



# **MT. PROSPECT PARK DISTRICT**

**1000 W. CENTRAL ROAD**

**MOUNT PROSPECT, ILLINOIS 60056**

## **MT. PROSPECT BOARD OF PARK COMMISSIONERS REGULAR MEETING SCHEDULE 2019**

The Regular Board Meetings are held at Central Community Center, at  
1000 W. Central Road in the Boardroom in Mount Prospect, Illinois at 7:00 p.m.

January 23, 2019

February 13, 2019

March 20, 2019

April 24, 2019

May 22, 2019

June 26, 2019

**July 24, 2019**

August 21, 2019

September 25, 2019

October 23, 2019

November 13, 2019

December 18, 2019

Approved: 11-14-18

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## **REGULAR BOARD MEETING**

**July 24, 2019**

### **AGENDA**

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

### **REGULAR BOARD MEETING**

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

FROM: STEVE KURKA, PRESIDENT

DATE: July 19, 2019

RE: REGULAR PARK BOARD MEETING  
July 24, 2019 - 7:00 P.M.  
CENTRAL COMMUNITY CENTER  
1000 W. CENTRAL, MOUNT PROSPECT, IL

### **AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **PLEDGE OF ALLEGIANCE**

#### **CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA**

#### **APPROVAL OF AGENDA**

#### **APPROVAL OF CONSENT AGENDA**

All items identified may be considered routine by the Board of Commissioners and be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from the Consent Agenda and approved under its normal sequence on the regular meeting agenda.

- \*Approval Of Minutes: Regular Board Meeting: June 26, 2019
- \*Appointment of Jim Jarog as Primary Representative and Nick Troy as Alternate Representative to NWSRA
- \*Appointment of Jim Jarog as Primary Representative and Mary Kiaupa as Alternate Representative to MRMA
- \*Ratification Of Accounts Payable June 2019
- \*Ratification Of Payroll June 2019

**\*APPROVAL OF MINUTES REGULAR BOARD MEETING: JUNE 26, 2019**  
**(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**

#### **PUBLIC COMMENT**

PARKS FOUNDATION

Presentation of Scholarship Recipients

\*APPROVAL ITEMS

- A. \*Appointment of Jim Jarog as Primary Representative and Nick Troy as Alternate Representative to NWSRA  
**(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**
- B. \*Appointment of Jim Jarog as Primary Representative and Mary Kiaupa as Alternate Representative to MRMA  
**(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**
- C. Acceptance of the Comprehensive Annual Financial Report - FY 2018

FINANCIAL ADVISOR'S REPORT

\*RATIFICATION OF ACCOUNTS PAYABLE JUNE 2019

**(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**

\*RATIFICATION OF PAYROLL JUNE 2019

**(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**

EXECUTIVE REPORT

PUBLIC COMMENT

COMMENTS/MATTERS FROM COMMISSIONERS

CLOSED SESSION

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

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

Approval of Minutes, Reviewed in Closed Session

Approval of Release of Closed Session Minutes, If any

ADJOURNMENT



# CONSENT AGENDA

July 24, 2019

## Statement by the Chair:

All items identified on the consent agenda may be considered routine by the Board of Commissioners and may be enacted by one motion. **\*There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from the Consent Agenda and remain for consideration under their normal sequence on the regular meeting agenda.**

## Tonight's Consent Agenda is as follows:

- A. Approval of Minutes: Regular Board Meeting: June 26, 2019
- B. Appointment of Jim Jarog as Primary Representative and Nick Troy as Alternate Representative to NWSRA
- C. Appointment of Jim Jarog as Primary Representative and Mary Kiaupa as Alternate Representative to MRMA
- D. Ratification of Accounts Payable June 2019 in the Amount of \$588,200.31
- E. Ratification of Payroll June 2019 in the Amount of \$432,717.72

## SUGGESTED MOTION

**-Chair requests a motion to approve the Consent Agenda**

**-Move: "I move to approve the Consent Agenda".**

**-Second**

**-Roll Call vote (Call the Roll on the pending motion)**

\*Prior to asking for the vote to be taken any Commissioner may request the removal of any Consent Agenda item(s). e.g., "I'd like to request the removal of item A. from the Consent Agenda". Any such item will be automatically removed without further discussion or action.

Unapproved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, June 26, 2019 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  
Lisa Tenuta  
Bill Starr  
Bill Klicka  
Tim Doherty  
Ray Massie  
Mike Murphy

Administrative Staff:

Jim Jarog, Executive Director  
Brett Barcel, Director of Golf Operations  
George Giese, Superintendent of Business & IT Services  
Ruth Yueill, Director of Community Relations and Marketing  
Teri Wirkus, Executive Compliance Officer  
Mary Kiaupa, Human Resource & Risk Manager  
Scott Elman, Director of Parks & Planning  
Nick Troy, Director of Recreation

Professionals:

Lee Howard, Financial Advisor GAI  
Brad O'Sullivan, GAI  
Tom Hoffman, District Attorney

Staff:

Toria Smith  
Chris Scheidhauer  
Debra Cromie  
Ann Zimmerman

**CHANGES OR ADDITIONS TO AGENDA**

None

**APPROVAL OF AGENDA**

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

**APPROVAL OF CONSENT AGENDA**

Commissioner Massie motioned to approve the consent agenda as amended; seconded by Commissioner Murphy.

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

Motion passed.

**APPROVAL OF MINUTES**

Commissioner Klicka motioned to approve the minutes as amended from the Regular Meeting on May 22, 2019; seconded by Commissioner Massie

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

Motion passed.

**Public Comment**

None

**ADOPTION ITEMS**

- A. Ordinance No. 769-AN ORDINANCE PROVIDING FOR THE GRANTING OF CERTAIN EASEMENTS FOR AN UNDERGROUND WATER MAIN TO THE CITY OF DES PLAINES AND AUTHORIZING THE EXECUTION AND DELIVERY OF AGREEMENTS IN CONNECTION THEREWITH

Executive Director Jarog explained the City of Des Plaines requested a water main easement to service residents east of Brentwood Park; with construction starting in July of 2019; the District will receive \$14,400 in exchange for the easement; the City will perform site restoration once the work is completed.

**MOTION**

Commissioner Tenuta Moved to adopt Ordinance #769, an Ordinance providing for the granting of certain easements for an underground water main to the City of Des Plaines and authorizing the execution and delivery of agreements in connection therewith; seconded by Commissioner Murphy

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

- B. Ordinance No. 770-AN ORDINANCE RECOMMENDING TO SELL, CONVEY, OR OTHERWISE DISPOSE OF CERTAIN USED PERSONAL PROPERTY OF THE MT. PROSPECT PARK DISTRICT IN SUCH MANNER(S) AND AT SUCH PRICE(S) AS THE EXECUTIVE DIRECTOR SHALL IN HIS SOLE DISCRETION DETERMINE TO BE IN THE BEST INTEREST OF THE MT. PROSPECT PARK DISTRICT.

**MOTION**

Commissioner Starr moved to adopt Ordinance #770 Pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22), the Board of Park Commissioners of the Mt. Prospect Park District has reviewed staff's report finding that the Property is no longer necessary, useful to or for the best interests of the Park District and recommending to sell or otherwise convey in any of the following manners: trade-in, sale, or otherwise convey , or dispose of, in such manner(s) and at such process as the Executive Director shall in his sole discretion determine.; seconded by Commissioner Murphy.

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

### **APPROVAL ITEM**

#### **A. Busse Park Playground Replacement/Renovation**

Scott Elman, Director of Parks & Planning reviewed the background of Busse Park Playground installation in 1995 and staff held a public meeting on April 3rd to discuss the three options for review; the public was very gracious with their support of this project. A petition supporting inclusive play for all- included 113 resident signatures being presented. There was also an overwhelming request for poured in place surfacing (PIP) in lieu of certified playground surfacing (engineered wood fiber) and consideration for special needs participants when designing the playground and equipment. Construction will begin July 15 with a completion date of September 27. Bid packages were distributed to seventeen contractors for the Busse Park Playground Redevelopment project.

### **MOTION**

Commissioner Massie moved to approve the base bid, with alternate 2, alternate 3 and alternate 4 for the Busse Park Playground Redevelopment as submitted by Kenneth Co. in the amount of \$233,883.00; seconded by Commissioner Tenuta.

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

#### **B. Busse Park Playground Equipment Purchase**

Scott Elman, Director of Parks & Planning explained the playground equipment will be purchased directly from the manufacturer utilizing Sourcewell Cooperative Purchasing program with a savings of approximately 8% off of the retail cost.

## **MOTION**

Commissioner Massie moved to approve the purchase of playground equipment for the Busse Park Playground Redevelopment as submitted by Landscape Structures in the amount of \$79,039; seconded by Commissioner Starr.

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

## **NEW BUSINESS**

### **A. Introduction of Nick Troy, Director of Recreation**

Executive Director Jarog welcomed and introduced Nick Troy to the Board of Commissioners.

### **B. Strategic Plan Update**

Ruth Yueill, Director of Community Relations and Marketing updated the Board on the status and accomplishments of the Mapping Our Future Strategic Plan. Efforts were focused on goals and objectives concentrated within four specific themes: Customer Connection, Financial Stewardship, Internal Efficiency, Innovation & Technology and Organizational & Professional Development. Objectives were designated as either short-term, mid-term, long-term and ongoing. The plan extends five years from the 2018 date of execution into 2023. A good example of an essential component to the completion of goals and objectives was the formation of Staff Committees in September 2018 in the areas of Customer Service, Employee, Technology and Safety. Each committee meets regularly to focus on the completion of goals and objectives within their area of influence.

Commissioner Kurka asked about the Year of the Park theme. Director Yueill explained The Year of the Park theme leads into the Pop up Park Day that will take place on July 13. The theme was specifically chosen in late 2018 for 2019 as a response to the Community Survey's overwhelming support (100%) for the neighborhood parks.

Commissioner Tenuta asked how will the District be quantifying (revisit) the goals & themes to make certain they are being upheld by all staff across the District. Tenuta emphasized the importance of obtaining customer feedback throughout the process. Director Yueill explained the front line staff meets four times a year and will be addressing these points. The Customer Service goals have not yet launched and the Customer Service/Employee Committee still have to address how this will be handled.

Commissioner Tenuta suggested having secret shoppers or have the managers work the front desk; the District is one team, one district and we all must work together to follow our mission statement.

Discussion continued between the Board and staff on The Strategic Plan, specifically goals already completed, those in progress and those yet to begin.

Commissioner Murphy spoke about the positive aspects of change and the challenges of implementing change across each department. Murphy noted the teamwork evident in the committee structure is a very positive thing for the staff and the District as a whole. He emphasized the District needs to make certain goals are doable and measurable and the pace of the projects is reasonable for all.

Commissioner Tenuta asked the makeup of the committees and whether or not any part-timers were involved in committees. Director Yueill explained part-timers were not originally part of the plan but many have asked for a role on a committee and the Leadership Team will take the idea into consideration. Yueill reiterated the original thought and process behind the formation of the committees.

Commissioner Starr congratulated Director Yueill on the compilation of the Strategic Themes, Goals and Objectives and the staff on their work thus far.

#### C. Employee Committee presentation on the Employee Satisfaction Survey

Members from the Survey Sub-committee (Chris Scheidhauer, Toria Smith, Debra Cromie, Ann Zimmerman, Ruth Yueill and Teri Wirkus) of the Employee Committee created and executed an Employee Satisfaction Survey in spring 2019. In order for the Employee Committee to begin addressing staff needs as they relate to future projects, it was very important to gauge the impressions of both part-time and full-time staff in the areas of job satisfaction, District support, employee recognition, training, communication and more. The survey could be accessed online and in a hard copy format. In total, 236 part-time and full-time employees completed the survey out of 350 active employees, which is a 67% return. The sub-committee presented their findings with the Board of Commissioners and answered questions they had.

Commissioner Doherty congratulated the Committee on all their hard work and was happy with the employee satisfaction survey results. Other than pay increases, most of the areas for improvement are doable in the months and years ahead.

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

Lee Howard, Financial Advisor-GAI, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities and answered questions from the Board.

#### **ADJOURNMENT SINE DIE**

**TIME: 8:48 PM**

The President moves to adjourn sine die (signee die) for the purpose of holding the 2019 Annual Meeting of the Mt. Prospect Park District and thereafter to reconvene the Regular Board Meeting.

**CALL TO ORDER: ANNUAL MEETING OF THE MT. PROSPECT PARK DISTRICT BOARD OF COMMISSIONERS**

#### **Roll Call**

Commissioner Kurka

Commissioner Tenuta

Commissioner Starr

Commissioner Klicka  
Commissioner Doherty  
Commissioner Massie  
Commissioner Murphy

**TEMPORARY CHAIRPERSON:** PRESIDENT APPOINTMENTS TEMPORARY CHAIRPERSON:

Executive Director Jarog was appointed as temporary chairperson

**NOMINATIONS FOR BOARD PRESIDENT:** EXECUTIVE DIRECTOR JAROG (TEMPORARY CHAIRPERSON ASKED FOR NOMINATIONS FOR PARK BOARD PRESIDENT FOR A ONE YEAR TERM OR UNTIL HIS/HER SUCCESSOR SHALL HAVE BEEN ELECTED.

**Commissioner Doherty nominated Steve Kurka for Board President.**

ROLL CALL VOTE FOR STEVE KURKA TO BE PRESIDENT OF THE BOARD:

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

TEMPORARY CHAIRPERSON EXECUTIVE DIRECTOR JAROG DECLARED STEVE KURKA AS PRESIDENT OF THE BOARD. PRESIDENT KURKA ASSUMED CONTROL OF THE MEETING.

**NOMINATIONS FOR BOARD VICE-PRESIDENT:** PRESIDENT KURKA ASKS FOR NOMINATIONS FOR PARK BOARD VICE-PRESIDENT FOR A ONE YEAR TERM OR UNTIL HIS/HER SUCCESSOR SHALL HAVE BEEN ELECTED.

**Commissioner Doherty nominated Lisa Tenuta for Board Vice President.**

ROLL CALL VOTE FOR LISA TENUTA TO BE VICE-PRESIDENT OF THE BOARD:

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

PRESIDENT KURKA DECLARES SUCH LISA TENUTA AS VICE-PRESIDENT.



**APPOINTMENT FOR BOARD SECRETARY:** PRESIDENT KURKA REQUESTS A MOTION TO APPOINT THE PARK BOARD SECRETARY FOR A ONE YEAR TERM OR UNTIL HIS/HER SUCCESSOR HAS BEEN ELECTED.

**Commissioner Massie motioned to appoint Bill Starr as Board Secretary.**

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

Motion passed.

**APPOINTMENT FOR BOARD TREASURER:** PRESIDENT KURKA REQUESTS A MOTION TO APPOINT THE BOARD TREASURER FOR A ONE YEAR TERM OR UNTIL HIS/HER SUCCESSOR SHALL HAVE BEEN ELECTED.

**Commissioner Massie motioned to appoint Bill Klicka as Board Treasurer.**

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

Motion passed.

**ADJOURNMENT OF ANNUAL MEETING at 8:52 pm**

**RECONVENE THE REGULAR BOARD MEETING**

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

Motion passed.

### **EXECUTIVE REPORT**

Executive Director Jim Jarog reviewed the following highlights:

Upcoming dates:

- June 27, July 11,18 & 25: Thursday Concert Series at Lions Park
- July 1, 8, 15, 22: Summer Festival of Music at Lions Park
- July 3-7: Mount Prospect Lions Club Festival at Melas Park
- July 4th: 4th of July Parade at 1pm Emerson & Prospect
- Go Green 5K Race: Annual 5K event hosted 229 5K runners and 68 entries for the Family Run-increase of 15 runners for the 5k and 38 participants for the family event.
- Walking Wednesday: Employee Committee recently kicked off a new employee program in which employees are encouraged to join other staffers and partake in a 30 minute walk during their lunch period.
- Annual 4th of July Parade: Nick Troy, Director of Recreation will drive the park district vehicle with banners placed on the hay wagon trailer.
- Upcoming meeting reminders: Next Board Meeting on Wednesday, July 24, 2019 at 7pm

### **Public Comment**

None

### **COMMENTS/MATTERS FROM COMMISSIONERS**

Commissioner Tenuta asked if staff had addressed the issue with the pool floor painted surface. Executive Director Jarog stated that he had been informed by staff that it has been addressed.

### **ADJOURNMENT**

Commissioner Massie moved to adjourn the Regular Board Meeting; seconded by Commissioner Murphy and was carried by unanimous voice vote.

Respectfully submitted,

-----  
William J. Starr

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT**  
**June-19**

**ACCOUNTS PAYABLE**

Suggested Motion: I move to ratify June Accounts Payable Checks and EFT's in the amount of \$ 588,200.31 as listed on the Check Register.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
6/1-6/9/2019	\$	204,342.21	193784-193820	Checks
			193901**	Refund Check Dated 6/6/2019
6/10-6/16/2019	\$	150,799.63	193821-193900	Checks
6/17-6/23/2019	\$	159,479.86	193902-193977	Checks
6/24-6/30/2019	\$	73,578.61	193978-194039	Checks

**TOTAL AP**      \$ 588,200.31    Checks and EFT's

**PAYROLL**

Suggested Motion: I move to ratify June Payroll Checks and Direct Deposits in the amount of \$ 432,717.72 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
6/14/2019	\$	191,890.75	24108-24549	DD Notification
	\$	8,263.42	1019285583-	Checks
			1019285612	
			24550-24554	Taxes, Transfers & Garnishments
6/28/2019	\$	224,682.16	24555-25023	DD Notification
	\$	7,881.39	1019436003-	Checks
			1019436028	
			25024-25028	Taxes, Transfers & Garnishments

**TOTAL P/R**      \$ 432,717.72    Checks and Direct Deposits

\*\*Paper check numbers will not be sequential between check runs; account managed by payroll service provider.

