



MT. PROSPECT PARK DISTRICT

1000 W. CENTRAL ROAD
MOUNT PROSPECT, ILLINOIS 60056

Board Packet

December 13, 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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MOUNT PROSPECT, ILLINOIS 60056

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.

TABLE OF CONTENTS

REGULAR BOARD MEETING DECEMBER 13, 2023

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA ITEMS
- III. PUBLIC COMMENT
- IV. PARKS FOUNDATION UPDATE
- V. UNFINISHED BUSINESS
- VI. NEW BUSINESS
- VII. APPROVAL ITEMS
- VIII. FINANCIAL ADVISOR'S REPORT
- IX. EXECUTIVE DIRECTOR'S REPORT
- X. PUBLIC COMMENT
- XI. MATTERS FROM COMMISSIONERS
- XII. CLOSED SESSION
- XIII. ADJOURNMENT



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: December 8, 2023

RE: REGULAR PARK BOARD MEETING
December 13, 2023 at 6:30 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/81592845532?pwd=OGNZRU55K0JHamg1Z0MzQTJCRVVSZz09>

Meeting ID: 815 9284 5532

Passcode: 516277

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, November 15, 2023
- B. *Ratification of Accounts Payable for November 2023 In The Amount of \$1,000,474.89
- C. *Ratification of Payroll for November 2023 In The Amount of \$330,979.79
- D. *Purchase of two (2) new 2024 Ford F250 Pickup trucks with snow plows through SPC Contract #221 in the amount of \$115,250
- E. *Approval of the Services Agreement between the Park District Risk Management Agency (PDRMA) and the Mt. Prospect Park District

APPROVAL OF MINUTES

*REGULAR BOARD MEETING: November 15, 2023

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

PUBLIC COMMENT

PARKS FOUNDATION UPDATE

UNFINISHED BUSINESS

- A. Community Consolidated School District 59 Brentwood Elementary School Update
- B. FY 2024 Budget Update

NEW BUSINESS

- A. Review of Proposed Alternative CloudHQ Rec Plex Outdoor Recreation Area
- B. Comprehensive Master Plan Annual Board Update

APPROVAL ITEMS

- A. *Purchase two (2) new 2024 Ford F250 Pickup trucks with snow plows through SPC Contract #221
***PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- B. *Approval of the Services Agreement between the Park District Risk Management Agency (PDRMA) and the Mt. Prospect Park District
***PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**

FINANCIAL ADVISOR'S REPORT

RATIFICATION OF ACCOUNTS PAYABLE

*November 2023

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

RATIFICATION OF PAYROLL

*November 2023

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

EXECUTIVE REPORT

PUBLIC COMMENT

COMMENTS/MATTERS FROM COMMISSIONERS

ADJOURNMENT TO CLOSED SESSION

CLOSED SESSION

SECTION 2(c) (1): Personnel-To discuss the appointment, employment, compensation, discipline, performance, or dismissal of one or more specific employees of the public body.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

ADJOURNMENT OF REGULAR MEETING



CONSENT AGENDA

December 13, 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, November 15, 2023
- B. Ratification of Accounts Payable November 2023 in The Amount of \$1,000,474.89
- C. Ratification of Payroll November 2023 in The Amount of \$330,979.79
- D. Purchase of two (2) new 2024 Ford F250 Pickup trucks with snow plows through SPC Contract #221 in the amount of \$115,250.00
- E. Approval of the Services Agreement between the Park District Risk Management Agency (PDRMA) and the Mt. Prospect Park District

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
11-15-23

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, November 15, 2023 at the Central Community Center Facility of the Mt. Prospect Park District. President Kurka called the meeting to order at 6:30 p.m.

Commissioner Masnica 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
Mary Kiaupa, Human Resource & Risk Manager

Professionals

Tom Hoffman, District Attorney
Lee Howard, CPA, GAI

Visitors

Joseph Sagerer, President of School Board
Terri Bresnahan, Superintendent
Ron O'Connor, Assistant Superintendent of Business Services
Albert Tijerina, Director of Facilities and Operations
Mike Eichhorn, Wold Architects & Engineers
Anna Kristen (remote)
Molly Sagerer (remote)
Kimberly Barrett (remote)
Dave Torres (remote)

Unapproved Regular Board Minutes
11-15-23

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

President Kurka requested a change to the Agenda which moved the Adoption Items to after Public Comment and before New Business.

