



MT. PROSPECT PARK DISTRICT

1000 W. CENTRAL ROAD
MOUNT PROSPECT, ILLINOIS 60056

Board Packet

November 15, 2023

MT. PROSPECT BOARD OF PARK COMMISSIONERS

President Steve Kurka
Vice President Tim Doherty
Secretary Bill Starr
Treasurer Mike Murphy
Commissioner Ray Massie
Commissioner Mary Masnica
Commissioner Joe Tuczak



MT. PROSPECT PARK DISTRICT

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MT. PROSPECT BOARD OF PARK COMMISSIONERS REGULAR MEETING SCHEDULE 2023

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. unless otherwise noted.

January 18, 2023

July 19, 2023

February 15, 2023

August 16, 2023

March 15, 2023

September 20, 2023

April 19, 2023

October 18, 2023

May 17, 2023

November 15, 2023

June 14, 2023

December 13, 2023

Approved: 11-16-22

*Please note the underlined dates above (June 14th, August 16th, and October 18th) represent an early start time of 6 PM to accommodate the Efficiency Committee meetings.

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REGULAR BOARD MEETING
NOVEMBER 15, 2023

AGENDA

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1000 W. CENTRAL ROAD
MOUNT PROSPECT, ILLINOIS 60056
REGULAR BOARD MEETING

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

FROM: STEVE KURKA, BOARD PRESIDENT

DATE: November 10, 2023

RE: REGULAR PARK BOARD MEETING
November 15, 2023 at 6:30 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/82284155070?pwd=TWgvVUJkFSNVN4NnA4QmoyMGtQT09>

Meeting ID: 822 8415 5070
Passcode: 173482
Phone: +1 312 626 6799

A G E N D A

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.

- A. *Approval of Minutes: Regular Board Meeting, October 18, 2023
- B. *Approval of Minutes: Decennial Committee # 3, October 18, 2023
- C. *Approval of the Board of Commissioner Regular Meeting Schedule for 2024
- D. *Approval of Subrecipient Agreement Between The Village Of Mount Prospect And Mt Prospect Park District
- E. *Review and Approval of the Partnership Agreement Between the Mt. Prospect, River Trails and Prospect Heights Park Districts
- F. *Ratification of Accounts Payable for October 2023 In The Amount of \$2,254,155.92
- G. *Ratification of Payroll for October 2023 In The Amount of \$331,937.96

APPROVAL OF MINUTES

*REGULAR BOARD MEETING: October 18, 2023

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

*DECENNIAL COMMITTEE MEETING #3: October 18, 2023

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

PUBLIC COMMENT

NEW BUSINESS

- A. Community Consolidated School District 59 Presentation Regarding the Potential Future Expansion of Brentwood Elementary School
- B. Draft FY 2024 Budget Summary Presentation

ADOPTION ITEM

- A. ORDINANCE NO. 838: AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES, FOR BONDS REDEMPTION AND INTEREST RETIREMENT, FOR ESTABLISHING AND MAINTAINING RECREATIONAL PROGRAMS, FOR THE PAYMENT NECESSARY TO BE MADE TO THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR SOCIAL SECURITY EXPENSES, FOR PAYMENT OF THE COSTS OF PROTECTING THE PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, PROPERTY DAMAGE OR LOSS, FOR CONSERVATORY FUND EXPENSES, FOR A PAVING AND LIGHTING FUND, AND FOR SPECIAL RECREATION PROGRAMS FOR THE HANDICAPPED FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY, 2023 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2023.
- B. ORDINANCE NO. 839: AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2014A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS
- C. ORDINANCE NO. 840: AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY PRINCIPAL AND INTEREST ON \$3,190,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2017B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

- D. ORDINANCE NO. 841: AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$3,060,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019C OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS
- E. ORDINANCE NO. 842: AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,215,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2022A OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS
- F. RESOLUTION NO. 843: A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023

APPROVAL ITEMS

- A. Board of Commissioner Regular Meeting Schedule for 2024
***PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- B. Subrecipient Agreement Between The Village Of Mount Prospect And Mt Prospect Park District
***PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- C. Review and Approval of the Partnership Agreement Between the Mt. Prospect, River Trails and Prospect Heights Park Districts
***PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- D. Fall 2023 Capital List for Park Board Approval
- E. Lions Park Phase 1 Improvements
 - a. Approval of the Bid Received from AJ Oleson Construction Co for work related to the 2024 Lions Park Phase 1 Renovation Project
 - b. Approval for the Purchase of the Playground and Related Equipment Associated with the 2024 Lions Park Phase 1 Renovation Project from Landscape Structures
 - c. Approval of the Proposal for Construction Management and Bidding Services for the 2024 Lions Park Phase 1 Renovation Project from Nicholas & Associates

FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE

*October 2023 **(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**

RATIFICATION OF PAYROLL

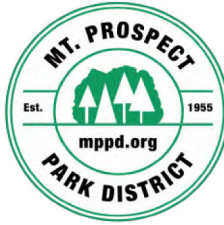
*October 2023 **(PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA)**

EXECUTIVE REPORT

PUBLIC COMMENT

COMMENTS/MATTERS FROM COMMISSIONERS

ADJOURNMENT OF REGULAR MEETING



CONSENT AGENDA

November 15, 2023

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 Approval Items are as follows:

- A. Approval of Minutes: Regular Board Meeting, October 18, 2023
- B. Approval of Minutes: Decennial Committee Meeting #3, October 18, 2023
- C. Approval of the Board of Commissioner Regular Meeting Schedule for 2024
- D. Approval of the Subrecipient Agreement Between The Village Of Mount Prospect and Mt Prospect Park District
- E. Review and Approval of the Partnership Agreement Between the River trails, Prospect Heights and Mt. Prospect Park Districts.
- F. Ratification of Accounts Payable October 2023 in The Amount of \$2,254,155.92
- G. Ratification of Payroll October 2023 in The Amount of \$331,937.96

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
10-18-23

Unapproved
Mt. Prospect Park District
Regular Board Meeting

A Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, October 18, 2023 at the Central Community Center Facility of the Mt. Prospect Park District. Commissioner Doherty called the meeting to order at 6:00 p.m.

Commissioner Starr called the Roll for the Board
The following Commissioners were present:

Roll Call	Present	Remote	Absent
Commissioner Kurka	X		
Commissioner Starr	X		
Commissioner Doherty	X		
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Administrative Staff/Recreation Staff-Present or Remote

Jim Jarog, Executive Director
Alicia Brzezinski, Executive Assistant
Ruth Yueill, Director of Community Relations and Marketing
George Giese, Director of Administration
Nick Troy, Director of Recreation
Matt Dziubinski, Director of Parks & Planning
Jon Zgoda, IT Professional/ Remote Meeting Moderator
Jeff Langguth, Director of Golf Operations

Professionals

Tom Hoffman, District Attorney
Lee Howard, CPA, GAI

Visitors

Paul Hanley, Beyond Your Base Consulting Services (remote)
Wayne Boi, Resident

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

President Kurka asked Commissioners if they had any changes or additions to the agenda.
There were none.

APPROVAL OF AGENDA

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President Kurka asked for a motion to approve the agenda as presented. Commissioner Starr made the motion, seconded by Commissioner Tuczak. A voice vote was taken. All were in favor and none opposed.

APPROVAL OF CONSENT AGENDA

President Kurka asked for a motion to approve the consent agenda as presented. Commissioner Starr moved to approve the Consent Agenda as presented, seconded by Commissioner Massie.

APPROVAL ITEMS

- A. *Approval of Minutes: Regular Board Meeting, September 20, 2023
- B. *Ratification of Accounts Payable September 2023 In The Amount of \$1,153,969.01
- C. *Ratification of Payroll September 2023 In The Amount of \$473,998.22

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

PUBLIC COMMENT

None

NEW BUSINESS

- A. DRAFT FY 2024 Capital List for Park Board Review

Summary & Background:

Director Giese presented the following to the Board:

Historically, October offers the first review of the Draft Capital List following the successful closure of fall bond issuances. In this year's list, staff have identified "Annual" capital items in Fund 73, as well as capital items in Fund 97 which represented projects on the 5-Year Capital Improvement Plan. Anticipated funding sources such as ADA and Paving & Lighting funds have been included alongside capital sources, as well, though importantly these monies are

Unapproved Regular Board Minutes 10-18-23

appropriated as part of the annual budget process. They are included in each year's list to give a more comprehensive look at total project budgets.

There are several capital funding sources for this year's list, as detailed below. Starting first with the "Annual" list in Fund 73:

- \$160,002 in uncommitted funds from prior issuances, representing leftover monies available for repurposing.
- \$1 million in funding from the spring 2022 issuance that was set aside and made available for this fall's list.
- \$236,482 in funding from the recently-approved bond sale.

Total: \$1,396,484 in Fund 73 funding

Annual Capital Highlights:

- A new playground at Weller Creek has been budgeted for as part of this year's list, following previous conversations with the Park Board. This site was identified as an opportunity for development throughout Master Plan discussions. In addition, Owen Playground has also been budgeted for replacement.
- Following September's Board Meeting, staff has tentatively budgeted for a potential public engagement effort with Paul Hanley's firm, Beyond Your Base. The \$225,000 budget listed in the Draft Capital List encompasses the proposed cost of BYB's services (\$75,000), as well as other expenses such as the hybrid poll, public mailings, survey costs, and professional services for designs/renderings. These expenses are contingent upon Board approval of BYB's proposal at the October meeting.
- Currently, the Internal Service Fund is budgeted for \$100,000, a significant reduction from annual capital lists in recent years. A contingency amount for overages/unanticipated needs has also been included to offer flexibility in 2024.

Fund 97 "5-Year CIP" Projects:

As a reminder, the Park District pursued a larger bond issuance in spring 2022 to get ahead of rapidly rising interest rates. While the Master Plan shifted priorities and projects since then, these funds are still available for projects.

Utilizing these funds, staff have budgeted for needed infrastructure projects including the Central Community Center roof, Walter Cook Maintenance Facility roof, and the Meadows Pool liner. Additionally, this list includes two exciting improvement opportunities at RecPlex in the racquetball court conversion, and the splash pad/turf project. The splash pad/turf project is in lieu of the Kopp Park turf concept originally proposed, which ballooned in projected cost from \$2 to \$4 million over a short time frame. The Park District's capital request for the splash pad/turf equates to \$500,000, with \$2 million in "Other" funding representing Cloud HQ's proposed contribution. Behind the scenes, staff have engaged the services of Nicholas & Associates to

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further develop this project, which would significantly transform the currently underutilized space in front of RecPlex.

Following review and discussion at the October Board Meeting, the Draft Capital List is modified, as needed, and brought back for consideration for approval at the November Meeting.

Director Giese then opened the floor for questions from the Board.

Commissioner Starr asked George Giese how the turf will be used.

George responded that we can use it for rental opportunities, our own programming, fall/spring soccer, more space for camps and a free use component for the public.

Commissioner Tuczak asked if the liner replacement at Meadows Pool will affect opening day.

Matt Dziubinski, Director of Parks and Planning explained that it would be done at the end of the season rather than before opening day. There is a possibility that the pool may have to close early, but will be revisited close to the time.

Commissioner Massie asked how long the liner will take to be replaced.

Matt Dziubinski and Jim Jarog, Executive Director both estimate a time frame of 3-6 weeks depending on weather conditions.

Commissioner Tuczak asked about long term savings from the LED light installation.

Matt Dziubinski responded that we are provided with a cost savings analysis prior to the installation of the lights.

Commissioner Masnica asked how the turf area will be used outside of RecPlex.

Staff responded that an area of 16,000 square feet of turf and approximately 3,600 for a splash pad will be added to the outside of RecPlex. The turf will be used for team practices, skills and drills and rental opportunities.

Executive Director Jim Jarog requested that Director Giese review the budget for the RecPlex turf/ splash pad project and see if any of the project would be eligible for ADA funding, though Director Giese pointed out that the \$260,000 in anticipated ADA funding represented a year's worth of projects for this fund.

George will look into this as the project details are established to help identify any eligible items.

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ADOPTION ITEM

- A. Resolution # 837: A Resolution Determining The Amounts Of Money Exclusive Of Levies For Debt Service And Election Costs Estimated To Be Necessary To Be Raised By Taxation Pursuant To The Proposed Levy Of The Mt. Prospect Park District For The Levy Year 2023.

Attorney Tom Hoffman explained the tax levy process which is a process through which real estate taxes become levied this year and collected next year.

The Truth and Taxation Act requires the Park Board to make a determination as to whether the amount of the aggregate levy as defined in the property tax exemption limitation law is in excess of 105% of the extensions of the aggregate levy for the prior year.

Tom Hoffman opened the floor to questions from the Board. There were none.

Commissioner Massie read the recommended motion and seconded by Commissioner Masnica.

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

APPROVAL ITEMS

Approval Item A: Approval of Beyond Your Base Consulting Agreement for Public Engagement and Pre Referendum Services

Director Giese presented the following: At last month's Board Meeting, Paul Hanley of Beyond Your Base, a consulting group of Wight & Company, presented to the Park Board at the September meeting, summarizing his firm's experiences and processes for engaging the public.

At the conclusion of the discussion, the Park Board supported the opportunity to consider a proposal from Beyond Your Base in October. As such, a proposal has been submitted for review.

The proposal is for \$75,000 and describes the scope of services, compensation and terms.

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Echoing September's discussion, the Park District may terminate any proposed agreement at any stage in the process and only owe for services rendered to date. As outlined in Mr. Hanley's presentation, an approved agreement with Beyond Your Base would begin with a needs assessment, including the creation of a Citizen Task Force to vet any proposed ideas. The needs assessment phase would be followed by the stages of public information program and opinion research. Ultimately, the first three phases of the process are intended to engage the public and seek input on proposed projects before any decisions are made with regard to a question on the ballot for the November 2024 election. Such a decision would be months away, as late as August 2024, and would depend on the findings of Beyond Your Base's process as well as recommendations from the Citizen Task Force, Executive Director and Board approval.

In preparation for a potential agreement, Park District staff have tentatively budgeted for Beyond Your Base's proposal in its Draft Capital List, in addition to other anticipated expenditures such as mailings and a hybrid poll. This funding is contingent upon Park Board approval.

President Kurka opened the floor to questions to Paul Hanley who joined the meeting on Zoom. There were none.

Commissioner Masnica read the recommended motion to approve Beyond Your Base Consulting Agreement for Public Engagement and Pre Referendum Services and was seconded by Commissioner Massie.

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

Approval Item B: Intergovernmental Agreement Between The Village Of Mount Prospect, The Mount Prospect Park District And Mount Prospect School District 57 Regarding The Redevelopment And Use of Improvements to Lions Park

Executive Director Jim Jarog gave the following summary of the Intergovernmental Agreement between the Mt. Prospect Park District and the Mount Prospect School District 57 regarding the redevelopment and use of improvements at Lions Park.

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Staff has worked closely with the Village of Mount prospect to bring forth the proposed Intergovernmental Agreement Between The Village Of Mount Prospect, The Mount Prospect Park District And Mount Prospect School District 57. This agreement will allow for the future disbursement of Community Development Block Grant funding of \$191,000 and TIF funding of \$59,000 for a total contribution of \$250,000. These funds will be payable to the Mt Prospect Park District at the conclusion of the anticipated phase 1 Lions Park Upgrades. The Lions Phase 1 project is currently targeted for completion by the fall of 2024. Attorney Tom Hoffman has reviewed this document and has no objections.

The anticipated funding from the Village of Mount Prospect includes CDBG (\$191,000) and TIF (\$59,000) for a total anticipated Village of Mount Prospect funding of \$250,000.

President Kurka opened the floor to questions to Executive Director Jim Jarog or Attorney Tom Hoffman. There were none.

Commissioner Tuczak read the recommended motion to adopt Intergovernmental Agreement Between The Village Of Mount Prospect, The Mount Prospect Park District And Mount Prospect School District 57 Regarding The Redevelopment And Use of Improvements to Lions Park and seconded by Commissioner Starr.

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

ADJOURNMENT TO DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY
MEETING at 6:26PM.

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Commissioner Doherty made a motion to adjourn to the Decennial Committee on Local Government Efficiency Meeting and seconded by Commissioner Starr. A voice vote was taken and all in favor.

A. MEETING # 3 OF THE MT. PROSPECT PARK DISTRICT DECENNIAL COMMITTEE

- Call To Order
- Roll Call
- Changes or Additions To Decennial Committee Meeting Agenda
- Approval of Agenda
- Approval of Decennial Meeting #2 Minutes, August 16, 2023
- Presentation of The Committee
- Public Comment
- Public Survey
- Approval of Report
- Motion To Adjourn the Committee Meeting and to Dissolve the Committee

Chairman Giese declared the Committee Meeting adjourned and the Committee dissolved.

President Kurka Reconvened the Regular Meeting at 6:41pm.

Commissioner Starr called the Roll for the Board The following Commissioners were present:

Roll Call	PRESENT	REMOTE	ABSENT
Commissioner Kurka	X		
Commissioner Starr	X		
Commissioner Doherty	X		
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

FINANCIAL ADVISOR'S REPORT

Lee Howard, the District's financial advisor reviewed the following financial information with our Board:

2023 DETERMINATION OF LEVY

This year's levy is again limited by the tax caps to the lesser of the CPI or 5% of the previous year's aggregate extension. The second-installment tax bills will be issued in early November with a due date of December 1st. Last year's extension was received last week to start the 2023 determination planning process.

GOLF REPORT

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Course revenues through September of \$1,975,124 were up 13% over last year. This contributed to a YTD net of \$585,532.

POOLS REPORT

Total revenue for the three pools at the end of September is \$691,123.

The two outdoor pools through September (the 2023 season) had gross revenues of \$321,852. This was \$42,762 better than budget.

RECPLEX FACILITY REPORT

Recplex facility revenues through September were \$356,078. 143% of the 2022 YTD.

REC PROGRAMS

Recreation program revenues through September were \$1,967,458, an 18% increase over 2022 year to date.

CHILD CARE PROGRAMS

Within Rec Programs above, Child Care Programs, (Kids Klub, Day Camp and Preschool combined) account for roughly half of that revenue through September or \$908,341. Day Camps are up 34%. Kids Klub and Preschool programs are up 20% and 48% respectively.

DEPARTMENTAL EXPENDITURES

Departmental expenditures are tracking according to plan. The one exception is Central Programs which are 119% of budget, with September being 75% through the year. Within Central Programs expenditures, Youth Athletics programming has taken off resulting in expenditures over budget at 136% and related revenue also exceeding budget at 153%.

President Kurka asked Commissioners if there were any questions for Lee on his report and there were none.

EXECUTIVE REPORT

Executive Director Jarog provided the Board with the following information from his executive report:

Annual Capital Improvement Project List FY 2024

A draft of the District's proposed FY 2024 Annual Capital Requests was presented tonight for the Board's first review and input. Staff will incorporate any feedback received from Commissioners during tonight's meeting and return for the Board's final review and consideration at the November 15th Regular Board Meeting. Once the list of 2024 capital projects has been approved, account codes will be created and staff will begin project implementation shortly thereafter.

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Mt. Prospect Park District FY 2024 Budget Process

The first draft of the District's FY 2024 budget will be presented to the Board at the November 15th Regular Board meeting. As the District continues to improve on previously declining programming and revenue we must also support our staffing and increasing operational expenses. The forthcoming budget will strive to keep up with the extremely competitive employment marketplace as well as another State of Illinois minimum wage increase to \$14.00 per hour as of January 1st, 2024. Our FY 2024 budget estimates will be adjusted accordingly to reflect these conditions. Staff is currently in the process of itemizing projected revenues and expenses for next year's budget. The first draft of our proposed FY 2024 budget will be presented to our Board at the November 15th Regular Board meeting for review and discussion.

Mt. Prospect Park District's Comprehensive Master Plan Update

The District's Comprehensive Master Plan was previously approved by our Board at the November 16th, 2023 Regular Board Meeting. At that time staff was asked by Commissioners to update the Board from time to time on the District's progress and plan implementation. In an effort to satisfy that request staff is planning to provide our Board with a plan update as part of the December 13th, 2023 Regular Board meeting.

Upcoming Board Meeting Reminders for 2023:

- Regular Board Meeting: Wednesday, November 15, 2023, @ 6:30 PM
 - First Draft FY 2024 Budget Presentation & Review
 - Approval of 2024 Capital Projects
- Regular Board Meeting: Wednesday, December 13, 2023, @ 6:30 PM

President Kurka asked Commissioners if there were any questions for Jim on his report and there were none.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Doherty complimented staff for including the comparables from the previous year on the Board Reports.

Commissioner Starr thanked the staff at the Golf Course for making the American Legion 8th Annual Golf Class a huge success. He highlighted that over \$12,000 was raised at the event and will be donated to an organization called Veterans Path to Hope. He also thanked the staff in advance for their help on the upcoming Veterans Day Ceremony.

ADJOURNMENT OF REGULAR MEETING

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President Kurka asked for a motion to adjourn the regular meeting.

Commissioner Doherty motioned to adjourn the meeting, seconded by Commissioner Starr.

A voice vote was taken with all in favor and none opposed.

The meeting was officially adjourned at 6:52PM.

Respectfully submitted,

William J. Starr, Secretary

UNAPPROVED DECENNIAL MEETING #3 MINUTES

October 18, 2023

DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY MEETING #3 1000 W. CENTRAL ROAD MOUNT PROSPECT, ILLINOIS 60056

DATE: October 18, 2023

Meeting # 3 of the Decennial Committee of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, October 18, 2023 at Central Community Center Facility of said Park District.

Chairman George Giese called the meeting to order at 6:26 p.m.

Commissioner Starr called the Roll for the Committee.

The following members were present upon roll:

Roll Call	Present	Remote	Absent
Commissioner Kurka	X		
Commissioner Starr	X		
Commissioner Doherty	X		
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		
Resident Member Bill Klicka	X		
Resident Member Shirley Klicka	X		
Executive Director Jim Jarog	X		
Director of Administration George Giese, Chairman	X		

Chairman George Giese reviewed the following items with the committee:

CHANGES OR ADDITIONS TO DECENNIAL COMMITTEE MEETING AGENDA

None

APPROVAL OF AGENDA

George Giese asked for a motion to approve the agenda. President Kurka made the motion and was seconded by Commissioner Starr. A voice vote was taken and all were in favor.

Motion Passed

APPROVAL OF MINUTES

Decennial Meeting #2, August 16, 2023

George Giese asked for a motion to approve the minutes. Commissioner Starr made the motion and was seconded by President Kurka. A voice vote was taken and all were in favor.

Motion Passed

UNAPPROVED DECENNIAL MEETING #3 MINUTES 10.18.23

PRESENTATION OF THE COMMITTEE

Chairman George Giese began his 3rd and final presentation by highlighting items of discussion.

Topics and Documents to be Summarized and Discussed in Meeting #3:

- Efficiencies - Industry groups, purchasing cooperatives, non-tax revenues, grants, volunteers and youth employment
- Transparency - MPPD.org resources including financial reports, FOIA, required postings and opportunities for public feedback
- Recommendations - Challenges with scheduling, unfunded mandates and other opportunities for efficiency

George started with a strong characteristic of park district's across the State of Illinois being very cooperative, not in competition with one another and are designed to serve the residents of the community.

The Mt. Prospect Park District is a member of the Illinois Association of Park District's also known as IAPD. IAPD is a service, research and educational organization for Districts in the state. The District relies on the IAPD for legislative updates.

The District is also a member of the IPRA which stands for Illinois Park and Recreation Association. The IPRA offers educational and networking resources for staff.

Operationally, the District utilizes purchasing cooperatives when practical and in the best interest of the District. Our Park Board sees this regularly with purchases such as flooring, trucks and equipment. This helps the District save on time and cost.

Further in his report, he made the point that as an agency that relies on earned revenues, we must maintain a very efficient business model with programs and facilities that attract patrons.

To supplement the District's finances we've pursued a variety of grant opportunities, including 2 OSLAD grants, an awarded tourism grant, CDBG funding and others. By pursuing those outside funds, we can supplement our capital projects and do more for the residents of our District.

On the HR end of things, our District utilizes volunteers in several capacities that help us with efficiency.

From the community perspective, the District is a significant employer of youth in the community. We rely greatly on our youth staff to fill multiple positions which helps them to pick up new experiences and different skills to set them up for success in their future endeavors in the workforce.

The District also provides the community with a wide variety of part time positions for those looking to supplement income or find post retirement work.

George highlighted his favorite statistic which is that 83% of the District's employees live in the towns that we serve.

UNAPPROVED DECENNIAL MEETING #3 MINUTES 10.18.23

Chairman Giese then moved on to the next topic; Transparency. He began by mentioning the District's website is full of resources for interested residents. The annuals, financials, staff directory , FAQs, program guides, interactive maps and much more can all be found on the website.

The Park District is subject to the Freedom of Information Act (FOIA) which we respond to accordingly in a timely manner.

The Open Meetings Act (OMA) applies to the District as well where we post notices and hold meetings in accordance with the law.

Lastly, George moved on to the last subsection of his report.

He explained that some of the bullet points are not recommendations, but an attempt to address the challenges that the District faces as an employer.

One of those areas relates to part-time employee hour thresholds. The District is forced to limit the hours of willing and able part time employees so they don't cross the different thresholds.

Overall, 80% to 90% of the District employees are impacted by different hourly thresholds. There are other laws that impact scheduling as well.

Finally, George included a few recommendations that could be actionable to some degree which include background checks, newspaper publications, non-resident FOIA requests and prevailing wage.

George opened the floor for discussion.

President Kurka and the rest of the Board thanked Chairman Giese for all of his efforts.

There were no further comments by the Committee.

PUBLIC COMMENT

None

PUBLIC SURVEY

Chairman Giese then stated that there were public surveys available at the back of the room if anyone wished to fill them out.

APPROVAL OF REPORT

George Giese asked for a motion to approve the draft report for completion of the Decennial Committee on Local Government Efficiency. Commissioner Massie made the motion and was seconded by Commissioner Starr.

Commissioner Starr called the Roll

UNAPPROVED DECENNIAL MEETING #3 MINUTES 10.18.23

Roll Call	AYE	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			
Resident Member Bill Klicka	X			
Resident Member Shirley Klicka	X			
Executive Director Jim Jarog	X			
Director of Administration George Giese, Chairman	X			

Motion Passed

Chairman Giese Then Asked For A Motion To Adjourn the Decennial Committee Meeting And Dissolve the Committee

Commissioner Starr made a motion, seconded by President Kurka. A voice vote was taken and all were in favor.

Motion Passed

The Regular Meeting of the Park Board was reconvened at 6:41 p.m.

Respectfully submitted,

William J. Starr, Secretary

Mt. Prospect Park District
MEMORANDUM



To: Board of Park Commissioners

From: Alicia Brzezinski, Executive Assistant

Date: November 15, 2023

Re: **PROPOSED REGULAR BOARD MEETING DATES 2024**

Cc: Jim Jarog, Executive Director

SUMMARY & BACKGROUND:

A copy of the proposed Board Meeting schedule for 2024 is included for your review and consideration. As is customary each year once the dates have been reviewed and agreed upon by all Commissioners staff then requests that the Board approves the proposed dates to formally set the monthly Board Meeting dates for the following calendar year which is 2024.

DOCUMENTS ATTACHED

Proposed Board Meeting Dates For 2024

RECOMMENDATION:

MOVE TO APPROVE THE PROPOSED BOARD MEETING SCHEDULE FOR THE MT. PROSPECT PARK DISTRICT BOARD OF PARK COMMISSIONERS FOR THE 2024 CALENDAR YEAR



MT. PROSPECT PARK DISTRICT

1000 W. CENTRAL ROAD

MOUNT PROSPECT, ILLINOIS 60056

MT. PROSPECT BOARD OF PARK COMMISSIONERS REGULAR MEETING SCHEDULE 2024

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 17, 2024

July 17, 2024

February 14, 2024

August 21, 2024

March 20, 2024

September 18, 2024

April 17, 2024

October 16, 2024

May 15, 2024

November 20, 2024

June 19, 2024

December 18, 2024

Approved:

Mt. Prospect Park District
MEMORANDUM



To: Board of Park Commissioners

From: Jlm Jarog, Executive DirectorAssistant

Date: November 15, 2023

Re: Subrecipient Agreement Between The Village Of Mount Prospect And Mt Prospect Park District/ Community Development Block Grant (CDBG) Program

Cc: George Giese, Director of Administration
Matt Dziubinski, Director of Parks and Planning

SUMMARY & BACKGROUND:

A draft of the Community Development Block Grant (CDBG) subrecipient agreement for the Lions Park Phase 1 project is included with this memo for the Board's review and consideration. This agreement is between the Village of Mount Prospect and Mt. Prospect Park District and specifically guides the use of the \$191,000 in CDBG grant funding and how the project will meet all of the CDBG requirements. Legal counsel has reviewed the document to ensure no conflicts exist with the previous IGA which was approved at the October 18th Board meeting. Sections I through VI have language specific to the project, and Sections VII through XVII is standard Housing and Urban Development (HUD) agreement language. This document is required per the HUD guidelines to allow for the future distribution of grant funding at the conclusion of the project. The following explanation was provided by the Village of Mount Prospect.

The subrecipient agreement is a management tool for measuring subrecipient performance and regulatory compliance for the CDBG program. The Village executes an agreement with each subrecipient that is approved in the annual CDBG Action Plan. The agreement contains a statement of work, budget, records and reporting requirements, federal administrative and financial standards, and federal regulations including labor standards. The Village and the subrecipient are responsible for documenting compliance with the federal standards in order to utilize federal (CDBG) funds.

DOCUMENTS ATTACHED

Proposed Draft Subrecipient Agreement between the Village of Mount Prospect and Mt. Prospect Park District

RECOMMENDATION:

MOVE TO APPROVE THE PROPOSED SUBRECIPIENT AGREEMENT BETWEEN THE VILLAGE OF MOUNT PROSPECT AND THE MT. PROSPECT PARK DISTRICT.

**AGREEMENT BETWEEN
THE VILLAGE OF MOUNT PROSPECT
AND
MT PROSPECT PARK DISTRICT
FOR THE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

THIS AGREEMENT (referred to as the “**Agreement**”) is entered into this _____ day of _____, 2023, by and between the Village of Mount Prospect, an Illinois home rule municipal corporation (referred to as the “**Grantee**”) and **Mt Prospect Park District**, a park district (referred to as the “**Subrecipient**”) (Sometimes referred to individually as “**Party**” and collectively as “**Parties**”).

WHEREAS, the Grantee has applied for and received Community Development Block Grant (referred to as “**CDBG**”) funds from the United States Department of Housing and Urban Development (referred to as “**HUD**”) under Title I of the Housing and Community Development Act of 1974, Public Law 93-383 (referred to as “**HCD Act**”); and

WHEREAS, the Subrecipient has applied to Grantee for CDBG funds to acquire, construct, reconstruct, or install, certain public facilities and improvements located at **Lions Memorial Park, 411 South Maple Street** in Mount Prospect (referred to as the “**Public Facility Project**”), to help implement the objectives of the CDBG Program, the Consolidated Plan, and the Action Plan, all in accordance with the HCD Act, the regulations promulgated thereunder, and all other applicable federal, state, and local laws, ordinances, and regulations (referred to as the “**Requirements of Law**”); and

WHEREAS, the Grantee deems it appropriate to award the CDBG funds to the Subrecipient for the proposed Public Facility Project, based upon the terms set forth in this Agreement.

NOW, THEREFORE, it is agreed between the Parties, as follows;

I. SCOPE OF WORK

A. Project

The Subrecipient shall use CDBG Grant funds to acquire, construct, reconstruct, rehabilitate, and/or install the public facilities and improvements described in the “**Statement of Work**” set forth below during CDBG Program Year 2023 (“**Public Facility Project**”) in a manner satisfactory to the Grantee, consistent with any standards required by HUD as a condition of the CDBG Grant, and in accordance with the Requirements of Law and this Agreement. The Subrecipient shall expend CDBG Grant funds solely to perform and complete the work described in the Statement of Work (“**Work**”) and solely in accordance with the budget set forth in Section III of this Agreement.

Statement of Work:

The Village has allocated Program Year (PY) 2023 CDBG funds to the Mount Prospect Park District to install a .30-mile asphalt walking path on the grounds of Lions Memorial Park, located at 411 South Maple Street. The walking path is part of a larger Park District project to rehabilitate the outdoor recreational amenities at Lions Memorial Park. The proposed walking path will serve low and moderate-income census blocks.

The walking path will be installed in an existing open lawn area on the east side of the park. The path construction will include removal of an existing basketball court and playground, and minimal excavation and grading to create a level surface for the path. The path will consist of an eight-foot (8') wide asphalt surface, creating a .30-mile loop that will connect to the public sidewalks and other parts of the park. Disturbed areas will be re-seeded and several new shrubs, trees, and prairie plantings will be installed. The proposed improvement will not impact any buildings.

The construction will begin in spring 2024 and be completed by June 30, 2025. All work will be completed by third-party contractors. The project budget is as set forth in Section III of this Agreement.

B. National Objectives

The Subrecipient certifies that the Work carried out with funds provided by this Agreement will meet one or more of the following National Objectives (referred to as the “**National Objectives**”) for CDBG programs, as defined in 24 CFR Part 570.208:

1. Benefit Low/Moderate Income Persons;
2. Aid in the prevention or elimination of slums or blight; or
3. Meet a need having a particular urgency/emergency.

The Subrecipient hereby certifies that the Work carried out under this Agreement will meet CDBG objective 1 as follows: The public facility will provide low- and moderate-income persons with a free, accessible, and high-quality recreational amenity.

C. Performance Measures

The Subrecipient shall perform and complete the Work in accordance with, and the Subrecipient's performance shall be measured against, the Statement of Work, including, without limitation, the schedule for completing the Work (referred to as the “**Schedule of Completion**”) and the plans and specifications (referred to as the “**Plans**”) for the Work set forth therein.

D. Performance Monitoring

The Grantee will monitor the performance of the Subrecipient against its obligations stated above. Substandard performance, as determined by the Grantee, will constitute non-compliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, suspension or termination procedures will be initiated.

II. TIME OF PERFORMANCE

Funding under this Agreement shall be available on the Effective Date, as hereinafter defined, and end on **June 30, 2025**. The Time of Performance shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income (as defined in 24 CFR 570.500), during which time all of the terms and provisions of this Agreement shall be in full force and effect and binding on the Subrecipient.

III. BUDGET

The Subrecipient must perform the work in accordance with the Subrecipient Project Budget set forth below.

