



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

**MT. PROSPECT BOARD OF PARK  
COMMISSIONERS**

**BOARD PACKET**

**June 15, 2022**



# **MT. PROSPECT PARK DISTRICT**

**1000 W. CENTRAL ROAD**

**MOUNT PROSPECT, ILLINOIS 60056**

## **MT. PROSPECT BOARD OF PARK COMMISSIONERS**

### **REGULAR MEETING SCHEDULE 2022**

The Regular Board Meetings are held at Central Community Center, at 1000 W. Central Road in the Boardroom in Mount Prospect, Illinois at 6:30 p.m.

January 19, 2022

February 9, 2022

March 16, 2022

April 20, 2022

May 18, 2022

**June 15, 2022**

July 20, 2022

August 17, 2022

September 21, 2022

October 19, 2022

November 16, 2022

December 14, 2022

Approved: 1-19-2022

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## **REGULAR BOARD MEETING**

**June 15, 2022**

### **AGENDA**

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- IV. ADOPTION ITEMS**
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- VI. EXECUTIVE REPORT**



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: June 10, 2022

RE: REGULAR PARK BOARD MEETING  
June 15, 2022 at 6:30 PM  
CENTRAL COMMUNITY CENTER  
1000 W. CENTRAL, MOUNT PROSPECT, IL

Join Zoom Meeting  
[https://us02web.zoom.us/j/84195144834?  
pwd=R3BRSGIHWnFYU1VIODFDWHQ1RXZkZz09](https://us02web.zoom.us/j/84195144834?pwd=R3BRSGIHWnFYU1VIODFDWHQ1RXZkZz09)

Meeting ID: 841 9514 4834  
Passcode: 004114  
Phone: +1 312 626 6799 US (Chicago)

**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, May , 2022**

**\*Ratification Of Accounts Payable for May 2022 in the amount of \$804,561.67**

**\*Ratification Of Payroll for May 2022 in the amount of \$318,621.83**

**\*Appointment of NWSRA member district representatives for the period beginning July 1, 2022 through June 30, 2023. Jim Jarog to serve as the Mt. Prospect Park District's Primary Representative and for Nick Troy to serve as an Alternate Representative to the NWSRA Board.**

**\*Purchasing Policy Update Following Passage of Illinois Public Act 102-0999**

**\*2022 Central Community Center Fitness Center Flooring project: The Purchase and Installation of Flooring Materials at The Central Community Center Fitness Center from Direct Fitness Solutions in the Amount of \$44,409.00.**

**\*New Fitness Equipment at the Central Community Center: The purchase of Cybex Prestige total access fitness equipment from Midwest Commercial Fitness, in the amount of \$38,980.00, and the Life Fitness Hammer Strength equipment from Life Fitness, in the amount of \$49,872.59, for the total amount not to exceed \$88,852.59.**

#### APPROVAL OF MINUTES

\*REGULAR BOARD MEETING: May 18, 2022

**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**

#### RATIFICATION OF ACCOUNTS PAYABLE

\*May 2022

**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**

#### RATIFICATION OF PAYROLL

\*May 2022

**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**

#### APPROVAL ITEMS

A. Appointment of NWSRA member district representatives for the period July 1, 2022 through June 30, 2023

**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**

B. Purchasing Policy Update Following Passage of Illinois Public Act 102-0999

**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**

C. 2022 Central Community Center Fitness Center Flooring project

**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**



- D. New Fitness Equipment at Central Community Center  
**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- E. Acceptance of the Annual Financial Report - FY 2021
- F. Approval of the Clearwater Tennis Court Renovation Project
- G. Approval of the Rec Plex Parking Lot Renovation Project
- H. Approval of the CCC Phase 4 RTU Replacement & Mt. Prospect Golf Club RTU Replacement
- I. Approval of the Busey Wealth Management Custodian Agreement

#### PUBLIC COMMENT

#### UNFINISHED BUSINESS

- A. 2022 Annual Strategic Plan Update

#### ADOPTION ITEM

- A. ADOPTION OF ORDINANCE 813, AN ORDINANCE MAKING A SUPPLEMENTAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2022, AND ENDING ON THE 31ST DAY OF DECEMBER, 2022.
- B. ADOPTION OF ORDINANCE 814, AN ORDINANCE PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$8,500,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE) FOR THE PURPOSE OF REFUNDING OF CERTAIN OUTSTANDING ALTERNATE BONDS, PROVIDING FOR THE PLEDGE OF CERTAIN REVENUES TO THE PAYMENT OF THE PRINCIPAL AND INTEREST ON SAID BONDS, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX SUFFICIENT TO PAY SUCH PRINCIPAL AND INTEREST IF THE PLEDGED REVENUES ARE INSUFFICIENT TO MAKE SUCH PAYMENT AND AUTHORIZING THE SALE OF SAID BONDS TO THE PURCHASER THEREOF

#### FINANCIAL ADVISOR'S REPORT

#### PUBLIC COMMENT

#### ADJOURNMENT SINE DIE

- A. ANNUAL MEETING OF THE MT. PROSPECT PARK DISTRICT BOARD OF COMMISSIONERS
  - Call to Order
  - Roll Call
  - Appointment of Temporary Chairperson
  - Election of Officers: President & Vice-President
  - Appointment of Secretary & Treasurer



ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING

EXECUTIVE REPORT

COMMENTS/MATTERS FROM COMMISSIONERS

ADJOURNMENT



# CONSENT AGENDA

## June 15, 2022

### 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.

### This Month's Consent Agenda Items are as follows:

- A. **Approval Of Minutes: Regular Board Meeting ,May 18, 2022**
- B. **Ratification of Accounts Payable, May 2022 Checks and EFT's in the amount of \$804,561.67**
- C. **Ratification of Payroll, May 2022 Checks and Direct Deposits in the amount of \$318,621.83**
- D. **Appointment of NWSRA member district representatives for the period beginning July 1, 2022 through June 30, 2023. Jim Jarog to serve as the Mt. Prospect Park District's Primary Representative and for Nick Troy to serve as an Alternate Representative to the NWSRA Board.**
- E. **Purchasing Policy Update Following Passage of Illinois Public Act 102-0999**
- F. **2022 Central Community Center Fitness Center Flooring project: The Purchase and Installation of Flooring Materials at The Central Community Center Fitness Center from Direct Fitness Solutions in the Amount Of \$44,409.00.**
- G. **New Fitness Equipment at the Central Community Center: The purchase of Cybex Prestige total access fitness equipment from Midwest Commercial Fitness, in the amount of \$38,980.00, and the Life Fitness Hammer Strength equipment from Life Fitness, in the amount of \$49,872.59, for the total amount not to exceed \$88,852.59.**

### SUGGESTED MOTION (Requested by Chair)

**-Motion: "I move to approve the Consent Agenda as presented"**

**-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), I.E. "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 Minutes  
5-18-2022

Unapproved

**Regular Board Meeting**

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, May 18, 2022 at Central Community Center Facility and Remote of said Park District. President Kurka called the meeting to order at 6:39 p.m.

**President Kurka read the following Determination statement:** As President of the Park Board and due to the changes to the Open Meetings Act, it falls upon me to make a determination as to the reason tonight's Park Board meeting is being held remotely and in-person. It is my determination that it is neither practical nor prudent to have tonight's Board meeting solely in-person, my reasoning being the continuing pandemic and its attendant health risks as well as the current restrictions on gatherings imposed by the Gubernatorial Executive Orders and the existing health-related disaster declarations. For these reasons I have also concluded that it is also unfeasible to hold tonight's Board meeting solely on an in-person basis at the regular location for Board meetings at Central Community Center. Therefore tonight's Board meeting is also being held by remote virtual means, and specifically through the use of the audio capacities of the Zoom platform. Thank you.

**Commissioner Massie called Roll Call for the Board**

On roll call, the following commissioners were present or remote:

<b>Roll Call</b>	<b>Present</b>	<b>Absent</b>	<b>Remote</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka			X
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy			X

**Administrative Staff/Recreation Staff-Present or Remote**

- Jim Jarog, Executive Director
- Teri Wirkus, Executive Compliance Officer
- Mary Kiaupa, Human Resource & Risk Manager
- Ruth Yueill, Director of Community Relations and Marketing
- George Giese, Director of Administration
- Nick Troy, Director of Recreation

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Brett Barcel, Director of Golf  
Matthew Dziubinski, Superintendent of Parks & Planning  
Joe Hoffman, IT Services/Registration Manager  
Ben Kutscheid, Park Planner  
Jon Zgoda, IT Professional/ Remote Meeting Moderator  
Linda Zalewski, Aquatic & Fitness Manager

**Professionals Present/Remote**

Tom Hoffman, District Attorney  
Lee Howard, CPA  
Brad O’Sullivan, GAI

**Visitors**

Aaron Gold- Speer Financial  
Leon Younger, PROS Consulting  
Laura & Brad Traviola  
Joe Tuczak-MPPF  
Antonina Borowski

**PLEDGE OF ALLEGIANCE**

Commissioner Massie led the Pledge of Allegiance

**CHANGES OR ADDITIONS TO AGENDA**

None

**APPROVAL OF AGENDA**

Commissioner Massie moved to approve the agenda and was seconded by Commissioner Klicka.

**Commissioner Massie called Roll Call:**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed

Unapproved Regular Board Minutes  
5-18-2022

**APPROVAL OF CONSENT AGENDA**

President Kurka stated 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, April 20, 2022
- \*Ratification Of Accounts Payable for March 2022 in the amount of \$1,034,310.36
- \*Ratification Of Payroll for March 2022 in the amount of \$417,532.38

**MOTION**

Commissioner Massie moved to approve the Consent Agenda as presented; seconded by Commissioner Klicka.

**Commissioner Massie called Roll Call:**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</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**

Laura Traviola asked the Board if they would consider adding Pickleball courts to Clearwater Tennis Courts renovation. Executive Director Jarog stated the current RFP does have two designated outdoor Pickleball courts for Clearwater renovation and scheduled completion at the end of summer.

Antonina Borowski asked why the hours at Big Surf are only for two days from 11-4pm during the week and requested the District could at least have the hours from 11-8p so working patrons could use Big Surf.

She also asked if there was any discussion about the renovation of Big Surf. Director of Recreation, Nick Troy explained every park district is having difficulties with staffing issues for the pools. The District is still seeking more pool staff and when we have more staff, there is a possibility to increase the hours.

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Executive Director Jarog addressed the second half of Ms. Borowski question: if there has been any discussion of renovation to Big Surf. He stated that at this time the District is currently working on a Master Plan for the entire park district. Some of the feedback received thus far was concerning the pool and Big Surf needing attention. We will be using information received from the Master Plan to give us future direction to help address the Lions Park site as well as other sites throughout the District. President Kurka also stated we have looked into Big Surf awhile back but at that time there were budget constraints, along with the pandemic, inflation and how expensive renovation of a pool is. When the Master plan is complete we will have a better direction.

**RECOGNITION**

A. Recognition of RecPlex-Center Director, Anita Zvejnieks' Retirement

President Steve Kurka thanked Anita Zvejnieks for her 18 plus year career with the Mt. Prospect Park District. He went on to talk about her variety of positions over her long career (most recently as Center Director at RecPlex) and how her children also worked for the Park District. President Kurka congratulated Anita on her well deserved retirement and greatly appreciated all of her dedicated years of service she has given to Mt. Prospect Park District.

**PARKS FOUNDATION**

Parks Foundation Executive Director Yueill stated the Foundation met on Wednesday, May 4, 2022 at the Friendship Park Conservatory to discuss the the following:

- The purchase of new chairs for the FPC banquet room
- The introduction of the new Foundation Treasurer, Joe Tuczak, Joe then proceeded to review the updated financial statements.
- Summer Cabaret Night details for the June 24, 2022 at 6:30pm event at FPC with the proceeds to benefit the Parks Foundation Scholarship Program.
- Review the date of the Creatures Features October Movie Night which is October 21.
- Review of the 2022 Parks Foundation Scholarship available now for employees or children of employees. There will be three scholarships awarded on Wednesday, July 20 as part of the Park Board Meeting at Central Community Center.

The Parks Foundation Board will meet remotely in early June to finalize details for the Summer Cabaret Night on June 24, 2022.

**APPROVAL ITEMS**

A. Devonshire and Robert Frost Park Play Equipment Purchase

Ben Kutscheid, Park Planner explained to the Board that staff is requesting approval of the work to install the play equipment, play surfacing, pathways and associated work at two of our oldest and well loved playgrounds-Devonshire and Robert Frost. The District received four bids on May 4, 2022 Innovation Landscape was the lowest bidder. The District has completed work with Innovation Landscape in the past

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and most recent at RecPlex. Staff recommends for approval of Innovation Landscape’s base bid for \$618,203.71 + Alt D1 (Playground Removal) in the amount of \$3,200.

**MOTION**

Commissioner Massie motion to approve the bid received from Innovation Landscape, Inc, for the redevelopment of the Robert Frost and Devonshire Playgrounds for base bid and alternate D1 for the total amount of \$621,403.71

President Kurka asked if the project would be completed by the next school year-the answer was that is the plan.

**Commissioner Massie called Roll Call:**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</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

**UNFINISHED BUSINESS**

A. Comprehensive Master Plan 2022 Update:

Ben Kutscheid, Park Planner introduced Leon Younger from Pros Consulting. Mr. Younger discussed the results of the public input session, community focus group sessions, conducted site tours -visiting all of the District’s Park and facility locations and conducted one on one interviews with the Park Board and key community members. All the feedback, tours and documents will provide the information necessary to develop the Community Needs Analysis Survey. He also reviewed the next steps of the Master Planning process. There were no questions at this time.

**NEW BUSINESS**

Aaron Gold, VP from Speer Financial provided an update to the Board on the current bond market and opportunities that may exist for potential bond refunding. Based on the call date of the District’s Series

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**5-18-2022**

2014 bonds, the District would have the opportunity for refunding as of 11-1-22. This opportunity would be contingent on current interest rates which will be determined whether or not sufficient savings can be generated to pursue this refunding. President Kurka and Commissioner Massie asked a few questions to which Mr. Gold responded. There was a consensus from the Board to have staff work with Attorney Hoffman to develop a Parameters Ordinance and bring it to the Board for consideration at the June 15th regular Board Meeting. Such an Ordinance would enable the District to act quickly should the market turn favorable over the coming months.

**FINANCIAL ADVISOR'S REPORT: April Reports**

Lee Howard, CPA reviewed the following:

**2022 BONDS:** In response to increasing interest rates, Speer Financial has recommended acceleration of both bond issues, resulting in the pursuit of a parameters ordinance for consideration. The ordinance would allow the District to explore refinancing opportunities for the outstanding 2014 Bonds prior to the call date of 11-1.

**Golf Report:** The weather has had an impact on the Golf Course; YTD revenue of \$354,639 or 74% of last year.

**Pool Report:** RecPlex pool revenues through April are \$109,779, which is down 8% from last year. Meadows Pool began receiving swimming program registration totaling \$20,102. Both Meadow and Big Surf started selling pool passes in advance.

**RecPlex Facility Report:** RecPlex facility revenues for through April were \$107,564 which is up 41% from 2021 but down 37% from 2019. Illinois removed mask and vaccine requirements March 1st.

**Rec Programs:** Recreation program revenues were \$933,039 YTD, keeping YTD revenue steady at 82% of 2019 YTD.

**Child Care Programs:** The April YTD revenue is \$493,394 which is 84% of 2019 YTD revenue and 58% of the 2022 annual budget.

**PUBLIC COMMENT**

None

**EXECUTIVE REPORT**

Executive Director Jarog reviewed upcoming scheduled events:

- May 16: Last Day of the Summer Pool Pass Sale
- May 20 – May 21: Studio Impulse Recitals at Forest View Educational Center
- May 28: Meadows Pool Opening Day 2022, 11 am – 5 pm
- May 30: Memorial Day Ceremony, Veterans Memorial Bandshell (following the completion of the 9:25 am parade)
- May 31: First week of Day Camp
- June 4: Big Surf Pool Opening Day 2022, 11 am – 5 pm
- June 20: Mt. Prospect Community Band Concert, 7:30 pm, Veterans Memorial Bandshell
- June 23: Thursday Concert Series, Heartache Tonight, 7:30 pm, Veterans Memorial Bandshell
- June 24: Mt. Prospect Parks Foundation Cabaret Night featuring Diva Montell, 6:30 pm, Friendship Park Conservatory

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**Board of Commissioners / Annual Meeting**

The annual meeting for the Board of Commissioners will take place at the June 15<sup>th</sup> regular board meeting. The Annual Meeting provides an opportunity for the Board to nominate and appoint the following Board officers: the Board President, Vice- President, Secretary, and Treasurer. Once all appointments are complete, the President will then adjourn the annual meeting and reconvene the regular Board meeting to continue the regular business of the Board.

**Annual Comprehensive Financial Report FY 2021:**

Illinois NFP Audit and Tax, LLP has completed their fieldwork for the District’s fiscal year 2021 Annual Comprehensive Financial Report (ACFR) and have provided the following documents for staff’s review: the Financial Audit draft, Audit Management Letter, Audit journal entries and audit trial balance sheets.

Staff hopes to have these documents completed within the next week or so. Staff anticipates the presentation of the District’s 2021 Annual Financial Report at the June 15th Regular Board meeting.

**COMMENTS/MATTERS FROM COMMISSIONERS**

President Kurka stated, Commissioner Starr was participating in several graduation ceremonies to educate the students and represent the Veterans and VFW. Commissioner Starr is looking forward to Memorial Day.

**MOTION for ADJOURNMENT**

Commissioner Massie motion to adjourn the Board meeting at 7:44 pm; seconded by Commissioner Murphy.

**Commissioner Massie called Roll Call:**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		Motion passed

Respectfully submitted,

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William J. Starr, Secretary

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT**  
**May-22**

**ACCOUNTS PAYABLE**

Suggested Motion: I move to ratify May Accounts Payable Checks and EFT's in the amount of \$ 804,561.67 as listed on the Check Register.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
5/1-5/8/2022	\$	259,945.37	199237-199257	Checks
5/9-5/15/2022	\$	76,722.58	199258-199285	Checks
5/16-5/22/2022	\$	239,628.43	199286-199318	Checks
5/23-5/31/2022	\$	228,265.29	199319-199349	Checks

**TOTAL AP**                    **\$**                    **804,561.67** Checks and EFT's

**PAYROLL**

Suggested Motion: I move to ratify May Payroll Checks and Direct Deposits in the amount of \$ 318,621.83 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
5/13/2022	\$	150,417.10	43011-43242	DD Notification
	\$	3,784.39	1029870984- 1029870999	Checks
			43243-43247	<i>Taxes, Transfers &amp; Garnishments</i>
5/27/2022	\$	159,514.34	43248-43544	DD Notification
	\$	4,906.00	1030021977- 1030022013	Checks
			43545-43549	<i>Taxes, Transfers &amp; Garnishments</i>

**TOTAL P/R**                    **\$**                    **318,621.83** 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 5/8/2022  
Check Date 5/13/2022

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	8,776	248	216,134	35	25
	Full Time	58			

Pay Period Ending 5/22/2022  
Check Date 5/27/2022

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	10,036	334	227,383	30	23
	Full Time	59			



# MEMORANDUM

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To: Board of Commissioners  
From: Jim Jarog, Executive Director  
Date: June 15, 2022  
Re: NWSRA Member District Representatives

## **SUMMARY & BACKGROUND:**

As a participating member with the Northwest Special Recreation Association (NWSRA), the Mt Prospect Park District is required to annually appoint a District representative to the NWSRA Board to attend Board meetings and represent our District.

The following are the suggested appointments to represent the Mt. Prospect Park District to NWSRA for the period beginning July 1, 2022 through June 30, 2023:

**Jim Jarog**, Executive Director, 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 to the NWSRA Board for the period beginning July 1, 2022 through June 30, 2023.**



# Memorandum

To: Board of Park Commissioners

From: George Giese, Director of Administration

Date: June 15, 2022

Re: Purchasing Policy Update Following Passage of Illinois Public Act 102-0999

C: Jim Jarog, Executive Director

## **SUMMARY & BACKGROUND:**

On Friday, May 27th, Governor Pritzker signed Senate Bill 3050/Illinois Public Act 102-0999 into law. This bill raises the bid limit of the Park District Code from \$25,000 to \$30,000, effective immediately. Senate Bill 3050 was an IAPD platform bill.

As such, the top tier of the Park District's Purchasing Policy has been amended to reflect this change. Upon Board approval, the Executive Director will have the authority to approve purchases over \$10,000, and up to \$30,000 (increased from \$25,000) along with two additional written quotes, for a total of three quotes, as applicable. Purchases in excess of \$30,000 would require sealed, competitive bidding, unless exempt per Article 8-1 (c) of the Park District Code or the Illinois Governmental Joint Purchasing Act.

This is the only change proposed to the Purchasing Policy at this time, in order to bring the District's policy into agreement with the Park District Code. As a reminder for Commissioners, a more substantive update was last approved in March 2021.

## **DOCUMENTS ATTACHED:**

- Purchasing Policy DRAFT - June 15th, 2022

## **RECOMMENDATION:**

**MOVE TO APPROVE THE PURCHASING POLICY OF THE MT. PROSPECT PARK DISTRICT AS AMENDED, EFFECTIVE JUNE 15TH, 2022.**

# **Mt. Prospect Park District Purchasing Policies & Procedures**

*DRAFT FOR BOARD APPROVAL - June 15<sup>th</sup>, 2022*

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This Purchasing Policy is intended to establish procedures, direction and guidelines for the purchasing of goods and services for the Mt. Prospect Park District. While the information provided is detailed, this Policy does not cover all eventualities. Please contact the Director of Administration regarding any situation that may be unclear to you when contemplating a purchase of goods or services for the Park District.

All efforts should be made to ensure that reasonable and adequate competition is sought for all purchases of the Park District. All purchases, regardless of amount, should be made from the most reliable, economical and responsible source available. “Stringing” or segmenting a proposed purchase in order to circumvent competitive bidding requirements or to reduce individual invoice totals to be within the authorized spending limit of an employee is not allowed.

Under the foregoing provisions, a purchase of an item or service provided for Park District business should be within the current annual budget and appropriation. Purchase orders are required for goods and services based on total dollar amount of each invoice/check request subject to the applicable approval limits as set forth below.

## **PURCHASES – The following shall govern except as to purchases subject to the purchase order requirements of the Illinois Prevailing Wage Act or the Local Government Professional Services Act:**

### **Purchases up to \$1,000 (Coordinator/Manager Approval – No Purchase Order Required)**

- Shall require no documented support of comparable quotes.
- May only be executed by an employee authorized to purchase and **no purchase order is necessary.**
- May be executed without prior approval of the employee’s respective Department Coordinator/Manager, Division Head, the Director of Administration or Executive Director. Receipts and/or packing slips are to be sent directly to Administration for processing (attached to an invoice or blue check request, where applicable).

### **Purchases over \$1,000 up to \$3,000 (Division Head Approval – Purchase Order Required)**

- Shall have the documented support of at least **one verbal comparable quote**, for a total of two quotes. Information pertaining to the comparable quote must be entered on the P.O. Requisition.
- May only be executed and approved by an employee authorized to purchase and must also be approved by his/her respective Department Coordinator/Manager and Division Head. If a comparable quote is unable to be obtained due to special circumstances, the Director of Administration and/or the Executive Director have the authorization to waive this requirement.

### **Purchases over \$3,000 up to \$10,000 (Director of Administration Approval – Purchase Order Required)**

- Shall have the documented support of at least **one written comparable quote**, for a total of two quotes. Information pertaining to the comparable quote must be entered on the P.O. Requisition and be sent to Administration for record keeping purposes.
- May only be executed and approved by an employee authorized to purchase and must also be approved by his/her respective Department Coordinator/Manager, Division Head, and by the Director of Administration. If a comparable quote is unable to be obtained due to special circumstances, the Director of Administration and/or the Executive Director have the authorization to waive this requirement.

**Mt. Prospect Park District Purchasing Policies & Procedures**  
*DRAFT FOR BOARD APPROVAL - June 15<sup>th</sup>, 2022*

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**Purchases over \$10,000 up to \$30,000 (Executive Director Approval – Purchase Order Required)**

- Shall have the documented support of at least **two written comparable quotes**, for a total of three quotes. Information pertaining to the comparable written quotes must be entered on the P.O. Requisition and be sent to Administration for record keeping purposes.
- May only be executed and approved by an employee authorized to purchase and must also be approved by his/her respective Department Coordinator/Manager, Division Head, the Director of Administration, and finally, by the Executive Director. If comparable quotes are unable to be obtained due to special circumstances, the Executive Director has the authorization to waive this requirement.
- *Note: Purchases in excess of \$30,000 require sealed, competitive bidding, unless exempt per Article 8-1 (c) of the Park District Code or the Illinois Governmental Joint Purchasing Act.*

**CHECK REQUESTS (Blue Form)**

Check requests are used in the unusual event that a vendor has not supplied an invoice, or in the case of an employee reimbursement. In the case of an employee reimbursement, a check request must be accompanied by an original receipt. All blue check requests must be signed by the appropriate Department Coordinator/Manager with purchasing authority and by the Director of Administration.

**SPECIAL “RUSH” CHECK REQUESTS (Yellow Form)**

Special “Rush” check requests are only used in emergencies or other situations when, in the opinion of the Director of Administration and/or the Executive Director, the usual procedure cannot or need not be followed and P-Card options are otherwise not available. A yellow form must be filled out completely, signed by the Executive Director, or in the absence thereof by the Director of Administration.

**EXCEPTIONS FOR RECURRING AND/OR SPECIAL GOODS AND SERVICES**

In addition to those circumstances identified above not requiring purchase orders, certain goods and services purchased by the Park District pursuant to prior Park Board approval are supplied to the Park District on a regular or recurring basis or are, by their nature, not adaptable to a purchase order control system and as such do not require a purchase order. Such items may include, but are not limited to: utility services such as electrical, telephone, internet, water/sewer, and natural gas service; insurance-related payments; NWSRA member assessments; contractual services (i.e. attorney, audit, financial services, etc.); and goods and/or services not subject to competitive bidding as expressly permitted by the Park District Code.

In addition, special circumstances may apply to certain goods and services supplied to the Park District which preclude the ability to obtain comparable quotes. Such items may include, but are not limited to: fees for specialized supplies, technology, software or equipment; fees for field trips or tournaments; dues for professional memberships and/or industry training; payments for goods and services from sole source vendors; or payments for goods and services resulting from unforeseen emergencies. The Director of Administration and/or the Executive Director may waive the need for comparable quotes and/or purchase orders not in excess of \$30,000 in these special circumstances due to practicality or in the best interest of the Park District.

For certain recurring purchases of goods and services not in excess of \$30,000 per year, the Director of Administration and/or the Executive Director may accept annualized justification in lieu and dispense with the need for individual purchase orders as otherwise required above, with due consideration to the types of goods and services provided as well as the best interest of the Park District.

**Mt. Prospect Park District Purchasing Policies & Procedures**  
*DRAFT FOR BOARD APPROVAL - June 15<sup>th</sup>, 2022*

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**PAYMENT FOR CONTRACTUAL INSTRUCTORS OR VENDORS**

Administration must have a W-9 on file for every contractual instructor or vendor. Submitted payments for contractual instructors/vendors must include the final class roster detailing payments with an invoice, or in the absence of an invoice, with a check request for each instructor/vendor. These instructors/vendors will be paid only after the final class within a session. An approved purchase order must accompany the paperwork in accordance with the limits established by this Purchasing Policy.

**PAYMENT FOR UMPIRES, REFEREES AND APPLICABLE VENDORS**

Administration must have a W-9 on file for every umpire, referee and applicable vendor. Submitted payments for umpires, referees or applicable vendors must include an approved work schedule with an invoice for each umpire, referee or applicable vendor, or in the absence of an invoice, a blue check request. An approved purchase order must accompany the paperwork in accordance with the limits established by this Purchasing Policy.

**PAYMENT VIA PARK DISTRICT P-CARD**

All purchases made via Park District P-Card must be made within the guidelines established by this Purchasing Policy. Receipts and comparable quotes, where applicable, must be recorded on and attached to a completed P-Card Purchase Authorization Form for each purchase. Per transaction limits per employee will follow authority granted by this Purchasing Policy.

**PARK DISTRICT DOES NOT REIMBURSE SALES TAX**

Employees of the Park District should be forewarned that if they fail to use the Park District State of Illinois sales tax exempt number when making a purchase on behalf of the Park District, any sales tax incurred will be the employee's responsibility.



# Memorandum

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**To:** Mt. Prospect Park District Board of Commissioners

**From:** Nick Troy, Director of Recreation  
Mike Azzaretto, Aquatics, Athletics & Fitness Manager

**Date:** June 15, 2022

**Re:** 2022 Central Community Center Fitness Center Flooring project

**Cc:** Jim Jarog, Executive Director  
George Giese, Director of Administration  
Matt Dziubinski, Director of Parks & Planning  
Ben Kutscheid, Parks Planner

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## **SUMMARY & BACKGROUND:**

The current carpet in the Central Community Center Fitness Center has many areas worn down to the threads. This project was originally approved as a capital project in 2018 for the 2019-2022 fiscal years for \$14,000, this project was postponed in 2020 due to the pandemic.

Staff has been in communication with Direct Fitness Solutions and MG Sports Flooring to remove and replace the existing flooring in the fitness center area with the same rubber surface that was installed at RecPlex Fitness Center in 2021 (which has received many compliments). The life expectancy of these products is anticipated to exceed 10+ years.

This product was pre-bid through the National Cooperative Purchasing Alliance (NCPA). Cooperative purchasing is a proven method for government agencies to buy products and services through a government contract award that was already competitively bid and meets state requirements in Illinois. The District saved \$13,322.70 by purchasing through NCPA.

The quote staff received totaled \$44,409. The project will be funded as follows: NWSRA approved \$28,093 of this project to be funded from our ADA tax levy, \$13,543 from our capital fund, and \$2,773 from our operating fund.

We anticipate this project being completed sometime in the September/October time frame depending on material delivery. Once received, Direct Fitness requests two weeks to complete the project. It is possible the installation may not require the full amount of time. During the installation our members may utilize the RecPlex while CCC is being worked on.



# Memorandum

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## **SCOPE OF WORK**

- Delivery and unload flooring materials
- Labor: tear out of existing floor and prep
- Installation of new flooring
- Fitness equipment removal and placement back

## **BUDGET IMPACT**

- ADA Fund: \$28,093
- Capital Budget: \$13,543 - 700000-865800 (CCC Fitness Flooring)
- Operating Budget: \$2,773 - 208022-556430 (CCC Fitness Recreation Supplies)

## **RECOMMENDATION**

**MOVE TO APPROVE THE PROPOSAL SUBMITTED BY DIRECT FITNESS SOLUTIONS FOR THE PURCHASE AND INSTALLATION OF FLOORING MATERIALS AT THE CENTRAL COMMUNITY CENTER FITNESS CENTER IN THE AMOUNT OF \$44,409.00.**



**Customer Information**

**Sold To:**

Mt Prospect Park District  
1000 W. Central Rd  
Mt Prospect, Illinois 60056

**Billing Point of Contact:**

Mike Azzaretto  
Ph: (847) 640-1000  
mazzaretto@mppd.org

**Ship To:**

Mt Prospect Park District  
1000 W. Central Rd  
Mt. Prospect, Illinois 60056

**Delivery Point of Contact:**

Mike Azzaretto  
Ph:(847) 640-1000  
mazzaretto@mppd.org

**Direct Fitness Sales Team:**

Mike Munson- Regional Sales Manager  
Ph: (847) 691-3559  
Fax: (847) 278-4588  
mmunson@directfitnesssolutions.com

Andrew Miller- Inside Sales

Ph: (847) 680-9300  
Fax: (847) 278-4588  
salesorders@directfitnesssolutions.com

**FLOORING**

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
17.00	ECORE 4 GALLON EGRIP	Ecore 4-Gallon E-Grip III; Covers 380 sqft		\$ 271.46	\$ 225.00	\$ 3,825.00
4,244.00	ECORE EL02-8 BR	ECORE EL02 Grippen Grey 48 x 8mm Basic Fit Roll per/sqft		\$ 2.93	\$ 2.25	\$ 9,549.00

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Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	NON-STOCK	Non-Stock	Cove Base Material and Labor	\$ 0.00	\$ 1,050.00	\$ 1,050.00

**LABOR**

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	LABOR	DFS Labor Charge		\$ 0.00	\$ 14,500.00	\$ 14,500.00

**MOVE**

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
2.00	MOVE	DFS Moving Charge		\$ 0.00	\$ 500.00	\$ 1,000.00

**FREIGHT**

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	FREIGHT	Freight		\$ 0.00	\$ 1,985.00	\$ 1,985.00

**INSTALL**

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	INSTALLATION	Product Installation		\$ 0.00	\$ 12,500.00	\$ 12,500.00

<b>SubTotal</b>	\$ 44,409.00
<b>Estimated Tax</b>	
<b>Grand Total</b>	\$ 44,409.00

**Notes**

Pricing reflects NCPA - National Cooperative Purchasing Alliance from the manufacturer of the flooring. NCPA contract number 08-28 (12.8.20 to 12.31.23). 9 rolls of 45LF 5 rolls of 57LF 7 Rolls of 53LF



# SOLUTIONS

600 Tower Road . Mundelein . IL 60060

Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

## SALES PROPOSAL

Quote: 00038888

Date: 6/7/2022

Expires: 7/7/2022

### Terms & Conditions

**PAYMENT TERMS:**

*PAYMENT IS DUE IN ADVANCE.* Any other payment terms are subject to credit approval. Authorized purchase orders required for: Leases, Hospitals, Military, School Systems, Municipalities and Corporate Facilities. Proof of tax-exempt status required if applicable. Estimated sales tax - final tax will be billed at the time of shipment based on the prevailing rates.

**ESTIMATED DELIVERY DATE:**

Due to fluctuating supply chains, please check with your Regional Sales Manager to confirm a realistic lead time for your order.

**DISCLAIMER:**

No representation or statements and no warranties, expressed or implied, other than Manufacturers Warranty, arises apart from this quote concerning the above items except as stated in writing on this quote. All quotes are valid for 30 days.

**TERMS AND CONDITIONS OF SALE:**

Customer is responsible for the following on Entertainment, Cardio & Strength products: TV's with fixed or variable analog audio output jack and speaker off functions (if digital audio output, a converter will need to be purchased). Live cable and dedicated electrical to each TV/Personal Viewing Screen location prior to installation. Installation is not included unless specified. XTV receivers require a CSafe port for power or 110 VAC outlet per piece Confirmation of treadmill electrical requirements (dedicated 20amp branch circuit to each treadmill).

GC or Owner is responsible for the following: • Dumpster for all garbage. • HVAC system up and running prior and during installation with a room temperature of 70 degrees. • Moisture Test done on concrete slab. RH Test; must be at or below 85% RH or Stauf adhesive must be used • Levelness of concrete slab checked for high/low spots, control joints, expansion joints, no paint overspray on concrete slab, etc. • Any major prep work:(grinding, self-leveling, etc.) • All original lighting on during installation of rubber floor. No temporary lighting. • All Doors and electrical outlets that are in the ground need to be removed prior to removal of old flooring and placed back once the new floor is installed; Any doors that swing into room or electrical outlets that are recessed must be properly installed to account for flooring thickness • GC or Owner is responsible for protecting and washing the new installed sports rubber flooring.

One year installation Warranty.

Please note: Unless product is defective or the return is a direct result of a Direct Fitness Solutions error, a 10% restocking fee for all orders and a 20% restocking fee on all custom orders will be charged. All shipping and installation costs are nonrefundable.

**Quote Acceptance:**

**These prices, specifications and conditions are satisfactory and are hereby accepted.**

**Payment Terms:**

Account Name: Mt Prospect Rec Plex

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**SOLUTIONS**

600 Tower Road . Mundelein . IL 60060

Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

**SALES PROPOSAL**

Quote: 00038888

Date: 6/7/2022

Expires: 7/7/2022

**Email or Fax Signed Proposal To:**

Andrew Miller  
 Inside Sales  
 Phone: (847) 680-9300  
 Fax: (847) 278-4588  
 salesorders@directfitnesssolutions.com

*\*\*Please include all applicable purchasing documents. If tax exempt please include exemption certificate.*

Delivery Information	
Requested Delivery Date: 8/1/2022	Payment Type:
Hours Available to Accept Delivery: 8-5	Purchase Order #:
Ship Via: DFS Truck	Site Survey Date:
Ship Via Other:	Floor Plan Included:
Delivery Point of Contact Name: Mike Azzaretto	Dimensions of Access Ways:
Delivery Point of Contact Phone: (847) 640-1000	Stairs:
Delivery Point of Contact Email: mazzaretto@mppd.org	Elevator:
Multiple Delivery Locations:	Color of Upholstery:
Locations:	Color of Frames:
Possible Delays in Delivery Time?	Trade-In's?
Delay Reasons:	Third Party Involved?
	Third Party Purchase Order #:



March 9, 2021

RE: Preferred Ecore Installer

Direct Fitness Solutions/MG Sports Flooring, Inc. is a Preferred Ecore Athletic installer for all of the Ecore Athletic product lines. They have performed hundreds of installations with Ecore Athletic product and have a verified installation warranty.

Thank you,

*Ryan Clavenna*

**RYAN CLAVENNA**

**BUSINESS DEVELOPMENT- MIDWEST**



715 Fountain Avenue

Lancaster, PA 17601

p. 815-341-2555

e. [rclavenna@ecoreintl.com](mailto:rclavenna@ecoreintl.com)

w. [www.ecoreintl.com](http://www.ecoreintl.com)

## OVERVIEW

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Based in Central Pennsylvania, Ecore has been transforming reclaimed materials into performance surfaces that make people's lives better for almost 150 years! From the weight room to the recovery room, Ecore empowers human performance with safe, quiet, and ergonomic flooring. Our team is driven by the question: Can a floor do more? For Ecore, the answer is "yes." We design and manufacture performance surfaces engineered to help energize the people above them. Flooring enhanced with its TRU™ technology helps people perform better and do what they love longer by reducing impact, supporting joints, reducing fall-related injury risk, and mitigating noise. Ecore diverts truck tires from the waste stream and transforms them into innovative flooring products! Through patented its TRU™ technology, Ecore engineers our products to have safety, ergonomic, and acoustic attributes. As a leader in circular economy technology, Ecore has engineered our manufacturing process to remove rubber from the waste stream and transform it into innovative flooring products. Built on a legacy that began in 1871, Ecore designs innovative solutions for many industries, including healthcare, hospitality, wellness, sports, and fitness. Ecore serves athletic and commercial flooring customers in more than 75 countries. Learn more at [www.ecoreintl.com](http://www.ecoreintl.com).

## CONTRACT INFO

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**Awarded Vendor:**

Ecore

**Contract Awarded:**

Athletic Court and Field Solutions

**Contract Number:**

08-28

**Lead Agency:**

Region 14 ESC

**Contract Term:**

3 year term, December 8, 2020 to December 31, 2023

\*Option to renew for two (2) additional one (1) year periods.



## Region XIV Education Service Center

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1850 Highway 351  
Abilene, TX 79601-4750  
325-675-8600  
FAX 325-675-8659

Tuesday, December 8<sup>th</sup>, 2020

Ecore International  
ATTN: Greg Dean  
715 Fountain Ave  
Lancaster, PA 17603

Dear Greg,

Region XIV Education Service Center is happy to announce that Ecore International has been awarded an annual contract for Athletic Court and Field Solutions based on the proposal submitted to Region XIV ESC.

The contract is effective immediately and will expire on December 31<sup>st</sup>, 2023. The contract can then be renewed annually for an additional two years, if mutually agreed on by Region XIV ESC and Ecore International.

We look forward to a long and successful partnership underneath this contract.

If you have any questions or concerns, feel free to contact me at 325-675-8600.

Sincerely,

A handwritten signature in blue ink that reads "Shane Fields".

Shane Fields  
Region XIV, Executive Director



# MEMORANDUM

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To: Board of Park Commissioners  
From: Nick Troy, Director of Recreation  
Mike Azzaretto, Aquatics, Athletics & Fitness Manager  
Date: June 15, 2022  
Re: New Fitness Equipment at Central Community Center  
C: Jim Jarog, Executive Director

## **SUMMARY & BACKGROUND:**

The Paramount strength equipment at the Central Community Center Fitness Center was originally installed in October 2000. This equipment is well past its expected service life and the kinesiology of equipment has greatly advanced. Staff originally planned to replace all of the Paramount equipment in 2020, but the pandemic shifted this timeline. Staff is recommending replacing nineteen pieces of Paramount equipment with the following:

- **Cybox Prestige Total Access Line:** The Cybox Prestige Total Access Line is inclusive to all user groups. These pieces will be funded utilizing 100% of ADA funds. This product does not go to bid since Midwest Commercial Fitness is the only authorized commercial fitness dealer and sole source for Cybox products and supplies in the State of Illinois.
  - Chest press, overhead press, row/rear delt press, lat pull, leg extension, seated leg curl, and leg press.
- **Life Fitness/Hammer Strength:** This new line of equipment would be funded using capital funds previously approved in 2018 and 2021. This product was pre-bid through Sourcwell (formally, NJPA). Sourcwell is a national cooperative purchasing agency that helps government, education and nonprofit organizations facilitate cost-effective purchasing while satisfying bid requirements. The District saved \$20,645.11 by purchasing through Sourcwell.
  - Abdominal/back extension, biceps curl/triceps extension, pectoral fly/rear deltoid, hip abductor/adductor, dual adjustable pulley, olympic flat bench, athletic pro half rack, smith machine, SYNRGY 180 featuring battle rope, TRX, kettlebells, medicine balls, bosu ball, exercise balls, rope pull, slam ball, and power pivot, and multi-jungle featuring plate loaded lat pulldown, row, assisted dip/chin, and pulley.





If approved, this combination of pieces would replace/upgrade almost every strength machine we have while adding an area for functional fitness movements.

**BUDGET IMPACT:**

- |                            |          |                   |             |
|----------------------------|----------|-------------------|-------------|
| ● ADA funds available:     | \$39,000 | Proposed for use: | \$38,980.00 |
| ● Capital funds available: | \$50,000 | Proposed for use: | \$49,872.59 |

**DOCUMENTS ATTACHED:**

- Midwest Commercial Fitness Quote
- Life Fitness Quote

**RECOMMENDATION:**

**MOVE TO APPROVE**

**THE PURCHASE OF THE CYBEX PRESTIGE TOTAL ACCESS FITNESS EQUIPMENT FROM MIDWEST COMMERCIAL FITNESS IN THE AMOUNT OF \$38,980.00**

**AND THE LIFE FITNESS HAMMER STRENGTH EQUIPMENT FROM LIFE FITNESS IN THE AMOUNT OF \$49,872.59 AS SUBMITTED**

**FOR THE TOTAL AMOUNT NOT TO EXCEED \$88,852.59.**

# Midwest Commercial Fitness

55 East New York  
 Aurora, IL 60505  
 (630)556-3481(office)/fax:(630-556-3503)  
 (815)999-7493 cell  
 brian@midwestcommercialfitness.com

# Quote

Date	Estimate #
3/21/2022	4532

<b>Name / Address</b>
Mount Prospect Park District 420 W Dempster Mount Prospect, IL 60056

<b>Ship To</b>
Central Branch 1000 W. Central Rd Mount Prospect, IL 60056
Mike Azzaretto 847-640-1000 ext 203
mazzaretto@mppd.org

Tax Exempt #	P.O. No.	Terms	Other
		50% down; Bal on Rec	

Item	Description	Qty	rate	Total
21400	Cybex Prestige Total Access Chest Press (IFI Accredited, ADA Compliant)	1	5,395.00	5,395.00
21410	Cybex Prestige Total Access Overhead Press (IFI Accredited, ADA Compliant)	1	5,295.00	5,295.00
21430	Cybex Prestige Total Access Row/Rear Delt Press (IFI Accredited, ADA Compliant)	1	5,295.00	5,295.00
21530	Cybex Prestige Total Access Lat Pull (IFI Accredited, ADA Compliant)	1	5,395.00	5,395.00
21451	Cybex Prestige Total Access Leg Extension w/ Start RLD	1	5,395.00	5,395.00
21461	Cybex Prestige Total Access Seated Leg Curl w/ Start RLD	1	5,395.00	5,395.00
21440	Cybex Prestige Total Access Leg Press (IFI Accredited, ADA Complaint)	1	7,195.00	7,195.00
D&I w/LIFT	Inside Delivery w/Liftgate and installation of equipment. <b>**FUEL SURCHARGE MAY APPLY**</b>	1	3,605.00	3,605.00

Signature _____ Date _____	<b>Total</b>
----------------------------	--------------

\*Quote valid for 30 Days  
 \*There is a 25% Restocking fee for all Cancelled orders  
 \*Credit Card Purchases are subject to 3%  
 \*Signature above indicates request for placement of order according to all above terms, quantities and descriptions

# Midwest Commercial Fitness

55 East New York  
 Aurora, IL 60505  
 (630)556-3481(office)/fax:(630-556-3503)  
 (815)999-7493 cell  
 brian@midwestcommercialfitness.com

# Quote

Date	Estimate #
3/21/2022	4532

<b>Name / Address</b>
Mount Prospect Park District 420 W Dempster Mount Prospect, IL 60056

<b>Ship To</b>
Central Branch 1000 W. Central Rd Mount Prospect, IL 60056
Mike Azzaretto 847-640-1000 ext 203
mazzaretto@mppd.org

Tax Exempt #	P.O. No.	Terms	Other
		50% down; Bal on Rec	

Item	Description	Qty	rate	Total
TRADE	Trade In: Paramount Leg Press (AP-200009 006), Leg Curl (AP-210009016), Prone Leg Curl (0004-020), Leg Extension (AP-20008010), Seated Row (AP-250009005), Chest Press (AP-2600010-008), Shoulder Press (0005-016), Lat Pulldown (AP-240010004)  All equipment listed is to be complete and operable, without post manufacture alterations to original design, with all safety protective and enclosure designs intact. A credit adjustment will be made if not compliant.  _____ Signature & Date(Agree to above Trade In Terms)	8	-300.00	-2,400.00
DISCOUNT	Discount	-1	1,590.00	-1,590.00

Signature _____ Date _____	<b>Total</b> → \$38,980.00 ←
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\*Quote valid for 30 Days  
 \*There is a 25% Restocking fee for all Cancelled orders  
 \*Credit Card Purchases are subject to 3%  
 \*Signature above indicates request for placement of order according to all above terms, quantities and descriptions



January 1, 2019

Dear Midwest Commercial Fitness Customer:

The purpose of this letter is to advise you that Midwest Commercial Fitness is currently the only authorized commercial fitness dealer and sole source for Cybex cardiovascular and Cybex strength products and supplies (collectively, the "Cybex Products") in the vertical market(s) in the State of Illinois (the "Territory"). These markets include, but are not limited to corporate, multi-housing, education, police/fire, recreation centers, country clubs, municipalities and hospitality (hotel/motel). Cybex Products purchased from any other source may have an invalid warranty, as Cybex or Life Fitness cannot confirm or guarantee the integrity of such Cybex Products. Midwest Commercial Fitness will also provide Cybex's standard service, including maintenance and warranty coverage, for Cybex Products serviced within the Territory.

Life Fitness has enjoyed a longstanding relationship with Midwest Commercial Fitness and believes that you will be pleased with the sales, service and support provided by their team.

If you have any questions, please feel free to contact me at (847) 288-5919. Thank you for your interest in Life Fitness and our products,

Sincerely,

A handwritten signature in black ink, appearing to read 'Matt Elsesser' with a checkmark at the end.

Matt Elsesser  
Director, North America Distribution Business



March 1, 2021

Ms. Tracey Crawford, CTRS, CPRP  
 Executive Director  
 Northwest Special Recreation Association  
 3000 Central Rd. - Suite 205  
 Rolling Meadows, IL 60008

The Mt. Prospect Park District Central Community Center (CCC) Fitness Center (1000 Central Rd., Mt. Prospect, IL 60056) is a Recreation Center on the northeast side of the Park District. The Park District intends to replace and upgrade some fitness equipment inside the Fitness Center. The Mt. Prospect Park District hereby requests approval from the NWSRA Board of Directors for expenditures paid by the Park District for improvements made at the Central Community Center Fitness Center. The following is a list of the equipment being purchased as the justifications for these purchases and installation/delivery financed using the Special Recreation Levy.

**Cybox Prestige Total Access Line:**

<b>Description</b>	<b>ADA %</b>	<b>Total Cost</b>
Chest Press (IFI Accredited, ADA Compliant)	100%	\$4,295.00
Overhead Press (IFI Accredited, ADA Compliant)	100%	\$4,295.00
Row/Rear Delt Press (IFI Accredited, ADA Compliant)	100%	\$4,295.00
Lat Pull (IFI Accredited, ADA Compliant)	100%	\$4,295.00
Cable Column (IFI Accredited, ADA Compliant)	100%	\$4,295.00
Leg Extension w/ Start RLD (IFI Accredited)	100%	\$4,295.00
Seated Leg Curl w/ Start RLD (IFI Accredited)	100%	\$4,295.00
Leg Press (IFI Accredited, ADA Compliant)	100%	\$5,795.00
Delivery w/Liftgate and installation of equipment.	100%	\$3,900.00
<b>Total</b>		<b>\$39,760.00</b>

Currently at CCC, in addition to our memberships, we also serve PURSUIT, who visits our fitness center throughout the week as part of their weekly routine. Our current inventory of muscle strength training equipment can be enhanced for people with orthopedic concerns, disabilities and special needs with the purchase of the fitness equipment indicated above. The Cybex Prestige Total Access line not only meets, but exceeds the Inclusive Fitness Initiative (IFI) standards. This line of equipment will provide the Park District with a cardio and strength solution that accommodates exercisers of all abilities to train in a safe, controlled environment. With features such as a swing away seat to allow easy access for wheelchair users, this line of equipment accommodates people of all abilities on the same gym floor. The installed Cybex PrestigeTotal Access fitness equipment will meet or exceed requirements in Section 236 and Section 1004 of the 2010 Standards for Accessible Design.

With the purchase of additional adaptive fitness equipment, we will be able to expand our services for individuals with diverse abilities as well as our positive impact upon the community. The Mt. Prospect Park District respectfully requests your approval of the purchase of the equipment described above in the amount of \$39,760.00.

If you have any questions, please feel free to contact us at 847-255-5380.

Thank you for your time and consideration.

