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REGULAR BOARD MEETING

January 20, 2016

AGENDA

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

MT. PROSPECT BOARD OF PARK COMMISSIONERS

**MEETING SCHEDULE
2016**

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 20, 2016
(3rd Wed.)

JULY 27, 2016

FEBRUARY 17, 2016
(3rd Wed.)

AUGUST 24, 2016

MARCH 16, 2016
(3rd Wed.)

SEPTEMBER 28, 2016

OCTOBER 26, 2016

APRIL 27, 2016

NOVEMBER 16, 2016
(3rd Wed.)

MAY 25, 2016

DECEMBER 14, 2016
(2nd Wed.)

JUNE 22, 2016

December 16, 2015

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

REGULAR BOARD MEETING

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

FROM: STEVE KURKA, PRESIDENT

DATE: JANUARY 15, 2016

RE: REGULAR PARK BOARD MEETING
JANAURY 20, 2016 - 7:00 P.M.
CENTRAL COMMUNITY CENTER
1000 W. CENTRAL, MOUNT PROSPECT, IL

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO AGENDA

APPROVAL OF AGENDA

APPROVAL OF MINUTES:

REGULAR BOARD MEETING: DECEMBER 16, 2015

PUBLIC COMMENT:

- Mount Prospect Chamber of Commerce Presidents Award – Brian Taylor
- Illinois Association of Park Districts
→ Recognition of 20 years of Service – Commissioner William Klicka

PARKS FOUNDATION

FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE: DECEMBER 2015

EXECUTIVE REPORT

UNFINISHED BUSINESS

NEW BUSINESS

A. Review and Possible Revision of Golf Course Fees & Charges - 2016 • (Discussion & Potential Action)

APPROVAL ITEMS

ADOPTION ITEMS

COMMENTS/MATTERS FROM COMMISSIONERS

CLOSED SESSION

SECTION 2(c)(21): Discussion of Minutes of Meetings Lawfully Closed Under this Act, whether for Purposes of Approval by the Body of Minutes or Semi-Annual Review of the Minutes as Mandated by Section 2.06

SECTION 2(c) (1): Personnel - To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees of the Public Body

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

Approval of Minutes, Reviewed in Closed Session

Approval for Release of Closed Session Minutes, If any

Approval of Agreement for Employment of Gregory Kuhs by Mt. Prospect Park District, Cook County, Illinois

ADJOURNMENT

Unapproved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, December 16, 2015 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioners were present:

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

Administrative Staff:

Greg Kuhs, Executive Director
Jim Jarog, Director of Parks & Planning
Brett Barcel, Director of Golf Operations
Brian Taylor, Director of Recreation
Barry Kurcz, Director of Business Services and Human Resource
Ruth Yueill, Supt. of Community Relations & Marketing
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

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

Visitors:

Louis Goodman

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES:

Commissioner Starr motioned to approve the minutes from the Special Board Meeting of November 18, 2015; seconded by Commissioner Klicka.

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

Motion passed.

APPROVAL OF MINUTES:

Commissioner Murphy motioned to approve the minutes from the Regular Board Meeting of November 18, 2015 as amended; seconded by Commissioner Starr.

Discussion: Commissioner Tenuta requested writing more details for option two under Golf Outings 2016 in the November 18, 2015 minutes.

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

Motion passed subject to review at next meeting if applicable.

Public Comment

Louis Goodman addressed the Board asking if the Board would allow the public to make comments (regarding the present vote) prior to the Board members voting on an item.

Parks Foundation

Ruth Yueill, Executive Director of the Parks Foundation stated:

- Cabaret Night on November 14 was a great success
- The Parks Foundation will continue to have an onsite presence at Special Events for the District.
- Next Park Foundation meeting will be January 6th: new meeting dates to come with 6 new dates.
- Received five new Veterans Memorial Brick Orders.

Financial Advisor's Report

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

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka motioned to ratify November Accounts Payable checks and EFT's in the amount of \$2,053,779.78 as listed on the November Check Registers; seconded by Commissioner Tenuta.

Discussion: None

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

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify November Payroll checks and Direct Deposits in the amount of \$315,540.01 as listed on this report; seconded by Commissioner Murphy.

Discussion: None

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

Motion passed.

Executive Report

Executive Director Greg Kuhs reviewed the following items:

- Snow event backstop damage update: in the process of attaining replacement costs and schedules to submit claim to MRMA; working with Nickolas & Associates to coordinate the replacement of the backstops to be completed by the 2016 season.
- Melas Park pedestrian crossing improvement project is completed; submitted request to NWSRA was approved to pay for the districts portion from the Special Recreation (ADA) fund.
- Golf Course off to a great start; well received by the market and golf critics. The golf course is up over \$110,000 in total golf sales from the same period August-November 2013.
- Nominated by Golf Digest Magazine for the 2016 Golf Course Renovation of the Year Award (industry's most prestigious award for a golf course project). The winner will be announced in January of 2017.
- Golf fees 2016: formal proposal will be presented at the January Board Meeting.
- The Recreation department's year-end report is included as a separate binder in the packet.
- Winter program brochure is in circulation and has had positive feedback from customers.
- Health Insurance renewal was successful and Envision healthcare was selected to replace Flexible Benefits as the third party administrator for the Health Reimbursement program.
- The district is in compliance with the next step of the government's "Affordable Care Act Compliance" for 2016.
- New voluntary vision coverage was offered for 2016 - 24 employees registered to participate in the Vision Care through VSP.
- On behalf of the MPPD staff, Executive Director Kuhs thanked the Board of Commissioners for their continued trust in what we do for the residents of Mt. Prospect Park District - the support is appreciated. MPPD staff will continue to do our best to provide opportunities for residents to participate and enjoy good quality programs, events, parks & facilities.

UNFINISHED BUSINESS

A. Recommended Personnel Manual Updates

Discussion:

Director Barry Kurcz reviewed/discussed with the Board the follow up analysis of recommended changes for the Full Time Employee Benefits Manual and the Part Time IMRF Benefits Manual. Staff believes these proposed changes would be perceived as a positive benefit to our Part Time IMRF employees, and would be in the best interest of the park district.

Motion

Commissioner Doherty motioned to approve in the Holiday Section - changing Good Friday to a Floating Holiday to remove the religious connotation, change Employee's Birthday (Floating day) to Floating Holiday, and in the Vacation Section - Remove language allowing maintenance employees to use vacation in the year which it is accrued. This will result in consistency with all other full time employees in other departments; seconded by Commissioner Murphy.

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

Motion passed.

Motion

Commissioner Starr motioned to approve in the Vacation Section - Introduce a cash-in provision to allow employees who have accrued 15 or more vacation days to cash in a limited amount of unused vacation time - to be offered once per year with a 5 day maximum; seconded by Commissioner Klicka.

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

Motion failed.

NEW BUSINESS

A. Golf Course Concessions 2016

Executive Director Kuhs stated that staff recommends we do not seek RFP's and begin negotiations with Open Kitchens to develop a three year contract (beginning with the 2016 golf season) to provide food and beverage service for the Mt. Prospect Golf Club.

Discussion:

The Board and the staff from Open Kitchens had a discussion concerning the agreement and going out for RFP's: Commissioner Tenuta along with Commissioner Murphy explained doing an RFP is a good business practice and that going out for an RFP has no reflection on the past performance of Open Kitchens. Terri Fiore, President of Open Kitchens explained she feels that Open Kitchen has stuck with the district during golf renovations and doesn't feel that the district should go out for an RFP, and would like a contract for at least one more year; the Board feels staff should negotiate a contract for one - two more years and then go out for an RFP; establish specific operational hours for Open Kitchen and staff to come back to the Board with the proposed agreement.

The Board directed staff to begin development of a new agreement with Open Kitchens and present a proposed agreement to the Board for review at a future meeting.

APPROVAL ITEMS

A. Approval of Mt. Prospect Park District Regular Meeting Dates-2016

Motion

Commissioner Starr motioned to approve the 2016 Regular Meeting dates for the Mt. Prospect Park District Board of Commissioners as presented; seconded by Commissioner Murphy.

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

Motion passed.

B. Approval of Amendment to Lease Agreement Dated July 13, 2000, By and Between the Metropolitan Water Reclamation District of Greater Chicago, as Lessor, and the Mount Prospect Park District, as Lessee

Executive Director Kuhs explained this Amendment provides the construction of improvements to the leasehold premises and shall commence no later than May 20, 2020.

Motion

Commissioner Murphy motioned to approve the Amendment to the Lease Agreement Dated July 13, 2000, by and Between the Metropolitan Water Reclamation District of Greater Chicago, as Lessor, and the Mount Prospect Park District, as Lessee; seconded by Commissioner Klicka.

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

Motion passed.

ADOPTION ITEMS

None

COMMENTS/MATTERS FROM COMMISSIONERS

None

Adjournment to Closed Session

Commissioner Doherty motioned to adjourn to closed session at 8.58p.m. for Section 2 ©(1): Personnel- To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees of the Public Body; seconded by Commissioner Tenuta.

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

Motion passed.

Reconvene from Closed Session

Open Session was reconvened at 9:12 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

None.

ADJOURNMENT

There being no further business to discuss, Commissioner Klicka moved to adjourn the Regular Board Meeting at 9:13 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary

Public Comment ***January • 2015***

Mount Prospect Chamber of Commerce Chairman's Award

On Thursday, January 14, several staff attended the Mt. Prospect Chamber of Commerce "Dynamic Year Luncheon" for 2016. This is the Chamber's kick-off luncheon for the new year, and as part of this, the Chamber President's Award was presented to our own Brian Taylor for his efforts on behalf of the park district to strengthen our involvement and partnership with the Chamber and its members. Please take time to congratulate Brian on this award.



Illinois Association of Park District's (IAPD) Presentation – William Klicka – 20-year Board Member Service Anniversary Award

Please take time to congratulate and thank Commissioner Klicka for serving as a Board Member for the Mt. Prospect Park District for 20 years. A representative from IAPD will be attending the Board Meeting to present Commissioner Klicka with their Service Anniversary Award.

**MT PROSPECT PARK DISTRICT
DEPARTMENTAL EXPENDITURE ANALYSIS
FOR THE 12 MONTHS ENDED 12-31-15**

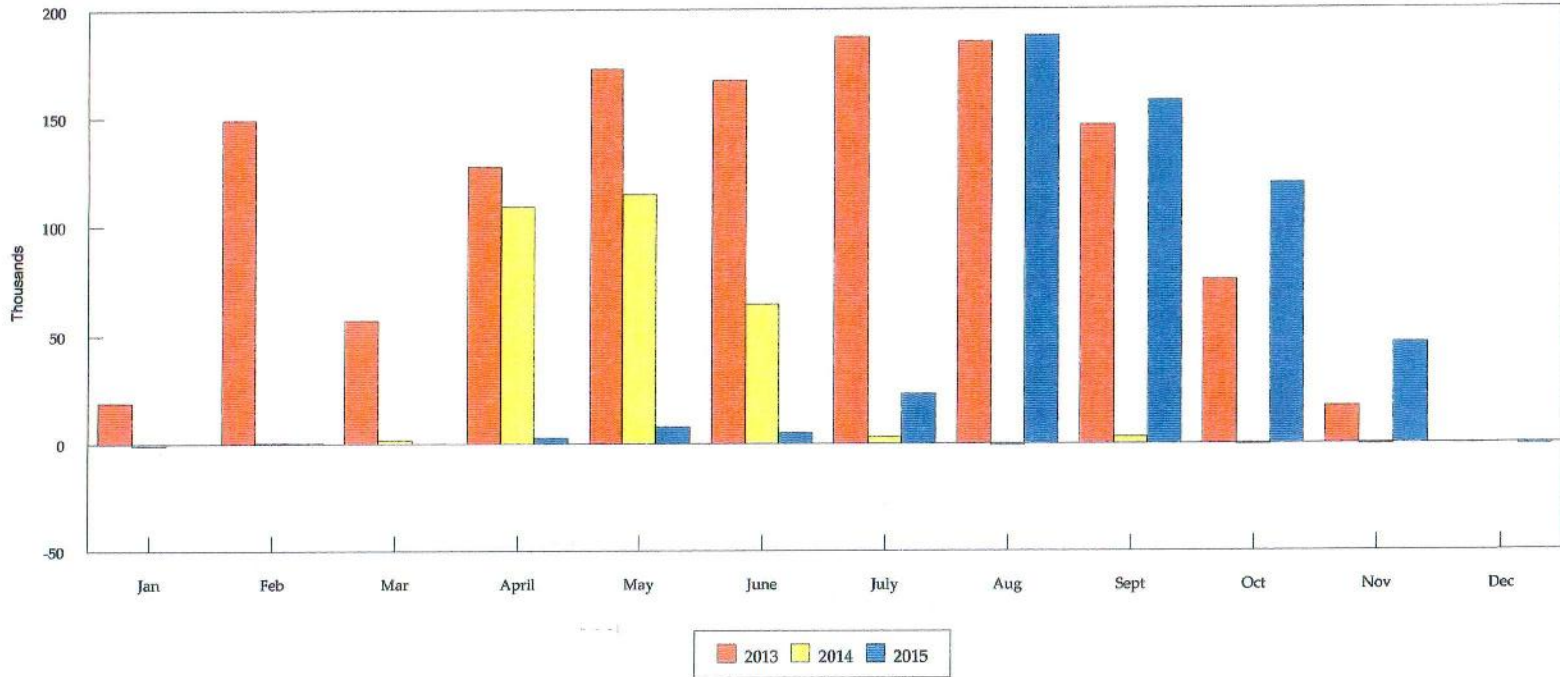
100% OF CALENDAR YEAR

FUND / Department	'15 Y.T.D. Actual	2015 Budget	Y.T.D. as % of '15 Budget	'14 Y.T.D. Actual	Y.T.D. % of '14 Y.T.D.	Projected 2015	Proj % of '15 Bud	% Inc '15 Bud Over '14 Bud
GENERAL FUND								
Administration	950,109	959,912	99%	734,797	129%	1,005,496	105%	20%
Maintenance	944,709	946,305	100%	827,969	114%	984,463	104%	2%
Motor Pool	219,283	288,182	76%	181,520	121%	237,650	82%	29%
Studio at Melas	16,713	21,898	76%	18,040	93%	17,251	79%	3%
Park Improvements	-	-	-	-	-	-	-	-
Total	2,130,814	2,216,297	96%	1,762,327	121%	2,243,115	101%	12%
RECREATION FUND								
Administration	751,452	793,328	95%	715,501	105%	797,286	100%	-6%
Big Surf	265,507	283,034	94%	240,407	110%	276,800	98%	0%
Meadows Pool	182,081	187,317	97%	164,733	111%	187,160	100%	1%
Recplex Pool	449,128	478,667	94%	361,593	124%	476,238	99%	2%
Golf Course	1,350,839	1,353,815	100%	1,067,568	127%	1,413,080	104%	4%
Concessions	116,691	150,969	77%	116,512	100%	119,498	79%	0%
Lions Center	192,952	191,629	101%	168,664	114%	201,163	105%	2%
Friendship Center	30,976	31,622	98%	28,705	108%	31,549	100%	-2%
Recplex Center	1,002,110	1,035,926	97%	899,582	111%	1,064,408	103%	0%
Rec Programs	1,702,305	1,631,745	104%	1,519,899	112%	1,796,785	110%	2%
Central Programs	120,450	142,100	85%	94,457	128%	147,979	104%	0%
Central Road	601,384	634,977	95%	524,486	115%	643,071	101%	2%
Total	6,765,875	6,915,129	98%	5,902,106	115%	7,155,667	103%	1%

