

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

REGULAR BOARD MEETING

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

FROM: TIM DOHERTY, PRESIDENT

DATE: NOVEMBER 8, 2013

RE: REGULAR BOARD MEETING
NOVEMBER 13, 2013 - 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: OCTOBER 16, 2013

PUBLIC COMMENT

PARKS FOUNDATION

FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE: OCTOBER 2013

EXECUTIVE REPORT

UNFINISHED BUSINESS

- A. Golf Renovation Update - Continuous Cart Paths & Project Timeline (Discussion)
- B. Discounts for Active/Veteran Military Personnel (Discussion & Potential Action)

NEW BUSINESS

- A. Shared Dog Park Update – Mt. Prospect Park District & Arlington Heights Park District (Discussion)
- B. Change in December 11, 2013 Regular Board Meeting Date (Discussion & Potential Action)
- C. FY 2014 Regular Board Meeting Dates (Discussion & Potential Action)
- D. Selection of IAPD Annual Meeting Delegate & Alternate (Action)

APPROVAL ITEMS

- A. Approval of Bid for Purchase of Baseball Uniforms for 2014 Season
- B. Approval of Capital Projects/Improvements List – FY 2014

ADOPTION

- ORDINANCE NO. 687: AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES, FOR BONDS REDEMPTION AND INTEREST RETIREMENT, FOR ESTABLISHING AND MAINTAINING RECREATIONAL PROGRAMS, FOR THE PAYMENT NECESSARY TO BE MADE TO THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR SOCIAL SECURITY EXPENSES, FOR PAYMENT OF THE COSTS OF PROTECTING THE PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, PROPERTY DAMAGE OR LOSS, FOR ANNUAL AUDIT EXPENSE, FOR CONSERVATORY FUND EXPENSES, FOR A PAVING AND LIGHTING FUND, AND FOR SPECIAL RECREATION PROGRAMS FOR THE HANDICAPPED FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY, 2013 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2013.
- RESOLUTION NO. 688: A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2013 AND ENDING DECEMBER 31, 2013.
- ORDINANCE NO. 689: AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2013 TO PAY INTEREST ON \$3,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2011B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS.
- ORDINANCE NO. 690: AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2013 TO PAY INTEREST ON \$4,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2009A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

ADJOURNMENT

FUND	REVENUE / EXPENSE		TOTAL AMOUNT		ANNUAL REVENUE/EXPENSE-PRIOR YR			
NUMBER	DESCRIPTION	THIS MONTH	YEAR TO DATE	ENCUMBRANCE	YEAR TO DATE	BUDGET THIS MONTH	YEAR TO DATE	
REVENUE		A	B	C	D	E	F	G
10	GENERAL FUND	29,520.80	1,827,148.92	0.00	1,827,148.92	1,898,835	31,384	1,721,037
20	RECREATION FUND	333,173.72	6,330,443.61	0.00	6,330,443.61	7,114,359	352,323	6,389,833
21	PAVING & LIGHTING FUND	0.61	105,658.78	0.00	105,658.78	92,398 +	657	103,443
23	AUDIT FUND	0.01	1,144.14	0.00	1,144.14	1,327	7	1,120
24	LIABILITY INSURANCE FUND	3.22	555,251.04	0.00	555,251.04	643,446	3,451	543,605
25	HANDICAPPED RECREATION FUND	5.23	902,845.32	0.00	902,845.32	739,187 +	5,612	883,908
26	IMRF FUND	5.44	938,775.35	0.00	938,775.35	1,050,758	5,835	919,084
27	CONSERVATORY FUND	5,093.67	1,043,098.89	0.00	1,043,098.89	1,022,783 +	17,134	1,027,454
28	INTERNAL SERVICE FUND	0.00	410,529.00	0.00	410,529.00	410,529	0	173,818
30	BOND & INTEREST FUND	2,690,516.68	5,565,805.78	0.00	5,565,805.78	4,640,931 +	17,872	2,864,996
89	2009 CAPITAL IMPR FUND	0.00	0.00	0.00	0.00	0	0	0
90	2010 CAPITAL IMPR FUND	0.00	0.00	0.00	0.00	0	0	0
91	2011 CAPITAL IMPR FUND	0.00	17,289.88	0.00	17,289.88	17,000 +	2,538,519	2,586,977
92	2012 CAPITAL IMPR FUND	0.00	0.00	0.00	0.00	0	0	0
93	2013 CAPITAL IMPR FUND	0.00	0.00	0.00	0.00	0	0	0
TOTAL REVENUE		3,058,319.38	17,697,990.71	0.00	17,697,990.71	17,631,553 +	2,972,793	17,215,275
EXPENSE		A	B	C	D	E	F	G
10	GENERAL FUND	95,814.06	1,437,184.69	0.00	1,437,184.69	1,898,835	153,421	1,471,008
20	RECREATION FUND	453,367.71	5,556,708.61	14,086.30	5,570,794.91	7,114,359	538,484	5,716,531
21	PAVING & LIGHTING FUND	2,507.69	23,668.78	98,850.00	122,518.78	200,000	18,150	84,953
23	AUDIT FUND	0.00	1,327.00	0.00	1,327.00	1,327	0	435
24	LIABILITY INSURANCE FUND	10,280.29	282,994.23	0.00	282,994.23	644,082	16,420	442,040
25	HANDICAPPED RECREATION FUND	0.00	522,501.06	120,235.00	642,736.06	860,369	62,724	546,707
26	IMRF FUND	38,584.15	857,579.90	0.00	857,579.90	981,500	68,658	759,517
27	CONSERVATORY FUND	54,571.70	750,680.59	0.00	750,680.59	1,016,576	72,486	716,933
28	INTERNAL SERVICE FUND	24,484.05	268,715.74	0.00	268,715.74	410,529	39,676	259,417
30	BOND & INTEREST FUND	1,864,285.00	2,009,903.63	0.00	2,009,903.63	4,554,526	1,717,658	1,888,197
89	2009 CAPITAL IMPR FUND	0.00	330,510.19	0.00	330,510.19	330,532	11,181	129,376
90	2010 CAPITAL IMPR FUND	1,718.48	120,678.47	0.00	120,678.47	122,354	484	17,160
91	2011 CAPITAL IMPR FUND	7,712.29	256,410.33	6,242.31	262,652.64	709,320	474,984	1,837,620
92	2012 CAPITAL IMPR FUND	98,994.75	525,940.94	178,532.00	704,472.94	747,339	33,663	33,663
93	2013 CAPITAL IMPR FUND	10,269.79	10,269.79	0.00	10,269.79	0 +	0	0
TOTAL EXPENSE		2,662,589.96	12,955,073.95	417,945.61	13,373,019.56	19,591,648	3,207,988	13,903,557
TOTAL REVENUE		3,058,319.38	17,697,990.71	0.00	17,697,990.71	17,631,553 +	2,972,793	17,215,275
TOTAL EXPENSE		2,662,589.96	12,955,073.95	417,945.61	13,373,019.56	19,591,648	3,207,988	13,903,557
NET INCOME/LOSS		395,729.42	4,742,916.76	417,945.61-	4,324,971.15	1,960,095-+	235,196-	3,311,717

NOTE: The Mt. Prospect Park District follows "best practice" in that its major operational funds (General and Recreation Fund) operate under a balanced budget. In the Annual Budget column (E), the overall budgeted net loss of (\$1,960,095) is due to the spending of capital fund balances (including ADA improvements) or reserves carried over from prior years.

MOUNT PROSPECT PARK DISTRICT
SUMMARY - ALL FUNDS
For Ten Months Ended 10-31-13

83% of Calendar Year

ACCOUNT NAMES	TOTALS	CORP.	REC.	LIAB INS.	AUDIT	NWSRA	IMRF	CONSERV.	PAV/LIGHT	DEBT SRV	INT SERV.	2009 PROJ	2010 PROJ	2011 PROJ	2012 PROJ	2013 PROJ
BALANCE 1-1-13	7,039,072	463,940	571,994	205,006	(7,320)	2,174,135	(129,031)	652,288	156,602	619,347	(812)	330,510	122,354	1,121,207	758,852	758,852
REVENUES:																
PROPERTY TAXES	9,116,413	1,587,400	1,191,175	555,251	1,144	902,845	938,775	958,858	105,669	2,875,306						
REPLACEMENT TAXES	147,798	73,899	73,899													
RENTAL	510,212	26,188	446,015					38,009								
PASSES /USER FEES	742,923		742,923													
DAILY /USER FEES	948,716		948,716													
PROGRAM FEES	2,844,393		2,819,108					25,285								
CONCESSION SALES	157,817		136,869					20,948								
GRANTS & SPONSORS	38,709		38,709													
V/MC & OTHER	469,588	126,029	(66,970)								410,529					
INTEREST	30,924	13,634												17,290		
INT PROJ CHARGES	0															
INST CONTRACT PRC	0															
BOND PROCEEDS	2,690,500									2,690,500						
TOTAL REVENUE	17,687,993	1,827,150	6,330,444	555,251	1,144	902,845	938,775	1,043,100	105,659	5,565,806	410,529	0	0	17,290	0	0
% of Budget	100	96	89	86	86	122	89	102	114	120	100	n/a	n/a	n/a		
EXPENDITURES:																
FULL TIME SALARIES	2,472,740	698,952	1,297,853	78,876				397,059								
PART TIME SALARIES	2,249,999	37,279	2,078,518					90,193			44,009					
FRINGE BENEFITS	893,496	259,238	434,931	28,528				120,979			49,820					
CONTRACTUAL SERVICES	865,709	178,561	595,097	35,340	1,327			39,317		4,429	13,638					
COMMODITIES	890,086	108,916	620,989					51,521			108,660					
CONCESSIONS	133,716		76,046					5,082			52,588					
UTILITIES	643,317	156,237	442,396					44,684								
INSURANCE	140,250		140,250													
N W SPECIAL REC	357,880					357,880										
RETIREMENT	857,580						857,580									
DEBT CERTIFICATES	2,015,744									2,005,474						10,270
ROLLOVER BONDS	0															
SALES TAX/OTHER	12,730		10,881					1,849								
CAPITAL PROJECTS:	0															
LAND	0															
EQUIP & VEHICLES	204,280											5,150		67,635	131,495	
ADA IMPROV	164,621					164,621										
BUILDINGS	205,880											37,896	1,718	76,030	90,236	
POOLS	45,211											4,812		19,011	21,388	
PARK IMPROV	801,837								23,669			262,653	118,960	93,734	282,821	
TOTAL EXPENDITURE	12,955,076	1,437,183	5,556,711	282,994	1,327	522,501	857,580	750,684	23,889	2,009,903	268,715	330,510	120,678	256,410	525,940	10,270
% of Budget	67	76	78	44	100	61	87	74	12	44	65	162	191	38		
REVENUE OVER (UNDER)	4,742,917	389,967	773,733	272,257	(183)	380,344	81,195	292,416	81,990	3,555,903	141,814	(330,510)	(120,678)	(239,120)	(525,940)	(10,270)
FUND BALANCE 10-31-13	11,781,989	853,907	1,345,727	477,263	(7,503)	2,554,479	(47,836)	944,704	238,592	4,175,250	141,002	(0)	1,676	882,087	232,912	748,582

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT
OCTOBER 2013**

ACCOUNTS PAYABLE

<u>CHECK DATE</u>		<u>CHECK #'S</u>
10/07/13	\$ <u>158,535.01</u>	<u>167240 – 167292</u>
10/14/13	\$ <u>1,718,448.73</u>	<u>167293 – 167383</u>
10/21/13	\$ <u>141,703.92</u>	<u>167384 – 167466</u>
10/28/13	\$ <u>81,911.99</u>	<u>167467 – 167512</u>
TOTAL OF A/P	\$ <u>2,100,599.65</u>	

MT. PROSPECT PARK DISTRICT EMPLOYEES

<u>CHECK DATE</u>		<u>CHECK #/S</u>
10/09/13	\$ <u>152,743.09</u>	<u>203882 – 204253</u>
10/23/13	\$ <u>147,601.59</u>	<u>204254 – 204620</u>
TOTAL OF P/R	\$ <u>300,344.68</u>	
TOTAL A/P & P/R	\$ <u>2,400,944.33</u>	

Mt Prospect Park District
Payroll Summary
 Pay Period Ending
 Check Date

10/04/13
 10/09/13

	# Hours	# Employees	Gross Pay	Average Hrs/Emp	Average Hourly Rate
Full Time Employees	4,626	56	112,932	83	24
Part Time Employees	7,403	313	95,935	24	13
TOTAL	12,029	369	208,867	33	17