Walking Path Loop in Lions Memorial Park

PROJECTED COSTS

Removals and Site Preparation	\$50,000
General Conditions	
Soil Erosion and Sediment Control	
Site Preparation, Earthwork, and Grading	
Improvements	\$125,000
New Asphalt Paving – Pedestrian 8' Wide	
Concrete Paving – Bench Pad	
Bench	
Landscape and Restoration	\$16,000
Shade Trees	
Lawn Restoration – Topsoil, Seed, Blanket	
TOTAL	\$191,000

SOURCES OF FUNDS

CDBG	\$191,000
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At any time during the Time of Performance, the Grantee may, in its discretion, require the Subrecipient to provide to the Grantee a supplementary budget or a more detailed budget for the performance of the Work. The Subrecipient must provide a supplementary or more detailed budget to the Grantee no later than 30 days after receipt of a written request from the Grantee. The Subrecipient shall not amend the budget set forth in this Section III, or any supplementary or more detailed budget submitted to the Grantee pursuant to this Section III, without the prior written approval of the Grantee.

IV. PAYMENT

The total amount of CDBG Grant funds paid by the Grantee to the Subrecipient for the performance of the Work under this Agreement shall not exceed **\$191,000.00**. Payment of CDBG Grant funds shall be made only for eligible expenses and shall be made in accordance with 2 CFR 200.305, against the line items within the budget set forth in Section III of this Agreement, and based upon the Subrecipient's progress toward attaining the Performance Measures described in Section I.C of this Agreement. The Subrecipient shall maintain a financial management system and internal controls in accordance with 2 CFR 200.302 and 2 CFR 200.303.

The Grantee may suspend or withhold the payment of CDBG Grant funds to, and may recover any unspent CDBG Grant funds from, the Subrecipient if the Grantee determines, in its sole discretion, that the Subrecipient has failed to perform any of its obligations in accordance with, or has violated, this Agreement or the Requirements of Law.

V. NOTICES & COMMUNICATIONS

Notices and communications under this Agreement shall be served personally or sent registered or certified mail, postage prepaid, to the respective Parties as follows:

Grantee

William J Cooney Jr
Director of Community Development
Village of Mount Prospect
50 South Emerson Street
Mount Prospect, Illinois 60056
Phone: (847) 818-5328
Fax: (847) 818-5329

Subrecipient

Jim Jaorg
Executive Director
Mt Prospect Park District
1000 West Central Road
Mount Prospect, Illinois
Phone:
Fax:

Notices served personally shall be effective upon receipt and notices served by mail shall be effective upon receipt as verified by the United States Postal Service. Either Party may change the name or address for which notice is required by notice to the other Party as provided herein.

VI. SPECIAL CONDITIONS

A. Ownership and Maintenance

The public facility shall be owned by the Subrecipient. The Subrecipient shall be responsible for ongoing maintenance of the public facility.

B. Community Use

The Subrecipient agrees that the public facility shall be free and open for community use from sunrise to sunset throughout the year. The Subrecipient agrees that the walking loop

amenity shall be available to the community for a period of at least ten (10) years after the Subrecipient receives a certificate of completion from the Village. The walking loop amenity shall not be removed from the grounds of Lions Memorial Park for the 10-year period unless this Agreement is amended as set forth in Section VII.F.

VII. GENERAL CONDITIONS

A. General Compliance

The Subrecipient agrees to comply with the requirements of 2 CFR Part 200 and 24 CFR Part 570 (the HUD regulations concerning CDBG), including subpart K of these regulations, except that 1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR § 570.604 and 2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR § 52. The Subrecipient further agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided by this Agreement. The Subrecipient further agrees to utilize those funds to supplement, rather than supplant funds otherwise available.

The Subrecipient shall, at all times, observe and comply with all laws, ordinances or regulations of the Federal, State, County and local government which may in any manner affect the performance of this Agreement, and the Subrecipient shall perform all acts under this Agreement in the same manner as the Grantee, as a contractor of the Federal Government, is or would be required to perform such acts.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the Parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance as the Subrecipient is an independent Subrecipient.

C. Hold Harmless

The Subrecipient shall hold harmless, defend and indemnify the Grantee, and its officials, officers, employees, agents, and representatives, from and against any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient's performance of or failure to perform the Work and the Subrecipient's other obligations under this Agreement.

D. Worker's Compensation

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Subrecipient shall carry sufficient insurance coverage to protect contract assets (e.g., equipment and real property) from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee.

The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200.304 Bonds and 2 CFR 200.310 Insurance coverage.

F. Grantee Recognition

The Subrecipient shall use its best efforts to recognize the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds provided by this Agreement.

G. Amendments

This Agreement may be amended at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by duly authorized representatives of both Parties, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

Notwithstanding the foregoing, the Grantee may, in its discretion, amend this Agreement to conform to Federal, State or local governmental guidelines, policies and available funding agreements, or for other reasons. If such amendment results in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by duly authorized representatives of both Parties, and approved by the Grantee's governing body.

H. Suspension or Termination

In accordance with 2 CFR 200.338 Remedies for noncompliance and 2 CFR 200.339 Termination, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include, but are not limited to, the following:

- a) Failure to comply with any of the rules, regulations or provisions referred to herein, or such statute, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
- b) Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
- c) Ineffective or improper use of funds provided by this Agreement; or

- d) Submission by the Subrecipient to the Grantee of reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200.339, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

All finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by the Subrecipient under this Agreement shall be the property of the Grantee.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Subrecipient shall comply with the standards and requirements of 24 CFR 570.502 and of 2 CFR Part 200, Subpart D, including, without limitation, the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Subrecipient shall administer its program in accordance with the cost principles set forth in 2 CFR Part 200, Subpart E. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record-Keeping

1. Records to be Maintained

The Subrecipient shall maintain all records required by the Federal regulations specified in 2 CFR Part 200.333 and 24 CFR § 570.506, which are pertinent to the activities funded under this Agreement. Such records shall include, but not be limited to:

- a) Records providing a full description of each activity undertaken;
- b) Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c) Records required to determine the eligibility of activities;
- d) Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;

- e) Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f) Financial records as required by 24 CFR § 570.502, and 2 CFR Part 200, Subpart D; and
- g) Other records necessary to document compliance with Subpart K of 24 CFR § 570.

2. Retention

The Subrecipient shall retain all records pertinent to expenditures incurred under this Agreement for a period of five (5) years after the termination of all activities funded under this Agreement. Records for non-expendable property acquired with the funds provided by this Agreement shall be retained for five (5) years after final disposition of such property. Notwithstanding the above, if any claims, litigation, audits, negotiations or other actions involving such records begin before the expiration of the five-year period, such records must be retained until completion of the actions and resolution of all issues, or the expiration of the five-year period, whichever occurs later.

3. Close-Outs

The Subrecipient's obligations to the Grantee shall not end until all close-out requirements are completed in accordance with 2 CFR 200.343, as determined by the Grantee in its sole discretion. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of all funds, and property and other assets purchased with funds, disbursed under this Agreement (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect and binding upon the Subrecipient during any period that the Subrecipient has control over CDBG funds or property, including program income.

4. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, HUD, their designees or the Federal Government, at any time during normal business hours, as often as the Grantee or HUD deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully resolved by the Subrecipient within 30 days after receipt of notice of such deficiencies by the Subrecipient. The Subrecipient hereby agrees to conduct an annual audit in accordance with current Grantee policy concerning Subrecipient audits and, as applicable, 2 CFR Part 200, Subpart F.

5. Availability of Law, Regulations and Orders

The Grantee shall, upon the request of the Subrecipient, provide copies of applicable laws, regulations and orders, including those referenced in this Agreement, which regulate the operation of CDBG-funded programs, or which might otherwise affect the performance of this Agreement. The OMB Circulars referenced in the Agreement may be found on the website at <https://www.whitehouse.gov/omb/information-for-agencies/circulars#numerical>. In addition, many of the applicable laws and regulations can be found on the United States Government Printing website at <https://www.govinfo.gov/app/collection/cfr/2017>.

C. Reporting and Payment Procedures

1. Program Income

The Subrecipient shall submit monthly written reports in a form acceptable to the Grantee of all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG Grant funds provided to the Subrecipient under this Agreement. The use of program income by the Subrecipient shall comply with the requirements set forth in 24 CFR 570.504. Additionally, the Subrecipient shall use program income during the Time of Performance of this Agreement to fund the Work under this Agreement and shall reduce requests for CDBG funds by the amount of program income expended on the Work. All unexpended program income shall be returned to the Grantee at the end of the Time of Performance. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account is not program income and shall be remitted promptly to the Grantee.

2. Indirect Costs

The Subrecipient shall keep a record of all indirect costs in the manner required by HUD. Indirect costs are costs incurred for a common or joint purpose benefiting more than one cost objective but not readily assignable to those cost objectives without effort disproportionate to the results achieved. However, the Subrecipient acknowledges and agrees that it may not charge or seek payment of CDBG Grant funds for, and the Grantee shall not pay, any indirect costs.

3. Payment Procedures

The Subrecipient shall submit payment requests to the Grantee for completed Work on a form acceptable to the Grantee in its sole discretion. The Grantee will pay to the Subrecipient CDBG Grant funds available under this Agreement in accordance with the Subrecipient's progress in attaining the Performance Measures set forth in Section I.C of this Agreement, the budget set forth in Section III of this Agreement, and Grantee policy concerning payments. With the exception of certain advances, payments will be made for, and shall not exceed, eligible expenses actually incurred by the Subrecipient. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. The

Grantee reserves the right to use funds available under this Agreement for costs incurred by the Grantee on behalf of the Subrecipient.

4. Progress Reports

Together with the Performance Reports, the Subrecipient shall submit to the Grantee quarterly progress reports using information collection standards approved by the United States Office of Management and Budget regarding the performance of the Work and the expenditure of CDBG Grant funds in a form acceptable to the Grantee in its sole discretion. The Subrecipient shall also meet with the Grantee upon request to discuss the Grantee's performance under this Agreement.

D. Procurement

1. Compliance

The Subrecipient shall comply with the applicable requirements of 2 CFR 200.317 through 2 CFR 200.326 and the Grantee's purchasing policy for the procurement of all Work and related property and equipment pursuant to this Agreement and shall maintain inventory records of all non-expendable personal property procured with funds provided pursuant to this Agreement. The Subrecipient shall convey to the Grantee all program assets (including, without limitation, unexpended program income and personal property purchased with CDBG funds or program income) upon the termination or expiration of this Agreement.

2. OMB Standards

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property, or services in accordance with the applicable requirements of 24 CFR 84.40 through 24 CFR 84.48 and 2 CFR 200.317 through 2 CFR 200.326.

3. Travel

The Subrecipient shall obtain written approval from the Grantee for any travel outside the Chicago metropolitan area to be paid for with funds provided under this Agreement.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200.310 through 200.316, 24 CFR Part 84, and 24 CFR 570.502, 570.503, and 570.504, as applicable, including, without limitation, the following requirements:

- a) The Subrecipient shall transfer to the Grantee any CDBG Grant funds on hand, and any program income, and any accounts receivable attributable to

the use of CDBG Grant funds under this Agreement at the time of expiration, cancellation, or termination of this Agreement.

- b) Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds provided to the Subrecipient under this Agreement in an amount that exceeds \$25,000 ("CDBG-Assisted Real Property") shall be used, in accordance with 24 CFR 570.208, to meet one of the CDBG National Objectives for a period of at least five (5) years after the expiration of the Time of Performance, or such longer period of time as the Grantee deems appropriate, in its sole discretion ("National Objective Period"). If the Subrecipient fails to use CDBG-Assisted Real Property in a manner that meets a CDBG National Objective during the entire National Objective Period, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the CDBG-Assisted Property less any portion of the value attributable to expenditures of non-CDBG funds for the acquisition of, or improvements to, the CDBG-Assisted Property. Such payment shall constitute program income to the Grantee.
- c) If the Subrecipient sells equipment acquired, in whole or in part, with CDBG Grant funds under this Agreement, the pro rata portion of the sale proceeds that correspond to the amount of CDBG Grant funds used to acquire the equipment shall be program income. Equipment not needed by the Subrecipient to perform Work under this Agreement shall be either: (a) transferred to the Grantee for use by the CDBG Program, or (b) retained by the Subrecipient after paying the Grantee an amount equal to the amount of the fair market value of the equipment attributable to the amount of CDBG Grant funds used to acquire the equipment.

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 USC 61, as amended, and implementing regulations at 49 CFR Part 24 and 24 CFR § 570.606(b); (b) the requirements of 24 CFR § 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Development Act (referred to as "**HCDA**"), 24 CFR Part 6; and (c) the requirements in 24 CFR § 570.606(d) governing optional relocation policies. [The Grantee may preempt the optional policies.] The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR § 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residence.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Subrecipient agrees to comply with the Illinois Human Rights Act (Act 775 ILCS 5/1-101 et seq.), Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and with Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107, and 12086.

2. Nondiscrimination

The Subrecipient shall comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR § 570.607 and 775 ILCS 5/1-101 *et seq.* The applicable non-discrimination provisions in Section 109 of the HCDA also apply. The Subrecipient shall not discriminate against any worker, employee, applicant for employment or client because of race, color, religion, ancestry, national origin, sex, disability or other handicap, age, marital status, physical or mental disability, sexual orientation, military status, unfavorable discharge from military service or order of protection status, or as otherwise prohibited by state or Federal law.

3. Land Covenants

This Agreement is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Agreement, the Subrecipient shall cause or require a covenant running with the land approved by the Grantee to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. Guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement can be found on HUD's Program website at:

https://www.hud.gov/program_offices/fair_housing_equal_opp/disabilities/sect504faq

B. Affirmative Action

1. Approved Plan

Before the payment of any CDBG Grant funds pursuant to this Agreement, the Subrecipient shall submit a plan for an Affirmative Action Program to Grantee for approval. This plan shall incorporate the language of the equal opportunity clause for federally-assisted construction contracts set forth in 41 CFR 60-1.4(b), which shall be binding on the Subrecipient and its contractors in accordance with its terms as if full set forth herein. The Subrecipient agrees that it shall carry out the Affirmative Action Program in accordance with the approved plan and with the principles provided in the President's Executive Order 11246 of September 24, 1966.

2. Women- and Minority-Owned Businesses

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of the Work under this Agreement. As used in this Agreement, the term "small business" means a business that meets the criteria set forth Section 3(a) of the Small Business Act, 15 U S C. 632, as amended, and the term "minority and women's business enterprise" means a business at least fifty-one percent owned and controlled by minority group members or women. For the purpose of the definition of "minority and women's business enterprise," "minority group members" are African-Americans, Spanish-speaking, Spanish surnamed, or Spanish-heritage Americans, Asian- Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Subrecipient shall maintain and, upon request by the Grantee, HUD, their agents, or other authorized federal officials, furnish, and cause each of its subrecipients and subcontractors to furnish, all plans, records, documents, and other information required to be maintained pursuant to, or necessary to demonstrate compliance with, this Section X.B for the purpose of determining compliance.

4. Notifications

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice at conspicuous places accessible and visible to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Subrecipient shall, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions

The Subrecipient will cause the provisions of Sections X.A and X.B of this Agreement, and the language required therein, to be included in every contract, subcontract, or purchase order with the Subrecipient's subrecipients, contractors, or subcontractors so that such provisions will be binding upon those subrecipients, contractors, or subcontractors.

C. Employment Restrictions

1. Prohibited Activity

The Subrecipient is prohibited from using funds provided by this Agreement or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2. Labor Standards

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this Agreement, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3. “Section 3” Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 75, and all applicable rules and orders issued hereunder prior to the execution of this Agreement, shall be a condition of the Federal financial assistance provided under this Agreement and binding upon the Grantee, the Subrecipient and any of the Subrecipient’s Subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient and any of the Subrecipient’s Subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based pain hazards), housing construction, or other public construction project to business concerns that provide

economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The Subrecipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under the Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 75 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. Conduct

1. Assignability

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written approval of the Grantee's Village Manager thereto.

2. Subcontracts

a. Approvals

The Subrecipient shall not enter into any subcontracts for the purpose of performing the Work or any of the Subrecipient's other obligations under this Agreement without first obtaining the written consent of the Grantee, which consent may be denied in the Grantee's sole discretion. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

b. Monitoring

The Subrecipient must regularly review all subcontracted services to assure compliance with the Requirements of Law, the provisions of this Agreement, and the provisions of the subcontract. The Subrecipient shall regularly inspect the Work site and the Work to assure that the work is completed in accordance with the subcontract, this Agreement, and the Requirements of Law. The Subrecipient shall prepare written reports documenting its review of the subcontracted Work, which reports must include, without limitation, the dates of the review, any compliance failures by subcontractors found by the Subrecipient, and the actions taken by the Subrecipient to cause the subcontractors to come into compliance. The Subrecipient shall provide these written reports to the Grantee upon request and whenever a report includes findings that a subcontractor failed to comply with the Requirements of Law, the provisions of this Agreement, or the provisions of the subcontract.

c. Content

The Subrecipient shall cause all of the provisions of this Agreement in its entirety to be included in and made a part of any subcontract executed by the Subrecipient and a subrecipient, contractor, or subcontractor in connection with the performance of this Agreement.

d. Selection Process

All subcontracts let by the Subrecipient in the performance of this Agreement shall be awarded in a fair and open competitive basis in accordance with the stricter of: (i) the applicable procurement standards set forth in 2 CFR 200.317 through 2 CFR 200.326, or (ii) the Village of Mount Prospect Code and purchasing policy. Before letting any contracts for the construction or rehabilitation of improvements on real property, the Subrecipient shall, prior to seeking proposals for the construction or rehabilitation work, prepare estimates of the cost to perform the work.

Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Subrecipient agrees that no funds provided by this Agreement, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest

The Subrecipient agrees to abide by the provisions of 24 CFR §§ 84.42 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

5. Lobbying

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement;
- b) If any funds, other than Federal appropriated funds, have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions;
- c) The Subrecipient will require that the language of this Section X.D.5 be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this

certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6. Religious Organizations

The Subrecipient agrees that funds provided by this Agreement will not be utilized for inherently religious activities, prohibited by 24 CFR § 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- a) The Clean Air Act, 42 U.S.C. 7401 et seq., as amended, and all regulations promulgated thereunder;
- b) The Federal Water Pollution Control Act, 33 U.S.C. 1251, et seq., as amended, and all regulations promulgated thereunder; and
- c) Regulations promulgated by the United States Environmental Protection Agency set forth in 40 CFR Part 50, as amended.

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973, 42 U.S.C. 4001, the Subrecipient shall require, as a condition of providing financial assistance for the acquisition of real property, or the construction of improvements on real property (including rehabilitation), located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, that flood insurance under the National Flood Insurance Program covering the applicable real property is obtained and maintained.

C. Historic Preservation

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, 16 U.S.C. 470, as amended, and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of Work pursuant to this Agreement.

In general, and without limitation, compliance with the National Historic Preservation Act and the regulations set forth in 36 CFR Part 800 requires the concurrence of the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

XII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

XIII. JURISDICTION AND VENUE

This Agreement and all questions of interpretation, construction and enforcement hereof, and all controversies hereunder, shall be governed by the applicable statutory and common law of the State of Illinois. For the purpose of any litigation relative to this Agreement and its enforcement, venue shall be in the Circuit Court of Cook County, Illinois and the Parties consent to the in personam jurisdiction of said Court for any such action or proceeding.

XIV. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds provided by this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.

XV. CAPTIONS

The captions at the beginning of the several paragraphs, respectively, are for convenience in locating the context, but are not part of the context.

XVI. WAIVER

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XVII. EFFECTIVE DATE

This Agreement shall be deemed dated and become effective on the date that the Village Manager and Village Clerk sign this Agreement which date shall be the date stated on the first page of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

SIGNATURE PAGE FOLLOWS

VILLAGE OF MOUNT PROSPECT:

Michael Cassady
Village Manager

Date

ATTEST:

Karen Agoranos
Village Clerk

MT PROSPECT PARK DISTRICT:

Jim Jaorg
Executive Director

Date

ATTEST:

Mt Prospect Park District
Secretary

Print Name

MEMORANDUM



To: Mt. Prospect Board of Commissioners

From: Nick Troy, Director of Recreation
Jeff Langguth, Director of Golf

Date: November 15, 2023

Re: Review and Approval of Partner Agreement - Mt. Prospect, River Trails, and Prospect Heights Park District

C: Jim Jarog, Executive Director

Summary & Background:

The Partner Agreement between the Mt. Prospect Park District, River Trails Park District and Prospect Heights Park Districts was last reviewed in August 2017. Staff from all three Districts has recently met to review the previously approved agreement and has determined that aside from one change the agreement continues to satisfy the best interests of the residents from all of the three Districts.

Summary of Agreement: Through our cooperative “three-for-one” agreement, all programs and most facilities offered by the three listed park districts are available to anyone living within each of the three park district boundaries. A resident of any of the three districts is considered a Partner resident of the other two park districts and is therefore able to enroll in classes or programs at resident rates. Although the agreement may result in an increase in the number of potential users, each park district will continue to maintain its individual identity and utilize monies available to it at present tax rates. Residents always receive priority registration within their “home district” while enjoying the added benefit of enrolling in a “partner district’s” class or program at resident rates.

Recommended Changes:

- There is an update to Addendum C, Prospect Heights Park District, for Old Orchard Country Club which now accepts Partner Resident fees on Fridays. This is a flat \$5 discount.

Recommendation:

MOVE TO APPROVE THE UPDATED PARTNER AGREEMENT BETWEEN MT. PROSPECT PARK DISTRICT, RIVER TRAILS PARK DISTRICT AND PROSPECT HEIGHTS PARK DISTRICT.

PARTNER RESIDENT AGREEMENT
(Revised November 6, 2023)

In consideration of continuing a PARTNER RESIDENT AGREEMENT between the Mt. Prospect Park District (hereinafter referred to as “MPPD”), Prospect Heights Park District (hereinafter referred to as “PHPD”), and the River Trails Park District (hereinafter referred to as “RTPD”) to effectively expand the recreational opportunities for the sole purpose of offering resident and/or discounted rates to the residents of all three Park Districts; MPPD, PHPD, and RTPD hereby agree to the following:

1. Definition:
 - a. Residents within each respective taxing Park District will hereinafter be referred to as “Residents”;
 - b. Residents from the respective other Park Districts will hereinafter be referred to as “Partner Residents”.
2. This agreement is only applicable to each Park District’s residents. It does not affect employee privileges.
3. MPPD, PHPD, & RTPD agree to offer its Partner Residents the resident rates for all of its classes, programs, facility memberships and daily fees, with the exception of golf facility usage. (See item #14)
4. Independent registration systems will be retained within each Park District. Residents will continue to receive first priority for registration in their home Park District.
5. All school district agreements will be honored only by the Park District that is a party to the agreement.
6. Procedures regarding employees working in businesses located within each Park District will not be affected. Golf is not included in any of these agreements. Present policies regarding the business community will be retained within each Park District, including golf.
7. In all the Park Districts, age 62 is designated as Senior Age. Other age designations will be retained within each Park District.
8. Facility rental rates and policies with respect to park affiliates and non-profit organizations will be retained within each Park District but will not extend to the other Partner Park Districts.

9. Partner Residents will receive facility rentals at the resident rate at each of the Partner Park Districts.
10. Park permit procedures will be retained within each Partner Park District.
11. Resident street lists will be available, upon request, at each of the Partner Park Districts. An updated resident street list will be printed on the first business day of each calendar year.
12. The Partner Resident Agreement will remain in effect until any one of the parties' requests changes to be made or requests to be removed from the agreement.
 - a. The Addenda will be reviewed annually for price changes. Any price changes will not require a full review of the Resident Partner Agreement or Board execution.
13. Electronic or printed seasonal brochures/program guides and websites of each Park District will contain consistent information about the Resident Partner Agreement.
14. A Partner Resident rate for daily golf fees may apply and will be defined in this agreement for the Mt. Prospect Golf Club (Addendum A), Rob Roy Golf Club (Addendum B), and Old Orchard Country Club (Addendum C). Each Park District will supply the Partner Districts with a current price scale to display for their residents no later than March 1 of each calendar year.

APPROVED: _____
Mt. Prospect Park District, President

DATE: _____

APPROVED: _____
Prospect Heights Park District, President

DATE: _____

APPROVED: _____
River Trails Park District, President

DATE: _____

ADDENDUM A

PARTNER RESIDENT AGREEMENT

MT. PROSPECT GOLF CLUB RESTRICTIONS MT. PROSPECT PARK DISTRICT REVISED NOVEMBER 6, 2023

Due to the nature of golf course management, restrictions for usage need to be established. The golf courses involved are Mt. Prospect Golf Club, Old Orchard Country Club and Rob Roy Golf Course.

1. All residents of the River Trails and Prospect Heights Park District are eligible to purchase a Mt. Prospect Golf Club Discount Card at a rate of \$35. This is the same rate that applies to residents of the Mt. Prospect Park District. Once this discount card is purchased, the golfer will receive reduced rates anytime they play.
2. Partner Residents are not eligible to purchase any of our Unlimited Play Season Passes.

ADDENDUM B

PARTNER RESIDENT AGREEMENT

ROB ROY GOLF CLUB RESTRICTIONS RIVER TRAILS PARK DISTRICT REVISED NOVEMBER 6, 2023

Due to the nature of golf course management, restrictions for usage need to be established. The golf courses involved are Mt. Prospect Golf Club, Old Orchard Country Club and Rob Roy Golf Course.

1. There will be no Partner Resident Fees available on Saturdays, Sundays, or Holidays. Partner Residents are considered Non-Residents on weekends and Holidays.
2. The Partner Resident tier of pricing will be half the difference between resident and non-resident fees for weekdays as well as for the Rob Roy Membership fee.
3. Promotions are offered from time to time; if a promotional rate is lower than any of these listed below, the discounted or special offer rate prevails.

ADDENDUM C

PARTNER RESIDENT AGREEMENT

OLD ORCHARD COUNTRY CLUB RESTRICTIONS PROSPECT HEIGHTS PARK DISTRICT REVISED NOVEMBER 6, 2023

Due to the nature of golf course management, restrictions for usage need to be established. The golf courses involved are Mt. Prospect Golf Club, Old Orchard Country Club and Rob Roy Golf Course.

1. Partner Residents will receive a \$5 discount on applicable rates during the week at Old Orchard Country Club. Nonresident rates will apply to Partner Residents on Saturdays, Sundays, and holidays.
2. Resident Partners may book a tee time online, pay the fee at the Golf Shop upon arrival and receive the discount after presenting valid proof of residency (driver's license or state ID card).
3. Rates include green fees and cart.
4. Open play rates vary 9 holes vs 18 holes and for adults (18 – 64 yr.), seniors (65+), juniors (17 and younger). Juniors cannot rent golf carts.

ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT
October-23

ACCOUNTS PAYABLE

Suggested Motion: I move to ratify October Accounts Payable Checks and EFT's in the amount of \$ 2,254,155.92 as listed on the Check Register.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
10/1-10/8/2023	\$	1,785,278.30	201771-201795	Checks
10/9-10/15/2023	\$	156,054.56	201796-201846	Checks
10/16-10/22/2023	\$	101,529.00	201847-201882	Checks
10/23-10/31/2023	\$	211,294.06	201883-201925	Checks

TOTAL AP \$ 2,254,155.92 Checks and EFT's

PAYROLL

Suggested Motion: I move to ratify October Payroll Checks and Direct Deposits in the amount of \$ 331,937.96 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
10/13/2023	\$	160,609.18	53154-53407	DD Notification
	\$	5,877.99	1036007023- 1036007043	Checks
			53408-53413	<i>Taxes, Transfers & Garnishments</i>
10/27/2023	\$	159,488.14	53414-53673	DD Notification
	\$	5,962.65	1036167876- 1036167897	Checks
			53674-53679	<i>Taxes, Transfers & Garnishments</i>

TOTAL P/R \$ 331,937.96 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 10/8/2023
Check Date 10/13/2023

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	9,540.75	275	229,912.40	35	24
Full Time		59			

Pay Period Ending 10/22/2023
Check Date 10/27/2023

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	9,553.75	282	227,668.51	34	24
Full Time		61			

MEMORANDUM



To: Board of Park Commissioners
From: Jim Jarog, Executive Director
Date: November 15, 2023
Re: Potential Future Expansion of Brentwood Elementary School
C: Matt Dziubinski, Director of Parks and Planning

Summary & Background

Recently staff was contacted by representatives from Community Consolidated School District 59 regarding the Brentwood Elementary School and their need for possible expansion as a result of space limitations and programmatic growth. SD-59 feels the need exists for additional classrooms to accommodate current and future student enrollment capacity, as well as the support spaces that correspond to those increases. Upgrades to be considered include core education classrooms, music, art, as well as an option to create a 'future-ready' school which includes a large gym, kitchen, professional learning, and specialized instruction.

Park District staff felt it would be best to allow representatives from SD-59 the opportunity to come before our Board to explain their position and discuss potential options moving forward. Many of the options explored may require the use of adjacent park district property either for playground space or proposed additions to the school.

Community Consolidated School District 59 understands the Park District's need to preserve as much open green space and play space as possible. Additional parking has been provided in some options to assist with traffic flow and safety. The concept plans being brought before the Board tonight are for exploratory and discussion purposes only as no formal commitments have been made on behalf of the Park District.

If the Board deems it appropriate to support one or more of the concepts as presented, staff would ask the Board to provide direction to the Executive Director regarding which options they may or may not support. Additionally I would request that the Board authorize staff to work with SD-59 to further explore options they may be in favor of in an effort to bring forth a formal proposal for Board consideration and possible approval at a later date.

Documents Attached

Exhibit # 1 Statement of Need Letter SD-59

Exhibit # 2 Brentwood Elementary School Future Expansion Concept Plans

Recommendation

MOVE TO AUTHORIZE PARK DISTRICT STAFF TO WORK WITH COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59 TO FURTHER EXPLORE OPTIONS THE BOARD MAY BE IN FAVOR OF IN AN EFFORT TO BRING FORTH A FORMAL PROPOSAL FOR BOARD CONSIDERATION AND POSSIBLE APPROVAL AT A LATER DATE.



COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59

November 6, 2023

Dear Mr Jarog,

We appreciate the Mount Prospect Park District Board's consideration to review potential future expansion at Brentwood Elementary School for Community Consolidated School District 59. We understand our preliminary draft concepts would impact the adjacent property, Brentwood Park, which is owned by the Mount Prospect Park District.

Brentwood Elementary School has needs for expansion as a result of enrollment and programmatic growth. The scope is based on school district data and instructional practices. These additional classrooms and spaces are designed to accommodate the current and future curriculum, and add support spaces that correspond to those increases in student needs. Spaces needed include core education classrooms, music, art, and band. Additional options would address priority needs for a future-ready school which includes a larger capacity gym, kitchen, professional learning spaces, and specialized instruction rooms.

In the attached plans, you will see our initial ideas. These are not final. In Options B1 and B2, the additions are satisfying the immediate critical needs of a 4-section school (4 classrooms per grade level) to remove the mobile classrooms that exist today. They also address priority needs to support instruction with a new small gym, kindergarten rooms, art, English as a Second Language classes, band, orchestra, and other special needs.

Options D1 and E1 offer future-ready school designs that accommodate 3 sections per grade level of students, and adds spaces for a kitchen, band, orchestra, library support, and additional programmatic offerings.

As noted in the drawings, all options require the use of adjacent park district property either for playground space, hardscape play, or for the actual additions. Should the CCSD59 School Board wish to move forward with any of these options, an IGA or land

1001 Leicester Road Elk Grove Village, IL 60007

P: (847) 593-4300 | F: (847) 593-4301 | ccsd59.org



COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59

purchase needs to be discussed and approved by the Mount Prospect Park District prior to any concept development.

Community Consolidated School District 59 understands the need to preserve as much open green space and play space as possible. We have maintained the public playground equipment in all the options. Added parking has been included in some options to assist with traffic flow and safety as well. The Park District has not reviewed or approved these options and they are for exploratory and discussion purposes only.

We look forward to further discussions with the Mount Prospect Park District board. The CCSD59 Board of Education is currently in discussions to review all options at this time. We are happy to answer any of your questions as we work to collaboratively plan for improvements for our Brentwood students, staff, families, and community.

Sincerely,

Dr. Terri Bresnahan, Superintendent

Community Consolidated School District 59

1001 Leicester Road Elk Grove Village, IL 60007

P: (847) 593-4300 | F: (847) 593-4301 | ccsd59.org



COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59

Brentwood Elementary School Expansion Study

DRAFT 11/6/23



- NEW ADDITION: 9,730 SF
- NEW KITCHEN: 800 SF
- NEW GYM: 3,370 SF
- KITCHEN RENOVATION: 560 SF
- GYM RENOVATION: 765 SF
- NEW PARKING: 12 SPOTS
- TOTAL PARKING: 63 SPOTS

CONSIDERATIONS:

- MOBILE CLASSROOMS REMOVED
- KINDERGARTEN CONSTRUCTION IN COURTYARD IS DIFFICULT
- EXISTING PLAYGROUND NEEDS TO BE RELOCATED
- GYM IS NOT IDEAL SIZE DUE TO SETBACK (>5,000 sf)
- ADDITIONAL PARKING ALONG BRENTWOOD DR
- PARKING LOT ENTRY NEEDS TO BE REWORKED AROUND NEW GYM

NOTE: THESE ARE CONCEPT PLANS FOR DISCUSSION PURPOSES ONLY AND HAVE NOT BEEN REVIEWED OR APPROVED BY THE MT. PROSPECT PARK DISTRICT. THIS IS STRICTLY AN EXERCISE TO IDENTIFY ALL POSSIBLE OPTIONS THAT MAY OR MAY NOT EXIST.

1 BRENTWOOD ELEMENTARY SCHOOL EXPANSION STUDY - OPTION B1

1" = 60'-0"

0 45' 90'

Option B1
B1



- NEW ADDITION: 12,080 SF
- NEW GYM: 3,370 SF
- NEW KITCHEN: 800 SF
- KITCHEN RENOVATION: 765 SF
- GYM RENOVATION: 765 SF
- NEW PARKING: 12 SPOTS
- TOTAL PARKING: 63 SPOTS

- CONSIDERATIONS:**
- MOBILE CLASSROOMS REMOVED
 - KINDERGARTEN CONSTRUCTION IN COURTYARD IS DIFFICULT
 - EXISTING PLAGROUND REMAINS IN PLACE
 - GYM IS NOT IDEAL SIZE DUE TO SETBACK (>5,000 sf)
 - ADDITIONAL PARKING ALONG BRENTWOOD DR
 - PARKING LOT ENTRY NEEDS TO BE REWORKED AROUND NEW GYM

NOTE: THESE ARE CONCEPT PLANS FOR DISCUSSION PURPOSES ONLY AND HAVE NOT BEEN REVIEWED OR APPROVED BY THE MT. PROSPECT PARK DISTRICT. THIS IS STRICTLY AN EXERCISE TO IDENTIFY ALL POSSIBLE OPTIONS THAT MAY OR MAY NOT EXIST.