President Kurka asked for a motion to approve the Agenda as amended. So moved by Commissioner Massie and seconded by Commissioner Tuczak. All were in favor and none opposed.

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

Commissioner Tuczak requested to have Approval Item D removed from the Consent Agenda and moved to the Agenda.

Commissioner Masnica made the motion to approve the Consent Agenda as amended. Seconded by Commissioner Massie.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

Unapproved Regular Board Minutes
11-15-23

PUBLIC COMMENT

None

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.

Attorney Tom Hoffman gave a brief summary of Ordinance No. 838.
There were no questions from the Board.

Commissioner Tuczak read the recommended motion to adopt Ordinance No. 838. Seconded by Commissioner Massie.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

- 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

Attorney Tom Hoffman gave a brief summary of Ordinance No. 839.
There were no questions from the Board.

Unapproved Regular Board Minutes
11-15-23

Commissioner Masnica read the recommended motion to adopt Ordinance No. 839. Seconded by Commissioner Massie.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

- 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

Attorney Tom Hoffman gave a brief summary of Ordinance No. 840. There were no questions from the Board.

Commissioner Massie read the recommended motion to adopt Ordinance No. 840. Seconded by Commissioner Tuczak.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

Unapproved Regular Board Minutes
11-15-23

- 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

Attorney Tom Hoffman gave a brief summary of Ordinance No. 841. There were no questions from the Board. Commissioner Massie read the recommended motion to adopt Ordinance No. 841. Seconded by Commissioner Tuczak. Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

- 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

Attorney Tom Hoffman gave a brief summary of Ordinance No. 842. There were no questions from the Board. Commissioner Masnica read the recommended motion to adopt Ordinance No. 842. Seconded by Commissioner Massie

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

Unapproved Regular Board Minutes
11-15-23

- 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

Commissioner Massie read the recommended motion to approve Resolution No. 843. Seconded by Commissioner Masnica.

Attorney Tom Hoffman gave a brief summary of Resolution No. 843. There were no questions from the Board.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

NEW BUSINESS

- A. Community Consolidated School District 59 Presentation Regarding the Potential Future Expansion of Brentwood Elementary School

Executive Director Jim Jarog introduced the staff present from District 59. He explained that District 59 reached out to the Park District for a possible expansion of Brentwood Elementary School due to existing facility and program limitations.

The Park District Staff felt it was best to welcome representatives from SD-59 in person to present their concerns and options for possible expansions to the Board in person. Many of the options explored may require the use of adjacent Park District property.

Dr. Terri Bresnahan, Superintendent for District 59 started by thanking the Board for the opportunity to present. She then shared the following:

Brentwood Elementary School is looking to expand to address programming needs such as physical education, art and music programs. The main goal is to create a sustainable future for the current and future students for modern teaching and learning.

District 59 has worked with Wold Architects and Engineers and created 4 different options/plans for expansion.

Unapproved Regular Board Minutes
11-15-23

Mike Eichhorn from Wold Architects and Engineers presented 4 different plan options and explained the needs and solutions which showed what the partnership would look like with the Park District.

Questions from the Commissioners:

Commissioner Masnica asked which of the 4 plans would provide the biggest classrooms?

Dr. Terri Bresnahan responded by informing Commissioner Masnica that Brentwood Elementary has the largest number of newcomers of students who are new to the country. The expansion would allow the District to maneuver students to different facilities based on their needs.

President Kurka asked for a time frame for continued growth. Will the expansion be more than what is actually needed?

Dr. Breznahan responded "A demographic study was performed with a 10 year projection of new growth of newcomers so the need would be met per our projections."

President Kurka then asked what would happen if we go with option E-1 that is preferred, what are the impediments and how much ground will we be giving up?

Executive Director Jim Jarog responded that if we were to allow for the proposed option E1 the existing ballfield would most likely be converted into a rectangular soccer field for it to better conform to the remaining space.

Commissioner Massie asked if it's possible to build up by making a second story instead of building out on the District property?

Mike Eichhorn from Wold responded "Unfortunately, they had explored that option, but it's not possible because of the age and structure of the building. It would require a complete renovation of the existing structure which would not be cost effective."

President Kurka asked the time frame of the project?

Mike Eichhorn responded that there will be another presentation at the December Board Meeting to see if they want to move forward and develop the design with Wald Architects. In the Spring, there will be discussion regarding the property lines and description of the project with the district. The bid out would take place at the end of next summer or early fall. The project itself will take a year to build and should be completed by the school year of 2025.