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

Pay Period Ending 6/9/2019  
Check Date 6/14/2019

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	15,547	472	270,590	33	17
Full Time		60			

Pay Period Ending 6/23/2019  
Check Date 6/28/2019

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	18,843	495	313,257	38	17
Full Time		61			



# MEMORANDUM

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To: Board of Commissioners

From: Jim Jarog, Executive Director

Date: July 24, 2019

Re: NWSRA Member District Representatives

## **SUMMARY & BACKGROUND:**

As a participating member with NWSRA, the Mt Prospect Park District is required to appoint representatives to the Northwest Special Recreation Association Board to attend their bi-monthly Board meetings.

The following are the suggested appointments to represent our District to NWSRA:

**Jim Jarog** to continue as the Mt. Prospect Park District's **Primary Representative** to NWSRA. If Jim is unable to attend a scheduled Board Meeting **Nick Troy**, Director of Recreation, will attend as an **Alternate Representative** for the Mt. Prospect Park District in Jim's absence.

## **DOCUMENTS ATTACHED**

None

## **RECOMMENDATION:**

*I move to appoint Jim Jarog, Executive Director, to serve as the Mt. Prospect Park District's Primary Representative to the NWSRA Board and for Nick Troy, Director of Recreation, to serve as an alternate representative when the primary representative is unable to carry out that representative's duties.*



# MEMORANDUM

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To: Board of Commissioners

From: Jim Jarog, Executive Director

Date: July 24, 2019

Re: MRMA Member District Representatives

## **SUMMARY & BACKGROUND:**

The Metro Risk Management Agency's by-law requires the Mt. Prospect Park District Board to appoint a Delegate and an Alternate to represent on behalf of the Mt. Prospect Park District to the Metro Risk Management Agency.

The following are the suggested appointments to represent our District to MRMA:

**Jim Jarog** to continue as the Mt. Prospect Park District's **Primary Representative** to MRMA. If Jim is unable to attend a scheduled Board Meeting **Mary Kiaupa**, Human Resource Risk Manager will attend as an **Alternate Representative** for the Mt. Prospect Park District in Jim's absence.

## **DOCUMENTS ATTACHED**

None

## **RECOMMENDATION:**

*I move to appoint Jim Jarog, Executive Director, to serve as the Mt. Prospect Park District's Primary Representative to the Board of Directors of the Metro Risk Management Agency and for Mary Kiaupa, Human Resource and Risk Manager, to serve as an alternate representative when the primary representative is unable to carry out that representative's duties.*



# MEMORANDUM

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To: Board of Park Commissioners

From: George Giese, Superintendent of Business & IT Services

Date: July 24, 2019

Re: Acceptance of the Comprehensive Annual Financial Report - FY 2018

C: Jim Jarog, Executive Director

**SUMMARY & BACKGROUND:**

The Park District's auditors (Sikich LLP) completed their fiscal year 2018 audit, culminating in the District's Comprehensive Annual Financial Report. A representative of Sikich will present and review the CAFR with the Board of Commissioners.

Upon acceptance of the report by the Board, the Annual Treasurer's Report will be filed with the County Clerk's Office, and both the Comprehensive Annual Financial Report and the Annual Treasurer's Report for FY 2018 will be posted on the Park District's website.

**BUDGET IMPACT:**

Budgeted Expense for the Annual Audit (all fees inclusive):

- Year-End 2018: \$23,000

**DOCUMENTS ATTACHED:**

- Comprehensive Annual Financial Report (Booklet Separate)

**RECOMMENDATION:**

**Move to accept the fiscal year 2018 Comprehensive Annual Financial Report.**

**MOUNT PROSPECT PARK DISTRICT  
YTD SUMMARY - ALL FUNDS  
For SIX Months Ended 6/30/19**

ACCOUNT NAMES	2018 Actual	2019 Actual	2019 Budget Operating +Capital	Actual vs. Last Yr. \$ Change Increase ( Decrease )	% Change
BALANCE, Beginning - January 1	5,880,594	5,863,685			
REVENUES:					
PROPERTY TAXES	5,193,835	5,445,922	10,470,900	252,087	4.9%
REPLACEMENT TAXES	92,081	101,974	130,000	9,893	10.7%
RENTAL	336,315	296,426	794,818	( 39,889 )	-11.9%
PASSES /USER FEES	570,630	586,259	836,998	15,629	2.7%
DAILY /USER FEES	460,675	462,386	1,160,715	1,711	0.4%
PROGRAM FEES	2,124,482	2,030,014	3,701,504	( 94,468 )	-4.4%
CONCESSION SALES	66,810	74,224	217,947	7,414	11.1%
CORP SPONSORS & GRANTS	6,325	23,866	27,500	17,541	277.3%
OTHER	68,558	35,247	86,933	( 33,311 )	-48.6%
INTEREST	4,881	10,436	1,160	5,555	113.8%
INT PROJ CHARGES	311,345	252,196	327,930	( 59,149 )	-19.0%
BOND PROCEEDS - New Capital				0	n/a
BOND PROCEEDS - Refinancing			1,231,646	0	n/a
TOTAL REVENUE	9,235,937	9,318,950	18,988,051	83,013	0.9%
EXPENDITURES:					
FULL TIME SALARIES	1,763,344	1,778,596	3,743,202	15,252	0.9%
PART TIME SALARIES	1,231,188	1,172,860	2,733,757	( 58,328 )	-4.7%
EMPLOYEE BENEFITS	815,357	834,823	1,692,389	19,466	2.4%
CONTRACTUAL SERVICES	692,509	558,101	1,285,485	( 134,408 )	-19.4%
COMMODITIES	459,004	465,486	1,154,881	6,482	1.4%
CONCESSIONS	45,050	54,100	100,653	9,050	20.1%
UTILITIES	334,883	322,611	911,976	( 12,272 )	-3.7%
INSURANCE	255,306	259,028	425,610	3,722	1.5%
NW SPECIAL REC	354,081	348,820	432,187	( 5,261 )	-1.5%
RETIREMENT	507,737	504,811	1,344,150	( 2,926 )	-0.6%
SALES TAX	3,038	3,291	16,298	253	8.3%
DEBT SERVICE:					
BONDS - Short Term	48,036	51,425	3,108,405	3,389	7.1%
BONDS - Long Term - Refinanced	221,828	218,578	1,231,646	( 3,250 )	-1.5%
CAPITAL PROJECTS:					
FROM BOND FUNDS - New Capital				0	n/a
FROM BOND FUNDS - Carryover	656,261	656,444		183	0.0%
ACCESSIBILITY - ADA	25,895	6,208	1,215,000	( 19,687 )	-76.0%
PAV & LIGHT FUND	15,283	20,357	126,873	5,074	33.2%
TOTAL EXPENDITURE	7,428,800	7,255,539	19,522,512	( 173,261 )	-2.3%
REVENUE OVER ( UNDER)	1,807,137	2,063,411	( 534,461 )	256,274	
BALANCE, Ending	7,687,731	7,927,096			



MOUNT PROSPECT PARK DISTRICT  
**SUMMARY - ALL FUNDS**  
For Six Months Ended 6-30-19

50% of Calendar Year

ACCOUNT NAMES	TOTALS	CORP.	REC.	LIAB INS.	SOCIAL SEC	NWSRA	IMRF	CONSERV.	PAV/LIGHT	DEBT SRV	INT SERV.	NON BOND GOV DEALS	Fund 97 2017 PROJ	Fund 98 2018 PROJ
BALANCE 1-1-19	5,863,685	1,137,687	1,115,154	187,533	196,742	1,677,567	3,504	441,295	70,802	699,965	32,305	33,477	267,655	1,106,766
REVENUES:														
PROPERTY TAXES	5,445,922	1,135,435	691,366	343,532	275,934	366,412	408,914	458,015	45,801	1,720,514				
REPLACEMENT TAXES	101,974	101,974												
RENTAL	296,426	34,170	223,086					39,170						
PASSES /USER FEES	586,259		586,259											
DAILY /USER FEES	462,386		462,386											
PROGRAM FEES	2,030,014		1,984,269					45,745						
CONCESSION SALES	74,224		66,254					7,970						
GRANTS & SPONSORS	23,866												23,866	
V/MC & OTHER	35,247	79,168	(45,521)					-				1,600		
INTEREST	10,436	633												9,803
INT PROJ CHARGES	252,196										252,196			
INST CONTRACT PRC	-													
BOND PROCEEDS	-													
<b>TOTAL REVENUE</b>	<b>9,318,949</b>	<b>1,351,380</b>	<b>3,968,099</b>	<b>343,532</b>	<b>275,934</b>	<b>366,412</b>	<b>408,914</b>	<b>550,900</b>	<b>45,801</b>	<b>1,720,514</b>	<b>252,196</b>	<b>1,600</b>	<b>23,866</b>	<b>9,803</b>
% of Budget	49%	51%	51%	54%	51%	53%	51%	57%	52%	38%	77%	186%	133%	n/a
EXPENDITURES:														
FULL TIME SALARIES	1,778,596	563,662	911,081	64,835				206,227			32,791			
PART TIME SALARIES	1,172,860	14,225	1,087,187					55,176			16,272			
FRINGE BENEFITS	834,823	276,237	430,690	26,983				86,831			14,082			
CONTRACTUAL SERVICES	558,101	105,456	361,127	30,136				24,585			36,798			
COMMODITIES	465,486	51,261	362,733					40,561			10,930			
CONCESSIONS	54,100		51,048					3,052						
UTILITIES	322,611	67,450	229,321					25,841						
INSURANCE	259,028			259,028										
N W SPECIAL REC	348,820					348,820								
RETIREMENT	504,811				222,884		281,927							
ROLLOVER BONDS	51,425									51,425				
LONG TERM BONDS	218,578									218,578				
SALES TAX/OTHER	3,291		2,898					393						
CAPITAL PROJECTS:	-													
LAND	-													
EQUIP & VEHICLES	194,994											19,712	15,578	159,704
ADA IMPROV	6,208					6,208								
BUILDINGS	155,608												117,883	37,725
POOLS	11,000													11,000
PARK IMPROV	315,199								20,357				2,560	292,281
<b>TOTAL EXPENDITURE</b>	<b>7,255,539</b>	<b>1,078,291</b>	<b>3,436,084</b>	<b>380,982</b>	<b>222,884</b>	<b>355,028</b>	<b>281,927</b>	<b>442,665</b>	<b>20,357</b>	<b>270,003</b>	<b>110,873</b>	<b>19,712</b>	<b>136,021</b>	<b>500,710</b>
% of Budget	37%	43%	45%	56%	41%	22%	35%	48%	16%	6%	34%	57%	63%	46%
REVENUE OVER(UNDER)	2,063,411	273,089	532,015	(37,451)	53,049	11,383	126,987	108,235	25,444	1,450,511	141,323	(18,112)	(112,155)	(490,907)
FUND BALANCE 6-30-19	7,927,096	1,410,776	1,647,168	150,082	249,791	1,688,950	130,491	549,530	96,246	2,150,476	173,627	15,365	155,500	615,859

MOUNT PROSPECT PARK DISTRICT  
**RECREATION FUND by Department**  
For Six Months Ended 6-30-19

ACCOUNT NAMES	TOTALS	ADMIN.	50% of Calendar Year			GOLF COURSE	CONCESS-IONS	LIONS CENTER	RECPLEX CENTER	ICE ARENA	REC PROGRAM	CENTRAL PROGRAM	CENTRAL ROAD BLD
			BIG SURF	POOLS MEADOWS	REC PLEX								
FUND BALANCE 1-1-19	1,115,154		-	-	-	-	-	-	-	-	-	-	-
REVENUES													
PROPERTY TAXES	691,366	691,366											
RENTAL	223,086		8,986	918	1,805	110,380		11,775	34,910				54,313
PASSES /USER FEES	586,259	25	52,485	52,478	54,922	184,311			188,039				54,000
DAILY /USER FEES	462,386		21,956	9,985	5,081	381,172		541	29,072				14,580
PROGRAM FEES	1,984,269			30,334	164,678	54,810		4,395	5,140		1,582,918	83,184	58,811
CONCESSION SALES	34,461						28,022	696	4,493				1,250
MERCHANDISE SALES	31,793					25,431	83		3,236				3,043
UTILITY RECOVERY	-												
CORP SPONSORS	-												
OTHER	(45,521)	(2,881)				(9,326)	-	(2,931)	(20,083)				(10,300)
TOTAL REVENUE	3,968,099	688,510	83,427	93,714	226,486	746,777	28,105	14,477	244,806	-	1,582,918	83,184	175,696
% of Budget	51%	47%	50%	57%	47%	48%	20%	26%	54%	n/a	56%	59%	52%
EXPENDITURES													
FULL TIME SALARIES	911,081	236,066	63,980		62,435	305,156	3,797	25,685	145,187				68,775
PART TIME SALARIES	1,087,187	9,901	22,163	26,874	131,703	107,705	6,134	20,467	147,592		496,463	16,014	102,170
FRINGE BENEFITS	430,690	128,665	23,422		14,549	143,148	1,293	16,156	70,881				32,575
CONTRACTUAL SERVICES	325,203	80,254	2,230	6,319	5,208	39,042	2,484	10,056	28,513		131,417		19,680
COMMODITIES	398,345	20,453	15,264	14,849	11,533	69,051	1,223	7,674	27,208		172,900	35,924	22,265
CONCESSIONS	17,969						17,656					313	
MERCHANDISE	33,392					29,977	141		1,288				1,985
UTILITIES	229,321	3,296	2,058	13,545	23,227	42,127	6,793	10,572	93,661				34,042
SALES TAX/OTHER	2,898					1,406	456	40	649				347
TOTAL EXPENDITURES	3,436,084	478,636	129,117	61,587	248,654	737,612	39,977	90,650	514,979	-	800,781	52,251	281,840
% of Budget	45%	47%	40%	28%	44%	44%	31%	48%	46%	n/a	47%	55%	47%
REVENUE OVER(UNDER) EXP	532,015	209,874	(45,691)	32,127	(22,168)	9,165	(11,872)	(76,174)	(270,173)	-	782,136	30,933	(106,143)
FUND BALANCE 6-30-19	1,647,168	209,874	(45,691)	32,127	(22,168)	9,165	(11,872)	(76,174)	(270,173)	-	782,136	30,933	(106,143)
CHANGE FROM LAST YR + ( - )													
REVENUE	(108,848)	4,950	(9,300)	(19,180)	(13,674)	44,996	(21,318)	(6,232)	(6,390)	(73,386)	(5,392)	(1,244)	(2,677)
EXPENDITURES	(136,182)	(19,090)	(5,291)	9,296	(23,853)	(41,368)	5,210	12,919	79,628	(117,591)	(30,717)	823	(6,148)
NET	27,334	24,040	(4,009)	(28,476)	10,179	86,364	(26,528)	(19,152)	(86,018)	44,205	25,325	(2,067)	3,471
% CHANGE FROM LAST YEAR													
REVENUE	(3)	1	(10)	(17)	(6)	6	(43)	(30)	(3)	n/a	(0)	(1)	(2)
EXPENDITURES	(4)	(4)	(4)	18	(9)	(5)	15	17	18	n/a	(4)	2	(2)

**MT PROSPECT PARK DISTRICT  
DEPARTMENTAL EXPENDITURE ANALYSIS  
FOR THE 6 MONTHS ENDED 6-30-19**

50% OF CALENDAR YEAR

FUND / Department	'19 Y.T.D. Actual	2019 Budget	Y.T.D. as % of '19 Budget	'18 Y.T.D. Actual	Y.T.D. % of '18 Y.T.D.	Projected 2019	Proj % of '19 Bud	% Inc '19 Bud Over '18 Bud
<b>GENERAL FUND</b>								
Administration	408,982	931,960	44%	461,155	89%	804,518	86%	-2%
Maintenance	439,800	1,005,664	44%	435,487	101%	896,100	89%	9%
Motor Pool	111,824	297,986	38%	125,742	89%	247,304	83%	-3%
Buildings	109,351	229,981	48%	107,176	102%	211,646	92%	4%
Studio at Melas	8,334	33,626	25%	9,377	89%	20,737	62%	50%
Total	1,078,291	2,499,217	43%	1,138,937	95%	2,179,835	87%	3%
<b>RECREATION FUND</b>								
Administration	478,636	1,014,446	47%	497,726	96%	901,075	89%	1%
Big Surf	129,117	325,913	40%	134,408	96%	295,196	91%	1%
Meadows Pool	61,587	220,891	28%	52,291	118%	190,581	86%	10%
Recplex Pool	248,654	559,121	44%	272,507	91%	528,980	95%	4%
Golf Course	737,612	1,683,180	44%	778,980	95%	1,560,021	93%	5%
Concessions	39,977	127,918	31%	34,767	115%	105,537	83%	-5%
Lions Center	90,650	188,431	48%	77,731	117%	176,819	94%	3%
Recplex Center	514,979	1,120,314	46%	435,351	118%	1,043,401	93%	4%
Ice Arena	-	-	n/a	117,591	0%	-	n/a	-100%
Rec Programs	800,781	1,704,941	47%	831,498	96%	1,612,088	95%	1%
Central Programs	52,251	95,040	55%	51,428	102%	81,030	85%	-5%
Central Road	281,840	595,900	47%	287,988	98%	555,861	93%	-3%
Total	3,436,084	7,636,095	45%	3,572,266	96%	6,925,888	91%	-1%