1

BRENTWOOD ELEMENTARY SCHOOL EXPANSION STUDY - OPTION B2

1" = 60'-0"

0 45' 90'

Option B2
B2



- NEW ADDITION: 4,455 SF
- NEW KITCHEN: 800 SF
- NEW GYM: 3,370 SF
- RENOVATION: 6,385 SF
- KITCHEN RENOVATION: 560 SF
- GYM RENOVATION: 765 SF
- NEW PARKING: 12 SPOTS
- TOTAL PARKING: 63 SPOTS

- CONSIDERATIONS:**
- MOBILE CLASSROOMS REMOVED
 - REQUIRES DEMO & RENO AT FIRST FLOOR
 - EXISTING PLAYGROUND REMAINS IN PLACE
 - EXISTING HARDSCAPE WILL NEED TO BE MOVED/RECONSTRUCTED
 - GYM IS NOT IDEAL SIZE DUE TO SETBACK (>5,000 sf)
 - REQUIRES PURCHASE OF ADJACENT PROPERTY
 - ADDITIONAL PARKING ALONG BRENTWOOD DR.
 - PARKING LOT ENTRY NEEDS TO BE REWORKED AROUND NEW GYM

NOTE: THESE ARE CONCEPT PLANS FOR DISCUSSION PURPOSES ONLY AND HAVE NOT BEEN REVIEWED OR APPROVED BY THE MT. PROSPECT PARK DISTRICT. THIS IS STRICTLY AN EXERCISE TO IDENTIFY ALL POSSIBLE OPTIONS THAT MAY OR MAY NOT EXIST.

1 BRENTWOOD ELEMENTARY SCHOOL EXPANSION STUDY - OPTION D1 (3-SECTIONS)

1" = 60'-0"

Option D1
D1



- NEW ADDITION: 10,400 SF
- NEW KITCHEN: 800 SF
- RENOVATION: 11,040 SF
- KITCHEN RENO: 560 SF
- NEW PARKING: 14 SPOTS
- TOTAL PARKING: 69 SPOTS

CONSIDERATIONS:

- MOBILE CLASSROOMS REMOVED
- REQUIRES DEMO & RENO AT FIRST FLOOR
- EXISTING HARDSCAPE WILL NEED TO BE MOVED/RECONSTRUCTED
- FULL SIZE GYM (5,000 SF)
- REQUIRES PURCHASE OF ADJACENT PROPERTY
- PARKING LOT ENTRY NEEDS TO BE EXPANDED
- ADDS KITCHEN & SERVERY
- EXPANDS LRC
- FUTURE READY

NOTE: THESE ARE CONCEPT PLANS FOR DISCUSSION PURPOSES ONLY AND HAVE NOT BEEN REVIEWED OR APPROVED BY THE MT. PROSPECT PARK DISTRICT. THIS IS STRICTLY AN EXERCISE TO IDENTIFY ALL POSSIBLE OPTIONS THAT MAY OR MAY NOT EXIST.

1 BRENTWOOD ELEMENTARY SCHOOL EXPANSION STUDY - OPTION E1 (3 SECTIONS)

1" = 60'-0"

0 45' 90'

Option E1
E1

MEMORANDUM



To: Board of Park Commissioners
From: George Giese, Director of Administration
Date: November 15th, 2023
Re: Draft FY 2024 Budget Summary Presentation
C: Jim Jarog, Executive Director

Summary & Background:

Budgeting season for the Mt. Prospect Park District kicks off late-summer, with staff itemizing revenues and expenditures across an array of workbooks and program spreadsheets. Budgets are then compiled for stages of review and revision, culminating in a first look at the summary result in November. This practice continues tonight with a preview of FY 2024 at the Operating Fund-level, including a breakdown of the Recreation Fund.

While further revisions may continue in the coming months before ultimate approval in March, staff is pleased to present a sound budget for the next fiscal year at this early stage in the process. Highlights to be covered during the November presentation include:

Operating Fund Highlights:

- Budget surpluses in the Park District's primary Operating Funds of Corporate (+\$22,468) and Recreation (+\$100,050). The surplus in Corporate persists after absorbing additional expenses from the Internal Service Fund - ISF expenses have been reduced below \$100,000 and as a result, the ISF is budgeted for a small surplus (+\$14,500).
- Budget surpluses in the Park District's Liability Insurance (+\$17,585), IMRF (+\$200,500), and Debt Service Funds (+\$191,715). The surplus in IMRF reflects a significant drop in the Park District's employer contribution rate for 2024, which in turn reduces retirement expenses for the District. A near break-even budget for the Conservatory Fund is projected for FY 2024 (+\$3,606).
- Planned, managed deficits in the Park District's Social Security (-\$50,000), NWSRA (-\$430,000), Paving & Lighting (-\$100,000), and Non-Bond "Gov-Deals" Funds (-\$44,000). Particularly for the NWSRA, P&L and Gov-Deals Funds, the Park District budgets to utilize available fund balances for project work in the coming year that would otherwise be unavailable without these allocations. These recurring budget deficits are noted in each year's budget process, though actual results will depend on construction timelines and the specific details of each project.
- For major revenue categories, the Park District is projecting increases across several areas overall. These include the major categories of Rentals (+5%), Passes/User Fees (+13%), Daily/User Fees (+6%), and Program Fees (+16%). Added together, these increases represent over \$721,000 in additional earned revenues for the Park District.

Property taxes as an overall category increase 5%, as capped by statutory limits. This increase was described in prior discussions regarding the Park District's tax levy, reflecting increases to CPI and new growth/development in the community.

- For major expense categories, the FY 2024 budget reflects increases to FT Salaries and Employee Benefits (+2%, respectively) as well as PT Salaries (+16%), Contractual Services (+18%) and Liability Insurance (+48%). Minimum wage increases to \$14.00 per hour effective January 1st, 2024, and that adjustment is accounted for in part-time budgets. Retirement expenses as an overall category decrease in next year's budget (-23%), again reflecting the reduction in the Park District's IMRF employer contribution rate for 2024.
- Overall, the Park District's total budget is close to balanced between revenues and expenditures, especially when considering the planned deficits for NWSRA/P&L/GovDeals project budgets. To reiterate a point made above, specific amounts may change as needed in the coming months though staff will strive to sustain the overall positive trends represented in this draft budget across its Operating Funds.

Recreation Fund Highlights:

- The Recreation Fund Summary details budgeted revenues and expenditures across the many departments and program areas contained within the Recreation Fund, including pools, the Golf Course, recreation facilities and recreation programming. Overall, the Recreation Fund is budgeted for a surplus (+\$100,050) as noted above.
- Including Central programs, recreation programming overall is budgeted for a surplus (+\$920,897), reflecting the increases noted to key earned revenue categories. The District's main recreation facilities are historically budgeted at a deficit as the keepers of the utilities, maintenance, salaries and overhead expenses required to operate them.
- The Park District's three pools, Big Surf, Meadows and RecPlex, are collectively budgeted at a deficit (-\$471,473). Though revenues for each of the three pools are budgeted for increases as compared to 2023, both the seasonal nature of outdoor pools as well as year-long operational expenses result in budget deficits for the pools.
- Golf Course revenues are budgeted over \$2 million for next year (+3%). Subject to cooperative weather, particularly in early spring and late fall, staff is optimistic for another great year at the Course and continued success for the golf industry post-pandemic.

As noted in this memo, staff will continue to refine budgets as needed in the coming months. Unlike budgets during the pandemic years, significant changes are not currently anticipated though the budget timeline allows for flexibility should circumstances require modification. As always, staff will inform the Park Board of any significant changes to the FY 2024 budget between November and March of 2024 when final approval is requested. Overall, the Park District is positioned for another successful year as represented in the FY 2024 budget.

Recommendation:

None at this time - for discussion only.



**MOUNT PROSPECT PARK DISTRICT
SUMMARY - ALL OPERATING FUNDS
2024 PROPOSED BUDGET**

	CORP	REC	LIAB INS	SOC SEC	NWSRA	IMRF	CONSERV	PAV/LIGHT	DEBT SERV	INT SERV	NON BOND GOV DEALS	2024 BUDGET	2023 BUDGET	% Change
Beg Balance Est. (Accrual)	2,213,214	5,403,701	356,879	346,416	539,586	1,401	359,082	121,474	939,850	1,974	44,706	10,328,283	-	
Residual Equity Transfer														
REVENUES:														
Property Taxes	2,703,433	1,723,808	1,166,733	538,404	776,956	589,912	884,152	109,994	3,803,917			12,297,309	11,676,513	5
Replacement Taxes	168,333	336,667										505,000	505,000	-
Rental	84,507	752,916					77,319					914,742	869,770	5
Passes/User Fees		855,311										855,311	756,970	13
Daily/User Fees		1,506,642										1,506,642	1,420,057	6
Program Fees		3,451,658					53,768					3,505,426	3,014,220	16
Concession Sales		76,473					25,715					102,188	79,097	29
Corporate Sponsors		21,000										21,000	21,000	-
V/MC Other	156,174	(96,000)									-	60,174	94,393	(36)
Interest	1,500								20,571			22,071	15,893	39
Int Proj Charges										100,000		100,000	100,000	-
Bond Proceeds									1,852,116			1,852,116	1,938,237	(4)
Total Revenue	3,113,947	8,628,475	1,166,733	538,404	776,956	589,912	1,040,954	109,994	5,676,604	100,000	-	21,741,979	20,491,150	6
% Inc. of 2023 Budget	9	9	36	7	2	(23)	3	3	2	0	(100)	6		
EXPENDITURES:														
Full Time Salaries	1,485,871	2,249,202	150,411				473,467			-		4,358,951	4,261,492	2
Part Time Salaries	89,120	2,655,404	-				174,764			85,500		3,004,788	2,599,671	16
Employee Benefits	489,626	940,817	50,535				160,522					1,641,500	1,616,100	2
Contractual Services	496,680	1,092,534	55,702				68,566		10,000	-		1,723,482	1,459,954	18
Commodities	295,999	949,667					86,853			-		1,332,519	1,265,743	5
Concessions		55,527					12,650					68,177	54,289	26
Utilities	234,183	580,074					60,526					874,783	933,992	(6)
Insurance			892,500									892,500	605,000	48
NWSRA					444,026							444,026	462,080	(4)
Retirement				588,404		389,412						977,816	1,272,514	(23)
Long Term Bonds									1,852,116			1,852,116	1,938,237	(4)
Rollover Bonds									3,622,773			3,622,773	3,450,263	5
Sales Tax/Other		5,200										5,200	4,420	18
CAPITAL PROJECTS:														
Equipment											44,000	44,000	20000	
ADA Improvements					762,930							762,930	1,272,000	(40.0)
Park Improvement/ Paving							-	209,994				209,994	339,070	(38)
Total Expenditures	3,091,479	8,528,425	1,149,148	588,404	1,206,956	389,412	1,037,348	209,994	5,484,889	85,500	44,000	21,815,555	21,554,825	1
% Inc. of 2023 Budget	8	8	34	17	(30)	(49)	(7)	(8)	2	(42)	120	1		
REVENUE OVER(UNDER)	22,468	100,050	17,585	(50,000)	(430,000)	200,500	3,606	(100,000)	191,715	14,500	(44,000)	(73,576)	(1,063,675)	
Ending Balance Estimate	2,235,682	5,503,751	374,464	296,416	109,586	201,901	362,688	21,474	1,131,565	16,474	706	10,254,707		
Fund Balance Ratio	72%	65%	33%	50%	9%	52%	35%	10%	21%	19%				



MOUNT PROSPECT PARK DISTRICT
RECREATION FUND BY DEPARTMENT
2024 PROPOSED BUDGET

ACCOUNT NAMES												TOTALS	TOTAL	%
	ADMIN	BIG SURF	MEADOWS	REC PLEX	GOLF COURSE	CONCESS-IONS	LIONS CENTER	REC PLEX CENTER	REC PROGRAM	CENTRAL PROGRAM	CENTRAL ROAD BLD	2024	2023	Change
Beginning Balance	5,403,701	-	-	-	-	-	-	-	-	-	-	5,403,701		
REVENUES:														
PROPERTY TAXES	1,723,808	-	-	-	-	-	-	-	-	-	-	1,723,808	1,659,379	4
REPLACEMENT TAXES	336,667											336,667	378,750	(11)
RENTAL	-	15,326	6,500	-	371,500	54,000	26,000	73,782	-	-	205,808	752,916	712,820	6
PASSES /USER FEES		37,500	87,500	108,370	235,990	-	2,500	285,344	-	-	98,107	855,311	756,970	13
DAILY /USER FEES	-	59,307	60,000	4,829	1,290,575	-	2,750	66,304	-	-	22,877	1,506,642	1,420,057	6
PROGRAM FEES	-	400	38,000	335,991	72,500	-	14,000	-	2,595,326	289,764	105,677	3,451,658	2,973,450	16
CONCESSION SALES	-	-	-	-	-	-	-	4,719	-	-	2,516	7,235	5,036	44
MERCHANDISE SALES	-	-	-	-	65,000	-	-	1,299	-	-	2,939	69,238	58,061	19
UTILITY RECOVERY	-	-	-	-	-	-	-	-	-	-	-	-	-	
CORP SPONSORS	21,000	-	-	-	-	-	-	-	-	-	-	21,000	21,000	0
OTHER	-	-	-	(10,500)	(29,000)	-	-	(5,500)	(45,500)	-	(5,500)	(96,000)	(65,000)	48
TOTAL REVENUE	2,081,475	112,533	192,000	438,690	2,006,565	54,000	45,250	425,948	2,549,826	289,764	432,424	8,628,475	7,920,523	9
EXPENDITURES:														
FULL TIME SALARIES	773,268	67,230	65,694	123,937	616,819	-	77,299	312,890	-	-	212,065	2,249,202	2,253,099	(0)
PART TIME SALARIES	85,170	83,321	160,386	311,104	461,120	-	79,090	326,832	912,847	41,254	194,280	2,655,404	2,265,769	17
EMPLOYEE BENEFITS	269,145	28,027	20,448	38,714	331,455	-	19,860	154,915	-	-	78,253	940,817	921,767	2
CONTRACTUAL SERVICES	123,704	8,580	14,480	10,985	127,027	-	33,480	65,700	464,741	174,630	69,207	1,092,534	854,970	28
COMMODITIES	53,550	41,225	40,225	48,332	242,820	-	35,100	93,323	323,244	1,977	70,121	949,917	932,171	2
CONCESSIONS	-	-	-	-	-	3,100	-	-	-	-	-	3,100	3,100	N/A
MERCHANDISE	-	-	-	-	50,000	-	-	500	-	-	1,677	52,177	42,539	23
UTILITIES	-	18,080	69,666	64,262	83,067	7,380	32,352	232,577	-	-	72,690	580,074	636,402	(9)
SALES TAX/OTHER	-	-	-	-	5,200	-	-	-	-	-	-	5,200	4,420	18
TOTAL EXPENDITURES	1,304,837	246,463	370,899	597,334	1,917,508	10,480	277,181	1,186,737	1,700,832	217,861	698,293	8,528,425	7,914,237	8
REVENUE OVER(UNDER) EXP	776,638	(133,930)	(178,899)	(158,644)	89,057	43,520	(231,931)	(760,789)	848,994	71,903	(265,869)	100,050		
ENDING FUND BALANCE	776,638	(133,930)	(178,899)	(158,644)	89,057	43,520	(231,931)	(760,789)	848,994	71,903	(265,869)	5,503,751		
CHANGE FROM 2023 + (-)														
REVENUE	22,346	4,893	20,550	76,544	60,184	2,500	15,500	88,547	231,126	108,195	77,567	707,952		
EXPENDITURES	48,207	1,941	20,769	59,708	72,082	(1,300)	48,146	42,240	189,737	88,508	44,150	614,188		
NET	(25,861)	2,952	(219)	16,836	(11,898)	3,800	(32,646)	46,307	41,389	19,687	33,417	93,764		
% CHANGE FROM 2023														
REVENUE	1	5	12	21	3	5	52	26	10	60	22	9		
EXPENDITURES	4	1	6	11	4	1 of(11)	21	4	13	68	7	8		



MEMORANDUM

To: Board of Park Commissioners

From: Tom Hoffman, Park District Attorney

Date: November 15, 2023

Re: Ordinance No. 838

C: Jim Jarog, Executive Director
Lee Howard, Park District Financial Advisor
George Giese, Superintendent of Business & IT Services

SUMMARY & BACKGROUND:

Ordinance No. 838 provides for the District's annual tax levy, which when filed with the Cook County Clerk's tax extension department enables real estate taxes to be extended, resulting in real estate tax revenues which will be paid by the County to the District next during 2024 and early in 2025. Ordinance No. 838 is consistent with the parameters set by the Board in the Truth in Taxation Resolution which was adopted last month but for full disclosure it also contains the 2023 levy amounts for Bonds and Interest as established by previously filed bond ordinances. Ordinance No. 838, together with a Certificate of Presiding Officer, is to be filed by Attorney Tom Hoffman prior to the 12/26/23 filing deadline.

DOCUMENTS ATTACHED:

Ordinance No. 838

RECOMMENDATION:

Move to adopt Ordinance No. 838, being "An Ordinance levying taxes for all Corporate purposes, for Bonds redemption and Interest retirement, for establishing and maintaining Recreational programs, for the payment to be made to the Illinois Municipal Retirement Fund, for Social Security expenses, for payment of the costs of protecting the Park District and its employees against Liability, property damage or loss, for Conservatory Fund expenses, for a Paving and Lighting Fund, and for special recreation programs for the Handicapped for the fiscal year beginning the first day of January, 2023 and ending the thirty-first day of December, 2023", on the understanding that the total amount being levied by Ordinance No. 838 is \$12,158,320 comprised as follows: for all Corporate purposes \$2,786,282, for Bonds redemption and Interest retirement \$3,622,778, for establishing and maintaining Recreational programs \$1,811,250, for the payment necessary to be made to the Illinois Municipal Retirement Fund \$572,730, for Social Security expenses \$513,014, for payment of costs of protecting the Park District and its employees against Liability, property damage or loss \$1,132,750 for Conservatory Fund expenses \$858,400, for a Paving and Lighting Fund \$106,791, and for special recreation programs for the Handicapped \$754,326.

ORDINANCE NO. 838

MT. PROSPECT PARK DISTRICT

AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES, FOR BONDS REDEMPTION AND INTEREST RETIREMENT, FOR ESTABLISHING AND MAINTAINING RECREATIONAL PROGRAMS, FOR THE PAYMENT NECESSARY TO BE MADE TO THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR SOCIAL SECURITY EXPENSES, FOR PAYMENT OF THE COSTS OF PROTECTING THE PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, PROPERTY DAMAGE OR LOSS, FOR CONSERVATORY FUND EXPENSES, FOR A PAVING AND LIGHTING FUND, AND FOR SPECIAL RECREATION PROGRAMS FOR THE HANDICAPPED FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY, 2023 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2023.

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

SECTION 1. That the sum of TWEELEVE MILLION ONE HUNDRED FIFTY-EIGHT THOUSAND THREE HUNDRED TWENTY-ONE DOLLARS

(\$12,158,321) being composed of the amount of \$2,786,282 for General Corporate purposes, the amount of \$3,622,778 for Bonds and Interest indebtedness, the amount of \$572,730 for contributions to the Illinois Municipal Retirement Fund, the amount of \$513,014 for Social Security expenses, the amount of \$1,132,750 for Liability protection, the amount of \$754,326 for Special Recreation for the Handicapped Fund, the amount of \$106,791 for Paving and Lighting purposes, the amount of \$1,811,250 for Recreational programs, the amount of \$858,400 for Conservatory purposes, be and the same is hereby levied and assessed on all real property within said Mt. Prospect Park District subject to taxation according to the ad valorem value of the same property as the same is assessed and equalized for state and county purposes and that said amounts be collected from the 2023 tax levy pursuant hereto as authorized by statute. The objects and purposes for which this levy is made and the respective amounts thereof are hereby set forth and levied as follows:

MT. PROSPECT PARK DISTRICT – 2023 LEVY

AMOUNT
REQUIRED
TO BE
RAISED BY
TAX LEVY

CORPORATE FUND-PARK MAINTENANCE

DIRECTORS SALARIES	45,588
SUPERINTENDENT OF MAINTENANCE SALARY	38,012
ASST. SUPT. OF MAINTENANCE SALARY	52,631
FOREMAN SALARIES	198,832
FULL TIME MAINTENANCE POSITIONS COMPENSATION	1,080,714
OFFICE POSITIONS	47,981
PART TIME MAINTENANCE WAGES	104,565
GROUP HOSPITAL INSURANCE PREMIUMS	190,059
TYPESETTING & PRINTING	8,434
PROFESSIONAL ASSOCIATIONS	10,656
MEMBERSHIP & DUES	6,183
POSTAGE & FREIGHT	8,315
TRAVEL, MEETINGS & CONFERENCE	9,813
TRAINING SEMINARS	9,736
REPAIRS & MAINTENANCE SERVICES-BUILDINGS	17,543
REPAIRS & MAINTENANCE SERVICES-GROUNDS	17,606
RECREATIONAL EQUIPMENT SERVICE CONTRACTS	9,112
EQUIPMENT RENTAL	8,710
LAUNDRY & CLEANING SERVICE	20,882
OFFICE SUPPLIES	9,816
TREE & PARK PLANTINGS	105,961
FERTILIZER & GROUND CHEMICALS	51,634
REPAIRS & MAINTENANCE MATERIAL-BUILDINGS	53,634
REPAIRS & MAINTENANCE MATERIAL- GROUNDS	76,024
OTHER COMMODITIES	8,773
TELEPHONE SERVICE CHARGES	14,619
ELECTRICITY CHARGES	143,274
NORTHERN ILLINOIS GAS CHARGES	43,861
WATER CHARGES	10,733
REFUSE/SCAVENGER	23,392
TOTAL CORPORATE PARK MAINTENANCE EXPENSE	\$2,427,093

CORPORATE FUND-MOTOR POOL

MECHANICS SALARIES	110,526
OFFICE POSITIONS	17,543
GROUP HOSPITAL INSURANCE PREMIUMS	20,469
REPAIRS & MAINTENANCE SERVICES -AUTOMOTIVE	17,543
LAUNDRY & CLEANING SERVICE	5,490
CLOTHING SUPPLIES	6,203
VEHICLE FUELS	70,177
OILS, LUBRICANTS & CLEANERS	8,246
SMALL TOOLS	9,300
VEHICLE & EQUIPMENT PARTS	93,690
TOTAL CORPORATE MOTOR POOL EXPENSE	\$359,189
TOTAL CORPORATE FUND LEVY	\$2,786,282
AUTHORIZED BY 70 ILCS 1205/5-1	

MT. PROSPECT PARK DISTRICT - 2023 LEVY

AMOUNT
REQUIRED TO
BE RAISED BY
TAX LEVY

BONDS & INTEREST FUND

1. FOR PAYMENT OF INTEREST ON OUTSTANDING BONDS PER
BOND ORDINANCES ON FILE WITH COUNTY:

A. SERIES 2022 B BONDS	\$43,294
B. SERIES 2023 A BONDS	\$101,998
C. SERIES 2023 B BONDS	\$20,571

2. FOR PAYMENT OF PRINCIPAL ON OUTSTANDING BONDS
PER BOND ORDINANCES ON FILE WITH COUNTY:

A. SERIES 2022 B BONDS	\$1,251,270
B. SERIES 2023 A BONDS	\$1,893,230
C. SERIES 2023 B BONDS	\$312,410

TOTAL BONDS & INTEREST FUND LEVY (70 ILCS 1205/6-6)	\$3,622,773
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ILLINOIS MUNICIPAL RETIREMENT FUND

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

\$572,730

TOTAL ILLINOIS MUNICIPAL RETIREMENT FUND LEVY

\$572,730

FEDERAL SOCIAL SECURITY INSURANCE FUND

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

\$513,014

TOTAL FEDERAL SOCIAL SECURITY INSURANCE FUND LEVY

\$513,014

MT. PROSPECT PARK DISTRICT - 2023 LEVY

LIABILITY FUND	AMOUNT REQUIRED TO BE RAISED BY <u>TAX LEVY</u>
1. PAYMENT TO THE METROPOLITAN RISK MANAGEMENT AGENCY, A JOINT SELF-INSURANCE RISK POOL, FOR THE PURPOSE OF PAYING THE COST OF PROTECTING THE MT. PROSPECT PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, AND LOSS.	911,600
2. PREMIUMS FOR THE PURCHASE OF WORKERS COMPENSATION INSURANCE	12,110
3. OPERATING AND ADMINISTRATIVE COSTS AND EXPENSES	
RISK MANAGEMENT PROGRAM PERSONNEL EXPENSE	
SUPERINTENDENT'S EXPENSE	30,680
MANAGER'S EXPENSE	30,010
TRAINER'S EXPENSE	10,960
CLERICAL STAFF EXPENSE	62,270
TOTAL RISK MANAGEMENT PROGRAM PERSONNEL EXPENSE	\$133,920
RISK MANAGEMENT PROGRAM EDUCATIONAL EXPENSE	
MEETINGS EXPENSE	2,440
TRAINING EXPENSE	72,680
TOTAL RISK MANAGEMENT PROGRAM EDUCATIONAL EXPENSE	75,120
TOTAL LIABILITY FUND LEVY (AUTHORIZED BY 745 ILCS 10/9-107)	\$1,132,75

MT. PROSPECT PARK DISTRICT - 2023 LEVY

AMOUNT
REQUIRED
TO BE
RAISED BY
TAX LEVY

RECREATION FOR THE HANDICAPPED FUND

1. CONTRIBUTIONS TO NORTHWEST SPECIAL RECREATION ASSOCIATION AS PER JOINT AGREEMENT AS PROVIDED BY STATUTE, (AUTHORIZED BY 70 ILCS 1205/5-8)	\$754,32
TOTAL RECREATION FOR THE HANDICAPPED FUND LEVY	\$754,32

PAVING AND LIGHTING FUND

1. THE AMOUNT TO BE RAISED BY TAX LEVY FOR THE PURPOSE OF PAVING ROADWAYS WITHIN THE PARKS MAINTAINED BY THE DISTRICT, AS PROVIDED BY STATUTE (AUTHORIZED BY 70 ILCS 1205/5-6)	
PARKING LOT & WALKWAY PAVING	\$82,051
ATHLETIC FIELD LIGHTING	\$24,740
TOTAL PAVING AND LIGHTING FUND LEVY	\$106,791

MT. PROSPECT PARK DISTRICT - 2023 LEVY

RECREATION FUND-ADMINISTRATION DIVISION	AMOUNT REQUIRED TO BE RAISED BY <u>TAX LEVY</u>
DIRECTORS SALARIES	39,745
PROGRAM MANAGER SALARY	96,306
FACILITY MANAGERS SALARY	39,810
OFFICE POSITIONS COMPENSATION	310,907
RECREATION PROGRAM COORDINATORS COMPENSATION	278,780
RECREATION PROGRAM SUPERVISORS' COMPENSATION	110,770
GROUP HOSPITAL INSURANCE	157,132
LEGAL SERVICES	22,498
FINANCIAL SERVICES	10,878
CLASSIFIED ADVERTISING	8,871
PUBLIC RELATIONS	32,947
PROMOTIONAL SERVICES	41,291
BROCHURE	112,252
POSTAGE & FREIGHT	65,893
TRAVEL, MEETINGS & CONFERENCES	24,664
TRAINING SEMINARS	26,022
REPAIRS & MAINTENANCE SERVICES-BUILDINGS	17,001
SERVICE CONTRACTS	9,397
COMPUTER PROGRAMMING	42,343
MINOR EQUIPMENT	18,482
OFFICE SUPPLIES	43,825
VEHICLE FUELS	22,809
RECREATION SUPPLIES	23,120
REPAIRS & MAINTENANCE MATERIALS	15,205
OTHER COMMODITIES	11,404
TELEPHONE SERVICE CHARGES	36,288
TOTAL RECREATION ADMINISTRATION	\$1,618,640

MT. PROSPECT PARK DISTRICT - 2023 LEVY

AMOUNT
REQUIRED
TO BE
RAISED BY
TAX LEVY

RECREATION FUND-LIONS CENTER DIVISION

MINOR EQUIPMENT	12,607
RECREATION SUPPLIES	5,132
ELECTRICITY	38,017
NORTHERN ILLINOIS GAS CHARGES	17,741
 SUBTOTAL: RECREATION FUND-LIONS CENTER DIVISION	 \$73,497

RECREATION FUND-COMMUNITY CENTER DIVISION

EQUIPMENT RENTAL	3,601
RECREATION SUPPLIES	4,001
ELECTRICITY	58,289
NORTHERN ILLINOIS GAS CHARGES	30,413
 SUBTOTAL: RECREATION FUND-COMMUNITY CTR. DIVISION	 \$96,304

RECREATION FUND-FRIENDSHIP CENTER DIVISION

BUILDING RENTAL	10,075
MINOR EQUIPMENT	4,198
RECREATION SUPPLIES	8,536
 SUBTOTAL: RECREATION FUND-FRIENDSHIP CTR. DIVISION	 \$22,809

TOTAL RECREATION FUND LEVY	\$1,811,250
(AUTHORIZED BY 70 ILCS 1205/5-2)	

MT. PROSPECT PARK DISTRICT - 2023 LEVY

	AMOUNT REQUIRED TO BE RAISED BY <u>TAX LEVY</u>
CONSERVATORY FUND-ADMINISTRATION	
DIRECTORS SALARIES	48,644
ASST. DIRECTOR SALARY	43,541
OFFICE POSITIONS COMPENSATION	37,396
RECREATION COORDINATOR SALARY	46,843
OFFICE WAGES	21,620
GROUP HOSPITAL INSURANCE	12,086
LEGAL SERVICES	3,602
FINANCIAL SERVICES	5,405
TYPESETTING & PRINTING	19,819
PUBLIC RELATIONS	10,809
BROCHURE	13,139
MEMBERSHIP & DUES	3,511
POSTAGE & FREIGHT	3,694
TRAVEL, MEETINGS & CONFERENCES	4,387
TRAINING SEMINARS	7,307
SECURITY SYSTEM	5,730
REPAIRS & MAINTENANCE SERVICE CONTRACT	5,081
COMPUTER SERVICE FEES	9,008
MINOR EQUIPMENT	3,869
OFFICE SUPPLIES	3,336
PHOTOGRAPHIC & DRAFTING SUPPLIES	4,668
OTHER COMMODITIES	3,278
TELEPHONE SERVICE CHARGES	3,927
ELECTRICITY	55,851
NORTHERN ILLINOIS GAS CHARGES	79,272
WATER	3,595
TOTAL CONSERVATORY ADMINISTRATION	\$459,418

CONSERVATORY FUND-PARKS MAINTENANCE

SUPERVISORS COMPENSATION	48,644
MAINTENANCE POSITIONS COMPENSATION	104,497
MAINTENANCE LABOR COMPENSATION	75,670
GROUP HOSPITAL INSURANCE	25,223
REPAIRS & MAINTENANCE-SERVICES	10,663
SERVICE CONTRACTS	3,076
EQUIPMENT RENTAL	4,129
LAUNDRY & CLEANING SERVICE	3,602
SEEDS & PLANTS	36,034
VEHICLE FUELS	3,336
FERTILIZER & GROUND CHEMICALS	10,955
REPAIRS & MAINTENANCE MATERIALS-BUILDINGS	28,827
OTHER COMMODITIES	3,869
TOTAL CONSERVATORY PARKS MAINTENANCE	\$358,525

MT. PROSPECT PARK DISTRICT - 2023 LEVY

CONSERVATORY FUND-PROGRAMMING

AMOUNT
REQUIRED TO
BE RAISED BY
TAX LEVY

RECREATION LEADERS/SUPERVISORS	2,702
COMPENSATION INSTRUCTORS/PROGRAM SERVICES	7,207
COMPENSATION TRAVEL, MEETINGS & CONFERENCES	5,405
PROGRAM SUPPLIES	25,143
TOTAL CONSERVATORY PROGRAMMING	\$40,457
TOTAL CONSERVATORY FUND LEVY	\$858,400
(AUTHORIZED BY 70 ILCS 1205/5-7)	

**MT. PROSPECT PARK DISTRICT -
2023 LEVY SUMMARY OF TAXES LEVIED**

FUNDS	LEVY
CORPORATE	\$2,786,282
BONDS & INTEREST	\$3,622,778
I.M.R.F.	\$572,730
SOCIAL SECURITY	\$513,014
LIABILITY	\$1,132,750
RECREATION FOR THE HANDICAPPED	\$754,326
PAVING & LIGHTING	\$106,791
RECREATION	\$1,811,250
CONSERVATORY	\$858,400
TOTAL AMOUNT LEVIED	\$12,158,321

SECTION 2. That forthwith upon the passage of this ordinance, it shall be the duty of the Secretary of this Board to file a duly certified copy of same with the office of the Cook County Clerk.

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

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

ADOPTED	This 15 th day of November 2023		
VOTES:	Ayes:	Nayes:	Absent:

President, Board of Park
Commissioners Mt. Prospect Park
District

ATTEST:

Secretary, Board of Park
Commissioners Mt. Prospect Park
District

STATE OF ILLINOIS) ss.
COUNTY OF COOK)

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

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

ORDINANCE NO.838

MT. PROSPECT PARK DISTRICT

AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES, FOR BONDS REDEMPTION AND INTEREST RETIREMENT, FOR ESTABLISHING AND MAINTAINING RECREATIONAL PROGRAMS, FOR THE PAYMENTS NECESSARY TO BE MADE TO THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR SOCIAL SECURITY EXPENSES, FOR PAYMENT OF THE COSTS OF PROTECTING THE PARK DISTRICT AND ITS EMPLOYEES AGAINST LIABILITY, PROPERTY DAMAGE OR LOSS, FOR CONSERVATORY FUND EXPENSES, FOR A PAVING AND LIGHTING FUND, AND FOR SPECIAL RECREATION PROGRAMS FOR THE HANDICAPPED FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY, 2023, AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2023

That the foregoing was adopted by the Board of Park Commissioners of said Mt. Prospect Park District on the 15th day of November, 2023 and was on the same day approved by the secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District (of which the foregoing is a true copy) and is now on file in the office of such Secretary.

Given under my hand and seal of the Mt. Prospect Park District this 15th day of November 2023.

(SEAL)

Secretary
Mt. Prospect Park District
Cook County, Illinois



MEMORANDUM

To: Board of Park Commissioners

From: Tom Hoffman, attorney

Date: November 15, 2023

Re: Abatement Ordinances Nos. 839, 840, 841 and 842.