Ben Kutscheid, ASLA, PLA, CPSI  
Planner / Landscape Architect

Nick Troy, CPRP  
Director of Recreation

Mike Azzaretto, CPRP  
Aquatics & Fitness Manager

<b>Central Community Center</b> 1000 W. Central Rd. Mount Prospect, IL 60056 847-255-5380	<b>RecPlex</b> 420 W. Dempster St. Mount Prospect, IL 60056 847-640-1000	<b>Lions Recreation Center</b> 411 S. Maple St. Mount Prospect, IL 60056 847-632-9333	<b>Friendship Park Conservatory</b> 395 W. Algonquin Rd. Des Plaines, IL 60018 847-298-3500	<b>Mt. Prospect Golf Club</b> 600 See-Gwun Ave. Mount Prospect, IL 60056 847-259-4200
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**Our Mission:**

To provide exceptional parks and recreation experiences that enrich the quality of life for present and future generations

**Quote#** **3566050 - 1R**

**Date** 07-JUN-2022 **Expires** 30-JUN-2022



Page 1/6

**Bill To**

MOUNT PROSPECT PARK DISTRICT  
1000 W CENTRAL RD  
MOUNT PROSPECT, COOK IL 60056-2223  
US

**Contact:**  
**Cell:**  
**Office:**  
**Email:**

**Ship To**

MOUNT PROSPECT PARK DISTRICT  
1000 W CENTRAL RD  
MOUNT PROSPECT, COOK IL 60056-2223  
United States

**Contact:** Mike Azzaretto  
**Cell:**  
**Office:** 1-847-640-1000  
**Email:** mazzaretto@mppd.org

**Shipment Priority:** STANDARD  
**Requested Delivery Date:** 16-AUG-2022

**SALES REPRESENTATIVE**

MICHAEL KNAWA  
**Cell:** 708-712-9479  
**Office:**  
**Email:** Mike.Knawa@lifefitness.com

**Life Fitness**

**Corporate Address:** 10601 Belmont Avenue  
Franklin Park, IL 60131 USA  
Phone: Main (847) 288-3300  
Toll Free (800) 735-3867

**Remittance Address:** 2716 Network Place,  
Chicago, IL  
60673, USA

**ONSITE CONTACT**

**Cell:** (847) 640-1000 x203  
**Email:** mazzaretto@mppd.org  
**Facility ID:**

Line	Model #	Qty	Unit Price
1	<b>OP-ABBA</b> AXIOM ABDOMINAL/BACK EXTENSION - Platinum Frame//Black Uph//Full Shroud	1	4,769.00
	Full Shroud	1	233.00
2	<b>OP-BT</b> AXIOM BICEPS CURL/TRICEPS EXTENSION - Platinum Frame//Black Uph//Full Shroud	1	4,469.00
	Full Shroud	1	218.00
3	<b>OP-FLY</b> AXIOM PECTORAL FLY/REAR DELTOID - Platinum Frame//Black Uph//Full Shroud	1	4,769.00
	Full Shroud	1	233.00
4	<b>OP-HAA</b> AXIOM HIP ABDUCTOR/ADDUCTOR - Platinum Frame//Black Uph//Full Shroud	1	4,469.00
	Full Shroud	1	218.00
5	<b>CMDAP</b> CM DUAL ADJ PULLEY Platinum Frm Rear Shroud Handle	1	7,399.00
6	<b>MJCORE</b> MJ CORE TOWER Platinum Frame English	1	1,579.00
7	<b>MJADC-STA</b> MJ ASSIST DIP CHIN - Platinum Frame/WGT STK.GRAY-LB/LANG.ENG	1	4,009.00
8	<b>MJAP-STA</b> MJ ADJUSTABLE PULLEY - Platinum Frame/GLB/SHR.NONE/LANG.ENG	1	2,739.00
9	<b>MJLP-STA</b> MJLP STATION - Platinum Frame/Black Upholstery/GRAY-LB/SHR.NONE/LANG.ENG	1	2,869.00
10	<b>MJRW-STA</b> MJ ROW - Platinum Frame/Black Upholstery/GRAY-LB/SHR.NONE/LANG.ENG	1	2,869.00

Quote#

**3566050 - 1R**

Date 07-JUN-2022

Expires 30-JUN-2022

Line	Model #	Qty	Unit Price
11	<b>MJHAR</b> MJ ACCESSORY RACK - FRM.PLT	1	544.00
12	<b>O-FB</b> HAMMER STRENGTH OLYMPIC FLAT BENCH - Platinum Frame/Black Upholstery/English	1	1,109.00
13	<b>O-BWS</b> HAMMER STRENGTH OLYMPIC BENCH WEIGHT STORAGE - Platinum Frame/English	1	528.00
14	<b>HDT-HR</b> HD Athletic PRO Half Rack - High Wear Platinum Frame/High Wear Charcoal Upright/High Wear Platinum/HD ATHLETIC 42IN THICK/SKINNY BAR <i>Total 3,559.00</i>	1	3,429.00
	HD ATHLETIC 42IN THICK/SKINNY BAR	1	130.00
15	<b>HSSM</b> HS SMITH Platinum Frame English	1	5,689.00
16	<b>S180-CORE</b> SYNRGY180 CORE - Platinum Clear Frame/English/Multi Grip Chin/None/None/Rope Pull/Power Pivot/None/Accessory Shelf/Accessory Shelf/Accessory Shelf/Dual Rail Shelf/None <i>Total 8,116.00</i>	1	1,959.00
	Multi Grip Chin	1	402.00
	Rope Pull	1	2,879.00
	Power Pivot	1	1,209.00
	Accessory Shelf	1	460.00
	Accessory Shelf	1	460.00
	Accessory Shelf	1	460.00
	Dual Rail Shelf	1	287.00
17	<b>S180-ADD</b> SYNRGY180 ADDITIONAL SECTIONS - Platinum Clear Frame/English/Multi Grip Chin/None/None/Battle Rope Anchor/Accessory Shelf/Accessory Shelf/Accessory Shelf/Dual Rail Shelf/None <i>Total 3,266.00</i>	1	979.00
	Multi Grip Chin	1	402.00
	Battle Rope Anchor	1	218.00
	Accessory Shelf	1	460.00
	Accessory Shelf	1	460.00
	Accessory Shelf	1	460.00
	Dual Rail Shelf	1	287.00
18	<b>S180-SIDE</b> SYNRGY180 SIDE STORAGE - None/None/None/None/None/Stability Ball Storage/None/Stability Ball Storage/None/Bosu Ball Storage <i>Total 757.01</i>	1	0.01
	Stability Ball Storage	1	206.00



Quote#

**3566050 - 1R**

Date 07-JUN-2022

Expires 30-JUN-2022

Line	Model #	Qty	Unit Price
	Stability Ball Storage	1	206.00
	Bosu Ball Storage	1	345.00
<b>19</b>	<b>S180</b> SYNRGY180 FREESTANDING SYSTEM - CORE - Platinum Clear Frame/1 Power Pivot Relocation Kit <i>Total 1,778.00</i>	1	1,679.00
	1 Power Pivot Relocation Kit	1	99.00
<b>20</b>	<b>S180</b> SYNRGY180 FREESTANDING SYSTEM - ADD - Platinum Clear Frame/None	1	1,569.00
<b>21</b>	<b>ACC-TRX</b> TRX SUSPENSION TRAINER	2	363.00
<b>22</b>	<b>ACC-BR</b> BATTLE ROPE, 1.5IN(38mm) DIA, 30FT(9.1m), BLK	1	124.00
<b>23</b>	<b>LF-PB</b> LIFE FITNESS PLYO BOX,16 20 22,SOFT FOAM	1	833.00
<b>24</b>	<b>LF-MB</b> LIFE FITNESS MEDICINE BALL,4LB,YELLOW	2	45.00
<b>25</b>	<b>LF-MB</b> LIFE FITNESS MEDICINE BALL,6LB,GREEN	2	60.00
<b>26</b>	<b>LF-MB</b> LIFE FITNESS MEDICINE BALL,8LB,ORANGE	2	74.00
<b>27</b>	<b>LF-MB</b> LIFE FITNESS MEDICINE BALL,10LB,RED	2	85.00
<b>28</b>	<b>LF-MB</b> LIFE FITNESS MEDICINE BALL,12LB,BLUE	2	100.00
<b>29</b>	<b>HT-CLB-H</b> COVERED LOOP BAND-BLUE-HVY	1	47.00
<b>30</b>	<b>HT-CLB-V</b> COVERED LOOP BAND-GREEN-VHVY	1	51.00
<b>31</b>	<b>HT-DHCB-M</b> DUAL HANDLE COVERED BAND-RED-MED	1	57.00
<b>32</b>	<b>HT-DHCB-V</b> DUAL HANDLE COVERED BAND-GREEN-VHVY	1	62.00
<b>33</b>	<b>LF-RTB</b> LIFE FITNESS COVERED RESISTANCE TUBE, EXTRA LIGHT	1	20.00
<b>34</b>	<b>LF-RTB</b> LIFE FITNESS COVERED RESISTANCE TUBE, LIGHT	1	21.00
<b>35</b>	<b>LF-RTB</b> LIFE FITNESS COVERED RESISTANCE TUBE, MEDIUM	1	22.00
<b>36</b>	<b>LF-RTB</b> LIFE FITNESS COVERED RESISTANCE TUBE, HEAVY	1	23.00
<b>37</b>	<b>TRADE ITEM</b> Allowance for Non Life Fitness Trade in Product	1	-100.00

**Quote#**

**3566050 - 1R**

**Date 07-JUN-2022**

**Expires 30-JUN-2022**

Line	Model #	Qty	Unit Price
38	<b>SURCHARGE10</b> 10% Inflationary Commodity Surcharge	1	3,885.60

Quote#

3566050 - 1R

Date 07-JUN-2022

Expires 30-JUN-2022

PO Number		Subtotal	
Payment Type		List Price	70,372.01
Payment Terms	NET 30	Adjustment and Surcharge	-28,480.41
Freight Terms		Total Package Price	41,891.60
FOB			
		Freight/Fuel/Installation	7,980.99
		Tax	TAXES AS APPLICABLE
		Total(USD)	49,872.59

Notes:

\*The pricing on this quote reflects Sourcewell contract # 081120-LFF

Trade Allowance Includes:

- Bicep Curl
- Tricep Extension
- Abdominal
- Lower Back
- Hip Abduction
- Hip Adduction
- Pec Fly/ Rear Delt
- Olympic Flat Bench + Storage
- Smith Machine (Qty 2)
- Multi Jungle (6 stations)

Quote#

3566050 - 1R

Date 07-JUN-2022

Expires 30-JUN-2022

**ADDITIONAL TERMS OF SALE:**

1. By accepting this Quote, Customer agrees (a) to be bound by the terms hereof and Life Fitness' standard Terms and Conditions of Sale found at <https://www.lifefitness.com/en-us/legal/terms-conditions>; and (b) as applicable, to allow the transaction to proceed without a Customer-issued purchase order or other form of purchase agreement as a condition for payment.
2. Any additional or different terms or conditions which appear on Customer's document (including its Purchase Orders) that are inconsistent with the Life Fitness Terms and Conditions of Sale shall be voided and of no effect.
3. Life Fitness RECOMMENDS that all strength training equipment be secured to the floor to prevent tipping, rocking or displacement which might occur in the event of unanticipated use of the equipment. Life Fitness also REQUIRES that certain pieces of strength training equipment be secured to the floor. Please contact our Customer Service Department or your account representative for specific details.
4. All shipments of Products shall be F.O.B., Life Fitness' designated plant, distribution center, or warehouse unless otherwise specified.
5. Life Fitness will issue an invoice corresponding to this Quote upon shipment.
6. Life Fitness may ship partial orders.
7. Orders canceled by Customer within 60 days prior to the requested delivery date based on Section 13 below, or after shipment (or after production starts for "Built-To-Order" products) are subject to a 20% restocking fee.
8. Delays in delivery at Customer's request or due to Customer's failure may result in storage fees.
9. Prices set forth in this Quote are good for 30 days.
10. All invoices and any payments due thereon related to this Quote will be in U.S. Dollars and will reflect Exchange Rate at time of shipment.
11. Payment terms and credit lines are subject to Life Fitness credit approval.
12. Life Fitness reserves the right to limit the use of credit cards. A service fee for credit transactions may apply.
13. Life Fitness reserves the right to adjust the prices contained herein for freight and installation up through sixty (60) days after completion of installation in accordance with corresponding increases in costs imposed by freight carriers (i.e. transportation via truck, train, ship or aircraft) and/or directly related to performing the installation (i.e. delivery, labor, fuel, permits, certifications, redelivery, bolt down service). In addition, where: (i) the parties agree that the requested delivery date shall be more than 4 months after the date of this Quote (even if this Quote is not executed), (ii) due to any delay falling within the Customer's responsibilities, the actual delivery date is made more than 4 months after the date of this Quote, or (iii) the actual delivery date shall be more than 4 months after the date of this Quote (except if the delay was due to the sole fault of Life Fitness), then Life Fitness shall be entitled to increase the agreed prices appropriately if Life Fitness experiences any increase in its costs relating to: raw materials and/or labor costs related to personnel responsible for manufacturing, assembling and/or delivering and installing the products, macroeconomic conditions such as taxes, tariffs or duties, natural disasters, and labor shortages/strikes. This shall be in addition to other remedies available under these terms and conditions.
14. Until all Products are paid for in full, Customer grants to, and Life Fitness shall retain, a security interest in and lien on all Products sold to Customer and all proceeds arising from our sale of the Products by Customer and all discounts, rebates and other funds on Customer's account payable by Life Fitness. Customer authorizes Life Fitness to, at any time and from time to time, file financing statements, continuation statements, and amendments thereto that describe the Collateral, and which contain any other information required pursuant to the UCC for the sufficiency of filing office acceptance of any financing statement, continuation statement, or amendment, and Customer agrees to furnish any such information to Life Fitness promptly upon request. Any such financing statement, continuation statement, or amendment may be signed by Life Fitness on behalf of Customer and may be filed at any time in any jurisdiction. Upon Life Fitness' request, a Customer shall execute such documents that may be necessary or reasonable to protect Life Fitness' security interest.
15. When accepted, this Quote may be processed, fulfilled, and/or invoiced by Life Fitness and/or its affiliated companies, including, but not limited to, Brunswick Billiards, Cybex, SCIFIT or Indoor Cycling Group (ICG), and Customer agrees to make any required payments to the entity that issued the invoice.
16. Life Fitness disclaims all warranties for third party products sold to Customer, except that Life Fitness will, to the extent permissible, pass through to Customer all available warranties and provide all available applicable original manufacturer warranties for third party products. Customer agrees to look solely to the manufacturer or vendor of such products and services for any customer support or warranty claims. The manufacturer's or vendor's terms and conditions, including warranties, are located on their website or upon request to the manufacturer or vendor.
17. For any Subscription Services purchased pursuant to this Quote, Customer agrees (a) to be bound by the terms hereof and Life Fitness' Master Subscription Agreement found at <https://www.lifefitness.com/en-us/legal/subscriptions>; and (b) the subscription period set forth in the invoice ("Subscription Term") shall be non-cancelable during the Subscription Term and will automatically renew for a term equivalent in length to the then expiring Subscription Term at Life Fitness' then current Subscription charges. Either Customer or Life Fitness may elect to terminate any Subscription Services by providing notice in compliance with the Subscription Agreement.
18. Financing options are available through Life Fitness Leasing. For more information, please contact your local sale representative.
19. This Quote may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

**ADDITIONAL TERMS OF SALE – CONSUMERS:**

20. By accepting this Quote, Customer agrees to be bound by the terms hereof and Life Fitness' standard Terms and Conditions of Sale – Direct To Consumer found at <https://www.lifefitness.com/en-us/legal/terms-conditions>, as may be amended from time to time.
21. **ALL SALES ARE FINAL. NO RETURNS, REFUNDS, OR EXCHANGES EXCEPT AS PROVIDED IN THE TERMS AND CONDITIONS OF SALE – DIRECT TO CONSUMER.**
22. All Items above shall apply except for Items No. 1, 2, 4, 7, 8 and 13.

Quote Approval	USD OPERATING UNIT
Signature _____	Signature _____
Name _____	Name _____
Title _____	Title _____
Date of Acceptance _____	
Company MOUNT PROSPECT PARK DISTRICT	



**Solicitation Number: RFP #081120**

## **CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Life Fitness LLC, 9525 Bryn Mawr Ave., Rosemont, IL 60018 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

### **1. TERM OF CONTRACT**

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires October 1, 2024, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 16 survive the expiration or cancellation of this Contract.

### **2. EQUIPMENT, PRODUCTS, OR SERVICES**

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in



# Memorandum

To: Board of Park Commissioners

From: George Giese, Director of Administration  
Lee Howard, CPA

Date: June 15, 2022

Re: Acceptance of the Annual Financial Report - FY 2021

C: Jim Jarog, Executive Director

**SUMMARY & BACKGROUND:**

The Park District’s auditors (Illinois NFP Audit & Tax, LLP) completed their fiscal year 2021 audit, culminating in the District’s Annual Financial Report. As a reminder, FY 2021 was the first audit conducted by Illinois NFP Audit & Tax, LLP in a three year agreement covering fiscal years 2021, 2022 and 2023. Abdullah Khan, CPA, Partner, will review the Annual Financial Report with the Board of Commissioners at the June meeting.

Upon acceptance of the report by the Board, the Annual Treasurer’s Report will be filed with Cook County, and both the Annual Financial Report and the Annual Treasurer’s Report for FY 2021 will be posted on the Park District’s website.

**BUDGET IMPACT:**

Budgeted Expense for the Annual Audit:

- Year-End 2021: \$18,500
- Year-End 2022: \$18,750
- Year-End 2023: \$19,000

**DOCUMENTS ATTACHED:**

- Annual Financial Report

**RECOMMENDATION:**

**MOVE TO ACCEPT THE FISCAL YEAR 2021 ANNUAL FINANCIAL REPORT AS PRESENTED**



Meadows Pool



**MT. PROSPECT PARK DISTRICT**  
Mount Prospect, Illinois

# ANNUAL COMPREHENSIVE FINANCIAL REPORT

For the year ended December 31, 2021



Mt. Melas Adventure Run



Pickleball



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Mount Prospect Park District  
Illinois**

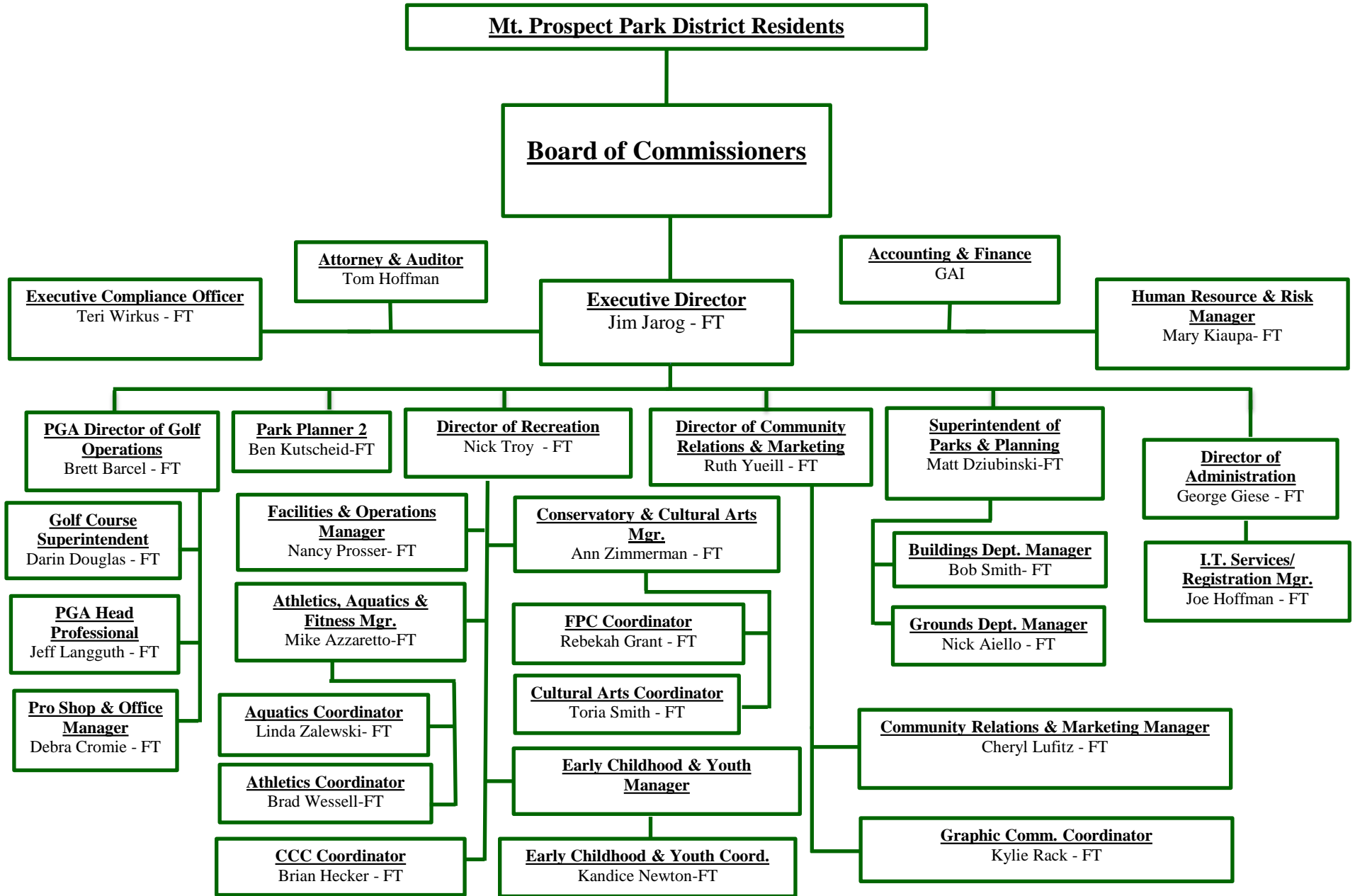
For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

December 31, 2020

*Christopher P. Morill*

Executive Director/CEO





**Mt. Prospect Park District  
Principal Officials  
December 31, 2021**

Board of Commissioners

Steve Kurka, President  
Lisa Tenuta, Vice President  
William Starr, Secretary  
Michael Murphy, Treasurer  
Timothy Doherty, Commissioner  
William Klicka, Commissioner  
Raymond Massie, Commissioner

Administrative Staff

Jim Jarog, Executive Director  
George Giese, Director of Administration  
Nick Troy, Director of Recreation  
Brett Barcel, PGA Director of Golf Operations  
Ruth Yueill, Director of Community Relations & Marketing  
Matt Dziubinski, Superintendent of Parks & Planning  
Mary Kiaupa, H.R. and Risk Manager  
Teri Wirkus, Executive Compliance Officer  
Thomas G. Hoffman, Attorney at Law  
Lee J. Howard, CPA, Financial Advisor



May 6, 2022

Board of Park Commissioners  
Mt. Prospect Park District  
1000 W. Central Avenue  
Mt. Prospect, IL 60056

Honorable Commissioners:

The Annual Comprehensive Financial Report of the Mt. Prospect Park District for the fiscal year ending December 31, 2021, is hereby submitted as mandated by state statutes. The report was prepared by the District Executive Director, Financial Advisor and Treasurer, working with the District's auditor. Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with the Mt. Prospect Park District, based upon a comprehensive framework of internal controls established for this purpose. Since the cost of internal controls should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements. We believe the data presented is accurate in all material aspects; that it is presented in a manner designed to fairly set forth the financial position and the results of operations of the Mt. Prospect as measured by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain the maximum understanding of the District's financial affairs have been included. The Management's Discussion and Analysis compliment this letter and should be read in conjunction with it.

#### HISTORY AND LOCAL ECONOMY

The District is located approximately 20 miles northwest of the Chicago "Loop" business district and immediately northwest of O'Hare International Airport.

The following is a list of the approximate percentages of certain community's 2020 Equalized Assessed Valuation which are also located within the District: Village of Mt. Prospect, 68%; the City of Des Plaines, 16%; Elk Grove Village, 6%; and the Village of Arlington Heights, 2%. In the last three tax years, 2017 through 2020 (latest) the District's equalized assessed valuation has increased by 18.5% due to the increase in market values during this period. Tax extensions have increased annually within tax cap limits (C.P.I.)

Mt. Prospect's median family income, \$103,946 is 123% of the Cook County wide figure \$84,500. This contributes to the District's strong demand for facilities and programs. As we move forward in the 21st century, the community the District serves is well-positioned for a prosperous future.

## MAJOR INITIATIVES/HAPPENINGS FOR THE YEAR

The Covid-19 outbreak in 2020 caused business disruption through mandated and voluntary closings of District locations. Despite the pressure caused by the pandemic, District management, with the support of the Park Board responded with adjustments to operating expenditures to stabilize District finances. The diversity of District facilities also contributed to the financial stability. With indoor programs and facilities closed or restricted the Golf Club was provided an opportunity and responded with record revenues. Essential full-time staff were re-deployed where possible to provide for a quick response in the restoration of operations.

Program fees, facility admissions, product sales and rental revenues dropped by 2.7 million in 2020. This lost revenue was offset by a reduction in operating expense of 2.5 million that year. In 2021, revenues rebounded by 2.1 million dollars with expenditures cautiously restored by \$721,761. The fund reported a positive surplus in operations of \$1,673,176 for 2021. These facility and program revenues and expenses are reflected in the Recreation Fund.

Capital spending decreased from \$1.5 million to \$1.1 million for 2021. Although some projects have been delayed due to the pandemic, smaller "in house" projects were accomplished during the facility closures, with the redeployment of District employees. In addition, outdoor projects included Lions playground upgrades, park improvements and scheduled equipment and truck replacements. The District updated its 5-year capital improvement plan (CIP) during the year. The plan identifies, prioritizes, and costs capital projects on a timetable over the next 5 years, along with reconciliation to available funding sources.

## FUTURE INITIATIVES/FUTURE DIRECTION

The District shall use the current financial position as a basis in assessing the long-term financial implications of current and proposed policies, programs, services and capital improvements. The financial planning process includes analysis of financial trends and an assessment of problems or opportunities facing the District and actions needed to address these issues.

The District annually updates its comprehensive capital projects plans. In 2021 this process was continued by Staff and the Board of Commissioners through the 5-year capital improvement plan (CIP) process. This plan (CIP) will continue to be updated as a working document.

Projects will be completed as funding becomes available in the priority as determined by the Park Board of Commissioners.

## FINANCIAL INFORMATION

### Accounting System and Budgetary Control

The Park District's records for general governmental operations are maintained on a modified accrual basis, with the revenues being recorded when available and measurable and expenditures being recorded when the services or goods are received and the liabilities are incurred. Records for the Park Districts proprietary activities are maintained on the accrual basis

In developing and maintaining the Park District's accounting system, consideration is given to the adequacy of the internal control structure. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding: (1) the safeguarding of assets against loss from unauthorized use or disposition; and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived and (2) the evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. We believe that the Park District's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Budgetary control has been established at the individual fund level. The fund is the level at which management cannot over expend without the approval of the governing body. Financial reports are produced showing budget and actual expenditures by line item and are distributed monthly to District departmental and divisional management, commissioners and others upon request.

In response to the pandemic and resulting loss of revenue, additional monthly reports and short-term projections were developed to provide analysis of effected programs and facilities. The models were designed to calculate, measure and project the effect of responses to the daily changing environment. Projections also provided advance information for and about adjustments to operating expenditures to maintain fund balance within predetermined numerics.

Individual line items are reviewed monthly and analyzed for budgetary goal compliance. Personnel expenditures are monitored and controlled at a position level and capital expenditures (items over \$5,000 and having a useful life of one or more years) are monitored and controlled by project.

#### The Reporting Entity and its Services

This report includes all of the funds, account groups and activities controlled by the District.

The District participates in the Illinois Municipal Retirement Fund, Metro Risk Management Association and the Northwest Special Recreation Association. Those organizations are separate governmental units because 1) they are organized entities, (2) have governmental character and (3) are substantially autonomous. Audited financial statements for these organizations are not included in this report. However, such statements are available upon request from their respective business offices.

The Mt. Prospect Park District provides recreation programs, park and facility management, capital development and general administration.

The District owns 325 acres and leases 193 acres. Facilities operated by the District during 2017 include: three swimming pools including, an outdoor wave pool constructed in 1984, one outdoor pool constructed in 2002 and one indoor pool; an 18-hole golf course and clubhouse located on 115 acres; three recreation centers and a Conservatory. There are 21 park sites totaling over 202 acres with playgrounds, baseball and softball diamonds, football, soccer and basketball fields. There are two outdoor ice-skating rinks and over 16 outdoor tennis courts.

A full schedule of recreation programs is provided by the District, including classes and activities in aerobics, swimming, music, dance, visual arts, and various sports. Recreational activities are available for all ages. The District is a member of the award-winning Northwest Special Recreation Association (NWSRA), which provides recreation services to physically or mentally challenged persons. Approximately 300 programs are provided yearly.

#### General Government Functions

The reporting period covered by these financial statements encompasses twelve months. Funds are provided for services by taxes, user fees, issuance of bonds, interest income, cash-in-lieu of land, grants, donations and miscellaneous sources.

Property taxes are a major source of income for general operations. The 2.86% increase in taxes extended by the county for 2020 was due to the increase in CPI (2.30%) plus new growth.

Equalized assessed valuation for 2020 was \$1,975,432,038 and 2019 was \$1,945,499,549 which represents a 1.5% increase. The tax year 2019 was a reassessment year.

Collections for the 2019 tax year were 96.24% of the extended levy. Allocation of the 2020 and 2019 property tax levy are as follows (amounts for each \$100 of equalized assessed value).

Purpose	2020	2019
General Fund	0.1243	0.1213
Special Revenue Funds	0.2575	0.2547
General Obligation Debt	<u>0.1722</u>	<u>0.1710</u>
Total Tax Rate	<u>0.5540</u>	<u>0.5470</u>

Debt Administration Total long-term bonded debt decreased from \$18,555,025 in 2020 by \$1,473,935 to a balance of \$17,081,090 on December 31, 2021. The decrease was due to scheduled debt retirements.

All general obligation bond and debt certificate payments are made from the Debt Service Fund. There are six outstanding bond issues on December 31, 2021 totaling \$16,456,090 in principal, and one debt certificate totaling \$625,000.

Capital Assets As of December 31, 2021 capital assets, net of accumulated depreciation, of the Park District amounted to \$31,733,769. The capitalized asset purchases during 2021 totaled \$925,232.

Financial Policies All of the financial policies contribute to a transparent and accountable agency with oversight on board, management, and taxpayer levels.

Independent Audit State statutes require an annual audit of the District's finances conducted by an independent, licensed, certified public accounting firm. The independent firm of Illinois NFP Audit & Tax, LLP, Certified Public Accountants has performed the audit for the year ended December 31, 2021. The goal of the annual audit is to provide reasonable assurance that the financial statements are free from material misstatement. The auditor's report is presented in the financial section of this report.

#### OTHER INFORMATION

Certificate of Achievement The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized comprehensive annual financial report, whose contents conform to program standards. The report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year. It is believed that the current report conforms to program requirements and will be submitted to GFOA for evaluation.

Acknowledgments The financial report was compiled through the efforts of the Finance staff. Appreciation is expressed to the District's administrative and recreation staff whose support and involvement is essential to the preparation of this annual report.

We would like to thank the members of the Board of Commissioners for their leadership and support in the financial operation of the District in a responsible and progressive manner.

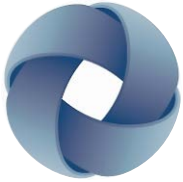
Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lee J. Howard".

Lee J. Howard, CPA  
Financial Advisor

A handwritten signature in black ink, appearing to read "Mike Murphy".

Michael Murphy  
Treasurer



Illinois NFP Audit & Tax, LLP  
*Certified Public Accountants*

## **Independent Auditors' Report**

To the Board of Commissioners  
Mt. Prospect Park District  
Mt. Prospect, Illinois

### **Opinions**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Mt. Prospect Park District as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Mt. Prospect Park District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Mt. Prospect Park District, as of December 31, 2021, and the respective changes in financial position and cash flows, where applicable, thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

### **Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Mt. Prospect Park District and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Mt. Prospect Park District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.



## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Mt. Prospect Park District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Mt. Prospect Park District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, major fund budgetary schedules, and certain pension and post-employment benefit disclosures be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Mt. Prospect Park District basic financial statements. The combining and individual fund financial statements and schedules for non-major funds, and other non-required supplemental schedules as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements schedules for non-major funds and other non-required supplemental schedules as listed in the table of contents are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

## **Other Information**

Management is responsible for the other information included within the audit report. The other information comprises of the introductory and statistical sections, as listed in the table of contents, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

*IL NFP Audit & Tax, LLP*

Chicago, Illinois

May 6, 2022

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS  
DECEMBER 31, 2021**

The Mount Prospect Park District (the District) discussion and analysis offers readers of the District's financial statements an overview of the financial activities for the year ended December 31, 2021. Please read it in conjunction with the District's transmittal letter, which begins on page vii of this report, and the financial statements which begin on page 12.

**FINANCIAL HIGHLIGHTS**

The District's total assets/deferred outflows exceeded its total liabilities/deferred inflows at the close of the most recent fiscal year by \$23,949,692 (net position). Total net position increased by \$4,652,287 from \$19,297,405 to \$23,949,692 over the course of the year. Depreciation was \$1,963,014.

As of the close of the current fiscal year, the governmental funds of the Mount Prospect Park District reported combined ending fund balances of \$11,670,630 an increase of \$3,070,535 from the beginning fund balances, mainly due to General and Recreation Fund revenues over expenditures totaling \$2,342,722.

At the end of the current fiscal year, unassigned fund balance for the General Fund was \$1,793,858. The funds balance increased to 84% of total general fund expenditures during the year. This balance is available for spending at the discretion of the District.

Property taxes levied and extended (latest) for the tax year 2020 were \$10,945,316 compared to the prior year of \$10,641,883 for a 2.85% increase.

The total net bonded debt of the Mount Prospect Park District decreased by \$1,473,935 (7.9 percent) during the current year.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 12 - 13) provide information about the activities of the District as a whole and present a longer-term view of the District's finances. Fund financial statements begin on page. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the Districts most significant funds.

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

**Government-wide Financial Statements**

The District's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the District's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the Statement of Net Position. This is the District-wide statement of position presenting information that includes all of the District's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District as a whole is improving or deteriorating. Evaluation of the overall health of the District would extend to other non-financial factors such as diversification of the taxpayer base or the condition of the District's infrastructure in addition to the financial information provided in this report.

The second government-wide statement is the Statement of Activities which reports how the District's net position changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statements of activities is to show the financial reliance of the District's distinct activities or functions on revenues provided by the District's taxpayers.

Both government-wide financial statements distinguish governmental activities of the District that are principally supported by taxes and intergovernmental revenues, such as grants, from business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include general government, culture and recreation. Fiduciary activities such as employee pension plans are not included in the government-wide statements since these assets are not available to fund District programs.

The government-wide financial statements are presented on pages 12 - 13 of this report.

**Fund Financial Statements**

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The District uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the District's most significant funds rather than the District as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data for non-major funds is provided in the form of combining statements in a later section of this report.

The District has two kinds of funds:

Governmental funds are reported in the fund financial statements and encompass essentially the same functions reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statement providing a distinctive view of the District's governmental funds. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the Governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to assist in understanding the differences between these two perspectives.

Budgetary comparison statements are included in the basic financial statements for the general fund and major special revenue funds. Budgetary comparison schedules for other special revenue funds can be found in a later section of this report. These statements and schedules demonstrate compliance with the District's adopted annual appropriated budget. Final Budget and Appropriations are original and unrevised.

The basic governmental fund financial statements are presented on pages 14 - 17 of this report.

Proprietary funds are reported in the fund financial statements and generally report services for which the District charges a fee. There are two kinds of proprietary funds. These are enterprise funds and internal service funds. Enterprise funds essentially encompass the same functions reported as business-type activities in the government-wide statements. Internal service funds provide services to customers within the District's organization, because the District's internal service fund primarily serves governmental functions, it is included within the governmental activities of the government-wide financial statements.

Proprietary fund statements provide both long-term and short-term financial information consistent with the focus provided by the government-wide financial statements but with more detail for major enterprise funds. Individual fund information for the internal service fund is found in combining statements in a later section of this report. Internal service funds are an accounting device used to accumulate and allocate costs internally within the District. The District uses an internal service fund to account for capital projects completed by District personnel. The basic proprietary fund financial statements are presented on pages 18 - 20 of this report.

### **Notes to the Financial Statements**

The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin on page 21 of this report.

### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's progress in funding its obligation to provide pension benefits to its employees. Supplementary information starts on page 49 of this report. Major funds are reported in the basic financial statements as discussed. Combining and individual fund statements and schedules for non-major funds are presented in a subsequent section of this report beginning on page 62.

### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net position may serve over time, as a useful indicator of a government's financial position. In the case of the Park District, assets/deferred outflows exceeded liabilities/deferred inflows by \$23,949,692.

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

The following table reflects the condensed Statement of net position:

	December 31, 2021	December 31, 2020
Assets		
Current and other assets	\$ 23,720,429	\$ 20,412,444
Capital assets	31,733,769	32,771,551
Total assets	55,454,198	53,183,995
Deferred Outflows	910,135	1,295,942
Total Assets/Deferred Outflows	56,364,333	54,479,937
Long-Term Debt	17,595,163	22,070,783
Other Liabilities	841,739	834,184
Total Liabilities	18,436,902	22,904,967
Deferred Inflows	13,977,739	12,277,565
Total Liabilities/Deferred Inflows	32,414,641	35,182,532
Net position		
Investment in capital assets	14,584,727	16,567,638
Restricted	6,161,331	2,988,112
Unrestricted	3,203,634	(258,345)
Total net position	\$ 23,949,692	\$ 19,297,405

For more information see the Statement of Net Position (page 12).

A large portion of the District's net position, \$14,584,727, reflects its investment in capital assets (for example, land, construction, machinery and equipment), less any related debt used to acquire those assets that is still outstanding. The Park District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion, \$6,161,331 of the District's net position represents resources that are subject to external restrictions on how they may be used, including restrictions for property tax funds.

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

The following table reflects the condensed Statement of Changes in Net Position:

<b>Changes in Net Position</b>		
Governmental Activities		
	For the year ended,	December 31,
	2021	2020
Revenues		
Program revenues		
Charges for services	\$ 5,414,999	\$ 3,571,641
Grants and Contributions	29,423	19,167
General Revenues		
Property tax	10,709,534	10,299,569
Intergovernmental	278,523	161,582
Interest	19,767	37,856
Other	299,112	375,411
Total revenues	<u>16,751,358</u>	<u>14,465,226</u>
Expenses		
General government	3,095,134	3,147,610
Recreation	8,574,674	9,109,853
Interest on long-term debt	429,263	471,885
Total expenses	<u>12,099,071</u>	<u>12,729,348</u>
Increase in net position	\$ 4,652,287	\$ 1,735,878
Net Position, Beginning of Year	19,297,405	17,561,527
Net Position, Ending of Year	<u>\$ 23,949,692</u>	<u>\$ 19,297,405</u>

**Governmental Activities**

Governmental activities increased the District's net assets by \$4,652,287. Key elements of the entity-wide performance are as follows:

The total revenues increased by 16% or \$2,286,132 from \$14,465,226 in 2020 to \$16,751,358 in 2021. This was due to the pandemic ordered facility closures and program restrictions.

The total expense decreased by 5% or \$630,277 from \$12,729,348 in 2020 to \$12,099,071 in 2021. This is primarily due to reductions in program activities and facility costs related to pandemic closures and restrictions. (Refer to the Statement of Activities on page 13.)

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

**FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

As noted earlier, the Park District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds**

As discussed, governmental funds are reported in the fund statements with a near-term inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. Governmental funds reported ending fund balances of \$11,670,630. Of this year-end total approximately \$1,793,858 is unassigned and undesignated, indicating availability for continuing the District's operations. Assigned fund balances include: \$3,703,578 in the recreation fund assigned for general recreation purposes. Restricted fund balances of \$2,664,073 for capital projects, \$432,566 for debt service, \$1,568,968 for Special Recreation (ADA projects), and \$1,495,724 in the special revenue funds. These amounts are subject to external enforceable legal restrictions such as those related to property tax levies. Amounts considered to be non-spendable total \$11,863.

The General Fund is the chief operating fund of the Mount Prospect Park District. At the end of the current year, unassigned fund balance was \$1,793,858. The non-spendable portion of the fund balance represents prepaid expenditures. The total fund balance of the General Fund was \$1,796,240. As a measure of the General Fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 84 percent of total General Fund expenditures.

The General Fund accounts for the District's parks & equipment maintenance and general government functions and is funded primarily by property and replacement taxes. The beginning fund balance of \$1,126,694 increased by \$669,546 to \$1,796,240. Expenditures decreased further from Covid-19 levels in 2021 by \$39,923 to \$2,137,306 reflecting the cautious bring back of part-time and seasonal staff.

The Recreation Fund accounts for the District's recreational facilities and programs and is funded by the receipt of both property taxes and user fees. Last year, pandemic related facility closures and program restrictions resulted in lost revenues of 2.7 million dollars for the year 2020. Expenditures were reduced by 2.5 million to stabilize. In 2021, revenues rebounded by 2.1 million dollars. Expenditures were cautiously increased by \$721,761. The fund reported a positive surplus in operations for the year of \$1,673,176.

The Special Recreation Fund balance as of December 31, 2021 was \$1,568,968 an increase of \$15,102 from the prior year. The amount accumulated is restricted and being spent down to fund ADA capital improvements. The District has prepared a study indicating parks and facilities which are in need of handicapped accessibility projects, and plans to follow these guidelines. The projects are included in scheduled repairs and improvements when possible, for economies of construction.

The Debt Service Fund accounts for all activity related to the payment of long-term debt principal, interest and other related costs. The Debt Service Fund reported a net surplus from fund operations of \$106,186.

The Capital Projects Fund increased its balance by \$234,061 to \$2,664,073 which represents the excess of bond proceeds over net project expenditures for 2021. Some projects have been delayed due to pandemic.



**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

**Proprietary Fund**

The Mount Prospect Park District's proprietary fund statements provide the same type of information found in the government-wide statements, but in more detail.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

During the 2021 Budget year, the District did not revise the annual operating budget.

The general fund is reported as a major fund, and accounts for general government and park operations of the District.

Revenues in the general fund were \$2,806,852 which were \$97,890 or (3.6%) more than budgeted.

Expenditures were \$2,137,306 which were \$254,271 or (10.6%) less than budgeted. The District closely monitors expenditures during the year, utilizing resources efficiently. During the pandemic in 2021, expenditure reductions to revenue programs and facilities primarily in the Recreation Fund had a collateral effect on other funds, including the General Fund. In appropriate situations, personnel were redeployed to available park projects.

The resulting net budget variance was a favorable \$352,161.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

The District's investment in capital assets, net of accumulated depreciation for governmental activities as of December 31, 2020 and 2021 was \$32,771,551 and \$31,733,769 respectively. The overall change was a result of an increase in accumulated depreciation of \$1,963,014 and cost additions/deletions in capital assets of \$925,232. Additional information on the Park District's capital assets can be found in Note 6 to the financial statements of this report.

**Capital Assets (Net of Depreciation)**

December 31, 2021

	Governmental Activities
Land	\$ 8,646,816
Land improvements	11,838,021
Buildings	9,023,803
Machinery and equipment	1,956,352
Vehicles	268,777
Capital assets, net	\$ 31,733,769

**MOUNT PROSPECT PARK DISTRICT  
MANAGEMENT'S DISCUSSIONS AND ANALYSIS (CONTINUED)  
DECEMBER 31, 2021**

**Debt Administration**

As of December 31, 2021, the Park District has general obligation bond issues outstanding of \$17,081,090 as compared to \$18,555,025 the previous year, a decrease of 7.9 percent. The fund surplus of the Debt Service Fund amounted to \$432,566 as of December 31, 2021.

	Governmental Activities
General obligation bonds	\$ 6,026,090
General obligation bonds Alternative revenue source	10,430,000
Debt certificates	625,000
Total	\$ 17,081,090

State statutes limit the amount of general obligation debt a non-home rule government entity may issue to 2.875 percent of its total assessed valuation. The current debt limitation for the Mount Prospect is \$56,793,671. Additional information on the District's long-term debt can be found in Note 7 to the financial statements of this report.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The community of the Mount Prospect Park District area is an economically healthy community. The residents have an above average wealth profile; U.S. Census Bureau reports median family income was 118% of U.S. median. The Covid-19 outbreak in 2020 has caused business disruption through mandated and voluntary closings of District programs and facilities. District management, with the support and advice of the Park Board, responded in with expenditure flexibility in response to the decline and thoughtful restoration of operating expenditures in proportion to the 2021 increase in revenues. The result has been the continued stabilization of District finances. The 2022 budget provides for a stable plan of operations, if further restrictions are required. Appropriations include contingencies to support a full return to normal levels.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the District's finances, comply with finance related laws and regulations, and demonstrate the District's commitment to public accountability. If you have any questions about this report or would like to request additional information please contact Lee J. Howard, CPA, Financial Advisor, Mount Prospect Park District, 1000 West Central Road, Mount Prospect, IL 60056.

**Mt. Prospect Park District  
Statement of Net Position  
December 31, 2021**

	<b>Governmental Activities</b>
<b>Assets</b>	
Cash and Investments	\$ 12,492,034
Property Taxes Receivable, Net of Allowances for Uncollectibles	11,201,067
Other Receivables	11,400
Interest Receivable	4,065
Prepaid Expenses	4,906
Inventory	6,957
Capital Assets	
Capital Assets Not Being Depreciated	8,646,816
Other Capital Assets, Net of Depreciation	23,086,953
Total Capital Assets	31,733,769
<b>Total Assets</b>	55,454,198
<b>Deferred Outflows</b>	
Deferred Items - IMRF	865,622
Deferred Items - OPEB	44,513
<b>Total Deferred Outflows</b>	910,135
<b>Total Assets and Deferred Outflows</b>	56,364,333
<b>Liabilities</b>	
Accounts Payable	266,751
Accrued Payroll	215,566
Accrued Interest Payable	54,962
Unearned Program Revenue	304,460
Long-term Liabilities	
Due Within One Year	
Bonds and Debt Certificate Payable	4,407,725
Compensated Absences	58,037
Due in More than One Year	
Bonds and Debt Certificate Payable, Net of Premium	12,741,317
Net Pension Liability - IMRF	26,354
OPEB Liability	361,730
<b>Total Liabilities</b>	18,436,902
<b>Deferred Inflows</b>	
Deferred Property Taxes	11,201,067
Deferred Items - IMRF	2,676,032
Deferred Items - OPEB	100,640
<b>Total Deferred Inflows</b>	13,977,739
<b>Total Liabilities and Deferred Inflows</b>	32,414,641
<b>Net Position</b>	
Net Investment in Capital Assets	14,584,727
Restricted for:	
Culture and Recreation	2,689,751
Debt Service	432,566
Capital Projects	2,664,073
Retirement	374,941
Unrestricted	3,203,634
<b>Total Net Position</b>	\$ 23,949,692

See Accompanying Notes to the Financial Statements

**Mt. Prospect Park District**  
**Statement of Activities**  
**For the Year Ended December 31, 2021**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenue</b>		<b>Net (Expense)</b>
		<b>Charges for</b>	<b>Operating Grants</b>	<b>Revenue and</b>
		<b>Services</b>	<b>and Contributions</b>	<b>Changes in</b>
				<b>Net Position</b>
				<b>Governmental</b>
				<b>Activities</b>
<b>Primary Government</b>				
Governmental Activities				
General Government	\$ 3,095,134	\$ 60,834	\$ 0	\$ (3,034,300)
Culture and Recreation	8,574,674	5,354,165	29,423	(3,191,086)
Interest on Long-Term Debt	429,263	0	0	(429,263)
Total Governmental Activities	12,099,071	5,414,999	29,423	(6,654,649)
<b>Total Primary Government</b>	<b>\$ 12,099,071</b>	<b>\$ 5,414,999</b>	<b>\$ 29,423</b>	<b>(6,654,649)</b>
<b>General Revenues</b>				
Taxes				
Property Taxes				10,709,534
Intergovernmental - Replacement Taxes				278,523
Investment Income				19,767
Miscellaneous				299,112
<b>Total General Revenues</b>				<b>11,306,936</b>
<b>Change in Net Position</b>				<b>4,652,287</b>
<b>Net Position,</b>				
<b>Beginning of Year</b>				<b>19,297,405</b>
<b>End of Year</b>				<b>\$ 23,949,692</b>

See Accompanying Notes to the Financial Statements

**Mt. Prospect Park District  
Balance Sheet  
Governmental Funds  
December 31, 2021**

	<b>General</b>	<b>Recreation</b>	<b>Special Recreation</b>	<b>Debt Service</b>	<b>Capital Projects</b>	<b>Other Governmental Funds</b>	<b>Total</b>
<b>Assets</b>							
Cash and Investments	\$ 1,890,221	\$ 4,249,395	\$ 1,569,144	\$ 432,566	\$ 2,712,406	\$ 1,564,086	\$ 12,417,818
Property Taxes Receivable, Net of Allowances for Uncollectibles	2,600,100	1,745,000	760,000	3,285,967	0	2,810,000	11,201,067
Other Receivables	4,260	7,140	0	0	0	0	11,400
Interest Receivable	0	0	0	0	4,065	0	4,065
Prepaid Items	2,382	528	0	0	0	1,996	4,906
Inventory	0	6,957	0	0	0	0	6,957
<b>Total Assets</b>	<b>4,496,963</b>	<b>6,009,020</b>	<b>2,329,144</b>	<b>3,718,533</b>	<b>2,716,471</b>	<b>4,376,082</b>	<b>23,646,213</b>
<b>Total Deferred Outflows</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Assets and Deferred Outflows</b>	<b>4,496,963</b>	<b>6,009,020</b>	<b>2,329,144</b>	<b>3,718,533</b>	<b>2,716,471</b>	<b>4,376,082</b>	<b>23,646,213</b>
<b>Liabilities</b>							
Accounts Payable	45,509	142,572	176	0	52,398	20,956	261,611
Accrued Payroll	55,114	105,925	0	0	0	47,406	208,445
Unearned Program Revenue	0	304,460	0	0	0	0	304,460
<b>Total Liabilities</b>	<b>100,623</b>	<b>552,957</b>	<b>176</b>	<b>0</b>	<b>52,398</b>	<b>68,362</b>	<b>774,516</b>
<b>Deferred Inflows</b>							
Deferred Property Taxes	2,600,100	1,745,000	760,000	3,285,967	0	2,810,000	11,201,067
<b>Total Deferred Inflows</b>	<b>2,600,100</b>	<b>1,745,000</b>	<b>760,000</b>	<b>3,285,967</b>	<b>0</b>	<b>2,810,000</b>	<b>11,201,067</b>
<b>Fund Balance</b>							
Nonspendable	2,382	7,485	0	0	0	1,996	11,863
Restricted	0	0	1,568,968	432,566	2,664,073	1,495,724	6,161,331
Assigned	0	3,703,578	0	0	0	0	3,703,578
Unassigned	1,793,858	0	0	0	0	0	1,793,858
<b>Total Fund Balance</b>	<b>1,796,240</b>	<b>3,711,063</b>	<b>1,568,968</b>	<b>432,566</b>	<b>2,664,073</b>	<b>1,497,720</b>	<b>11,670,630</b>
<b>Total Liabilities, Deferred Inflows and Fund Balance</b>	<b>\$ 4,496,963</b>	<b>\$ 6,009,020</b>	<b>\$ 2,329,144</b>	<b>\$ 3,718,533</b>	<b>\$ 2,716,471</b>	<b>\$ 4,376,082</b>	<b>\$ 23,646,213</b>

See Accompanying Notes to the Financial Statements

**Mt. Prospect Park District**  
**Reconciliation of Fund Balances of the Governmental Funds to the Governmental Activities**  
**in the Statement of Net Position**  
**December 31, 2021**

Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position:

Amounts reported in the Statement of Net Position are different because:

Fund Balance - Balance Sheet of Governmental Funds	\$ 11,670,630
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	31,733,769
Other long-term assets are not available to pay for current-period expenditures and, therefore, are reported as unavailable revenue in the funds:	
Deferred items related to changes in pension assumptions and differences between expected and actual pension plan experience:	
Deferred Outflows - IMRF	865,622
Deferred Outflows - OPEB	44,513
Net Pension Asset - IMRF	(26,354)
Net OPEB Liability	(361,730)
Long-term liabilities, including bonds and debt certificate payable, are not due and payable in the current period and, therefore, are not reported in the funds:	
Accrued Interest	(54,962)
Bonds and Debt Certificate Payable	(17,081,090)
Unamortized Premium on General Obligation Bonds	(67,952)
Compensated Absences	(58,037)
Deferred items related to difference between projected and actual earnings on pension plan investments and difference between expected and actual pension plan experience:	
Deferred Inflows - IMRF	(2,676,032)
Deferred Inflows - OPEB	(100,640)
The net position of the internal service funds are included in the governmental activities in the statement of net position.	61,955
<b>Net Position of Governmental Activities</b>	<b>\$ 23,949,692</b>

**Mt. Prospect Park District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
**For the Year Ended December 31, 2021**

	<b>General</b>	<b>Recreation</b>	<b>Special Recreation</b>	<b>Debt Service</b>	<b>Capital Projects</b>	<b>Other Governmental Funds</b>	<b>Total</b>
<b>Revenues</b>							
Property Taxes	\$ 2,402,894	\$ 1,601,526	\$ 696,802	\$ 3,329,432	\$ 0	\$ 2,678,880	\$ 10,709,534
Replacement Taxes	122,550	155,973	0	0	0	0	278,523
Fees and Admissions	0	4,429,901	0	0	0	44,389	4,474,290
Sales	0	60,075	0	0	0	4,278	64,353
Rentals	60,834	768,969	0	0	0	46,553	876,356
Investment Income	1,533	0	0	1,841	16,393	0	19,767
Grants and Donations	0	4,423	0	0	25,000	0	29,423
Miscellaneous	219,041	54,034	0	0	26,037	0	299,112
<b>Total Revenues</b>	<b>2,806,852</b>	<b>7,074,901</b>	<b>696,802</b>	<b>3,331,273</b>	<b>67,430</b>	<b>2,774,100</b>	<b>16,751,358</b>
<b>Expenditures</b>							
Current							
General Government	2,137,306	0	0	0	57,252	409,822	2,604,380
Recreation	0	5,401,725	681,700	0	0	1,928,855	8,012,280
Debt Service							
Principal	0	0	0	4,629,610	0	0	4,629,610
Interest and Fiscal Charges	0	0	0	438,218	0	0	438,218
Capital Outlay	0	0	0	0	1,089,051	62,959	1,152,010
<b>Total Expenditures</b>	<b>2,137,306</b>	<b>5,401,725</b>	<b>681,700</b>	<b>5,067,828</b>	<b>1,146,303</b>	<b>2,401,636</b>	<b>16,836,498</b>
<b>Excess (Deficiency) of</b>							
Revenues over Expenditures	669,546	1,673,176	15,102	(1,736,555)	(1,078,873)	372,464	(85,140)
<b>Other Financing Sources (Uses)</b>							
Issuance of Bond	0	0	0	1,842,741	1,312,934	0	3,155,675
<b>Total Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,842,741</b>	<b>1,312,934</b>	<b>0</b>	<b>3,155,675</b>
<b>Net Change in Fund Balance</b>	<b>669,546</b>	<b>1,673,176</b>	<b>15,102</b>	<b>106,186</b>	<b>234,061</b>	<b>372,464</b>	<b>3,070,535</b>
<b>Fund Balance,</b>							
Beginning of Year	1,126,694	2,037,887	1,553,866	326,380	2,430,012	1,125,256	8,600,095
End of Year	\$ 1,796,240	\$ 3,711,063	\$ 1,568,968	\$ 432,566	\$ 2,664,073	\$ 1,497,720	\$ 11,670,630

See Accompanying Notes to the Financial Statements

**Mt. Prospect Park District**  
**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**of the Governmental Funds to the Governmental Activities in the Statement of Activities**  
**For the Year Ended December 31, 2021**

Net Change in Fund Balances - Total Governmental Funds \$3,070,535

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital outlays	925,232
Depreciation expense	(1,963,014)

Governmental funds report debt payments as expenditures and debt issuances as revenue. However, in the statement of activities, debt payments and debt issuances are not reported as expenditures and revenue, respectively.

Proceeds from the Issuance of Bonds Payable	(3,155,675)
Principal Payments of Bonds and Debt Certificate Payable	4,629,610

The issuance of long-term debt in the current and prior years resulted in: Deferred Refunding, Discount and Premium that were reported as current financial resources in the governmental funds. However, these amounts have been amortized in the government-wide statements:

Amortization of Premium	7,520
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds:

Change in the following deferred items related to pension investment experience, changes in pension assumptions, and difference between expected and actual pension plan experience:

Deferred Outflows - IMRF	(378,620)
Deferred Outflows - OPEB	(7,187)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:

Change in Accrued Interest Payable	8,955
Change in Compensated Absences	(3,253)
Change in Net Pension Liability - IMRF	2,989,074
Change in OPEB Liability	8,344

Change in the following deferred items related to difference between expected and actual pension plan experience:

Deferred Inflows - IMRF	(1,280,783)
Deferred Inflows - OPEB	7,111

The change in net position of certain activities of internal service is included in the governmental activities in the statement of net position.

(205,562)

**Change in Net Position of Governmental Activities**

\$4,652,287



**Mt. Prospect Park District**  
**Notes to the Financial Statements (Continued)**  
**For the Year Ended December 31, 2021**

**5. Jointly Governed Organization**

The District is a member of the Northwest Special Recreation Association. The District pays annual contributions to this organization for services it provides for disabled and handicapped members of the District. During the year ended December 31, 2021, the District paid \$458,100 to the Northwest Special Recreation Association.

**6. Capital Assets**

Capital asset activity for the year ended December 31, 2021, consisted of the following:

	Balance December 31, 2020	Additions	Retirements	Balance December 31, 2021
<u>Governmental Activities</u>				
Assets Not Subject to Depreciation				
Land	\$ 8,646,816	\$ 0	\$ 0	\$ 8,646,816
Assets Subject to Depreciation				
Buildings	36,447,857	201,490	(305,935)	36,343,412
Improvements	19,424,424	482,611	(172,310)	19,734,725
Machinery and Equipment	8,053,665	205,965	(9,653)	8,249,977
Vehicles	664,728	35,166	0	699,894
Subtotal	73,237,490	925,232	(487,898)	73,674,824
Less - Accumulated Depreciation				
Buildings	(26,813,184)	(812,360)	305,935	(27,319,609)
Improvements	(7,331,760)	(737,254)	172,310	(7,896,704)
Machinery and Equipment	(5,970,191)	(333,087)	9,653	(6,293,625)
Vehicles	(350,804)	(80,313)	0	(431,117)
Subtotal	(40,465,939)	(1,963,014)	487,898	(41,941,055)
Net Capital Assets	\$ 32,771,551	\$ (1,037,782)	\$ 0	\$ 31,733,769

Depreciation expense was charged to the functions/programs of the primary government as follows:

<u>Governmental Activities</u> - General Government	\$ 490,754
<u>Governmental Activities</u> - Culture and Recreation	1,472,260

**Mt. Prospect Park District**  
**Notes to the Financial Statements (Continued)**  
**For the Year Ended December 31, 2021**

**7. Long-term Liabilities**

The District enters into debt transactions to finance additions of machinery and equipment and major construction, improvements or land acquisitions. The following debt commitments exist as of December 31, 2021:

	Balance December 31, 2020	Additions	Retirements	Balance December 31, 2021	Amount Due Within One Year	Debt Retired By Fund
<b>General Obligation Bonds</b>						
Series 2014A (ARS)	\$ 7,575,000	\$ 0	\$ (315,000)	\$ 7,260,000	\$ 0	Debt Service
Series 2017B (ARS)	1,655,000	0	(540,000)	1,115,000	550,000	Debt Service
Series 2018A	523,000	0	(523,000)	0	0	Debt Service
Series 2019A	2,015,000	0	(2,015,000)	0	0	Debt Service
Series 2019C (ARS)	2,560,000	0	(505,000)	2,055,000	505,000	Debt Service
Series 2020A	3,334,965	0	(464,550)	2,870,415	2,870,415	Debt Service
Series 2020B*	172,060	0	(172,060)	0	0	Debt Service
Series 2021A	0	2,993,735	0	2,993,735	220,370	Debt Service
Series 2021B*	0	161,940	0	161,940	161,940	Debt Service
<b>Debt Certificates</b>						
Series 2014B	720,000	0	(95,000)	625,000	100,000	Debt Service
	<u>\$ 18,555,025</u>	<u>\$ 3,155,675</u>	<u>\$ (4,629,610)</u>	<u>\$ 17,081,090</u>	<u>\$ 4,407,725</u>	
Premium on Bond Payable	<u>\$ 75,472</u>	<u>\$ 0</u>	<u>\$ (7,520)</u>	<u>\$ 67,952</u>		N/A

\* - Direct placement obligations

**General Obligation Bonds**

*General Obligation Park Bonds (Alternate Revenue Source), Series 2014A* - Originally issued for \$8,000,000 in 2014 provides for annual installments ranging from \$140,000 to \$905,000 through November 1, 2034. Interest is payable semiannually on May 1 and November 1 at rates from 2% to 4%.

*General Obligation Park Refunding Bonds (Alternate Revenue Source), Series 2017B* - Originally issued for \$3,190,000 in 2017 provides for annual installments ranging from \$500,000 to \$565,000 through November 1, 2023. Interest is payable annually on November 1 at rates from 1.16% to 1.99%.

