

**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. Special Meetings start at 6:00 pm and held before certain Regular Meetings.

**JANUARY 20, 2016**  
(3<sup>rd</sup> Wed.)

**FEBRUARY 17, 2016**  
(3<sup>rd</sup> Wed.)

**MARCH 16, 2016**  
(3<sup>rd</sup> Wed.)

**APRIL 27, 2016**

**MAY 25, 2016**

**JUNE 22, 2016**

**JULY 27, 2016**

**AUGUST 24, 2016**

**SEPTEMBER 28, 2016**

**OCTOBER 19, 2016 (Special 6pm)**

**OCTOBER 19, 2016 (Rescheduled)**

**NOVEMBER 16, 2016 (Special 6pm)**

**NOVEMBER 16, 2016**  
(3<sup>rd</sup> Wed.)

**DECEMBER 14, 2016**  
(2<sup>nd</sup> Wed.)

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## **REGULAR BOARD MEETING**

**October 19, 2016**

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

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

FROM: STEVE KURKA, PRESIDENT

DATE: OCTOBER 14, 2016

RE: REGULAR PARK BOARD MEETING  
OCTOBER 19, 2016 - 7:00 P.M. • (Rescheduled meeting from October 26, 2016)  
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: September 28, 2016

PUBLIC COMMENT

ADOPTION ITEMS

A. **ADOPTION OF RESOLUTION NO. 732:** A Resolution Determining the Amounts of Money Exclusive of Levies for Debt Service and Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Mt. Prospect Park District for the Levy Year 2016.

B. **ADOPTION OF ORDINANCE NO. 733:** An Ordinance Regulating Travel Expenses Pursuant to the Local Government Travel Expense Control Act ("Act") [50 ILCS 150/1 *ET SEQ.*]

APPROVAL ITEMS

A. Authorization for Executive Director to Approve the Purchase of Replacement Wood Chipping Unit

NEW BUSINESS

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

UNFINISHED BUSINESS

FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE & PAYROLL

SEPTEMBER 2016

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

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PARKS FOUNDATION

EXECUTIVE REPORT

PUBLIC COMMENT

COMMENTS/MATTERS FROM COMMISSIONERS

ADJOURNMENT



## Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, September 28, 2016 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioners were present:

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

## Administrative Staff:

Greg Kuhs, Executive Director  
Brett Barcel, Director of Golf Operations  
Jim Jarog, Director of Parks & Planning  
Brian Taylor, Director of Recreation  
Barry Kurcz, Director of Business Services and Human Resources  
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

Add Closed Session – SECTION 2(c)(11): Litigation- To Discuss Threatened and Probable or Imminent Litigation Against the Park District.

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

Motion passed.

APPROVAL OF AGENDA

Commissioner Starr motioned to approve the agenda; seconded by Commissioner Tenuta.

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

Motion passed.

APPROVAL OF MINUTES

Commissioner Massie motioned to approve the minutes from the Regular Meeting on August 24, 2016; seconded by Commissioner Klicka.

Discussion: None

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

Motion passed.

PUBLIC COMMENT

Mr. Goodman asked if the comments about the Golf Course in the paper were true about problems with drainage/lack of sand in the bunkers on the course. Brett Barcel explained new sand was put in the bunkers as part of the renovation of the course, and over all drainage of the course is much improved from what it was like prior to the renovation.

ADOPTION ITEMS

A. Adoption of Ordinance No. 731: An Ordinance providing for the issuance of \$2,740,000 General Obligation Limited Tax Park Bonds, Series 2016, of the Mt. Prospect Park District, Cook County, Illinois for the building, maintaining, improving and protecting of parks and facilities, to refinance current obligations, for the payment of costs of issuance, and for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof.

Executive Director Greg Kuhs explained the sale of the bonds occurred on September 28 and Speer Financial (the firm the District works with to facilitate the sale of bonds) is here tonight to present and review the results of the bond sale with the Board.

Discussion: David Phillips, Speer Financial stated that bids were received today, September 28, 2016 for the \$2,740,000 General Obligation Limited Tax Park Bonds, Series 2016. There were eight bidders and 31 bids received. The bid of Mount Prospect State Bank, Mt. Prospect, Illinois was the best (lowest) bid received. The recommendation would be to award the sale of the Bonds to that bidder.

#### MOTION

Commissioner Starr motioned to approve Ordinance No. 731 - An Ordinance providing for the issuance of \$2,740,000 General Obligation Limited Tax Park Bonds, Series 2016, of the Mt. Prospect Park District, Cook County, Illinois for the building, maintaining, improving and protecting of parks and facilities, to refinance current obligations, for the payment of costs of issuance, and for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof and amended Ordinance No. 731 on page 17 to state the amount of \$2,740,000; seconded by Commissioner Massie.

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

Motion passed.

B. Resolution No. 730- Resolution Ratifying the Assessment for Calendar Year 2017 as Recommended by the Board of Trustees of the Northwest Special Recreation Association

Executive Director Greg Kuhs explained each year the NWSRA Board of Trustees establishes assessments for its member districts. Funding for the park district's assessment comes from the NWSRA Fund.

#### MOTION

Commissioner Massie motioned the Board adopt Resolution No. 730: NWSRA Assessment Calendar 2017; seconded by Commissioner Tenuta.

Discussion: Commissioner Starr asked how the funding amounts would be disbursed to Northwest Special Recreation Association (NWSRA). Executive Director Kuhs explained two installment payments will be made by check to NWSRA. Mr. Goodman asked for details about NWSRA. Executive Director Kuhs explained the concept and structure of the association and the type of programs and services they provide.

Unapproved Board Minutes  
9-28-16

Unapproved

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

Motion passed.

#### APPROVAL ITEMS

##### A. Acceptance of Proposal-Ratio Architects, Inc.- Einstein Park Phase II-OSLAD

Executive Director Greg Kuhs explained Ratio Architects were involved in the original OSLAD grant application for the redevelopment of Einstein Park. They worked with the Park District to develop a master plan which was submitted to the representatives from IDNR to obtain OSLAD grant funding. The Park District was notified that Grant funding had been unsuspended and now would like to complete the remainder of the work associated with the original master plan with the assistance of Ratio Architects.

Discussion: Commissioner Starr asked what the next phase would be at Einstein Park. Executive Kuhs and Director Jarog explained the second phase of completing Einstein Park.

#### MOTION

Commissioner Murphy motioned to approve the Proposal for Professional Services between the Mt. Prospect Park District and Ratio Architects, Inc. for Architectural and Engineering Services for the completion of Phase II of the Einstein Park redevelopment project as presented; and authorize the Executive Director to execute the Proposal on behalf of the Mt. Prospect Park District; seconded by Commissioner Massie.

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

Motion passed.

## B. Acceptance/Rejection of Bids for Meadows &amp; Lions Park Field Improvements

Executive Director Greg Kuhs explained this project would entail removing and extending the bullpen areas on four baseball fields at Lions and Meadows baseball fields. The bids were review by K-Plus Engineering. The bids came in to high and the cost differential was most likely due to the increased cost of steel and the fact that the project involved work at two different locations. Staff's recommendation to the Boards is to reject all bidders to provide construction services of Baseball Field Improvements at Meadows and Lions Park.

Discussion: The Board discussed the issues of the bullpen and the baseball fields. Executive Director Kuhs recommended rejecting the bids and potentially considering the project as a capital item in the future.

## MOTION

Commissioner Tenuta motioned to reject the bids received for the Meadows and Lions Park Field Improvements; seconded by Commissioner Starr.

<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 Request for Annexation of Mt. Prospect Park District Property into the Village of Mount Prospect.

Executive Director Greg Kuhs explained the Village recently undertook the process of annexing a portion of incorporated parcels in Cook County into the Village of Mt. Prospect. One of the parcels they wish to annex is the park district's Cook Maintenance Facility, at 1645 Carboy Road in Mount Prospect, IL. Per state law, a park district needs to provide its' consent prior to property be annexed into a village or city. Staff believes it would be beneficial for Mt. Prospect Park District to agree to have this parcel of property annexed into the Village of Mount Prospect.

Discussion: The Board discussed the pros and cons of annexation of the 1645 Carboy Road (Maintenance Facility).

Unapproved Board Minutes  
9-28-16

Unapproved

#### MOTION

Commissioner Starr motioned to approve that Mt. Prospect Park District provide consent to the Village of Mount Prospect to annex a parcel of property owned by the Mt. Prospect Park District located at 1645 Carboy Road, Mount Prospect, IL 60056-PIN number: 08-23-401-016-000, into the Village of Mount Prospect, Illinois; seconded by Commissioner Klicka.

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

Motion passed.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

None

#### 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.

Discussion: Commissioner Tenuta and Director Taylor discussed the Youth Inline numbers and impact of Ice Hockey.

Commissioner Tenuta also asked about a line item for the ice rink; Lee Howard explained there is a column in the Rainbow Report.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka motioned to ratify August Accounts Payable checks and EFT's in the amount of \$694,822.65 as listed on the August Check Registers; seconded by Commissioner Murphy.

Discussion: None

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

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify August Payroll checks and Direct Deposits in the amount of \$410,618.17 as listed in this report; seconded by Commissioner Massie.

Discussion: Commissioner Tenuta and Director Kurcz discussed the different reasons for some employees not using direct deposit.

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

Motion passed

Parks Foundation

- The next Parks Foundation Cabaret Night at Friendship Park Conservatory will be held on Saturday, November 19th.
- Please join us at the next Foundation Meeting on October 5, 2016 (Wednesday) at 6:30 pm at the Central Community Center.

Executive Report

Executive Director Greg Kuhs reviewed the following items:

- We-Go and Clearwater Playground Renovation is underway. Demolition of existing equipment has been completed in both locations. The concrete work for both locations is scheduled to start within the next 7 to 10 days. The play equipment for both locations have been ordered and scheduled for final completion by October 28<sup>th</sup>, 2016.
- Wood Chipper caught on fire and was totally destroyed; there was truck damage; no one was hurt; claim has been sent to MRMA.
- Golf Course crew have completed core aerification of the greens; the crew will be working on bare spots this fall and tackling the overflow situation on hole 15.
- Learn to Swim-swim lessons numbers for the fall is around 600 participants.
- Grand Opening of Mt. Prospect Ice Arena was held on August 27<sup>th</sup> with approximately 1,500 people, who came out to view the new facility and participate in the activities.
- Adult Fall Softball will run 3 nights of leagues with a total of 15 teams registered.
- Adult Softball Tournament had 32 teams involved in the 16" ASA National Tournament.
- Fall Baseball and Softball Leagues- 25 teams, 19 baseball and 6 softball teams with a total of 282 players.
- Fall Boys and Girls Outdoor Soccer- Total of 37 teams and 475 players registered and counting.
- Preschool Program this year has reached the maximum amount of students, 186 registered; the Almost 3's program is most popular for the preschool program.
- Kids Klub has 197 registered for the before and after school care program.
- Fabulous Fall Fest this Saturday, October 1<sup>st</sup>, from 11 am to 3 pm at Lions Recreation Center.
- Canine Commons Dog Park- We have had the dog park for three years with Arlington Park District and we have decided to open out membership to our Park District Partners of River Trails and Prospect Heights districts. Now all residents of Mt. Prospect will be able to enjoy the dog park.
- Program Brochure will be delivered to patrons the week of November 28<sup>th</sup>; theme is: "It's only cold if you're standing still."
- MPPD participated with the Village for the 9/11 Memorial Program at our Veteran's Memorial Band shell; fire department planned the event in honor of the many "first responders" who lost their lives in 9/11.
- MPPD is partnering with Paylocity in order to improve our payroll processing efficiency and servicing effective January 1, 2017.
- The SLSF will be holding their annual "Celebrate Ability" event to recognize and gain additional support for their foundation; 2016 event will be at the Chevy Chase Country Club in Wheeling on Friday, November 11<sup>th</sup>.
- Upcoming Meeting Reminders ( through the end of 2016):
  - Special Meeting- Wednesday, October 19-6 pm @ CCC (Capital Projects/Improvements presentation, review & discussion) followed by the Regular Meeting at 7 pm.
  - Special Meeting-Wednesday, November 16- 6 pm @ CCC (FY 2017 Budget presentation, review & discussion) followed by the Regular Meeting at 7 pm.
  - Regular meeting-Wednesday, December 14- 7 pm @ CCC.

Community Survey Discussion: Executive Director Kuhs explained the possibility of developing a community survey about community needs as they related to future development/renovation of



facilities, parks, programming, etc. offered by the park district. The Board discussed the pros of having a survey for the community and all were in favor of pursuing the possibility of having an outside firm conduct the survey. Executive Director stated staff will get sample RFP from other park districts and bring back information to the October meeting.

Commissioner Starr stated the preschool handwriting program and the marketing for getting off the couch was brilliant.

Commissioner Tenuta was asked twice from two patrons about the buying ice time. Director Taylor explained the park district does not rent ice time – interested groups would need to contact the ice arena directly.

Public Comment: Mr. Goodman stated the Village is currently surveying the community and it is too bad that the park district couldn't have partnered up. Executive Director Kuhs explained the park district was part of the survey concerning parks and open space and we would like to conduct a survey more in-depth concentrating on the park district.

#### MATTERS FROM COMMISSIONERS

Commissioner Starr asked Director Taylor to explain the check register entry under Ice Rink. Director Taylor explained the entry was for skates and Lee Howard will rename the line item as such.

Commissioner Tenuta requested when there is another meeting concerning the crosswalk in front of Melas Park that we also need to include a conversation about the crosswalk in front of Central Community Center; children are crossing at our crosswalk. Executive Director Kuhs explained the proposals the state's looking into both the crosswalks projects-there are continued discussions about both crosswalks.

#### MOTION

Commissioner Doherty made the motion the Board of Commissioners adjourn to Closed Session for the purpose of SECTION 2(c)(11): Litigation- To Discuss Threatened and Probable or Imminent Litigation Against the Park District; seconded by Commissioner Tenuta at 8:08 p.m.

<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			

Open Session was reconvened at 8:25 p.m.

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

None.

Unapproved Board Minutes  
9-28-16

Unapproved

ADJOURNMENT

There being no further business to discuss, Commissioner Murphy moved to adjourn the Regular Board Meeting at 8:27 p.m.; seconded by Commissioner Tenuta and carried by unanimous voice vote.

Respectfully submitted,

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William J. Starr, Secretary

## **Adoption Items** **October • 2016**

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### **A. ADOPTION OF RESOLUTION NO. 732:** A Resolution Determining the Amounts of Money Exclusive of Levies for Debt Service and Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Mt. Prospect Park District for the Levy Year 2016.

Prior to the adoption of the Levy for FY 2016, the Board is required to Adopt this Resolution which provides an estimated levy amounts for the various funds for which property taxes are levied.

#### *Suggested motion:*

**"I move to approve Resolution No. 732 - A RESOLUTION DETERMINING THE AMOUNTS OF MONEY EXCLUSIVE OF LEVIES FOR DEBT SERVICE AND ELECTION COSTS ESTIMATED TO BE NECESSARY TO BE RAISED BY TAXATION PURSUANT TO THE PROPOSED LEVY OF THE MT. PROSPECT PARK DISTRICT FOR THE LEVY YEAR 2016. " (Roll Call)**

### **B. ADOPTION OF ORDINANCE NO. 733:** An Ordinance Regulating Travel Expenses Pursuant to the Local Government Travel Expense Control Act ("Act") [50 ILCS 150/1 *ET SEQ.*

The Local Government Travel Expense Control Act, which was recently signed by Gov. Bruce Rauner takes effect Jan. 1, 2017, placing restrictions on the travel, lodging and meal expenses made by employees of school districts, community colleges, counties, townships, park districts and other non-home rule entities. Beginning on March 2, 2017, the governing bodies of all such units of government will be required to conduct a roll-call vote in an open meeting in order to approve reimbursements for travel expenses of: (1) any officer or employee who exceeds the maximum expenses allowed under the regulations the unit of government is required to adopt; or (2) any member of the governing board or corporate authorities.

Under the law these government agencies must regulate the type of business expenditures allowed, outline the maximum allowable reimbursement for travel, meal and lodging expenses and create a standardized form for expenses. Formal Board approval (roll call vote) will be required for any travel expenses submitted by a Commissioner.

Beginning March 1, 2017, anything expensed above the maximum allowable limit will be approved by a roll call vote of the park district board, and only after the correct documentation has been submitted. Correct documentation would include a receipt or an estimate of costs for spending that has not yet been incurred, as well as the name and job title of the local government representative doing the traveling, and the date and description of the event. All documentation will be subject to disclosure through the Illinois Freedom of Information Act.

#### *Suggested motion:*

**"I move that the Board adopt Ordinance 733: An Ordinance Regulating Travel Expenses Pursuant to the Local Government Travel Expense Control Act." (ROLL CALL)**

RESOLUTION NO. 732MT. PROSPECT PARK DISTRICT

A RESOLUTION DETERMINING THE AMOUNTS OF MONEY  
EXCLUSIVE OF LEVIES FOR DEBT SERVICE AND ELECTION COSTS  
ESTIMATED  
TO BE NECESSARY TO BE RAISED BY TAXATION  
PURSUANT TO THE PROPOSED LEVY OF THE  
MT. PROSPECT PARK DISTRICT FOR THE LEVY YEAR 2016

\* \* \*

WHEREAS, the Truth in Taxation Law requires not less than 20 days prior to the adoption of its aggregate levy the corporate authority of each taxing district shall determine the amounts of money, exclusive of levies for debt service and election costs, estimated to be necessary to be raised by taxation for that year upon the taxable property in its district.

NOW, THEREFORE, BE IT AND THE SAME IS HEREBY RESOLVED by the Mt. Prospect Park District and the Board of Commissioners thereof as follows:

Section 1: The amounts of money, exclusive of levies for debt service and election costs, estimated to be necessary to be raised by taxation pursuant to the proposed levy of the Mt. Prospect Park District for the levy year 2016, are as follows:

General Corporate Fund .....	\$2,206,172
Recreation Fund .....	1,417,204
Conservatory Fund.....	695,201
Paving and Lighting Fund.....	69,520
Illinois Municipal Retirement Fund.....	736,000
Social Security Fund.....	496,000
Liability Insurance Fund.....	615,000
Special Recreation for the Handicapped Fund.....	<u>556,161</u>
TOTAL	\$6,791,258

Section 2: The amount extended upon the levy of the preceding year, exclusive of amounts for debt service and election costs, is \$6,470,946.

Section 3: The estimate made in Section 1 of this Resolution is less than 105 percent of the amount extended upon the levy of the park district, exclusive of amounts levied for debt service and election costs, for the preceding year.

PASSED: This 19th day of October, 2016.  
APPROVED: This 19th day of October, 2016.  
RECORDED: This 19th day of October, 2016.

VOTES: AYES:

NAYS:

ABSENT:

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

ATTEST:

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

(SEAL)

STATE OF ILLINOIS    )  
                                   ) SS.  
 COUNTY OF COOK     )

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

RESOLUTION NO. 732

MT. PROSPECT PARK DISTRICT

A RESOLUTION DETERMINING THE AMOUNTS OF MONEY  
 EXCLUSIVE OF LEVIES FOR DEBT SERVICE AND ELECTION COSTS  
 ESTIMATED  
 TO BE NECESSARY TO BE RAISED BY TAXATION  
 PURSUANT TO THE PROPOSED LEVY OF THE  
MT. PROSPECT PARK DISTRICT FOR THE LEVY YEAR 2016

That the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 19th day of October, 2016, 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 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 19th day of October, 2016.

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

(SEAL)

ORDINANCE NO. 733

MT. PROSPECT PARK DISTRICT

AN ORDINANCE REGULATING TRAVEL EXPENSES PURSUANT TO THE  
LOCAL GOVERNMENT TRAVEL EXPENSE CONTROL ACT ("ACT") [50 ILCS  
150/1 ET SEQ.