SUMMARY & BACKGROUND:

Each time the District issues bonds a Bond Ordinance containing a levy schedule is filed with the County and the County follows such schedule(s) in extending the taxes needed to pay all debt service on each bond issue until paid in full by maturity. The exception to this process pertains to the District's long-term debt resulting from the periodic issuance of Alternate Revenue Source Bonds, in which case the annual levies provided for in the respective Alternate Revenue Source bond ordinances must be abated (eliminated), consistent with the plan that proceeds of annual short-term "rollover" bonds are to be used to pay the debt service coming due each year on the Alternate Revenue Source bonds. Failure to adopt and file an Abatement Ordinance for any outstanding alternate revenue source debt would have disastrous consequences for the well-planned overall bonding strategy of the District. The District currently has four outstanding Alternate Revenue Source bond issues. Consistent with the foregoing, the Board must abate the 2023 levy for each of these issues. After adoption of Ordinances 839, 840, 841, and 842, they will be filed with the Cook County Clerk.

DOCUMENTS ATTACHED

Abatement Ordinances Nos. 839, 840, 841 and 842.

RECOMMENDATION:

-MOVE TO ADOPT ORDINANCE NO. 839, "AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2014A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS."



(next):

-MOVE TO ADOPT ORDINANCE NO. 840, BEING "AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$3,190,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2017B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS."

(next):

-MOVE TO ADOPT ORDINANCE NO.841, BEING "AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$3,060,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019C, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS".

(next):

-MOVE TO ADOPT ORDINANCE NO.842, BEING "AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,215,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2022A OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS".

ORDINANCE NO. 839

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2014A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

* * *

WHEREAS, the Board of Park Commissioners (the "Board") of the Mt. Prospect Park District, Cook County, Illinois (the "District"), by ordinance adopted on the 28th day of May, 2014 (the "Ordinance"), did provide for the issue of \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2014A (the "Bonds"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Ordinance) in the "Alternate Bond and Interest Fund of 2014" (the "Bond Fund") established pursuant to Section 12 of the Ordinance for the purpose of paying debt service on the Bonds up to and including November 1, 2024; and

WHEREAS, it is necessary and in the best interest of the District that the tax heretofore levied for the year 2023 to pay said debt service on the Bonds be abated:

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2023 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2023 in its entirety in accordance with the provisions hereof.

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

PASSED: This 15th day of November, 2023.

APPROVED: This 15th day of November, 2023.

VOTES:

Ayes:

Nays:

Absent:

President, Board of Park Commissioners

Secretary, Board of Park Commissioners

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

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

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

ORDINANCE NO. 839

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,000,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2014A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 15th day of November, 2023 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 15th day of November, 2023.

(SEAL)

Secretary
Mt. Prospect Park District
Cook County, Illinois

ORDINANCE NO. 840

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY PRINCIPAL AND INTEREST ON \$3,190,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2017B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

* * *

WHEREAS, the Board of Park Commissioners (the "Board") of the Mt. Prospect Park District, Cook County, Illinois (the "District"), by ordinance adopted on the 25th day of October, 2017 (the "Ordinance"), did provide for the issue of \$3,190,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2017B (the "Bonds"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Ordinance) in the "Alternate Bond and Interest Fund of 2017" (the "Bond Fund") established pursuant to Section 8 of the Ordinance for the purpose of paying principal and interest on the Bonds up to and including November 1, 2024; and

WHEREAS, it is necessary and in the best interest of the District that the tax heretofore levied for the year 2023 to pay said principal and interest on the Bonds be abated:

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2023 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2023 in its entirety in accordance with the provisions hereof.

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

PASSED: This 15th day of November, 2023.
APPROVED: This 15th day of November, 2023.

VOTES:

Ayes:

Nays:

Absent:

President, Board of Park Commissioners

Secretary, Board of Park Commissioners

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

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

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

ORDINANCE NO. 840

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY PRINCIPAL AND INTEREST ON \$3,190,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2017B, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 15th day of November, 2023 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 15th day of November, 2023.

(SEAL)

Secretary
Mt. Prospect Park District
Cook County, Illinois

ORDINANCE NO. 841

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$3,060,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019C OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

* * *

WHEREAS, the Board of Park Commissioners (the "Board") of the Mt. Prospect Park District, Cook County, Illinois (the "District"), by ordinance adopted on the 25th day of September, 2019 (the "Ordinance"), did provide for the issue of \$3,060,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019C (the "Bonds"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Ordinance) in the "Alternate Bond and Interest Fund, Series 2019C " (the "Bond Fund") established pursuant to Section 10 of the Ordinance for the purpose of paying debt service on the Bonds up to and including November 1, 2024; and

WHEREAS, it is necessary and in the best interest of the District that the tax heretofore levied for the year 2023 to pay debt service on the Bonds be abated:

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2023 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2023 in its entirety in accordance with the provisions hereof.

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

PASSED: This 15th day of November, 2023.
APPROVED: This 15th day of November, 2023.

VOTES:

Ayes:

Nays:

Absent:

President, Board of Park Commissioners

Secretary, Board of Park Commissioners

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

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

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

ORDINANCE NO. 841

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$3,060,000 GENERAL OBLIGATION REFUNDING PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019C OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 15th day of November, 2023 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 15th day of November, 2023.

Secretary
Mt. Prospect Park District
Cook County, Illinois

(SEAL)

ORDINANCE NO. 842

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,215,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2022A OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

* * *

WHEREAS, the Board of Park Commissioners (the "Board") of the Mt. Prospect Park District, Cook County, Illinois (the "District"), by ordinance adopted on the 20th day of April, 2022 (the "Ordinance"), did provide for the issue of \$8,215,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2022A (the "Bonds"), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the District will have Pledged Revenues (as defined in the Ordinance) in the "Alternate Bond and Interest Fund, Series 2022A " (the "Bond Fund") established pursuant to Section 12 of the Ordinance for the purpose of paying debt service on the Bonds up to and including May 1, 2025; and

WHEREAS, it is necessary and in the best interest of the District that the tax heretofore levied for the year 2023 to pay debt service on the Bonds be abated:

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2023 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2023 in its entirety in accordance with the provisions hereof.

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

PASSED: This 15th day of November, 2023.
APPROVED: This 15th day of November, 2023.

VOTES:

Ayes:

Nays:

Absent:

President, Board of Park Commissioners

Secretary, Board of Park Commissioners

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

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

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

ORDINANCE NO. 842

MT. PROSPECT PARK DISTRICT

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON \$8,215,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2022A OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS

that the foregoing was passed by the Board of Park Commissioners of said Mt. Prospect Park District on the 15th day of November, 2023 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that the original thereof was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 15th day of November, 2023.

Secretary
Mt. Prospect Park District
Cook County, Illinois

(SEAL)



MEMORANDUM

To: Board of Park Commissioners

From: Tom Hoffman, attorney

Date: November 15, 2023

Re: Resolution No. 843

SUMMARY & BACKGROUND:

Resolution No. 843 provides for the possible reduction by the County of the District's 2023 tax levy in the event that it is required to be reduced to not exceed the District's Extension Limitation as determined under the Property Tax Extension Limitation Law (the tax cap) and in that event it provides direction to the County as to which funds to be reduced and by what percentage. Absent the District's providing this direction any required reduction would be applied pro-rata by the County across all funds other than the Bonds and Interest Fund.

DOCUMENTS ATTACHED

Resolution No. 843

RECOMMENDATION:

MOVE TO ADOPT RESOLUTION NO. 843, BEING "A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023".

RESOLUTION NO. 843

MT. PROSPECT PARK DISTRICT

**A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION
OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT
PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR
BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023**

WHEREAS, the Mt. Prospect Park District (the “District”) through the Board of Park Commissioners thereof, Cook County, Illinois, passed On November 15, 2023 an Ordinance No. 838 providing for the levy and assessment of taxes for the District; and

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

WHEREAS, the District wishes to direct the County Clerk as to the manner in which to reduce the 2023 Tax Levy of the District if a reduction of said levy is required by the Act.

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

Section 1: That the following percentages of the total limitation amount, if any, be applied to the respective funds of the District for the 2023 levy year:

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

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

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

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

ADOPTED: This 15th day of November, 2023.

VOTES: Ayes:
 Nays:
 Absent:

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

ATTEST:

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

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

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

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

RESOLUTION NO. 843

MT. PROSPECT PARK DISTRICT

**A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION
OF LEVY AND ASSESSMENT OF TAXES FOR THE MT. PROSPECT
PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR
BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023**

that the foregoing was adopted by the Board of Park Commissioners of said Mt. Prospect Park District on the 15th day of November, 2023, and was on the same day approved by the Secretary of the Mt. Prospect Park District; that it was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 15th day of November, 2023.

Secretary

(SEAL)

MEMORANDUM



To: Board of Park Commissioners
From: George Giese, Director of Administration
Date: November 15th, 2023
Re: Fall 2023 Capital List
C: Jim Jarog, Executive Director

Summary & Background:

Staff presented the Draft Capital List at the October Regular Meeting, highlighting significant projects and anticipated budgets. This year's list includes "Annual" capital items in Fund 73, as well as capital items in Fund 97 which were derived from the 5-Year Capital Improvement Plan.

There were no changes made to the Draft Capital List since the October presentation. Noteworthy highlights that were covered as part of the October Meeting included:

Capital Highlights (Fund 73):

- Playgrounds - Weller Creek (new) and Owen (replacement)
- Public Engagement Budget - inclusive of Beyond Your Base's Board-approved fee, in addition to others such as mailings, community survey, hybrid poll and professional renderings
- Vehicles and equipment, including truck replacements, mowers and credit card terminals, as well as paging system maintenance
- Internal Service Fund budget of \$100,000, as well as contingency funds for overages and unanticipated needs

Capital Highlights (Fund 97):

- RecPlex racquetball court conversion
- RecPlex turf and splash pad (including \$2,000,000 in potential CloudHQ funding)
- Central Community Center roof replacement
- Walter Cook Maintenance Facility roof overlay
- Meadows Pool liner, inlets and tile

If approved by the Park Board, budget codes would be established for listed items and work would begin for ready projects, as applicable.

Recommendation:

Move to approve the Fall 2023 Capital List as presented.

Capital Request Description	Division	Capital Fund FY 2024 - 73 and 97	Total (All) \$7,621,785	Total Capital \$5,261,785	P&L \$100,000	ADA \$260,000	Other \$2,000,000
Credit Card Terminals (Processor Conversion)	Administration	FY 2024 (Fund 73)	\$20,000	\$20,000			
Paging Systems (CCC & RP)	Administration	FY 2024 (Fund 73)	\$30,000	\$30,000			
CONTINGENCY - Overages and Unanticipated Needs	Executive	FY 2024 (Fund 73)	\$42,984	\$42,984			
Public Engagement Budget	Executive	FY 2024 (Fund 73)	\$225,000	\$225,000			
CCC - Paver Concrete Replacement & Sealcoat	Parks & Planning	FY 2024 (Fund 73)	\$40,000	\$30,000		\$10,000	
Owen - Playground	Parks & Planning	FY 2024 (Fund 73)	\$280,000	\$224,000		\$56,000	
Weller Creek Playground (NEW)	Parks & Planning	FY 2024 (Fund 73)	\$365,000	\$292,000		\$73,000	
Tennant Floor Machines (2)	Parks & Planning	FY 2024 (Fund 73)	\$26,000	\$26,000			
CCC Interior LED Conversion	Parks & Planning	FY 2024 (Fund 73)	\$20,000	\$20,000			
Refurbished Forklift	Parks & Planning	FY 2024 (Fund 73)	\$16,500	\$16,500			
Rough Mower 4500D	Parks & Planning	FY 2024 (Fund 73)	\$98,000	\$98,000			
Trim Mower (2008 Toro Z-Master #2)	Parks & Planning	FY 2024 (Fund 73)	\$25,000	\$25,000			
Truck #8 (2006 Chevy K2500 PU)	Parks & Planning	FY 2024 (Fund 73)	\$70,000	\$70,000			
Truck #33 (2003 Chevrolet K2500 PU)	Parks & Planning	FY 2024 (Fund 73)	\$65,000	\$65,000			
Friendship Park Scoreboards (3)	Parks & Planning	FY 2024 (Fund 73)	\$17,000	\$17,000			
Paving & Sealcoating Budget	Parks & Planning	FY 2024 (Fund 73)	\$100,000		\$100,000		
RecPlex Gym & PlayPlex Improvements	Recreation	FY 2024 (Fund 73)	\$40,000	\$40,000			
RecPlex Furniture	Recreation	FY 2024 (Fund 73)	\$15,000	\$15,000			
Fitness Equipment	Recreation	FY 2024 (Fund 73)	\$50,000	\$40,000		\$10,000	
Internal Service Fund	Internal Service Fund	FY 2024 (Fund 73)	\$100,000	\$100,000			
RecPlex Racquetball Court Conversion	Parks & Planning	FY 2024 (Fund 97-CIP)	\$552,301	\$441,301		\$111,000	
RecPlex Turf & Splash Pad	Parks & Planning	FY 2024 (Fund 97-CIP)	\$2,500,000	\$500,000			\$2,000,000
CCC - Roof Replacement	Parks & Planning	FY 2024 (Fund 97-CIP)	\$2,000,000	\$2,000,000			
Meadows Pool - Pool Liner Replacement, Inlets, Tile	Parks & Planning	FY 2024 (Fund 97-CIP)	\$465,000	\$465,000			
WCMF - Main Roof Overlay	Parks & Planning	FY 2024 (Fund 97-CIP)	\$459,000	\$459,000			

Fund 73 Annual Capital Funding Sources	
Uncommitted	\$ 160,002
\$1 million set-aside	\$ 1,000,000
Speer Rollover	\$ 236,482
Total Annual Funds Available	\$ 1,396,484
Total Annual Capital Projects	\$ 1,396,484
Remaining:	\$ -

Fund 97 Capital Funding Sources	
Uncommitted	\$ 3,865,301
Total 97 Funds Available	\$ 3,865,301
Total Fund 97 Capital Projects	\$ 3,865,301
Remaining:	\$ -

Mt. Prospect Park District
MEMORANDUM



To: Board of Park Commissioners
From: Matt Dziubinski; Director of Parks & Planning
Date: 11/15/2023
Re: 2024 Lions Park Phase 1 Renovations
C: Jim Jarog, Executive Director

SUMMARY & BACKGROUND:

Lions Park is home to our largest community playground, and is one of the most visited parks in our District. The park is a family favorite with several amenities including the Veterans Memorial Bandshell & Fountain, Big Surf Pool, and Lions Recreation Center. In addition, Lions Park Elementary School borders the property and benefits from the park's existence through an IGA.

The current playground at Lions Park was installed in 1997 and does not meet current ADA accessibility requirements. The playground requires significant maintenance which is challenging as parts for the original components are extremely difficult to obtain. This playground is well past its useful life.

With surrounding development continuing to occur around the park, it's now time to refresh the area for future generations and restore the Lions Park status as a "star" of the community.

In 2021, the Park District developed the "Lions Park Master Plan". This plan identified new areas for active play, including relocating the playground, connected walking trails with passive areas, ballfield improvements; among several other site evaluations. In 2022, specific areas from the Master Plan were chosen to develop what we now call the Lions Park Phase 1 Renovations.

On September 7th, 2022, a conceptual Phase 1 Site master plan was displayed at the Lions Recreation Center which received many positive comments and significant public support from those who attended the meeting. A second community engagement meeting was held on March 2nd, 2023 at the Lions Elementary School. The meeting focused specifically on the playground where staff displayed 3 different playground concepts along with several color and equipment options.

Both meetings were extremely well attended with several members of the community providing feedback and support on the redevelopment of Lions Park. Comments and information received were then incorporated into the final Phase 1 design.

Phase 1 as presented will include the following associated work:

- 1) Accessible asphalt pedestrian pathway.
- 2) New playground for 2-5 and 5-12 age groups with a shelter and poured in place surfacing.
- 3) Baseball field improvements including added outfield drainage.
- 4) New fitness station along the pathway.
- 5) Picnic grove area with prairie detention.
- 6) Game court area, activity patio, and small performing stage.
- 7) Resurfacing the existing tennis courts with two combo pickleball/tennis courts.
- 8) Site furnishings, shade trees, and landscape beds.

A public bid opening occurred on Wednesday, November 1, 2023 with 6 contractors submitting bids for the project. The bid summaries are listed below:

Bid Package # 1 - Sitework & Playground								
Contractor	Bond	Addenda	Base Bid	Alt. 1: 5-12 PIP Play	Alt. 2: Widen Path	Alt. 3: Gaga Pit	Alt. 4: Shelter Elect.	Alt. 5: Trash Rec.
Great Lakes	x	x	\$1,737,669	\$92,233	\$44,763	\$16,404	\$5,000	\$8,403
Riemer	x	x	\$1,644,244	\$94,000	\$44,000	\$13,100	\$5,650	\$10,350
Copenhaver	x	x	\$2,124,300	\$129,000	\$40,000	\$21,000	\$6,000	\$19,000
Berger	x	x	\$1,879,000	\$95,000	\$20,000	\$12,000	\$5,000	\$8,000
Albrecht	x	x	\$1,713,300	\$96,000	\$39,000	\$12,950	\$5,100	\$9,600
AJ Oleson	x	x	\$1,599,499	\$90,000	\$37,500	\$12,500	\$3,500	\$8,500

Based on the alternates chosen the apparent low bidder for the project is AJ Oleson Construction Co. References were checked and all were positive. AJ Oleson is a reputable contractor and is capable of completing this work. If approved, the project would begin in March of 2024 with final completion by August 30th, 2024. The existing playground would remain in place and functional until the new playground was built, inspected, and functional. Staff recommends moving forward with Phase #1 as presented.

Lastly, due to the number of large scale projects identified within the District's current 5 year capital plan, the need for construction management services is evident for the Lions Park Phase 1 Renovations. Previously at the December 15th, 2022 Board meeting, a master agreement was approved between the Mt. Prospect Park District and Nicholas & Associates, to specifically plan for this project. A proposed fee structure for these services is outlined within the attached documents. This fee schedule is based upon the project construction value and fee schedule. Assistance with these services would be a tremendous help to staff and allow for more efficient project management.

BUDGET IMPACT & FUNDING

Original Construction Budget (includes play equipment & A/E Services)	\$1,850,000.00
Estimated Construction Management Fees	\$ 200,621.53

<u>TOTAL Project Estimate</u>	<u>\$2,050,621.53</u>
--------------------------------------	------------------------------

Previously Approved Professional Services (Design, Engineering, Survey)	\$ 144,038.00
Bid Recommendation (Base Bid, Alternate #1, Alternate #4)	\$1,692,999.00
Equipment (Owner Supplied)	\$ 253,228.98
Construction Management Services (Includes Reimbursable General Conditions)	\$ 234,259.00

<u>TOTAL Project Cost</u>	<u>\$2,324,524.98</u>
----------------------------------	------------------------------

MPPD Funding (Capital,Paving & Lighting, ADA)	\$ 1,173,525
OSLAD	\$ 600,000
CDBG/TIF	\$ 250,000
SD57	\$ 301,000
<u>TOTAL Available Funds</u>	<u>\$ 2,324,525</u>

DOCUMENTS ATTACHED

- Master Plan Concept - Dated 9/6/2022
- Playground Concept - Dated 5/19/2023
- Playground Renderings - Dated 6/12/2023
- Fitness Station Rendering - Dated 6/9/2023
- Sheets L2.0, L2.1, L4.0 - Dated 10/11/2023
- AJ Oleson Bid Form - Dated 11/1/2023
- Equipment Proposals (Play Illinois & Landscape Structures) - Dated 10/30/2023 & 8/3/2023
- Construction Management Fee Structure - Dated 11/2/2023
- Nicholas & Associates Letter of Recommendation - Dated 11/2/2023

RECOMMENDATION:

MOTION # 1: MOVE TO ACCEPT THE BASE BID AND ALTERNATES # 1 AND # 4, FOR THE 2024 LIONS PARK PHASE 1 RENOVATIONS, IN THE AMOUNT OF \$1,692,999, AS SUBMITTED BY AJ OLESON CONSTRUCTION CO. AND TO AUTHORIZE AND DIRECT THE EXECUTIVE DIRECTOR OF THE MT. PROSPECT PARK DISTRICT TO EXECUTE THE PROJECT AGREEMENT ON BEHALF OF THE DISTRICT, SUBJECT TO THE APPROVAL OF THE PROJECT AGREEMENT BY THE PARK DISTRICT'S ATTORNEY

MOTION # 2: MOVE TO APPROVE ORDER FORM# MTP23LIO FROM LANDSCAPE STRUCTURES IN COORDINATION WITH NUTOYS LEISURE PRODUCTS, IN THE AMOUNT OF \$239,852 FOR THE SUPPLY AND DELIVERY OF LANDSCAPE STRUCTURES PLAYGROUND AND FITNESS EQUIPMENT THROUGH SOURCEWELL CONTRACT #010721-LSI AND SOURCEWELL CONTRACT #010521-LSI

MOTION # 3: MOVE TO AUTHORIZE AND DIRECT THE EXECUTIVE DIRECTOR OF THE MT. PROSPECT PARK DISTRICT TO ENTER INTO A CONTRACT ON BEHALF OF THE DISTRICT WITH NICHOLAS AND ASSOCIATES, INC. FOR CONSTRUCTION MANAGEMENT SERVICES, FOR THE 2024 LIONS PARK PHASE 1 RENOVATION PROJECT, FOR A TOTAL CM SERVICES COMPENSATION OF \$169,259 (CM FEE PLUS FIXED GENERAL CONDITIONS) AND AN AMOUNT NOT TO EXCEED \$65,000 (REIMBURSABLE GENERAL CONDITIONS) FOR A COMBINED TOTAL COST OF \$234,259, SUBJECT TO THE APPROVAL OF THE CONSTRUCTION MANAGEMENT SERVICES CONTRACT BY THE PARK DISTRICT'S ATTORNEY

LIONS MEMORIAL PARK REDEVELOPMENT PHASE 1

Future Activity Patio
-Shade Sails
-Concrete paving



2-5 Year Old Area
-Poured In Place Surfacing

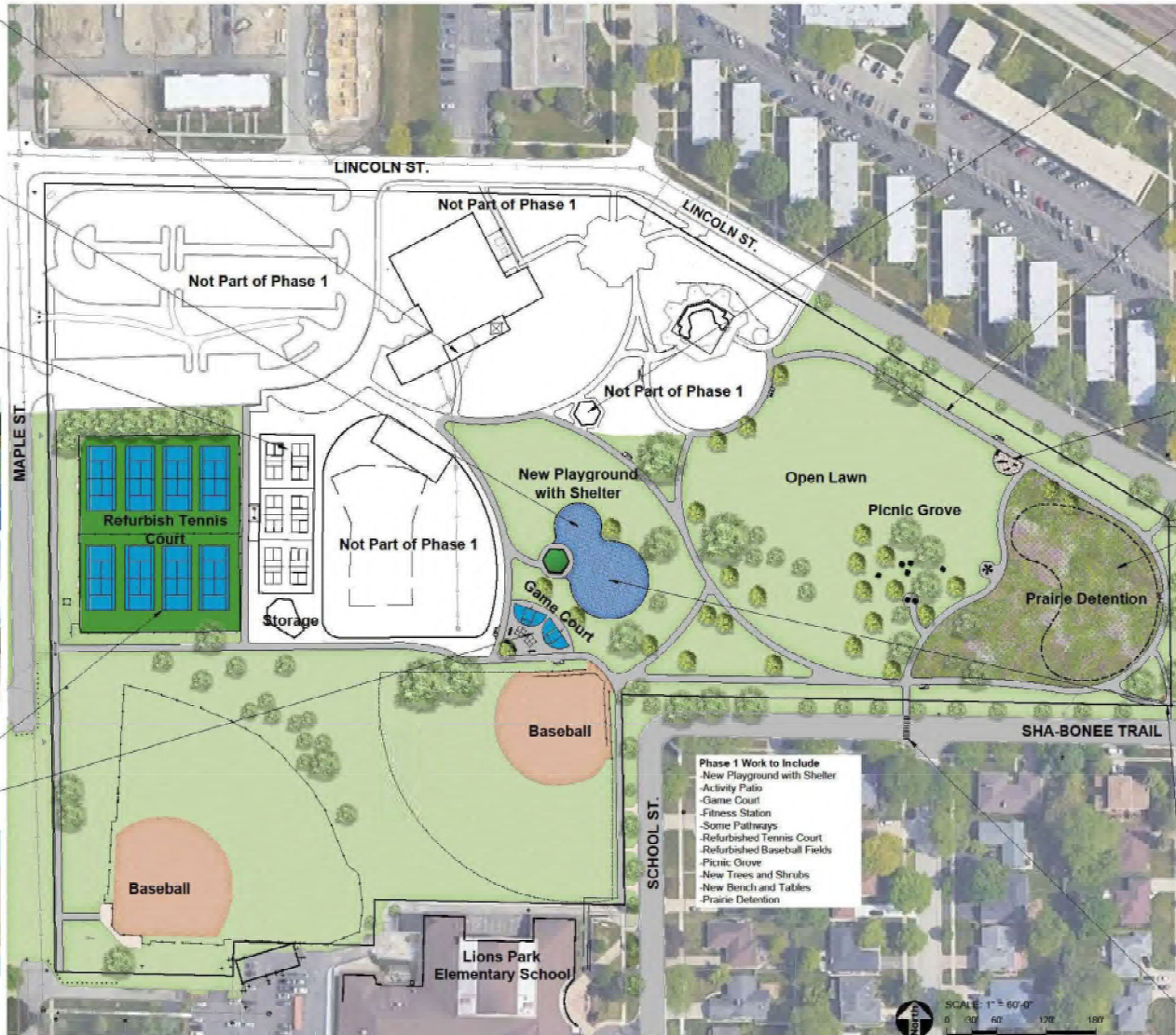
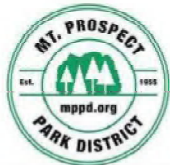


Future Work Pickleball Courts
-8 Courts
-Shade Sail at Bench Seating
-Lighting
-Shade Seating



Tennis Courts
-New Color Coating
-Crack Repair

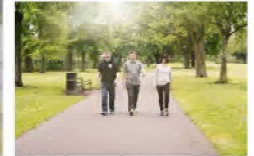
Game Court
-Hail Court/Basketball
-Four Square
-Hopscotch



Future Shelter



Walking Loop - 8' Width
-Asphalt Paving
-with Bench Seating on Concrete Pads



Fitness Area
-Concrete Surfacing



Prairie Detention
-Bee, Butterfly, and Pollinator Plants
-Interpretive Signage
-Art Installation



5-12 Year Old Playground

-Iconic Feature
-5-12 Play Structure
-Shelter
-Poured in Place Safety Surfacing



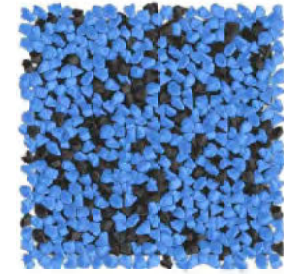
Connection to Community

Plan for Public Comment - Items Subject to Change

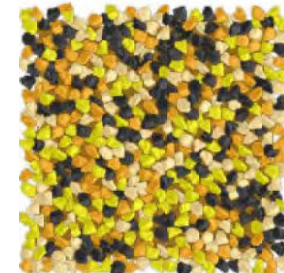
Master Plan



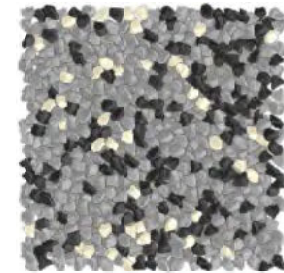
September 6, 2022
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Project #1070



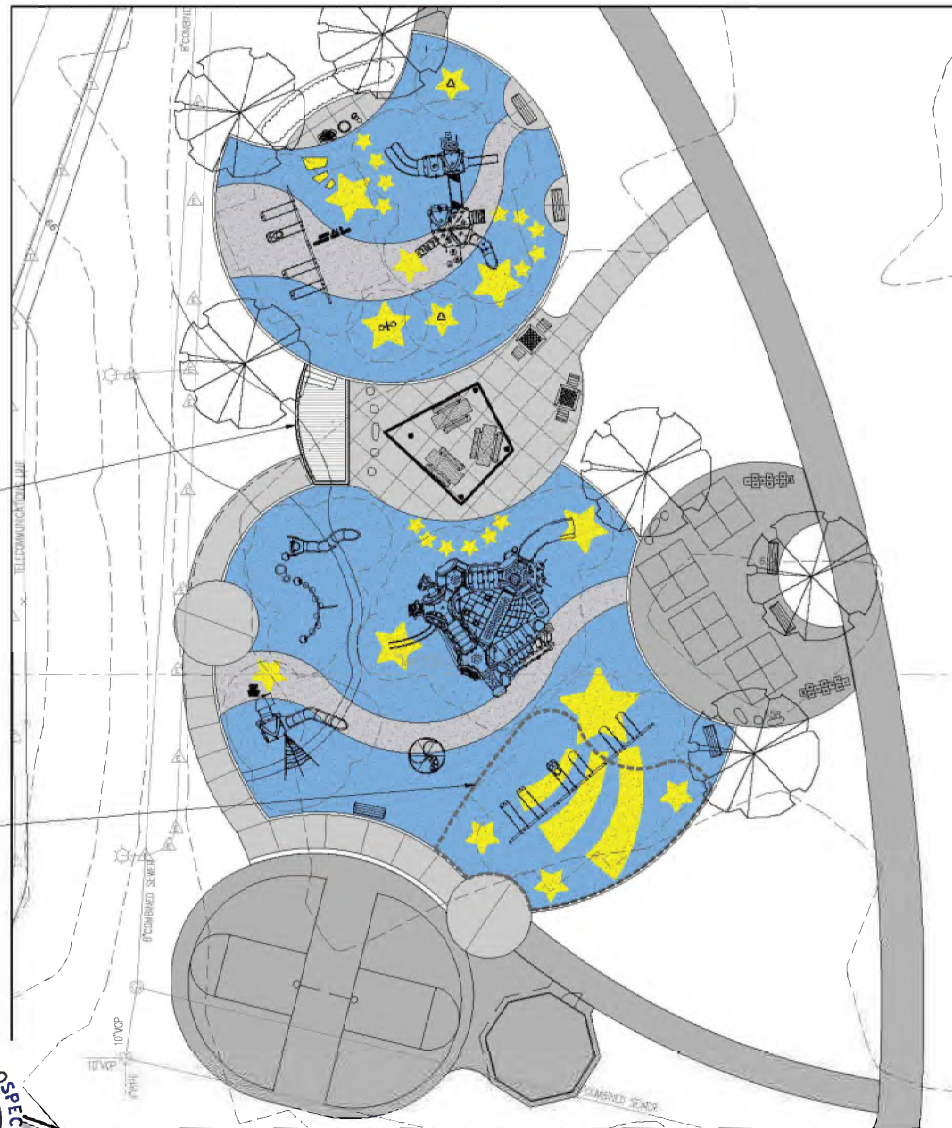
Mix Composition:
20% Blue Granules
80% Sky Blue Granules



Mix Composition:
70% Yellow Granules
20% Yellow-Grey Granules
10% Black Granules
20% Grey Granules



Mix Composition:
100% Pearl Granules
100% Light Grey Granules
100% Dark Grey Granules



Stage
-18" off the Ground
-Pebble Seating
-Stair and ramp access

**Engineered Wood
Fiber Alternate**



Playground Concept



SCALE: 1" = 10'-0"
0 5 10 20 30



May 19, 2023
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Upland Design Ltd
Project #1150



landscape
structures

Lions Park

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Leisure Products

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Playground



landscape
structures

Lions Park

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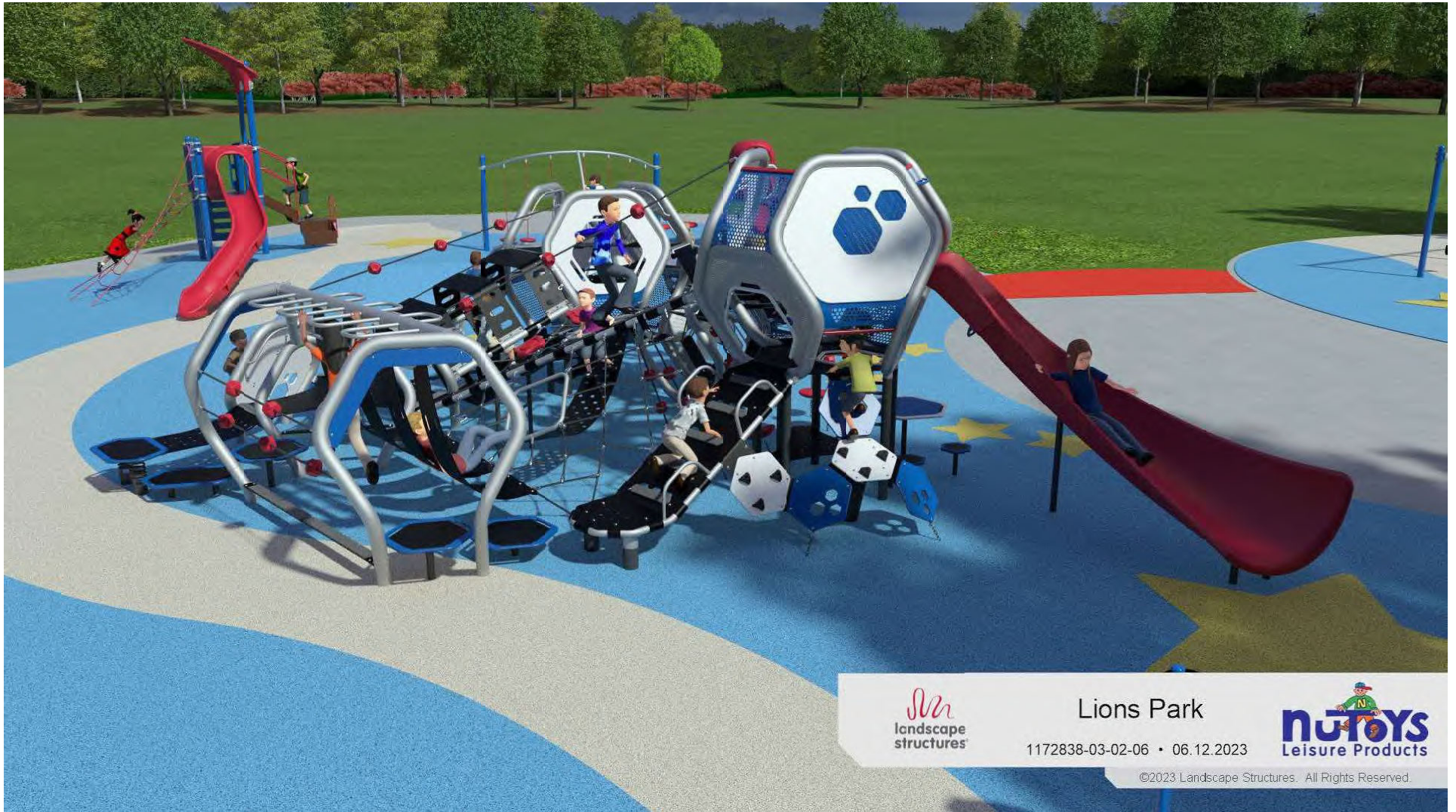
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2-5 Playground