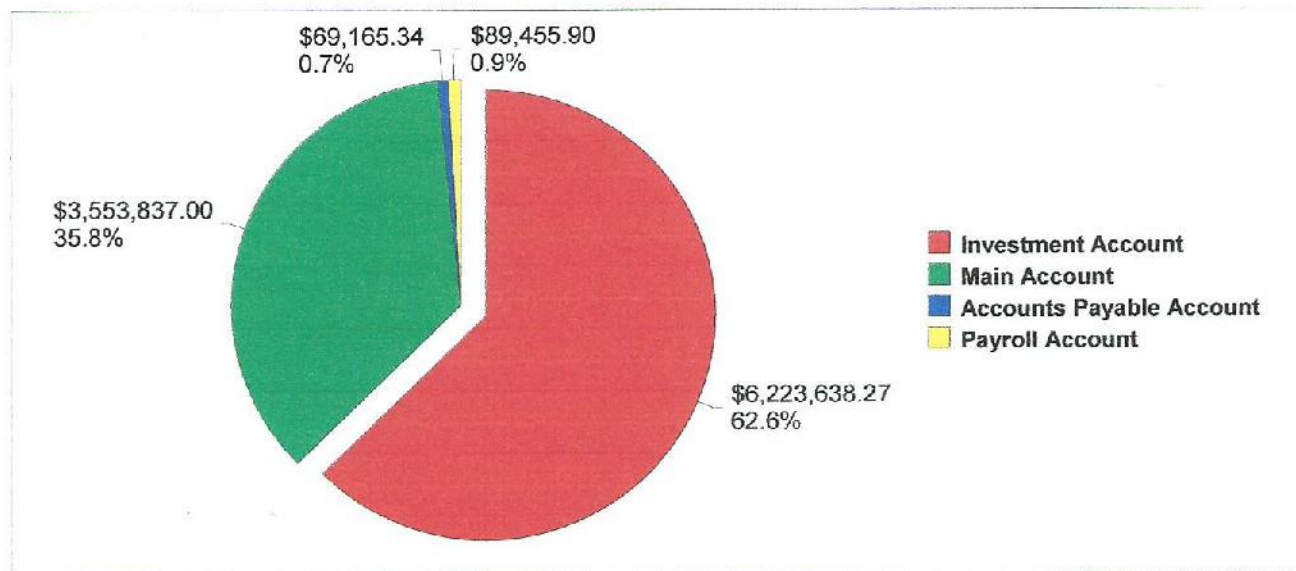
Mt Prospect Park District
Payroll Summary
 Pay Period Ending
 Check Date

10/18/13
 10/23/13

	# Hours	# Employees	Gross Pay	Average Hrs/Emp	Average Hourly Rate
Full Time Employees	4,581	57	111,659	80	24
Part Time Employees	7,069	309	90,861	23	13
TOTAL	11,650	366	202,520	32	17

Mt. Prospect Park District
Statement of Account Balances
As of October 31, 2013

Accounts	Bank Balance	Interest Rate
Investment Account	\$6,223,638.27	0.65%
Main Account	\$3,553,837.00	n/a
Accounts Payable Account	\$69,165.34	n/a
Payroll Account	\$89,455.90	n/a



EXECUTIVE DIRECTOR MONTHLY REPORT

GREG KUHS

November – 2013

IAPD/IPRA STATE CONFERENCE – JANUARY 24-25, 2014

If you have not already done so, please **let Teri by Friday, November 15** if you would like to attend the conference. The seminars/workshops targeted at Commissioners are held on Friday, January 24 & Saturday, January 25. The conference is held at the Hyatt Regency in Chicago.

POSTED BOARD PACKETS ON WEBSITE

Starting with the November Regular Board Meeting, we will be posted the packet information on the website. We are also working on getting the other financial information (per direction by the Board at the October 16th meeting) prepared for posting within the next few weeks.

MEETING MINUTES

Consistent with the Illinois Open Meetings Act, Roberts Rules of Order, IAPD guidance and the practices of other park districts and local government agencies related to the keeping of meeting minutes, we are planning to reduce the amount of “verbatim details” we have at times included in previous meeting minutes. We will still comply with the requirements of the Illinois Open Meetings Act whereby:

“All public bodies shall keep written minutes of all their meetings, whether open or closed, and a verbatim record of all their closed meetings in the form of an audio or video recording. Minutes shall include, not be limited to: (1) the date, time and place of the meeting; (2) the members of the public body recorded as being either present or absent and whether the members were physically present or present by means of video or audio conference; and (3) a summary discussion on all matters proposed, deliberated, or decided, and a record of any votes taken.”

I have spoken to President Doherty about this change and he supports this concept.

AUDIT EXPENSE VARIANCE EXPLANATION

You may recall at the budget review this past Tuesday there was a question about the variance in the audit expenses. Per Lee Howard, in 2012 the auditors asked for and received a \$9,000 deposit. This was recorded as a prepaid expense. There was an audit adjustment made for it (note difference between our comparison 2012 column and the page from the FY 2012 audit. A copy of both is included as are the actual paid bills for the last three years. The expense has been consistent through the years.

GROUNDWORK, LLC. / CONSTRUCTION MANAGER

Based on discussions at the November 5th Special Meeting, I have included a copy of the letter from Groundwork, LLC. (which has been reviewed and approved by legal counsel) recognizing and accepting the park district’s desire to engage a construction management firm to manage the golf renovation project.

**Mt. Prospect Park District
Non-Major Funds
Combining Statement of Revenues, Expenditures and Changes
in Fund Balances (Deficits)
For The Year Ended December 31, 2012**

Audit Expense Variation -
Page 1

	Special Revenue Funds				
	Audit	Liability Insurance	Paving and Lighting	Conservatory	Total
REVENUES					
Property Taxes	\$ 1,203	\$ 593,905	\$ 107,234	\$ 992,502	\$1,694,844
Fees and Admissions	0	0	0	54,443	54,443
Rentals	0	0	0	41,203	41,203
Other	0	0	0	1,830	1,830
TOTAL REVENUES	<u>1,203</u>	<u>593,905</u>	<u>107,234</u>	<u>1,089,978</u>	<u>1,792,320</u>
EXPENDITURES					
Recreation	0	0	0	877,658	877,658
Audit	9,935	0	0	0	9,935
Liability Insurance	0	485,140	0	0	485,140
Capital Outlay	0	0	87,058	0	87,058
TOTAL EXPENDITURES	<u>9,935</u>	<u>485,140</u>	<u>87,058</u>	<u>877,658</u>	<u>1,459,791</u>
NET CHANGE IN FUND BALANCE	(8,732)	108,765	20,176	212,320	332,529
FUND BALANCES (DEFICITS), BEGINNING OF YEAR	<u>1,412</u>	<u>96,241</u>	<u>136,426</u>	<u>439,968</u>	<u>674,047</u>
END OF YEAR	<u>\$ (7,320)</u>	<u>\$ 205,006</u>	<u>\$ 156,602</u>	<u>\$ 652,288</u>	<u>\$1,006,576</u>

FL 23 - AUDIT FUND

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2011	ACTUAL 2012	YTD 2013	BUDGET 2013	DEP REQ 2014	MGR REC 2014	APPROVED 2014
<u>REVENUE</u>								
<u>TAX REVENUE</u>								
410300	PROPERTY TAXES	1,338	1,203	1,144	1,327	0	0	0
	TOTAL TAX REVENUE	1,338	1,203	1,144	1,327	0	0	0
	TOTAL REVENUE	1,338	1,203	1,144	1,327	0	0	0
<u>EXPENSE</u>								
<u>CONTRACTUAL SERVICES</u>								
547010	AUDITING SERVICES	1,338	935	1,327	1,327	0	0	0
	TOTAL CONTRACTUAL SERVICES	1,338	935	1,327	1,327	0	0	0
	TOTAL EXPENSE	1,338	935	1,327	1,327	0	0	0
	TOTAL FUND REVENUE	1,338	1,203	1,144	1,327	0	0	0
	TOTAL FUND EXPENSE	1,338	935	1,327	1,327	0	0	0
	NET FUND INCOME/LOSS	0	268	183-	0	0	0	0

Knutte & Associates, P.C.

e-mail: Info@Knutte.com

7900 S. Cass Ave. Suite 210

Darien, IL 60561

Phone: (630) 960-3317

Fax: (630) 960-9960

**Audit Expense Variation -
Page 3****MOUNT PROSPECT PARK DISTRICT**

1000 W. CENTRAL ROAD

MOUNT PROSPECT, IL 60056

ID: 130660

Date: 05/31/2013

Invoice: 48047

For professional service rendered as follows:

Certified Audit of Accounts at Agreed Upon Fee for the Year Ended December 31, 2012

19,000.00

Invoice Total\$19,000.00

Beginning Balance

\$0.00

Invoices

19,000.00

Receipts

0.00

Amount Due

\$19,000.00

APPROVED

JUN 07 REC'D

062843

50017

CODE

P.O. #

23 547010 1,327
10 10 547010 17,67305/31/2013

19,000.00

04/30/2013

0.00

03/31/2013

0.00

02/28/2013

0.00

01/31/2013+

0.00

Total

\$19,000.00

Please return this portion with payment.

ID: 130660

MOUNT PROSPECT PARK DISTRICT

Invoice:

48047

Date:

05/31/2013

Amount Due:

\$19,000.00

Amount Enclosed: \$

Knutte & Associates, P.C.

e-mail: Info@Knutte.com

7900 S. Cass Ave. Suite 210

Darien, IL 60561

Phone: (630) 960-3317

Fax: (630) 960-9960

**Audit Expense Variation -
Page 4****MOUNT PROSPECT PARK DISTRICT**

1000 W. CENTRAL ROAD

MOUNT PROSPECT, IL 60056

ID: 130660

Date: 05/31/2012

Invoice: 44332

For professional service rendered as follows:

Certified Audit of Accounts at Agreed Upon Fee for the Year Ended December 31, 2011 18,000.00

Invoice Total \$18,000.00

Beginning Balance (\$9,000.00)

Invoices 18,000.00

Receipts 0.00

Amount Due \$9,000.00

APPROVED

161000 547010

JUN 06 REC'D

CODE

P.O. #

Contractual

50017

51036

<u>05/31/2012</u>	<u>04/30/2012</u>	<u>03/31/2012</u>	<u>02/29/2012</u>	<u>01/31/2012+</u>	<u>Total</u>
9,000.00	0.00	0.00	0.00	0.00	\$9,000.00

Please return this portion with payment.

ID: 130660

MOUNT PROSPECT PARK DISTRICT

Invoice: 44332

Date: 05/31/2012

Amount Due: \$9,000.00

Amount Enclosed: \$ _____

Knutte & Associates, P.C.

e-mail: Info@Knutte.com

7900 S. Cass Ave. Suite 210

Darien, IL 60561

Phone: (630) 960-3317

Fax: (630) 960-9960

**Audit Expense Variation -
Page 5****MOUNT PROSPECT PARK DISTRICT**

1000 W. CENTRAL ROAD

MOUNT PROSPECT, IL 60056

ID: 130660

Date: 05/31/2011

Invoice: 41013

For professional service rendered as follows:

Certified Audit of Accounts at Agreed Upon Fee
for the Year Ended December 31, 2010

17,000.00

Invoice Total\$17,000.00

Beginning Balance

\$0.00

Invoices

17,000.00

Receipts

0.00

Amount Due

\$17,000.00

50017

43857



230000547010

05/31/2011

17,000.00

04/30/2011

0.00

03/31/2011

0.00

02/28/2011

0.00

01/31/2011+

0.00

Total

\$17,000.00

Please return this portion with payment.

ID: 130660

MOUNT PROSPECT PARK DISTRICT

Invoice: 41013

Date: 05/31/2011

Amount Due: \$17,000.00

Amount Enclosed: \$ _____

October 9, 2013

Mount Prospect Park District
1000 West Central Road
Mount Prospect, IL 60056

Attn: Mr. Greg Kuhs
Executive Director

Re: Mount Prospect Golf Course
Project Construction Manager
New Maintenance Facility
Mount Prospect, Illinois
GW #U111

Dear Mr. Kuhs:

In conversation with your office and the Park District Attorney, Mr. Tom Hoffman, Groundwork understands it is the intent of the Mount Prospect Park District to engage a Project Construction Manager, through an AIA C132, 2009 Agreement, for the delivery of the Mount Prospect Golf Course Renovation projects, including the Maintenance Facility element for which Groundwork has been engaged under our Agreement dated July 15, 2013. With this letter, Groundwork hereby acknowledges that said Construction Manager would act and serve as an Agent and Representative of and for the Mount Prospect Golf Course project and that Groundwork will cooperate and perform its work under its agreement in conjunction with this duly retained agent/representative of the Park District from the date said representative is contracted by the Park District.

Please accept this letter as an acknowledgement and attachment to our July 15, 2013 Agreement.

Respectfully

For: Groundwork, Ltd.

By:


John P. Green, AIA/NCARB

Cc: Mr. Tom Hoffman, esq.

GROUNDWORK, LTD.
ARCHITECTS/ PLANNERS/ ENGINEERS
351 WEST DUNDEE ROAD, SUITE A
BUFFALO GROVE, ILLINOIS 60089
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EXTERNAL AFFAIRS MONTHLY REPORT

CATHERINE MILLER

NOVEMBER 2013

PUBLICATIONS/COMMUNICATIONS

The following is a list of publications/communications currently in production and their publishing date.

Winter Brochure – being printed; delivery date Nov. 25

Fall Inside the Park E-Newsletter – posted on the website

Inside the Park Video Magazine – to air mid-November

INSIDE THE PARKS - MPTV

The November/December show is completely devoted to FITNESS to coincide with the launch of our new fitness memberships. Host Alyssa Ali will be taken through the steps of becoming a member while taking in all the fitness amenities offered. The new fitness membership options will be discussed and reinforced with sit-down testimonials from staff and clients alike. In addition to informing the viewer of all the many amenities offered at RecPlex and CCC, this program explains what makes our fitness centers unique from the many other fitness facilities in the area.

PUBLICITY

Prepared the following press releases: Holiday Market at FPC; Howlin' Halloween Fest; Winterize Your Garden at FPC; Gardening for Wildlife at FPC; Boo to You and Spooky Skate at CCC. We also provided information for our own Calendar of Events; MPPD electronic signs, VoMP electronic sign and info for VoMP e-newsletter; Daily Herald and Oaklee's Guide-- the online events guides. We've also updated the WebStore information to reflect these programs. Public Service Announcement Slides were sent to MPTV re: Fall Craft Show at FPC; Veterans Day at LRC; Cold Toes! Frozen Feet and Grunt, Grow & Squeak at FPC; FPC Banquet facilities; FPC Holiday Market and numerous deceased veterans. We've also updated our on-hold phone messages to reflect the change in fitness memberships as well.