*General Obligation Park Refunding Bonds (Alternate Revenue Source), Series 2019C* - Originally issued for \$3,060,000 in 2019 provides for annual installments ranging from \$500,000 to \$525,000 through November 1, 2025. Interest is payable semiannually on May 1 and November 1 at rates from 1.27% to 1.50%.

*General Obligation Limited Tax Park Bonds, Series 2020A* - Originally issued for \$3,334,965 in 2020 provides for annual installments ranging from \$464,550 to \$2,870,415 through December 15, 2022. Interest is payable semiannually on June 15 and December 15 at rates from .600% to .710%.

**Mt. Prospect Park District**  
**Notes to the Financial Statements (Continued)**  
**For the Year Ended December 31, 2021**

**7. Long-term Liabilities (Continued)**

General Obligation Bonds (Continued)

*General Obligation Limited Tax Park Bonds, Series 2021A* - Originally issued for \$2,993,735 in 2021 provides for annual installments ranging from \$220,370 to \$2,773,365 through December 15, 2023. Interest is payable semiannually on June 15 and December 15 at rates from .310% to .340%.

General Obligation Bonds - Direct Placement

*Taxable General Obligation Limited Tax Park Bonds, Series 2021B* - Originally issued for \$161,940 in 2021 provides for an annual installment of \$162,751 on December 15, 2022. Interest is payable annually on December 15 at .420%.

Debt Certificates

*Debt Certificate, Series 2014B* - Debt certificates originally issued for \$1,000,000 in 2014 provide for annual payments through November 1, 2027. Interest is payable annually on November 1 at 4%.

The District's future minimum debt payments are as follows:

Fiscal Year(s)	General Obligation Bonds		General Obligation Bonds - Direct Placement Obligations	
	Principal	Interest	Principal	Interest
December 31, 2022	\$ 4,145,785	\$ 349,754	\$ 161,940	\$ 811
December 31, 2023	3,963,365	310,035	0	0
December 31, 2024	1,015,000	278,485	0	0
December 31, 2025	1,030,000	254,819	0	0
December 31, 2026	905,000	230,531	0	0
December 31, 2027 - 2031	3,765,000	676,119	0	0
December 31, 2032 - 2034	1,470,000	108,400	0	0
	<u>\$ 16,294,150</u>	<u>\$ 2,208,143</u>	<u>\$ 161,940</u>	<u>\$ 811</u>
Fiscal Year(s)	Debt Certificates		Total Debt Service Requirements	
	Principal	Interest	Principal	Interest
December 31, 2022	\$ 100,000	\$ 25,000	\$ 4,407,725	\$ 375,565
December 31, 2023	100,000	21,000	4,063,365	331,035
December 31, 2024	100,000	17,000	1,115,000	295,485
December 31, 2025	105,000	13,000	1,135,000	267,819
December 31, 2026	110,000	8,800	1,015,000	239,331
December 31, 2027 - 2031	110,000	4,400	3,875,000	680,519
December 31, 2032 - 2034	0	0	1,470,000	108,400
	<u>\$ 625,000</u>	<u>\$ 89,200</u>	<u>\$ 17,081,090</u>	<u>\$ 2,298,154</u>

**Mt. Prospect Park District**  
**Notes to the Financial Statements (Continued)**  
**For the Year Ended December 31, 2021**

**7. Long-term Liabilities (Continued)**

Prior Year Debt Defeasance

In prior years, the District has defeased notes issues by creating separate irrevocable trust funds. New debt has been issued and the proceeds have been used to purchase U.S. government securities that were placed in the trust funds. The investments and fixed earnings from the investments are sufficient to fully service the defeased debt until the debt is called or matures. For financial reporting purposes, the debt has been considered defeased and therefore removed as a liability from the District's government-wide financial statements. As of December 31, 2021, the amount of defeased debt outstanding amounted to \$1,150,000.

Alternate Revenue Source Bonds - Pledged Revenue

The District's alternate revenue source bonds (2014A, 2017B and 2019C) are secured by (i) proceeds received by the District from time to time from the issuance of its general obligation bonds or notes to the fullest extent permitted by law, including Section 6-4 of the Park Code and Section 15.01 of the Debt Reform Act and (ii) such other funds of the District as may be lawfully available and annually appropriated for such payment.

The amount of the pledges remaining as of December 31, 2021, and a comparison of the pledged revenues collected and the related principal and interest expenditure for fiscal year 2021 is as follows:

<u>Debt Issue</u>	<u>Pledged Revenue Source</u>	<u>Pledge Remaining</u>	<u>Commitment End Date</u>
Series 2014A	General Fund Revenues	\$ 9,319,050	11/01/2034
Series 2017B	General Fund Revenues	1,147,387	11/01/2023
Series 2019C	General Fund Revenues	2,129,846	11/01/2025

<u>Debt Issue</u>	<u>Pledged Revenue Source</u>	<u>Pledged Revenue</u>	<u>Principal and Interest Paid</u>	<u>Estimated % of Revenue Pledged</u>
Series 2014A	General Fund Revenues	\$ 2,806,852	\$ 589,806	21%
Series 2017B	General Fund Revenues	2,217,046	569,852	26%
Series 2019C	General Fund Revenues	1,647,194	540,814	33%

Other long-term liabilities activity is as follows:

	<u>Balance December 31 2020</u>	<u>Additions and Other Changes</u>	<u>Retirements</u>	<u>Balance December 31 2021</u>	<u>Amount Due Within One Year</u>	<u>Debt Retired By Fund</u>
Other Long-term Liabilities*						
Compensated Absences	\$ 54,784	\$ 58,037	\$ (54,784)	\$ 58,037	\$ 58,037	General/Recreation
Net Pension Liability - IMRF	3,015,428	(1,541,132)	(1,447,942)	26,354	0	General/Recreation
OPEB Liability	370,074	12,157	(20,501)	361,730	0	General/Recreation
	<u>\$ 3,440,286</u>	<u>\$ (1,470,938)</u>	<u>\$ (1,523,227)</u>	<u>\$ 446,121</u>	<u>\$ 58,037</u>	

\* - These liabilities have historically been retired by the General and Recreation funds.

**Mt. Prospect Park District  
Other Post-Employment Benefits Disclosures  
For the Year Ended December 31, 2021**

REQUIRED SUPPLEMENTARY INFORMATION

Multiyear Schedule of Changes in Net OPEB Liability and Related Ratios  
Last 10 Plan Years (When Available)

Measurement Date December 31,	2018	2019	2020	2021
<b>Total OPEB liability</b>				
Service cost	\$ 13,407	\$ 12,402	\$ 11,631	\$ 14,385
Interest on the OPEB Liability	13,996	14,601	13,488	6,945
Changes of benefit terms	0	0	0	0
Difference between expected and actual experience of the OPEB Liability	0	0	(112,447)	0
Changes of assumptions	(7,746)	9,072	50,833	(9,173)
Benefit payments, including refunds of employee contributions	(33,108)	(30,505)	(14,319)	(20,501)
Other Changes	(3,987)	(1,602)	0	0
Implicit Benefit Payments	0	0	0	0
Net change in total OPEB liability	(17,438)	3,968	(50,814)	(8,344)
<b>Total OPEB liability– beginning</b>	<u>434,358</u>	<u>416,920</u>	<u>420,888</u>	<u>370,074</u>
<b>Total OPEB liability – ending</b>	<u>\$ 416,920</u>	<u>\$ 420,888</u>	<u>\$ 370,074</u>	<u>\$ 361,730</u>
<b>Plan fiduciary net position</b>				
<b>Plan fiduciary net position - Beginning</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Plan fiduciary net position - Ending</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b>Net OPEB liability / (asset)</b>	<u>\$ 416,920</u>	<u>\$ 420,888</u>	<u>\$ 370,074</u>	<u>\$ 361,730</u>
Plan fiduciary net position as a percent of the OPEB Liability	0.00%	0.00%	0.00%	0.00%
Covered-employee Valuation Payroll ("CVP")	\$ 3,136,988	\$ 4,370,100	\$ 3,412,187	\$ 3,549,853
Net OPEB liability as a % of CVP	13.29%	9.63%	10.85%	10.19%

**Notes to the Multiyear Schedule of Changes in Employer’s Net OPEB Liability:**

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

There are no assets accumulated in a trust that meet the criteria of GASB codification P22.101 or P52.101 to pay related benefits for the OPEB plan.

**Mt. Prospect Park District  
IMRF Pension Disclosures  
For the Year Ended December 31, 2021**

REQUIRED SUPPLEMENTARY INFORMATION

Multiyear Schedule of Contributions  
Last 10 Fiscal Years (When Available)

Fiscal Year Ending	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Valuation Payroll	Actual Contribution as a % of Covered Valuation Payroll
12/31/2014	\$ 451,399	\$ 488,859	\$ (37,460)	\$ 3,783,728	12.92%
12/31/2015	732,350	732,350	0	3,982,329	18.39%
12/31/2016	826,884	826,884	0	4,356,607	18.98%
12/31/2017	794,191	794,191	0	4,382,951	18.12%
12/31/2018	752,138	752,138	0	4,297,932	17.50%
12/31/2019	685,669	685,669	0	4,370,100	15.69%
12/31/2020	702,726	702,726	0	3,865,822	18.18%
12/31/2021	680,219	680,219	0	3,856,744	17.64%

**Notes to the Multiyear Schedule of Contributions:**

The information presented was determined as part of the actuarial valuations as of January 1 of the prior calendar year. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed and the amortization period was 23 years; the asset valuation method was five-year smoothed fair value; and the significant actuarial assumptions were an investment rate of 7.25% annually and projected salary increases assumption of 3.35% to 14.25% plus 2.50% for inflation compounded annually.

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

**Mt. Prospect Park District  
IMRF Pension Disclosures (Continued)  
For the Year Ended December 31, 2021**

**REQUIRED SUPPLEMENTARY INFORMATION**

Multiyear Schedule of Changes in Net Pension Liability and Related Ratios  
Last 10 Plan Years (When Available)

Measurement Date December 31,	2014	2015	2016	2017	2018	2019	2020
<b>Total pension liability ("TPL")</b>							
Service cost	\$ 484,373	\$ 415,266	\$ 433,014	\$ 470,526	\$ 425,706	\$ 433,672	\$ 456,126
Interest on the TPL	1,812,836	1,898,502	1,981,967	2,097,208	2,099,047	2,176,290	2,286,757
Changes of benefit terms	0	0	0	0	0	0	0
Difference between expected and actual experience of the TPL	(757,770)	5,148	343,218	(393,536)	4,517	301,826	(246,053)
Changes of assumptions	766,319	33,148	(69,529)	(817,122)	848,882	0	(169,767)
Benefit payments, including refunds of employee contributions	(1,047,805)	(1,207,108)	(1,215,329)	(1,267,750)	(1,352,540)	(1,350,723)	(1,447,942)
Net change in total pension liability	1,257,953	1,144,956	1,473,341	89,326	2,025,612	1,561,065	879,121
<b>Total pension liability – beginning</b>	<u>24,485,129</u>	<u>25,743,082</u>	<u>26,888,038</u>	<u>28,361,379</u>	<u>28,450,705</u>	<u>30,476,317</u>	<u>32,037,382</u>
<b>Total pension liability – ending</b>	<u>\$ 25,743,082</u>	<u>\$ 26,888,038</u>	<u>\$ 28,361,379</u>	<u>\$ 28,450,705</u>	<u>\$ 30,476,317</u>	<u>\$ 32,037,382</u>	<u>\$ 32,916,503</u>
<b>Plan fiduciary net position</b>							
Contributions – employer	\$ 488,859	\$ 732,350	\$ 826,884	\$ 811,921	\$ 752,138	\$ 685,669	\$ 702,727
Contributions – employee	182,774	179,705	196,048	197,233	194,333	197,153	187,126
Net investment income	1,259,789	108,214	1,483,673	3,995,076	(1,354,832)	4,608,053	4,058,567
Benefit payments, including refunds of employee contributions	(1,047,805)	(1,207,108)	(1,215,329)	(1,267,750)	(1,352,540)	(1,350,723)	(1,447,942)
Other (net transfer)	66,308	(189,305)	36,446	(429,380)	495,974	97,755	367,717
Net change in plan fiduciary net position	949,925	(376,144)	1,327,722	3,307,100	(1,264,927)	4,237,907	3,868,195
<b>Plan fiduciary net position - Beginning</b>	<u>20,840,371</u>	<u>21,790,296</u>	<u>21,414,152</u>	<u>22,741,874</u>	<u>26,048,974</u>	<u>24,784,047</u>	<u>29,021,954</u>
<b>Plan fiduciary net position - Ending</b>	<u>\$ 21,790,296</u>	<u>\$ 21,414,152</u>	<u>\$ 22,741,874</u>	<u>\$ 26,048,974</u>	<u>\$ 24,784,047</u>	<u>\$ 29,021,954</u>	<u>\$ 32,890,149</u>
<b>Net pension liability / (asset)</b>	<u>\$ 3,952,786</u>	<u>\$ 5,473,886</u>	<u>\$ 5,619,505</u>	<u>\$ 2,401,731</u>	<u>\$ 5,692,270</u>	<u>\$ 3,015,428</u>	<u>\$ 26,354</u>
Plan fiduciary net position as a percent of the TPL	84.65%	79.64%	80.19%	91.56%	81.32%	90.59%	99.92%
Covered Valuation Payroll ("CVP")	\$ 3,666,562	\$ 3,982,329	\$ 4,356,607	\$ 4,382,951	\$ 4,297,932	\$ 4,370,100	\$ 3,865,822
Net pension liability as a % of CVP	107.81%	137.45%	128.99%	54.80%	132.44%	69.00%	0.68%

**Notes to the Multiyear Schedule of Changes in Employer's Net Pension Liability:**

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

**Mt. Prospect Park District  
General Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 2,439,821	\$ 2,402,894	\$ (36,927)
Replacement Taxes		75,000	122,550	47,550
Rentals		41,617	60,834	19,217
Investment Income		3,100	1,533	(1,567)
Miscellaneous		149,424	219,041	69,617
<b>Total Revenues</b>		<u>2,708,962</u>	<u>2,806,852</u>	<u>97,890</u>
<b>Expenditures</b>				
Current				
General Government				
Personnel Services	\$ 1,341,343	1,088,925	1,059,267	29,658
Employee Fringe Benefits	590,673	471,811	409,403	62,408
Contractual Services	452,751	405,939	327,923	78,016
Commodities	219,312	193,462	152,667	40,795
Utilities	248,798	231,440	188,046	43,394
<b>Total Expenditures</b>	<u>\$ 2,852,877</u>	<u>2,391,577</u>	<u>2,137,306</u>	<u>254,271</u>
<b>Net Change in Fund Balance</b>		<u>\$ 317,385</u>	669,546	<u>\$ 352,161</u>
<b>Fund Balance,</b>				
Beginning of Year			<u>1,126,694</u>	
End of Year			<u>\$ 1,796,240</u>	



**Mt. Prospect Park District  
Recreation Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final</u> <u>Appropriation</u>	<u>Original/Final</u> <u>Budget</u>		<u>Over (Under)</u> <u>Budget</u>
<b>Revenues</b>				
Property Taxes		\$ 1,629,977	\$ 1,601,526	\$ (28,451)
Replacement Taxes		95,000	155,973	60,973
Fees and Admissions		2,965,814	4,429,901	1,464,087
Sales		53,834	60,075	6,241
Rentals		483,400	768,969	285,569
Grants and Donations		2,750	4,423	1,673
Miscellaneous		0	54,034	54,034
<b>Total Revenues</b>		<u>5,230,775</u>	<u>7,074,901</u>	<u>1,844,126</u>
<b>Expenditures</b>				
Current				
Recreation				
Personnel Services	\$ 4,861,554	3,146,374	2,976,782	169,592
Employee Fringe Benefits	1,000,052	822,261	685,128	137,133
Contractual Services	830,048	504,945	525,740	(20,795)
Commodities	971,152	640,155	668,630	(28,475)
Utilities	678,167	590,822	540,080	50,742
Other	20,086	13,752	5,365	8,387
<b>Total Expenditures</b>	<u>\$ 8,361,059</u>	<u>5,718,309</u>	<u>5,401,725</u>	<u>316,584</u>
<b>Net Change in Fund Balance</b>		<u>\$ (487,534)</u>	1,673,176	<u>\$ 2,160,710</u>
<b>Fund Balance,</b>				
<b>Beginning of Year</b>			<u>2,037,887</u>	
<b>End of Year</b>			<u>\$ 3,711,063</u>	

**Mt. Prospect Park District  
Special Recreation Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 700,380	\$ 696,802	\$ (3,578)
<b>Total Revenues</b>		<u>700,380</u>	<u>696,802</u>	<u>(3,578)</u>
<b>Expenditures</b>				
Current				
Recreation				
Payments to NWSRA	\$ 477,694	458,100	458,100	0
Accessibility Improvements	1,272,000	1,272,000	223,600	1,048,400
<b>Total Expenditures</b>	<u>\$ 1,749,694</u>	<u>1,730,100</u>	<u>681,700</u>	<u>1,048,400</u>
<b>Net Change in Fund Balance</b>		<u>\$ (1,029,720)</u>	15,102	<u>\$ 1,044,822</u>
<b>Fund Balance,</b>				
<b>Beginning of Year</b>			<u>1,553,866</u>	
<b>End of Year</b>			<u>\$ 1,568,968</u>	

**Mt. Prospect Park District**  
**Notes to Required Supplementary Information**  
**For the Year Ended December 31, 2021**

Budgets are adopted on a basis consistent with generally accepted accounting principles. The annual budget is legally enacted and provides for a legal level of control at the fund level. All annual appropriations lapse at fiscal year end.

**Mt. Prospect Park District  
General Fund  
Budgetary Comparison Schedule  
Schedule of Expenditures  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		<u>Over (Under) Budget</u>
<b>General Government</b>				
<b>Personnel Services</b>				
Full-time salaries	\$ 1,302,539	\$ 1,055,400	\$ 1,033,085	\$ 22,315
Part-time salaries	38,804	33,525	26,182	7,343
<b>Total Personnel Services</b>	<u>1,341,343</u>	<u>1,088,925</u>	<u>1,059,267</u>	<u>29,658</u>
<b>Total Employee Fringe Benefits</b>	<u>590,673</u>	<u>471,811</u>	<u>409,403</u>	<u>62,408</u>
<b>Contractual Services</b>				
Auditing services	27,291	26,000	27,460	(1,460)
Legal services	53,798	48,907	34,230	14,677
Financial services	97,704	95,522	88,711	6,811
Public relations	4,719	5,190	2,322	2,868
Public notices	6,397	3,200	3,650	(450)
Promotional service	8,525	4,750	4,498	252
Brochure	10,368	1,000	0	1,000
Membership dues	6,965	5,197	4,915	282
Postage and freight	11,550	400	398	2
Travel, meetings and conference	5,533	4,630	640	3,990
Training seminars	5,764	5,240	1,046	4,194
Service contracts	10,076	9,310	6,259	3,051
Repairs & maintenance - services	132,325	131,073	86,909	44,164
Laundry and cleaning service	4,730	4,300	3,241	1,059
Security system	3,590	3,470	3,120	350
Computer service fee	56,810	51,745	54,519	(2,774)
457 plan services	6,606	6,005	6,005	0
<b>Total Contractual Services</b>	<u>452,751</u>	<u>405,939</u>	<u>327,923</u>	<u>78,016</u>
<b>Commodities</b>				
Books and publications	737	670	463	207
Office supplies	16,056	11,000	9,384	1,616
Janitorial supplies	3,275	3,150	1,124	2,026
Clothing supplies	7,700	8,850	6,484	2,366
Horticultural supplies	9,075	7,850	5,788	2,062
Vehicle fuels	58,080	51,480	38,804	12,676
Oils, lubricants and cleaners	7,150	6,500	6,150	350
Small tools	3,080	2,800	2,740	60
Repairs & maintenance - material	57,980	50,800	39,262	11,538
Fertilizer and ground chemicals	48,666	43,532	38,704	4,828
Other commodities	6,963	6,330	3,764	2,566
Equipment rental	550	500	0	500
<b>Total Commodities</b>	<u>219,312</u>	<u>193,462</u>	<u>152,667</u>	<u>40,795</u>

**Mt. Prospect Park District  
General Fund  
Budgetary Comparison Schedule  
Schedule of Expenditures (Continued)  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>General Government (Continued)</b>				
<b>Utilities</b>				
Telephone	\$ 51,018	\$ 50,340	\$ 47,885	\$ 2,455
Electricity	105,215	96,600	72,444	24,156
Gas	33,990	30,900	28,427	2,473
Water	39,545	36,300	21,591	14,709
Refuse/scavenger	19,030	17,300	17,699	(399)
<b>Total Utilities</b>	<u>248,798</u>	<u>231,440</u>	<u>188,046</u>	<u>43,394</u>
<b>Total Expenditures</b>	<u>\$ 2,852,877</u>	<u>\$ 2,391,577</u>	<u>\$ 2,137,306</u>	<u>\$ 254,271</u>

**Mt. Prospect Park District  
Recreation Fund  
Budgetary Comparison Schedule  
Schedule of Expenditures  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		<u>Over (Under) Budget</u>
<b>Recreation</b>				
<b>Personnel Services</b>				
Full-time salaries	\$ 2,002,275	\$ 1,588,306	\$ 1,543,694	\$ 44,612
Part-time salaries	2,859,279	1,558,068	1,433,088	124,980
<b>Total Personnel Services</b>	<b>4,861,554</b>	<b>3,146,374</b>	<b>2,976,782</b>	<b>169,592</b>
<b>Total Employee Fringe Benefits</b>	<b>1,000,052</b>	<b>822,261</b>	<b>685,128</b>	<b>137,133</b>
<b>Contractual Services</b>				
Financial services	66,905	60,823	56,486	4,337
Public relations	21,890	12,850	11,485	1,365
Promotional service	20,098	13,091	6,706	6,385
Classified advertising	34,382	21,234	16,282	4,952
Instructors/program service	458,617	242,127	315,267	(73,140)
Brochure	51,082	5,000	2,554	2,446
Membership dues	14,095	11,846	11,726	120
Postage and freight	11,550	4,500	485	4,015
Travel, meetings and conference	14,377	13,920	4,021	9,899
Training seminars	5,511	4,510	3,721	789
Service contracts	13,915	13,510	11,123	2,387
Gas cart expense	5,500	10,000	7,345	2,655
Repairs & maintenance - services	90,121	74,529	63,840	10,689
Laundry and cleaning service	440	400	176	224
Computer programming	4,180	800	800	0
Security system	17,385	15,805	13,723	2,082
<b>Total Contractual Services</b>	<b>830,048</b>	<b>504,945</b>	<b>525,740</b>	<b>(20,795)</b>
<b>Commodities</b>				
<b>Supplies and equipment</b>				
Office supplies	27,207	17,733	14,950	2,783
Janitorial supplies	55,145	47,350	34,854	12,496
Clothing supplies	3,300	3,000	2,354	646
Horticultural supplies	23,100	21,000	20,928	72
Medical and lab supplies	1,914	1,160	604	556
Recreation supplies	43,141	38,415	38,040	375
Program supplies	388,638	201,978	249,779	(47,801)
<b>Total supplies and equipment</b>	<b>542,445</b>	<b>330,636</b>	<b>361,509</b>	<b>(30,873)</b>
<b>Cost of sales</b>				
Beverage	8,535	3,100	3,100	0
Food	19,800	0	0	0
Merchandise	53,500	40,633	36,702	3,931
<b>Total cost of sales</b>	<b>81,835</b>	<b>43,733</b>	<b>39,802</b>	<b>3,931</b>

**Mt. Prospect Park District  
Recreation Fund  
Budgetary Comparison Schedule  
Schedule of Expenditures (Continued)  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		<u>Over (Under) Budget</u>
<b>Recreation (Continued)</b>				
<b>Commodities (Continued)</b>				
Repairs and maintenance				
Chemicals - pools	\$ 33,770	\$ 19,400	\$ 19,082	\$ 318
Vehicle fuels	47,520	35,286	33,242	2,044
Oils, lubricants and cleaners	2,200	2,000	1,702	298
Maintenance materials	137,335	97,100	92,217	4,883
Fertilizer and ground chemicals	90,200	82,000	87,951	(5,951)
Golf equipment repairs	12,650	13,500	13,224	276
Total repairs and maintenance	<u>323,675</u>	<u>249,286</u>	<u>247,418</u>	<u>1,868</u>
Miscellaneous				
Tournament expenses	14,135	8,850	15,351	(6,501)
Minor equipment	7,687	6,400	4,000	2,400
Other commodities	550	500	500	0
Equipment rental	825	750	50	700
Total miscellaneous	<u>23,197</u>	<u>16,500</u>	<u>19,901</u>	<u>(3,401)</u>
<b>Total Commodities</b>	<u>971,152</u>	<u>640,155</u>	<u>668,630</u>	<u>(28,475)</u>
<b>Utilities</b>				
Telephone	70,053	63,796	64,747	(951)
Electricity	418,660	351,800	325,904	25,896
Gas	81,015	76,400	70,287	6,113
Water	76,010	69,100	56,600	12,500
Refuse/scavenger	32,429	29,726	22,542	7,184
<b>Total Utilities</b>	<u>678,167</u>	<u>590,822</u>	<u>540,080</u>	<u>50,742</u>
<b>Other</b>				
Sales tax	20,086	13,752	5,365	8,387
<b>Total Other</b>	<u>20,086</u>	<u>13,752</u>	<u>5,365</u>	<u>8,387</u>
<b>Total Expenditures</b>	<u>\$ 8,361,059</u>	<u>\$ 5,718,309</u>	<u>\$ 5,401,725</u>	<u>\$ 316,584</u>

**Mt. Prospect Park District  
Debt Service Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 3,402,627	\$ 3,329,432	\$ (73,195)
Investment Income		0	1,841	1,841
<b>Total Revenues</b>		<u>3,402,627</u>	<u>3,331,273</u>	<u>(71,354)</u>
<b>Expenditures</b>				
Debt Service				
Principal	\$ 5,092,571	4,629,610	4,629,610	0
Interest and Fiscal Charges	489,828	445,298	438,218	7,080
<b>Total Expenditures</b>	<u>\$ 5,582,399</u>	<u>5,074,908</u>	<u>5,067,828</u>	<u>7,080</u>
<b>Deficiency of Revenues over Expenditures</b>		(1,672,281)	(1,736,555)	(64,274)
<b>Other Financing Sources</b>				
Issuance of Debt		1,824,311	1,842,741	18,430
<b>Total Other Financing Sources</b>		<u>1,824,311</u>	<u>1,842,741</u>	<u>18,430</u>
<b>Net Change in Fund Balance</b>		<u>\$ 152,030</u>	106,186	<u>\$ (45,844)</u>
<b>Fund Balance,</b>				
Beginning of Year			<u>326,380</u>	
End of Year			<u>\$ 432,566</u>	



**Mt. Prospect Park District  
Capital Projects Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final</u> <u>Appropriation</u>	<u>Original/Final</u> <u>Budget</u>		<u>Over (Under)</u> <u>Budget</u>
<b>Revenues</b>				
Investment Income		\$ 0	\$ 16,393	\$ 16,393
Grants and Donations		0	25,000	25,000
Miscellaneous		130,000	26,037	(103,963)
<b>Total Revenues</b>		<u>130,000</u>	<u>67,430</u>	<u>(62,570)</u>
<b>Expenditures</b>				
Current				
General Government				
Issuance Cost	\$ 57,252	57,252	57,252	0
Capital Outlay				
Park improvements	1,841,392	1,841,392	680,732	1,160,660
Equipment	1,004,459	1,004,459	178,207	826,252
Buildings	880,632	880,632	230,112	650,520
<b>Total Expenditures</b>	<u>\$ 3,783,735</u>	<u>3,783,735</u>	<u>1,146,303</u>	<u>2,637,432</u>
<b>Excess (Deficiency) of Revenues over Expenditures</b>		(3,653,735)	(1,078,873)	2,574,862
<b>Other Financing Sources (Uses)</b>				
Issuance of Debt		0	1,312,934	1,312,934
<b>Total Other Financing Sources</b>		0	1,312,934	1,312,934
<b>Net Change in Fund Balance</b>		<u>\$ (3,653,735)</u>	234,061	<u>\$ 3,887,796</u>
<b>Fund Balance,</b>				
<b>Beginning of Year</b>			<u>2,430,012</u>	
<b>End of Year</b>			<u>\$ 2,664,073</u>	

**Mt. Prospect Park District**  
**Combining Fund Schedule - Non-major Funds**  
**Combining Balance Sheet**  
**December 31, 2021**

**Special Revenue Funds**

	<b>IMRF</b>	<b>Social Security</b>	<b>Liability Insurance</b>	<b>Paving and Lighting</b>	<b>Conservatory</b>	<b>Total</b>
<b>Assets</b>						
Cash and Investments	\$ 97,330	\$ 290,462	\$ 251,028	\$ 200,209	\$ 725,057	\$ 1,564,086
Property Taxes Receivable, Net of Allowances for Uncollectibles	690,000	475,000	770,000	95,000	780,000	2,810,000
Prepaid Items	0	0	510	0	1,486	1,996
<b>Total Assets</b>	<b>787,330</b>	<b>765,462</b>	<b>1,021,538</b>	<b>295,209</b>	<b>1,506,543</b>	<b>4,376,082</b>
<b>Total Deferred Outflows</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Assets and Deferred Outflows</b>	<b>787,330</b>	<b>765,462</b>	<b>1,021,538</b>	<b>295,209</b>	<b>1,506,543</b>	<b>4,376,082</b>
<b>Liabilities</b>						
Accounts Payable	0	70	4,329	450	16,107	20,956
Accrued Payroll	0	12,781	9,361	0	25,264	47,406
<b>Total Liabilities</b>	<b>0</b>	<b>12,851</b>	<b>13,690</b>	<b>450</b>	<b>41,371</b>	<b>68,362</b>
<b>Deferred Inflows</b>						
Deferred Property Taxes	690,000	475,000	770,000	95,000	780,000	2,810,000
<b>Total Deferred Inflows</b>	<b>690,000</b>	<b>475,000</b>	<b>770,000</b>	<b>95,000</b>	<b>780,000</b>	<b>2,810,000</b>
<b>Fund Balance</b>						
Nonspendable	0	0	510	0	1,486	1,996
Restricted	97,330	277,611	237,338	199,759	683,686	1,495,724
<b>Total Fund Balance</b>	<b>97,330</b>	<b>277,611</b>	<b>237,848</b>	<b>199,759</b>	<b>685,172</b>	<b>1,497,720</b>
<b>Total Liabilities, Deferred Inflows and Fund Balance</b>	<b>\$ 787,330</b>	<b>\$ 765,462</b>	<b>\$ 1,021,538</b>	<b>\$ 295,209</b>	<b>\$ 1,506,543</b>	<b>\$ 4,376,082</b>

**Mt. Prospect Park District**  
**Combining Fund Schedule - Non-major Funds**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Year Ended December 31, 2021**

	<b>Special Revenue Funds</b>					
	<b>IMRF</b>	<b>Social Security</b>	<b>Liability Insurance</b>	<b>Paving and Lighting</b>	<b>Conservatory</b>	<b>Total</b>
<b>Revenues</b>						
Property Taxes	\$ 657,396	\$ 353,548	\$ 775,601	\$ 85,650	\$ 806,685	\$ 2,678,880
Fees and Admissions	0	0	0	0	44,389	44,389
Sales	0	0	0	0	4,278	4,278
Rentals	0	0	0	0	46,553	46,553
<b>Total Revenues</b>	<b>657,396</b>	<b>353,548</b>	<b>775,601</b>	<b>85,650</b>	<b>901,905</b>	<b>2,774,100</b>
<b>Expenditures</b>						
Current						
General Government	170,055	92,505	147,262	0	0	409,822
Recreation	510,164	277,515	441,787	0	699,389	1,928,855
Capital Outlay	0	0	0	37,883	25,076	62,959
<b>Total Expenditures</b>	<b>680,219</b>	<b>370,020</b>	<b>589,049</b>	<b>37,883</b>	<b>724,465</b>	<b>2,401,636</b>
<b>Net Change in Fund Balances</b>	<b>(22,823)</b>	<b>(16,472)</b>	<b>186,552</b>	<b>47,767</b>	<b>177,440</b>	<b>372,464</b>
<b>Fund Balance,</b>						
<b>Beginning of Year</b>	<b>120,153</b>	<b>294,083</b>	<b>51,296</b>	<b>151,992</b>	<b>507,732</b>	<b>1,125,256</b>
<b>End of Year</b>	<b>\$ 97,330</b>	<b>\$ 277,611</b>	<b>\$ 237,848</b>	<b>\$ 199,759</b>	<b>\$ 685,172</b>	<b>\$ 1,497,720</b>

**Mt. Prospect Park District  
IMRF Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 670,530	\$ 657,396	\$ (13,134)
<b>Total Revenues</b>		<u>670,530</u>	<u>657,396</u>	<u>(13,134)</u>
<b>Expenditures</b>				
Current				
General Government				
Retirement Contributions	\$ 193,952	176,320	170,055	6,265
Recreation				
Retirement Contributions	581,855	528,959	510,164	18,795
<b>Total Expenditures</b>	<u>\$ 775,807</u>	<u>705,279</u>	<u>680,219</u>	<u>25,060</u>
<b>Net Change in Fund Balance</b>		<u>\$ (34,749)</u>	<u>(22,823)</u>	<u>\$ 11,926</u>
<b>Fund Balance,</b>				
Beginning of Year			<u>120,153</u>	
End of Year			<u>\$ 97,330</u>	

**Mt. Prospect Park District  
Social Security Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 360,500	\$ 353,548	\$ (6,952)
<b>Total Revenues</b>		<u>360,500</u>	<u>353,548</u>	<u>(6,952)</u>
<b>Expenditures</b>				
Current				
General Government				
Retirement Contributions	\$ 139,004	126,367	92,505	33,862
Recreation				
Retirement Contributions	417,011	379,101	277,515	101,586
<b>Total Expenditures</b>	<u>\$ 556,015</u>	<u>505,468</u>	<u>370,020</u>	<u>135,448</u>
<b>Net Change in Fund Balance</b>		<u>\$ (144,968)</u>	<u>(16,472)</u>	<u>\$ 128,496</u>
<b>Fund Balance,</b>				
Beginning of Year			<u>294,083</u>	
End of Year			<u>\$ 277,611</u>	

**Mt. Prospect Park District  
Liability Insurance Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 793,100	\$ 775,601	\$ (17,499)
<b>Total Revenues</b>		<u>793,100</u>	<u>775,601</u>	<u>(17,499)</u>
<b>Expenditures</b>				
Current				
General Government				
Personnel Services	\$ 35,018	32,222	33,771	(1,549)
Employee Fringe Benefits	13,715	12,468	10,515	1,953
Contractual Services	14,221	12,928	11,236	1,692
Insurance Premiums	140,656	140,656	91,740	48,916
Recreation				
Personnel Services	105,055	96,667	101,312	(4,645)
Employee Fringe Benefits	41,145	37,405	31,544	5,861
Contractual Services	42,663	38,785	33,710	5,075
Insurance Premiums	421,969	421,969	275,221	146,748
<b>Total Expenditures</b>	<u>\$ 814,442</u>	<u>793,100</u>	<u>589,049</u>	<u>204,051</u>
<b>Net Change in Fund Balance</b>		<u>\$ 0</u>	<u>186,552</u>	<u>\$ 186,552</u>
<b>Fund Balance,</b>				
Beginning of Year			<u>51,296</u>	
End of Year			<u>\$ 237,848</u>	

**Mt. Prospect Park District  
Paving and Lighting Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 87,550	\$ 85,650	\$ (1,900)
<b>Total Revenues</b>		<u>87,550</u>	<u>85,650</u>	<u>(1,900)</u>
<b>Expenditures</b>				
Capital Outlay				
Park Improvements	\$ 199,150	191,150	37,883	153,267
<b>Total Expenditures</b>	<u>\$ 199,150</u>	<u>191,150</u>	<u>37,883</u>	<u>153,267</u>
<b>Net Change in Fund Balance</b>		<u>\$ (103,600)</u>	47,767	<u>\$ 151,367</u>
<b>Fund Balance,</b>				
Beginning of Year			<u>151,992</u>	
End of Year			<u>\$ 199,759</u>	

**Mt. Prospect Park District  
 Conservatory Fund  
 Budgetary Comparison Schedule  
 Schedule of Revenues, Expenditures, and Changes in Fund Balance  
 For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Revenues</b>				
Property Taxes		\$ 824,548	\$ 806,685	\$ (17,863)
Fees and Admissions		44,708	44,389	(319)
Sales		10,000	4,278	(5,722)
Rentals		33,750	46,553	12,803
<b>Total Revenues</b>		<u>913,006</u>	<u>901,905</u>	<u>(11,101)</u>
<b>Expenditures</b>				
Current				
Recreation				
Personnel Services	\$ 553,374	522,993	425,356	97,637
Employee Fringe Benefits	164,804	163,581	119,862	43,719
Contractual Services	72,144	54,154	40,070	14,084
Commodities	115,269	93,383	59,225	34,158
Utilities	66,849	62,226	52,713	9,513
Other	3,300	3,000	2,163	837
Capital Outlay	48,549	48,549	25,076	23,473
<b>Total Expenditures</b>	<u>\$ 1,024,289</u>	<u>947,886</u>	<u>724,465</u>	<u>223,421</u>
<b>Net Change in Fund Balance</b>		<u>\$ (34,880)</u>	177,440	<u>\$ 212,320</u>
<b>Fund Balance,</b>				
<b>Beginning of Year</b>			<u>507,732</u>	
<b>End of Year</b>			<u>\$ 685,172</u>	



**Mt. Prospect Park District  
Conservatory Fund  
Budgetary Comparison Schedule  
Schedule of Expenditures  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final</u> <u>Appropriation</u>	<u>Original/Final</u> <u>Budget</u>		<u>Over (Under)</u> <u>Budget</u>
<b>Recreation</b>				
<b>Personnel Services</b>				
Full-time salaries	\$ 374,565	\$ 371,217	\$ 344,594	\$ 26,623
Part-time salaries	178,809	151,776	80,762	71,014
<b>Total Personnel Services</b>	<b>553,374</b>	<b>522,993</b>	<b>425,356</b>	<b>97,637</b>
<b>Total Employee Fringe Benefits</b>	<b>164,804</b>	<b>163,581</b>	<b>119,862</b>	<b>43,719</b>
<b>Contractual Services</b>				
Legal services	13,450	12,806	8,800	4,006
Financial services	18,775	17,068	15,851	1,217
Promotional service	3,000	3,000	1,506	1,494
Brochure	14,562	1,000	0	1,000
Membership dues	28	25	0	25
Travel, meetings and conference	1,491	1,355	0	1,355
Training seminars	2,500	2,500	0	2,500
Service contracts	605	750	730	20
Repairs & maintenance - services	13,970	12,700	9,317	3,383
Laundry and cleaning service	853	305	1,071	(766)
Security system	2,910	2,645	2,795	(150)
<b>Total Contractual Services</b>	<b>72,144</b>	<b>54,154</b>	<b>40,070</b>	<b>14,084</b>
<b>Commodities</b>				
Supplies and equipment				
Office supplies	1,338	1,216	1,025	191
Janitorial supplies	7,700	7,000	3,146	3,854
Horticultural supplies	29,178	25,675	22,903	2,772
Recreation supplies	12,958	6,690	175	6,515
Program supplies	22,185	17,643	8,437	9,206
<b>Total supplies and equipment</b>	<b>73,359</b>	<b>58,224</b>	<b>35,686</b>	<b>22,538</b>
Cost of sales				
Beverage	11,605	7,625	2,815	4,810
<b>Total cost of sales</b>	<b>11,605</b>	<b>7,625</b>	<b>2,815</b>	<b>4,810</b>
Repairs and maintenance				
Vehicle fuels	8,745	8,034	7,085	949
Maintenance materials	17,710	16,000	10,443	5,557
Fertilizer and ground chemicals	3,300	3,000	2,696	304
<b>Total repairs and maintenance</b>	<b>29,755</b>	<b>27,034</b>	<b>20,224</b>	<b>6,810</b>
Miscellaneous				
Minor equipment	550	500	500	0
<b>Total miscellaneous</b>	<b>550</b>	<b>500</b>	<b>500</b>	<b>0</b>
<b>Total Commodities</b>	<b>115,269</b>	<b>93,383</b>	<b>59,225</b>	<b>34,158</b>

**Mt. Prospect Park District  
 Conservatory Fund  
 Budgetary Comparison Schedule  
 Schedule of Expenditures (Continued)  
 For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under) Budget</u>
	<u>Final Appropriation</u>	<u>Original/Final Budget</u>		
<b>Recreation (Continued)</b>				
<b>Utilities</b>				
Telephone	\$ 11,022	\$ 10,020	\$ 10,221	\$ (201)
Electricity	24,970	23,300	16,163	7,137
Gas	17,298	17,400	16,432	968
Water	6,325	6,050	3,986	2,064
Refuse/scavenger	7,234	5,456	5,911	(455)
<b>Total Utilities</b>	<u>66,849</u>	<u>62,226</u>	<u>52,713</u>	<u>9,513</u>
<b>Other</b>				
Sales tax	3,300	3,000	2,163	837
<b>Total Other</b>	<u>3,300</u>	<u>3,000</u>	<u>2,163</u>	<u>837</u>
<b>Total Recreation</b>	<u>975,740</u>	<u>899,337</u>	<u>699,389</u>	<u>199,948</u>
<b>Capital Outlay</b>				
Equipment	15,000	15,000	10,940	4,060
Buildings	33,549	33,549	14,136	19,413
<b>Total Capital Outlay</b>	<u>48,549</u>	<u>48,549</u>	<u>25,076</u>	<u>23,473</u>
<b>Total Expenditures</b>	<u>\$ 1,024,289</u>	<u>\$ 947,886</u>	<u>\$ 724,465</u>	<u>\$ 223,421</u>

**Mt. Prospect Park District  
Internal Service Fund  
Budgetary Comparison Schedule  
Schedule of Revenues, Expenses, and Changes in Net Position  
For the Year Ended December 31, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Final</u> <u>Appropriation</u>	<u>Original/Final</u> <u>Budget</u>		<u>Over (Under)</u> <u>Budget</u>
<b>Revenues</b>				
Capital Project Billings		\$ 331,294	\$ 331,294	\$ 0
<b>Total Revenues</b>		<u>331,294</u>	<u>331,294</u>	<u>0</u>
<b>Operating Expenses</b>				
Current				
Recreation				
Personnel Services	\$ 382,194	382,194	362,199	19,995
Employee Fringe Benefits	149,450	149,450	122,856	26,594
Contractual Services	22,600	22,600	22,667	(67)
Commodities	48,000	48,000	29,134	18,866
<b>Total Operating Expenses</b>	<u>\$ 602,244</u>	<u>602,244</u>	<u>536,856</u>	<u>65,388</u>
<b>Changes in Net Position</b>		<u>\$ (270,950)</u>	<u>(205,562)</u>	<u>\$ 65,388</u>
<b>Net Position,</b>				
<b>Beginning of Year</b>			<u>267,517</u>	
<b>End of Year</b>			<u>\$ 61,955</u>	



# Memorandum

**To:** Board of Park Commissioners  
**From:** Ben Kutscheid, Park Planner II  
 Matt Dziubinski, Director of Parks & Planning  
**Date:** 6/15/2022  
**Re:** Clearwater Park Tennis Court Renovation Project  
**C:** Jim Jarog, Executive Director

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## **SUMMARY & BACKGROUND:**

The proposed work associated with the Clearwater Park Tennis Court Replacement Project includes removal of the existing tennis courts, regrading of the surface and installation of new drainage under the courts. The project also includes a concrete perimeter curb, new vinyl coated perimeter and divider fencing. The new surface will be striped for two stand-alone tennis courts and six stand-alone Pickleball courts.

On Wednesday June 1<sup>st</sup>, 2022 at 10:00 am staff opened bids for the Clearwater Park Tennis Court renovation project. Three bids were received with Evans and Son submitting the lowest base Bid but Chicagoland Paving submitting the lowest bid combination for the base bid plus Alternate #2 and Alternate #4. Chicagoland Paving is a reputable contractor in our area and has been recommended by Eriksson Engineering for the completion of this project.

	<u>Chicagoland</u>	<u>Evans and Son</u>	<u>Continental</u>
<b>Base Bid</b>	<b>\$455,000</b>	<b>\$357,785</b>	<b>\$436,000</b>
Alternate 1	\$ 10,000	\$ 86,938	\$ 76,000
<b>Alternate 2</b>	<b>\$ 16,000</b>	<b>\$ 93,340</b>	<b>\$ 48,000</b>
Alternate 3	\$- 50,000	\$- 16,658	\$- 16,000
<b>Alternate 4</b>	<b>\$ 20,000</b>	<b>\$ 68,817</b>	<b>\$ 74,000</b>
Alternate 5	<u>\$ -30,000</u>	<u>\$ 49,550</u>	<u>\$ -20,000</u>
<b>Totals W/ Alts.</b>	<b>\$491,000</b>	<b>\$519,942</b>	<b>\$558,000</b>

Chicagoland Paving’s base bid plus alternates for the project totals \$491,000.00. Survey, soil borings and Engineering Design totals \$28,592.00 for a total project cost of \$519,592. Staff had originally budgeted \$280,000 for this project in the fall of 2021 which at that time was in line with the engineer’s estimates. This budget was established prior to recent supply chain, petroleum and labor rates inflating to record highs. Unfortunately there is a \$239,592 cost difference between the budgeted amount and

the proposed amount to complete this project.

Staff discussed this overage in length with our engineer, Mike Renner, of Eriksson Engineers as well as the bid pricing received from Evans and Son and Chicagoland Paving, in an effort to better understand the reasons for the difference between the bids received and the original construction estimate. The increase ultimately comes down to the four areas of difference as described below.

- 1) **General Cost of Construction** – In the last 4 to 5 months construction costs across the board have increased significantly with labor and materials both being hit hard by inflation.
- 2) **Fuel and Petroleum products** – Fuel costs for transportation and equipment are over double of what they were from a year ago. Petroleum is also a major component in the production of asphalt which accordingly has sustained a significant price increase.
- 3) **Cost of steel** – The cost of the steel is 3x the cost of previous years which mainly impacts the fence poles, rails and fabric costs. Last year fencing was estimated at \$40 per LF, this year it is \$110 per LF. Fencing is also extremely unpredictable with suppliers only providing two week availability and pricing guarantee when quoting their projects.
- 4) **Timing** – The best bidding time for contractors as they are creating their schedule is January and February – May is fairly late and contractors are squeezing us in. Unfortunately May was the soonest staff could bid the project which was originally scheduled to occur in 2023. The project was brought forth earlier due to the current delay with the Friendship Park OSLAD project which is on hold awaiting grant submission results.

In summary, it is staff's opinion that to wait and rebid the project in early 2023 is certainly an option, but to do so would not guarantee lower pricing. In fact, it is possible we could realize a price increase. Additionally, if we postponed the project the District would sustain additional costs associated with remedial repairs to maintain court playability. There would also be additional professional service costs associated with revised drawings and specifications to prepare for a rebid. The additional costs for repairs and engineering services are estimated at \$25-30k.

It is staff's opinion that the District needs to keep moving forward with infrastructure improvements regardless of the economy. Delaying needed improvements will only result in our District falling further behind on much needed upgrades throughout our District. This would ultimately have an impact on the quality of District programming and recreational opportunities available to our residents.

To summarize, staff recommends the Park Board approve Chicagoland Paving's base bid of \$455,000, Alt. 2 bid of \$16,000.00 and Alt. 4 of \$20,000, for a total bid recommendation of \$491,000. Alternate #2 is an upgrade to black vinyl coated fence from galvanized and Alternate #4 is for the design upgrade to construct 6 Pickleball courts and 2 tennis courts in lieu of 2 Pickleball courts and 3 tennis courts.

Below are the cost summary, budget and proposed funding sources associated with this project.

**Robert T. Jackson Clearwater Park Tennis Court Replacement**

**Cost**

Clearwater Tennis Court Base bid +Alt 2 and Alt 4	\$491,000.00
Engineering, Soil Borings and Survey	<u>\$ 28,592.00</u>

**Total Project Cost** **\$519,592.00**

**2021 Clearwater Park Tennis Renovation Construction Budget**

Capital Funds (5-Year Capital)	\$230,000.00
Paving and Lighting Funds	<u>\$ 50,000.00</u>
<b>2021 Total Proposed Budget</b>	<b>\$280,000.00</b>

**2022 Proposed Funding Sources**

Clearwater Park Tennis Replacement (72 Fund Capital)	\$469,592.00
Clearwater Park Tennis Replacement (21 Fund Paving and Lighting)	\$ 20,000.00
Anticipated ADA Reimbursement (25 Fund ADA)	<u>\$ 30,000.00</u>

Clearwater Total Project Funding **\$519,592.00**

**DOCUMENTS ATTACHED**

- Eriksson Engineering Associates Letter of Recommendation – 6/8/2022
- Site Geometry and Grading Plan- Sheet C201 – 5/25/2022 Addendum #1

**RECOMMENDATION:**

**MOVE TO APPROVE THE BID RECEIVED FROM CHICAGOLAND PAVING FOR THE BASE BID, ALTERNATE 2 AND ALTERNATE 4, FOR A TOTAL BID AMOUNT OF \$491,000.00.**

June 8, 2022

Mr. Ben Kutscheid, ASLA, PLA, CPSI  
Planner/Landscape Architect  
Mt. Prospect Park District  
1000 W. Central Road  
Mt. Prospect, IL 60056



Re: Letter of Recommendation  
Robert T. Jackson Clearwater Park  
Tennis Court Replacement

Dear Ben:

We received the bid tabulation and contacted Bill Bowes from Chicagoland Paving, Inc. about their bid and alternates. Bill said he understood all of the alternates in the bid form and was comfortable with the bid that they submitted. He mentioned that Action Fence is their fencing subcontractor, confirmed that they have included a virgin aggregate mix for their asphalt binder and surface courses, mentioned that US Tennis is their color coat subcontractor, and is in the process of contacting Action Fence about availability of black vinyl coated fencing.

Based on our discussion of the three (3) bids that were received for the Robert T. Jackson Clearwater Park Tennis Court Replacement on June 1, 2022 at 10 AM, my review of the bid tabulation and my discussion with Bill Bowes, I am recommending the award of the base bid (\$455,000.), alternate 2 (\$16,000.) and alternate 4 (\$20,000.) to Chicagoland Paving, Inc.

Please contact me if you have any questions about this project.

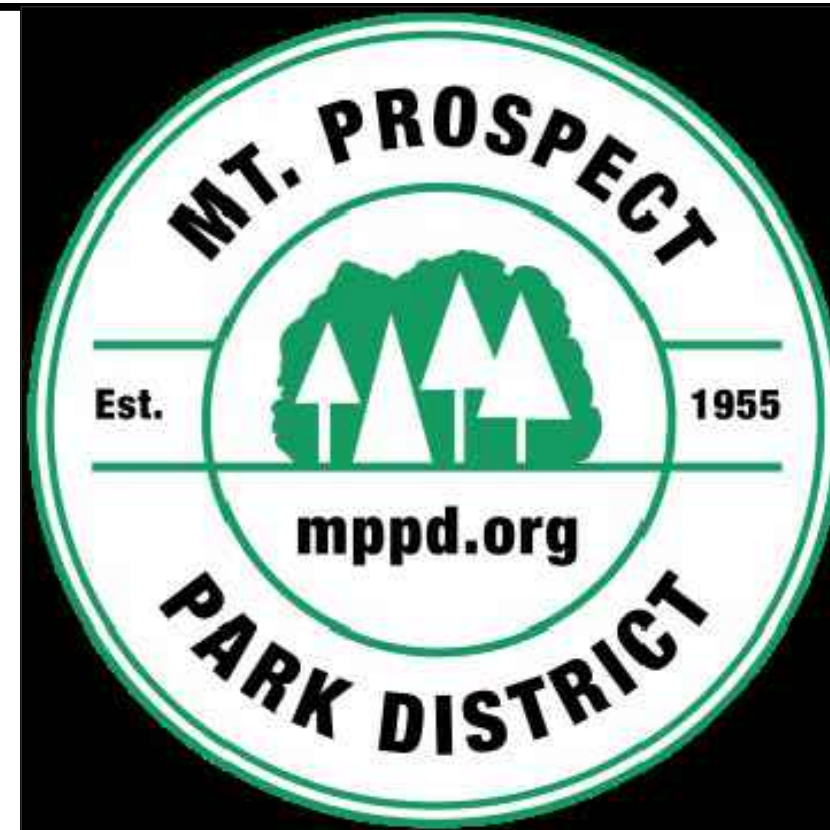
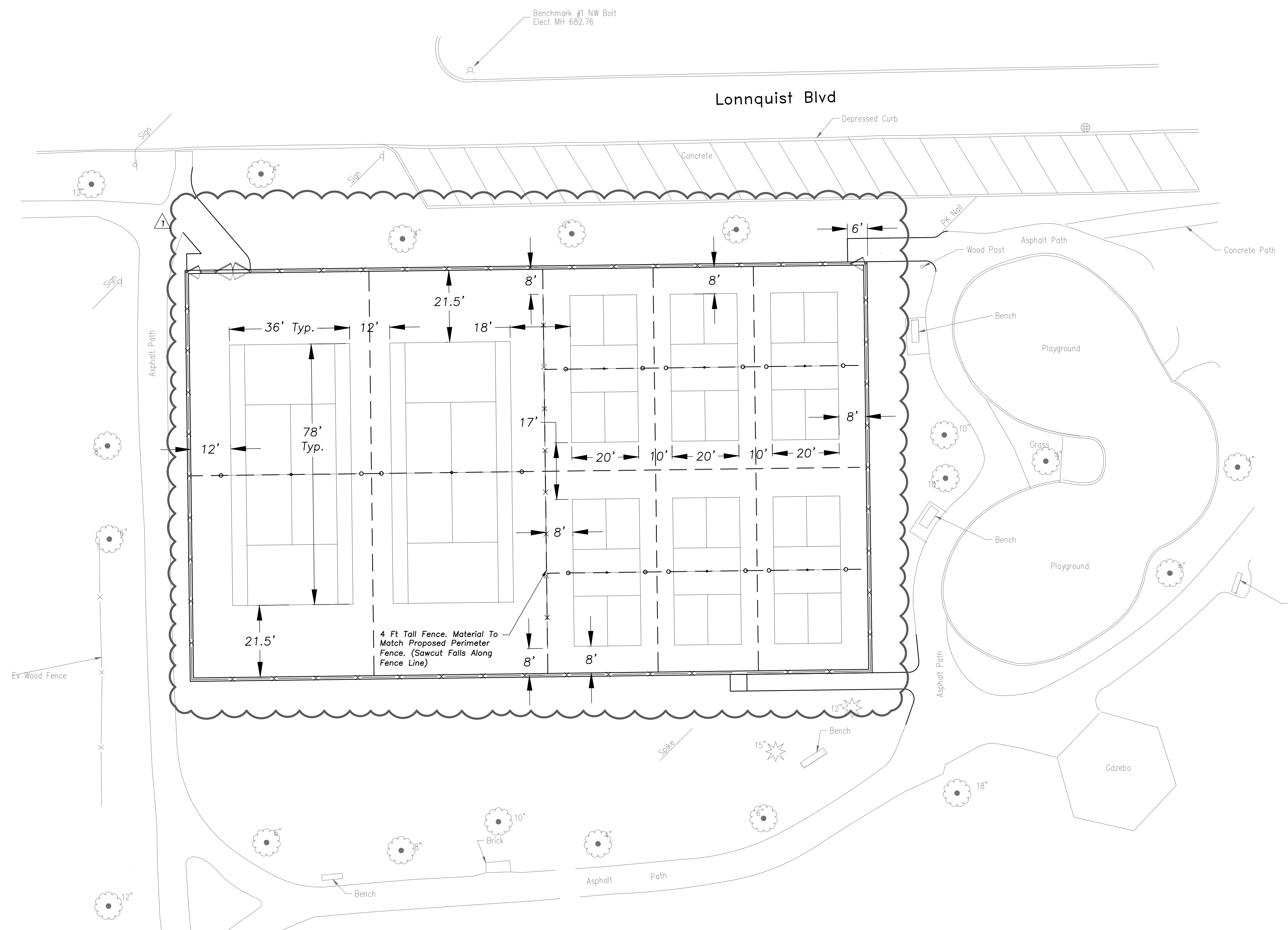
Very truly yours,

**ERIKSSON ENGINEERING ASSOCIATES, LTD.**

A handwritten signature in black ink, appearing to read 'Michael J. Renner', is written over a horizontal line.