2-5 Playground



landscape
structures

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5-12 Playground



landscape
structures

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5-12 Playground



Shelter & Stage



Fitness Equipment



Ab Crunch



Tai Chi Wheels



Chest Back Press



Elliptical

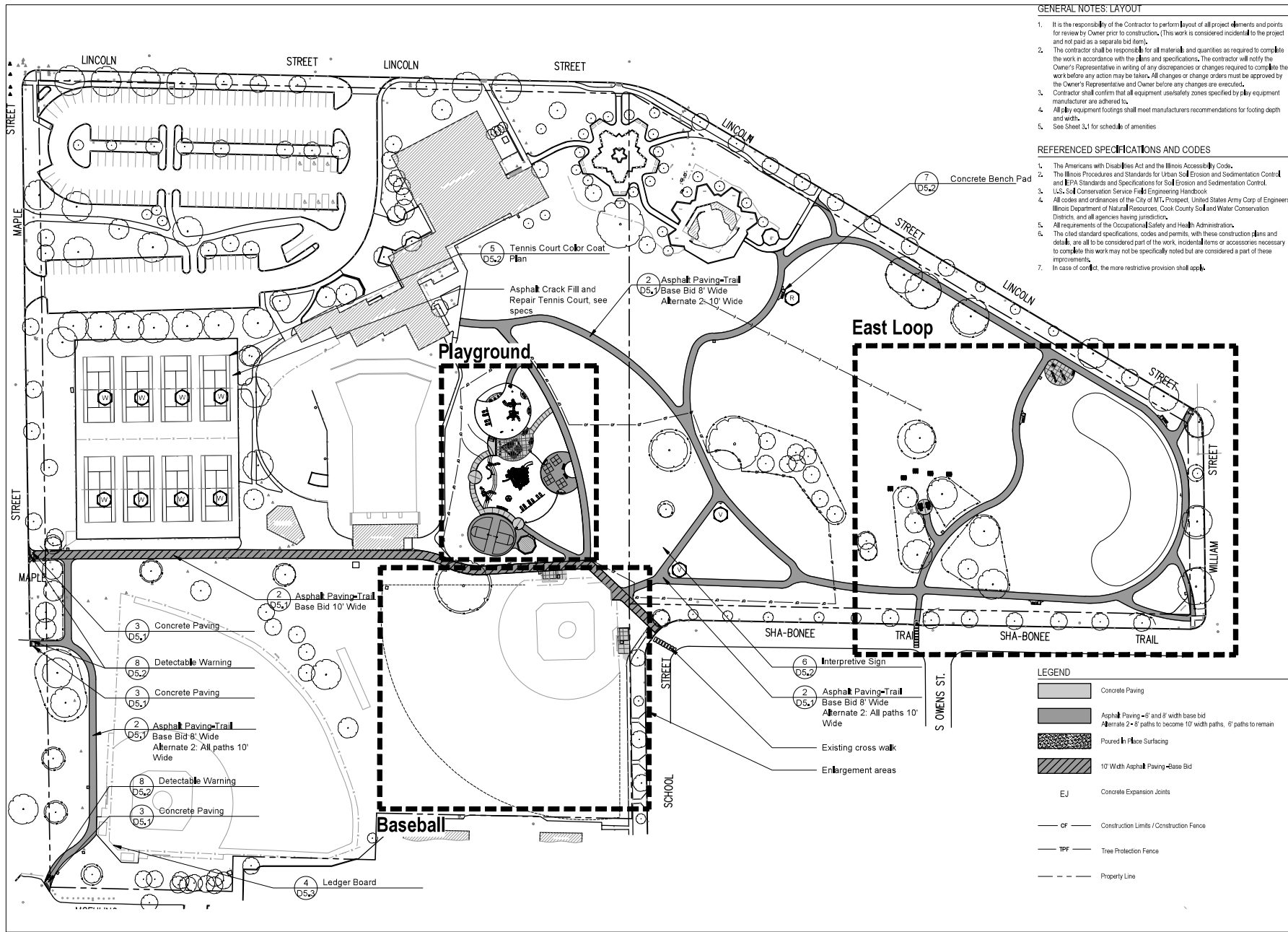


Squat Press



Balance Steps

Fitness

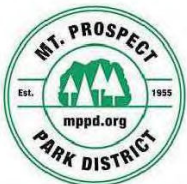


GENERAL NOTES: LAYOUT

- It is the responsibility of the Contractor to perform layout of all project elements and points for review by Owner prior to construction. (This work is considered incidental to the project and not paid as a separate bid item).
- The contractor shall be responsible for all materials and quantities as required to complete the work in accordance with the plans and specifications. The contractor will notify the Owner's Representative in writing of any discrepancies or changes required to complete the work before any action may be taken. All changes or change orders must be approved by the Owner's Representative and Owner before any changes are executed.
- Contractor shall confirm that all equipment/safety zones specified by play equipment manufacturer are adhered to.
- All play equipment footings shall meet manufacturers recommendations for footing depth and width.
- See Sheet 3.1 for schedule of amenities.

REFERENCED SPECIFICATIONS AND CODES

- The Americans with Disabilities Act and the Illinois Accessibility Code.
- The Illinois Procedures and Standards for Urban Soil Erosion and Sedimentation Control, and EPA Standards and Specifications for Soil Erosion and Sedimentation Control.
- U.S. Soil Conservation Service Field Engineering Handbook.
- All codes and ordinances of the City of Mt. Prospect, United States Army Corp of Engineers, Illinois Department of Natural Resources, Cook County Soil and Water Conservation Districts, and all agencies having jurisdiction.
- All requirements of the Occupational Safety and Health Administration. The cited standard specifications, codes and permits, with these construction plans and details, are all to be considered part of the work. Incidental items or accessories necessary to complete the work may not be specifically noted but are considered a part of these improvements.
- In case of conflict, the more restrictive provision shall apply.



420 Dempster St, Mt Prospect,
Illinois 60056
Phone: 847-640-1000

PROJECT
Lions Park
411 S, Maple St,
Mt Prospect, Illinois 60056

PROJECT TEAM

uplandDesign Ltd
Landscape Architecture & Park Planning
Chicago, Illinois 312-450-4088
Plainfield, Illinois 815-354-0091
uplandDesign.com

CIVIL ENGINEER
Erikson Engineering Associates
(EEA)
135 S Jefferson St Suite 135
Chicago, Illinois 60661
Phone: 312-463-0551

SHEET TITLE
Layout
Plan-Overall

SHEET NUMBER **L2.0**

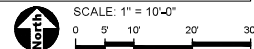
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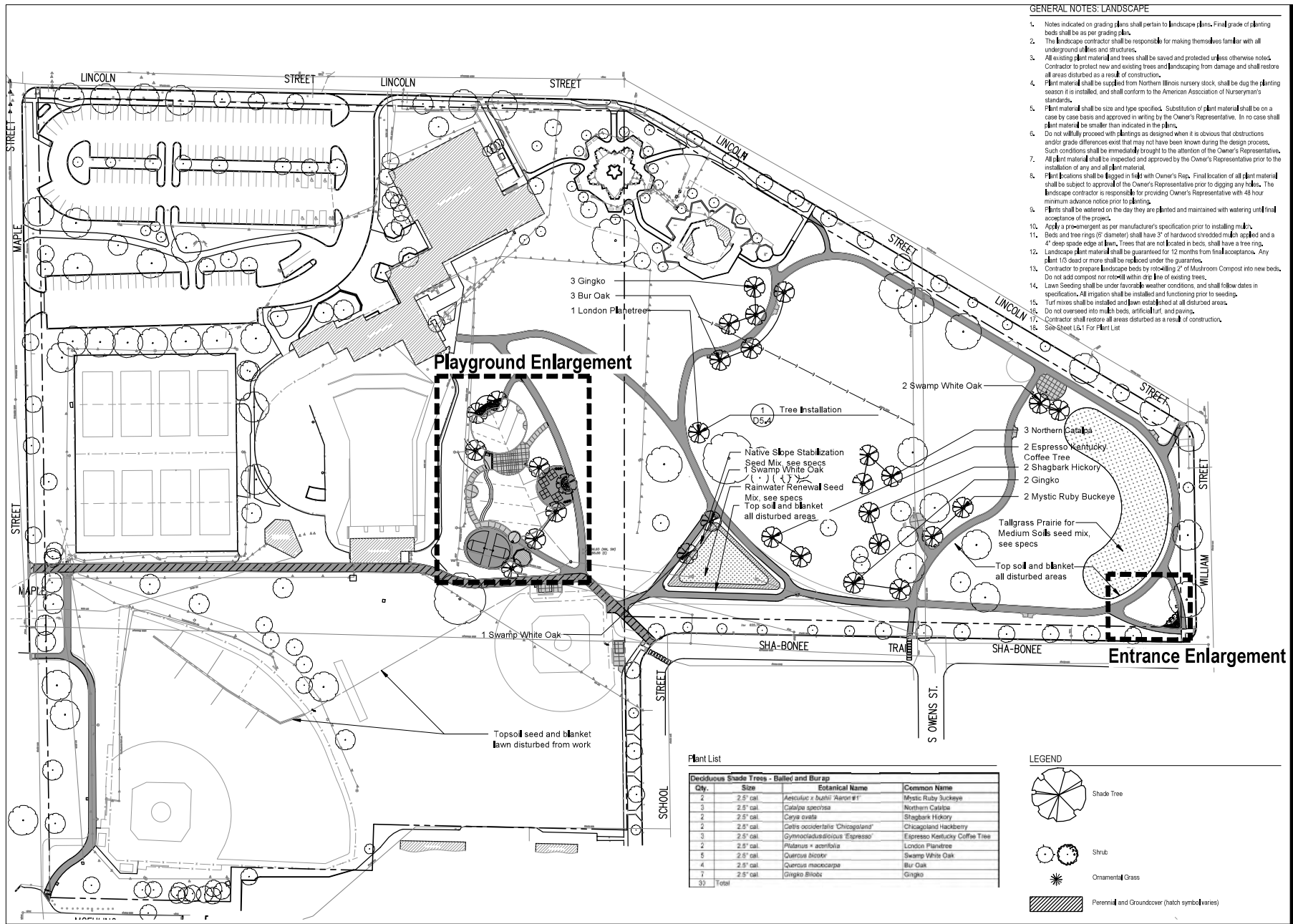
LDLR	Issue For Bid	11/01/2023

Project Number 1765
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P01030-CH-01
P0107-01-00-003



SCALE: 1" = 50'-0"
0 25' 50' 100' 150'





420 Dempster St, Mt Prospect, Illinois 60056
Phone: 847-640-1000

PROJECT
Lions Park
411 S. Maple St,
Mt Prospect, Illinois 60056

PROJECT TEAM
uplandDesign Ltd
Landscape Architecture & Park Planning
Chicago, Illinois 312-450-1088
Portland, Illinois 815-254-0091
uplandDesign.com

CIVIL ENGINEER
Eriksson Engineering Associates
(EEA)
135 S Jefferson St Suite 135
Chicago, Illinois 60661
Phone: 312-463-0551

SHEET TITLE
Landscape Plan Overall

SHEET NUMBER
L4.0

DRAW / REVISION

LDL	Issue For Bld	11/02/2023

Project Number 1785
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P020304-01

BID FORM**ORIGINAL**

Projects: Lions Park Phase 1 Renovation

Owner: Mt. Prospect Park District
1000 West Central Road
Mount Prospect, Illinois 60056Architect: Upland Design, Ltd
1229 N. North Branch St, #220A
Chicago, IL 60642Construction: Nicholas & Associates, Inc.
Manager 1001 Feehanville Drive
Mt. Prospect, IL 60056Bid To: Mt. Prospect Park District
1000 West Central Road
Mount Prospect, Illinois 60056Bid Package # 1 - Site Work and LandscapingBid From: AJ Oleson Construction Co. Erick Oleson
Name of Firm Contact Person
29250 N. Gilmer Road
Address
Mundelein, IL 60060630.546.0235 erick.oleson@gmail.com
Telephone Fax Email

All bidders are to acknowledge receipt of Addendum on Bid Form. Failure to do so may result in disqualification of bid.

Addendum No 1 Date: 10.23.23 Addendum No _____ Date: _____Addendum No 2 Date: 10.24.23 Addendum No _____ Date: _____Addendum No 3 Date: 10.30.23 Addendum No _____ Date: _____**Bid Date, Time & Place:**

Construction Manager, Nicholas & Associates, Inc. will receive bid proposals in triplicate form on Wednesday, November 1st, 2023 at 2:00 P.M. at the Office of Nicholas & Associates, 1001 Feehanville Dr. Mount Prospect, IL 60056.

Bidders:

By submitting this bid form, the contractor has thoroughly familiarized themselves with the entire bid documents, procedure manual, local conditions, instructions to bidders, and here by propose to perform everything required and to provide all labor, materials, tools, bonds, insurance, equipment, and services as required to perform the scope of work in a skilled and workmanlike manner in accordance with the drawings and described in the project manual even through such work may be included as related requirements specified in other divisions or section for the lump sum amount of

Base Bid

one million five hundred ninety nine thousand four hundred ninety nine dollars 00/100

Dollars (\$ 1,599,499.00)

Alternate Bid Proposals

The following alternate describe labor or materials which shall be provided in a like manner as those specified and /or indicated on the drawings. The Owner reserves the right to accept any alternate as a change to the base bid. For each alternate, state the amount to be added to or deducted from the base bid should the Owner decide to proceed with the portion of the work identified as alternates.

NOTE: See Uplands spec section 01 23 00 for alternate descriptions.

Alternate Bid #1: Add poured in place at 5-12 playground.

~~ADD/DEDUCT~~ ninety thousand 00/100

Dollars (\$ 90,000.00)

Alternate Bid #2: Widened Asphalt Path.

~~ADD/DEDUCT~~ thirty seven thousand five hundred 00/100 Dollars (\$ 37,500.00)

Alternate Bid #3: Add Gaga Pit.

~~ADD/DEDUCT~~ twelve thousand five hundred 00/100 Dollars (\$ 12,500.00)

Alternate #4: Shelter Conduit.

~~ADD/DEDUCT~~ three thousand five hundred 00/100

Dollars (\$ 3,500.00)

Alternate #5: Add Trash receptacles by playground.

~~ADD/DEDUCT~~ eight thousand five hundred 00/100 Dollars (\$ 8,500.00)

Performance and Material Bonds

Cost of the 100% "Performance and Labor & Material Payment Bond" that is included in this bid.

~~\$~~seventeen thousand five hundred 00/100 Dollars (\$ 17,500.00)

Pre-Bid Conference

This bidder did X did not _____ attend the pre-bid conference.

Multiple Bid Submissions

Contractors are strongly advised to properly identify their individual trade on this bid form and the exterior of the sealed bid envelope. Contractor will be permitted to submit multiple trade bids; however, each separate trade will require a separate bid proposal in a separate bid envelope.

All bidders accept the provisions of the bidding requirements regarding disposition of bid security.

When awarded a contract based upon this bid, this contractor will enter into and execute a contract with the Owner and agree to furnish in accordance with the bidding documents:

1. All insurance requirements
2. All bonds requirements
3. Accomplish the work in accordance with the contract

Extra Work

The undersigned agrees that on all changes to the construction documents involving cost, either extra items or credit items, the following percentage will be added or deducted from the actual cost of the work for this bidder's overhead and profit.

For work performed by contractor's own employees – 10%

For work performed under subcontractor employees – 5%

Note: Above to be applied for extras if and when the allowance value is exhausted. No OH&P will be approved for cost changes being applied to the specified allowance.

Unit Prices

General Requirements: *Include on Bid Form an amount for each Unit Price listed on Bid Form and specified with this Section. Include costs for labor, materials, installation, overhead, and Contractor's profit in amount for each Unit Price.*

Unit Price #1 – Unsuitable Soils Removal & Disposal (CCDD compliant) backfilled with CA6 in 8"-10" lifts and compacted to required compaction.

\$95.00 / Per Cubic Yard

Unit Price #2 – Unsuitable Soils Removal & Disposal (non-CCDD, Subtitle D Compliant)

\$150.00 / Per Cubic Yard

Unit Price #3 – Provide & install CA-1 compacted backfill

\$65.00 / Per Cubic Yard

Unit Price #4 – Provide & install CA-7 compacted backfill

\$63.00 / Per Cubic Yard

Unit Price #5 – Provide & install CA-6 compacted backfill

\$60.00 / Per Cubic Yard

Unit Price #6 – Furnish & install sod

\$20.00 / Per Square Yard

Unit Price #7 – Furnish & install additional asphalt path (Including excavation, stone & asphalt)

\$125.00 / Per Square Yard

Unit Price #8 – Furnish & install additional concrete walk (Including excavation, stone & concrete paving)

\$25.00 / Per Square Foot

Time is of Essence

The contractor by signing this agreement shall make every effort, including working overtime, weekends and /or evenings to complete work on schedule and not adversely inconvenience the Owner or other contractors to perform their work following this contractor's work. This contractor will make every effort to cooperate with other trades on site.

Award

In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids. If written notice of the acceptance of the bid is mailed, telegraphed, facsimiled, and /or delivered to the undersigned with in 45 days after the bid opening there of, or at any time thereafter before this bid is withdrawn by written notification, the undersigned agrees to execute and deliver a contract in the prescribed form and furnished the required bonds within 10 days after the contract is presented to them for signature.

Schedule of Values

The contractor agrees to furnish a schedule of values and complete list of subcontractors within seven (7) days of the bid opening. This may be requested regardless of award of bid.

Substitutions

The contractor may submit a list of substitutions for materials and /or products. The bidder must provide a list of items they intend to substitute, substitution product / material and any related cost factors as to whether they are an add or deduct on a separate sheet.

Substitution Add \$ _____ Deduct \$ _____

Description: _____ N/A _____

It is understood that the bidder included the base bid items within the base bid stated herewith. It is further understood that the selection of materials is optional with the Owner and approval or rejection of the substitutions will be indicated prior to execution on the contract.

Substitution Consideration

Play Illinois, LLC

310 N. Grant Street, Westmont, IL 60559
Tel (844) 222-9990 Fax (844) 217-1113
www.playil.com



Date: 10/30/2023

Quote #: 824142

**Accepted Approved Quotation,
Terms and Conditions**

In coordination with **BCI Burke Company, LLC**

Tel: (920) 921-9220

To: Mt. Prospect Park District
1000 West Central Road
Mt. Prospect, IL 60056

Signed: _____

Date: _____

Project Name: Lions Park
Project Location: 411 S. Maple St.
Mt. Prospect, IL 60056

ID# 50498

Prepared by	Estimated Ship Date	Payment Terms		
Colin MacLean	15-18 weeks after receipt of order	Net 30 Days.		
Item	Description	Unit Price	Quantity	Total
Equipment	560-0051 Inclusive Orbit	13,884.00	1	13,884.00
Discount	Discount per Sourcewell Contract # 010521-BUR	(971.88)	1	(971.88)
Freight	Delivery of Burke Equipment	464.86	1	464.86
	Open Market			
Sales Tax	Please submit tax exempt form at time of order	0.00	1	-
TOTAL:				\$ 13,376.98

*Colin MacLean***Title:** Project Manager, Play Illinois, LLC**Pricing and Freight are valid for 30 days.**

Thank you for the opportunity to provide this quote.

We look forward to filling your park & playground needs in the months and years to come!

Special Notes: Prices do not include site security, safety surfacing (unless shown in quoted items above), installation (unless shown in quoted items above) or sales tax (if applicable). Prices are based on standard colors per CURRENT YEAR BCI Burke Catalog. Custom colors, where available, would be an extra charge. Freight charges are predicated on all items being ordered and shipped at the same time.


Rock Clause: If excessive underground obstructions such as rock, coral, asphalt, concrete, pipes, drainage systems, root systems, water or any other unknown obstructions are discovered, additional charges will be added to the proposal.

In coordination with BCI Burke Company, LLC

"An ISO 9001:2008 and ISO 14001:2004 Certified Company"

PO Box 549 - Fond du Lac, WI 54936-0549 - Phone (920) 921-9220 - Fax (920) 921-9566 - www.bcburke.com

Play that Moves You®**TERMS: \$13,376.98** for Equipment and Delivery will be invoiced at time of shipping.

		ALL PURCHASE ORDERS, CONTRACTS, AND		
		CHECKS TO BE MADE OUT TO:		
		LANDSCAPE STRUCTURES, INC.		
		601 7TH STREET SOUTH		
		DELANO, MN 55328 U.S.A.		
		763-972-3391 800-328-0035		
		Fax: 763-972-3185		
ORDER FORM/PROPOSAL				
3-Aug-23				
BILL TO:		SHIP TO:		
Mt. Prospect Park District				
1000 West Central Rd.				
Mt. Prospect, IL 60056				
PROJECT NAME:		Lions Park, Mt. Prospect		
24 HOURS CALL PRIOR:				
<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>PRICE</u>
5-12 Area				
1	265928D	Hedra w/Alpine Slide, Perf & Perf Direct Bury1		\$ 96,050
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury		-
HILLSIDE COMPONENTS:				
1	184490C	Swiggle Stix Bridge w/o Deck Connections DB		\$ 7,845
1	148039A	Star Seeker DB Only Attached to Square Deck		4,695
1	116247C	Vertical Ladder - Panel 40"		1,385
1	152911B	Curved Transfer Module Left 40"Dk DB		3,535
1	111228A	Square Tenderdeck		1,315
3	166809A	E-Pod Seat	\$ 395	1,185
4	111404F	108"Alum Post DB	380	1,520
2	111404M	148"Steel Post DB	455	910
2	179595O	204"Steel Post For Vibe Roof DB	615	1,230
1	179594A	Vibe Roof		1,715
1	189313A	Rushwinder DB Left		6,435
1	124863F	SlideWinder2 72"Dk DB 2 Straight 1 Right		4,535
1	158105A	Wobble Pod DB Only		1,960
SUBTOTAL				\$ 38,265
SWINGS:				
3	174018A	Belt Seat Proguard Chains 8' Beam	\$ 160	\$ 480
2	176038A	Full Bucket Seat Proguard Chains 8' Beam	445	890
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness Proguard Chains 8' Beam		1,090
1	177332A	Single Post Swing Frame 8' Beam		1,630
2	177333A	Single Post Swing Frame Addtl Bay 8' Beam	1,210	2,420
SUBTOTAL				\$ 6,510
2-5 Area				
1	152443A	Grid Walk w/Barriers		\$ 4,440
1	152431A	ABC Climber 48"Dk DB		2,090
1	135344B	Block Climber Perm Handholds Ground-Deck 40"D DB		3,420
1	123293A	Cozy Climber Perm Handholds 32"Dk DB		3,115
1	157427D	Pod Climber w/Handloop & Handrail 40"Dk DB Right Handhold		2,050

2	122197A	90" Triangular Tenderdeck	\$ 1,105	2,210
4	121948A	Kick Plate 8"Rise	145	580
3	111228A	Square Tenderdeck	1,315	3,945
1	185852A	Transfer Step w/2 Handloops DB		1,290
		PAGE 1 OF 2		
PAGE 2				
2	111231A	Triangular Tenderdeck	\$ 1,015	\$ 2,030
1	119646A	Tri-Deck Extension		985
1	121949A	Tri-Deck Kick Plate 8"Rise		215
1	173564A	Optigear Panel Above Deck		4,295
1	177718A	Rain Sound Wheel Panel Above Deck		2,755
1	130565A	Table Panel DB		1,395
1	120314A	Wire Barrier Above Deck		875
1	120901A	Grab Bar		245
1	120818A	Playstructure Seat		490
1	111404F	108"Alum Post DB		380
1	111404E	116"Alum Post DB		395
6	111404D	124"Alum Post DB	455	2,730
2	179595U	156"Steel Post For Vibe Roof DB	530	1,060
4	179595R	180"Steel Post For Vibe Roof DB	570	2,280
3	179594A	Vibe Roof	1,715	5,145
1	130798A	Double Swirl Slide 48"Dk DB		2,895
1	123337A	Single Slide 40"Dk DB		2,000
1	124863B	SlideWinder2 40"Dk DB 1 Right		2,970
1	182503A	Welcome Sign (LSI Provided) Ages 2-5 years Direct Bury		-
		SUBTOTAL		\$ 56,280
ALSO:				
1	164075B	Double Bobble Rider DB		\$ 2,645
2	152179A	Saddle Spinner DB 12"Height	\$ 1,305	2,610
1	228213A	Rhapsody Jingle Metallophone DB		4,175
1	228217A	Rhapsody Kettle Drum Junior DB		1,800
1	228218A	Rhapsody Kundu Drum Junior DB		1,800
		SUBTOTAL		\$ 13,030
SWINGS:				
3	176038A	Full Bucket Seat Proguard Chains 8' Beam	\$ 445	\$ 1,335
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness Proguard Chains 8' Beam		1,090
1	177332A	Single Post Swing Frame 8' Beam		1,630
1	177333A	Single Post Swing Frame Addtl Bay 8' Beam		1,210
		SUBTOTAL		\$ 5,265
		Healthbeat Outdoor Fitness		
1	192451A	Ab Crunch/Leg Lift DB Order Post Separately*		\$ 2,120
1	192454A	Balance Steps DB Order Post Separately*		2,800
1	192455A	Cardio Stepper DB Order Post Separately*		8,640
1	192456A	Chest/Back Press DB Order Post Separately*		6,700
1	192461A	Squat press DB Order Post Separately*		6,700
1	205945A	Steel Post w/2 and 1T Attachments DB		1,090
2	205946A	Steel Post w/2 and 2 Attachments DB	\$ 1,090	2,180
1	192463A	Tai Chi Wheels Order Post Separately*		2,630
		SUBTOTAL		\$ 32,860
		EQUIPMENT TOTAL		\$ 248,260

		8% CONTRACT DISCOUNT		(19,861)
		SHIPPING		11,453
		TOTAL		\$ 239,852

Above pricing includes shipping cost but not installation.
 Above prices will be in effect for 30 days. **NOTE:** Due to the volatile cost of raw materials, supply chain, and labor shortages; prices and lead times can change without notice. Unfortunately, we currently cannot guarantee or hold prices quoted extended period of time.
Please include a copy of your Sales Tax Exemption Certificate with Order Placement. Sales Tax will be charged, if applicable.

TERMS: Our terms are net 30 to tax supported institutions or those who have an account with us. 1-1/2% per month interest will be charged on past due accounts.				
Signature		Title		Date

23LIO-OrderForm

NICHOLAS & ASSOCIATES, INC.

1001 Feehanville Drive, Mount Prospect, IL 60056 | Phone (847) 394.6200 | Fax (847) 394.6205



November 2, 2023

Mr. Jim Jarog
Executive Director
Mt. Prospect Park District
1000 W Central Road Mt. Prospect, IL 60056

RE: Award Recommendation for the 2024 Lions Park Phase 1 Renovation Project

Dear Mr. Jarog,

Bids for the above-referenced project were received by the Park District at the offices of Nicholas & Associates located at 1001 Feehanville Drive, Mount Prospect, IL 60056. Bids were publicly opened and read aloud via video conference on Wednesday, November 1st, 2023, at 2:00 PM local time. Enclosed for your information is a copy of the bid tabulation sheet outlining the bids received from the contractors.

Nicholas & Associates, Inc. has confirmed that the apparent low bidder has reviewed and understands the bid documents for the 2024 Lions Park Phase 1 Renovation Project and intends to perform the work as specified. Therefore, we recommend that the Park District Board approve a construction contract to the following contractor:

Contractors

Bid Package #1 – Sitework & Playground

AJ Oleson Construction Co.
558 Burnett Rd.
Island Lake, Lake, Illinois, 60042

Contract Value Amount

\$1,692,999 (Base Bid + Alt. 1 & 4)

The preceding recommendation represents our interpretation and understanding of the bids submitted. The contract values listed above include the Base Bid plus Alternates 1 & 4 as recommended by the Park District Administration.

Should you have any questions regarding the above or you need additional information, please do not hesitate to contact our office.

Sincerely,

Dave Torres
Senior Project Manager
Nicholas & Associates, Inc.

NICHOLAS & ASSOCIATES, INC.

1001 Feehanville Drive, Mount Prospect, IL 60056 | Phone (847) 394.6200 | Fax (847) 394.6205



November 2, 2023

Mr. Jim Jarog
Executive Director
Mt. Prospect Park District
1000 W Central Road Mt. Prospect, IL 60056

Re: 2024 Lions Park Phase 1 Renovation Project – Proposed CM Fee Structure

Dear Mr. Jarog,
Nicholas & Associates is pleased to offer our construction management and bidding services for the above referenced project based on a construction value of \$1,954,636 (Bidding Total + Equipment) and the fee and compensation schedule listed below.

Pre-Construction: No Charge

Construction Management Fee (At Risk): 4.5% of the Total Construction Cost – \$87,959

Performance Bonds: 1.0% of the Total Construction Cost – \$19,546

General/Professional Liability Insurance: .69% of the Total Construction Cost – \$13,487

Fixed General Conditions Breakdown

Senior Project Manager – 20 weeks x 15 hours per week = \$40,500

Site Superintendent (Part time) – 12 weeks x 25 hours per week = \$36,000

Safety Director – 12 Audits x \$400/Audit = \$4,800

Total Fixed General Conditions = \$81,300

Total CM Compensation (CM Fee plus Fixed General Conditions): \$169,259

2024 Fixed General Conditions: These are quantified expenses for the Project that consists of the services provided by the Senior Project Manager (\$135/hr.), Project Manager (\$130/hr.), General Superintendent (\$125/hr.), Site Superintendent (\$120/hr.) & Safety Audits (\$400/Audit/Site). The fixed General Conditions expenses are based on a specific project duration from pre-construction thru project closeout – This will be a fixed amount once the project scope & duration is defined. In the event the construction of the Project exceeds or falls short of the aforementioned durations, the Fixed General Conditions shall be renegotiated by the parties, in good faith, based on the above stated hourly rates.

Reimbursable General Conditions (Pass Through Invoice Without Mark-up): On-Site Construction Trailer with reasonable Furnishings; Rubbish and Trash Removal; Dumpsters, Temporary Partitions; Temporary Toilets; Temporary Fencing; Temporary Roads; Temporary Utilities, Surveying, Testing Services, Called Inspections, Winter Protection, Street Cleaning; Daily Cleanup & Final Cleanup.

Estimated Reimbursable General Conditions Break Down (BUDGET)

Temporary Toilets: \$5,000

Temporary Fencing & Maintenance: \$30,000

Signage: \$5,000

Dumpsters: \$10,000

Survey/Layout: \$10,000

General Misc. Clean-Up: \$12,500

Plan Reproduction/Printing/Ad for Bid: \$2,500

Not Included Above:

- Permit Costs
- Utility Usage
- Temporary Power

Total Project Estimated Reimbursable General Conditions: \$65,000

Nicholas & Associates looks forward to continuing a successful relationship with the Mt. Prospect Park District. We trust you will find that this fee proposal clearly identifies our services; however, should you require any additional information, please feel free to contact our offices.

Sincerely,



A handwritten signature in black ink, appearing to read 'Dave Torres'.

Dave Torres
Senior Project Manager
Nicholas & Associates, Inc.



Financial Advisors Report – November

2024 Annual Operating Budget 1st Draft

In this year's 1st release is a balanced budget with revenues up 7% and expenditures up 1% compared to last year. The operating budget does not include capital project budgets from bond proceeds. Bond proceeds are appropriated when bonds are sold. Future versions will reflect refinements to this.

GOLF REPORT

Course revenues through October of \$2,160,072 were up 12% over last year. This contributed to a YTD net of \$642,399.

POOLS REPORT

Total revenue for the three pools at the end of October is \$719,730. All three pools through October had a net cost of operation of \$105,783. This compares favorably to the 2023 annual budgeted net cost of \$491,042.

RECPLEX FACILITY REPORT

Recplex facility revenues through October were \$396,398. 145% of the 2022 YTD.

REC PROGRAMS

Recreation program revenues through October were \$2,134,914, an 18% increase over 2022 year to date.

CHILD CARE PROGRAMS

Within Rec Programs above, Child Care Programs, (Kids Klub, Day Camp and Preschool combined) account for roughly half of that revenue through October or \$974,652. Day Camps are up 34%. Kids Klub and Preschool programs are up 18% and 49% respectively.

DEPARTMENTAL EXPENDITURES

Departmental expenditures are tracking according to plan. The one exception is Central Programs which are 122% of budget, with October being 83% through the year. Within Central Programs expenditures, Youth Athletics programming has taken off resulting in expenditures over budget at 136% and related revenue also favorably exceeding budget at 156%.