DONATIONS

We continue to handle requests for park district donations to various causes, clubs, schools and organizations. To date we've fulfilled 137 requests.

SPONSORSHIPS

Our current sponsorships total \$160,083 representing \$56,700 in cash and \$103,383 in-kind. In this challenging economic environment we were able to successfully secure new sponsorships with Flush Sewer & Drainage, Inc – resulting in their sponsorship of our high-end water bottles given as a redemption item to patrons presenting our current insert in the *Money Mailer*. Glenview State Bank is another new sponsor which has resulted in two new dasher boards being added to the inline rink at CCC. In fulfilling another element of our fitness marketing plan: ***we have secured a washer and dryer from Novak & Parker to be used by Recreation in order for them to enhance our fitness memberships by offering towel service to our members.*** We've met with possible new sponsor Mr. Beef and Pizza and are working on a sponsorship plan that will meet both of our needs. Renewal meetings with Sports Authority and Culvers are underway.

ADVERTISING

We have designed and contracted for the following display ads: Get Fit! Get Healthy! Get Going! Fitness (Daily Herald); same ad in Journal's Holiday Shopping Guide and MP Chamber Community Guide; Parties ad (Oaklee's Guide). Reminder that our Money Mailer insert was mailed to households at the beginning of November.

FITNESS MEMBERSHIP MARKETING

In support of the Recreation Department's plan for restructuring the pricing and substance of the park district's fitness memberships, we produced and implemented a marketing plan to create public awareness of these exciting new offerings. After conceptualizing, creating and designing aspects were finished various elements were ordered (once sponsorship was secured). To date we've received the water bottles; postcards and banners; placed digital, direct mail and print ads; ordered dasher boards; as well as coordinated stories and ideas with our ALL FITNESS SHOW on our award-winning cable TV show, "Inside the Park." An eye-catching new design and copy were developed for our upcoming Winter Program Brochure in addition to a new logo incorporating our Fitness message for t-shirts. Additionally we have produced various visuals used in the Fitness Membership Training Power Point; created the Membership Appreciation Breakfast invite and poster; uploaded to YouTube the related posting of the Fitness Video referenced by the QR code in the winter brochure; and posted all updated materials and visuals relating to the new fitness memberships on our website.

GRAPHIC DESIGN

Have provided designs for posters and flyers as follows: Interest in Pinterest; Spooky Skate; Holiday Open House; Santa's Calling; Santa's Mailbox, Hockey Program posters; Youth Programs at FPC; E-Cycling at FPC; Thanksgiving Day Fitness Classes and Mail Date of Winter Brochure.

Additionally we have revised the district map used in the brochure and website to include TAMARACK PARK; redesigned the activity pass and created various signs including activity station signs for Hockey Fun Night and Spooky Skate.

FITNESS MEMBERSHIP MARKETING MATERIALS – have created a design and look that has been used consistently on all of our marketing materials. Produced designs and secured photos for the brochure's inside pages and cover; postcards; banners; dasher boards; digital and print ads as well as a tee shirt logo and logo on water bottle giveaway.

WEBSITE

Have posted the following information on our website: Park Board Agendas and Minutes; Open skate/gym postings; staff update to our directors' page. On our News and Events homepage of the website we've posted info regarding our Holiday Market; the Veteran's Day Ceremony; E-Cycling. In addition we've posted the current proposed golf course renovation schematic on the golf course pages as well as uploading the current issue of Inside the Park video magazine to YouTube and the Inside the Park newsletter.

MP PARKS FOUNDATION

BRICK SALE UPDATE: 134 Veterans Memorial bricks have been sold – with the last group of bricks slated to be engraved this month while the weather is still cooperative. Our next foundation meeting is scheduled for January 8, 2014 at 6:30pm at Central Community Center.

ADMINISTRATION AND HUMAN RESOURCES

MONTHLY REPORT

BARRY KURCZ

NOVEMBER – 2013

Payroll Time Keeping System

Project goals remain simplifying and expediting payroll processing, easily identify YTD payroll hours for purposes of PPACA, IMRF, EEOC-4 reporting etc. and easily sync to any future accounting system. The team identified a series of questions and scenarios for vendors to answer. In addition, based on prior research, 3 vendors provided demonstrations to the team on October 10th. Follow up conference calls with each vendor took place the following week and references were checked.

Final quotes came in the week of October 21st and the team was made to move forward with Time Pro. Time Pro is by far the most popular local time and attendance system being used by nearly 50 districts in Northern Illinois. This solution will cut the amount of time spent by our managers on payroll reporting at least in half in the beginning and potentially by 75% once fully trained. The tracking of YTD hours will be at the fingertips of the managers which they do not currently have. Most importantly, it simplifies the process in which to keep the district in compliance with PPACA, IMRF etc. and eliminates a redundant database currently being used. The system will provide access to real time attendance and payroll data which fills the current large void.

Our project team is preparing a formal recommendation to be presented to the Board for consideration in December.

Upgrading Accounting Software

Presently, MPPD utilizes AEK software through Governmental Accounting Inc. This software was purchased more than 20 years ago and is quite frankly, outdated technology. In fact, AEK is only still being used by 15 clients *worldwide*. Therefore, it is necessary to upgrade our accounting software and gain access to data at the manager level and take advantage of real time data which we currently do not have access to. This will significantly improve our ability to do budgeting, purchases, processing A/P, Payroll and reporting. Therefore, we contacted Harris Technology, maker of AEK to demonstrate a new accounting software package. This demonstration took place on October 30 and we are awaiting quotes from Harris.

Manager of Administration and Human Resources

George Giese started on October 24th and has hit the ground running. He has met with each Director as part of his initial orientation. George will be attending upcoming departmental staff meetings as well as a touring each facility.

GOLF OPERATIONS MONTHLY REPORT NOVEMBER 2013 BRETT BARCEL

ON COURSE PROJECTS

The course will close for the season December 2nd, weather permitting. We are looking to start a portion of the tree removal work in the winter season to offset the costs of the master plan. Any work we can do in house is less than a third of the cost of paying prevailing wage to contractual laborer therefore; it is in our own best interest to keep our staff as busy as possible. When the architect has given us a detailed tree inventory we will begin work on the frozen ground.

EVENTS

The last informal club event of the year was the Hardest Day of Golf on November 2nd. It was sold out in two weeks and everyone had a good time. Congrats to the girls and boys Prospect High School golf teams. As everyone knows by now the girls won state and the boys finished seventh! Fantastic!

MASTER PLAN

The architects continue to work on finalizing drawings for the project and submitting necessary documents for required permits. We anticipate going out to bid after January 1 for the maintenance building followed by bids (March or April) for the course work which would start early July.

In viewing a similar project at Wilmette Golf Club, all efforts should be made to start the project as soon as possible next season. At Wilmette they prolonged closing until July 29th and even with near perfect weather some seeding was not completed until the end of October. As a result a lot of tees and fairways will have no growth on them until spring, which will move their opening date back further next season. According to architects any day of growth on the fall side of winter is worth two to three the next spring. So it stands to reason that any day we might lose of revenue next season will be doubled the next year.

The plan for next season's budget is to keep all fees the same and offer passes for the two half year periods if people want them, otherwise they can purchase the discount card which will be good also for the two half seasons. Due to limited amount guaranteed weeks we have decided not to offer permanent tee times on the weekends. Call in times will be available. Most nearby local public golf courses have expressed interest in offering our card holders special rates for the time we are closed for play. As soon as we get these rates and courses we will post them for our players.

PARKS & PLANNING MONTHLY REPORT

JIM JAROG / NOVEMBER 2013

CAPITAL REQUESTS

The Parks and Planning staff has submitted their 2014 capital requests for review. The staff prioritized these requests by putting items at the top of their lists that they would like to see considered for approval first. The items that were submitted for consideration were only a small portion of what was actually identified as needing attention. Playgrounds, parking lots, and Big Surf pool continue to be high on the priority list. Additionally we continue to pay attention to equipment replacement needs and try to identify ways and types of equipment that allow our staff to perform the necessary work with the manpower at hand.

O'HARE CUP SITE / MAJEWSKI SOCCER HILL

On October 24, 2013 staff sent comments back to MWRD in response to the previous draft Intergovernmental Agreement we received between the Tollway Authority, MWRD and the Mt Prospect Park District. The proposed agreement identifies details of pending land acquisition by the Tollway Authority from MWRD to allow for the Tollway expansion project that is scheduled to start in the Spring of 2014. It also addresses removal of soils that have prevented the Park District from developing the O'Hare Cup Site due to the costs associated with earthwork. If we are to enter into this agreement I recommend that we provide the Tollway Authority with a base grading plan so the site is left in the best usable condition for our future needs. In addition it is important to note again that the Park District has previously petitioned and has been granted several extensions from MWRD for the development of this site due to hardship pertaining to the soil mounds. Now that the removal of the mounds appears to be a reality I anticipate that MWRD will be expecting us to develop the site or have a Master Plan for the phased development of the site in the very near future. If we do not we may risk losing the lease on the property. As of the writing of this report I have not yet heard back from MWRD regarding their review of our comments.

CLEARWATER PARKING LOT

The Clearwater Parking lot replacement and ADA ramp installation are complete. The street patching, striping of the new lot and landscape restoration is also finished. The Village of Mount Prospect engineering department has performed a final inspection and has approved the work associated with the project. I am currently waiting to receive the contractors formal pay request with the required backup documentation to process payment for the project.

COOK MAINTENANCE FACILITY ANNEXATION

I am still waiting to receive an update from the Mount Prospect Community Development Department as it relates to allowing maintenance facilities to exist in a CR (Conservation /Recreation) zoning district. This would be beneficial to the Park District as the site would be allowed to exist as constructed with no need to meet the more stringent I-1 zoning requirements the Village initially proposed. The Director of Community Development indicated that the Village will provide the Park District with a draft of the proposed zoning changes to allow us the opportunity to review his recommendations before presenting them to the Village Board.

COM ED

I have finally been put in touch with our acting Com Ed real estate representative. I have requested clarification on what work exactly can be performed within our Com Ed lease areas where we currently have existing playgrounds that are in need of replacement. They have identified details of a lengthy review process that would need to be followed in order to find out what exactly would be allowed. Each project is submitted and reviewed separately on a case by case basis.

RECREATION MONTHLY REPORT

Brian Taylor
November 2013

AQUATICS

Enrollment year-to-date for all aquatic programs is currently at 4,490 participants, which is an **increase of 238 participants** from 2012 at this time. This increase can be attributed to the quality programming provided at an **economical cost**. In addition, our creative staff continues to develop programming opportunities which enable our users to either enhance their current experience or participate in new swim programs. Our learn to swim program is a main stay in our program line-up and continues to thrive with its highest enrollment in 7 years! Aqua fit classes are running smoothly, the fall session currently has 276 participants, **up 50 participants**. This is the highest enrollment we have had in nearly **10 years!** Swim Team began training the middle of October. Their first home meet will be on Saturday, November 16th at RecPlex.

ATHLETICS

Fall Boys and Girls Outdoor Soccer season ended the weekend of November 2nd and 3rd. Championship games were played under the lights at Prospect High School. **Youth basketball** registration is currently in progress, evaluations and team selection will take place in the next several weeks. Coaches meetings and practices are scheduled to start the week of November 10th, with games beginning the week of December 1st. **Gymnastics** is currently in the second fall session with **165 participants**. Our youth **baseball and softball advisory committee** is currently planning for the 2014 season. The youth baseball and softball uniform bid opening took place on October 31st, see the enclosed document for the bid results and staff recommendation.

PROGRAMS AND SPECIAL EVENTS

Cultural Arts embraced the spirit of autumn at the Howlin' Halloween Fest by hosting the first "Harvest Market" in the Veterans Memorial Bandshell. Modeled after the farmers' markets that have grown in popularity; the **Harvest Market** added an adult element to the popular Halloween Fest. Cornstalks, pumpkins and bright colored banners transformed the shell into the Park District's version of the local pumpkin patch. Vendors included Humble Bee Honey Farm, Long Grove Confectionery, Horchers Home Grown Vegetables and our own **Art Studio** selling plaster crafts for children and handmade holiday décor for adults. A popular item was the homemade potpourri **created by the studio staff** called, Autumn in Mount Prospect. The **concessions** from Lions Park sold "tastes of the season" including apple cider donuts, spooky cupcakes, chocolate covered pretzels and caramel corn. **Friendship Park Conservatory** graciously donated a beautiful fall planter to be raffled to all those entering the bandshell.

The Harvest Market was a success in engaging the adults who accompany their children to our Halloween event. Comments were overwhelmingly positive as customers were delighted to experience the sights and sound of the season right here in our backyard. Vendors did well and were on board to join us again next year.

The **Community Band** Fall Concert is Sunday, November 17th at 3:30 at St. Paul Lutheran Church in Mount Prospect. It is entitled, “Wunderbar!” and celebrates the music of Germany. Pre -concert tickets are available at RecPlex only for \$7. Door tickets are \$9 each. Students are free. Fresh apple strudel and cider will be served at intermission. The soloist for this concert is Jim Bestman and his Alpine trio. He will both narrate and lead the band through several pieces reflecting the rich musical history of Germany.

Also busy rehearsing for a performance in December at the **Holiday Open House at FPC** is the Sing!Sing! Sing! Chorus. These twelve children ranging in age from 7 to 12 have been learning popular songs from Broadway as well as holiday favorites. **Kids on Stage**, our original and long running children’s’ theatre program, will perform their shows on Friday, November 16th at 7:30 and Saturday, November 17th at 2:00 pm. Tickets are \$5 in advance and \$7 at the door. 24 students are currently enrolled. This fall’s show is a comedy entitled *Comic Book Artist*. It is always a treat and an amazement to witness the confidence, joy and effort put forth by the participants in preparing a full scale, hour long show for family and friends! Theatre is alive and well at the Mt. Prospect Park District.

