01-May-21			137,403.13	137,403.13			
01-Nov-21	315,000	2.500%	137,403.13	452,403.13	2021	589,806.26	2021 585,868.76
01-May-22			133,465.63	133,465.63			
01-Nov-22			133,465.63	133,465.63	2022	266,931.26	2022 266,931.26
01-May-23			133,465.63	133,465.63			
01-Nov-23	115,000	3.250%	133,465.63	248,465.63	2023	381,931.26	2023 380,062.51
01-May-24			131,596.88	131,596.88			
01-Nov-24	500,000	3.250%	131,596.88	631,596.88	2024	763,193.76	2024 755,068.76
01-May-25			123,471.88	123,471.88			
01-Nov-25	505,000	3.250%	123,471.88	628,471.88	2025	751,943.76	2025 743,737.51
01-May-26			115,265.63	115,265.63			
01-Nov-26	905,000	3.500%	115,265.63	1,020,265.63	2026	1,135,531.26	2026 1,119,693.76
01-May-27			99,428.13	99,428.13			
01-Nov-27	905,000	3.625%	99,428.13	1,004,428.13	2027	1,103,856.26	2027 1,087,453.13
01-May-28			83,025.00	83,025.00			
01-Nov-28	890,000	3.750%	83,025.00	973,025.00	2028	1,056,050.00	2028 1,039,362.50
01-May-29			66,337.50	66,337.50			
01-Nov-29	890,000	3.750%	66,337.50	956,337.50	2029	1,022,675.00	2029 1,005,987.50
01-May-30			49,650.00	49,650.00			
01-Nov-30	535,000	3.750%	49,650.00	584,650.00	2030	634,300.00	2030 624,268.75
01-May-31			39,618.75	39,618.75			
01-Nov-31	545,000	3.750%	39,618.75	584,618.75	2031	624,237.50	2031 614,018.75
01-May-32			29,400.00	29,400.00			
01-Nov-32	560,000	4.000%	29,400.00	589,400.00	2032	618,800.00	2032 607,600.00
01-May-33			18,200.00	18,200.00			
01-Nov-33	580,000	4.000%	18,200.00	598,200.00	2033	616,400.00	2033 604,800.00
01-May-34			6,600.00	6,600.00			
01-Nov-34	330,000	4.000%	6,600.00	336,600.00	2034	343,200.00	2034 336,600.00
01-May-35							
<b>Total</b>	<b>\$8,000,000</b>		<b>\$4,121,745.97</b>	<b>\$12,121,745.97</b>		<b>\$12,121,745.97</b>	<b>12,121,745.97</b>

Net Interest Rate: 3.717968%  
 Bond Years: 112,541.664  
 Average Life: 14.068

Premium Discount \$62,517.35

Speer Financial, Inc.

run date: 18-Jul-17  
 file name: MtProspectPD 2014 AB 1.2cip 8+8/ 2014

# Mt Prospect Park District

**\$1,000,000 DEBT CERTIFICATES, SERIES 2014B**  
**PURPOSE: PLAYGROUNDS**

"FINAL"

Date of Bonds: 01-Jul-14

Date	Principal	Final Interest Rate	Interest	Principal and Interest	Calendar Year	Final Series 2014B	Bonding Cycle	
01-May-15			\$33,333.33	\$33,333.33			2014	33,333.33
01-Nov-15			20,000.00	20,000.00	2015	53,333.33		
01-May-16			20,000.00	20,000.00			2015	40,000.00
01-Nov-16			20,000.00	20,000.00	2016	40,000.00		
01-May-17			20,000.00	20,000.00			2016	40,000.00
<b>01-Nov-17</b>			<b>20,000.00</b>	<b>20,000.00</b>	<b>2017</b>	<b>40,000.00</b>		
<b>01-May-18</b>			<b>20,000.00</b>	<b>20,000.00</b>			<b>2017</b>	<b>40,000.00</b>
01-Nov-18	90,000	4.000%	20,000.00	110,000.00	2018	130,000.00		
01-May-19			18,200.00	18,200.00			2018	128,200.00
01-Nov-19	95,000	4.000%	18,200.00	113,200.00	2019	131,400.00		
01-May-20			16,300.00	16,300.00			2019	129,500.00
01-Nov-20	95,000	4.000%	16,300.00	111,300.00	2020	127,600.00		
01-May-21			14,400.00	14,400.00			2020	125,700.00
01-Nov-21	95,000	4.000%	14,400.00	109,400.00	2021	123,800.00		
01-May-22			12,500.00	12,500.00			2021	121,900.00
01-Nov-22	100,000	4.000%	12,500.00	112,500.00	2022	125,000.00		
01-May-23			10,500.00	10,500.00			2022	123,000.00
01-Nov-23	100,000	4.000%	10,500.00	110,500.00	2023	121,000.00		
01-May-24			8,500.00	8,500.00			2023	119,000.00
01-Nov-24	100,000	4.000%	8,500.00	108,500.00	2024	117,000.00		
01-May-25			6,500.00	6,500.00			2024	115,000.00
01-Nov-25	105,000	4.000%	6,500.00	111,500.00	2025	118,000.00		
01-May-26			4,400.00	4,400.00			2025	115,900.00
01-Nov-26	110,000	4.000%	4,400.00	114,400.00	2026	118,800.00		
01-May-27			2,200.00	2,200.00			2026	116,600.00
01-Nov-27	110,000	4.000%	2,200.00	112,200.00	2027	114,400.00		
01-May-28							2027	112,200.00
<b>Total</b>	<b>\$1,000,000</b>		<b>\$360,333.33</b>	<b>\$1,360,333.33</b>		<b>\$1,360,333.33</b>		<b>1,360,333.33</b>

Net Interest Rate: 3.829471%  
 Bond Years: 9.008.333  
 Average Life: 9.008

Premium Discount \$15,361.85

Speer Financial, Inc.

run date: 18-Jul-17  
 file name: MtProspectPD 2014 DC

# Mt. Prospect Park District

## Preliminary Financing Plan Overview

### 2017 Debt Service Plan

#### \$1,000,000 CIP Program

A	B	C	D	E	F	G	H	I
Calendar Year	Non-Ref G.O.'s @ Targeted Amt	Final \$2,750,000 Series 2007B Debt Certificates (Annual Interest)	Final \$4,000,000 Series 2009A Alternate Bonds (Annual Interest)	Final \$3,000,000 Series 2011B Alternate Bonds Semi-annual Interest	Final \$8,000,000 Series 2014A Alternate Bonds Semi-annual Interest	Final \$1,000,000 Series 2014B Debt Certificates Semi-annual Interest	Final Combined All Series Debt Service	Final Annual Capital Projects
2016	\$2,740,000	656,225.00	585,497.50	120,000.00	283,656.26	40,000.00	1,685,378.76	1,054,621.24
2017	<b>\$2,850,000</b>	761,025.00	584,560.00	120,000.00	283,656.26	40,000.00	1,789,241.26	1,060,758.74
2018	\$2,320,000		588,060.00	120,000.00	427,206.26	128,200.00	1,263,466.26	1,056,533.74
2019	\$2,320,000		595,810.00	120,000.00	419,356.26	129,500.00	1,264,666.26	1,055,333.74
2020	\$2,760,000		596,895.00	570,800.00	416,381.26	125,700.00	1,709,776.26	1,050,223.74
2021	\$2,930,000		606,695.00	567,100.00	585,868.76	121,900.00	1,881,563.76	1,048,436.24
2022	<u>\$2,620,000</u>		609,760.00	562,800.00	266,931.26	123,000.00	1,562,491.26	1,057,508.74
2023	\$2,750,000		615,960.00	557,900.00	380,062.51	119,000.00	1,672,922.51	1,077,077.49
2024	\$2,620,000			557,300.00	755,068.76	115,000.00	1,427,368.76	1,192,631.24
2025	\$2,620,000			555,900.00	743,737.51	115,900.00	1,415,537.51	1,204,462.49
2026	\$2,620,000				1,119,693.76	116,600.00	1,236,293.76	1,383,706.24
2027	\$2,620,000				1,087,453.13	112,200.00	1,199,653.13	1,420,346.87
2028	\$2,620,000				1,039,362.50		1,039,362.50	1,580,637.50
2029	\$2,620,000				1,005,987.50		1,005,987.50	1,614,012.50
2030	\$2,620,000				624,268.75		624,268.75	1,995,731.25
2031	\$2,620,000				614,018.75		614,018.75	2,005,981.25
2032	\$2,620,000				607,600.00		607,600.00	2,012,400.00
2033	\$2,620,000				604,800.00		604,800.00	2,015,200.00
2034	\$2,620,000				336,600.00		336,600.00	2,283,400.00
2035	\$2,620,000							

\$26,530,000

\$1,417,250

\$4,783,238

\$3,851,800

\$11,601,709

\$1,287,000

\$22,940,997

\$27,169,003

Callable 2014

Callable 2016

Callable 2019

Callable 2022

Callable 2022





# MEMORANDUM

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To: Board of Park Commissioners

From: Dan Malartsik, Executive Director

Date: August 23, 2017

Re: **SCHEDULING OF SPECIAL BOARD MEETINGS**

**SUMMARY & BACKGROUND:**

Staff is recommending scheduling the following Special Meetings as a part of the 2018 budget process.

Capital Projects/Improvements Review & Discussion  
Wednesday, October 25, 2017 @ 6:00pm

First Draft Budget Presentation & Review  
Wednesday, November 15, 2017 @ 6:00pm

**DOCUMENTS ATTACHED:**

- 1) 2018 Budget Timeline

## FY 2018 BUDGET TIMELINE

<u>Date</u>	<u>Item</u>
Week of July 31	Staff needs to review YTD actual revenue/expense budget figures for FY 2017 – (thru 6.31.17) for accuracy. Research and note any apparent mis-coding or other discrepancies
August 14	Electronic Budget worksheets & YTD budget reports distributed to staff Electronic Capital Plan distributed to staff
August 19	Provide re-classifications needed for mis-coded YTD expenses to GAI for adjustment.
August 23 Board Mtg.	Hold BINA hearing for 2017 roll-over bonds <i>Set Special Meetings for:</i> First draft budget presentation/review & Capital Projects/Improvements Review & Discussion • (Tentative date: November 15 @ 6pm)
September 11	5-year Capital Projects/Improvements due to Directors
September 18	Requests for Capital Projects/Improvements due to Executive Director
September 22	Requests for new IMRF, and FT Positions Due to ED. Allocations Due to appropriate staff.
September 25-30	Directors/Managers review budget worksheets & proposed Capt. Projects/Imp. with Executive Director
September 27	Regular Mtg. @ 7pm - Adopt Ordinance for sale of roll-over bonds
October 9	Completed budget worksheets turned into GAI for entering
October 9 - 13	GAI enters initial budget figures into SmartFusion
October 16 - 20	Directors & staff proof budget, make adjustments
October 25	Special Mtg. @ 6pm – Capital Projects/Improvements review & discussion
October 31	Final Budget figures ready for Executive Director Review
November 15	Special Meeting @ 6pm - FY 2018 Budget draft presented/reviewed with BOC Regular Mtg. @ 7pm - Capital Projects/Improvements presented – request BOC approval
November 16	Tentative B & A Ordinance drafted and sent to attorney for review
December 20	Board Mtg. Requested approval from BOC to authorize posting of tentative Budget & Appropriation Ordinance for public access Capital Projects/Improvements finalized – request BOC Approval
January – February	2018 Budget revisions as necessary
March 2018	Board Mtg. Adoption of Final Combined Budget & Appropriation Ordinance by Board



# MEMORANDUM

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To: Board of Park Commissioners

From: Dan Malartsik, Executive Director

Date: August 23, 2017

Re: **STRATEGIC PLAN PROCESS & TIMELINE**

**SUMMARY & BACKGROUND:**

Staff will give a verbal presentation at the board meeting. A copy of the PowerPoint presentation is included in your packet.



Mt. Prospect  
Park District

# STRATEGIC PLANNING

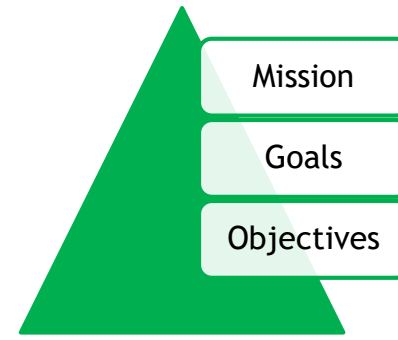


*Mt. Prospect Park District*

August 23, 2017



# WHY ADOPT A STRATEGIC PLAN?



Purpose: Clarify to the board, leadership team, staff, and the community:

*Who are we?*

*Where are we?*

*Where we want to go?*





# STRATEGIC PLAN

Mission

Goals

Objectives

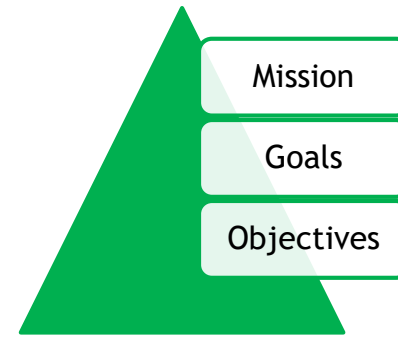
## Goals:

- ▶ Establish future direction
- ▶ Align the organization with strategic direction
- ▶ Incorporate resident needs into future planning utilizing survey information
- ▶ Drive innovation as part of the organizational culture
- ▶ Strengthen and identify elements of organizational culture through values
- ▶ Develop preliminary approaches to infrastructure and capital project needs
- ▶ Create groundwork for a subsequent master plan process





# STRATEGIC PLAN



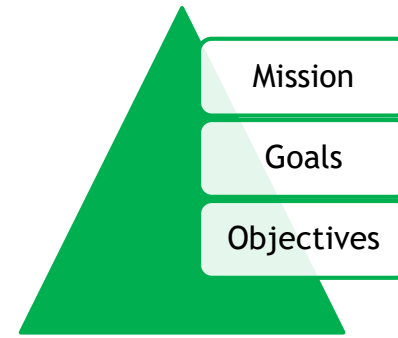
## What We Need:

- ▶ Customer Values & Needs Analysis (Who are we)
  - ▶ Conduct Community Attitude & Opinion Survey
  - ▶ Conduct Community & Stakeholder Focus Groups
  - ▶ Incorporate existing plans & documents
- ▶ Organizational Values, Mission & Vision (Why we exist)
- ▶ Environmental Scan (Where we are)
  - ▶ Trends analysis, market analysis, competitive analysis, financials
  - ▶ SWOT analysis (Strengths, Weakness, Opportunities, and Threats)
- ▶ Strategic Plan Development (Where we are heading)
  - ▶ Develop Strategic Themes & Objectives
  - ▶ Utilize and current planning documents





# STRATEGIC PLAN



## What We Need:

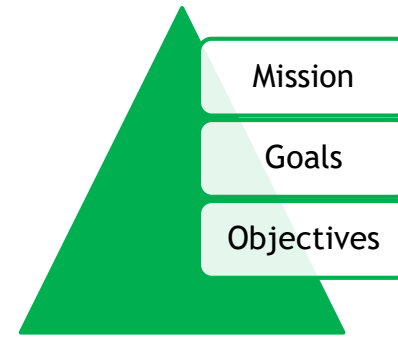
- ▶ Strategic Plan Implementation (How we will execute)
  - ▶ Development of short, mid and long range initiatives
  - ▶ Development of annual action items and timelines
- ▶ Strategic Plan Evaluation & Assessment (Monitors Progress)
  - ▶ Determine a tool for tracking progress
  - ▶ Determine measureable outcomes
  - ▶ Determine a tool for measuring success (balanced scorecard or dashboards)
  - ▶ Develop transparency for the community







# STRATEGIC PLAN



## Timeline & Roadmap to Success!

- ▶ Community Attitude & Opinion Survey (September - November 2017)
- ▶ Hold Full-Time Staff Focus Groups (September - November 2017)
- ▶ Hold 3-5 Community Focus Groups (September - December 2017)
- ▶ Hold Board of Commissioner Focus Group (January 2018)
- ▶ Develop Mission, Vision, & Values - Leadership Team (January - February 2018)
- ▶ Develop Strategic Themes & Objectives - Leadership Team (February - March 2018)
- ▶ Develop Strategic Initiatives - Full Time Staff (March - April 2018)
- ▶ Finalize Strategic Plan to Recommend to Board of Commissioners (May - June 2018)
- ▶ Implementation After Board Approval (July 2018)





# MEMORANDUM

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To: Board of Park Commissioners

From: Ruth Yueill, Director of Community Relations & Marketing

Date: August 23, 2017

Re: **RECOMMENDATION: MOVE TO APPROVE AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH aQITY RESEARCH & INSIGHTS, INC., FOR THE COMMUNITY ATTITUDE & OPINION SURVEY IN THE AMOUNT OF \$24,460**

Cc: Dan Malartsik, Executive Director

## **SUMMARY & BACKGROUND:**

The district issued the Community Attitude and Opinion Survey RFP on March 17, 2017. The Community Interest and Opinion Survey will identify community needs for recreation and measure resident satisfaction with Park District facilities, programs and services. Initial goals for this scope of work will be to gather statistical data from the community as well as:

- Assist the Park District in determining where to invest their limited resources in regards to recreation programs, facilities and passive recreation opportunities.
- Assist the Park District in determining best land use and land management practices.
- Assist the Park District in determining what programs and activities should be offered and what services should be modified or discontinued.
- Assist the Park District in determining resident satisfaction with programs and services. Information from the survey will be used by the Park District to develop and prioritize organizational strategic initiatives.

In response to the RFP, the District received a total of three proposals. Ron Vine & Associates and aQity Research & Insights, Inc. were selected to present their proposals to the board on May 10<sup>th</sup>. Each firm presented gave an overview on how they would conduct the community focus groups, survey, and evaluate the information.

Staff reviewed the goals listed above and believes the goals are comprehensive, reasonable and attainable through the survey process. The Mt. Prospect Park District last completed a

community survey in 2005. Parks and Recreation general standards strongly suggest the completion of a community survey every five years.

The board directed staff to enter into agreement negotiations with aQity Research & Insights at the June 28, 2017 Board Meeting. The original proposal included three focus groups, and a survey reach amount of 4,000 residents with a price of \$34,500. After researching surveys completed in other communities and identifying usage of the plan, staff eliminated all focus groups and reduced the survey reach amount to 3,000. Both aQity Research & Insights Inc., and Park District staff believe the revised scope of service is sufficient based on community size and how we intend to utilize the survey results. A recommendation to proceed with aQity was presented at the July 26, 2017 Board Meeting, but was tabled.

Following the July 26, 2017, Board Meeting, staff gathered some additional information for the board as requested:

#### Difference Between 4,000 Reach and 3,000 Reach Survey:

The difference between a 4,000 reach survey and a 3,000 reach survey in addition to the quantity is the margin of error. The 4,000 reach survey has a margin of error of +/- 4.9% and a 3,000 reach survey has a margin of error of +/- 5.6%. aQity strives to conduct high standards of quality and accuracy with a low margin of error.

In addition to the statistically valid survey conducted by aQity, the district would make the survey available to the public for supplemental data that is useful, but not statistically valid.

#### Focus Groups:

The focus groups are designed to gather information to identify issues, concerns, and opportunities that should be included in the survey. Staff believes that issues, concerns, and opportunities can effectively be identified by the leadership team and the board of commissioners without the added expense of focus groups. Staff does anticipate conducting community focus groups post-survey as a part of the strategic planning process.

#### Benefits of aQity Conducting the Survey:

- Professional survey design questions
- Independent Consultant vs. Park District driving data
- Statistically Validated - Accurate with small margin of error
- Thorough Analysis of data with actionable deliverable
- Benchmark Comparisons
- Less Staffing Resources Needed

#### Area Park District Survey:

Staff contacted 12 surrounding park districts and found that 11/12 used a professional service like aQity to conduct their surveys. Two Park Districts conducted in-house surveys utilizing a previous survey designed and implemented by a professional company in prior years. Additionally, the pricing and reach numbers are all in line with the proposal as recommended.

The Community Attitude & Opinion Survey serves as the key foundational component in the District's Strategic Plan process. The strategic plan clarifies our identity, purpose and future direction as an organization to the board, leadership team, staff and community.

Implementation of the strategic plan will clarify our mission while aligning systems and efforts that set a standard for continuous improvement over the next 3-5 years.

Community Attitude & Opinion Survey Timeline (Tentative):

Approval of Agreement:	August 23, 2017
Kickoff Meetings:	September
Survey Sent:	October
Results Due:	November
Final Survey Target Date:	November 15, 2017

**BUDGET IMPACT**

Total Budgeted Community Attitude & Opinion Survey	\$20,000.00
<b>Bid Recommendation</b>	<b><u>\$24,460.00</u></b>

**DOCUMENTS ATTACHED**

- 1) aQity Proposal
- 2) Park District Survey

**RECOMMENDATION:**

*Move to approve authorizing the Executive Director to enter into an agreement with aQity Research & Insights, Inc. for the Community Attitude & Opinion Survey in the amount of \$24,460.*

## **Revised Proposal to the Mt. Prospect Park District for a Community Interest & Opinion Survey**

**Submitted by aQity Research & Insights, Inc.**

**July 20, 2017**



## **aQity Research and Insights Proposal to the Mt. Prospect Park District**

### **Firm Background**

Name: aQity Research & Insights, Inc.  
Contact: Jeff Andreasen, President  
Address: 820 Davis Street, Suite 502, Evanston, IL 60201  
Telephone: 847-424-4171  
Fax: 847-328-8995

### **Firm Profile**

aQity Research & Insights was established in July 2015. While the company is relatively new, our team of researchers has been conducting community interest and opinion surveys and needs assessments for park districts for over twenty years (previously as Richard Day Research and later as Market Probe).

A description of our capabilities, experience, and examples of studies that we have conducted for park districts is provided in the "Qualifications" section below (page 6).

aQity Research is a for-profit research firm incorporated in Illinois as an S-Corp. We have a total staff of thirteen, all of whom work in our Evanston office. aQity Research is a member of the Illinois Association of Park Districts and of CASRO (Council of American Survey Research Companies).

## **Personnel**

aQity Research has assembled a team of experienced researchers who will be committed to the Mt. Prospect Park District community survey.

**Jeff Andreasen** (President) will be the primary contact for this study. He is responsible for research and consulting services to public policy clients, focusing on recreational and open land issues. For the past twenty-two years, he has designed, executed, analyzed, and consulted on needs assessment and community attitude and interest surveys for many park districts and forest preserve districts in Illinois (formerly with Richard Day Research and Market Probe).

Most recently, Jeff conducted community surveys for park districts in Fox Valley, St. Charles, Bartlett, Glenview, Wilmette, Wheeling, and statewide survey research (qualitative and quantitative) for the IAPD. He has also conducted focus groups and statistically valid community surveys for park agencies in Elmhurst, Bensenville, Northbrook, Grayslake, Glencoe, and Decatur, and countywide surveys for forest preserve/conservation districts in Lake, McHenry, DuPage, and Will counties.

Jeff is a member of CASRO (Council of American Survey Research Organizations), has co-authored chapters in two books on Chicago mayoral politics, and contributed articles to several publications including Public Opinion Quarterly. He has a degree in Urban and Regional Planning from the University of Illinois at Urbana-Champaign (1983).

**Tessa Andreasen** (Project Manager) will manage the day-to-day survey processes. She will be responsible for each stage of the study, thoroughly monitoring the research design and execution to ensure complete quality control and efficient processing.

She has six years of project management experience with park district surveys, and most recently managed community attitude and interest surveys for the Wheeling, Fox Valley, Wilmette, Glenview, and St. Charles Park Districts. She was also responsible for two statewide surveys for the IAPD (one of residents, one of IAPD member agencies).

Her research experience extends beyond community surveys for park districts. Tessa is responsible for large scale projects for several financial services companies, including Wells Fargo, T. Rowe Price, and Voya. Those studies include in-depth surveys with consumers and corporate decision-makers to gauge client satisfaction and loyalty, sales performance, and brand awareness. These large clients rely on Tessa to consistently execute and deliver critical insights. She delivers the same skills and attention to detail to all of her clients, and will likewise do so for the Mt. Prospect Park District.