**MT PROSPECT PARK DISTRICT
GOLF COURSE MONTHLY RECEIPTS**

Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	19,025	19,025	Jan	(779)	Jan	35	1,458,500		
Feb	149,040	168,065	Feb	598	Feb	417	726,600		
Mar	57,199	225,265	Mar	1,857	Mar	209	705,490		
April	127,391	352,656	April	109,004	April	2,869			
May	172,891	525,547	May	114,621	May	7,758			
June	167,420	692,966	June	64,491	June	4,986			
July	187,317	880,283	July	3,153	July	22,714			
Aug	185,017	1,065,300	Aug	(759)	Aug	187,774			
Sept	146,745	1,212,045	Sept	3,159	Sept	158,081			
Oct	75,315	1,287,360	Oct	(360)	Oct	119,569			
Nov	16,993	1,304,353	Nov	(560)	Nov	46,280			
Dec	(124)	1,304,229	Dec	0	Dec	(721)			



This Year Vs Last Two Years

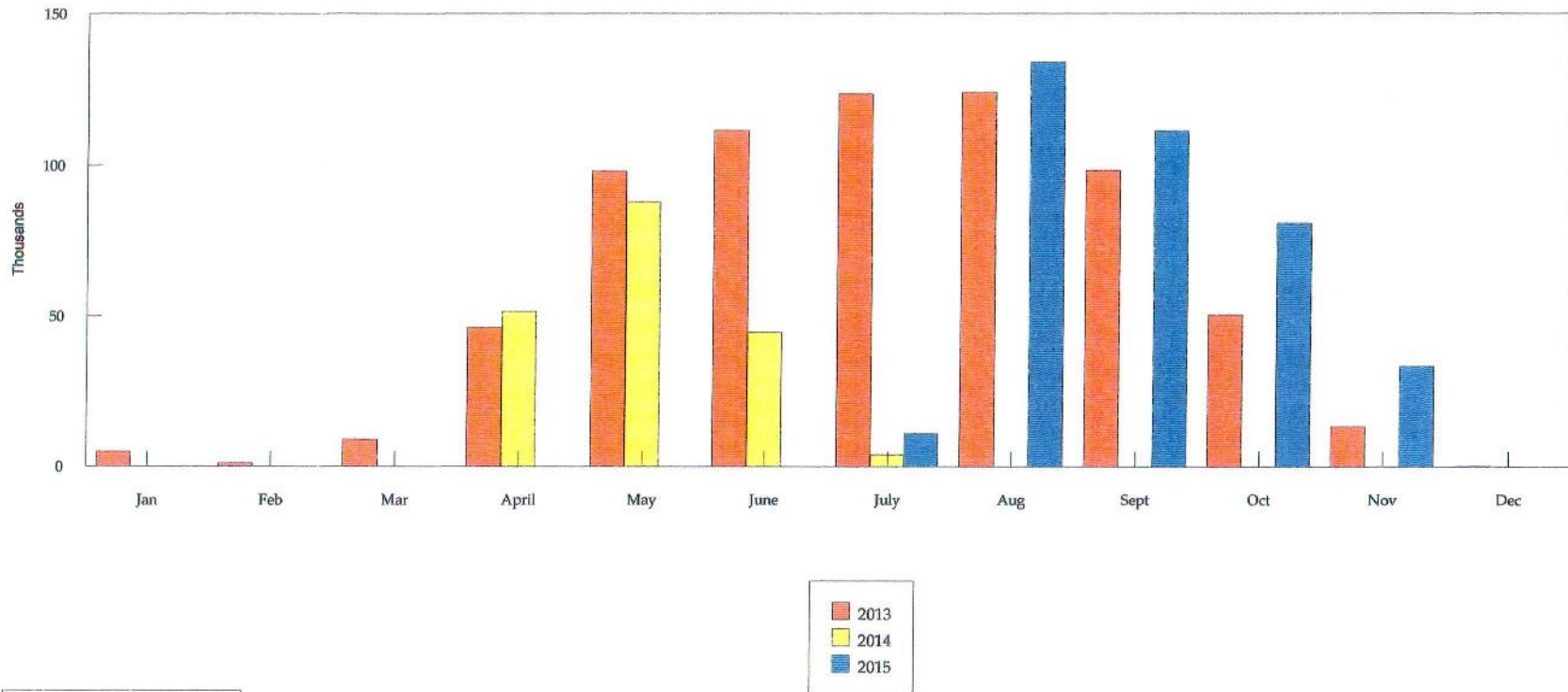
**MOUNT PROSPECT PARK DISTRICT
GOLF COURSE Department by Function
For Twelve Months Ended 12-31-15**

ACCOUNT NAMES	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
REVENUES:								
RENTAL	102,511	102,511						
PASSES /USER FEES	4,682	4,682						
DAILY /USER FEES	392,368	369,469			22,899			
PROGRAM FEES	31,137	3,660				20,144	7,333	
MERCHANDISE SALES	23,675			23,675				
OTHER	(6,912)	(6,912)						
SPONSORSHIPS	2,509					2,509		
TOTAL REVENUE	549,970	473,409	-	23,675	22,899	22,653	7,333	-
% of Budget	78%	78%	n/a	139%	57%	77%	52%	
EXPENDITURES:								
FULL TIME SALARIES	558,943	294,330	224,904					39,709
PART TIME SALARIES	279,245	78,755	173,669			18,326		8,494
FRINGE BENEFITS	166,642	70,807	76,719					19,115
CONTRACTUAL SERVICES	87,444	49,099	19,505				2,850	15,989
COMMODITIES	150,311	8,381	122,457	77	756	3,004		15,636
MERCHANDISE	24,785			24,785				
UTILITIES	81,554	25,121	28,209					28,224
SALES TAX	1,917			1,917				
TOTAL EXPENDITURES	1,350,839	526,494	645,463	26,779	756	21,330	2,850	127,167
% of Budget	100%	98%	100%	194%	25%	108%	20%	104%
REVENUE OVER(UNDER) EXP	(800,869)	(53,084)	(645,463)	(3,103)	22,143	1,323	4,483	(127,167)
CHANGE FROM LAST YR + (-)								
REVENUE	229,479	189,077	-	4,097	17,204	11,768	7,333	-
EXPENDITURES	283,272	103,180	129,861	12,064	(2,530)	11,526	2,350	26,820
NET	(53,792)	85,897	(129,861)	(7,968)	19,734	242	4,983	(26,820)
% CHANGE FROM LAST YEAR								
REVENUE	72	66	n/a	21	302	108	n/a	n/a
EXPENDITURES	27	24	25	82	(77)	118	470	27
2015 BUDGET REVENUE	705,490	604,990	-	17,000	40,000	29,500	14,000	-
2015 BUDGET EXPENSE	1,353,815	537,066	643,626	13,800	3,000	19,750	14,000	122,573
2014 REVENUE	320,491	284,333	-	19,578	5,695	10,885		-
2014 EXPENDITURES	1,067,568	423,314	515,603	14,714	3,286	9,804	500	100,347

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

Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	5,006	5,006	Jan	0	Jan	0	785,500		
Feb	1,133	6,139	Feb	0	Feb	0	340,000		
Mar	8,997	15,135	Mar	0	Mar	0	400,000		
April	46,083	61,218	April	51,226	April	0			
May	97,900	159,118	May	87,458	May	0			
June	111,339	270,457	June	44,471	June	0			
July	123,263	393,720	July	4,000	July	10,971			
Aug	123,684	517,404	Aug	0	Aug	133,659	144,630		
Sept	98,260	615,664	Sept	0	Sept	111,129	255,759		
Oct	50,209	665,873	Oct	0	Oct	80,451	336,210		
Nov	13,279	679,152	Nov	0	Nov	33,259	369,469		
Dec	241	679,394	Dec	0	Dec	0	0		

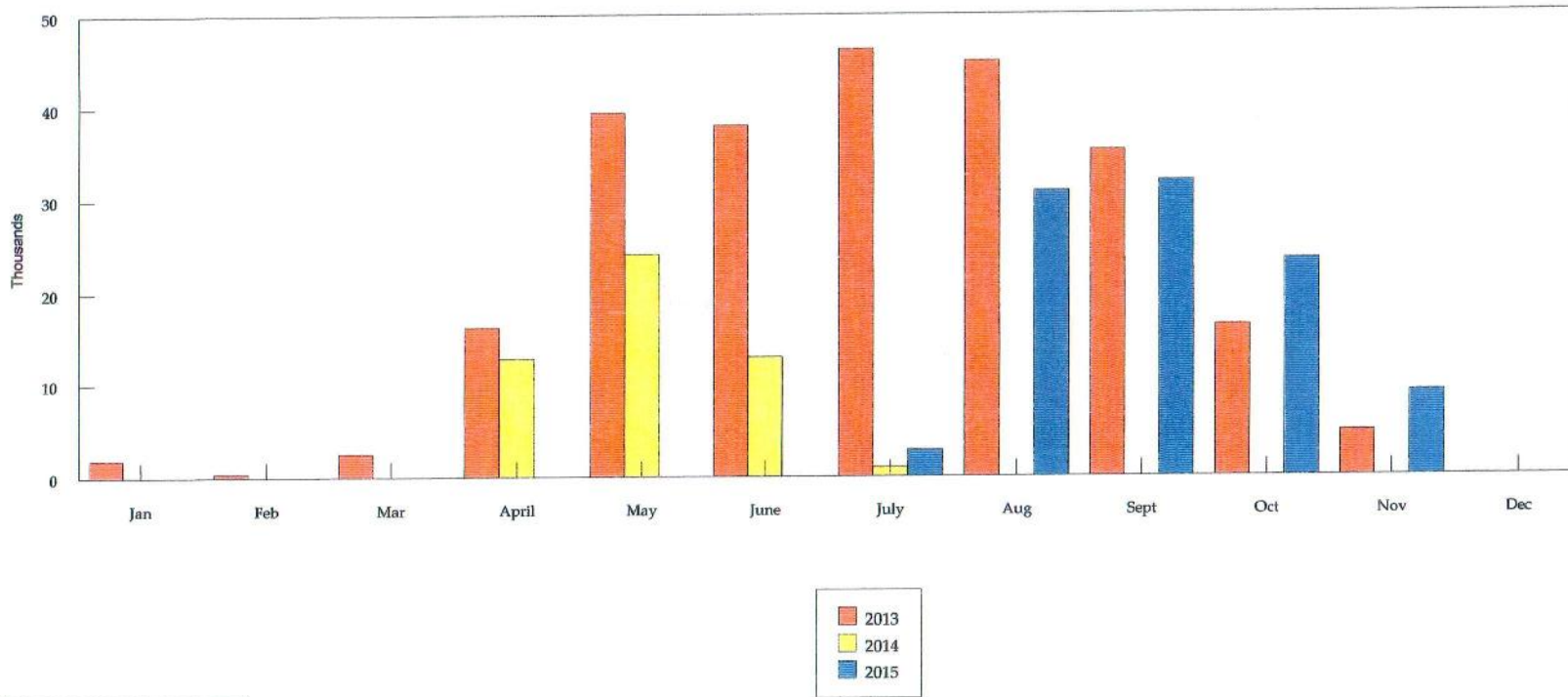


This Year Vs Last Two Years

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

Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	1,843	1,843	Jan	0	0	Jan	0	0	250,000
Feb	433	2,276	Feb	0	0	Feb	0	0	110,000
Mar	2,470	4,747	Mar	0	0	Mar	0	0	150,000
April	16,219	20,966	April	12,738	12,738	April	0	0	
May	39,388	60,354	May	24,086	36,824	May	0	0	
June	38,052	98,405	June	12,898	49,722	June	0	0	
July	46,211	144,617	July	1,000	50,722	July	2,822	2,822	
Aug	44,872	189,489	Aug	0	0	Aug	30,811	33,633	
Sept	35,310	224,799	Sept	0	0	Sept	31,939	65,572	
Oct	16,346	241,145	Oct	0	0	Oct	23,443	89,015	
Nov	4,761	245,906	Nov	0	0	Nov	9,057	98,072	
Dec	62	245,967	Dec	0	50,722	Dec	0	98,072	



This Year Vs Last Two Years

MT PROSPECT PARK DISTRICT PROGRAM REVENUE

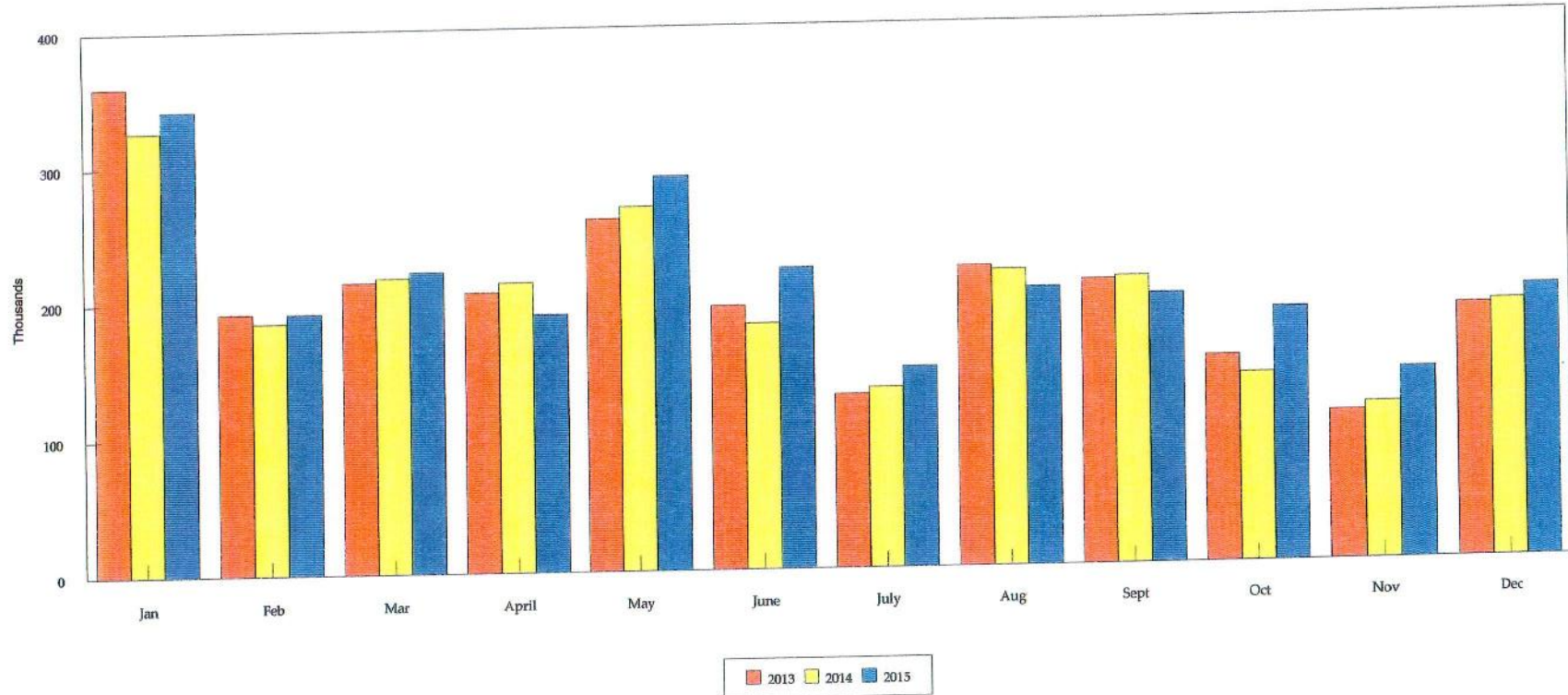
Revenue Recap by yr:

	2013	
	Month	YTD
Jan	359,652	359,652
Feb	192,382	552,034
Mar	214,551	766,586
April	206,144	972,730
May	259,007	1,231,736
June	193,156	1,424,892
July	126,977	1,551,869
Aug	219,730	1,771,599
Sept	208,137	1,979,736
Oct	150,861	2,130,597
Nov	108,313	2,238,910
Dec	184,874	2,423,784

	2014	
	Month	YTD
Jan	326,391	326,391
Feb	185,370	511,760
Mar	217,723	729,483
April	213,232	942,716
May	267,943	1,210,659
June	180,044	1,390,703
July	131,877	1,522,580
Aug	216,713	1,739,293
Sept	210,238	1,949,530
Oct	137,662	2,087,192
Nov	114,213	2,201,405
Dec	187,591	2,388,996

	2015	
	Month	YTD
Jan	341,755	341,755
Feb	191,951	533,706
Mar	221,835	755,541
April	189,238	944,779
May	289,573	1,234,352
June	220,798	1,455,150
July	146,894	1,602,044
Aug	203,403	1,805,447
Sept	196,803	2,002,250
Oct	184,688	2,186,938
Nov	139,489	2,326,427
Dec	198,126	2,524,553

'13Budget	2,332,050
'14Budget	2,375,050
'15Budget	2,434,300



This Year Vs Last Year

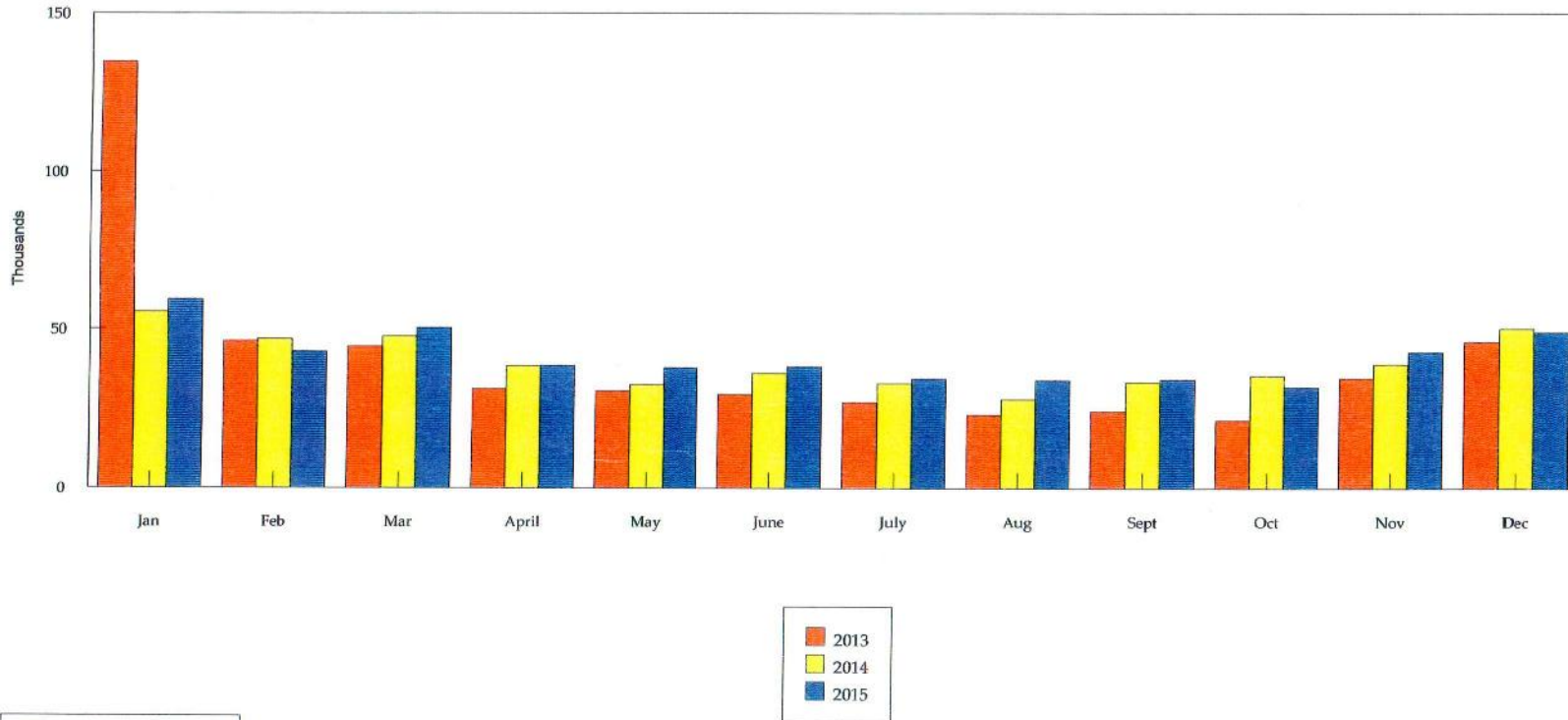
MOUNT PROSPECT PARK DISTRICT
PROGRAMS Department by Function
For Twelve Months Ended 12-31-15

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	SPECIAL PROGRAMS	ARTS	SENIOR CLUB	BASEBALL
REVENUES:										
PROGRAM FEES	2,493,445	1,089,101	113,207	425,260	241,215	13,188	12,450	440,760	498	157,766
CHILD CARE	16,583	16,583								
DONATIONS	14,525		3,025			11,500				
TOTAL REVENUE	2,524,553	1,105,684	116,232	425,260	241,215	24,688	12,450	440,760	498	157,766
% of Budget	104%	111%	101%	104%	93%	102%	89%	111%	91%	72%
EXPENDITURES:										
PART TIME SALARIES	1,108,169	517,861	84,089	86,529	154,734	13,778		222,828		28,350
CONTRACTUAL SERVICES	253,998	77,452	1,239	140,597	4,589	13,644	8,555	5,591		2,332
COMMODITIES	339,568	55,865	24,239	47,908	3,971	26,946		81,190	191	99,258
UTILITIES	569									569
TOTAL EXPENDITURES	1,702,305	651,179	109,567	275,034	163,293	54,368	8,555	309,609	191	130,510
% of Budget	104%	110%	113%	99%	105%	107%	106%	108%	64%	79%
REVENUE OVER(UNDER) EXP	822,249	454,506	6,665	150,226	77,923	(29,681)	3,895	131,152	307	27,257
CHANGE FROM LAST YR + (-)										
REVENUE	323,149	151,155	13,297	54,065	31,767	(6,202)	2,076	84,644	(20)	(7,633)
EXPENDITURES	182,406	85,548	26,292	6,087	19,225	3,719	(357)	42,603	(142)	(570)
NET	140,743	65,606	(12,995)	47,978	12,542	(9,921)	2,433	42,041	122	(7,063)
% CHANGE FROM LAST YEAR										
REVENUE	15	16	13	15	15	(20)	20	24	(4)	(5)
EXPENDITURES	12	15	32	2	13	7	(4)	16	(43)	(0)
2015 BUDGET REVENUE	2,434,300	992,000	115,000	410,000	260,000	24,250	14,000	398,000	550	220,500
2015 BUDGET EXPEND	1,631,745	589,500	97,250	278,500	155,500	50,700	8,100	286,250	300	165,645
2014 REVENUE	2,201,404	954,529	102,935	371,195	209,449	30,889	10,374	356,116	518	165,399
2014 EXPENDITURES	1,519,899	565,630	83,275	268,947	144,068	50,649	8,912	267,006	333	131,080

**MT PROSPECT PARK DISTRICT
RECPLEX**

Revenue Recap by yr:

	2013		2014		2015		'13Budget	'14Budget	'15Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	134,895	134,895	Jan	55,440	55,440	Jan	59,383	59,383	565,000
Feb	46,139	181,034	Feb	46,731	102,171	Feb	42,677	102,060	565,500
Mar	44,332	225,366	Mar	47,636	149,808	Mar	50,295	152,355	569,500
April	30,973	256,338	April	38,187	187,995	April	38,332	190,687	
May	30,270	286,608	May	32,313	220,308	May	37,602	228,289	
June	29,230	315,838	June	35,884	256,192	June	37,994	266,283	
July	26,768	342,606	July	32,746	288,938	July	34,207	300,490	
Aug	22,888	365,494	Aug	27,701	316,639	Aug	33,789	334,279	
Sept	24,032	389,526	Sept	33,136	349,775	Sept	33,974	368,253	
Oct	21,279	410,805	Oct	35,134	384,909	Oct	31,633	399,886	
Nov	34,337	445,142	Nov	38,801	423,709	Nov	42,740	442,626	
Dec	46,008	491,150	Dec	50,297	474,006	Dec	49,145	491,771	



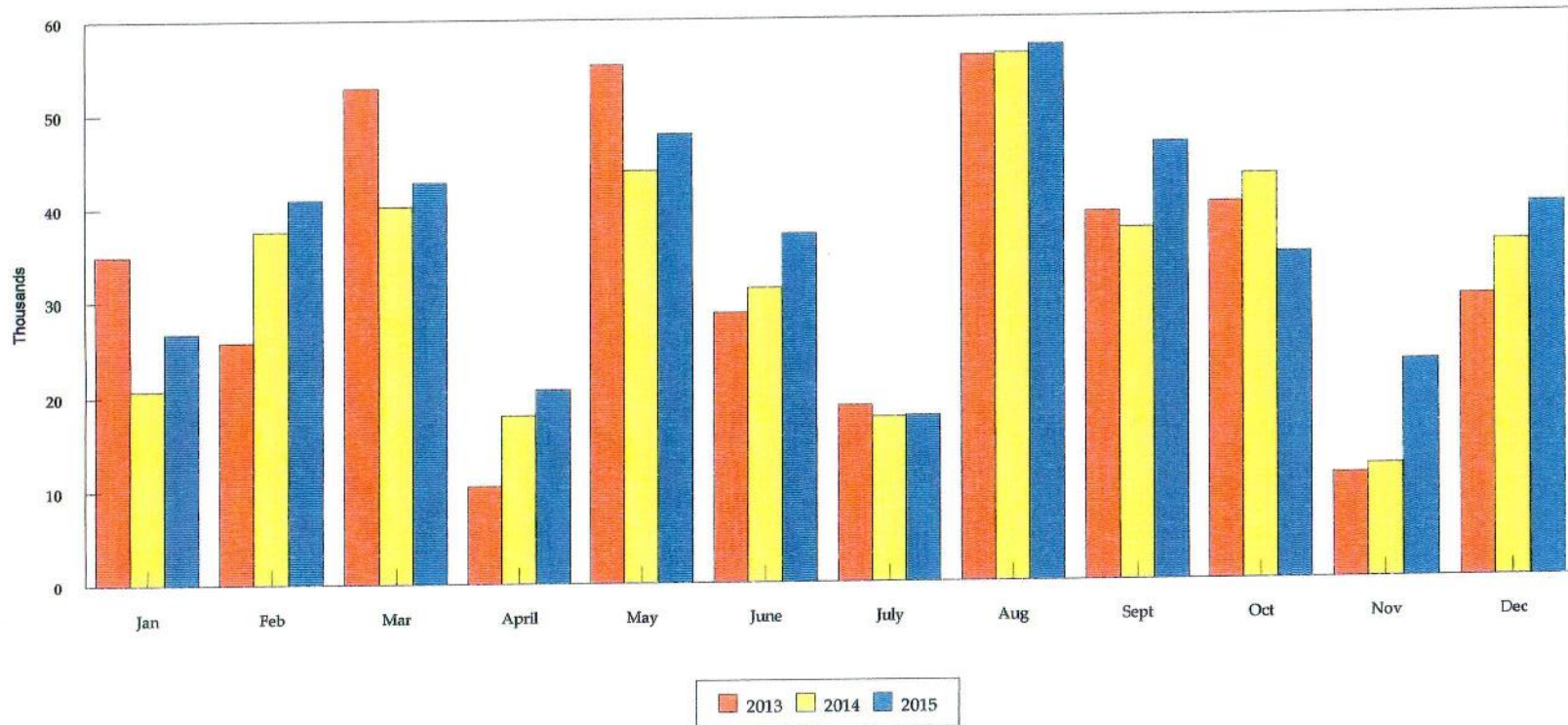
**MT PROSPECT PARK DISTRICT
RECPLEX FACILITY REVENUE REPORT
December 2015**

	MONTH		YEAR to DATE		Up (Down)	
	This	Last	This	Last	Change	% Change
RENTALS						
Building Rental	5,109	4,028	49,797	47,427	2,370	5%
Lockers	-	-	-	-	-	-
Total	5,109	4,028	49,797	47,427	2,370	5%
PASS SALES						
All Facility	10,513	12,871	107,481	101,699	5,782	6%
Gym & Track	3,908	2,555	46,471	39,005	7,466	19%
Fitness	20,453	19,869	207,393	194,129	13,264	7%
Total	34,874	35,295	361,345	334,833	26,512	8%
DAILY FEES						
All Facility	495	846	7,112	10,936	(3,824)	-35%
Gym & Track	6,738	7,218	64,121	65,934	(1,813)	-3%
Fitness	516	1,251	4,755	12,074	(7,319)	-61%
Racquetball	450	408	4,622	4,293	329	8%
Playport	1,455	276	10,996	2,490	8,506	342%
Total	9,654	9,999	91,606	95,727	(4,121)	-4%
PROGRAM FEES						
Special Programs	250	1,090	7,312	2,396	4,916	205%
Total	250	1,090	7,312	2,396	4,916	205%
CONCESSIONS						
Merchandise	90	209	2,483	2,622	(139)	-5%
Vending	914	801	13,393	12,982	411	3%
Total	1,004	1,010	15,876	15,604	272	2%
OTHER						
Visa Charges / OvSt	(1,745)	(1,124)	(34,164)	(21,981)	(12,183)	55%
TOTAL	49,145	50,298	491,771	474,006	17,765	4%

MT PROSPECT PARK DISTRICT RECPLEX POOL REVENUE

Revenue Recap by yr:

2013			2014			2015				
	Month	YTD		Month	YTD		Month	YTD	'13Budget	'14Budget
Jan	34,825	34,825	Jan	20,707	20,707	Jan	26,632	26,632	405,900	
Feb	25,739	60,564	Feb	37,488	58,195	Feb	40,930	67,562	408,900	
Mar	52,707	113,270	Mar	40,199	98,394	Mar	42,765	110,327	410,900	
April	10,382	123,652	April	17,886	116,280	April	20,683	131,010		
May	55,074	178,726	May	43,916	160,196	May	47,758	178,768		
June	28,617	207,343	June	31,177	191,373	June	37,031	215,799		
July	18,762	226,106	July	17,502	208,875	July	17,625	233,424		
Aug	55,895	282,001	Aug	56,078	264,953	Aug	56,964	290,388		
Sept	39,235	321,236	Sept	37,373	302,326	Sept	46,529	336,917		
Oct	40,122	361,358	Oct	43,085	345,411	Oct	34,593	371,510		
Nov	11,056	372,414	Nov	11,980	357,391	Nov	23,088	394,597		
Dec	29,877	402,291	Dec	35,710	393,101	Dec	39,821	434,419		