FACILITIES

The **new fitness membership** structure has been launched and is creating a buzz throughout the town! The fitness, front desk, and checkpoint staffs have been selling the new memberships with enthusiasm. It has been great to see such a good response from all the staff involved! Staff has flooded the community with posters, post cards and banners informing the public of the new membership structure. On Sunday, October 20, 85 Facility Staff, Fitness Center Staff, Fitness Instructors and Personal Trainers attended a launch meeting on the new membership structure. In addition to the individualized training each employee received, this was one final opportunity for them to get clarification, but more importantly to excite them about the change in our fitness membership structure. In addition to the marketing/advertising of the new membership structure being completed by External Affairs, the Recreation Staff has mailed **73 personalized letters** to former college membership holders, **100 Membership Post** cards were delivered Johnson Controls (which is located just south of RecPlex), and 153 phone calls have been made to former fitness membership members.

UNFINISHED BUSINESS SUMMARY

NOVEMBER – 2013

A. Golf Renovation Update – Cart Paths & Project Timeline (Discussion)

Dave Esler and John Green will be attending the meeting to provide updates on their respective work on the golf renovation project.

As of the writing of this report, Dave Esler has not provided any additional material for inclusion in the packet; however, there are 4 drawings from Groundwork (included in your packet). John Green will review these with the Board at the meeting.

Cart Paths – As indicated in the October 16th Board Packet, staff recommends that a continuous cart path (asphalt – not red stone) is included in the renovation plan based on the information contained within the memos included with this report. Staff believes the benefits of a continuous cart path outweigh the negatives.

Project Timeline - As indicated in the October 16th Board Packet, staff recommends we continue with the original plan to close the course in early July 2014 and plan a re-opening in June 2015 (pending weather and conditions from the grow-in period in fall 2014 thru spring 2015).

A memo from staff regarding this is also included with your packet.

B. Discounts for Active/Veteran Military Personnel (Discussion & Potential Action)

Background:

The Mt. Prospect Park District currently does not offer an active duty military or veteran's discount, nor do we receive a lot of requests for discounts from current or former military personal. Several area park districts do offer discounts for active duty military personal, however most park districts do not offer either an active duty or veterans discount.

Recommendation:

Based on discussions at the October 16th meeting, in recognition and appreciation to Mt. Prospect Park District men and women who are currently serving or who have served in the United States Military, the Mt. Prospect Park District would like to provide the following discounts for active duty military personal and veterans beginning November 25, 2013:

- Active Duty Military Personal – Upon approval active duty military personal home on leave and their immediate family are able to receive 50% off their choice of Premier Fitness, Fitness or Courts Pool & Track membership or Summer Pool Pass, as well as discount rates for golf greens fees at the Mt. Prospect Golf Club for up to 6 months.
- Veterans – Veterans will receive 10% discount on current programs offered within the Mt. Prospect Park District, this discount does not include golf, fitness or pool memberships.

UNFINISHED BUSINESS SUMMARY

NOVEMBER – 2013

Mt. Prospect Park District Active Military Leave Discount Program

In recognition of the Mt. Prospect Park District residents who are actively serving our country in the military, Mt. Prospect Park District will provide use of the Central Community Center's Fitness Center, RecPlex's Fitness Center, Gym & Pool, Meadows Pool, Big Surf Pool and the Mt. Prospect Golf Club to active duty individual and their immediate family at discounted rates.

Eligibility

The individual must provide a copy of their form DA31 (army), NAVCOMP3065 (navy), Form 988 (air force), NAVMC3 (marines), or Leave Authorization Form 2519 (coast guard) which is their official leave paperwork. If the individual is eligible for the discount they may use the Central Community Center's Fitness Center, RecPlex's Fitness Center, Gym & Pool, Meadows Pool and Big Surf Pool for 50% off regular rates for up to 6 months. Any additional special circumstances or requests from active duty military will be handled on a case-by-case basis by the Director of Recreation.

Processing

For the Central Community Center's Fitness Center, RecPlex's Fitness Center, Gym & Pool, Meadows Pool and Big Surf Pool the individual must complete an Active Duty Military Assistance Request form and a copy of their appropriate leave paperwork must be attached to the application to justify the validity of the request for the discount.

Approval Process

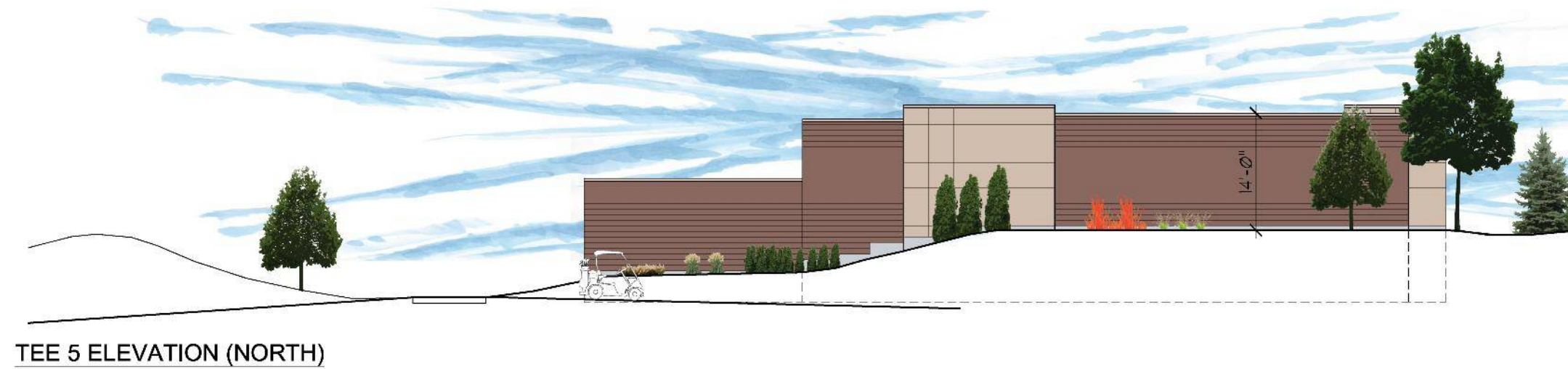
Front desk staff will take the registration and paperwork and submit it to the Director of Recreation for approval. Once the request has been approved, the individual will need to pay for the membership of their choice and be issued a membership card that will be valid only for the time approved. At the end of the approved time period the card will expire and can be discarded.

Suggested Motion (pending prior discussions):

I move to approve the proposed discounts for Active & Veteran Military Personnel as presented.

MAINTENANCE BUILDING

PRELIMINARY EXTERIOR ELEVATIONS
MT. PROSPECT GOLF CLUB
NOVEMBER 5, 2013



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GOLF MAINTENANCE FACILITY

BUSSE ROAD, MOUNT PROSPECT, ILLINOIS

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

DRAWN BY JHG		PLOT DATE: 11/07/13		<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> GRADING PLAN </div>
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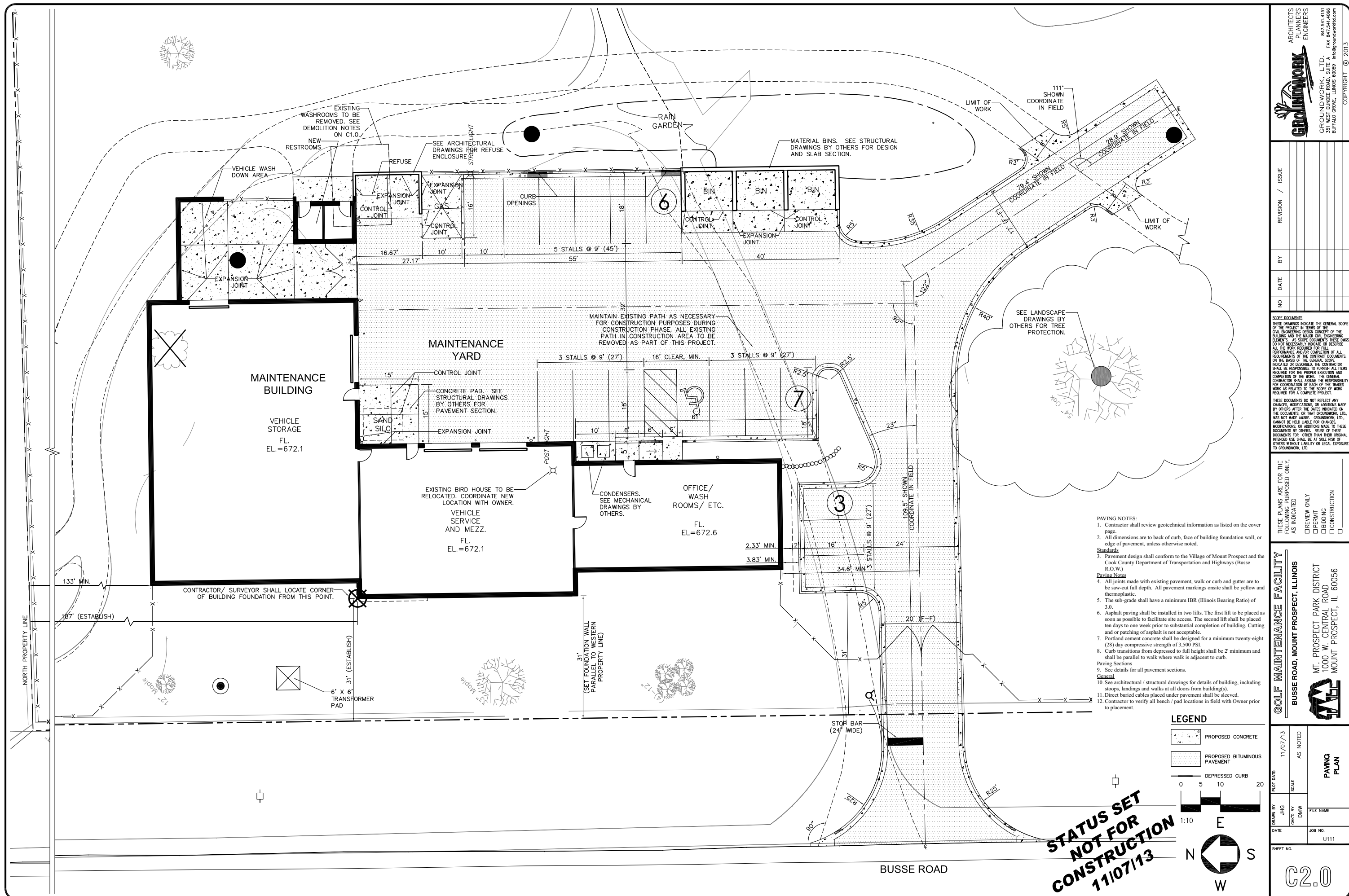
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GOLF MAINTENANCE FACILITY

BUSSE ROAD, MOUNT PROSPECT, ILLINOIS



PAVING

PILOT DATE:

BY	FF
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DRAWN

DA

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MEMO

8/23/2013

TO: Greg Kuhs

FROM: Brett Barcel

CC: Darin Douglas, Jeff Langguth

RE: Cart Path Recommendation

In the past, staff and patrons have lobbied for an extended cart path, so that carts and players would be able to play each day of the season. Until recently we could not fully determine the effects "no cart days" had to our total sales volume. We knew that day's we didn't let out carts hampered sales more than just the sales of carts for the day, it hurt all sales for the day. Quite simply, if you have fewer players you have less in sales. We just couldn't categorically prove it because we never had a full year without an average of (12+) no cart days. Until we had a high water mark for our data, did we really know for sure the effect of cart availability on overall sales. With the 2012 season we had a high water mark, only (3) "no carts days," a record that has stood over 20 years. Even at three days it is not a perfect zero, but we'll use it!

In 2012 with a record drought and higher than normal temperatures it allowed us to make \$1.45 million in sales and we had no restricted cart days that season. This "could be" the scenario for our golf course with a continuous cart path. Play would not be altered at all for the season, we could receive our full potential of revenue, carts would be out each day, and we wouldn't be making anyone angry by sending them home two weeks out of the season. As luck would have it, 2011 was our low water mark, (27) days without carts, only \$1.27 million in sales. Two record seasons back to back! Now we had high and a low, and by using the years 2007 -2010 we could produce an average.

<u>Year</u>	<u>Annual number No Cart days</u>	<u>Total Annual Golf Sales</u>
2007	13	\$ 1,358,000.00
2008	14	\$ 1,360,000.00
2009	14	\$ 1,356,000.00
2010	10	\$ 1,377,000.00
2011	27	\$ 1,260,000.00
2012	3	\$ 1,457,000.00

What this data defines is that the number of "no carts days" directly correlates to total golf sales volume, more so than we ever expected. Now obviously weather and temperature also play into the mix but you cannot deny the direct highs and lows that link the two. When you average 2007 -2010 sales we can determine our average sales volume based on average amount of days closed to carts for the last six years. (We are using the last six years because pricing has not changed during this period.)

Average days closed to carts 12.75

Average sales volume \$1,362,000

Further, we can use 2012 sales (\$1.45m), against the average yearly sales (\$1.36m), to give an idea of the potential sales we may be losing each season we have been without cart paths, potentially \$85,000 to \$90,000 per year. This

means, very simply, if we install a cart path it would help our yearly revenue by tens of thousands of dollars each year by allowing us to be open for play, to all golfers, every day.

Let's just look at 2011. With a very wet year we lost \$100,000 compared to the average. More revenue than some district programs make each year. A proper tool that most courses have installed would have absolutely eliminated this loss due to wet weather. We were shut down for two days that season, but we would have been open for cart play 25 more days that year. Not giving us a tool to guarantee revenue is just like saying it is okay to lose \$100,000 in a wet year. Is it okay to do that when we had customers, willing and able to pay us to use the course, but couldn't because we were closed to carts? Is it okay to tax payers that we left this money on the table?