WHEREAS, the Act provides in part that all public agencies shall, by resolution or ordinance, regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees, including, but not limited to : (1) the types of official business for which travel, meal, and lodging expenses are allowed; (2) maximum allowable reimbursement for travel, meals, and lodging expenses; and (3) a standardized form for submission of travel, meal, and lodging expenses supported by certain minimum documentation; and

WHEREAS, the Act states in relevant part that a local public agency may allow for approval of expenses that exceed the maximum allowable travel, meal, or lodging expenses because of emergency or other extraordinary circumstances; and

WHEREAS, the Act provides in relevant part that on or after June 30, 2017, no travel, meal or lodging expenses shall be approved or paid by a local public agency unless regulations have been adopted as required by the Act; and

WHEREAS, the Mt. Prospect Park District ("District") is a local public agency for purposes of the Act; and

WHEREAS, in addition to implementing the aforementioned requirements of the Act this ordinance is adopted for the further purpose of ensuring compliance with other additional requirements of the Act.

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

Section 1. INCORPORATION OF PREAMBLES. The above and foregoing recitals are hereby restated the same as if here set forth in full.

Section 2. DEFINITIONS. As used in this ordinance:

"Entertainment" includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

"Travel" means any expenditure directly incident to official travel by employees and officers of a local public agency or by wards or charges of a local public agency involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

Section 3. APPROVAL OF EXPENSES. On or after March 2, 2017, *any* expenses for travel, meal, and lodging of any member of the Board, as well as any expenses of any officer or employee which exceeds the maximum allowed under the regulations approved by the Board (such regulations being set forth on Exhibit A hereto which is hereby made a part hereof) may only be approved by roll call vote at an open meeting of the Park Board.

Section 4. EXPENSES DUE TO EMERGENCY OR OTHER EXTRAORDINARY CIRCUMSTANCES. Approval of expenses that exceed the maximum allowable travel, meal, or lodging expenses because of emergency or other extraordinary circumstances may be given upon a roll call vote of the Board.;

Section 5. DOCUMENTATION OF EXPENSES. Before an expense for travel, meals, or lodging may be approved under Section 3 of this ordinance, the following minimum documentation must first be submitted, in writing, to the Board of the District:

- (1) an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;
- (2) the name of the individual who received or is requesting the travel, meal, or lodging expense;
- (3) the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- (4) the date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act.



Section 6. ENTERTAINMENT EXPENSES. The District may not reimburse any Park Commissioner, employee, or officer for any entertainment expense.

Section 7. REPEALER. All ordinances, resolutions, rules, regulations and/or policies of the District in conflict with, contradictory to, or inconsistent herewith are hereby to the extent of such conflict, contradiction or inconsistency expressly repealed.

Section 8. EFFECTIVE DATE. This ordinance shall be effective upon adoption.

ADOPTED: This 19<sup>th</sup> day of October, 2016.

VOTES: Ayes:

Nays:

Absent:

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President

ATTEST:

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Secretary

Exhibit A

REGULATIONS ADOPTED PURSUANT TO THE LOCAL GOVERNMENT TRAVEL  
EXPENSE CONTROL ACT

The following shall govern the District's reimbursement of all travel, meal, and lodging expenses of all officers, employees, and Park Commissioners of the District, pursuant to the ordinance of which this Exhibit A is a part:

1. Types of official business of the District for which travel, meals, and lodging expenses are allowed:

Work related seminars, conferences, training or meetings.

2. Maximum allowable reimbursement for submission of travel, meals, and lodging expenses:

A. Executive Director per annum: \$5,000

B. Per individual per annum (except Executive Director): \$2,500

C. Standardized form to be used for submission of travel, meal, and lodging expenses (supported by minimum documentation required under Section 4 of the ordinance of which this Exhibit A is a part: (here set forth form)

STATE OF ILLINOIS       )  
                                       ) SS.  
 COUNTY OF COOK         )

I, WILLIAM J. STARR, DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Mt. Prospect Park District and of the Board of 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. 733

MT. PROSPECT PARK DISTRICT

AN ORDINANCE REGULATING TRAVEL EXPENSES PURSUANT TO THE  
 LOCAL GOVERNMENT TRAVEL EXPENSE CONTROL ACT ("ACT) [50 ILCS  
150/1 ET SEQ.

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 19<sup>th</sup> day of October, 2016, 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 19<sup>th</sup> day of October, 2016.

---

Secretary

(SEAL)

## **A. Authorization for Executive Director to Approve the Purchase of Replacement Wood Chipping Unit**

### **Background**

As you recall, at the September Board meeting we notified the Board the park district's Vermeer BC1400 chipper caught fire and was heavily damaged along with the towing vehicle (Truck # 16) it was attached to. Our risk agency (MRMA) was contacted and given all the required claim information. An adjuster was sent out by MRMA to survey the damage of both the towing vehicle and chipper. After reviewing the claim it was determined that the towing vehicle only sustained minor damage (\$1,000-\$1,500). The chipper was determined to be a total loss and cannot be repaired.

The Park District will be receiving a settlement check from MRMA for approximately \$29,000 in the near future. The cost of a new chipper with similar options in today's market will run in the neighborhood of \$60,000 to \$65,000. Staff estimates that a similar used model in good condition will be in the neighborhood of \$40,000 to \$55,000.

The market for used chippers varies, and when we find a unit we are interested in purchasing we will need to commit to it rather quickly. Staff would like to request the Board authorize our Executive Director to approve the purchase of a used chipper at a not to exceed the cost of \$53,000. This will be necessary to allow staff to act quickly to secure the appropriate replacement chipper when one becomes available.

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

***"I move to temporarily approve increasing the Executive Director's purchasing authority limit not to exceed \$53,000 for the purpose of purchasing a pre-owned wood chipping unit."***



# Mt. Prospect Park District

*Serving Portions of Mt. Prospect • Des Plaines • Arlington Heights • Elk Grove Village*

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

## ADMINISTRATIVE OFFICES

(847)255-5380  
Fax (847)255-1438  
1000 W. Central Road  
Mt. Prospect, IL 60056

## CENTRAL COMMUNITY CENTER

(847)255-5380  
Fax (847)392-5726  
1000 W. Central Road  
Mt. Prospect, IL 60056

## RECPEX

(847)640-1000  
Fax (847)364-2824  
420 W. Dempster Street  
Mt. Prospect, IL 60056

## LIONS RECREATION CENTER

(847)632-9333  
Fax (847)632-9325  
411 S. Maple Street  
Mt. Prospect, IL 60056

## FRIENDSHIP PARK CONSERVATORY

(847)298-3500  
Fax (847)296-2053  
395 Algonquin Road  
Des Plaines, IL 60018

## MT. PROSPECT GOLF CLUB

(847)259-4200  
Fax (847)632-9334  
600 See-Gwun  
Mt. Prospect, IL 60056

## GOLF MAINTENANCE

(847)632-9330  
Fax (847)342-9113  
600 See-Gwun  
Mt. Prospect, IL 60056

## MAINTENANCE FACILITY

(847)956-6773  
Fax (847)956-6911  
1645 Carboy  
Mt. Prospect, IL 60056

To: Greg Kuhs

From: Matt Dziubinski

CC: Jim Jarog

Date: 10/13/2016

Re: Chipper Replacement

On 9/10/2016, the Mount Prospect Park District experienced a chipper fire resulting in a total loss. The unit was being towed to a worksite with a Park District vehicle when the fire occurred. The cause of the fire is undetermined at this point. The Park District is expecting to be reimbursed for approximately \$29,000 from our risk manager MRMA. We are hoping that these funds can be used towards the purchase of a replacement chipper.

Staff is requesting approval to purchase a used replacement chipper not to exceed \$53,000. We have been in the process of researching comparable replacement units both used and new. A brand new replacement unit with similar features has a price range of \$58,000-\$65,000. Used chippers of similar size, horse power and accessories installed should be available for \$53,000 or less.

We are requesting that our Executive Director can be granted the authority to approve a purchase of up to the \$53,000 threshold in advance of the purchase. This would be helpful to expedite the purchasing process once a used chipper is located. If staff needs to seek approval after a used unit is located it is very possible we may lose out on the unit while waiting for board approval.

Please let me know if you have any questions.

Sincerely,

Matt Dziubinski  
Fleet Services Manager

**MT PROSPECT PARK DISTRICT  
DEPARTMENTAL EXPENDITURE ANALYSIS  
FOR THE 9 MONTHS ENDED 9-30-16**

75% OF CALENDAR YEAR

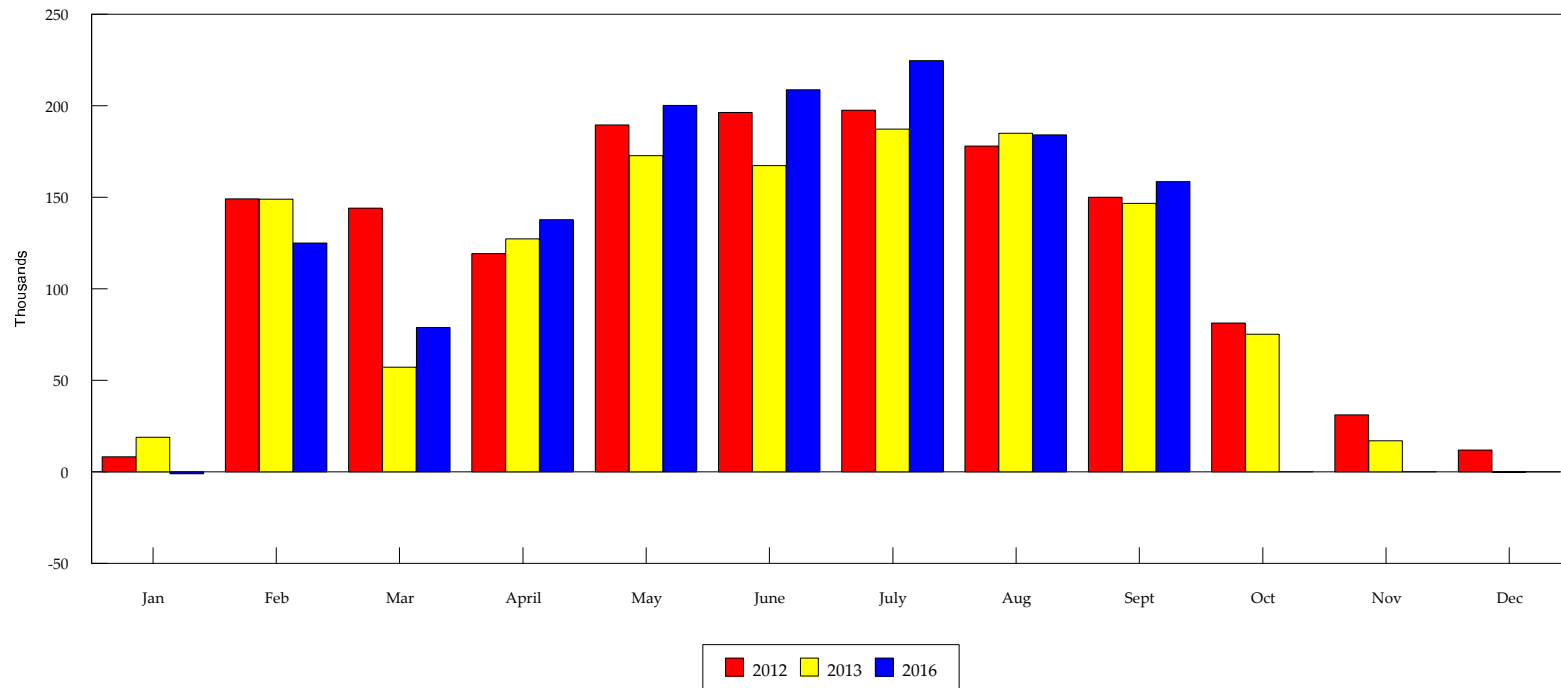
FUND / Department	'16 Y.T.D. Actual	2016 Budget	Y.T.D. as % of '16 Budget	'15 Y.T.D. Actual	Y.T.D. % of '15 Y.T.D.	Projected 2016	Proj % of '16 Bud	% Inc '16 Bud Over '15 Bud
<b>GENERAL FUND</b>								
Administration	720,026	957,640	75%	727,185	99%	942,423	98%	0%
Maintenance	589,811	795,584	74%	724,268	81%	775,142	97%	-16%
Motor Pool	165,568	296,435	56%	159,097	104%	227,477	77%	3%
Buildings	128,837	185,071	70%	-				
Studio at Melas	14,879	21,261	70%	12,735	117%	18,741	88%	-3%
Total	1,619,121	2,255,991	72%	1,623,285	100%	2,135,739	95%	2%
<b>RECREATION FUND</b>								
Administration	764,467	1,058,247	72%	539,478	142%	1,047,226	99%	33%
Big Surf	244,677	312,183	78%	224,127	109%	290,319	93%	10%
Meadows Pool	181,657	194,864	93%	170,611	106%	193,589	99%	4%
Recplex Pool	414,732	540,840	77%	321,254	129%	559,215	103%	13%
Golf Course	1,224,001	1,559,967	78%	1,004,743	122%	1,622,799	104%	15%
Concessions	108,041	160,614	67%	102,010	106%	123,659	77%	6%
Lions Center	148,509	185,231	80%	145,244	102%	194,624	105%	-3%
Recplex Center	751,359	1,015,519	74%	718,170	105%	1,029,706	101%	-2%
<b>Ice Arena</b>	35,670							
Rec Programs	1,315,627	1,582,483	83%	1,279,026	103%	1,726,128	109%	-3%
Central Programs	73,410	137,400	53%	68,836	107%	123,317	90%	-3%
Central Road	425,352	605,170	70%	435,167	98%	583,766	96%	-5%
Total	5,687,501	7,352,518	77%	5,008,667	114%	7,531,351	102%	7%

# MT PROSPECT PARK DISTRICT GOLF COURSE MONTHLY RECEIPTS

Comparison to Previous Years of Full Operation

## Revenue Recap by yr:

2012			2013			2016				
	Month	YTD		Month	YTD		Month	YTD		
Jan	8,372	8,372	Jan	19,025	19,025	Jan	(916)	(916)	'12Budget	1,489,500
Feb	149,262	157,634	Feb	149,040	168,065	Feb	125,058	124,142	'13Budget	1,458,500
Mar	144,176	301,810	Mar	57,199	225,265	Mar	78,883	203,025	'16Budget	1,602,000
April	119,383	421,193	April	127,391	352,656	April	137,927	340,952		
May	189,666	610,858	May	172,891	525,547	May	200,176	541,128		
June	196,468	807,326	June	167,420	692,966	June	208,815	749,944		
July	197,577	1,004,903	July	187,317	880,283	July	224,822	974,766		
Aug	178,099	1,183,002	Aug	185,017	1,065,300	Aug	184,166	1,158,932		
Sept	150,044	1,333,046	Sept	146,745	1,212,045	Sept	158,598	1,317,530		
Oct	81,408	1,414,454	Oct	75,315	1,287,360	Oct	0	0		
Nov	31,123	1,445,576	Nov	16,993	1,304,353	Nov	0	0		
Dec	12,038	1,457,614	Dec	(124)	1,304,229	Dec	0	0		

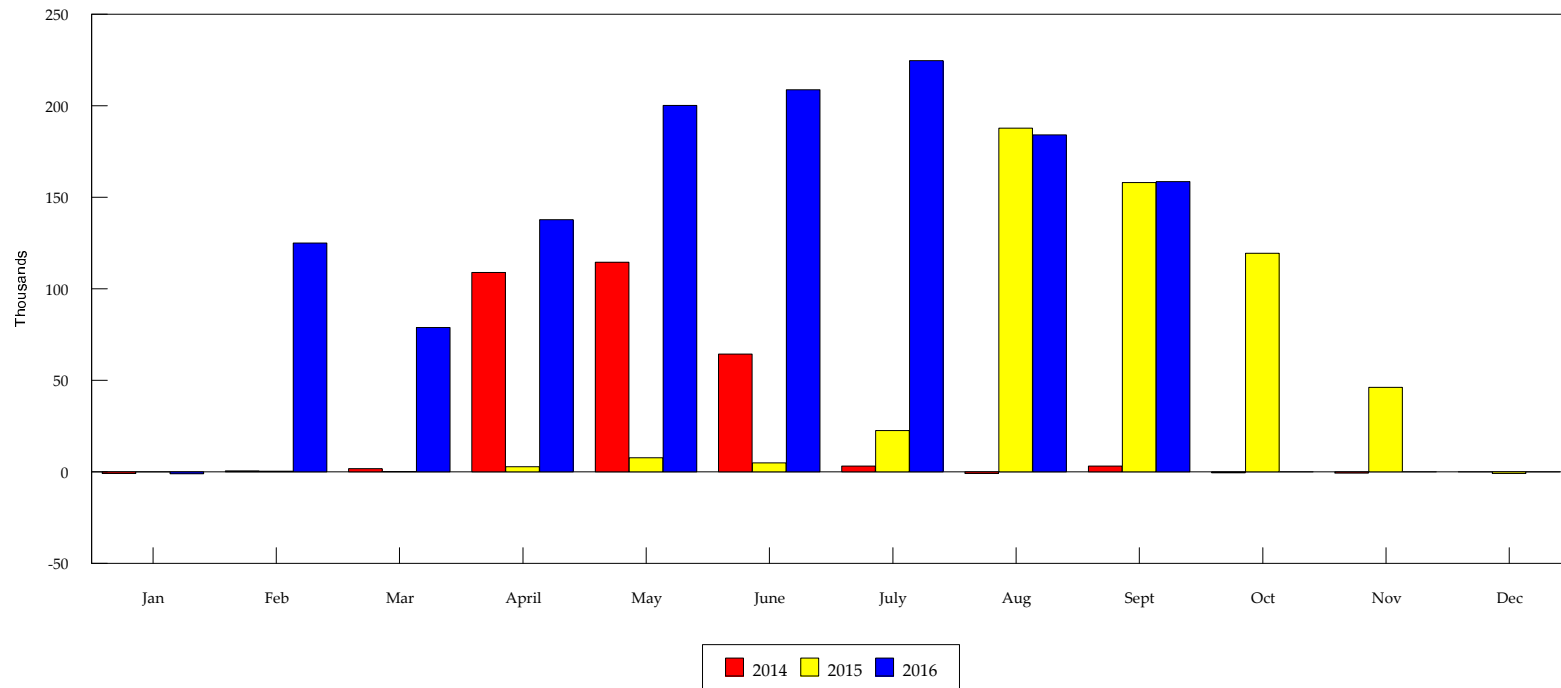


This Year Vs Last Two Years

## MT PROSPECT PARK DISTRICT GOLF COURSE MONTHLY RECEIPTS

### Revenue Recap by yr:

2014			2015			2016				
	Month	YTD		Month	YTD		Month	YTD		
Jan	(779)	(779)	Jan	35	35	Jan	(916)	(916)	'13Budget	1,458,500
Feb	598	(181)	Feb	417	452	Feb	125,058	124,142	'14Budget	726,600
Mar	1,857	1,676	Mar	209	661	Mar	78,883	203,025	'15Budget	705,490
April	109,004	110,680	April	2,869	3,530	April	137,927	340,952	'16Budget	1,602,000
May	114,621	225,301	May	7,758	11,288	May	200,176	541,128		
June	64,491	289,793	June	4,986	16,274	June	208,816	749,944		
July	3,153	292,946	July	22,714	38,988	July	224,822	974,766		
Aug	(759)	292,187	Aug	187,774	226,762	Aug	184,166	1,158,932		
Sept	3,159	295,346	Sept	158,081	384,843	Sept	158,598	1,317,530		
Oct	(360)	294,986	Oct	119,569	504,412	Oct	0	0		
Nov	(560)	294,426	Nov	46,280	550,692	Nov	0	0		
Dec	0	0	Dec	(721)	549,970	Dec	0	0		