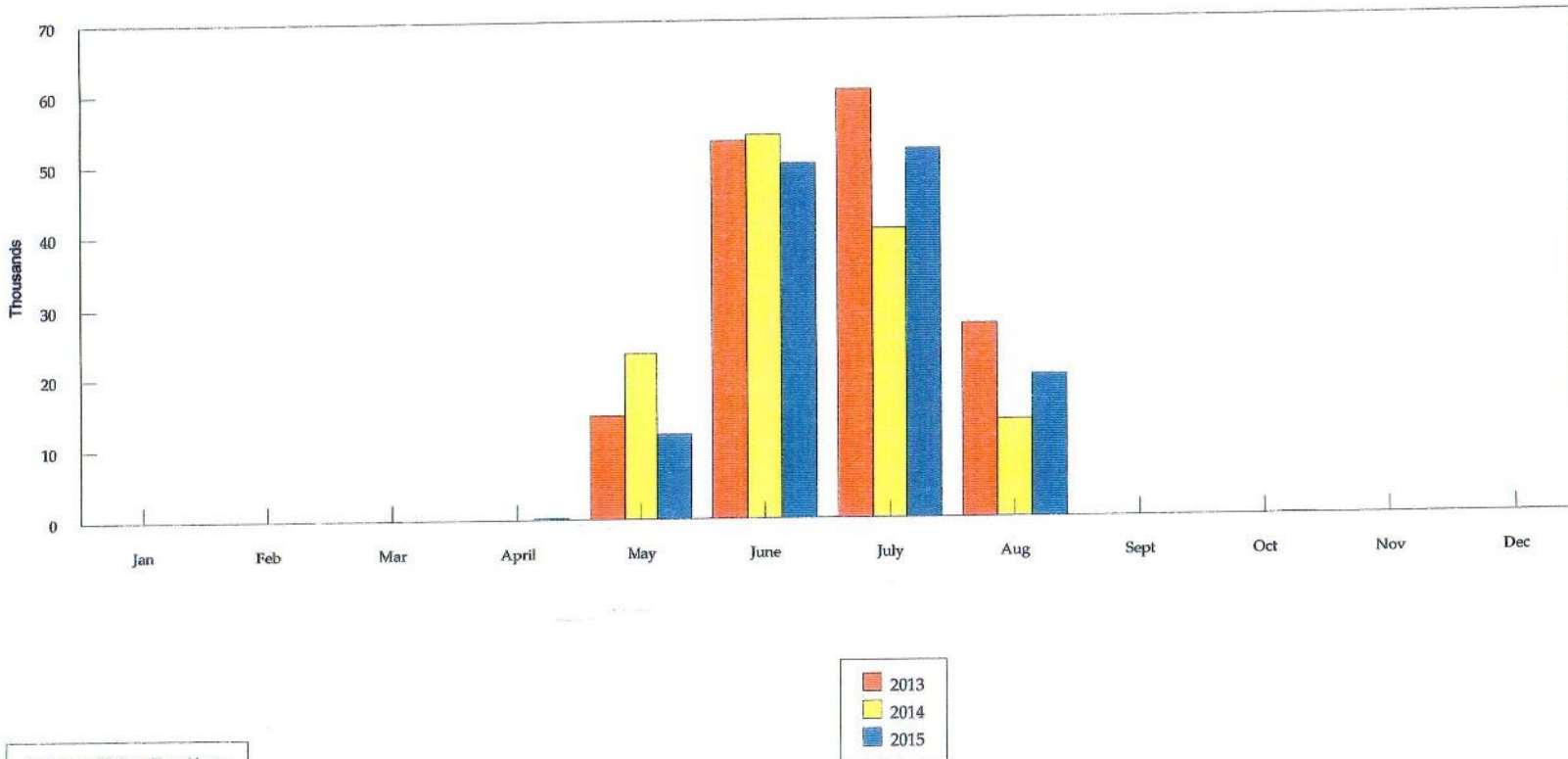


This Year Vs Last Two Years

MOUNT PROSPECT PARK DISTRICT BIG SURF POOL

Revenue Recap by yr:

2013			2014		2015			
	Month	YTD	Month	YTD	Month	YTD	'13Budget	
Jan	0	0	Jan	0	Jan	0	172,010	172,010
Feb	8	8	Feb	0	Feb	0	172,010	
Mar	0	0	Mar	0	Mar	0	173,510	
April	12	20	April	0	April	253		
May	14,415	14,435	May	23,247	May	11,791		
June	53,144	67,579	June	53,981	June	49,842		
July	60,134	127,713	July	40,515	July	51,858		
Aug	27,257	154,970	Aug	13,537	Aug	19,812		
Sept	0	154,970	Sept	2	Sept	0		
Oct	0	154,970	Oct	0	Oct	122		
Nov	0	154,970	Nov	0	Nov	0		
Dec	0	154,970	Dec	0	Dec	0		



This Year Vs Last Two Years

MT PROSPECT PARK DISTRICT MEADOWS POOL REVENUE

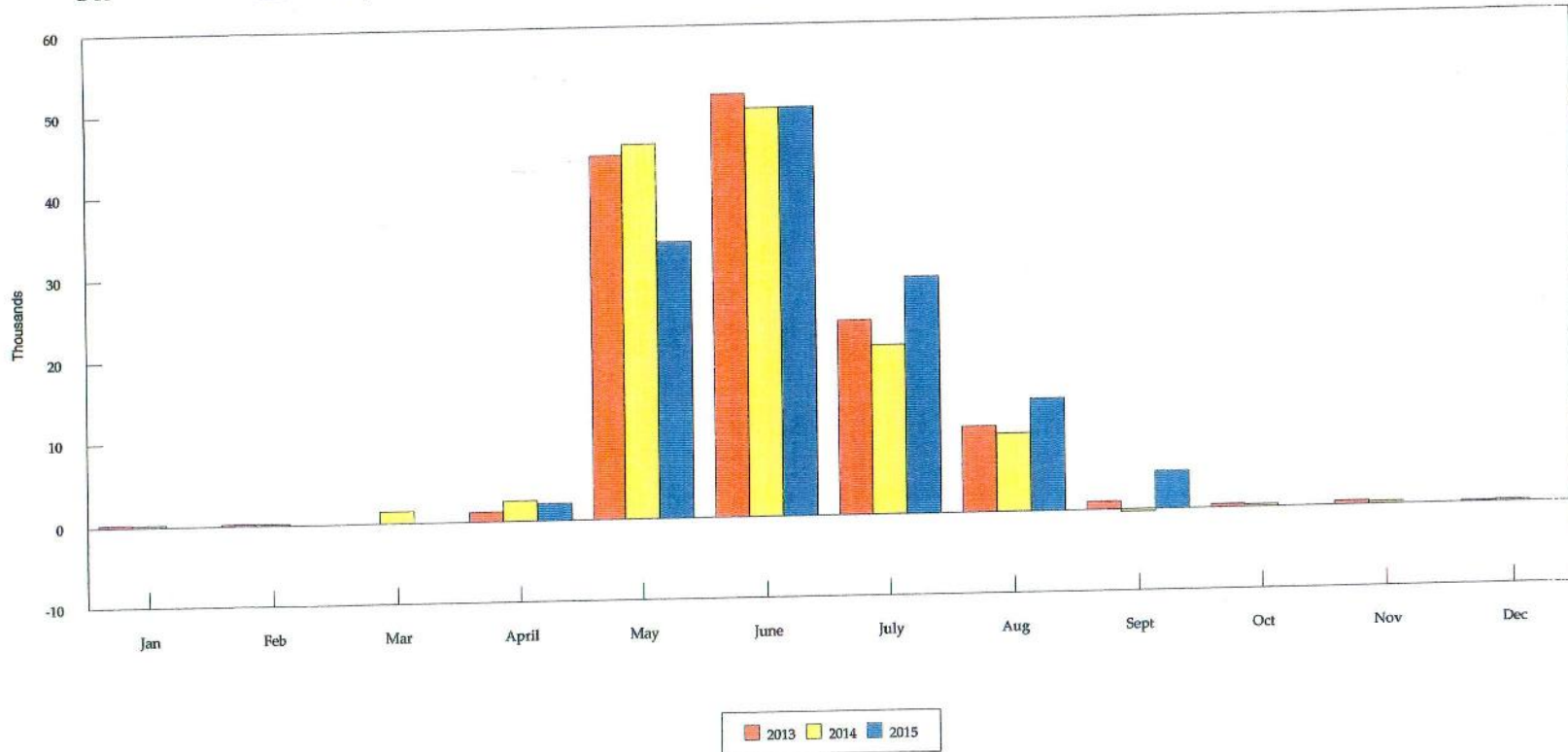
Revenue Recap by yr:

	2013	
	Month	YTD
Jan	300	300
Feb	225	525
Mar	0	525
April	1,155	1,680
May	44,294	45,974
June	51,536	97,509
July	23,673	121,183
Aug	10,352	131,535
Sept	957	132,492
Oct	350	132,842
Nov	425	133,267
Dec	125	133,392

	2014	
	Month	YTD
Jan	200	200
Feb	175	375
Mar	1,394	1,769
April	2,432	4,201
May	45,585	49,786
June	49,819	99,605
July	20,570	120,175
Aug	9,420	129,594
Sept	(312)	129,282
Oct	250	129,532
Nov	300	129,832
Dec	175	130,007

	2015	
	Month	YTD
Jan	0	0
Feb	0	0
Mar	0	0
April	2,049	2,049
May	33,586	35,634
June	49,848	85,482
July	28,835	114,317
Aug	13,587	127,904
Sept	4,480	132,384
Oct	0	132,384
Nov	0	132,384
Dec	0	132,384

'13Budget	151,400
'14Budget	151,400
'15Budget	153,400



This Year Vs Last Two Years

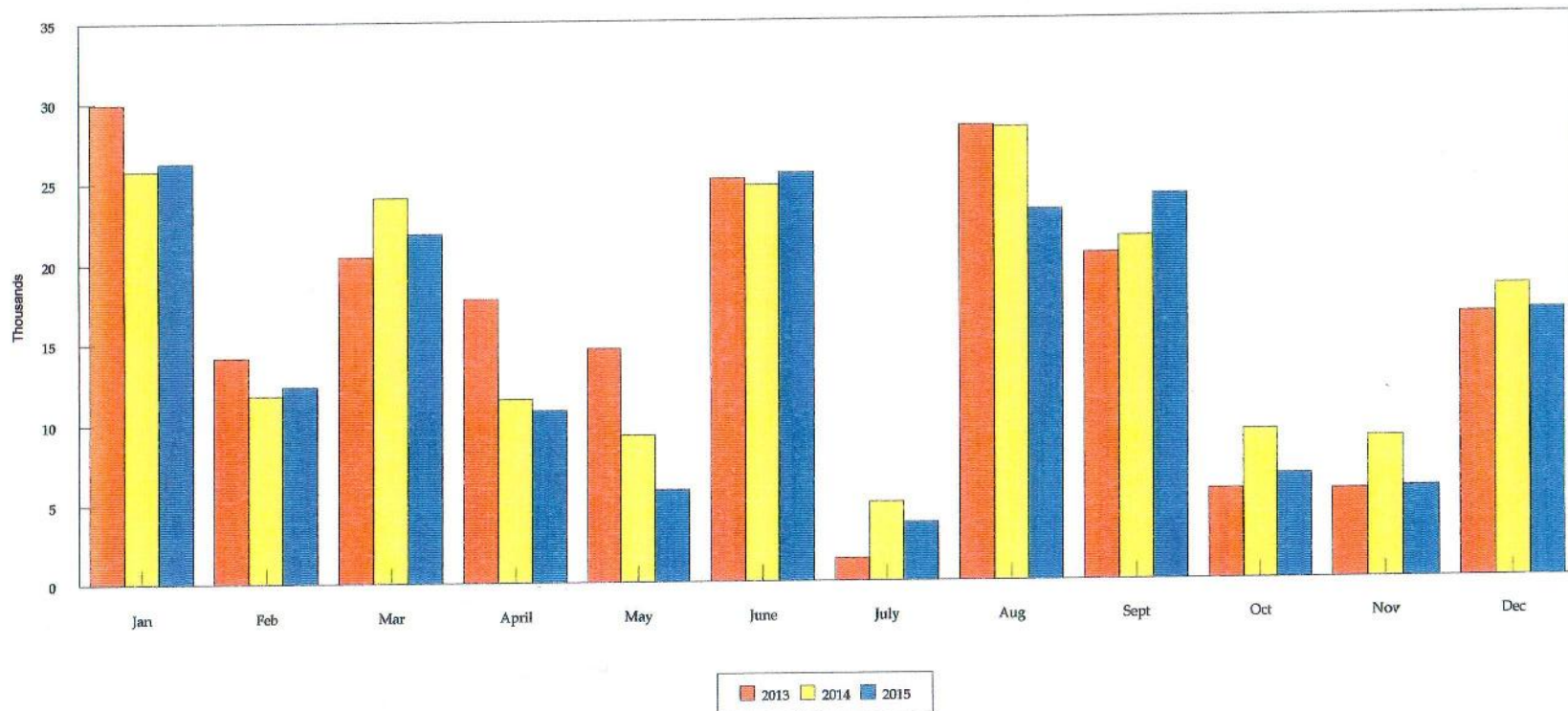
**MOUNT PROSPECT PARK DISTRICT
CONCESSIONS Department by Location
For Twelve Months Ended 12-31-15**

ACCOUNT NAMES	TOTALS	ADMIN	LIONS POOL	MEADOWS POOL	MEADOWS BALLFIELD	GRILL & 1/2 WAY	MELAS PARK	ATHLETIC FIELDS
REVENUES:								
PROGRAM FEES	-							
DAILY / FEES - CATERING	-			135				
VENDING INCOME	135							7,355
CONCESSION SALES	91,851		35,949		12,026	20,298	16,223	
OTHER	(174)			(174)				
TOTAL REVENUE	91,811	-	35,949	(40)	12,026	20,298	16,223	7,355
% of Budget	72%	n/a	67%	-4%	50%	101%	95%	64%
EXPENDITURES:								
FULL TIME SALARIES	6,116	6,116					12,983	1,730
PART TIME SALARIES	36,974		17,718		4,543			
FRINGE BENEFITS	2,035	2,035						400
CONTRACTUAL SERVICES	4,173					1,163	2,610	370
COMMODITIES	7,081		1,882	389	795	275	3,369	2,386
COST OF GOODS SOLD	35,370		18,160		6,263		8,561	
UTILITIES	21,948					4,563	17,386	
SALES TAX/OTHER	2,994	2,994						
TOTAL EXPENDITURES	116,691	11,145	37,759	389	11,602	6,001	44,909	4,886
% of Budget	80%	112%	74%	97%	58%	72%	96%	53%
REVENUE OVER(UNDER) EXP	(24,880)	(11,145)	(1,810)	(429)	424	14,297	(28,686)	2,469
CHANGE FROM LAST YR + (-)								
REVENUE	2,615	-	(3,585)	(1,188)	(5,684)	7,164	(959)	6,867
EXPENDITURES	(2,615)	(107)	(6,193)	102	(2,468)	1,216	1,880	2,955
NET	5,230	107	2,608	(1,290)	(3,216)	5,948	(2,839)	3,912
% CHANGE FROM LAST YEAR								
REVENUE	3	n/a	(9)	(103)	(32)	n/a	(6)	1,407
EXPENDITURES	(2)	(1)	(14)	36	(18)	25	4	153