The initial cost to put in cart paths is offset by the revenue guarantee down the road. Our current paths are replaced about every fifteen years to twenty years. So your \$300,000+ initial investment is recovered at least within the first decade of use and the following years you are returning more in revenue on your investment. For us to say we can't afford a piece of infrastructure that is going to garner us more user fees and pay for its cost and then some, does not make sense. We have miles of bike paths and walking paths throughout this Park District that we have installed and maintain each year, more so than what is needed at the golf course. None of these garner us any revenue through user fees, they are free of charge, supported only by tax dollars, and yet we can afford them.

We are now forced to have cart paths due to the market demand. Twenty five years ago we had only 24 carts in our fleet, now we have 70. At that same time only 10% of courses in this area had cart paths. Since this date now 90% of public 18-hole equivalent have them and with every new course renovation that percentage grows. Sheer numbers alone would say most facilities know what they're doing. By falling behind we are growing the reputation of the last course that closes to cart play, which is not a moniker we want. Poplar Creek experienced such a reputation because, even with cart paths, they flooded and closed holes when it rained hard. What happened was players no longer could trust that they would be open for play, and they started booking elsewhere. This happened so much the district replaced the four holes at a cost of over \$7m and hired a PR firm to change their name to "The Bridges of Poplar Creek." We are not asking for nearly that much.

We hear there is a lot of opposition to cart paths, in truth the majority of players, resident and non-resident, ride when playing golf, over 60%. No tax dollars support or golf operations budget, it is all funded through user fees. Two thirds of our sales, or \$750,000-800,000 yearly, comes from outside user fees and even a greater majority of these golfers use carts. Our ability to attract outside play and cart fees is what allows us to offer the reduced rates, season passes and a very good golf course to residents. Without it, residents would be forced to pay and play two times as much to support our yearly expenses. Therefore, since the market is driving most of your sales the market determines what amenities you offer your clientele. You can't have a special interest segment of players make these decisions.

Let's look at another scenario. Soon the district will be faced with a pool project, who will decide what features you offer at your renovated pool? The market demands wave pools, waterslides, zero-depth areas, and sprinkler parks. Are you going to let a special interest segment of swimmers say you can only build an Olympic sized pool for just laps and swim meets, because they just don't use those other things? No, staff will make proposals considering the area market and support the interests of all the swimmers and certainly the majority of swimmers. They know the items that most facilities need and use, and what most swimmers want. Even though these amenities at this facility will cost 7-8 million dollars, and the annual sales for a pool only makes about \$300,000. But that's another story.

With our renovation we are re-grassing turf grass. We are going to endure a "grow in" period of time where we are at the mercy of weather. The scope of the renovation will involve half of the top layer of the golf course structure.

This will all be mostly replanted grass and we will try to establish this turf to a level where we can play golf on it by June of the following year. How do we open to cart play or even maintenance traffic on the course without destroying what we paid so much to plant? It would be like replanting your lawn and then running over it again and again with your car! If we don't have cart paths most of the holes on the course could not be playable for carts. We would have no provide areas to route carts which would then destroy that grass. If this were the case are we going to go "walking only" for our first half season? if we do, then the price of cart paths would be more than paid for by the amount of revenue we would lose that first half season of operation.

The market no longer accepts or understands our excuse. We are making customers angry. Just try to think of the last time you called a course in this market to see if they were having carts out that day! It just doesn't happen anymore, now all our full fee customers who might be coming from up to an hour away assume we have cart paths and that carts are available for play every day. Almost the entire market and our direct competitors can guarantee this and we can't! We can't tell them we won't allow carts that day until the morning of play and that's when they show up...angry. As a business we are not living up to what we offered when they made a reservation. How can we advertise green fee with cart prices when we can't guarantee the cart? They book a week in advance and when they show up we change the rules. This is by far is our worst customer service problem we have to face, a problem the rest of the market has solved.

Perhaps of most importance, cart paths provide access every single day for people who never could play 18 or 9 holes of golf if not for a golf cart. This numbers grows each day. Some single minded folks have argued golfers should all walk. They are forgetting folks who can no longer do this to the extent of a round golf. Some have walked for years and only now ride carts due to age or physical problems. How can we as a park district deny access to our facility almost two weeks out of the season to anybody? Correct me if I'm wrong, but isn't every golf organization USGA, NGF, PGA trying to attract more people to the game of golf? Giving them a means of access is a necessary way to do this. We don't take away two weeks from our walking golfers, and if we did I know few of them that would lose their minds!

Historic value of the course and play of the course is not compromised. A 6-8 ft. wide ribbon of path routed in trees and rough of each hole doesn't ruin any golf course, it helps. Many high churches of golf including private clubs have cart paths including Pebble Beach, Riviera, Pinehurst, Olympic Club and every course on the PGA tour except Augusta. These courses have in no way been ruined by their existence, they were a necessary tool to meet the demand of a growing segment of golfers who were now riding and they improved course conditions. If the PGA tour can live with them and understand their need, how can a small segment of amateur players find them so bad?

Finally, the only opposition to cart paths is because balls bounce off them. Balls bounce off trees too but we are not going to eliminate them from the course. They fail to mention we have had cart paths around almost every green and all tees for over thirty years. We also have maintenance roads that bisect the fairways on #17 and #18 which we live with, and are accepted. Also, alternate material paths can be used in high use areas if necessary. Cart paths are here to stay and with good reason, they improve course conditions and provide access to most golfers every day of the season. Both walkers and riders ultimately benefit from them. There is not a single golf operations expert, industry leader or superintendent that does not agree to the value of a cart path system for any high volume public golf course.

Memorandum

To: Walt Cook
CC: Brett Barcel
From: Fred Behnke
Date: 02/24/2012
Re: Cart Paths

A cart path system is a maintenance necessity for a modern golf course. Cart paths began as a means of funneling traffic through tight spaces between tees and greens and over time have been added along fairways. The need for a cart system is more important than ever at Mt. Prospect due to the growth of cart traffic and the tight fairway corridors we have on our limited acreage. The amount of cart damage to the golf course now is more than I have ever seen in my thirty plus years with the Park District.

Across the country and at almost every golf facility in this market, they have installed or plan to install a cart path system. The overriding reason is that the maintenance benefits are tremendous. Since we have the means to control disease and drought, most course damage can be directly attributed to traffic, specifically vehicle traffic. This includes tire tracks, cart paths ends, ruts, matted down turf, tight compacted fairways, and bare ground off the fairway. The corridors of our course are very tight and tree lined, they do not afford wheeled vehicles the ability to spread out over a wide area, this creates a funneling effect. Specific areas on each hole receive more damage because there simply is no other place to go. Our fairways get matted down and tight due to this compaction and ultimately the ball doesn't "sit up" as much as players would like. We have tried routing traffic to the rough, staking fairways in overused areas, and created red rock, gravel and wood chipped paths but the problems continue. A well planned cart path network installed away from the line of play would allow traffic to move around the course accordingly not disturbing turf grass. This creates better play conditions for all and reduces our costs to maintain the facility.

Of equal importance to player traffic, is the ability to get our own vehicles, crew and heavy equipment on and off the golf course without creating further damage to the turf we are trying to sustain. At times this is impossible. We have to wait for the course to dry before we can use some equipment consequently, we can't address some items that need our immediate attention. Traffic has also increased over the years as equipment has changed to more wheeled vehicles. Beverage carts and utility carts further contribute to wear and tear. These are vehicles that were never on the golf course in years past. All this traffic needs a place to go, without the benefit of a cart path routing traffic around the course, the turf grass suffers.

To say we are too historic and it would ruin the design of the course is also wrong. Most of the best courses in the country public and private have installed a path network with no affects to play. In every case they were specifically installed to improve conditions on the course and in every case this proved to be true. Every superintendent I have encountered agrees to the great benefits paths have added to the conditions of their golf course.

Another issue on the horizon is renovating the golf course. With the advent of a new golf course, with restructured holes and newly grassed fairways, it would be simply foolish not to have a cart path. You need to be allowed on and off the course before and after planting. Without a means to do this, the damage to new turf would be incredible. It would be like painting yourself into a corner. In fact, cart paths would have to be used on most holes exclusively for a long period of time after construction until the turf grass is established, this means at least the first full season. You're not going to spend millions on a renovation and then see it destroyed by traffic the first year. With the renovation project you would include a path in the design, and you will benefit from it for decades to come. No one has done a course project to the extent we are planning and not included a cart path.

As far as costs are concern cart paths pay for themselves with increased usage of the golf course and less overall maintenance costs. Most courses in our market that have less play and make less revenue per year than us, have found the funding for cart paths. Our own park district has invested hundreds of thousands of dollars to fund bike paths and walking paths throughout this very district. To say we cannot afford it on our most important and expensive turf in the district is ridiculous. We can't really afford not to fund a capital project like this particularly when its costs are directly offset by user fees and reduced maintenance costs.

It would be better for the course to have everyone walk again but, the genie is out-of-the-bottle. More people ride than walk and this number is increasing. The future of golf is getting players and all wheeled vehicles around the golf course without causing undue damage. Without the proper tool it's going to be very hard to keep the level of conditioning that people have come to expect at our golf course.

memo

MPPD

To: Greg Kuhs
From: Brett Barcel
CC: Jeff Langguth, Darin Douglas, Jim Jarog
Date: 10/7/2013
Re: Staging of Golf Course Renovation Plan

We have decided through talking with architects and other courses experiencing the same type of project the most advantageous scheduling for completing the renovation plan is a July close to June the following year. There were three possible options to consider when reaching this decision. In the end we found the course was closed the least amount of time with a July to June scenario. Here is a summary of the potential options.

1. *Close nine holes one year the next year close nine more open the following year.* This was deemed too long of a time table where we would be under construction for some two and a half seasons. Also, the costs of stopping and restaging construction would have been more prohibitive. Further, our annual expenses would be much the same with only half our annual revenue sales for two seasons. Staging of play for our golf course with two tee starts and 18 hole play would be very difficult and again, over a long period of time.

2. *Close and entire calendar year open the next, late spring.* The major disadvantage to this is we are closed more months to golf and that costs us money. Because of spring thaw ground conditions construction couldn't begin until late spring and then it would continue throughout the entire year, in addition we would have to have at least two months grow in the following spring. Most are under assumption we could open up on April 1st the next season, however, due to low soil temps and a newly grassed golf course this would not be possible for any golf course in the northern region of the country. We would still have to wait two months until late May to begin play. In this scenario we would lose an entire year of revenue sales and then the first two months+ of the following year. Further, most of this lost revenue would have to be covered in the same calendar year's budget.

3. *Close July open the next June.* With an early July close most of the construction and earthwork can be done and the course grassed by the August 15th to Sept 15th window. This is timing is essential due to the warm soil temperatures needed to germinate the seed. Therefore, it would not be necessary to close play for the first half of the season. The next spring we would get necessary spring growth and we can open on all holes in June. With this staging we get almost one half year's sales for 2014 and more than one half sales for the next year. Our costs

memo

for covering expenses and revenue loss would also be spread over a two year budget period. In total, we save more than \$250,000 in sales than if we closed an entire calendar year and the next spring. We also save more on expenses and more importantly, *we keep the course closed the least amount of time*. Based on the numbers and the time down, this is the preferred staging. For these same reasons both Wilmette and Glenview Park golf courses have decided to use this staging with their renovation plan projects, one of which is already underway.

Staff Recommendation
Option 3.

NEW BUSINESS SUMMARY

NOVEMBER – 2013

A. Shared Dog Park Update – Mt. Prospect Park District & Arlington Heights Park District (Discussion)

We have continued to hold meetings at the staff level regarding the development of a shared dog park with the Arlington Heights Park District. There is draft business plan and overview of the layout of the dog park at Melas Park included with this report for your review.

We have tentatively set a meeting date for Thursday, January 9. The purpose of this meeting would be to present the plans and details for the dog park to the public. There will also need to be an amendment to the current agreement between the Village of Mount Prospect, Mt. Prospect Park District and Arlington Heights Park District. We anticipate this would be presented for your approval in January 2014.

Funds for the construction of a shared dog park are included on the Capital Projects list for FY 2014.

B. Change in December 11, 2013 Regular Board Meeting Date (Discussion & Potential Action)

There are a number of Board Members who will not be able to attend the scheduled Regular Meeting on December 11, 2013.

Therefore I recommend the Board change the date of the Regular Meeting in December to Wednesday, December 18th, 2013.

C. Regular Board Meeting Dates – Fiscal Year 2014 (Discussion & Potential Action)

Included in your packet is a recommended listing of Regular Board Meeting dates for Fiscal Year 2014. The dates for Regular Board Meetings needs to be annually.

D. Selection of IAPD Annual Meeting Delegate & Alternate (Action)

IAPD holds their annual meeting each year at the IPRA/IAPD State Conference. Since Mt. Prospect Park District is a member of IAPD, the Board needs to select a delegate who is authorized to vote on items during the annual meeting. I would be happy to serve at the delegate for the park district if the Board so choses.

DRAFT

Arlington Heights
&
Mt. Prospect Park District
Dog Park Business Plan

A Playground for Dogs



Arlington Heights & Mt. Prospect Park District Dog Park Business Plan

A Playground For Dogs

Everything contained in this business plan will be applicable to all dog parks operated by the Park Districts of Arlington Heights and Mt. Prospect.