This Year Vs Last Two Years



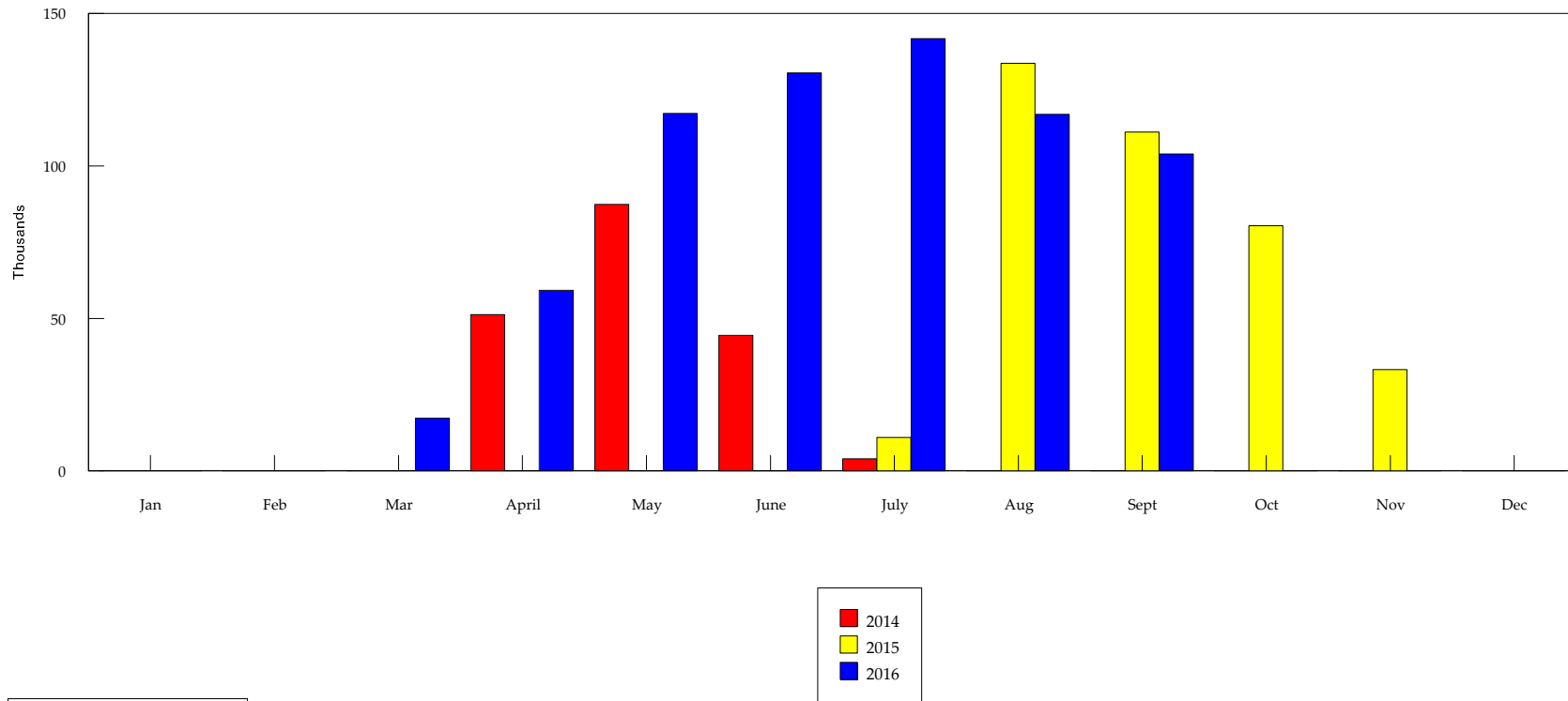
**MOUNT PROSPECT PARK DISTRICT**  
**GOLF COURSE Department by Function**  
**For Nine Months Ended 9-30-16**

ACCOUNT NAMES	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
REVENUES:								
RENTAL	247,307	247,307						
PASSES /USER FEES	208,123	208,123						
DAILY /USER FEES	774,794	705,894			68,900			
PROGRAM FEES	62,185	2,485				48,732	10,968	
MERCHANDISE SALES	39,320			39,320				
OTHER	(14,210)	(14,210)						
SPONSORSHIPS	11					11		
TOTAL REVENUE	1,317,530	1,149,599	-	39,320	68,900	48,743	10,968	-
% of Budget	82%	83%	n/a	71%	77%	103%	55%	
EXPENDITURES:								
FULL TIME SALARIES	442,912	237,635	165,285					39,992
PART TIME SALARIES	255,295	76,214	145,239	3,000		23,007		7,835
FRINGE BENEFITS	169,910	59,022	90,607					20,281
CONTRACTUAL SERVICES	76,304	38,180	12,509			10,856		14,759
COMMODITIES	172,060	10,137	134,304	173	4,911	1,748	9,511	11,276
MERCHANDISE	38,077			38,077				
UTILITIES	67,084	23,683	24,364					19,037
SALES TAX	2,360			2,360				
TOTAL EXPENDITURES	1,224,001	444,870	572,307	43,610	4,911	35,612	9,511	113,180
% of Budget	78%	74%	82%	78%	82%	111%	56%	74%
REVENUE OVER(UNDER) EXP	93,528	704,729	(572,307)	(4,290)	63,989	13,132	1,456	(113,180)
CHANGE FROM LAST YR + ( - )								
REVENUE	931,730	821,125	-	21,201	52,135	28,067	9,202	-
EXPENDITURES	219,258	55,843	96,202	20,086	4,155	19,031	8,686	15,257
NET	712,472	765,283	(96,202)	1,115	47,980	9,036	517	(15,257)
% CHANGE FROM LAST YEAR								
REVENUE	242	n/a	n/a	117		136	n/a	n/a
EXPENDITURES	22	14	20	85	549	115	1,052	16

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

**Revenue Recap by yr:**

2014			2015			2016				
	Month	YTD		Month	YTD		Month	YTD		
Jan	0	0	Jan	0	0	Jan	0	0	'14Budget	340,000
Feb	0	0	Feb	0	0	Feb	0	0	'15Budget	400,000
Mar	0	0	Mar	0	0	Mar	17,263	17,263	'16Budget	850,000
April	51,226	51,226	April	0	0	April	59,254	76,517		
May	87,458	138,684	May	0	0	May	117,207	193,724		
June	44,471	183,155	June	0	0	June	130,510	324,235		
July	4,000	187,155	July	10,971	10,971	July	141,741	465,975		
Aug	0	0	Aug	133,659	144,630	Aug	116,919	582,895		
Sept	0	0	Sept	111,129	255,759	Sept	103,979	686,874		
Oct	0	0	Oct	80,451	336,210	Oct	0	0		
Nov	0	0	Nov	33,259	369,469	Nov	0	0		
Dec	0	0	Dec	0	0	Dec	0	0		

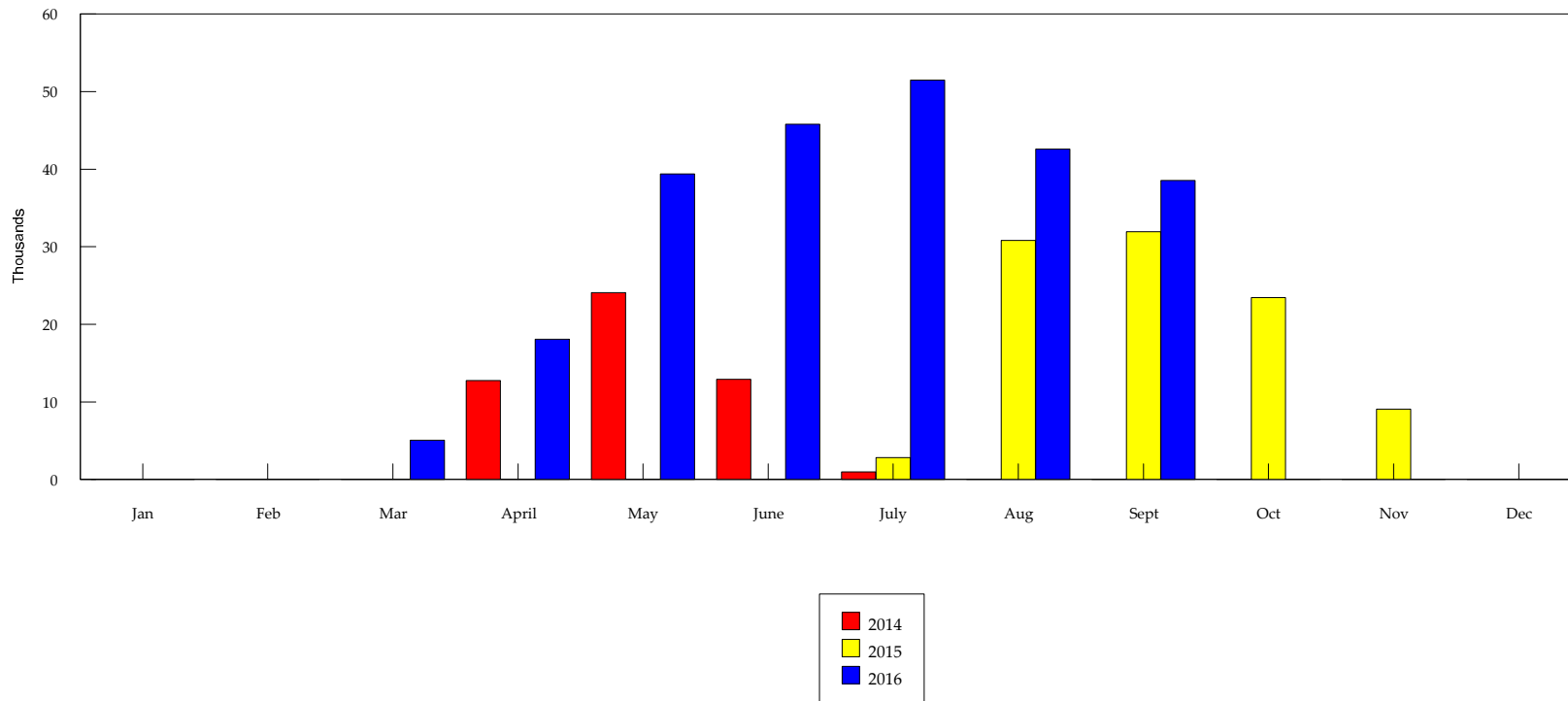


This Year Vs Last Two Years

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

**Revenue Recap by yr:**

2014			2015			2016				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		
Jan	0	0	Jan	0	0	Jan	0	0	'14Budget	110,000
Feb	0	0	Feb	0	0	Feb	0	0	'15Budget	150,000
Mar	0	0	Mar	0	0	Mar	5,052	5,052	'16Budget	280,000
April	12,738	12,738	April	0	0	April	18,073	23,125		
May	24,086	36,824	May	0	0	May	39,379	62,504		
June	12,898	49,722	June	0	0	June	45,804	108,308		
July	1,000	50,722	July	2,822	2,822	July	51,486	159,793		
Aug	0	0	Aug	30,811	33,633	Aug	42,606	202,400		
Sept	0	0	Sept	31,939	65,572	Sept	38,558	240,958		
Oct	0	0	Oct	23,443	89,015	Oct	0	0		
Nov	0	0	Nov	9,057	98,072	Nov	0	0		
Dec	0	50,722	Dec	0	98,072	Dec	0	240,958		

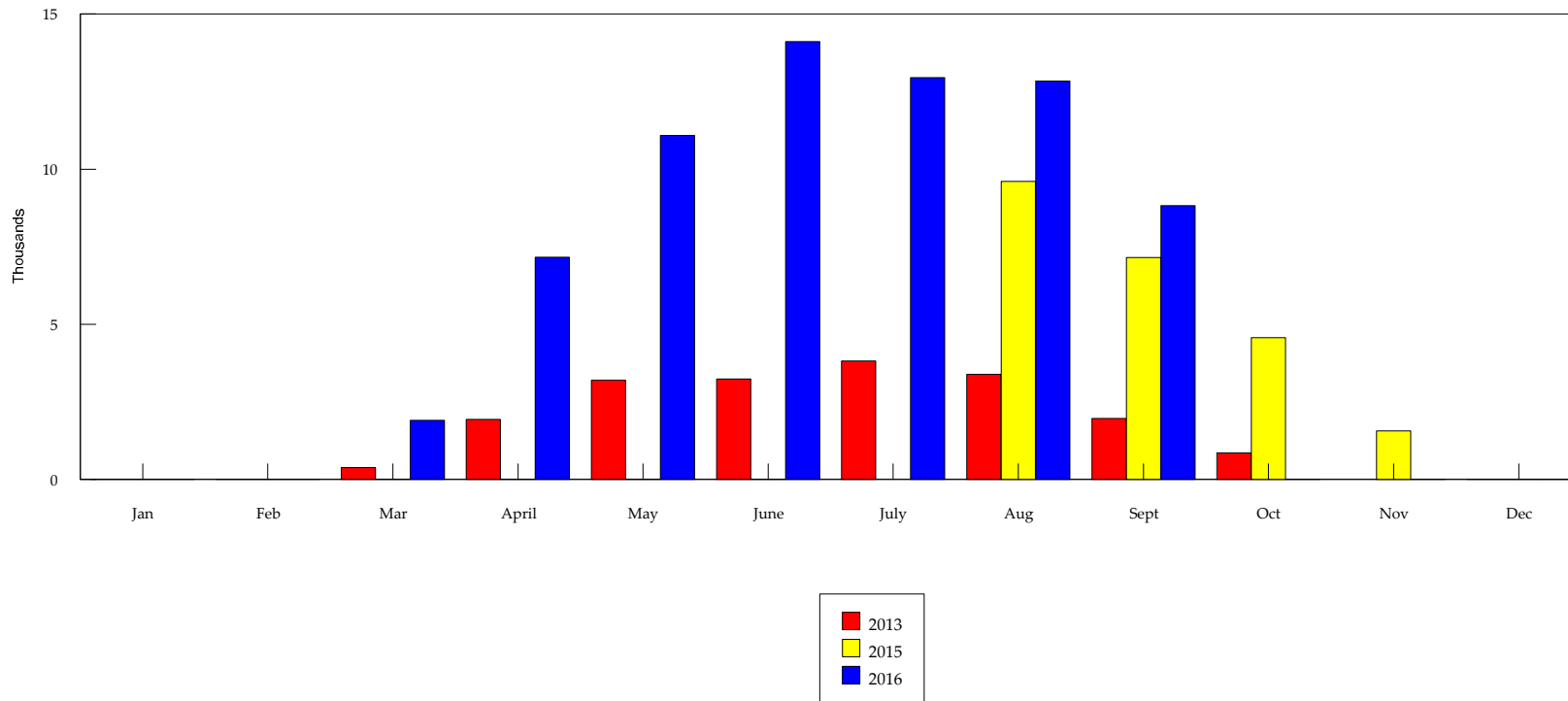


This Year Vs Last Two Years

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

**Revenue Recap by yr:**

2013			2015			2016				
Month	YTD		Month	YTD		Month	YTD			
Jan	0	0	Jan	0	0	Jan	0	0	'13Budget	21,000
Feb	0	0	Feb	0	0	Feb	0	0	'15Budget	40,000
Mar	390	390	Mar	0	0	Mar	1,906	1,906	'16Budget	90,000
April	1,940	2,330	April	0	0	April	7,167	9,074		
May	3,200	5,530	May	0	0	May	11,092	20,166		
June	3,235	8,765	June	0	0	June	14,116	34,282		
July	3,820	12,585	July	0	0	July	12,949	47,231		
Aug	3,387	15,972	Aug	9,610	9,610	Aug	12,837	60,068		
Sept	1,970	17,942	Sept	7,155	16,765	Sept	8,831	68,899		
Oct	858	18,800	Oct	4,571	21,336	Oct	0	0		
Nov	0	0	Nov	1,563	22,899	Nov	0	0		
Dec	0	18,800	Dec	0	22,899	Dec	0	68,899		

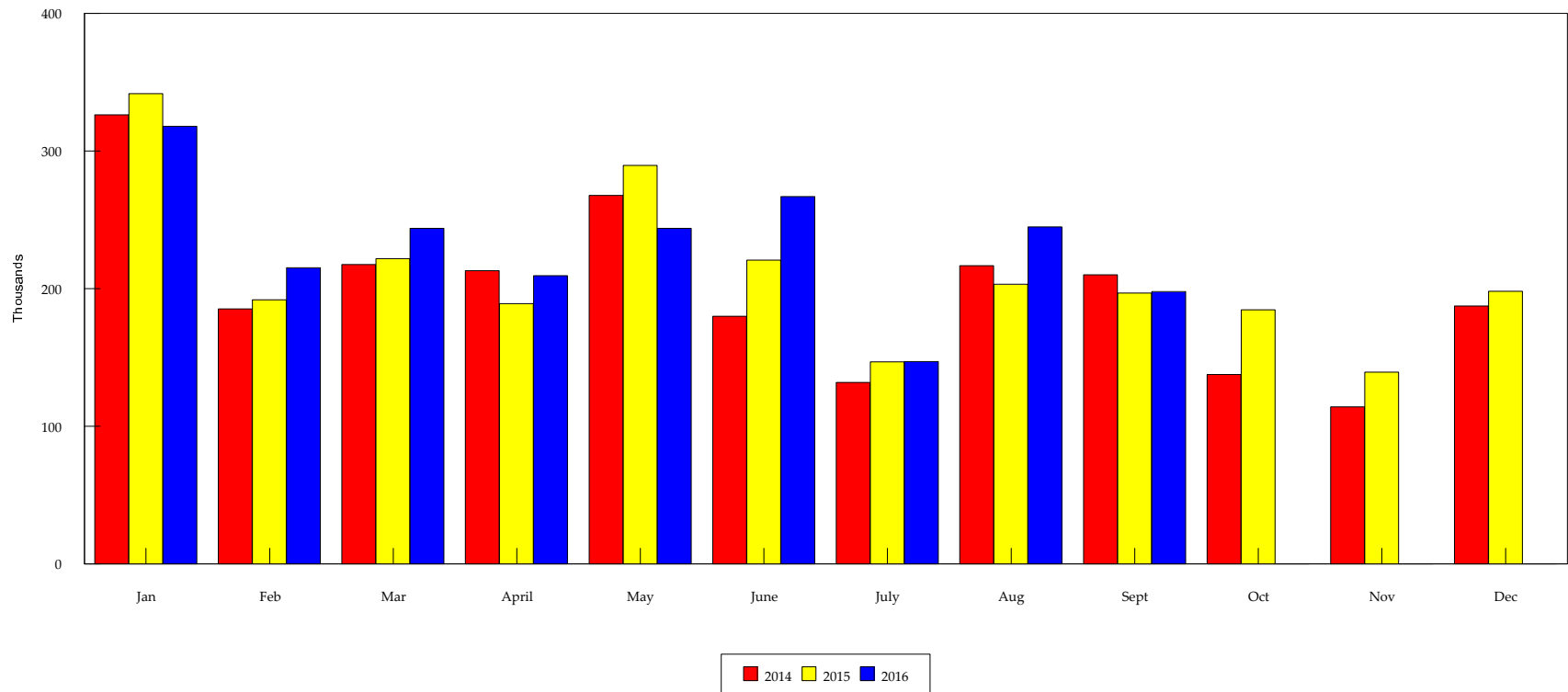


This Year Vs Last Two Years

## MT PROSPECT PARK DISTRICT PROGRAM REVENUE

### Revenue Recap by yr:

2014			2015			2016				
	Month	YTD		Month	YTD		Month	YTD		
Jan	326,391	326,391	Jan	341,755	341,755	Jan	318,088	318,088	'14Budget	2,375,050
Feb	185,370	511,760	Feb	191,951	533,706	Feb	215,326	533,414	'15Budget	2,434,300
Mar	217,723	729,483	Mar	221,835	755,541	Mar	243,880	777,294	'16Budget	2,459,100
April	213,232	942,716	April	189,238	944,779	April	209,424	986,718		
May	267,943	1,210,659	May	289,573	1,234,352	May	243,991	1,230,709		
June	180,044	1,390,703	June	220,798	1,455,150	June	266,930	1,497,639		
July	131,877	1,522,580	July	146,894	1,602,044	July	147,087	1,644,726		
Aug	216,713	1,739,293	Aug	203,403	1,805,447	Aug	244,949	1,889,675		
Sept	210,238	1,949,530	Sept	196,803	2,002,250	Sept	197,925	2,087,600		
Oct	137,662	2,087,192	Oct	184,688	2,186,938	Oct	0	0		
Nov	114,213	2,201,405	Nov	139,489	2,326,427	Nov	0	0		
Dec	187,591	2,388,996	Dec	198,126	2,524,553	Dec	0	0		