Michael J. Renner, P.E.  
Vice President

EEA - P:\George\Mt Prospect Pk District - Clearwater Park Tennis Court\Drawings\CLEARWATER PARK SITEPLAN.DWG  
 Plotted: 5/25/22 @ 10:39am By: gdrager



**ERIKSSON ENGINEERING ASSOCIATES, LTD.**  
 145 COMMERCE DRIVE, SUITE A  
 GRAYSLAKE, ILLINOIS 60030  
 PHONE: (847) 223-4834  
 FAX: (847) 223-4864  
 EMAIL: INFO@EEA-LTD.COM  
 PROFESSIONAL DESIGN FIRM  
 LICENSE NO. 184-003220  
 EXPIRES: 04/30/2023

**ROBERT T JACKSON**  
**CLEARWATER PARK TENNIS COURT REPLACEMENT**  
 1717 W LONNQVIST BLVD  
 MOUNT PROSPECT, ILLINOIS

**ALTERNATES SUMMARY**

- The Alternates Associated With These Plans Are Listed Here To Assist The Bidder. There Are Revisions To The Plans Associated With The Alternates That Are Described Here, But Are Not Fully Reflected In The Drawings.
- Base Bid Includes The Installation Of New Fence Posts, Rails And Associated Hardware As Shown And Specified Without Any Vinyl Coating Within A Continuous Curb Perimeter As Reflected On Sheet C200. It Includes Reinstallation Of The Existing Fence Fabric. It Includes All Utilities And Grading/Paving As Reflected On Sheets C300 And C400.
  - Alternate 1 Includes New Fence Fabric Installed In Lieu Of Reinstallation Of Existing Fabric.
  - Alternate 2 Includes Vinyl Coating On All New Fencing Materials, Including The New Fabric.
  - Alternate 3 Includes The Elimination Of The Continuous Curb And Extension Of The Asphalt Pavement Section 18" Beyond The Fence Line Around The Perimeter Of The Courts. This Would Involve The Slight Modification Of Some Of The Elevation At The Perimeter. Slopes Would Carry Through To The Extended Edge. This Is Not Reflected In The Drawings. If Selected A Revised Design Would Be Provided For Construction Reflecting The Change.
  - Alternate 4 Includes The Revised Geometry (Slight Enlargement Of The Surface In The E-W Direction) And Striping, Net Posts, and Anchors As Necessary To Accommodate 2 Tennis And 6 Pickle Ball Courts As Reflected On Sheet C201. This Includes Continuous Curb Perimeter And Reinstallation Of Existing Fabric On New Posts Etc. Per The Base Bid. This Will Also Involve Slight Modification Of Some Of The Grades Around The Perimeter. Slopes Would Carry Through To The Extended Edge. There Would Also Be Extension Of The Eastern Half Of The Underdrain By Approximately 4 Ft. per Run. This Is Not Reflected In The Drawings. If Selected A Revised Design Would Be Provided For Construction Reflecting The Changes.
  - Alternate 5 Includes The Revised Geometry Reflected On Sheet C201 And Other Items Listed In Alternate 4 But Also Includes The Elimination Of The Continuous Curb And Extension Of The Asphalt Pavement Section To 18" Beyond The Fence Line. If Selected A Revised Design Would Be Provided For Construction Reflecting The Changes.

**GENERAL NOTES**

- The Location Of Existing Underground Utilities, Such As Watermains, Sewers, Gas Lines, Etc., As Shown On The Plans, Has Been Determined From The Best Available Information And Is Given For The Convenience Of The Contractor. However, The Owner And The Engineer Do Not Assume Responsibility In The Event That During Construction, Utilities Other Than Those Shown May Be Encountered, and That The Actual Location Of Those Which Are Shown May Be Different From The Location As Shown On The Drawings. Contact Engineer Immediately If Surface and/or Subsurface Features Are Different Than Shown On The Drawings.
- Notify The Engineer Without Delay Of Any Discrepancies Between The Drawings and Existing Field Conditions.
- Notify The Owner, Engineer and The Village of Mt. Prospect A Minimum of 48 Hours in Advance of Performing Any Work.
- All Areas, On or Off Site, Disturbed During Construction Operations and Not Part of the Work As Shown Hereon Shall Be Restored To Original Condition to the Satisfaction of the Owner at No Additional Cost to the Owner. It is Incumbent Upon Contractor to Show That Damaged Areas Were Not Disturbed By Construction Operations.
- These Drawings Assume That The Contractor Will Utilize An Electronic Drawing File (DWG) and Stake All Site Improvements Accordingly.
- No Person May Utilize The Information Contained Within These Drawings Without Written Approval From Eriksson Engineering Associates, Ltd.
- The Engineer Is Furnishing These Drawings For Construction Purposes As A Convenience To The Owner, Architect, Surveyor, or Contractor. Prior To The Use Of These Drawings For Construction Purposes, The User Of This Media Shall Verify All Dimensions And Locations Of Buildings With The Foundation Drawings And Architectural Site Plan, and Coordinate All Dimensions and Locations of All Site Items. If Conflicts Exist The User Of This Information Shall Contact The Engineer Immediately.
- The Illinois Department Of Transportation Standard Specifications For Road And Bridge Construction, Latest Edition, And All Addenda Thereto, Shall Govern The Earthwork And Paving Work Under This Contract Unless Noted Otherwise.

**GEOMETRY NOTES**

All Dimensions Contained Herein Reference Back Of Curb, Face Of Retaining Wall, Edge Of Pavement, Center Of Structure And Outside Face Of Building Foundation Unless Otherwise Noted.

**J.U.L.I.E.**  
 Note: The exact location of all utilities shall be verified by the contractor prior to construction activities. For utility locations call: J.U.L.I.E. 1 (800) 892-0123

Reserved for Seal:

No.	Date	Description
	05/16/22	ISSUED FOR BID
▲	05/25/22	ADDENDUM 1

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 Design By: GD      Approved By:      Date: 05/16/22

Sheet Title:  
**SITE GEOMETRY PLAN (ALTERNATES)**

Sheet No:  
**C201**





# Memorandum

To: Board of Park Commissioners  
From: Ben Kutscheid, Park Planner II  
Matt Dziubinski, Superintendent of Parks & Planning  
Date: 6/15/2022  
Re: RecPlex Paving Renovation  
C: Jim Jarog, Executive Director

## **SUMMARY & BACKGROUND:**

The Park District last completed parking lot paving work at Rec Plex in 2014. The proposed work is to repave areas not addressed at that time. This work would include the main entry drive and a portion of the Southwest parking lot. This work would also include the removal of the concrete drive at the west building entry and replacement with heavy duty asphalt. The bid also includes alternate work for crack fill and seal coat of 3 lots. The proposed work would be scheduled for completion by October 2022.

Staff has worked with Eriksson Engineers to develop the project plans and bid documents. Plans were released to contractors on May 16, 2022. We had 9 plan holders, 8 of which were contractors. Staff received 3 bids on or before 10:00 am on June 1, 2022. The three bids received were from Arrow Road Construction, Chicagoland Paving and Evans and Son Blacktop. The Bids received are as follows:

<b><u>Contractor</u></b>	<b><u>Base Bid</u></b>	<b><u>Alt 1</u></b>	<b><u>Alt 2</u></b>	<b><u>Total (Base + Alts.)</u></b>
Arrow Road Construction	\$184,000.00	\$3,850.00	\$10,800.00	\$198,650.00
Chicagoland Paving	\$185,000.00	\$5,000.00	\$12,500.00	\$202,500.00
Evans and Son Blacktop	\$202,333.57	\$5,782.92	\$ 5,782.92	\$213,899.41

The Park District has worked with Arrow Road Construction in the past and on the Rec Plex paving improvements completed in 2014. Arrow Road Construction has a plant located within the Park District boundaries which most likely allows them to save on construction costs for area projects.

Staff recommends the Park Board approve Arrow Road Construction Company base bid for \$184,000 + Alt 1 of \$3,850.00 + Alt 2 \$10,800 for a total bid recommendation of \$198,650. The Alternates are for the crack fill and seal coat of the portions of the parking lot areas.

**RecPlex Paving Renovation**

**Cost**

RecPlex Paving Renovation Base Bid + Alternates 1 and 2	\$198,650.00
Engineering	\$ 20,000.00

**Rec Plex Total Project Cost** **\$218,650.00**

**Budget**

Rec Plex Paving Renovation Budget Funds (Capital)	\$200,000.00
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**Funding**

Rec Plex Paving Renovation Budget Funds (Capital)	\$200,000.00
Rec Plex Paving Renovation (ADA Fund)	\$ 10,000.00
Rec Plex Paving Renovation (Paving and Lighting)	\$ 8,650.00

**Rec Plex Total Project Funding** **\$218,650.00**

**DOCUMENTS ATTACHED**

- Eriksson Engineering Associates Letter of Recommendation – 6/2/2022
- Grading, Paving & SESC Plan- Sheet C300 – 5/16/2022

**RECOMMENDATION:**

**MOVE TO APPROVE THE BID FROM ARROW ROAD CONSTRUCTION COMPANY, BASE BID + ALTERNATE 1 AND ALTERNATE 2, FOR A TOTAL CONTRACT AMOUNT OF \$198,650.00.**

June 2, 2022

Mr. Ben Kutscheid, ASLA, PLA, CPSI  
Planner/Landscape Architect  
Mt. Prospect Park District  
1000 W. Central Road  
Mt. Prospect, IL 60056



Re: Letter of Recommendation  
Rec Plex Paving Renovation  
420 W. Dempster Street

Dear Ben:

We received the bid tabulation and I contacted John Purta, estimator, at Arrow Road Construction about their bid and alternates. Jim said the project was very straight forward and was comfortable with the bid that they submitted. He said that their office is in the vicinity of the project, so it is very convenient for them. He mentioned that they have done work before for the park district and was proud of the work they completed.

Based on our discussion of the three (3) bids that were received for the Rec Plex Paving Renovation on June 1, 2022 at 10:00 AM, my review of the bid tabulation, and my discussion with John Purta, I am recommending the award of the base bid (\$184,000.00) and two alternates (\$3,850.00 + \$10,800.00) to Arrow Road Construction Company.

Please contact me if you have any questions about this project.

Very truly yours,

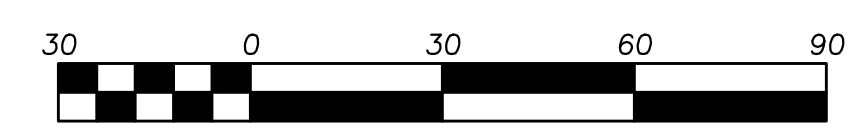
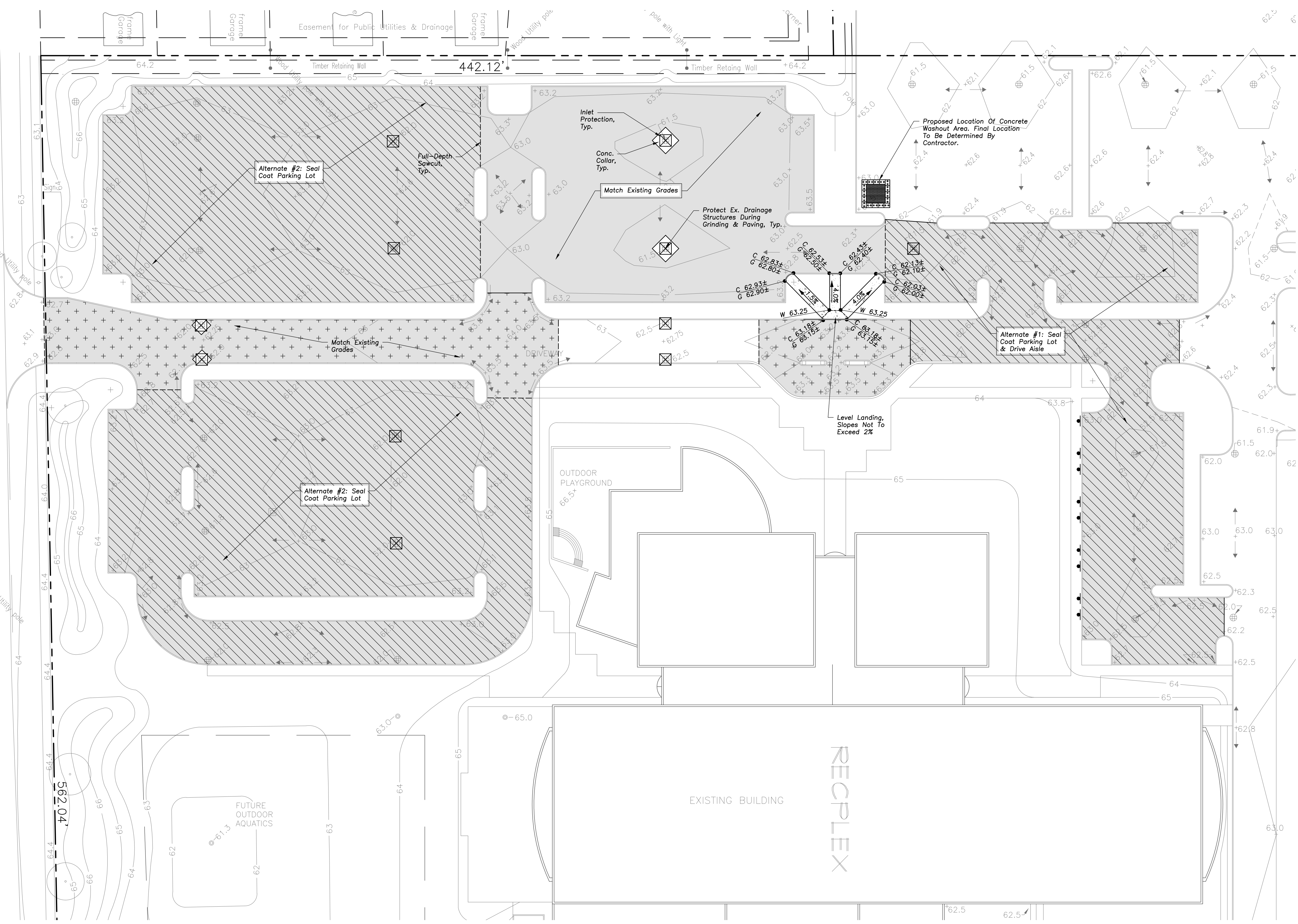
**ERIKSSON ENGINEERING ASSOCIATES, LTD.**

A handwritten signature in black ink that reads 'Michael J. Renner'.

Michael J. Renner, P.E.  
Vice President

EEA - X:\Laura\Mt Prospect - Rec Plex Pavement Replacement\Drawings\Rec Plex\_Site Plan.dwg  
 Plotted: 5/16/22 @ 11:42am By: Rosenbauer

DEMPSTERS STREET



Scale: 1"=30'

LEGEND	
EXISTING	PROPOSED

- GENERAL NOTES**
- The location of existing underground utilities, such as water mains, sewers, gas lines, etc., as shown on the plans, has been determined from the best available information and is given for the convenience of the contractor. However, the owner and the engineer do not assume responsibility in the event that during construction, utilities other than those shown may be encountered, and that the actual location of those which are shown may be different from the location as shown on the drawings. Contact engineer immediately if surface and/or subsurface features are different than shown on the drawings.
  - Notify the engineer without delay of any discrepancies between the drawings and existing field conditions.
  - Notify the owner, engineer and the Village of Mt. Prospect a minimum of 48 hours in advance of performing any work.
  - All areas, on or off site, disturbed during construction operations and not part of the work as shown hereon shall be restored to original condition to the satisfaction of the owner at no additional cost to the owner. It is incumbent upon contractor to show that damaged areas were not disturbed by construction operations.
  - These drawings assume that the contractor will utilize an electronic drawing file (DWG) and stake all site improvements accordingly.
  - No person may utilize the information contained within these drawings without written approval from Eriksson Engineering Associates, Ltd.
  - The engineer is furnishing these drawings for construction purposes as a convenience to the owner, architect, surveyor, or contractor. Prior to the use of these drawings for construction purposes, the user of this information shall verify all dimensions and locations of buildings with the foundation drawings and architectural site plan, and coordinate all dimensions and locations of all site items. If conflicts exist the user of this information shall contact the engineer immediately.
  - The Illinois Department of Transportation Standard Specifications for Road and Bridge Construction, Latest Edition, and All Addenda Thereto, shall govern the earthwork and paving work under this contract unless noted otherwise.

**SOIL EROSION & SEDIMENTATION CONTROL NOTES**

- Illinois Urban Manual Shall Govern All Soil Erosion and Sediment Control, and Related Work.
- Contractor Shall Be Responsible for Compliance With IEPA NPDES and ILR10 Permit Requirements for Project.
- Soil Disturbance Shall Be Conducted in Such a Manner as To Minimize Erosion. Soil Stabilization Measures Shall Consider the Time of Year, Site Conditions, and the Use of Temporary or Permanent Measures.
- Soil Erosion and Sediment Control Features Shall Be Constructed Prior to the Commencement of Upland Disturbance.
- All Temporary and Permanent Erosion Control Measures Shall Be Removed Within 30 Days After Final Site Stabilization is Achieved or After the Temporary Measures Are No Longer Needed. Trapped Sediment and Other Disturbed Soil Areas Shall Be Permanently Stabilized.
- Final Site Stabilization is Defined By The EPA General Permit as Meaning That All Soil Disturbing Activities At The Site Have Been Completed, And That A Uniform Perennial Vegetative Cover With A Density Of 70 Percent Of The Cover For Unpaved Areas Not Covered By Permanent Structures Has Been Established Or Equivalent Permanent Stabilization Measures (Such As The Use Of Riprap, Gabions, Or Geotextiles) Have Been Employed.
- All Storm Sewer Structures That Are, Or Will Be, Functioning During Construction Shall Be Protected, Filtered, Or Otherwise Treated To Remove Sediment. The General Contractor Shall Use "Catch-All" Inlet Protectors (or equal) and Filter Watties Around The Grate In Landscaped Areas And "Catch-All" Inlet Protectors (or equal) In Paved Areas To Prevent Siltation.
- All Temporary and Permanent Sediment and Erosion Control Measures Must Be Maintained, Repaired, And Inspected In Conformance With All Applicable IEPA-NPDES Phase II.
- Following The Termination Of Construction Activities And Issuance Of The Required "Notice Of Termination", The Permittees Must Keep A Copy Of The Storm Water Pollution Prevention Plan, Inspection Reports, And Records Of All The Data Used To Complete The Notice Of Intent For A Period Of At Least Three Years Following Final Stabilization.
- Contractor Shall Provide Qualified Soil Erosion and Sediment Control Inspector Services in Accordance with NPDES and Governmental Requirements. Inspections Shall Occur at Every Seven Calendar Days Or Within 24 Hours of a 0.5" or Greater Rainfall Event. Engineer Shall Be Copied on Inspection Logs.
- The Erosion Control Measures Indicated On The Drawings Are The Minimum Requirements. Additional Measures May Be Required As Directed By The Qualified Soil and Erosion Sediment and Control Inspector Or Governing Agency.
- Report Releases of Reportable Quantities of Oil or Hazardous Materials If They Occur In Accordance with IEPA NPDES Requirements.
- All Concrete Washout Shall Conform To The "Temporary Concrete Washout Facility" Standards (Code 954) of the Illinois Urban Manual, Latest Edition.
- Dewatering of Excavations Shall be Performed in a Manner Such as Through the use of Filter Bags or Polymer Treated Dewatering Swales, so as to Not Discharge Sediment Laden Water Into Storm Sewers Tributary to Open Water.

**INTENDED SEQUENCE OF MAJOR SEDIMENT AND EROSION CONTROL MEASURES**

- Install Stabilized Construction Entrance
- Install All Downslope and Sideslope Perimeter Controls Before Commencement of Any Ground Disturbing Activity.
- Do Not Disturb An Area Until It Is Necessary For Construction To Proceed.
- Cover and Stabilize Disturbed Areas As Soon As Possible.
- When Practical, Time Construction Activities To Limit Impact From Seasonal Climate Changes or Weather Events.
- Construct Sedimentation Basins and Structures.
- Perform Grading Operations and Installation of Site Infrastructure and Pavement.
- Install Permanent Seeding and Plantings.
- Remove Accumulated Sediment From Basins and Along Silt Fence.
- Construction of Infiltration Measures Shall Take Place Following Stabilization of Upstream Drainage Areas.
- Remove Temporary Sediment and Erosion Control Measures Following Final Stabilization of All Disturbed Areas.

**GRADING NOTES**

- Install and Maintain Silt Fence at the Perimeter of the Construction Zone.
- The Grading and Construction of Proposed Improvements Shall Be Done in A Manner Which Will Allow For Positive Drainage, and Not Cause Ponding of Stormwater on the Surface of Proposed Improvements.
- All Landscaped Areas Disturbed by Construction Shall Be Reseeded With 6 Inches (Min.) to 12 Inches (Max.) Topsoil and Hydroseeded Unless Noted Otherwise On The Landscape Drawings.
- Refer to Architectural Drawings for Locations and Patterns of Expansion and Control Joints in Concrete Pavement and Sidewalks.
- Accessible Parking Spaces and Loading Spaces Shall Be Sloped at Maximum 2.0% in Any Direction. Maximum Sidewalk Cross Slopes Shall be 2.0%. Maximum Longitudinal Sidewalk Slope Shall Be 4.9%. Contact Engineer if Conflicts Exist.
- Rebuild Existing Structures and Adjust Rim Elevations to Match Proposed Ground Elevations.

**PAVING & SURFACE LEGEND**

	Asphalt Pavement Section 1 1/2" Hot Mix Asphalt, Mix D, IL-9.5, NS0 2 1/2" Hot Mix Asphalt, IL-19.0, NS0 Provide Additional Aggregate Base Course to Bring Up to Bottom of New Binder Course
	Heavy Duty Asphalt Pavement Section 4 1/2" Hot Mix Asphalt, IL-19.0, NS0 Provide Additional Aggregate Base Course to Bring Up to Bottom of New Binder Course
	Asphalt Pavement Seal Coat and Crack Fill Asphalt Emulsions Seal Coat-2 Coats (NO COAL TAR SEALER OR PRODUCT) Crack Filling, Hot Applied Joint Sealant
	Concrete Sidewalk Section 5" Portland Cement Concrete 6"x6" W1.4xW1.4 Welded Wire Fabric 2" Aggregate Base Course, Type B, Crushed

**ERIKSSON ENGINEERING ASSOCIATES, LTD.**  
 145 COMMERCE DRIVE, SUITE A  
 GRAYSLAKE, ILLINOIS 60030  
 PHONE: (847) 223-4804  
 FAX: (847) 223-4864  
 EMAIL: INFO@EEA-LTD.COM  
 PROFESSIONAL DESIGN FIRM  
 LICENSE NO. 184-003220  
 EXPIRES: 04/30/2023

**REC PLEX PAVING RENOVATION**  
 420 W. DEMPSTER  
 MOUNT PROSPECT, IL 60056

Reserved for Seal:

No.	Date	Description
	05/16/22	ISSUED FOR BID

Sheet Title:  
**GRADING, PAVING & SESC PLAN**

Sheet No:  
**C300**



# Memorandum

To: Board of Park Commissioners

From: Matt Dziubinski, Director of Parks & Planning  
Ben Kutscheid, Park Planner II

Date: 6/15/2022

Re: CCC Phase 4 RTU Replacement & Mt. Prospect Golf Club RTU Replacement

C: Jim Jarog, Executive Director

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## **SUMMARY & BACKGROUND:**

As part of Phase 4 of the rooftop unit (RTU) replacement, units 2, 3, 4, and 13 at the Central Community Center (CCC) are in need of replacement. This would be the fourth and final phase of the rooftop unit replacement program for this location. RTU #4 at the CCC is no longer waterproof, causing rain water to enter the building under heavy rainfall. These units were manufactured and installed in 1999 and are past their useful life.

There are a total of 5 rooftop units at the Mt. Prospect Golf Club (MPGC), two of which have been replaced in previous years under an emergency situation due to cracked heat exchangers. The three existing units (1, 4, and 5) were manufactured in 2004 and are original to the building. RTU #1 has a drip pan which is deteriorating causing condensed water to back up into the building. These units are at the end of their service life and should be replaced.

The scope of work is to remove and replace RTUs 2, 3, 4, 13 at the Central Community Center and RTUs 1, 4, and 5 at the Mt. Prospect Golf Club along with all the associated work. Construction is planned to be completed by August 26, 2022 however equipment lead times due to raw material shortages and labor may require an extension.

As part of the fall 2021 capital planning process, funds were held in reserve to plan for rising costs. Since November of 2021, when the annual capital plan was presented to the Board, there have been two 40% HVAC equipment increases. Representatives are informing us that there is yet another 10%-16% increase slated for some time in June. Staff felt it was in the best interest of the District to bid both locations together and have the MPGC project be an alternate. If both projects are approved, there is an estimated 10% cost savings to the District due to savings in mobilization, crane service, and labor.

The public bid opening occurred on Thursday, May 19, 2022 with 6 contractors submitting a bid. Bid summaries are listed as follows:

Contractor Name	Bid Bond	Base Bid CCC	Unit #2 CCC	Unit #3 CCC	Unit #4 CCC	Unit #13 CCC	Alternate #1	Unit #1 MPGC	Unit #4 MPGC	Unit # 5 MPGC
Key West Metal Ind.	x	\$110,000					\$91,000			
FE Moran	x	\$130,500					\$113,500			
Amber Mechanical Contractors	x	\$148,000					\$124,000			
CAHill Heating	x	\$107,000	\$18,200	\$26,750	\$18,200	\$43,850	\$85,850	\$51,750	\$11,040	\$22,060
Quality Mechanical	x	\$113,750	\$22,250	\$34,625	\$22,250	\$34,625	\$91,437.50	\$49,862.50	\$21,945	\$19,630
YMI Group	x	\$118,850	\$29,712.50	\$29,712.50	\$29,712.50	\$29,712.50	\$94,889	\$31,629.66	\$31,629.66	\$31,629.66

In order to fund these projects, staff would utilize \$65,850 in unallocated reserves to increase the capital budgets for the CCC and MPGC RTU projects accordingly. Funding sources are detailed below, reflecting these adjustments.

**BUDGET IMPACT & FUNDING**

Capital Funds for CCC	\$95,000.00
Capital Funds for MPGC	\$85,850.00
NWSRA Maintenance Check	\$9,000.00
Remaining Funds from CCC Phase 3	\$3,000.00

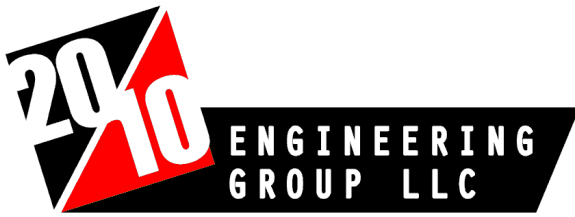
**Bid Recommendation** **\$192,850.00**

**DOCUMENTS ATTACHED**

- 2010 Engineering Group Letter of Recommendation
- 2010 Engineering Group Plan Drawings
- Original units at the CCC & MPGC

**RECOMMENDATION:**

**MOVE TO APPROVE THE BASE BID AND ALTERNATE #1 FOR THE REMOVAL AND REPLACEMENT OF ROOFTOP UNITS NUMBERS 2, 3, 4, AND 13 AT THE CENTRAL COMMUNITY CENTER AND UNITS NUMBERS 1, 4, AND 5 AT THE MT. PROSPECT GOLF CLUB, IN THE AMOUNT OF \$192,850.00, AS SUBMITTED BY CAHILL HEATING, AIR CONDITIONING, AND ELECTRIC.**



May 19, 2022

Matt Dziubinski  
Mt. Prospect Park District  
1645 Carboy Road  
Mt. Prospect, IL 60056

Re: Letter of Recommendation  
CCC RTU Replacement Phase 4 & MPGC RTU Replacement  
Mt. Prospect Park District  
Mt. Prospect, IL 60056

Dear Mr. Dziubinski and Members of the Board:

On May 19, 2022 at 10:00am, bids were received at the Central Community Center for the CCC RTU Replacement Phase 4 & MPGC RTU Replacement project. The bid release was advertised in local publications more than 10 days prior to the bid opening. Attached for your reference is the bid tabulation sheet.

There were six bidders that submitted bids. The low bidder is Cahill Heating, Air Conditioning, and Electric of Lake Bluff, Illinois in the amount of \$107,000 for the work associated with the CCC facility. The project consisted of one alternate bid in the amount of \$85,850 for work associated with the Golf Course Facility. We have contacted Cahill Heating, Air Conditioning, and Electric to review the scope of the project and are confident that they have included the work indicated on the drawings and in the specifications in their bid. We have worked successfully with Cahill Heating, Air Conditioning, and Electric on similar projects in the past and have contacted the references listed on the bid form. They are a reputable contractor capable of completing this project.

Sincerely,

20/10 Engineering Group, LLC

A handwritten signature in black ink, appearing to read 'Keith G. Christian', is written over a light blue rectangular background.

Keith G. Christian, P.E.



**GENERAL REMODELING NOTES - ALL CONTRACTORS**

1. ALL WORK SHOWN ON DRAWINGS SHALL BE CONSIDERED NEW AND IN CONTRACT UNLESS SPECIFICALLY INDICATED OTHERWISE.
2. DRAWINGS ARE GENERALLY DIAGRAMMATIC. ROUTING OF PIPING, DUCTWORK, CONDUITS, ACEWAYS, ETC., AS SHOWN ON DRAWINGS, DOES NOT INTEND TO SHOW EVERY RISE, DROP, OFFSET, FITTING NOR EVERY STRUCTURAL ELEMENT THAT MAY BE ENCOUNTERED DURING THE INSTALLATION OF THIS WORK. EACH CONTRACTOR SHALL MAKE ANY REQUIRED CHANGES FROM THE GENERAL ROUTING SHOWN ON THESE DRAWINGS, SUCH AS OFFSETS, BENDS OR CHANGES IN ELEVATION DUE TO COORDINATION WITH THE WORK OF OTHER TRADES AND BUILDING CONSTRUCTION. ALL CHANGES SHALL BE MADE WITHOUT ADDITIONAL COST TO THE OWNER OR DELAY IN COMPLETION DATE OF THE PROJECT.
3. IT IS INTENDED THAT EQUIPMENT SHALL BE LOCATED SYMMETRICALLY WITH THE ARCHITECTURAL ELEMENTS OF THE BUILDING, NOTWITHSTANDING THE FACT THAT LOCATIONS INDICATED BY THESE DRAWINGS MAY BE DISTORTED FOR CLEARNESS OF PRESENTATION.
4. CONTRACTOR SHALL CHECK DRAWINGS OF OTHER TRADES TO VERIFY THAT SPACES IN WHICH THEIR WORK WILL BE INSTALLED ARE CLEAR OF OBSTRUCTIONS. WORK SHALL BE INSTALLED TO MAINTAIN MAXIMUM HEADROOM AND SPACE CONDITIONS AT ALL POINTS IN THE BUILDING. WHERE HEADROOM OR SPACE CONDITIONS APPEAR INADEQUATE, CONTRACTOR SHALL NOTIFY OWNER/ARCHITECT/ENGINEER BEFORE PROCEEDING WITH THE INSTALLATION OF THEIR WORK.
5. CONTRACTOR SHALL FURNISH OTHER TRADES ADVANCE INFORMATION AND/OR SHOP DRAWINGS ON LOCATIONS AND SIZES OF PIPING, DUCTWORK, CONDUIT, RACEWAYS, EQUIPMENT, FRAMES, BOXES, SLEEVES AND OPENINGS, ETC. NEEDED FOR THEIR WORK TO PERMIT OTHER TRADES AFFECTED TO INSTALL THEIR WORK PROPERLY AND WITHOUT DELAY.
6. WHERE THERE IS EVIDENCE THAT WORK OF ONE TRADE WILL INTERFERE WITH WORK OF OTHER TRADES, ALL TRADES SHALL MEET ON JOB SITE TO WORK OUT SPACE CONDITIONS AND MAKE SATISFACTORY ADJUSTMENTS TO INSTALLATION OF THE NEW WORK. CONTRACTORS SHALL VERIFY EXACT LOCATIONS OF ALL DEVICES AND EQUIPMENT WITH FIELD CONDITIONS, SHOP DRAWINGS, AND WORK OF OTHER TRADES PRIOR TO ROUGH-IN. EACH CONTRACTOR SHALL BE RESPONSIBLE, AT THEIR OWN EXPENSE, FOR THE REMOVAL AND REINSTALLATION OF ANY PART OF THEIR WORK IF SAME WAS INSTALLED WITHOUT CONSULTING WITH OTHER TRADES BEFORE INSTALLING THEIR WORK.
7. CONTRACTOR SHALL PROVIDE SLEEVES IN BEAMS, FLOORS, COLUMNS AND WALLS AS SHOWN IN THE DRAWINGS, AS REQUIRED BY JOB SITE CONDITIONS, AND/OR AS SPECIFIED, WHEN INSTALLING THEIR WORK. ALL BEAMS AND COLUMNS WHICH ARE REQUIRED TO BE SLEEVED SHALL BE CUT AND REINFORCED AS REQUIRED BY FIELD CONDITIONS AND LOCATIONS AND SIZES SHALL BE CHECKED AND APPROVED BY ARCHITECT BEFORE CONTRACTOR CUTS ANY STRUCTURAL BUILDING MEMBER.
8. THE SEQUENCE FOR THE INSTALLATION OF ALL WORK SHALL BE COORDINATED BETWEEN ALL CONTRACTORS ON THE PROJECT AND IN STRICT ACCORDANCE WITH ARCHITECT/ENGINEER AND OWNERS STIPULATION AS DIRECTED.
9. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL AND STRUCTURAL CONTRACT DRAWINGS BEFORE SUBMITTING THEIR BIDS) TO FAMILIARIZE THEMSELVES WITH THE EXTENT OF THE GENERAL CONTRACTORS WORK, CEILING HEIGHTS AND CLEARANCE FOR INSTALLING THEIR WORK.
10. CONTRACTOR SHALL BE RESPONSIBLE AND PAY FOR ALL CORING, CUTTING, PATCHING, REPAIRING, REFINISHING AND REMOVAL/REPLACEMENT OF NEW OR EXISTING BUILDING CONSTRUCTION REQUIRED TO ACCOMMODATE THE INSTALLATION OR REMOVAL OF THEIR WORK. ALL PATCHING, REPAIRING AND REFINISHING WORK SHALL BE PERFORMED BY THOSE REGULARLY INVOLVED IN THAT TRADE AND SHALL MATCH THE ADJACENT CONSTRUCTION AS CLOSELY AS POSSIBLE. CARE SHALL BE TAKEN SO AS NOT TO DAMAGE ANY EXISTING BUILDING CONSTRUCTION OR ITEMS THAT ARE TO REMAIN. ANY EXISTING FINISHES THAT ARE DAMAGED DURING THE INSTALLATION OF NEW WORK OR REMOVAL OF EXISTING WORK SHALL BE REPAIRED, REPLACED AND PAID FOR BY THE INSTALLING CONTRACTOR, TO THE SATISFACTION OF THE ARCHITECT AND OWNER. REFER TO ARCHITECTURAL DRAWINGS FOR EXISTING BUILDING CONSTRUCTION THAT IS TO REMAIN AND, THEREFORE, SUBJECT TO PATCHING, REPAIRING, REFINISHING, AND REMOVAL/REPLACEMENT. (NOTE: CONTRACTOR SHALL VERIFY EXISTING BUILDINGS ROOF WARRANTY AND EMPLOY OTHER SUBCONTRACTOR(S) AS REQUIRED BY ROOF MANUFACTURERS REPRESENTATIVE SO AS NOT TO VOID OWNERS ROOF WARRANTY.)
11. SOME OF THE EXISTING ITEMS AND EQUIPMENT SCHEDULED TO BE REMOVED SHALL BE TURNED OVER TO THE OWNER. ANY ITEMS THAT THE OWNER WANTS TO RETAIN SHALL BE REMOVED CAREFULLY SO AS NOT TO DAMAGE THEM. ALL OTHER ITEMS TO BE REMOVED SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND REMOVED FROM THE SITE.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR THEIR OWN CLEAN-UP DURING CONSTRUCTION. IF CONTRACTOR FAILS TO PROVIDE SUCH CLEAN-UP, THE ARCHITECT/ENGINEER WILL DIRECT ANOTHER CONTRACTOR TO PERFORM THE CLEAN-UP AND THE NEGLIGENT CONTRACTOR SHALL PAY THE ASSOCIATED BACK-CHARGES AS DEEMED APPROPRIATE BY THE ARCHITECT/ENGINEER.
13. CONTRACTOR SHALL INSTALL ALL AUXILIARY SUPPORTING STEEL AS REQUIRED FOR THE SUPPORTING OF THEIR PIPING, DUCTWORK, CONDUIT, TANKS, EQUIPMENT, ETC. ALL SUPPORTING STEEL FOR ITEMS ABOVE A SUSPENDED CEILING SHALL BE FROM BUILDING STRUCTURAL MEMBERS ONLY.
14. IT IS MANDATORY THAT THE COMPLETE EXISTING BUILDING REMAIN IN CONTINUOUS AND NON-INTERRUPTED OPERATION DURING REMODELING/ALTERING OF SAID EXISTING BUILDING. THE SPECIFIC AREA(S) BEING REMODELED/ALTERED AT ANY SCHEDULED TIME ARE OBVIOUSLY EXCLUSIVE OF THIS STATEMENT. SERVICES TO EXISTING BUILDING SHALL BE KEPT IN CONTINUOUS OPERATION INCLUDING POWER, SIGNAL SYSTEMS, LIGHTING, TELEPHONE, HEATING, COOLING, VENTILATING, TEMPERATURE CONTROL, SEWERS AND HOT AND COLD WATER. ANY ABSOLUTELY NECESSARY INTERRUPTION OF THESE SERVICES TO ACCOMPLISH CONTRACT WORK SHALL BE ARRANGED WITH THE OWNER A MINIMUM OF TEN (10) WORKING DAYS IN ADVANCE. SUCH INTERRUPTIONS SHALL BE KEPT TO AN ABSOLUTE MINIMUM AS FAR AS TIME INTERVAL IS INVOLVED AND TEMPORARY SERVICES SHALL BE FURNISHED AND INSTALLED UNDER THIS CONTRACT WHERE NECESSARY TO ACCOMPLISH THIS PURPOSE. TEMPORARIES SHALL BE REMOVED BY THE CONTRACTOR ONLY AFTER NEW PERMANENT SERVICES ARE INSTALLED AND FULLY OPERATIONAL.
15. UNLESS INDICATED OTHERWISE, THE ARCHITECT/ENGINEER MAKES NO REPRESENTATION AS TO WHETHER OR NOT ANY HAZARDOUS OR CONTAMINATED MATERIALS (INCLUDING BUT NOT LIMITED TO ASBESTOS, PCB'S, CONTAMINATED SOILS, ETC.) ARE PRESENT WITHIN THE EXISTING BUILDING OR ON THE SITE. WORK SHOWN ON THE DRAWINGS AND/OR INDICATED IN THE SPECIFICATIONS SHALL NOT BE CONSTRUED TO CALL FOR CONTACT WITH ANY OF THESE MATERIALS. IF THESE MATERIALS ARE ENCOUNTERED OR SUSPECTED, THE CONTRACTOR SHALL NOT DISTURB THEM AND SHALL CONTACT THE ARCHITECT/ENGINEER IMMEDIATELY.
16. WHERE WORK CALLED FOR ON THE DRAWINGS OR IN THE SPECIFICATIONS INVOLVES THE REMOVAL OR RELOCATION OF PIPING OR EQUIPMENT CONTAINING REFRIGERANT, ALL REFRIGERANT SHALL BE RECOVERED BY APPROVED METHODS PER EPA REGULATIONS.
17. CONTRACTOR SHALL STORE ALL MATERIALS AND EQUIPMENT SHIPPED TO THE SITE IN A PROTECTED AREA. IF MATERIAL IS STORED OUTSIDE OF THE BUILDING, IT MUST BE STORED OFF THE GROUND A MINIMUM OF SIX INCHES (6") SET ON 6 X 6 PLANKS AND/OR WOOD PALLETES. ALL MATERIAL AND EQUIPMENT MUST BE COMPLETELY COVERED WITH WATERPROOF TARP'S OR VISQUIN. ALL PIPING AND DUCTWORK WILL HAVE THE ENDS CLOSED TO KEEP OUT DIRT AND OTHER DEBRIS. NO EQUIPMENT WILL BE ALLOWED TO BE STORED OUTSIDE THE BUILDING ON THE SITE UNLESS IT IS SUPPORTED OFF THE GROUND AND COMPLETELY PROTECTED WITH WEATHERPROOF COVERS.
18. THE DRAWINGS, SCHEDULES AND SPECIFICATIONS HAVE BEEN PREPARED USING ONE MANUFACTURER FOR EACH PIECE OF EQUIPMENT AS THE BASIS FOR DIMENSIONAL DESIGN. IF THE CONTRACTOR PURCHASES EQUIPMENT FROM A SPECIFIED ACCEPTABLE MANUFACTURER, BUT NOT THE SCHEDULED MANUFACTURER USED FOR THE BASE DESIGN, THE CONTRACTOR SHALL BE RESPONSIBLE FOR CHECKING ALL THE DIMENSIONS OF THE EQUIPMENT TO VERIFY THAT IT WILL FIT IN THE SPACE SHOWN ON THE DRAWINGS. MINOR DEVIATIONS IN DIMENSIONS WILL BE PERMITTED, PROVIDED THE RATINGS MEET THOSE SHOWN ON THE DRAWINGS AND EQUIPMENT WILL PHYSICALLY FIT INTO THE SPACE ALLOCATED WITH SUITABLE ACCESS AROUND EQUIPMENT FOR OPERATION AND MAINTENANCE OF THE EQUIPMENT. WHEN EQUIPMENT SUBMITTED FOR REVIEW DOES NOT MEET THE PHYSICAL SIZE OR ARRANGEMENT OF THAT SCHEDULED AND SPECIFIED, CONTRACTOR SHALL PAY FOR ALL ALTERATIONS REQUIRED TO ACCOMMODATE SUCH EQUIPMENT AT NO ADDITIONAL COST TO THE OWNER. CONTRACTOR WILL ALSO PAY ALL COSTS FOR ADDITIONAL WORK REQUIRED BY OTHER CONTRACTORS, OWNER, ARCHITECT OR ENGINEER TO MAKE CHANGES WHICH WOULD ALLOW THE EQUIPMENT TO FIT IN THE SPACE AND FUNCTION AS INTENDED.
19. CONTRACTOR AND/OR MANUFACTURER SHALL VERIFY THAT THE CHARACTERISTICS OF THE EQUIPMENT HE SUBMITS FOR REVIEW MEET THE CAPACITY AND DUTY SPECIFIED. WHEN EQUIPMENT SUBMITTED FOR REVIEW REQUIRES MODIFICATIONS TO THE WORK OF OTHER CONTRACTORS, SUBMITTING CONTRACTOR SHALL PAY FOR ALL COSTS FOR ADDITIONAL WORK REQUIRED BY OTHER CONTRACTORS, OWNER, ARCHITECT OR ENGINEER TO MAKE CHANGES WHICH WOULD ALLOW THE EQUIPMENT FUNCTION SAFELY AND PROPERLY.
20. CONTRACTOR SHALL FIELD VERIFY THE SIZE OF EXISTING OPENINGS, WINDOWS, DOORS, CORRIDORS, ROOMS, ETC. FOR ACCESS OF THE NEW EQUIPMENT INTO OR REMOVAL OF EXISTING EQUIPMENT FROM THE BUILDING. IF OPENINGS ARE TOO SMALL FOR ACCESS THEN CONTRACTOR SHALL, AT HIS OWN EXPENSE, PROVIDE NEW OR ENLARGED OPENINGS AND RESTORE SAME TO ORIGINAL SIZE AND CONDITION. CONTRACTOR MAY ELECT TO ORDER THE EQUIPMENT DISASSEMBLED AND/OR WITH SPLIT HOUSING FOR ENTRANCE INTO THE EXISTING SPACE OR BUILDING. CONTRACTOR SHALL REASSEMBLE EQUIPMENT AFTER IT IS IN THE SPACE AT HIS OWN EXPENSE.
21. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND THEIR ASSOCIATED FEES.
22. CONTRACTOR SHALL SUBMIT ELECTRONIC COPIES OF SHOP DRAWINGS OF ALL EQUIPMENT, ELECTRICAL DEVICES, ETC. TO ENGINEER FOR APPROVAL PRIOR TO ORDERING ANY ITEMS OR FABRICATING ANY DUCTWORK.
23. CONTRACTOR SHALL PROVIDE OWNER TRAINING ON ALL EQUIPMENT AND BUILDING SYSTEMS PROVIDED/ALTERED BY HIS WORK. TRAINING SHALL BE ACCOMPLISHED DURING TIME DEDICATED FOR THAT PURPOSE, NOT IN CONJUNCTION WITH SERVICE WORK.
24. AT COMPLETION OF PROJECT, CONTRACTOR SHALL SUBMIT ELECTRONIC COPIES OF OPERATION AND MAINTENANCE MANUALS FOR ALL WORK PROVIDED BY HIM ON PROJECT. MANUALS SHALL BE CLEARLY ORGANIZED AND CONTAIN COPIES OF APPROVED EQUIPMENT, SHOP DRAWINGS, EQUIPMENT PARTS LISTS, SERVICE CONTACTS, CONTRACTOR AND MANUFACTURER WARRANTIES, AND "AS BUILT" FLOOR PLANS.
25. CONTRACTOR SHALL PROVIDE WARRANTY FOR ALL MATERIAL AND GUARANTEE ALL WORKMANSHIP PROVIDED BY HIM FOR 1 (ONE) YEAR FROM SUBSTANTIAL COMPLETION OF WORK INVOLVED.
26. CONTRACTOR SHALL MAINTAIN A CURRENT CITY OF MOUNT PROSPECT LICENSE THROUGHOUT ALL PHASES OF CONSTRUCTION. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO COORDINATE ALL INSPECTIONS WITH THE CITY OF MOUNT PROSPECT.
27. IDENTIFY EQUIPMENT WITH ENGRAVED 3-LAYER PLASTIC LAMINATED TAGS OR SIGNS.

2021 RTU REPLACEMENT AT  
CENTRAL COMMUNITY  
CENTER

MOUNT PROSPECT PARK DISTRICT - CCC  
1000 WEST CENTRAL ROAD  
MOUNT PROSPECT, IL

DATE	DESCRIPTION
05/05/22	BID/PERMIT

Mechanical - Electrical Engineers  
1216 Tower Road  
Schaumburg, Illinois 60173  
847.882.2010  
Fax 847.882.2201



Sheet Title  
**MECHANICAL/  
ELECTRICAL NOTES  
AND DETAILS**

PROJ. MGR. Checker	ME-1
DRAWN BY: Author	
CHECKED BY: Checker	

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**GENERAL NOTES - ELECTRICAL WORK**

- ALL NEW WORK AND MATERIALS SHALL CONFORM TO VILLAGE OF MOUNT PROSPECT CODE AND MOUNT PROSPECT PARK DISTRICT BUILDING STANDARDS.
- UNLESS INDICATED OTHERWISE, ALL MATERIALS REQUIRED TO PROVIDE BRANCH CIRCUITS AND FEEDERS ARE TO BE NEW.
- DURING THE COURSE OF INVESTIGATION AND DEMOLITION, IF IT IS DETERMINED THAT IT MAY BE FEASIBLE TO UTILIZE EXISTING MATERIALS FOR BRANCH CIRCUITS AND FEEDERS, CONTRACTOR SHALL NOTIFY ENGINEER FOR APPROVAL PRIOR TO PERFORMING ANY WORK.
- DRAWINGS DO NOT REPRESENT ALL EXISTING FIRE ALARM DEVICES. INITIATING AND NOTIFICATION DEVICES NOT SHOWN ON THE DRAWINGS ARE EXISTING TO REMAIN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN OPERATION OF THE EXISTING DEVICES NOT SHOWN.
- EXISTING FIRE ALARM SYSTEM SHALL BE OPERATIONAL AT ALL TIMES. THE OCCUPIED AREA OF THE BUILDING SHALL NOT BE LEFT UNPROTECTED AT ANY TIME. IF AN INTERRUPTION OF FIRE ALARM SYSTEM IS REQUIRED TO FACILITATE DEVICE INSTALLATION, PROVIDE 48 HOURS OF ADVANCE NOTICE TO THE OWNER AND THE LOCAL FIRE DEPARTMENT. CONTRACTOR SHALL HIRE AN AUTHORIZED PERSONNEL TO WATCHGUARD ANY UNPROTECTED AREAS OF THE BUILDING WHERE NECESSARY.
- THE CONTRACTOR SHALL BE RESPONSIBLE AND PAY FOR ALL CORING, CUTTING, PATCHING, REPAIRING, REFINISHING, AND REMOVAL/REPLACEMENT OF NEW OR EXISTING BUILDING CONSTRUCTION REQUIRED TO ACCOMMODATE THE INSTALLATION OR REMOVAL OF THEIR WORK. REMOVE, STORE, AND REINSTALL CEILING TILES AS REQUIRED TO INSTALL WORK ABOVE EXISTING REMOVABLE CEILINGS WHICH REMAIN; REPLACE BROKEN OR DAMAGED DURING CONSTRUCTION. ALL PATCHING, REPAIRING, AND REFINISHING WORK TO OTHER FINISHES AND STRUCTURAL ELEMENTS SHALL BE PERFORMED BY THOSE REGULARLY INVOLVED IN THAT TRADE AND SHALL MATCH THE ADJACENT CONSTRUCTION AS CLOSELY AS POSSIBLE WHILE MAINTAINING EXISTING FIRE RATINGS. CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING EXISTING FIRE RATINGS OF CEILINGS AND PARTITIONS SYSTEMS. CARE SHALL BE TAKEN SO AS NOT TO DAMAGE ANY EXISTING BUILDING CONSTRUCTION OR ITEMS THAT ARE TO REMAIN. ANY EXISTING FINISHES THAT ARE DAMAGED DURING THE INSTALLATION OF NEW WORK OR REMOVAL OF EXISTING WORK SHALL BE REPAIRED, REPLACED, AND PAID FOR BY THE INSTALLING CONTRACTOR TO THE SATISFACTION OF THE ARCHITECT AND OWNER.
- REMOVE AND REINSTALL CEILING MOUNTED DEVICES AS REQUIRED TO ALLOW INSTALLATION OF FEEDERS, BRANCH CIRCUITS, MECHANICAL PIPING, AND DUCT WORK. DEVICES INCLUDE BUT ARE NOT LIMITED TO: LUMINAIRES, SPEAKERS, FIRE ALARM, AND PAGING DEVICES.
- PROVIDE PULL BOX(ES) BETWEEN PULL POINTS AS REQUIRED TO COMPLY WITH NEC 344.26 SUCH THAT THERE SHALL NOT BE MORE THAN THE EQUIVALENT OF FOUR QUARTER BENDS (360 DEGREE TOTAL) BETWEEN PULL POINTS.
- SPECIAL ATTENTION SHALL BE PAID TO ALL CONDUIT ROUTING IN OPEN CEILING SPACE FOR AESTHETIC PURPOSES. ALL EXPOSED CONDUITS SHALL BE ROUTED PERPENDICULAR AND PARALLEL TO BUILDING LINES AND TIGHT TO CEILING/STRUCTURAL CORNERS.

**DRAWING NOTES**

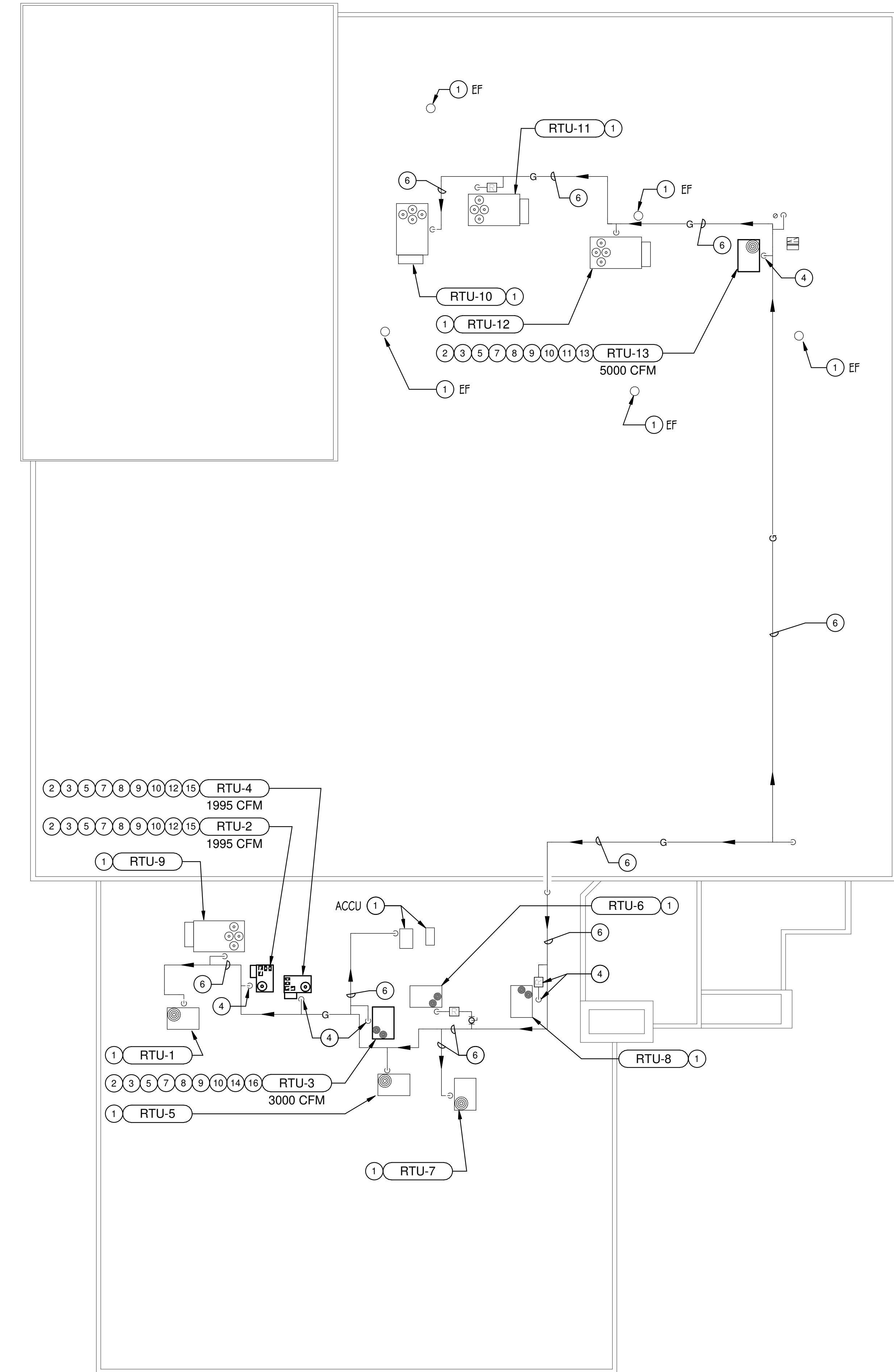
- EXISTING HVAC EQUIPMENT TO REMAIN.
- REMOVE EXISTING ROOFTOP UNIT AT THIS LOCATION AND ALL ASSOCIATED CONTROLS. EXISTING ROOF CURB TO REMAIN AND BE MODIFIED AS REQUIRED TO PROPERLY ACCEPT NEW EQUIPMENT.
- PROVIDE NEW CO2 SENSOR AND WEB-BASED PROGRAMMABLE THERMOSTAT AT SAME LOCATION AS FORMER THERMOSTAT. PROVIDE NEW BACK BOX AND CONNECTING CONDUIT AS REQUIRED FOR DATA CABLING AND WIRING BETWEEN CO2 SENSOR AND THERMOSTAT. COORDINATE WITH OWNERS I.T. STAFF FOR STATIC THERMOSTAT IP ADDRESS.
- MODIFY EXISTING GAS PIPING ON ROOF AS REQUIRED TO PROPERLY MAKE FINAL FULL SIZE CONNECTION TO NEW UNIT WITH MIN. 6" DIRT LEG. EXISTING GAS REGULATOR AND SHUT OFF VALVE TO REMAIN.
- BALANCE UNIT SUPPLY AND OUTDOOR AIRFLOW RATES TO VALUES INDICATED.
- EXISTING PIPING AND VALVING TO REMAIN.
- DISCONNECT EXISTING FIRE ALARM DEVICES (DUCT SMOKE DETECTORS) ASSOCIATED WITH EXISTING UNIT AND RECONNECT TO NEW UNIT FOR FAN SHUT DOWN OPERATION UPON ACTIVATION OF FIRE ALARM DETECTOR. PROVIDE ALL MATERIAL, LABOR, AND PROGRAMMING AS REQUIRED.
- INTERCEPT EXISTING CONDUCTORS AND RACEWAY AT CEILING BELOW ROOF DECK. PROVIDE NEW JUNCTION BOX AND EXTEND CONDUCTORS TO NEW WIRING COMPARTMENT OF NEW ROOFTOP EQUIPMENT.
- NEW CONDUCTOR AND RACEWAY FOR EXTENSION TO BE 3 #3AWG AND 1 #8 GROUND IN 1-1/4" CONDUIT.
- NEW CONDUCTOR AND RACEWAY FOR EXTENSION TO BE 3 #6AWG AND 1 #10 GROUND IN 1" CONDUIT.
- ELECTRICAL CONDUITS FOR ROOFTOP EQUIPMENT SHALL BE BROUGHT UP THROUGH THE BASE OF THE UNIT TO MINIMIZE ROOF PENETRATIONS.
- DISCONNECT SWITCH FURNISHED WITH UNIT, WIRED BY ELECTRICAL CONTRACTOR.
- NEW CONDUCTOR AND RACEWAY FOR EXTENSION TO BE 3 #10AWG AND 1 #10 GROUND IN 3/4" CONDUIT.
- REPLACE EXISTING 100 AMP, 3 POLE CIRCUIT BREAKER WITH NEW 80 AMP, 3 POLE CIRCUIT BREAKER IN PANEL "PP1" (SIEMENS) SERVING THIS UNIT. VERIFY EXISTING CONNECTION IN FIELD.
- REUSE EXISTING 40 AMP, 3 POLE CIRCUIT BREAKER IN PANEL "PP1" (SIEMENS) SERVING THIS UNIT. VERIFY EXISTING CONNECTION IN FIELD.
- REUSE EXISTING 30 AMP, 3 POLE CIRCUIT BREAKER IN PANEL "PP1" (SIEMENS) SERVING THIS UNIT. VERIFY EXISTING CONNECTION IN FIELD.