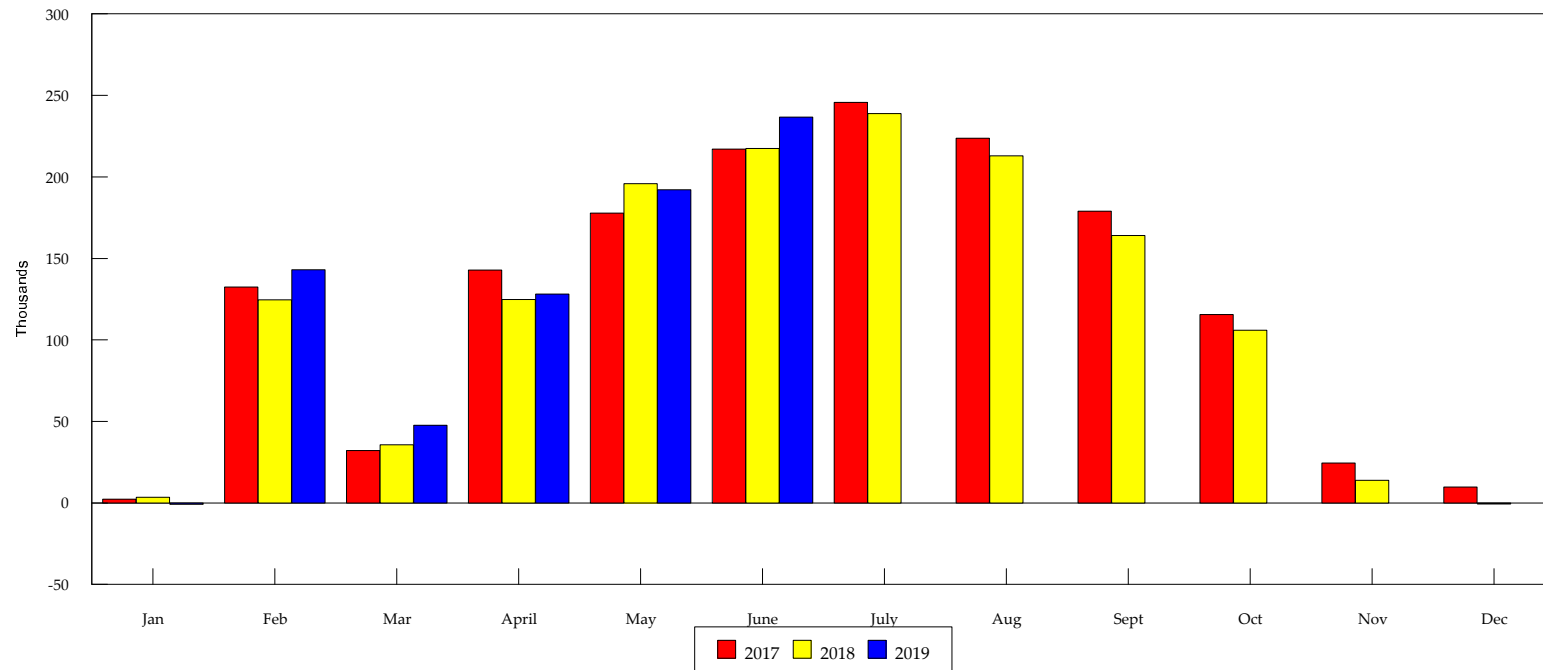
# MT PROSPECT PARK DISTRICT

## GOLF COURSE MONTHLY RECEIPTS

### Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	Month	YTD		Month	YTD		Month	YTD	Actual	Budget
Jan	2,269	2,269	Jan	3,499	3,499	Jan	(836)	(836)	746,777	1,557,530
Feb	132,376	134,645	Feb	124,678	128,177	Feb	143,004	142,168		
Mar	32,219	166,864	Mar	35,654	163,831	Mar	47,682	189,849		
April	142,799	309,663	April	124,711	288,542	April	128,132	317,981		
May	177,872	487,534	May	195,862	484,404	May	192,137	510,118		
June	217,140	704,674	June	217,378	701,781	June	236,659	746,777		
July	245,693	950,367	July	238,756	940,538	July	0	0		
Aug	223,766	1,174,134	Aug	212,847	1,153,385	Aug	0	0		
Sept	179,076	1,353,209	Sept	164,036	1,317,420	Sept	0	0		
Oct	115,651	1,468,860	Oct	105,925	1,423,346	Oct	0	0		
Nov	24,488	1,493,349	Nov	13,878	1,437,223	Nov	0	0		
Dec	9,791	1,503,140	Dec	(717)	1,436,507	Dec	0	0		
Budget		1,556,500			1,577,565			1,683,180		

<b>Revenue</b>		
<b>Expenditures</b>		
Full Time	305,156	623,993
Part Time	107,705	326,770
Benefits	143,148	292,541
Commodities	100,434	249,401
Contractual	39,042	97,211
Utilities	42,127	93,264
	737,612	1,683,180
<b>Net</b>	9,165	(125,650)



This Year Vs Last Two Years

Mount Prospect Park District  
**GOLF COURSE**  
thru June

	2016	2017	2018	2019	Change From Prior Year
<b>REVENUES:</b>					
RENTALS	112,307	104,945	102,242	110,380	8%
PASSES /USER FEES	208,809	181,434	181,190	184,311	2%
DAILY /USER FEES	377,537	360,790	355,929	381,172	7%
PROGRAM FEES	41,696	42,228	50,684	54,810	8%
MERCHANDISE SALES	18,032	24,137	21,052	25,431	21%
CORPORATE SPONSORS	11				
OTHER	(8,447)	(8,860)	(9,316)	(9,326)	0%
<b>TOTAL REVENUE</b>	<b>749,945</b>	<b>704,674</b>	<b>701,781</b>	<b>746,778</b>	<b>6%</b>
 % of Budget	 47%	 45%	 44%	 48%	
<b>EXPENDITURES:</b>					
FULL TIME SALARIES	275,780	283,629	300,476	305,156	2%
PART TIME SALARIES	109,350	114,088	121,290	107,705	-11%
FRINGE BENEFITS	119,982	132,339	140,395	143,148	2%
CONTRACTUAL SERVICES	36,282	45,155	35,813	39,042	9%
COMMODITIES	127,534	127,670	97,746	69,051	-29%
MERCHANDISE	27,145	31,589	32,732	29,977	-8%
UTILITIES	34,533	35,039	49,416	42,127	-15%
SALES TAX/OTHER	1,052	1,307	1,113	1,406	26%
<b>TOTAL EXPENDITURES</b>	<b>731,658</b>	<b>770,816</b>	<b>778,981</b>	<b>737,612</b>	<b>-5%</b>
 % of Budget	 47%	 49%	 49%	 44%	
 REVENUE OVER(UNDER) EXP	 18,287	 (66,142)	 (77,200)	 9,166	
 BUDGET REVENUE	 1,602,000	 1,556,500	 1,577,565	 1,557,530	
BUDGET EXPENSE	1,559,967	1,588,403	1,605,366	1,683,180	

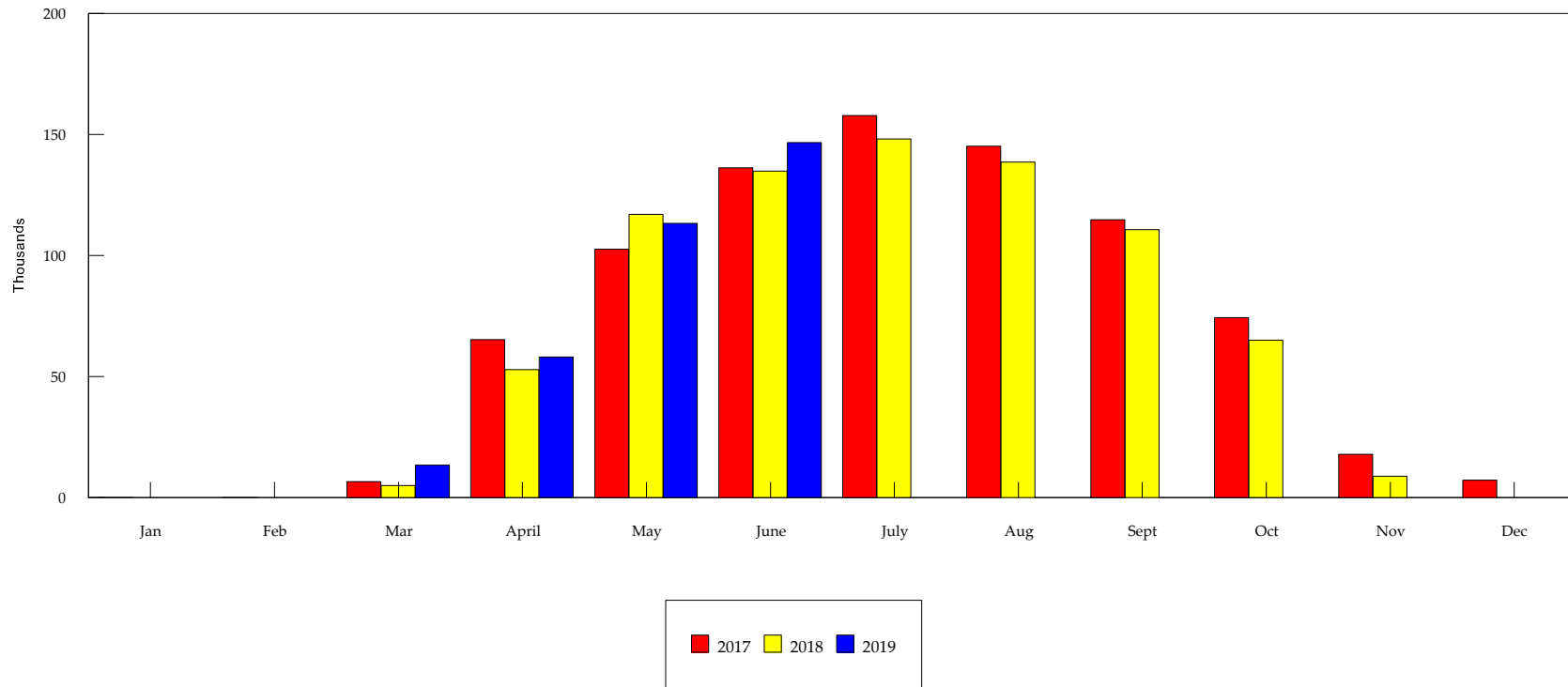
**MOUNT PROSPECT PARK DISTRICT  
GOLF COURSE Department by Function  
For Six Months Ended 6-30-19**

ACCOUNT NAMES		ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
TOTALS								
REVENUES:								
RENTAL	110,380	110,380						
PASSES /USER FEES	184,311	184,311						
DAILY /USER FEES	381,172	343,291			37,881			
PROGRAM FEES	54,810	1,785				51,960	1,065	
MERCHANDISE SALES	25,431			25,431				
OTHER	(9,326)	(9,326)						
SPONSORSHIPS	-							
TOTAL REVENUE	746,777	630,441	-	25,431	37,881	51,960	1,065	-
% of Budget	48%	48%	n/a	42%	41%	77%	4%	n/a
EXPENDITURES:								
FULL TIME SALARIES	305,156	162,310	114,189					28,656
PART TIME SALARIES	107,705	33,262	70,840	-		3,510		94
FRINGE BENEFITS	143,148	46,060	79,316					17,772
CONTRACTUAL SERVICES	39,042	27,126	1,842			2,701		7,372
COMMODITIES	69,051	5,080	47,715	72	6,450	3,946	1,494	4,292
MERCHANDISE	29,977			29,977				
UTILITIES	42,127	12,040	16,265					13,822
SALES TAX	1,406			1,406				
TOTAL EXPENDITURES	737,612	285,879	330,168	31,456	6,450	10,157	1,494	72,008
% of Budget	44%	47%	42%	66%	107%	20%	10%	45%
REVENUE OVER(UNDER) EXP	9,165	344,561	(330,168)	(6,025)	31,431	41,803	(429)	(72,008)
CHANGE FROM LAST YR + ( - )								
REVENUE	44,996	33,169	-	4,379	3,322	3,951	175	-
EXPENDITURES	(41,368)	(6,718)	(18,439)	(2,390)	(402)	(7,393)	873	(6,899)
NET	86,364	39,888	18,439	6,768	3,723	11,344	(698)	6,899
% CHANGE FROM LAST YEAR								
REVENUE	6	6	n/a	21	10	8	20	n/a
EXPENDITURES	(5)	(2)	(5)	(7)	(6)	(42)	141	(9)

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

**Revenue Recap by yr:**

2017			2018			2019				
	<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	'17 Budget	800,000
Feb	0	0	Feb	0	0	Feb	0	0	'18 Budget	832,500
Mar	6,580	6,580	Mar	4,984	4,984	Mar	13,472	13,472	'19 Budget	841,500
April	65,371	71,952	April	52,927	57,911	April	58,151	71,623		
May	102,629	174,581	May	117,089	175,000	May	113,353	184,976		
June	136,328	310,908	June	134,922	309,922	June	146,669	331,645		
July	157,909	468,817	July	148,214	458,136	July	0	0		
Aug	145,244	614,061	Aug	138,666	596,802	Aug	0	0		
Sept	114,778	728,839	Sept	110,708	707,510	Sept	0	0		
Oct	74,430	803,269	Oct	65,095	772,606	Oct	0	0		
Nov	17,890	821,158	Nov	8,890	781,496	Nov	0	0		
Dec	7,249	653,827	Dec	0	781,496	Dec	0	0		



This Year Vs Last Two Years

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

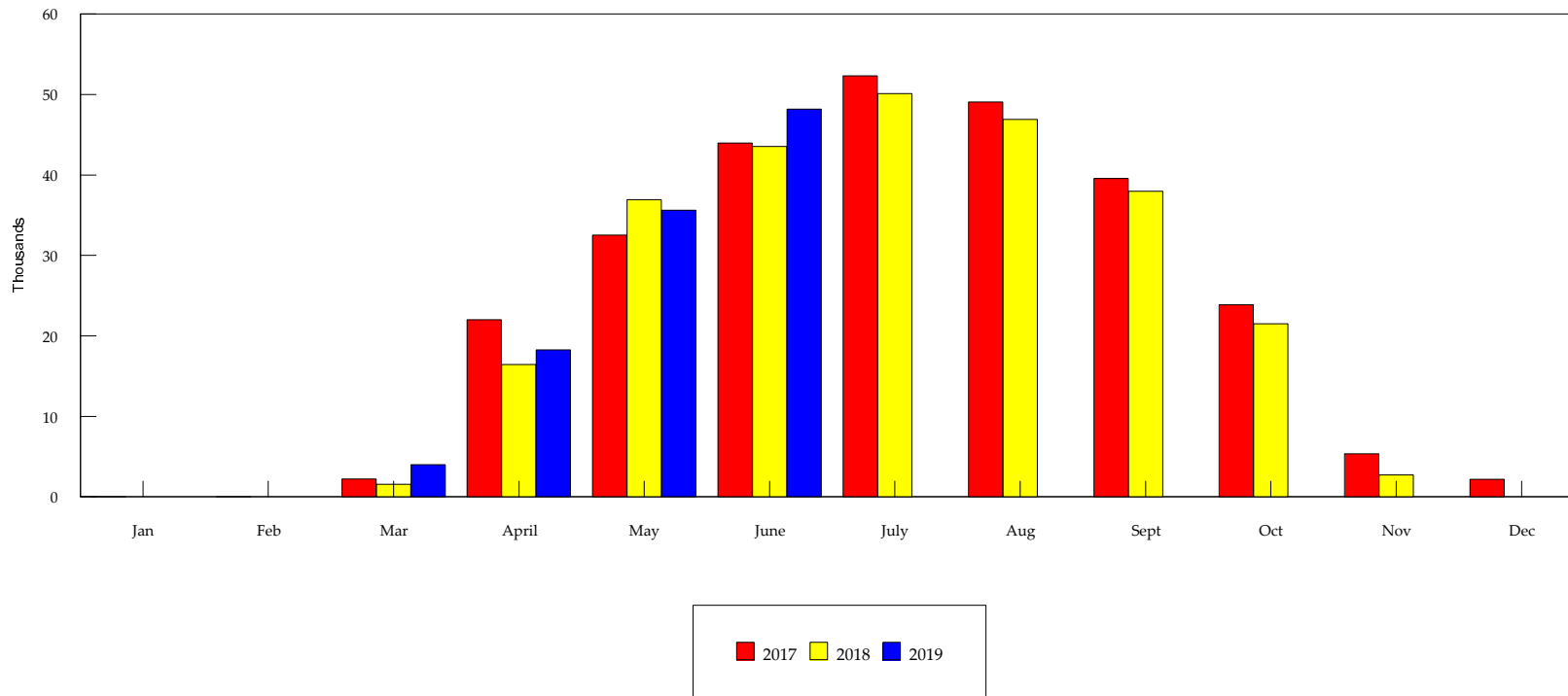
**Revenue Recap by yr:**

	2017	
	<u>Month</u>	<u>YTD</u>
Jan	0	0
Feb	0	0
Mar	2,205	2,205
April	22,007	24,212
May	32,545	56,756
June	43,968	100,724
July	52,330	153,054
Aug	49,064	202,118
Sept	39,567	241,684
Oct	23,882	265,566
Nov	5,358	270,925
Dec	2,174	273,099

	2018	
	<u>Month</u>	<u>YTD</u>
Jan	0	0
Feb	0	0
Mar	1,552	1,552
April	16,465	18,017
May	36,954	54,971
June	43,546	98,517
July	50,114	148,631
Aug	46,908	195,538
Sept	37,971	233,509
Oct	21,528	255,037
Nov	2,717	257,754
Dec	0	257,754

	2019	
	<u>Month</u>	<u>YTD</u>
Jan	0	0
Feb	0	0
Mar	3,984	3,984
April	18,257	22,242
May	35,640	57,881
June	48,198	106,080
July	0	0
Aug	0	0
Sept	0	0
Oct	0	0
Nov	0	0
Dec	0	106,080