Commissioner Tuczak asked if any trees will be taken down in Option E1?

Mike Eichhorn responded "Yes, there will be one large tree removed in the center just North of the existing playground."

Unapproved Regular Board Minutes
11-15-23

Commissioner Tuczak also asked if there will be water retention required by giving up the greenspace?

Mike Eichhorn responded "There will be a need for detention possibly under the parking lot. Mike also shared that any detention required would not be placed on Park District property."

Executive Director Jim Jarog asked what would be the 2nd option other than E1 which is the preferred option?

Mike Eichhorn responded "A modification to the plans would be needed if they weren't able to do the acquisition."

President Kurka asked if the School District has the budget or will they need to go to referendum?

Dr. Breznahan responded letting the Board know that the District is able to fund the project with existing funds.

Commissioner Masnica asked what the capacity for the new gym will be?

Mike Eichhorn responded that the capacity for the new gym would hold about 500 people or more.

Executive Director Jim Jarog asked if there would need to be an easement?

Mike Eichhorn responded that he felt a temporary construction easement would be needed as well as any required easement by the City of Des Plaines and those would need to be established.

Executive Director Jim Jarog also asked if the public is receptive to this project and has there been any negative feedback received from residents?

Dr. Breznahan responded "There has been no negative feedback from the public."

There was no further discussion from the Board.

Executive Director Jim Jarog then asked if the Board was in favor to authorize himself and staff to work with SD 59 to come up with a proposal/plan for future consideration of approval by our Board?

All Board members present at the meeting were in favor of plan E1 revised as presented and directed Executive Director Jarog to further pursue this matter with SD-59.

The Representatives from District 59 and Wold Architects thanked the Board for their time and consideration.

Unapproved Regular Board Minutes
11-15-23

B. Draft FY 2024 Budget Summary Presentation

George Giese, Director of Administration began his Budget Summary Presentation for FY 2024 which is a preview of the next fiscal year.

George informed the Board that the Budget is left on the Agenda as needed in the upcoming months until it's approval next March

George then reviewed the two budget reports that followed his memo, each with a different look at the Fiscal Year 2024 budget.

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 covered during the November presentation included the following:

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

Unapproved Regular Board Minutes 11-15-23

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.

George then informed the Board that in 2024 the District will make the Draft Budget & Appropriation Ordinance available for public inspection, as required, before coming back to the Park Board for requested approval at the March 2024 Board meeting .

George then thanked the Board for their time and opened the floor for discussion and questions.

President Kurka asked if the ending balance estimate for total revenue vs surplus is too high.

George answered by informing President Kurka that staff reviews projected fund balances on a fund-by-fund basis, as each fund has individual circumstances. He used the Debt Service Fund as an example of this. Should the bond market make it infeasible to sell bonds in a given year, staff attempts to align fund balance with a one year payment as projection for the District. Lee Howard added that the Park District is below the threshold for any objections based on fund balance.

Unapproved Regular Board Minutes
11-15-23

Commissioner Tuczak pointed out two numbers that stuck out to him which are changes from the prior year; one being 52% at Lions and the 60% growth from the CCC programming. He asked what drove the growth.

Director of Recreation, Nick Troy responded to Commissioner Tuczak explaining the increased revenue from the new basketball rental at Lions as well as increased programing at CCC were the key factors in this.

There was no further discussion or questions. The Board thanked George for his presentation.

APPROVAL ITEMS

Approval Item B: Subrecipient Agreement Between The Village Of Mount Prospect And Mt Prospect Park District

**This item was revived from the consent agenda per the request of Commissioner Tuczak.*

Executive Director Jim Jarog gave a brief summary of the purpose of the agreement and that it was required under the guidelines set forth by HUD and the Village of Mount Prospect as part of the recently approved CDBG funding for Lions Park Phase 1.

There were no questions or discussion from the Board.

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

Commissioner Tuczak requested to recuse himself from the vote.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	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 D: Fall 2023 Capital List for Park Board Approval

George Giese gave a brief summary of the Fall 2023 Capital List which was previously reviewed with our Board at the October 18th Board meeting in Draft form.

There were no questions from the Board.

Unapproved Regular Board Minutes
11-15-23

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

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Abent
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 E: Lions Park Phase 1 Improvements

Approval of the Bid Received from AJ Oleson Construction Co for work related to the 2024 Lions Park Phase 1 Renovation Project

Director of Parks & Planning, Matt Dziubinski began his presentation and gave a summary of the project leading up to the approval.