**MOUNT PROSPECT PARK DISTRICT
YTD SUMMARY - ALL FUNDS
For Ten Months Ended 10/31/23**

ACCOUNT NAMES	2019 Actual	2022 Actual	2023 Actual	2023 Budget	% Change from 22	% Change from 19
BALANCE, Beginning - January 1	5,418,454	11,670,630	20,399,494	Operating +Capital		
REVENUES:						
PROPERTY TAXES	10,066,870	5,925,942	5,797,575	11,676,513	-2%	-42%
REPLACEMENT TAXES	173,549	537,114	455,893	505,000	-15%	163%
RENTAL	629,634	734,995	906,890	869,770	23%	44%
PASSES /USER FEES	759,556	654,331	809,294	756,970	24%	7%
DAILY /USER FEES	1,109,562	1,444,383	1,605,189	1,420,057	11%	45%
PROGRAM FEES	3,188,945	2,489,687	2,992,168	3,014,220	20%	-6%
CONCESSION SALES	167,195	85,299	112,904	79,097	32%	-32%
CORP SPONSORS & GRANTS	37,621	22,803	141,055	21,000	n/a	n/a
OTHER	188,653	151,733	74,174	94,393	-51%	-61%
INTEREST	37,895	325,352	195,003	15,893	-40%	415%
INT PROJ CHARGES	327,930	310,000	100,000	100,000	-68%	-70%
BOND PROCEEDS - New Capital	1,346,932	8,427,385	0	0	n/a	n/a
BOND PROCEEDS - REFI Rate	3,060,000	0	0		n/a	n/a
BOND PROCEEDS - REFI Annual	1,170,848	1,525,130	312,738	1,938,237	n/a	n/a
TOTAL REVENUE	22,265,190	22,634,154	13,502,883	20,491,150	-40%	-39%
without bonds		14,206,769	13,502,883		-40%	-39%
EXPENDITURES:						
FULL TIME SALARIES	2,892,342	3,161,626	3,307,817	4,261,492	5%	14%
PART TIME SALARIES	2,129,266	1,688,675	2,012,396	2,599,671	19%	-5%
EMPLOYEE BENEFITS	1,280,054	1,266,943	1,254,939	1,616,100	-1%	-2%
CONTRACTUAL SERVICES	982,148	912,089	1,164,476	1,459,954	28%	19%
COMMODITIES	855,806	842,421	879,913	1,265,743	4%	3%
CONCESSIONS	90,895	54,618	71,133	54,289	30%	-22%
UTILITIES	667,916	606,217	675,109	933,992	11%	1%
INSURANCE	455,242	445,934	433,152	605,000	-3%	-5%
NW SPECIAL REC	358,980	295,807	363,308	462,080	23%	1%
RETIREMENT	877,508	988,320	927,753	1,272,514	-6%	6%
SALES TAX	14,853	8,686	11,134	4,420	28%	-25%
DEBT SERVICE:						
BONDS - Short Term	281,422	179,935	371,792	3,450,263	107%	32%
BONDS - LONG TERM	1,231,646	1,657,917	1,938,237	1,938,237	17%	57%
BONDS - CALLED	3,060,000	0	0		n/a	n/a
CAPITAL PROJECTS:						
FROM BOND FUNDS - New Capit:	70,590	-		-	n/a	n/a
FROM BOND FUNDS - Carryover	860,359	1,634,299	1,383,005	-	-15%	61%
ACCESSIBILITY - ADA	214,658	687,642	611,954	1,272,000	n/a	185%
GOV DEALS	-	34,720	26,444	20,000	n/a	#DIV/0!
CONSERVATORY	-	-	42,748	110,000	n/a	n/a
PAV & LIGHT FUND	24,856	46,042	102,318	229,070	122%	312%
TOTAL EXPENDITURE	16,348,541	14,511,891	15,577,628	21,554,825	7%	-5%
REVENUE OVER(UNDER)	5,916,649	8,122,263	(2,074,745)	(1,063,675)		
BALANCE, Ending	11,335,103	19,792,893	18,324,749			



**MT PROSPECT PARK DISTRICT
DEPARTMENTAL EXPENDITURE ANALYSIS
FOR THE 10 MONTHS ENDED 10-31-23**

83% OF CALENDAR YEAR

FUND / Department	'23 Y.T.D. Actual	2023 Budget	Y.T.D. as % of '23 Budget	'22 Y.T.D. Actual	Y.T.D. % of '22 Y.T.D.	Projected 2023	Proj % of '23 Bud	% Inc '23 Bud Over '22 Bud
GENERAL FUND								
Administration	746,686	989,318	75%	712,506	105%	876,981	89%	2%
Maintenance	999,918	1,316,569	76%	859,101	116%	1,180,080	90%	19%
Motor Pool	194,845	258,802	75%	211,267	92%	240,705	93%	7%
Buildings	215,078	275,495	78%	227,015	95%	240,829	87%	-19%
Studio at Melas	13,699	27,250	50%	11,447	2892%	20,604	76%	-39%
Total	2,170,226	2,867,434	76%	2,021,335	107%	2,557,585	89%	6%
RECREATION FUND								
Administration	921,687	1,256,630	73%	778,759	118%	1,071,139	85%	16%
Big Surf	184,471	244,522	75%	192,760	96%	199,486	82%	12%
Meadows Pool	268,557	350,130	77%	248,943	108%	293,371	84%	11%
Recplex Pool	372,485	537,626	69%	369,601	101%	449,247	84%	6%
Golf Course	1,517,673	1,845,426	82%	1,287,032	118%	1,824,206	99%	6%
Concessions	7,873	11,780	67%	10,426	76%	11,742	100%	-76%
Lions Center	169,708	229,035	74%	77,854	218%	199,923	87%	129%
Recplex Center	824,279	1,144,497	72%	729,195	113%	983,385	86%	4%
Rec Programs	1,234,302	1,511,095	82%	965,267	128%	1,454,343	96%	19%
Central Programs	157,448	129,353	122%	51,707	305%	283,211	219%	92%
Central Road	509,279	654,143	78%	445,826	114%	605,148	93%	16%
Total	6,167,762	7,914,237	78%	5,157,370	120%	7,342,771	93%	13%



83.3% of Calendar Year

Mount Prospect Park District

2023 Budget vs. Actual

For the Ten Months October 31, 2023

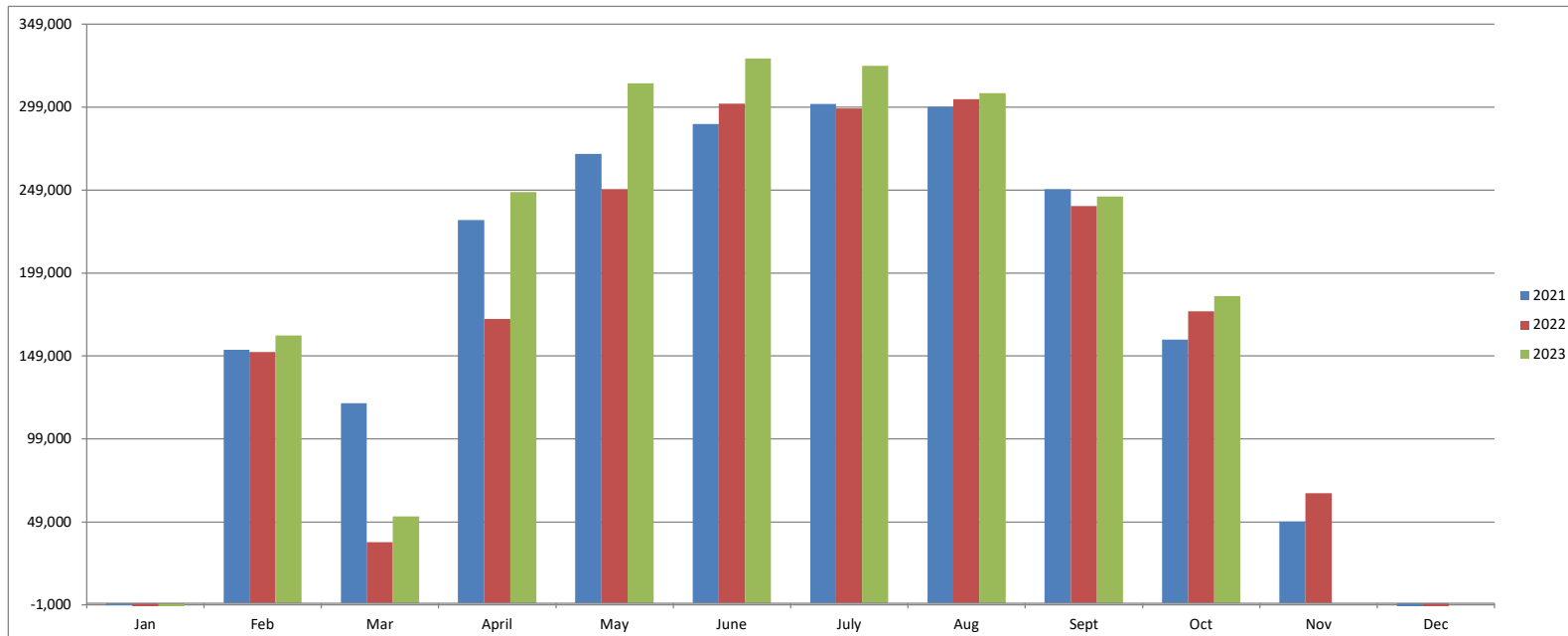
	Nine Months		October		Year to Date		YTD	% of	Annual	% of
	Budget	Actual	Budget	Actual	Budget	Actual	LastYr	Last Yr	Budget	Budget
REVENUES:										
RENTALS	333,549	357,897	32,163	31,049	365,712	388,946	350,717	111%	379,000	103%
PASSES /USER FEES	214,000	240,331	-	-	214,000	240,331	212,317	113%	214,000	112%
DAILY /USER FEES	1,095,798	1,253,072	130,049	148,449	1,225,847	1,401,521	1,284,936	109%	1,279,075	110%
PROGRAM FEES	75,036	78,377	9,016	100	84,052	78,477	79,859	98%	84,051	93%
MERCHANDISE SALES	48,212	68,265	5,168	6,512	53,380	74,777	62,273	120%	55,255	135%
OTHER	(51,119)	(22,818)	(4,950)	(1,162)	(56,069)	(23,980)	(67,550)	35%	(65,000)	37%
TOTAL REVENUE	1,715,476	1,975,124	171,446	184,948	1,886,922	2,160,072	1,922,552	112%	1,946,381	111%
2022		1,746,634		175,918		1,922,552			1,983,841	97%
EXPENDITURES:										
FULL TIME SALARIES	546,884	514,590	50,527	40,256	597,411	554,846	530,291	105%	696,481	80%
PART TIME SALARIES	276,503	264,059	31,546	30,040	308,049	294,099	257,222	114%	347,739	85%
FRINGE BENEFITS	266,948	220,439	24,488	21,080	291,436	241,519	215,087	112%	318,755	76%
CONTRACTUAL SERVICES	85,477	75,536	10,317	10,444	95,794	85,980	76,085	113%	107,306	80%
COMMODITIES	184,534	195,575	22,863	16,133	207,397	211,708	192,979	110%	237,120	89%
MERCHANDISE	35,220	58,861	2,538	1,215	37,758	60,076	42,237	142%	40,555	148%
UTILITIES	67,149	55,345	9,650	8,005	76,799	63,350	62,212	102%	93,050	68%
SALES TAX/OTHER	3,271	5,187	537	908	3,808	6,095	5,020	121%	4,420	138%
TOTAL EXPENDITURES	1,465,986	1,389,592	152,466	128,081	1,618,452	1,517,673	1,381,133	110%	1,845,426	82%
2022		1,251,037		130,096		1,381,133			1,576,274	88%
REVENUE OVER(UNDER) EXP	249,490	585,532	18,980	56,867	268,470	642,399	541,419		100,955	



GOLF COURSE MONTHLY RECEIPTS

Revenue Recap by yr:

2021			2022			2023			YTD	Annual	
Month	YTD		Month	YTD		Month	YTD		Actual	Budget	
Jan	(1,249)	(1,249)	Jan	(4,592)	(4,592)	Jan	(4,238)	(4,238)			
Feb	152,739	151,490	Feb	151,220	146,628	Feb	161,321	157,083	Revenue	2,160,072	1,946,381
Mar	120,569	272,059	Mar	36,818	183,446	Mar	52,182	209,265	Expenditures		
April	230,970	503,029	April	171,193	354,639	April	247,792	457,057	Full Time	554,846	696,481
May	270,595	773,624	May	249,605	604,244	May	313,152	770,209	Part Time	294,099	347,739
June	288,911	1,062,535	June	301,067	905,311	June	328,356	1,098,565	Benefits	241,519	318,755
July	300,838	1,363,373	July	298,167	1,203,478	July	324,079	1,422,644	Contractual	85,980	107,306
Aug	299,164	1,662,537	Aug	303,779	1,507,257	Aug	307,307	1,729,951	Commodities	271,784	277,675
Sept	249,577	1,912,114	Sept	239,377	1,746,634	Sept	245,173	1,975,124	Utilities	69,445	97,470
Oct	158,886	2,071,000	Oct	175,918	1,922,552	Oct	184,948	2,160,072		1,517,673	1,845,426
Nov	49,140	2,120,140	Nov	66,137	1,988,689	Nov	-	-	Net	642,399	100,955
Dec	(4,266)	2,115,874	Dec	(4,848)	1,983,841	Dec	-	-			
Budget		1,892,550			1,966,278			1,946,381			



Mount Prospect Park District
GOLF COURSE
thru October

	2020	2021	2022	2023	Change From 2022	Change From 2021
REVENUES:						
RENTALS	295,713	371,949	350,717	388,946	11%	5%
PASSES /USER FEES	180,255	221,825	212,317	240,331	13%	8%
DAILY /USER FEES	1,235,348	1,403,555	1,284,935	1,401,521	9%	0%
PROGRAM FEES	55,344	75,392	79,859	78,477	-2%	4%
MERCHANDISE SALES	40,263	52,880	62,273	74,778	20%	41%
OTHER	(37,190)	(54,601)	(67,550)	(23,980)	-65%	-56%
TOTAL REVENUE	1,769,733	2,071,000	1,922,551	2,160,073	12%	4%
 % of Budget	 113%	 109%	 98%	 111%		
EXPENDITURES:						
FULL TIME SALARIES	472,503	535,723	436,609	554,846	27%	4%
PART TIME SALARIES	210,811	240,342	257,222	294,099	14%	22%
FRINGE BENEFITS	222,180	228,954	215,087	241,519	12%	5%
CONTRACTUAL SERVICES	73,063	55,296	76,085	85,980	13%	55%
COMMODITIES	147,492	171,302	192,560	211,708	10%	24%
MERCHANDISE	32,751	34,087	42,237	60,076	42%	76%
UTILITIES	63,148	68,176	62,212	63,350	2%	-7%
SALES TAX/OTHER	3,078	4,344	5,020	6,095	21%	40%
TOTAL EXPENDITURES	1,225,026	1,338,224	1,287,032	1,517,673	18%	13%
 % of Budget	 73%	 78%	 74%	 82%		
 REVENUE OVER(UNDER) EXP	 544,707	 732,776	 635,519	 642,400		
 BUDGET REVENUE	 1,560,592	 1,892,550	 1,966,278	 1,946,381		
BUDGET EXPENSE	1,686,603	1,711,076	1,741,320	1,845,426		

**MOUNT PROSPECT PARK DISTRICT
GOLF COURSE Department by Function
For Ten Months Ended 10-31-2023**

ACCOUNT NAMES								GOLF COMMUNITY CENTER
	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	
REVENUES:								
RENTAL	388,946	388,946	-	-	-	-	-	-
PASSES /USER FEES	240,331	240,331	-	-	-	-	-	-
DAILY /USER FEES	1,401,521	1,250,805	-	-	150,716	-	-	-
PROGRAM FEES	78,477	650	-	-	-	67,227	10,600	-
MERCHANDISE SALES	74,778	-	-	74,778	-	-	-	-
OTHER	(23,980)	(23,980)	-	-	-	-	-	-
SPONSORSHIPS	-	-	-	-	-	-	-	-
TOTAL REVENUE	2,160,072	1,856,752	-	74,778	150,716	67,227	10,600	-
% of Budget	111%	110%	n/a	135%	128%	100%	68%	n/a
EXPENDITURES:								
FULL TIME SALARIES	554,846	209,357	278,185	-	-	13,961	-	53,344
PART TIME SALARIES	294,099	126,502	149,446	-	-	15,250	-	2,902
FRINGE BENEFITS	241,519	45,401	166,022	-	-	2,373	-	27,723
CONTRACTUAL SERVICES	85,980	29,274	27,379	-	-	13,962	-	15,365
COMMODITIES	211,708	11,603	162,797	219	10,994	4,179	10,992	10,922
MERCHANDISE	60,076	-	-	60,076	-	-	-	-
UTILITIES	63,350	16,077	24,012	-	-	-	-	23,262
SALES TAX	6,095	-	-	6,095	-	-	-	-
TOTAL EXPENDITURES	1,517,673	438,214	807,840	66,390	10,994	49,725	10,992	133,518
% of Budget	82%	82%	79%	146%	136%	119%	73%	77%
REVENUE OVER(UNDER) EXP	642,399	1,418,538	(807,840)	8,387	139,722	17,502	(392)	(133,518)
CHANGE FROM LAST YR + (-)								
REVENUE	237,521	204,921	-	12,505	21,182	2,069	(3,156)	-
EXPENDITURES	230,642	(29,293)	223,339	19,133	3,216	2,208	10,248	1,790
NET	6,879	234,214	(223,339)	(6,628)	17,966	(139)	(13,404)	(1,790)
% CHANGE FROM LAST YEAR								
REVENUE	12	12	n/a	20	16	3	n/a	n/a
EXPENDITURES	18	(6)	38	40	41	5	n/a	1

**MT Prospect Park District
Golf Course
Green Fees**

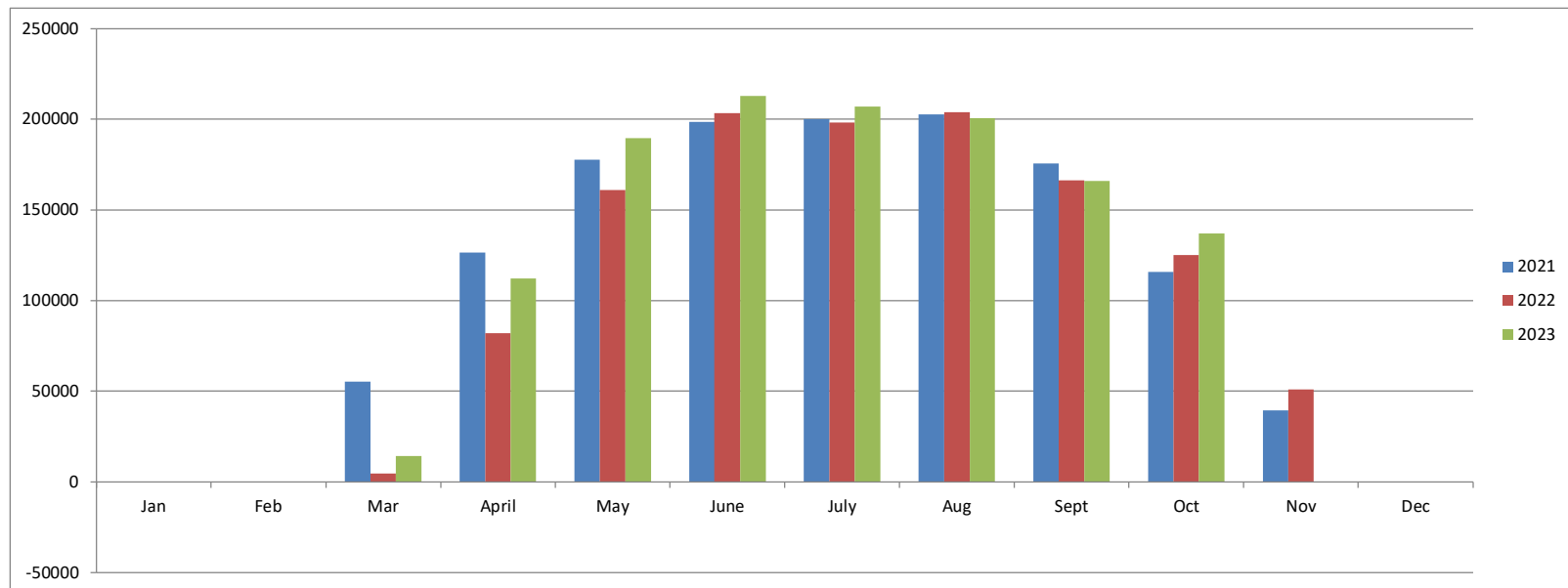
Revenue Recap by yr:

	2021	
	Month	YTD
Jan	(152)	(152)
Feb	9	(143)
Mar	55,256	55,114
April	126,468	181,582
May	177,810	359,392
June	198,574	557,966
July	200,113	758,078
Aug	202,866	960,944
Sept	175,648	1,136,592
Oct	115,903	1,252,495
Nov	39,394	1,291,889
Dec	(110)	1,291,779

	2022	
	Month	YTD
Jan	-	-
Feb	-	-
Mar	4,717	4,717
April	82,012	86,729
May	160,831	247,560
June	203,453	451,013
July	198,166	649,178
Aug	204,039	853,217
Sept	166,487	1,019,704
Oct	125,022	1,144,726
Nov	50,849	1,195,576
Dec	47	1,195,622

	2023	
	Month	YTD
Jan	-	-
Feb	-	-
Mar	14,168	14,168
April	112,214	126,381
May	189,551	315,932
June	212,846	528,779
July	207,148	735,927
Aug	200,626	936,553
Sept	166,148	1,102,701
Oct	137,099	1,239,801
Nov	-	1,239,801
Dec	-	1,239,801

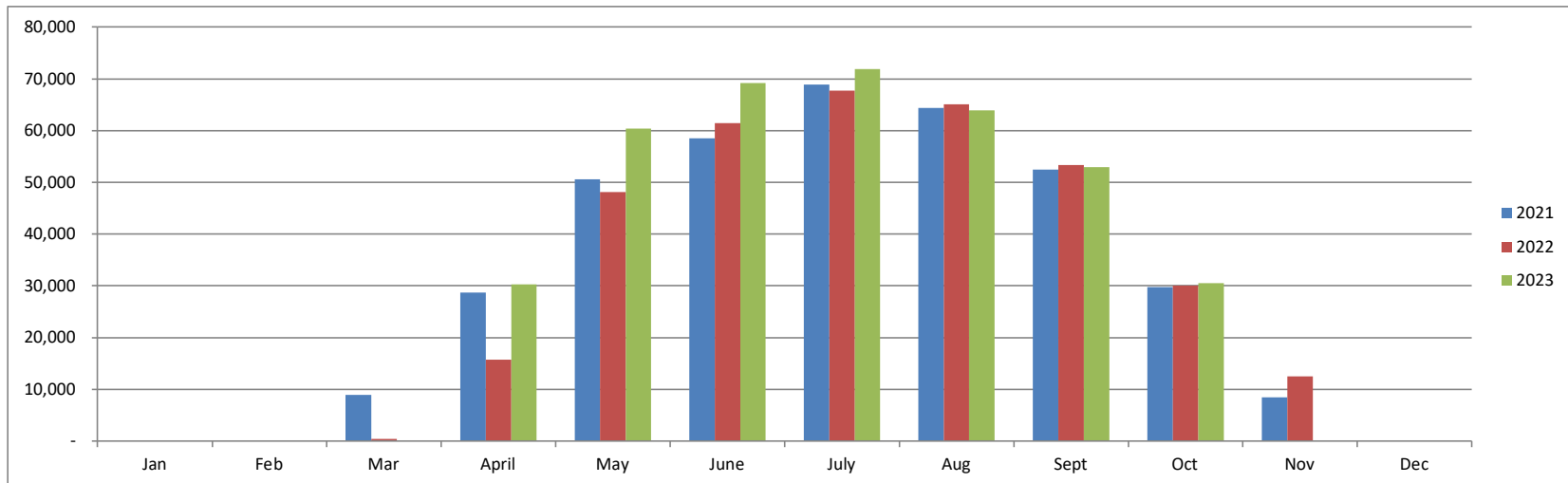
21 Budget	1,195,000
22 Budget	1,165,000
23 Budget	1,150,500



Mount Prospect Park District Golf Course Power Cart Rental

Revenue Recap by yr:

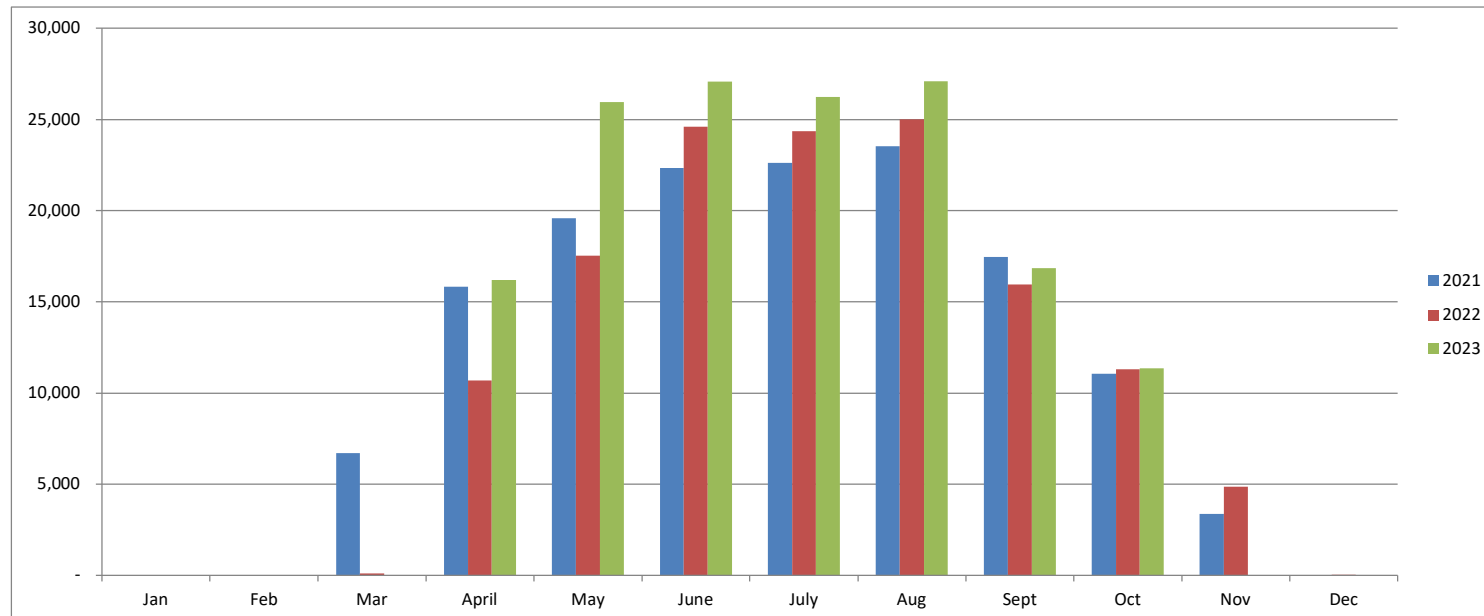
2021			2022			2023				
	Month	YTD		Month	YTD		Month	YTD		
Jan	0	0	Jan	0	0	Jan	0	0	21 Budget	315,000
Feb	0	0	Feb	0	0	Feb	0	0	22 Budget	361,600
Mar	8,982	8,982	Mar	424	424	Mar	-	-	23 Budget	370,000
April	28,707	37,689	April	15,697	16,121	April	30,264	30,264		
May	50,604	88,293	May	48,155	64,276	May	60,382	90,646		
June	58,554	146,847	June	61,486	125,762	June	69,197	159,843		
July	68,881	215,728	July	67,682	193,444	July	71,931	231,774		
Aug	64,359	280,087	Aug	65,065	258,509	Aug	63,892	295,665		
Sept	52,469	332,556	Sept	53,372	311,880	Sept	52,932	348,597		
Oct	29,771	362,327	Oct	30,075	341,955	Oct	30,495	379,092		
Nov	8,482	370,809	Nov	12,516	354,471	Nov	-	-		
Dec	-	370,809	Dec	-	354,471	Dec	-	-		



**Mount Prospect Park District
Golf Course
Driving Range Revenue**

Revenue Recap by yr:

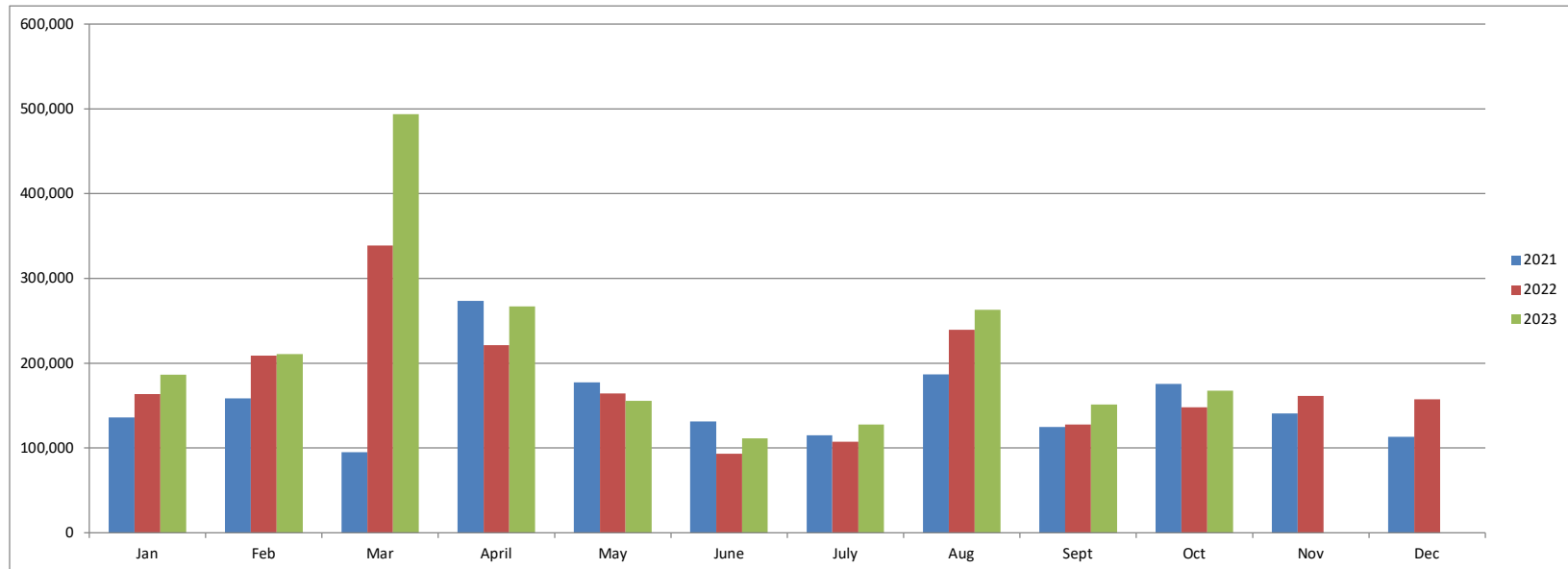
2021			2022			2023				
	Month	YTD		Month	YTD		Month	YTD		
Jan	-	-	Jan	-	-	Jan	-	-	21 Budget	110,000
Feb	-	-	Feb	-	-	Feb	-	-	22 Budget	114,300
Mar	6,712	6,712	Mar	96	96	Mar	-	-	23 Budget	118,000
April	15,821	22,533	April	10,690	10,786	April	16,186	16,186		
May	19,574	42,107	May	17,535	28,321	May	25,949	42,135		
June	22,338	64,446	June	24,600	52,921	June	27,072	69,206		
July	22,610	87,056	July	24,360	77,280	July	26,228	95,434		
Aug	23,526	110,581	Aug	25,008	102,289	Aug	27,088	122,523		
Sept	17,460	128,042	Sept	15,950	118,239	Sept	16,844	139,367		
Oct	11,042	139,084	Oct	11,295	129,534	Oct	11,349	150,716		
Nov	3,373	142,457	Nov	4,866	134,400	Nov	-	-		
Dec	-	-	Dec	35	134,435	Dec	-	-		



MT PROSPECT PARK DISTRICT PROGRAM REVENUE

Revenue Recap by yr:

2021			2022			2023			YTD	Annual		
Month	YTD		Month	YTD		Month	YTD		Actual	Budget		
Jan	136,317	136,317	Jan	163,615	163,615	Jan	186,710	186,710	Revenue	2,134,914	2,318,700	
Feb	158,740	295,057	Feb	208,904	372,519	Feb	210,814	397,524				
Mar	95,172	390,229	Mar	339,191	711,710	Mar	493,884	891,408				
April	273,709	663,938	April	221,329	933,039	April	266,955	1,158,363	Expenditures	Part Time	644,854	804,276
May	177,481	841,419	May	164,467	1,097,506	May	155,429	1,313,792				
June	131,487	972,906	June	93,069	1,190,575	June	111,517	1,425,309				
July	115,293	1,088,199	July	107,505	1,298,080	July	127,645	1,552,954	Commodities	Contractual	323,039	365,848
Aug	186,881	1,275,080	Aug	239,418	1,537,498	Aug	263,226	1,816,180				
Sept	125,032	1,400,112	Sept	128,019	1,665,517	Sept	151,278	1,967,458				
Oct	175,554	1,575,666	Oct	148,068	1,813,585	Oct	167,456	2,134,914	Net	Commodities	266,410	340,971
Nov	140,957	1,716,623	Nov	161,479	1,975,064	Nov	-	2,134,914				
Dec	113,279	1,829,902	Dec	157,425	2,132,489	Dec	-	2,134,914				
Budget			977,635			1,990,273			2,318,700			



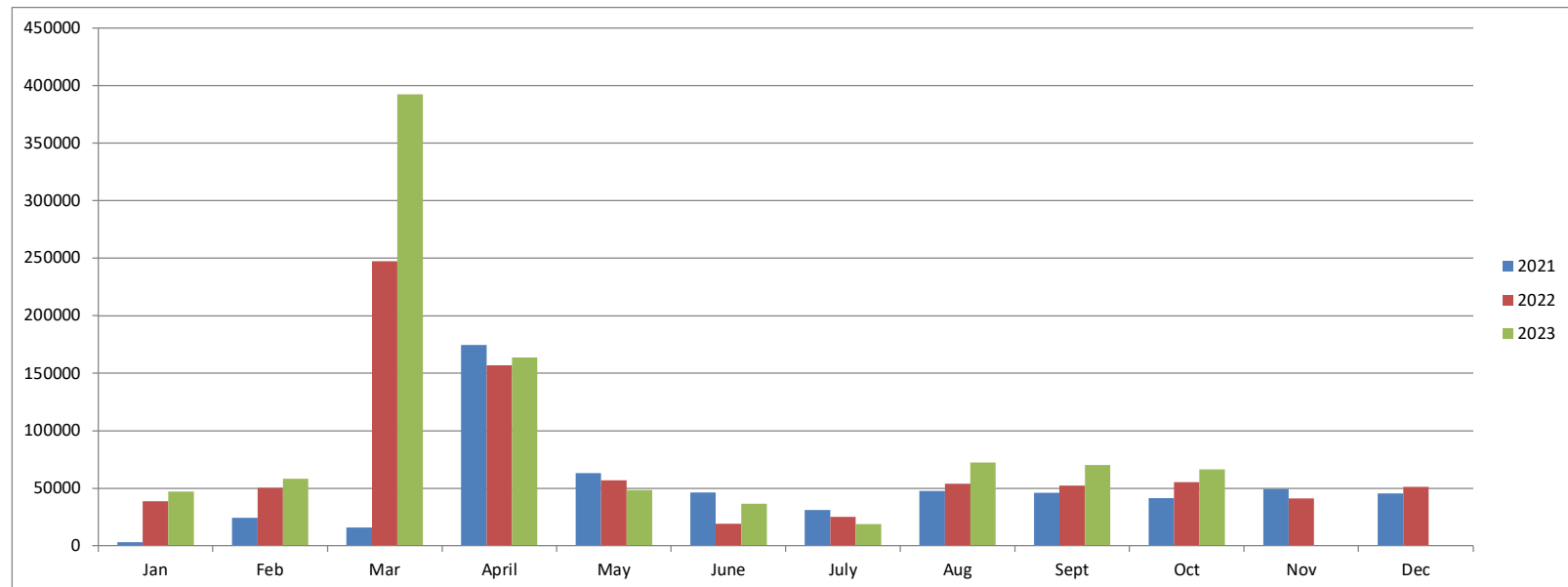
MOUNT PROSPECT PARK DISTRICT
PROGRAMS Department by Function
For Ten Months Ended 10-31-23