Tessa has a degree in Music Education from the University of Illinois at Urbana-Champaign.

**Matt Jenetopulos** and **Joanna Surma** (Research Analysts) will assist in the data processing, testing, and analysis, as well as the research design and implementation. Both Matt and Joanna have worked on community and voter surveys for the St. Charles, Glenview, and Fox Valley Park Districts.

Matt has an MBA in Marketing and a Certificate in Business Data Analytics from Loyola University-Chicago's Quinlan School of Business and a Bachelor's degree in Music Management from the University of Hartford.

Joanna received her M.A. in Political Science and holds Bachelor's degrees in International Studies, Political Science, and History from Loyola University Chicago.

**Jim Scholle** (Data Collection Supervisor) is responsible for the aQity Research call center and data processing team in Evanston. He has been with aQity Research (formerly part of Market Probe and Richard Day Research) for ten years and has managed the data collection and conducted phone interviews for several park districts and forest preserve districts.

Jim has a degree in Speech and Communication from the University of St. Thomas in St. Paul, MN. He will be responsible for any phone data collection, including training the interviewers and monitoring their work to ensure it meets our high standards for quality and insights. Jim will also oversee much of the data processing, including open-ended responses from Mt. Prospect residents to better understand their expressed needs and priorities from the MPPD.

**Subcontractors** will be limited to Survey Sampling, Inc., from whom aQity Research will purchase an updated sample of households within the MPPD boundaries. As a full-service survey firm, aQity Research conducts all other survey stages in-house to ensure fast turnaround, high standards for quality and accuracy, and efficient data processing.



## Qualifications of the Firm

Since 1993, the team at aQity Research has conducted dozens of community surveys for public agencies, primarily park districts and forest preserve/conservation districts. These include studies that we conducted as part of Market Probe and Richard Day Research, Inc. across several Illinois agencies (listed below):

<b>aQity Research &amp; Insights</b>	<b>Market Probe</b>	<b>Richard Day Research</b>
<ul style="list-style-type: none"> <li>▪ McHenry Parks &amp; Recreation Dept. (2017)</li> <li>▪ Naperville PD (2017)</li> <li>▪ Glenview PD (2017)</li> <li>▪ Fox Valley PD (2016)</li> <li>▪ St. Charles PD (2016)</li> <li>▪ Wheeling PD (2015)</li> <li>▪ Wilmette PD (2015)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Bartlett PD (2014)</li> <li>▪ Northbrook PD (2014)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Naperville PD (2012, 2009)</li> <li>▪ Elmhurst PD (2011)</li> <li>▪ Fox Valley PD (2006)</li> <li>▪ Decatur Parks Foundation (2004)</li> <li>▪ Glencoe PD (2004)</li> <li>▪ Round Lake Area PD (2003)</li> <li>▪ Bensenville PD (2002)</li> <li>▪ Grayslake PD (2000)</li> </ul>
<ul style="list-style-type: none"> <li>▪ Lake Co. FPD (2016)</li> </ul>		<ul style="list-style-type: none"> <li>▪ Lake Co. FPD (1993, 1999, 2000, 2002, 2008)</li> <li>▪ FPD of Will Co. (2005)</li> <li>▪ DuPage Co. FPD (2004)</li> <li>▪ McHenry Co. CD (2001)</li> </ul>
<ul style="list-style-type: none"> <li>▪ Illinois Assn. of Park Districts W-2 and Revenue Survey (2016)</li> </ul>	<ul style="list-style-type: none"> <li>▪ IAPD Statewide survey of Residents (2013)</li> </ul>	<ul style="list-style-type: none"> <li>▪ IAPD Statewide Survey of Residents (2002)</li> </ul>

Our team is recognized by these agencies as being a thought partner and not just a research vendor. **Many firms can provide data; we provide insights.** Our surveys are customized for each client to reflect their specific needs. We then use a wide range of analytical tools to dig deeper and understand the meaningful relationships, the drivers of attitudes and behaviors, and the reasons why. Finally, we deliver the results with clear, actionable recommendations in order to help our clients make decisions with confidence.

## **Project History and Current Workload**

Below are examples of aQity Research's most recent park and forest preserve district partnerships and some of the insights that we provided to each.

- **St. Charles Park District (2016):** We recently presented the results from our district-wide survey of just over 400 households. This survey sought to gauge overall opinions of the SCPD, perceived value relative to its share of property taxes, usage and awareness of specific facilities, priorities and unmet needs for indoor and outdoor facilities, and opportunities for improvement. The District is using our insights to guide decisions on potential new facilities, improvements to existing facilities, and communication and marketing strategies. In addition to presenting the results to the Board, we are taking part in an SCPD staff workshop next week to discuss the findings and their implications.
  
- **Fox Valley Park District/Parks Foundation (2016):** Last August we conducted a voter survey of over 400 likely voters on behalf of the Fox Valley Parks Foundation (and for the FVPD). The FVPD had recently improved a significant number of new facilities and expansion as the result of a successful 2008 referendum (based on a survey conducted by Richard Day Research). However, the District's O&M budget has not increased since that time and the District has frozen property taxes for the past five years. Our survey tested the electorate's willingness-to-pay for different referenda options to increase O&M dollars to ensure proper maintenance of these facilities. While the results showed support for different options, the Board did not reach unanimous consent for the November 2016 ballot and will revisit the issue later this year. The client was very happy with the project outcome, and will leverage the results in these future discussions.
  
- **Wilmette Park District (2015):** After having two referenda for lakefront park improvements soundly defeated, the WPD contacted aQity Research to conduct a comprehensive community survey to determine the reasons for opposition and identify which (if any) improvements represented top priorities for these two properties. This was a contentious community issue and we successfully engaged all parties on both sides to ensure that the research design met with everyone's approval. The response rate was very high given the topic (over 1,700 replies), and we far exceeded the expected response rates as a result. Our analysis was thorough and was met with approval by both the pro- and anti-referenda camps. The WPD staff and board have been using our findings to help guide their decisions as they explore potential solutions for these two important properties.

- **Wheeling Park District (2015):** The WPD contracted aQity Research to conduct an attitude and interest survey to help guide decisions regarding facility and program needs. This was the first survey that the District had conducted in six years, and the WPD sought to better understand current priorities. The District was also interested in specific enterprise opportunities and how to raise awareness and usage of those facilities. We presented the survey results (based on a sample of n=306 residents) to the WPD staff and Board, and we continue to consult with them as they utilize our findings to develop strategies and improvements.
- **Lake County Forest Preserve District (2016):** This countywide resident survey included 600 respondents and helped the LCFPD identify priorities that align with long-term planning goals. We also gauged the value that the District represents to residents and receptiveness to alternative non-tax revenue options (including rental opportunities, naming rights, planned giving and charitable donations, etc.). Multiple presentations were made to the County Board and to LCFPD staff to ensure that the findings are well-utilized.
- **Northbrook Park District (2014):** We conducted a community-wide survey on behalf of the Northbrook Park District to gauge public attitudes and opinions about the NPD and its parks and programs, identify unmet needs and opportunities for improvement, and explore communications strategies. We also tested awareness and interest in the NPD's potential acquisition of a closing health club to convert it into a recreation center. The hybrid online and phone survey included n=313 respondents, and we presented the results to the District Board and staff in October, 2014. Our results provided clear insights that helped the NPD respond to more immediate issues.
- **Bartlett Park District (2014):** We conducted and presented the results of a community attitude and interest survey to the Bartlett District. The BPD is using our survey insights to help develop a long range strategic plan. The survey included over 300 respondents and was completed both online and by phone. Our research identified specific local recreational facilities and programs that are currently in high demand, as well as potential new facilities or programs that represent an unmet need in the community. We also profiled segments within Bartlett to better understand frequent vs. infrequent BPD users, residents who are most and least favorable toward the District, and how to best communicate with these residents.

Given the project schedule outlined in your RFP, our team has capacity and will be fully committed to the successful execution of the MPPD survey. We see no problem beginning the MPPD survey process in August and delivering final results this coming Fall.

## Recent Clients and References

Below are references and contact information for the projects cited in the previous section. **I encourage the MPPD to contact the references to better understand the service and value we provide.**

<p><b>St. Charles Park District</b></p>	<p>Holly Cabel (Director) 101 S. 2<sup>nd</sup> Street St. Charles, IL 60174 <a href="mailto:hcabel@stcparks.org">hcabel@stcparks.org</a> 630-513-4333</p>
<p><b>Fox Valley Park District/Parks Foundation</b></p>	<p>Jim Pilmer (Executive Director) 101 W. Illinois Ave. Aurora, IL 60506 <a href="mailto:jpilmer@fvpd.net">jpilmer@fvpd.net</a> 630-897-0516</p>
<p><b>Wilmette Park District</b></p>	<p>Steve Wilson (Executive Director) 1200 Wilmette Ave. Wilmette, IL 60091 <a href="mailto:swilson@wilpark.org">swilson@wilpark.org</a> 847-256-9617</p>
<p><b>Wheeling Park District</b></p>	<p>Jan Buchs (Executive Director) 333 W. Dundee Rd. Wheeling, IL 60090 <a href="mailto:jbuchs@wheelingparkdistrict.com">jbuchs@wheelingparkdistrict.com</a> 847-465-3333</p>
<p><b>Lake County Forest Preserve District</b></p>	<p>Katherine Hamilton-Smith (Public Affairs Director) 1899 W. Winchester Rd. Libertyville, IL 60048 <a href="mailto:Khamilton-smith@lcfpd.org">Khamilton-smith@lcfpd.org</a> 847-968-3380</p>
<p><b>Northbrook Park District</b></p>	<p>Rick Hanetho (former Director, now with Arlington Heights Park District) 410 N. Arlington Heights Rd. Arlington Heights, IL 60004 <a href="mailto:ghanetho@ahpd.org">ghanetho@ahpd.org</a> 847-577-3005</p>
<p><b>Bartlett Park District</b></p>	<p>Rita Fletcher (Executive Director) 696 W. Stearns Rd. Bartlett, IL 60103 <a href="mailto:rfletcher@bartlettparks.org">rfletcher@bartlettparks.org</a> 630-540-4835</p>

## **Situation Analysis and Recommended Survey Approach/Methods**

Based on your RFP, the District seeks to understand the level of usage and satisfaction that residents have regarding the MPPD – what they value most and the improvements that they seek. More importantly, you wish to understand their priorities regarding parks, facilities, and programs to help guide decisions, ensure proper management and resource allocation, and align with the community's needs and expectations.

Given the size and population of the District, we recommend at least n=300 completed surveys. This is sufficient to provide overall insights within a +/- 5.6% margin of error and also identify meaningful differences by key subgroups (e.g., age segments, users vs. non-users, regional differences, households with and without children, differences by race/ethnicity, etc.).

The first step will be a kick-off meeting in Mt. Prospect with you and your team to clarify the research objectives, review past survey and other MPPD data, and identify topics and questions to test.

We recommend a hybrid mail, online, and phone survey approach, which includes:

- Sending a postcard invitation to a sample of MPPD households that encourages them to complete the survey online or call aQity Research toll-free to complete a phone interview or request a mail survey.
- Sending a mail questionnaire as a follow-up to non-respondents, encouraging their response via enclosed pre-paid reply envelope addressed to aQity Research. The mail questionnaire will likewise inform recipients how they can complete the survey online or by phone as alternatives.
- If needed, we will also follow up with non-respondents by phone to encourage them to complete a phone survey or assist them in completing the survey online.

We recommend this hybrid approach to ensure that all resident segments are sufficiently represented and encouraged to respond. There is no longer a single method that ensures a representative sample by itself.

- Typically, older and long-term residents are most likely to still have landline phones. They also tend to be less responsive to online surveys.
- Conversely, younger adults, newer residents, and lower-income residents tend to be cell-only households, meaning a phone-only approach will under-represent this segment. Younger adults also have low response rates to mail surveys.

While this hybrid survey approach can add some costs to the overall project, we take these additional steps because they help ensure a more representative (and accurate) sample than larger, yet skewed, samples. Our commitment to all of our clients is to provide accurate, objective insights to help inform your decisions.

Given that nearly 18% of Mt. Prospect households are Hispanic or Latino, we will offer a Spanish-language version of the survey in both the online and paper/mail options. This will improve participation and ensure better insights among MPPD residents who are more comfortable responding in Spanish.

There is no better validation of the accuracy of our work than actual election or referenda results. **Our team has a 100% “pass rate” with the referenda tested for park and forest preserve districts**, and our survey results have usually been within 5% of the actual winning margin.

Our Client	Year	Amount Sought	% Yes Vote
Lake County FPD	2008	\$185M (land)	66%
	2002	O&M tax increase	52%
	2000	\$85M (land)	67%
	1999	\$55M (land)	66%
	1993	\$30M (land)	61%
Fox Valley PD	2008	\$44.8M (land and improvements)	66%
Glencoe PD	2006	\$14M (new center)	59%
FPD Will County	2005	\$95M (land)	59%
McHenry Co. CD	2001	\$68.5M (land)	54%

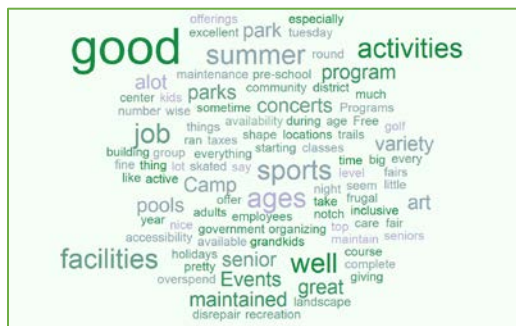
Assume a 15-minute questionnaire (regardless of survey option). We will work closely with you to ensure that your research objectives are reflected in the survey questions. Our careful approach to the questionnaire design ensures that the analysis and insights address your key concerns.

- We find that many surveys for other agencies too often identify high levels of support for improvement opportunities that are, in fact, merely “nice-to-have” items. They are often very low priorities relative to other needs, or items for which residents are unwilling to pay. As a result, these findings can be very misleading, especially when they are used to inform strategic planning or other critical decisions.
- Our proven approach carefully tests and identifies truly important unmet needs (along with willingness-to-pay levels when needed) in order to provide you with reliable insights.

We will include key metrics in the survey to compare to regional and statewide benchmarks, though many of the questions will largely be customized to your specific needs, including:

- Gauging residents' needs and priorities regarding their usage and interest in recreational facilities, programs, parks, and open space;
- Identifying specific activities, programs, or facilities that are falling short of current demand, as well as those that meet or exceed residents' needs;
- Identifying residents' level of satisfaction with the parks, facilities, programs and events that the MPPD provides and, more importantly, understanding the value that the District represents;
- Obtaining open-ended feedback on the MPPD's strengths and improvement opportunities, and how the District can serve residents better (in their own words). In addition to coding these responses for reporting, our qualitative analysis of this feedback includes word clouds to clarify the findings:

**Sample: District Strengths**



**Sample: District Improvements**



We will carefully compare our sample of 300+ survey respondents to current population data from the US Census tracts in the District. If necessary, we will weight the survey data on key demographics (e.g., region, gender, age, race/ethnicity, households with/without children, etc.) to align with these Census targets.

All design, programming, data collection, coding and data processing, phone interviewing, weighting, analysis, and reporting is done in-house by our experienced staff. We will provide weekly updates on our progress throughout the data collection and processing stages.

The analysis will be thorough and the final report will include detailed findings, along with an executive summary and clear, actionable recommendations. The results will also include benchmark comparisons to nearby and statewide agencies when available.

We will provide two in-person presentations. The first will be to your team and key staff to get your feedback, and the second will be the final report to be presented to the MPPD Board.

Deliverables include:

- Questionnaire design (based on meetings, NPPD feedback/approval);
- Data collection across different modes (printing and mailing hard copy questionnaires and postcard invitations, programming and hosting the online survey, phone interviews and interviewer training);
- Data processing (coding open-ended questions for analysis, weighting to Census data if necessary, programming);
- Banner tables with survey results by key demographics, with meaningful differences indicated;
- A clean, formatted data file (in Excel);
- A comprehensive report in PowerPoint format, including an executive summary, recommendations, detailed results, and description of the research methods;
- Project management throughout the study, with weekly progress updates.

aQity Research & Insights, Inc. proposes to complete and deliver the community-wide Interest and Opinion survey described above for a total cost not to exceed \$24,460. This includes all labor, transportation, copies, and any other items considered as a billable expense.

One third of the total project cost will be invoiced and due upon a signed letter of agreement between aQity Research and the Mt. Prospect Park District. The second third will be invoiced and due upon notification that data collection has been completed. The final third and remaining balance will be invoiced and due when aQity Research has provided all final deliverables as outlined in its proposal.



In terms of timing, assume the following once the final survey questionnaire is approved by the MPPD:

- One week for questionnaire printing and online programming/testing;
- Three to four weeks for data collection (all modes including an initial pretest);
- One week for data processing;
- Two weeks for report writing and initial in-person presentation;
- TOTAL TURNAROUND: Seven to eight weeks (approximately two months)

### **Conclusion**

As with all of our clients, we view this opportunity as more than just a project; we consider it a partnership. After the results are presented, we will remain available for unlimited phone consultation to answer questions, provide additional insights, discuss research-related items for the strategic planning process, etc.

Given the need to provide accurate information, we are confident that our approach will yield far greater value and will provide clear, actionable insights that are specific to your needs.

Thank you again for this opportunity to partner with the Mt. Prospect Park District. Please let us know if you have any questions. We look forward to furthering the discussion.

2017 Community Attitude Opinion Survey

Park District	Year	Reach	Fee	In House	Consultant	Other
Elk Grove Park District	2016	506	\$ 10,000.00	X	Public Research Group	
Wilmette Park District	N/A	N/A	Unknown	X	Consultant TBD	Discussing a December 2017 Joint Survey with Village, Library, & Schools
Vernon Hills Park District	2014	1,100	\$ 5,000.00	In-House	N/A	Expense to purchase tablets for residents to complete at facilities
Schaumburg Park District	2013	708	\$ 30,000.00	X	Leisure Vision	
Bartlett Park District	2014	300	\$ 25,000.00	X	Market Probe	
Glenview Park District	2017	408	\$ 28,500.00	X	aQity	Leisure Vision used in 2009
Arlington Heights Park District	2017	750	\$ 35,000.00	X	Ron Vine	Survey going out in September (2017)
Rolling Meadows Park District	2010	304	\$ 20,000.00	In-House	Leisure Vision	They used the questions from 2010 and conducted an in-house update last year
Park District of Highland Park	2010	400	\$ 25,000.00	In-House	Leisure Vision	They used the questions from 2010 and conducted an in-house update in 2015
Lake Bluff Park District	2009	640	\$ 25,000.00	X	Leisure Vision	Conducting survey this year or early next year with \$30k budget
Paletine Park District	2014	500	\$ 25,000.00	X	Leisure Vision	Surverys sent to 2,500 Households
River Trails Park District	2012	400	\$ 15,000.00	X	Leisure Vision	



# MEMORANDUM

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To: Board of Park Commissioners

From: Bob Smith, Facilities Manager; Jim Jarog Director of Parks & Planning

Date: 08/23/2017

Re: **RECOMENDATION – MOVE TO ACCEPT THE BID FROM PERFECT CLEANING, INC. AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A ONE-YEAR JANITORIAL SERVICE AGREEMENT IN THE AMOUNT OF \$38,400.00**

C: Dan Malartsik, Executive Director

## **SUMMARY & BACKGROUND:**

The RecPlex athletic facility is a 90,000 square foot recreation facility that opened up in 1991. Originally there were three shifts of Full-Time Custodians that worked around the clock to keep up with the custodial duties of this facility. When the third shift custodian retired in the mid 2000's the decision was made to contract out the third shift responsibilities with a cleaning service. The thought process was to allow more tasks to be completed during the time the facility was closed, reduce the costs associated with a third shift Full-Time Employee, and provide a cleaner facility for users.

Bid packets were sent to roughly 40 local cleaning companies. The public bid opening was held on August 10, 2017. The District received 2 bids with the low bidder being Perfect Cleaning Service, Inc. with a base bid of \$38,400. References have been checked for Perfect Cleaning Service, Inc. and they prove to be a reputable company.

The bid was designed to give the district the option to extend the agreement after one year, up to three years if satisfied with the service. Staff is recommending entering into a one year agreement with Perfect Cleaning in the amount of \$38,400.

**BUDGET IMPACT**

RecPlex Janitorial Services Current 2017 Contract:	<b><u>Actual</u></b> \$47,976
RecPlex Janitorial Services Proposed 2018 Contract:	\$38,400

<b><u>Savings to District</u></b>	<b><u>\$9,576</u></b>
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**BID TABULATION:**

<b>Bidder</b>	<b>Perfect Cleaning</b>	<b>Eco Clean</b>
<b>Total Year 1 Cost</b> (October 1, 2017-September 30, 2018)	<b>\$38,400.00</b>	<b>\$54,816.00</b>
<b>Total Year 2 Option</b> (October 1, 2018-September 30, 2019)	<b>\$38,400.00</b>	<b>\$54,816.00</b>
<b>Total Year 3 Option</b> (October 1, 2019-September 30, 2020)	<b>\$40,800.00</b>	<b>\$54,816.00</b>
<b>Multi-Year Agreement Discount</b>	<b>\$0.00</b>	<b>\$3,288.96</b>
<b>Total 3 Year Agreement Option</b>	<b>\$117,600.00</b>	<b>\$161,159.44</b>

**DOCUMENTS ATTACHED**

None

**RECOMMENDATION:**

***Move to accept the bid from Perfect Cleaning, Inc. and authorize the Executive Director to enter into a one-year janitorial service agreement in the amount of \$38,400.00.***



# MEMORANDUM

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To: Board of Park Commissioners

From: Brian Taylor, Director of Recreation

Date: 08/23/2017

Re: **RECOMENDATION – MOVE TO APPROVE THE PARTNERSHIP AGREEMENT BETWEEN THE RIVER TRAILS, PROSPECT HEIGHTS & MT. PROSPECT PARK DISTRICTS AS REVISED**

Cc: Dan Malartsik, Executive Director

## **SUMMARY & BACKGROUND:**

In December 2001, the Mt. Prospect Park District entered into a cooperative agreement with the River Trails and Prospect Heights Park Districts. Through this partnership agreement, residents of the Mt. Prospect Park District are entitled to utilize partner park district facilities and participate in programs offered at these districts at resident rates.

The agreement attached has minor revisions:

12(a). The Addenda will be reviewed annually for price changes but any price changes will not require a full review of the Agreement or Board execution.

13. Seasonal brochures will contain Partner Resident Agreement information, as will other publications within all three Partner Park Districts.

## **DOCUMENTS ATTACHED**

- 1) Partnership Agreement

## **RECOMMENDATION:**

***Move to approve the Partnership Agreement between the River Trails, Prospect Heights & MT. Prospect Park Districts as revised***

**PARTNERSHIP RESIDENT AGREEMENT  
(Revised August 2017)**

In consideration of continuing a PARTNER RESIDENT AGREEMENT between the Mount Prospect Park District (hereinafter referred to as "MPPD"), Prospect Heights Park District (hereinafter referred to as "PHPD") and the River Trails Park District (hereinafter referred to as "RTPD") to effectively expand the recreational opportunities for the sole purpose of offering resident and/or discounted rates to the residents of all three Park Districts; MPPD, PHPD and RTPD hereby agree to the following:

1. Definition:
  - a. Residents within each respective taxing Park District will hereinafter be referred to as "Residents";
  - b. Residents from the respective other Park Districts will hereinafter be referred to as "Partner Residents".
2. This Agreement is only applicable to each Park District's residents. It does not affect employee privileges.
3. MPPD, PHPD & RTPD agree to offer its Partner Residents resident rates for all of its classes, programs, facility memberships and daily fees, with the exception of golf facility usage. (See item #14)
4. Independent registration systems will be retained within each Park District. Residents will continue to receive first priority for program registration in their home Park District.
5. All school district agreements will be honored only by the park district that is a party to the agreement.
6. Procedures regarding employees working in businesses located within each Park District will not be affected. Golf is not included in any of these agreements. Present policies regarding the business community will be retained within each park district, including golf.
7. In all Partner Park Districts, age 62 is designated as Senior Age. Other age designations will be retained within each Park District.
8. Facility rental rates and policies with respect to park affiliate and non-profit organizations will be retained within each Park District, but will not extend to the other Partner Park Districts.
9. Partner Residents will receive resident facility rental rates at the Partner Park Districts.