A master plan was presented to the community in September 2022 and it ultimately landed a spot on the approved capital list.

The Phase 1 Master Plan focuses on a new playground and new pedestrian pathways. The playground at Lions Park is the largest and most heavily used in the community and in need of replacement.

A 2nd community input meeting was held at Lions Park Elementary school in March of 2023 to display different playground concepts. The feedback from that meeting was incorporated into the final design.

If approved as presented the improvements would be the following:

New pedestrian pathways, new playground, shelter, baseball field improvements, new fitness station along the pathway, picnic grove area, game court area, activity patio, small performance stage, and a pickleball and tennis court combo.

Matt then went through the plan by showing different slides of the potential park redevelopment project.

Matt then stated the following:

With the assistance of Nicholas & Associates, the District received 6 bids with AJ Olsen being the lowest bid.

Unapproved Regular Board Minutes
11-15-23

To help offset some of the anticipated costs our staff has worked to secure OSLAD funding as well as additional CDBG & TIF funding from the Village. The District has also worked with School District 57 who've also committed funding towards this project.

Matt opened the floor to any questions and discussion.

Commissioner Masnica asked what the surfacing will be for the mini stage. She also asked if the boulders on the side of the stage will be real rock?

Matt explained that the stage will be stamped concrete that looks like wood. The boulders on the side of the stage will be stone and round with a smooth surface.

Commissioner Tuczak asked if there will be a drinking fountain on site?

There is no drinking fountain as part of the new work but will consider adding one in the future.

Commissioner Massie asked when the project is scheduled to be completed?

Matt informed Commissioner Massie that If approved, the play equipment will be delivered in April 2024, break ground in March 2024 and substantial completion around August 9th, 2024 pending weather and construction delays. The old playground will remain in place until the new playground is constructed.

Executive Director Jim Jarog informed the Board that all permits are in place from MWRD and have been approved which is very desirable.

There were no further questions or comments from the Board.

Commissioner Tuczak read the recommended motion, seconded by Commissioner Massie.

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	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 E: Lions Park Phase 1 Improvements

Approval for the Purchase of the Playground and Related Equipment Associated with the 2024 Lions Park Phase 1 Renovation Project from Landscape Structures

Director of Parks and Planning Matt Dziubinski informed the Board that this approval was for the purchase of the playground equipment associated with the previously approved Lions Phase 1 project.

There were no questions from the Board.

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

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	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 E: Lions Park Phase 1 Improvements

Approval of the Proposal for Construction Management and Bidding Services for the 2024 Lions Park Phase 1 Renovation Project from Nicholas & Associates

Director of Parks and Planning Matt Dziubinski informed the Board that this approval was to authorize Executive Director Jim Jarog to engage in an agreement with Nicholas & Associates for construction management services.

There were no questions from the Board.

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

Unapproved Regular Board Minutes
11-15-23

Commissioner Masnica called the Roll

Roll Call	Aye	Nay	Absent
Commissioner Kurka	X		
Commissioner Starr			X
Commissioner Doherty			X
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Motion Passed

FINANCIAL ADVISOR'S REPORT

Lee Howard, Financial Advisor and CPA for the District shared the following report with our Board:

2024 Annual Operating Budget

This year's 1st draft of the FY 2024 Budget 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 draft..

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

Unapproved Regular Board Minutes 11-15-23

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%.

Lee then asked if there were any questions from the Board and there were none.

President Kurka thanked Lee for his report.

EXECUTIVE REPORT

Executive Director Jarog shared the following report with the Board.

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 Geirge 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

Unapproved Regular Board Minutes 11-15-23

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 recently brought forth a request to expedite our agreement process. Last week we received a conditional release and are awaiting the final agreement to be entered into the E-Grants portal, it will take an additional 6-8 weeks for review before the grant agreement and 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.

Executive Director Jarog then shared with our Board that 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 for 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.

Executive Director Jarog then shared the following 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

Unapproved Regular Board Minutes
11-15-23

Executive Director Jarog then concluded his report.

President Kurka then asked if there were any questions for Jim and there were none.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Tuczak asked if Beyond Your Base has given us a time frame on their process?

Executive Director Jim Jarog and Director of Administration George Giese informed Commissioner Tuczak that there will be an internal staff meeting next week to discuss the next steps in the process as well as working through a potential list for participants for the Citizen Task Force. The months of November and December will be used to lock in the members and then draft meeting agendas with possible first meeting being held sometime in January 2024.