'17 Budget	280,000
'18 Budget	290,000
'19 Budget	279,125



This Year Vs Last Two Years



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

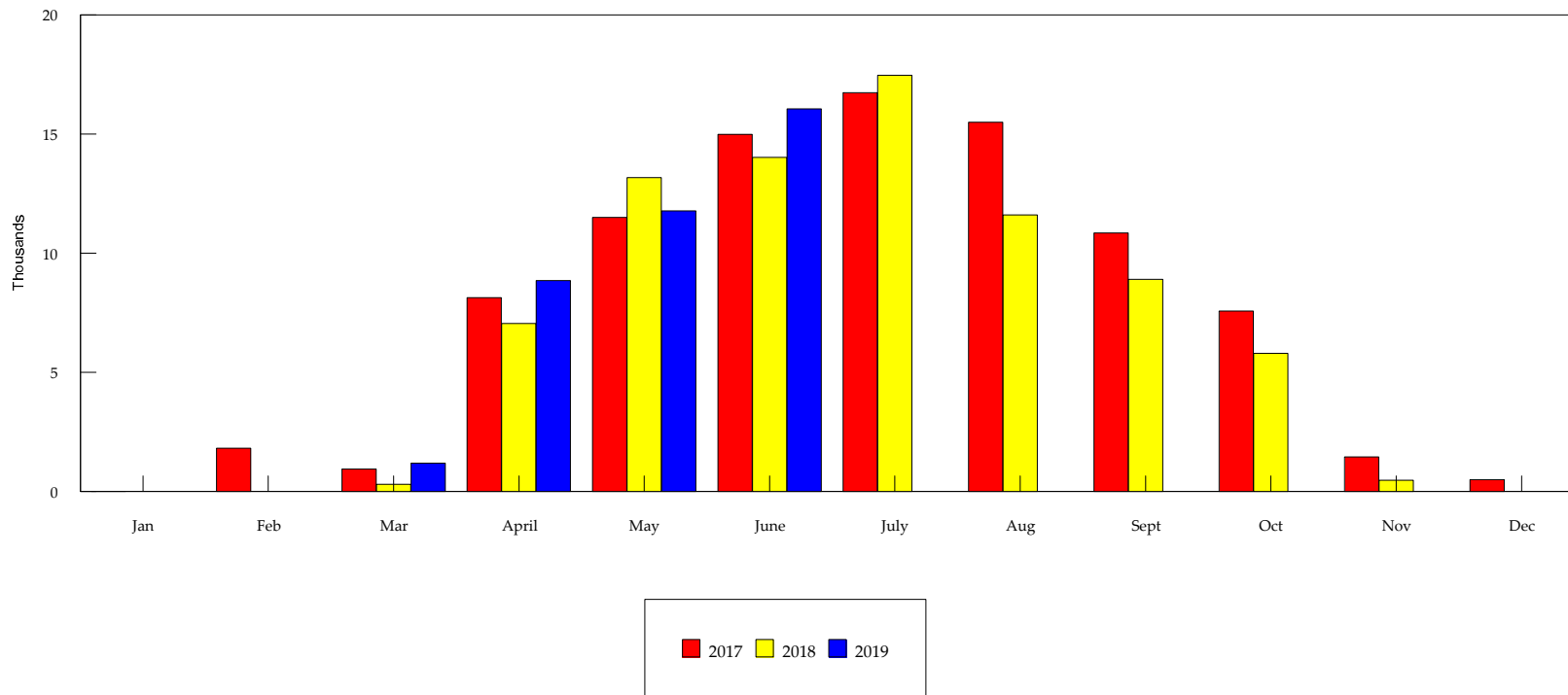
**Revenue Recap by yr:**

	2017	
	<u>Month</u>	<u>YTD</u>
Jan	0	0
Feb	1,825	1,825
Mar	944	2,769
April	8,146	10,915
May	11,506	22,421
June	14,990	37,411
July	16,740	54,152
Aug	15,501	69,653
Sept	10,850	80,503
Oct	7,582	88,086
Nov	1,459	89,544
Dec	502	90,046

	2018	
	<u>Month</u>	<u>YTD</u>
Jan	0	0
Feb	0	0
Mar	302	302
April	7,052	7,354
May	13,175	20,529
June	14,030	34,559
July	17,472	52,031
Aug	11,618	63,649
Sept	8,910	72,559
Oct	5,800	78,359
Nov	476	78,835
Dec	0	78,835

	2019	
	<u>Month</u>	<u>YTD</u>
Jan	0	0
Feb	0	0
Mar	1,190	1,190
April	8,852	10,041
May	11,780	21,821
June	16,060	37,881
July	0	0
Aug	0	0
Sept	0	0
Oct	0	0
Nov	0	0
Dec	0	37,881

'17 Budget	90,000
'18 Budget	106,000
'19 Budget	92,500

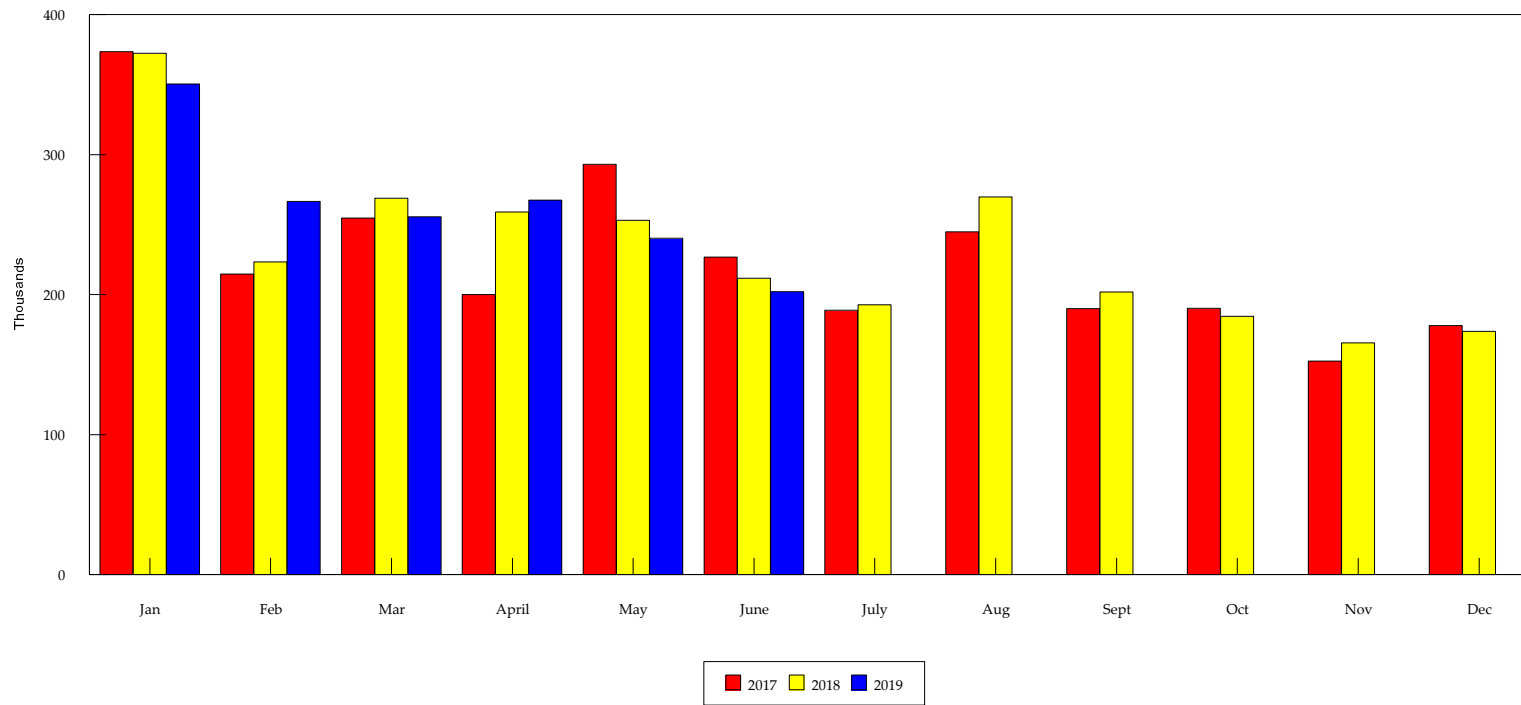


This Year Vs Last Two Years

# MT PROSPECT PARK DISTRICT PROGRAM REVENUE

## Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	Month	YTD		Month	YTD		Month	YTD	Actual	Budget
Jan	373,662	373,662	Jan	372,508	372,508	Jan	350,551	350,551	Revenue	1,582,918
Feb	214,716	588,378	Feb	223,330	595,838	Feb	266,642	617,193		
Mar	254,751	843,129	Mar	268,984	864,822	Mar	255,628	872,821		
April	200,096	1,043,225	April	259,178	1,124,000	April	267,503	1,140,324		
May	293,193	1,336,418	May	253,177	1,377,177	May	240,415	1,380,739	Part Time	1,003,426
June	226,890	1,563,308	June	211,692	1,588,869	June	202,179	1,582,918	Contractual	348,984
July	188,870	1,752,178	July	192,772	1,781,641	July	0	0	Commodities	352,531
Aug	244,885	1,997,063	Aug	269,775	2,051,416	Aug	0	0		800,780
Sept	190,099	2,187,162	Sept	201,978	2,253,394	Sept	0	0	Net	1,704,941
Oct	190,245	2,377,407	Oct	184,504	2,437,898	Oct	0	0		782,138
Nov	152,528	2,529,935	Nov	165,520	2,603,418	Nov	0	0		1,116,291
Dec	177,831	2,707,766	Dec	173,926	2,777,344	Dec	0	0		
<b>Budget</b>		<b>2,652,000</b>			<b>2,720,068</b>			<b>2,821,232</b>		



This Year Vs Last Year

MOUNT PROSPECT PARK DISTRICT  
PROGRAMS Department by Function  
For Six Months Ended 6-30-19

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	BASEBALL
REVENUES:								
PROGRAM FEES	1,569,059	759,516	93,383	172,951	112,404	9,102	246,116	175,587
CHILD CARE	13,859	13,859						
DONATIONS	-							
TOTAL REVENUE	1,582,918	773,375	93,383	172,951	112,404	9,102	246,116	175,587
% of Budget	56%	58%	67%	40%	45%	68%	52%	98%
EXPENDITURES:								
PART TIME SALARIES	496,463	257,867	9,947	26,748	77,775	2,507	121,064	556
CONTRACTUAL SERVICES	131,417	30,021	17,374	64,244		9,382	651	9,746
COMMODITIES	172,900	18,366	11,029	14,536	4,693	6,359	56,282	61,636
UTILITIES	-							
TOTAL EXPENDITURES	800,781	306,254	38,350	105,528	82,468	18,248	177,996	71,938
% of Budget	47%	47%	35%	39%	51%	69%	51%	52%
REVENUE OVER(UNDER) EXP	782,136	467,121	55,033	67,423	29,937	(9,146)	68,120	103,648
CHANGE FROM LAST YR + ( - )								
REVENUE	(5,392)	12,564	15,180	(33,703)	3,960	(1,311)	920	(3,002)
EXPENDITURES	(30,716)	7,218	(1,671)	(30,822)	3,112	126	2,902	(11,582)
NET	25,325	5,346	16,851	(2,881)	848	(1,437)	(1,982)	8,580
% CHANGE FROM LAST YEAR								
REVENUE	(0)	2	19	(16)	4	(13)	0	(2)
EXPENDITURES	(4)	2	(4)	(23)	4	1	2	(14)
2019 BUDGET REVENUE	2,821,232	1,327,791	138,520	437,220	247,143	13,363	477,335	179,860
2019 BUDGET EXPEND	1,704,941	650,692	110,576	270,493	160,749	26,290	346,648	139,493
2018 REVENUE	1,588,310	760,811	78,203	206,654	108,444	10,413	245,195	178,589
2018 EXPENDITURES	831,498	299,036	40,021	136,349	79,355	18,122	175,094	83,520

# MT PROSPECT PARK DISTRICT RECPLEX

## Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>Actual</u>	<u>Budget</u>
Jan	50,841	50,841	Jan	54,196	54,196	Jan	44,749	44,749	Revenue	244,806
Feb	42,249	93,091	Feb	40,393	94,589	Feb	45,478	90,227		
Mar	50,602	143,692	Mar	44,367	138,956	Mar	47,734	137,962	Expenditures	145,187
April	36,754	180,446	April	36,908	175,864	April	34,070	172,031		
May	39,476	219,922	May	35,817	211,681	May	38,155	210,186	Full Time	290,779
June	37,406	257,328	June	39,516	251,197	June	34,620	244,806	Part Time	312,197
July	34,503	291,830	July	30,156	281,354	July	0	0	Benefits	152,871
Aug	27,933	319,763	Aug	27,043	308,397	Aug	0	0	Commodities	62,900
Sept	29,525	349,288	Sept	27,018	335,415	Sept	0	0	Contractual	49,938
Oct	35,760	385,049	Oct	32,782	368,197	Oct	0	0	Utilities	251,629
Nov	42,303	427,352	Nov	41,190	409,387	Nov	0	0		514,979
Dec	43,931	471,283	Dec	43,214	452,601	Dec	0	0	Net	(270,173)
Budget										1,120,314
										(665,282)

**MT PROSPECT PARK DISTRICT  
RECPLEX FACILITY REVENUE REPORT  
JUNE 2019**

		<i>MONTH</i>		<i>YEAR to DATE</i>		Up (Down)	
		This	Last	This	Last	Change	% Change
RENTALS							
Building Rental		5,015	5,447	34,910	34,681	229	1%
Total		5,015	5,447	34,910	34,681	229	1%
PASS SALES							
All Facility		10,408	9,792	61,657	56,335	5,322	9%
Gym & Track		4,245	4,056	27,636	27,043	593	2%
Fitness		14,481	14,813	98,746	98,997	(251)	0%
Total		29,133	28,662	188,039	182,375	5,664	3%
DAILY FEES							
All Facility		20	60	1,135	2,326	(1,191)	-51%
Gym & Track		2,332	2,739	19,178	20,483	(1,305)	-6%
Fitness		569	843	3,218	4,882	(1,664)	-34%
Racquetball		221	167	2,793	3,128	(335)	-11%
Playport		218	277	2,748	3,652	(904)	-25%
Total		3,360	4,086	29,072	34,471	(5,399)	-16%
PROGRAM FEES							
Special Programs		833	3,395	5,140	11,041	(5,901)	-53%
Total		833	3,395	5,140	11,041	(5,901)	-53%
CONCESSIONS							
Merchandise		451	426	3,236	2,045	1,191	58%
Vending		-	1,817	4,493	6,582	(2,088)	-32%
Total		451	2,243	7,729	8,627	(897)	-10%
OTHER						-	
Visa Charges / OvSt		(4,172)	(4,317)	(20,083)	(19,997)	(86)	0%
TOTAL		34,620	39,516	244,806	251,197	(6,391)	-3%

Mount Prospect Park District  
**RECPLEX FACILITY**  
thru June

	2016	2017	2018	2019	Change From Prior Year
<b>REVENUES:</b>					
RENTALS	33,012	30,288	38,296	34,910	-9%
PASSES /USER FEES	195,772	188,030	182,375	188,039	3%
DAILY /USER FEES	46,644	41,439	34,471	29,072	-16%
PROGRAM FEES	15,062	6,613	11,041	5,140	-53%
MERCHANDISE & VENDING	9,335	9,961	8,627	7,729	-10%
OTHER/visa	(17,974)	(19,003)	(19,997)	(20,083)	0%
<b>TOTAL REVENUE</b>	<b>281,851</b>	<b>257,328</b>	<b>254,813</b>	<b>244,807</b>	<b>-4%</b>
% of Budget	49%	49%	51%	54%	
<b>EXPENDITURES:</b>					
FULL TIME SALARIES	112,399	116,203	109,121	145,187	33%
PART TIME SALARIES	132,605	133,527	129,627	147,592	14%
FRINGE BENEFITS	41,330	40,312	43,454	70,881	63%
CONTRACTUAL SERVICES	44,964	44,402	41,511	28,513	-31%
COMMODITIES	28,667	22,676	20,276	27,857	37%
MERCHANDISE	2,448	1,669	1,789	1,288	-28%
UTILITIES	93,220	90,858	89,611	93,661	5%
<b>TOTAL EXPENDITURES</b>	<b>455,633</b>	<b>449,647</b>	<b>435,389</b>	<b>514,979</b>	<b>18%</b>
% of Budget	45%	45%	41%	46%	
REVENUE OVER(UNDER) EXP	(173,782)	(192,319)	(180,576)	(270,172)	
BUDGET REVENUE	574,000	529,500	496,111	455,032	
BUDGET EXPENSE	1,015,519	998,160	1,074,190	1,120,314	