ACCOUNT NAMES		YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	BASEBALL
	TOTALS							
REVENUES:								
PROGRAM FEES	2,170,474	990,601	59,845	515,030	133,497	20,569	316,790	134,143
RECV'D 2022	43,770							43,770
CHILD CARE	(1,476)	(1,476)						
VISA/MC CHARGES	(34,084)	(14,473)		(9,730)			(7,550)	(2,331)
TOTAL REVENUE	2,178,684	974,652	59,845	505,300	133,497	20,569	309,240	175,582
% of Budget	94%	91%	112%	95%	127%	96%	86%	101%
EXPENDITURES:								
PART TIME SALARIES	644,854	365,538	4,670	32,573	81,558	350	156,844	3,320
CONTRACTUAL SERVICES	323,039	70,221	22,836	150,286	7,645	22,751	578	48,721
COMMODITIES	266,410	34,644	11,627	91,338	2,845	11,524	42,860	71,572
UTILITIES	-							
TOTAL EXPENDITURES	1,234,302	470,403	39,133	274,198	92,048	34,625	200,283	123,613
% of Budget	82%	81%	83%	78%	97%	63%	87%	83%
REVENUE OVER(UNDER) EXP	944,382	504,250	20,712	231,102	41,449	(14,056)	108,957	51,968
\$ CHANGE FROM 2022 + (-)								
REVENUE	367,679	218,721	18,395	37,028	41,922	5,450	40,235	5,928
EXPENDITURES	269,035	154,080	8,138	34,464	20,911	16,633	14,019	20,790
NET	98,644	64,641	10,257	2,564	21,010	(11,183)	26,216	(14,862)
% CHANGE FROM 2022								
REVENUE	20	29	44	8	46	36	15	3
EXPENDITURES	28	49	26	14	29	92	8	20

MT Prospect Park District CHILD CARE PROGRAMS REVENUE

Revenue Recap by yr:

2021			2022			2023		
	Month	YTD		Month	YTD		Month	YTD
Jan	3,044	3,044	Jan	38,678	38,678	Jan	47,284	47,284
Feb	24,063	27,107	Feb	50,364	89,042	Feb	58,331	105,615
Mar	15,941	43,048	Mar	247,266	336,308	Mar	392,528	498,143
April	174,367	217,415	April	157,086	493,394	April	163,747	661,890
May	63,011	280,426	May	57,031	550,425	May	48,605	710,495
June	46,304	326,730	June	19,000	569,425	June	36,654	747,149
July	31,090	357,820	July	24,939	594,364	July	18,601	765,749
Aug	47,673	405,493	Aug	53,955	648,319	Aug	72,322	838,072
Sept	46,116	451,609	Sept	52,429	700,748	Sept	70,269	908,341
Oct	41,490	493,099	Oct	55,183	755,931	Oct	66,311	974,652
Nov	49,387	542,486	Nov	41,162	797,093	Nov	-	974,652
Dec	45,598	588,084	Dec	51,214	848,307	Dec	-	974,652
	Budget	253,780		Budget	846,630		Budget	1,070,049



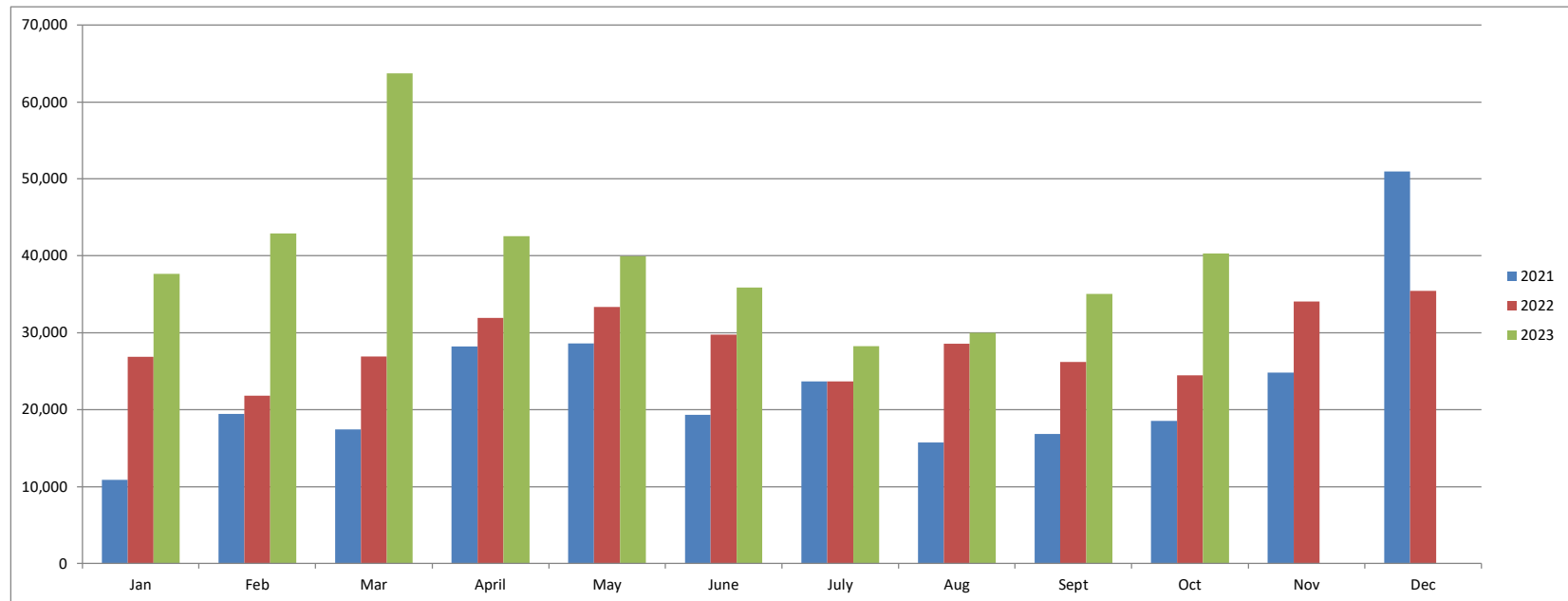
MOUNT PROSPECT PARK DISTRICT
CHILD CARE PROGRAMS
For Ten Months Ended October 31, 2023

ACCOUNT NAMES						83% of Fiscal Year	
	YTD		2023	2023		% of	% of
	2021	2022	Budget	Month	YTD	Budget	2022
REVENUES:							
Kids Klub	103,157	237,357	366,660	40,070	280,419	76%	118%
Day Camp	303,644	419,681	520,071	3,960	561,301	108%	134%
Preschool	86,298	98,893	183,318	23,175	147,405	80%	149%
VISA/MC Charges				(894)	(14,473)	n/a	n/a
Total	493,098	755,931	1,070,049	66,311	974,652	91%	129%
EXPENDITURES:							
Part Time Salaries	138,457	268,412	467,759	22,305	365,538	78%	136%
Contractual Services	7,391	31,111	80,494	3,282	70,221	87%	226%
Commodities	7,171	17,480	34,790	8,052	34,644	100%	198%
Total	153,018	317,003	583,043	33,639	470,403	81%	307%
SURPLUS (DEFICIT)	340,080	438,928	487,006	32,672	504,250		



Revenue Recap by yr:

2021			2022			2023				YTD	Annual
Month	YTD		Month	YTD		Month	YTD			Actual	Budget
Jan	10,891	10,891	Jan	26,889	26,889	Jan	37,676	37,676	Revenue	396,398	337,401
Feb	19,470	30,361	Feb	21,829	48,718	Feb	42,910	80,586	Expenditures		
Mar	17,464	47,825	Mar	26,927	75,645	Mar	63,747	144,333	Full Time	222,432	300,195
April	28,230	76,055	April	31,919	107,564	April	42,598	186,931	Part Time	203,788	273,896
May	28,642	104,697	May	33,368	140,932	May	39,927	226,858	Benefits	118,048	154,915
June	19,365	124,062	June	29,760	170,692	June	35,904	262,762	Contractual	42,784	60,055
July	23,686	147,748	July	23,665	194,357	July	28,240	291,002	Commodities	51,420	101,676
Aug	15,720	163,468	Aug	28,590	222,947	Aug	30,005	321,007	Utilities	185,808	253,760
Sept	16,839	180,307	Sept	26,224	249,171	Sept	35,071	356,078		824,280	1,144,497
Oct	18,561	198,868	Oct	24,478	273,649	Oct	40,320	396,398	Net	(427,882)	(807,096)
Nov	24,819	223,687	Nov	34,093	307,742	Nov	-	-			
Dec	50,983	274,670	Dec	35,449	343,191	Dec	-	-			
Budget		161,356			240,086			337,401			





REVENUE REPORT

October 2023

		MONTH		YEAR to DATE		Up (Down)	
		This	Last	This	Last	Change	% Change
RENTALS							
Building Rental		10,363	2,223	74,748	44,179	30,569	69%
	Total	10,363	2,223	74,748	44,179	30,569	69%
PASS SALES							
All Facility		-		-	-	-	#DIV/0!
Gym & Track		1,797	1,261	19,212	2,161	17,051	789%
Fitness		23,093	17,236	234,104	178,133	55,971	31%
	Total	24,891	18,497	253,316	180,294	73,022	41%
DAILY FEES							
All Facility		-	-	-	-	-	#DIV/0!
Gym & Track		4,659	3,084	46,108	29,509	16,599	56%
Fitness		645	298	7,347	4,637	2,710	58%
Racquetball		167	119	3,037	1,595	1,442	90%
	Total	5,471	3,501	56,492	35,741	20,751	58%
PROGRAM FEES							
Special Programs		(186)	748	11,755	16,146	(4,391)	n/a
	Total	(186)	748	11,755	16,146	(4,391)	n/a
CONCESSIONS							
Merchandise		89	59	1,200	613	587	96%
Vending		-	-	4,266	3,201	1,065	n/a
	Total	89	59	5,466	3,814	1,652	43%
OTHER							
Visa Charges / OvSt		(306)	(579)	(5,379)	(6,580)	1,201	-18%
	TOTAL	40,320	24,448	396,398	273,595	122,803	45%

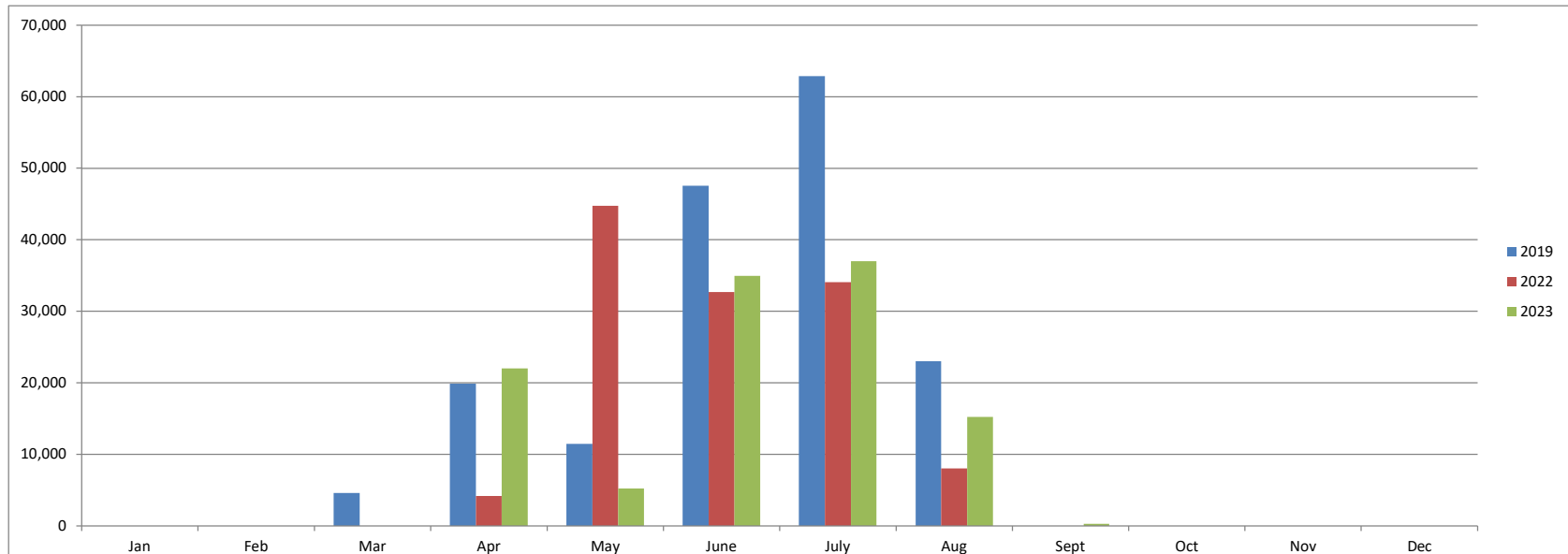


	2020	2021	2022	2023	Change From 2022	Change From 2021
REVENUES:						
RENTALS	23,907	79,818	44,179	74,748	69%	-6%
PASSES /USER FEES	128,809	109,046	180,278	253,316	41%	132%
DAILY /USER FEES	14,371	6,122	35,812	56,492	58%	823%
PROGRAM FEES	2,126	7,673	16,146	11,755	-27%	53%
MERCHANDISE & VENDING	5,434	1,530	3,814	5,466	43%	257%
OTHER/visa	(3,831)	(5,321)	(6,580)	(5,379)	-18%	1%
TOTAL REVENUE	170,816	198,868	273,649	396,398	45%	99%
 % of Budget	 37%	 123%	 114%	 117%		
EXPENDITURES:						
FULL TIME SALARIES	183,485	271,759	183,131	222,432	21%	-18%
PART TIME SALARIES	128,466	153,902	189,861	203,788	7%	32%
FRINGE BENEFITS	90,982	128,700	112,719	118,048	5%	-8%
CONTRACTUAL SERVICES	31,022	28,855	42,559	42,784	1%	48%
COMMODITIES	42,472	32,016	38,269	50,611	32%	58%
MERCHANDISE	1,138	217	404	809	n/a	n/a
UTILITIES	160,191	184,926	162,253	185,808	15%	n/a
TOTAL EXPENDITURES	637,756	800,375	729,195	824,280	13%	3%
 % of Budget	 56%	 75%	 66%	 72%		
 REVENUE OVER(UNDER) EXP	 (466,940)	 (601,507)	 (455,546)	 (427,882)		
 BUDGET REVENUE	 467,240	 161,356	 240,086	 337,401		
BUDGET EXPENSE	1,136,761	1,068,362	1,108,169	1,144,497		

MOUNT PROSPECT PARK DISTRICT BIG SURF POOL

Revenue Recap by yr:

2019			2022			2023			YTD Actual	Annual Budget
Month	YTD		Month	YTD		Month	YTD			
Jan	0	0	Jan	0	0	Jan	0	0		
Feb	0	0	Feb	0	0	Feb	0	0		
Mar	4,561	4,561	Mar	-	-	Mar	-	-	Revenue	114,585
Apr	19,866	24,427	Apr	4,132	4,132	Apr	21,978	21,978	Expenditures	
May	11,449	35,876	May	44,751	48,883	May	5,212	27,190	Full Time	48,790
June	47,551	83,427	June	32,705	81,588	June	34,928	62,118	Part Time	63,927
July	62,873	146,300	July	34,065	115,653	July	36,981	99,099	Benefits	22,033
Aug	22,979	169,279	Aug	7,998	123,651	Aug	15,225	114,324	Contractual	3,812
Sept	-	169,279	Sept	-	123,651	Sept	261	114,585	Commodities	28,513
Oct	-	169,279	Oct	-	123,651	Oct	-	-	Utilities	17,397
Nov	-	169,279	Nov	-	123,651	Nov	-	-	Net	184,472
Dec	-	169,279	Dec	-	123,651	Dec	-	114,585		(69,887)
Budget			Budget			Budget				244,522
										(136,882)





	2023	
	Month	YTD
Jan	-	-
Feb	-	-
Mar	-	-
April	74,003	74,003
May	34,456	108,459
June	53,411	161,870
July	26,117	187,987
Aug	12,104	200,091
Sept	7,176	207,267
Oct	750	208,017
Nov	-	208,017
Dec	-	208,017

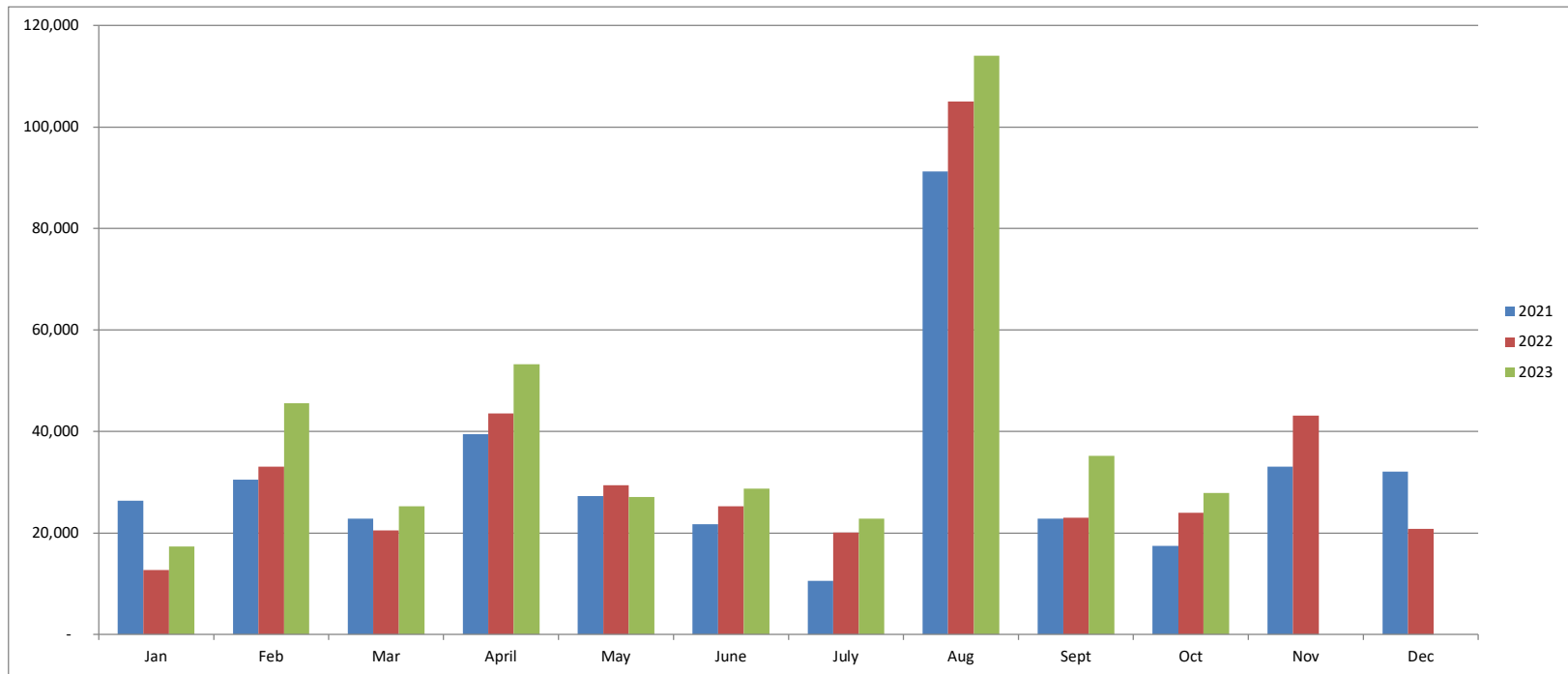
171,450



MT PROSPECT PARK DISTRICT RECPLEX POOL REVENUE

Revenue Recap by yr:

2021			2022			2023			YTD	Annual
Month	YTD		Month	YTD		Month	YTD		Actual	Budget
Jan	26,365	26,365	Jan	12,671	12,671	Jan	17,312	17,312		
Feb	30,463	56,827	Feb	33,061	45,732	Feb	45,585	62,897	Revenue	397,128
Mar	22,818	79,645	Mar	20,539	66,271	Mar	25,264	88,161	Expenditures	
April	39,421	119,066	April	43,508	109,779	April	53,246	141,407	Full Time	72,333
May	27,270	146,336	May	29,366	139,145	May	27,094	168,501	Part Time	203,980
June	21,735	168,071	June	25,275	164,420	June	28,716	197,217	Benefits	29,114
July	10,585	178,656	July	20,106	184,526	July	22,817	220,034	Commodities	21,653
Aug	91,222	269,878	Aug	104,997	289,523	Aug	114,023	334,057	Utilities	45,405
Sept	22,842	292,720	Sept	22,998	312,521	Sept	35,214	369,271		372,485
Oct	17,443	310,163	Oct	24,024	336,545	Oct	27,857	397,128	Net	24,643
Nov	33,079	343,242	Nov	43,095	379,640	Nov	-	-		(175,480)
Dec	32,147	375,389	Dec	20,803	400,443	Dec	-	-		
Budget			131,000			359,038			362,146	



Mount Prospect Park District
REC PLEX POOL
thru October

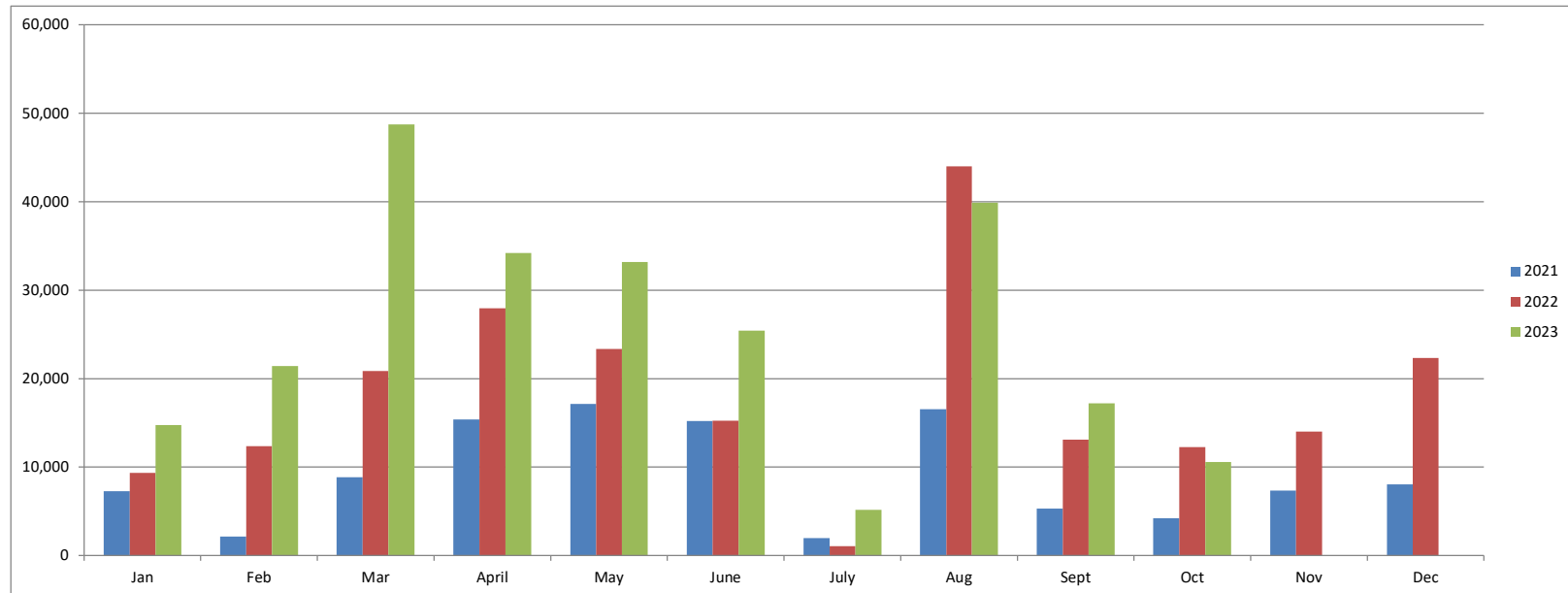
	2020	2021	2022	2023	Change From 2022	Change From 2021
REVENUES:						
BUILDING RENTAL	110	6,175	1,153	-	n/a	-100%
PASSES /USER FEES	22,918	52,673	73,343	95,903	31%	82%
DAILY /USER FEES	2,637	3,427	3,542	3,719	5%	9%
PROGRAM FEES	118,617	247,888	258,506	307,792	19%	24%
VISA/MC CHARGES	-	-	-	(10,286)	n/a	n/a
TOTAL REVENUE	144,282	310,163	336,544	397,128	18%	28%
 % of Budget	 31%	 237%	 94%	 110%		
EXPENDITURES:						
FULL TIME SALARIES	88,400	73,871	103,543	72,333	-30%	-2%
PART TIME SALARIES	128,643	162,333	166,987	203,980	22%	26%
FRINGE BENEFITS	18,369	23,661	23,313	29,114	25%	23%
CONTRACTUAL SERVICES	3,899	4,704	4,592	1,805	n/a	n/a
COMMODITIES	18,835	18,131	29,213	19,848	-32%	9%
UTILITIES	37,260	43,764	41,953	45,405	8%	4%
SALES TAX/OTHER						
TOTAL EXPENDITURES	295,406	326,464	369,601	372,485	1%	14%
 % of Budget	 53%	 69%	 73%	 69%		
 REVENUE OVER(UNDER) EXP	 (151,124)	 (16,301)	 (33,057)	 24,643		
 BUDGET REVENUE	 472,791	 131,000	 359,038	 362,146		
BUDGET EXPENSE	561,842	476,503	508,519	537,626		



PROGRAM REVENUE

Revenue Recap by yr:

2021			2022			2023			YTD	Annual	
	Month	YTD		Month	YTD		Month	YTD	Actual	Budget	
Jan	7,255	7,255	Jan	9,333	9,333	Jan	14,753	14,753	Revenue	250,699	181,569
Feb	2,130	9,385	Feb	12,370	21,703	Feb	21,434	36,187			
Mar	8,853	18,238	Mar	20,870	42,573	Mar	48,726	84,913			
April	15,397	33,635	April	27,967	70,540	April	34,198	119,111	Part Time	24,732	30,010
May	17,148	50,783	May	23,351	93,891	May	33,190	152,301	Contractual	130,747	96,712
June	15,223	66,006	June	15,257	109,148	June	25,436	177,737	Commodities	1,969	2,631
July	1,956	67,962	July	1,032	110,180	July	5,202	182,939		157,448	129,353
Aug	16,544	84,506	Aug	44,018	154,198	Aug	39,929	222,868	Net	93,251	52,216
Sept	5,330	89,836	Sept	13,120	167,318	Sept	17,223	240,091			
Oct	4,210	94,046	Oct	12,256	179,574	Oct	10,608	250,699			
Nov	7,328	101,374	Nov	14,000	193,574	Nov	-	-			
Dec	8,069	109,443	Dec	22,353	215,927	Dec	-	-			
Budget		50,250			98,386			181,569			





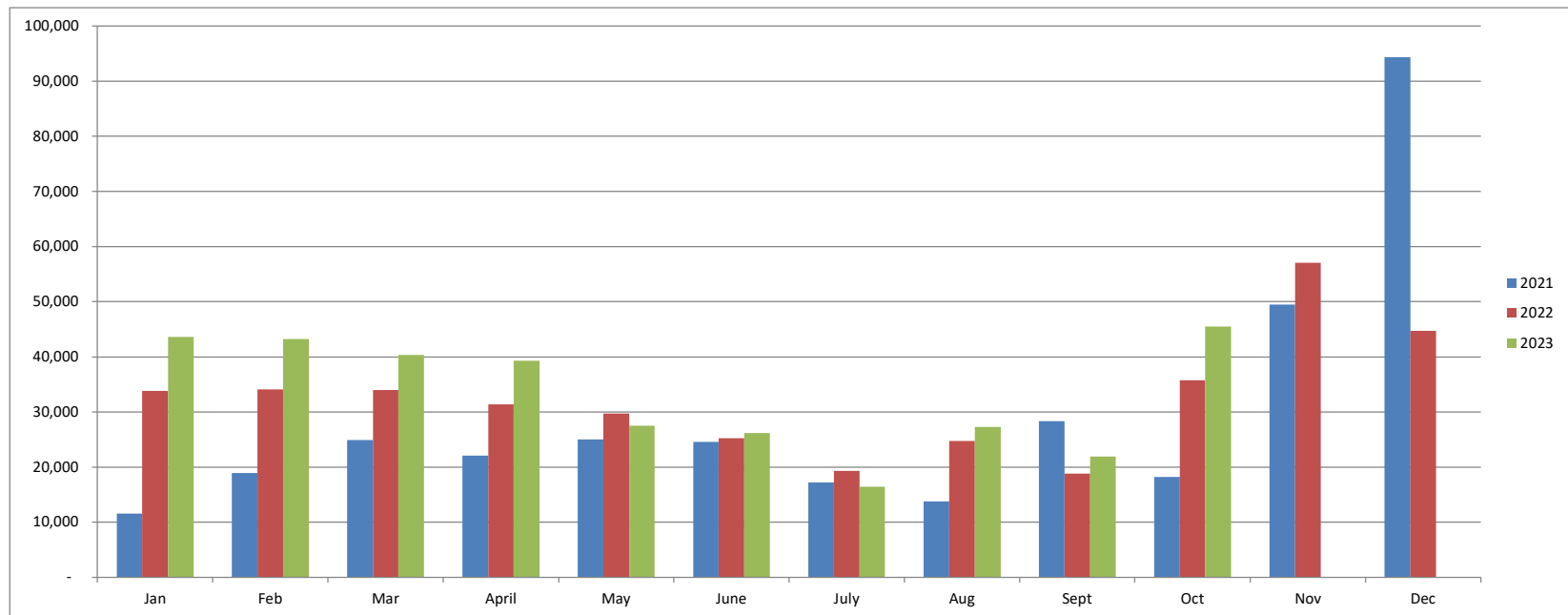
PROGRAMS Department by Function
Month Ended 10-31-23

ACCOUNT NAMES	TOTALS	YOUTH CHILD CARE	ATHLETICS YOUTH
REVENUES:			
PROGRAM FEES	254,292	45,908	208,384
CHILD CARE	-		
VISA/MC CHARGES	(3,593)		(3,593)
TOTAL REVENUE	250,699	45,908	204,791
% of Budget	138%	91%	156%
EXPENDITURES:			
PART TIME SALARIES	24,732	24,732	-
CONTRACTUAL SERVICES	130,747	56	130,691
COMMODITIES	1,969	1,969	-
TOTAL EXPENDITURES	157,448	26,757	130,691
% of Budget	122%	81%	136%
REVENUE OVER(UNDER) EXP	93,251	19,151	74,100
CHANGE FROM LAST YR + (-)			
REVENUE	71,125	9,751	61,374
EXPENDITURES	105,741	3,954	101,787
NET	(34,616)	5,797	(40,412)
% CHANGE FROM LAST YEAR			
REVENUE	40	27	43
EXPENDITURES	205	17	352



Revenue Recap by yr:

2021			2022			2023			YTD		Annual Budget
Month	YTD		Month	YTD		Month	YTD		Actual		
Jan	11,539	11,539	Jan	33,815	33,815	Jan	43,595	43,595			
Feb	18,945	30,484	Feb	34,070	67,886	Feb	43,217	86,812			
Mar	24,874	55,358	Mar	33,990	101,876	Mar	40,378	127,190	Revenue	331,323	354,857
April	22,071	77,429	April	31,380	133,256	April	39,299	166,489	Expenditures		
May	25,010	102,438	May	29,757	163,013	May	27,570	194,059	Full Time	170,220	200,232
June	24,551	126,989	June	25,220	188,233	June	26,149	220,208	Part Time	152,909	188,708
July	17,209	144,198	July	19,324	207,557	July	16,447	236,655	Benefits	59,081	78,253
Aug	13,779	157,978	Aug	24,722	232,279	Aug	27,302	263,957	Contractual	48,577	57,269
Sept	28,365	186,343	Sept	18,839	251,118	Sept	21,885	285,842	Commodities	23,373	50,329
Oct	18,211	204,553	Oct	35,748	286,866	Oct	45,481	331,323	Utilities	55,118	79,352
Nov	49,431	253,985	Nov	57,059	343,925	Nov	-	-		509,278	654,143
Dec	94,374	348,359	Dec	44,711	388,636	Dec	-	-	Net	(177,955)	(299,286)
Budget			162,957			258,974			354,857		





REVENUE REPORT October 2023

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Building Rental	18,227	13,667	163,883	137,247	26,636	19%
	18,227	13,667	163,883	137,247	26,636	19%
PASS SALES						
Gym Pass	201	-	2,136	-	2,136	n/a
Fitness	8,384	6,466	85,097	64,269	20,828	32%
	8,585	6,466	87,233	64,269	20,828	32%
DAILY FEES						
Gym Fees	1,568	1,066	12,693	14,969	(2,275)	-15%
Fitness Center	302	157	2,287	1,795	492	27%
	1,870	1,223	14,980	16,764	(1,783)	-11%
PROGRAM FEES						
Youth Leagues	15,710	11,580	20,922	16,120	4,802	30%
Special Programs	1,146	3,042	44,876	39,562	5,314	13%
	16,856	14,622	65,798	55,682	10,116	18%
CONCESSIONS						
Merchandise	224	205	2,104	1,819	285	16%
Vending	-	-	2,165	2,164	1	n/a
	224	205	4,269	3,983	286	7%
OTHER						
Visa Charges / OvShrt	(279)	(436)	(4,839)	(4,949)	110	-2%
TOTAL	45,482	35,747	331,323	272,996	56,191	21%

**MT. PROSPECT PARK DISTRICT
PROPERTY TAX
MONTH ENDING
10/31/23**

<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
2021	11,313,601	1,833,646,800	0.617

Tax Monies Received from January 1, 2023 through October 31, 2023 totals:
\$6,253,468 (of this total \$455,893 is Replacement Tax).