10. Park permit procedures will be retained within each Partner Park District.

11. Resident street lists will be furnished to each Partner Park District.

12. The Partner Resident Agreement will remain in effect until any one of the parties' requests changes to be made or requests to be removed from the agreement.

a. The Addenda will be reviewed annually for price changes but any price changes will not require a full review of the Agreement or Board execution.

**Commented [DM1]:** Added to allow staff to update pricing annually without review of entire agreement

13. Seasonal brochures will contain Partner Resident Agreement information, as will other publications within all three Partner Park Districts.

**Commented [DM2]:** Added to make sure marketing and advertising was consistent amongst partner agencies

14. A partner resident rate for daily golf fees will be maintained at the Mount Prospect Golf Course (Addendum A), Rob Roy Golf Course (Addendum B) and Old Orchard Golf Course (Addendum C) and are included in this agreement. Each park district will supply the partner districts with a current price scale to display for their residents no later than March 1<sup>st</sup>.

APPROVED: \_\_\_\_\_  
Mount Prospect Park District, President

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
Prospect Heights Park District President

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
River Trails Park District President

DATE: \_\_\_\_\_

**ADDENDUM A****PARTNERSHIP RESIDENT AGREEMENT****MT. PROSPECT GOLF CLUB RESTRICTIONS  
MOUNT PROSPECT PARK DISTRICT  
REVISED AUGUST 1, 2017**

Due to the nature of golf course management, restrictions for usage need to be established. The golf courses involved are Mt. Prospect Golf Club, Old Orchard Country Club and Rob Roy Golf Course.

1. There will be no partner fees available on Saturdays, Sundays or holidays. Non-resident fees will apply to Partner residents.
2. Residents of the River Trails and Prospect Heights Park District are eligible to purchase a Mt. Prospect Golf Club Discount Card at a rate of \$35. This is the same rate that applies to residents of the Mt. Prospect Park District. Once this discount card is purchased, the golfer will receive reduced rates anytime they play.
3. Partners are not eligible to purchase any of our Unlimited Play Season Passes.



**ADDENDUM B****PARTNERSHIP RESIDENT AGREEMENT**

**ROB ROY GOLF CLUB RESTRICTIONS  
RIVER TRAILS PARK DISTRICT  
REVISED AUGUST 1, 2017**

Due to the nature of golf course management, restrictions for usage need to be established. The golf courses involved are Mt. Prospect Golf Club, Old Orchard Country Club and Rob Roy Golf Course.

1. There will be no Partner Resident fees available on Saturdays, Sundays or Holidays. Partner Residents are considered Non-resident on weekends.
2. The Partner tier of pricing will be half the difference between resident and non-resident fees. Therefore the prices are as follows:

Weekday Walking	Resident	\$15.00
	Partner Resident	\$16.50
	Non-Resident	\$18.00
Weekday W/Cart	Resident	\$24.00
	Partner Resident	\$25.50
	Non-Resident	\$27.00
Weekend Walking	Resident	\$17.00
	Partner Resident	\$20.00
	Non-Resident	\$20.00
Weekend W/Cart	Resident	\$26.00
	Partner Resident	\$29.00
	Non-Resident	\$29.00

## ADDENDUM C

## PARTNERSHIP RESIDENT AGREEMENT

**OLD ORCHARD GOLF CLUB RESTRICTIONS  
PROSPECT HEIGHTS PARK DISTRICT  
REVISED AUGUST 1, 2017**

Due to the nature of golf course management, restrictions for usage need to be established. The golf courses involved are Mt. Prospect Golf Club, Old Orchard Country Club and Rob Roy Golf Course.

1. Partner residents are considered resident
2. Weekends are considered Friday, Saturday, Sunday and Holidays
3. The golf prices are as follows:

	Resident / Partner Res		Non-Resident	
	<u>18/cart</u>	<u>9/cart</u>	<u>18/cart</u>	<u>9/cart</u>
Mon-Thur	\$46.50	\$30.50	\$67.50	\$40.50
Fri-Sun + Holidays				
Juniors 17&under w/o cart	<u>18 holes</u>	<u>9 holes</u>	<u>18 holes</u>	<u>9 holes</u>
Monday	\$19.00	\$15.50	\$23.00	\$17.00
Tue-Thur after 5pm		\$15.50		\$17.00
Fri-Sun + Holidays				
Seniors 65+	<u>18/cart</u>	<u>9/cart</u>	<u>18/cart</u>	<u>9/cart</u>
Mon – Thursday	\$42.50	\$27.50	\$58.50	
Fri-Sun + Holidays				



# MEMORANDUM

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To: Board of Park Commissioners

From: Dan Malartsik, Executive Director

Date: August 23, 2017

Re: **RECCOMENDATION: MOVE TO ADOPT RESOLUTION 743 RATIFYING THE ASSESSMENT FOR CALENDAR YEAR 2018 AS RECOMMENDED BY THE BOARD OF TRUSTEES OF THE NORTHWEST SPECIAL RECREATION ASSOCIATION**

**SUMMARY & BACKGROUND:**

Each year the NWSRA Board of Trustees establishes assessments for its member districts. Each individual park board needs to ratify their assessment by adoption of the Resolution included in the packet. Funding for the park district's assessment comes from the NWSRA Fund.

The Actual Member District Annual Assessment for 2017 used the EAV numbers from each Member Districts 2015 EAV's resulting in a 1.1% decrease in the MDAA from the previous fiscal year. The Preliminary 2018 MDAA calculations using them, 75% EAV and 25% Gross Population formula, show a 14.71% increase in Member District EAV's with the gross population increasing to 1.17%. Both of these increases resulted in preliminary calculations of an 11.3% MDAA increase over fiscal year 2017.

NWSRA's policy states that if the preliminary MDAA calculations drop or raise below or above or below 2%, the implementation of the 2% floor or the 2% ceiling goes into effect. The 2018 proposed MDAA preliminary calculations resulted in an 11.3% increase. Therefore, the 2% ceiling was used for the proposed 2018 MDAA calculations resulting in an overall increase of \$83,042.75.

The 2017 Member District Annual Assessment for Mt. Prospect was \$338,097.92. The 2018 Member District Annual Assessment is \$349,905.18 resulting in an \$11,807.26 increase.

**BUDGET IMPACT**

Total 2018 NWSRA Assessment

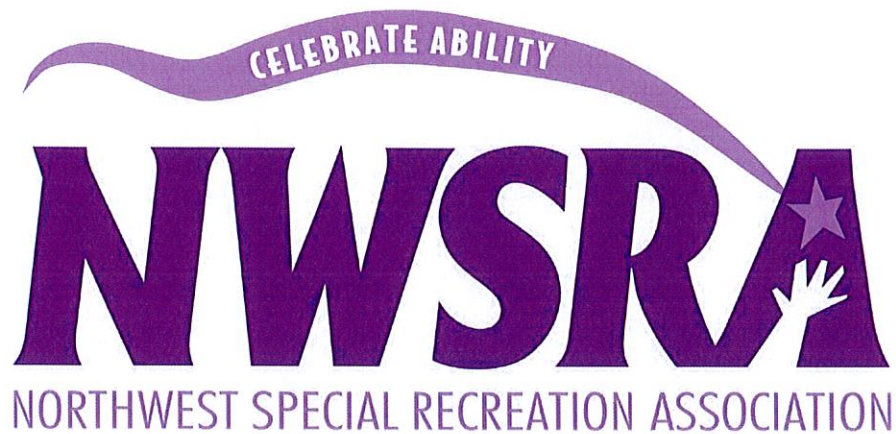
\$349,905.18

**DOCUMENTS ATTACHED**

- 1) 2018 NWSRA Proposed Member District Annual Assessments
- 2) Resolution Number 743

**RECOMMENDATION:**

***MOVE TO ADOPT RESOLUTION 743 RATIFYING THE ASSESSMENT FOR CALENDAR YEAR 2018 AS RECOMMENDED BY THE BOARD OF TRUSTEES OF THE NORTHWEST SPECIAL RECREATION ASSOCIATION***



**2018**

**Proposed**

**Member**

**District Annual**

**Assessments**



**NORTHWEST SPECIAL RECREATION ASSOCIATION**

**ACUTAL**  
**MDAA 2017**  
**at -1.1%**

Member Park District	2015 E.A.V.*	% of Total EAV	75% of total MDA	Gross Population	% of Total Population	25% of total MDA	2017 Proposed MDA	% of Total MDA
Arlington Heights	2,348,900,573	13.16%	409,785.38	75,101	11.76%	122,048.75	531,834.13	12.8%
Bartlett	994,980,915	5.57%	173,582.75	41,208	6.45%	66,968.28	240,551.04	5.8%
Buffalo Grove	1,449,550,149	8.12%	252,886.17	41,715	6.53%	67,792.22	320,678.39	7.7%
Elk Grove	1,464,913,276	8.21%	255,566.39	33,379	5.23%	54,245.15	309,811.54	7.5%
Hanover Park	470,539,871	2.64%	82,089.62	38,476	6.02%	62,528.43	144,618.05	3.5%
Hoffman Estates	1,221,136,659	6.84%	213,037.52	52,398	8.20%	85,153.47	298,190.98	7.2%
Inverness	197,485,406	1.11%	34,452.98	3,800	0.59%	6,175.49	40,628.47	1.0%
Mt. Prospect	1,406,791,767	7.88%	245,426.61	57,024	8.93%	92,671.31	338,097.92	8.1%
Palatine	1,929,877,834	10.81%	336,683.35	83,000	12.99%	134,885.64	471,568.99	11.4%
Prospect Heights	291,046,471	1.63%	50,775.49	15,000	2.35%	24,376.92	75,152.42	1.8%
River Trails	418,669,982	2.35%	73,040.49	15,000	2.35%	24,376.92	97,417.41	2.3%
Rolling Meadows	560,548,971	3.14%	97,792.46	20,000	3.13%	32,502.56	130,295.03	3.1%
Salt Creek	144,941,018	0.81%	25,286.17	5,700	0.89%	9,263.23	34,549.41	0.8%
Schaumburg	3,035,329,879	17.00%	529,538.72	74,227	11.62%	120,628.39	650,167.11	15.7%
South Barrington	400,599,689	2.24%	69,887.97	4,713	0.74%	7,659.23	77,547.20	1.9%
Streamwood	622,962,845	3.49%	108,681.09	40,351	6.32%	65,575.55	174,256.63	4.2%
Wheeling	891,845,597	5.00%	155,589.93	37,648	5.89%	61,182.83	216,772.76	5.2%
<b>Total</b>	<b>17,850,120,902</b>	<b>100%</b>	<b>3,114,103.11</b>	<b>638,740</b>	<b>100%</b>	<b>1,038,034.37</b>	<b>4,152,137.48 **</b>	<b>100.0%</b>

\*The 2015 EAV is the most current available.

\*\*2017 MDA      4,197,810.99      -1.1%      (45,673.51)      4,152,137.48

2016 MDA Budget      Change in value

The computations are completed using the 75% EAV and 25% Population for each Park District's individual contribution, and 2% floor/ceiling for the total MDA contribution.

***CURRENT BUDGET YEAR 2017***



**NORTHWEST SPECIAL RECREATION ASSOCIATION**  
**PROPOSED MDAA 2018**  
**at 2% CEILING**

Member Park District	2016 E.A.V.*	% of Total EAV	75% of total MDAA	Gross Population	% of Total Population	25% of total MDAA	2018 Proposed MDAA	% of Total MDAA
Arlington Heights	2,780,203,080	13.58%	431,306.45	75,101	11.62%	123,049.52	554,355.97	13.1%
Bartlett	1,092,339,852	5.33%	169,460.00	41,208	6.38%	67,517.40	236,977.41	5.6%
Buffalo Grove	1,592,391,377	7.78%	247,035.43	41,715	6.46%	68,348.10	315,383.53	7.4%
Elk Grove	1,639,632,290	8.01%	254,364.15	33,238	5.14%	54,458.93	308,823.07	7.3%
Hanover Park	519,950,824	2.54%	80,662.50	38,676	5.98%	63,368.84	144,031.34	3.4%
Hoffman Estates	1,408,437,259	6.88%	218,497.73	51,895	8.03%	85,027.56	303,525.29	7.2%
Inverness	232,487,518	1.14%	36,066.92	3,800	0.59%	6,226.12	42,293.05	1.0%
Mt. Prospect	1,653,232,361	8.07%	256,473.99	57,024	8.82%	93,431.19	349,905.18	8.3%
Palatine	2,243,923,289	10.96%	348,110.75	83,000	12.84%	135,991.66	484,102.42	11.4%
Prospect Heights	347,542,607	1.70%	53,915.98	15,000	2.32%	24,576.81	78,492.79	1.9%
River Trails	489,017,516	2.39%	75,863.67	16,855	2.61%	27,616.14	103,479.81	2.4%
Rolling Meadows	627,341,196	3.06%	97,322.50	20,000	3.09%	32,769.08	130,091.57	3.1%
Salt Creek	166,090,135	0.81%	25,766.37	5,700	0.88%	9,339.19	35,105.56	0.8%
Schaumburg	3,470,645,220	16.95%	538,418.10	74,227	11.49%	121,617.51	660,035.61	15.6%
South Barrington	475,298,086	2.32%	73,735.31	4,822	0.75%	7,900.62	81,635.93	1.9%
Streamwood	734,945,643	3.59%	114,015.70	41,155	6.37%	67,430.57	181,446.26	4.3%
Wheeling	1,001,513,068	4.89%	155,369.60	42,800	6.62%	70,125.82	225,495.42	5.3%
<b>Total</b>	<b>20,474,991,321</b>	<b>100%</b>	<b>3,176,385.17</b>	<b>646,216</b>	<b>100%</b>	<b>1,058,795.06</b>	<b>4,235,180.23 **</b>	<b>100.0%</b>

\*The 2016 EAV is the most current available.

**2018 MDAA	4,152,137.48	2.0%	83,042.75	4,235,180.23
2017 MDAA Budget	Change in value		TOTAL	4,235,180.23

The computations are completed using the 75% EAV and 25% Population for each Park District's individual contribution, and 2% floor/ceiling for the total MDAA contribution.

**2018 PROPOSED MDAA**



**NWSRA MEMBER DISTRICTS**  
**2015/2016 E.A.V. USED FOR 2017/2018 MDAA CALCULATIONS**

<b>MEMBER PARK DISTRICT</b>	<b>2015 E.A.V. For 2017 MDAA</b>	<b>2016 E.A.V. For 2018 MDAA</b>	<b>INCREASE (DECREASE)</b>	<b>% Incr/Decr</b>
Arlington Heights	2,348,900,573	2,780,203,080	431,302,507	18.4%
Bartlett	994,980,915	1,092,339,852	97,358,937	9.8%
Buffalo Grove	1,449,550,149	1,592,391,377	142,841,228	9.9%
Elk Grove	1,464,913,276	1,639,632,290	174,719,014	11.9%
Hanover Park	470,539,871	519,950,824	49,410,953	10.5%
Hoffman Estates	1,221,136,659	1,408,437,259	187,300,600	15.3%
Inverness	197,485,406	232,487,518	35,002,112	17.7%
Mt. Prospect	1,406,791,767	1,653,232,361	246,440,594	17.5%
Palatine	1,929,877,834	2,243,923,289	314,045,455	16.3%
Prospect Heights	291,046,471	347,542,607	56,496,136	19.4%
River Trails	418,669,982	489,017,516	70,347,534	16.8%
Rolling Meadows	560,548,971	627,341,196	66,792,225	11.9%
Salt Creek	144,941,018	166,090,135	21,149,117	14.6%
Schaumburg	3,035,329,879	3,470,645,220	435,315,341	14.3%
South Barrington	400,599,689	475,298,086	74,698,397	18.6%
Streamwood	622,962,845	734,945,643	111,982,798	18.0%
Wheeling	891,845,597	1,001,513,068	109,667,471	12.3%
<b>Total E.A.V.</b>	<b>17,850,120,902</b>	<b>20,474,991,321</b>	<b>2,624,870,419</b>	<b>14.7%</b>

***2018 PROPOSED  
MDAA***



**NORTHWEST SPECIAL RECREATION ASSOCIATION**  
**MEMBER DISTRICT ANNUAL ASSESSMENTS**  
**COMPARISON 2017 - 2018**  
**AT 2% CEILING**

<b>Member District</b>	<b>2017 Assessments at -1.1%</b>	<b>2018 Assessments at 2%</b>	<b>Increase (Decrease) at 2%</b>	<b>Increase (Decrease) at 2%</b>
Arlington Heights	531,834.13	554,355.97	22,521.84	4.2%
Bartlett	240,551.04	236,977.41	(3,573.63)	-1.5%
Buffalo Grove	320,678.39	315,383.53	(5,294.86)	-1.7%
Elk Grove	309,811.54	308,823.07	(988.47)	-0.3%
Hanover Park	144,618.05	144,031.34	(586.71)	-0.4%
Hoffman Estates	298,190.98	303,525.29	5,334.31	1.8%
Inverness	40,628.47	42,293.05	1,664.58	4.1%
Mt. Prospect	338,097.92	349,905.18	11,807.26	3.5%
Palatine	471,568.99	484,102.42	12,533.43	2.7%
Prospect Heights	75,152.42	78,492.79	3,340.37	4.4%
River Trails	97,417.41	103,479.81	6,062.40	6.2%
Rolling Meadows	130,295.03	130,091.57	(203.46)	-0.2%
Salt Creek	34,549.41	35,105.56	556.15	1.6%
Schaumburg	650,167.11	660,035.61	9,868.50	1.5%
South Barrington	77,547.20	81,635.93	4,088.73	5.3%
Streamwood	174,256.63	181,446.26	7,189.63	4.1%
Wheeling	216,772.76	225,495.42	8,722.66	4.0%
<b>NWSRA Total MDAA Amount</b>	<b>4,152,137.48</b>	<b>4,235,180.23</b>	<b>83,042.75</b>	<b>2.0%</b>

**NWSRA MEMBER DISTRICTS**  
**2016/2017 REPORTED POPULATION COMPARISON**

Member Park District	Gross Population 2016	Gross Population 2017	Increase (Decrease) in Population	% Increase (Decrease)
Arlington Heights	75,101	75,101	-	0.00%
Bartlett	41,208	41,208	-	0.00%
Buffalo Grove	41,715	41,715	-	0.00%
Elk Grove	33,379	33,238	(141)	-0.42%
Hanover Park	38,476	38,676	200	0.52%
Hoffman Estates	52,398	51,895	(503)	-0.96%
Inverness	3,800	3,800	-	0.00%
Mt. Prospect	57,024	57,024	-	0.00%
Palatine	83,000	83,000	-	0.00%
Prospect Heights	15,000	15,000	-	0.00%
River Trails	15,000	16,855	1,855	12.37%
Rolling Meadows	20,000	20,000	-	0.00%
Salt Creek	5,700	5,700	-	0.00%
Schaumburg	74,227	74,227	-	0.00%
South Barrington	4,713	4,822	109	2.31%
Streamwood	40,351	41,155	804	1.99%
Wheeling	37,648	42,800	5,152	13.68%
<b>Total</b>	<b>638,740</b>	<b>646,216</b>	<b>7,476</b>	<b>1.17%</b>



**MEMBER DISTRICT ANNUAL ASSESSMENTS**  
**2013 - 2018**  
**COMPARISON**

Member Park District	2013 Assessment	Increase (Decrease)	2014 Assessment	Increase (Decrease)	2015 Assessment	Increase (Decrease)	2016 Assessment	Increase (Decrease)	2017 Assessment	Increase (Decrease)	2018 Proposed MDA
Arlington Heights	553,507.65	(4,788.99)	548,718.66	(12,981.10)	535,737.56	4,038.01	539,775.57	(7,941.44)	531,834.13	22,521.84	554,355.97
Bartlett	243,453.70	(4,807.80)	238,645.90	723.67	239,369.56	(1,005.39)	238,364.17	2,186.87	240,551.04	(3,573.63)	236,977.41
Buffalo Grove	304,411.98	1,198.35	305,610.32	2,616.49	308,226.82	2,202.98	310,429.80	10,248.59	320,678.39	(5,294.86)	315,383.53
Elk Grove	327,778.49	(10,486.02)	317,292.47	(8,173.58)	309,118.89	4,665.35	313,784.23	(3,972.69)	309,811.54	(988.47)	308,823.07
Hanover Park	151,033.51	(2,139.31)	148,894.20	(2,454.22)	146,439.98	(355.43)	146,084.55	(1,466.50)	144,618.05	(586.71)	144,031.34
Hoffman Estates	314,318.61	(9,411.49)	304,907.12	(4,132.94)	300,774.18	3,798.59	304,572.77	(6,381.79)	298,190.98	5,334.31	303,525.29
Inverness	41,717.20	(700.42)	41,016.78	(31.64)	40,985.14	530.40	41,515.54	(887.07)	40,628.47	1,664.58	42,293.05
Mt. Prospect	354,716.11	(4,439.69)	350,276.42	(12,922.51)	337,353.91	6,576.85	343,930.76	(5,832.84)	338,097.92	11,807.26	349,905.18
Palatine	493,056.87	(5,590.11)	487,466.76	(13,522.63)	473,944.13	5,461.74	479,405.86	(7,836.87)	471,568.99	12,533.43	484,102.42
Prospect Heights	80,919.94	(2,198.57)	78,721.37	(3,559.76)	75,161.61	931.71	76,093.32	(940.90)	75,152.42	3,340.37	78,492.79
River Trails	100,688.30	164.15	100,852.45	(3,806.87)	97,045.58	1,337.44	98,383.03	(965.62)	97,417.41	6,062.40	103,479.81
Rolling Meadows	139,589.34	(3,013.82)	136,575.52	(4,098.16)	132,477.36	1,240.31	133,717.68	(3,422.65)	130,295.03	(203.46)	130,091.57
Salt Creek	37,975.61	(2,134.49)	35,841.12	(1,524.77)	34,316.34	381.74	34,698.08	(148.67)	34,549.41	556.15	35,105.56
Schaumburg	677,201.09	(21,426.96)	655,774.12	(2,475.56)	653,298.56	7,028.41	660,326.98	(10,159.87)	650,167.11	9,868.50	660,035.61
South Barrington	82,474.77	(5,439.79)	77,034.99	850.17	77,885.16	408.30	78,293.46	(746.26)	77,547.20	4,088.73	81,635.93
Streamwood	187,037.17	(3,701.99)	183,335.18	(9,002.67)	174,332.51	2,984.27	177,316.78	(3,060.15)	174,256.63	7,189.63	181,446.26
Wheeling	233,461.49	(7,549.88)	225,911.61	(10,241.43)	215,670.19	5,448.22	221,118.40	(4,345.64)	216,772.76	8,722.66	225,495.42
<b>Total</b>	<b>4,323,341.82</b>	<b>(86,466.84)</b>	<b>4,236,874.98</b>	<b>(84,737.50)</b>	<b>4,152,137.48</b>	<b>45,673.51</b>	<b>4,197,810.99</b>	<b>37,369.24</b>	<b>4,152,137.48</b>	<b>83,042.75</b>	<b>4,235,180.23</b>
	4,323,341.82		4,236,874.98		4,152,137.48		4,197,810.99		4,152,137.48		83,042.75

**NORTHWEST SPECIAL RECREATION ASSOCIATION**  
**2018 SPECIAL RECREATION FUND RECOMMENDATIONS**

A	B	C	D	E	F	G
Member Park District	2016 E.A.V.	To Be Billed Fiscal Year 2018	Facility Space Usage @ .00005 x EAV	Total Per Member District	.04 Levy per \$100 EAV	ADA Compliance Facility Space Usage Credit Available
Arlington Heights	2,780,203,080	554,355.97	139,010.15	693,366.12	1,112,081.23	418,715.11
Bartlett	1,092,339,852	236,977.41	54,616.99	291,594.40	436,935.94	145,341.54
Buffalo Grove	1,592,391,377	315,383.53	79,619.57	395,003.10	636,956.55	241,953.45
Elk Grove	1,639,632,290	308,823.07	81,981.61	390,804.68	655,852.92	265,048.24
Hanover Park	519,950,824	144,031.34	25,997.54	170,028.88	207,980.33	37,951.45
Hoffman Estates	1,408,437,259	303,525.29	70,421.86	373,947.15	563,374.90	189,427.75
Inverness	232,487,518	42,293.05	11,624.38	53,917.43	92,995.01	39,077.58
Mt. Prospect	1,653,232,361	349,905.18	82,661.62	432,566.80	661,292.94	228,726.14
Palatine	2,243,923,289	484,102.42	112,196.16	596,298.58	897,569.32	301,270.74
Prospect Heights	347,542,607	78,492.79	17,377.13	95,869.92	139,017.04	43,147.12
River Trails	489,017,516	103,479.81	24,450.88	127,930.69	195,607.01	67,676.32
Rolling Meadows	627,341,196	130,091.57	31,367.06	161,458.63	250,936.48	89,477.85
Salt Creek	166,090,135	35,105.56	8,304.51	43,410.07	66,436.05	23,025.98
Schaumburg	3,470,645,220	660,035.61	173,532.26	833,567.87	1,388,258.09	554,690.22
South Barrington	475,298,086	81,635.93	23,764.90	105,400.83	190,119.23	84,718.40
Streamwood	734,945,643	181,446.26	36,747.28	218,193.54	293,978.26	75,784.72
Wheeling	1,001,513,068	225,495.42	50,075.65	275,571.07	400,605.23	125,034.16
	20,474,991,321	\$ 4,235,180.23	1,023,749.55	5,258,929.78	8,189,996.53	2,931,066.75

**RESOLUTION NO. 743**

**MT. PROSPECT PARK DISTRICT**

**NWSRA ASSESSMENT – CALENDAR YEAR 2018**

WHEREAS, the Mt. Prospect Park District is a member district in good standing with the Northwest Special Recreation Association (“NWSRA”), and,

WHEREAS, the Northwest Special Recreation Association represents a joint agreement program as authorized in the Park District Code, and,

WHEREAS, the Mt. Prospect Park District has the authority pursuant to Section 5.8 of the Park District Code, and,

WHEREAS, the Mt. Prospect Park District is committed to ensuring the continuation of quality leisure services for its residents, both children and adults, experiencing a disabling condition, and,

WHEREAS, the Mt. Prospect Park District wants to continue to support full community participation by residents with disabling conditions,

NOW, THEREFORE, BE IT RESOLVED that, the Mt. Prospect Park District does hereby ratify the recommended assessment for calendar year 2018 in the amount of \$349,905.18 as recommended by the Board of Trustees of NWSRA.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Passed and approved this 23<sup>th</sup> day of August, 2017.