# MOUNT PROSPECT PARK DISTRICT

# BIG SURF POOL

### Revenue Recap by yr:

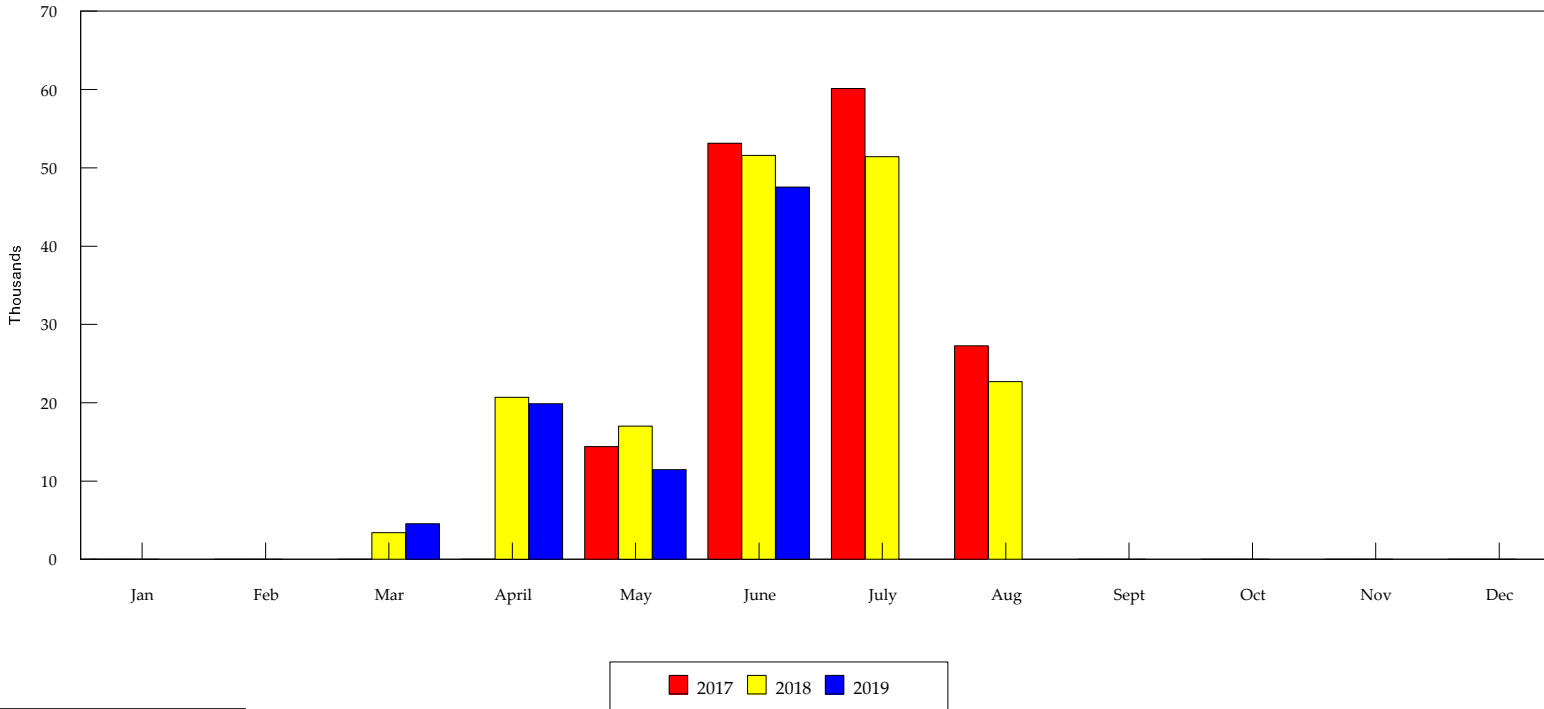
2017			2018			2019			YTD	Annual
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>Actual</u>	<u>Budget</u>
Jan	0	0	Jan	0	0	Jan	0	0		
Feb	0	0	Feb	0	0	Feb	0	0	<b>Revenue</b>	<b>83,427</b>
Mar	800	800	Mar	3,422	3,422	Mar	4,561	4,561	<b>Expenditures</b>	
April	7,178	7,978	April	20,698	24,120	April	19,866	24,427	Full Time	63,980
May	10,122	18,100	May	17,027	41,147	May	11,449	35,876	Part Time	22,163
June	72,777	90,877	June	51,579	92,726	June	47,551	83,427	Benefits	23,422
July	50,582	141,459	July	51,439	144,165	July	0	0	Comodities	17,494
Aug	13,020	154,479	Aug	22,717	166,882	Aug	0	0	Utilities	2,058
Sept	0	154,479	Sept	0	166,882	Sept	0	0		129,117
Oct	0	154,479	Oct	0	166,882	Oct	0	0	<b>Net</b>	<b>(45,690)</b>
Nov	0	154,479	Nov	0	166,882	Nov	0	0		<b>(157,413)</b>
Dec	0	154,479	Dec	0	166,882	Dec	0	83,427		

## Budget

178,500

165,896

168,500



### This Year Vs Last Two Years

Mount Prospect Park District  
**BIG SURF POOL**  
thru June

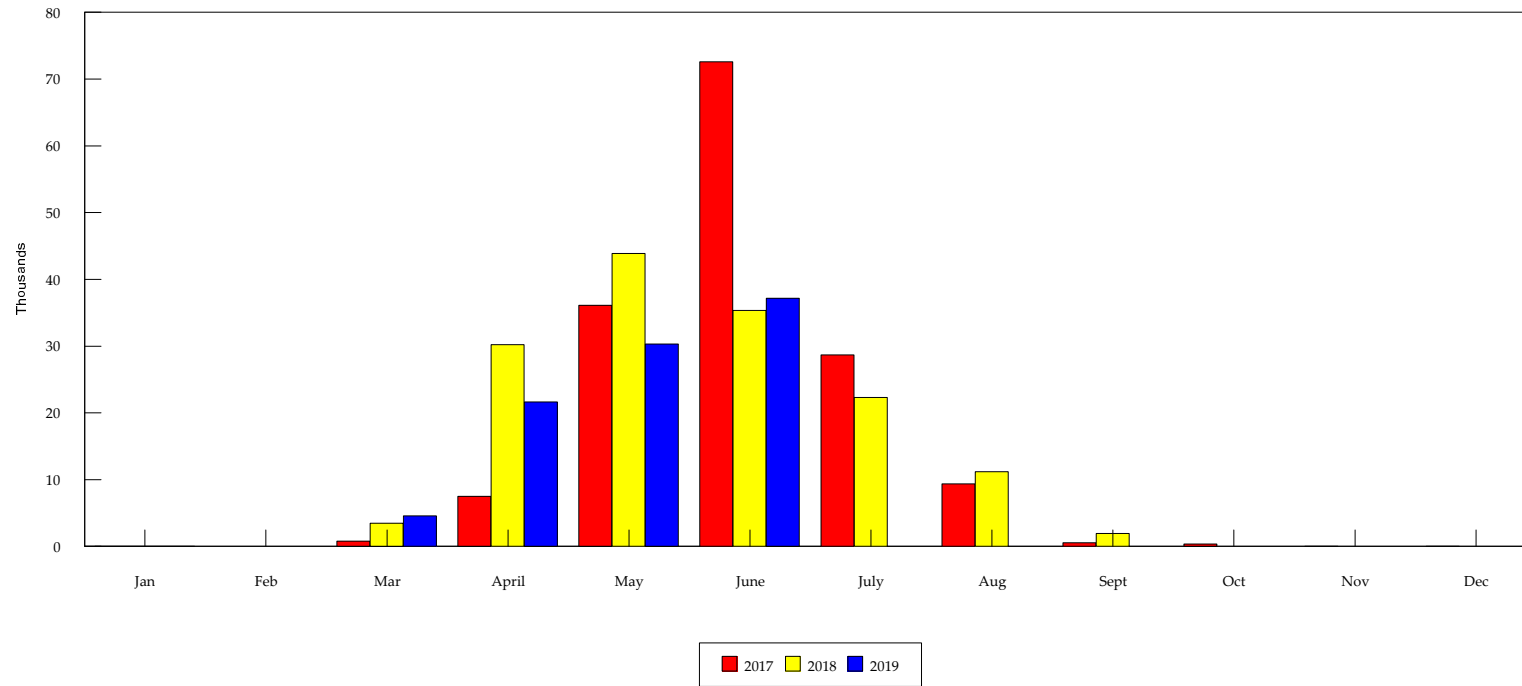
	2016	2017	2018	2019	Change From Prior Year
<b>REVENUES:</b>					
TUBE RENTAL	12,182	10,182	10,654	8,986	-16%
PASSES /USER FEES	44,721	51,540	53,080	52,485	-1%
DAILY /USER FEES	25,407	29,150	28,993	21,956	-24%
PROGRAM FEES					
CONCESSION SALES		5			
OTHER					
<b>TOTAL REVENUE</b>	<b>82,310</b>	<b>90,877</b>	<b>92,727</b>	<b>83,427</b>	<b>-10%</b>
 % of Budget	 46%	 51%	 56%	 50%	
<b>EXPENDITURES:</b>					
FULL TIME SALARIES	60,727	63,861	67,104	63,980	-5%
PART TIME SALARIES	12,943	30,693	23,456	22,163	-6%
FRINGE BENEFITS	25,117	28,943	29,808	23,422	-21%
CONTRACTUAL SERVICES	1,092	1,742	365	2,230	511%
COMMODITIES	15,312	12,444	10,285	15,264	48%
UTILITIES	3,771	3,388	3,391	2,058	-39%
SALES TAX/OTHER					n/a
<b>TOTAL EXPENDITURES</b>	<b>118,962</b>	<b>141,071</b>	<b>134,409</b>	<b>129,117</b>	<b>-4%</b>
 % of Budget	 38%	 44%	 42%	 40%	
 REVENUE OVER(UNDER) EXP	 (36,652)	 (50,194)	 (41,682)	 (45,690)	
 BUDGET REVENUE	 178,500	 178,800	 165,896	 168,500	
BUDGET EXPENSE	312,183	317,496	323,725	325,913	



# MT PROSPECT PARK DISTRICT MEADOWS POOL REVENUE

## Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	Month	YTD		Month	YTD		Month	YTD	Actual	Budget
Jan	0	0	Jan	0	0	Jan	0	0		
Feb	0	0	Feb	0	0	Feb	0	0	<b>Revenue</b>	<b>93,714</b>
Mar	800	800	Mar	3,497	3,497	Mar	4,562	4,562	<b>Expenditures</b>	
April	7,478	8,278	April	30,207	33,704	April	21,637	26,199	Part Time	26,874
May	36,123	44,401	May	43,870	77,574	May	30,338	56,537	Utilities	13,545
June	72,599	117,000	June	35,341	112,915	June	37,177	93,714	Comodities	21,168
July	28,708	145,708	July	22,296	135,210	July	0	0		61,587
Aug	9,353	155,060	Aug	11,207	146,417	Aug	0	0	<b>Net</b>	<b>32,127</b>
Sept	553	155,613	Sept	1,937	148,354	Sept	0	0		<b>(55,611)</b>
Oct	350	155,963	Oct	350	148,704	Oct	0	0		
Nov	0	0	Nov	0	148,704	Nov	0	0		
Dec	0	0	Dec	0	148,704	Dec	0	0		
<b>Budget</b>		<b>147,750</b>			<b>174,127</b>			<b>165,280</b>		



This Year Vs Last Two Years

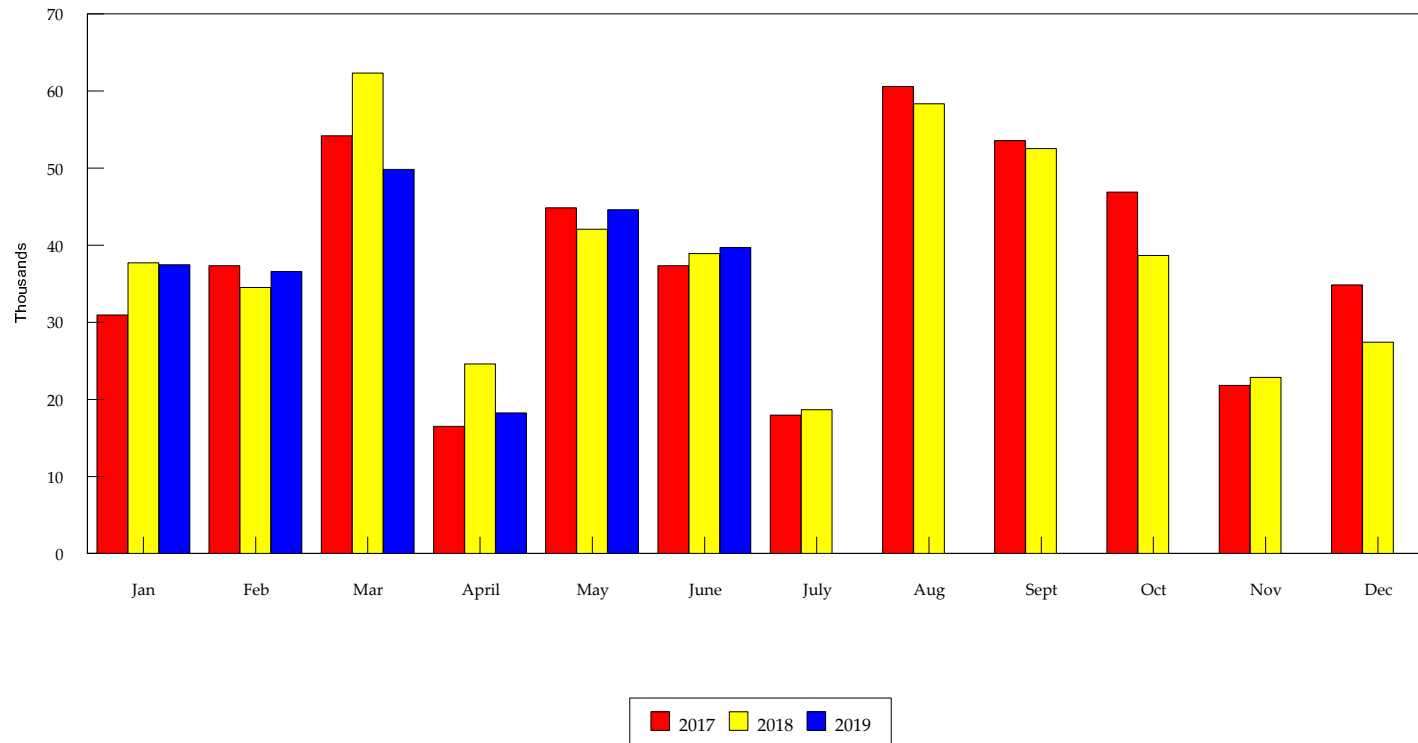
Mount Prospect Park District  
**MEADOWS POOL**  
thru June

	2016	2017	2018	2019	Change From Prior Year
<b>REVENUES:</b>					
BUILDING RENTAL	603	910	1,100	918	-17%
PASSES /USER FEES	44,721	51,533	53,080	52,478	-1%
DAILY /USER FEES	16,574	17,958	19,682	9,985	-49%
PROGRAM FEES	35,242	46,599	39,053	30,334	-22%
CONCESSION SALES					
MERCHANDISE SALES					
<b>TOTAL REVENUE</b>	<b>97,140</b>	<b>117,000</b>	<b>112,915</b>	<b>93,715</b>	<b>-17%</b>
 % of Budget	 62%	 79%	 65%	 57%	
<b>EXPENDITURES:</b>					
FULL TIME SALARIES					
PART TIME SALARIES	8,891	37,866	28,692	26,874	-6%
FRINGE BENEFITS					
CONTRACTUAL SERVICES	3,889	4,975	3,159	6,319	100%
COMMODITIES	13,154	13,731	7,664	14,849	94%
UTILITIES	15,886	9,888	12,776	13,545	6%
SALES TAX/OTHER					
<b>TOTAL EXPENDITURES</b>	<b>41,820</b>	<b>66,460</b>	<b>52,291</b>	<b>61,587</b>	<b>18%</b>
 % of Budget	 21%	 33%	 26%	 28%	
 REVENUE OVER(UNDER) EXP	 55,320	 50,540	 60,624	 32,128	
 BUDGET REVENUE	 156,400	 147,750	 174,127	 165,280	
BUDGET EXPENSE	194,864	202,103	200,241	220,891	

# MT PROSPECT PARK DISTRICT RECPLEX POOL REVENUE

## Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>Actual</u>	<u>Budget</u>
Jan	30,950	30,950	Jan	37,717	37,717	Jan	37,473	37,473	Revenue	226,486
Feb	37,340	68,290	Feb	34,519	72,236	Feb	36,590	74,063		
Mar	54,211	122,501	Mar	62,338	134,574	Mar	49,823	123,886	Expenditures	481,418
April	16,498	139,000	April	24,614	159,188	April	18,254	142,140		
May	44,876	183,876	May	42,060	201,249	May	44,621	186,761	Full Time	123,760
June	37,333	221,209	June	38,911	240,160	June	39,725	226,486	Part Time	308,282
July	17,966	239,175	July	18,674	258,834	July	0	0	Benefits	24,972
Aug	60,609	299,784	Aug	58,356	317,190	Aug	0	0	Comodities	38,857
Sept	53,583	353,368	Sept	52,550	369,740	Sept	0	0	Utilities	63,250
Oct	46,883	400,251	Oct	38,685	408,426	Oct	0	0		248,654
Nov	21,799	422,050	Nov	22,841	431,266	Nov	0	0	Net	559,121
Dec	34,839	456,889	Dec	27,422	458,688	Dec	0	0		(22,168)
										(77,703)
<b>Budget</b>		<b>437,500</b>			<b>472,887</b>			<b>481,418</b>		