This Year Vs Last Year

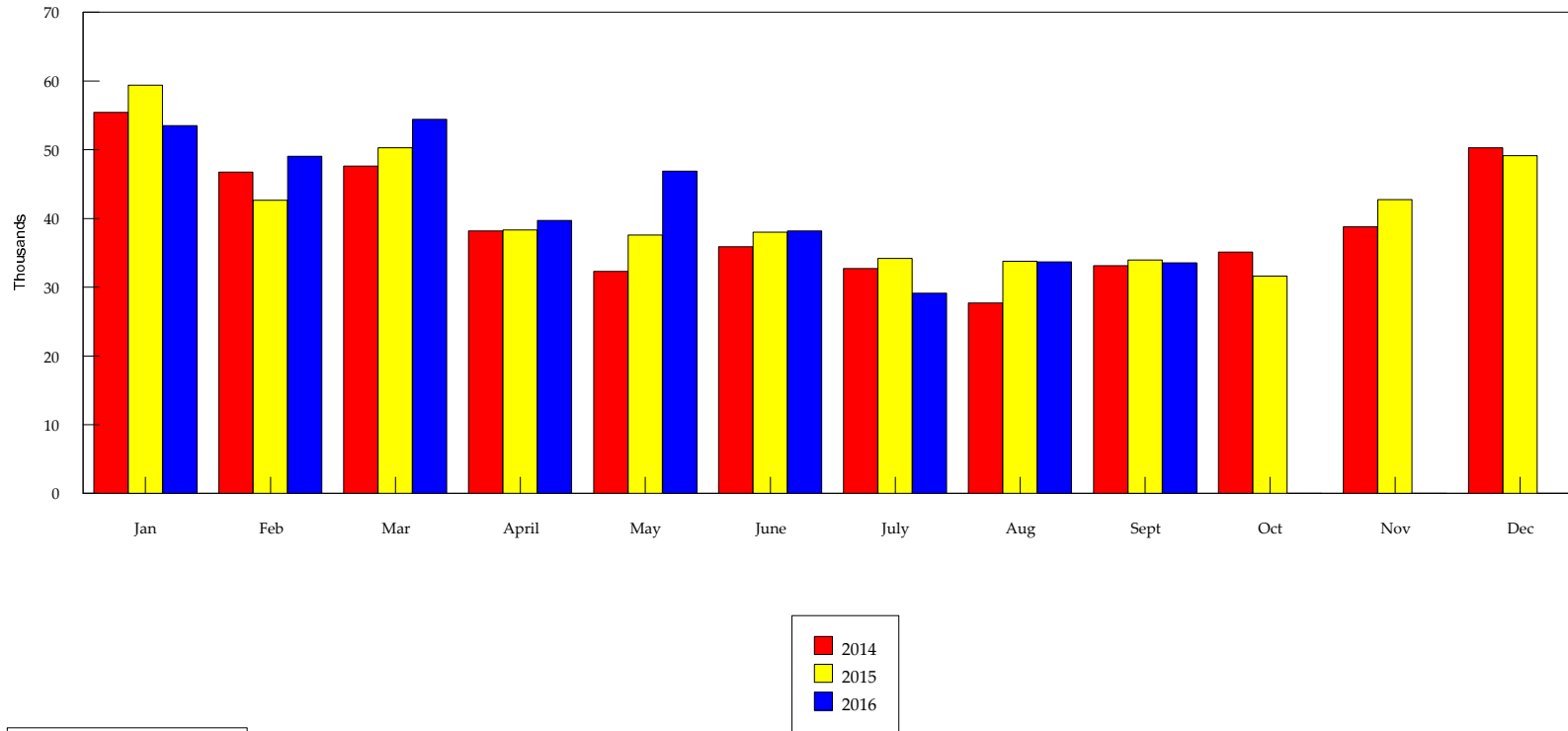
MOUNT PROSPECT PARK DISTRICT  
PROGRAMS Department by Function  
For Nine Months Ended 9-30-16

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	SENIOR CLUB	BASEBALL
REVENUES:									
PROGRAM FEES	2,067,791	934,413	101,331	341,174	167,851	8,943	369,293	300	144,487
CHILD CARE	18,709	18,709	-						
DONATIONS	1,100		1,100						
TOTAL REVENUE	2,087,600	953,121	102,431	341,174	167,851	8,943	369,293	300	144,487
% of Budget	87%	92%	90%	83%	67%	89%	92%	0%	76%
EXPENDITURES:									
PART TIME SALARIES	868,962	409,896	64,225	71,442	121,043	2,873	174,869		24,614
CONTRACTUAL SERVICES	202,671	68,977	3,052	115,641	1,257	12,004	1,741		1
COMMODITIES	242,844	51,096	21,692	39,474	4,973	18,499	41,554	110	65,445
UTILITIES	1,078								1,078
TOTAL EXPENDITURES	1,315,555	529,968	88,969	226,557	127,272	33,376	218,164	110	91,138
% of Budget	83%	96%	92%	81%	80%	66%	74%	0%	61%
REVENUE OVER(UNDER) EXP	772,045	423,153	13,461	114,617	40,579	(24,433)	151,129	190	53,349
CHANGE FROM LAST YR + ( - )									
REVENUE	91,056	75,760	(3,527)	49,881	(16,926)	(13,137)	12,406	(123)	(13,279)
EXPENDITURES	43,014	34,555	702	34,717	4,152	(7,139)	8,124	(21)	(32,077)
NET	48,042	41,205	(4,228)	15,163	(21,077)	(5,998)	4,281	(102)	18,798
% CHANGE FROM LAST YEAR									
REVENUE	5	9	(3)	17	(9)	(59)	3	-	(8)
EXPENDITURES	3	7	1	18	3	(18)	4	(16)	(26)
2016 BUDGET REVENUE	2,407,500	1,031,000	114,000	410,000	250,000	10,000	402,000	-	190,500
2016 BUDGET EXPEND	1,583,033	554,500	96,750	278,500	158,500	50,700	295,050	550	148,483
2015 REVENUE	1,996,545	877,361	105,957	291,294	184,777	22,080	356,887	423	157,766
2015 EXPENDITURES	1,272,541	495,413	88,268	191,839	123,121	40,515	210,039	131	123,215

**MT PROSPECT PARK DISTRICT  
RECPLEX**

**Revenue Recap by yr:**

2014			2015			2016				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		
Jan	55,440	55,440	Jan	59,383	59,383	Jan	53,516	53,516	'14Budget	565,500
Feb	46,731	102,171	Feb	42,677	102,060	Feb	49,059	102,575	'15Budget	569,500
Mar	47,636	149,808	Mar	50,295	152,355	Mar	54,451	157,026	'16Budget	574,000
April	38,187	187,995	April	38,332	190,687	April	39,734	196,761		
May	32,313	220,308	May	37,602	228,289	May	46,875	243,636		
June	35,884	256,192	June	37,994	266,283	June	38,214	281,850		
July	32,746	288,938	July	34,207	300,490	July	29,155	311,006		
Aug	27,701	316,639	Aug	33,789	334,279	Aug	33,703	344,708		
Sept	33,136	349,775	Sept	33,974	368,253	Sept	33,574	378,282		
Oct	35,134	384,909	Oct	31,633	399,886	Oct	0	0		
Nov	38,801	423,709	Nov	42,740	442,626	Nov	0	0		
Dec	50,297	474,006	Dec	49,145	491,771	Dec	0	0		



This Year Vs Last Two Years

**MT PROSPECT PARK DISTRICT  
RECPLEX FACILITY REVENUE REPORT  
September 2016**

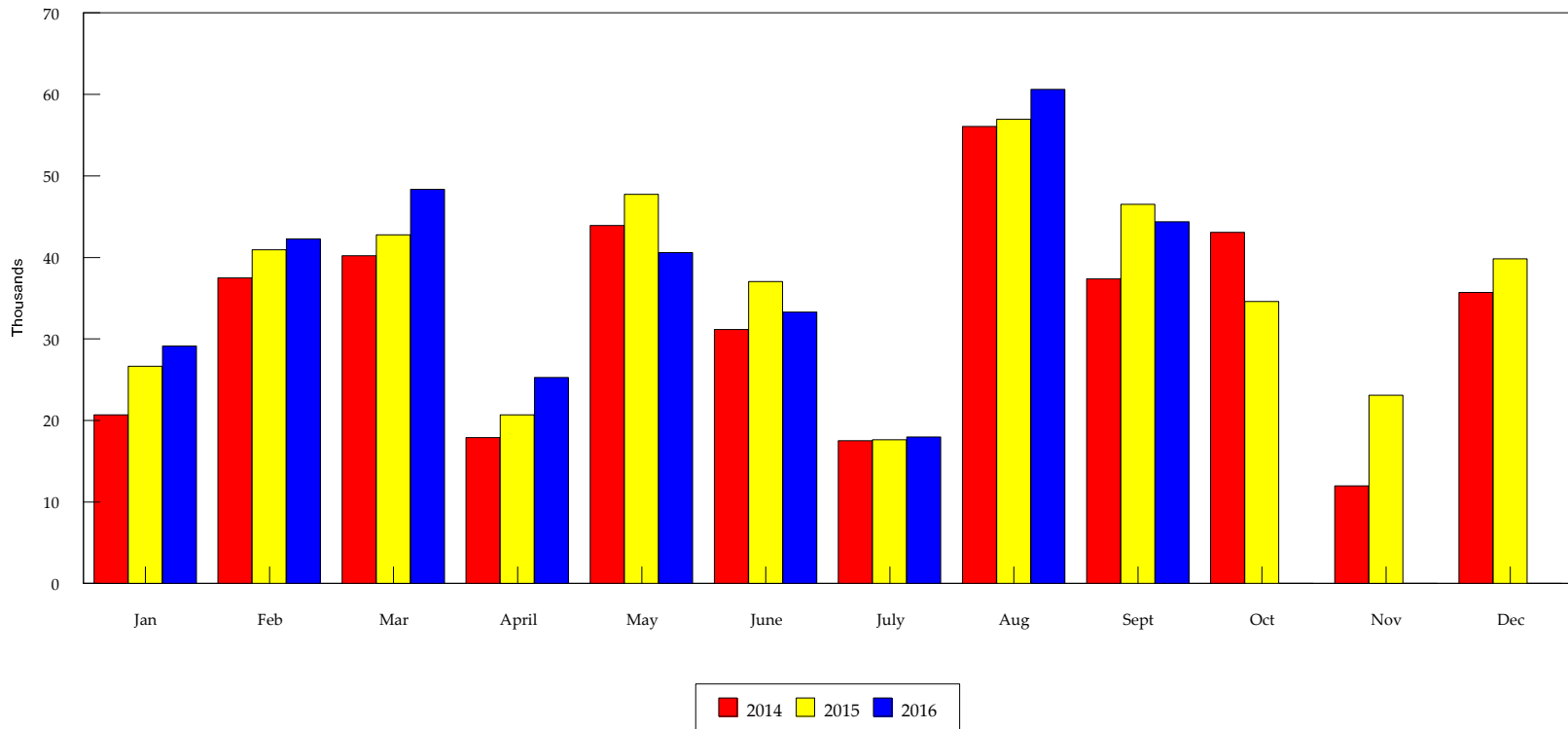
		MONTH		YEAR to DATE		Up (Down)	
		This	Last	This	Last	Change	% Change
RENTALS							
	Building Rental	3,922	2,485	43,160	36,547	6,612	18%
	Lockers	-	-	-	-	-	
	Total	3,922	2,485	43,160	36,547	6,612	18%
PASS SALES							
	All Facility	9,533	7,656	89,415	80,371	9,044	11%
	Gym & Track	3,432	3,477	33,757	34,570	(814)	-2%
	Fitness	14,139	16,707	152,410	158,279	(5,868)	-4%
	Total	27,104	27,839	275,582	273,220	2,362	1%
DAILY FEES							
	All Facility	632	405	5,928	5,819	109	2%
	Gym & Track	3,103	3,347	39,150	47,731	(8,581)	-18%
	Fitness	498	549	8,080	7,606	474	6%
	Racquetball	180	148	4,301	3,510	791	23%
	Playport	352	569	4,347	3,318	1,029	31%
	Total	4,765	5,018	61,806	67,984	(6,179)	-9%
PROGRAM FEES							
	Special Programs	-	1,043	15,205	6,462	8,744	135%
	Total	-	1,043	15,205	6,462	8,744	135%
CONCESSIONS							
	Merchandise	249	228	2,712	2,108	604	29%
	Vending	863	726	10,052	10,757	(704)	-7%
	Total	1,112	954	12,764	12,865	(100)	-1%
OTHER						-	
	Visa Charges / OvSt	(4,089)	(3,365)	(30,235)	(26,811)	(3,424)	13%
	TOTAL	32,813	33,974	378,282	370,267	8,015	2%



# MT PROSPECT PARK DISTRICT RECPLEX POOL REVENUE

## Revenue Recap by yr:

2014			2015			2016				
	Month	YTD		Month	YTD		Month	YTD		
Jan	20,707	20,707	Jan	26,632	26,632	Jan	29,132	29,132	'14Budget	408,900
Feb	37,488	58,195	Feb	40,930	67,562	Feb	42,281	71,413	'15Budget	410,900
Mar	40,199	98,394	Mar	42,765	110,327	Mar	48,349	119,762	'16Budget	431,900
April	17,886	116,280	April	20,683	131,010	April	25,294	145,056		
May	43,916	160,196	May	47,758	178,768	May	40,592	185,648		
June	31,177	191,373	June	37,031	215,799	June	33,307	218,955		
July	17,502	208,875	July	17,625	233,424	July	17,966	236,921		
Aug	56,078	264,953	Aug	56,964	290,388	Aug	60,633	297,553		
Sept	37,373	302,326	Sept	46,529	336,917	Sept	44,398	341,951		
Oct	43,085	345,411	Oct	34,593	371,510	Oct	0	0		
Nov	11,980	357,391	Nov	23,088	394,597	Nov	0	0		
Dec	35,710	393,101	Dec	39,821	434,419	Dec	0	0		