\_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

STATE OF ILLINOIS )  
 ) SS.  
COUNTY OF COOK )

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

RESOLUTION NO. 743

MT. PROSPECT PARK DISTRICT

NWSRA ASSESSMENT FOR CALENDAR YEAR 2018

that the foregoing was passed by the Board of Commissioners of said Mt. Prospect Park District on the 23rd day of August, 2017 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 that the original of said Resolution is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 23<sup>rd</sup> day of August, 2017.

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William J. Starr, Secretary  
Mt. Prospect Park District  
Cook County, Illinois (SEAL)



# MEMORANDUM

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To: Board of Park Commissioners

From: Jim Jarog, Director of Parks & Planning

Date: August 17, 2017

Re: **EINSTEIN PARK PHASE II PROJECT UPDATE**

Cc: Dan Malartsik, Executive Director

## **SUMMARY & BACKGROUND:**

The bid for Phase II of the Einstein Park Project was approved at the June Board Meeting and is a part of the district's 2017 capital improvement plan. This project is partially funded by the Open Space Land Acquisition Development program through the Illinois Department of Natural Resources.

## **Contractor Mobilization:**

Park District staff has notified the adjacent neighbors and posted construction signage at all entrances to the park. In addition, signage has been placed on the playground equipment directing users to alternative playgrounds in the area. Limited site mobilization and demolition has begun. Site excavation is still on hold pending final MWRD permit approval.

## **Project Permitting Process:**

City of Des Plaines: In Progress (Contractor Completing Final Steps)  
MWRD: Architectural & Engineering Plans Resubmitted for Final Approval on August 4th  
Final Permit Received: August 14

The contractor is updating pricing based on the permitting requirements and revisions. There are both credits and debits. Staff will review and approve any change orders necessary within the budget.

## **Project Timeline Adjustment:**

Due to the delay in MWRD permitting requirements, the contractor will begin major construction when the permits are issued. As a result, the substantial completion has been delayed 3 weeks.

Limited Mobilization & Demolition: Begun  
Site Excavation: Began week of August 14  
Landscaping & Site Restoration: Week of October 3  
Substantial Completion: October 23

Staff will continue to update the board monthly on the project timeline and status as work progresses.

## EINSTEIN PHASE II FINANCIAL UPDATE

## BUDGET IMPACT

as of 8/2/2017

	<u>2017 Budget</u>	<u>2017 Projection</u>	<u>YTD Actual</u>	<u>2017 Budget-Projection Variance Over(Under)</u>
Einstein Park Phase II Fund 96	524,267.00			
Ratio Architects		29,185.00	13,996.55	
Martam Construction		430,019.61		
Construction Contingency		45,000.00		
Ratio Reimbursables		2,500.00	511.43	
Bid Notice/ MWRD Permit		2,500.00	2,046.35	
<b>Total Fund 96</b>	<b>524,267.00</b>	<b>509,204.61</b>	<b>16,554.33</b>	<b>(15,062.39)</b>
Einstein Park Phase II Fund 70	27,182.00			
Martam Construction		27,182.00		
<b>Total Fund 70</b>	<b>27,182.00</b>	<b>27,182.00</b>		<b>-</b>
Einstein Park Phase II ADA Fund 25	172,798.39			
Martam Construction		172,798.39		
<b>Total Fund 25</b>	<b>172,798.39</b>	<b>172,798.39</b>	<b>-</b>	<b>-</b>
<b>Total 2017 Einstein Phase II Expense</b>	<b>724,247.39</b>	<b>709,185.00</b>	<b>16,554.33</b>	<b>(15,062.39)</b>
* Less OSLAD Grant Reimbursement	(376,000.00)	(376,000.00)	(188,000.00)	-
<b>Total 2017 Einstein Phase II with Grant</b>	<b>348,247.39</b>	<b>333,185.00</b>	<b>(171,445.67)</b>	<b>(15,062.39)</b>

\* Remaining grant reimbursement to be paid out upon completion of project and final audit Fall 2017 / Spring 2018.





# MEMORANDUM

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To: Board of Park Commissioners  
From: Jim Jarog, Director of Parks & Planning  
Date: August 23, 2017  
Re: **KOPP PLAYGROUND PROJECT UPDATE**  
Cc: Dan Malartsik, Executive Director

## **SUMMARY & BACKGROUND:**

The bid for Kopp Playground Project was approved at the June Board Meeting and is a part of the district's 2017 capital improvement plan.

## **Project Permitting Process:**

Village of Mount Prospect: Issued  
ComEd: In Process

Once ComEd approval is obtained, the Park District will then need to approve an amendment to the existing ComEd lease to identify the site changes. The documents for the proposed lease amendment and construction changes are forthcoming. These documents will be brought before the board for consideration at a future board meeting.

## **Project Timeline:**

Site Mobilization: Complete  
Demolition of the Redwood Playground: Complete  
New playground curbing: 75% Installed  
Drainage: Complete  
Playground Equipment, Benches, & Table: August 14 Delivery  
Substantial Completion: September 29

The pending connecting path installation (ComEd Approval) should be able to occur at the end of the project without impacting the scheduled completion date.

Staff will continue to update the board monthly on the project timeline and status as work progresses.

The project is expected to be completed on time and within budget.

## KOPP PLAYGROUND FINANCIAL UPDATE

## BUDGET IMPACT

as of 8/2/2017

	2017 Budget	2017 Projection	YTD Actual	2017 Budget-Projection Variance Over(Under)
Kopp Park Playground Fund 96	100,000.00			
Redwood Demolition Fund 96	12,500.00			
K Plus Engineering		25,750.00	15,935.00	
K Plus Engineering Com Ed Review		1,968.00	1,434.00	
E Hoffman Inc.		81,192.44		
Bid Notice		100.00	78.30	
Signage		250.00	100.00	
<b>Total Fund 96</b>	<b>112,500.00</b>	<b>109,260.44</b>	<b>17,547.30</b>	<b>(3,239.56)</b>
Kopp Park Playground Fund 21	10,000.00			
Com Ed Review Fee		1,500.00	1,500.00	
Construction Contingency		8,500.00		
<b>Total Fund 21</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>1,500.00</b>	<b>-</b>
Kopp Park Playground ADA Fund 25	129,829.56			
K Plus Engineering Com Ed Review		2,132.00	1,553.50	
E Hoffman Inc.		127,697.56		
<b>Total Fund 25</b>	<b>129,829.56</b>	<b>129,829.56</b>	<b>1,553.50</b>	<b>-</b>
<b>Total 2017 Kopp Park Expense</b>	<b>252,329.56</b>	<b>249,090.00</b>	<b>20,600.80</b>	<b>(3,239.56)</b>

**MT PROSPECT PARK DISTRICT  
DEPARTMENTAL EXPENDITURE ANALYSIS  
FOR THE 7 MONTHS ENDED 7-31-17**

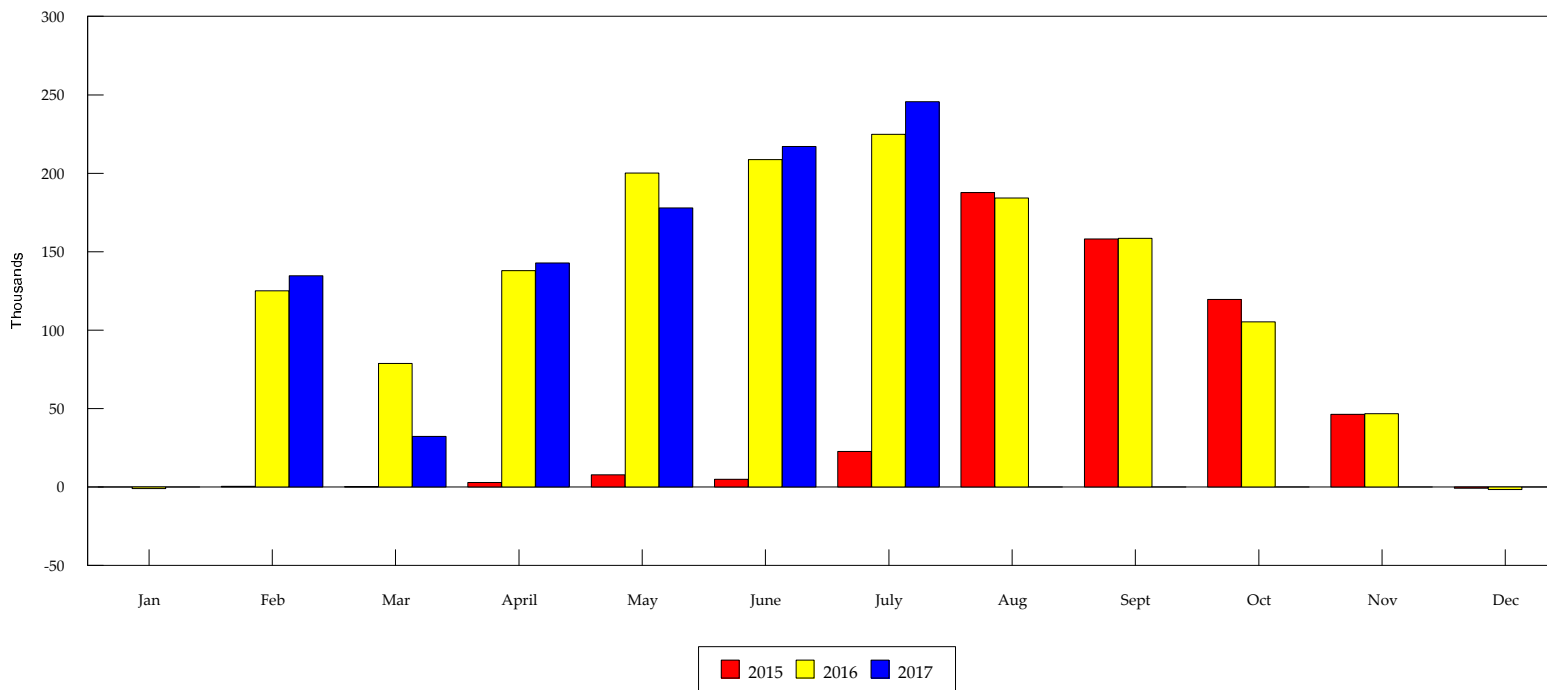
58% OF CALENDAR YEAR

FUND / Department	'17 Y.T.D. Actual	2017 Budget	Y.T.D. as % of '17 Budget	'16 Y.T.D. Actual	Y.T.D. % of '16 Y.T.D.	Projected 2017	Proj % of '17 Bud	% Inc '17 Bud Over '16 Bud
<b>GENERAL FUND</b>								
Administration	545,139	953,186	57%	573,576	95%	919,920	97%	0%
Maintenance	464,634	833,227	56%	466,341	100%	965,637	116%	5%
Motor Pool	133,610	312,373	43%	124,922	107%	233,044	75%	5%
Buildings	111,828	195,404	57%	102,602	109%	3,498	2%	6%
Studio at Melas	10,398	20,950	50%	10,205	102%	16,811	80%	-1%
Total	1,265,609	2,315,140	55%	1,277,645	99%	2,141,147	92%	3%
<b>RECREATION FUND</b>								
Administration	575,471	1,078,449	53%	609,013	94%	720,630	67%	2%
Big Surf	193,468	317,496	61%	187,042	103%	273,268	86%	2%
Meadows Pool	116,355	202,103	58%	111,314	105%	189,751	94%	4%
Recplex Pool	344,263	551,933	62%	333,439	103%	462,325	84%	2%
Golf Course	914,496	1,588,403	58%	938,917	97%	1,333,927	84%	2%
Concessions	68,483	147,545	46%	73,333	93%	108,313	73%	-8%
Lions Center	101,587	187,485	54%	114,965	88%	180,523	96%	1%
Recplex Center	525,306	998,160	53%	580,908	90%	939,308	94%	-2%
Ice Arena	119,345	192,238	62%			119,345	62%	
Rec Programs	1,049,489	1,662,435	63%	1,052,699	100%	1,731,915	104%	5%
Central Programs	38,575	129,100	30%	48,864	79%	105,837	82%	-6%
Central Road	339,464	637,138	53%	352,035	96%	601,984	94%	5%
Total	4,386,303	7,692,485	57%	4,402,529	100%	6,826,517	89%	5%

## MT PROSPECT PARK DISTRICT GOLF COURSE MONTHLY RECEIPTS

**Revenue Recap by yr:**

2015			2016			2017				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<b>'15Budget</b>	<b>'16Budget</b>
Jan	35	35	Jan	(916)	(916)	Jan	0	0	705,490	
Feb	417	452	Feb	125,058	124,142	Feb	134,645	134,645	1,602,000	
Mar	209	661	Mar	78,883	203,025	Mar	32,219	166,864	1,556,500	
April	2,869	3,530	April	137,927	340,952	April	142,799	309,663		
May	7,758	11,288	May	200,176	541,128	May	177,872	487,534		
June	4,986	16,274	June	208,816	749,944	June	217,140	704,674		
July	22,714	38,988	July	224,822	974,766	July	245,693	950,367		
Aug	187,774	226,762	Aug	184,166	1,158,932	Aug	0	0		
Sept	158,081	384,843	Sept	158,598	1,317,530	Sept	0	0		
Oct	119,569	504,412	Oct	105,319	1,422,850	Oct	0	0		
Nov	46,280	550,692	Nov	46,736	1,469,586	Nov	0	0		
Dec	(721)	549,970	Dec	(1,611)	1,467,975	Dec	0	0		



This Year Vs Last Two Years

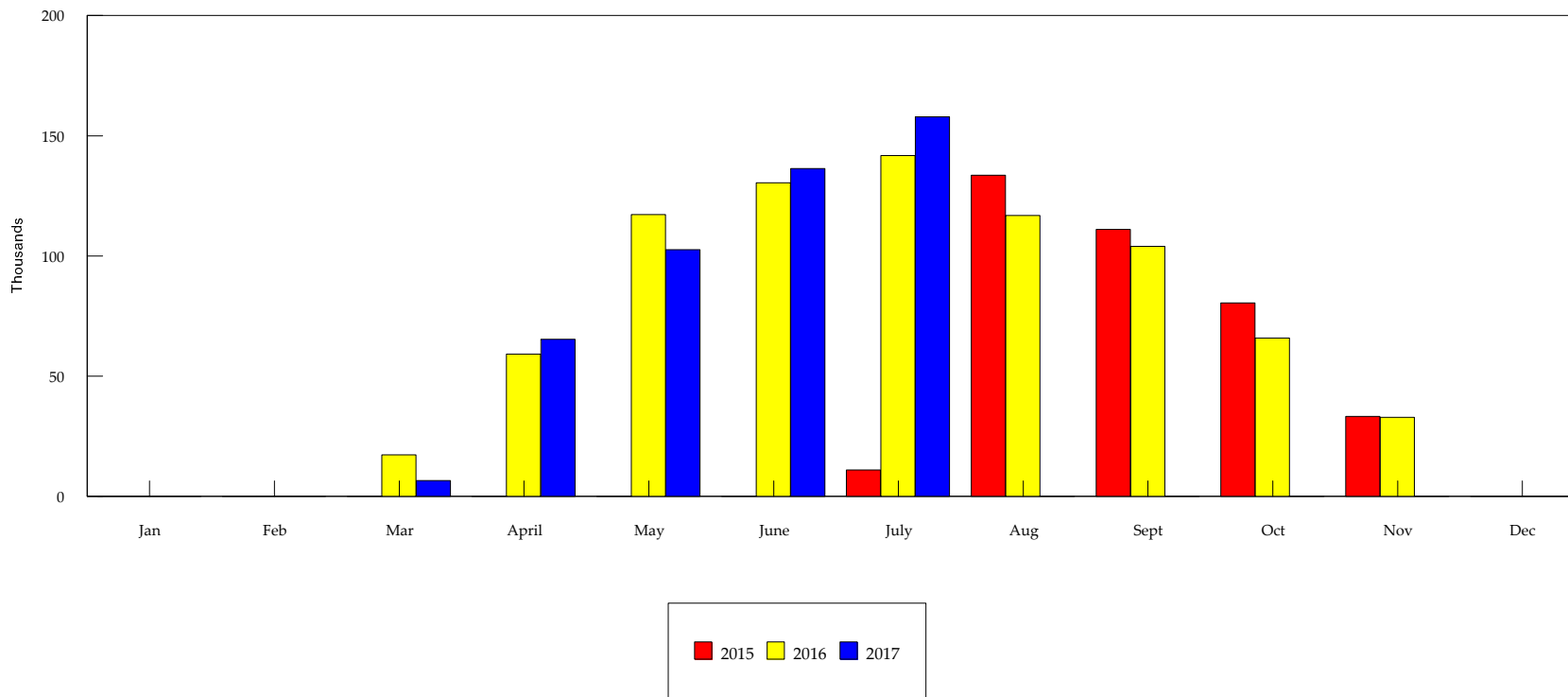
**MOUNT PROSPECT PARK DISTRICT  
GOLF COURSE Department by Function  
For Seven Months Ended 7-31-17**

ACCOUNT NAMES	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
<b>REVENUES:</b>								
RENTAL	158,180	158,180						
PASSES /USER FEES	180,305	180,305						
DAILY /USER FEES	535,440	481,288			54,152			
PROGRAM FEES	53,038	2,450				43,776	6,812	
MERCHANDISE SALES	34,415			34,415				
OTHER	(11,011)	(11,011)						
SPONSORSHIPS	-							
TOTAL REVENUE	<u>950,367</u>	<u>811,213</u>	-	<u>34,415</u>	<u>54,152</u>	<u>43,776</u>	<u>6,812</u>	-
% of Budget	61%	61%	n/a	69%	60%	76%	34%	
<b>EXPENDITURES:</b>								
FULL TIME SALARIES	329,887	180,443	118,056					31,387
PART TIME SALARIES	158,297	44,210	95,032	-		14,636		4,418
FRINGE BENEFITS	149,930	53,521	77,387					19,022
CONTRACTUAL SERVICES	58,758	34,705	12,385			4,531		7,138
COMMODITIES	140,988	8,616	116,452	401	6,202	2,203	1,025	6,089
MERCHANDISE	34,170			34,170				
UTILITIES	42,467	13,324	15,316	1,307				12,521
SALES TAX	-							
TOTAL EXPENDITURES	<u>914,496</u>	<u>334,819</u>	<u>434,627</u>	<u>35,878</u>	<u>6,202</u>	<u>21,370</u>	<u>1,025</u>	<u>80,574</u>
% of Budget	58%	55%	61%	89%	103%	45%	9%	50%
REVENUE OVER(UNDER) EXP	<u>35,872</u>	<u>476,394</u>	<u>(434,627)</u>	<u>(1,463)</u>	<u>47,950</u>	<u>22,406</u>	<u>5,787</u>	<u>(80,574)</u>
<b>CHANGE FROM LAST YR + (-)</b>								
REVENUE	(21,141)	(36,226)	-	8,533	7,045	(203)	(291)	-
EXPENDITURES	(24,421)	(8,224)	(20,071)	3,718	2,663	1,226	525	(4,258)
NET	<u>3,280</u>	<u>(28,002)</u>	<u>20,071</u>	<u>4,816</u>	<u>4,382</u>	<u>(1,429)</u>	<u>(816)</u>	<u>4,258</u>
<b>% CHANGE FROM LAST YEAR</b>								
REVENUE	(2)	(4)	n/a	33	15	(0)	(4)	n/a
EXPENDITURES	(3)	(2)	(4)	12	75	6	105	(5)

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

**Revenue Recap by yr:**

	2015		2016		2017			
	Month	YTD	Month	YTD	Month	YTD		
Jan	0	0	Jan	0	Jan	0	'15Budget	400,000
Feb	0	0	Feb	0	Feb	0	'16Budget	850,000
Mar	0	0	Mar	17,263	Mar	6,580	'17Budget	800,000
April	0	0	April	59,254	April	65,371		
May	0	0	May	117,207	May	102,629		
June	0	0	June	130,510	June	136,328		
July	10,971	10,971	July	141,741	July	157,909		
Aug	133,659	144,630	Aug	116,919	Aug	0		
Sept	111,129	255,759	Sept	103,979	Sept	0		
Oct	80,451	336,210	Oct	65,889	Oct	0		
Nov	33,259	369,469	Nov	32,864	Nov	0		
Dec	0	0	Dec	0	Dec	0		