MT PROSPECT PARK DISTRICT CENTRAL PROGRAM REVENUE

Revenue Recap by yr:

2013			2014			2015				
	Month	YTD		Month	YTD		Month	YTD	'13Budget	'14Budget
Jan	29,944	29,944	Jan	25,744	25,744	Jan	26,229	26,229	199,500	201,500
Feb	14,140	44,084	Feb	11,809	37,553	Feb	12,364	38,593		
Mar	20,421	64,505	Mar	24,034	61,587	Mar	21,817	60,410		
April	17,705	82,210	April	11,531	73,118	April	10,834	71,244		
May	14,593	96,803	May	9,231	82,349	May	5,796	77,040		
June	25,099	121,902	June	24,693	107,042	June	25,428	102,468		
July	1,442	123,344	July	4,961	112,003	July	3,680	106,148		
Aug	28,318	151,662	Aug	28,213	140,216	Aug	23,040	129,188		
Sept	20,368	172,030	Sept	21,394	161,610	Sept	23,984	153,172		
Oct	5,604	177,634	Oct	9,321	170,931	Oct	6,509	159,681		
Nov	5,535	183,169	Nov	8,825	179,756	Nov	5,663	165,344		
Dec	16,394	199,563	Dec	18,142	197,898	Dec	16,589	181,933		



This Year Vs Last Year

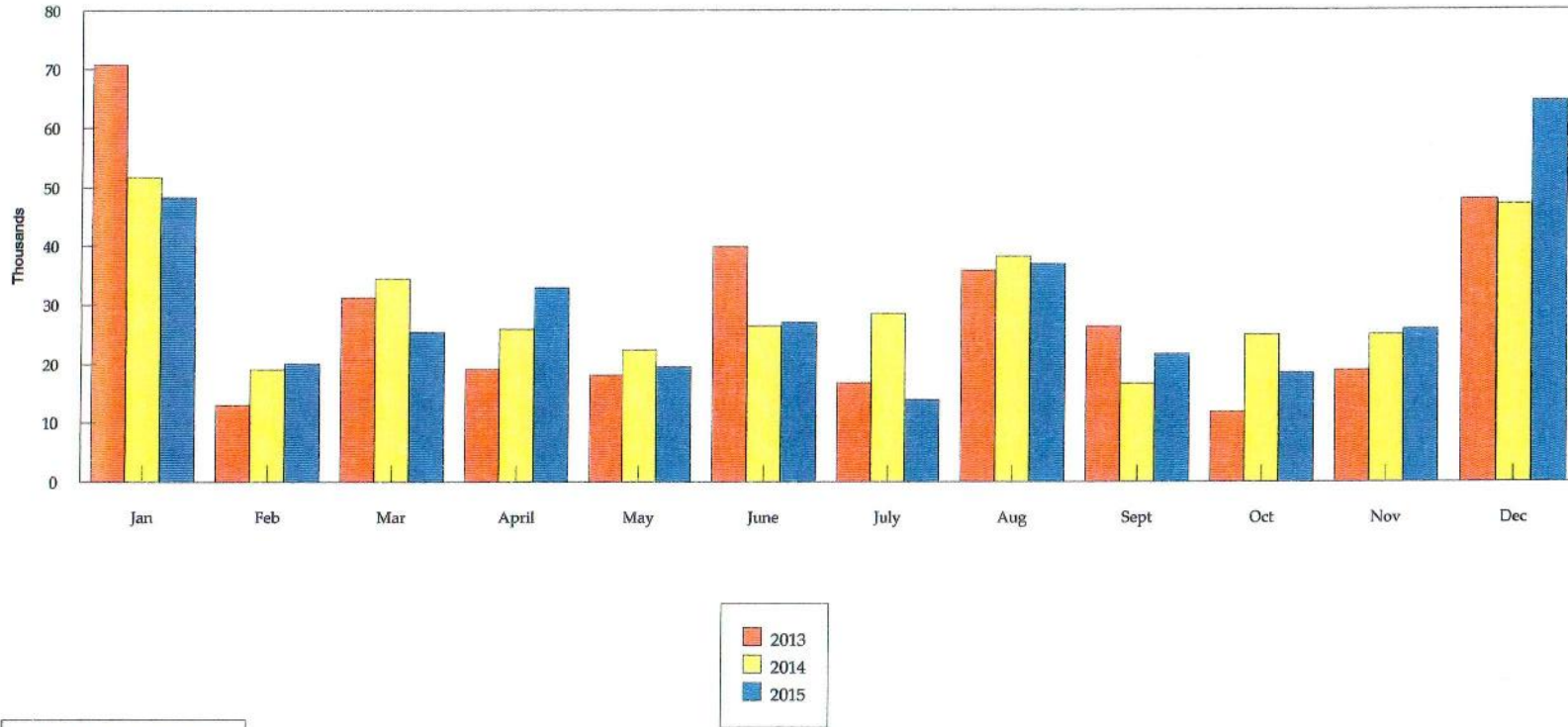
**MOUNT PROSPECT PARK DISTRICT
CENTRAL PROGRAMS Department by Function
Month Ended 12-31-15**

ACCOUNT NAMES	100% of Year				
	TOTALS	YOUTH/ CHILD CARE	ADULT	ATHLETICS YOUTH	ARTS
REVENUES:					
PROGRAM FEES	181,933	52,730	7,800	110,394	11,009
CHILD CARE	-				
DONATIONS	-				
TOTAL REVENUE	181,933	52,730	7,800	110,394	11,009
% of Budget	89%	89%	98%	86%	138%
EXPENDITURES:					
PART TIME SALARIES	115,106	28,522	4,240	82,344	4,380
CONTRACTUAL SERVICES	4,380				
COMMODITIES	964	964			
TOTAL EXPENDITURES	120,450	29,486	4,240	82,344	4,380
% of Budget	85%	86%	106%	84%	73%
REVENUE OVER(UNDER) EXP	61,483	23,244	3,560	28,050	6,629
CHANGE FROM LAST YR + (-)					
REVENUE	(15,965)	(15,902)	(2,700)	2,441	196
EXPENDITURES	(1,633)	(2,318)	169	1,041	(525)
NET	(14,332)	(13,584)	(2,869)	1,400	721
% CHANGE FROM LAST YEAR					
REVENUE	(8)	(23)	(26)	2	2
EXPENDITURES	(1)	(7)	4	1	(11)
2015 BUDGET REVENUE	204,000	59,000	8,000	129,000	8,000
2015 BUDGET EXPEND	142,100	34,100	4,000	98,000	6,000
2014 REVENUE	197,898	68,632	10,500	107,953	10,813
2014 EXPENDITURES	122,083	31,804	4,071	81,303	4,905

MT PROSPECT PARK DISTRICT
CENTRAL COMMUNITY CENTER

Revenue Recap by yr:

2013			2014			2015				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	'13Budget	'14Budget
Jan	70,720	70,720	Jan	51,748	51,748	Jan	48,330	48,330	367,000	
Feb	12,946	83,665	Feb	19,083	70,831	Feb	20,103	68,433	370,000	
Mar	31,177	114,842	Mar	34,382	105,213	Mar	25,367	93,800	385,600	
April	19,131	133,973	April	25,855	131,068	April	32,836	126,636		
May	18,146	152,119	May	22,438	153,506	May	19,544	146,180		
June	39,796	191,915	June	26,385	179,891	June	26,986	173,166		
July	16,752	208,667	July	28,447	208,337	July	13,839	187,005		
Aug	35,727	244,394	Aug	38,086	246,423	Aug	36,808	223,813		
Sept	26,278	270,672	Sept	16,668	263,091	Sept	21,706	245,519		
Oct	11,771	282,443	Oct	24,834	287,925	Oct	18,487	264,006		
Nov	18,991	301,434	Nov	24,923	312,847	Nov	25,867	289,873		
Dec	47,989	349,423	Dec	47,070	359,918	Dec	64,583	354,455		



This Year Vs Last Two Years

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

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Skate Rental	740	457	4,262	4,714	(452)	-10%
Building Rental	6,238	5,480	70,318	80,428	(10,110)	-13%
	6,978	5,937	74,580	85,142	(10,562)	-12%
PASS SALES						
Fitness	10,701	9,444	105,652	99,147	6,505	7%
	10,701	9,444	105,652	99,147	6,505	7%
DAILY FEES						
Gym Fees	431	320	4,945	6,028	(1,083)	-18%
Fitness Center	1,755	972	10,350	6,679	3,671	55%
Inline Rink Fees	1,199	1,056	4,817	10,805	(5,988)	-55%
	3,385	2,348	20,112	23,512	(3,400)	-14%
PROGRAM FEES						
Adult Athletic Leagues	6,300	13,200	23,100	42,950	(19,850)	-46%
Youth Athletic Camps	-	-	10,551	12,970	(2,419)	-19%
Youth Athletic Prog.	1,215	1,360	17,375	12,634	4,741	38%
Youth Leagues	33,707	14,357	87,663	71,391	16,272	23%
Special Programs	2,794	842	24,623	19,573	5,050	26%
	44,016	29,759	163,312	159,518	3,794	2%
CONCESSIONS						
Merchandise	57	64	1,259	1,397	(138)	-10%
Vending	232	77	3,799	4,207	(408)	-10%
	289	141	5,058	5,604	(546)	-10%
OTHER						
Visa Charges / OvShrt	(787)	(557)	(14,258)	(13,004)	(1,254)	10%
TOTAL	64,583	47,072	354,455	359,919	(5,464)	-2%

Mt Prospect Park District
Capital Projects Update - FY 2015
December 2015
Fund 70 2014 Capital IMPR Fund
Village,
Retainage &

Account #	Description	Budget	Adjustments	December	Y-T-D Actual	Difference	Comments
Rec Plex Center							
811926	Rec Plex Strength Upgrades	5,300	5,300			5,300	
813410	Rec Plex Cardio Update	42,000	42,000			42,000	
813490	Rec Plex Lift Station Pumps	28,250	28,250	28,063	28,063	187	
813640	Rec Plex Gym Fan	17,000	17,000			17,000	
813700	Rec Plex Common Area Furniture	8,000	8,000			8,000	
		100,550	100,550	28,063	28,063	72,487	
Park Improvements							
845016	Clearwater Playground Equipment	112,500	112,500			112,500	
845633	Lions Bandshell Re-Leveling	30,000	30,000			30,000	
846700	Billings for Projects	24,044	24,044			24,044	
846735	Tree Removal/Replacement Trees	41,000	41,000			41,000	
846940	Majewski Backup Extensions	16,000	16,000			16,000	
846950	Baseball/Softball Fence Upgrades	37,100	37,100			37,100	
849500	WEGO Park Renovation	62,500	62,500			62,500	
849510	Com Ed Path System- Phase 2	80,000	80,000			80,000	
859520	All Parks Playground Repair Parts	5,000	5,000			5,000	
849530	MSD Berm Removal	6,000	6,000			6,000	
849600	Golf Renovation - Opening	62,000	36,202		69,385	(7,385)	
849610	Golf Renovation - Advance-GI	20	(21,241)		20	-	Complete
849620	Golf Renovation - Accu Pavin	25,606	(139,702)		25,606	-	Complete
849630	Golf Renovation - Range Net	-	(90,367)		-	-	Complete
849640	Golf Renovation - Gen Trades	46,453			6,530	39,923	Cibulka Concrete
849645	Golf Renovation - Growing	86,000			83,524	2,476	\$2,476 Remaining
849650	Golf Renovation - Other	-		7,789	11,968	(11,968)	
849660	Golf Renovation - Professional	97,212			92,170	5,042	
849670	Golf Renovation - Internal Service	143,500	143,500		143,495	5	
849680	Range Supplies	39,320			41,391	(2,071)	
849690	Fence Replacement		(19,000)			-	Complete Accrued 2014
849700	New Tee Signs	20,000			18,780	1,220	
849702	Equipment - Mowers	62,819	(681)		62,819	-	Complete
849704	Cart Fleet Replacement	-	(93,000)			-	
849705	Golf Cart GPS	55,131	24,631		16,215	38,916	\$38,916 2016 Carryover
849710	Dara James Park	52,927	(148,879)		52,927	-	ADA \$94,943 /Yes - Complete
849720	Einstein Park	65,319	(101,536)		27,757	37,562	Fuerte \$160,410 less \$101,536 ADA
	Total Park Improvements	1,170,451	4,071	7,789	652,587	517,864	
Equipment							
855019	Lions Tennis Windscreen	1,500	1,500			1,500	
855163	Powerheart G3AED's	10,800	10,800			10,800	
856820	Phone System	17,074	17,074		15,216	1,858	
858215	CCC Cardio Update	34,000	34,000			34,000	
858330	Portable Sound System	6,500	6,500			6,500	
858346	Athletic Wireless Scoreboard Conv	6,500	6,500			6,500	
858580	Ice Rink Liners	1,500	1,500			1,500	
858600	Studio Tables & Chairs	4,000	4,000			4,000	
858610	Athletic Equipment Boxes	7,000	7,000			7,000	
	Total Equipment	88,874	88,874		15,216	73,658	
Cost of Issue							
871600	Cost of Issue	1,900			748	1,152	
Pools							
882180	Kiefer Wave Eater / Racing Lane			4,150	4,150	(4,150)	
	Total Expense	1,361,775	193,495	40,002	700,764	661,011	

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

Account #	Description	Budget	Close	December	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>							
813281	Parking Lot Improvements	2,566		-	2,566	-	Completed
813400	Gym Divider Curtain		(2,284)	-		-	Available For Re-allocation 94
	Total Rec Plex Center	2,566	(2,284)	-	2,566	-	
<u>Park Improvements</u>							
849670	Golf Renovation - Internal Service	45,004	45,004		45,004	-	
	Total Equipment	45,004	45,004	-	45,004	-	
<u>Equipment</u>							
855085	Argimetal Blower-MPGC		(4,500)			-	Purchased in FY 2016 - Move to 94 Fund
856645	Confined Space Equipment	6,255	(2,745)		6,255	-	Available For Re-allocation 94
856651	MSD Booster Pump	3,063	(2,937)		3,063	-	Available For Re-allocation 94
858330	Sound System	2,446	(4,597)		2,446	-	Move to 94 Fund/Re-title Fitness Equip
858362	GC Launch Monitor		(8,000)			-	Purchase in FY 16 Move to 94 Fund
	Total Equipment	11,764	(22,779)	-	11,764	-	
<u>Buildings</u>							
862311	Golf Course Parking Lot Repair		(3,750)			-	Available For Re-allocation 94
863161	FPC HVAC Unit		(4,756)			-	Available For Re-allocation 94
863164	FPC Outside Repairs	1,885	(6,419)		1,885	-	Available For Re-allocation 94
865350	Carboy Maint Facility					-	
865650	CCC Roof Assessment	2,250			2,250	-	
	Total Buildings	4,135	(14,925)	-	4,135	-	
<u>Cost of Issue</u>							
871600	Cost of Issue	0			0	-	
<u>Pools</u>							
881507	Big Surf Concession Roof		(7,108)			-	Available For Re-allocation 94
881660	Meadows Repair/Consulting					-	
	Total Pools	-	(7,108)	-	-	-	
	Total Expense	63,469	(2,092)	-	63,469	-	