ADJOURNMENT OF REGULAR MEETING

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

Commissioner Massie motioned to adjourn the meeting, seconded by Commissioner Masnica.

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

The meeting was officially adjourned at 8:25PM.

Respectfully submitted,

William J. Starr, Secretary

ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT
November-23

ACCOUNTS PAYABLE

Suggested Motion: I move to ratify November Accounts Payable Checks and EFT's in the amount of \$ 1,000,474.89 as listed on the Check Register.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
11/1-11/5/2023	\$	207,542.60	201926-201956	Checks
11/6-11/12/2023	\$	252,399.19	201957-202006	Checks
11/13-11/19/2023	\$	374,375.92	202007-202049	Checks
11/20-11/30/2023	\$	166,157.18	202050-202076	Checks

TOTAL AP \$ 1,000,474.89 Checks and EFT's

PAYROLL

Suggested Motion: I move to ratify November Payroll Checks and Direct Deposits in the amount of \$ 330,979.79 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
11/9/2023	\$	164,628.95	53680-53926	DD Notification
	\$	5,540.74	1036329074- 1036329097	Checks
			53927-53932	<i>Taxes, Transfers & Garnishments</i>
11/24/2023	\$	156,507.90	53933-54197	DD Notification
	\$	4,302.20	1036509139- 1036509160	Checks
			54198-54203	<i>Taxes, Transfers & Garnishments</i>

TOTAL P/R \$ 330,979.79 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 11/5/2023
Check Date 11/9/2023

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	9,313.25	271	236,328.77	34	25
Full Time		60			

Pay Period Ending 11/19/2023
Check Date 11/24/2023

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	9,277.00	287	220,356.23	32	24
Full Time		59			

Mt. Prospect Park District
MEMORANDUM



To: Board of Park Commissioners
From: Matt Dziubinski; Director of Parks & Planning
Date: 12/13/2023
Re: 2024 Ford F250 Pickup Trucks (Purchase of 2 Units)
C: Jim Jarog, Executive Director

SUMMARY & BACKGROUND:

The Suburban Purchasing Cooperative (SPC) Governing Board recently awarded the 2024 Ford F-Series truck contracts to Sutton Ford, Matteson, IL. The contract currently remains open for agencies to place vehicle orders. The SPC is a joint purchasing program sponsored by the Northwest Municipal Conference (NWMC). The NWMC serves the needs of local government members through a variety of policy initiatives, programs, and services around the Chicagoland area. The purchasing program satisfies the bidding requirements set forth by the State of Illinois and offers substantial savings to program participants. Staff is requesting approval to purchase two (2) new 2024 Ford F250 Pickup trucks upfitted with snow plows through **SPC Contract #221**.

The first chassis would be replacing a 2006 Chevrolet K2500 pickup truck (truck #8). The second chassis would be replacing a 2003 Chevrolet K2500 pickup truck (truck #33). Both vehicles are primarily used by the Grounds Department to improve and maintain infrastructure throughout the District including snow removal. The undercarriages on these vehicles are very rusty (brake lines, frame, doors, floorboards). Both vehicles have had recent drivability issues including coolant and brake system leaks. We cannot justify putting the money necessary into these to keep them safe, reliable and functioning properly. We feel these vehicles are past their useful life and need to be taken out of service. The replacement vehicles are listed on the district's sale of surplus list and will be auctioned off at a later date.

The proposed purchase is identified in the District's FY-2024 Capital Improvement Plan which has been previously approved by our Board. A breakdown of the associated cost and the previously approved budget amount is listed below.

BUDGET IMPACT

Truck #8	\$ 57,070
Truck #33	\$ 58,180
Bid Recommendation	<u>\$ 115,250</u>
Total Available Budgeted Capital Funds	\$ 135,000
Remaining Capital Funds	\$ 19,750

DOCUMENTS ATTACHED

- 1) Vehicle Replacement Pictures
- 2) Sutton Ford Proposals

RECOMMENDATION:

Move to approve the purchase of two (2) new 2024 Ford F250 pickup trucks upfitted with snow plows in the amount of \$115,250 utilizing SPC Contract #221 from Sutton Ford, Matteson, IL.