**GENERAL NOTES - HVAC WORK:**

- ALL NEW WORK AND MATERIALS SHALL CONFORM TO VILLAGE OF MOUNT PROSPECT CODE AND MOUNT PROSPECT PARK DISTRICT BUILDING STANDARDS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED PERMITS AND INSPECTIONS AND PAYING THEIR ASSOCIATED FEES.
- CONTRACTORS SHALL PROVIDE A ONE YEAR WARRANTY ON ALL MATERIALS, EQUIPMENT AND LABOR FROM DATE OF SUBSTANTIAL COMPLETION OF WORK EXCEPT AS FOLLOWS: PROVIDE A 5 YEAR PARTS AND LABOR WARRANTY FOR ROOFTOP UNIT COMPRESSOR; PROVIDE A 10 YEAR PARTS AND LABOR WARRANTY FOR ROOFTOP UNIT HEAT EXCHANGER.
- EXCEPT AS NOTED OTHERWISE, ALL SUPPLY, RETURN, AND EXHAUST DUCTWORK SHALL BE GALVANIZED SHEET METAL WITH SEALED JOINTS CONSTRUCTED AND INSTALLED IN ACCORDANCE WITH CURRENT SMACNA MANUAL. SIZES SHOWN ARE INSIDE FACE TO INSIDE FACE.
- THE GAUGES OF IRON FOR DUCTS AND CASINGS AND SIZE OF STRUCTURAL REINFORCING ANGLES FOR DUCTS AND CASING SHALL BE SUCH AS TO PROVIDE ABSOLUTELY AIR TIGHT CONSTRUCTION FREE FROM PULSATION, DEFORMATION, OR VIBRATION AT NORMAL OPERATING PRESSURES.
- BALANCE ROOFTOP UNIT SYSTEMS TO ACCOMPLISH AIR QUANTITIES SHOWN AT ALL INLETS/OUTLETS AS SHOWN ON DRAWING AND SUBMIT TEST REPORT FOR REVIEW BY OWNER AND ENGINEER.
- DRIP PAN DRAIN PIPING SHALL BE SCHEDULE 40 PVC.
- NATURAL GAS PIPING SHALL BE SCHEDULE 40 BLACK AND CONFORM WITH ASTM STANDARDS WELDED FOR PIPE SIZES 2 1/2" AND OVER AND SCREWED FOR PIPE SIZES 2" AND UNDER. WIRE BRUSH CLEAN AND PAINT ALL PIPING AND FITTINGS WITH 2 COATS OF RUST RESISTANT PAINT.
- PROVIDE MIRO PIPE CURBS ON TOP OF 3/4" RUBBER ROOF GUARD PAD FOR NEW PIPE OR CONDUIT ON ROOF SUPPORT PIPING OR CONDUITS MAXIMUM 6" ON CENTER.
- PROVIDE GAS SHUT-OFF VALVE AT EACH PIECE OF EQUIPMENT AND PRESSURE REGULATORS WHERE REQUIRED. VENT ALL PRESSURE REGULATORS WITHIN THE BUILDING FULL SIZE TO BUILDING EXTERIOR.
- ALL ROOFTOP UNIT THERMOSTATS TO BE MANUFACTURER'S WEB-BASED 7 DAY PROGRAMMABLE WITH ECONOMIZER OPERATION AND STAGES TO MATCH INSTALLATION. COORDINATE STATIC IP ADDRESS WITH PARK DISTRICT IT STAFF.
- LOW VOLTAGE WIRING SHALL BE UL LISTED AND PLENUM RATED (LOW SMOKE PRODUCING). WIRING SHALL BE CONCEALED IN WALLS AND MAY BE INSTALLED WITHOUT CONDUIT ABOVE ACCESSIBLE LAY-IN CEILING SPACES ONLY.

**HVAC SYMBOLS AND ABBREVIATIONS**

BHP	BRAKE HORSEPOWER
BTU	BRITISH THERMAL UNIT
BTUH	BRITISH THERMAL UNIT PER HOUR
CFM	CUBIC FEET PER MINUTE
DB	DRY BULB
EAT	ENTERING AIR TEMPERATURE
EF	EXHAUST FAN
F	FAHRENHEIT
FFM	FEET PER MINUTE
G	GAS PIPING
LAT	LEAVING AIR TEMPERATURE
MCA	MINIMUM CIRCUIT AMPS
MOCF	MAXIMUM OVERCURRENT PROTECTION
PH	PHASE
PSI	POUNDS PER SQUARE INCH
RPM	REVOLUTIONS PER MINUTE
RTU	ROOFTOP UNIT
TYP.	TYPICAL
WB	WET BULB
W.C.	WATER COLUMN
G	NATURAL GAS
1/2"	BALL VALVE (2" # SMALLER)
1"	BUTTERFLY VALVE (2 1/2" # LARGER)
→	DIRECTION OF FLOW
⌋	PIPE ELBOW (TURNED DOWN)
⌋	PIPE TEE UP OR ANGLE
⌋	PIPE TEE DOWN OR ANGLE
R	GAS PRESSURE REGULATOR



MECHANICAL/ELECTRICAL ROOF PLAN -  
CENTRAL COMMUNITY CENTER  
1/16" = 1'-0"

**ROOFTOP UNIT SCHEDULE**

EQUIP TAG	LOCATION	MANUF	MODEL	SYSTEM TYPE	UNIT TYPE	PHYSICAL CHARACTERISTICS			SUPPLY FAN					EXHAUST FAN		GAS HEATING SECTION				COOLING SECTION						ELECTRICAL DATA				NOTES													
						DIMENSIONS (IN.)			CFM	CODE OA	CONTROL MIN. OA	ESP (IN.)	TYPE	DRIVE TYPE	MOTOR			TYPE	DRIVE TYPE	INPUT CAPACITY (BTUH)	OUTPUT CAPACITY (BTUH)	STAGES	EAT (°F)	LAT (°F)	QTY	CAPACITY STEPS	EER	IEER/SEER	REFRIG. TYPE		SENSIBLE CAPACITY (BTU/H)	TOTAL CAPACITY (BTU/H)	OAT (DB °F)	EAT (DB °F)	EAT (WB °F)	LAT (DB °F)	LAT (WB °F)	FILTER TYPE	MCA	MOCF	PH	VOLT	
						LENGTH	WIDTH	HEIGHT							BHP	RPM	HP																										
RTU-2	ROOF	CARRIER	48FC-06	CAV	VERT.	74 3/8"	46 5/8"	33 3/8"	950	1,995	500	200	0.75	FC	DIRECT	0.5	1750	1.00	FC	DIRECT	110,000	88,000	1	49.9	90.8	1	2	11	14	R-410A	44,700	59,300	95.0	80.0	67.0	60.0	55.0	2" THROWAWAY	15.0	20	3	480	1,2,4,5,6,7
RTU-3	ROOF	CARRIER	48TC	SINGLE ZONE VAV	VERT.	88 1/8"	59 1/2"	41 1/4"	1,300	3,000	750	300	0.75	FC	BELT	2.6	1750	2.83	FC	BELT	180,000	148,000	2	50.0	95.7	2	2	11	12.8	R-410A	68,900	90,100	95.0	80.0	67.0	58.7	57.6	2" THROWAWAY	23.0	25	3	480	1,2,3,4,5,6,7
RTU-4	ROOF	CARRIER	48FC-06	CAV	VERT.	74 3/8"	46 5/8"	33 3/8"	950	1,995	500	200	0.75	FC	DIRECT	0.5	1750	1.00	FC	DIRECT	110,000	88,000	1	49.9	90.8	1	2	11	14	R-410A	44,700	59,300	95.0	80.0	67.0	60.0	55.0	2" THROWAWAY	15.0	20	3	480	1,2,4,5,6,7
RTU-13	ROOF	CARRIER	48TC	SINGLE ZONE VAV	VERT.	88 1/8"	59 1/2"	49 3/8"	1,850	5,000	1,250	500	0.75	FC	BELT	2.6	1750	2.83	FC	BELT	224,000	184,000	2	50.0	84.1	2	2	10.8	12.2	R-410A	105,370	148,670	95.0	80.0	67.0	60.5	57.7	2" THROWAWAY	28.0	30	3	480	1,2,3,4,5,6,7

**NOTES:**

- OTHER ACCEPTABLE MANUFACTURERS: NO SUBSTITUTION.
- PROVIDE THE FOLLOWING FACTORY INSTALLED OPTIONS: HINGED ACCESS PANELS, HAIL GUARD, IECC COMPLIANT ECONOMIZER WITH POWERED EXHAUST, REHEAT COIL FOR DEHUMIDIFICATION SEQUENCE, CO2 SENSOR, FACTORY-POWERED CONVENIENCE OUTLET, STAINLESS STEEL HEAT EXCHANGER, AND NON-FUSED DISCONNECT.
- PROVIDE THE FOLLOWING FACTORY INSTALLED OPTIONS: STAGED AIR VOLUME.
- INSULATED ADAPTER ROOF CURB TO MATE WITH EXISTING ROOF CURB - FIELD MEASURE PRIOR TO PLACING ORDER.
- PROVIDE VENSTAR 4900 WEB-BASED THERMOSTAT WITH STAGES/FEATURES TO MATCH INSTALLATION.
- 5 YEAR PARTS ONLY COMPRESSOR WARRANTY AND 10 YEAR PARTS ONLY HEAT EXCHANGER WARRANTY.
- PHASE LOSS PROTECTION AND COMPRESSOR LOCKOUT.

**2021 RTU REPLACEMENT AT CENTRAL COMMUNITY CENTER**

MOUNT PROSPECT PARK DISTRICT - CCC  
1000 WEST CENTRAL ROAD  
MOUNT PROSPECT, IL

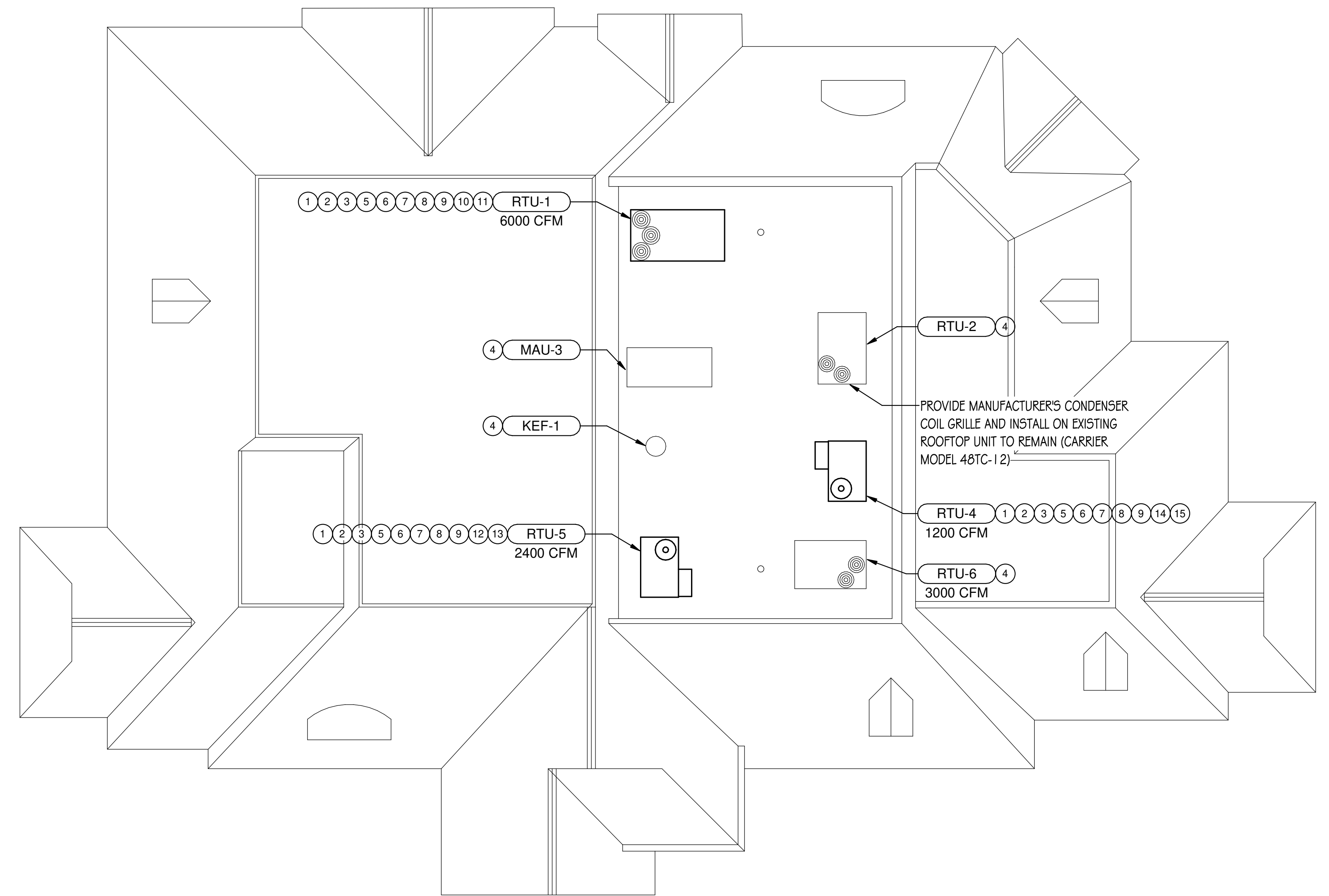
DATE	DESCRIPTION
05/05/22	BID/PERMIT

Mechanical - Electrical Engineers  
1216 Tower Road  
Schaumburg, Illinois 60173  
847.882.2010  
Fax 847.882.2201

2010 ENGINEERING GROUP LLC  
Sheet Title  
**MECHANICAL/  
ELECTRICAL ROOF  
PLAN - CCC**  
PROJ. MGR. KGC  
DRAWN BY: 2010  
CHECKED BY: KGC  
**ME-2**

**DRAWING NOTES**

- 1 REMOVE EXISTING ROOFTOP UNIT AT THIS LOCATION AND ALL ASSOCIATED CONTROLS. EXISTING ROOF CURB TO REMAIN AND BE MODIFIED AS REQUIRED TO PROPERLY ACCEPT NEW EQUIPMENT.
- 2 PROVIDE NEW CO2 SENSOR AND WEB-BASED PROGRAMMABLE THERMOSTAT AT SAME LOCATION AS FORMER THERMOSTAT. PROVIDE NEW BACK BOX AND CONNECTING CONDUIT AS REQUIRED FOR DATA CABLING AND WIRING BETWEEN CO2 SENSOR AND THERMOSTAT. COORDINATE WITH OWNER'S I.T. STAFF FOR STATIC THERMOSTAT IP ADDRESS.
- 3 BALANCE UNIT SUPPLY AND OUTDOOR AIRFLOW RATES TO VALUES INDICATED.
- 4 EXISTING HVAC EQUIPMENT TO REMAIN.
- 5 ROUTE 1" CONDENSATE DRAIN FROM UNIT CONNECTION TO TERMINATE OVER NEAREST ROOF DRAIN.
- 6 DISCONNECT EXISTING FIRE ALARM DEVICES (DUCT SMOKE DETECTORS) ASSOCIATED WITH EXISTING UNIT AND RECONNECT TO NEW UNIT FOR FAN SHUT DOWN OPERATION UPON ACTIVATION OF FIRE ALARM DETECTOR. PROVIDE ALL MATERIAL, LABOR, AND PROGRAMMING AS REQUIRED.
- 7 INTERCEPT EXISTING CONDUCTORS AND RACEWAY AT CEILING BELOW ROOF DECK. PROVIDE NEW JUNCTION BOX AND EXTEND CONDUCTORS TO NEW WIRING COMPARTMENT OF NEW ROOFTOP EQUIPMENT.
- 8 ELECTRICAL CONDUITS FOR ROOFTOP EQUIPMENT SHALL BE BROUGHT UP THROUGH THE BASE OF THE UNIT TO MINIMIZE ROOF PENETRATIONS.
- 9 DISCONNECT SWITCH FURNISHED WITH UNIT, WIRED BY ELECTRICAL CONTRACTOR.
- 10 NEW CONDUCTOR AND RACEWAY FOR EXTENSION TO BE 3 #3AWG AND 1 #8 GROUND IN 1-1/4" CONDUIT.
- 11 REPLACE EXISTING 100 AMP, 3 POLE CIRCUIT BREAKER WITH NEW 80 AMP, 3 POLE CIRCUIT BREAKER IN PANEL "PP1" (SIEMENS) SERVING THIS UNIT. VERIFY EXISTING CONNECTION IN FIELD.
- 12 NEW CONDUCTOR AND RACEWAY FOR EXTENSION TO BE 3 #6AWG AND 1 #10 GROUND IN 1" CONDUIT.
- 13 REUSE EXISTING 40 AMP, 3 POLE CIRCUIT BREAKER IN PANEL "PP1" (SIEMENS) SERVING THIS UNIT. VERIFY EXISTING CONNECTION IN FIELD.
- 14 NEW CONDUCTOR AND RACEWAY FOR EXTENSION TO BE 3 #10AWG AND 1 #10 GROUND IN 3/4" CONDUIT.
- 15 REUSE EXISTING 30 AMP, 3 POLE CIRCUIT BREAKER IN PANEL "PP1" (SIEMENS) SERVING THIS UNIT. VERIFY EXISTING CONNECTION IN FIELD.



**1 MECHANICAL/ELECTRICAL ROOF PLAN - GOLF COURSE**  
1/8" = 1'-0"

**BIDDING NOTE:**  
BASE BID: DELETE THIS SHEET IN ITS ENTIRETY.  
ALT. BID #: INCLUDE ALL WORK ON THIS SHEET.

**CCC RTU REPLACEMENT PHASE 4 & MPGC RTU REPLACEMENT**

WILMONT PROSPECT PARK DISTRICT - GOLF COURSE  
600 S. 3RD AVENUE  
WILMONT, MISSOURI 64491

DATE	DESCRIPTION
05/05/22	BID/PERMIT

Mechanical - Electrical Engineers  
1216 Tower Road  
Schaumburg, Illinois 60173  
847.882.2010  
Fax 847.882.2201



Sheet Title  
**MECH/ELEC ROOF PLAN - GOLF COURSE**

PROJ. MGR. KGC  
DRAWN BY: 2010  
CHECKED BY: KGC  
**ME-3**

**ROOFTOP UNIT SCHEDULE**

EQUIP TAG	LOCATION	AREA SERVED	MANUF	MODEL	SYSTEM TYPE	UNIT TYPE	PHYSICAL CHARACTERISTICS			SUPPLY FAN					GAS HEATING SECTION					COOLING SECTION										ELECTRICAL DATA				NOTES								
							DIMENSIONS (IN.)			CFM	CODE OA	CONTROL MIN. OA	ESP (IN.)	TYPE	DRIVE TYPE	MOTOR			INPUT CAPACITY (BTUH)	OUTPUT CAPACITY (BTUH)	STAGES	EAT (°F)	LAT (°F)	QTY	CAPACITY STEPS	EER/SEER	IEER/SEER	REFRIG. TYPE	TOTAL CAPACITY (BTUH)	SENSIBLE CAPACITY (BTUH)	OAT (DB °F)	EAT (DB °F)	EAT (WB °F)		LAT (DB °F)	LAT (WB °F)	FILTER TYPE	MCA	MOCP	PH	VOLT	
							LENGTH	WIDTH	HEIGHT							BHP	RPM	HP																								
RTU-1	ROOF	GRILLE ROOM	CARRIER	48TC-16	SINGLE ZONE	VERT.	115 7/8"	63 3/8"	57 3/8"	1,762	6,000	1,100	600	0.75	FC	BELT	3.4	779	2.8	350,000	280,000	2	55.3	98.6	2	2	10.8	12.4	R-410A	180,000	136,000	95.0	80.0	67.0	59.0	57.4	2" THROWAWAY	72.0	80	3	208	1,2,3,4,5,6,7
RTU-4	ROOF	MEETING ROOM	CARRIER	48FC-04	SINGLE ZONE	VERT.	74 3/8"	46 5/8"	33 3/8"	569	1,200	260	120	0.75	FC	DIRECT	0.5	184G	0.5	110,000	88,000	1	52.7	120.6	1	1	14	14	R-410A	35,100	25,400	95.0	80.0	67.0	60.4	57.9	2" THROWAWAY	20.0	30	3	208	1,2,4,5,6,7
RTU-5	ROOF	GRILLE KITCHEN	CARRIER	48FC-07	SINGLE ZONE	VERT.	74 3/8"	46 5/8"	41 3/8"	709	2,400	180	180	0.75	FC	DIRECT	1.3	2314	1.3	150,000	120,000	2	64.0	110.3	1	1	11	15	R-410A	70,950	51,900	95.0	80.0	67.0	57.1	56.3	2" THROWAWAY	28.0	45	3	208	1,2,4,5,6,7

**NOTES:**

1. OTHER ACCEPTABLE MANUFACTURERS: NO SUBSTITUTION.
2. PROVIDE THE FOLLOWING FACTORY INSTALLED OPTIONS: HINGED ACCESS PANELS, HAIL GUARD, IECC COMPLIANT ECONOMIZER WITH POWERED EXHAUST, REHEAT COIL FOR DEHUMIDIFICATION SEQUENCE, CO2 SENSOR, FACTORY-POWERED CONVENIENCE OUTLET, STAINLESS STEEL HEAT EXCHANGER, AND NON-FUSED DISCONNECT.
3. PROVIDE THE FOLLOWING FACTORY INSTALLED OPTIONS: STAGED AIR VOLUME.
4. INSULATED ADAPTER ROOF CURB TO MATE WITH EXISTING ROOF CURB - FIELD MEASURE PRIOR TO PLACING ORDER.
5. PROVIDE VENSTAR 4900 WEB-BASED THERMOSTAT WITH STAGES/FEATURES TO MATCH INSTALLATION.
6. 5 YEAR PARTS ONLY COMPRESSOR WARRANTY AND 10 YEAR PARTS ONLY HEAT EXCHANGER WARRANTY.
7. PHASE LOSS PROTECTION AND COMPRESSOR LOCKOUT.

Central Community Center No. 2,3,4,13







# MEMORANDUM

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To: Board of Park Commissioners

From: Jim Jarog, Executive Director

Date: June 15, 2022

Re: Approval of the Busey Wealth Management Custodian Agreement

C: Thomas G. Hoffman, Park District Attorney  
Lee Howard, CPA, Park District Financial Advisor

## **SUMMARY & BACKGROUND:**

The market conditions which necessitated the acceleration of the sale of the District's long term bonds by one year have also created the need for a longer duration investment strategy of these District funds. Lee Howard, the District's Financial Advisor, has been researching and pursuing the purchase of a one year Treasury note or bill as yields are significantly higher than traditional bank CD's. In order to secure this opportunity it will be necessary for the District to enter into a custodian agreement with Busey Wealth Management. This agreement has been reviewed by Attorney Hoffman with his recommendation to bring the agreement forth to the Board for their consideration of approval.

## **DOCUMENTS ATTACHED**

- Busey Wealth Management Custodian Agreement

## **RECOMMENDATION:**

**MOVE TO APPROVE THE CUSTODIAL AGREEMENT WITH BUSEY WEALTH MANAGEMENT PER THE TERMS AS PRESENTED WITHIN THE AGREEMENT.**

CORPORATION RESOLUTION  
FOR  
MOUNT PROSPECT PARK DISTRICT

(Name of Company)

Be it resolved, that the MOUNT PROSPECT PARK DISTRICT hereby authorizes and empowers  
(Name of Company)

any and all individuals listed below, (or specify a total number of following, ex: any 2 of the following)

STEPHEN L KURKA, President  
(Name)

JAMES A JAROG, Executive Director  
(Name)

MICHAEL MURPHY, Treasurer  
(Name)

WILLIAM J STARR, Secretary  
(Name)

to sell, assign, and transfer any and all securities or other investments standing in the name of  
MOUNT PROSPECT PARK DISTRICT  
(Name of Company),

BE IT FURTHER RESOLVED, that said aforementioned individual(s) be authorized to sign all documents required for the transaction of trust and or investment related business with Busey Wealth Management, a division of Busey Bank, an Illinois state chartered banking corporation ("Busey"),

BE IT FURTHER RESOLVED, that said aforementioned individual(s) be and hereby is authorized to open and maintain an account or accounts with Busey.

X \_\_\_\_\_  
President of Company

Attest:

X \_\_\_\_\_  
Corporate Secretary

Specimen Signatures:

\_\_\_\_\_, President

\_\_\_\_\_, Executive Director

\_\_\_\_\_, Treasurer

\_\_\_\_\_, Secretary

**NOTE: Please print resolution on your company letterhead.**

# BUSEY WEALTH MANAGEMENT

## CUSTODIAN AGREEMENT

This Custodian Agreement is executed as of 06/07/2022, by and between MOUNT PROSPECT PARK DISTRICT

("Principal"), and Busey Wealth Management, a division of Busey Bank, an Illinois state chartered banking corporation ("Custodian").

1. **Custody of Securities and Other Property.** Custodian will hold and keep all securities and other property from time to time delivered to or collected by it for the account of Principal and in so doing will use the same degree of care in the physical custody thereof as in the case of other assets held by it in a fiduciary capacity. Custodian reserves the right not to accept any securities and other property delivered to it where the acceptance or holding of such securities and other property is deemed by Custodian to violate any federal or state law, rule or regulation or is otherwise contrary to Custodian's policies.

2. **Purchase and Sale of Securities.** Custodian will purchase, sell, exchange, consent or otherwise dispose of or deal with the securities and other property held hereunder only at the direction of the Principal, or its registered investment advisor(s) duly appointed by Principal to give such direction (See Exhibit 1). Custodian shall have the authority to invest, or retain, any property or interests in property, foreign or domestic, without regard to lack of diversification or lack of marketability, and without being limited by any law concerning investments, including, without limiting the generality of the foregoing, bonds, debentures, mortgages, notes, secured or unsecured, common or preferred stock, interests in common trust funds, and interest in mutual funds, including mutual funds of which the Custodian is an investment manager or adviser. Execution of the Principal's directions will be subject to the rules, regulations, customs and usage of the exchange, market or clearing house where executed and to all applicable federal and state laws and regulations, and to internal policies of Custodian. Such directions shall be made in writing or confirmed in a manner selected by Custodian. Principal may receive written notification of each such transaction if so elected.

3. **Execution of Transactions.** Principal acknowledges that, unless specifically directed otherwise, Custodian shall have discretion to select the brokers or other entities through which it shall place orders for execution of transactions. Custodian will use its best efforts to obtain execution of orders at the most favorable commission rates reasonably available, however Principal acknowledges that Custodian may pay commissions on transactions that exceed the amount that might be charged by another broker, and that Custodian will pay commissions at the same rate as paid for accounts managed by Busey Wealth Management. Principal further acknowledges that Custodian may combine orders for execution for the account of Principal with orders for other clients if it determines doing so would result in more efficient or economical execution. In such cases, the price shown on the confirmation of the transaction for Principal's account may be an averaged execution price of such combined orders. Principal acknowledges that trades may take up to three (3) business days to execute. All executions will be subject to the rules, regulations, custom and usage of the exchange, market or clearing house where executed, and to all applicable federal and state laws and regulations and the policies of Custodian.

4. **Temporary Investments.** Notwithstanding any other provision of this Agreement, to the extent that there is principal or income cash that Principal has not directed to be otherwise invested or distributed, Custodian may temporarily invest such cash in a money market fund determined by the Custodian, using such criteria for selection as is deemed appropriate by Custodian, and taking into account any regulations that affect the use of such funds by certain entities and persons.

5. **Limitation of Liability.** It is expressly understood and agreed that in purchasing, selling, delivering or otherwise dealing with securities for this account, Custodian will be acting solely as Principal's custodian and Custodian shall not be deemed to be acting as, or to make the warranties of a broker. Custodian shall have no liability in connection with any act taken or omitted by it in good faith, and Principal agrees to hold Custodian harmless from all liabilities and expenses incurred in connection therewith. Custodian shall have no duty to take any action other than herein specified unless it agrees in writing to do so, nor to commence, appear in, or defend any legal action with respect to any property held for this account unless requested by Principal and agreed to by Custodian.

6. **Exercise of Shareholder Rights.** Unless otherwise elected in writing by Principal, the Custodian is directed to forward all proxies to the registered investment advisor(s) designated to manage funds on behalf of the principal, or to the Principal if no registered investment advisor has been designated. Custodian shall not be liable for any claims, damages or expenses including, but not limited to, loss or diminution in value of any property held hereunder, arising out of the exercise of, or failure to exercise, the foregoing to authority to vote for any purpose. With respect to all other shareholder matters, including, but not limited to, any action with regard to tender offers, stock dividends, warrants, right to subscribe, plans of reorganization or exchanges of securities, Custodian shall assume no obligation to vote, consent, or take any other action; rather, such obligation shall remain Principal's. With respect to all other shareholder matters, Custodian will endeavor, but shall have no obligation, to forward to the Principal's designated registered investment advisor(s) any financial statements or other literature received by it relative to such other shareholder matters.

7. **Registration of Securities.** Custodian may, in its discretion, register any securities or other property held by Custodian hereunder in the name of Custodian, either with or without designation as Custodian or in the name or names of its nominee or nominees.

8. **Shareholder Identity Disclosure.** The Securities and Exchange Commission has a rule referenced as SEC Rule #14b-1(c), which will enable corporations to learn the identity of their security holders whose securities are held by Custodian and registered in "nominee" or "street" name. The Custodian's policy generally has been to specifically prohibit the disclosure of this information to such corporations in order to assure the confidentiality of each customer's security position to any company in which you have invested (as well as those companies in which you may invest in the future) unless you specifically indicate to use your approval of disclosure of such information. According to the rule, the issuing company would be permitted to use your name and related information for "corporate communication" purposes only.

NO I do not want my name, address and securities positions disclosed to all the companies in which I own securities which are registered in "nominee" or "street" name.

YES I want my name, address, and positions disclosed to all the companies in which I own security which are registered in "nominee" or "street" name.

9. **Receipt of Income and Principal.** Custodian is authorized to receive payment of income and principal of said assets; to give receipts therefore; to surrender promptly for redemption any securities held in the account with respect to which notice of redemption is published in a generally-recognized call service providing national coverage; to prepare, sign and file either in its name or in the name of Principal, any proper certificate or other statement with respect to the ownership of any said assets which may be required by law upon receiving payment of any income or principal; to exchange temporary for definitive securities; to exchange securities in recapitalizations and reorganizations; and to deliver securities upon sales thereof. Custodian will use its best efforts to collect the income and principal when and as the same may become due and payable.

10. **Distributions.** Custodian shall distribute the net income of the account to, or as directed by Principal, or in the absence of any directive, shall retain and accumulate such income. At the request of Principal, Custodian shall pay on Principal's behalf such bills, expenses, or charges as are from time to time presented to Custodian for payment on behalf of Principal. Custodian shall in such event have no responsibility to verify either the amount claimed to be due or the enforceability of the claimed debt. Custodian's sole responsibility shall be the prompt payment of such item or items, subject to availability of funds; Custodian may allocate payment of such item or items to income or principal as its sole discretion deems appropriate.

11. **Endorsement Authorizations.** Principal hereby authorizes and empowers any officer of Custodian to endorse and negotiate any check or voucher made payable to Principal and arising out of this account and to execute any and all documents and do any and all things necessary or incident to the performance of its obligations hereunder.

12. **Release.** Custodian shall not be responsible for any costs, expenses, liabilities, losses or decline in value of Principal's securities and other property held hereunder resulting from Custodian's good faith exercise of the authority conferred upon Custodian herein.

13. **Reports.** Custodian shall, at mutually agreed intervals and not less frequently than quarterly, render to Principal an itemized statement showing the funds and securities in the custody or possession of Custodian at the end of such period, and all debits, credits, and transactions in Principal's accounts during such period.

14. **Compensation.** The Principal agrees to compensate the Custodian for its services hereunder at the rates and charges in effect from time to time and imposed by Custodian for the services herein as and when the same shall be charged by Custodian. The Custodian is hereby authorized to pay and to reimburse itself from and hereby grants Custodian a security interest in the income or principal of the assets held hereunder for all rates, charges, brokerage fees, postage, insurance, transfer taxes, and all other necessary and proper disbursements and expenses in connection with the performance or termination of this Agreement.

15. **Communications.** Custodian shall be entitled to rely conclusively as to authenticity and correctness upon any written notice, instruction, direction, certificate or other written communication believed by it to be genuine and signed or transmitted by the proper person or persons, and Custodian shall be under no duty to make investigation or inquiry into the truth, trust, accuracy or completeness contained therein.

16. **Indemnity.** Principal agrees to reimburse, indemnify, and hold Custodian harmless from and against any and all liability, loss, claim, damage, or expense (except for gross negligence or fraud on the part of Custodian) resulting from the exercise by Custodian of any authority or power granted to it hereunder or from claims of third parties or from any taxes or other governmental charges and any expenses related thereto, which may be imposed or assessed in respect to this account or any part thereof. The Principal's obligations set forth in this section shall survive the termination of this agreement provided for in in Section 17.

17. **Termination.** This Agreement shall continue in full force and effect until terminated by thirty (30) days written notice by either party or by operation of law. Any transaction entered into or initiated by Custodian prior to the receipt of such notice shall be binding upon Principal and Principal's successors and assigns. Upon termination, Custodian shall distribute and deliver the assets of the account to or as directed by Principal or to Principal's duly appointed successor.



18. **Status of Principal.** The status of the undersigned Principal is as follows:

- a. \_\_\_\_\_ Individual
- b. \_\_\_\_\_ Trustee, Date of Trust \_\_\_\_\_
- c. \_\_\_\_\_ Joint Tenancy with Rights of Survivorship (either party may direct the Custodian)
- d. \_\_\_\_\_ Tenants in Common
- e. \_\_\_\_\_ Corporation
- f. \_\_\_\_\_ Partnership
- g.  Other

19. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties hereto and may be changed only by a written instrument executed by both of the parties. This Agreement shall be construed according to the laws of the State of Illinois and shall inure to the benefit of and be enforceable by and against the parties hereto and their successors and assigns.

PRINCIPAL(S): ✓ \_\_\_\_\_ ✓ \_\_\_\_\_

✓ \_\_\_\_\_

✓ \_\_\_\_\_

SSN or FEIN \_\_\_\_\_

SSN or FEIN: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
*(For Individuals)*

Date of Birth: \_\_\_\_\_  
*(For Individuals)*

Principal(s) Address for Notice (Mailing Address):

**1000 W CENTRAL ROAD**  
**MT PROSPECT IL 60056**

Principal(s) Physical Street Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attn: \_\_\_\_\_

Attn: \_\_\_\_\_

Phone Number: **847-255-5380**

Phone Number: \_\_\_\_\_

ACCEPTED: BUSEY WEALTH MANAGEMENT

By: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

CUSTODIAL ACCOUNT  
FEE SCHEDULE

Custody of Securities:

Example: \$6,000,000 = \$3,600 Fee

(Annual Fee Based on Fair Market Value)

- .0060 on all amounts

Minimum Fee:

Account will be subject to a minimum annual account fee of \$2,500.00.

Rent Received:

- 7% of rent received

Agency and Custody Tax Information Letter (if applicable):

- Tax services fee may be charged if applicable

Additional Information:

Unique assets are subject to a \$200 title holding fee. Additional fees will be assessed for household employee payments and related reporting. Additional charges may be assessed for services in addition to those customarily required for the management and administration of the account, at an hourly rate of up to \$200 per hour. Such services include, but are not limited to, involvement in real estate sales, litigation matters, lease negotiations, audits, management of a business, the sale or liquidation of a business and cost basis research.

Clients will be given a 30-day notice of any changes to this fee schedule.

By signing below, I acknowledge receipt of a copy of the above referenced fee schedule.

X \_\_\_\_\_

Client Signature

✓ \_\_\_\_\_

Date

X \_\_\_\_\_

Client Signature

✓ \_\_\_\_\_

Date

✓ \_\_\_\_\_

✓ \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

**Busey** WEALTH<sup>®</sup>  
MANAGEMENT

Effective as of January 2021

# AUTHORIZATION AGREEMENT FOR ACH TRANSACTION

(I/we) do hereby authorize Busey Wealth Management, a division of Busey Bank, an Illinois state chartered banking corporation ("Busey"), to initiate recurring (debit or credit) entries to (my/our) (Checking Account/Savings Account) as indicated and named below as the depository financial institution, hereafter named FINANCIAL INSTITUTION.

I am a duly authorized check signer on the financial institution account identified below and authorize all of the above as evidenced by my signature below.

Financial Institution Name: <b>BUSEY BANK</b>	Branch: <b>MT PROSPECT</b>	
City: <b>MT PROSPECT</b>	State: <b>IL</b>	Zip: <b>60056</b>
Routing Number: _____	Acct. Number: _____	
<input checked="" type="checkbox"/> Checking	<input type="checkbox"/> Savings	

\*PLEASE ATTACH A VOIDED CHECK

- On Demand
- Periodic Bank Drafting: Funds will be debited from your financial institution on the specified drafting dates
- Periodic Payments: Funds will be credited to your financial institution on specific drafting dates

Frequency: \_\_\_\_\_ Day of the Month: \_\_\_\_\_ Amount: \_\_\_\_\_

This authorization is to remain in full force and effect until Busey has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Busey and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

Name(s): MT PROSPECT PARK DISTRICT

Address: 1000 W CENTRAL ROAD

City: MT PROSPECT State: IL Zip: 60056

k  
Signature

X  
Date

X  
Signature

X  
Date





# Memorandum

**To:** Park Board of Commissioners

**From:** Ruth Yueill, Director of Community Relations & Marketing

**Date:** June 15, 2022

**Re: Mapping Our Future Strategic Plan June 2022 Board Update**

**C:** Jim Jarog, Executive Director

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As the 2022 Comprehensive Master Plan gets underway, the 2018 Mapping Our Future Strategic Plan enters its final phase. As the list of completed goals and objectives continues to grow, a new visual format was adapted and shared with the Board in June 2021. The comprehensive list of completed goals and objectives is available for your review. The following are the highlights from July 2021 through June 2022.

Theme: **Organizational & Professional Development**

Goal: **Employer of Choice**

- HR Source was selected to begin the District Compensation study in January 2022. (Completed April 2022)

Goal: **Positive Work Environment**

- Employee Appreciation Picnic on September 17, 2021/Service pins distributed.
- Staff Appreciation Day (March 2022 and July 2022 at Staff Bandshell Concert)

Goal: **Create an environment that is supportive and respectful for all employees**

- A Diversity, Equity and Inclusion Committee was formed in fall 2021 resulting in the District's DEI Philosophy Statement added to the website in March 2022.

Theme: **Customer Connection**

Goal: **Manage First & Last Impressions (Optimize the Registration Process)**

- RegSys Updates
  - Added the ability to cancel recurring membership renewals via Webstore.
  - Added the ability to unenroll from classes via Webstore.
  - Added the ability to transfer positive household balances to a credit card.
  - Added rapid scan audio alerts to help staff identify expired memberships.
  - Added the ability to delete canceled classes with 0 enrollments.
  - Added the ability to rapid scan a patron with ease from a household view.
  - Started implementation of customer management module in RegSys web.

Goal: **Provide Exceptional Parks & Facilities (Ensure Safety and security in all Parks and Facilities)**

- Continued assessment of District's AEDs / purchase replacements when needed.
- Continued quarterly facility inspections as well as monthly OSHA required fire extinguisher inspections.
- The COVID-19 Workplace Plan continues to be updated as needed with the last update occurring 12/15/21.
- Maintenance management continues to make additions to the PPE Assessment forms for maintenance related job tasks.
- The Safety Committee completed a facility inspection of RecPlex. The previous assessment dates back to 2018.
- A part-time security guard position added in January 2022

Goal: **Develop a process to monitor and review program life cycles and trends**

- Created a standard marketing plan for the release of each seasonal program guide with the monitoring of views and clicks resulting in program registration revenue. (Summer 2022 first day registration exceeding all previous seasons)
- Determine programs needing extra marketing focus through a review of active, canceled and stalled programming.

Theme: **Internal Efficiency, Innovation & Technology**

Goal: **Leverage Technology**

- Working with the District's liability insurance provider, identified a solution to better improve the District's IT security and provide training opportunities for staff.
- Implemented DMARC (Domain-based Message Authentication, Reporting and Conformance) for improved email authenticity.
- Identified cloud-based solution to house and organize projects and requests for the Capital List and 5 Year Capital Improvement Plan.
- Expanded antenna technology to eliminate data lines between Studio & Melas.
- Added streaming audio capabilities at RecPlex Fitness.
- Increased data line speeds to the benefit of staff, patrons and visitors.
- Coordinated a switch from G-Suite to Google Workspace through Promevo, taking advantage of cost savings in an environment of rising prices.
- Implemented a Mobile Device Management (MDM) solution for non-user devices.
- Assisted with power monitoring service technology.
- Moved custom programming in-house for both RegSys and employee databases aiding in the tracking of required trainings and hourly thresholds for IMRF/Affordable Care Act (Develop a Technology Strategic Plan)

Theme: **Financial Stewardship**

Goal: **Define Long-Term Capital Vision**

- Incorporated the first year of a 5-Year Capital Improvement Plan Projects into the Park District's fall 2021 Capital List. This will be an annual process moving

forward, with the 5 Year CIP offering a roadmap into the Park District's upcoming plans for significant capital expenditures.

- Pursued an earlier capital funding schedule to get ahead of rising interest rates to begin 2022
- The Comprehensive Master Plan Process is underway, beginning in fall 2021 and continuing into spring, with an expected October 2022 completion.

**Goal: Create Financial Best Practices**

- Increased overall District Fund balances as of the end of fiscal year 2021, with significant gains in the General and Recreation Funds.
- With GAI, conducted an RFP for auditing services to identify a firm for Fiscal years 2021, 2022 and 2023.
- Individual program budget sheets were implemented during the 2020 fiscal year. Staff have been updating program/membership fees based on minimum wage/inflation increases and the impacts of Covid over the last two years.

**Goal: Maximize Non-tax Revenue Opportunities (Research/apply for grant opportunities)**

- The OSLAD Grant submission for the FPC Project which, if awarded, will provide up to \$400,000 of funding to our District for much needed park improvements.
- Potential funding opportunities with the Village of Mount Prospect are in process for the Lions Park site as well as the Melas Park area adjacent to Rec Plex.
- Developed new IGA's with SD57 and SD59 to initiate a 50% cost sharing agreement to provide for the replacement of existing play equipment.
- \$5,000 sponsorship commitment from the Lions Club, \$2500 from @ Properties and \$2500 from Novak & Parker (Summer Concert 2022 Sponsors)
- Dasher Board Sponsorship (spring/summer 2022) for new turf field (completed in October 2021) with expected revenue exceeding \$15,000
- Host site Veterans Memorial Bandshell) to D57 Spring Band Festival 2022 (explore private/public partnerships)
- Increase special programming and events
- Formed a monthly special events committee with representatives from all service areas in order to develop new events and streamline existing events.
- Added the Mt. Melas Junior Event for Fall 2022

**Goal: Align Resources with Community Need**

- Partner with the Mount Prospect Library in the 2022 Summer Storytime Series to promote Diversity, Equity and Inclusion in our community (Partner with local municipalities)
- Host the annual Memorial Day, NNO, Veterans Day, 56 Event, Celebration of Cultures in conjunction our community partners
- Hosted the D57 Band Festival at the Veterans Memorial Bandshell in Spring 2022
- Partner with the Lions Club for the 4th of July Festival and offer the Lions a sponsorship option for the Summer Concert Series
- Participating member of the MP Chamber's new Advisory Committee



# MEMORANDUM

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To: Board of Park Commissioners

From: Thomas G. Hoffman, Park District Attorney

Date: June 15, 2022

Re: 2022 Supplemental Budget and Appropriation Ordinance #813  
(Public Act 102-0519/**35 ILCS 200/18-233**)

Cc: Jim Jarog, Executive Director

## **SUMMARY & BACKGROUND:**

Public Act 102-0519 in relevant part provides as follows:

(35 ILCS 200/18-233 new)

Sec. 18-233 Adjustments for certificates of error, certain court orders, or final administrative decisions of the Property Tax Appeal Board. Beginning in levy year 2021, a taxing district levy shall be increased by a prior year adjustment whenever an assessment decrease due to the issuance of a certificate of error, a court order issued pursuant to an assessment valuation complaint under Section 23-15, or a final administrative decision of the Property Tax Appeal Board results in a refund from the taxing district of a portion of the property tax revenue distributed to the taxing district. On or before November 15 of each year, the county treasurer shall certify the aggregate refunds paid by a taxing district during such 12-month period for purposes of this Section. For purposes of the Property Tax Extension Limitation Law, the taxing district's most recent aggregate extension base shall not include the prior year adjustment authorized under this Section.

The Act recently amended the Illinois Property Tax Extension Limitation Law; thus, a Prior Year Levy Adjustment amount will be included in the 2021 property tax rate adjustment for each eligible taxing district. The amount of that adjustment for the Mt. Prospect Park District is

\$160,295. In order for the Park District to have the legal authority to spend this additional revenue in 2022 I have prepared a Supplemental Budget and Appropriation Ordinance (No.813) for the Board’s consideration and possible adoption. This Supplemental Ordinance is authorized by the Article 4-4 of the Illinois Park District Code, which provides in relevant part as follows:

**“.....during any fiscal year, the governing body of any Park District may adopt a supplemental appropriation ordinance subsequent to the adoption of the annual appropriation ordinance for that fiscal year in an amount not to exceed the aggregate of any additional revenue available to the Park District or estimated to be received by the Park District. The provisions of this Section regarding publication, notice, and public hearing shall not apply to the supplemental ordinance or to the budget document forming the basis of the ordinance.”**

**DOCUMENTS ATTACHED**

- Ordinance # 813

**RECOMMENDATION:**

**MOVE TO ADOPT ORDINANCE #813, AN ORDINANCE MAKING A SUPPLEMENTAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2022, AND ENDING ON THE 31ST DAY OF DECEMBER, 2022.**



**ORDINANCE NO. 813**

**MT. PROSPECT PARK DISTRICT**

**AN ORDINANCE MAKING A SUPPLEMENTAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2022, AND ENDING ON THE 31ST DAY OF DECEMBER, 2022.**

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\* \* \*

WHEREAS, Ordinance No. 811, being “AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1<sup>ST</sup> DAY OF JANUARY 2022, AND ENDING ON THE 31<sup>ST</sup> DAY OF DECEMBER, 2022” was adopted by the Board of Commissioners of Mt. Prospect Park District on March 16, 2022 and a certified copy thereof was filed with the Office of the County Clerk of the County of Cook, Illinois on April 1, 2022; and

WHEREAS, the Mt. Prospect Park District (“Park District”) has been informed by the Office of the County Clerk that it has estimated that the Park District will be receiving the additional amount of ONE HUNDRED SIXTY THOUSAND TWO HUNDRED NINETY FIVE DOLLARS (\$160,295) from an additional extension in that amount on the Park District’s levy for the year 2021 as a result of the passage of Public Act 102-0519 and the decision of the Park Board not to abate such additional amount; and

WHEREAS, said additional amount of ONE HUNDRED SIXTY THOUSAND TWO HUNDRED NINETY FIVE DOLLARS (\$160,295) was neither budgeted nor appropriated in Ordinance No. 811 aforementioned; and

WHEREAS, Chapter 4, Section 4-4 of the Illinois Park District Code (70 ILCS 1205/4-4) provides in relevant part as follows:

“during any fiscal year, the governing body of any Park District may adopt a supplemental appropriation ordinance subsequent to the adoption of the annual appropriation ordinance for that fiscal year in an amount not to exceed the aggregate of any additional revenue available to the Park District or estimated to be received by the Park District. The provisions of this Section regarding publication, notice, and public hearing shall not apply to the

supplemental ordinance or to the budget document forming the basis of the ordinance.”

Now, therefore, be it Ordained by the Board of Commissioners of the Mt. Prospect Park District, Cook County, Illinois, as follows:

Section 1: That the aforementioned additional revenue estimated to be received in the amount of ONE HUNDRED SIXTY THOUSAND TWO HUNDRED NINETY FIVE DOLLARS (\$160,295) or as much thereof as may be authorized by law be and the same is hereby additionally budgeted and appropriated in the Corporate Fund for wages, benefits and capital improvements for the fiscal year beginning the 1st day of January, 2022 and ending the 31<sup>st</sup> day of December, 2022.

Section 2: Said additional revenue is deemed necessary by the Board of Commissioners of the Mt. Prospect Park District to defray the necessary expenses and liabilities of the aforesaid Park District during the fiscal year beginning the 1<sup>st</sup> day of January, 2022 and ending the 31<sup>st</sup> day of December, 2022, for the respective purposes set forth.

Section 3: Pursuant to law the following determinations have been and are hereby made a part hereof:

(a) Cash on hand and short term investment at the beginning of the fiscal year:

\$ 7,357,555

(b) Estimate of cash expected to be received during the fiscal year from all sources:

\$ 18,797,443

(c) Estimate of expenditures contemplated for the fiscal year:

\$19,977,552

(d) Estimated cash and short term investments expected to be on hand at the end of the fiscal year:

\$ 6,177,446

Section 4: If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such item or the remainder of this Ordinance.

Section 5: This Ordinance shall be in full force and effect immediately upon its adoption according to law. A certified copy of this Ordinance shall be

filed with the County Clerk of Cook County, Illinois, within thirty (30) days after its adoption as provided by law.

ADOPTED, this 15th day of June, 2022.

VOTE:

AYES:

NAYS:

ABSENT:

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Steve Kurka, President

Attest:

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William J. Starr, Secretary

STATE OF ILLINOIS)  
  ) SS.  
COUNTY OF COOK )

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

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

**ORDINANCE NO. 813**

**MT. PROSPECT PARK DISTRICT**

**AN ORDINANCE MAKING A SUPPLEMENTAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2022, AND ENDING ON THE 31ST DAY OF DECEMBER, 2022.**

that the foregoing was adopted by the Board of Commissioners of said Mt. Prospect Park District on the 15<sup>th</sup> day of June, 2022 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that it was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and that the original said Ordinance is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 15<sup>th</sup> day of June, 2022.

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Secretary  
Mt. Prospect Park District  
Cook County, Illinois

(SEAL)



# MEMORANDUM

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To: Board of Park Commissioners

From: Thomas G. Hoffman, Park District Attorney

Date: June 15, 2022

Re: Parameters Ordinance #814

Cc: Jim Jarog, Executive Director

## **SUMMARY & BACKGROUND:**

The Parameters Ordinance in your packet is being provided for your consideration and possible adoption at tonight's meeting, per the request of Jim Jarog, for the purpose of enabling the District to act quickly to capture the market if interest rates should turn favorable such as to allow for a "footprint" refunding of the District's \$7.26 million Series 2014 A Alternate Revenue Bonds under circumstances where the net present refunding savings as a percentage of the refunded principal would be not less than 3%. The various parameters contained in the draft Ordinance were provided by Aaron Gold of Speer Financial. The draft Ordinance would allow the President and the Executive Director to sell the refunding bonds without further action of the Board if and when the various parameters in the ordinance exist. The authority provided by the parameters ordinance will remain good for not more than 6 months from its passage.

## **DOCUMENTS ATTACHED**

- Ordinance # 814

## **RECOMMENDATION:**

**MOVE TO ADOPT ORDINANCE #814, AN ORDINANCE PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$8,500,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE) FOR THE PURPOSE OF REFUNDING OF CERTAIN OUTSTANDING ALTERNATE BONDS, PROVIDING FOR THE PLEDGE OF CERTAIN REVENUES TO THE PAYMENT OF THE PRINCIPAL AND INTEREST ON SAID BONDS, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX SUFFICIENT TO PAY SUCH PRINCIPAL AND INTEREST IF THE PLEDGED REVENUES ARE INSUFFICIENT TO MAKE SUCH PAYMENT AND AUTHORIZING THE SALE OF SAID BONDS TO THE PURCHASER THEREOF**

**ORDINANCE No. 814**

AN ORDINANCE providing for the issue of not to exceed \$8,500,000 General Obligation Refunding Park Bonds (Alternate Revenue Source) of the Mt. Prospect Park District, Cook County, Illinois, for the purpose of refunding of certain outstanding alternate bonds of said Park District, providing for the pledge of certain revenues to the payment of the principal and interest on said bonds, providing for the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment and authorizing the sale of said bonds to the purchaser thereof.