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

Account #	Description	Budget	December	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
811190	Parking Lot Engineering	25,000	4,471	25,000	-	Ongoing
813120	Panic Bar & Monitoring Sys	9,864			9,864	Planned for FY 16
813620	Drinking Fountain Upgrade	5,000		390	4,610	Ongoing
	Total Rec Plex Center	<u>39,864</u>	<u>4,471</u>	<u>25,390</u>	<u>14,474</u>	
<u>Park Improvements</u>						
846700	Billings for Projects	39,219	510	510	38,709	Ongoing
846735	Tree Removal Dutch Elm Ash	8,875		8,875	-	
849540	Veterans Memorial Irrigation	2,500		2,339	161	Completed- Available for Re-allocation
	Total Park Improvements	<u>50,594</u>	<u>510</u>	<u>11,724</u>	<u>38,870</u>	
<u>Equipment</u>						
855320	Chevy 2500 HD Work Truck	5,000	3,016	5,000	-	Balance Used toward Salt Spreader
855330	Chevy 3500 HD Wwork Truck/Plow	4,980	2,738	2,738	2,242	" " "
855380	CCC 2 Flat Screen TV'S	1,247			1,247	Completed- Available for Re-allocation
855400	Computer Upgrades	25,439	7,136	24,185	1,254	Ongoing
855402	Computers Printer Equipment	1,300		1,289	11	Completed- Available for Re-allocation
855460	Computer System - GAI Portion	10,202	850	10,212	(10)	Ongoing
855480	SOPHOS Security System	5,439	-	4,723	716	Ongoing
855490	Upgrade Email to Google	6,614	1,276	7,390	(776)	Ongoing
855520	WIFI for Other Locations	1,800	-	-	1,800	Completed
855530	Mobile Version of Website	8,750		8,750	-	
856736	Concession Equipment	1,002		368	634	Ongoing
857210	Hotspot for Conc Credit Tran	2,000	-	1,651	350	Re-allocated toward ice rinks
	Total Equipment	<u>73,773</u>	<u>15,016</u>	<u>66,305</u>	<u>7,468</u>	
<u>Buildings</u>						
865660	Central Water Heater	14,801		14,801	-	
<u>Pools</u>						
881566	Big Surf Rafts	5,000		4,722	278	Balance used toward Fitness Equip
881670	Meadows Resealing Exterior	15,000	8,015	13,635	1,365	Planned for FY 16
	Total Pools	<u>20,000</u>	<u>8,015</u>	<u>18,357</u>	<u>1,643</u>	
	Total Expense	199,032	28,011	136,577	62,455	

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

Account #	Description	Budget	92 Close	December	Y-T-D Actual	Difference	Comments	Available
Rec Plex Center								
811870	Fitness Center Cardio Updates	75,000		-	44,970	30,030	Ongoing	
812100	Large Fans Rec Plex Gym	19,000				19,000	Planned For FY 16	
813330	Concrete Entr	4,250			4,236	14	Planters Ordered / In Process BK/JJ	
813630	Replace Upgrade Tv's	7,500			5,210	2,290	Ongoing	
813620	Repaint Gym Walls/Trim	12,846			12,542	304	Available for Re-Allocation	304
	Total Rec Plex Center	118,596	-	-	66,958	51,638		
Park Improvements								
845016	Clearwater Erosion Treatment	2,500		1,195	2,503	(3)	Ongoing	
845150	Feasibility Study Ball Field	5,000		5,550	5,550	(550)	Ongoing	
845152	Meadows Topographic Survey	5,000			4,825	175	Completed	
846700	Billing for Projects	395,880			382,380	13,500	Ongoing Removals (JJ/NA)	
846735	Tree Removal & Inv Plan Phase 1	28,100		4,646	19,790	8,310	Purchase Fall 2015	
847010	All Parks/Ball Mix	10,000				10,000	Researching / Nick A	
847015	Fence & Backstop Repair	24,000			675	23,325	Completed	
849150	Ice Rink Liner/Supplies	936			936	-	Ongoing	
849160	Bituminous Repl Plan	5,000			4,433	567	Ongoing	
849410	Walkingpath Repairs - ComEd	50,000			36,990	13,010	Ongoing	
849510	Majewski Sign Permits	20,000			750	19,250	Planned for FY 16	
849670	Golf Renovation - Internal Service	144,513	(17,097)		97,030	47,483	Ongoing	
849730	Redwood Playground Review	2,215			2,215	-	Completed	
	Total Park Improvements	693,144	(17,097)	11,391	558,077	135,067		
Equipment								
855024	Lions Center Roller Shade	8,000		1,422	2,987	5,013	BT Checking	
855085	Argimetal Blower-MPGC	4,500	4,500			4,500	Ongoing	
855100	Toro Groundmaster	21,000			19,043	1,957	Fall 2015 Purchase Nick/Matt	
855320	Chevy 2500 HD Work Truck	24,000		24,000	24,000	-	Ordered / Fall 2015 Delivery NA/MD	
855330	Chevy 3500 HD Work Truck	30,000		30,000	30,000	-	Ordered / Fall 2015 Delivery NA/MD	
855400	Technology Equipment & Svcs	54,400		6,108	46,422	7,978	Partial (\$10,750) in 2015 - Bal to FY 16	
856820	Exercise Mat Replacement	4,448				4,448	In Process Brian T	
858190	CCC Rental Skate Replacement	4,600			4,600	-	Ongoing	
858330	Portable Sound System	12,097	4,597		7,500	4,597	Ongoing	
858346	Scoreboard Upgrades	8,000			7,506	494	Available for Re-Allocation	494
858362	GC Launch Monitor	8,000	8,000			8,000	Ongoing	
	Total Equipment	179,045	17,097	61,531	142,058	36,987		
Buildings								
862420	Studio Parking Lot Repair	110,000		27,615	94,926	15,074	In Process / K+ an Jim J	
863154	FPC Pond Erosion Control	10,000				10,000	In Process / K+ an Jim J	
863162	FPC Banquet Room Renovation	37,247			36,835	412	Complete - BT	412
863170	FPC Parking Lot Repairs	65,000			65,000	-	In Process / K+ an Jim J	
865360	Carboy Drinking Fountain	6,837			6,837	-	Available for Re-Allocation	
865430	Confined Space Program	-				-	Available for Re-Allocation	
865440	Tornado Damage	12,001			12,000	1	Complete	
	Total Buildings	241,085	-	27,615	215,598	25,487		
865900	Cost of Issue	671				671		
Pools								
880900	Big Surf Consulting	30,000				30,000	Planned for YFY 16	
881562	Stenner Pump Probe Repl	3,852			3,852	-	Available for Re-Allocation	
	Total Pools	33,852	-	-	3,852	30,000		
	Total Expense	1,266,393	-	100,537	986,543	279,850		1210

Mt Prospect Park District
Capital Projects Update - FY 2015
December 2015
Fund 95 2014 Capital IMPR Fund

Account #	Description	Budget	December	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
813630	Rec Plex Automated Control System	8,000			8,000	
	Total Rec Plex Center	8,000	-	-	8,000	
<u>Park Improvements</u>						
845010	Clearwater Walking Path	68,000			68,000	
845154	Friendship/Meadow Parking Lot	21,800			21,800	
846700	Billing for Projects	334,962			334,962	
849600	GC Opening Marketing/Promotions	12,000			12,000	
849705	Golf Cart GPS Lease	39,000			39,000	
	Total Park Improvements	475,762	-	-	475,762	
<u>Equipment</u>						
855062	Garbage Compactor Truck	100,000			100,000	
855400	Software/Computer Network	62,600			62,600	
856820	Phone System	60,163		60,163	-	
856850	Green Mowers	37,500			37,500	
858401	Golf Carts	262,000		261,375	625	
858500	Stake Side Truck w Lift Gate	36,000			36,000	
858570	Custodial Maintenance Equip	8,500			8,500	
858590	Tor Diesel Z Turn Mower	21,000			21,000	
	Total Equipment	587,763	-	321,538	266,225	
<u>Buildings</u>						
861770	CCC Parking Lot	130,500			130,500	
862140	CCC Fence Replacement	6,500			6,500	
862150	CCC Loading Dock Door	5,500			5,500	
862160	CCC RTU Assessment	3,500			3,500	
862307	Clubhouse TV's/Sound System	6,000			6,000	
862320	Golf Course Furniture/Fixtures	5,000			5,000	
862330	Security Camera System	3,000			3,000	
862360	Colf Clubhouse Carpet	25,000			25,000	
865460	MSD Mens Restroom Partitions	2,500			2,500	
	Totals	187,500	-	-	187,500	
<u>Cost of Issue</u>						
871600	Cost of Issue	39,088	14,000	49,775	(10,687)	
	Totals	1,298,113	14,000	371,313	926,800	

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT
December-15**

ACCOUNTS PAYABLE

Suggested Motion: I move to ratify December Accounts Payable checks and EFT's in the amount of \$724,598.59 as listed on the December Check Registers.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
12/4/2015	\$	78,674.74	183221-183274	Checks Refunds
			183275??	
12/11/2015	\$	218,684.68	183276-183370	Checks
			183371-183373	Spoiled
			\$ 2,244.35 183374-183379	Refunds
			183380-183381	Checks
12/18/2015	\$	75,066.66	183382-183453	Checks
			\$ 400.00 183454-183455	Refunds
12/23/2015	\$	349,315.16	183456-183515	Checks
			\$ 213.00 183516-183517	Refunds
SUB TOTAL AP	\$	721,741.24	\$ 2,857.35	
TOTAL AP	\$	<u>724,598.59</u>	Checks and EFT's	

PAYROLL

Suggested Motion: I move to ratify December Payroll checks and Direct Deposits in the amount of \$304,592.22 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
12/7/2015	\$	106,462.84	13374-13540	DD Notification
		41,633.09	225758-225950	Checks
12/21/2015		108,275.59	13541-13708	DD Notification
		48,220.70	225951-226163	Checks
TOTAL P/R	\$	<u>304,592.22</u>	Checks and Direct Deposits	

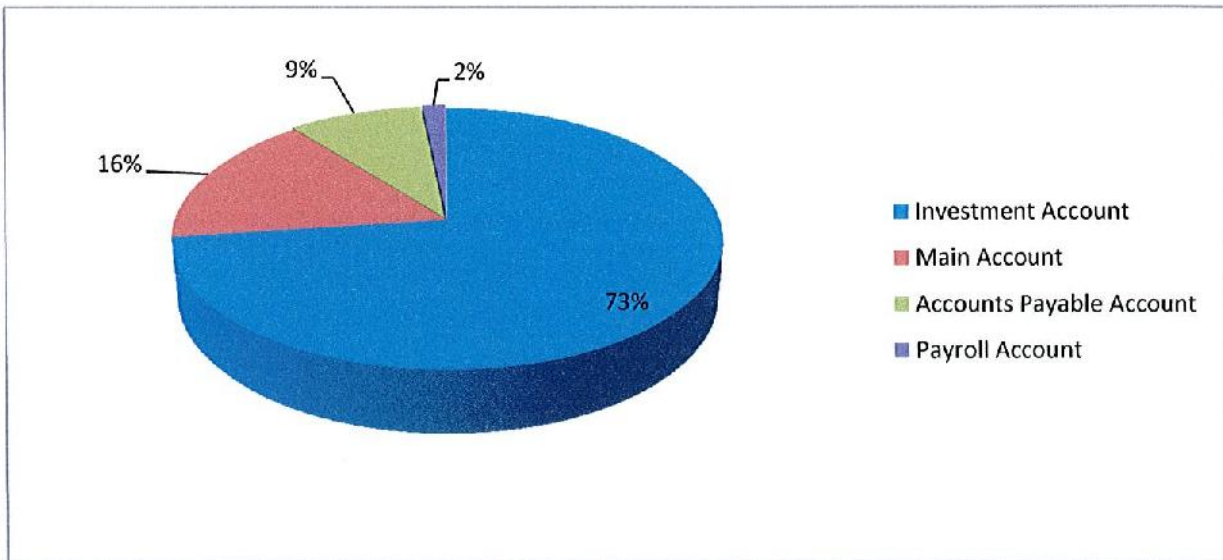
**Mount Prospect Park District
Consolidated Revenue/Expense
December 2015**

	December 2015	YTD 2015	Budget 2015	December 2014	YTD 2014
REVENUE					
10 General Fund	27,004	2,243,096	2,216,297	(22,655)	1,868,372
20 Recreation Fund	391,476	6,583,788	6,915,129	501,593	6,291,434
21 Paving and Lighting	172	68,018	67,139	798	79,628
23 Social Security Fund	1,488	582,276	580,920	6,489	565,958
24 Liability Insurance Fund	1,779	693,915	694,562	7,610	663,663
25 NWSRA Fund	1,376	544,147	537,112	6,380	637,022
26 IMRF Fund	1,478	577,849	576,800	6,424	560,239
27 Conservatory Fund	7,067	798,086	795,949	15,385	937,611
28 Internal Service Fund	-	382,380	380,780	40,000	357,297
30 Bond & Interest Fund	7,902	4,744,933	4,848,146	4,497,874	4,497,874
70 2014 Capital Project A&B		193,495			8,963,637
92 2012 Capital Project					
93 2013 Capital Project				917	28,188
94 2014 Capital Project C&D	619	36,150			1,308,222
95 2015 Capital Project		1,301,776	312,000		
Total	440,361	18,749,909	17,924,834	5,060,815	26,759,145
EXPENSE					
10 General Fund	187,113	2,130,814	2,216,297	151,312	1,862,322
20 Recreation Fund	667,499	6,765,875	6,915,129	513,275	6,288,432
21 Paving and Lighting	56,795	127,537	200,000	13,048	96,485
23 Social Security Fund	30,657	439,470	485,302	29,438	409,714
24 Liability Insurance Fund	25,464	661,872	694,562	16,040	598,332
25 NWSRA Fund	4,634	514,999	977,883	17,892	578,925
26 IMRF Fund	114,821	732,356	662,040	37,336	455,512
27 Conservatory Fund	74,519	771,341	795,949	61,239	822,635
28 Internal Service Fund	39,016	360,500	380,780	32,058	338,607
30 Bond & Interest Fund		4,739,455	4,706,678	4,410,644	4,410,643
70 2014 Capital Project A&B	40,002	700,763	1,168,916	880,995	6,950,770
91 2011 Capital Project					884,416
92 2012 Capital Project		63,469	65,561	3,175	90,795
93 2013 Capital Project	28,011	136,576	184,231	81,166	786,144
94 2014 Capital Project C&D	100,537	986,543	1,259,393	18,805	70,092
95 2015 Capital Project	14,000	371,313	335,687		
Total	1,383,068	19,502,883	21,048,408	6,266,422	24,643,824
Total Revenue	440,361	18,749,909	17,924,834	5,060,815	26,759,145
Total Expense	1,383,068	19,502,883	21,048,408	6,266,422	24,643,824
Net Income/Loss	(927,707)	(752,974)	(3,123,574)	(1,205,607)	2,115,321

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

Mt. Prospect State Bank

Accounts	Bank Balance	Interest Rate	YTD Interest
Investment Account	4,410,112.63	0.0065	10,150.48
Main Account	991,926.87	n/a	
Accounts Payable Account	549,696.91	n/a	
Payroll Account	94,172.08	n/a	
Petty Cash	4,080.00	n/a	
Total Funds	6,049,988.49		



Executive Director Monthly Report Greg Kuhs • January 2016

Mount Prospect Shining Starr Award – Employee Tom Ciesielski

As you know on Friday, February 5, the annual Shining Star Celestial Celebration sponsored by the Mount Prospect Special Events Commission will take place to honor individuals and organizations that help make the Mount Prospect a great place to live and work.