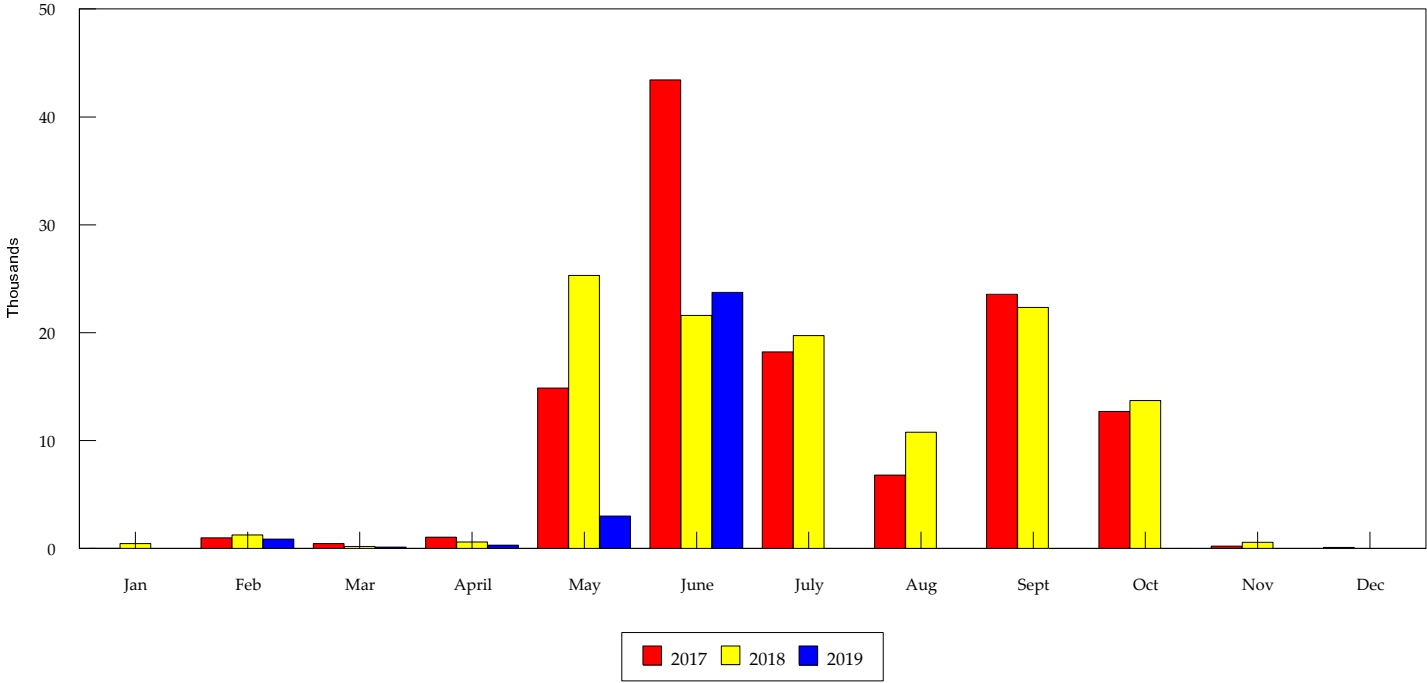
Mount Prospect Park District  
**REC PLEX POOL**  
thru June

	2016	2017	2018	2019	Change From Prior Year
<b>REVENUES:</b>					
BUILDING RENTAL	1,130	1,093	664	1,805	172%
PASSES /USER FEES	43,576	43,908	49,883	54,922	10%
DAILY /USER FEES	7,066	6,494	6,033	5,081	-16%
PROGRAM FEES	167,183	169,714	183,579	164,678	-10%
CONCESSION SALES					
MERCHANDISE SALES					
<b>TOTAL REVENUE</b>	218,955	221,209	240,159	226,486	-6%
 % of Budget	51%	51%	51%	47%	
<b>EXPENDITURES:</b>					
FULL TIME SALARIES	57,546	50,742	61,739	62,435	1%
PART TIME SALARIES	131,714	166,089	139,088	131,703	-5%
FRINGE BENEFITS	24,236	28,943	29,808	14,549	-51%
CONTRACTUAL SERVICES	4,312	3,326	4,198	5,208	24%
COMMODITIES	18,070	19,150	15,174	11,533	-24%
UTILITIES	22,471	22,288	22,500	23,227	3%
SALES TAX/OTHER					
<b>TOTAL EXPENDITURES</b>	258,349	290,538	272,507	248,655	-9%
 % of Budget	48%	53%	51%	44%	
 REVENUE OVER(UNDER) EXP	(39,394)	(69,329)	(32,348)	(22,169)	
 BUDGET REVENUE	431,900	437,500	472,887	481,418	
BUDGET EXPENSE	540,480	551,933	537,112	559,121	

# MT PROSPECT PARK DISTRICT CONCESSIONS

## Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>Actual</u>	<u>Budget</u>
Jan	0	0	Jan	457	457	Jan	0	0	Revenue	28,105
Feb	982	982	Feb	1,252	1,709	Feb	887	887		
Mar	454	1,436	Mar	194	1,903	Mar	146	1,033	Expenditures	239,204
April	1,057	2,493	April	595	2,498	April	320	1,353		
May	14,860	17,353	May	25,315	27,813	May	3,014	4,367	Full Time	7,182
June	43,440	60,793	June	21,610	49,423	June	23,738	28,105	Part Time	32,833
July	18,216	79,009	July	19,730	69,153	July	0	0	Benefits	2,645
Aug	6,805	85,814	Aug	10,769	79,922	Aug	0	0	Comodities	59,418
Sept	23,568	109,382	Sept	22,338	102,260	Sept	0	0	Utilities	25,840
Oct	12,708	122,090	Oct	13,728	115,988	Oct	0	0		39,977
Nov	0	122,090	Nov	570	116,558	Nov	0	0	Net	127,918
Dec	111	122,201	Dec	0	0	Dec	0	0		(11,872)
Budget		150,600			136,600			139,204		111,286



This Year Vs Last Two Years

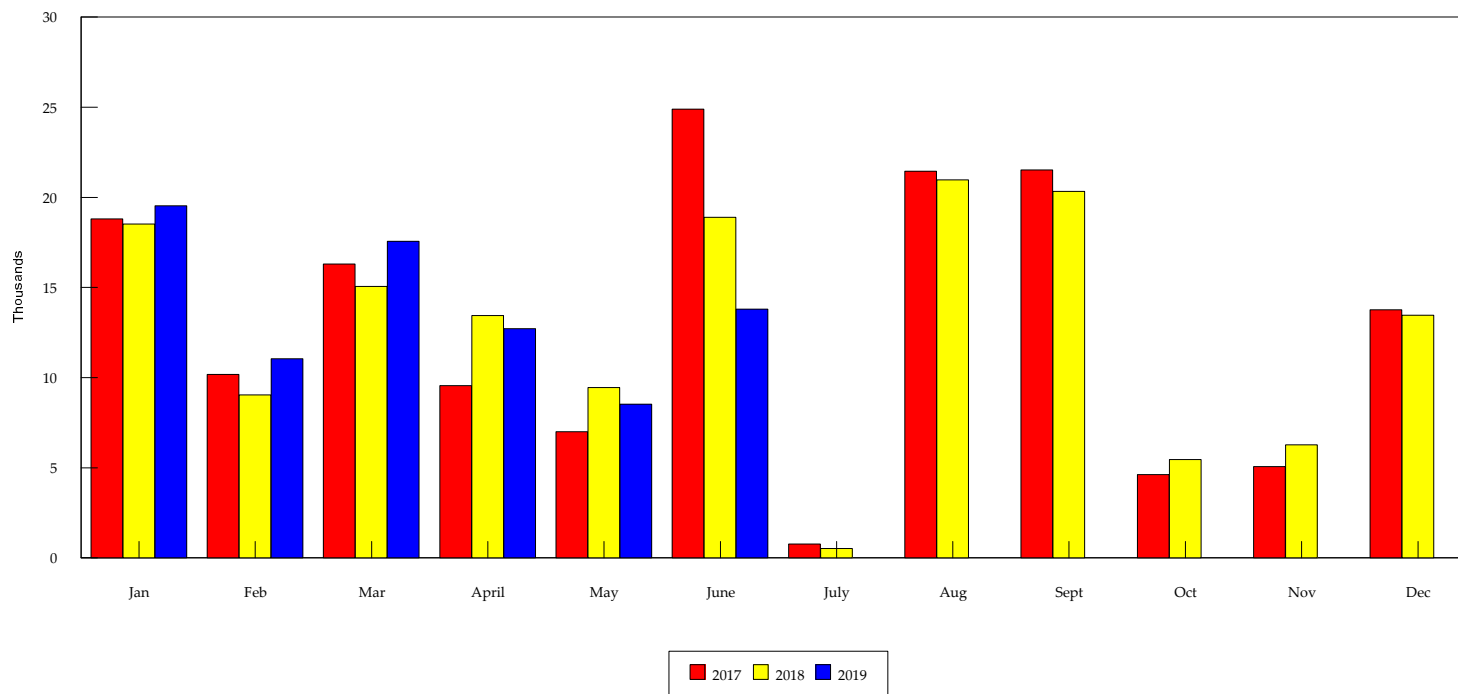
**MOUNT PROSPECT PARK DISTRICT**  
**CONCESSIONS Department by Location**  
**For Six Months Ended 6-30-19**

ACCOUNT NAMES	TOTALS	ADMIN	LIONS POOL	MEADOWS POOL	MEADOWS BALLFIELD	GRILL & 1/2 WAY	MELAS PARK	ATHLETIC FIELDS
REVENUES:								
PROGRAM FEES	-							
DAILY / FEES - CATERING	-							
VENDING INCOME	-			-				
CONCESSION SALES	28,105		13,572		7,714		2,726	4,093
OTHER	-							
TOTAL REVENUE	28,105	-	13,572	-	7,714	-	2,726	4,093
% of Budget	20%	n/a	35%	0%	42%	0%	16%	21%
EXPENDITURES:								
FULL TIME SALARIES	3,797	3,797						
PART TIME SALARIES	6,134	249	3,113		1,583		1,068	121
FRINGE BENEFITS	1,293	1,293						
CONTRACTUAL SERVICES	2,484	-					2,084	400
COMMODITIES	1,223		473	13	74	22	192	448
COST OF GOODS SOLD	17,797		5,143		2,365	3,100	1,488	5,701
UTILITIES	6,793					3,409	3,384	
SALES TAX/OTHER	456	456						
TOTAL EXPENDITURES	39,977	5,795	8,729	13	4,022	6,531	8,217	6,671
% of Budget	31%	22%	29%	4%	32%	74%	23%	48%
REVENUE OVER(UNDER) EXP	(11,872)	(5,795)	4,843	(13)	3,692	(6,531)	(5,491)	(2,578)
CHANGE FROM LAST YR + ( - )								
REVENUE	(21,318)	-	(743)	(0)	(1,501)	(22,500)	(667)	4,093
EXPENDITURES	5,210	(3,898)	4,366	(40)	135	2,100	374	2,173
NET	(26,528)	3,898	(5,109)	40	(1,636)	(24,600)	(1,041)	1,920
% CHANGE FROM LAST YEAR								
REVENUE	(43)	n/a	(5)	(100)	(16)	(100)	(20)	n/a
EXPENDITURES	15	(40)	100	(75)	3	47	5	48

# MT PROSPECT PARK DISTRICT CENTRAL PROGRAM REVENUE

## Revenue Recap by yr:

2017			2018			2019			YTD	Annual
	Month	YTD		Month	YTD		Month	YTD	Actual	Budget
Jan	18,815	18,815	Jan	18,516	18,516	Jan	19,528	19,528	Revenue	83,184
Feb	10,178	28,993	Feb	9,050	27,566	Feb	11,052	30,580		
Mar	16,300	45,293	Mar	15,057	42,623	Mar	17,559	48,139		
April	9,562	54,855	April	13,447	56,070	April	12,712	60,851	Expenditures	
May	6,995	61,850	May	9,457	65,527	May	8,530	69,381	Part Time	16,014
June	24,892	86,742	June	18,901	84,428	June	13,803	83,184	Contractual	28,000
July	765	87,507	July	531	84,959	July	0	0	Commodities	65,540
Aug	21,460	108,967	Aug	20,982	105,941	Aug	0	0		1,500
Sept	21,526	130,493	Sept	20,335	126,276	Sept	0	0		52,251
Oct	4,632	135,125	Oct	5,450	131,726	Oct	0	0	Net	95,040
Nov	5,076	140,201	Nov	6,270	137,996	Nov	0	0		30,933
Dec	13,771	153,972	Dec	13,458	151,454	Dec	0	0		45,760
<b>Budget</b>		<b>189,000</b>			<b>148,800</b>			<b>140,800</b>		



This Year Vs Last Year

**MOUNT PROSPECT PARK DISTRICT**  
**CENTRAL PROGRAMS Department by Function**  
**Month Ended 6-30-19**

ACCOUNT NAMES	TOTALS	YOUTH CHILD CARE	ATHLETICS ADULT	YOUTH
REVENUES:				
PROGRAM FEES	83,184	27,909		55,275
CHILD CARE	-			
DONATIONS	-		-	
TOTAL REVENUE	83,184	27,909	-	55,275
% of Budget	59%	53%	0%	69%
EXPENDITURES:				
PART TIME SALARIES	16,014	16,014		
CONTRACTUAL SERVICES	35,924			35,924
COMMODITIES	313	313		
TOTAL EXPENDITURES	52,251	16,327	-	35,924
% of Budget	55%	55%	0%	59%
REVENUE OVER(UNDER) EXP	30,933	11,582	-	19,351
CHANGE FROM LAST YR + ( - )				
REVENUE	(1,244)	941	(1,950)	(235)
EXPENDITURES	823	(32)	-	855
NET	(2,067)	973	(1,950)	(1,090)
% CHANGE FROM LAST YEAR				
REVENUE	(1)	3	(100)	(0)
EXPENDITURES	2	(0)	n/a	2

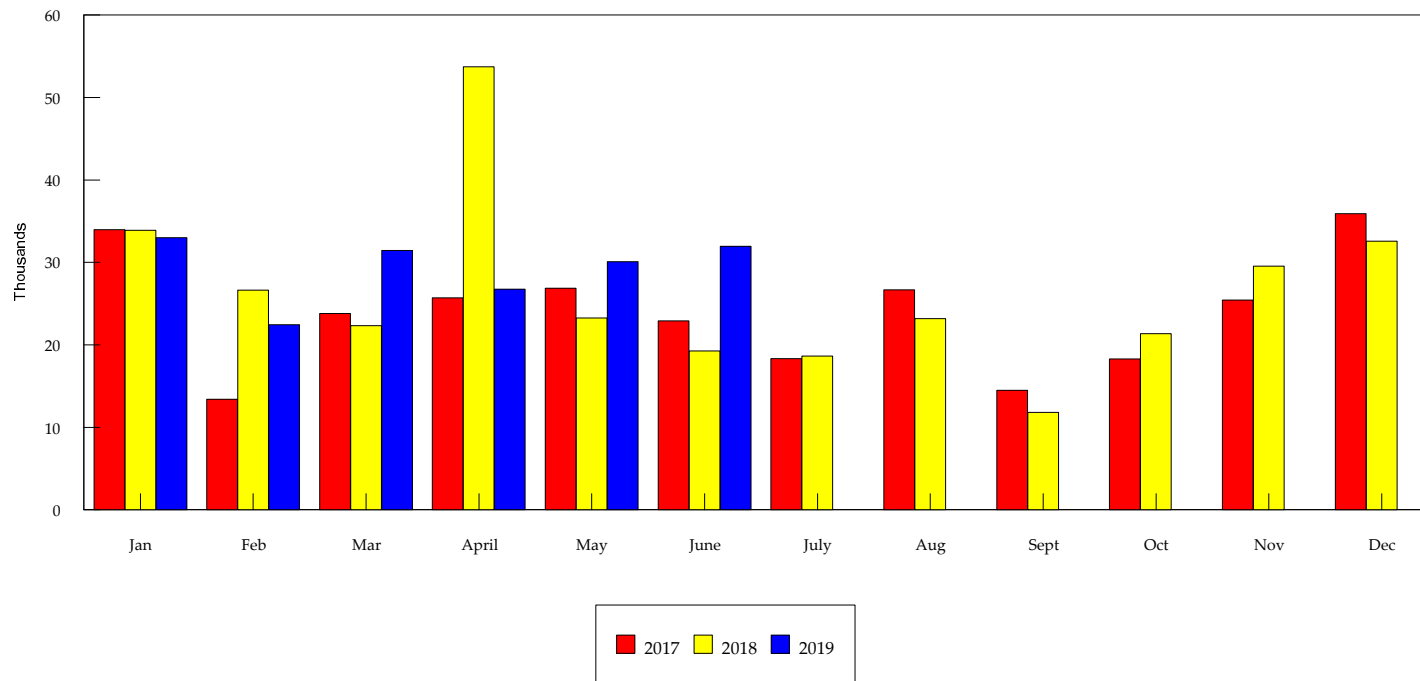


MT PROSPECT PARK DISTRICT  
CENTRAL COMMUNITY CENTER

### Revenue Recap by yr:

2016			2017			2018			YTD	Annual
	<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>		<u>Month</u>	<u>YTD</u>	<u>Actual</u>	<u>Budget</u>
Jan	33,981	33,981	Jan	33,909	33,909	Jan	33,017	33,017		
Feb	13,413	47,395	Feb	26,632	60,541	Feb	22,434	55,451	<b>Revenue</b>	175,696
Mar	23,826	71,220	Mar	22,344	82,885	Mar	31,440	86,892	<b>Expenditures</b>	
April	25,712	96,932	April	53,726	136,611	April	26,752	113,644	Full Time	68,775
May	26,882	123,814	May	23,256	159,867	May	30,084	143,728	Part Time	102,170
June	22,927	146,741	June	19,268	179,135	June	31,968	175,696	Benefits	32,575
July	18,319	165,060	July	18,649	197,784	July	0	0	Comodities	24,598
Aug	26,666	191,727	Aug	23,176	220,960	Aug	0	0	Contractual	19,680
Sept	14,514	206,240	Sept	11,828	232,788	Sept	0	0	Utilities	34,042
Oct	18,294	224,534	Oct	21,378	254,166	Oct	0	0		281,840
Nov	25,434	249,967	Nov	29,550	283,715	Nov	0	0	<b>Net</b>	(106,144)
Dec	35,930	285,897	Dec	32,594	316,309	Dec	0	0		(257,575)

Budget	360,400	356,510	338,325
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**MT PROSPECT PARK DISTRICT  
CENTRAL FACILITY REVENUE REPORT  
June 2019**