\* \* \*

WHEREAS, the Mt. Prospect Park District, Cook County, Illinois (the “*District*”), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois (the “*Park Code*”) and the Park District Refunding Bond Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto; and

WHEREAS, the District has outstanding and unpaid certain of its General Obligation Park Bonds (Alternate Revenue Source), Series 2014A, dated July 1, 2014 (the “*Prior Bonds*”); and

WHEREAS, the Board of Park Commissioners of the District (the “*Board*”) has determined that it is advisable, necessary and in the best interests of the District to refund all or a portion of the Prior Bonds (said Prior Bonds to be refunded being referred to herein as the “*Refunded Bonds*”) in order to realize debt service savings for the District (the “*Refunding*”); and

WHEREAS, the Refunded Bonds shall be more fully described in the Escrow Agreement referred to in Section 14 hereof and are presently outstanding and unpaid and are binding and subsisting legal obligations of the District; and

WHEREAS, in accordance with the terms of the Prior Bonds, certain of the Refunded Bonds may be called for redemption prior to maturity (the “*Callable Refunded Bonds*”), and it is necessary and desirable to make such call for redemption of the Callable Refunded Bonds on their earliest possible and practicable call dates, and provide for the giving of proper notice to the registered owners of the Callable Refunded Bonds; and

WHEREAS, the Board hereby finds that there are insufficient funds on hand and lawfully available to pay the cost of the Refunding, and that the cost thereof, including legal, financial, and other expenses, will not be more than \$8,500,000 and that it is necessary and for the best interests of the District that it borrow the sum of not to exceed \$8,500,000 and issue bonds of the District (the “*Alternate Bonds*”) to pay the cost of the Refunding; and

WHEREAS, Section 15 of the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Debt Reform Act*”), provides that alternate bonds may be issued to refund other alternate bonds without meeting any of the requirements set forth in Section 15 of the Debt Reform Act, except that the term of the refunding bonds shall not be longer than the term of the bonds being refunded and that the debt service payable in any year on the refunding bonds shall not exceed the debt service payable in such year on the bonds being refunded (the “*Refunding Conditions*”); and

WHEREAS, the Board does hereby determine that the Refunding Conditions can be met and the Bonds may be issued to refund the Refunded Bonds; and

WHEREAS, the Alternate Bonds will be payable (a) together with any Prior Bonds not being refunded by the Alternate Bonds (the “*Unrefunded Prior Bonds*”) and the District’s outstanding General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2017B, dated November 14, 2017, General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019C, dated October 9, 2019, and General Obligation Park Bonds (Alternate Revenue Source), Series 2022A, dated May 4, 2022 (together with the Unrefunded Prior Bonds, the “*Parity Bonds*”), from proceeds received by the District from time to time from the issuance of its general obligation bonds or notes to the fullest extent permitted by law, including Section 6-4 of the Park Code and Section 15.01 of the Debt Reform Act, and such other funds of the District as may be lawfully available and annually appropriated for such payment (the “*Pledged Revenues*”) and (b) from the Pledged Taxes (as hereinafter defined); and

WHEREAS, the Refunding constitutes a lawful corporate purpose within the meaning of the Debt Reform Act; and

WHEREAS, the Parity Bonds were issued pursuant to ordinances adopted by the Board on the 28th day of May, 2014, the 25th day of October 2017, the 25th day of September, 2019, and the 20th day of April, 2022 (together, the “*Parity Bond Ordinances*”); and

WHEREAS, the Parity Bond Ordinances permit the District to issue from time to time additional alternate bonds payable from the Pledged Revenues as permitted by law, which additional bonds may share ratably and equally in the Pledged Revenues with the Parity Bonds;



*provided, however;* that no such additional bonds shall be issued except in accordance with the provisions of the Debt Reform Act; and

WHEREAS, the Board does hereby find and determine that it is authorized to issue Alternate Bonds in an amount not to exceed \$8,500,000 to pay the cost of the Refunding in accordance with the provisions of the Debt Reform Act; and

WHEREAS, the Board does hereby find and determine that it is necessary and desirable that not to exceed \$8,500,000 of the Alternate Bonds so authorized be issued; and

WHEREAS, the Property Tax Extension Limitation Law of the State of Illinois, as amended (the “*Tax Limitation Law*”), imposes certain limitations on the “aggregate extension” of certain property taxes levied by the District, but provides that the definition of “aggregate extension” contained in Section 18-185 of the Tax Limitation Law does not include extensions made for any taxing district to pay principal or interest on bonds issued under Section 15 of the Debt Reform Act; and

Whereas, the Board does hereby find and determine that the Alternate Bonds will be issued under Section 15 of the Debt Reform Act; and

WHEREAS, the County Clerk of The County of Cook, Illinois (the “*County Clerk*”), is therefore authorized to extend and collect said tax so levied for the payment of the Alternate Bonds without limitation as to rate or amount:

NOW, THEREFORE, Be It Ordained by the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by the Debt Reform Act to borrow an amount not to exceed \$8,500,000 upon the credit of the District and as evidence of such indebtedness to issue the Alternate Bonds to said amount, the proceeds of said bonds to be used to pay the cost of the Refunding, and it is necessary and for the best interests of the District that there be issued not to exceed \$8,500,000 of the Alternate Bonds so authorized, the Alternate Bonds being general obligation bonds payable from the Pledged Revenues, as provided by the Debt Reform Act.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District an aggregate amount not to exceed \$8,500,000 for the purpose aforesaid, and Alternate Bonds of the District (the “*Bonds*”) shall be issued to said amount and shall be designated “General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 202[\_\_\_],” with such series designation and alternative description as set forth in the Bond Notification (as hereinafter defined). The Bonds shall be dated such date (not later than December 15, 2022) as set forth in the Bond Notification, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5,000 each or authorized integral multiples thereof (unless otherwise set forth in the Bond Notification; *provided, however,* that if Bonds are issued in denominations of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof, the amount of Bonds remaining outstanding

following a mandatory redemption may constitute an authorized denomination) (but no single Bond shall represent installments of principal maturing on more than one date), and shall be numbered 1 and upward. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to option of prior redemption as hereinafter stated) on November 1 of each of the years (not later than 2034), in the amounts (not exceeding \$905,000 per year) and bearing interest at the rates (not exceeding 5% per annum) as set forth in the Bond Notification. The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable annually or semi-annually (as set forth in the Bond Notification) commencing with the first interest payment date as set forth in the Bond Notification, and on the dates set forth of each year thereafter to maturity as set forth in the Bond Notification.

Interest on each Bond shall be paid by check, draft or wire transfer of the bond registrar and paying agent as set forth in the Bond Notification (the same being the hereinafter-defined Purchaser, the hereinafter-defined Treasurer or a bank or trust company authorized to do business in the State of Illinois) (the “*Bond Registrar*”), payable upon presentation (unless otherwise set forth in the Bond Notification) in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal office or the principal corporate trust office, as applicable (the “*Principal Office*”) of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the President of the Board (the “*President*”) and the Secretary, and shall be countersigned by the manual or facsimile signature of the Treasurer of the Board (the “*Treasurer*”), as they shall determine, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. If the Secretary or the Treasurer is unable to perform the duties of his or her respective office, then their duties under this Ordinance shall be performed by the Assistant Secretary or the Assistant Treasurer of the Board, respectively.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District for the Bonds and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

*Section 4. Registration of Bonds; Persons Treated as Owners. (a) General.* The District shall cause books (the “*Bond Register*”) for the registration and for the transfer of the

Bonds as provided in this Ordinance to be kept at the Principal Office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District for the Bonds. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the Principal Office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond; *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month any interest payment date on such Bond and ending at the opening of business on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed,

nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds, except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. If so requested by the Purchaser, upon initial issuance, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto (“*Cede*”), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (“*DTC*”). In such event, all of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The President, the Secretary, the Executive Director of the District and the Bond Registrar are each authorized to execute and deliver, on behalf of the

District, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the “*Representation Letter*”), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the District and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a “*DTC Participant*”) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the District and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The District and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers

with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the District to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the fifteenth day of the month next preceding the applicable interest payment date, the name "Cede" in this Ordinance shall refer to such new nominee of DTC.

In the event that (i) the District determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the District, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the District determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the District shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the District may determine that the Bonds shall be registered in the name



of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the District, or such depository's agent or designee, and if the District does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this Ordinance to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

*Section 5. Redemption. (a) Optional Redemption.* All or a portion of the Bonds due on or after the date, if any, specified in the Bond Notification shall be subject to redemption prior to maturity at the option of the District from any available funds, as a whole or in part, and if in part in integral multiples of \$5,000 in the order of their maturity as set forth in the Bond Notification (less than all of the Bonds of a single maturity to be selected by the Bond Registrar in the manner set forth in the Bond Notification), on the date specified in the Bond Notification (but not later than May 1, 2033), and on any date thereafter, at the redemption price set forth in the Bond Notification plus accrued interest to the date fixed for redemption.

(b) *Mandatory Redemption.* The Bonds maturing on the date or dates, if any, indicated in a Bond Notification shall be subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the

redemption date for the Bonds, on November 1 of the years, if any, and in the principal amounts, if any, as indicated in such Bond Notification.

The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the District may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(c) *General.* The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof. The District shall, at least forty-five (45) days prior to any optional redemption date (unless a shorter time period shall be satisfactory to the Bond Registrar) notify the Bond Registrar of such redemption date and of the principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected (a) by lot by the Bond Registrar from the Bonds of such maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion, or (b) on a pro-rata basis, to be set forth in the Bond

Notification. The Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the District in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

*Section 6. Redemption Procedure.* Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the District by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,
- (4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,

(5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the Principal Office of the Bond Registrar, and

(6) such other information then required by custom, practice or industry standard.

Unless moneys sufficient to pay the redemption price of the Bonds to be redeemed at the option of the District shall have been received by the Bond Registrar prior to the giving of such notice of redemption, such notice may, at the option of the District, state that said redemption shall be conditional upon the receipt of such moneys by the Bond Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the District shall not redeem such Bonds, and the Bond Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys were not so received and that such Bonds will not be redeemed. Otherwise, prior to any redemption date, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, and notwithstanding the failure to receive such notice, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided

for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be canceled and destroyed by the Bond Registrar and shall not be reissued.

*Section 7. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraph [6] and those paragraphs thereafter, as may be appropriate, shall be inserted immediately after paragraph [1]:

(Form of Bond - Front Side)

REGISTERED  
No. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTY OF COOK

MT. PROSPECT PARK DISTRICT

GENERAL OBLIGATION REFUNDING PARK BOND  
(ALTERNATE REVENUE SOURCE), SERIES 202[\_\_\_]

See Reverse Side for  
Additional Provisions

Interest Maturity Dated  
Rate: \_\_\_\_\_% Date: November 1, 20\_\_\_ Date: \_\_\_\_\_, 202\_\_\_ [CUSIP: 622843  
\_\_\_\_\_]

Registered Owner:

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Mt. Prospect Park District, Cook County, Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on \_\_\_\_\_ [and \_\_\_\_\_] of each year, commencing \_\_\_\_\_ 1, 20\_\_\_, until said Principal Amount is paid.

Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal [corporate trust] office of \_\_\_\_\_, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of Bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of the Pledged Revenues and the Pledged Taxes to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Mt. Prospect Park District, Cook County, Illinois, by its Board of Park Commissioners, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the President and Secretary of said Board of Park Commissioners, and to be countersigned by the manual or duly authorized facsimile signature of the Treasurer thereof, and has caused the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

SPECIMEN

\_\_\_\_\_  
President, Board of Park Commissioners

(SEAL)

SPECIMEN

\_\_\_\_\_  
Secretary, Board of Park Commissioners

Countersigned:

SPECIMEN

\_\_\_\_\_  
Treasurer, Board of Park Commissioners

Date of Authentication: \_\_\_\_\_, 20\_\_

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:

\_\_\_\_\_  
\_\_\_\_\_

This Bond is one of the Bonds described in the Bond Ordinance and is one of the General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 202[\_\_\_],



of the Mt. Prospect Park District, Cook  
County, Illinois.

\_\_\_\_\_,  
as Bond Registrar

By                     SPECIMEN                      
Authorized Officer

(Form of Bond - Reverse Side)

**MT. PROSPECT PARK DISTRICT**

**COOK COUNTY, ILLINOIS**

**GENERAL OBLIGATION REFUNDING PARK BOND  
(ALTERNATE REVENUE SOURCE), SERIES 202[\_\_\_]**

[6] This Bond is one of a series of Bonds issued by the District pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Debt Reform Act*”), the Park District Code of the State of Illinois, as amended (the “*Park Code*”), and the Park District Refunding Bond Act of the State of Illinois, as amended, for the purpose of refunding certain outstanding bonds of the District, and is authorized by an ordinance adopted by the Board on the 15th day of June, 2022 (the “*Bond Ordinance*”), in all respects as provided by law.

[7] The Bonds are payable (a) together with the District’s outstanding [General Obligation Park Bonds (Alternate Revenue Source), Series 2014A,] General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2017B, General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019C, and General Obligation Park Bonds (Alternate Revenue Source), Series 2022A (together, the “*Parity Bonds*”), from proceeds received by the District from time to time from the issuance of its general obligation bonds or notes to the fullest extent permitted by law, including Section 6-4 of the Park Code and Section 15.01 of the Debt Reform Act, and such other funds of the District as may be lawfully available and annually appropriated for such payment (the “*Pledged Revenues*”) and (b) from ad valorem taxes levied upon all of the taxable property in the District without limitation as to rate or amount (the “*Pledged Taxes*”), all in accordance with the provisions of the Debt Reform Act and the

Park Code. The Bonds are being issued on a parity with the Parity Bonds to the extent the Bonds and the Parity Bonds are payable from the Pledged Revenues.

[8] The Pledged Revenues also secure the outstanding Parity Bonds. The District is authorized to issue from time to time additional bonds payable from the Pledged Revenues as permitted by law, and such additional bonds may shall ratably and equally in the Pledged Revenues with the Bonds and the Parity Bonds, *provided, however*, that no such additional bonds shall be issued except in accordance with the provisions of the Debt Reform Act.

[9] [Optional and Mandatory Redemption provisions, as applicable, will be inserted here.]

[10] [Notice of any such redemption shall be sent by first class mail not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the District maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.]

[11] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal [corporate trust] office of the Bond Registrar in \_\_\_\_\_, but only in the manner, subject to the limitations and upon payment of the charges provided in the Bond Ordinance, and upon surrender and cancellation of this Bond.

Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[12] The Bonds are issued in fully registered form in denominations of \$\_\_\_\_\_ each or authorized integral multiples thereof. This Bond may be exchanged at the principal [corporate trust] office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the Bond Ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding interest payment date on such Bond and ending at the opening of business on such interest payment date[, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds].

[13] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_  
attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 8. Sale of Bonds.* The President and the Executive Director of the District (the “Designated Representatives”) are hereby authorized to proceed not later than the 15th day of December, 2022, without any further authorization or direction from the Board, to sell the Bonds upon the terms as prescribed in this Ordinance. The Bonds hereby authorized shall be executed as in this Ordinance provided as soon after the delivery of the Bond Notification as may be, and thereupon be deposited with the Treasurer, and, after authentication thereof by the Bond Registrar, be by the Treasurer delivered to the purchaser thereof (the “Purchaser”), upon receipt of the purchase price therefor, the same being not less than 98% of the principal amount of the Bonds (exclusive of original issue discount, if any), plus accrued interest to date of delivery, if any.

The Purchaser of the Bonds shall be: (a) pursuant to a competitive sale conducted by Speer Financial, Inc., Chicago, Illinois (“Speer” or “Municipal Advisor”), the best bidder for such Bonds, (b) in a negotiated underwriting, a bank or financial institution listed in the Dealers & Underwriters or Municipal Derivatives sections of the most recent edition of *The Bond Buyer’s Municipal Marketplace*, or (c) in a private placement, (i) a bank or financial institution authorized to do business in the State of Illinois, (ii) a governmental unit as defined in the Debt Reform Act, (iii) a “qualified institutional buyer” as defined in Rule 144A promulgated under the Securities Act of 1933, as amended (the “1933 Act”), or (iv) an “accredited investor” as defined in Rule 501 of Regulation D as promulgated under the 1933 Act; *provided, however*, that a Purchaser as set forth in (b) or (c) shall be selected only upon the recommendation of Speer that the sale of the Bonds to such Purchaser is in the best interest of the District because of (i) the pricing of the Bonds by the Purchaser, (ii) then current market conditions or (iii) the timing of the sale of the Bonds; and further provided that Purchaser set forth in (c) may be selected through the utilization of a placement agent selected by the Designated Representatives after consultation with Speer if the use of such placement agent is determined by the Designated Representatives to be in the best interest of the District, all as set forth in the Bond Notification.

Prior to the sale of the Bonds, the Designated Representatives are each hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest

reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale of the Bonds, which shall include the pertinent details of sale as provided herein (the "*Bond Notification*"). In the Bond Notification, the Designated Representatives shall find and determine that (i) the Refunding Conditions have been met, (ii) the Bonds have been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed the maximum rate otherwise authorized by applicable law and (iii) the net present value debt service savings to the District as a result of the issuance of the Bonds and the refunding of the Refunded Bonds is not less than 3.00% of the principal amount of the Refunded Bonds. The Bond Notification shall be entered into the records of the District and made available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the President, Secretary and Treasurer, the Executive Director of the District and any other officers of the District, as shall be appropriate, shall each be and are each hereby authorized and directed to approve or execute, or both, such documents and related provisions of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the District and the Purchaser (the "*Purchase Contract*"), a forward delivery bond purchase agreement between the District and the

Purchaser (the “*Forward Delivery Bond Purchase Agreement*”), and a rate lock agreement (which may provide for a termination fee upon failure to issue the Bonds, to be paid by the District), continuing covenants agreement or similar document between the District and the Purchaser (a “*Bank Document*”). Any Bank Document may provide for default rates of interest and increased rates of interest upon the occurrence of an event of taxability, *provided, however*, that any such rates may not exceed the maximum rate of interest authorized in Section 3 hereof. Prior to the execution and delivery of the Purchase Contract, Forward Delivery Bond Purchase Agreement or Bank Document, the Designated Representatives shall find and determine that no person holding any office of the District, either by election or appointment, is in any manner interested, directly or indirectly, in his own name or in the name of any other person, association, trust or corporation, in the Purchase Contract, Forward Delivery Bond Purchase Agreement or Bank Document.

The President, Secretary, Treasurer and the Executive Director of the District and any other officers of the District as shall be appropriate are authorized to execute an agreement with a placement agent (a “*Placement Agent Agreement*”).

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the “*Official Statement*”) and by the District of any term sheet with respect to the Bonds is hereby ratified, approved and authorized; the execution and delivery of the Official Statement and any term sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, the Forward Delivery Bond



Purchase Agreement, the Bank Document, this Ordinance, said Preliminary Official Statement, the Official Statement, and any term sheet and the Bonds.

*Section 9. Alternate Revenue Source; Appropriation; Additional Obligations; Tax Levy.* For the purpose of providing funds required to pay the interest on the Bonds promptly when and as the same falls due, and to pay and discharge the principal thereof at maturity, the District covenants and agrees with the purchasers and the owners of the Bonds that (i) the District will issue its general obligation bonds or notes from time to time to the fullest extent permitted by law, including Section 15.01 of the Debt Reform Act and Section 6-4 of the Park Code, and appropriate such other lawfully available funds of the District annually, in such amounts and in a timely manner, so as to provide for the payment of the Parity Bonds and the Bonds and not less than an additional .25 times debt service and (ii) the District will deposit the Pledged Revenues into the Bond Fund, as hereinafter defined, and into the bond and interest funds established pursuant to the Parity Bond Ordinances (the "*Parity Bond Funds*"). Deposits of Pledged Revenues into the Bond Fund shall be on a parity with deposits of Pledged Revenues into the Parity Bond Funds.

The Pledged Revenues are hereby pledged to the payment of the Bonds and the Board covenants and agrees to provide for, appropriate, collect and apply the Pledged Revenues to the payment of the Parity Bonds and the Bonds and the provision of not less than an additional .25 times debt service.

The Bonds are being issued on a parity with the Parity Bonds to the extent the Bonds and the Parity Bonds are payable from the Pledged Revenues. The District is authorized to issue

from time to time additional bonds payable from the Pledged Revenues as permitted by law, and such additional bonds may share ratably and equally in the Pledged Revenues with the Bonds and the Parity Bonds; *provided, however*, that no such additional bonds shall be issued except in accordance with the provisions of the Debt Reform Act.

For the purpose of providing additional funds to pay the principal of and interest on the Bonds, there is hereby levied upon all of the taxable property within the District, in the years for which any of the Bonds are outstanding, a direct annual tax for each of the years while the Bonds or any of them are outstanding, in amounts sufficient for that purpose, and there be and there hereby is levied upon all of the taxable property in the District the following direct annual taxes (the “*Pledged Taxes*”):

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:	
2022	\$1,135,531.2 6	for interest and principal up to and including May 1, 2024
2023	\$1,135,531.2 6	for interest and principal
2024	\$1,135,531.2 6	for interest and principal
2025	\$1,135,531.2 6	for interest and principal
2026	\$1,135,531.2 6	for interest and principal
2027	\$1,135,531.2 6	for interest and principal
2028	\$1,135,531.2 6	for interest and principal
2029	\$1,135,531.2 6	for interest and principal
2030	\$1,135,531.2 6	for interest and principal

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:	
2031	\$1,135,531.2	for interest and principal
	6	
2032	\$1,135,531.2	for interest and principal
	6	
2033	\$1,135,531.2	for interest and principal
	6	

Interest or principal coming due at any time when there are insufficient funds on hand from the Pledged Taxes to pay the same shall be paid promptly when due from the general funds of the District in advance of the collection of the Pledged Taxes herein levied; and when the Pledged Taxes shall have been collected, reimbursement shall be made to said funds in the amount so advanced.

The District covenants and agrees with the purchasers and the owners of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to collect the Pledged Revenues or to levy and collect the Pledged Taxes, except as provided in Section 11 hereof. The District and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues will be available and that the Pledged Taxes will be levied, extended and collected as provided herein and deposited in the Bond Fund, except as provided in Section 11 hereof.

To the extent that the taxes levied above exceed the amount necessary to pay debt service on the Bonds as set forth in the Bond Notification, the President, Secretary and Treasurer are hereby authorized to direct the abatement of the Pledged Taxes to the extent of the excess of such

levy in each year over the amount necessary to pay debt service on the Bonds in the following bond year. Proper notice of such abatement shall be filed with the County Clerk in a timely manner to effect such abatement.

*Section 10. Filing of Ordinance and Certificate of Reduction of Taxes.* Forthwith upon the passage of this Ordinance, the Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk, and it shall be the duty of the County Clerk to, in and for each of the years required, ascertain the rate necessary to produce the Pledged Taxes levied in each of said years and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in said years for general park purposes; and in said years the Pledged Taxes shall be levied and collected by and for and on behalf of the District in like manner as taxes for general park purposes of the District for said years are levied and collected, and in addition to and in excess of all other taxes.

The President, Secretary and Treasurer be and the same are hereby directed to prepare and file with the County Clerk a Certificate of Reduction of Taxes Heretofore Levied for the Payment of Bonds showing the Prior Bonds being refunded and directing the abatement of the taxes heretofore levied to pay the Refunded Bonds.

*Section 11. Abatement of Pledged Taxes.* Whenever lawfully available funds to the credit of the General Fund of the District have been restricted to pay debt service on the Bonds or whenever Pledged Revenues or other lawfully available funds have been deposited into the Bond Fund and are available to pay debt service on the Bonds, the Board or the officers of the District acting with proper authority, shall direct the abatement of the Pledged Taxes levied to pay such

debt service on the Bonds by the amount so restricted and/or so deposited, and proper notification of such abatement shall be filed with the County Clerk in a timely manner to effect such abatement.—To the extent funds so restricted are not needed for payment of such debt service, following the payment of such debt service, such funds will no longer be considered restricted and may be used for any lawful purpose.

*Section 12. Bond Fund.* There is hereby established a special fund of the District known as the “Alternate Bond and Interest Fund of 202[\_\_\_]” (the “*Bond Fund*”). The Pledged Revenues and the Pledged Taxes shall be set aside as collected and be deposited into the Bond Fund, which is a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the District by this Ordinance. The Bonds are secured by a pledge of all of the moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the District are discharged under this Ordinance.

There are hereby created two accounts in the Bond Fund, designated as the Pledged Revenues Account and as the Pledged Taxes Account. All Pledged Revenues to be applied to the payment of the Bonds shall be deposited to the credit of the Pledged Revenues Account. All Pledged Taxes shall be deposited to the credit of the Pledged Taxes Account. Pledged Taxes on deposit to the credit of the Pledged Taxes Account shall be fully spent to pay the principal of and interest on the Bonds prior to use of any moneys on deposit in the Pledged Revenues Account.

*Section 13. General Covenants.* The District covenants and agrees with the holders of the Bonds hereby authorized that so long as the Bonds or any of them remain outstanding and unpaid, either as to principal or interest:

A. The District hereby pledges the Pledged Revenues to the payment of the Bonds, and the Board covenants and agrees to provide for, collect and apply the Pledged Revenues to the payment of the Bonds and the provision of not less than an additional 0.25 times debt service on the Bonds and the Parity Bonds, all in accordance with Section 15 of the Debt Reform Act.

B. The District will punctually pay or cause to be paid from the sources herein provided and from the Bond Fund the principal or redemption price of and interest on the Bonds in strict conformity with the terms of the Bonds and this Ordinance, and it will faithfully observe and perform all of the conditions, covenants and requirements thereof and hereof.

C. The District will pay and discharge, or cause to be paid and discharged, from the Bond Fund any and all lawful claims which, if unpaid, might become a lien or charge upon the Pledged Revenues or Pledged Taxes, or any part thereof, or upon any funds in the hands of the Bond Registrar, or which might impair the security of the Bonds. Nothing herein contained shall require the District to make any such payment so long as the District in good faith shall contest the validity of said claims.

D. The District will keep, or cause to be kept, proper books of record and accounts, separate from all other records and accounts of the District, in which complete and correct entries shall be made of all transactions relating to the Pledged Revenues, the Pledged Taxes, the Bond Fund and the associated subaccounts.

E. The District will preserve and protect the security of the Bonds and the rights of the registered owners of the Bonds, and will warrant and defend their rights against all claims and demands of all persons. From and after the sale and delivery of any of the Bonds by the District, the Bonds shall be incontestable by the District.

F. The District will adopt, make, execute and deliver any and all such further ordinances, instruments and assurances as may be reasonably necessary or proper to carry out the intention of, or to facilitate the performance of, this Ordinance, and for the better

assuring and confirming unto the registered owners of the Bonds of the rights and benefits provided in this Ordinance.

G. As long as any Bonds are outstanding, the District will continue to deposit the Pledged Revenues and, if necessary, the Pledged Taxes into the respective subaccounts of the Bond Fund. The District covenants and agrees with the purchasers of the Bonds and with the registered owners thereof that so long as any Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to collect the Pledged Revenues. The District and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues and Pledged Taxes may be collected as provided herein and deposited into the associated subaccounts of the Bond Fund except as set forth in Section 11 herein.

H. Once issued, the Bonds shall be and forever remain until paid a general obligation of the District, the payment of which its full faith and credit are pledged, and shall be payable, in addition to the Pledged Revenues, from the levy of the Pledged Taxes as provided in the Debt Reform Act.

*Section 14. Use of Bond Proceeds.* Any accrued interest received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds, together with any premium received from the sale of the Bonds and such additional amounts as may be necessary from the general funds of the District, are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying the cost of the Refunding, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited (i) with Amalgamated Bank of Chicago, Chicago, Illinois, as the paying agent for the Prior Bonds (the “*Prior Paying Agent*”), or (ii) in escrow pursuant to an Escrow Letter Agreement entered into between the District and an escrow agent to be named in the Notification of Sale (the same being a bank or trust company authorized to do business in the State of Illinois) (the “*Escrow Agent*”),

substantially in the form attached hereto as *Exhibit A* (the “*Escrow Agreement*”), and made a part hereof by this reference, or with such changes therein as shall be approved by the officers of the District executing the Escrow Agreement, such execution to constitute evidence of the approval of such changes, for the purpose of paying principal of and interest on the Refunded Bonds as set forth in the Escrow Agreement. The Board approves the form, terms and provisions of the Escrow Agreement and directs the President and Secretary to execute, attest, seal and deliver the Escrow Agreement in the name and on behalf of the District. Amounts in the escrow may be used to purchase direct obligations of or obligations guaranteed by the full faith and credit of the United States of America (the “*Government Securities*”) to provide for the payment of the principal of and interest on the Refunded Bonds when due and upon redemption thereof. The Escrow Agent, any bidding agent used to conduct the bidding for the Government Securities, Speer and the Purchaser are each hereby authorized to act as agent for the District in the purchase of the Government Securities.

At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be distributed by the Bond Registrar, the Purchaser or Speer on behalf of the District from the proceeds of the Bonds.

*Section 15. Call of Callable Refunded Bonds.* In accordance with the redemption provisions of the ordinance authorizing the issuance of the Prior Bonds (the “*Prior Bond Ordinance*”), the District by the Board hereby makes provision for the payment of and does hereby call (subject only to the delivery of the Bonds), the Callable Refunded Bonds on the date set forth in the Bond Notification, said date being not later than 90 days after the date of issuance



of the Bonds. The Prior Paying Agent is hereby authorized and directed to give timely notice of the call for redemption of the Callable Refunded Bonds. The form and time of the giving of such notice shall be as specified in the Prior Bond Ordinance.

*Section 16. Non-Arbitrage and Tax-Exemption.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended (the “Code”), or would otherwise cause the interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The District acknowledges that, in the event of an examination by the Internal Revenue Service (the “IRS”) of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the District may be treated as a “taxpayer” in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The District also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the President, Secretary and Treasurer, to make such further covenants

and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the District and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

*Section 17. Designation of Issue.* The District may designate or deem designate all or a portion of the Bonds, if any, as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Code, as stated in the Bond Notification.

*Section 18. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 19. Duties of Bond Registrar.* If requested by the Bond Registrar, the President and Secretary are authorized to execute the Bond Registrar’s standard form of agreement

between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Bonds as provided for herein;
- (d) to cancel and/or destroy Bonds which have been paid at maturity or upon redemption prior to maturity or submitted for exchange or transfer;
- (e) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (f) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

*Section 20. Continuing Disclosure Undertaking.* If requested by the Purchaser, the President is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the “*Continuing Disclosure Undertaking*”). When the Continuing Disclosure Undertaking is executed and delivered on behalf of the District as herein provided, the Continuing Disclosure Undertaking will be binding on the District and the officers, employees and agents of the District, and the officers, employees and agents of the District are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking as executed.

Notwithstanding any other provision of this Ordinance, the sole remedy for failure to comply with the Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the District to comply with its obligations under the Continuing Disclosure Undertaking.

*Section 21. Municipal Bond Insurance.* In the event the payment of principal and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the “*Municipal Bond Insurance Policy*”) issued by a bond insurer (the “*Bond Insurer*”), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the District and the Bond Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the President on advice of counsel, his or her approval to constitute full and complete acceptance by the District of such terms and provisions under authority of this Section.

*Section 22. Record-Keeping Policy and Post-Issuance Compliance Matters.* On October 16, 2013, the Board adopted a record-keeping policy (the “*Policy*”) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the Bonds and other debt obligations of the District, the interest on which is excludable from “gross income” for federal income tax purposes or which enable the District or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the District hereby reaffirm the Policy as amended.

*Section 23. Provisions a Contract.* The provisions of this Ordinance shall constitute a contract between the District and the owners of the outstanding Bonds. All covenants relating to the Bonds and the conditions and obligations imposed by Section 15 of the Debt Reform Act are enforceable by any holder of the Bonds affected, any taxpayer of the District and the People of the State of Illinois acting through the Attorney General or any designee.

*Section 24. Treatment of Bonds as Debt.* The Bonds shall be payable from the Pledged Revenues and Pledged Taxes and do not and shall not constitute an indebtedness of the District within the meaning of any constitutional or statutory limitation, unless the Pledged Taxes shall be extended pursuant to the general obligation, full faith and credit promise supporting the Bonds, as set forth in Section 9 hereof, in which case the amount of the Bonds then outstanding shall be included in the computation of indebtedness of the District for purposes of all statutory provisions or limitations until such time as an audit of the District shall show that the Bonds have been paid from the Pledged Revenues for a complete fiscal year, in accordance with the Debt Reform Act.

*Section 25. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 26. Repeal.* All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted June 15, 2022.

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President, Board of Park Commissioners

Attest:

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Secretary, Board of Park Commissioners

**EXHIBIT A**

**FORM OF ESCROW AGREEMENT**

\_\_\_\_\_, 202\_\_

\_\_\_\_\_  
\_\_\_\_\_

Re: Mt. Prospect Park District, Cook County, Illinois  
\$\_\_\_\_\_ General Obligation Refunding Park Bonds  
(Alternate Revenue Source), Series 202[\_\_\_\_]

Ladies and Gentlemen:

The Mt. Prospect Park District, Cook County, Illinois (the “*District*”), by an ordinance adopted by the Board of Park Commissioners of the District on the 15th day of June, 2022, as supplemented by a notification of sale (together, the “*Bond Ordinance*”), has authorized the issue and delivery of \$\_\_\_\_\_ General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 202[\_\_\_\_], dated \_\_\_\_\_, 202\_\_ (the “*Bonds*”). The District has authorized by the Bond Ordinance that proceeds of the Bonds be used to pay and redeem on \_\_\_\_\_, 202\_\_, \$\_\_\_\_\_ of the District’s outstanding and unpaid General Obligation Park Bonds (Alternate Revenue Source), Series 2014A, dated July 1, 2014, payable on November 1 of the years, in the amounts and bearing interest at the rates per annum as follows:

YEAR	PRINCIPAL AMOUNT	INTEREST RATE
2023 <sup>1*</sup>	\$115,000	3.250%
2024	500,000	3.250%
2025	505,000	3.250%
2026	905,000	3.500%

<sup>1\*</sup> Mandatory sinking fund payment.

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2027	905,000	3.625%
2028	890,000	3.750%
2029	890,000	3.750%
2030	535,000	3.750%
2031	545,000	3.750%
2032	560,000	4.000%
2033	580,000	4.000%
2034	330,000	4.000%

(the “*Refunded Bonds*”).

The District hereby deposits with you \$\_\_\_\_\_ from the proceeds of the Bonds and \$\_\_\_\_\_ from funds of the District on hand and lawfully available (collectively, the “*Deposit*”) and you are hereby instructed as follows with respect thereto:

1. [Upon deposit, you are directed to hold the Deposit in an irrevocable trust fund account (the “*Trust Account*”) for the District to the benefit of the holders of the Refunded Bonds.] [Upon deposit, you are directed to purchase non-callable direct obligations of or non-callable obligations guaranteed by the full faith and credit of the United States of America as to principal and interest (the “*Government Securities*”) in the amount of \$\_\_\_\_\_ and maturing as described on *Exhibit A* hereto to pay the Refunded Bonds. You are further instructed to fund a beginning cash escrow deposit on demand in the amount of \$\_\_\_\_\_ to pay the Refunded Bonds. The beginning deposit and the Government Securities are to be held in an irrevocable trust fund account (the “*Trust Account*”) for the District to the benefit of the holders of the Refunded Bonds.]

[Attached hereto as *Exhibit B* is the report (the “*Verification Report*”) of \_\_\_\_\_, Certified Public Accountants, \_\_\_\_\_, \_\_\_\_\_ (the “*Verifier*”), demonstrating that the principal of and income and profit to be received from the Government Securities, when paid at maturity, and the cash held in accordance with this Agreement, will be sufficient, at all times pending the final payment of the Refunded Bonds, to pay all interest on and principal of the Refunded Bonds [when due and] upon redemption prior to maturity as evidenced by the Verification Report.



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2. [You shall hold the Deposit in the Trust Account in cash for the sole and exclusive benefit of the holders of the Refunded Bonds until the Refunded Bonds are redeemed [and paid at maturity] on \_\_\_\_\_, 202\_\_.] [You shall hold the Government Securities and any interest income or profit derived therefrom and any uninvested cash in the Trust Account for the sole and exclusive benefit of the holders of the Refunded Bonds until the Refunded Bonds are redeemed [and paid at maturity] on \_\_\_\_\_, 202\_\_.]

3. You shall promptly collect the principal, interest or profit from the proceeds deposited in the Trust Account and promptly apply the same as necessary to the payment of the Refunded Bonds as herein provided.

4. The District has called the Refunded Bonds for redemption and payment prior to maturity on \_\_\_\_\_, 202\_\_. You are hereby directed in your role as paying agent for the Refunded Bonds to provide for and give timely notice of the call for redemption of the Refunded Bonds. The form and time of the giving of such notice regarding the Refunded Bonds shall be as specified in the ordinances authorizing the issuance of the Refunded Bonds. The District agrees to reimburse you for any actual out-of-pocket expenses incurred in the giving of such notice, but the failure of the District to make such payment shall not in any respect whatsoever relieve you from carrying out any of the duties, terms or provisions of this Agreement.

5. In addition, you are hereby directed, in your role as paying agent for the Refunded Bonds, to give notice of the call of the Refunded Bonds on or before the date(s) the notice of such redemption is given to the holders of the Refunded Bonds, to the Municipal Securities Rulemaking Board (the “MSRB”) through its Electronic Municipal Market Access system for municipal securities disclosure or through any other electronic format or system prescribed by the MSRB for purposes of Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended. Information with respect to procedures for submitting notice can be found at <https://msrb.org>.

6. As the paying agent for the Refunded Bonds, you shall remit the sum of \$\_\_\_\_\_ on \_\_\_\_\_, 202\_\_, such sum being sufficient to pay the principal of and interest on the Refunded Bonds on such date, and such remittance shall fully

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release and discharge you from any further duty or obligation thereto under this Agreement.

7. You shall make no payment of fees, due or to become due, of the bond registrar and paying agent on the Bonds or the Refunded Bonds. The District shall pay the same as they become due.

8. If at any time it shall appear to you that the funds on deposit in the Trust Account will not be sufficient to pay the principal of and interest on the Refunded Bonds, you shall notify the District not less than five (5) days prior to the applicable payment date and the District shall make up the anticipated deficit from any funds legally available for such purpose so that no default in the making of any such payment will occur.

9. Upon final disbursement of funds sufficient to pay the Refunded Bonds as hereinabove provided for, you shall transfer any balance remaining in the Trust Account to the District and thereupon this Agreement shall terminate.

Very truly yours,

\_\_\_\_\_

MT. PROSPECT PARK DISTRICT,  
COOK COUNTY, ILLINOIS

By \_\_\_\_\_ SPECIMEN \_\_\_\_\_  
President, Board of Park Commissioners

Attest:

\_\_\_\_\_ SPECIMEN \_\_\_\_\_  
Secretary, Board of Park Commissioners

[SEAL]

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2022\_\_.

\_\_\_\_\_,  
\_\_\_\_\_

By \_\_\_\_\_ SPECIMEN \_\_\_\_\_  
Its

**[EXHIBIT A [TO THE ESCROW AGREEMENT]**

**[GOVERNMENT SECURITIES]**

**[EXHIBIT B [TO THE ESCROW AGREEMENT]**

**[VERIFICATION REPORT]**

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_  
seconded the motion that said ordinance as presented and read by title be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote  
upon the motion to adopt said ordinance.

Upon the roll being called, the following Park Commissioners voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and the following Park Commissioners voted NAY: \_\_\_\_\_  
\_\_\_\_\_.

Whereupon the President declared the motion carried and said ordinance adopted,  
approved and signed the same in open meeting and directed the Secretary to record the same in  
full in the records of the Board of Park Commissioners of the Mt. Prospect Park District, Cook  
County, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said  
meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_

Secretary, Board of Park Commissioners

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF COOK        )

**CERTIFICATION OF MINUTES AND ORDINANCE**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 15th day of June, 2022, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

AN ORDINANCE providing for the issue of not to exceed \$8,500,000 General Obligation Refunding Park Bonds (Alternate Revenue Source) of the Mt. Prospect Park District, Cook County, Illinois, for the purpose of refunding of certain outstanding alternate bonds of said Park District, providing for the pledge of certain revenues to the payment of the principal and interest on said bonds, providing for the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment and authorizing the sale of said bonds to the purchaser thereof.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were taken openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict accordance with the provisions of the Park District Code of the State of Illinois, as amended, the Open Meetings Act of the State of Illinois, as amended, and the Local Government Debt Reform Act of the State of Illinois, as

amended, and that the Board has complied with all of the applicable provisions of said Code and said Acts and with all of the procedural rules of the Board in the adoption of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Park District, this 15th day of June, 2022.

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Secretary, Board of Park Commissioners

(SEAL)



STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF COOK        )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois (the “*County*”), and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_, there was filed in my office a duly certified copy of Ordinance No. \_\_\_\_\_ entitled:

AN ORDINANCE providing for the issue of not to exceed \$8,500,000 General Obligation Refunding Park Bonds (Alternate Revenue Source) of the Mt. Prospect Park District, Cook County, Illinois, for the purpose of refunding of certain outstanding alternate bonds of said Park District, providing for the pledge of certain revenues to the payment of the principal and interest on said bonds, providing for the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois, on the 15th day of June, 2022, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the County, this \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

County Clerk of Cook County, Illinois

(SEAL)

MINUTES of a regular public meeting of the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois, held in the Central Community Center, 1000 W. Central Road, Mount Prospect, Illinois, in said Park District at 6:30 o'clock P.M., on the 15th day of June, 2022.

\* \* \*

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, Steve Kurka, the President, and the following Park Commissioners were physically present at said location:

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference:

No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever:

The President announced that the next item for consideration was the issuance of not to exceed \$8,500,000 general obligation alternate bonds to be issued by the District to refund

certain outstanding bonds of the District and that the Board of Park Commissioners would consider the adoption of an ordinance providing for the issue of said bonds, the pledge of certain revenues to the payment of the principal and interest on said bonds and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds if the pledged revenues are insufficient to make such payment. The President then explained that the ordinance sets forth the parameters for the issuance of said bonds and the sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

Whereupon Park Commissioner \_\_\_\_\_ presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each Park Commissioner prior to said meeting and to everyone in attendance at said meeting who requested a copy:



## Financial Advisors Report

### AUDIT

The audit report is completed, but the “audit season” isn’t over in accounting. We proceed to prepare and file the annual post-audit filings with the County and GFOA.

### BUDGET

The County has provided the figure of \$160,295 representing the additional amount the District will receive this year from the new PA 102-0519. The Board’s authority to expend these additional revenues must be provided by a Supplemental Budget, which attorney Tom Hoffman will provide and explain.

### INVESTMENT

The market conditions which necessitated the acceleration of the sale of long term bonds by one year have created the need for a longer duration investment of these District funds. I am pursuing the purchase of a one year Treasury note or bill as yields are significantly higher than bank CD’s. A related custodial arrangement for the investment is being sought with our bank and the help of John Eilering.

### May GOLF REPORT

The Golf Course made revenue budget for May. Expenditures for the month were \$15,326 under budget. As a result the Course net is already \$22,717 to start the summer season.

### May POOLS REPORT

Recplex pool revenues through May are \$139,145, down 7,191 from 2021. Meadows and Big Surf pool pass sales total \$89,502, split equally between these two pools.

### May RECPLEX FACILITY REPORT

Recplex facility revenues through May 31<sup>st</sup> were \$140,942. Up 34% from 2021, and down 34% from 2019. Illinois removed mask and vaccine requirements March 1.

### May REC PROGRAMS

Recreation program revenues were \$1,097,506 YTD, keeping YTD revenue steady at 80% of 2019 YTD. Revenues are ahead of this years budget at 55% of \$1,990,273.

### May CHILD CARE PROGRAMS

May YTD revenue is \$550,425 which is 81% of 2019 YTD revenue and 65% of the 2022 annual budget.



**MOUNT PROSPECT PARK DISTRICT  
YTD SUMMARY - ALL FUNDS  
For Five Months Ended 5/31/2022**

ACCOUNT NAMES	2019 Actual	2021 Actual	2022 Actual	2022 Budget	% Change from 21	% Change from 19
BALANCE, Beginning - January 1	5,418,454	8,867,610	11,729,070	Operating +Capital		
<b>REVENUES:</b>						
PROPERTY TAXES	5,445,922	5,681,361	5,873,838	11,196,534	3%	8%
REPLACEMENT TAXES	101,974	145,286	331,697	276,592	128%	225%
RENTAL	210,719	249,827	258,786	755,024	4%	23%
PASSES /USER FEES	501,731	341,221	461,476	604,480	35%	-8%
DAILY /USER FEES	261,879	424,772	324,281	1,393,382	-24%	24%
PROGRAM FEES	1,739,661	1,151,758	1,451,993	2,598,124	26%	-17%
CONCESSION SALES	35,923	15,090	26,948	65,212	79%	-25%
CORP SPONSORS & GRANTS	16,610	0	9,335	10,500	n/a	-44%
OTHER	31,487	79,028	42,832	82,798	-46%	36%
INTEREST	7,823	9,718	761	2,289	-92%	-90%
INT PROJ CHARGES	252,196	331,294	295,517	310,000	-11%	17%
BOND PROCEEDS - New Capital	0	0	8,427,385	n/a	n/a	
BOND PROCEEDS - REFI Rate	0	0	0	0	-100%	n/a
BOND PROCEEDS - REFI Annual	0	0	0	1,342,213	-100%	-100%
TOTAL REVENUE	8,605,925	8,429,355	17,504,849	18,637,148	108%	103%
<b>EXPENDITURES:</b>						
FULL TIME SALARIES	1,496,722	1,369,876	1,546,991	3,959,486	13%	3%
PART TIME SALARIES	877,839	482,852	616,392	2,338,951	28%	-30%
EMPLOYEE BENEFITS	716,211	716,963	722,372	1,740,400	1%	1%
CONTRACTUAL SERVICES	415,474	284,565	297,788	1,082,131	5%	-28%
COMMODITIES	379,664	255,480	321,534	1,145,096	26%	-15%
CONCESSIONS	35,757	23,785	25,121	12,625	6%	-30%
UTILITIES	264,753	261,307	247,926	915,417	-5%	-6%
INSURANCE	259,028	174,271	216,775	612,000	24%	n/a
NW SPECIAL REC	348,820	360,825	360,825	458,100	0%	3%
RETIREMENT	383,588	362,501	427,449	1,226,160	18%	11%
SALES TAX	1,827	736	1,066	13,752	45%	-42%
<b>DEBT SERVICE:</b>						
BONDS - Short Term	24,991	0	0	3,285,966	0%	n/a
BONDS - LONG TERM	218,578	169,710	160,590	1,497,323	-5%	-27%
BONDS - CALLED	0	0	0	0	-5%	0%
<b>CAPITAL PROJECTS:</b>						
FROM BOND FUNDS - New Capital	0	0	93,045	0	n/a	0%
FROM BOND FUNDS - Carryover	624,928	672,262	568,923	2,578,848	-15%	-9%
ACCESSIBILITY - ADA	4,517	146	0	1,272,000	-100%	-100%
GOV DEALS	-	0	0	60,000	0%	#DIV/0!
CONSERVATORY	0	21,046	0	0	-100%	0%
PAV & LIGHT FUND	7,136	7,325	24,480	197,850	n/a	243%
TOTAL EXPENDITURE	6,059,833	5,163,650	5,631,277	22,396,105	9%	-7%
REVENUE OVER(UNDER)	2,546,092	3,265,705	11,873,572	(3,758,957)		
BALANCE, Ending	7,964,546	12,133,315	23,602,642			



MOUNT PROSPECT PARK DISTRICT  
**SUMMARY - ALL FUNDS**  
 For Five Months Ended 5/31/22

42% 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 70 2020 PROJ	Fund 71 2021 PROJ	Fund 72 2022 PROJ	Fund 97 2022 PROJ (B)
BEGINNING BALANCE	11,729,070	1,796,240	3,711,063	237,848	277,611	1,568,968	97,330	685,172	199,759	432,567	61,955	46,363	1,358,234	1,255,960	-	-
REVENUES:																
PROPERTY TAXES	5,873,838	1,295,892	856,717	418,152	241,602	402,256	369,607	426,268	50,282	1,813,061						
REPLACEMENT TAXES	331,697	99,066	232,631													
RENTAL	258,786	24,599	194,251					39,936								
PASSES /USER FEES	461,476		461,476													
DAILY /USER FEES	324,281		324,281													
PROGRAM FEES	1,451,993		1,424,054					27,939								
CONCESSION SALES	26,948		21,221					5,727								
GRANTS & SPONSORS	9,335		9,335													
V/MC & OTHER	42,832	57,710	(30,800)									15,923				
INTEREST	761	375														
INT PROJ CHARGES	295,517										295,517		386			
BOND PROCEEDS - REFI	-															
BOND PROCEEDS	8,427,385														2,000,000	6,427,385
<b>TOTAL REVENUE</b>	<b>17,504,848</b>	<b>1,477,642</b>	<b>3,493,165</b>	<b>418,152</b>	<b>241,602</b>	<b>402,256</b>	<b>369,607</b>	<b>499,870</b>	<b>50,282</b>	<b>1,813,061</b>	<b>295,517</b>	<b>15,923</b>	<b>386</b>	<b>-</b>	<b>2,000,000</b>	<b>6,427,385</b>
% of Budget	92%	55%	50%	53%	49%	51%	52%	55%	51%	38%	95%	64%	n/a	n/a	n/a	n/a
EXPENDITURES:																
FULL TIME SALARIES	1,546,991	523,973	724,366	63,059				182,164			53,429					
PART TIME SALARIES	616,392	9,508	564,088					30,362			12,434					
FRINGE BENEFITS	722,372	250,572	370,614	20,538				55,745			24,904					
CONTRACTUAL SERVICES	297,788	89,706	172,188	18,810				16,210		-	874					
COMMODITIES	321,534	51,494	233,474					29,367			7,199					
CONCESSIONS	25,121		24,084					1,037								
UTILITIES	247,926	59,586	166,886					21,454								
INSURANCE	216,775			216,775												
N W SPECIAL REC	360,825					360,825										
RETIREMENT	427,449				162,008		265,441									
ROLLOVER BONDS	-									-						
LONG TERM BONDS (Alt Rev)	160,590									160,590						
LONG TERM REFI	-															
SALES TAX/OTHER	94,111		810					256								93,045
CAPITAL PROJECTS:																
LAND	-															
EQUIP & VEHICLES	38,086												23,023	15,063	-	-
ADA IMPROV	-															
BUILDINGS	134,000												104,410	29,590	-	-
POOLS	16,687												3,948	12,740	-	-
PARK IMPROV	404,630							-	24,480				117,126	258,433	4,592	
<b>TOTAL EXPENDITURE</b>	<b>5,631,277</b>	<b>984,839</b>	<b>2,256,508</b>	<b>319,182</b>	<b>162,008</b>	<b>360,825</b>	<b>265,441</b>	<b>336,596</b>	<b>24,480</b>	<b>160,590</b>	<b>98,840</b>	<b>-</b>	<b>248,506</b>	<b>315,826</b>	<b>4,592</b>	<b>93,045</b>
% of Budget	25%	36%	32%	37%	32%	21%	37%	37%	12%	3%	32%	0%	19%	25% n/a	n/a	
REVENUE OVER(UNDER)	11,873,571	492,804	1,236,657	98,970	79,594	41,431	104,166	163,274	25,802	1,652,471	196,677	15,923	(248,120)	(315,826)	1,995,408	6,334,340
ENDING FUND BALANCE	23,602,641	2,289,044	4,947,720	336,818	357,205	1,610,398	201,496	848,446	225,561	2,085,038	258,632	62,286	1,110,114	940,134	1,995,408	6,334,340

MOUNT PROSPECT PARK DISTRICT  
**RECREATION FUND by Department**  
For Five Months Ended 5/31/22

ACCOUNT NAMES	TOTALS	ADMIN.	POOLS			GOLF COURSE	CONCESS-IONS	LIONS CENTER	RECPLEX CENTER	42% of Calendar Year		
			BIG SURF	MEADOWS	RECPLEX					REC PROGRAM	CENTRAL PROGRAM	CENTRAL ROAD BLD
BEGINNING FUND BALANCE	3,711,063		-	-	-	-	-	-	-	-	-	-
REVENUES												
TAXES	1,089,348	1,089,348										
RENTAL	194,251			1,080	25	67,769	16,000	180	20,663			88,535
PASSES /USER FEES	461,476		48,883	48,883	32,891	208,640			91,573			30,606
DAILY /USER FEES	324,281			5,688	2,066	286,555			17,648			12,324
PROGRAM FEES	1,425,341			31,557	104,164	54,300		1,083	11,766	1,097,506	93,891	31,075
CONCESSION SALES	3,216			-			-		1,873			1,343
MERCHANDISE SALES	18,005					16,449			273			1,283
UTILITY RECOVERY	-											
CORP SPONSORS	9,335	9,335										
OTHER	(32,087)	2,533				(29,468)	-	(135)	(2,863)			(2,153)
TOTAL REVENUE	3,493,165	1,101,216	48,883	87,208	139,145	604,244	16,000	1,128	140,932	1,097,506	93,891	163,013
% of Budget	50%	60%	57%	63%	39%	31%	30%	19%	59%	55%	95%	63%
EXPENDITURES												
FULL TIME SALARIES	724,366	194,152	33,949	10,713	48,821	251,908	3,135	15,648	98,810			67,231
PART TIME SALARIES	564,088	5,316	681	3,265	82,136	64,645	3,407	2,771	97,382	221,971	8,602	73,911
FRINGE BENEFITS	370,614	123,714	16,194	131	13,275	123,004	1,090		64,481			28,725
CONTRACTUAL SERVICES	172,188	34,848	-	3,265	885	34,516	-	3,522	11,625	47,249	15,840	20,437
COMMODITIES	233,289	10,692	7,990	6,937	14,231	59,943	83	4,295	17,103	104,220		7,795
CONCESSIONS	3,100				-		3,100					
MERCHANDISE	20,984					19,915			286			783
UTILITIES	166,886	2,265	1,793	9,956	17,475	27,092	2,677	8,096	72,043	-		25,489
SALES TAX/OTHER	996			-		504	2		135		186	169
TOTAL EXPENDITURES	2,256,508	370,988	60,607	34,266	176,822	581,527	13,493	34,332	361,865	373,441	24,628	224,539
% of Budget	32%	34%	28%	11%	35%	33%	28%	34%	33%	29%	37%	40%
REVENUE OVER(UNDER) EXP	1,236,657	730,228	(11,724)	52,942	(37,676)	22,717	2,507	(33,204)	(220,934)	724,065	69,263	(61,526)
ENDING FUND BALANCE	4,947,720	730,228	(11,724)	52,942	(37,676)	22,717	2,507	(33,204)	(220,934)	724,065	69,263	(61,526)
<b>\$ CHANGE FROM 2021 + (-)</b>												
REVENUE	470,762	157,573	48,883	29,242	(7,191)	(169,380)	16,000	(3,504)	36,234	255,973	46,358	60,574
EXPENDITURES	348,350	63,589	57,628	4,857	25,396	5,659	(2,664)	19,875	(18,446)	138,155	24,529	29,771
NET	122,413	93,985	(8,745)	24,385	(32,587)	(175,038)	18,664	(23,379)	54,680	117,817	21,829	30,803
<b>% CHANGE FROM 2021</b>												
REVENUE	16	17	n/a	50	(5)	(22)	n/a	(76)	35	30	98	59
EXPENDITURES	18	21	1,935	17	17	1	(16)	137	(5)	59	n/a	15



**MT PROSPECT PARK DISTRICT  
DEPARTMENTAL EXPENDITURE ANALYSIS  
FOR THE 5 MONTHS ENDED 5-31-22**

42% OF CALENDAR YEAR

FUND / Department	'22 Y.T.D. Actual	2022 Budget	Y.T.D. as % of '22 Budget	'21 Y.T.D. Actual	Y.T.D. % of '21 Y.T.D.	Projected 2022	Proj % of '22 Bud	% Inc '22 Bud Over '21 Bud
<b>GENERAL FUND</b>								
Administration	345,510	969,098	36%	365,120	95%	820,828	85%	2%
Maintenance	415,080	1,109,794	37%	335,236	124%	1,000,511	90%	17%
Motor Pool	91,356	241,147	38%	73,126	125%	227,855	94%	7%
Buildings	122,526	338,182	36%	89,775	136%	291,242	86%	44%
Studio at Melas	10,366	44,423	23%	11,305	92%	30,792	69%	37%
Total	984,839	2,702,644	36%	874,560	113%	2,370,340	88%	13%
-								
<b>RECREATION FUND</b>								
Administration	370,988	1,081,730	34%	307,399	121%	925,769	86%	43%
Big Surf	60,607	217,486	28%	2,979	2034%	308,886	142%	2552%
Meadows Pool	34,266	314,136	11%	29,409	117%	271,564	86%	31%
Recplex Pool	176,822	508,519	35%	151,426	117%	436,376	86%	7%
Golf Course	581,527	1,741,320	33%	575,868	101%	1,560,833	90%	2%
Concessions	13,493	48,334	28%	16,157	84%	38,149	79%	35%
Lions Center	34,332	100,020	34%	14,457	237%	95,497	95%	78%
Recplex Center	361,865	1,101,669	33%	380,311	95%	948,174	86%	3%
Rec Programs	373,441	1,270,767	29%	235,286	159%	1,363,356	107%	52%
Central Programs	24,628	67,382	37%	99	n/a	118,141	175%	71%
Central Road	224,539	562,852	40%	194,768	115%	545,854	97%	15%
Total	2,256,508	7,014,215	32%	1,908,159	118%	6,415,999	91%	23%