Truck #8



Truck #33



Truck # 8 Replacement



**COMMERCIAL
& FLEET**

SUTTON FORD
21315 CENTRAL AVE
MATTESON IL 60443

INVOICE

Friday, December 01, 2023

DATE

PURCHASER'S NAME

MT. PROSPECT PARKS DISTRICT

STREET ADDRESS

1000 W CENTRAL RD

CITY

MOUNT PROSPECT

STATE

IL

ZIP

60056

BUS PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING

NEW

USED

SUV

TRUCK

CAR

YEAR	MAKE	MODEL	BODY TYPE	COLOR	TRIM	STOCK NO.
2024	FORD	F250	REG CAB 4X4	WHITE	XL	ORDER
VIN NO.	MILES		SALES REP		BRIAN TARPO	
CASH PRICE		\$	\$49,752.00	TRADE-IN CREDITS		
				MAKE OF USED VEHICLE		
				YEAR		
PLOW			\$7,145.00	MODEL		
				VEHICLE IDENT. NO.		
				MILEAGE		
				TRADE VALUE		
SUBTOTAL			\$56,897.00	ORDERING FIN		
ELECTRONIC FILING FEE			\$0.00	END USER FIN		
DOCUMENTATION FEE			\$0.00	SALES TYPE		
ILLINOIS SALES TAX 7.25%			\$0.00	GPC DISCOUNT		
COUNTY TAX- COOK 1.00%			\$0.00	GPC REF #		
CITY OF CHICAGO TAX 1.25%			\$0.00	56A/CPA DISCOUNT		
COOK COUNTY WHEEL TAX			\$0.00	56M DISCOUNT		
LICENSE, TRANSFER, TITLE			\$173.00	RETAIL REBATE #		
EXTENDED SERVICE CONTRACT			\$0.00			
TOTAL PRICE			\$57,070.00			
CASH DOWN PAYMENT			\$0.00			
REBATE			\$0.00			
TOTAL DOWN PAYMENT			\$0.00			
UNPAID CASH BALANCE DUE ON DELIVERY			\$57,070.00			

Purchaser agrees that this Order includes all of terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any price agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby **THIS ORDER IS NOT A BINDING CONTRACT. DEALER SHALL NOT BE OBLIGATED TO SELL UNTIL APPROVAL OF THE TERMS HEREOF IS GIVEN BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE A RETAIL INSTALLMENT CONTRACT BETWEEN THE PARTIES HERETO BASED ON SUCH TERMS. ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS. NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALERS;**

AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED."

TO THE NEGOTIATED CASH SALE PRICE OF EACH VEHICLE. THERE WILL BE ADDED THE SUM OF \$199.99 FOR DEALER COSTS AND OVERHEAD FOR ITEM RELATING TO PREPARING, HANDLING AND PROCESSING DOCUMENTS FOR THE MOTOR VEHICLE AND THE CLOSING OF THE TRANSACTION. THE ONLY OTHER ADDITIONAL CHARGES PERMITTED ARE DEALER-ADDED OPTIONS, WARRANTY AND SERVICE CONTRACTS, INSURANCE AND THE ACTUAL COST OF LICENSE AND TITLE REGISTRATION AND TAXES.

ACCEPTED BY:

PURCHASER'S SIGNATURE

DATE

12/1/2023

ACCEPTED BY:

DEALER OR HIS AUTHORIZED REPRESENTATIVE

DATE

12/1/2023

Truck # 33 Replacement



**COMMERCIAL
& FLEET**

SUTTON FORD
21315 CENTRAL AVE
MATTESON IL 60443

INVOICE

Friday, December 01, 2023

DATE

PURCHASER'S NAME

MT. PROSPECT PARKS DISTRICT

STREET ADDRESS

1000 W CENTRAL RD

CITY

MOUNT PROSPECT

STATE

IL

ZIP

60056

BUS PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING

NEW

USED

SUV

TRUCK

CAR

YEAR	MAKE	MODEL	BODY TYPE	COLOR	TRIM	STOCK NO.
2024	FORD	F250	SUPER CAB 4X4	WHITE	XL	ORDER
VIN NO.	MILES		SALES REP		BRIAN TARPO	
CASH PRICE		\$	\$50,862.00	TRADE-IN CREDITS		
			MAKE OF USED VEHICLE			
PLOW			YEAR			
			MODEL			
			VEHICLE IDENT. NO.			
			MILEAGE			
			TRADE VALUE			
SUBTOTAL			\$58,007.00	ORDERING FIN		
ELECTRONIC FILING FEE			\$0.00	END USER FIN		
DOCUMENTATION FEE			\$0.00	SALES TYPE		
ILLINOIS SALES TAX 7.25%			\$0.00	GPC DISCOUNT		
COUNTY TAX- COOK 1.00%			\$0.00	GPC REF #		
CITY OF CHICAGO TAX 1.25%			\$0.00	56A/CPA DISCOUNT		
COOK COUNTY WHEEL TAX			\$0.00	56M DISCOUNT		
LICENSE, TRANSFER, TITLE			\$173.00	RETAIL REBATE #		
EXTENDED SERVICE CONTRACT			\$0.00			
TOTAL PRICE			\$58,180.00			
CASH DOWN PAYMENT			\$0.00			
REBATE			\$0.00			
TOTAL DOWN PAYMENT			\$0.00			
UNPAID CASH BALANCE DUE ON DELIVERY			\$58,180.00			