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Skate Rental	170	260	1,675	1,325	350	26%
Building Rental	8,973	4,961	52,638	67,951	(15,313)	-23%
	9,143	5,221	54,313	69,276	(14,963)	-22%
PASS SALES						
Fitness	8,309	8,123	54,000	50,963	3,037	6%
	8,309	8,123	54,000	50,963	3,037	6%
DAILY FEES						
Gym Fees	765	483	8,239	5,077	3,162	62%
Fitness Center	162	192	1,242	1,269	(27)	-2%
Inline Rink Fees	657	832	5,099	5,157	(58)	-1%
	1,584	1,507	14,580	11,503	3,077	27%
PROGRAM FEES						
Adult Athletic Leagues	-	-	625	-	625	0%
Youth Athletic Camps	8,463	2,386	12,427	7,608	4,819	0%
Youth Athletic Prog.	1,594	2,121	4,991	4,317	674	16%
Youth Leagues	-	(3)	22,614	24,052	(1,438)	-6%
Special Programs	4,615	1,498	18,154	16,192	1,962	12%
	14,672	6,002	58,811	52,169	6,642	13%
CONCESSIONS						
Merchandise	401	199	3,043	2,896	147	5%
Vending	-	430	1,250	1,823	(573)	-31%
	401	629	4,293	4,719	(426)	-9%
OTHER						
Visa Charges / OvShrt	(2,140)	(2,214)	(10,300)	(10,256)	(44)	0%
TOTAL	31,969	19,268	175,696	178,374	(2,677)	-2%

**MT. PROSPECT PARK DISTRICT  
PROPERTY TAX  
MONTH ENDING  
6/30/19**

<u>Tax Yr.</u>	<u>Property Tax Jan. 1 - Dec. 31</u>	<u>Assessed Valuation</u>	<u>Rate</u>
2013	8,762,986	1,413,453,067	0.657
2014	9,398,877	1,446,086,836	0.654
2015	9,580,252	1,406,791,767	0.681
2016	9,820,200	1,653,232,361	0.594
2017	10,145,281	1,667,332,206	0.609

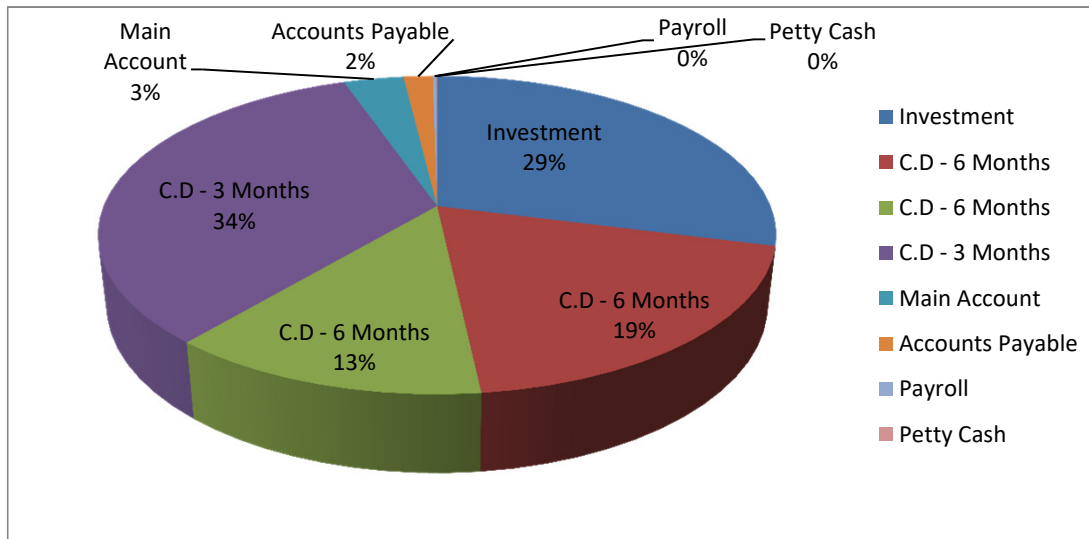
Tax Monies Received from January 1, 2019 through June 30, 2019 totals:  
\$5,547,896 (of this total \$101,974 is Replacement Tax).

	<b>Type</b>	<b>2019 Taxes</b>	<b>2018 Taxes</b>
January	R	17,767	16,533
January		2,193	416,345
February		1,336,490	1,091,944
March	R	7,753	14,667
March		3,964,127	3,593,500
April	R	34,835	30,149
April		86,440	40,570
May	R	42,363	30,732
May		55,927	51,476
June			
July	R		23,947
July			2,483,305
August	R		2,420
August			2,098,030
September			
October	R		21,671
October			31,371
November			42,837
December			3,129
December	R		5,299
<b>TOTAL</b>		<b>5,547,896</b>	<b>9,997,927</b>

**Mt. Prospect Park District**  
**Statement of Account Balances**  
As of June 30, 2019

**Mt. Prospect State Bank**

Accounts	Maturity	Amount	Rate	Term
Investment	n/a	2,255,630	0.31%	Demand
C.D - 6 Months	10/24/2019	1,500,000	1.00%	6 Months
C.D - 6 Months	9/12/2019	1,004,959	1.00%	6 Months
C.D - 3 Months	9/12/2019	2,607,137	0.30%	3 Months
Main Account	n/a	265,804	n/a	
Accounts Payable	n/a	128,506	n/a	
Payroll	n/a	15,172	n/a	
Petty Cash	n/a	4,350	n/a	
Total Funds		7,781,558		



**Mt Prospect Park District  
Capital Projects Update  
June 2019  
Fund 97 2017 Capital IMPR Fund**

Account #	Description	Budget	June	Y-T-D Actual	Difference
<u>Rec Plex Center</u>					
811400	RP Electronic Sign	42,540		42,540	-
811913	RP Strength Equipment	6,450			6,450
813500	Replace Intercom System	15,000	5,202	5,278	9,722
	Total Rec Plex Center	63,990	5,202	47,818	16,172
<u>Conservatory</u>					
822000	FPC Electronic Sign	46,690		46,690	-
822410	FPC Kitchen	18,000		17,176	
	Total Conservatory	64,690	-	63,866	-
<u>Park Improvements</u>					
847012	Tree Planting/Removal	37,611		2,560	35,051
	Total Park Improvements	37,611	-	2,560	35,051
<u>Equipment</u>					
855400	Reg Sys Maintenance	7,500		4,820	2,680
855460	Technology Equipment	1,610		1,880	(270)
855510	Facility Dude Maint Software	7,100			7,100
855530	District Website	15,170		4,936	10,234
857250	Grounds Equipment/Repair	5,280	245	245	5,035
858215	CCC Fitness /Strength Equip	10,900			10,900
858375	Security	6,000	1,650	1,650	4,350
858485	Field Equipment Box	2,927		2,047	880
	Total Equipment	56,487	1,895	15,578	40,909
<u>Buildings</u>					
861591	LRC Multipurpose Floors	1,140		1,140	-
862002	Central Rd Gym Floor	800			800
865425	Conservatory Property	2,500		2,000	500
865650	CCC Roof Assessment	5,000			5,000
865900	CCC HVAC	6,362		3,058	3,304
	Total Buildings	15,802	-	6,198	9,604
	Total Expenditure	238,580	7,097	136,021	101,735

**Mt Prospect Park District  
Capital Projects Update  
June 2019  
Fund 98 2018 Capital IMPR Fund**

Account #	Description	Budget	June	Y-T-D Actual	Difference
<u>Rec Plex Center</u>					
812010	Fitness Center Flooring	75,000	-		75,000
	Total Rec Plex Center	75,000	-	-	75,000
<u>Park Improvements</u>					
845164	Melas to Meadows Bridge	20,700			20,700
846700	Billings for Projects	327,930		252,196	75,734
846880	Busse Park Playground	105,000	3,292	10,884	94,116
849610	Playground Repairs	3,000		3,000	-
849620	Ice Rink Liners/Fencing	3,750			3,750
849630	Baseball Surface	7,000			7,000
849640	Tennis Court	2,500			2,500
849650	Canine Commons	28,000			28,000
849660	Field Tarp	3,750		3,500	250
849705	Golf Cart GPS	39,000		22,701	16,299
	Total Park Improvements	540,630	3,292	292,281	248,349
<u>Equipment</u>					
855220	Mowing Trailer	5,650			5,650
855250	Admin Tech - Software	21,100	1,489	7,290	13,810
855260	Admin Tech - Hardware	21,400	584	10,674	10,726
855330	Truck 22	52,300			52,300
855340	Truck 12	27,400			27,400
855400	Reg Sys Maintenance	31,500	2,000	12,000	19,500
855460	Technology Equipment	12,000	2,044	3,250	8,750
855470	Applitrack/TimePro/Smart Fusion	8,080		6,565	1,515
855500	Gator Utility Vehicles	15,100	15,010	15,010	90
855800	Bizhub Printer	5,000		4,065	935
855810	Event Canopy	14,800		14,295	505
856711	Vehicle 5	16,500		16,500	-
856744	Tow Behind Gang Rollers	2,500		2,210	290
858600	Tee Mower	34,600		34,228	372
858610	Rough Mower	35,500		33,615	1,885
	Total Equipment	303,430	21,127	159,704	143,726
<u>Buildings</u>					
861200	Art Studio Flooring	5,000			5,000
861560	Lions Recreation RTU	18,000			18,000
862190	CCC RTU 10/11/13	90,000		37,725	52,275
865500	WCMF Capital Upgrades	3,000			3,000
866100	MSD Utility Service Connection	30,000			30,000
	Total Buildings	146,000	-	37,725	108,275
<u>Pools</u>					
881300	Roll Down Door	4,000			4,000
881670	Funbrella	11,000		11,000	-
881680	Pool Lane Dividers	4,000			4,000
882100	Rec Plex Pool Pak	2,750			2,750
	Total Pools	21,750	-	11,000	10,750
	Total Expenditure	1,086,810	24,419	500,710	586,100



## Executive Director

Board Report July 24, 2019

### Upcoming Important Dates:

- July 25, 2019: "Dancing Queen" ABBA tribute at Lions Park 7:30 - 9 pm
- July 27, 2019: Brass Band Bash at Lions Park 5 - 9:15 pm
- July 29, 2019: Mt. Prospect Community Band (Final Night) 7:30 - 8:30 pm
- July 29 through August 4, 2019: Mt. Prospect Golf Club Championship
- August 2, 2019: Late Night Swim and Scavenger Hunt Meadows Pool 8 - 10:00 pm
- August 6, 2019: National Night Out held at Lions Park 5:30 - 8:30 pm

### Pop Up Park Event:

On **July 13th** from 10:00 am to 12:00 pm the Mt. Prospect Park District hosted a one-of-a-kind Year of the Park Celebration! Park District Staff members "Popped Up" at various parks and playgrounds throughout the community to give away essentials for outdoor fun. Free water bottles, frisbees, jump ropes, sidewalk chalk and more were distributed to the public just for enjoying the great outdoors.

The Pop-Up Park event was held at the following locations:

Beau Drive Playground, Busse Park, Countryside Park, Dara James Playground, Einstein Park, Emerson Park, Hill Street Nature Center, Kopp Park, Owen Park, Prospect Meadows Park, Robert T. Jackson Clearwater Park, Rosemary Argus Friendship Park, Sunrise Park, Sunset Park, and We-Go Park.

Photos of this event have been posted on the Park District's Facebook (Mt. Prospect Park District) and Instagram (MPParkDistrict) pages. Additional event details were provided by Community Relations and Marketing.

### Mt. Prospect Golf Club:

The Becker Club Championship will be held **July 29th - August 4th** at the Mt. Prospect Golf Club. This event includes divisions for juniors, seniors, women and men and finishes with the awards dinner on August 4th. This championship began in 1974 and is the Mt. Prospect Golf Club's longest-running event.

### National Night Out:

National night out will be held on **August 6th** at Lions Park from 5:30 pm to 8:30 pm. Over the years this event has been extremely popular with the public. All are encouraged to attend.

### Upcoming Meeting Reminders:

**Regular Board Meeting** - Wednesday, August 21, 2019 - 7 pm @ CCC



# Golf Operations Report

July 2019 (January 1, 2019 through June 30, 2019)

Golf Rounds	2017	2018	2019	Variance '18 to '19
Paid Resident Rounds	2,225	1,996	1,967	-29
Paid Non-Resident Rounds	9,011	9,012	9,631	619
Annual Membership Rounds	<u>2,432</u>	<u>1,898</u>	<u>2,216</u>	<u>318</u>
<b>Total Rounds</b>	<b>13,668</b>	<b>12,906</b>	<b>13,814</b>	<b>908</b>
Range Buckets*	2017	2018	2019	Variance '18 to '19
Small	7,756	2,558	3,010	452
Medium	0	1,900	1,322	-578
Large	<u>0</u>	<u>701</u>	<u>500</u>	<u>-201</u>
<b>Total Buckets Sold</b>	<b>7,756</b>	<b>5,159</b>	<b>4,832</b>	<b>-327</b>
Golf Lesson Participants	2017	2018	2019	Variance '18 to '19
Adult Lessons	117	114	75	-39
Youth Lessons	<u>253</u>	<u>285</u>	<u>292</u>	<u>7</u>
<b>Total Participants</b>	<b>370</b>	<b>399</b>	<b>367</b>	<b>-32</b>

\*2019 Range Buckets are \$6/\$11/\$15. 2018 Range Buckets were \$5/\$8/\$12 and \$5 per token in 2017. Although the total number of buckets are down our revenue is up by \$3,702 YTD.

## News & Updates:

**Revenue:** Despite the frequent rains in June, revenue was up 8.6% this June over last. YTD revenue is up 6.1% over last season & up 5.6% over 2017, which was our record revenue year!

**Golf Outings:** 53 golf outings have been booked so far this season. Our goal was to book 50 outings the entire season! Revenue generated from these outings is \$113,680, which is approximately 10% of our total annual greens fees & cart revenue. Last year we had a total of 42 outings.

**Lessons:** We completed the first 3-week session of our summer junior lessons with no rainouts. The 2nd 3-week session of summer junior lessons began on July 8th. The decrease in adult lessons is due to low enrollment in the hour-long PGA clinics. The addition of a Prospect High School Boys camp and our two full youth leagues have lead to an 8% increase in overall lesson revenue over last season.

**Conditions:** After a very wet and cool spring, conditions have turned very hot and dry putting a strain on the golf course. We have begun to hand water greens during the day and running the irrigation system for the entire course at night on a daily basis.

**Events:** Family Golf Night was on Sunday, June 23rd from 5:00-7:30 pm. Despite the rain, it was still a successful event. We had a maximum of 150 kids register. We held a 14 to 18 year-old IJGA event on July 10th with a maxed out field of 96. PHS Girls Golf Team player Kelly Kavanaugh topped all players, boys and girls, by shooting a one-over round of 71! The Becker Club Championship registration has begun. The Club Championship runs from July 29th-August 4th.





# June 2019 Marketing Events

## Emails



6/10

Open rate 20%

## Events



View Insights Promote

Liked by krismcewen and 31 others

mtprospectgc The morning rain didn't stop people from coming out this afternoon to participate in the #majorseriesofputting! Good luck to everyone who qualified to move

View Insights Promote

Liked by links\_wanderer and 31 others

mtprospectgc Mt. Prospect was voted one of the 'Best Courses You Can Play' in 2019! Read more: <http://bit.ly/2XtPOxl>

View Insights Promote

Liked by links\_wanderer and 38 others

mtprospectgc #motivationalmonday courtesy of Bobby Jones

View Insights Promote

Liked by maryomalleyrealestate and 16 others

mtprospectgc Happy National Mechanics Day! Thank you to the Mt. Prospect Park District mechanics for all they do to make our operation run smooth!

View Insights Promote

Liked by links\_wanderer and 34 others

mtprospectgc The best part of being a neighborhood course is seeing all of the neighborhood kids using our facility!

View Insights Promote

192 views · Liked by yeongji\_k and iceygolf

mtprospectgc Divot got you down? Check out our latest #tiptuesday video with a focus on perfecting your divot!

**Facebook:** 20 new likes June total 444.

**Instagram:** 136 new followers 559

**Twitter:** 3 new followers May total 93

## Social Media



## Aquatics 1/1/19 through 6/30/19

<b>AQUATICS - July 2019</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Variance '18 to'19</b>
Youth Swim Lessons	2265	2252	2218	2040	-178
Aqua Fit	971	527	463	536	73
Specialty Classes	162	231	281	216	-65
<b>Programming Totals</b>	<b>3398</b>	<b>3010</b>	<b>2962</b>	<b>2792</b>	<b>-170</b>
<b>Spring Session To Date:</b>	<b>4/25-6/30</b>	<b>5/1-6/30</b>	<b>4/23-6/30</b>	<b>4/29-6/30</b>	
Youth Swim Lessons	1161	1173	1154	1029	-125
Aqua Fit	442	206	173	246	73
Specialty Classes	85	145	129	110	-19
<b>Programming Totals</b>	<b>1688</b>	<b>1524</b>	<b>1456</b>	<b>1385</b>	<b>-71</b>
RecPlex Pool Daily Admission Sold	1338	1147	1200	940	-260
<b>RecPlex Daily Totals</b>	<b>1338</b>	<b>1147</b>	<b>1200</b>	<b>940</b>	<b>-260</b>
Outdoor Pool Daily Admissions Sold	8764	7018	7337	4881	-2456
<b>Outdoor Daily Totals</b>	<b>8764</b>	<b>7018</b>	<b>7337</b>	<b>4881</b>	<b>-2456</b>

### News:

- Lessons are running smoothly with trained staff, numbers are down due to the first session of outdoor lessons being cool and rainy. Also, with the cancellation of session 2 morning Outdoor Lessons in preparation for thunderstorms in the forecast.
- Aquafit numbers continue to rise with the participants taking advantage of the Aquafit Unlimited Membership. This includes more classes for a monthly low price.
- Specialty Class Numbers are low due to a drop in enrollment of the Summer Swim Team. Many Families opt-out of the short 2 month summer season as the fall season is 6 months long. Program is going strong and add-in extras like the tie-dye event, walking in the 4th of July Parade and a special practice at Big Surf Wave pool!
- Cool and rainy weather have negatively affected Summer pool pass sales, daily fees and program enrollment. Staff has worked hard to manage facility hours and operations to minimize expense.
- Cold wet Summers do occur. To provide some perspective, in 2015 the number of Summer pool passes sold at 1,745 was 283 less than this year, 2019 YTD. In 2015, outdoor pool daily fees at 4,496 were 385 less than this year, 2019 YTD.
- American Red Cross Audits on 6/22 and 7/3 have gone very well. It is reported that lifeguards are seen as attentive, professional and meeting industry standards while on surveillance duty.
- Pool Fun Days have been a hit. 75 people enjoyed swimming under the stars till 10 pm at the first Meadows Pool late-night swim.