Initial Statements:

1. The dog park will be operated jointly by the Arlington Heights and Mt. Prospect Park District. Each District will assign an individual who will be accountable for their District's duties.
2. The park will not be treated as a revenue facility, but will be expected to cover all operational costs with user fees. Initial development of the park will be treated as a capital improvement.
3. This program will be housed out of the Administration Center for AHPD and Friendship Park Conservatory for MPPD, with the front desk staff handling all registrations and related paperwork.
4. Registered dogs will be given a special dog tag that must be worn at all times when in the park and owners will be given a membership card that must be kept with them at all times while in the dog park.
5. A maximum of 500 dog park memberships will be sold between Arlington Heights and Mt. Prospect Park District's.
6. In case of emergency, park users are to call 911 just as with any Park District emergency. No special emergency call box will be provided.
7. Park operations and rules will be consistent with all Park District and Village of Arlington Heights and Mount Prospect ordinances as well as Cook County Department of Animal and Rabies Control, *Regulation VIII. Dog Parks and Areas*.
8. The park will have three separate sections: small dog, large dog, turf regeneration area
9. The dog park will be operated on a year round basis; hours sunrise to sunset.
10. There will be a portable toilet at the dog park.
11. The park will be closed for scheduled maintenance on Wednesday's from 7am to 12pm (noon).
12. There will be no direct on-site supervision of the park. Users will be expected to clean up after themselves and self-police for problems.
13. Annual memberships run from the date of purchase for 12 months. Memberships are not prorated.
14. Dog passes are non-transferable and non-refundable.
15. Anyone caught allowing a non-pass holder or unregistered dog access to the dog park will have their pass revoked immediately.
16. The Park District(s) reserve the right to suspend and/or revoke any dog park membership or to suspend/revoke a dog and/or its owner.
17. Additional guidelines and rules follow.

Guidelines for Park Users:

1. All dog users must pay an annual fee, meet Cook County and Village of Arlington Heights vaccination, health screening and licensing requirements and sign a liability waiver to obtain a dog pass.
2. Dog tags and membership card must be visible when using the park.
3. Each dog must have its own dog pass to use the park.
4. Access to the dog park is limited to 250 dogs at one time.
5. Dog passes are non-transferable and non-refundable.

Park Rules: These rules will be posted at the dog park entrance and dog pass purchasers will receive a written copy of the park rules. Posted park rules must be adhered to at all times while using the dog park. **Infraction of these rules may result in temporary or permanent loss of park privileges.**

1. Users of this park do so at their own risk. The Arlington Heights and Mt. Prospect Park Districts are not responsible for any injury or damage caused by any dog in the off-leash area.
2. All patrons will abide by the Park Districts Management Procedure (6.008) and Control Ordinance # 525.
3. All users must abide by regulations in Ordinance #260 of Arlington Heights and #525 of Mt. Prospect, which includes prohibition of alcohol.
4. No smoking is allowed in the park and within 50' of the fence line.
5. Dogs must be healthy, fully immunized, de-wormed, and must display current Park District and Village ID tags on their collar if applicable.
6. A handler age 16 or older must be present at all times and is solely responsible for the action of their dog(s).
7. Cooperation between dog owners is expected including keeping order and enforcing dog park rules and Park District ordinances.
8. Dog Park will be monitored and inspected by Park District staff.
9. Dogs must be leashed prior to and leaving the park. Owners must carry a leash for each dog at all times.
10. Collars are to be worn at all times. No spiked collars.
11. Hours are from sunrise to sunset.
12. Keep your dog in sight and never leave the dogs in the park unattended.
13. No aggressive dogs allowed. Dogs with a history of, or who exhibit aggressive or dangerous behavior are prohibited. Immediately leash your dog and leave the park if aggressive behavior is observed.
14. Maximum number of dogs per adult is two and both dogs must remain in the same run area with their owner. Large dogs (25 lbs. and above) are not allowed in the small dog area.
15. Children under age 12 are not allowed in the dog park area. Children 12-15 years must be accompanied by an adult 18 years or older.

16. Please ask the owner's permission before approaching their dog.
17. Dogs in heat are not allowed in the park.
18. Puppies under 6 months of age are not permitted in the park.
19. Immediately clean up and dispose of feces left by your dog.
20. Fill any holes your dog may dig.
21. Excessive barking is prohibited. Dogs that are barking excessively must be removed.
22. No food of any kind, including dog chews and/or rawhides, are allowed within the fenced area.
23. No littering.
24. No bikes are allowed in the dog park.
25. Climbing on or over the fence is not permitted.
26. Keep your dog away from the gate while other dogs are entering and exiting the park.
27. Current Cook County rabies tags must be worn on collar or harness at all times when away from your own property.
28. The Park District(s) have the authority to close the site for maintenance, weather related problems and special events without notice.
29. The Park District(s) staff has the authority to remove a dog owner from the park at any time.
30. Handlers/owners may be legally responsible for injuries or damages caused by their dog.
31. The Arlington Heights and/or Mt. Prospect Park Districts are not responsible for any damaged, lost or stolen property.
32. In case of emergency (dog bite or unsafe behavior) immediately call 911 for assistance. For all park maintenance, vandalism and other issues call 847-577-3003 Ext. 8 or (847) 298-3500.

Purchasing a Dog Park Pass:

An application for a dog park pass and all related forms including Veterinarian Verification for proof of current vaccination can be obtained at any Park District facility or online. A maximum of two dogs per family may be registered.

Completed dog park pass applications along with all required paperwork and full payment can be submitted by mail to:

Arlington Heights Park District
Attn: Dog Park Pass Application
410 N. Arlington Heights Rd.
Arlington Hgts., IL 60004

or

Mt. Prospect Park District
Attn: Dog Park Pass Application
1000 W. Central Road
Mt. Prospect, IL 60056

Completed applications and necessary paperwork can also be brought in person to the Arlington Heights Park District Administration Center of Friendship Park Conservatory a facility of the Mt. Prospect Park District during normal business hours (M-F 9:00 am-5:00 pm). Residents who have not previously registered for Park District programs will be required to provide proof of residency.

Dog tags and membership cards will be granted to applicants following review of the application to assure that all requirements have been met.

Fees:

Resident – first dog	\$50
Resident – additional dogs	\$25
Nonresident – first dog	\$100
Nonresident – additional dogs	\$50
Replacement membership card and/or dog tag replacement	\$10
Replacement/additional swipe card/key	\$10

Recreation and Facilities Department duties and responsibilities:

1. Acts as public contact for the dog park.
2. Will be the Park District liaison to the Cook County Department of Animal and Rabies Control.
3. Coordinates registration and orders all related supplies
4. Prepares annual facility budget in conjunction with the Parks and Planning Department
5. Coordinates all facility marketing including putting information on the Park District website.
6. Plans and coordinates all “doggie” special events and fundraising
7. Orders portable toilet and manages annual contract.

Parks and Planning Department duties and responsibilities

1. Maintenance and repair of the grounds, equipment, and features of the park.
2. Monitor doggie clean up station and order doggie cleanup bags.
3. Develop and implement a schedule of garbage collection.

Proposed Budget (Both District’s Combined)

Revenue:

Fees – 300 memberships @ \$50 per member	\$15,000
Fees – 75 2 nd dog memberships @ \$25	\$1,875
Fees – 30 membership @ \$100 per member	\$3,000
Fees – 15 2 nd dog memberships @ \$50	\$750
Membership card and/or dog tag replacement 15 @ 10	\$150
Special Event	\$500
Donations/Sponsorships	\$100
TOTAL	\$21,375

Expenses:

Program Supplies:	
Doggie bags	\$500
Swipe cards/keys	\$300
Dog tags (400)	\$130
Portable toilet (ADA accessible) \$100 p/mo.	\$1,140
Special event supplies	\$150
Safety Supplies:	\$50
Marketing: Trifold brochure	\$500
Grounds Maintenance:	
Topdressing, Aerating, over seeding and/or woodchips	\$1,450
Turf Watering (includes water costs)	\$475
Fencing & Signage Maintenance	\$300
Swipe Card System Mgt	\$325
Equipment Repair/Card Syst Service Contract:	\$650
Total	\$5,970
Capital replacement	Will not be needed first year
Years 2-5 (per year)	2,500
Years 5-10	7,500

Park Layout

(Melas Park)



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

MT. PROSPECT BOARD OF PARK COMMISSIONERS

**MEETING SCHEDULE
2014**

The 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 15, 2014

JULY 23, 2014

FEBRUARY 26, 2014

AUGUST 27, 2014

MARCH 19, 2014

SEPTEMBER 24, 2014

APRIL 23, 2014

OCTOBER 15, 2014

MAY 21, 2014

NOVEMBER 12, 2014

JUNE 25, 2014

DECEMBER 10, 2014



TO: ALL MEMBER AGENCY DIRECTORS

FROM: Peter M. Murphy, President/CEO

DATE: October 1, 2013

RE: CREDENTIALS CERTIFICATE

The IAPD/IPRA Soaring to New Heights Conference will be held at the Hyatt Regency Hotel, Chicago, Illinois, January 23-25, 2014.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 25, 2014 at 3:30 p.m. in the Grand F Ballroom (*East Tower/Gold Level*), of the Hyatt Regency Hotel, 151 E. Wacker Dr. in Chicago, Illinois.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

NOTE: If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the _____

_____ held at
(Name of Agency)

_____ on _____ at _____
(Location) *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held at the Hyatt Regency Hotel, Chicago, Illinois on **Saturday, January 25, 2014 at 3:30 p.m. in the Grand F Ballroom (East Tower/Gold Level):**

Name

Title

Delegate: _____

1st Alternate: _____

2nd Alternate: _____

3rd Alternate: _____

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal:

Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to:

Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186

APPROVAL ITEMS SUMMARY

NOVEMBER – 2013

A. Approval of Bid for Purchase of Baseball Uniforms for 2014 Season

Per the attached Bid Recommendation.

Suggested Motion: To award the 2014 Youth Baseball & Softball Uniform Bid to Arena Sports USA, Inc. in the amount of \$53,248.75 plus a 10% contingency for a total of \$58,573.62.

B. Approval of Capital Projects/Improvements List – Fiscal Year 2014

As reviewed at the Special Board Meeting on Tuesday, November 5th, staff has tentatively identified numerous capital projects and improvements which we believe are important and necessary for the park district to complete using the proceeds from the recent bond sale. With the board's concurrence, staff anticipates that the majority of the items on the attached list would be completed or at least started in FY 2014. Significant changes, if any, to this tentative project list which in the future may need to be altered due by changed circumstances or unforeseen needs will be brought to the attention of the board prior to implementation where possible.

Suggested Motion: To approve of the attached list of Capital Projects/Improvements for Fiscal Year 2014.

BID AWARD RECOMMENDATION
2014 – YOUTH BASEBALL AND SOFTBALL UNIFORMS

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

November 1, 2013

Account: 205072-556650 (Youth Baseball Program Supplies)

FY 2014 Budgeted Amount: \$110,000 (other program supplies for the baseball & softball program are also included in this line item)

Description: Purchasing Youth Baseball and Softball Uniforms for the 2014 Season

DATE OF BID OPENING: October 31, 2013

Below are the summaries of Bids for the purchase of Youth Baseball and Softball Uniforms including staff's award recommendation.

I. TABULATION OF BID

COMPANY NAME	In-House Boys	In-House Girls	Girls Post Season	Boys Post Season	Wee-Tee	Coaches Shirts	TOTAL
*Arena Sports USA, INC	\$32,700.00	\$12,100.00	\$2,310.00	\$3,635.00	\$1,556.25	\$974.50	\$53,248.75
BSN Sports	\$31,841.00	\$14881.00	\$3,211.40	\$4,299.20	\$1,586.25	\$325.00	\$56,143.85
The Batterz Box	\$41,375.00	\$16,250.00	\$2,772.50	\$4,447.50	\$2,025.00	\$1,112.50	\$67,982.50

***Recommended For Award**

II. STATEMENT OF NEED

The Youth Baseball and Softball program is administered by the Mt. Prospect Park District, under the guidance of the Youth Baseball and Softball advisory committee. Within the bylaws of the advisory committee it is stated that each participant registered in this program will be provided a complete uniform which includes a team hat, jersey, pants and socks.

III. EXPLANATION OF PURCHASE

This uniform bid includes the total purchase price based on the participation numbers from 2013. Specifications were prepared by staff and recommendation from the baseball advisory committee. The uniform prices include both youth and adult pricing when applicable and are considered unit pricing. The intent is to award the bid to a single vendor based on their total bid price. The actual number of uniforms (units) will not be known until the 2014 registration process is completed in February 2014. Therefore, MPPD must take the registration process into consideration and provide the extra funds (10% contingency) if needed to cover the total cost of the uniforms.

IV. RECOMMENDATION OF AWARD

Staff recommends acceptance of bid submitted by Arena Sports USA, INC in the amount of \$53,248.75 plus 10% contingency for a total of \$58,573.63 to provide uniforms for the 2014 Youth Baseball and Softball Program.