Purchaser agrees that this Order includes all of terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any price agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby **THIS ORDER IS NOT A BINDING CONTRACT. DEALER SHALL NOT BE OBLIGATED TO SELL UNTIL APPROVAL OF THE TERMS HEREOF IS GIVEN BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE A RETAIL INSTALLMENT CONTRACT BETWEEN THE PARTIES HERETO BASED ON SUCH TERMS. ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS. NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALERS;**

AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED."

TO THE NEGOTIATED CASH SALE PRICE OF EACH VEHICLE. THERE WILL BE ADDED THE SUM OF \$199.99 FOR DEALER COSTS AND OVERHEAD FOR ITEM RELATING TO PREPARING, HANDLING AND PROCESSING DOCUMENTS FOR THE MOTOR VEHICLE AND THE CLOSING OF THE TRANSACTION. THE ONLY OTHER ADDITIONAL CHARGES PERMITTED ARE DEALER-ADDED OPTIONS, WARRANTY AND SERVICE CONTRACTS, INSURANCE AND THE ACTUAL COST OF LICENSE AND TITLE REGISTRATION AND TAXES.

ACCEPTED BY:

PURCHASER'S SIGNATURE

DATE

12/1/2023

ACCEPTED BY:

DEALER OR HIS AUTHORIZED REPRESENTATIVE

DATE

12/1/2023

MEMORANDUM



To: Board of Park Commissioners
From: George Giese, Director of Administration
Date: December 13th, 2023
Re: Park District Risk Management Agency Services Agreement
C: Jim Jarog, Executive Director

Summary & Background:

As part of the transition process to PDRMA, the Park District needs to enter into a four-month agreement to cover pre-membership services with the agency. This agreement will provide early access to PDRMA's training resources, online portal and other services prior to April 1st, 2024. This will also give staff the ability to familiarize themselves with PDRMA's platforms in order to ensure an orderly transition come April 1st.

Upon the Park District's anticipated, successful transition to PDRMA, **any fees noted in the agreement will be waived in full and no additional costs should be incurred.** These fees would only apply if the Park District elected not to complete the transition, after PDRMA extended early access to its resources and services.

Overall, this agreement allows PDRMA to protect its member assets and database prior to an agency's official membership. The document has been thoroughly reviewed with Park District legal counsel with no objections.

Documents Attached:

Park District Risk Management Agency Draft Services Agreement For Mt. Prospect Park District

Recommendation:

MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PDRMA SERVICES AGREEMENT ON BEHALF OF THE MT. PROSPECT PARK DISTRICT

**PARK DISTRICT RISK MANAGEMENT AGENCY
SERVICES AGREEMENT
FOR MT. PROSPECT PARK DISTRICT**

THIS AGREEMENT (“Agreement”) is dated as of the ____ day of _____, 20____ (**“Effective Date”**) and is by and between the Park District Risk Management Agency (**“Agency”**) and the _____, an Illinois park district (**“District”**), (collectively, the **“Parties”**).

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to their statutory powers and authority, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Agency. The District hereby engages the Agency to provide those certain services (collectively, the **“Services”**) described more fully in the Scope of Services attached as **Exhibit A** to this Agreement.

B. Commencement; End of Term The Agency will commence the Services upon the date specified in the Scope of Services (**“Commencement Date”**) and will provide the Services through the end of the Term specified in the Scope of Services.

C. Relationship of the Parties. The Agency will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the District and the Agency.

D. Mutual Cooperation. The District will cooperate with the Agency in the performance of the Services, including meeting with the Agency, requiring attendance of District personnel at meetings and trainings, and providing the Agency with any non-confidential information that may be relevant and helpful to the Agency’s performance of the Services.