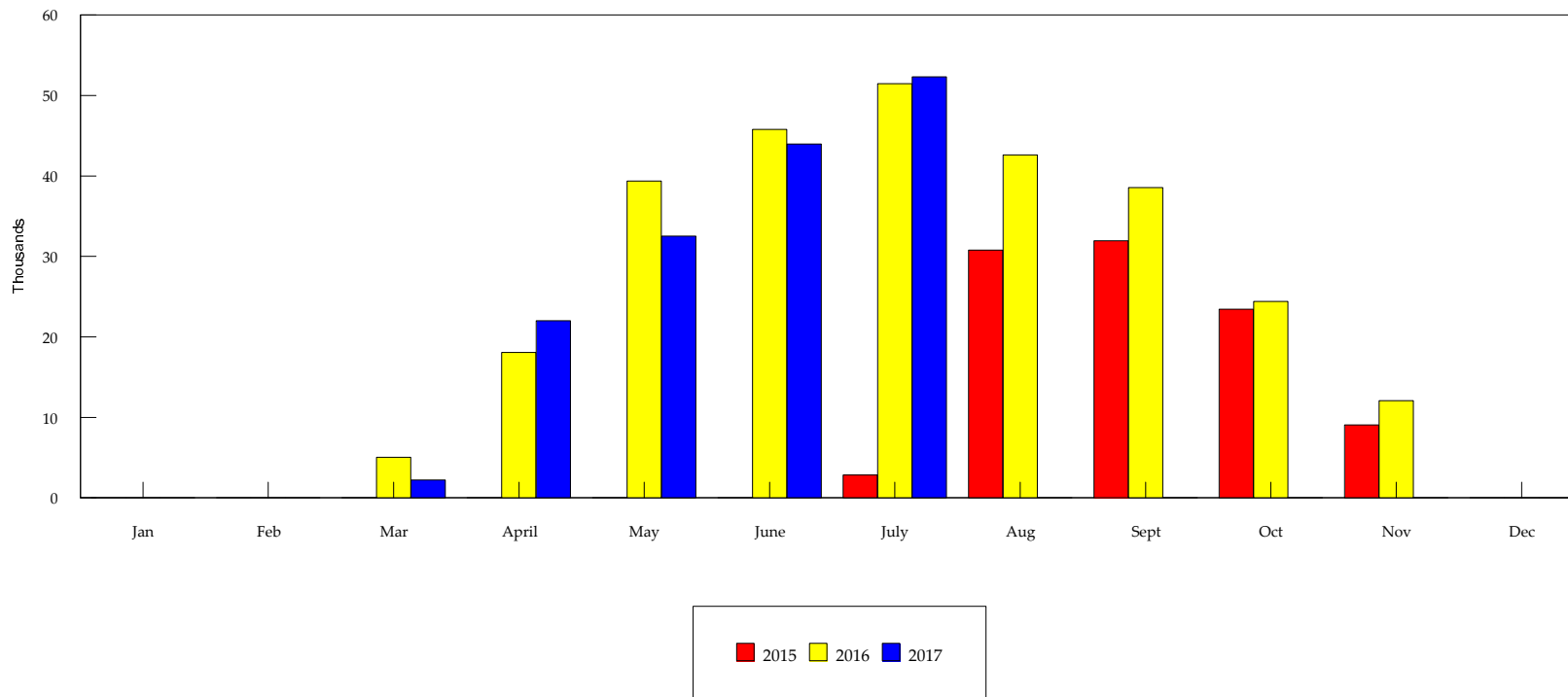


This Year Vs Last Two Years

**MT PROSPECT PARK DISTRICT  
GOLF COURSE  
Power Cart Rental**

**Revenue Recap by yr:**

	2015		2016		2017		'15Budget	'16Budget	'17Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	0	0	Jan	0	0	Jan	0	0	150,000
Feb	0	0	Feb	0	0	Feb	0	0	280,000
Mar	0	0	Mar	5,052	5,052	Mar	2,205	2,205	280,000
April	0	0	April	18,073	23,125	April	22,007	24,212	
May	0	0	May	39,379	62,504	May	32,545	56,756	
June	0	0	June	45,804	108,308	June	43,968	100,724	
July	2,822	2,822	July	51,486	159,793	July	52,330	153,054	
Aug	30,811	33,633	Aug	42,606	202,400	Aug	0	0	
Sept	31,939	65,572	Sept	38,558	240,958	Sept	0	0	
Oct	23,443	89,015	Oct	24,431	265,389	Oct	0	0	
Nov	9,057	98,072	Nov	12,070	277,459	Nov	0	0	
Dec	0	98,072	Dec	0	277,459	Dec	0	153,054	

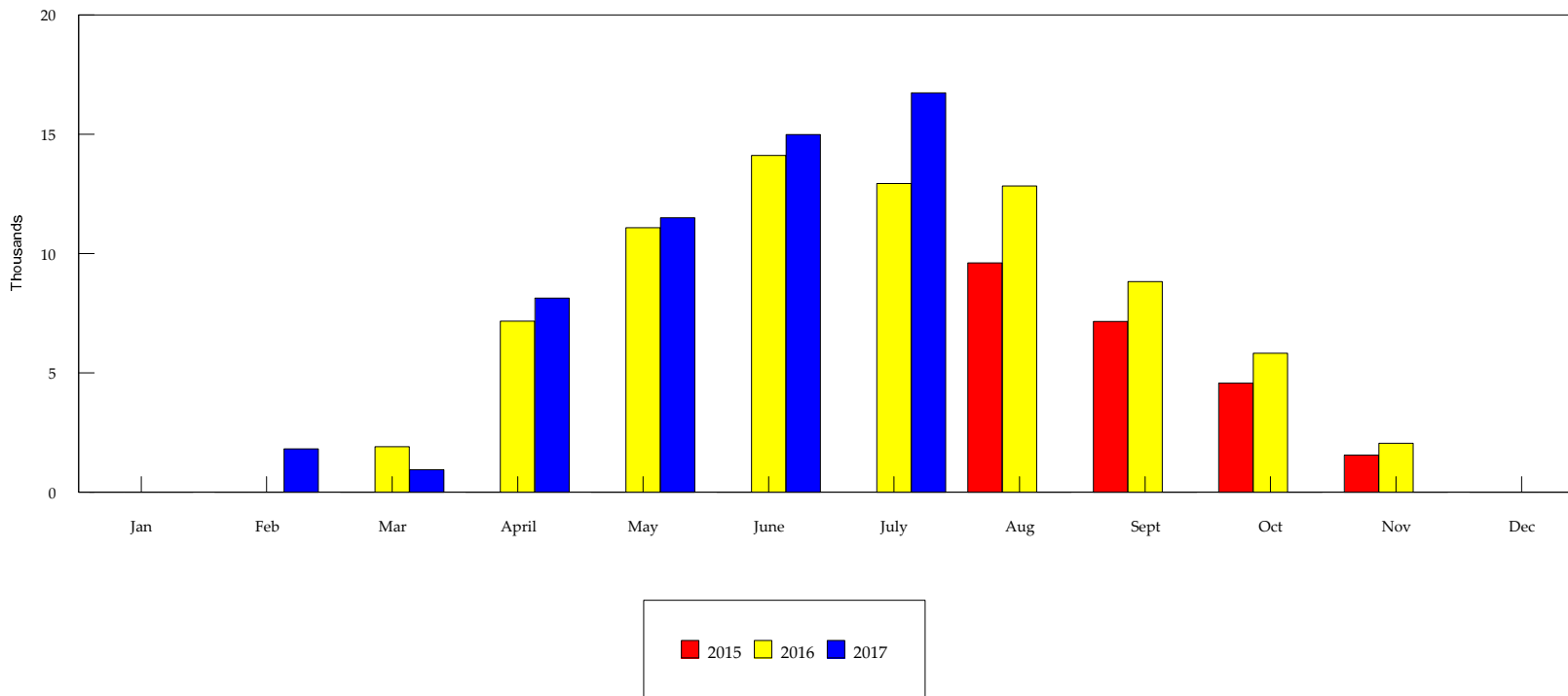


This Year Vs Last Two Years

**MT PROSPECT PARK DISTRICT  
GOLF COURSE  
Driving Range Revenue**

**Revenue Recap by yr:**

	2015		2016		2017		'15Budget	'16Budget	'17Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	0	0	Jan	0	0	Jan	0	0	40,000
Feb	0	0	Feb	0	0	Feb	1,825	1,825	90,000
Mar	0	0	Mar	1,906	1,906	Mar	944	2,769	90,000
April	0	0	April	7,167	9,074	April	8,146	10,915	
May	0	0	May	11,092	20,166	May	11,506	22,421	
June	0	0	June	14,116	34,282	June	14,990	37,411	
July	0	0	July	12,949	47,231	July	16,740	54,152	
Aug	9,610	9,610	Aug	12,837	60,068	Aug	0	0	
Sept	7,155	16,765	Sept	8,831	68,899	Sept	0	0	
Oct	4,571	21,336	Oct	5,832	74,731	Oct	0	0	
Nov	1,563	22,899	Nov	2,059	76,789	Nov	0	0	
Dec	0	22,899	Dec	0	76,789	Dec	0	54,152	



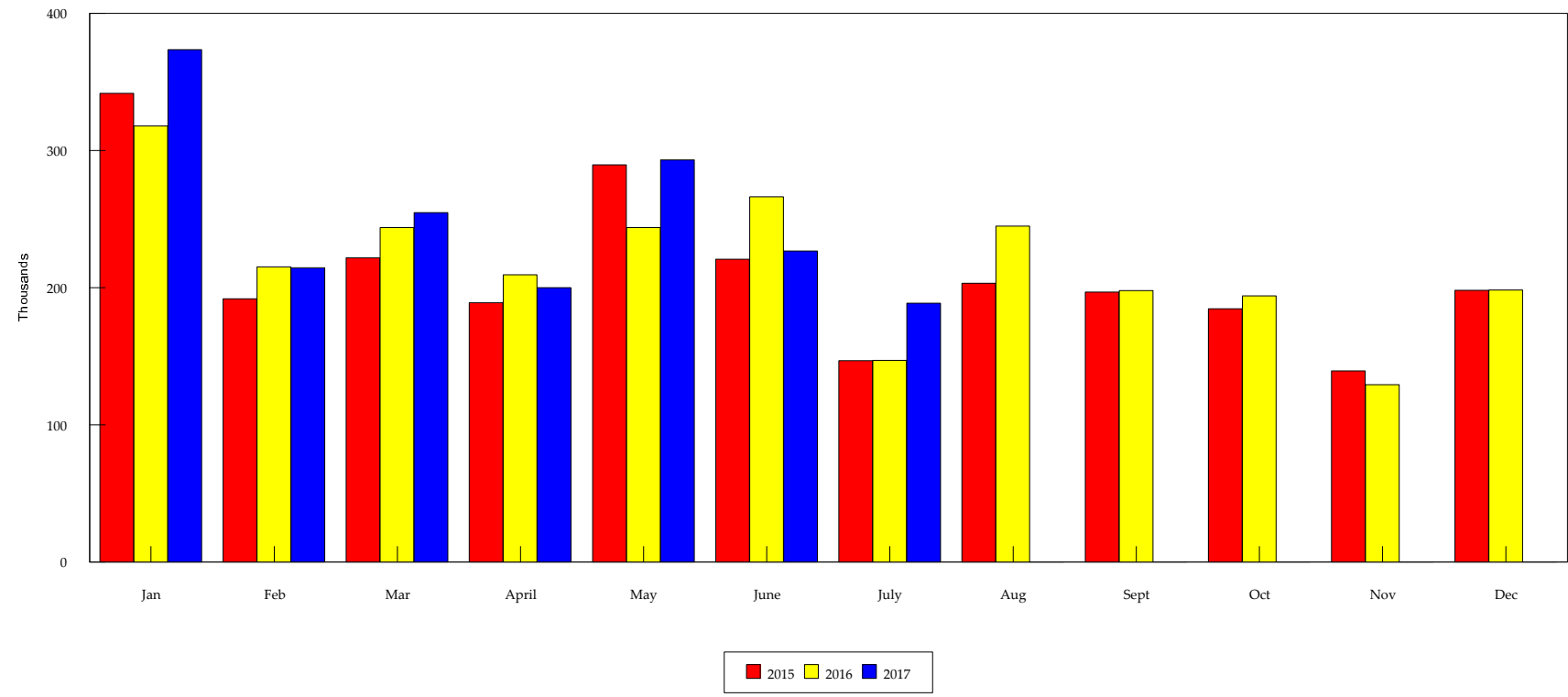
This Year Vs Last Two Years



## MT PROSPECT PARK DISTRICT PROGRAM REVENUE

**Revenue Recap by yr:**

	2015		2016		2017					
	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>				
Jan	341,755	341,755	Jan	318,088	318,088	Jan	373,662	373,662	'15Budget	2,434,300
Feb	191,951	533,706	Feb	215,326	533,414	Feb	214,716	588,378	'16Budget	2,459,100
Mar	221,835	755,541	Mar	243,880	777,294	Mar	254,751	843,129	'17Budget	2,652,000
April	189,238	944,779	April	209,424	986,718	April	200,096	1,043,225		
May	289,573	1,234,352	May	243,991	1,230,709	May	293,193	1,336,418		
June	220,798	1,455,150	June	266,385	1,497,094	June	226,890	1,563,308		
July	146,894	1,602,044	July	147,087	1,644,181	July	188,870	1,752,178		
Aug	203,403	1,805,447	Aug	244,949	1,889,130	Aug	0	0		
Sept	196,803	2,002,250	Sept	197,925	2,087,055	Sept	0	0		
Oct	184,688	2,186,938	Oct	194,109	2,281,164	Oct	0	0		
Nov	139,489	2,326,427	Nov	129,388	2,410,552	Nov	0	0		
Dec	198,126	2,524,553	Dec	198,371	2,608,923	Dec	0	0		



This Year Vs Last Year

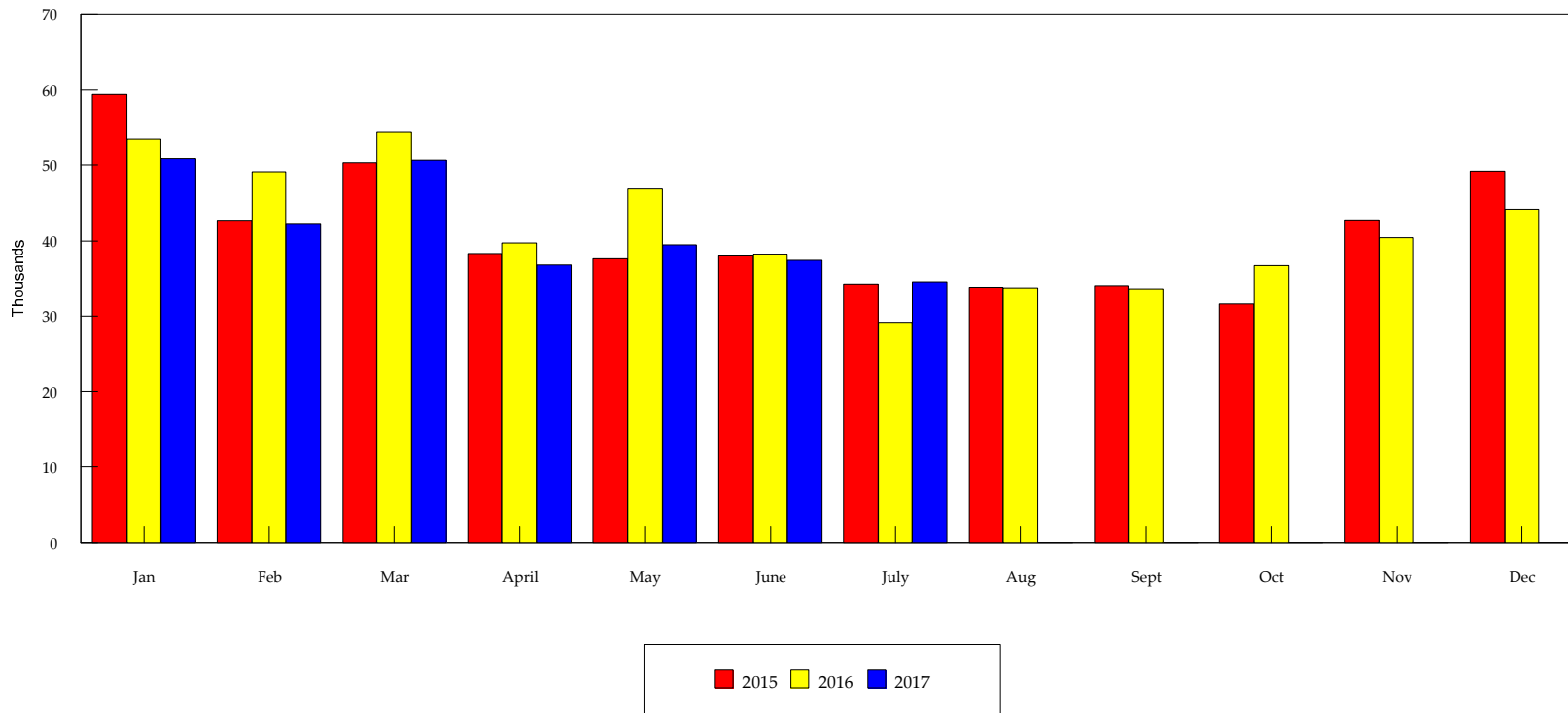
MOUNT PROSPECT PARK DISTRICT  
PROGRAMS Department by Function  
For Seven Months Ended 7-31-17

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	SENIOR CLUB	BASEBALL
REVENUES:									
PROGRAM FEES	1,738,429	808,369	105,330	259,545	154,060	8,016	238,965		164,143
CHILD CARE	10,250	10,250	-						
DONATIONS	3,500		3,500						
TOTAL REVENUE	1,752,178	818,619	108,830	259,545	154,060	8,016	238,965	-	164,143
% of Budget	66%	68%	86%	59%	62%	80%	53%	0%	97%
EXPENDITURES:									
PART TIME SALARIES	672,973	341,657	24,942	33,231	97,302	1,711	143,280		30,849
CONTRACTUAL SERVICES	183,725	63,752	17,284	95,147	1,484	5,328	730		
COMMODITIES	192,537	35,132	9,742	28,994	1,754	12,299	36,814		67,802
UTILITIES	254								254
TOTAL EXPENDITURES	1,049,489	440,541	51,968	157,373	100,540	19,338	180,824	-	98,904
% of Budget	63%	71%	48%	54%	64%	39%	58%	0%	80%
REVENUE OVER(UNDER) EXP	702,689	378,078	56,862	102,172	53,520	(11,322)	58,141	-	65,238
CHANGE FROM LAST YR + (-)									
REVENUE	108,958	41,038	5,383	4,170	33,285	(1,665)	4,591	-	22,155
EXPENDITURES	(3,210)	16,624	(23,033)	(1,439)	(981)	(5,120)	(2,172)	-	12,910
NET	112,168	24,413	28,416	5,609	34,265	3,455	6,763	-	9,246
% CHANGE FROM LAST YEAR									
REVENUE	7	5	5	2	28	(17)	2	-	16
EXPENDITURES	(0)	4	(31)	(1)	(1)	(21)	(1)		15
2017 BUDGET REVENUE	2,652,000	1,200,000	127,000	440,000	250,000	10,000	455,000	-	170,000
2017 BUDGET EXPEND	1,662,435	621,000	109,250	291,500	157,500	49,200	310,550	-	123,435
2016 REVENUE	1,643,221	777,581	103,447	255,375	120,776	9,681	234,374		141,987
2016 EXPENDITURES	1,052,699	423,917	75,001	158,811	101,521	24,458	182,996		85,995

### MT PROSPECT PARK DISTRICT RECPLEX

**Revenue Recap by yr:**

2015			2016			2017				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		
Jan	59,383	59,383	Jan	53,516	53,516	Jan	50,841	50,841	'15Budget	569,500
Feb	42,677	102,060	Feb	49,059	102,575	Feb	42,249	93,091	'16Budget	574,000
Mar	50,295	152,355	Mar	54,451	157,026	Mar	50,602	143,692	'17Budget	529,500
April	38,332	190,687	April	39,734	196,761	April	36,754	180,446		
May	37,602	228,289	May	46,875	243,636	May	39,476	219,922		
June	37,994	266,283	June	38,214	281,850	June	37,406	257,328		
July	34,207	300,490	July	29,155	311,006	July	34,503	291,830		
Aug	33,789	334,279	Aug	33,703	344,708	Aug	0	0		
Sept	33,974	368,253	Sept	33,574	378,282	Sept	0	0		
Oct	31,633	399,886	Oct	36,669	414,952	Oct	0	0		
Nov	42,740	442,626	Nov	40,460	455,412	Nov	0	0		
Dec	49,145	491,771	Dec	44,134	499,546	Dec	0	0		



This Year Vs Last Two Years

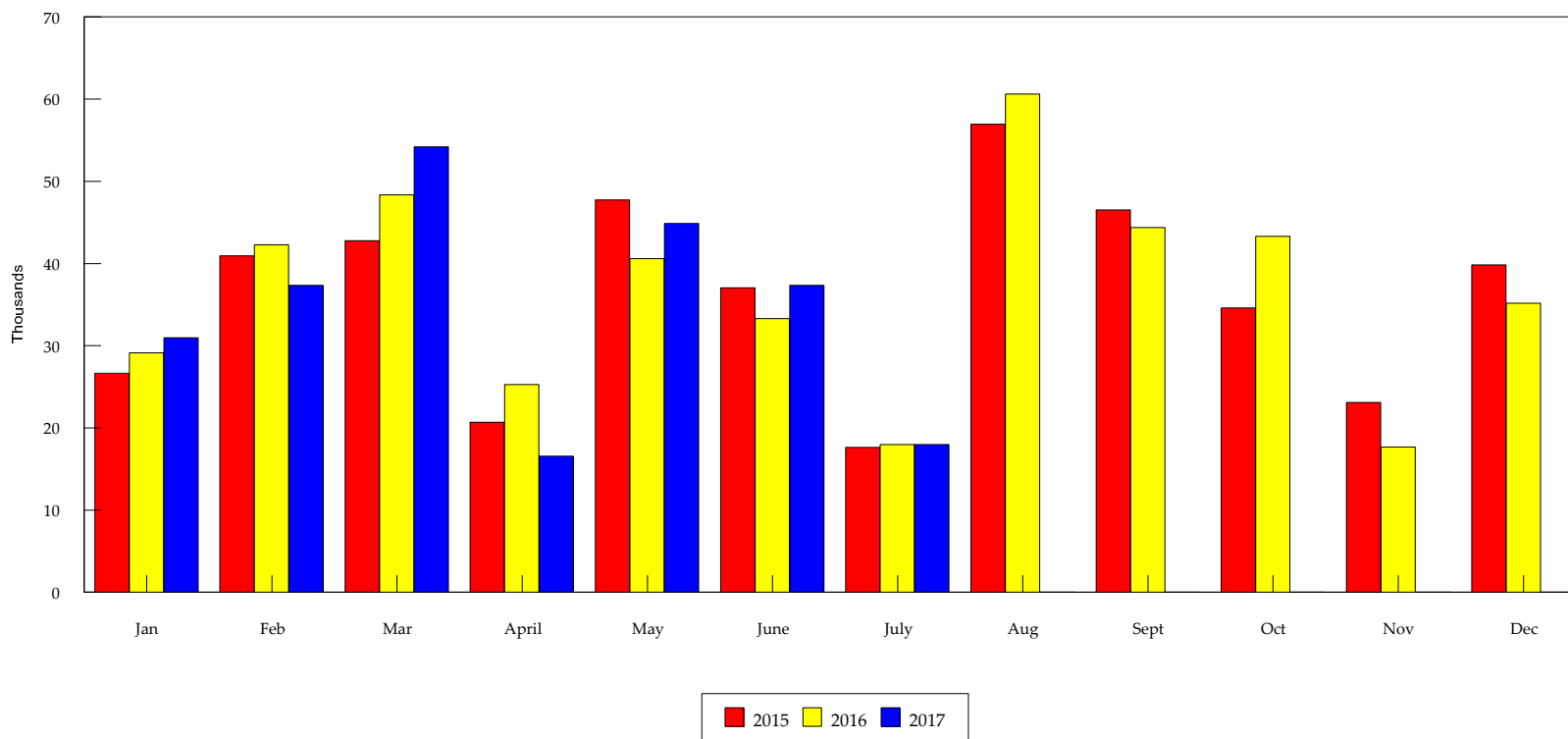
**MT PROSPECT PARK DISTRICT  
RECPLEX FACILITY REVENUE REPORT  
JULY 2017**

	<i>MONTH</i>		<i>YEAR to DATE</i>		Up (Down)	
	This	Last	This	Last	Change	% Change
<b>RENTALS</b>						
Building Rental	9,128	4,115	39,415	37,192	2,223	6%
Lockers	-	-	-	-	-	-
Total	9,128	4,115	39,415	37,192	2,223	6%
<b>PASS SALES</b>						
All Facility	8,586	8,819	72,302	70,843	1,459	2%
Gym & Track	3,243	3,274	27,941	27,765	176	1%
Fitness	13,401	12,520	113,017	122,533	(9,516)	-8%
Total	25,230	24,613	213,260	221,141	(7,881)	-4%
<b>DAILY FEES</b>						
All Facility	20	-	4,596	5,230	(634)	-12%
Gym & Track	2,465	3,498	27,637	31,948	(4,311)	-13%
Fitness	708	784	5,514	6,874	(1,360)	-20%
Racquetball	242	205	3,835	3,785	50	1%
Playport	144	180	3,436	3,644	(208)	-6%
Total	3,579	4,667	45,018	51,481	(6,463)	-13%
<b>PROGRAM FEES</b>						
Special Programs	(159)	(90)	6,454	15,135	(8,681)	-57%
Total	(159)	(90)	6,454	15,135	(8,681)	-57%
<b>CONCESSIONS</b>						
Merchandise	362	177	2,953	2,228	725	33%
Vending	1,061	985	8,431	8,275	156	2%
Total	1,423	1,162	11,384	10,503	881	8%
<b>OTHER</b>						
Visa Charges / OvSt	(4,698)	(4,554)	(23,701)	(22,528)	(1,173)	5%
TOTAL	34,503	29,913	291,830	312,923	(21,093)	-7%