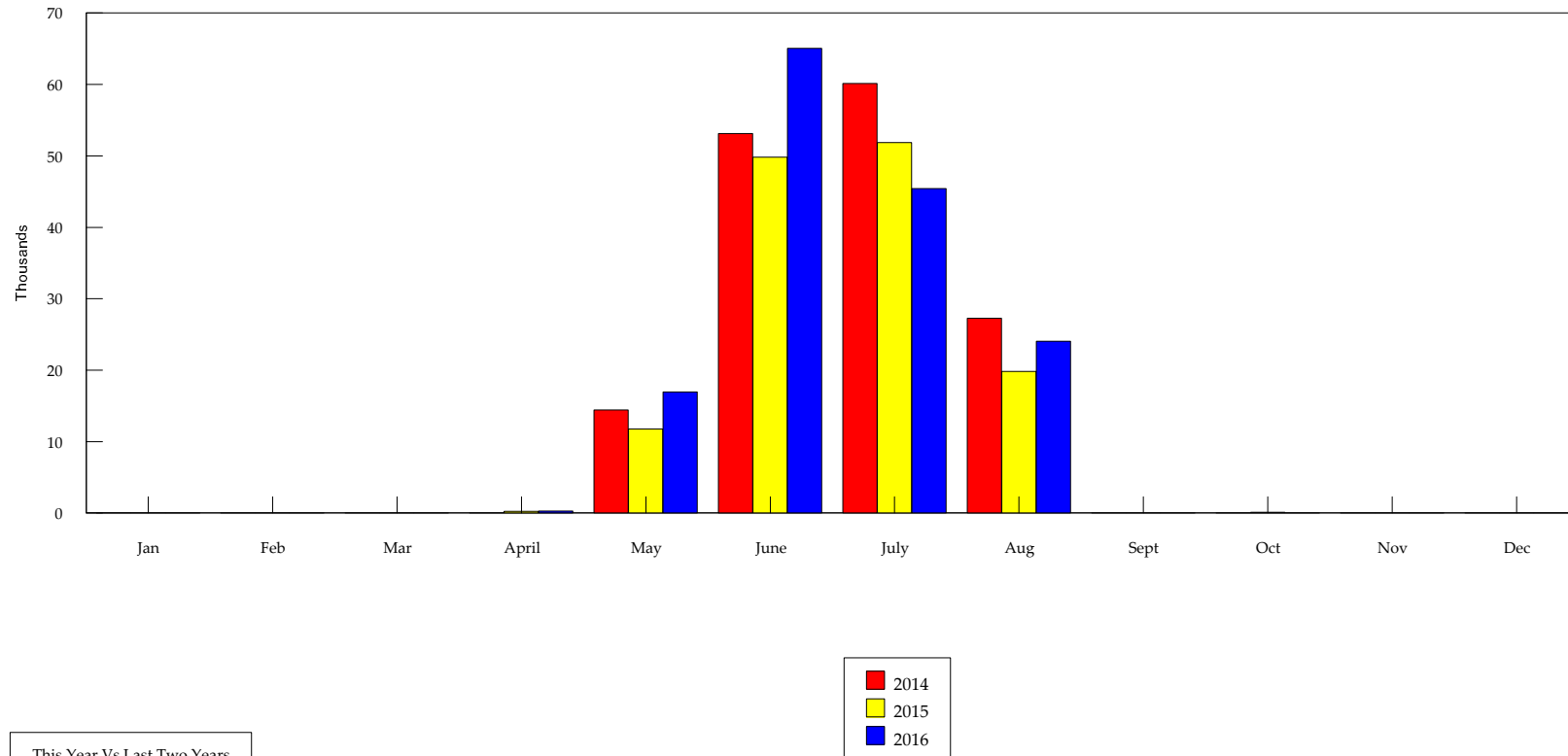
This Year Vs Last Two Years

## MOUNT PROSPECT PARK DISTRICT

## BIG SURF POOL

**Revenue Recap by yr:**

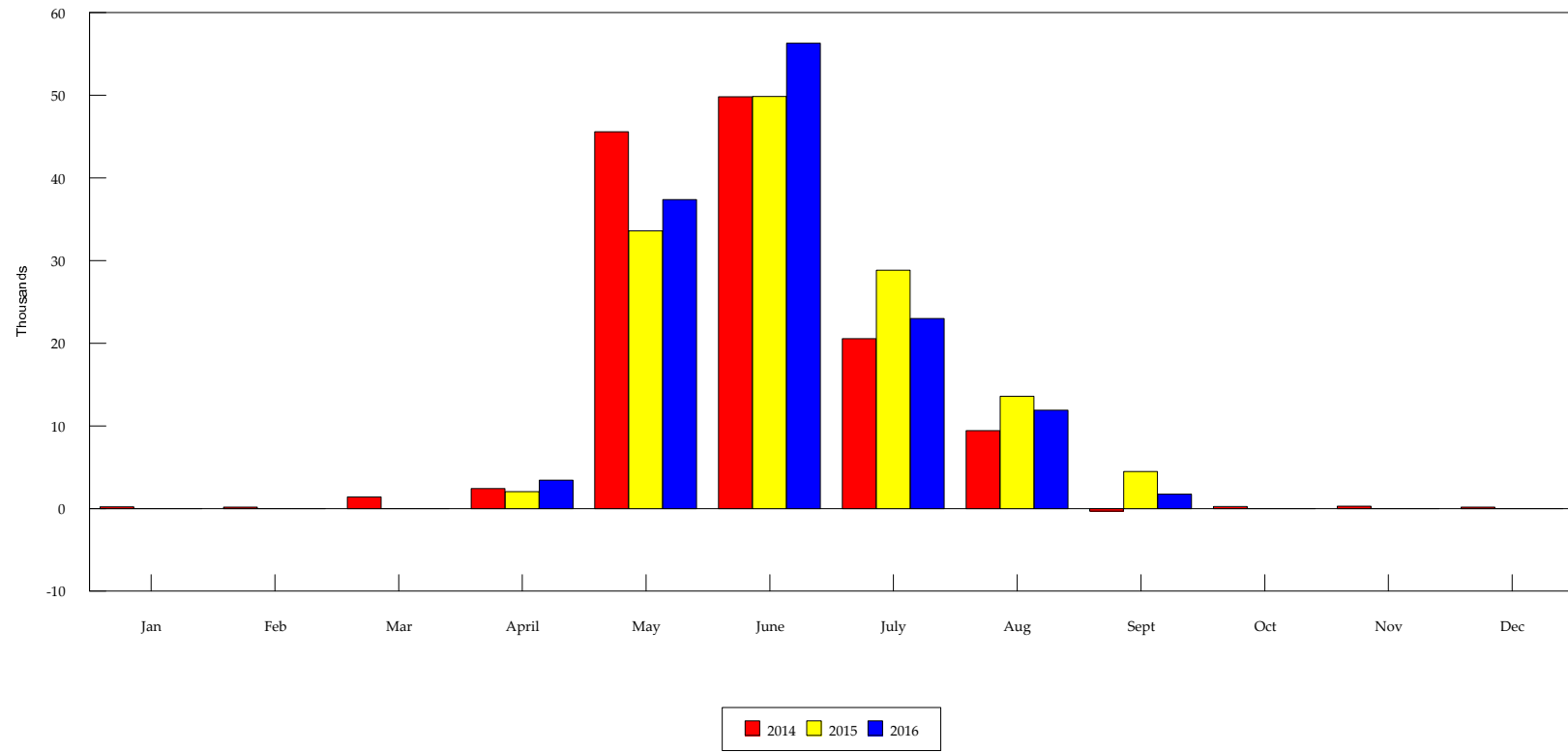
2014			2015			2016				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		
Jan	0	0	Jan	0	0	Jan	0	0	'14Budget	172,010
Feb	0	0	Feb	0	0	Feb	0	0	'15Budget	173,510
Mar	0	0	Mar	0	0	Mar	0	0	'16Budget	178,500
April	0	0	April	253	253	April	295	295		
May	23,247	23,247	May	11,791	12,044	May	16,974	17,269		
June	53,981	77,228	June	49,842	61,885	June	65,042	82,310		
July	40,515	117,744	July	51,858	113,743	July	45,412	127,722		
Aug	13,537	131,281	Aug	19,812	133,555	Aug	24,061	151,783		
Sept	2	131,283	Sept	0	133,555	Sept	0	0		
Oct	0	131,283	Oct	122	133,677	Oct	0	0		
Nov	0	131,283	Nov	0	133,677	Nov	0	0		
Dec	0	131,283	Dec	0	133,677	Dec	0	151,783		



# MT PROSPECT PARK DISTRICT MEADOWS POOL REVENUE

## Revenue Recap by yr:

2014			2015			2016				
Month	YTD		Month	YTD		Month	YTD			
Jan	200	200	Jan	0	0	Jan	0	0	'14Budget	151,400
Feb	175	375	Feb	0	0	Feb	0	0	'15Budget	153,400
Mar	1,394	1,769	Mar	0	0	Mar	0	0	'16Budget	156,400
April	2,432	4,201	April	2,049	2,049	April	3,449	3,449		
May	45,585	49,786	May	33,586	35,634	May	37,373	40,822		
June	49,819	99,605	June	49,848	85,482	June	56,318	97,140		
July	20,570	120,175	July	28,835	114,317	July	22,999	120,139		
Aug	9,420	129,594	Aug	13,587	127,904	Aug	11,912	132,050		
Sept	(312)	129,282	Sept	4,480	132,384	Sept	1,753	133,803		
Oct	250	129,532	Oct	0	0	Oct	0	133,803		
Nov	300	129,832	Nov	0	0	Nov	0	133,803		
Dec	175	130,007	Dec	0	0	Dec	0	133,803		



This Year Vs Last Two Years

**MOUNT PROSPECT PARK DISTRICT  
CONCESSIONS Department by Location  
For Nine Months Ended 9-30-16**

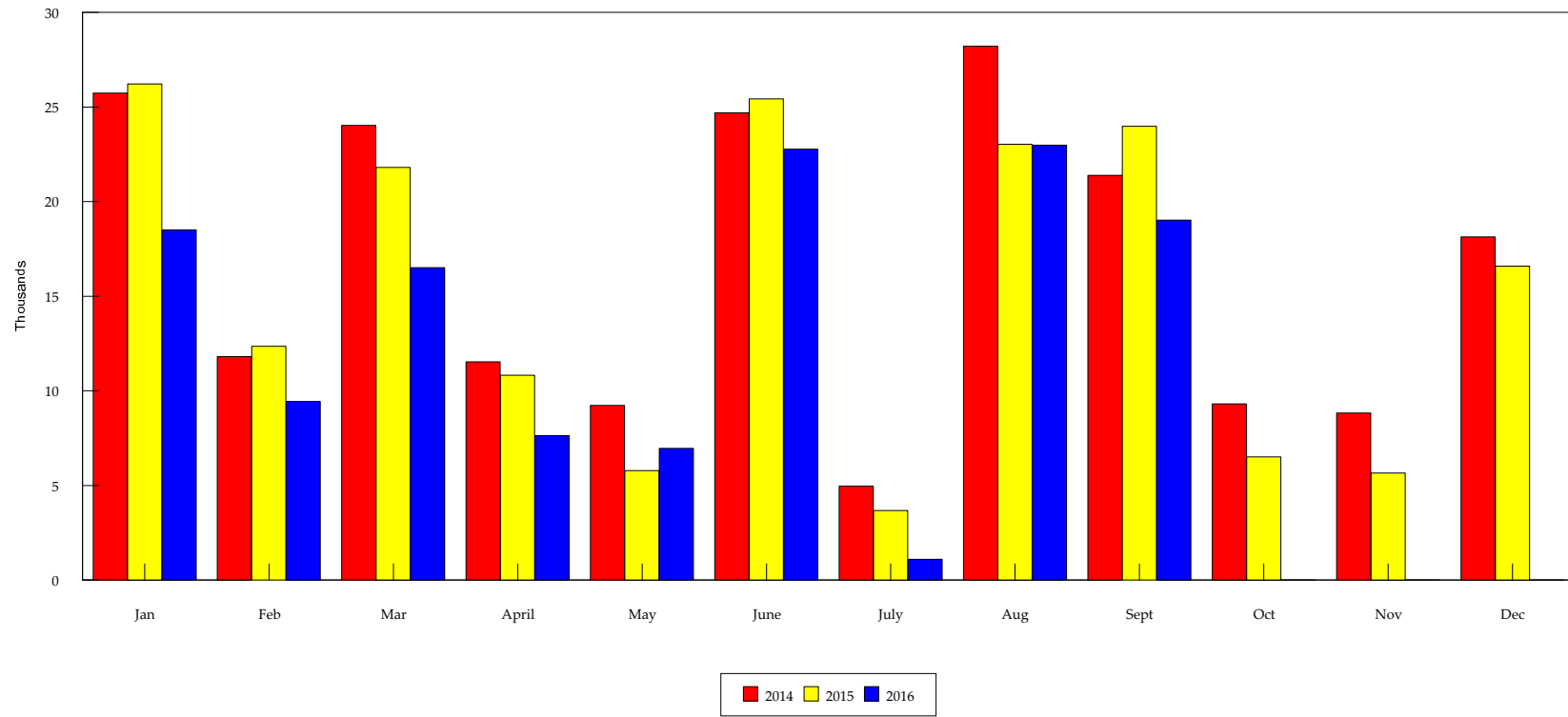
ACCOUNT NAMES	TOTALS	ADMIN	LIONS POOL	MEADOWS POOL	MEADOWS BALLFIELD	GRILL & 1/2 WAY	MELAS PARK	ATHLETIC FIELDS
REVENUES:								
PROGRAM FEES	-							
DAILY / FEES - CATERING	32,250					32,250		
VENDING INCOME	892			892				
CONCESSION SALES	83,248		41,531		21,023		9,476	11,218
OTHER	-							
TOTAL REVENUE	116,390	-	41,531	892	21,023	32,250	9,476	11,218
% of Budget	84%	n/a	77%		88%	75%	56%	
EXPENDITURES:								
FULL TIME SALARIES	4,664	4,664						
PART TIME SALARIES	29,668		13,703		5,447		10,519	
FRINGE BENEFITS	1,527	1,527						
CONTRACTUAL SERVICES	2,017	1					1,615	401
COMMODITIES	3,717		1,179	75	643	330	1,239	250
COST OF GOODS SOLD	46,911		21,411		11,180		6,537	7,782
UTILITIES	17,292					4,286	13,006	
SALES TAX/OTHER	2,245	2,245						
TOTAL EXPENDITURES	108,041	8,436	36,293	75	17,270	4,615	32,917	8,434
% of Budget	67%	55%	71%	19%	87%	57%	51%	661%
REVENUE OVER(UNDER) EXP	8,350	(8,436)	5,238	817	3,753	27,635	(23,441)	2,784
CHANGE FROM LAST YR + ( - )								
REVENUE	50,932	-	5,696	943	9,359	32,250	(1,179)	3,863
EXPENDITURES	6,030	(188)	(1,262)	(292)	5,990	1,781	1,731	(1,729)
NET	44,902	188	6,958	1,235	3,369	30,469	(2,910)	5,592
% CHANGE FROM LAST YEAR								
REVENUE	78	n/a	16		80		(11)	53
EXPENDITURES	6	(2)	(3)	(80)	53	63	6	(17)

# MT PROSPECT PARK DISTRICT CENTRAL PROGRAM REVENUE

Registration Youth Athletics

**Revenue Recap by yr:**

2014			2015			2016			'14Budget	201,500
	Month	YTD		Month	YTD		Month	YTD		
Jan	25,744	25,744	Jan	26,229	26,229	Jan	18,513	18,513	'15Budget	204,000
Feb	11,809	37,553	Feb	12,364	38,593	Feb	9,440	27,953	'16Budget	200,000
Mar	24,034	61,587	Mar	21,817	60,410	Mar	16,506	44,459		
April	11,531	73,118	April	10,834	71,244	April	7,645	52,104		
May	9,231	82,349	May	5,796	77,040	May	6,961	59,065		
June	24,693	107,042	June	25,428	102,468	June	22,781	81,846		
July	4,961	112,003	July	3,680	106,148	July	1,099	82,945		
Aug	28,213	140,216	Aug	23,040	129,188	Aug	22,987	105,932		
Sept	21,394	161,610	Sept	23,984	153,172	Sept	19,026	124,958		
Oct	9,321	170,931	Oct	6,509	159,681	Oct	0	0		
Nov	8,825	179,756	Nov	5,663	165,344	Nov	0	0		
Dec	18,142	197,898	Dec	16,589	181,933	Dec	0	0		



This Year Vs Last Year

**MOUNT PROSPECT PARK DISTRICT**  
**CENTRAL PROGRAMS Department by Function**  
**Month Ended 9-30-16**

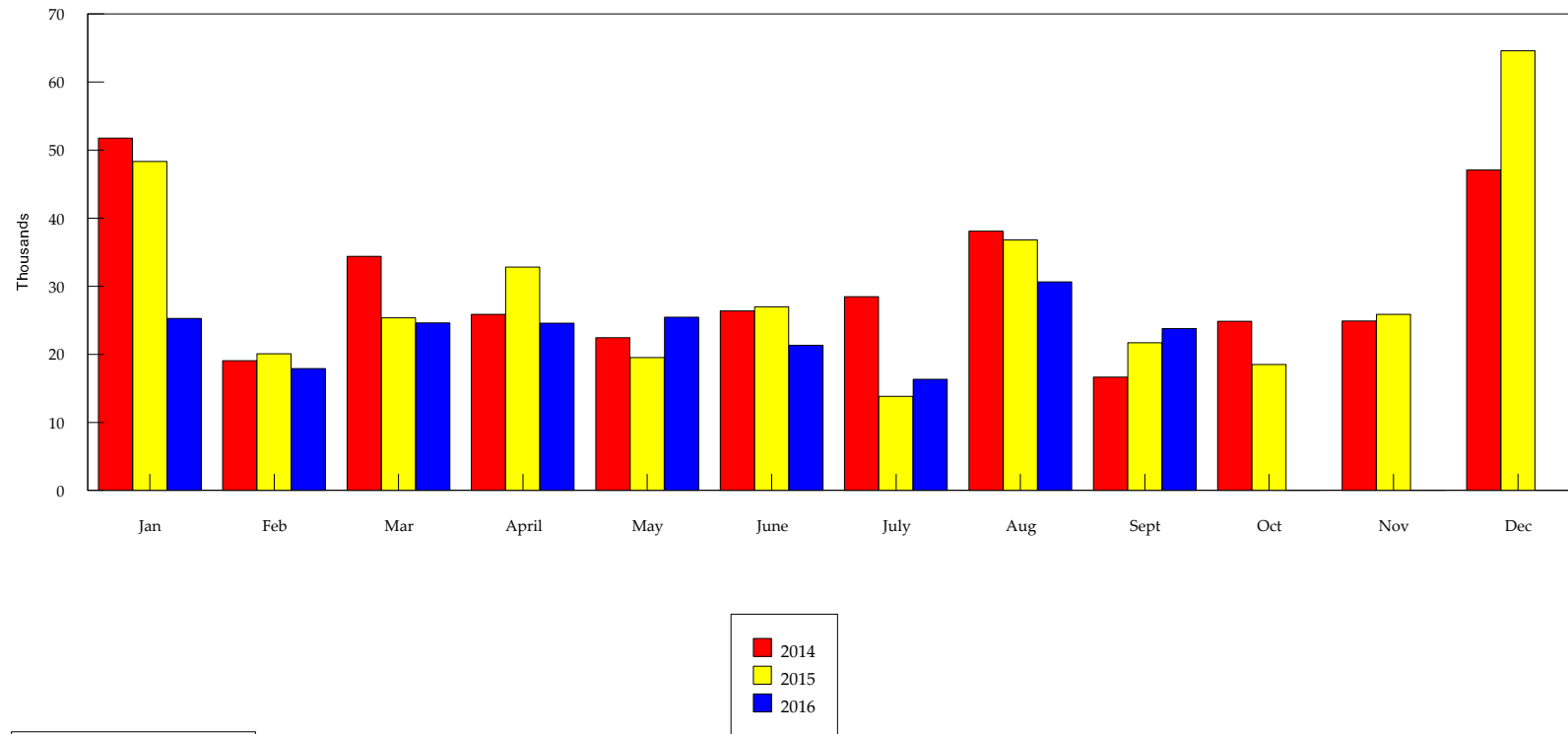
ACCOUNT NAMES	75% of Year				
	TOTALS	YOUTH CHILD CARE	ADULT <i>ATHLETICS</i>	YOUTH	ARTS
REVENUES:					
PROGRAM FEES	124,958	30,243	11,100	79,817	3,798
CHILD CARE	-				
DONATIONS	-		-		
TOTAL REVENUE	124,958	30,243	11,100	79,817	3,798
% of Budget	62%	51%	139%	64%	47%
EXPENDITURES:					
PART TIME SALARIES	23,041	18,881	4,160	-	
CONTRACTUAL SERVICES	49,764	-		46,273	3,490
COMMODITIES	606	606			
TOTAL EXPENDITURES	73,410	19,487	4,160	46,273	3,490
% of Budget	53%	57%	99%	50%	58%
REVENUE OVER(UNDER) EXP	51,548	10,756	6,940	33,544	308
CHANGE FROM LAST YR + ( - )					
REVENUE	(29,225)	(8,547)	3,300	(20,055)	(3,923)
EXPENDITURES	4,574	(1,818)	(80)	6,243	229
NET	(33,799)	(6,729)	3,380	(26,298)	(4,152)
% CHANGE FROM LAST YEAR					
REVENUE	(19)	(22)	42	(20)	(51)
EXPENDITURES	7	(9)	(2)	16	7

MT PROSPECT PARK DISTRICT  
**CENTRAL COMMUNITY CENTER**

Registration Dec 15 prev Jan

**Revenue Recap by yr:**

2014			2015			2016				
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		
Jan	51,748	51,748	Jan	48,330	48,330	Jan	25,255	25,255	'14Budget	370,000
Feb	19,083	70,831	Feb	20,103	68,433	Feb	17,914	43,169	'15Budget	385,600
Mar	34,382	105,213	Mar	25,367	93,800	Mar	24,639	67,808	'16Budget	384,100
April	25,855	131,068	April	32,836	126,636	April	24,566	92,374		
May	22,438	153,506	May	19,544	146,180	May	25,453	117,827		
June	26,385	179,891	June	26,986	173,166	June	21,322	139,149		
July	28,447	208,337	July	13,839	187,005	July	16,353	155,502		
Aug	38,086	246,423	Aug	36,808	223,813	Aug	30,650	186,152		
Sept	16,668	263,091	Sept	21,706	245,519	Sept	23,808	209,960		
Oct	24,834	287,925	Oct	18,487	264,006	Oct	0	0		
Nov	24,923	312,847	Nov	25,867	289,873	Nov	0	0		
Dec	47,070	359,918	Dec	64,583	354,455	Dec	0	0		



This Year Vs Last Two Years

**MT PROSPECT PARK DISTRICT  
CENTRAL FACILITY REVENUE REPORT  
SEPTEMBER 2016**

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Skate Rental	135	90	2,303	2,847	(544)	-19%
Building Rental	13,599	3,310	59,292	51,958	7,334	14%
	13,734	3,400	61,595	54,805	6,790	12%
PASS SALES						
Fitness	7,502	7,784	80,559	79,986	573	1%
	7,502	7,784	80,559	79,986	573	1%
DAILY FEES						
Gym Fees	222	170	2,904	3,369	(465)	-14%
Fitness Center	211	217	3,856	3,039	817	27%
Inline Rink Fees	210	180	5,067	6,570	(1,503)	-23%
	643	567	11,827	12,978	(1,151)	-9%
PROGRAM FEES						
Adult Athletic Leagues	(100)	-	2,350	15,900	(13,550)	-85%
Youth Athletic Camps		-	8,292	10,551	(2,259)	0%
Youth Athletic Prog.	830	740	9,209	15,711	(6,502)	-41%
Youth Leagues	1,830	7,825	34,445	47,510	(13,065)	-27%
Special Programs	1,169	2,706	11,340	16,673	(5,333)	-32%
	3,729	11,271	65,636	106,345	(40,709)	-38%
CONCESSIONS						
Merchandise	180	81	3,221	1,013	2,208	218%
Vending	117	330	2,629	2,923	(294)	-10%
	297	411	5,850	3,936	1,914	49%
OTHER						
Visa Charges / OvShrt	(2,097)	(1,726)	(15,506)	(10,595)	(4,911)	46%
TOTAL	23,808	21,706	209,960	247,456	(37,495)	-15%



**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT**  
**September-16**

**ACCOUNTS PAYABLE**

Suggested Motion: I move to ratify August Accounts Payable checks and EFT's  
in the amount of \$ 2,599,987.48 listed on the August Check Registers.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
9/2/2016	\$	216,268.14	185829-185888	Checks
9/9/2016	\$	141,819.87	185889-185950	Checks
9/16/2016	\$	71,086.31	185951-186030	Checks
9/23/2016	\$	416,215.79	186031-186080	Checks
9/30/2016	\$	1,754,597.37	186081-186141	Checks
<b>TOTAL AP</b>	<b>\$</b>	<b><u>2,599,987.48</u></b>	<b>Checks and EFT's</b>	