This year, the park district is honored that one of our employees - Tom Ciesielski, is being honored ‘For Years of Service with youth’. Tom started by volunteering with the park district in 2001, and later became an employee working with our youth in-lone hockey program. There is a nice *article included with the packet which provides a summary of Tom’s involvement with our park district.*

Several Board Members will be attending the Celestial Celebration - if you haven’t already responded, please let Teri know about this as soon as possible.

IAPD/IPRA State Conference – January 29-30, 2016

Commissioners Kurka, Massie, Murphy & Starr are registered to attend the IAPD/IPRA Conference on Friday, January 29 & Saturday, January 30, 2016 at the Hyatt Regency in Chicago. Each of you should have received the January/February issue of IPR magazine – this contains the final program book for the conference which lists the various workshops/seminars and exhibit hall information about the conference.

A memo regarding attendance at the conference will be handed out at the Board Meeting with additional information.

Ciesielski Earns 'Shining Star' For Years Of Service With MP Youth

By RICHARD MAYER Assistant Managing Editor | Posted: Wednesday, January 13, 2016
1:27 pm

A father who first volunteered with youth inline hockey players years ago, and continues to help different generations today, will be honored next month as a Mount Prospect Shining Star.

Tom Ciesielski, youth inline hockey coach for the Mount Prospect Park District, will receive the Champion for Youth Award during the annual Celestial Celebration Feb. 5 at Cotillion Banquets in Palatine.

The award goes to an individual, organization, or program that, as part of his or her job or professional responsibilities, enriches the lives of young people in a meaningful way.

A lifelong resident of Des Plaines, Ciesielski, 57, started volunteering with the program in 2001. A few years later he became an employee of the park district and has served as a coach ever since.

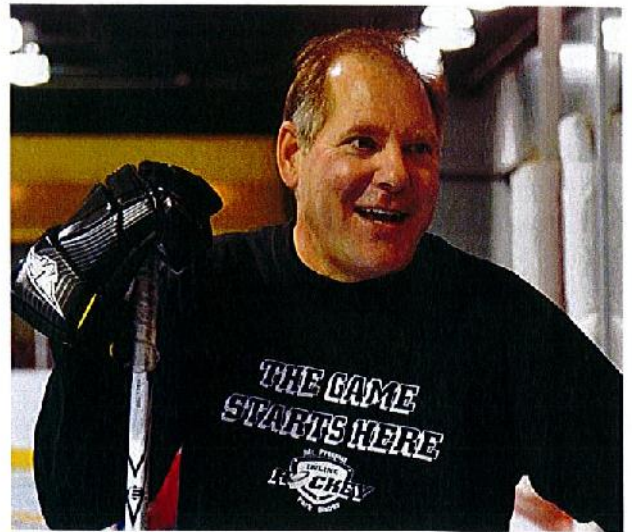
He puts at least 20 hours a week into the program in addition to his full time job, in which he owns his own manufacturing company in Wood Dale.

According to park district Director of Recreation Brian Taylor, he has known Ciesielski since 2001 when he was considered a "hockey dad" who volunteered to coach his son's inline hockey team at Central Community Center on Central Road.

Taylor said Ciesielski was hired in 2005 as the youth inline hockey supervisor and made an instant impact.

"I would describe Tom as truly genuine who cares about what is happening," Taylor said. "Tom has taken our program and grown it into the biggest youth inline hockey program in the state of Illinois."

The park district's inline hockey program began 15 years ago serving youths from ages 4 to 18. The program's goal is to teach participants all aspects of the game from skating, puck handling, shooting and the larger goals of teamwork and sportsmanship.



Coach Tom

Tom Ciesielski provides youth with some quality guidance as an inline hockey coach at the Central Community Center in Mount Prospect.

Under Ciesielski's direction, participants have learned to play the game of hockey with respect to life skills learned with a team and practice/game situations. Today, the program draws over 1,000 participants year-round.

Practices are held one time a week with each age group. Games are played on Saturdays except in the summer when groups come together in more of a camp format.

"Our philosophy is play with skills, intelligence, passion, respect and for fun," Ciesielski said. "Everyone buys into that."

The difference between inline hokey and ice hockey, aside from no ice, is only four players plus the goalie play at one time with inline. Checking is not allowed.

"Tom is the real deal," said Ruth Yueill, the park district's superintendent of community relations and marketing, who nominated Ciesielski. "Wherever he goes in the park district and community, happy kids approach him with an enthusiastic, 'Hey, coach Tom!' That adoration is earned through time, patience, kindness and overall dedication to the program."

Parent Wolfgang Holzl also nominated Ciesielski.

"I have known Tom for the past three years and his dedication to accomplishing goals and his quest for continuous improvement of each skater at every level of the hockey program is unparalleled in any park district program I have ever been involved with," Holzl wrote in his nominating letter.

Holzl said his association with Ciesielski began as a father watching his son learn how to play inline hockey at Central Community Center.

"Tom made every effort to work with each skater during the evaluation process to determine that each team be balanced," Holzl said. "His ability to problem solve, convey key strategic lessons and mentor young men quickly gave me the understanding of his incredible intellectual capabilities and his passion for teaching each young man about hockey in a understandable manner."

Holzl added that Ciesielski inspires the mind and soothes the soul and has an incredible desire and energy to help and assist all individuals.

"I was very surprised," Ciesielski said. "I appreciate the acknowledgement, but I am not comfortable with all of this attention. I just want to make a difference in kids' lives and I have had that opportunity through inline hockey."

Ciesielski said it is very gratifying to watch some of the kids he has coached over the years grow up and mature and come back as young adults to help others.

Parks & Planning Monthly Report ***Jim Jarog • January 2016***

Backstop Damage Update

Staff has secured the services of Nicholas and Associates to assist in obtaining specifications and design requirements to replace the backstops that failed multiple park locations. They will also be overseeing the construction of the replacement backstops. Staff has had multiple meetings to help identify the needs of the baseball/softball program so the units that are constructed perform appropriately. We are also attempting to develop a solid plan for their replacement. Because this is an insurance matter the work will be invoiced directly to the Metro Risk Management Agency (MRMA). We are not the only entity that sustained damage from this weather event making it important for us to proceed quickly so we can secure a qualified contractor before the construction schedule is full. All backstops need to be replaced and completed by April 1, 2016. We will continue to provide updates as this replacement project progresses.

Pavement Improvements 2016

Staff has visited sites that are scheduled for pavement repairs and have started the process of working with our consultants to prepare bid specifications for our paving projects over the next month. Soil borings were done at the Central Community Center Parking Lot to help identify any bad soil conditions that may exist prior to bidding the project. We anticipate bidding these projects and having recommendations to the Board by the March / April 2016 Board Meeting.

Big Surf Project Development Meeting

Our staff met with FGM Architects to share ideas and needs we felt would be important as we work through the process of coming up with concepts to present to the Board at a later date. I feel there were many good ideas shared by our staff with FGM. It is exciting to finally be discussing the possibility of moving forward with some type of improvements to this facility in the future. Our maintenance department will continue to do whatever we can to keep the pool operational until a plan can be implemented for the future development of the site.

Lions Recreation Center Heat

On Monday January 11th the maintenance staff received a call that the Lions Rec facility was cold. Upon further investigation it was found that the heating coils for the facility sustained freeze damage and had split open in several areas of the coil causing the water in the heating system to leak out which shut the heating system down. Staff obtained emergency backup heaters and installed them at the facility while the necessary repairs were being made. As of the date of this report there have been numerous repairs made to the coil in an attempt to seal the system. As soon as all the repairs have been made the system will be put back into service. The cause of the freeze damage appears to have been a malfunction in the outside air louver system that allowed too much cold air to enter the air handler and freeze the system coil. A property loss report has been filled out and will be submitted to MRMA (Our Risk Management Company) for review. After the unit is back online we will discuss options for upgrading the mechanical systems for the facility which are circa 1970.

Parks & Planning Monthly Report

Jim Jarog • January 2016

Grounds Department

- Decorated facilities for the Holidays and removed upon completion of same.
- Removed EAB stumps from the Northeast section of Einstein Park.
- Aerated and seeded soccer fields at MSD, Melas, and Kopp in preparation for the 2016 season.
- Worked snow events as needed to keep pathways, parking lots and facilities open to the public.
- Winterized irrigation systems at Melas and MSD for the winter season.

Buildings Department

- Repaired security cameras and handicapped assessable doors at CCC.
- Performed quarterly mechanical PM's to facility HVAC equipment for the winter season.
- Electric service for outdoor volleyball and signage was upgraded.

Buildings Department Continued

- Exterior staining of the laminated beams and wood surfaces at Meadows Pool has been completed.
- Staff met sign contractor to explore the possibility of repairing the Rec Plex sign. New electronic components would be necessary to make the sign operational again. A quote for these services was obtained and forwarded to the appropriate staff members for review and consideration.
- Lions Rec lost heat due to a freeze crack in the main heating coil. Our staff obtained emergency heaters to keep pipes from freezing and is working through the process of making repairs to the system.

Fleet Services

- Assisted Grounds staff with snow removal operations over the Holidays.
- Started the process of performing winter maintenance of equipment for the 2016 season.
- Ready vehicles for trade in towards new replacement trucks.
- Performed safety inspections on trucks 20, 33, 8, Bus 31, Van 1 and 2
- Fleet Services took delivery of two new vehicles that were approved for purchase earlier this year.

Miscellaneous

- During 2016 there were 680 internal work order requests submitted to the Parks and Planning Division for completion.

Recreation Department Monthly Report

Brian Taylor • January 2016

Aquatics

We have had a great start to 2016! Staff has begun vision and goal setting meetings with FGM Architects for the much anticipated **Big Surf** project. **LTS Winter Swim Session** is off and running. The Aquatic staff is hard at work improving our already fantastic swim lessons. Starting in Spring of 2016, new family friendly scheduling will help ensure that families can register their children for their lessons within the same block of time. This new way of scheduling will allow swimmers to seamlessly advance on to the next level. Making this change should reduce the amount of transfers and refunds that happen within Swim Lessons. In addition to the block scheduling, staff is reformatting swim lessons. We are bringing back class offerings for babies with parents, advanced preschool levels, as well as adding a Teen swim lesson option geared toward older swimmers.

Staff is working with the Marketing Department, as Aquatics is looking to brand our new Swim Lesson Program. Classes offered will be divided into a Swim Academy with different skill levels being taught within each group. The newest swimmers will begin their journey in the **Goldfish Swim Academy** and once the skills in this level have been mastered, they will move on to the **Shark Swim Academy**. In order to accommodate the new block scheduling and continue to offer space for adult lap swimmers, Aquatics has changed the direction of the lap lanes during swim lessons. Adults can now swim 20 yards in the deep end of the pool. This has more than doubled the lesson space at Recplex. Now, not only can swim classes spread out when learning to swim, we can increase enrollment during our popular swim lessons. **Aqua Fitness** programs are running well. New class offerings this winter are Aqua Light (18 enrolled), Aqua Boot (19 enrolled), and Aqua Prenatal (5 enrolled). The popular Winter Sampler was offered again this past winter with 94 participants enjoying the classes.

Athletics

Youth Baseball & Girls Softball registration will begin in January. All marketing efforts have been accomplished and we are hoping for large turnouts during our in person registration at RecPlex. We offer 3 dates with the largest crowd expected on January 16, 2016. Youth basketball is well underway with the older divisions just about half way through the season. Picture day was held at RecPlex on Saturday, January 16th. **Adult Winter Basketball** leagues are filled to capacity with a total of 32 teams playing Monday-Thursday at Lions Recreation Center. Adult **summer softball** is right around the corner and the planning has begun. The Classic League is looking to attract between 18-20 teams for the 35th season of this great league. Our house leagues will attract another 50 or so teams with 16" and coed leagues offered every night of the week. **Youth Futsal** will get up and running on January 17th and all games will take place on Sundays at CCC on the inline hockey rink. For the first season we will have 11 teams participating in 3 age groups. **Youth inline hockey** has begun playing games on Saturdays at CCC with 225 participants in four age divisions.

Programs & Special Events

The **Art Studio** had an extremely busy holiday season! Along with our normal classes we had special holiday classes; our Jr. Elves and Secret Santa's finished their 7 weeks in late December

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making gifts for everyone in their families! This included 145 kids participating in the following classes: Gingerbread Kids, Ornament Workshop, Last Minute Gift Express, Holiday Bake Shop, Jr. Pinterest, and Minion Mania! **Performing Arts-Dance** ended in early December, which takes us into recital planning. Costumes for the Ballet and Studio Impulse recitals were ordered in December and have been arriving almost daily at RecPlex. Our search for a new Music Director for our **Community Band** is over. **Monty Adams** accepted the position and began with us on January 1, 2016.

The preschool teachers gave families enhanced preschool programs during the holiday months. On November 23 & 24 each preschool class presented a Thanksgiving program, then in December the students were very busy getting ready for the classroom's holiday workshop as well as a holiday performances that took place on December 16th, 17th, & 18th. In December the preschool program hosted Usborne Book Sale. Overall the sale was successful with the preschool program receiving \$300 in free books. The **Early Childhood** classes have been filling up faster than they have in the past for the first session of winter. We are excited to offer the following new classes: Munchable Masterpieces and More, Multicultural Preschool Experience, Splish Splash Animals, Storybook Fun, and Movin' and Groovin'. There are 182 participants for the 16 Winter Session classes. **Winter Break Camp** was at capacity with 150 participants for the two-week program. Kids Klub enrollment has been increasing 3 to 5 participants on average per week! This may attributed to our efforts to increase our communication with the school districts. The registration process for **Summer Camp 2016** will become streamlined. For the past month we have been redesigning the summer camp content, including the Spring brochure and camp registration forms. The new design will help patrons and front desk staff navigate the summer registration process more effectively than previous years.

Our **Fitness Department** has incorporated a number of changes moving into 2016, starting with our winter sessions beginning earlier than normal this year (November 30, 2015) to see if we could get people started and stay consistent with our programs before the holidays and through the holidays.

Facilities

In December the Central Community Center was filled with children and families enjoying holiday camps, taking to the rink during open skate, and they received a surprise visit from Santa on Wednesday December 23rd. Once again the Central Community Center staff decorated the building for the holidays and came together as a team to conduct a **NEW** special event called "Skate with Santa". On Wednesday December 23rd, guests took the rink during cosmic skate as Santa DJ'ed the event and put on a pair of skates to skate and interact with **75 participants**.

Community Relations & Marketing Monthly Report

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Parks Foundation

The Parks Foundation met on Wednesday, January 6th and had a productive discussion on the Foundation message and goals for 2016.

The Board voted to allocate \$10,000 to the tree project for 2016. The Foundation will fundraise to replace lost trees in the Park District throughout 2016. This project will be family focused with the hope of mapping the trees around the park as they are planted so patrons can follow the progress of the program. A mobile display will be created and the Foundation will continue to have a presence at park district events. The tree display will call attention not only to this specific project but to overall mission of the Foundation. Ruth Yueill will meet with Jim Jarog to discuss the purchase and planting of the trees.