## MT PROSPECT PARK DISTRICT RECPLEX POOL REVENUE

### Revenue Recap by yr:

	2015		2016		2017					
	Month	YTD	Month	YTD	Month	YTD				
Jan	26,632	26,632	Jan	29,132	29,132	Jan	30,950	30,950	'15Budget	410,900
Feb	40,930	67,562	Feb	42,281	71,413	Feb	37,340	68,290	'16Budget	431,900
Mar	42,765	110,327	Mar	48,349	119,762	Mar	54,211	122,501	'17Budget	437,500
April	20,683	131,010	April	25,294	145,056	April	16,553	139,055		
May	47,758	178,768	May	40,592	185,648	May	44,876	183,931		
June	37,031	215,799	June	33,307	218,955	June	37,333	221,264		
July	17,625	233,424	July	17,966	236,921	July	17,966	239,230		
Aug	56,964	290,388	Aug	60,633	297,553	Aug	0	0		
Sept	46,529	336,917	Sept	44,398	341,951	Sept	0	0		
Oct	34,593	371,510	Oct	43,318	385,269	Oct	0	0		
Nov	23,088	394,597	Nov	17,676	402,945	Nov	0	0		
Dec	39,821	434,419	Dec	35,182	438,127	Dec	0	0		

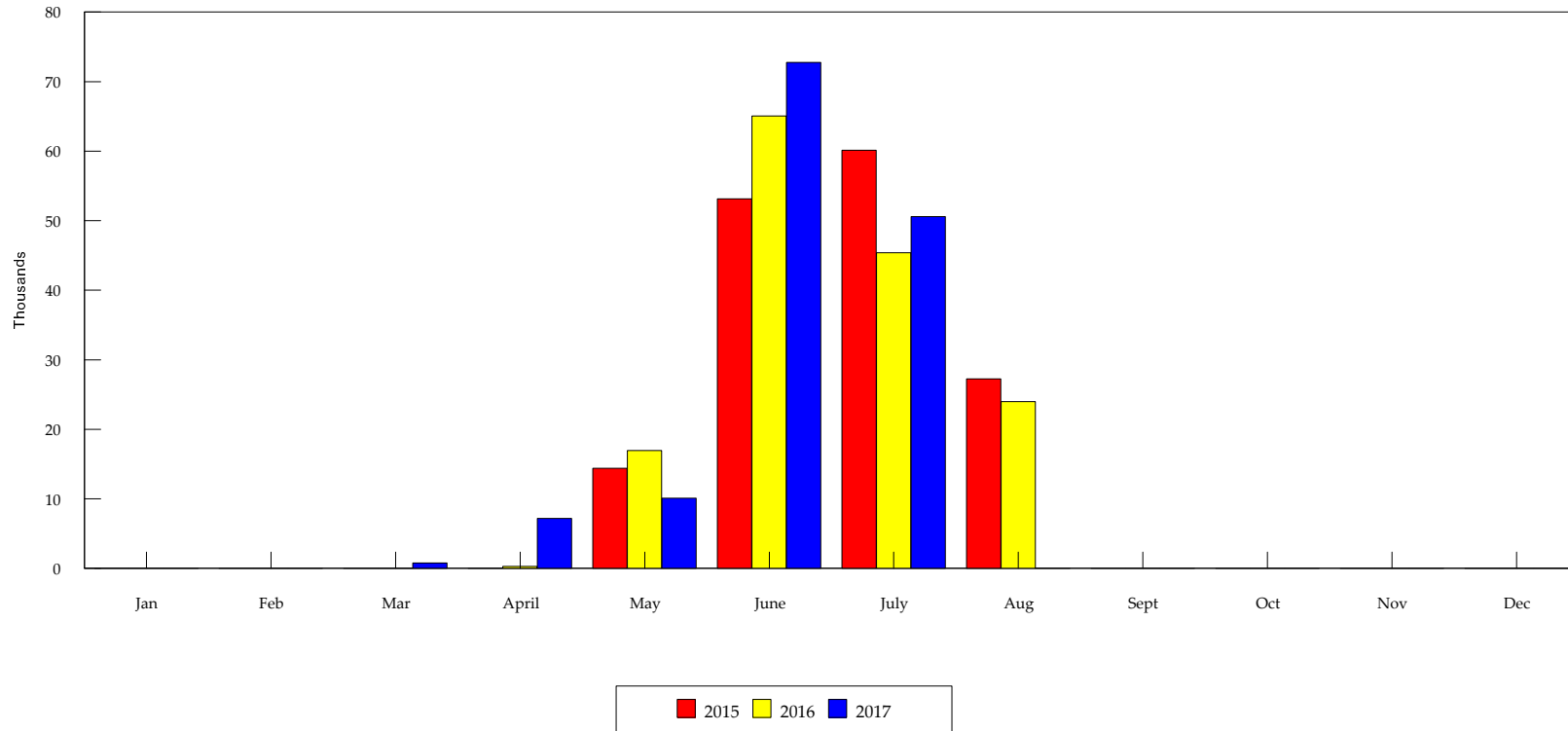


This Year Vs Last Two Years

# BIG SURF POOL

**Revenue Recap by yr:**

2015			2016			2017				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		
Jan	0	0	Jan	0	0	Jan	0	0	'15Budget	173,510
Feb	0	0	Feb	0	0	Feb	0	0	'16Budget	178,500
Mar	0	0	Mar	0	0	Mar	800	800	'17Budget	178,800
April	253	253	April	295	295	April	7,178	7,978		
May	11,791	12,044	May	16,974	17,269	May	10,122	18,100		
June	49,842	61,885	June	65,042	82,310	June	72,777	90,877		
July	51,858	113,743	July	45,412	127,722	July	50,582	141,459		
Aug	19,812	133,555	Aug	23,965	151,687	Aug	0	0		
Sept	0	133,555	Sept	0	151,687	Sept	0	0		
Oct	122	133,677	Oct	0	151,687	Oct	0	0		
Nov	0	133,677	Nov	0	151,687	Nov	0	0		
Dec	0	133,677	Dec	0	151,687	Dec	0	141,459		

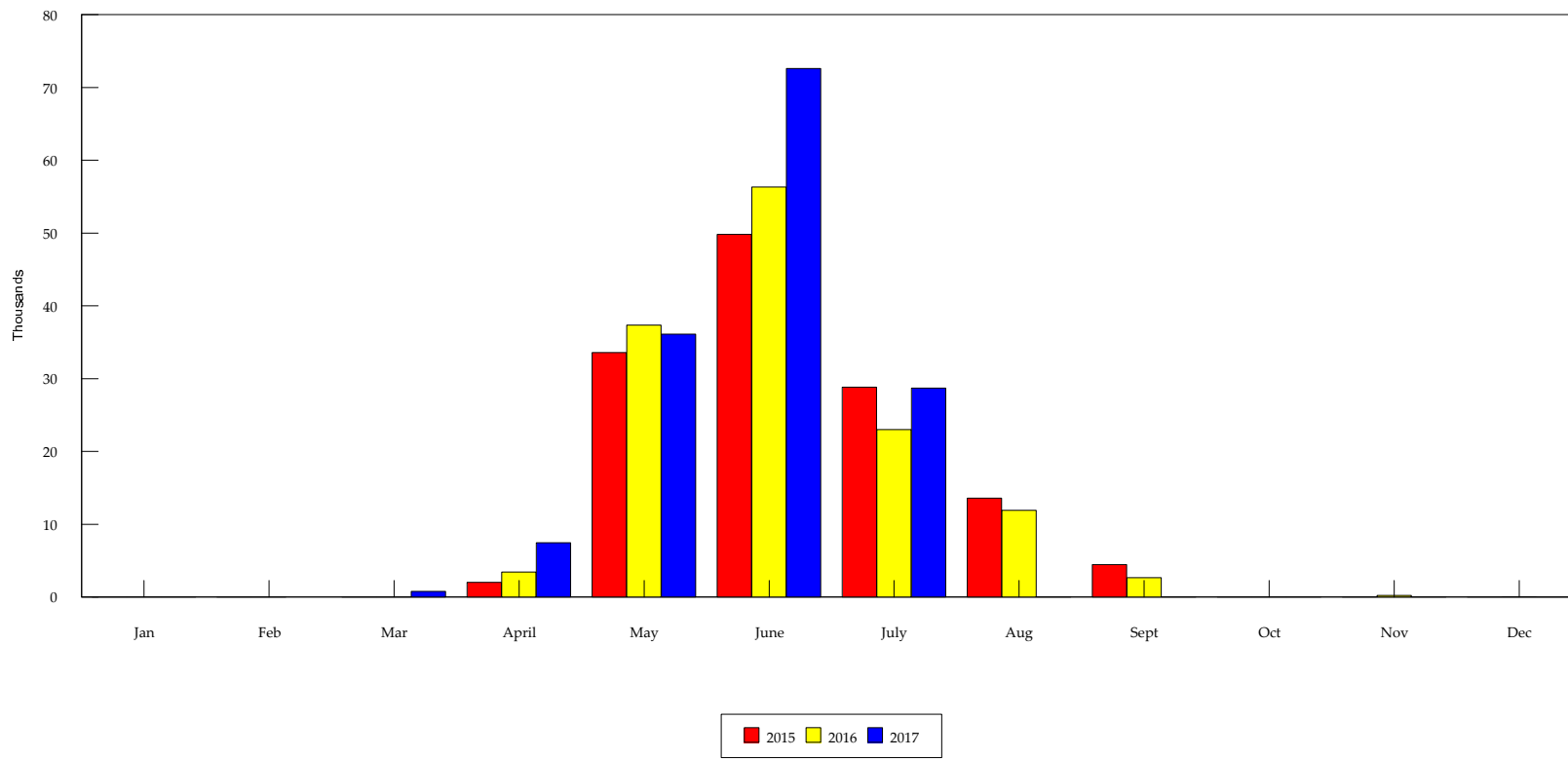


This Year Vs Last Two Years

## MT PROSPECT PARK DISTRICT MEADOWS POOL REVENUE

**Revenue Recap by yr:**

	2015		2016		2017				
	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>			
Jan	0	0	Jan	0	Jan	0	0	'15Budget	153,400
Feb	0	0	Feb	0	Feb	0	0	'16Budget	156,400
Mar	0	0	Mar	0	Mar	800	800	'17Budget	147,750
April	2,049	2,049	April	3,449	3,449	April	7,478	8,278	
May	33,586	35,634	May	37,373	40,822	May	36,123	44,401	
June	49,848	85,482	June	56,318	97,140	June	72,599	117,000	
July	28,835	114,317	July	22,999	120,139	July	28,708	145,708	
Aug	13,587	127,904	Aug	11,912	132,050	Aug	0	0	
Sept	4,480	132,384	Sept	2,667	134,717	Sept	0	0	
Oct	0	0	Oct	15	134,732	Oct	0	0	
Nov	0	0	Nov	250	134,982	Nov	0	0	
Dec	0	0	Dec	50	135,032	Dec	0	0	



This Year Vs Last Two Years

**MOUNT PROSPECT PARK DISTRICT**  
**CONCESSIONS Department by Location**  
**For Seven Months Ended 7-31-17**

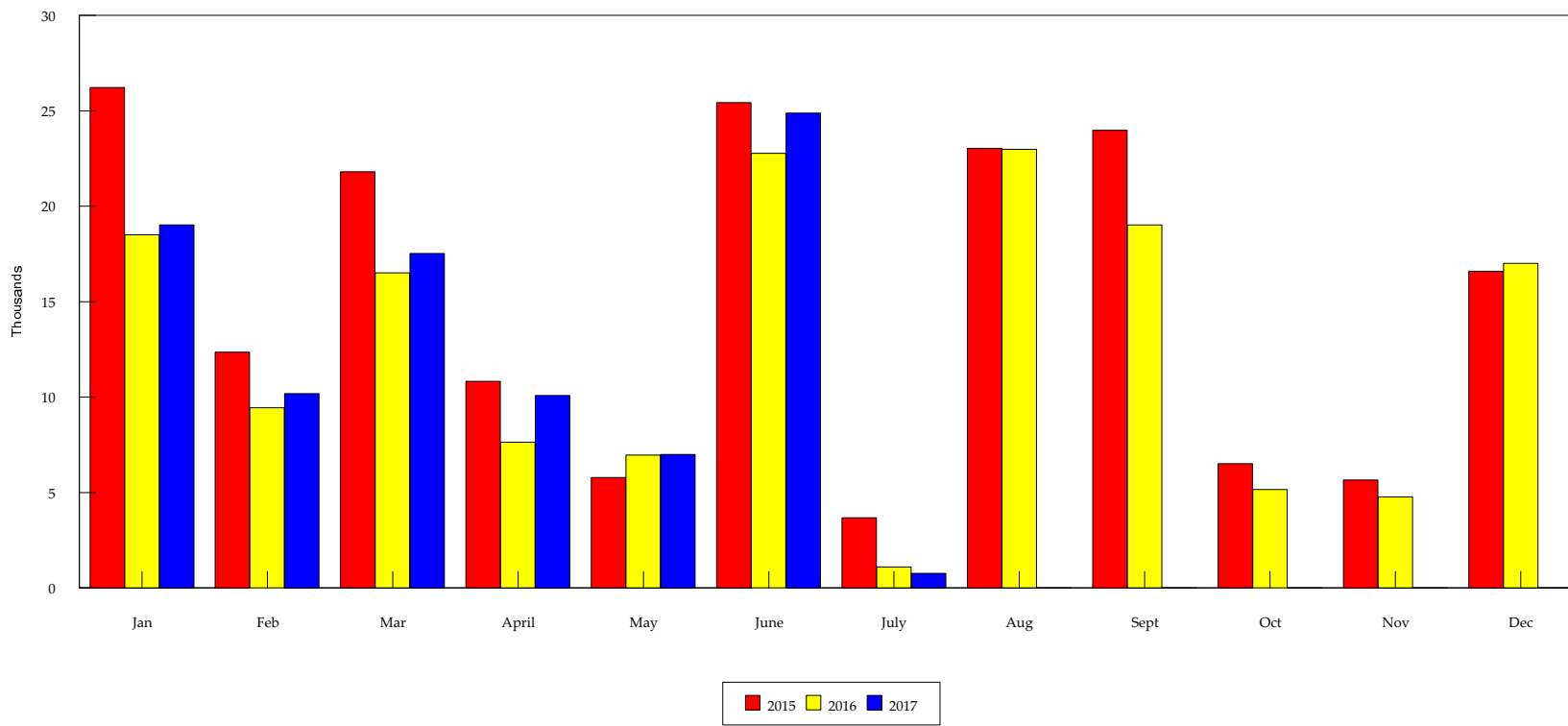
ACCOUNT NAMES	TOTALS	ADMIN	LIONS POOL	MEADOWS POOL	MEADOWS BALLFIELD	GRILL & 1/2 WAY	MELAS PARK	ATHLETIC FIELDS
<b>REVENUES:</b>								
PROGRAM FEES	-							
DAILY / FEES - CATERING	21,500					21,500		
VENDING INCOME	417			417				
CONCESSION SALES	57,092		32,651		8,338		1,598	14,505
OTHER	-							
TOTAL REVENUE	79,008	-	32,651	417	8,338	21,500	1,598	14,505
% of Budget	52%	n/a	67%		38%	50%	9%	
<b>EXPENDITURES:</b>								
FULL TIME SALARIES	3,609	3,609						
PART TIME SALARIES	19,223		9,272		3,421		5,374	1,155
FRINGE BENEFITS	1,383	1,383						
CONTRACTUAL SERVICES	2,768	-					2,368	400
COMMODITIES	4,698		1,016	79	619	119	2,069	795
COST OF GOODS SOLD	28,425		11,573		4,408		3,039	9,405
UTILITIES	4,262					2,034	2,228	
SALES TAX/OTHER	4,115	4,115						
TOTAL EXPENDITURES	68,483	9,108	21,861	79	8,449	2,153	15,078	11,755
% of Budget	46%	78%	48%	20%	45%	27%	31%	84%
REVENUE OVER(UNDER) EXP	10,525	(9,108)	10,790	338	(111)	19,347	(13,480)	2,750
<b>CHANGE FROM LAST YR + ( - )</b>								
REVENUE	(4,621)	-	(1,653)	175	(6,828)	-	(3,341)	7,025
EXPENDITURES	(4,850)	3,409	(4,501)	20	(3,522)	(1,087)	(3,133)	3,964
NET	229	(3,409)	2,849	155	(3,306)	1,087	(208)	3,061
<b>% CHANGE FROM LAST YEAR</b>								
REVENUE	(6)	n/a	(5)		(45)	-	(68)	94
EXPENDITURES	(7)	60	(17)	33	(29)	(34)	(17)	51



## MT PROSPECT PARK DISTRICT CENTRAL PROGRAM REVENUE

**Revenue Recap by yr:**

2015			2016			2017				
	Month	YTD		Month	YTD		Month	YTD		
Jan	26,229	26,229	Jan	18,513	18,513	Jan	19,024	19,024	'15Budget	204,000
Feb	12,364	38,593	Feb	9,440	27,953	Feb	10,178	29,202	'16Budget	200,000
Mar	21,817	60,410	Mar	16,506	44,459	Mar	17,535	46,737	'17Budget	189,000
April	10,834	71,244	April	7,645	52,104	April	10,087	56,824		
May	5,796	77,040	May	6,961	59,065	May	6,995	63,819		
June	25,428	102,468	June	22,781	81,846	June	24,892	88,711		
July	3,680	106,148	July	1,099	82,945	July	765	89,476		
Aug	23,040	129,188	Aug	22,987	105,932	Aug	0	0		
Sept	23,984	153,172	Sept	19,026	124,958	Sept	0	0		
Oct	6,509	159,681	Oct	5,157	130,115	Oct	0	0		
Nov	5,663	165,344	Nov	4,780	134,895	Nov	0	0		
Dec	16,589	181,933	Dec	17,018	151,913	Dec	0	0		



This Year Vs Last Year

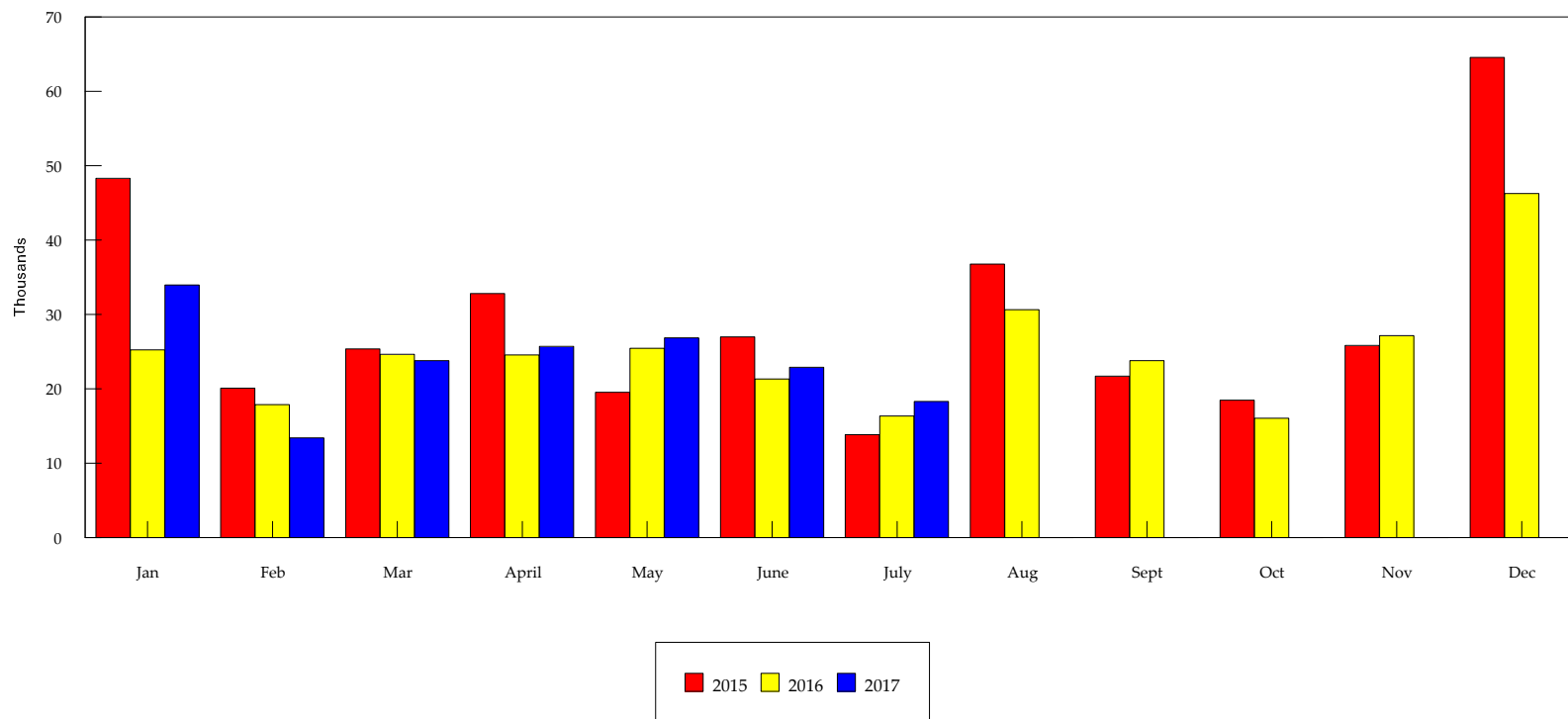
**MOUNT PROSPECT PARK DISTRICT**  
**CENTRAL PROGRAMS Department by Function**  
**Month Ended 7-31-17**

ACCOUNT NAMES	58% of Year				
	TOTALS	YOUTH CHILD CARE	ADULT <i>ATHLETICS</i>	YOUTH	ARTS
REVENUES:					
PROGRAM FEES	89,476	30,062	4,375	55,010	29
CHILD CARE	-				
DONATIONS	-		-		
TOTAL REVENUE	89,476	30,062	4,375	55,010	29
% of Budget	47%	57%	40%	44%	
EXPENDITURES:					
PART TIME SALARIES	37,416	18,104		19,312	
CONTRACTUAL SERVICES	-	-			-
COMMODITIES	1,159	1,159			
TOTAL EXPENDITURES	38,575	19,263	-	19,312	-
% of Budget	30%	62%	0%	21%	
REVENUE OVER(UNDER) EXP	50,901	10,799	4,375	35,698	29
CHANGE FROM LAST YR + (-)					
REVENUE	6,438	10,781	(5,725)	4,516	(3,134)
EXPENDITURES	(10,289)	1,908	-	(12,196)	-
NET	16,727	8,873	(5,725)	16,712	(3,134)
% CHANGE FROM LAST YEAR					
REVENUE	8	56	(57)	9	(99)
EXPENDITURES	(21)	11	n/a	(39)	n/a