**PAYROLL**

Suggested Motion: I move to ratify August Payroll checks and Direct Deposits  
in the amount of \$ 324,768.86 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #/S</u>	
9/9/2016	\$	143,411.13	19468-19739	DD Notification
	\$	13,974.05	228472-228538	Checks
9/23/2016		151,570.83	19740-20056	DD Notification
			228539	Replacement Check
		15,812.85	228540-228610	Checks
<b>TOTAL P/R</b>	<b>\$</b>	<b><u>324,768.86</u></b>	<b>Checks and Direct Deposits</b>	

# **Mt. Prospect Park District** **Payroll Summary**

Pay Period Ending 9/4/2016  
Check Date 9/9/2016

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	11,602	339	214,520	34	18
Full Time		59			
WC		1			

Pay Period Ending 9/18/2016  
Check Date 9/23/2016

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	12,246	388	226,914	32	19
Full Time		59			
WC		1			

**Mount Prospect Park District**  
**Consolidated Revenue/Expense**  
**September 2016**

	<b>September 2016</b>	<b>YTD 2016</b>	<b>Budget 2016</b>	<b>September 2015</b>	<b>YTD 2015</b>
<b>REVENUE</b>					
10 General Fund	52,705	2,197,654	2,277,166	52,626	2,174,960
20 Recreation Fund	545,979	6,274,278	7,471,534	520,410	5,479,510
21 Paving and Lighting	1,360	71,391	73,606	1,080	67,709
23 Social Security Fund	6,851	356,368	354,320	9,344	579,600
24 Liability Insurance Fund	11,990	616,826	620,060	11,172	690,715
25 NWSRA Fund	10,881	571,124	588,849	8,640	541,672
26 IMRF Fund	15,535	792,368	803,400	9,278	575,192
27 Conservatory Fund	25,986	822,026	864,908	20,294	774,390
28 Internal Service Fund	39,621	401,825	411,725	-	382,380
30 Bond & Interest Fund	60,122	3,084,442	4,794,222	49,620	3,075,233
70 2014 Capital Project		924			
93 2013 Capital Project					
94 2014 Capital Project	1,010	18,302	5,421	1,089	33,964
95 2015 Capital Project	-	1,196		-	60,162
96 2016 Capital Project	188,000	188,000	376,000		
Total	960,040	15,396,725	18,641,211	683,554	14,435,488
<b>EXPENSE</b>					
10 General Fund	185,068	1,619,121	2,255,991	157,961	1,623,285
20 Recreation Fund	638,963	5,687,502	7,352,158	482,805	5,016,988
21 Paving and Lighting	4,073	57,669	100,000	6,667	16,140
23 Social Security Fund	33,265	360,930	31,056	345,070	314,014
24 Liability Insurance Fund	177,254	606,551	660,389	19,701	438,716
25 NWSRA Fund	55,140	436,071	1,294,456	23,375	368,827
26 IMRF Fund	61,965	549,279	736,800	87,281	504,476
27 Conservatory Fund	25,986	597,402	813,901	20,294	774,390
28 Internal Service Fund	39,785	256,474	411,725	25,686	256,413
30 Bond & Interest Fund	1,464,026	1,735,882	4,720,100	644	384,221
70 2014 Capital Project	54,683	278,023	686,555	941	239,579
93 2013 Capital Project	-	63,709	75,938	(3,893)	(637)
94 2014 Capital Project	8,882	113,434	216,730	43,294	475,834
95 2015 Capital Project	175,327	760,870	936,862		
Total	2,924,416	13,122,916	20,292,661	1,209,825	10,412,248
Total Revenue	960,040	15,396,725	18,641,211	683,554	14,435,488
Total Expense	2,924,416	13,122,916	20,292,661	1,209,825	10,412,248
Net Income/Loss	(1,964,376)	2,273,809	(1,651,450)	(526,271)	4,023,240

**MT. PROSPECT PARK DISTRICT  
PROPERTY TAX  
MONTH ENDING  
09/30/2016**

<u>Tax Yr.</u>	<u>Property Tax Jan. 1 - Dec. 31</u>	<u>Assessed Valuation</u>	<u>Rate</u>
2012	9,098,317	1,653,835,662	0.557
2013	8,762,986	1,413,453,067	0.657
2014	9,398,877	1,446,086,836	0.654
2015	9,580,252	1406791767	0.681

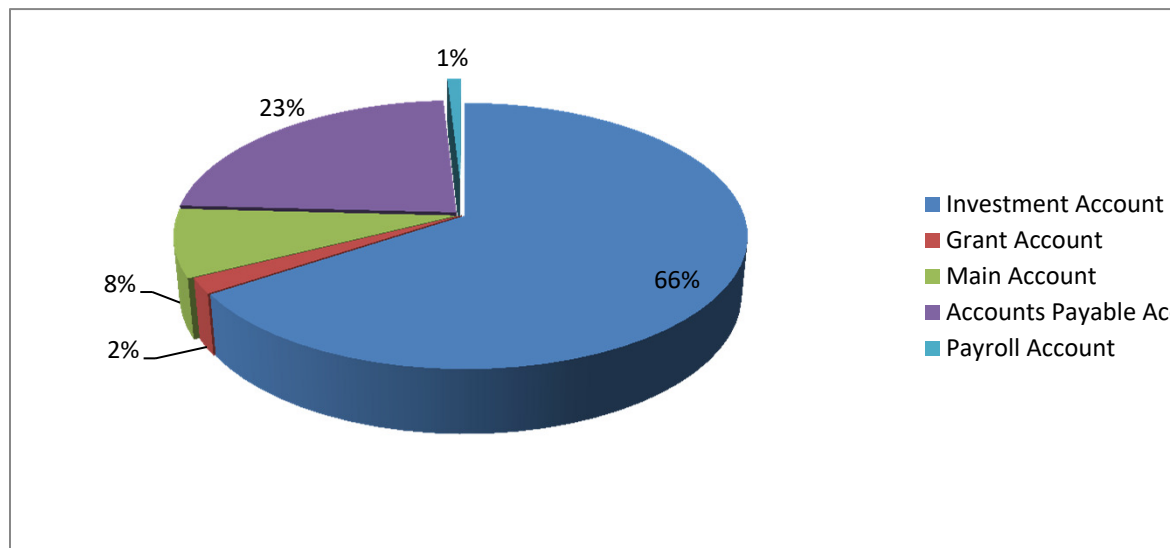
Tax Monies Received from January 1, 2016 through September 30, 2016 totals:  
\$9,589,312 (of this total, \$93,816 is Replacement Tax).

	<b>Type</b>	<b>2015 Taxes</b>	<b>2016 Taxes</b>	
January	R	23,439	22,156	
January		172,159	200,146	
February		1,421,225	1,409,747	
March	R	6,691	8,898	
March		3,206,116	3,463,090	
April	R	40,951	32,524	
April		99,399		
May	R	33,740		
May		44,904	26,136	
June		34,035	2,079	
July	R	27,718	27,833	
July		1,382,672	1,387,031	
August	R	3,736	3,240	
August		2,853,079	2,821,186	
September		152,057	185,245	
October	R	27,864		
October		5,634		
November		13,812		
December		24,216		
December	R	6,805		
<b>TOTAL</b>		<b>9,580,252</b>	<b>9,589,312</b>	<b>-</b>

**Mt. Prospect Park District**  
**Statement of Account Balances**  
**As of September 30, 2016**

**Mt. Prospect State Bank**

Accounts	Bank Balance	Interest Rate	YTD Interest
Investment Account	6,417,180.81	0.19	7,068.18
Grant Account	188,000.32	0.002	0.32
Main Account	808,486.45	n/a	
Accounts Payable Account	2,272,257.99	n/a	
Payroll Account	88,606.32	n/a	
Petty Cash	4,080.00	n/a	
<b>Total Funds</b>	<b>9,778,611.89</b>		



93 Fund

93 Fund

Mt Prospect Park District  
Capital Projects Update - FY 2016  
September 2016  
Fund 93 2013 Capital IMPR Fund

Account #	Description	Budget	September	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
813620	Drinking Fountain Upgrade	6,228		6,228	-	
	Total Rec Plex Center	6,228	-	6,228	-	
<u>Park Improvements</u>						
846700	Billings for Projects	39,219	-	39,219	-	
	Total Park Improvements	39,219	-	39,219	-	
<u>Buildings</u>						
861650	Lions Compressor Repairs	18,262	-	18,262	-	Balance in 94 Fund
	Total Buildings	18,262	-	18,262	-	
	Total Expenditure	63,709	-	63,709	-	

70 Fund

70 Fund

**Mt Prospect Park District**  
**Capital Projects Update - FY 2016**  
**September 2016**  
**Fund 70 2014 Capital IMPR Fund**

Account #	Description	Budget	September	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
811926	Rec Plex Strength Upgrades	5,300		6,619	(1,319)	
813410	Rec Plex Cardio Update	42,000		42,000	-	
813640	Rec Plex Gym Fan	17,000	2,999	2,999	14,001	
813700	Rec Plex Common Area Furniture	8,000			8,000	
	Total Rec Plex Center	72,300	2,999	51,618	20,682	
<u>Park Improvements</u>						
845016	Clearwater Playground Equipment	112,500	2,789	3512.75	108,987	
845633	Lions Bandshell Re-Leveling	30,000			30,000	
846700	Billings for Projects	24,044		24,044	-	
846735	Tree Removal/Replacement Trees	41,000	15,605	20,405	20,595	
846940	Ice Arena Equipment	16,000	5,172	18,769	(2,769)	
846950	Baseball/Softball Fence Upgrades	37,100			37,100	
849500	We Go Park Renovation	77,500	(5,369)	1,215	76,286	
849510	Com Ed Path System- Phase 2	80,000	30,543	35,587	44,413	
859520	All Parks Playground Repair Parts	5,000	2,634	3409	1,591	
849530	MSD Berm Removal	6,000			6,000	
849640	Golf Renovation - Gen Trades	30,923		12,277	18,646	
849645	Golf Renovation - Growing	2,476	310	2,208	268	
849660	Golf Renovation - Professional	5,042		-	5,042	
849705	Golf Cart GPS	38,916		38,916	-	
849710	Dara James Park	3,760		3,760	-	
849720	Einstein Park	34,096		6,629	27,467	
	Total Park Improvements	544,357	51,684	170,730	373,627	
<u>Equipment</u>						
855019	Lions Tennis Windscreen	1,500		1,353	147	
855163	Powerheart G3AED's	10,800		8,440	2,360	
856820	Phone System	1,858		-	1,858	
858215	CCC Cardio Update	34,000		32,225	1,775	
858330	Portable Sound System	6,500		2,000	4,500	
858346	Athletic Wireless Scoreboard Conv	6,500		4,761	1,739	
858580	Ice Rink Liners	1,500			1,500	
858600	Studio Tables & Chairs	4,000			4,000	
858610	Athletic Equipment Boxes	7,000		6,896	104	
	Total Equipment	73,658	-	55,675	17,983	
	Total Expenditure	690,315	54,683	278,023	412,292	

94 Fund

94 Fund

**Mt Prospect Park District  
Capital Projects Update - FY 2016  
September 2016  
Fund 94 2014 Capital IMPR Fund**

Account #	Description	Budget	September	Y-T-D Actual	Difference	Comments
<u>Rec Plex Center</u>						
812100	Large Fans Rec Plex Gym	11,510			11,510	
813630	Replace Upgrade Tv's	2,290		-	2,290	
	Total Rec Plex Center	13,800	-	-	13,800	
<u>Park Improvements</u>						
846700	Billing for Projects	13,500		13,500	-	
846735	Tree Removal & Inv Plan Phase 1	8,310	5,970	8,310	-	
847010	All Parks/Ball Mix	10,000			10,000	
849410	Walkingpath Repairs - ComEd	13,010	375	2,716	10,294	
849510	Majewski Sign Permits	8,837		-	8,837	
	Total Park Improvements	53,657	6,345	24,526	29,131	
<u>Equipment</u>						
855024	Lions Center Roller Shade	5,013		-	5,013	
855085	Argimetal Blower-MPGC	4,500			4,500	
855400	Technology Equipment & Svcs	7,978	-	3,984	3,994	
855460	Computer System	11,002	875	7,877	3,125	
856820	Phone System	4,448	-	4,448	-	
857250	Grounds Equipment Repairs	11,775	775	1,794	9,981	
858330	Portable Sound System	4,597		-	4,597	
858362	GC Launch Monitor	8,000	-	7,046	954	
	Total Equipment	57,313	1,650	25,149	32,164	
<u>Buildings</u>						
861650	Lions Compressor Repairs	17,238	887	4,973	12,265	Balance in 93 Fund
862420	Studio Parking Lot Repair	15,074		455	14,619	
863154	FPC Pond Erosion Control	10,000			10,000	
865900	HVAC Repairs			6,340		
	Total Buildings	42,312	887	11,768	36,884	
<u>Pools</u>						
880900	Big Surf Consulting	30,000		35,500	(5,500)	
882100	Recplex Pool Pak	24,250		16,491	7,759	
	Total Pools	54,250	-	51,991	2,259	
	Total Expenditure	221,332	8,882	113,434	114,238	



95 Fund

95 Fund

**Mt Prospect Park District  
Capital Projects Update - FY 2016  
September 2016  
Fund 95 2015 Capital IMPR Fund**

Account #	Description	Budget	September	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	65,050	70,362	(2,362)	
845154	Friendship/Meadow Parking Lot	21,800		22,106	(306)	
846700	Billing for Projects	334,962	39,621	325,062	9,900	
849600	GC Opening Marketing/Promotions	12,000	-	11,885	115	
849705	Golf Cart GPS Lease	39,000		33,933	5,067	
	Total Park Improvements	475,762	104,671	463,348	12,414	
<u>Equipment</u>						
855062	Garbage Compactor Truck	100,000	7,839	98,534	1,467	
855400	Software/Computer Network	62,600	3,182	48,233	14,367	
856850	Green Mowers	37,500		38,889	(1,389)	
858500	Stake Side Truck w Lift Gate	36,000	36,000	36,000	-	
858570	Custodial Maintenance Equip	8,500		2,834	5,666	
858590	Tor Diesel Z Turn Mower	21,000	18,658	18,658	2,342	
	Total Equipment	265,600	65,679	243,148	22,452	
<u>Buildings</u>						
861770	CCC Parking Lot	130,500	4,815	8,775	121,725	
862140	CCC Fence Replacement	6,500		6,147	353	
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		4,424	1,576	
862320	Golf Course Furniture/Fixtures	5,000		4,226	774	
862330	GC Security Camera System	3,000	162	2,861	139	
862360	Colf Clubhouse Carpet	25,000		25,372	(372)	
865460	MSD Mens Restroom Partitions	2,500		2,569	(69)	
	Total Buildings	187,500	4,977	54,374	133,126	
	Total Expenditure	936,862	175,327	760,870	175,992	

## **MT. PROSPECT PARKS FOUNDATION REPORT**

### **October 2016**

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#### **Parks Foundation**

The Parks Foundation Board met on Wednesday, October 5 to discuss the year-end events and the direction of the Foundation into 2017 – the Foundation's 20<sup>th</sup> Anniversary year.

Details were discussed for the Saturday, November 19 Cabaret Night held at Friendship Park Conservatory. The evenings' profits benefit the annual Parks Foundation Scholarship Program. The August event brought in over \$1500 which is equivalent to one annual scholarship. Over 93 guests enjoyed the August event.

November's entertainer, Peter Oprisko, is Chicago-based and referred to as the American Michael Buble. He performs over 300 dates a year and features the music of Tony Bennett, Natalie Cole, Frank Sinatra, Henry Mancini, Michael Feinstein and their contemporaries. Peter's exciting, engaging and interactive presentation preserves and promotes the rich musical legacies of America's foremost singers. In his career, he has opened for the Buckinghams, Howard Levy and the Beach Boys.



Cabaret Night tickets are available beginning October 15. Tickets are \$15 each and \$20 at the door and includes tasty appetizers and sweet treats. Cash bar. Doors open at 7 pm with entertainment beginning at 7:30.

The Parks Foundation will purchase and serve a continental breakfast for Mount Prospect veterans on Veteran's Day – Friday, November 11. Board members will be available to answer questions regarding the purchase of memorial bricks at the annual ceremony at Lions Recreation Center.

Board members will also "meet and greet" the public on Saturday, December 3 at the Holiday Open House between 11 and 3 at the Friendship Park Conservatory.

## **MT. PROSPECT PARKS FOUNDATION REPORT**

### **October 2016**

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The tree campaign is underway as the Foundation allocated funds to purchase and replace 33 trees for district parks. The Foundation will have a presence at all 2017 district events and attempt to raise more funds to replace another quantity of trees. A mobile display will be ready for the February Mardi Gras.

The campaign will focus on efforts to “collect change to make a change” to the landscape of our parks. This beautiful bowl, hand-painted by Studio instructor, Susan Churchill, will serve as the centerpiece of the display and an appropriate holder for the donated funds. More to come on this worthwhile project!

Eight memorial bricks have been purchased since August 1 2016 and will be engraved in the next few weeks with a commitment of no later than Veteran’s Day.

## **Executive Director Monthly Report**

### **Greg Kuhs • October 2016**

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#### **Village of Mount Prospect – Proposed Tax Incremental Finance District (TIF)**

The Village of Mount Prospect is proposing the establishment of a new TIF district for portions of the downtown area of the Village. A map indicating the TIF district boundaries is included with your packet along with some information and FAQ's about the proposed TIF district.

The village also worked with a consultant to develop a TIF Eligibility Study and Redevelopment Plan which they have shared with the park district. Lee Howard has reviewed the TIF Eligibility Study and believes the effect on the district's finances should be minimal. This is about the reduction in EAV experienced for the 2015 levy year, which was net of 7,811,684 of new growth. The way this year's levy is planned, GAI forecasts the district will experience .75% increase in dollars, as shown in the board materials. The rate limited funds could experience some reduction from this development, which would be NWSRA (well-funded) Paving & Lighting, and Conservatory, but not enough to alter district finances.

#### **Community Survey**

Staff is in the process of completing some research on the development of a Request for Proposal (RFP) for completing a community survey. We hope to have additional information to share with the Board at the November meeting.

#### **Government Finance Officers Association (GFOA) – Certificate of Achievement for Excellence in Financial Reporting**

Per the letter on page 57 of this packet, the park district has again received a Certificate of Achievement from the GFOA for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) for FY 2015. This Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. The park district has received this award for many years, and special thanks are due to Lee Howard and GAI for their work in preparing our CAFR and achieving this award.