Tag lines are being implemented into the marketing of the Foundation to personalize their message for patrons. Several will be used on promotional materials throughout the year. Two under consideration are: If you want to be remembered; do something MEMORABLE and All BUILDING starts with the Foundation.

The Foundation also approved \$5,400 for the replacement of half of the park district AEDs. Brian Taylor presented the request and the Board voted to approve. The AED purchase supports the Foundation message by presenting the opportunity to serve the community at large.

The Foundation Cabaret night was a great success – the event will continue into 2016. A summer cabaret evening will be added to the series along with a November date. The profitable event, without the benefit of brochure advertising, attracted close to 100 guests and featured the Conservatory facility. The Foundation seeks to reach patrons in all service areas of the park district. This Cabaret series will serve our patrons of the Arts while inspiring some to both join and support the Foundation.

The Foundation's March meeting will welcome new members. A poster will be designed in coming weeks using our new tag lines to engage residents and encourage them to join us at the March meeting.

Ruth Yueill presented the idea of the Foundation taking a larger role in sponsoring a full event within the Park District. Two events under consideration are a park picnic at a Monday/Thursday Concert Night highlighting the tree program and a "Christmas In July" movie night. The Community Band will offer a Christmas in July Concert on Monday, July 25th and the movie night, featuring a holiday classic, would be presented on Thursday, July 28th. The Foundation would take full ownership of one of the above events and use that position to educate the audience/guests on the role of the Foundation within the Park District and community at large.

Community Relations & Marketing Monthly Report

Ruth Yueill • January 2016

Publications

The spring 2016 brochure has just gone to press and will be delivered to homes the week of February 8th. Board President, Steve Kurka, addresses our patrons with the following inside cover greeting:

As President of the Park District Board of Commissioners, I would like to take this opportunity to thank you for your continued support of the Mt. Prospect Park District. Our dedicated team strives each day to exceed your standards for quality recreational programs and services. We welcome your ideas, comments and criticism. Your input directly impacts our growth and success.

We are here to assist as you put the pieces together for a healthy, active life. Mt. Prospect Park District offers something for everyone. Do you dabble in the arts? Attend a concert, take a dance class, make a masterpiece or join the band. Looking to restore and rejuvenate? Tone and stretch, lift some weight, walk the track or sit in the park. Does the water call your name? Swim a lap or dive in at RecPlex, Meadows or Big Surf pool. Are there multiple athletes in your family? They can learn to skate, ace the serve, hit a homerun, play a round of golf and much more....

There's so much GREEN to enjoy as well. Head outdoors or to Friendship Park Conservatory to explore nature while celebrating the seasons. We provide year round fun for kids whether they play in preschool, attend camp, hunt for eggs, trick or treat, visit with Santa or celebrate their birthday with one of our many party packages.

Spring has sprung and the recreational possibilities are endless.... Expand your horizons with the Mt. Prospect Park District.

The marketing for 2016 publications utilizes the “puzzle piece” in its many forms and applications. The Spring Brochure cover will encourage patrons to “put the pieces together” for an active life.

Social Media/Advertising

We continue to balance content and promotions on Facebook. Our most popular post in the last month was a video from a RecPlex swim meet. One of our swim team members was surprised by his cousin, who just returned home from an overseas Army deployment. More than 400 people watched this video. This “content” marketing is proving to be fully engaging to our patrons while continuing to both spread our message and feature our exceptional programs.

We are in the final stages of editing our new concept programming for Inside the Park. Working with MPTV, the half hour program celebrates 60 years of recreation through staff interviews as they recall highlights of the past and present while looking ahead to their vision for the future. The program will begin airing in late January 2016.

Community Relations & Marketing Monthly Report

Ruth Yueill • January 2016

Community Relations has set up an account with Constant Contact to execute a new email newsletter system. We are sending the first test message this month. Currently, our district-wide email list has 2,600 addresses. However, our old system did not allow us to know any data (analytics) after emails were sent. We are looking forward to using Constant Contact and its analytics reports to have a better idea of what our subscribers are looking at and what additional information they are seeking.

Graphic Designer, Julie Reilly, has submitted her design of the Mt. Prospect Golf Club logo to IPRA for judging in the logo category of Marketing & Communications. The winners will be chosen and announced at the IPRA Conference on January 29th. Good Luck Julie!

Sponsorship

Community Relations will review all sponsor contracts in the first quarter of 2016. Meetings are scheduled and many previous sponsors are eager to have a greater presence at Park District events.

A large sponsor element has been added to The Mardi Gras Family Night on Saturday, February 6th from 4:30 to 8:30 at RecPlex. This is 2016's first official event. Sports Authority, NorthShore University HealthSystem, Science Academy, Nutphrees, Innate Chiropractic and Sports Clips will all be onsite. Our criteria are that the sponsor 'enhance' the event and support the theme. They are NOT just passing out coupons and information. Their presence helps reduce staff costs as sponsors run games, craft tables and other areas of engagement.

Community

Ruth Yueill and Cheryl Lufitz attended a seminar at Forest View Education Center in December on Community Crisis Communications. Over 100 representatives from local villages, school districts, police and fire departments, park districts and more gathered to discuss a cohesive approach to crisis communications. The focus was on utilizing social media to share information in a timely manner in the event of a local/regional emergency or public crisis. A second seminar is planned for late spring.

Community Relations has played a major role in the reorganization of the band after the exit of former Music Director, Ralph Wilder. We have managed the press and marketing campaign as we welcome new Director, Monty Adams, to the podium. We assisted in the development, planning and execution of the **Meet the Conductor** evening at RecPlex on Monday, January 11th. The event was the first phase of band marketing that will recruit new members and lead into a successful summer 2016 season.



Community Relations & Marketing Monthly Report ***Ruth Yueill • January 2016***

Phase one also includes a new logo design for the band. Julie Reilly designed several options and Marketing, Monty Adams and the Band Board all weighed in. The new band logo prominently features the bandshell roofline and a bold, fresh font:



Administration & Human Resources Monthly Report

Barry Kurzc • January 2016

Purchasing Cards

All remaining purchasing cards are being issued the week in January 11th. We have earned a rebate of \$154.62 on a total spend of \$55,130.37 thusfar. If we continued the same level of activity during the next 8 months, we would receive an annual rebate check of \$992 based on a total spend of \$165,000. We fully expect to exceed this projection now that we have all 10 cards activated.

Applicant Tracking System

Reviewed online demonstration of Applitrack, and received an initial quote from Frontline Technologies. Plan to finalize quote and schedule initial demonstration for the management team in February.

The goal is to automate the entire application, screening, and hiring process in time for the summer hiring process which starts in April. Our managers will not only save countless hours in the recruitment process, but be able to screen applicants and choose only the best qualified applicants to interview.

Affordable Care Act Compliance 2016

The IRS revised the deadline for employers to provide its employees with Form 1095-C to March 31st as well as moved the deadline for furnishing the IRS with Form 1094-C and 1095-C to May 31st for paper filers, and to June 30th for electronic filers.

Staff Changes

Kyle Besthoff promoted to Full Time Grounds Technician on January 11th.

NEW BUSINESS SUMMARY

JANUARY 2015

A. Golf Course Fees & Charges – 2016 • (Discussion & Potential Action)

Background

We have finally finished our two year project and will now begin a period of uninterrupted golf operations for the next 50+ years. Revenue for the period we were open in 2015 was very positive making over \$122,000 more in sales volume than in 2013 for the same four month period. In looking at our fees structure, moving forward staff is recommending that our daily fees and passes increase overall 11% based on market average and our new golf product.

It is important to note that we have not changed greens fee prices since 2008, and the last change to pass fees was in 2011. During this period the market value has stabilized and we built an amazing golf course with an improved practice center. We can demand a beyond average price in the market. When looking at the averages we would have to be at the top in pricing when comparing apples to apples. We expect as much demand for playing our course in 2016 as we saw at the end of 2015. Many will still be coming here to play for the first time on the new course and our marketing and industry reviews have been great. All this warrants appropriate pricing. We need to price to a level that meets the market otherwise we are leaving money on the table. That said, the value of the product and experience must equal or exceed patron's expectations.

The practice facility will also be highlighted this season as a complete golf learning center with the grass tees now available. We will increase our previous sales from our past range by at least 4-fold also anticipate increases in our group and private and lesson program which will further add to the bottom line.

For 2015 we averaged a very good \$35.50 in revenue per round played. With the fee increases for 2016 we project this to move to \$36.5/round. At that rate we can make our budgeted amount

There is a Golf Course Rate/Fees Comparison sheet included with this report that provides a summary of the courses in our area who are the main competitors to our course.

2015-16 Area Leading Competitors Peak Green Fees and Cart Rates

18 w/cart	Weekend am
Schaumburg	\$73
Poplar Creek	\$66
Chevy Chase	\$70
Old Orchard	\$78
Palatine Hills	\$64
<i>Average</i>	<i>\$70.20</i>
MPGC proposed	\$72

NEW BUSINESS SUMMARY JANUARY 2015

Passes

As we have stated for years, pass play is a double edged sword. With less pass play we have the ability to sell more rounds at full green fees price but conversely, pass play helps us guarantee customers who recruit additional players. While we remain committed to offering passes it is important that pass pricing be set at an appropriate level to warrant the value of the tee space. This is why very few courses still offer passes. The market average price for passes has increased in four years and our pass pricing is now below the area average - and we are now arguably the area's best course. We believe a price increase is warranted to balance with market averages and continued revenue growth. Green fees are still an option for those who don't play enough rounds but passes are still a great value for the frequent resident players. With this in mind we would adjust pass rates approximately 11% across the board.

Other Prices and Provisions

When doing a market analysis we also found 18-hole cart fees average \$17.67. Our present rate is \$17, we recommend moving to \$18, Schaumburg charges \$19, and we have a new GPS system. We have also found 9-hole play, reserved with a tee time, is restricted to the back nine only and is only available before 8:00 am and after 2:00 pm at all area 18 hole courses. Due to our volume and demand for 18 hole play we plan to implement this provision also for the 2016 season. For the small contingent of golfers who need to play 9 holes midday, we do share resident rates at Rob Roy, our partner district course, in River Trails. Nine holes is available any time of day there. Morning leagues with fewer than 30 roster members would also be limited to back nine only tee times freeing up more space for 18 hole play.

Weekend permanent tee time provisions would remain the same. Players would be able to purchase their past 2013 tee time(s) held prior to the renovation. All remaining tee times will be posted on the blast list and sold first come first serve.

We are finalizing provisions with Golf Now.com for tee time reservations and website promotions in 2016. This will give us a necessary listing in the area market and the rest of the country. GolfNow is the largest database of golf course tee times in the world and the most used format for reserving tee times in the industry. They will also provide us with an updated, "Mt Prospect Golf only" website that will be consumer driven and provide us a better format to display and sell our product online.

**NEW BUSINESS SUMMARY
JANUARY 2015**

Summary of Recommended MPGC Golf Fees for 2016

<u>Pass Rates</u>	<u>2016</u>
A-Pass Unlimited	\$1,550
B-Pass Weekday	\$1,125
S-Pass Senior weekday	\$ 1050
J- Pass Junior	\$ 650
Discount Card Resident	\$35
Non-resident Discount Card	\$50

<u>Green Fees</u>	<u>Resi-Disc.</u>	<u>Regular</u>
Weekday 18	\$ 36	\$ 43
Weekend 18	\$ 42	\$ 54
Sr/Jr Weekday 18	\$ 27	\$ 34
Sr/Jr Weekday 9	\$ 18	\$ 20
Weekday 9	\$ 21	\$ 24
Weekend 9	\$ 23	\$ 28
TwI-Weekend	\$ 25	\$ 32
TwI-Weekday	\$ 23	\$ 26

<u>Carts</u>		<u>Other Fees</u>	
18 holes pp	\$18	League	\$ 33
9 holes pp	\$11	Handicaps	\$ 35
		Perm. tee-time	\$ 50
		Lockers	\$ 50

Suggested Motion: To approve the fees and rates for Mt. Prospect Golf Club for the 2016 season as presented.

Golf Course Rate/Fees Comparison

January 2016

COURSE - (2015 rates)	WEEKDAY		REGULAR		RESIDENT		WEEKDAY		WEEKEND		REGULAR		RESIDENT		WEEKEND		RESIDENT PASSES		CARTS	
	18	9	18 Jr/Sr	9 Jr/Sr	18	9	18 Jr/Sr	9 Jr/Sr	18	9	18	9	18	9	Unlimited	Wkday	SR Wkday	JR Wkday	18 pp	9 pp
Fox Run*	\$36.50	\$20	\$28	\$17	\$26.50	\$15	\$19	\$11	\$45.50	\$24.00	\$34.50	\$18.00							\$17.50	\$11
Palatine Hills	\$40	\$22	\$31	\$22	\$36	\$20	\$25	\$16	\$46	\$25	\$41	\$23			\$1,500	\$910	\$910	\$680	\$17	\$11
Wilmette*	\$46	\$28	\$42	\$30	\$40	\$30	\$40	\$30	\$51		\$41				\$1,250	\$1,050	\$950	\$799	\$17	\$11
Winnetka	\$44		\$34	\$32	\$33		\$32					\$19							\$18	\$10
Schaumburg	\$43	\$20	\$27	\$13	\$36	\$15	\$23	\$11	\$54	\$23	\$48				\$2,000	\$1,400	\$1,400	\$680	\$17	\$11
Poplar Creek**	\$35	\$22	\$29	\$20	\$30	\$19			\$49		\$41				\$1,600	\$1,230	\$1,100	\$600	\$18	\$12
Old Orchard***	\$51	\$31	\$42	\$29	\$42	\$27.50	\$26	\$19	\$61		\$44								\$18	\$12
Glenview**	\$39	\$22	\$39	\$22	\$32	\$20			\$48	\$30	\$38	\$25							\$18	\$12
Average	\$47.81	\$23.50	\$34.00	\$20.42	\$34.44	\$20.93	\$27.50	\$17.40	\$50.64	\$25.50	\$41.00	\$21.25			\$1,587.50	\$1,147.50	\$1,090.00	\$689.75	\$17.69	\$11.25
MP 2015 Rates	\$41	\$22	\$30	\$18	\$30	\$17	\$23	\$17	\$51	\$28	\$35	\$21			\$1,450	\$1,125	\$935	\$575	\$17	\$10
Recommended 2016 MP Pricing	-\$0.81	-\$1.50	-\$4.00	-\$2.42	-\$4.44	-\$3.93	-\$4.50	-\$0.40	\$0.36	\$2.50	-\$6.00	-\$0.25			-\$137.50	-\$22.50	-\$155.00	-\$114.75	-\$0.69	-\$1.25
	\$43	\$24	\$34	\$20	\$36	\$21	\$27	\$18	\$54	\$28	\$42	\$23			\$1,550	\$1,125	\$1,050	\$650	\$18	\$11

NOTES

- *Fox Run - Carts required on weekends before 12pm
- **Poplar Creek - Carts required weekends before 2pm
- ***Old Orchard - Carts required all times except after 4pm
- >Anything blank is not available at that course like Jr/Sr rates or 9 holes on the weekend
- >All 18 hole courses polled require nine holes off the back nine only before 8:00 am and after twilight.
- >Wilmette pass includes \$3/rnd surcharge and has a 70 round max.
- >Glenview pass not allowed weekend before 10:00 am. No play in permanent times.
- >Winnetka must purchase unlimited pass to play in permanent times