## MT PROSPECT PARK DISTRICT CENTRAL COMMUNITY CENTER

**Revenue Recap by yr:**

	2015		2016		2017					
	Month	YTD	Month	YTD	Month	YTD				
Jan	48,330	48,330	Jan	25,255	25,255	Jan	33,981	33,981	'15Budget	385,600
Feb	20,103	68,433	Feb	17,914	43,169	Feb	13,413	47,395	'16Budget	384,100
Mar	25,367	93,800	Mar	24,639	67,808	Mar	23,826	71,220	'17Budget	360,400
April	32,836	126,636	April	24,566	92,374	April	25,712	96,932		
May	19,544	146,180	May	25,453	117,827	May	26,882	123,814		
June	26,986	173,166	June	21,322	139,149	June	22,927	146,741		
July	13,839	187,005	July	16,353	155,502	July	18,319	165,060		
Aug	36,808	223,813	Aug	30,650	186,152	Aug	0	0		
Sept	21,706	245,519	Sept	23,808	209,960	Sept	0	0		
Oct	18,487	264,006	Oct	16,075	226,036	Oct	0	0		
Nov	25,867	289,873	Nov	27,162	253,198	Nov	0	0		
Dec	64,583	354,455	Dec	46,297	299,494	Dec	0	0		



This Year Vs Last Two Years

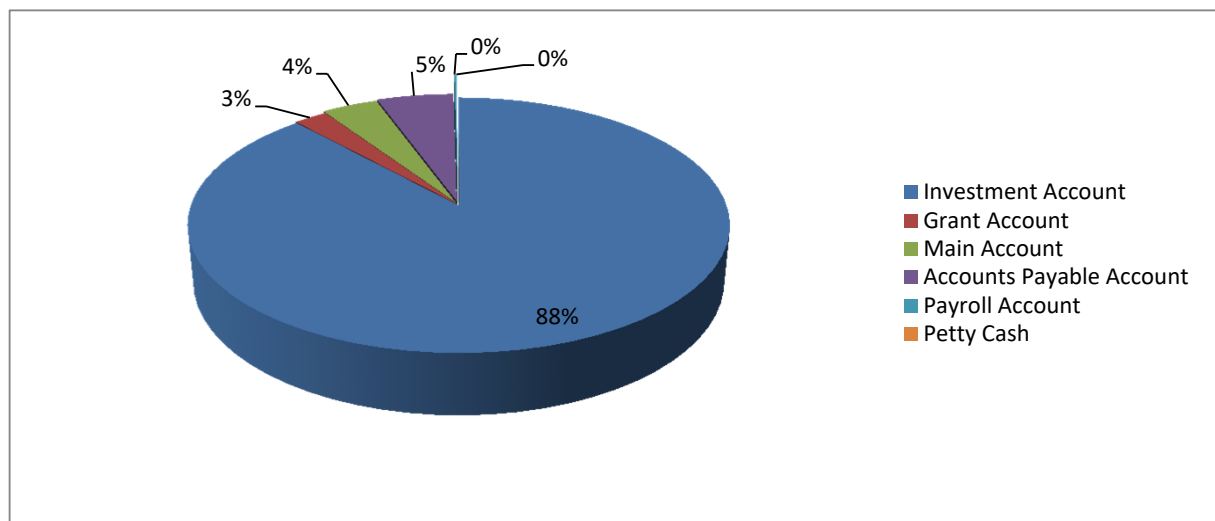
**MT PROSPECT PARK DISTRICT  
CENTRAL FACILITY REVENUE REPORT  
July 2017**

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
<b>RENTALS</b>						
Skate Rental	87	178	1,513	1,984	(471)	-24%
Building Rental	5,700	5,820	42,563	41,183	1,380	3%
	5,787	5,998	44,076	43,167	909	2%
<b>PASS SALES</b>						
Fitness	7,170	6,707	60,112	64,720	(4,608)	-7%
	7,170	6,707	60,112	64,720	(4,608)	-7%
<b>DAILY FEES</b>						
Gym Fees	102	183	3,414	2,347	1,067	45%
Fitness Center	119	363	1,910	3,150	(1,240)	-39%
Inline Rink Fees	637	475	4,928	4,383	545	12%
	858	1,021	10,252	9,880	372	4%
<b>PROGRAM FEES</b>						
Adult Athletic Leagues	525	-	525	2,300	(1,775)	-77%
Youth Athletic Camps	1,804	1,584	11,892	8,292	3,600	0%
Youth Athletic Prog.	(259)	1,724	4,004	7,964	(3,960)	-50%
Youth Leagues	2,170	(120)	27,680	17,075	10,605	62%
Special Programs	2,079	1,112	12,977	8,757	4,220	48%
	6,319	4,300	57,078	44,388	12,690	29%
<b>CONCESSIONS</b>						
Merchandise	436	408	3,780	2,800	980	35%
Vending	159	255	1,918	2,371	(453)	-19%
	595	663	5,698	5,170	527	10%
<b>OTHER</b>						
Visa Charges / OvShrt	(2,410)	(2,335)	(12,156)	(11,554)	(601)	5%
<b>TOTAL</b>	<b>18,319</b>	<b>16,353</b>	<b>165,060</b>	<b>155,770</b>	<b>9,290</b>	<b>6%</b>

**Mt. Prospect Park District**  
**Statement of Account Balances**  
**As of July 31, 2017**

**Mt. Prospect State Bank**

Accounts	Bank Balance	Interest Rate	YTD Interest
Investment Account	7,102,867.96	0.19	5,293.68
Grant Account	188,031.58	0.002	21.82
Main Account	312,543.24	n/a	
Accounts Payable Account	428,697.56	n/a	
Payroll Account	14,385.50	n/a	
Petty Cash	4,080.00	n/a	
<b>Total Funds</b>	<b>8,050,605.84</b>		



**Mount Prospect Park District**  
**Consolidated Revenue/Expense**  
**July 2017**

	July 2017	YTD 2017	Budget 2017	July 2016	YTD 2016
<b>REVENUE</b>					
10 General Fund	418,176	1,727,923	2,318,449	320,799	1,519,789
20 Recreation Fund	844,009	4,868,951	7,719,477	754,313	4,686,885
21 Paving and Lighting	13,340	52,483	71,606	10,153	49,288
23 Social Security Fund	95,173	374,444	510,880	51,143	245,029
24 Liability Insurance Fund	118,007	464,280	633,450	89,499	421,983
25 NWSRA Fund	106,717	419,861	572,846	81,223	394,299
26 IMRF Fund	141,224	555,626	758,080	115,963	539,914
27 Conservatory Fund	151,152	616,203	847,357	112,023	574,697
28 Internal Service Fund		337,696	425,686	-	266,416
30 Bond & Interest Fund	583,320	2,294,990	4,920,458	448,797	2,107,378
70 2014 Capital Project	-		-		924
93 2013 Capital Project	-				
94 2014 Capital Project	-	10,733			16,276
95 2015 Capital Project	-			688	1,196
96 2016 Capital Project	8,795	11,783	376,000	1,196	-
<b>Total</b>	<b>2,479,913</b>	<b>11,734,973</b>	<b>19,154,289</b>	<b>1,985,797</b>	<b>10,824,074</b>
<b>EXPENSE</b>					
10 General Fund	170,120	1,265,609	2,315,140	184,782	1,235,389
20 Recreation Fund	760,295	4,386,303	7,692,485	822,350	4,176,374
21 Paving and Lighting	-	10,640	71,606	4,250	48,407
23 Social Security Fund	48,684	280,335	510,880	71,628	286,022
24 Liability Insurance Fund	20,542	410,358	675,747	14,724	404,840
25 NWSRA Fund	177,452	373,195	1,308,000	718	370,855
26 IMRF Fund	94,179	389,080	758,080	62,867	391,608
27 Conservatory Fund	66,413	486,612	843,783	74,106	450,764
28 Internal Service Fund	42,331	201,720	424,736	43,269	174,666
30 Bond & Interest Fund	950	439,633	4,948,089	950	271,857
70 2014 Capital Project	62,036	144,775	232,188	81,815	202,507
92 2012 Capital Project	-				
93 2013 Capital Project	-				63,709
94 2014 Capital Project	46,527	55,021	31,950	23,042	101,854
95 2015 Capital Project	-	5,833	24,337	6,070	484,122
96 2016 Capital Project	(45,882)	529,712	1,565,332		-
<b>Total</b>	<b>1,443,647</b>	<b>8,978,826</b>	<b>21,402,353</b>	<b>1,390,571</b>	<b>8,662,974</b>
Total Revenue	2,479,913	11,734,973	19,154,289	1,985,797	10,824,074
Total Expense	1,443,647	8,978,826	21,402,353	1,390,571	8,662,974
Net Income/Loss	1,036,266	2,756,147	(2,248,064)	595,226	2,161,100

**MT. PROSPECT PARK DISTRICT  
PROPERTY TAX  
MONTH ENDING  
7/31/17**

<u>Tax Yr.</u>	<u>Property Tax Jan. 1 - Dec. 31</u>	<u>Assessed Valuation</u>	<u>Rate</u>
2012	9,098,317	1,653,835,662	0.557
2013	8,762,986	1,413,453,067	0.657
2014	9,398,877	1,446,086,836	0.654
2015	9,580,252	1,406,791,767	0.681

Tax Monies Received from July 1, 2017 through July 31, 2017 totals:  
\$7,210,469 (of this total \$135,440 is Replacement Tax).

	<b>Type</b>	<b>2017 Taxes</b>	<b>2016 Taxes</b>
January	R	25,034	22,156
January		172,519	200,146
February		1,160,685	1,409,747
March	R	16,081	8,898
March		3,861,019	3,463,090
April	R	40,965	32,524
April		40,721	
May	R	26,382	32,339
May		41,107	26,136
June		197	2,079
July	R	26,977	27,833
July		1,798,782	1,387,031
August	R		3,240
August			2,821,186
September			185,245
October	R		25,316
October			6,773
November			31,948
December			
December	R		34,366
<b>TOTAL</b>		<b>7,210,469</b>	<b>9,720,055</b>

70 Fund

70 Fund

**Mt Prospect Park District  
Capital Projects Update  
July 2017  
Fund 70 2014 Capital IMPR Fund**

<b>Account #</b>	<b>Description</b>	<b>Budget</b>	<b>July</b>	<b>Y-T-D Actual</b>	<b>Difference</b>	<b>Comments</b>
<u>Rec Plex Center</u>						
813700	Rec Plex Common Area Furniture	8,000			8,000	
	Total Rec Plex Center	8,000	-	-	8,000	
<u>Park Improvements</u>						
846735	Tree Removal/Replacement Trees	9,333		4,570	4,763	
846940	Ice Arena Equipment				-	
846950	Baseball/Softball Fence Upgrades	35,932		1465	34,467	
849500	We Go Park Renovation	54,768		3,800	50,968	
849510	O'Hare Cup Site Earthwork	41,801		16,001	25,800	
849640	Golf Renovation - Gen Trades	17,996		17,987	9	
849705	Golf Cart GPS	39,000		38,916	84	
849720	Einstein Park	62,500	62,036	62,036	464	
	Total Park Improvements	261,330	62,036	144,775	116,555	
<u>Equipment</u>						
856820	Phone System	1,858			1,858	
	Total Equipment	1,858	-	-	1,858	
	Total Expenditure	271,188	62,036	144,775	126,413	



94 Fund

94 Fund

Mt Prospect Park District  
Capital Projects Update  
July 2017  
Fund 94 2014 Capital IMPR Fund

Account #	Description	Budget	July	Y-T-D Actual	Difference	Comments
<u>Park Improvements</u>						
849510	Majewski Sign Permits	8,837			8,837	
849720	Einstein Park	46,550	46,527	46,527	23	
	Total Park Improvements	55,387	46,527	46,527	8,860	
<u>Equipment</u>						
855085	Argimetal Blower-MPGC	4,500		4,500	-	
855400	Technology Equipment & Svcs	3,994		3,994	-	
	Total Equipment	8,494	-	8,494	-	
	Total Expenditure	63,881	46,527	55,021	8,860	

95 Fund

95 Fund

Mt Prospect Park District  
Capital Projects Update  
July 2017  
Fund 95 2015 Capital IMPR Fund

Account #	Description	Budget	July	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
813630	Rec Plex Commons Floor	8,000			8,000	
	Total Rec Plex Center	8,000	-	-	8,000	
<u>Park Improvements</u>						
849705	Golf Cart GPS Lease	5,067			5,067	
	Total Park Improvements	5,067	-	-	5,067	
<u>Buildings</u>						
862150	CCC Loading Dock Door	5,500			5,500	
862160	CCC Lockers	3,500		3,500	-	
862307	Clubhouse TV's/Sound System	1,576		1,576	-	
862320	Golf Course Furniture/Fixtures	694		757	(63)	
	Total Buildings	11,270	-	5,833	5,437	
	Total Expenditure	24,337	-	5,833	18,504	

96 Fund

96 Fund

**Mt Prospect Park District  
Capital Projects Update  
July 2017  
Fund 96 2016 Capital IMPR Fund**

Account #	Description	Budget	July	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
813410	Rec Plex Cardio Equipment	30,739		31,139	(400)	
813500	Replace Intercom System	20,000			20,000	
813620	Recplex AHU Coil Cleaning	5,500			5,500	
813625	Recplex Kids Klub Floor	36,000		24,398	11,602	
813630	Recplex Commons Floor	33,000		2,079	30,921	
813640	Small Fitness Equipment	9,000		6,290	2,710	
	Total Rec Plex Center	134,239	-	63,905	70,334	
<u>Conservatory</u>						
822330	FPC HVAC Units	13,000			13,000	
	Total Conservatory	13,000	-	-	13,000	
<u>Park Improvements</u>						
845633	LIONS Bandshell Re-level	30,000				
846700	Billing for Projects	425,686		337,696	87,990	
846931	Kopp Park Playground	100,000		14,329	85,671	
847012	Tree Planting/Removal	35,000			35,000	
847084	Community Survey	20,000			20,000	
847096	Westbrk School Playground	3,000			3,000	
849200	Bandshell Player	20,500			20,500	
849300	Redwood Playground Demo	12,500		1,783	10,717	
849500	Playground Parts	5,000		3,929	1,071	
849510	Ice Rink Liners	1,500			1,500	
849530	MSD Berm Removal	4,150			4,150	
849720	Einstein Park	505,724	(104,047)	(92,520)	598,244	
	Total Park Improvements	1,163,060	(104,047)	265,217	867,843	
<u>Equipment</u>						
855130	undesignated	23,000		16,730	6,270	
855320	F250 4x4 Pickup Truck	29,000	27,489	27,489	1,511	
855330	F250 4x4 Pickup Truck	24,000	24,000	24,000	-	
855400	Reg Sys Maintenance/Technology	72,140	6,676	52,510	19,630	
856776	GC Chairs Table Grill	8,000		7,919	81	
856777	Ice Machine	800		3,871	(3,071)	
857250	Grounds Equipment/Repair	5,924				
858370	Pressure Washer	1,500			1,500	
858475	Bunker Rakes	12,400			12,400	
858485	Field Equipment Box	7,000			7,000	
858540	Toro Tri flex Mower	35,000		34,660	340	
858550	Greens Mowers	26,800		26,224	576	
858560	Debris Blower	2,700		2,296	404	
	Total Equipment	248,264	58,165	195,699	46,641	
<u>Buildings</u>						
861593	Lions Asbestos Abatement	3,500			3,500	
862240	Studio Parking Lot	14,619				
865420	WCMF Maintenance	5,000			5,000	
	Total Buildings	23,119	-	-	8,500	
<u>Pools</u>						
881566	Big Surf Rafts	5,000		4,891	109	
881651	WCMF Storm Sewer Lining	10,800			10,800	
882040	Recplex Pool Vacuum	4,000			4,000	
	Total Pools	19,800	-	4,891	14,909	
	Total Expenditure	1,601,482	(45,882)	529,712	1,021,227	

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT  
July-17**

**ACCOUNTS PAYABLE**

Suggested Motion: I move to ratify July Accounts Payable checks and EFT's in the amount of \$785,419.23 listed on the Check Registers.

<u>CHECK DATE</u>			<u>CHECK #S</u>	
7/1-7/9/2017	\$	216,041.26	188380-188447	Checks
7/10-7/16/2017	\$	92,758.06	188448-188534	Checks
7/17-7/23/2017	\$	334,551.53	188535-188599	Checks
			**188600 VOID (Program Refund)	
7/24-7/31/2017	\$	142,068.38	188601-188652	Checks
<b>TOTAL AP</b>	<b>\$</b>	<b><u>785,419.23</u></b>	<b>Checks and EFT's</b>	

**PAYROLL**

Suggested Motion: I move to ratify July Payroll checks and Direct Deposits in the amount of \$476,180.88 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #/S</u>	
7/14/2017	\$	225,518.99	6050-6533	DD Notification
	\$	14,818.67	1012203055-	Checks
			1012203105	
7/28/2017	\$	220,139.72	6539-7020	DD Notification
	\$	15,703.50	1012330298-	Checks
			1012330348	
<b>TOTAL P/R</b>	<b>\$</b>	<b><u>476,180.88</u></b>	<b>Checks and Direct Deposits</b>	

**Mt. Prospect Park District  
Payroll Summary**

Pay Period Ending 7/9/2017  
Check Date 7/14/2017

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	20,206	535	323,695	38	16
	Full Time	60			

Pay Period Ending 7/23/2017  
Check Date 7/28/2017

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	20,803	527	320,285	39	15
	Full Time	58			

# MT. PROSPECT PARKS FOUNDATION REPORT

## August • 2017

### Mt. Prospect Parks Foundation



The Mt. Prospect Parks Foundation was on site at the August National Night Out at Lions Park. Foundation board members were on hand to educate the audience on the work of the Foundation particularly the tree campaign and its plan to raise funds to plant trees in district parks replacing those lost to disease, storms, etc. Children in attendance were given a compressed seed packet to plant at home.

Mark your calendars for Saturday, October 28 for the Foundation's Fall Cabaret Night at Friendship Park Conservatory. Guest performer, Diva Montell, has received a great deal of positive press for her stunning vocals featuring everything from opera to Broadway. \$15 tickets are available at all facilities.

The next meeting of the Parks Foundation Board will be on Wednesday, September 13 at 6:30 at the Central Community Center.

### **Board Reporting**

Staff developed a new Executive Director reporting template for future board packets. The new reporting tool will track program enrollment and trends from year to year and will also include bullet points of news and events. We are targeting implementation for the September board meeting. An example of the template is included in your packets.

### **Clearwater Park Grand Re-Opening**

Mark your calendars for Saturday, September 9<sup>th</sup> at 9:00AM for the grand re-opening ceremony. The Fishing Derby will also be held in the park between 9-11am.

### **Coffee with the Executive Director**

The leadership team will be at the RecPlex on Saturday, September 23 from 9-10:30am for the “Coffee with the Executive Director” meet and greet event. This is an opportunity for the leadership staff to be present and introduce ourselves to members in the community as well as thank them for their support.

### **Legislative Awareness Picnic**

This is an IAPD event scheduled for Saturday, August 26<sup>th</sup> at the Wheeling Park District. The awareness picnic is a free event offered by IAPD to showcase to legislators all the park and recreation agencies offer. The event is from 10am-2pm. Please let me know if you're interested in attending and we will get you registered!



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## MT. PROSPECT GOLF CLUB

### Rounds Through 8/10/17

	2013	2016	2017	Variance '16 to '17
Paid Resident Rounds	4,671	4,428	3,042	-1,386
Paid Partner Resident Round	254	321	189	-132
Paid Non-Resident Rounds	12,277	13,455	14,398	943
<u>Annual Membership Rounds</u>	<u>6,203</u>	<u>3,740</u>	<u>3,381</u>	<u>-359</u>
Total Rounds	23,405	21,944	21,010	-934
\$ Per Round	\$32.85	\$40.83	\$42.41	\$1.58

### Driving Range Through 8/10/17

	2013	2016	2017	Variance '16 to '17
Buckets Sold	2,577	9,969	11,948	1,979

### Golf Lesson Participants Through 8/10/17

	2013	2016	2017	Variance '16 to '17
Adult Golf Lessons	58	71	81	10
Youth Golf Lessons	228	266	263	-3

### Golf Highlights:

- July total rain was 8.25" (average 3.75"), 7th wettest August since 1871
- Despite all the rain, the golf course was virtually unaffected with the new drainage
- Before the renovation, six fairways would have been flooded/course closed for days
- Renovation paying off with extra revenue & less days lost of play for years to come
- July Revenues up 6% over last season
- Through first 13 days of August, revenues up 22% over last season
- Grass driving range continues to grow, YTD buckets sold up 19% over last season & 363% over 2013!

### Events:

- The Roland Becker Club Championship was held the weekend of August 5th
- Nick Tenuta won the Men's Division for the second year in a row, Mike March won the Senior Division & Michelle Qi the Women's Division
- The Junior Division had 46 participants competing in 5 different age groups from ages from 4-13 years old playing anywhere from 3-9 holes
- The Drive, Chip, & Putt Competition was held on July 20th with 171 participants, the most of any of the 10 qualifying sites in the state!
- Our qualifier was chosen as the featured article and pictures for the state of Illinois and can be seen on [drivechipandputt.com](http://drivechipandputt.com)





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# FACILITIES BOARD REPORT

September 2017

<b>CENTRAL COMMUNITY CENTER</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Variance '16 to'17</b>
Daily Receipts				0
Fitness				0
Open Gym				0
Open Skate				0
				0
Rentals				0
Facility Totals	0	0	0	0

<b>FRIENDSHIP PARK CONSERVATORY</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Variance '16 to'17</b>
Programs				0
Rentals				0
Weddings				
Birhdays				
Other				
Facility Totals	0	0	0	0

Facilities News:

Upcoming Events:



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# AQUATICS REPORT

September 2017

AQUATICS	2015	2016	2017	Variance '16 to'17
Youth Swim Lessons				0
Adult Swim Lessons				0
Specialty Classes				0
Summer Pool Memberships				0
Aquatics Total	0	0	0	0

Aquatics News:

Upcoming Events:



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## ATHLETICS REPORT

September 2017

ATHLETICS	2015	2016	2017	Variance '16 to'17
Mt. Prospect Ice Arena				
Youth Ice Hockey Programs				0
Youth Learn to Skate Programs				0
Youth Ice Hockey League				
Adult Learn to Skate Programs				0
CCC In-Line Skating				
Youth In-Line Hockey Programs				
Youth In-Line Hockey League				
Adult In-Line League				
Tennis Programs				
Youth Tennis Programs				
Adult Tennis Programs				
Gymnastics Programs				
Youth Gymnastics Programs				
Basketball Programs				
Youth Basketball Programs				
Youth Basketball Leagues				
Soccer Programs				
Youth Athletic Programs				
Adult Leagues				
Athletics Total	0	0	0	0

Athletic News:

Upcoming Events:



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# CULTURAL ARTS REPORT

September 2017

CULTURAL ARTS	2015	2016	2017	Variance '16 to'17
Visual				0
Performing				0
Cultural Arts Total	0	0	0	0

Cultural Arts News:

Upcoming Events:



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# EARLY CHILDHOOD REPORT

September 2017

EARLY CHILDHOOD	2015	2016	2017	Variance '16 to '17
Pre-School				0
After School Care				0
Youth Programming				0
Total Early Childhood	0	0	0	0

Early Childhood News:

Upcoming Events:



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# CAMP REPORT

## Camp Participation Numbers

Camps	2015	2016	2017	Variance '16 to '17
Day Camps				0
Little Prospectors				0
Camp Sundance				0
Camp Fun Zone				0
High 5 Camp				0
Spring Break				0
Holiday Break				0
Athletic Camps				0
Inline Hockey Camp				0
Youth Sports Camps				0
Total Early Childhood	0	0	0	0

Camp News:

Upcoming Events:



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# RECPLEX BOARD REPORT

September 2017

RECPLEX	2015	2016	2017	Variance '16 to'17
Daily Receipts				0
Fitness				0
Pool				0
Courts & Track				0
Rentals				0
Facility Totals	0	0	0	0

FITNESS	2015	2016	2017	Variance '16 to'17
Programs				0
Memberships				0
Courts, Pool & Track - Recurring				
Fitness - Recurring				
Premier Plus - Recurring				
Courts, Pool & Track - Variable				
Fitness - Variable				
Premier Plus - Variabe				
Personal Training				
Fitness Total	0	0	0	0

RecPlex News:

Upcoming Events:

## ***Parks & Planning Monthly Report*** ***Jim Jarog • August 2017***

### **Friendship Conservatory Accessible Entryway / Task Update**

- **Develop budget for project (Complete)**
- **Obtain approval for capital funding from Mt. Prospect Board (Complete)**
- **Develop bid plans and specifications for the project (Complete)**
- **Submit plans to Des Plaines for review and permit (Complete)**
- **Publicly bid project (Complete)**
- **Recommend rejection of bid /non-competitive/ over budget (Complete)**
- **Obtain proposals direct from vendors (Complete)**
- **Obtain necessary insurance and construction documents from Contractors (In Process)**
- **Schedule work with Friendship Conservatory**
- **Site visits and project management**
- **Project completion and close out Fall 2017**

### **Veterans Memorial Bandshell at Lions Park / Task Update**

- **Develop budget for project (Complete)**
- **Obtain approval for capital funding from Mt. Prospect Board (Complete)**
- **Develop bid plans and specifications for the project (Complete)**
- **Submit for NWSRA funding consideration and approval (Complete)**
- **Submit plans to Village of Mount Prospect for review and permit (Complete)**
- **Publicly bid project (Complete)**
- **Identify qualified bidder and recommend award to Board (Complete)**
- **Secure contact documents, bonds, insurance (Complete)**
- **Pre-construction meeting July 27<sup>th</sup>. (Complete)**
- **Materials ordered for project implementation (In Process)**
- **Construction implementation and management of project August 7<sup>th</sup>. (In Process)**
- **Substantial completion by September 8, 2017**
- **Final completion and close out of project by September 22, 2017**

### **Work Orders**

At the time of this report there have been **520** internal work requests submitted to the Parks and Planning Division (YTD). These internal work requests do not include park permits, athletic field maintenance, park mowing and mower maintenance, regular building preventative maintenance or swimming pool annual maintenance.