#### **Upcoming Meeting Reminders (thru end of 2016)**

- Special Meeting - Wednesday, November 16 - 6pm @ CCC (followed by Regular Meeting @ 7pm.**
  - Special Meeting for FY 2017 Budget presentation, review & discussion
- Regular Meeting -Wednesday, December 14 - 7pm @ CCC.**

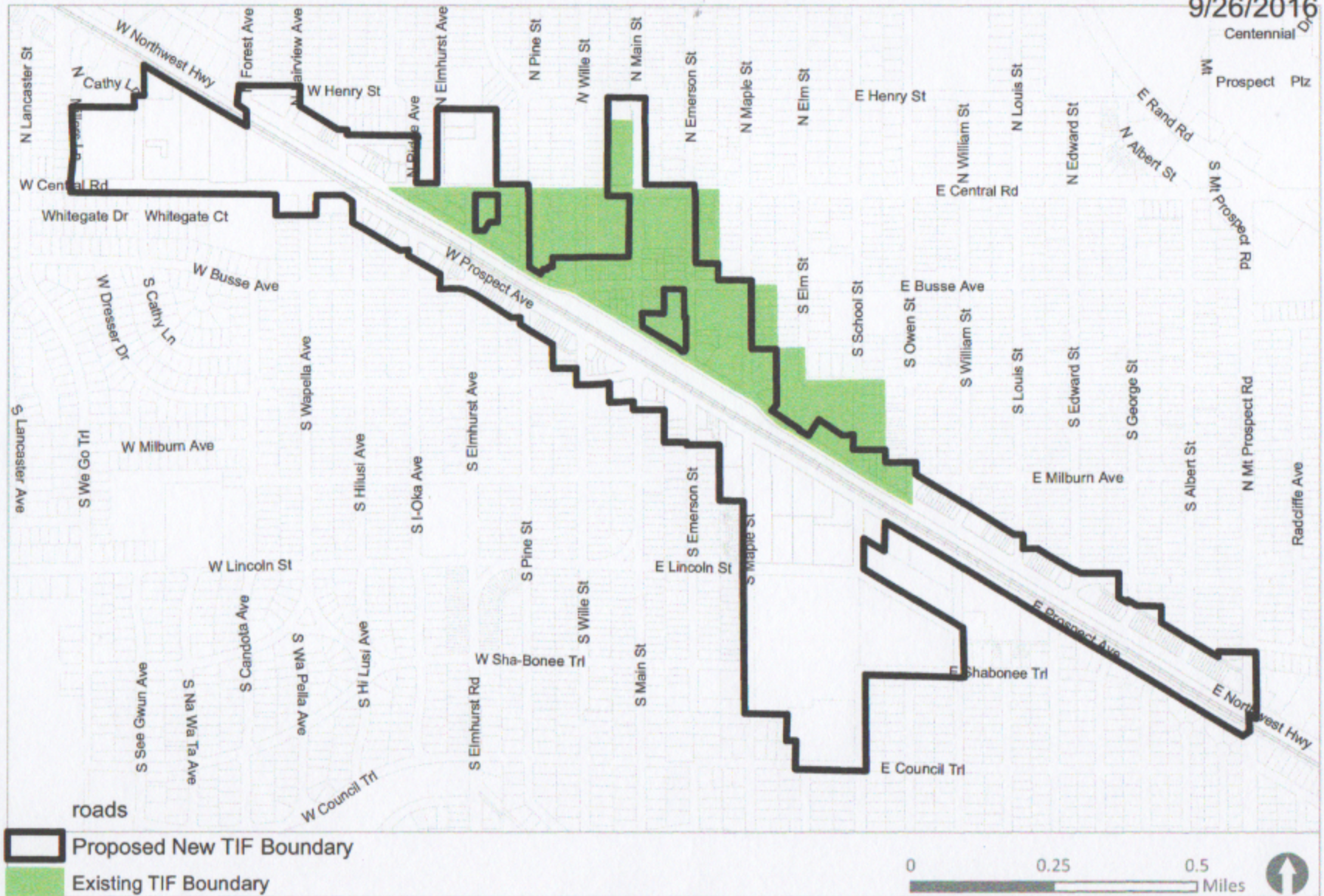
#### **Director out of Office**

I will be taking some vacation time starting Thursday, October 20 and returning to the office on Monday, October 31. If you need to contact me please call Teri Wirkus and she can get in touch with me.



# Mt. Prospect - Existing Downtown TIF & Proposed New TIF Boundary

**DRAFT**  
9/26/2016





## Conceptual Prospect and Main TIF FAQ

October 12, 2016

The Village of Mount Prospect has prioritized the vibrancy of the downtown district in the Strategic Plan. Earlier this year the Village retained S.B. Friedman Development Advisors to evaluate key metrics in the downtown related to age of structures, obsolescence, vacancy and values. The Prospect and Main TIF Eligibility Report and Redevelopment plan can be viewed at [www.mountprospect.org/ProspectAndMainTIF](http://www.mountprospect.org/ProspectAndMainTIF). The report confirms that the proposed redevelopment project area (RPA) does qualify under the TIF Act as a conservation area. After receiving the report, Village staff has been meeting with our partner units of local government in Mount Prospect to determine whether the TIF could be a source of funds to assist in infrastructure and other improvements. The approach being analyzed is an early retirement of TIF 1 and a return of all value to impacted taxing districts. A new TIF boundary could be approved in January 2017 including properties that have not yet seen reinvestment. A map contrasting the two boundaries is attached. This TIF inquiry is a work in progress and the Village will ensure a transparent review process throughout all stages. Here are a few frequently asked questions related to the conceptual Prospect and Main TIF:

### 1) *Why does the Village need another TIF downtown?*

While TIF 1 has helped spur the addition of more than 450 new residential units and 40,000 square feet of new retail space in the downtown over the past two decades, key potential redevelopment sites have not yet redeveloped, such as the “Small Triangle”, Central Plaza, the southwest corner of Main Street and Evergreen Avenue and the Parenti-Raffaelli properties.

The Village’s 2013 Downtown Plan calls for more mixed-use, transit-oriented development in the downtown area, on both sides of the Metra tracks. Many, if not all, of those redevelopment opportunities may need TIF assistance to be financially feasible. Further, the plan notes that “TIF is one of the few funding mechanisms available to local governments and has proven to be very effective in spurring redevelopment and public improvements within communities.” To the extent that the Village wants to continue to pursue the goals outlined in the 2013 Downtown Plan, the TIF tool should be available to use on a project-by-project basis.

In addition, the Village has initiated discussions with School District 57 and the Mount Prospect Park District to identify ways that the new TIF could assist them with paying for infrastructure and operational/programming improvements on their properties located within the proposed TIF district.

### 2) *Concern for Schools and Park Districts: TIF diverts increases in property taxes within the TIF district away from taxing bodies such as schools for a period of 23 years. This means schools will be deprived of the natural market increases on equalized assessed valuation (EAV), funds that schools need to operate effectively.*

Tax Increment Financing (“TIF”) benefits school districts by increasing the value of properties within a TIF district through redevelopment and reinvestment that would otherwise not occur due to market conditions. A TIF district does not deprive schools of funds to operate. As tax-capped taxing bodies, school districts will continue to receive their full annual budget levy

amount with or without a TIF district in place. The creation of a TIF district has no bearing on school districts' abilities to meet their annual budget obligations, and strengthens school districts' long term financial stability by encouraging and undertaking redevelopment of underperforming properties that will pay more in property taxes after redevelopment.

For example, within the existing TIF district, the Village encouraged and assisted in the development of over \$18,000,000 in new property value growth through high quality projects such as the Clocktower Condominiums, Residences at Village Centre, Lofts and Shops at Village Centre, the Emerson and Founders Row. As explained below, this new property value growth will be available to the school districts to levy against going forward.

*3) TIF 1 did enough and the Village should now leave the downtown area alone and let the market take care of redevelopment.*

The total Equalized Assessed Valuation ("EAV") of property in the proposed TIF district has declined during the last five years, while the EAV in the rest of the Village has either grown or not declined as fast in most years:

	Year-to-Year Period				
	2010 to 2011	2011 to 2012	2012 to 2013	2013 to 2014	2014 to 2015
Prospect & Main RPA	-13.60%	-8.60%	-8.40%	-0.50%	-4.90%
Decline in EAV	YES	YES	YES	YES	YES
Village EAV less RPA Parcels	-10.80%	-6.50%	-13.50%	2.00%	-2.50%
RPA Parcels Growth Less than Village	YES	YES	NO	YES	YES
Consumer Price Index (CPI) [1]	2.70%	1.50%	1.10%	1.70%	-0.30%
RPA Parcels Growth Less than CPI	YES	YES	YES	YES	YES

Given this history, which shows that the property in the proposed TIF district is lagging behind the Village with regard to its EAV growth, should the Village elect to do nothing, and these trends continue, the tax burden on the rest of the Village will increase as the tax base in the proposed TIF district continues to stagnate relative to the rest of the Village.

It should be noted that the Village will be releasing all properties that have been redeveloped in the current TIF district back to all of the other taxing bodies on December 31, 2016, meaning that \$18 million of new growth will be available to the other taxing bodies to add to their levies. These properties have increased in value by over six (6) times their original EAVs, while the remainder of the current TIF district has stagnated, demonstrating the benefit of how a TIF investment can have a significant positive impact on the community and the other taxing bodies.

*4) The Village is going to use the new downtown TIF to give away tax dollars to developers.*

The step under consideration now is to create the TIF district. Subsequently, assuming the TIF district is approved by the Village Board, should a development project come forward and

request Village TIF assistance it would be subject to scrutiny by Village staff, experts, the Village Board, an annual audit, and the annual meeting of the TIF district's Joint Review Board, comprised of representatives from the taxing bodies. The Village only intends to provide the release of TIF funds to a development project if the project will (1) support key policy goals of the Downtown Plan AND (2) the project will not go forward without TIF assistance.

5) *The TIF will create new residential developments that will add students to our Schools.*

The Redevelopment Plan for the proposed TIF district does include higher density multi-family residential to be constructed to benefit the overall downtown area. These developments have not historically created service demands from new students. The TIF Act provides a compensation formula for the school districts based on actual student demand to ensure that funds are allocated if new students are created.

If you would like additional information or have questions or concerns, please contact Village Manager Mike Cassidy at [mcassady@mountprospect.org](mailto:mcassady@mountprospect.org). You can also be included on the TIF Interested Parties Registration by clicking on the attached link [www.mountprospect.org/TIFInterestedPartiesRegistration](http://www.mountprospect.org/TIFInterestedPartiesRegistration).





Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

October 7, 2016

Lee J. Howard  
Financial Advisor  
Mount Prospect Park District  
1000 W. Central Ave.  
Mount Prospect IL 60056

Dear Mr. Howard:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended December 31, 2015, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. As the designated individual we have enclosed your AFRA.

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will find a certificate enclosed with these results followed by a plaque in about 10 weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by June 30, 2017.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith ([dsmith@gfoa.org](mailto:dsmith@gfoa.org) or (312) 578-5454).

Sincerely,  
Government Finance Officers Association

A handwritten signature in black ink, reading "Stephen J. Gauthier". The signature is written in a cursive, flowing style.

Stephen J. Gauthier, Director  
Technical Services Center

SJG/ds

## **Parks & Planning Monthly Report**

### **Jim Jarog • October 2016**

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#### **We-Go / Clearwater Playground Renovations**

Concrete curbs and ramps have been installed at both locations. The play equipment installation at Clearwater Playground is substantially complete. The We-Go play equipment was just delivered last week and is still in the process of being installed. Staff has reviewed the most recent construction schedule update from the contractor. There are two factors that may alter the substantial completion date of the project. The Village did not issue the permit by the originally scheduled start date. This delayed the project start date by approximately one week. The other factor to take into consideration is that there have been several rain days since the start of construction where the contractor could not work due to unfavorable site conditions. Once we are closer to the original completion date of 10.28.16 staff will review allowable rain days and adjust the substantial completion date under the terms of our contract. At this time we are still hopeful that both playgrounds will be substantially complete by October 28<sup>th</sup>, 2016.

#### **Vermeer BC1400 Chipper**

At the September 2016 board meeting staff notified the board that our Vermeer BC1400 chipper had caught fire and was heavily damaged along with the #16 towing vehicle it was attached to. Our risk agency (MRMA) was contacted and given all necessary report documents and claim information. A vehicle and equipment claims adjuster was sent out to survey the damage of both the towing vehicle and chipper. Although the towing vehicle sustained minor damage (\$1,000-\$1,500) the chipper was a total loss and cannot be repaired. The Park District will be receiving a settlement check from MRMA for approximately \$23,000. The cost of a new chipper with similar options in today's market will run in the neighborhood of \$60,000 to \$65,000. The District would like to use the funds from the settlement along with additional capital funds to purchase a slightly used model. Staff estimates this will be in the neighborhood of \$40,000 to \$45,000. We will be asking the Board to authorize the Executive Director the authority to increase his purchasing limit up to and not to exceed a onetime purchase of \$45,000. This will be necessary to allow staff to act quickly to secure the appropriate replacement chipper when one comes on the market. Details of the purchase would then be shared with the Board at a future meeting.



## ***Parks & Planning Monthly Report***

### ***Jim Jarog • October 2016***

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#### **Einstein Park Phase II**

Staff will be meeting with Ratio Architects over the next few weeks to discuss project design development and to review our schedule for phase II of the Einstein Park project. As of right now we are hoping to develop plans and specifications during the months of November through December of 2016. We would then move forward to permit review through the necessary agencies from January through mid-February of 2017. This will be followed by bidding and board approval sometime around March-April of 2017. Project construction would commence shortly thereafter with anticipated project completion around July of 2017. Once staff has had a chance to meet with our consultants we will be able to provide a better representation of actual project target dates.

#### **Department Updates**

##### **Grounds Department**

- Prepped Clearwater Park for fishing derby. Trimmed trees, laid out lines, installed tent.
- Prepped Lions Band Shell for 9/11 memorial Ceremony.
- Provided Maintenance support for MSD tournament. Mowed, installed tents, trash removal, and dragged fields daily.
- Poured new concrete on north side of Melas concession stand.
- Removed two Ash trees (EAB) at Sunrise Park. The 2016 Parks Foundation reforestation tree plantings are scheduled to be installed by October- November 2016.
- Prepped Lions Park for Fall Fest event. Set-up, take-down, trash removal, transportation of equipment for event.
- Continuing to clean landscape beds and spray athletic fields for 2017 season.

##### **Buildings Department**

- Performed preventative maintenance at all facilities.
- Checked CCC RTU's for leaks. Trying to find permanent solution to problem.
- Installed and adjusted security cameras at Mt. Prospect Golf Club.
- Performed repairs to exterior athletic, path, and parking lot lighting at several locations.
- Continuing the process of shutting down outdoor pools and facilities in preparation for winter.
- In the process of checking storm sewer system at Lions Rec Center. System has been backing up over the last few months.

## ***Parks & Planning Monthly Report***

### ***Jim Jarog • October 2016***

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#### **Fleet Services**

- Perform daily PM and maintenance on Golf Course grounds equipment.
- Staff performed safety inspections on truck numbers 2, 6, 7,11,18,26,27,30,32 and 37.
- Took delivery of new truck # 15 and prepared replaced vehicle for dealer trade in.
- Installed new rear tires on truck # 32 and front tires on # 23.
- Started rebuilding reels for GC Mower Toro 3100.
- Removed and repaired hydraulic cooler on Toro 580 D parks mower.
- Completed recall work on Buses #1 and # 2.
- Sharpened all blades on Park rotary mowers.

#### **Miscellaneous**

- As of October 10, 2016 there have been approximately 610 internal work order requests submitted to the Parks and Planning Division for completion.



WeGo Playground-10.13.16



Clearwater Playground-10.13.16





## ***Golf Operations Monthly Report Brett Barcel • September 2016***

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### **Fall Rates**

Fall rates went in effect the first week of October. We try to target the rate changes for when the weather turns cool. The fall price change affects all golf fees and cart rates and is in effect for the rest of the season. The fee changes represent a value of about 25% off regular season prices and is consistent with area prices. Late October and November marks the winding down portion of the year for the golf course. The amount of business we do day-to-day is extremely dependent on the weather.

### **On Course**

Fall cultural projects are almost complete. We have finished aerifying, overseeding, topdressing greens and tees, slicing fairways and fertilizing. Most of the day-to-day maintenance operations now are mowing and mulching leaves. We are sodding a lot of problem areas and will be addressing the overflow area on hole 15 soon. We are waiting for later in the year when our water levels are down and play is at a minimum.

### **Events**

We hosted the boys high school golf regionals on October 4<sup>th</sup>. Both boys and girls Prospect teams moved on to their sectionals on Oct. 10th, where the girls team finished third and the boys team finished fourth. The girls team will now go on to the state finals next week, and three individual Prospect boys players will also be moving on. We wish them all good luck and many birdies.

The last formal club event of the year is the Hardest Day of Golf with a 10:00 am shotgun start on Saturday, October 29th. The course will be set-up longer, tighter and faster than ever before, with some more than questionable pin positions. Players will vie for bragging rights with a scramble event and closest to pin prizes. The event is followed by a pig roast and is sold out for the fifteenth straight year.

### **Sales and Budget**

YTD through Oct. 9th we are at \$1.38m in sales, \$122,000 more than 2013, our last full season of sales. We are on track to surpass our single season sales volume record of \$1.46m which we achieved in 2012. September sales volume was very strong with better conditions compared to a very hot and wet August. We are submitting our budget numbers for next season reflecting this change in sales volume. So far, expenses have also remained consistent with previous years levels. Attached is a report of revenue and rounds played totals with comparisons to previous years.

<b>Mt. Prospect Golf Course Revenue Numbers</b>
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<b>Through 10/09/16</b>	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2016</u></b>	<b>2013</b>	<b>2012</b>
Pass Sales	\$239,492	\$246,666	\$247,838	\$207,863	246,060	246,701
Green Fees	603,695	716,122	637,778	716,184	684,163	775,602
Carts	202,071	270,339	237,815	255,077	253,175	293,161
Merchandise	31,321	47,452	39,204	42,571	42,694	52,141
Lockers/Handicap/Becker/League Fees/Club Rnt	34,427	37,843	42,922	36,656	38,057	38,843
Range	15,835	19,720	18,160	72,597	18,905	20,870
Lessons	37,851	40,745	35,462	50,487	37,573	40,757
	<b>\$1,164,692</b>	<b>\$1,378,887</b>	<b>\$1,259,179</b>	<b>\$1,381,435</b>	<b>1,320,627</b>	<b>1,468,075</b>
<b>2016 compared to previous yrs.</b>	\$216,743	\$2,548	\$122,256			

<b><u>Through April 2016 compared to April 2013</u></b>	<b>2013</b>	<b>2016</b>
Pass Sales:	\$232,545	\$198,118
Golf, Cart & Other:	116,000	130,200
<u>Range</u>	<u>2,330</u>	<u>8,940</u>
Total:	\$350,875	\$337,258

<b><u>Through May 2016 compared to May 2013</u></b>	<b>2013</b>	<b>2016</b>
Pass Sales:	\$244,350	\$206,459
Golf, Cart & Other	264,800	300,300
<u>Range</u>	<u>5,530</u>	<u>20,821</u>
Total:	\$514,680	\$527,580

<b><u>Through June 2016 compared to June 2013</u></b>	<b>2013</b>	<b>2016</b>
Pass Sales:	\$245,950	\$208,549
Golf, Cart & Other:	414,600	472,551
Range:	9,350	35,319
<u>Lessons</u>	<u>30,579</u>	<u>38,581</u>
Total:	\$700,479	\$755,000

<b><u>Through July 2016 compared to July 2013</u></b>	<b>2013</b>	<b>2016</b>
Pass Sales	\$247,632	\$208,103
Green Fees	393,719	463,550
Carts	149,467	163,495



<b>Mt. Prospect Golf Course Revenue Numbers</b>
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Merchandise	26,371	26,544
Misc.	27,113	29,986
Range	12,585	48,804
<u>Lessons</u>	<u>32,531</u>	<u>43,968</u>
Total:	\$889,418	\$984,450

<b><u>Through August 2016 compared to August 2013</u></b>	<b>2013</b>	<b>2016</b>
Pass Sales	\$247,837	\$208,268
Green Fees	522,212	581,811
Carts	196,517	206,435
Merchandise	30,392	33,622
Misc.	33,303	32,551
Range	15,795	61,092
<u>Lessons</u>	<u>34,913</u>	<u>46,687</u>
Total:	\$1,080,969	\$1,170,466

<b><u>Through September 2016 compared to September 2013</u></b>	<b>2013</b>	<b>2016</b>
Pass Sales	\$247,838	\$207,863
Green Fees	620,471	689,960
Carts	232,196	245,774
Merchandise	38,086	40,275
Misc.	36,305	33,948
Range	17,765	70,074
<u>Lessons</u>	<u>35,449</u>	<u>47,987</u>
Total:	\$1,228,110	\$1,335,881

<b><u>Golf Rounds Comparison - Through 10/9/2016</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2016</u></b>
Resident	6,272	7,199	6,357	5,451
Partner Resident	456	483	347	412
Non-Resident	15,466	19,370	17,505	19,038
<u>Unlimited Pass</u>	<u>8,730</u>	<u>9,866</u>	<u>8,455</u>	<u>4,734</u>
Total	30,924	36,918	32,664	29,635
\$ per round	\$34.55	\$34.55	\$35.39	\$42.97

## ***Recreation Department Monthly Report***

### ***Brian Taylor • October 2016***

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#### **Aquatics**

**Facilities** - Both outdoor pools have been cleaned, packed up and put to bed for the winter. As we roll into the indoor season, RecPlex Pool is back into the swing of fall programming and the start to the indoor swim season.