**MT. PROSPECT  
GOLF CLUB**

Mount Prospect Park District

2022 Budget vs. Actual

For the Five Months Ended May 31, 2022

**Last Year Comparison**

41.7% of Calendar Year

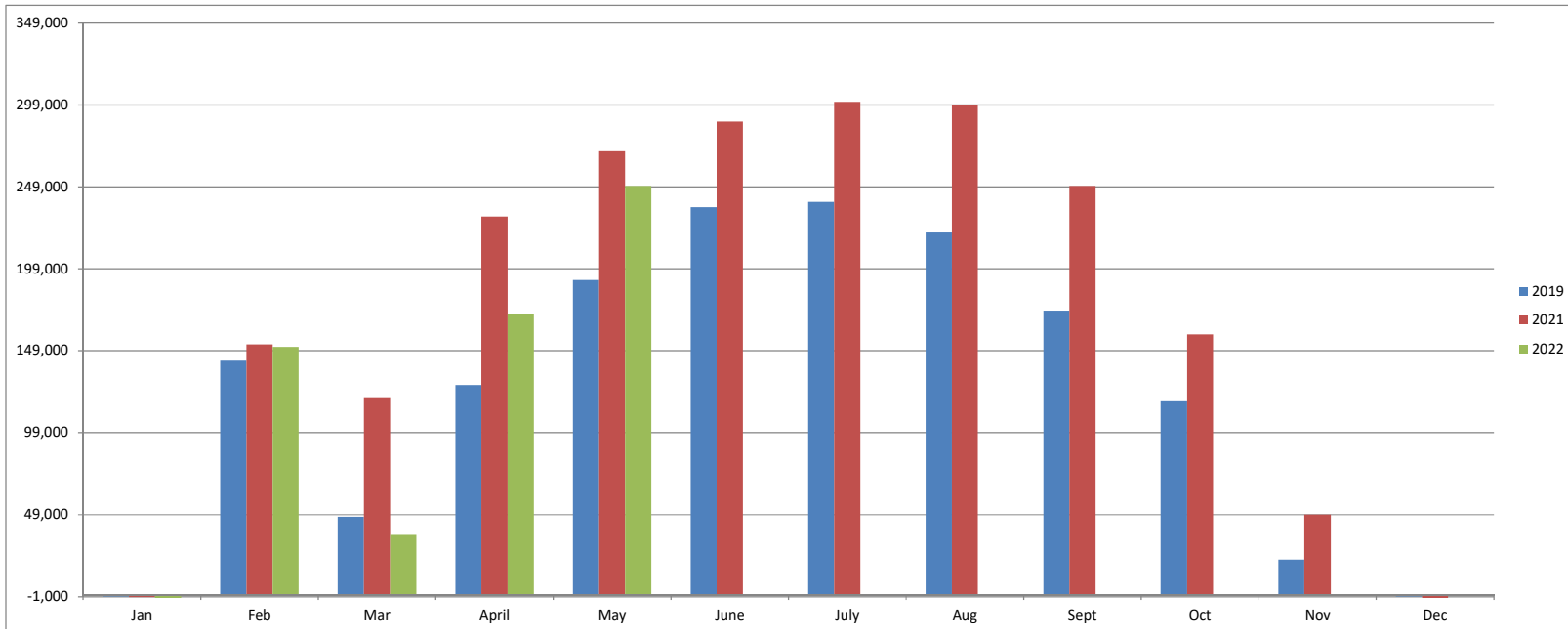
	Four Months		May		Year to Date		LastYr	% of	Annual	% of
	Budget	Actual	Budget	Actual	Budget	Actual		Last Yr	Budget	Budget
<b>REVENUES:</b>										
RENTALS	38,544	17,713	50,678	50,056	89,222	67,769	91,826	74%	370,000	18%
PASSES /USER FEES	213,079	198,605	12,038	10,035	225,117	208,640	219,260	95%	227,750	92%
DAILY /USER FEES	190,822	105,105	177,620	181,450	368,442	286,555	413,410	69%	1,288,900	22%
PROGRAM FEES	49,284	48,965	9,681	5,335	58,965	54,300	56,433	96%	79,628	68%
MERCHANDISE SALES	5,649	5,645	5,099	10,804	10,748	16,449	13,015	126%	45,000	37%
OTHER	(8,691)	(21,395)	(5,673)	(8,074)	(14,364)	(29,469)	(20,320)	145%	(45,000)	65%
<b>TOTAL REVENUE</b>	<b>488,687</b>	<b>354,638</b>	<b>249,443</b>	<b>249,606</b>	<b>738,130</b>	<b>604,244</b>	<b>773,624</b>	<b>78%</b>	<b>1,966,278</b>	<b>31%</b>
<b>2021</b>		<b>503,029</b>		<b>270,595</b>		<b>773,624</b>			<b>1,892,550</b>	<b>41%</b>
<b>EXPENDITURES:</b>										
FULL TIME SALARIES	222,731	199,638	53,961	52,270	276,692	251,908	257,749	98%	666,496	38%
PART TIME SALARIES	54,039	35,784	35,595	28,861	89,634	64,645	71,795	90%	329,136	20%
FRINGE BENEFITS	130,331	102,239	25,782	20,765	156,113	123,004	131,004	94%	298,665	41%
CONTRACTUAL SERVICES	23,857	27,877	6,226	6,639	30,083	34,516	22,483	154%	90,801	38%
COMMODITIES	40,930	51,236	12,751	8,707	53,681	59,943	45,133	133%	221,688	27%
MERCHANDISE	19,042	16,661	1,871	3,254	20,913	19,915	19,479	102%	37,680	53%
UTILITIES	24,436	20,289	6,505	6,803	30,941	27,092	27,613	98%	91,962	29%
SALES TAX/OTHER	198	20	418	484	616	504	612	82%	4,892	10%
<b>TOTAL EXPENDITURES</b>	<b>515,564</b>	<b>453,744</b>	<b>143,109</b>	<b>127,783</b>	<b>658,673</b>	<b>581,527</b>	<b>575,868</b>	<b>101%</b>	<b>1,741,320</b>	<b>33%</b>
<b>2021</b>		<b>450,307</b>		<b>125,561</b>		<b>575,868</b>			<b>1,711,075</b>	<b>34%</b>
REVENUE OVER(UNDER) EXP	(26,877)	(99,106)	106,334	121,823	79,457	22,717	197,756		224,958	



**GOLF COURSE MONTHLY RECEIPTS**

Revenue Recap by yr:

2019			2021			2022			YTD		Annual Budget		
Month	YTD		Month	YTD		Month	YTD		Actual	Budget			
Jan	(836)	(836)	Jan	(1,249)	(1,249)	Jan	(4,592)	(4,592)	Revenue	604,244	1,966,278		
Feb	143,004	142,168	Feb	152,739	151,490	Feb	151,220	146,628	Expenditures				
Mar	47,682	189,850	Mar	120,569	272,059	Mar	36,818	183,446	Full Time	251,908	666,496		
April	128,132	317,982	April	230,970	503,029	April	171,193	354,639	Part Time	64,645	329,136		
May	192,137	510,119	May	270,595	773,624	May	249,605	604,244	Benefits	123,004	298,665		
June	236,659	746,778	June	288,911	1,062,535	June	-	-	Contractual	34,516	90,801		
July	239,787	986,565	July	300,838	1,363,373	July	-	-	Commodities	79,858	259,368		
Aug	221,117	1,207,682	Aug	299,164	1,662,537	Aug	-	-	Utilities	27,596	96,854		
Sept	173,427	1,381,109	Sept	249,577	1,912,114	Sept	-	-		581,527	1,741,320		
Oct	118,113	1,499,222	Oct	158,886	2,071,000	Oct	-	-	Net	22,717	224,958		
Nov	21,700	1,520,922	Nov	49,140	2,120,140	Nov	-	-					
Dec	(840)	1,520,082	Dec	(4,266)	2,115,874	Dec	-	-					
<b>Budget</b>			<b>1,557,530</b>			<b>1,892,550</b>			<b>1,966,278</b>				



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

	2019	2020	2021	2022	Change From 2021	Change From 2020
<b>REVENUES:</b>						
RENTALS	61,043	11,012	91,826	67,769	-26%	515%
PASSES /USER FEES	178,815	157,470	219,260	208,640	-5%	32%
DAILY /USER FEES	218,443	117,994	413,410	286,555	-31%	143%
PROGRAM FEES	43,506	26,345	56,433	54,300	-4%	106%
MERCHANDISE SALES	15,735	3,593	13,015	16,449	26%	358%
CORPORATE SPONSORS	0	0	0	0	0%	0%
OTHER	(7,424)	(18,870)	(20,320)	(29,468)	45%	56%
<b>TOTAL REVENUE</b>	<b>510,118</b>	<b>297,544</b>	<b>773,624</b>	<b>604,245</b>	<b>-22%</b>	<b>103%</b>
% of Budget	33%	19%	41%	31%		
<b>EXPENDITURES:</b>						
FULL TIME SALARIES	256,730	250,029	257,749	251,908	-2%	1%
PART TIME SALARIES	73,634	46,710	71,794	64,645	-10%	38%
FRINGE BENEFITS	122,877	126,226	131,004	123,004	-6%	-3%
CONTRACTUAL SERVICES	34,262	28,007	22,483	34,516	54%	23%
COMMODITIES	59,955	49,602	45,133	59,943	33%	21%
MERCHANDISE	24,386	25,616	19,479	19,915	2%	-22%
UTILITIES	36,371	26,419	27,613	27,092	-2%	3%
SALES TAX/OTHER	609	112	612	504	-18%	350%
<b>TOTAL EXPENDITURES</b>	<b>608,824</b>	<b>552,721</b>	<b>575,868</b>	<b>581,527</b>	<b>1%</b>	<b>5%</b>
% of Budget	36%	33%	34%	33%		
REVENUE OVER(UNDER) EXP	(98,706)	(255,177)	197,756	22,718		
BUDGET REVENUE	1,557,530	1,560,592	1,892,550	1,966,278		
BUDGET EXPENSE	1,683,180	1,686,603	1,711,076	1,741,320		

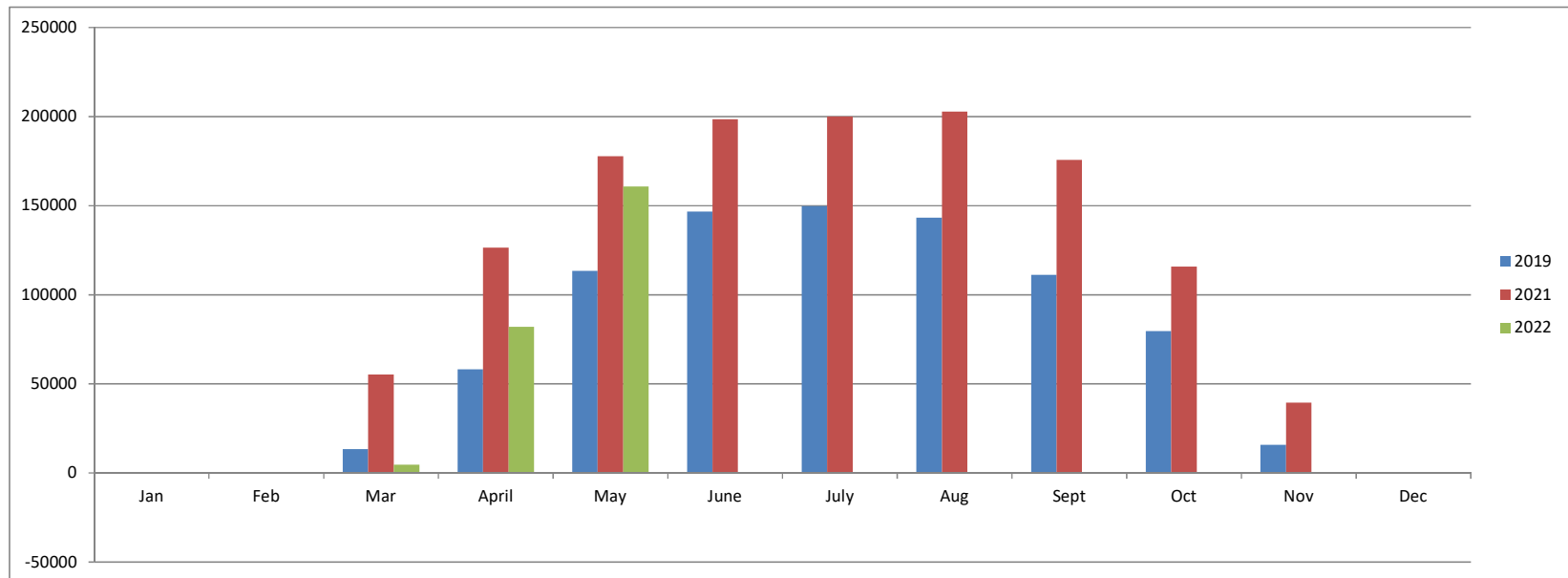
**MOUNT PROSPECT PARK DISTRICT  
GOLF COURSE Department by Function  
For Five Months Ended 5-31-2022**

ACCOUNT NAMES	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	GOLF COMMUNITY CENTER
<b>REVENUES:</b>								
RENTAL	67,769	67,769	-	-	-	-	-	-
PASSES /USER FEES	208,640	208,640	-	-	-	-	-	-
DAILY /USER FEES	286,555	258,234	-	-	28,321	-	-	-
PROGRAM FEES	54,300	900	-	-	-	53,400	-	-
MERCHANDISE SALES	16,449	-	-	16,449	-	-	-	-
OTHER	(29,468)	(29,468)	-	-	-	-	-	-
SPONSORSHIPS	-	-	-	-	-	-	-	-
TOTAL REVENUE	604,244	506,075	-	16,449	28,321	53,400	-	-
% of Budget	31%	29%	n/a	37%	25%	85%	0%	n/a
<b>EXPENDITURES:</b>								
FULL TIME SALARIES	251,908	159,550	65,525	-	-	2,737	-	24,096
PART TIME SALARIES	64,645	20,598	40,521	-	-	120	-	3,406
FRINGE BENEFITS	123,004	39,925	67,088	-	-	997	-	14,994
CONTRACTUAL SERVICES	34,516	22,532	5,483	-	-	-	-	6,501
COMMODITIES	59,943	5,745	43,334	-	7,778	-	-	3,086
MERCHANDISE	19,915	-	-	19,915	-	-	-	-
UTILITIES	27,092	7,607	9,905	-	-	-	-	9,580
SALES TAX	504	-	-	504	-	-	-	-
TOTAL EXPENDITURES	581,527	255,957	231,857	20,419	7,778	3,854	-	61,662
% of Budget	33%	38%	29%	47%	110%	11%	0%	38%
REVENUE OVER(UNDER) EXP	22,717	250,117	(231,857)	(3,970)	20,543	49,546	-	(61,662)
<b>CHANGE FROM LAST YR + (-)</b>								
REVENUE	(169,380)	(156,984)	-	3,434	(13,786)	405	(2,448)	-
EXPENDITURES	5,659	4,785	3,326	328	1,796	717	(4,259)	(1,035)
NET	(175,038)	(161,769)	(3,326)	3,106	(15,582)	(312)	1,811	1,035
<b>% CHANGE FROM LAST YEAR</b>								
REVENUE	(22)	(24)	n/a	26	(33)	1	n/a	n/a
EXPENDITURES	1	2	1	2	30	23	n/a	(2)

## MT Prospect Park District Golf Course Green Fees

Revenue Recap by yr:

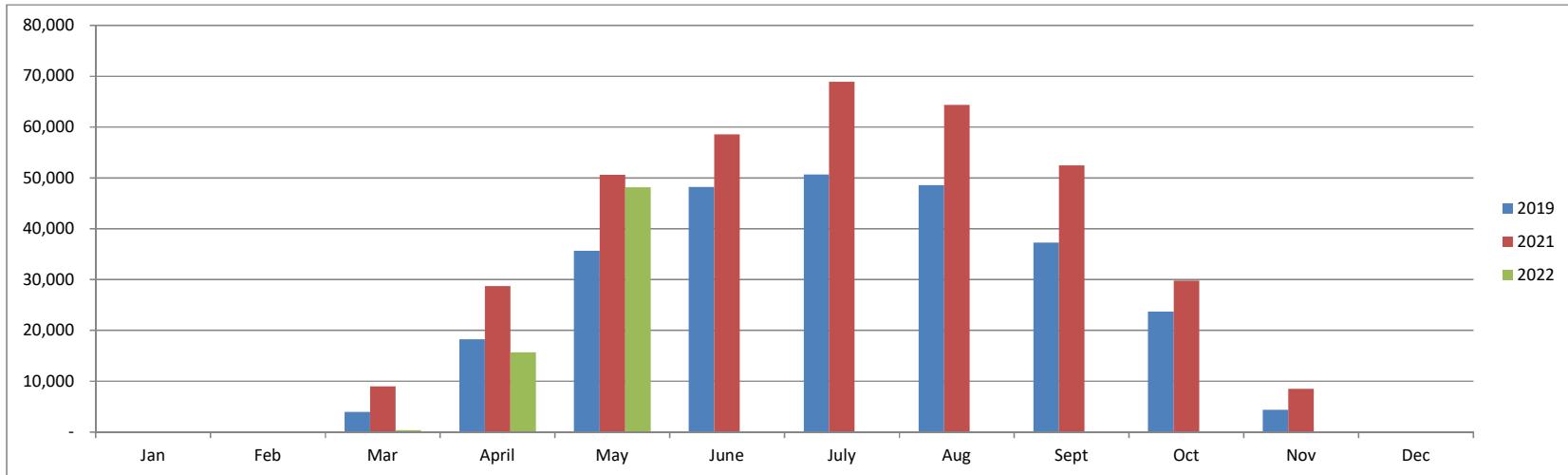
	2019		2021		2022		19 Budget	21 Budget	22 Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	-	-	Jan	(152)	(152)	Jan	-	-	841,500
Feb	-	-	Feb	9	(143)	Feb	-	-	1,195,000
Mar	13,472	13,472	Mar	55,256	55,114	Mar	4,717	4,717	1,165,000
Apr	58,151	71,623	Apr	126,468	181,582	Apr	82,012	86,729	
May	113,353	184,976	May	177,810	359,392	May	160,831	247,560	
June	146,669	331,645	June	198,574	557,966	June	-	247,560	
July	149,880	481,525	July	200,113	758,078	July	-	247,560	
Aug	143,281	624,806	Aug	202,866	960,944	Aug	-	247,560	
Sept	111,161	735,967	Sept	175,648	1,136,592	Sept	-	247,560	
Oct	79,570	815,537	Oct	115,903	1,252,495	Oct	-	247,560	
Nov	15,855	831,392	Nov	39,394	1,291,889	Nov	-	247,560	
Dec	-	831,392	Dec	(110)	1,291,779	Dec	-	247,560	



## Mount Prospect Park District Golf Course Power Cart Rental

Revenue Recap by yr:

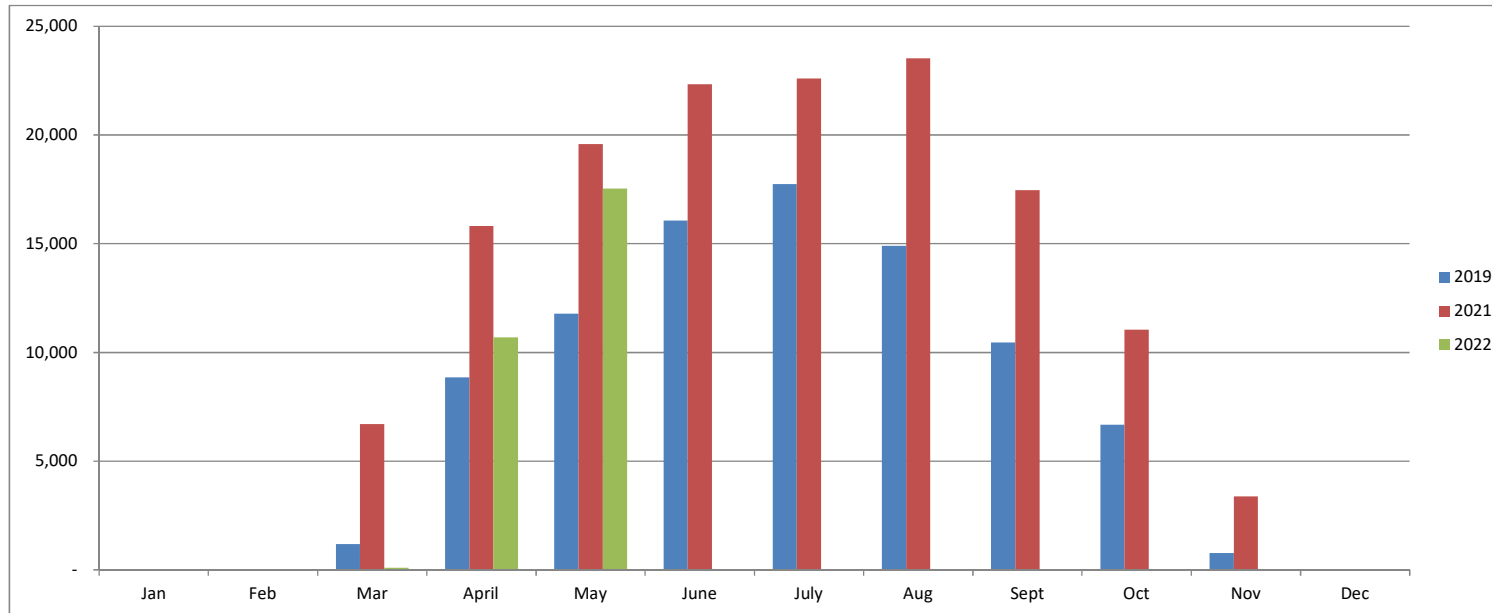
2019			2021			2022				
	Month	YTD		Month	YTD		Month	YTD		
Jan	0	0	Jan	0	0	Jan	0	0	19 Budget	279,125
Feb	0	0	Feb	0	0	Feb	0	0	21 Budget	315,000
Mar	3,984	3,984	Mar	8,982	8,982	Mar	424	424	22 Budget	361,600
April	18,257	22,241	April	28,707	37,689	April	15,697	16,121		
May	35,640	57,881	May	50,604	88,293	May	48,155	64,276		
June	48,198	106,079	June	58,554	146,847	June	-	-		
July	50,673	156,752	July	68,881	215,728	July	-	-		
Aug	48,602	205,354	Aug	64,359	280,087	Aug	-	-		
Sept	37,234	242,588	Sept	52,469	332,556	Sept	-	-		
Oct	23,685	266,273	Oct	29,771	362,327	Oct	-	-		
Nov	4,382	270,655	Nov	8,482	370,809	Nov	-	-		
Dec	-	270,655	Dec	-	370,809	Dec	-	-		



### Mount Prospect Park District Golf Course Driving Range Revenue

Revenue Recap by yr:

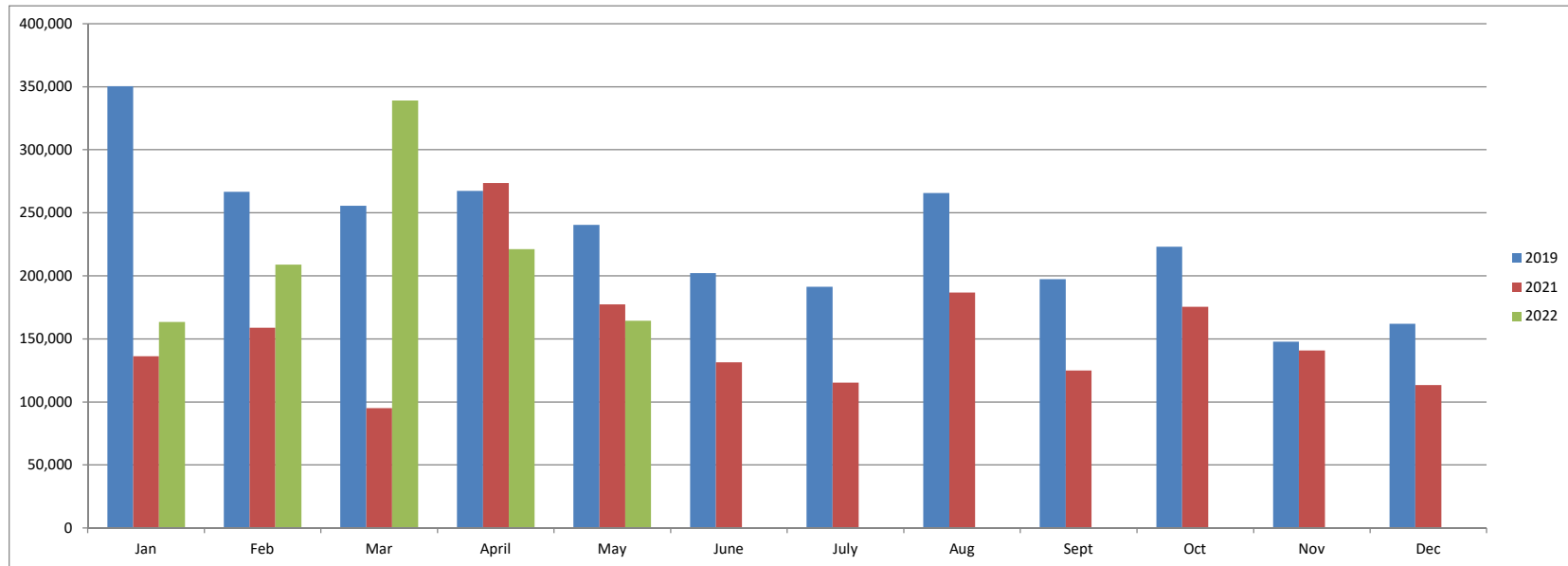
	2019		2021		2022		19 Budget	21 Budget	22 Budget
	Month	YTD	Month	YTD	Month	YTD			
Jan	-	-	Jan	-	Jan	-	92,500		
Feb	-	-	Feb	-	Feb	-	110,000		
Mar	1,190	1,190	Mar	6,712	Mar	96	114,300		
April	8,852	10,042	April	15,821	April	10,690		10,786	
May	11,780	21,822	May	19,574	May	17,535		28,321	
June	16,060	37,882	June	22,338	June	-		-	
July	17,741	55,623	July	22,610	July	-		-	
Aug	14,902	70,525	Aug	23,526	Aug	-		-	
Sept	10,456	80,981	Sept	17,460	Sept	-		-	
Oct	6,674	87,655	Oct	11,042	Oct	-		-	
Nov	771	88,426	Nov	3,373	Nov	-		-	
Dec	-	-	Dec	-	Dec	-		-	



## MT PROSPECT PARK DISTRICT PROGRAM REVENUE

Revenue Recap by yr:

2019			2021			2022				
	Month	YTD		Month	YTD		Month	YTD	YTD Actual	Annual Budget
Jan	350,551	350,551	Jan	136,317	136,317	Jan	163,615	163,615		
Feb	266,642	617,193	Feb	158,740	295,057	Feb	208,904	372,519		
Mar	255,628	872,821	Mar	95,172	390,229	Mar	339,191	711,710	Revenue	1,097,506
April	267,503	1,140,324	April	273,709	663,938	April	221,329	933,039	Expenditures	
May	240,415	1,380,739	May	177,481	841,419	May	164,467	1,097,506	Part Time	221,971
June	202,179	1,582,918	June	131,487	972,906	June	-	1,097,506	Contractual	47,249
July	191,248	1,774,166	July	115,293	1,088,199	July	-	1,097,506	Commodities	104,220
Aug	265,897	2,040,063	Aug	186,881	1,275,080	Aug	-	1,097,506		373,440
Sept	197,468	2,237,531	Sept	125,032	1,400,112	Sept	-	1,097,506	Net	724,066
Oct	222,972	2,460,503	Oct	175,554	1,575,666	Oct	-	1,097,506		1,270,767
Nov	147,708	2,608,211	Nov	140,957	1,716,623	Nov	-	1,097,506		
Dec	161,945	2,770,156	Dec	113,279	1,829,902	Dec	-	1,097,506		
Budget		<b>2,821,232</b>			<b>977,635</b>			<b>1,990,273</b>		





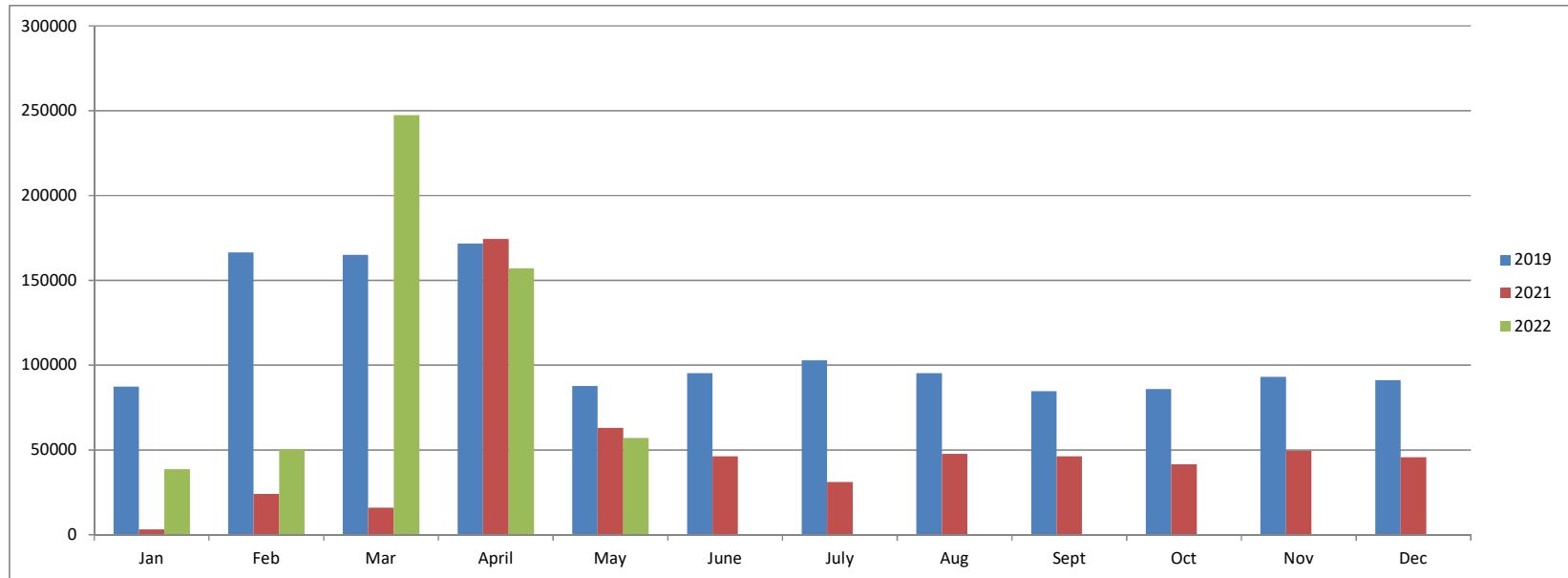
MOUNT PROSPECT PARK DISTRICT  
PROGRAMS Department by Function  
For Five Months Ended 5-31-22

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	BASEBALL
REVENUES:								
PROGRAM FEES	1,039,481	492,400	27,500	191,072	44,880	8,604	135,761	139,263
CHILD CARE	58,025	58,025						
DONATIONS	-							0
TOTAL REVENUE	1,097,506	550,425	27,500	191,072	44,880	8,604	135,761	139,263
% of Budget	55%	65%	56%	36%	48%	62%	41%	104%
EXPENDITURES:								
PART TIME SALARIES	221,971	92,649	1,214	15,636	29,618	245	82,540	70
CONTRACTUAL SERVICES	47,249	9,954	2,886	27,237	-	110	-	7,062
COMMODITIES	104,220	3,948	2,045	7,418	4,899	4,021	29,857	52,033
UTILITIES	-							
TOTAL EXPENDITURES	373,441	106,551	6,145	50,291	34,517	4,376	112,397	59,164
% of Budget	29%	24%	14%	16%	43%	17%	49%	44%
REVENUE OVER(UNDER) EXP	724,065	443,874	21,355	140,782	10,363	4,228	23,364	80,099
<b>\$ CHANGE FROM 2021 + (-)</b>								
REVENUE	255,973	269,886	11,800	(29,619)	11,754	1,444	(14,307)	5,015
EXPENDITURES	138,155	83,154	(7,521)	11,630	13,048	488	29,109	8,248
NET	117,817	186,731	19,321	(41,248)	(1,294)	956	(43,417)	(3,232)
<b>% CHANGE FROM 2021</b>								
REVENUE	30	96	75	(13)	35	20	(10)	4
EXPENDITURES	59	355	(55)	30	61	13	35	16

## MT Prospect Park District CHILD CARE PROGRAMS REVENUE

Revenue Recap by yr:

2019			2021			2022		
	Month	YTD		Month	YTD		Month	YTD
Jan	87,296	87,296	Jan	3,044	3,044	Jan	38,678	38,678
Feb	166,421	253,717	Feb	24,063	27,107	Feb	50,364	89,042
Mar	165,109	418,826	Mar	15,941	43,048	Mar	247,266	336,308
April	171,621	590,447	April	174,367	217,415	April	157,086	493,394
May	87,640	678,087	May	63,011	280,426	May	57,031	550,425
June	95,288	773,375	June	46,304	326,730	June	-	550,425
July	102,921	876,296	July	31,090	357,820	July	-	550,425
Aug	95,250	971,546	Aug	47,673	405,493	Aug	-	550,425
Sept	84,656	1,056,202	Sept	46,116	451,609	Sept	-	550,425
Oct	85,924	1,142,126	Oct	41,490	493,099	Oct	-	550,425
Nov	92,976	1,235,102	Nov	49,387	542,486	Nov	-	550,425
Dec	91,187	1,326,289	Dec	45,598	588,084	Dec	-	550,425
	<b>Budget</b>	<b>1,327,791</b>		<b>Budget</b>	<b>253,780</b>		<b>Budget</b>	<b>846,630</b>



**MOUNT PROSPECT PARK DISTRICT**  
**CHILD CARE PROGRAMS**  
For the Five Months Ended May 31, 2022

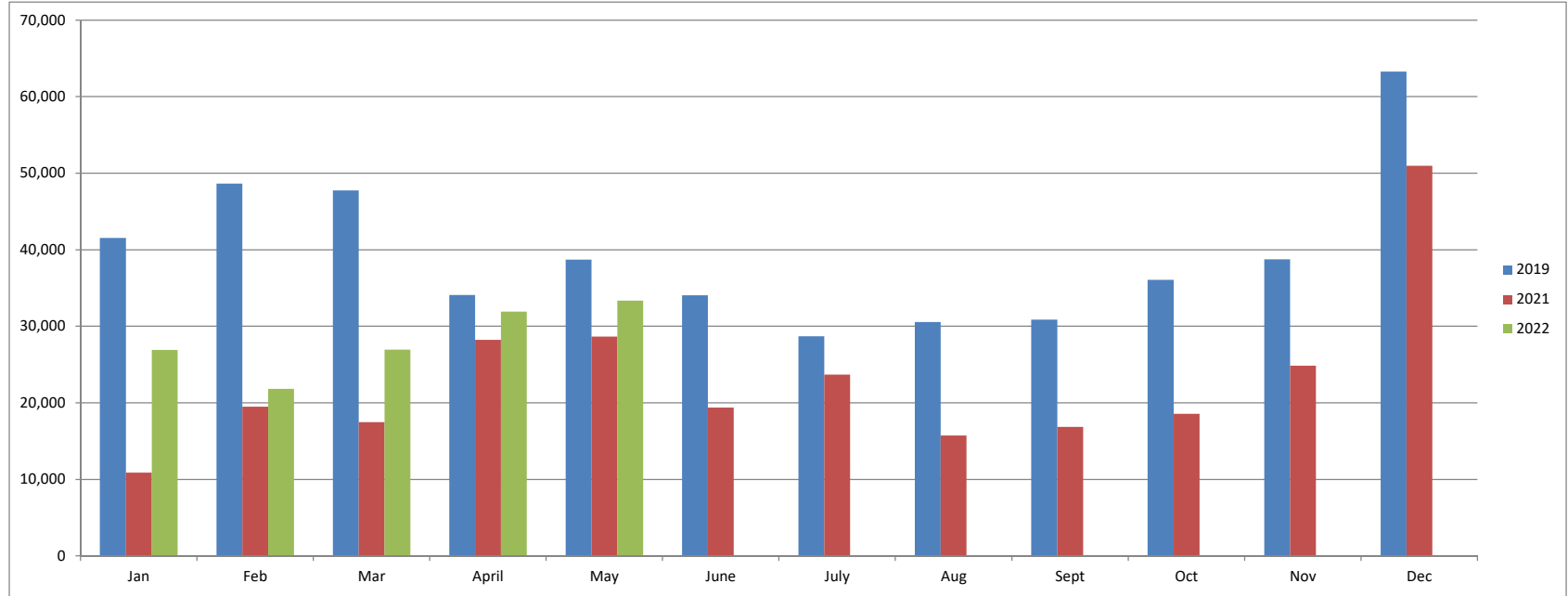
42% of Fiscal Year

ACCOUNT NAMES	Year		2022	2022		42% of Fiscal Year	
	2019	2021	Budget	Month	Year	% of Budget	% of 2019
<b>REVENUES:</b>							
Kids Klub	225,958	9,759	311,653	1,059	109,176	35%	48%
Day Camp	310,050	226,554	343,026	54,854	383,224	112%	124%
Preschool	142,081	44,227	191,951	1,118	58,025	30%	41%
<b>Total</b>	<b>678,089</b>	<b>280,540</b>	<b>846,630</b>	<b>57,031</b>	<b>550,425</b>	<b>65%</b>	<b>81%</b>
<b>EXPENDITURES:</b>							
Part Time Salaries	174,010	20,756	381,290	19,601	92,649	24%	53%
Contractual Services	23,938	1,815	26,737	816	9,954	37%	42%
Commodities	12,751	826	28,816	1,276	3,948	14%	31%
<b>Total</b>	<b>210,699</b>	<b>23,397</b>	<b>436,843</b>	<b>21,693</b>	<b>106,551</b>	<b>24%</b>	<b>51%</b>
<b>SURPLUS (DEFICIT)</b>	<b>467,390</b>	<b>257,142</b>	<b>409,787</b>	<b>35,338</b>	<b>443,874</b>		



Revenue Recap by yr:

2019			2021		2022				
	Month	YTD	Month	YTD	Month	YTD	YTD Actual	Annual Budget	
Jan	41,556	41,556	Jan	10,891	10,891	Jan	26,889	26,889	
Feb	48,671	90,227	Feb	19,470	30,361	Feb	21,829	48,718	
Mar	47,734	137,961	Mar	17,464	47,825	Mar	26,927	75,645	
April	34,070	172,031	April	28,230	76,055	April	31,919	107,564	
May	38,716	210,747	May	28,642	104,697	May	33,368	140,932	
June	34,059	244,806	June	19,365	124,062	June	-	-	
July	28,698	273,504	July	23,686	147,748	July	-	-	
Aug	30,568	304,072	Aug	15,720	163,468	Aug	-	-	
Sept	30,855	334,927	Sept	16,839	180,307	Sept	-	-	
Oct	36,050	370,977	Oct	18,561	198,868	Oct	-	-	
Nov	38,747	409,724	Nov	24,819	223,687	Nov	-	-	
Dec	63,301	473,026	Dec	50,983	274,670	Dec	-	-	
<b>Budget</b>		<b>455,032</b>			<b>161,356</b>			<b>240,086</b>	
							<b>Revenue</b>	<b>140,932</b>	<b>240,086</b>
							<b>Expenditures</b>		
							Full Time	98,810	280,814
							Part Time	97,382	310,031
							Benefits	64,481	156,455
							Contractual	11,625	43,774
							Commodities	17,389	59,281
							Utilities	72,178	257,814
								<b>361,865</b>	<b>1,108,169</b>
							<b>Net</b>	<b>(220,933)</b>	<b>(868,083)</b>





## REVENUE REPORT

May 2022

	MONTH		YEAR to DATE		Up (Down)	
	This	Last	This	Last	Change	% Change
<b>RENTALS</b>						
Building Rental	6,050	14,275	20,663	51,330	(30,668)	-60%
Total	6,050	14,275	20,663	51,330	(30,668)	-60%
<b>PASS SALES</b>						
All Facility	1,107	1,284	6,698	5,530	1,167	21%
Gym & Track	(4)	(29)	(188)	(137)	(51)	37%
Fitness	17,262	9,338	85,063	41,960	43,103	103%
Total	18,365	10,593	91,573	47,353	44,219	93%
<b>DAILY FEES</b>						
All Facility	-	-	10	20	(10)	-50%
Gym & Track	2,998	21	14,059	158	13,901	8798%
Fitness	437	245	2,585	1,346	1,239	92%
Racquetball	53	38	994	354	640	181%
Playport		-			-	n/a
Total	3,488	304	17,648	1,878	15,770	840%
<b>PROGRAM FEES</b>						
Special Programs	5,630	4,162	11,766	5,650	6,116	n/a
Total	5,630	4,162	11,766	5,650	6,116	n/a
<b>CONCESSIONS</b>						
Merchandise	5	31	273	229	44	19%
Vending	614	90	1,873	233	1,639	n/a
Total	619	121	2,146	462	1,683	364%
<b>OTHER</b>						
Visa Charges / OvSt	(784)	(781)	(2,863)	(1,976)	(887)	45%
<b>TOTAL</b>	<b>33,368</b>	<b>28,674</b>	<b>140,932</b>	<b>104,698</b>	<b>36,234</b>	<b>35%</b>

# RecPlex

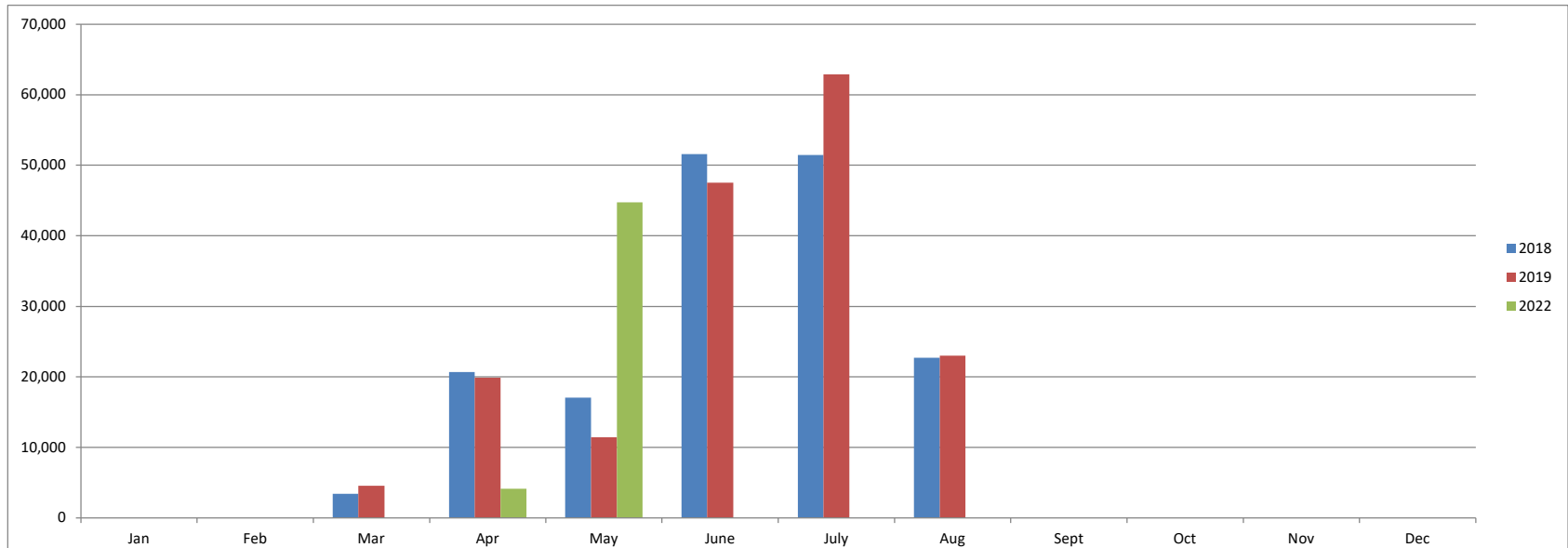
thru May

	2019	2020	2021	2022	Change From 2021	Change From 2019
<b>REVENUES:</b>						
RENTALS	29,895	14,924	51,330	20,663	-60%	-31%
PASSES /USER FEES	158,905	92,670	47,353	91,573	93%	-42%
DAILY /USER FEES	25,712	13,715	1,878	17,648	840%	-31%
PROGRAM FEES	4,868	580	5,650	11,766	108%	142%
MERCHANDISE & VENDING	7,278	3,126	462	2,146	364%	-71%
OTHER/visa	(15,911)	(1,943)	(1,976)	(2,863)	45%	-82%
<b>TOTAL REVENUE</b>	<b>210,747</b>	<b>123,072</b>	<b>104,698</b>	<b>140,933</b>	<b>35%</b>	<b>8%</b>
% of Budget	46%	26%	65%	59%		
<b>EXPENDITURES:</b>						
FULL TIME SALARIES	122,960	93,732	131,184	98,810	-25%	-26%
PART TIME SALARIES	123,655	75,061	73,275	97,382	33%	-35%
FRINGE BENEFITS	60,289	55,878	73,744	64,481	-13%	8%
CONTRACTUAL SERVICES	23,830	15,268	10,486	11,625	11%	-80%
COMMODITIES	21,255	21,955	16,371	17,103	4%	-19%
MERCHANDISE	960	958	25	286	1044%	-70%
UTILITIES	75,261	73,484	75,225	72,178	-4%	-4%
<b>TOTAL EXPENDITURES</b>	<b>428,210</b>	<b>336,336</b>	<b>380,311</b>	<b>361,865</b>	<b>-5%</b>	<b>8%</b>
% of Budget	38%	30%	36%	33%		
REVENUE OVER(UNDER) EXP	(217,463)	(213,264)	(275,613)	(220,932)		
BUDGET REVENUE	455,032	467,240	161,356	240,086		
BUDGET EXPENSE	1,120,314	1,136,761	1,068,362	1,108,169		

## MOUNT PROSPECT PARK DISTRICT BIG SURF POOL

Revenue Recap by yr:

2018			2019			2022					
	Month	YTD		Month	YTD		Month	YTD	YTD Actual	Annual Budget	
Jan	0	0	Jan	0	0	Jan	0	0			
Feb	0	0	Feb	0	0	Feb	0	0			
Mar	3,422	3,422	Mar	4,561	4,561	Mar	-	-	Revenue	48,883	86,466
Apr	20,698	24,120	Apr	19,866	24,427	Apr	4,132	4,132	Expenditures		
May	17,027	41,147	May	11,449	35,876	May	44,751	48,883	Full Time	33,949	69,507
June	51,579	92,726	June	47,551	83,427	June	-	-	Part Time	681	63,443
July	51,439	144,165	July	62,873	146,300	July	-	-	Benefits	1,614	31,445
Aug	22,717	166,882	Aug	22,979	169,279	Aug	-	-	Comodities	22,570	34,266
Sept	-	166,882	Sept	-	169,279	Sept	-	-	Utilities	1,793	18,825
Oct	-	166,882	Oct	-	169,279	Oct	-	-		60,607	217,486
Nov	-	166,882	Nov	-	169,279	Nov	-	-	Net	(11,724)	(131,020)
Dec	-	166,882	Dec	-	169,279	Dec	-	48,883			
<b>Budget</b>		<b>165,896</b>			<b>168,500</b>			<b>86,466</b>			



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

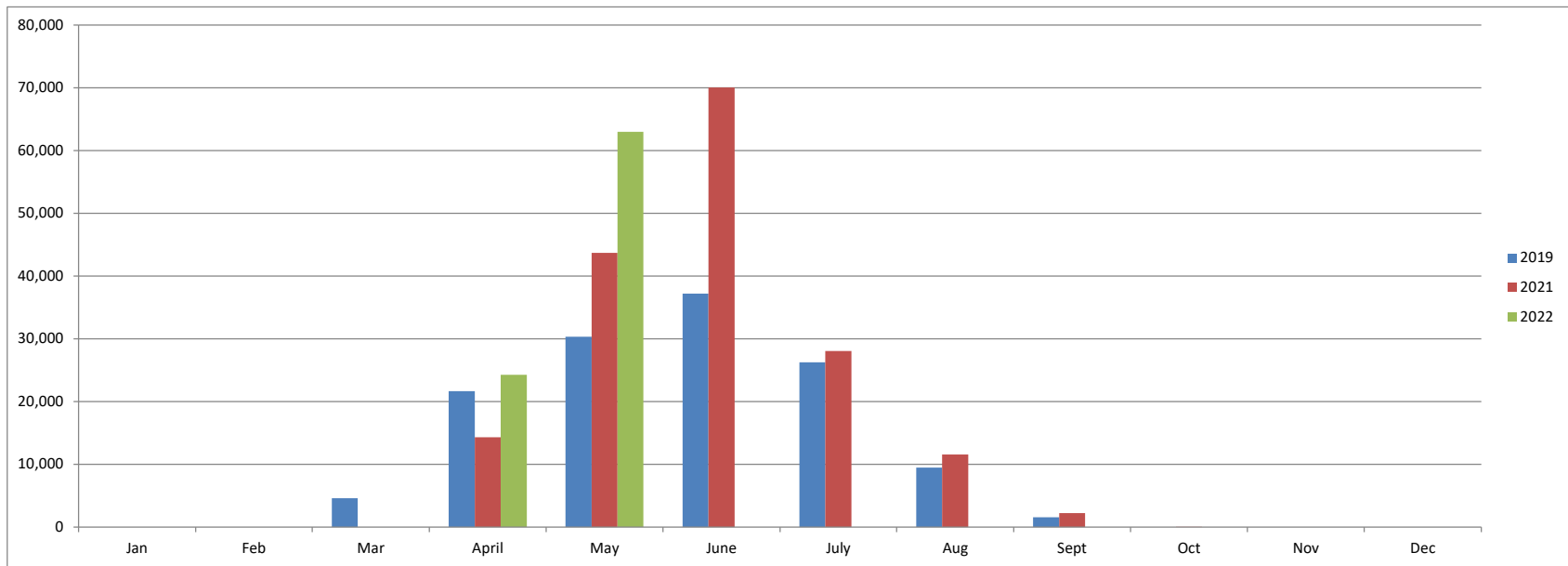
	2019	2020	2021	2022	Change From 2019
<b>REVENUES:</b>					
TUBE RENTAL	-				0%
PASSES /USER FEES	35,876	118	-	48,883	36%
DAILY /USER FEES					0%
PROGRAM FEES					0%
CONCESSION SALES					0%
OTHER					0%
<b>TOTAL REVENUE</b>	<b>35,876</b>	<b>118</b>	<b>-</b>	<b>48,883</b>	<b>36%</b>
% of Budget	21%	0%	n/a	57%	
<b>EXPENDITURES:</b>					
FULL TIME SALARIES	50,592	47,951		33,949	-33%
PART TIME SALARIES	2,281	113	111	681	-70%
FRINGE BENEFITS	20,119	12,484		16,194	-20%
CONTRACTUAL SERVICES	556	790			-100%
COMMODITIES	6,751	3,833	448	7,990	18%
UTILITIES	1,447	3,972	2,420	1,793	24%
SALES TAX/OTHER					0%
<b>TOTAL EXPENDITURES</b>	<b>81,746</b>	<b>69,143</b>	<b>2,979</b>	<b>60,607</b>	<b>-26%</b>
% of Budget	25%	22%	36%	28%	
REVENUE OVER(UNDER) EXP	(45,870)	(69,025)	(2,979)	(11,724)	
BUDGET REVENUE	168,500	169,198	-	86,466	
BUDGET EXPENSE	325,913	311,244	8,200	217,486	





Revenue Recap by yr:

2019			2021		2022			
	Month	YTD	Month	YTD	Month	YTD	YTD Actual	Annual Budget
Jan	-	-	Jan	-	Jan	-		
Feb	-	-	Feb	-	Feb	-		
Mar	4,562	4,562	Mar	-	Mar	-	Revenue	87,208
April	21,637	26,199	April	14,283	April	24,234	Expenditures	
May	30,338	56,537	May	43,683	May	62,974	Full Time	10,713
June	37,177	93,714	June	70,056	June	-	Part Time	3,265
July	26,240	119,954	July	28,070	July	-	Benefits	131
Aug	9,484	129,438	Aug	11,538	Aug	-	Contractual	3,265
Sept	1,518	130,956	Sept	2,214	Sept	-	Net	6,937
Oct	-	130,956	Oct	45	Oct	-	Commodities	9,956
Nov	-	130,956	Nov	-	Nov	-	Utilities	34,267
Dec	-	130,956	Dec	-	Dec	-		52,941
								<u>314,136</u>
								<u>(176,245)</u>
Budget		<b>165,280</b>		<b>77,300</b>		<b>137,891</b>		





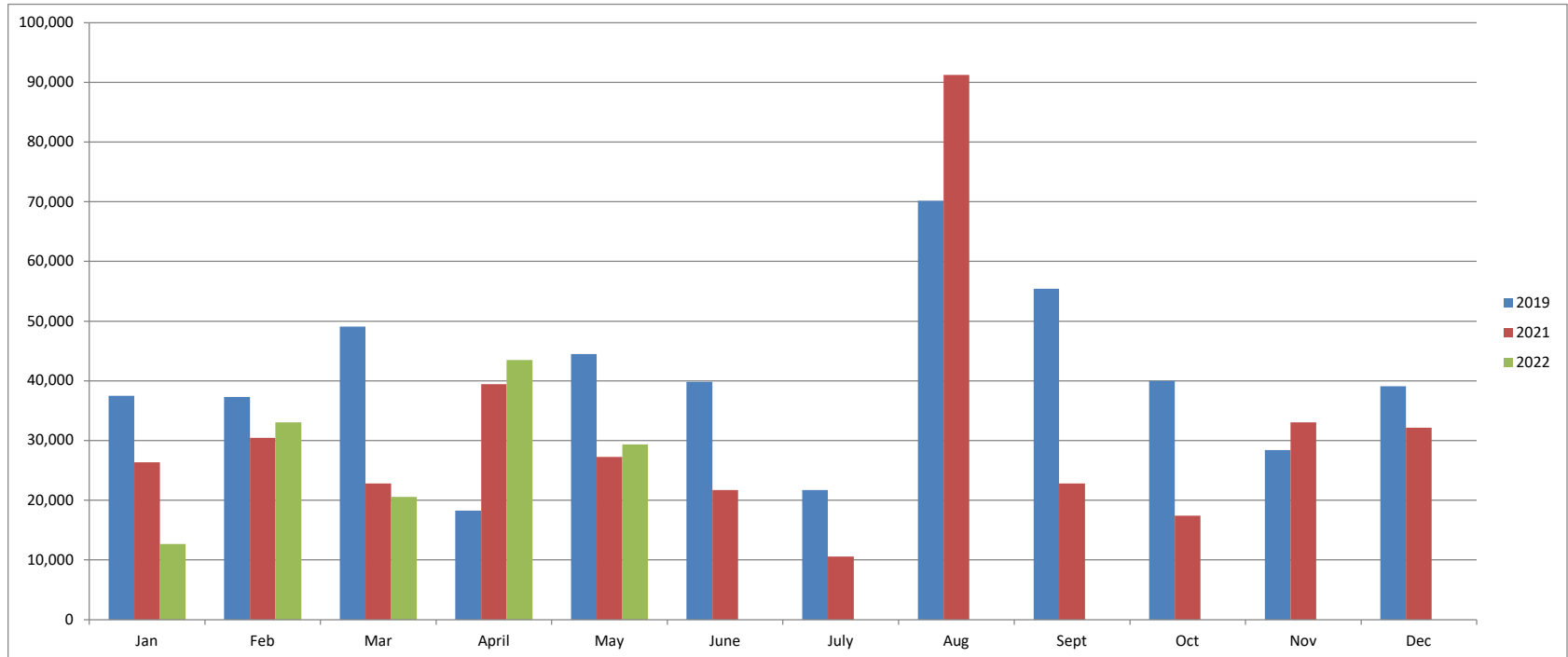
thru May

	2019	2020	2021	2022	Change From 2021	Change From 2019
<b>REVENUES:</b>						
BUILDING RENTAL	-	-	264	1,080	309%	0%
PASSES /USER FEES	35,877	118	29,150	48,883	68%	36%
DAILY /USER FEES	384	-	1,616	5,688	252%	1381%
PROGRAM FEES	20,276	-	26,936	31,557	17%	56%
CONCESSION SALES	0	0	0	0	0%	0%
MERCHANDISE SALES			0		0%	0%
<b>TOTAL REVENUE</b>	<b>56,537</b>	<b>118</b>	<b>57,966</b>	<b>87,208</b>	<b>50%</b>	<b>54%</b>
% of Budget	34%	0%	75%	63%		
<b>EXPENDITURES:</b>						
FULL TIME SALARIES				10,713	100%	100%
PART TIME SALARIES	4,100	177	1,698	3,265	92%	-20%
FRINGE BENEFITS	-		-	131	0%	0%
CONTRACTUAL SERVICES	6,319	3,264	3,580	3,265	-9%	-48%
COMMODITIES	8,269	1,516	8,453	6,937	-18%	-16%
UTILITIES	10,960	11,609	15,679	9,956	-37%	-9%
SALES TAX/OTHER			0	0		0%
<b>TOTAL EXPENDITURES</b>	<b>29,648</b>	<b>16,566</b>	<b>29,410</b>	<b>34,267</b>	<b>17%</b>	<b>16%</b>
% of Budget	13%	8%	12%	11%		
REVENUE OVER(UNDER) EXP	26,889	(16,448)	28,556	52,941		
BUDGET REVENUE	165,280	145,184	77,300	137,891		
BUDGET EXPENSE	220,891	216,330	238,932	314,136		