## **Golf Sales**

YTD through July, our almost half year mark, total golf sales are down just slightly, -2% from 2016. A reduction in pass sales and a very wet May slowed sales the first half of the season but since June we have recovered. For June and July, we have seen sales increase 6% over 2016 sales.

## **Area Flooding**

The two heavy rain events and flooding in early July had us closed for play just one total day. By the next morning following each rain event, the course was back open for play virtually unaffected. We received 8.25" for the month, which is more than double the 3.70" that is normal. By contrast, Chevy Chase Golf Club in Wheeling was almost completely underwater and has been closed since that date. Because the water did not recede fast enough, entire areas of fairway and some greens were lost, and had to be reseeded. They are looking to possibly reopen in September. On our old golf course we would have suffered the same fate on six fairways where water historically perched for days at a time. Due to no carts and days closed, we would have lost an estimated \$20-25,000 in sales for the week following the event. Further, the damaged turf would have affected our sales potential for the rest of the season. With our renovation project and the vastly improved underground infrastructure, major rain events are no longer a problem, insuring us more revenue and less expense for many years down the road.

## **Golf Course**

Weather has been very good these past few weeks with many cool nights and not much humidity. The course has responded with the only real complaints about conditions being the amount of ball marks and divots, two things that are only corrected by reduced play on the golf course. With the surge of peak season play these will remain present and then will reduce as the amount of play diminishes with the shorter days in the fall

## **Club Championship**

The Roland Becker Club Championship was completed on the weekend of August 5<sup>th</sup> - 6<sup>th</sup>. Nick Tenuta won the Men's Championship Flight for the second year in a row in a playoff on the 18th hole after a thrilling final round Sunday. Mike March won the Senior Division and Michelle Qi the Women's Championship.

We saw a slight increase in Junior participation. This part of the club championship is still very strong with 46 kids participating, but the men's and seniors were down 29% in participants. In a new schedule of events the Men's, Women's and Senior's were held on the final Sunday. This affected the senior event participation the most and we will likely move it back to Tuesday morning next year. The women's numbers were unaffected. In polling many courses in this area they have also seen large decreases in club championship play. Four of the surrounding park

district courses no longer have a club championship! The trend now is more players are moving away from having a “home course.” With the decline in golfers and the convenience of golf tee time search engines, overall area season passes and permanent tee times sales have declined and with them club championships. We will look for ways to increase participation for next season. Though it may seem an uphill climb, we would hate to see this historic event go away.

### ***Drive, Chip, & Putt***

Staff held a Drive, Chip, and Putt qualifier on July 20th. It was an honor that we were one of only 10 courses in the state of Illinois chosen to hold one. Kids ages 6-15 competed to qualify in each of those three categories to have a chance to go to the Masters tournament next year for the National finals. We had the most participate out of the all sites in the state with 171 kids and we were the one qualifying site in Illinois that was featured with an article and photos on the drive, chip, and putt website. This shows just how strong our junior program and following is here at the course. This is great to see since these kids are the future of golf and will keep the game going strong for years to come!

## **Recreation Department Monthly Report**

### **Brian Taylor • August 2017**

#### **Aquatics**

**Summer Swim Team** - The Sharks finished strong placing 5th at the NISC Championship meet. Placing 5th in this meet will keep the team in the highly competitive “A” Division. The Championship meet was hosted at Meadows Aquatic Center to great success with positive feedback from everyone involved. The end of the season party was hosted at Friendship Park Conservatory. Over 100 shark’s swimmers, siblings, and parents attended this event. The team was treated to pizza and cupcakes. All swimmers planted succulents in pots that were labeled with swimmer’s best times for the summer season. Plans for the Fall-Winter 2017-2018 are underway. The fall administrative meeting was hosted at RecPlex with the Aquatic Coordinator acting as Chairperson for the 5th season. Coaches are in place for the upcoming season and the team will make use of high school swimmers as junior coaches to fill in the gaps. **Aqua Fitness** - The schedule is set for Meadows Aqua Fit while RecPlex is closed for deep cleaning. **LTS** - The Swim Academy was a huge success this summer and for the most part the weather cooperated.

#### **Athletics**

**Adult Softball – Classic & House Leagues** –the house league for adult summer softball will finish their season with the postseason house league tournament August 10-12 at Majewski. The Classic League will end their season by the 3<sup>rd</sup> week of August. Many of the teams will participate in the ASA National tournament we host over Labor Day weekend. We have already started the process of taking registrations for our fall adult softball leagues. We will continue to market our leagues through the month of August. League play will begin after Labor Day. **Adult Softball Tournaments** – throughout the summer we will host a total of 6 tournaments (including the house league) and possibly add an additional tournament this year. These tournaments bring in over 100 teams combined throughout the summer. **Adult Basketball** – the adult summer basketball league will wrap up the season late August. **Youth Baseball and Softball** – the season has officially ended for 2017. Overall, participation increased by 114 players compared to 2016. The weather was challenging for most of the season, but we successfully completed the season on time and participants and parents/coaches were very happy throughout the season. Staff is planning to set up a couple of meetings with key part time staff, volunteer coaches and parents to discuss the youth baseball and softball program. The purpose of the meetings will be to recap the season and look for ways to make improvements and improve the efficiency of all of the administrative functions involved with the leagues. Planning for the 2018 season will begin after these focus group meetings in August. **Patriots Baseball** – Overall all of our Patriot teams did very well this season in the Lake Shore Feeder Baseball League. Our 9U team was the regular season champ for their division and the 10U team won the postseason playoff tournament. The LSFBL league is a great extension of our house league baseball program and a great opportunity for our participants to play in a part time travel program each year. **Fall Baseball and Softball League** - This Fall we experienced a substantial increase in participation. We have created 32 total teams, with 24 in Baseball and 8 in Girls Softball. This is the first year I have seen us reach 4 teams in the Girls Majors (10-13 yrs.) division! At this time, we have 387 players registered with more trickling in leading up to the season. This total puts us up over 100 players from last season. Our goal of hitting the 300 mark was accomplished and then some after 9 years of never hitting it! **Fall Boys and Girls Outdoor Soccer** - Our Fall Soccer League has seen a decrease, which I would say has a lot to do with the increase in Baseball and Softball. At

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this time we have 326 registrants, down approximately 100 from last season. We will continue to take players throughout the month of August, as our season's first game is set for September 10<sup>th</sup>. With families returning from vacation and preparing for school to begin, we hope to see more people register for fall programming. **Summer Contractual Camps & Classes** - In a summer where we had to move on from our largest Athletic vendor, as sessions were days from beginning, we managed to still bring in 407 total athletic camp participants. This is only 14 down from last summer, which is a huge testament to the job our department did with locking in We Got Game to cover a large amount of camps and classes that were not theirs. We had a large amount of cancellations due to the change, which shows how large our numbers could have been. The same can be said about our athletic classes. **Outdoor Summer Tennis Lessons** - The Tennis program has been hit with a good amount of rain this season. Lots of make-up sessions and poor weather forced some refunds. We served 139 participants in Youth and Adult lessons, down 52 from last season. This was the first summer without our former Head Instructor who also had a large following.

### **Programming & Special Events**

**Visual Arts – The Art Studio** - Summer Birthday Parties at the Art Studio increased by one through the same period last summer at 15 parties with 205 participants. We sold 11 paint passes for 5 visits, and 30 daily passes this summer. We offered 22 paint pass dates for children to come in and paint for 2 hours from June through mid-August. Class participation increased this summer by 100 participants over last year to date! We offered 56 classes this summer, 26 of which were NEW classes. 9 adult classes were offered and welcomed 44 participants, while 47 youth classes were offered and welcomed 443 participants. 50 classes ran this summer at the Art Studio! A busy and successful summer at the Art Studio! We are collaborating with The Frisbie Center and offered a demonstration of the new art form on 8/2, Painting with Alcohol Ink for whoever wanted to attend. We offer classes at the park district for adults in this new medium.

**Performing Arts – Dance, Theatre, Guitar, Choir** - Our Elevation Camp for dance is overflowing the week of August 7<sup>th</sup> with 39 students. This is 15 more than last year. We bring in outside instructors, as well as our own, to make this a truly intensive workshop for the serious-minded dance students! Our Ballet Expressions dance troupe performed at the Church Creek Retirement Community in July. **Mt. Prospect Community Band** - Our final summer band concert on July 31<sup>st</sup> was bittersweet. The audience so appreciates the music, our sponsors and the park district for providing such a wonderful free concert series. Concert attendance is estimated at: 6/19 - 178, 6/26 - 260, 7/3 - 320, 7/10 - 180, 7/17 - 365, 7/24 - 320, 7/31 - 275.

**Special Events** - National Night Out is one of the busiest nights in the park for the Art Studio next to camp night. We provide FREE plaster pieces for the children to paint and for 3 hours our tables are full with over 300 happy children and parents. **We go through over 300+ pieces each year.** Our second annual Cultural Arts Night was July 20<sup>th</sup>. We had a sampling of every area of the Arts from an Art show with 8 tables of Art made by students from Art Studio, performances from our 3 dance troupes, singing by our children's choir and voice instructor and more! Our second annual Brass Band Festival on Saturday, July 29<sup>th</sup> was fabulous. The night was lovely and the music lively! We had over 275 people in attendance. **Early Childhood and Youth Department** – The campers and staff did an awesome job for our 13<sup>th</sup> annual Day Camp Night on Thursday, July 14 at Lions Recreation Center. The summer season is coming to an end, which is bittersweet for this department. The last day of Happy Campers & Explore Galore was on

## **Recreation Department Monthly Report**

### **Brian Taylor • August 2017**

August 3. High Five, Li'l Prospectors, Camp Fun Zone & Camp Sundance ended on August 4<sup>th</sup>. It is always amazing as we wrap up summer how many participants we served for 42 camp days, and reflect how it seemed like yesterday when we were preparing for camp to begin. The best part of summer was a first time ever that we did not have to cancel/reschedule one field trip due to weather!!!!

On the Go camp is the final camp week running August 7-11. This camp had 147 registered participants that enjoyed the trips to Haunted Trails, Cosmic Bowl, Museum of Science and Industry, Congo River & Crystal Lake Beach. Camp evaluations to the parents have been distributed via hard copies and session 3 parents received a Google form evaluation. I feel that there was a higher return rate of the evaluations then in the past years. Preschool staff met on Wednesday, August 2 for preparation of the school year. There are currently 160 preschool participants, but that number will change on a weekly basis. The maximum enrollment is 178. Kids Klub will begin a week early on Wednesday, August 16<sup>th</sup>. The current enrollment is 120 participants. This year there will be 3 new Site Directors. KinderKlub & Trekkers enrollment is 22 and again, the numbers will increase next week.

### **Facilities**

**FPC - Programming** Summer at Friendship Park Conservatory doesn't get much better than this! **Rentals** - Since last report, FPC has been a whirlwind of rentals. Wedding season is on and we did our part with 1 wedding ceremony, 1 reception, and 1 wedding with a reception. Other special rental events included a 90<sup>th</sup> birthday, 1 anniversary party, 1 graduation celebration, 1 bridal shower, and lastly, an all-day corporate training. Revenue for July totaled \$18,000 for room rentals and beverage sales. The Red Hat Society and Asbury Court Seniors enjoyed lunch, a greenhouse tour, and then finished up their day by potting up a plant. The Mt. Prospect Swim Team had their awards banquet at FPC and planted succulents to grow at home. **Greenhouse Activities** - 650 fall mums are now in bud stage and growing nicely in our fenced area behind the greenhouse. They'll be ready for planting when fall arrives. Several Conservatory staff members attended the 2017 Ball Seed Field Day event. This show offers seminars on horticulture topics to help all greenhouses be more successful, while growing Ball Seed vegetative products.

**Programming** - As hard as we try, we can't seem to pick a good weather day for our Lurie Garden trip. Once again pouring rain resulted in a last minute change. Rather than cancelling, we took a detour to Garfield Park Conservatory. Thirteen happy patrons appreciated our quick thinking to make the day successful. We'll try again next year in hopes that the third time will be the charm, as they say. Outdoor Adventure Camp is coming to an end. Children, age 6-12 years, had opportunities to explore nature through science. They studied rocks with hands on activities including making sedimentary 'rocks' out of Starburst candies, testing density and even creating their own volcanoes complete with eruptions. After learning more about bugs (insects and arachnids) campers understood the importance of their place in our world. Campers also ventured to some nearby nature centers including River Trails Nature Center, Crabtree Nature Center and the Schaumburg Nature Center to reinforce their learning. All in all, they learned a great deal, made friendships and had lots of fun.

# *ADMINISTRATION AND HUMAN RESOURCES MONTHLY REPORT BARRY KURCZ – AUGUST – 2017*

## **Cook County Sweetened Beverage Tax**

On November 10, 2016, the Cook County Board of Commissioners passed the Cook County Sweetened Beverage Tax Ordinance. The tax imposed a rate of \$0.01 per ounce on the retail sale of all sweetened beverages in Cook County. These beverages include soda, sports drinks, flavored water, energy drinks, pre-made sweetened coffee and tea with less than 50% milk content.

A lawsuit against Cook County delayed the implementation of this new tax but was recently dismissed. Therefore the tax was implemented on August 2<sup>nd</sup> and retailers, including Mt. Prospect Park District, had to take inventory of their sweetened beverages for a floor tax on August 1<sup>st</sup>.

The district's Beverage Tax Inventory totaled 35,877 ounces which required a check of \$358.77 to cover our initial floor tax. This payment was made on August 11, 2017.

Kudos to our Facilities Managers who were able to spring into action and get inventories taken in less than 24 hours.

## **Annual 457 Review Meeting**

Dick Coleman, our 457 Principal representative conducted our annual 457 retirement plan review on August 10<sup>th</sup>. As part of our fiduciary responsibility in offering a 457 retirement plan, the district as plan sponsor, must meet with our representative to conduct an annual review of the plan, fund performance compared to the market, fee structure and summary plan documents.

## **Staff Changes**

Kylie Sheridan, Full Time Graphic Designer started on August 7<sup>th</sup>  
Richard Wrona, Full Time Fleet Mechanic's last day was August 10<sup>th</sup>

## **HR By the Numbers...July, 2017**

3 New Hires  
14 Terminations  
0 Worker's Compensation(new)  
0 Unemployment Claims  
10 Disciplinary Issues  
33 Payroll changes  
6 Criminal Background Checks

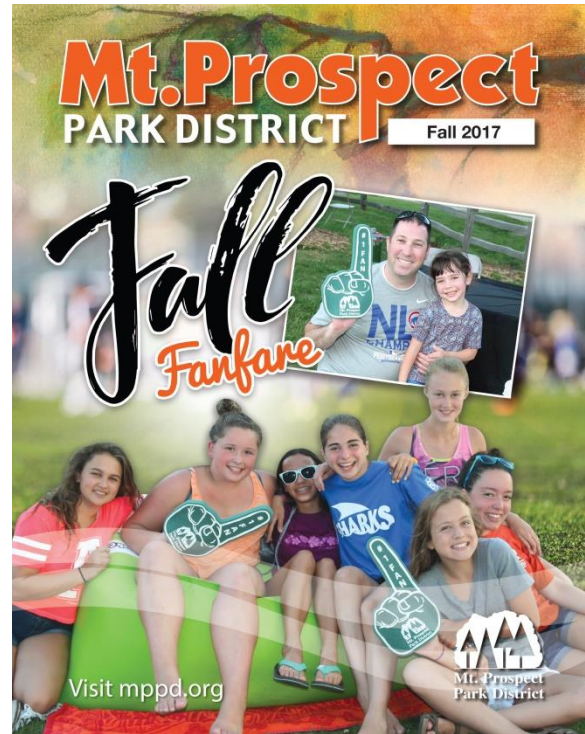
## **Community Relations & Marketing Monthly Report Ruth Yueill • August 2017**

### **Marketing**

The fall 2017 program guide was delivered to patrons the week of August 7. In addition to over 1,200 programs for young and old, the guide announces the hiring of Executive Director, Dan Malartsik, and offers his thoughts on leading the district into the future.

“Fall Fanfare” is the third installment of the 2017 program guides that began with “Spring Training” followed by an “All-Star Summer.” Fall Fanfare was designed with the “fans” in mind as we celebrate the residents/patrons and staff of the park district whose joint efforts continue to make the Mt. Prospect Park District a great place to play and have fun.

We look forward to hearing directly from our “fans” as we execute a fall Community Attitude & Opinion Survey that will serve as a roadmap for the district’s 3-5 year strategic plan.



In August, Community Relations & Marketing joined with managers from several areas of recreation in planning and executing a new departmental “message” to refresh existing programs/facilities or create a completely new direction in promotions. Examples include:

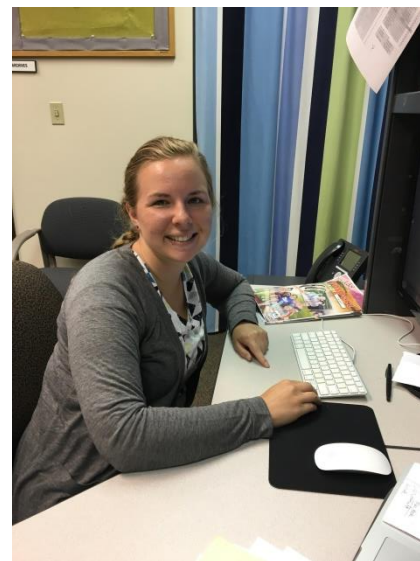
- Restructured advertising/marketing for the inline hockey program. Ad campaign focuses on former program participants who’ve reached state championship levels within the inline community. Both individuals teach inline for the district. This campaign, along with the redesign of tournament logos, has energized the inline program.
- CR & M is currently working with Divine Signs who created the new Big Surf logo and signage to add a colorful, visual component to the front doors of the Art Studio. Several designs are being considered as the Cultural Arts Manager and Studio staff weigh in on their favorites.
- CR & M and the team at Friendship Park Conservatory are working together to rebrand the wedding experience through a new facility, as well as a wedding specific logo to be combined with a glamour take-home advertorial as a reference for potential brides. Video and photos from previous Conservatory weddings will be utilized in the advertorial as well as throughout the district website and social media. Once complete, the fresh approach will use the facility’s natural beauty and versatility to sell the facility to the next generation of brides.

## **Community Relations & Marketing Monthly Report Ruth Yueill • August 2017**

Please join Community Relations & Marketing Manager Cheryl Lufitz and I in welcoming a new member to our Community Relations & Marketing team. I am pleased to introduce Kyle Sheridan as the new Graphic Designer for the Mt. Prospect Park District.

Kylie is a graduate of Carthage College with a degree in Graphic Design. She is an illustrator, photographer and designer. We are excited to have her join our team and know that her fresh and original approach to design will serve the district well as we move forward.

Welcome Kylie!



### **Sponsorship**

As August begins, summer concerts and events come to an end. In addition to seven Monday Community Band Concerts and six Thursday evening concerts/events, we offered our patrons a playground opening, festive 4<sup>th</sup> of July, brass band festival and National Night Out on August 1.

Sponsors contribute greatly to the success of an event. Their on-site energy combined with free give-a-ways boosts the audience enjoyment and rounds out the event. Their presence generates excitement and defers costs.

The decision was made in late 2016 to remove our in-house concessions from the Monday night Community Band Concert Series. Sales were flat with this largely senior demographic who were not looking for an evening meal. On the other hand, the offering of a sweet treat was always appreciated by this audience. A plan was created to secure one or more sponsors for each Monday (and Thursday) with a consumable give-a-way. Sponsors were secured and the audience appreciated the effort and give-a-ways.

Thank you to summer sponsors:

Outback Restaurant

Dunkin Donuts

Bricks Restaurant

Northshore Health Systems

Advanced Med & Physical Therapy

Nothing but Bundt Cake

Oberweis Creamery

Novak & Parker

Innate Chiropractic

Fannie May

Culvers

Green-White

Daily Herald



# **Community Relations & Marketing Monthly Report**

## **Ruth Yueill • August 2017**

### **Electronic/Social Media**

#### **Facebook**

The dog days of summer saw a slight dip in overall post reach, down 18 percent, from last month. This is easily understood as activities slow down and families move away from social media for a brief period of time. However, we continue to gain new page likes daily. We added 49 new followers last month, an increase of 26 percent, bringing the total likes on our page to 2434.

Our most popular posts included the finale of the Mt. Prospect Community Band final summer concert, video from both the Brass Band Festival and National Night Out and information on the mailing of our fall 2017 brochure.

CR & M is moving forward with taking ownership of other Facebook pages that are not “official” or generating content by park district staff. In cooperation with the golf course staff, we are in the process of taking ownership of an unofficial Mt. Prospect Golf Course page. We have discovered additional “unofficial pages” for other park district facilities including Big Surf Wave Pool and Friendship Park Conservatory.

The August e-blast announcing the opening of Ice Hockey Registration yielded a 25 percent open rate. The e-blast was cross promoted on Facebook to increase reach. An additional August e-blast will be sent on the 18th to households with school-age children encouraging fall program registration.

### **Community**

For the third year, the Mt. Prospect Park District has offered the location, planning, support and staffing for the Mount Prospect Police Department’s National Night Out held nationwide on the first Tuesday in August. This year’s event was a great success with beautiful weather, a crowd reaching 1,000, additional vendors, games, entertainment and more.

Community Relations & Marketing spends a full year planning the August event. As supportive community partners, we welcome the opportunity to showcase our terrific facilities and staff while supporting the community education arm of the police department. The overall goal of the event is to bring families and the police department together in the spirit of fun and connection.

Police department organizer, Officer Greg Sill, offered his gratitude to our Executive Director, department heads and entire team for both the support and appreciation of the importance of this event for the community we all serve.

# Community Relations & Marketing Monthly Report Ruth Yueill • August 2017