**LTS Swim Lessons** - Fall session 1 enrollment is at 573 participants. The first session has been very successful with a lot of positive feedback from parents. Fall session 2 numbers are currently at 165 however, we expect those numbers to go up as we move closer to the beginning of Fall session 2 in late October.

**Specialty classes** - The fall specialty classes, Diving Progression and Drills and Endurance, wrapped up during the first weekend in October. Total enrollment for specialty classes was 78. These classes are up 53 participants from 2015. Specialty classes are scheduled to continue in winter 2017.

**Aqua fitness** - New for 2017 will be swipe card classes for Aquafitness. Fees have been set and work is underway to prepare our participants for the winter changes. Staff is excited to announce that we will be adding a new format to the Aquafitness line-up with the addition of a Pilates Gentle Movement class.

**Swim Team** - Staff is happy to report that the Swim Team has reached an enrollment of 106 swimmers. With the high school girls season ending in late October we plan for those numbers to increase. Coaches are in place and ready for a busy season. High school swimmers will be utilized again this season as Jr. Coaches to ensure the quality of the program.

#### **Athletics**

**Adult Fall Softball** - Our Adult Fall Softball League is going well. We have increased this year's participation from 6 to 14 teams this fall. The best news is we have 9 totally new teams playing in Mt. Prospect, which is extremely encouraging if we can keep them for the upcoming summer leagues. Leagues will end in the next few weeks at Majewski.

**Adult Fall Basketball** - The adult fall basketball league is down teams this year with 17 teams participating as compared to 24 teams in '15. The leagues are going well. We have acquired new teams that have not played in our leagues.

**Adult Fall Volleyball** - This fall increased the number of teams from 8 to 10. Again as with our other adult leagues, we have 4 brand new teams. We were even able to create a team using our free agent list through Teamsideline. This has been a great tool to put teams into leagues that may have an odd number of teams.

**Youth Baseball and Softball Leagues** - We are still in the early planning stages for the youth baseball and girls softball leagues. We will host advisory meetings on October 18<sup>th</sup> to lay out all of the planned dates for everything from advisory meetings, coaches meetings, equipment pick up, all the way through the all-star games. We are excited for the upcoming baseball season as we hope to continue the momentum from last season with baseball numbers leveling out instead of dropping as the baseball numbers have done the last 4-5 seasons. Hopefully a little magic from the Cubs can help create interest for the program as kids see all the excitement in October.

## **Recreation Department Monthly Report**

### **Brian Taylor • October 2016**

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**Prospect Gives Back Day** - On Saturday, October 1<sup>st</sup>, Prospect High School offered a free basketball clinic. The park district helped by marketing the free clinic to our basketball participants as well as providing the gym space at RecPlex to host the clinic. We had over 80 3<sup>rd</sup> - 8<sup>th</sup> grade boys and girls attend the clinic. Varsity players from PHS had a great time teaching the game they love while giving back to the community. This was a win-win situation for both parties. I am very glad to see PHS getting more involved with park district athletics. We opened the door last February as the baseball team helped conduct our player evaluations for the youth baseball program. We will continue to work closely with PHS to benefit our youth athletic leagues.

**Fall Baseball and Softball League** - Girls Softball finished up last weekend just before the rain wiped out the fields. Boys Rookies, Minors, and Majors will finish up this weekend with the Pros playing their final games next weekend at Lions Park West. The season has gone great, aside from several rain outs. Games were rescheduled to accommodate families to the best of our ability. Medals will be dispersed by coaches this weekend. Total participation numbers ended at 273 with the numbers for the last 5 years as follows: 2015 - 254, 2014 - 274, 2013 - 297, 2012 - 283, and 2011 - 216.

**Fall Boys and Girls Outdoor Soccer** - The 2016 Fall Soccer season saw its highest participation numbers since 2009. We currently stand at 483 players, passing last year's total by 54. Our Outdoor Youth Soccer Leagues continue to bring the surrounding communities and park districts together for recreation. River Trails, Elk Grove, and Wheeling Park District all remain strong partners in our leagues and round out our 5<sup>th</sup>-8<sup>th</sup> grade divisions. The ongoing partnership with Prospect High School allows our 5<sup>th</sup>-8<sup>th</sup> grade divisions the opportunity to play on a true state of the art turf field. River Trail Park District's Woodland Trails Park is also utilized, along with Sunrise Park for K-4<sup>th</sup> grades.

**House League Basketball** - Around this time last season, registration sat at a meager 121. Today, we find ourselves a bit ahead of that at a solid 231. Our late fee deadline is set for Tuesday, October 11<sup>th</sup>, giving families the opportunity to use this weekend and all of Monday's Columbus Day to enroll before the late fee is enforced. Persistent marketing comes in the form of mass emails through our Team Sideline database, flyer distribution to schools in the form of electronic newsletters and postings, and internally reaching participants of current youth leagues. By finishing last season with 815 basketball players, we have set quite the bar for the 2016-2017 season.

**Pre Hockey Classes** - Classes are off and running with 10 children currently enrolled in the class. Many of the children this session are ready to join our house teams and are being recruited to join. Right now, classes are small enough to only need half a sheet of ice. In the next session, and looking forward to winter, I see the popularity and enrollment for the class taking off and a full sheet will be required. We are excited to say that we will be participating in USA Hockey's Try Hockey for Free Day on Nov 12th, as well as the 'Minor Hawks' pre hockey class starting in January. This spring we will also provide the "Little Blackhawks" program to get interest in our hockey programs for the future. Both programs are excellent opportunities to bring new interested players into our program.

## **Recreation Department Monthly Report**

### **Brian Taylor • October 2016**

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**Ice Hockey House League Hockey** - House leagues have started and teams have begun practicing. October will see each team play a 4 game exhibition/seeding round schedule, after which teams across the league will be reseeded and placed in appropriate divisions. Regular season games will start in November and that schedule will take teams all the way through the end of the season in March. We have one team at each age division (Mite, Squirt, and Pee wee). Each team has between 7-10 players on their roster. This is slightly lower than the ideal number of players we would like to have on each team, but we are constantly searching for kids to recruit and I am confident that those roster sizes will grow by the start of the regular season in November. We have been reaching out to schools and football programs in the area to try and help get the word out about the teams and have been offering free trial practices to anyone who thinks they might be interested in playing organized hockey this Fall/Winter. As expected, parents have stepped up and volunteered to be bench coaches for their child's team. There is a certification process that all coaches/volunteers need to complete before 12/31. I am assisting the new parents with this process.

**Learn to Skate** - Learn to Skate classes are off to a great start. We have 28 participants enrolled in our Wednesday classes and Sunday classes are so large, 93 participants, that we had to create a second time slot in order to keep student/teacher ratios somewhat in check. Overall that brings our total number of skaters for the initial session to 121 skaters. Everyone is still adjusting to life inside the new building. Now that families have had a few weeks of classes under their belts, the flow of traffic has gotten much smoother. Another great sign for the overall program is we are seeing a good mix of boys and girls in learn-to-skate, which bodes well for kids flowing into pre hockey and eventually our leagues in the near future. We have a great foundation for our program and are optimistic that this will grow the overall skating program for years to come.

**Public Skate** - Public Skate has started, the turnout for our first session was not the groundbreaking numbers we saw at the open houses, it is still a little early for the larger crowds that we expect closer to November. The good news that can be taken from the light turnout this past week is that many of the 25 skaters we had were brand new to the rink and were not enrolled in any classes or leagues. The fact that the outside public is also making their way into the building is a good sign for future class registrations and public skating sessions.

**Youth Winter Leagues at CCC** - While the message is out about our newly developed Youth Futsal Leagues, we will continue marketing in several ways. Information is currently posted to our website, and also in our brochure. We have just finished a flyer with the Marketing Department which will be sent out to our Team Sideline database, as well as our local school districts. New this year, we are offering 2 types of youth leagues. We are holding a competitive league (geared towards travel clubs to participate) and a recreational league (geared toward the house league players). League games will be played at CCC on the inline rink along with the gym as needed.

### **Programming & Special Events**

**Preschool** - September brought new and returning preschoolers into our facilities to celebrate 50 years of educating the community. The preschool program has been changing this past month with students coming and going. There were 28 students that have dropped from our preschool program since April 2016 due to moving, excepted in special needs or district programs, the child was not ready or for no specific reason. When students drop out it takes a great amount of work - changing

## ***Recreation Department Monthly Report***

### ***Brian Taylor • October 2016***

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rosters, cubbies, billing, paperwork, etc. A majority of the openings have been filled and we are still going strong with 180 participants in the preschool program. If history repeats itself there will be a small influx of registration in November when the winter brochure is delivered. The preschool teachers are excited about the implementation of the new Handwriting Without Tears program. This program gives the teachers an opportunity to work on the development of handwriting in small groups. The teacher's guide has various teaching strategies to allow teachers to work with the individual at their skill level. Our Preschool Family Welcome Night was held on September 14<sup>th</sup> with 150 people in attendance. The theme for the evening was Happy 50th Birthday Mt. Prospect Preschool Program. The participants enjoyed cake, popcorn, dancing, crafts, pinning candles on the birthday cake, and everyone made birthday crowns to take home.

**Before & After School Programming** - Currently we have 29 Kindergartners enrolled in both the AM & PM KinderKlub program. The combination of our KinderKlub and Trekkers program (19 students), makes the morning and afternoon program a success. Kids Klub has been moving full steam ahead. Our staff has been able to accommodate everyone on the waitlist from Devonshire and Robert Frost. The only school that has a wait list is John Jay due to the park district providing the transportation. We have reached out to District 59 to see if there's a way for the school district to assist with transportation. Current enrollment for Kids Klub is 203 participants.

**The Art Studio** has been busy with classes for our children ages 3 and up, our adult classes, and making crafts for the Fall Fest, held on October 1<sup>st</sup>. New tables for the front of the Art Studio and chairs for the children's side were delivered 9/30 to replace the really old equipment we had there. We now have a few ADA compliant tables to accommodate wheelchairs when needed. We have a super busy holiday season planned.

**Performing Arts – Dance, Theatre, Guitar, Voice, KOS** - Fall dance season is underway. We spend the first 4 weeks enrolling, transferring, and making sure everyone is in the right class. We settle down in October and start planning recital themes, costumes, and all that is necessary to perform our wonderful weekends of recitals. Our Dance Troupes performed at the Randhurst Street Fest and were featured in the marketing literature going out. Great publicity for our program. Kids on Stage is diligently preparing for their non-musical performance of the 'Wizard of Oz' in November. Guitar and Voice lessons are both going strong and both have new and returning students. Sing, Sing, Sing, Choir!, our children's choir, is back for fall and they having such fun learning new songs and preparing to perform at the various park district events.

**Mt. Prospect Community Band** is hard at work practicing for the October 30<sup>th</sup> fall concert at Trinity United Methodist Church at 3:30pm.

**Special Events - Fabulous Fall Fest.** We had several new amenities that were offered and we did have a break in the weather to allow the children to go outside to have fun on all the attractions. Overall, the day was a success and with 405 children coming through they had a blast. Cultural Arts and the Art Studio provided another fun-filled event for the dads and daughters in town at our Daddy/Daughter Date Night themed Under the Sea Ball. We decorated, provided 3 crafts from the Art Studio, trivia, a prize wheel, a DJ, dinner, dessert, goody bags, and raffle prizes. We even had a special guest, Ariel, join us for photos with the girls and dancing! She was a huge hit!



## **Recreation Department Monthly Report**

### **Brian Taylor • October 2016**

**Fitness** membership revenue continues to trend at 7% monthly, with fitness membership being the most popular of the three membership offerings. We expect this to continue to increase as the colder months approach. **Fitness Program** purchases are currently at the same amount purchased as 2015, with a slight increase in revenue.

### **Facilities**



Fall, the loveliest time of year, has arrived at **Friendship Park Conservatory**. FPC rentals continue to be very full with events of all kinds booked through the end of the year. Highlights of the last month included 4 weddings, 2 bridal showers, 1 baby shower, 1 memorial service, 1 corporate event and 2 wedding photo reservations. We even squeezed in several of our usual groups: U

of I Master Gardeners, Garden Club of Mt. Prospect, and the Northshore Iris and Daylily Society.

**Programming** - The Conservatory is working with the 8<sup>th</sup> grade students of Friendship Junior High School to provide a hands-on greenhouse experience that compliments their science curriculum. The first visit included a tour of the greenhouse along with a discussion on how the greenhouse environment parallels the biosphere of the earth. Nearly 20 plant lovers enjoyed our **Fabulous Fall Potting Fun** class, where they combined assorted fall favorites to create a seasonal planter for their home. **Greenhouse News** - The majority of our mums have been planted throughout the park district, and the remaining mums will be planted as soon as they come into flower. The courtyard also has a fall feel to it with beautiful fall grasses, ornamental kale, pumpkins and gourds. The atrium will also be transformed using colorful mums. The poinsettia crop is progressing nicely and has 2 months to color up for the holiday season.

## **Community Relations & Marketing Monthly Report** **Ruth Yueill • October 2016**

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### **Community**

Community Relations and Marketing was proud to coordinate the park district's contribution to the Randhurst Centennial Fire Hydrant Contest. As one of eleven community partners asked to participate, the studio art team took the creative challenge and designed a neighborhood park with children at play, butterflies, kite flying and a rainbow. Our hydrant sits proudly in front of the Bed, Bath & Beyond store. Judging for favorite design begins October 15<sup>th</sup>. In early 2017, the Centennial Commission will open another round of hydrants for painting. District plans include the decorating of the Studio hydrant as well as several located at our major facilities and within several parks. More to come...



CR & M was onsite for the Lemons of Love 5k race on Sunday, October 2. The race route has been generously offered to the organizers for two years now and several staff members were on hand to facilitate the needs of the event which drew over 300 runners. Race organizers offered their gracious thanks to the park district for all of the onsite support.

Friday, November 11, marks another important community event with the Veteran's Day Ceremony at Lions Recreation Center. The park district is proud to facilitate the needs of the VFW and American Legion organizers. Recreation and CR & M will provide stage décor, staff to assist guests, continental breakfast, sound technician services and more. This moving ceremony defines our role as a true community partner in our desire to enhance the event in any way necessary. An ad will be placed in the Journal's annual Veterans Salute special section of the weekly newspaper.

### **Events/Sponsorship**

Despite the rain, another successful Fall Fest is complete. This event is truly a Mount Prospect tradition as the number of paid guests was not far off the totals from 2015. Rain or shine, this young ones (7 and under) with parents AND grandparents in tow; love this event!

A comprehensive marketing plan was developed to tie all elements of the event together early in the planning/marketing process. The event poster (by brochure designer, Katie Gleason) became the focus of the entire marketing campaign. Graphic designer, Julie Reilly, broke the design into pieces which were utilized in several marketing pieces including Facebook and constant contact email promotion, facility banners, press releases and more. CR & M has been watching the



## ***Community Relations & Marketing Monthly Report Ruth Yueill • October 2016***

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re-emergence of the once popular print edition of the Oaklee's Guide. CR & M purchased a digital ad for \$100 on the Oaklee's online version where the Fall Fest was featured as a premiere event – one of the Friday Fun Five. The investment resulted in a feature on the Oaklee's Facebook page and an email blast to Oaklee's 7500 email subscribers.

A print ad (featuring components of the original brochure design) was placed in the Fall Activity Guide of the Daily Herald. This insert is one of the most popular of the year.

Sponsors played an active role in the Fall Fest as game hosts with table representation. Innate Chiropractics, Green/White, Nutphrees Bakery, NorthShore Healthsystems and Kernel Seasons popcorn were all on site running their own games which included give-a-ways for our guests. Other sponsors including Culvers, McDonalds, Outback Restaurant and Mr. Beef and Pizza all donated coupons for the treat bags.

The integration of sponsors as active participants in our annual events strengthens our community connections, cuts staff event costs and allows the sponsor to engage the public one on one. This is a win-win situation and will continue to be developed in 2017.





## **Community Relations & Marketing Monthly Report**

### **Ruth Yueill • October 2016**

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#### **Advertising**

- The Golf Edition of Inside the Park is in the final stage of production. Brett Barcel and the CR & M team will preview the week of October 24.
- Winter brochure is in its second round of production. Books will be delivered to residents on the week of November 28.
- CR & M is contacting other park districts for information on Community Surveys. Results will be presented to Executive Director, Greg Kuhs

#### **Graphic Design**

##### **Posters/Flyers:**

- Spooky Skate (poster)
- Community Band Fall Concert (poster)
- Youth Basketball Leagues (flyer)
- Youth Competitive & Recreational Futsal Leagues (flyer)
- Ice Programming Leagues & Classes for fall (flyer)

##### **Website:**

- Web Promotions:
  - Art Studio Paint Passes
  - Public Ice Skating Days & Times
  - Fall Band Concert
  - Halloween Happenings at The Art Studio
  - Youth Basketball Leagues
  - Fall Kids Classes at FPC
- Other Web maintenance/updates/uploads:
  - Weekly Open Gym Schedules for RecPlex posted
  - Park District Commissioner 2017 Election Information posted
  - School's Out Trip information & permission slips posted

##### **Other Design Projects:**

- Fabulous Fall Fest Facebook Cover Page Image
- Mount Prospect Chamber of Commerce Guide Ad (7.5" x 4.875", color)
- Fabulous Fall Fest Yard Signs (24" v 18") – 10 ordered, double-sided
- Sponsor Yard Signs (24" v 18") – 1 ordered, single-sided
- Gift Card Artwork (general, golf)
- Corrections on 1<sup>st</sup> proof of winter brochure

## **Administration & Human Resources Monthly Report**

### **Barry Kurcz • October 2016**

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#### **Paylocity Implementation**

Mt. Prospect Park District is partnering with Paylocity in order to improve our payroll processing efficiency and servicing effective January 1, 2017. The first of two steps in the delivery of Web Pay is complete. The district and employee data is loaded and available for our review. We have received our access and administrative rights to Paylocity's Web Pay portal.

We have started our review of 807 pages of data in order to validate that it was correctly loaded into Web Pay. Our initial review of the data and the implementation reports are vital to the successful transition to Paylocity's service. Once corrections are identified and completed, we can then complete the second step of running reports and creating test batches of payroll. The implementation process is on schedule.

#### **Employee Walking Challenge 2016**

Walking Challenge ended September 30<sup>th</sup>. The four teams combined for a total of 13,161,351 steps since August 1<sup>st</sup> which equates to each of the 20 participants averaging 10,788 steps per day!

#### **Flu Shots**

18 participants took advantage of Flu Shots offered at CCC on Monday, October 3<sup>rd</sup>. MPPD partnered with Walgreens to take advantage of their "**Get a Shot, Give a Shot**" program. For every MPPD employee that received a flu shot, Walgreens donates an immunization to a child in a developing country.

#### **Employee Wellness Screenings**

MPPD once again partnered with CHC Wellness to offer onsite wellness screenings to our insurance-eligible employees, spouses and covered dependents(18+ yrs.old). 34 participants completed their Biometric Wellness screenings at Rec Plex on Thursday, October 13<sup>th</sup>. This was a significant increase from the 21 participants last year.

#### **Staff Changes**

None