## Athletics 1/1/19 through 6/30/19

<b>ATHLETICS - July 2019</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Variance '18 to '19</b>
Karate	397	379	425	422	-3
Youth-Gymnastics Programs	488	432	373	178	-195
Youth Athletic Programs	602	725	656	942	286
Youth Fall Baseball & Softball	18	28	41	53	12
<b>Youth Programming Totals</b>	<b>1505</b>	<b>1564</b>	<b>1495</b>	<b>0</b>	<b>100</b>
Adult Volleyball	11	15	6	5	-1
Adult Softball	51	58	53	48	-5
Adult Basketball	38	41	33	37	4
<b>Adult Leagues Totals</b>	<b>100</b>	<b>114</b>	<b>92</b>	<b>90</b>	<b>-2</b>
<b>Athletics Total</b>	<b>1605</b>	<b>1678</b>	<b>1587</b>	<b>90</b>	<b>98</b>

### News:

- House league baseball and softball playoffs wrapped up for most age levels at the end of June. The weather was very challenging the entire season with numerous rainouts.
- Patriots travel baseball teams will continue their season through most of July. The 9 to 14-year-old teams played in the Jim Christ Tournament in Glenview July 5-7. There will be a U12 Patriots softball tournament team this year. The girls will play in tournaments throughout July. The tournaments will be held in Wood Dale, Roselle and Carol Stream.
- Chicago Championship 16" men's softball tournament was held at Majewski June 20-23. 30 teams competed in the tournament including three teams from Iowa.
- Fall Baseball and Softball numbers are right where we expect them to be as the Spring/Summer season comes to an end. We'll continue to push out marketing materials to ensure families know they need to sign up ASAP. Fall League begins in mid-August.
- Gymnastics numbers still seem to be taking a hit since we've had 3 different companies in 3 years. Summer has never been a strong season for Gymnastics. We hope to see improvement in the Fall.
- Youth Athletic Programs continue to thrive. We have strengthened our marketing campaigns and improved customer service across the board.



## Cultural Arts 1/1/19 through 6/30/19

CULTURAL ARTS - July 2019	2016	2017	2018	2019	Variance '18 to '19
Visual	853	1057	903	916	13
Performing	1624	1117	1646	1651	5
<b>Cultural Arts Total</b>	<b>2477</b>	<b>2174</b>	<b>2549</b>	<b>2567</b>	<b>18</b>

### News:

Visual Arts Participation numbers reported above include paid registrations for classes and programs. In addition, Cultural Arts has been able to reach:

- 507 Birthday party participants from January - June 2019
- 300 Mardi Gras craft participants in 2019
- A total of 82 participants at the 2019 Mother Son Paint night
- May 3 and 4, Fairest of Them All Ballet performances at the Al Larson Prairie Center for the Arts, netted 1,280 presale tickets, and 75 door sale tickets.
- May 17 and 18, Studio Impulse Travel America performances at Forest View Educational Center, netted 1,110 presale tickets and 50 door sale tickets.
- June 8th, Snow White and Friends pre-ballet performances at Forest View Educational Center, netted 344 presale tickets and 75 door sale tickets.
- June 30th, Riff Raff performed at the Schaumburg Boomers game.

### Upcoming Events:

- July 18, the Art Studio is hosting a free community event from 1:00 - 4:00, Art in the Park, at the Melas Park gazebo. We are also giving guided tours of the Art Studio at 1:30, 2:30 and 3:30.
- July 20, Impulse Dance Ensemble is performing at the Schaumburg Boomers game.
- The Mt. Prospect Community Band is playing their remaining Monday nights of summer music in the bandshell throughout July. Hope to see you there!
- July 18 and July 25 the Art Studio will be at the Thursday night concerts with a craft and on the 25th our *Mind Your Own Business* camp will be selling their homemade wares starting at 6 pm.
- July 19, the Art Studio is holding it's second Parents Night Out from 6:00 - 9:00.
- July 27, the Brass Band Bass IV is happening at the Lions Park bandshell. Music begins at 5:20 and runs until 9:15 pm.



## Early Childhood/Youth

### 1/1/ 19 through 6/30/19

<b>EARLY CHILDHOOD &amp; YOUTH - July 2019</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Variance '18 to'19</b>
Pre-School Registration for next school year	159	157	162	163	1
Before & After School Care	69	68	63	68	5
Early Childhood & Youth Programming (w/oss)	854	752	779	643	-136
Summer Camps	1242	1238	1214	1277	63
<b>Total Early Childhood &amp; Youth</b>	<b>2324</b>	<b>2215</b>	<b>2218</b>	<b>2151</b>	<b>-67</b>

#### News:

- Summer Camp began June 3.
- District 59 kids began camp on June 6 as they had school and Kids Klub through June 5
- All camp field day at RecPlex on Thursday, June 6
- June 28 - Camp FunZone and Camp Sundance attended a new field trip location - Bartlett Aquatic Center

#### Upcoming Events:

- July 9 - Li'l Prospectors, Camp FunZone, and Camp Sundance will attend a new field trip to the Chicago Dogs baseball game
- Day Camp Night on Tuesday, July 9 - incorporating a new idea this year for "giving back." Campers will be able to "dunk a counselor" if they bring a canned good. Also will have a new sponsor, Mathnasium, attend.
- All camp swim and activity day on Wednesday, July 10
- Begin looking into staffing for the 2019-2020 school year (Kids Klub Supervisors, 1 Kids Klub Site Director, some Preschool/KinderKlub switches)



**Facilities 1/1/19 through 6/30/19**

<b>REC PLEX- July 2019</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Variance '18 to'19</b>
Premier & Fitness Daily Fees	1257	1012	916	601	-315
Courts, Pool & Track Daily Fees	4,819	4164	3082	2907	-175
<b>RecPlex Totals</b>	<b>6076</b>	<b>5176</b>	<b>0</b>	<b>3508</b>	<b>-490</b>
Rentals	221	194	166	167	1
<b>Central Community Center</b>					<b>Variance '18 to'19</b>
Fitness Daily Fees	364	270	265	240	-25
Open Gym Daily Fees	425	643	463	612	149
Open Skate Daily Fees	972	997	1053	1138	85
Pickleball Daily Fees	0	73	580	416	-164
Pickleball Memberships	0	0	127	176	49
<b>Central Community Center Totals</b>	<b>1761</b>	<b>1983</b>	<b>2488</b>	<b>2582</b>	<b>94</b>
Rentals	408	348	296	298	2
<b>LIONS RECREATION CENTER</b>					<b>Variance '18 to'19</b>
Open Gym	0	0	42	61	19
Pickleball Daily Fees	0	0	0	42	42
Pickleball Memberships	0	0	0	3	3
Rentals	11	21	18	13	-5

**News:****CCC**

- Variance with daily Pickleball fees was lower due to participants purchasing Pickleball memberships, which have increased.
- Inline Ironman Tournament will take place 7/20-21
- First 2 week session of Inline Summer Camp concluded with the highest number of participants registered at 33

**RecPlex**

- RecPlex Courts & Track Daily Fees down due to memberships being the more lucrative option.
- RecPlex Premier & Fitness Daily fees are down due to fewer Promo Coupons being issued as Center Directors are now able to process membership changes.
- RecPlex was a pre-sale location for Lions Club Carnival Ride Tickets, 237 tickets were sold for the Lions Club

**Fitness 1/1/ 19 through 6/30/19**

<b>FITNESS PROGRAMS - July 2019</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Variance '18 to'19</b>
Programs	360	407	354	369	15
Personal Training	154	152	105	163	58
Passport Classes	514	612	369	233	-136
<b>Fitness Program Totals</b>	<b>1028</b>	<b>1171</b>	<b>828</b>	<b>765</b>	<b>-63</b>
<b>Fitness Membership</b>					
All-Inclusive 1 Year (New for 2019)	0	0	0	53	53
All-Inclusive	0	0	312	718	406
Courts, Pool & Track - Recurring	978	1067	1190	1077	-113
Fitness - Recurring	2263	2399	1986	1984	-2
Premier Plus - Recurring	1158	1374	1179	1188	9
Courts, Pool & Track - Variable	4505	4797	5462	5836	374
Fitness - Variable	4765	4513	4467	4402	-65
Premier Plus - Variable	1214	1073	1020	1023	3
<b>Fitness Membership</b>	<b>14883</b>	<b>15223</b>	<b>15616</b>	<b>16281</b>	<b>665</b>
<b>Fitness Total</b>	<b>15911</b>	<b>16394</b>	<b>16444</b>	<b>17046</b>	<b>602</b>

**News:**

- Personal Training continues to grow, and we were able to showcase our team of Trainers at our recent Membership Appreciation Day in June. Sample Group classes were offered as well as “Quick Checks” including BMI and Blood pressure checks.
- Go Green 5K was terrific we saw an increase in overall numbers with 250 participants. This year we added the 1-mile Family Fun Run, which was well received.
- Continuing to offer POP-Up Fitness classes and using other MPPD facilities to differentiate between them and the passport offerings. Seasonal themes include Summer Family Boot Camp, Back to School - Mom’s night out Zumba Party



## Friendship Park Conservatory

### 1/1/19 through 6/30/19

<b>FRIENDSHIP PARK CONSERVATORY - July 2019</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Variance '18 to '19</b>
Programs	348	416	314	359	45
Weddings	4	5	6	3	-3
Corporate Rentals	5	13	20	21	1
Miscellaneous Rentals	61	62	56	61	5
Photos	5	7	3	4	1
<b>Facility Totals</b>	<b>423</b>	<b>503</b>	<b>399</b>	<b>448</b>	<b>49</b>
Canine Commons	87	100	109	97	-12

#### News:

- All of the adult programs have had good registration.
- Session 1 of Outdoor Adventure Camp was popular for children 4-8 years of age, with 11 in attendance. Children witnessed 10 caterpillars feeding on milkweed, each making their own chrysalis, and eventually hatching out into monarch butterflies to be released into our butterfly garden. Other successful youth programs included: Pond Study, Archeology, and Bees...What's the buzz?
- June rentals included: 1 wedding, 3 birthday, 1 baby shower, 3 corporate, 2 funeral/memorial, 1 graduation, 1 reunion, and 3 garden club groups.
- An additional \$900 in plant sale revenue was received in June.
- Planting of flowerbeds throughout the district is 95% complete. The weather has resulted in planting delays.
- Two hundred fall mums have arrived.

#### Upcoming Events:

- Dinner by Chef Dave, on Thursday, July 11, is a high-end farm-to-table event with a price point of \$90/95 per person. Registration is full at this point in time at 45 people.
- An adult trip, Field Museum/Shedd Aquarium Gardens Tours, is scheduled for July 10, with a rain date of July 24, if needed. The trip is full.





## Business Services & Human Resources Report

### News & Updates:

- On Friday, June 28th, the Park District hosted its annual onsite records disposal - 63 bankers boxes worth of records, with approval from the State of Illinois Local Records Commission, were disposed of by an outside agency under the supervision of Business Services. Business Services coordinates this centralized effort to ensure departments across the Park District are maintaining records as long as required by retention guidelines. The retention cycle culminates with an onsite shredding effort once records expire beyond their retention periods and the State of Illinois approves of their disposal.
- The FY 2020 budgeting cycle gears up toward the end of Summer - Business Services is preparing the spreadsheets and tools that staff will use to itemize revenues and expenses on an account-by-account basis.
- Security Cameras: As part of our ongoing safety and security initiative, the installation of outdoor security cameras has been completed at the Central Community Center. The Park District utilized a professional security company to perform the installation. These new cameras have been incorporated into the District's centralized camera system. Business Services is aware of camera needs at other facilities and will continue to address those moving forward.

### Staff Changes:

- Tim Sullivan, PT-IMRF Center Director, started on June 17th, 2019.
- Ricardo Almazan, PT-IMRF Youth Site Director, moved to regular PT effective June 24th.

### H.R. by the Numbers: June 2019

<b>New-Hires:</b>	<b>10</b>
<b>Payroll Changes</b> (to update or change employment status, pay-rate, or job-class):	<b>115</b>
<b>Criminal Background Checks</b> (including new-hires, volunteers and coaches):	<b>19</b>
<b>Workers' Compensation</b> (new and open claims):	<b>6</b>
<b>Unemployment Claims</b> (new claims):	<b>0</b>



## Parks & Planning Division

### Administrative Updates:

- The Busse Park Playground Renovation project is slated to begin late July (weather permitting). Staff held a preconstruction meeting with the approved contractor, The Kenneth Company, on July 15 at Busse Park. The equipment has been ordered for the project.
- Working with the Arlington Heights Park District to develop plans and specifications to upgrade identified areas of Canine Commons to artificial turf. AHPD staff will develop specifications and MPPD staff will develop the plan. This project is slated to begin in the fall/early winter.
- The Village of Mt. Prospect is performing sidewalk and driveway improvements along Dempster Street. This work has impacted Recplex because of the driveway aprons and public sidewalks being removed. The Village will re-open and perform the same process on the other sides. Traffic is entering RecPlex at the main drive and exiting at the service drive, with all traffic going one-way through the complex.

### Buildings Department Updates:

- Repaired running track lighting and concrete sidewalk at RP
- Repaired pathway lighting at FPC
- Retaped pickleball courts at CCC
- Repaired fascia and painted LRC roundhouse and Meadows concession stand

### Fleet Services Department Updates:

- Rebuilt top end of engine on JD Z-trak engine.
- Repainted, fabricated braces, replaced tires and bearings on Kromer trailer.
- Rebuilt front deck motor on Jac #3 wide area mower.
- Installed power equipment rack in landscape trailer. Replaced 2 tires and all bearings.
- Prepared Buses #1 and #2 for 5k event.
- Rebuilt starter on Ford 3610 tractor. Replaced parking brake springs.
- Replaced rear brake shoes, drums, axle seals, wheel cylinders, and fan belt on Van #1.

### Grounds Department Updates:

- Playground repairs at Frost, Friendship, and Lions
- Set up a small tent, tables, and cans for Green & White youth tournament
- Set up/takedown equipment for 5K race and work event
- Set up/takedown and prep MSD for Chicago Championships, work event on weekend.
- Remove soccer goals at Meadows, Sunrise, Kopp, Melas, and Friendship
- FPC fence repair
- Melas irrigation start up and repairs

### Internal Work Orders Completed (All Departments):

At the time of this report, there have been approximately **384** internal work order requests submitted to the Parks and Planning division for completion in 2019.



## Community Relations & Marketing

### Marketing/Social Media

Midway through 2018, CR&M designed a campaign for 2019 entitled, The Year of the Park. With a focus on the Community Survey and the positive response to the District parks with their multi-generational appeal, it seemed a wise marketing choice to focus on District parks and green space in 2019. What better way to eliminate the old brochure masthead than with full-page full-color photos of our parks in their seasonal splendor? The decision was also made to redesign the parks map into a fun and family-friendly format that might inspire residents to reference it as they head outdoors to play.

CR & M encouraged Fitness Staff to take a “green” approach to the annual 5K and in doing so, the Year of the Park had a foundational theme, relevant events and visual support with the new map and seasonal brochure covers. The next step was to pick a mid-year point to host a celebration of the parks for our residents. With an understanding that “pop up” events are growing in popularity, yard signs were placed in 15 neighborhood parks weeks prior to the event to generate excitement. Some details were intentionally vague in order to create additional buzz.

On July 13, over twenty full-time District staffers headed to fifteen neighborhood parks armed with giveaway picnic baskets and plastic tubs full of gifts for the kids - branded reflectors, frisbees, jump ropes, sidewalk chalk, water bottles and more were distributed to over 450 families in under two hours. Staffers were instructed to send photos to a central source and engage! The photos immediately reflected the fun and stories of engagement are still coming in. Young parents had many questions on programming, events and how to get involved in the District. Although fun was the intent, the event revealed layers of conversation that will serve the District going forward.

As an added bonus, July 13 was UnPlug Illinois Day and the PopUp Park Day event was lauded as an innovative example of an unplug event by the Illinois Parks and Recreation Association. Only three park districts in Illinois received that distinction.

### Upcoming Events

National Night Out - Tuesday, August 6, 5:30 to 8:30 at Lions Memorial Park

56 Artisan Mix - Saturday, August 24, noon to 9 pm at Veterans Memorial Bandshell (craft fair & live music)

Celebration of Cultures - Saturday, September 14 at RecPlex, 11 am to 6 pm

Electronic Media Results Analytics	
E-Newsletter Results	Sent on July 3
Open/Click Rates	25%/9%
Targeted Emails	Go Green 5K Post Race Survey Open Rate 53% Construction Update - Fitness Members Open Rate 45%
Facebook	Most Engaging Posts: Pop Up Park Day Prep Happy Birthday Big Surf Video Late Night Swim at Meadows 4th of July Parade
Instagram	Launched 7/1 mpparkdistrict



# JULY 2019

## Community Relations & Marketing

### Pop Up Park Day Marketing



### UnPlug Illinois Day



### Pop Up Park Day Celebrating Our Parks at 15 Locations