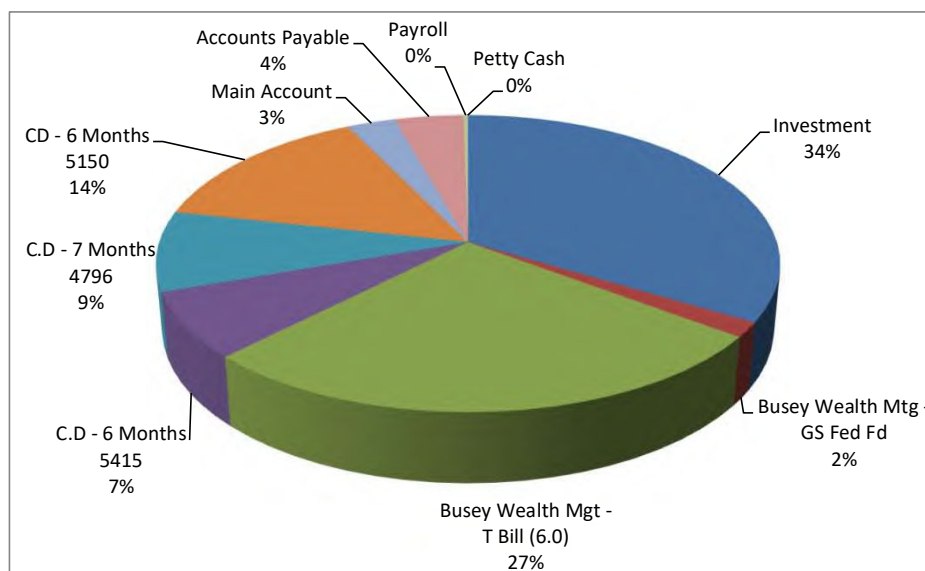
	Type	2023 Taxes	2022 Taxes
January	R	81,211	55,928
January		2,421,341	3,234
February		31,198	1,389,125
March	R	40,229	73,245
March		2,761,313	4,273,734
April	R	63,914	86,591
April		3,058,300	207,745
May	R	103,699	115,933
May			-
June		114,497	31,082
July	R	83,835	83,469
July			21,023
August	R	13,517	9,529
August		231,824	-
September			-
October	R	69,448	112,419
October			-
November			-
December			2,622,119
December	R		36,815
TOTAL		9,074,326	9,121,990

Mt. Prospect Park District
Statement of Account Balances
As of October 31, 2023

Busey Bank

Accounts	Maturity	Amount	Rate	Term
Investment	n/a	7,024,049	4.40%	Demand
Busey Wealth Mtg - GS Fed Fd	n/a	339,245	4.97%	Demand
Busey Wealth Mgt - T Bill (6.0)	6/13/2024	5,706,681	5.14%	12 Months
C.D - 6 Months 5415	10/24/2023	1,513,787	4.40%	6 Months
C.D - 7 Months 4796	1/12/2024	1,822,140	5.00%	7 Months
CD - 6 Months 5150	8/25/2024	3,001,635	4.40%	12 Months
Main Account	n/a	603,529	1.19%	Demand
Accounts Payable	n/a	861,707	n/a	
Payroll	n/a	50,066	1.19%	
Petty Cash	n/a	4,650	n/a	

Total Funds 20,927,490





Executive Director

Board Report November 15, 2023

FY 2024 Budget Process

The first draft of the FY2024 budget was shared with the Board tonight. This is just the first step in our annual budget process. Over the coming months staff will continue to adjust this budget as necessary in an effort to move towards what will ultimately become the final version of the FY 2024 budget. The final version of the District's FY 2024 budget will come before the Board for consideration and approval at the March 2024 Regular Board meeting.

I would like to thank our staff responsible for bringing forth this balanced budget for all of their efforts. Especially George Giese and Lee Howard for their many hours spent on this process. It's great to see our organization returning to a strong financial position after several challenging years.

Friendship Phase #2A Tourism Grant Update

As of right now the Illinois Department of Commerce and Economic Opportunity (DCEO) has still not issued a formal Tourism Grant agreement despite numerous exchanged emails and phone calls. Staff has continued to express concerns with our Grant Administrator because of the impact this delay may have on the bidding and construction schedule for the project. In addition, the Conservatory is currently not scheduling any bookings for February through April 15th 2024, in anticipation of the proposed construction timeline.

Staff is working diligently to ensure that the forthcoming bid packages are structured in a way to include all necessary Tourism Grant requirements so as to not jeopardize our eligibility once an agreement is brought forth by the state. This includes making sure that the project specifications meet the 27% Business Enterprise Program (BEP) requirements and 10% of the Illinois Works Apprenticeship Initiative.

The Business Enterprise Program or (BEP) is for businesses owned by minorities, women, and persons with disabilities is committed to fostering an inclusive, equitable and competitive business environment that will support underrepresented businesses, increase their capacity, grow revenue, and enhance credentials.



The apprenticeship program requires 10% of the total labor hours actually worked in each prevailing wage category OR 10% of the estimated labor hours in each prevailing wage category, whichever is less. As you can see these requirements add just one more layer to an already challenging process.

Our Grant Administrator has recently brought forth a request to expedite our agreement process. Once the agreement is entered into the E-Grants portal, it will take an additional 6-8 weeks for review before the grant agreement can be finalized and approved. At this time, staff have every reason to believe the agreement will come forward as promised.

The proposed Bid package #1 will include the interior facility improvements (bathrooms and banquet room) and is currently scheduled to be issued in December of 2023. Bid package #2 will include the exterior improvements (civil related, pavilion, and landscape work) and will be issued in January, 2024. Once received bids are approved by our Board, interior construction would begin in February of 2024 and conclude by mid-April 2024. Exterior construction would begin in the spring of 2024 and hopefully be completed by the end of the Summer.

Please Note: Based on this proposed schedule, it is likely that bid package #1 will need to be brought forward for consideration by the Board prior to the formal execution of the grant agreement. Although this is not customary, it may be necessary in an effort to stay on track with the project. Staff will continue to work closely with our Grant Administrator to make sure that our acceptance of bids prior to the formal grant agreement being executed would not jeopardize our grant eligibility.

Upcoming Board Meeting Reminders:

- Regular Board Meeting: Wednesday, December 13, 2023, @ 6:30 PM
 - Closed Session per Section SECTION 2(c)(1): Personnel-To discuss the appointment, employment, compensation, discipline, performance, or dismissal of one or more specific employees of the public body.
- Regular Board Meeting: Wednesday, January 17, 2024 @ 6:30 PM
(Pending Board Approval)



Golf Operations Report

News & Updates:

- October's weather was decent, but not great. Revenue came in \$13,000 over the budgeted amount of \$171,000. The YTD revenue surplus is now \$273,000 and expenses are \$101,000 below budget, giving the golf course an overall \$374,000 budget surplus. This puts us just \$40,000 short to hit an unprecedented \$2.2M in revenue for the season!

November 2023 (January 1, 2023 through October 31, 2023)

Golf Rounds	2020	2021	2022	2023	Variance '22 to '23
Paid Resident Rounds	3,632	4,719	4,234	5,810	1,576
Paid Non-Resident Rounds	28,297	30,856	28,690	28,395	-295
Annual Membership Rounds	<u>4,050</u>	<u>5,215</u>	<u>4,863</u>	<u>5,443</u>	<u>580</u>
Total Rounds	35,979	40,790	37,787	39,648	1,861

*2021 rounds were during COVID when most everything else was shut down. 2019 was our previous record rounds and revenue year prior to Covid with 31,514 rounds through September.

- Our most popular event, The Hardest Day of Golf, took place the weekend of November 4th and 5th. We had two separate events, one on Saturday and one on Sunday. Both days were full with 128 players each. The weather was fantastic and everyone seemed to have a great time!
- The course will shut down for the season towards the end of November based on the weather. Once the grass goes dormant for the winter, any divots or ball marks made by golfers will not repair themselves until Spring so we need to be careful not to stay open too late or we will pay the price with poor course conditions when we open next season..

Maintenance:

- The maintenance crew has been very busy out on the course. Over the past month, all of the fairways and tees have been aerified. The irrigation system has been blown out for the season. The fairway on the par 3 4th hole has been expanded to help tee shots that land short of the green roll up onto the green.
- Crew is continuing to repair bare areas alongside the cart paths. So far parts of holes 2, 4, 6, 9, 10 and 13 have been either red rocked or re-sodded. This process will continue through the winter.
- This time of year, most of the staff's time is spent blowing leaves off the fairways, tees and greens and then mulching them. This helps the course remain playable and golfers to easily find their ball, which would otherwise be covered by leaves. This will continue to be the main focus and time consuming job through the end of the season.



Recreation Division

Aquatics:

Linda Zalewski, Aquatics Manager

Pete Nocchi, Aquatics Supervisor

- The second fall session of swim lessons began on October 30th. Staff were able to add weekday, daytime lessons due to an increase in staffing. There are currently 345 participants enrolled for \$29,290 in revenue.
- In addition to scheduled swim lessons, the Park District offers private swim lessons with instructors and coaches outside of the scheduled program times. In the month of September, 84 private lessons were taught for a total revenue of \$2,788.
- The Sharks 2023-2024 Swim Team season began on October 2nd. There are a total of 121 swimmers on the team with a total revenue of \$63,396. Revenue in 2019 for the Swim Team was \$50,594.
- The first Sharks home swim meet of the year was held on Sunday, October 29th. The Sharks came away with a win!
- AquaFit Unlimited had a total of 78 active members in October with 72 of those on a recurring monthly membership. Total revenue for AquaFit in October was \$5,536.
- Staff are in the process of updating the RecPlex lifeguard room. A new first aid table was installed in addition to painting. The space looks much more refreshed for our staff and patrons receiving first aid treatment.
- Staff are offering open swim to the community on 11/24 while the students are off school.

Athletics:

Brad Wessel, Athletics Manager

Adam Trzaska, Athletics Supervisor

- This fall, staff are offering Baseball & Softball skills clinics with Health Performance Institute, which are scheduled to begin on Saturday, November 4 at the CCC turf. A total of 61 participants are registered over four clinics. This program will generate \$13,225 in revenue!
- We held a virtual Coach's Meeting for Patriots Basketball Coaches on Monday, October 23 with teams beginning practices during the week of October 30. This season, we will have a total of three Patriots Travel Basketball teams (3rd grade boys and two teams in the 4th grade boys division).
- 3rd-6th grade Youth Basketball League registration has closed with 293 participants registered. Player Evaluations were held on Tuesday, October 17 & Saturday, October 21 with Coach's Meetings & Drafts taking place during the week of October 23.



- Kindergarten-2nd grade & 7th/8th grade Youth Basketball registration deadline is coming up on Monday, November 6.
- All Youth Soccer league concluded as of October 29th. Participation medals were awarded for 2nd grade and younger and 1st and 2nd place trophies for 3rd grade and up participants.
- Volleyball instructional classes start November 7th with 29 participants after starting with a maximum of 24 participants.
- Gymnastics at Prospect High School started the week of October 16th with three classes (Tuesday, Thursday, and Saturday) and 40 participants enrolled.
- Kidnastics also started the week of October 16th offering Tuesday and Saturday classes. Among all the classes there are 39 participants with classes held at the RecPlex.
- Mt. Prospect Football concludes in the first two weeks of November. They are set to host at least three semi-final matches at the Prospect High School field. Football is at a high of 402 participants across football and flag football.

Early Childhood & Youth Programs:

Kristina Winans, Early Childhood & Youth Manager

Amy Heinrichs, Early Childhood Supervisor

- October was a fun filled month of programs up and running, days off school programs, Halloween parties, and special events.
- Current Preschool Enrollment (as of 11/2): 121
 - Almost 3's M/W: 7 / 12 max
 - Almost 3's T/TH: 10 / 12 max
 - Almost 3's Friday (new offering): 8 / 12 max
 - 3's MWF: 12 / 15 max
 - 3's T/TH: 10 / 15 max
 - PreK Lions MWF (new): 13 / 15 max
 - PreK RPX MWF: 19 / 20 max
 - PreK RPX T/TH: 17 / 20 max
 - Multi-Age / Stay and Play MWF: 8 / 20 max
 - Multi-Age / Stay and Play T/TH: 17 / 20 max
- Enrichment programs are continuing to be offered to our Preschool and KinderKlub students - Dance, Kidnastics, Spanish, Rock n Kids, and Swim Lessons.
- Preschool pictures were held October 18 & 19.
- Halloween parties/activities were held in all Preschool classes and KinderKlub. The classes were able to Trick-or-Treat through the offices at RecPlex and CCC. Lions held a parade and trick-or-treating outside in front of the building. Students enjoyed an ice cream party, science activities with pumpkins, and Halloween games.



- KidsKlub current enrollment (as of 11/2):
 - Brentwood: AM - 8 PM - 21
 - Devonshire: AM - 12 PM - 16
 - Forest View: AM - 11 PM - 23
 - John Jay: AM - 8 PM - 7
 - Robert Frost: AM - 7 PM - 18
 - Totals: AM - 46 PM - 85
- KinderKlub enrollment (as of 11/2):
 - KinderKlub AM - 17 (Includes 1 Westbrook preschooler, in RPX PreK)
 - KinderKlub PM - 21 (Includes 5 Westbrook preschoolers, in RPX Multi/Stay & Play)
- Rock n Kids Fall Session I ran with 23 participants amongst both Tot Rock and Kid Rock I.
- Robot Engineers ran with 5 MPPD participants, and Intro to Robotics is currently running with 4 MPPD participants.
- In House Tot: Ready Set Play classes were combined with a total of 14 participants for the Fall II session. Our new “seasonal fun” series, Fall II classes are running with a combined total of 16 participants.
- We are continuing to interview for PM Kids Klub Supervisors, and are now in the process of looking for a Kids Klub Site Director (who resigned in October).
- Full time staff continue to drive the lunch time bus route due to lack of staff.
- Off School Specials: Staffing has been a challenge this year for days off programs, but we are working through this issue and full time staff are continuing to assist here as well. D214 students/employees are not always off of school when the D57 & D59 are.
 - Friday, October 6 - Kohl Children’s Museum - 9 participants
 - Monday, October 9 - Bowlero - 15 participants
 - Thursday, October 12 - The Zone - 24 participants
 - Friday, October 13 - RecPlex Movie/Popcorn - 13 participants
 - Monday, October 16 - Bowlero - 18 participants
 - Friday, October 20 - Dupage Children’s Museum - 20 participants
- Behavior Management Training - held on both October 16 and October 26. A representative from Ascension Alexian Brothers came and did a behavior management training for all of our Early Childhood and Youth staff. We were able to learn new strategies and receive support for ongoing classroom behavior issues.
- Art Training - October 18. Preschool staff completed a live Zoom training session titled “Art is not a receipt for Childcare” hosted by Lisa Murphy, M.Ed., owner of Ooey Gooey, Inc. It was a fun training and provided many alternatives to the traditional art projects in classrooms. We will be utilizing “process over product” crafts moving forward.
- Trick or Treat Trail was a huge success! We were happy to have the event back at Lions Rec Center. Participants started their indoor trail playing games, and winning prizes and



lots of candy. Thank you to our sponsors and vendors for being a part of this event and running games in the gym. The trail was continued outdoors where children could play other games, play in the bounce house and inflatable slide, visit with MP Police and Fire Departments, watch Dance performances on the bandshell stage, go on a hayride, and play on the hay bales. Thank you to the Parks Department for the great outdoor set up. There were a total of 421 paid participants (including 34 day of registrations), in comparison to 393 registrations in 2022!

Facilities

Brian Hecker, Central Community Center Manager

- Open Pickleball participation for October was 397, revenue was \$2,546.
 - CCC - \$1,318 for the 10/20 pass + \$155 drop-in fees. There is a 50/30/20 split w/ RecPlex & Lions for the 10/20 punch pass in revenue.)
 - 2022: 250 = \$1,110
- Fall Pickleball classes have 66 registrations for a revenue of \$4,620.
 - 2022: 26 = \$1,550
 - Classes are held at CCC and Lions
- Turf Revenue through October is up 16k from the same timeframe in 2022.
- Karate has 155 participants for the Fall session, revenue is \$33,673.64
 - 2022 - 159 = \$31,276.04
- Hot Shots has 239 participants for Fall registration with a revenue of \$24,884.
 - 2022 - 280 registrations = \$29,865.26
- Canine Commons had 15 registrations in October with a revenue of \$750.
 - 2022 - 29 registrations = \$1,325
- CCC Monthly Fire Extinguisher report and AED check was completed
- New flooring was installed in rooms 203A and 203B

<u>CCC Facility Rentals</u>	<u>October 2023</u>	<u>October 2022</u>
CCC Turf	\$9,652.00	\$11,466.25
Batting Cages	n/a	n/a
CCC Gym/Room	\$8,754.75	\$2,200.75

*Timing of monthly payments should be considered when comparing month to month.



Ann Zimmerman, Conservatory & Visual Arts Manager Conservatory

FPC

- Facility hosted 11 rentals in October and received 52 inquiries for future rentals.
- FPC Rental revenue through October is up \$7,000 from this point last year and \$27,000 from October 2019!
- Beverage revenue was \$1,484 for October compared to \$1,151 for October '22.
- Nature Inspired Collage for adults ran in October.
- We are preparing for Thanksgiving Break Camp at FPC.
- Monthly Fire Extinguisher report and AED check was completed.

<u>Facility Rentals</u>	<u>October 2023</u>	<u>October 2022</u>
FPC	\$7,159.00	\$3,481.75

*Timing of monthly payments should be considered when comparing month to month.

Art Studio

- Fall second session classes began at the end of October and have more than doubled the registration of the first session which began mid September.
- We hosted weekend classes for Halloween, both were full with waitlists. The projects were adorable and each child loved decorating their creations to their spooky tastes.
- Instructors and assistants have been difficult to hire. Additionally, one of the two instructors has taken leave to care for an ill parent, so full time staff is filling in and teaching in their absence. This includes daytime and weekend classes.
- Packaged take home crafts were prepared from the Art Studio for all attendees at the Trick-or-Trick Trail with marketing materials attached so they knew who provided the craft item.
- The Art Studio hosted 3 Birthday parties in October with \$1,000 in revenue.
- Monthly Fire Extinguisher report and AED check was completed.

Toria Smith, Lions Recreation Center Manager & Performing Arts

Performing Arts

- The Fall dance term began the first week of September, \$95,083 in revenue which is up from \$87,320 in 2022.
- We held our first Dance Season Premier Party on October 14 and had 109 people register and many more walk-ins the day of. The party was a way to give new and existing dancers the opportunity to see and try different classes we offer. The dance companies also performed at the end of the party and dancers who tried out some of the classes were able to join in and perform for their parents.



Mt. Prospect Park District

Board Report November 2023

- In an effort to introduce our new Hip Hop instructor we held four free Hip Hop Dance workshops on October 6th and 7th. We had 32 dancers register for these workshops and converted 8 new Hip Hop and Jazz Plus! dance enrollments.
- Jump In dance registration was offered in October to encourage all dancers to join our fall term after they complete their early fall activities. We received 12 additional dancers to join classes that were already existing and we were able to add another Hip Hop Class to our lineup.
- Mt. Prospect Community Band will perform their Fall concert “Going Home” on Sunday, November 5 at Trinity Methodist Church. This concert will feature a trumpet soloist as well as a tribute to the veterans from the Vietnam War. Our own Commissioner Starr will be attending to speak and honor the Veterans.

Lions Recreation Center

- Trick-or-Treat Trail returned to Lions Rec Center for a day filled with Halloween and Fall fun!
- Lions now offers Beginner Pickleball 2 class on Monday and Wednesday mornings. All classes are full.
- Breakaway Basketball concluded our first offering of the Get Better Basketball program. We had 45 participants throughout the two month program where participants do 45 minutes of skills development followed by 30 minutes of 3 v 3 scrimmage play.
- Lions Rental revenue through October is up \$5,000 from this point in 2019!
- Facility improvements continue at Lions. The office area received a new coat of paint to match the Flex Space meeting room. Two new basketball rims were installed in the gym in preparation for the upcoming Youth Basketball League Season.

<u>Lions Facility Rentals</u>	<u>October 2023</u>	<u>October 2022</u>
Gym/Room Rentals	\$6,119.00	\$497.00

*Timing of monthly payments should be considered when comparing month to month.

RecPlex & Fitness

Mike Azzaretto, Recreation Division Manager

Tim Sullivan, Fitness Supervisor

Fitness

- Tim Sullivan has begun as the Park District’s new Fitness Supervisor. Tim previously was the Athletics Supervisor with the District. Tim has been busy meeting all the staff and executing new, innovative ideas in the fitness department!



Mt. Prospect Park District

Board Report November 2023

- The RecPlex weight room flooring project was completed on October 24th. The project included a new rubberized floor, new decals, and a half rack with a platform and bumper plates. Member feedback has been extremely positive.
- As reported at the November 2022 Board meeting, fitness memberships have been trending upwards since April 2022. The District is pleased to report that through October 2023, we are up \$100,000 from October 2022 and up \$52,000 from October 2019.
- The renovations to both fitness centers the past two years and with membership changes made in March 2021, by fiscal year end we are projected to earn \$50,000+ more in membership revenue than 2019!
- The winter group fitness schedule began on November 6th and will conclude on February 11th.
- Staff have completed a cardio usage study at RecPlex. This helps staff determine how many cardio machines need to be replaced and if any additional strength equipment is needed.
- Staff met with the Marketing Team to discuss a marketing plan for the new year.

RecPlex Facility

- Gym bleachers have arrived at RecPlex. They have already been used for a basketball tournament and have been a great addition to rentals and programming.
- RecPlex Rental revenue through October is up \$30,000 from this point last year!
- Staff have completed converting all the lights at RecPlex to LED. Thank you to Parks and Planning for tackling this project. It has greatly enhanced the facility.
- Staff are reviewing options to update PlayPlex for 2024.

<u>RecPlex Revenues</u>	<u>October 2023</u>	<u>October 2022</u>
RecPlex Rentals	\$10,362.50	\$2,223.00
RecPlex Open Gym	\$4,658.80	\$3,083.50
Fitness Memberships	\$40,420.00	\$29,610.00
Personal Training/Massage	\$6,655.00	\$5,443.00

*Timing of monthly payments should be considered when comparing month to month.



Administration & Human Resources Report

News & Updates:

- **Debt Payment Reminders - October AP Register:** As a reminder from last month's report, the October AP Check Register includes bond payments for the Park District's 2014A, 2014B, 2017B, 2019C and 2022A issuances. The sum of principal and interest for these bonds amounted to \$1,619,740.26. The Park District coordinates its final debt payments of the calendar year through Busey Bank to complete the annual cycle.
- **10th Annual Wellness Screening:** Continuing a tradition that has reached an impressive milestone, the Park District completed its 10th annual wellness screening through CHC Wellbeing on October 12th. Employees eligible for health insurance coverage through the District, as well as their spouses and adult-aged dependents on the plan, are encouraged to participate each year in the pursuit of wellness and knowing one's numbers. These screenings are an important part of the Park District's efforts to combat the ever-rising costs of coverage, as preemptive screenings can catch changing health metrics before they turn into serious issues. Many thanks to the professionals at CHC Wellbeing for another smooth, successful event.
- **Health Insurance Renewal:** The Park District received its annual renewal for health insurance, finalized at 3.48%. While increases of any scale are costly, the Park District has been successful in keeping those increases modest in recent years as compared to the insurance market overall, and changes at the District have actually decreased overall health insurance spending to date. For some historical context, through September the Park District was trending -2% for the Employee Benefits budget category overall in 2023 as compared to 2019. In addition to health insurance, the Park District received flat renewals for dental/ancillary benefits with a two year rate lock. Staff wishes to extend its thanks to Sal Palazzolo and his team at Resource Insurance & Financial Group LLC for coordinating another successful renewal cycle.

H.R. by the Numbers: October 2023

New-Hires:	18
Payroll Changes (to update employment status, pay-rate, or job-class):	20
Criminal Background Checks (including new-hires, volunteers and coaches):	19
Reportable Injuries - Total for 2023:	9
Unemployment Claims (new claims):	0



Parks & Planning Division

Administrative Updates:

- Friendship Park Phase #1 is substantially complete. Due to the cold and wet weather, the color coating for pickleball and tennis has been postponed until spring of 2024. Temporary lines on both courts have been installed in an effort to provide playable courts. Pickleball court lighting is still expected to be installed this year, pending any additional material delays.
- The Friendship Park Phase 2A project will have two separate bid packages. Bid package #1 will be for the interior facility improvements (bathrooms and banquet room) which will be issued in December. Bid package #2 will be for exterior improvements (civil, pavillion, and landscape work) which will be issued in January, 2024.
- We are in the process of working through design development and a project budget for the RecPlex/Cloud HQ development. There will be a presentation at the December Board meeting.

Buildings:

- Repaired motor wiring on the hot water loop pump at Recplex.
- Removed fans and lighting on the event tent at the Golf Course Clubhouse.
- Removed pond aerators throughout the district and began winterization.
- Removed carpet in Central Community Center Cyber rooms 203 A & B and replaced with LVT.
- Perform basketball hoop inspections throughout the district. Replaced worn out rims.

Fleet Services:

- Removed and replaced leaking fuel tank on truck #23.
- Replaced bent cutting reel on Toro tee mower #3. Ground bedknife and adjusted quality of cut.
- Prepared the hay wagon and tractor for the Fall Fest event.
- Replaced leaking diesel filter housing on John Deere 5325 tractor.
- Replaced 4 tires and tire pressure monitor sensor on Impala C4.

Grounds & Greenhouse:

- Poured and installed a memorial bench pad at Melas Park.
- Performed athletic field slicing and fertilizing. Winterized Melas and MSD irrigation systems.
- Added fall plantings in landscape beds. Installed fall decorations at facilities.
- Disassembled and stored both event tents at the Golf Course Clubhouse.
- Removed baseball dugout shades and measured for new 2024 shades.

Work Orders & Park Permits: At the time of this report, there have been approximately 50 internal work order requests for the month of October submitted and 41 park permits requests for 2023.



Community Relations & Marketing

The Winter 2022/23 Program Guide was made available online on Monday, November 6. Patrons could preview the guide on Friday, November 3 with registration beginning on Monday, November 6 at 12:01am. One can also register by phone or in-person at any District facility.

In this season of giving and gratitude, it's important to recognize our Community Partners that help support District programs and events in a variety of ways. Thank you to:

- The Parks Foundation for the annual purchase of the Golf Club Ice Rink liner that makes it possible for residents to enjoy the outdoor fun!
- Kona Ice, who donated 20% of all sales at summer events back to the District via the Parks Foundation resulting in a check for just under \$3,000.
- The Lions Club, whose \$5,000 donation to summer concerts and events at the Veterans Memorial Bandshell has added a lot more than “bells and whistles” to the summer season. The 2023 donation helped bring Lee DeWyze home to a crowd of 3,000 on Thursday, July 13, 2023
- Our friends at the MP Fire Department for delivering and sharing the “misting” fans on a warm summer concert evening.
- The Mount Prospect Police Department who reached out and asked to be a part of the Annual Fishing Derby in 2023. It was great fun to see officers interacting with the families and offering a few “fishing” tips of their own.
- The Village of Mount Prospect who offered the District a free space at the July Downtown Block Party, where we were able to promote the Art Studio and meet and greet so many of our neighbors.
- The Pet Bodega, who partnered with us for a social media Pet Halloween Costume Contest. Since social media is all about shares, this partnership promoted a lot of community connection!
- Our ongoing sponsors, Novak & Parker, Culver's and @ Properties, whose annual investment makes it possible for the District to bring even more to our residents via programs and events.
- The Grille team at the Mt. Prospect Golf Club who feeds our hungry staff whenever we ask with a pancake holiday breakfast, staff appreciation event or annual Employee Picnic
- Our community businesses whose presence at events has helped decrease staff costs while raising the bar on the fun - thanks to Chokshi-Fillipone, Mathnasium, Dr. Pollina, Bach to Rock, PT Solutions, Bear Family McDonalds, Outback Restaurant, Junior Women's Club, Texas Roadhouse, HoneyBiscuit, Sleek & Healthy, Dunkin Donuts, Lumi Studio Shoppe and more.
- The Mount Prospect Public Library for partnering for the 2nd Annual Summer Storytime in the Parks. These free events promote a lifelong love of reading while enjoying nature's beauty.
- Our local Veteran organizations for including us in their Memorial and Veterans Day ceremonies while educating all on our Nation's legacy of service and sacrifice.






Upcoming Programs/Registrations/Events

- Tuesday, November 20: Indoor Thanksgiving Soccer Tournament, 12:00-5:00 PM, Central Community Center
- Thursday, November 23: Triple Turkey Burner, 8:00-9:25 AM, RecPlex
- Thursday, November 23: AquaFit Food Drive, 9:00-10:00 AM, RecPlex Pool
- Sunday, November 26: Toys 4 Tots Breakaway Workshop, 9:00 AM-1:00 PM, Lions Rec Center
- Wednesday, November 29: Winter Planter, 6:15-7:30 PM, Friendship Park Conservatory
- Friday, December 1: Holiday Movie Matinee, 2:00-4:00 PM, Lions Rec Center
- Saturday, December 2: Breakfast with Santa, 10:00-11:30 AM, Friendship Park Conservatory
- Saturday, December 2: Family Photos with Santa, 12:00-2:30 PM, Friendship Park Conservatory
- Saturday, December 2: Free Community Band Holiday Concert, 4:00 PM, Trinity United Methodist Church
- Friday, December 8: Kids On Stage Performance, 7:00 PM, Lions Rec Center
- Saturday, December 9: Ornament Workshop, 9:30 AM-1:00 PM, Art Studio
- Saturday, December 9: Kids On Stage Performance, 2:00 PM, Lions Rec Center
- Wednesday, December 20: Holiday Hunt, 4:30-7:15 PM, RecPlex Pool

NOVEMBER 2023

Community Relations & Marketing




November 2023

View the Winter Program Guide Now!

Celebrate the season with your favorite programs, classes and events!

- Prepare for that Thanksgiving feast at **Triple Turkey Burner** on Thursday, November 23!
- Enjoy **Breakfast with Santa** at the Friendship Park Conservatory on Saturday, December 2
- Make a splash at **Holiday Hunt** on Wednesday, December 20 in the RecPlex Pool!
- Delight in the season with **FREE Christmas music** from the **MPCB** on Saturday, December 2
- Get your body moving with a **Fitness Membership** - starting at just \$20 per month!
- Discover your inner elf creating presents, ornaments and more at the **Art Studio**




Winter Registration Begins Monday, November 6 at 12:01 AM!

[View the Winter Guide](#)


MPPD Awarded IDNR Bike Path Grant!

A season of gratitude...


The Mt. Prospect Park District has been



Check out the NEW and IMPROVED RecPlex weight room!
The Fitness Center was recently upgraded with new rubber flooring. The Mt. Prospect Park District goes ALL-IN when improving our patron's favorite facilities. Take your workout to the next level with us!
Are you committed to fitness? Memberships start at \$20! Sign up today online or in-person at one of our facilities. Details and pricing are found at [mppd.org](#).



The 9/11 United Memorial at PPC, along with two trees at Einstein Park, was hacked with a hatchet over the weekend. The memorial tree will not survive.
The memorial was donated by United employees in memory of co-workers lost on 9/11. It has provided a quiet space for reflection and remembrance. This desecration is disrespectful, unacceptable and painful for so many.
As always, if you see something, please say something. Call 9-1-1 and Protect YOUR Parks. ... See more



The Mt. Prospect Park District has been awarded \$137,500 as one of thirteen Illinois bike path projects to receive a 2023 IDNR Bike Path Grant...

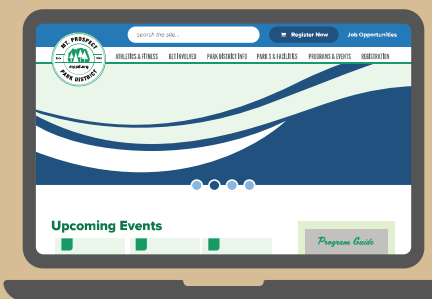
MOST ENGAGING SOCIAL MEDIA POSTS

Bike Path Grant • RecPlex Weight Room • 9/11 Memorial Tree Destruction
Fall Trees • The Grille - Service with a Smile
Pumpkin Decorating Contest Winner

RESULTS

November E-newsletter

Open Rate 49% Click Rate 3%



Page views to our website over the previous 30 days | **32,536**

MOST VIEWED PAGES

RecPlex • Friendship Park Conservatory
Program Guides • RecPlex Pool • Memberships
Central Community Center • Basketball
Open Gym • Soccer



Total Fall Program Guide Views 39,507



Dance

Classes Begin Wednesday, Sep. 6

AT MT. PROSPECT PARK DISTRICT

The Mt. Prospect School of Classical Ballet and Studio Impulse are committed to excellence in dance education and creating a positive environment where students can achieve their goals in dance and life.

Classes For Ages 2½–Adult

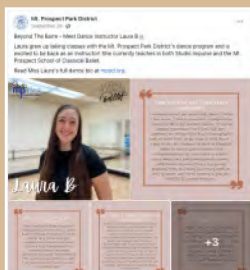
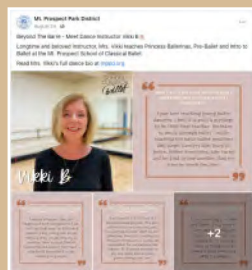
SCAN THE
QR CODE
AND
REGISTER
ONLINE



MT. PROSPECT
SCHOOL OF
CLASSICAL
Ballet

Studio
Impulse
Tap • Jazz Contemporary • Hip Hop

Fall is the perfect time to return to dance!



Beyond The Barre - Meet Dance Instructor Makayla S

Makayla began dancing at the Mt. Prospect School of Classical Ballet at the age of five! She now teaches in both the Mt. Prospect School of Classical Ballet and Studio Impulse.

Read Miss Makayla's full dance bio at mppd.org.



WHAT DO YOU LIKE MOST ABOUT TEACHING DANCE AND WORKING WITH KIDS?

I absolutely love teaching dance and working with dancers of all ages. I think the best part is being able to see them grow through the years and progress through the curriculum. It is so rewarding to see how much they mature, and I enjoy getting to know them more one-on-one as dancers.

“HOW DO YOU APPROACH YOUR

I teach a really fast-paced class and like to keep kids moving a lot – it keeps them engaged and makes class so much fun! I also love testing out new approaches to teaching the curriculum in order to see

WHAT IS YOUR FAVORITE TIME OF

There are so many exciting parts of the dance year, but the one I look forward to most is the big festival recital. The dancers are always excited to find out the festival themes and learn about their dances, music and costumes. That excitement continues as we get started working on choreography. It is amazing to see how the dancers grow from the pieces and gain confidence as we prepare for the stage!

“BUT INSTEAD YOU ASK THEM

The students usually try to pick music that reflects the personality of a new group of friends, or they just go with their own tastes. In either case, each class seems to enjoy the fact that they have decided what they can perform randomly. It's like to include an aspect that not challenging the director as well as their skills, grow from the experience of working in a larger group.



**CREATURE FEATURE
FOUNDATION MOVIE NIGHT**