<p>Suggested Motion: To award the 2014 Youth Baseball & Softball Uniform Bid to Arena Sports USA, INC. in the amount of \$53,248.75 plus a 10% contingency for a total of \$58,573.62.</p>

MT. PROSPECT PARK DISTRICT
CAPITAL PROJECTS/IMPROVEMENTS - FY 2014
(TENTATIVE LISTING)

11/1/2013

Item/Project Description	Capital Expend. Funds	Lighting & Paving Fund	NWSRA	TOTAL Project Cost
DEPARTMENT: Parks & Planning				
Facilities				
Cleaning and re-sealing of Meadows Aquatic Exterior	15,000	-	-	15,000
Re-piping of galvanized drains at RPX with PVC	1,500	-	-	1,500
Half inch sewer rodder	1,800	-	-	1,800
Carpet machine / extractor - All Facilities for custodial use	10,000	-	-	10,000
Shower and locker room matting	3,000	-	-	3,000
Carpet drying fans (2 at 350 ea.)	800	-	-	800
Pro Vac vacuum	550	-	-	550
RecPlex drinking fountain's upgrade	8,000	-	8,000	16,000
Capital Items FY 2014	40,650		8,000	48,650
Parks				
Dutch Elm & Emerald Ash Borer Diseased Tree Removal	30,000	-	-	30,000
Tennis Court Color Coat Clearwater, Busse (crack fill, paint)	27,500	5,000	-	32,500
Veteran's Memorial Bandshell Irrigation	20,000	-	-	20,000
Replacement 20x20 tent canopy tops	3,200	-	-	3,200
Replacement Park Sign for Tamarack Park	5,000	-	-	5,000
Capital Items FY 2014	85,700	5,000	-	90,700
Vehicles & Equipment				
Chevrolet Silverado 2500HD Work Truck (replace truck #33)	32,000	-	-	32,000
Chevrolet Silverado 3500HD Work Truck w/plow (Replace #23)	41,500	-	-	41,500
Robonair Cooltech AC Recovery Machine (In House Repairs)	3,800	-	-	3,800
2013(New) Trackless series MT6 with 2 attachments (5 yr.Lse)	24,000	-	-	66,000
Capital Items FY 2014	101,300	-	-	143,300
Large Projects - Facilities				
RecPlex/FPC/LRC parking lot improvements - engineering	25,000	10,000	5,000	40,000
RecPlex parking lot improvements - phase I (south only)	120,000	25,000		145,000
RecPlex parking lot-Sidewalk Repairs (south only)	20,000			20,000
RecPlex parking lot-Sewer Repairs (south only)	12,000			12,000
Melas Park dog park	75,000	10,000	5,000	90,000
Capital Items FY 2014	252,000	35,000	5,000	217,000
DEPARTMENT: Recreation				
RecPlex Gym Floor	125,000		30,000	155,000
Big Surf Rental Rafts	5,000			5,000
Ball Mix For Turf Improvements To Baseball & Softball Fields	10,000			10,000
RecPlex Playground Panic Bar & Door Monitoring System	12,000			12,000
2 Flat Screen TV's for CCC	3,500			3,500
Concession Equipment	5,400			5,400
Mobile Hotspot for Concessions Credit Card Transactions	2,000			2,000
Capital Items FY 2014	162,900	-	30,000	192,900
DEPARTMENT: Administration				
Automated Time & Attendance System	55,000			55,000
Financial Software Upgrade	80,000			80,000
Sophos Security Subscription	5,500			5,500
Upgrade current email/network to Google Docs	12,000			12,000
New Development - Software, Programming enhancements	11,000			11,000
Computers, printers misc. equipment	11,000			5,000
Equipment for RecPlex and Golf Course data line upgrades	8,000			8,000
WiFi for other locations	1,800			1,800
Capital Items FY 2014	184,300	-	-	178,300
DEPARTMENT: External Affairs				
Develop Mobile Version of Website	12,000			
DEPARTMENT: Golf Course				
Sprayer for Golf Course (added to \$31,590 in 920000 fund)	13,500			13,500
Capital Items FY 2014	13,500			13,500
TOTAL CAPITAL PROJECTS/IMPROVEMENTS	852,350	40,000	43,000	884,350
Funds available toward FY 2014 Capital Improvements/Projects				
-from October 2013 Bond Issue	610,000			
-from carry-over of available 2011 bond proceeds	245,000			
Total Funds Available for Capital Improvments/Projects	855,000			

ORDINANCE NO. 687

MT. PROSPECT PARK DISTRICT

AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES, FOR BONDS REDEMPTION AND INTEREST RETIREMENT, FOR ESTABLISHING AND MAINTAINING RECREATIONAL PROGRAMS, FOR THE PAYMENT NECESSARY TO BE MADE TO THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR SOCIAL SECURITY EXPENSES, FOR PAYMENT OF THE COSTS OF PROTECTING THE PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, PROPERTY DAMAGE OR LOSS, FOR CONSERVATORY FUND EXPENSES, FOR A PAVING AND LIGHTING FUND, AND FOR SPECIAL RECREATION PROGRAMS FOR THE HANDICAPPED FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY, 2013 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2013.

BE IT ORDAINED by the Board of Commissioners of the MT. PROSPECT PARK DISTRICT, Cook County, Illinois as follows:

SECTION 1. That the sum of NINE MILLION TWO HUNDRED FOURTY SEVEN THOUSAND EIGHT HUNDRED SEVENTY FIVE DOLLARS (\$9,247,575) being composed of the amount of \$1,842,684 for general Corporate purposes, the amount of \$2,894,188 for Bonds and Interest indebtedness, the amount of \$552,666 for contributions to the Illinois Municipal Retirement Fund, the amount of \$558,307 for Social Security expenses, the amount of \$654,691 for Liability protection, the amount of \$648,304 for Special Recreation for the Handicapped Fund, the amount of \$81,038 for Paving and Lighting purposes, the amount of \$1,205,318 for Recreational programs, the amount of \$810,379 for Conservatory purposes, be and the same is hereby levied and assessed on all real property within said Mt. Prospect Park District subject to taxation according to the ad valorem value of the same property as the same is assessed and equalized for state and county purposes and that said amounts be collected from the 2013 tax levy pursuant hereto as authorized by statute. The objects and purposes for which this levy is made and the respective amounts thereof are hereby set forth and levied as follows:

MT. PROSPECT PARK DISTRICT - 2013 LEVY

AMOUNT REQUIRED
TO BE RAISED BY
TAX LEVY

CORPORATE FUND-PARK MAINTENANCE

DIRECTORS SALARIES	30,149
SUPERINTENDENT OF MAINTENANCE SALARY	25,139
ASST. SUPT. OF MAINTENANCE SALARY	34,807
FOREMAN SALARIES	131,496
FULL TIME MAINTENANCE POSITIONS COMPENSATION	714,721
OFFICE POSITIONS	31,732
PART TIME MAINTENANCE WAGES	69,153
GROUP HOSPITAL INSURANCE PREMIUMS	125,694
TYPESETTING & PRINTING	5,578
PROFESSIONAL ASSOCIATIONS	7,047
MEMBERSHIP & DUES	4,089
POSTAGE & FREIGHT	8,315
TRAVEL, MEETINGS & CONFERENCE	6,490
TRAINING SEMINARS	6,439
REPAIRS & MAINTENANCE SERVICES-BUILDINGS	11,602
REPAIRS & MAINTENANCE SERVICES-GROUNDS	11,643
RECREATIONAL EQUIPMENT SERVICE CONTRACTS	6,026
EQUIPMENT RENTAL	5,760
LAUNDRY & CLEANING SERVICE	13,810
OFFICE SUPPLIES	6,492
TREE & PARK PLANTINGS	70,076
FERTILIZER & GROUND CHEMICALS	34,148
REPAIRS & MAINTENANCE MATERIAL-BUILDINGS	35,471
REPAIRS & MAINTENANCE MATERIAL - GROUNDS	50,278
OTHER COMMODITIES	5,802
TELEPHONE SERVICE CHARGES	9,668
ELECTRICITY CHARGES	94,753
NORTHERN ILLINOIS GAS CHARGES	29,007
WATER CHARGES	7,098
REFUSE/SCAVENGER	<u>15,470</u>
TOTAL CORPORATE PARK MAINTENANCE EXPENSE	\$1,607,953

CORPORATE FUND-MOTOR POOL

MECHANICS SALARIES	73,097
OFFICE POSITIONS	11,602
GROUP HOSPITAL INSURANCE PREMIUMS	13,537
REPAIRS & MAINTENANCE SERVICES -AUTOMOTIVE	11,602
LAUNDRY & CLEANING SERVICE	3,631
CLOTHING SUPPLIES	4,102
VEHICLE FUELS	46,411
OILS, LUBRICANTS & CLEANERS	5,453
SMALL TOOLS	6,150
VEHICLE & EQUIPMENT PARTS	59,146
TOTAL CORPORATE MOTOR POOL EXPENSE	<u>\$234,731</u>
TOTAL CORPORATE FUND LEVY	\$1,842,684
AUTHORIZED BY 70 ILCS 1205/5-1	

MT. PROSPECT PARK DISTRICT - 2013 LEVY

AMOUNT REQUIRED
TO BE RAISED BY
TAX LEVY

BONDS & INTEREST FUND

1. FOR PAYMENT OF INTEREST ON

OUTSTANDING BONDS PER BOND ORDINANCES ON FILE WITH COUNTY:

B. SERIES 2010 BONDS	\$16,450
C. SERIES 2011 BONDS	\$31,800
D. SERIES 2012 BONDS	\$37,000
D. SERIES 2013 BONDS	\$25,938

2. FOR PAYMENT OF PRINCIPAL ON

OUTSTANDING BONDS PER BOND ORDINANCES ON FILE WITH COUNTY:

B. SERIES 2010 BONDS	\$940,000
C. SERIES 2011 BONDS	\$750,000
D. SERIES 2012 BONDS	\$300,000
D. SERIES 2013 BONDS	<u>\$793,000</u>

TOTAL BONDS & INTEREST FUND LEVY (70 ILCS 1205/6-6)	\$2,894,188
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ILLINOIS MUNICIPAL RETIREMENT FUND

1. PARK DISTRICT CONTRIBUTION TO THE
ILLINOIS MUNICIPAL RETIREMENT FUND
(AUTHORIZED BY 40 ILCS 5/7-171)

\$552,666

TOTAL ILLINOIS MUNICIPAL RETIREMENT FUND LEVY	\$552,666
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FEDERAL SOCIAL SECURITY INSURANCE FUND

1. EMPLOYER CONTRIBUTIONS REQUIRED UNDER THE
FEDERAL SOCIAL SECURITY INSURANCE PROGRAM;
(AUTHORIZED BY 40 ILCS 5/7-170)

\$558,307

TOTAL FEDERAL SOCIAL SECURITY INSURANCE FUND LEVY	\$558,307
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MT. PROSPECT PARK DISTRICT - 2013 LEVY

AMOUNT REQUIRED
TO BE RAISED BY
TAX LEVY

LIABILITY FUND

1. PAYMENT TO THE METROPOLITAN RISK MANAGEMENT
AGENCY, A JOINT SELF-INSURANCE RISK POOL, FOR THE
PURPOSE OF PAYING THE COST OF PROTECTING THE MT.
PROSPECT PARK DISTRICT AND ITS EMPLOYEES AGAINST
LIABILITY, AND LOSS.

355,000

2. PREMIUMS FOR THE PURCHASE OF WORKERS COMPENSATION
INSURANCE

22,100

3. OPERATING AND ADMINISTRATIVE COSTS AND EXPENSES

RISK MANAGEMENT PROGRAM PERSONNEL EXPENSE

SUPERINTENDENT'S EXPENSE

43,400

MANAGER'S EXPENSE

22,890

TRAINER'S EXPENSE

12,708

CLERICAL STAFF EXPENSE

113,421

TOTAL RISK MANAGEMENT PROGRAM PERSONNEL EXPENSE

\$192,419

RISK MANAGEMENT PROGRAM EDUCATIONAL EXPENSE

MEETINGS EXPENSE

3,000

TRAINING EXPENSE

82,172

TOTAL RISK MANAGEMENT PROGRAM EDUCATIONAL EXPENSE

85,172

TOTAL LIABILITY FUND LEVY

\$654,691

(AUTHORIZED BY 745 ILCS 10/9-107)

MT. PROSPECT PARK DISTRICT - 2013 LEVY

	AMOUNT REQUIRED TO BE RAISED BY TAX LEVY
RECREATION FOR THE HANDICAPPED FUND	
1. CONTRIBUTIONS TO NORTHWEST SPECIAL RECREATION ASSOCIATION AS PER JOINT AGREEMENT AS PROVIDED BY STATUTE,(AUTHORIZED BY 70 ILCS 1205/5-8)	<u>\$648,304</u>
TOTAL RECREATION FOR THE HANDICAPPED FUND LEVY	\$648,304

PAVING AND LIGHTING FUND

1. THE AMOUNT TO BE RAISED BY TAX LEVY FOR THE
PURPOSE OF PAVING ROADWAYS WITHIN THE PARKS
MAINTAINED BY THE DISTRICT, AS PROVIDED BY STATUTE
(AUTHORIZED BY 70 ILCS 1205/5-6)

PARKING LOT & WALKWAY PAVING	\$75,222
ATHLETIC FIELD LIGHTING	<u>\$5,816</u>
TOTAL PAVING AND LIGHTING FUND LEVY	\$81,038

MT. PROSPECT PARK DISTRICT - 2013 LEVY

AMOUNT REQUIRED
TO BE RAISED BY
TAX LEVY

RECREATION FUND-ADMINISTRATION DIVISION

DIRECTORS SALARIES	26,449
PROGRAM MANAGER SALARY	64,088
FACILITY MANAGERS SALARY	26,492
OFFICE POSITIONS COMPENSATION	157,470
RECREATION PROGRAM COORDINATORS COMPENSATION	185,518
RECREATION PROGRAM SUPERVISORS COMPENSATION	73,713
GROUP HOSPITAL INSURANCE	104,565
LEGAL SERVICES	14,971
FINANCIAL SERVICES	7,239
CLASSIFIED ADVERTISING	5,903
PUBLIC RELATIONS	21,925
PROMOTIONAL SERVICES	27,478
BROCHURE	74,699
POSTAGE & FREIGHT	43,849
TRAVEL, MEETINGS & CONFERENCES	16,413
TRAINING SEMINARS	17,317
REPAIRS & MAINTENANCE SERVICES-BUILDINGS	11,313
SERVICE CONTRACTS	6,253
COMPUTER PROGRAMMING	28,178
MINOR EQUIPMENT	12,299
OFFICE SUPPLIES	29,164
VEHICLE FUELS	15,179
RECREATION SUPPLIES	15,386
REPAIRS & MAINTENANCE MATERIALS	10,118
OTHER COMMODITIES	7,589
TELEPHONE SERVICE CHARGES	24,148
TOTAL RECREATION ADMINISTRATION	\$1,027,716