## MT PROSPECT PARK DISTRICT RECPLX POOL REVENUE

Revenue Recap by yr:

2019			2021			2022											
	Month	YTD		Month	YTD		Month	YTD	YTD Actual	Annual Budget							
Jan	37,473	37,473	Jan	26,365	26,365	Jan	12,671	12,671	Revenue	139,145	359,038						
Feb	37,326	74,799	Feb	30,463	56,827	Feb	33,061	45,732				Expenditures					
Mar	49,087	123,886	Mar	22,818	79,645	Mar	20,539	66,271							Full Time	48,821	108,868
April	18,254	142,140	April	39,421	119,066	April	43,508	109,779							Part Time	82,136	258,955
May	44,492	186,632	May	27,270	146,336	May	29,366	139,145							Benefits	13,275	29,385
June	39,854	226,486	June	21,735	168,071	June	-	-							Commodities	15,115	46,311
July	21,687	248,173	July	10,585	178,656	July	-	-							Utilities	17,475	65,000
Aug	70,164	318,337	Aug	91,222	269,878	Aug	-	-								176,822	508,519
Sept	55,434	373,771	Sept	22,842	292,720	Sept	-	-							Net	(37,677)	(149,481)
Oct	40,001	413,772	Oct	17,443	310,163	Oct	-	-									
Nov	28,383	442,155	Nov	33,079	343,242	Nov	-	-									
Dec	39,102	481,257	Dec	32,147	375,389	Dec	-	-									
<b>Budget</b>		<b>481,418</b>			<b>131,000</b>			<b>359,038</b>									



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

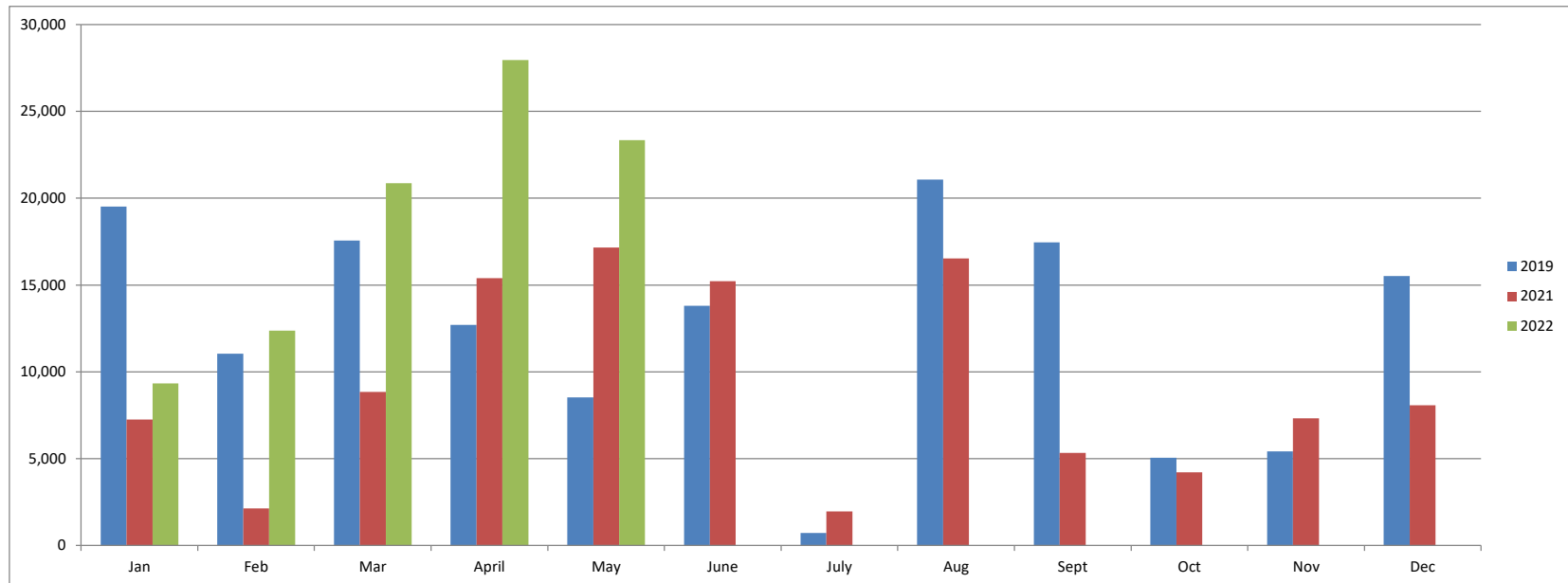
	2019	2020	2021	2022	Change From 2021	Change From 2019
<b>REVENUES:</b>						
BUILDING RENTAL	1,740	35	4,875	25	-99%	-99%
PASSES /USER FEES	46,541	24,591	22,989	32,891	43%	-29%
DAILY /USER FEES	3,818	1,447	1,556	2,066	33%	-46%
PROGRAM FEES	134,533	27,292	116,916	104,164	-11%	-23%
CONCESSION SALES						
MERCHANDISE SALES						
<b>TOTAL REVENUE</b>	<b>186,632</b>	<b>53,365</b>	<b>146,336</b>	<b>139,146</b>	<b>-5%</b>	<b>-25%</b>
% of Budget	39%	11%	112%	39%		
<b>EXPENDITURES:</b>						
FULL TIME SALARIES	52,610	46,935	36,270	48,821	35%	-7%
PART TIME SALARIES	107,810	73,446	74,747	82,136	10%	-24%
FRINGE BENEFITS	12,818	11,498	13,350	13,275	-1%	4%
CONTRACTUAL SERVICES	5,208	2,135	2,065	885	-57%	-83%
COMMODITIES	9,842	7,771	6,475	14,231	120%	45%
UTILITIES	18,513	17,270	18,519	17,475	-6%	-6%
SALES TAX/OTHER						
<b>TOTAL EXPENDITURES</b>	<b>206,801</b>	<b>159,055</b>	<b>151,426</b>	<b>176,823</b>	<b>17%</b>	<b>-14%</b>
% of Budget	37%	28%	32%	35%		
REVENUE OVER(UNDER) EXP	(20,169)	(105,690)	(5,089)	(37,677)		
BUDGET REVENUE	481,418	472,791	131,000	359,038		
BUDGET EXPENSE	559,121	561,842	476,503	508,519		



**PROGRAM REVENUE**

Revenue Recap by yr:

2019			2021			2022																						
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	YTD Actual	Annual Budget																		
Jan	19,528	19,528	Jan	7,255	7,255	Jan	9,333	9,333	Revenue	93,891	98,386																	
Feb	11,052	30,580	Feb	2,130	9,385	Feb	12,370	21,703				Expenditures																
Mar	17,559	48,139	Mar	8,853	18,238	Mar	20,870	42,573							Part Time	8,602	28,451											
April	12,712	60,851	April	15,397	33,635	April	27,967	70,540										Contractual	15,840	36,808								
May	8,530	69,381	May	17,148	50,783	May	23,351	93,891													Commodities	186	2,123					
June	13,803	83,184	June	15,223	66,006	June	-	-																Net	24,628	67,382		
July	719	83,903	July	1,956	67,962	July	-	-																			69,263	31,004
Aug	21,079	104,982	Aug	16,544	84,506	Aug	-	-																				
Sept	17,460	122,442	Sept	5,330	89,836	Sept	-	-																				
Oct	5,062	127,504	Oct	4,210	94,046	Oct	-	-																				
Nov	5,420	132,924	Nov	7,328	101,374	Nov	-	-																				
Dec	15,521	148,445	Dec	8,069	109,443	Dec	-	-																				
<b>Budget</b>		<b>140,800</b>			<b>50,250</b>			<b>98,386</b>																				





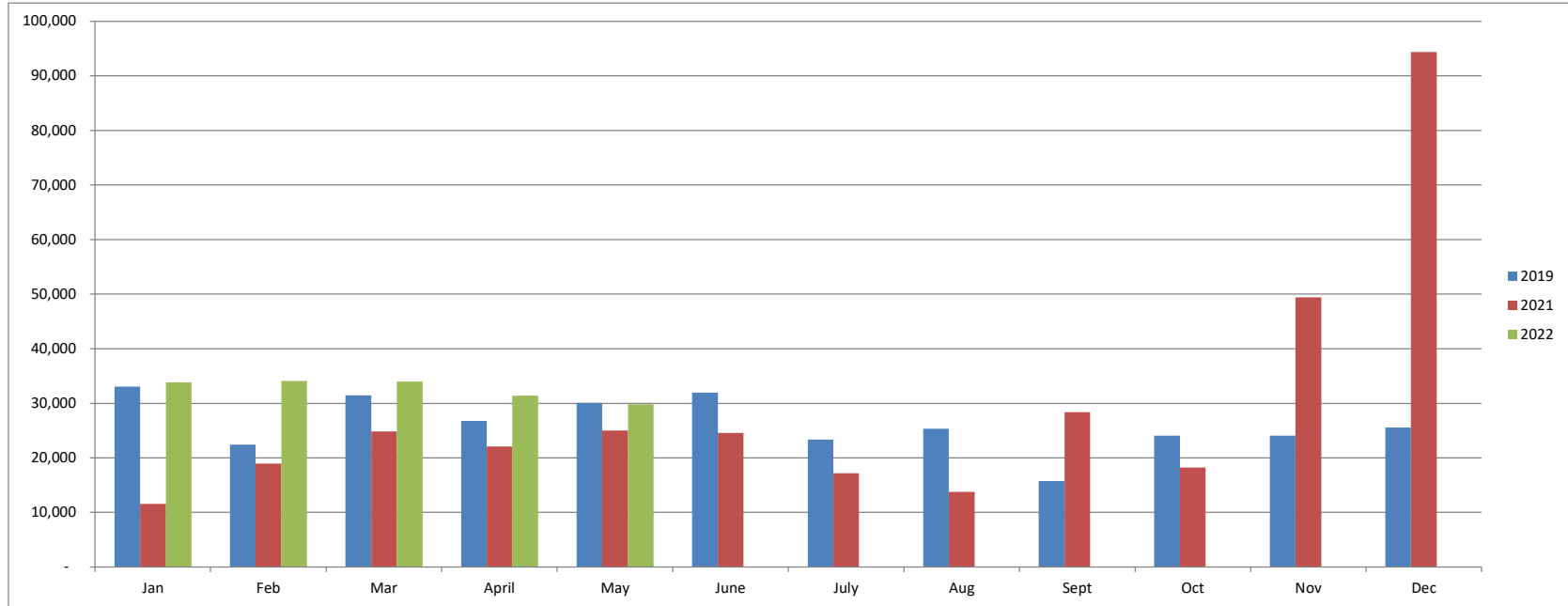
**PROGRAMS Department by Function**  
**Month Ended 5-31-22**

ACCOUNT NAMES	TOTALS	YOUTH CHILD CARE	ATHLETICS YOUTH
<b>REVENUES:</b>			
PROGRAM FEES	93,891	24,333	69,558
CHILD CARE	-		
DONATIONS	-		
TOTAL REVENUE	<u>93,891</u>	<u>24,333</u>	<u>69,558</u>
% of Budget	95%	54%	131%
 <b>EXPENDITURES:</b>			
PART TIME SALARIES	8,601	8,601	
CONTRACTUAL SERVICES	15,840		15,840
COMMODITIES	186	186	
TOTAL EXPENDITURES	<u>24,627</u>	<u>8,787</u>	<u>15,840</u>
% of Budget	37%	29%	43%
REVENUE OVER(UNDER) EXP	69,264	15,546	53,717
<b>CHANGE FROM LAST YR + (-)</b>			
REVENUE	46,358	11,330	35,028
EXPENDITURES	24,528	8,688	15,840
NET	<u>21,830</u>	<u>2,642</u>	<u>19,187</u>
<b>% CHANGE FROM LAST YEAR</b>			
REVENUE	98	87	101
EXPENDITURES	n/a	n/a	n/a



Revenue Recap by yr:

	2019		2021		2022		YTD Actual	Annual Budget			
	Month	YTD	Month	YTD	Month	YTD					
Jan	33,017	33,017	Jan	11,539	11,539	Jan	33,815	33,815	Revenue	163,013	258,974
Feb	22,434	55,451	Feb	18,945	30,484	Feb	34,070	67,886			
Mar	31,440	86,891	Mar	24,874	55,358	Mar	33,990	101,876			
April	26,752	113,643	April	22,071	77,429	April	31,380	133,256			
May	30,084	143,727	May	25,010	102,438	May	29,757	163,013			
June	31,968	175,695	June	24,551	126,989	June	-	-			
July	23,356	199,051	July	17,209	144,198	July	-	-			
Aug	25,349	224,400	Aug	13,779	157,978	Aug	-	-			
Sept	15,760	240,160	Sept	28,365	186,343	Sept	-	-			
Oct	24,039	264,199	Oct	18,211	204,553	Oct	-	-			
Nov	24,061	288,260	Nov	49,431	253,985	Nov	-	-			
Dec	25,538	313,798	Dec	94,374	348,359	Dec	-	-			
<b>Budget</b>		<b>338,325</b>		<b>162,957</b>		<b>258,974</b>			Expenditures		
									Full Time	67,231	158,698
									Part Time	73,911	172,327
									Benefits	28,725	69,755
									Contractual	20,436	33,559
									Commodities	8,578	44,692
									Utilities	25,658	87,321
										224,539	566,352
									Net	(61,526)	(307,378)





## REVENUE REPORT May 2022

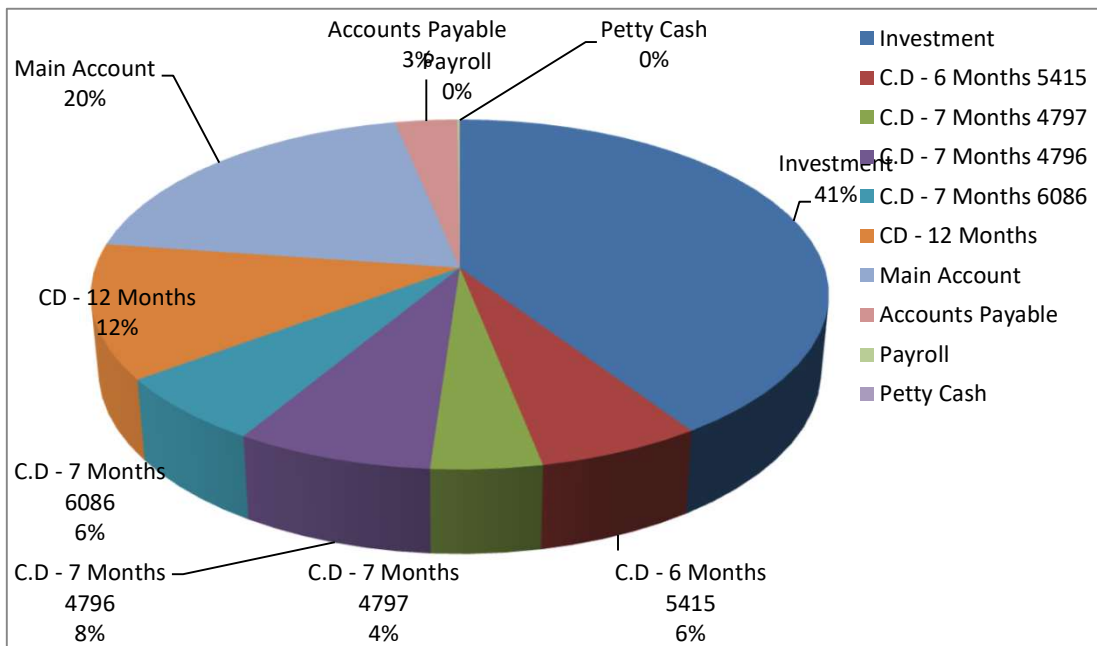
	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
<b>RENTALS</b>						
Building Rental	10,894	11,447	88,535	55,314	33,221	60%
	10,894	11,447	88,535	55,314	33,221	60%
<b>PASS SALES</b>						
Fitness	6,069	5,002	30,606	22,468	8,138	36%
	6,069	5,002	30,606	22,468	8,138	36%
<b>DAILY FEES</b>						
Gym Fees	1,813	788	11,361	5,052	6,309	125%
Fitness Center	129	77	723	495	228	46%
Inline Rink Fees	-	-	240	765	(525)	-69%
	1,942	865	12,324	6,312	6,012	95%
<b>PROGRAM FEES</b>						
Youth Athletic Camps	4,220	1,965	8,220	2,985	5,235	0%
Youth Athletic Prog.	-	-	-	300	(300)	-100%
Youth Leagues	-	-	590	-	590	n/a
Special Programs	6,487	5,782	22,265	15,210	7,055	46%
	10,707	7,747	31,075	18,495	12,580	68%
<b>CONCESSIONS</b>						
Merchandise	90	441	1,283	1,156	127	11%
Vending	645	64	1,343	179	1,164	n/a
	735	505	2,626	1,335	1,291	97%
<b>OTHER</b>						
Visa Charges / OvShrt	(590)	(588)	(2,153)	(1,486)	(667)	45%
<b>TOTAL</b>	<b>29,757</b>	<b>24,978</b>	<b>163,013</b>	<b>102,438</b>	<b>60,574</b>	<b>59%</b>



**Mt. Prospect Park District**  
**Statement of Account Balances**  
 As of May 31, 2022

**Mt. Prospect State Bank**

Accounts	Maturity	Amount	Rate	Term
Investment	n/a	9,837,035	0.02%	Demand
C.D - 6 Months 5415	10/12/2022	1,513,031	0.08%	6 Months
C.D - 7 Months 4797	11/12/2022	1,020,247	0.30%	7 Months
C.D - 7 Months 4796	11/12/2022	1,821,077	0.25%	7 Months
C.D - 7 Months 6086	12/13/2022	1,505,001	0.25%	7 Months
CD - 12 Months	5/4/2023	3,000,000		12 Months
Main Account	n/a	4,716,203	0.01%	Demand
Accounts Payable	n/a	763,816	n/a	
Payroll	n/a	25,822	0.01%	
Petty Cash	n/a	3,150	n/a	
<b>Total Funds</b>		<b>24,205,382</b>		



**MT. PROSPECT PARK DISTRICT  
PROPERTY TAX  
MONTH ENDING  
5/31/22**

<u>Tax Yr.</u>	<u>Property Tax Jan. 1 - Dec. 31</u>	<u>Assessed Valuation</u>	<u>Rate</u>
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
2018	10,417,103	1,645,671,872	0.633
2019	10,641,495	1,945,499,549	0.547
2020	10,945,316	1,975,432,038	0.554

Tax Monies Received from January 1, 2022 through May 31, 2022 totals:  
\$6,205,535 (of this total \$331,697 is Replacement Tax).

	<b>Type</b>	<b>2021 Taxes</b>	<b>2022 Taxes</b>
January	R	27,806	55,928
January		7,849	3,234
February		881,610	1,389,125
March	R	10,046	73,245
March		3,524,676	4,273,734
April	R	46,941	86,591
April		715,724	207,745
May	R	60,494	115,933
May		551,502	
June			
July	R	44,081	
July			
August	R	5,604	
August			
September		2,063,896	
October	R	73,446	
October		2,902,537	
November		56,699	
December			
December	R	15,241	
<b>TOTAL</b>		<b>10,988,153</b>	<b>6,205,534</b>



# Executive Director

Board Report June 15, 2022

## Upcoming Programming Dates:

- Monday, June 20 & 27: Mt. Prospect Community Band Concert, 7:30 pm, Veterans Memorial Bandshell
- Tuesday, June 21: Pool Fun Day at Big Surf. (Additional dates at [mppd.org](http://mppd.org))
- Thursday, June 23 & 30: Thursday Concert Series, 7:30 pm, Veterans Memorial Bandshell
- Saturday, June 25: In The Park Storytime Series, 10:30-11am, Emerson Park (Additional dates at [mppd.org](http://mppd.org))
- Saturday, June 25 – Saturday, July 9: BUG-O Park Hunt Begins
- Saturday, June 25 & Sunday, June 26: Baseball and Softball All Star Games
- Wednesday June 29 – Friday, July 1: The Art Studio on The Road, Outdoor classes at Lions Park
- Thursday, June 30 – Monday, July 4: Mount Prospect Lions Club 4<sup>th</sup> of July Festival, Melas Park
- Thursday, July 7, 14, 21: Mt. Prospect Community Band Concert, 7:30 pm, Veterans Memorial Bandshell
- Saturday, July 9: Unplug Illinois Day
- Monday, July 11 & 18: Mt. Prospect Community Band Concert, 7:30 pm, Veterans Memorial Bandshell
- Friday, July 15: Registration Deadline for Fall Baseball & Softball

## Five Year Capital Improvement Plan Update

Inflation has had a significant impact on material and labor costs over the last six months. Petroleum and fuel prices have doubled since this time last year. Material costs have also drastically increased with no end in sight. Ongoing supply chain issues have made project scheduling and completion increasingly difficult. It is my opinion that our District does not have the option of waiting for these costs to decline as there is no guarantee if or when this may happen. To wait would have a significant impact on the District's operations and ability to improve our infrastructure. These necessary improvements allow our District the ability to provide quality recreational opportunities for our residents.

Because of these ongoing changes to the marketplace, staff has begun the process of reviewing our 2021 5-Year Capital Improvement Plan. Each project within the plan will need to be analyzed and re-prioritized to properly identify its order of magnitude in relation to District operations. Staff will review estimated costs associated with each project and adjust them accordingly to reflect the current market conditions. This process will ultimately result in significant modifications to the 5-Year plan which was previously presented to the Board in the fall of 2021. The five year CIP was meant to be a living document which will need to change as the District's needs change in an effort to help guide our District in the expenditure of future capital funds.



The results of our Comprehensive Master Plan will most likely impact future District improvements as we learn about the needs and desires of our residents. Staff has already begun the process of meeting weekly to analyze and modify the existing 5-year CIP, with the goal of presenting the updated plan to the Board prior to the completion of the District's Comprehensive Master plan which is targeted for October of 2022. This review process will help staff to prepare for the potential new opportunities and suggestions brought forth by the results of our Master Plan. Staff anticipates sharing a revision of the 5-Year CIP with our Board at or before the September 21st regular Board meeting.

### **Lions Park Phase 1 Professional Services**

Staff has begun the process of soliciting Request for Qualifications (RFQ) for Landscape Architect Services in connection with a future OSLAD Grant submission for Phase 1 renovations at Lions Park. The phase one scope of work currently includes the redevelopment of the existing Lions playground in conjunction with District 57, adjustments and modifications to the existing ballfield, new pathway alignment, a new outdoor fitness station, tennis court resurfacing and upgrades to include additional Pickleball courts, a new basketball court, additional landscaping and improved amenities throughout the park. This proposed scope of work is subject to change based on available funding and information received from our ongoing Comprehensive Master Planning process.

### **2022 - Lions Park Design and Grant Application Submittal**

Prior to the close of 2022 staff anticipates completion of Initial Design for Lions Park Phase 1 improvements. Staff will utilize the professional services of a Landscape Architect to assist with the Lions Park Grant Application and submittal (Date TBD) for Phase 1 Improvements which are anticipated to occur in 2023. The Lions Park improvements will be broken up into many phases. The initial design phase is extremely important to assure that future work will be sequenced appropriately as to not impact future improvements. Staff anticipates submitting for an OSLAD grant for Lions Phase 1 improvements once IDNR announces their submittal timeline. This has not yet been released.

### **2023 - Lions Park Phase 1 Improvements**

The redevelopment of the Lions Park playground in conjunction with School District 57 will be a primary target for this phase. Other components currently include modifications to existing ballfields, new pathway alignment, new fitness station and pad, tennis court renovations, new basketball practice area and landscape and amenities upgrades throughout the park. Anticipated funding for this phase includes capital funds, paving and lighting, ADA funds, School District 57 participation at 50% of playground costs and IDNR Grant funding. Staff will also need to bring forth an agreement for construction management services prior to the implementation of phase 1 improvements at Lions Park.



### **Request for a Special Board Meeting**

Staff has received a request from our Master Plan consultants, Pro's Consulting , asking for the Board President to call for a Special Board meeting on the evening of Tuesday, September 13th, 2022. The proposed meeting will allow our consultants the opportunity to review the results of the upcoming Community Survey with our Board and Leadership team. Additionally, it will give Pro's Consulting the opportunity to obtain valuable input from our Board and staff in an effort to gather important information which will be necessary to finalize our District's Comprehensive Master Plan. I respectfully ask that the Board President consider adding this future meeting to the Board's meeting schedule so staff can plan accordingly.

### **Upcoming Meeting Reminders:**

**Regular Board Meeting** - Wednesday, July 20, 2022 - 6:30 pm Central Community Center

- Closed Session Meeting - Annual Review of Closed Session Minutes

**Special Meeting Request** - Tuesday, September 13th, 2022 - 6:30 pm Central Community Center



# Golf Operations Report

## June 2021 (January 1, 2022 through May 31, 2022)

<b>Golf Rounds</b>	<b>2019</b>	<b>2020*</b>	<b>2021</b>	<b>2022</b>	<b>Variance '21 to '22</b>
Paid Resident Rounds	1,223	103	1,526	1,123	-403
Paid Non-Resident Rounds	5,588	2,726	9,144	6,645	-2,499
Annual Membership Rounds	<u>1,312</u>	<u>599</u>	<u>1,680</u>	<u>1,413</u>	<u>-267</u>
<b>Total Rounds</b>	<b>8,123</b>	<b>3,428</b>	<b>12,350</b>	<b>9,181</b>	<b>-3,169</b>
<b>Golf Lesson Participants</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Variance '21 to '22</b>
Adult Lessons	65	29	84	110	26
Youth Lessons/Leagues	<u>235</u>	<u>132</u>	<u>313</u>	<u>284</u>	<u>-29</u>
<b>Total Participants</b>	<b>300</b>	<b>161</b>	<b>397</b>	<b>394</b>	<b>-3</b>

\* 2020 had no golf rounds recorded in March and April due to Covid.

### News & Updates:

**Revenue:** The cold, wet weather continued for the first week or so of the month of May before turning nicer. Compared to last season, revenue YTD is down around 20% but is up around 20% from 2019. Still expecting revenue to finish up around 1.8M for the season, which is slightly below the budget number but well above pre-pandemic record revenue. The good news is that expenses are down 12% compared to budget YTD. By the end of the season, expenses should be down as much as, if not more than, revenue from the budget and we should end up with a balanced budget.

**Lessons:** The spring session of jr. lessons just completed with the 1st session of the summer juniors start on Monday, June 13th. Participation for our lesson program remains near record levels with the biggest increase coming over the past few years in adult group lessons. The pandemic has brought a lot of new golfers to the sport since there was not much else to do during the past couple seasons and these new golfers continue to filter into our lesson program. Hopefully this trend will continue into the future.

**Golf Course:** Due to the frequent rain, the maintenance department has been busy trying to keep up with mowing. Applications for grub control, crabgrass and weeds have all occurred. The maintenance department is also continuing to go around the course and fill bunkers with sand. It is nice to have the 3 hours back on Monday mornings to be able to fill divots throughout the course and on the driving range.



## Recreation Division

### Aquatics:

**Mike Azzaretto, Aquatics, Athletics & Fitness Manager**

**Linda Zalewski, Aquatics & Fitness Manager**

**Pete Nocchi: Aquatics & Fitness Coordinator**

- Aquatics has been hard at work hiring new staff for the summer. As of June 3rd, Aquatics has a total part-time staff of 120! There have been 45 new hires this spring. Staff are eager and ready for the summer!
- Pete Nocchi has been hired as the new full-time Aquatics & Fitness Coordinator. Pete started on May 23rd and is a resident of Mt. Prospect. He has hit the ground running with ensuring the outdoor pools are ready for opening weekends. Pete was an internal hire working as a part-time Pool Manager and Swim Team Coach previously.
- Aquatics staff and maintenance crews have been working hard preparing for all 3 pools to be open this summer season. Staff have made many upgrades to both facilities to ensure it's a safe and fun summer. Meadows Pool opened on Saturday 5/28 for Memorial Day Weekend & Big Surf opened June 4th!
- On Memorial Day, Meadows Pool saw an attendance of 877 patrons throughout the day. This would have been the most attended day in the 2021 season by almost 200 patrons.
- As of June 6th, a total of 1,545 outdoor pool passes have been sold for \$104,231 in revenue. Staff budgeted \$99,000 for pool pass sales.
- The Aquatics Department continues to serve the community with a mix of both private and group lessons depending on their comfort level. The summer session begins on June 6th. Staff were able to open an additional 125 spots due to the increase in staffing.
- In addition to scheduled swim lessons, the Park District offers private swim lessons outside of the scheduled time with instructors. In the month of May, 76 private lessons were taught for a total of \$1,984 in revenue.
- In the month of May, there were a total of 79 Aquafit members for a total revenue of \$5,487.
- In May, there were three evening Aquafit pop up classes in our Pre-Summer Splash to prepare for a fun filled summer ahead! Summer Aquafit begins June 6th with a mix of both indoor and outdoor classes.
- Sharks Summer Swim Team begins June 6th with meets starting on June 22nd. The team has a total of 96 swimmers enrolled for a total revenue of \$29,515. In 2021, the team had a total of 89 enrollments for a total of \$25,028 in revenue.



**Athletics:**

**Mike Azzaretto, Aquatics, Athletics & Fitness Manager**

**Brad Wessel, Athletics Manager**

**Tim Sullivan, Athletics Coordinator**

**Brian Hecker, Central Community Center Manager**

- Karate has 75 participants currently registered for the Summer session with a revenue of \$11,691.80. In 2021, Karate had 39 registered with a revenue of \$5,382.00
- Hot Shots has 171 participants for the Summer session with a revenue of \$25,027.00. In 2021, Hot Shots had 95 registered with a revenue of \$11,771.00.
- Patriots teams participated in Memorial Day Weekend Tournaments in Carol Stream (13u Blue), Lombard (11u) & Vernon Hills (9u, 10u, 12u, 13u Red & 14u).
- Preparations for Youth Baseball & Softball League All Star Games have begun. This year, all star participants will receive a game t-shirt (last year, they received a game hat). All Star Games are scheduled for Saturday, June 25 and Sunday, June 26. Kona Ice will be on site for some games serving sweet treats!
- For the All Star Games, we are looking for Commissioners to throw out the first pitch at the games. Please let us know if you are interested!
- Youth Baseball & Softball Leagues begin playoffs in late June with championship games scheduled for the week of June 27.
- The Athletic Department has hired Joe Franzen for the Athletic Assistant position. Joe's first day was Monday, May 16. Joe will have on-site responsibilities for leagues as well as helping out with administrative/office duties.
- Youth soccer playoffs conclude on June 12th at the Prospect High School turf field.
- As of June 3rd, We Got Game has 238 participants in their summer camps and programs for a total revenue of 35,266.48.

**Cultural Arts:**

**Ann Zimmerman, Cultural Arts & Conservatory Manager**

**Toria Smith, Cultural Arts Coordinator**

**Performing Arts**

- The Mt. Prospect School of Classical Ballet returned to The Schaumburg Al Larson Prairie Center for the Arts with a theme of Dance of the Pride Lands for this year's production. The recital dates were April 29th (show time at 7pm) and 30th (showtimes at 1pm and 4pm). Between the three showtimes we welcomed approximately 1020 guests to enjoy the hard work of all the dancers.





- During the last show on Saturday we had some additional excitement when the tornado sirens went off around 5pm. The Prairie Center staff instructed us that the show needed to be halted and all the dancers and guests seek shelter away from windows. Their staff and our dance faculty handled the situation very professionally and calmly. We were fortunate to only have a brief delay and then the show was able to resume.
- MPSCB said goodbye to nine seniors at the end of the recital and we will miss their passion, dedication and energy next year when they all will be off to college pursuing new passions. Thank you to Paige Thompson, Audrey Nilsen, Amy Hobbs, Elizabeth Hitesman, Amelia Maglio, Mia Nasser, Emily Smith, Lauren Tworek, and Natalie Wietzema for their time with our program.
- Studio Impulse returned to District 214 Forest View with a theme of Shine. Showtimes were Friday, May 20 at 7pm and Saturday, May 21 at 1pm. Both shows were nearly sold out with approximately 10 tickets remaining per show. We integrated the Pre-Ballet recital into this year's SI recital schedule which took place Saturday morning at 10:30am.
- We wrapped up our recital season of dance classes on May 14th. We saw an increased interest in Princess Ballerinas for Session 3 which brings our total for the Winter/Spring 2022 season to 606 participants with \$100,836 in revenue, up from 592 with \$85,961 in revenue from Winter/Spring 2021.
- The Spring session of Private Guitar Lessons is underway and our instructor was able to accommodate an increase in interest for lessons with 10 participants registered.
- The Band moved over to Lions for the summer and kicked off their return to the bandshell during the Memorial Day celebration ceremony on Monday, May 30. They performed a series of patriotic songs as the community gathered at the end of the parade route before the ceremony began. The first concert of the summer concert series "Blast Off" will take place on Monday, June 20 at 7:30pm.
- Kids on Stage began their summer session on May 11 with 10 students enrolled for the session. Colleen Kaminski has chosen Circus Circus for this session's performance.

### Visual Arts

- Over at the Art Studio we are busy preparing for a busy summer lineup. We will be offering an assortment of camps and workshops ranging from weeklong to single day classes. The Studio will celebrate 25 years of providing art classes to our community and we are excited to offer six throwback classes to commemorate the occasion. In order for us to provide all the class offerings we have been fortunate enough to hire five new Studio Assistants who will be a great addition to our staff.
- Staff met on Thursday, June 2nd to receive required safety training, staff uniforms, and an overview of job responsibilities and class schedule. Each year our Lead instructors



plan the projects for each class ahead of time. This year we will be integrating an additional planning session with Studio Assistants to introduce them to the projects so they feel better prepared to teach the classes they are assigned to.

**Early Childhood & Youth Programs:**

**Kristina Winans, Early Childhood & Youth Program Manager**

**Kandice Newton, Early Childhood & Youth Coordinator**

- Summer Camp training is in full swing! We had the following camp trainings:
  - Director's Meeting on 5/10, Parent Meeting on 5/18, Summer Procedures / HR Presentation by Mary training on 5/23, NWSRA & Team Building training on 5/24, Summer Procedures 2.0 on 5/25, Swim Procedures at Big Surf on 5/26 and HR Presentation on 5/27
- Camp Directors have been working hard preparing for camp by organizing their rooms, creating plans, and making sure everything is ready for a fun filled Summer!
- Camp Enrollment Numbers / Revenue to date:
  - Little Explorers: 366 enrollments / \$11,722 in revenue
  - Camp Rise: 422 enrollments / \$25,562 in revenue
  - Camp Elevate: 1,090 enrollments / \$168,877 in revenue
  - Camp Summit: 963 enrollments / \$161,071 in revenue
- Camp Elevate Directors interviewed two potential Counselors in Training. Both of these candidates were past campers and are very excited to help us out this Summer. The two CIT's plan to participate the whole summer!
- We had 6 children registered for the May 13th Off School Special. Kandice worked this Off School Special due to staffing. The children enjoyed a day at Lions Park playground, and some ice cream from Dairy Queen! The rest of their afternoon was spent outside at RecPlex!
- Week of May 2 was Teacher Appreciation Week. We had small gifts for the teachers daily, and a nice staff lunch on Friday. We also did a "Chalk the Walk" where we invited all families to come decorate the entrances of both buildings that Monday. Families also helped make books for each class (each received a template "I love my teachers because... and drew pictures), that we bound together and provided to the staff at their lunch. They loved this and were very appreciative!
- Mother's Day Preschool Class Parties - The preschool classes had Mother's Day parties the first week of May. They sang songs, had snacks/beverages, and provided the crafts they made!



- Preschool 22-23 registration numbers / tours
  - Almost 3 MW: 7 enrolled, 12 max.
  - Almost 3 T/TH: 8 enrolled, 12 max.
  - 3's MWF: 14 enrolled, 15 max.
  - 3's T/TH: 13 enrolled, 15 max.
  - PreK MWF: 17 enrolled, at capacity. Max. was 15, COVID restrictions being lifted / larger classrooms allowed a few more students to be enrolled.
  - PreK T/TH: 10 enrolled, 15 max.
  - Multi Age MWF: 2 enrolled, 15 max.
  - Multi Age T/TH: 3 enrolled, 15 max.
  - Trekkers: 1 enrolled
- Continuing Flooring/renovation projects in the RecPlex Playtime Express Room and hallway
- New shade structure being installed on RPX playground
- Preschool Field Days / EOY picnics / Graduation: The last week for Preschool classes was the week of May 16. Classes had End of Year Celebrations and picnics. Graduation was held on May 19 at Friendship Park Conservatory. This was the first time hosting graduation here, and could not have worked out better! It was a great location and perfect setting for this event!
- Last day of Kids Klub was 5/25. Registration is open for 22-23 school year, current enrollment is as follows:
  - Brentwood: 10 enrollments
  - Forest View: 19 enrollments
  - Devonshire: 10 enrollments
  - Robert Frost: 12 enrollments
  - John Jay: 7 enrollments
  - All numbers indicate AM/PM/or both
- Last day of KinderKlub was 5/31. They enjoyed a pizza party for their last day! Registration is open for 22-23 school year, current enrollment is as follows:
  - AM M-F: 6
  - AM MWF: 2 - total of 8 MWF out of 14 max
  - AM T/TH: 0 - total of 6 T/TH out of 14 max
  - PM M-F: 9
  - PM MWF: 3 - total of 12 MWF out of 14 max
  - PM T/TH: 3 - total of 12 T/TH out of 14 max



- Play and Learn turned into the new Early Childhood & Youth storage room (however it will still be used for rentals & programs as needed). New locks are being installed on the cabinets. All of the classes went through their rooms and we combined all general supplies into this room. This will help maximize classroom space, and avoid unnecessary purchases.
- Rock n Kids - All 3 offerings were combined into one class, with a total of 10 participants
- Ready, Set, Play - our in house parent/tot program had 9 participants
- Parent/Toddler Open Gym - well received for the first time offering it! We will continue this again in the Fall

**Facilities**

**Nancy Prosser, Facilities Manager**

**Community Involvement**

- RecPlex was the host site for Mount Prospect Library-South Branch, Story Time on May 5 & 14
- RecPlex and CCC were Map Pick Up locations for the Village Garage Sales May 19-22
- RecPlex was a site for Memorial Day Raffle ticket sales
- Nancy was part of the Memorial Day Team including preparation and event staffing.

	<b><u>May 2022</u></b>	<b><u>May 2021</u></b>
<b>RecPlex Rentals</b>	17 (\$6,050)	64 (\$14,275)
<b>RecPlex Open Gym</b>	785 (\$2,998)	3 (\$21)

**Open Gym was not available at this time last year, gym usage was by rental.**

**RecPlex**

- Illinois Shotokan Karate held their belt testing at RecPlex on May 22, 2022
- Fire extinguisher inspections completed
- Starting May 31, RecPlex has been active and energized with day camps beginning for the summer. Additional programs/classes begin the week of June 6

**Lions Center**

- Lions Center and Big Surf Lobby restrooms were available for public use during the Memorial Day Ceremony.
- Lions Center Restrooms were available for participants and audience members of the District 57 Band Festival. Performances by the Fairview, Lions Park and Lincoln Middle School bands at the bandshell.



**Brian Hecker, Central Community Manager**

**CCC:**

- CCC Open Pickleball player participation in May was 396 = \$1638.00
  - 2021 - 216 players = \$788.00
  - 2020 - \$ 0
- Canine Commons had 23 registrations in May = \$1105.00
  - 2021 - 31 registrations = \$1,650.00
  - 2020 - \$0
- CCC Open Gym had 33 = \$145.00
  - 2021 - \$0
  - 2020 - \$0
- CCC May Rentals - \$10,984.00
  - 2021 - \$11,447.00
  - 2020 - \$2,340.00
- CCC monthly Fire Extinguisher report completed
- RoboThink Summer session has 47 registrations with a revenue of \$8,025.00
  - 2021 had 26 with a revenue of \$5,210.00

<b><u>Facility</u></b>	<b><u>May 2022</u></b>	<b><u>May 2021</u></b>
<b>CCC Turf</b>	13 (\$5,050.00)	19 (\$5,700.00)
<b>CCC Gym/Room Rentals</b>	13 (\$5,854.00)	27 (\$5,747.00)

\*May CCC and Rec Plex gym rentals are down from 2021 due to many schools reopening gym space and warmer temperatures puts activities outside.

**Fitness:**

**Mike Azzaretto, Aquatics, Athletics & Fitness Manager**

**Linda Zalewski, Aquatics & Fitness Manager**

**Pete Nocchi: Aquatics & Fitness Coordinator**

- Summer Group Fitness classes have begun! New additions include Outdoor Boot Camp at Einstein Park on Sunday mornings, Boot Camp on Wednesday evenings, Yopi on Wednesdays at noon, and POUND on Thursday evenings. Feedback has been well received so far and we are excited to see how these classes perform!
- Fitness center staff will be undergoing some turnover this fall due to high school seniors graduating and leaving for college. New staff have been hired to start training over the summer and have been performing well so far.



- Staff recommendations have been made for CCC flooring and fitness equipment. The change is much needed and will improve the facility drastically.
- Due to demand, a second stairmaster machine and replacement of four Precor treadmills at RecPlex will be completed in 2022.
- RecPlex strength machines weight pins have been replaced on all machines.
- Fitness Membership revenue in May was \$30,705.80. Revenue in May 2021 was \$19,344.
- A total of 1,281 memberships were sold in May. In May 2021, 849 were sold.
- Personal Training and Massage combined for \$6,986 in sales in May. This was our highest one-month total since January, 2020.

**Friendship Park Conservatory:**

**Ann Zimmerman, Conservatory & Cultural Arts Manager**

**Rebekah Grant, FPC Coordinator**

- Rentals remained strong in May, bringing in almost \$11,000 in revenue with June scheduled to see an increase in rentals and revenue.
- The plant sale was a success bringing in just over \$16,000 in revenue and happy customers. It was the hottest week of the year to date, which made the greenhouse a true tropical paradise.
- As we continue to return to our “new normal”, FPC sees an increase in visitors, rentals and programs with something scheduled every day in June.
- Adult Pastel and Watercolor painter classes are being hosted at FPC for the summer.
- Outdoor Adventure Camp begins on June 13th and runs until August 12th. Enrollment is strong for most of the sessions.
- Cabaret Night to benefit the Parks Foundation with Diva Montell is scheduled for Jun 24, 2022 at 6:30pm at FPC. Ticket prices are \$35 per person.
- Elections will be held at the Conservatory on June 28th.
- Work continues on the Hospitality Suite at FPC. We hope to have it completed by our next wedding in August.



## Administration & Human Resources Report

### News & Updates:

- This month’s report focuses on two legal developments impacting Illinois park districts.
  - Illinois Public Act 102-0265: This requires the District to make a good faith effort to collect and electronically publish data from all vendors/subcontractors as to: *“(1) whether the vendor or subcontractor is a minority-owned, women-owned, or veteran-owned business, as defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act; and (2) whether the vendor or subcontractor holds any certifications for those categories or if they are self-certifying; if the vendor self-certifies, then the taxing district shall publish whether the vendor qualifies as a small business under federal Small Business Administration standards.”* Staff is working to implement a solution for this through the Park District’s website.
  - Illinois Updates One Day Rest in Seven Act (ODRISA): On January 1st, 2023, changes to ODRISA will be effective that could impact short-staffed employers or those facing busy summer schedules. Currently, employees covered by ODRISA’s day-of-rest provisions (non-exempt employees) must be provided with one day of rest within any calendar week. For instance, if an employee is scheduled to be off on Sunday in the first week, (s)he would be able to work the next twelve days in a row and then be scheduled off the following Saturday (second week), to avoid working all seven days in either individual calendar week. This will no longer be compliant in 2023, as the latest amendments stipulate “every consecutive seven-day period” as opposed to calendar week.
    - Amendments to ODRISA also impact meal breaks and penalties for violations, all of which will be reviewed and communicated to staff ahead of the effective date.

### H.R. by the Numbers: May 2022

<b>New-Hires:</b>	<b>85</b>
<b>Payroll Changes</b> (to update employment status, pay-rate, or job-class):	<b>145</b>
<b>Criminal Background Checks</b> (including new-hires, volunteers and coaches):	<b>46</b>
<b>Workers’ Compensation</b> (new and open claims):	<b>2</b>
<b>Unemployment Claims</b> (new claims):	<b>0</b>



## Parks & Planning Division

### Administrative Updates:

- The Prospect Meadows shelter roof was replaced. Staff will return at a later date to refinish the metal framework and re-stain the new and existing wood.
- Construction for both Robert Frost and Devonshire playgrounds is scheduled to begin on July 5th. We are estimating that both projects will be completed in early September.
- Staff worked alongside our contractor to redesign some of the landscaping beds and added new plantings around the Veterans Fountain at Lions Park.

### Buildings Department Updates:

- Staff cleared a blocked parking lot storm drain at the lions recreation center.
- Filled meadows pool and finished all associated work for opening weekend.
- Replaced electrical outlets at the golf course event tent.
- De-winterized and started up the Veterans Memorial fountain for the season.
- Installed a new cooling tower at the lions recreation center and completed the HVAC change-over.
- Installed a new condiment cooler at the golf course kitchen.

### Fleet Services Department Updates:

- Replaced a fuel supply line on sidewinder #1. Welded in gussets for the side shifter frame.
- Shimmed the starter and performed a starter load test on Toro 7200 #4.
- Replaced the parking brake shoes and hardware on van #2. Performed inspection and safety lane.
- Replaced the drivers door hinges on truck #20.
- Replaced the front deck drive spindle, pulley, and belt on Toro 580D.
- Replaced the main auger drive shaft and bearings on a bed edger.

### Grounds Department Updates:

- Performed district wide playground repairs.
- Poured a footing and set the main post for the additional shade structure at Recplex playground.
- Maintained all athletic field mowing, painting, and dragging.
- Performed landscape bed work throughout the district. Prepared and placed planters at pools.
- Installed dugout sunshades at the baseball fields.
- Prepared lions park and Veterans Memorial Bandshell for Memorial Day weekend.

**Internal Work Orders Completed (All P&P Departments):** At the time of this report, there have been approximately **288** internal work order requests submitted to the Parks and Planning division for completion in 2022.





## Community Relations & Marketing

In support of UnPlug Illinois Day on Saturday, July 9, the CR&M team has created a BUG-O game to encourage families to visit our parks and identify the bugs associated with each park. Once their BUG-O card is complete, they can bring it to RecPlex, CCC or FPC to receive a branded UnPlug Illinois prize. UnPlug Illinois Day is part of an ongoing, state-wide initiative to get communities to plug into play, plug into creativity and plug into activity. It asks people throughout Illinois to ditch their electronic devices and plug into fun and activities offered by your local park district. Every year, on the second Saturday of July, UnPlug Illinois Day encourages people to “plug into” all of the recreational opportunities their local parks and recreation agencies offer.



In its first few years of existence, UnPlug Illinois and other state derivatives, have developed a goal to help improve quality of life through active engagement which can improve energy, sleep and interpersonal communication. All physical activity fosters growth and development while helping people of all ages to feel and function better. The Mt. Prospect Park District is proud to support this initiative with the development of the 2022 BUG-O Program.

With summer promotions in full swing, the CR&M team turns their attention to the 2022 Fall Program Guide. First rounds of copy have already been submitted by the recreation department. The fall guide garners strong views promoting solid registration. In our second full year of offering the guide exclusively online, there is a focus on remaining visually strong and fresh and engaging in the program descriptions. Photos are more important than ever to hold a viewer’s attention to a specific page or spread resulting in them marking their calendar for a specific event or program and heading to the webstore to register. We expect a full return to fall’s former events including the Trick or Treat Trail and Creature Features Movie Night to name a few.

The Dasher sales for the Central Community Center Turf field are entering Phase 3. Only 10 dashers remain for purchase. A last round of contact to interested parties should result in the sale of the final spaces. Several people have commented that the boards look great adding color and visual interest to the field. Others have commented the advertisers appear to be a “BEST of Mount Prospect.”

Last, mark your calendars for Tuesday, August 2 for the return of the National Night Out with the Mount Prospect Police Department at Lions Park/Veterans Memorial Bandshell. Festivities begin at 5:30pm. The event offers games, food trucks, giveaways and more.

# JUNE 2022

## Community Relations & Marketing



### Cabaret Night Returns to the Conservatory



Enjoy a Summer Cabaret Night on **Friday, June 24** at the beautiful **Friendship Park Conservatory** to benefit the **Mt. Prospect Parks Foundation Scholarship Fund**. The Summer Cabaret features popular vocalist, **Diva Montell**. Doors open at 6:30 with entertainment beginning at 7:30. The **\$35 per person** ticket (\$40 at the door) includes appetizers, sweet treats and a complimentary raffle ticket. Cash bar is available. Purchase tickets for a "Green" Summer Raffle featuring golf, gardens and more!

All proceeds directly benefit the Scholarship Fund. To date, the Parks Foundation has awarded over \$50,000 in scholarship money to employees and children of employees. Three recipients, each receiving \$1500, are chosen each summer.

For registration assistance, please call (847) 255-5380 or register online at [mppd.org](http://mppd.org) with program code **43990**.

[Read More](#)

### Summer Concerts Back at the Bandshell



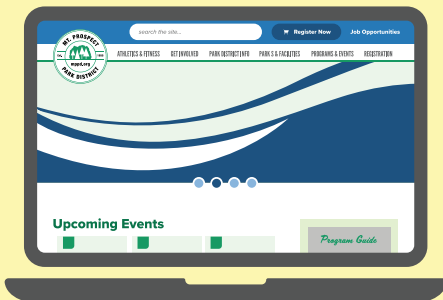
## EMAIL RESULTS

### June E-Newsletter

Open Rate 44% Click Rate 1%

### Targeted Emails

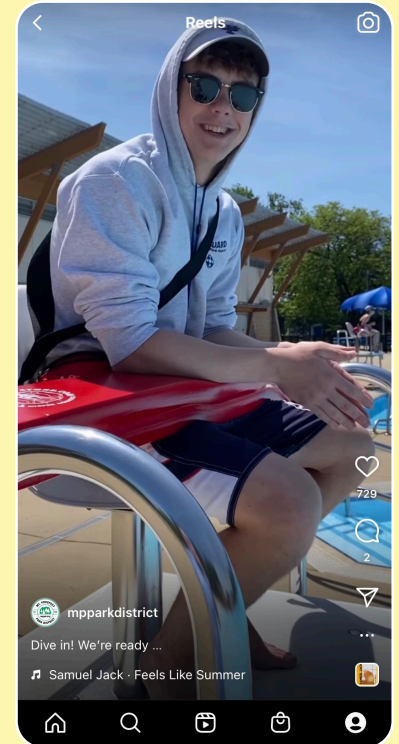
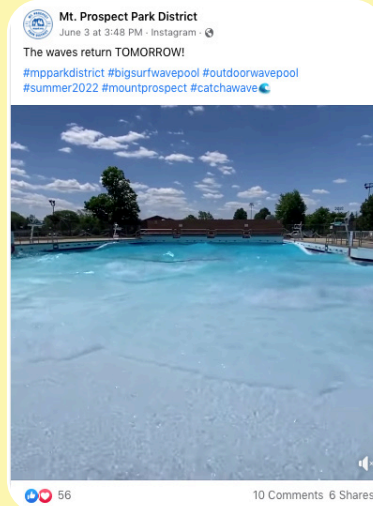
Pool Pass Sale Reminder • Summer Program Registration



Page views to our website are up **1%** over the previous 30 days | **44,977**

### MOST VIEWED PAGES

RecPlex • Meadows Pool • Big Surf  
Friendship Park Conservatory • Day Camps  
RecPlex Pool • Open Gym • Registration FAQ  
Baseball, Softball, T-Ball



## MOST ENGAGING SOCIAL MEDIA POSTS

Meadows Pool opening weekend video • Big Surf preview video  
Preschool Graduation photos and video  
Memorial Day photos and video • Summer Staff Training

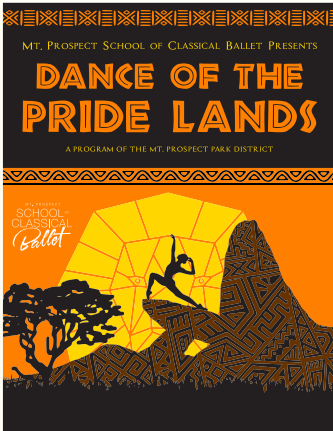


Total Summer Brochure Views

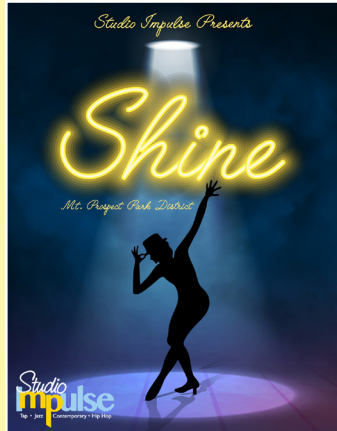
**30,740**



**Memorial Day Ceremony**



**Dance Recitals**



395 W. Algonquin Rd. Des Plaines | 847-298-3500

# MOTHER'S DAY PLANTERS

SAT | MAY 7  
10:00 AM-2:00 PM

Our hanging planters, previously offered at the plant sale, make a gorgeous gift for Mother's Day. Visit the Conservatory and choose a beautiful basket(s) for the women in your life!

## SPRING PLANT SALE

WED | MAY 11  
9:00 AM-3:00 PM

THU | MAY 12  
9:00 AM-6:00 PM

FRI | MAY 13  
9:00 AM-3:00 PM

No appointment necessary. Lush and healthy plants, annuals, perennials, hanging baskets, herbs, veggies, succulents and more!



Shoppers are welcome to bring their own basket or wagon.

FRIENDSHIP PARK CONSERVATORY  
A Facility of the Mt. Prospect Park District  
[mppd.org](http://mppd.org)



**Planters and Spring Plant Sale**