MT. PROSPECT PARK DISTRICT - 2013 LEVY

	AMOUNT REQUIRED TO BE RAISED BY TAX LEVY
RECREATION FUND-LIONS CENTER DIVISION	
MINOR EQUIPMENT	8,390
RECREATION SUPPLIES	3,415
ELECTRICITY	25,299
NORTHERN ILLINOIS GAS CHARGES	<u>11,806</u>
SUBTOTAL: RECREATION FUND-LIONS CENTER DIVISION	\$48,910
 RECREATION FUND-COMMUNITY CENTER DIVISION	
EQUIPMENT RENTAL	2,396
RECREATION SUPPLIES	2,662
ELECTRICITY	38,789
NORTHERN ILLINOIS GAS CHARGES	<u>20,239</u>
SUBTOTAL: RECREATION FUND-COMMUNITY CTR. DIVISION	\$64,086
 RECREATION FUND-FRIENDSHIP CENTER DIVISION	
BUILDING RENTAL	5,836
MINOR EQUIPMENT	2,794
RECREATION SUPPLIES	<u>55,976</u>
SUBTOTAL: RECREATION FUND-FRIENDSHIP CTR. DIVISION	\$64,606
 TOTAL RECREATION FUND LEVY (AUTHORIZED BY 70 ILCS 1205/5-2)	\$1,205,318

MT. PROSPECT PARK DISTRICT - 2013 LEVY

AMOUNT REQUIRED
TO BE RAISED BY
TAX LEVY

CONSERVATORY FUND-ADMINISTRATION

DIRECTORS SALARIES	45,923
ASST. DIRECTOR SALARY	41,105
OFFICE POSITIONS COMPENSATION	35,304
RECREATION COORDINATOR SALARY	44,222
OFFICE WAGES	20,411
GROUP HOSPITAL INSURANCE	11,409
LEGAL SERVICES	3,401
FINANCIAL SERVICES	5,103
TYPESETTING & PRINTING	18,710
PUBLIC RELATIONS	10,205
BROCHURE	12,404
MEMBERSHIP & DUES	3,315
POSTAGE & FREIGHT	3,487
TRAVEL, MEETINGS & CONFERENCES	4,142
TRAINING SEMINARS	6,898
SECURITY SYSTEM	5,410
REPAIRS & MAINTENANCE SERVICE CONTRACT	4,796
COMPUTER SERVICE FEES	8,504
MINOR EQUIPMENT	3,653
OFFICE SUPPLIES	3,149
PHOTOGRAPHIC & DRAFTING SUPPLIES	4,407
OTHER COMMODITIES	3,094
TELEPHONE SERVICE CHARGES	3,708
ELECTRICITY	52,726
NORTHERN ILLINOIS GAS CHARGES	74,837
WATER	3,394
TOTAL CONSERVATORY ADMINISTRATION	<u>\$433,717</u>

CONSERVATORY FUND-PARKS MAINTENANCE

SUPERVISORS COMPENSATION	45,923
MAINTENANCE POSITIONS COMPENSATION	98,651
MAINTENANCE LABOR COMPENSATION	71,437
GROUP HOSPITAL INSURANCE	23,812
REPAIRS & MAINTENANCE-SERVICES	10,067
SERVICE CONTRACTS	2,904
EQUIPMENT RENTAL	3,898
LAUNDRY & CLEANING SERVICE	3,401
SEEDS & PLANTS	34,018
VEHICLE FUELS	3,149
FERTILIZER & GROUND CHEMICALS	10,342
REPAIRS & MAINTENANCE MATERIALS-BUILDINGS	27,214
OTHER COMMODITIES	3,653
TOTAL CONSERVATORY PARKS MAINTENANCE	<u>\$338,469</u>

MT. PROSPECT PARK DISTRICT - 2013 LEVY

CONSERVATORY FUND-PROGRAMMING	AMOUNT REQUIRED TO BE RAISED BY TAX LEVY
RECREATION LEADERS/SUPERVISORS COMPENSATION	2,551
INSTRUCTORS/PROGRAM SERVICES COMPENSATION	6,804
TRAVEL, MEETINGS & CONFERENCES	5,103
PROGRAM SUPPLIES	<u>23,735</u>
TOTAL CONSERVATORY PROGRAMMING	<u>\$38,193</u>
 TOTAL CONSERVATORY FUND LEVY (AUTHORIZED BY 70 ILCS 1205/5-7)	 \$810,379

**MT. PROSPECT PARK DISTRICT - 2013 LEVY
SUMMARY OF TAXES LEVIED**

FUNDS	LEVY
CORPORATE	\$1,842,684
AUDIT	\$0
BONDS & INTEREST	\$2,894,188
I.M.R.F.	\$552,666
SOCIAL SECURITY	\$558,307
LIABILITY	\$654,691
RECREATION FOR THE HANDICAPPED	\$648,304
PAVING & LIGHTING	\$81,038
RECREATION	\$1,205,318
CONSERVATORY	<u>\$810,379</u>
TOTAL AMOUNT LEVIED	\$9,247,575

SECTION 2. That forthwith upon the passage of this ordinance, it shall be the duty of the Secretary of this Board to file a duly certified copy of same with the office of the Cook County Clerk, within the time limited by law, together with the Certificate of the President of the Mt. Prospect Park District certifying compliance by said District with the applicable provisions of the Truth in Taxation Act.

SECTION 3. That the County Clerk be and hereby is directed by law, to ascertain the rate percent which, upon the total valuation of all property subject to taxation within the Mt. Prospect Park District as the same is assessed and equalized for state and county purposes, will produce a net amount as herein legally levied and to extend such tax pursuant to the statute in such case made and provided.

SECTION 4. This ordinance shall be in full force and effect from and after its adoption.

ADOPTED: This 13th day of November 2013

VOTES: Ayes: Nays: Absent:

President, Board of Park Commissioners
Mt. Prospect Park District

ATTEST:

Secretary, Board of Park Commissioners
Mt. Prospect Park District

STATE OF ILLINOIS)

COUNTY OF COOK) ss.
)

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 Park Commissioners of the Mt. Prospect Park District; and that I have access to the official minutes of the meetings of the board of Park Commissioners and of the Mt. Prospect Park District.

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

ORDINANCE NO. 687

MT. PROSPECT PARK DISTRICT

AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES, FOR BONDS REDEMPTION AND INTEREST RETIREMENT, FOR ESTABLISHING AND MAINTAINING RECREATIONAL PROGRAMS, FOR THE PAYMENT NECESSARY TO BE MADE TO THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR SOCIAL SECURITY EXPENSES, FOR PAYMENT OF THE COSTS OF PROTECTING THE PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, PROPERTY DAMAGE OR LOSS, FOR CONSERVATORY FUND EXPENSES, FOR A PAVING AND LIGHTING FUND, AND FOR SPECIAL RECREATION PROGRAMS FOR THE HANDICAPPED FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY, 2013, AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2013.

That the foregoing was adopted by the Board of Park Commissioners of said Mt. Prospect Park District on the 13th day of November, 2013 and was on the same day approved by the secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District (of which the foregoing is a true copy) and is now on file in the office of such Secretary.

Given under my hand and seal of the Mt. Prospect Park District this 13th day of November 2013.

(SEAL)

Secretary

Mt. Prospect Park District
Cook County, Illinois

RESOLUTION NO. 688

MT. PROSPECT PARK DISTRICT

A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION
OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT
PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR
BEGINNING JANUARY 1, 2013 AND ENDING DECEMBER 31, 2013

WHEREAS, the Mt. Prospect Park District (the "District") through the Board of Park Commissioners thereof, Cook County, Illinois, passed on November 13, 2013 an Ordinance No. 687 providing for the levy and assessment of taxes for the District; and

WHEREAS, Public Act 89-1 (the "Act") was signed into law on February 12, 1995, placing the Property Tax Extension Limitation of the lesser of the percentage increase in the Consumer Price Index or five percent; and

WHEREAS, the District wishes to direct the County Clerk as to the manner in which to reduce the 2013 Tax Levy if a reduction of said levy is required by the Act.

NOW, THEREFORE, IT IS RESOLVED by the District and the Board of Park Commissioners thereof as follows:

Section 1: That the following percentages of the total limitation amount, if any, be applied to the respective funds of the District for the 2013 levy year:

General Corporate Fund	54 percent
Illinois Municipal Retirement Fund	0 percent
Social Security Fund	0 percent
Auditing Fund	0 percent
Liability Insurance Fund	0 percent
Recreation Fund	46 percent
Paving and Lighting Fund	0 percent
Conservatory Fund	0 percent
Recreation for the Handicapped Fund	0 percent
Bonds and Interest Fund	<u>0 percent</u>
Total Limitation	<u>100 percent</u>

Section 2: That the County Clerk be and is hereby directed, as provided by law, to ascertain the limitation amount to which to apply the foregoing limitation percentages, to so apply said limitation percentages and to ascertain the rate percent which, upon the total valuation of all property subject to taxation within the District as the same is assessed and equalized for state and county purposes, will produce an adjusted net amount as legally levied and to extend such tax pursuant to the statutes in such case made and provided.

Section 3: That the Secretary of said District and of said Board of Park Commissioners be and is hereby directed to file with the County Clerk of Cook County, Illinois, within the time limited by law, a copy of this Resolution, duly certified by him.

Section 4: That all ordinances and resolutions or parts of ordinances and resolutions in conflict with the provisions of this resolution are hereby repealed to the extent of such conflict.

ADOPTED: This 13th day of November 2013.

VOTES: Ayes: Nays: Absent:

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

ATTEST:

Secretary, Board of Park Commissioners
Mt. Prospect Park District
Cook County, Illinois

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

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 Park Commissioners of the Mt. Prospect Park District; and that I have access to the official minutes of the meetings of the Board OF Park 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. 688
MT. PROSPECT PARK DISTRICT

A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION
OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT
PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR
BEGINNING JANUARY 1, 2013, AND ENDING DECEMBER 31, 2013

that the foregoing was adopted by the Board of Park Commissioners of said Mt. Prospect Park District on the 13th day of November, 2013 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that it was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 13th day of November, 2013.

Secretary

SEAL

ORDINANCE NO. 689

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2013 TO PAY INTEREST ON \$3,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2011B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

* * *

WHEREAS, the Board of Park Commissioners (the "Board") of the Mt. Prospect Park District, Cook County, Illinois (the "District"), by ordinance adopted on the 24th day of August, 2011 (the "Ordinance"), did provide for the issue of \$3,000,000 General Obligation Park Bonds, Series 2011B (Alternate Revenue Source) (the "Bonds"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Ordinance) in the "Alternate Bond and Interest Fund of 2011" (the "Bond Fund") established pursuant to Section 10 of the Ordinance for the purpose of paying interest on the Bonds up to and including November 1, 2014; and

WHEREAS, it is necessary and in the best interest of the District that the tax heretofore levied for the year 2013 to pay said interest on the Bonds be abated:

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois, as follows:

Section 1. Abatement of Tax. The tax heretofore levied for the year 2013 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2013 in accordance with the provisions hereof.

Section 3. Effective Date. This ordinance shall be in full force and effect forthwith upon its adoption.

PASSED:	This 13th day of November, 2013.
APPROVED:	This 13th day of November, 2013.
ADOPTED:	This 13th day of November, 2013.

VOTES:

Ayes:

Nays:

Absent:

President, Board of Park Commissioners

Secretary, Board of Park Commissioners

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

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 Park Commissioners of the Mt. Prospect Park District; and that I have access to the official minutes of the meetings of the Board of Park Commissioners and of the Mt. Prospect Park District.

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

ORDINANCE NO. 689

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2013 TO PAY INTEREST ON \$3,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2011B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 13th day of November, 2013 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 13th day of November, 2013.

(SEAL)

Secretary
Mt. Prospect Park District
Cook County, Illinois

ORDINANCE NO. 690

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2013 TO PAY INTEREST ON \$4,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2009A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

* * *

WHEREAS, the Board of Park Commissioners (the "Board") of the Mt. Prospect Park District, Cook County, Illinois (the "District"), by ordinance adopted on the 13th day of May, 2009 (the "Ordinance"), did provide for the issue of \$4,000,000 General Obligation Park Bonds, Series 2009A (Alternate Revenue Source) (the "Bonds"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Ordinance) in the "Alternate Bond and Interest Fund of 2009" (the "Bond Fund") established pursuant to Section 10 of the Ordinance for the purpose of paying interest on the Bonds up to and including November 1, 2014; and

WHEREAS, it is necessary and in the best interest of the District that the tax heretofore levied for the year 2013 to pay said interest on the Bonds be abated:

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED by the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois, as follows:

Section 1. Abatement of Tax. The tax heretofore levied for the year 2013 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2013 in accordance with the provisions hereof.

Section 3. Effective Date. This ordinance shall be in full force and effect forthwith upon its adoption.

PASSED: This 13th day of November, 2013.
APPROVED: This 13th day of November, 2013.

VOTES:

Ayes: Nays:

Absent:

President, Board of Park Commissioners

Secretary, Board of Park Commissioners

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

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 Park Commissioners of the Mt. Prospect Park District; and that I have access to the official minutes of the meetings of the Board of Park Commissioners and of the Mt. Prospect Park District.

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

ORDINANCE NO. 690

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2013 TO PAY INTEREST ON \$4,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2009A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 13th day of November, 2013 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 13th day of November, 2013.

(SEAL)

Secretary
Mt. Prospect Park District
Cook County, Illinois