E. Compliance with Laws and Grants. The Agency will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations, if any.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The amounts billed by the Agency for the Services under this Agreement including reimbursable expenses, are described in the Scope of Services (**“Compensation”**).

B. Invoices and Payment. The Agency will submit invoices to the District for the Services, and the District will pay to the Agency the amounts invoiced in accordance with the Illinois Prompt Payment Act, 50 ILCS 505/1 *et seq.* Invoice will only be sent if payment is due as described in the Scope of Services (**“Compensation”**) section.

C. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, if any.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Agency described in the Scope of Services ("**Key Project Personnel**"), if any, will be primarily responsible for carrying out the Services on behalf of the Agency.

B. Availability of Personnel. The Agency will provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in the Scope of Services.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement, unless terminated pursuant to the terms of this Agreement, will expire on the date specified in the Scope of Services ("**Term**"), unless terminated earlier pursuant to Section 4.B below.

B. Termination. Notwithstanding any other provision hereof, either Party may terminate this Agreement, at any time and for any reason, upon thirty days prior written notice. In the event that this Agreement is so terminated, the Agency will be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination.

SECTION 5. CONFIDENTIAL INFORMATION; FOIA.

A. Confidential Information. In the performance of this Agreement, each Party may have access to or receive certain information in the possession of the other Party that is not generally known to members of the public ("**Confidential Information**"). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kind, financial information, health records and information, maps, and all other information of a personal nature. Each Party must not use or disclose any Confidential Information without the prior written consent of the other Party. If a Party has any doubt about the confidentiality of any information, then that Party must seek a determination from the other Party regarding the confidentiality of the information.

B. Freedom of Information Act and Local Records Act. The District acknowledges that records and documents submitted to the District by the Agency or possessed by the District pursuant to this Agreement, including but not limited to Agency Confidential Information, may be exempt from disclosure pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*, ("**FOIA**") and any other comparable state or federal laws now existing or adopted later (collectively, the "**Disclosure Laws**"). The District acknowledges and agrees that, in the event the District receives a request to disclose information related to this Agreement pursuant to any Disclosure Laws, the District will immediately notify the Agency and will assert those exemptions to the Disclosure Laws as reasonably identified by the Agency and withhold those records identified by the Agency as exempt.

SECTION 6. WARRANTY.

The Agency warrants that the Services will be performed in accordance with generally recognized standards of professional practice, care, skill, and diligence practiced by recognized firms or professionals in performing services of a similar nature.

SECTION 7. AGENCY REPRESENTATIONS.

A. Conflict of Interest. The Agency represents and certifies that, to the best of its knowledge: (1) no District employee, official, or agent has an interest in the business of the Agency or this Agreement; (2) as of the date of this Agreement, neither the Agency nor any person employed or associated with the Agency has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Agency nor any person employed by or associated with the Agency will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

B. No Collusion. The Agency represents and certifies that the Agency is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Agency is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq.*

C. Sexual Harassment Policy. The Agency certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

D. No Default. The Agency is not in arrears to the District under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the District in writing.

E. No Legal Actions Preventing Performance. As of the Effective Date, the Agency has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against the Agency in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Agency's ability to perform its obligation under this Agreement.

SECTION 8. INDEMNIFICATION; INSURANCE.

A. Indemnification. Each Party agrees to, and does hereby, hold harmless and indemnify the other Party and their elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with this Agreement and arising out of the acts or omissions of the indemnifying party.

B. Insurance. Contemporaneous with the Parties' execution of this Agreement, each Party will provide and maintain certificates of coverage confirming insurance of the following types and amounts:

1. Commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 each occurrence,

2. Business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident, covering liability arising out of any auto including owned, hired and non-owned autos; and

3. Workers' compensation and employer's liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

SECTION 9. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

C. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

D. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. No notice of a change of addressee or address below will be effective until actually received.

Notices will be addressed to, and delivered at, the following addresses

To the Agency:

PDRMA
2033 Burlington Avenue
Lisle, Illinois 60532
Attention: Chief Executive Officer
E-mail: bdavis@pdrma.org

To the District:

Mt. Prospect Park District
1000 W. Central Rd
Mount Prospect, Illinois 60056
Attention: Executive Director
E-mail: jjarog@mppd.org

E. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Agency and District only and are not for the benefit of any third party, and accordingly, no third party shall have the right to enforce the provisions of this Agreement.

F. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the Agency will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement shall be invalid, void, and unenforceable.

G. Time of the Essence. Time is of the essence in the performance of this Agreement.

H. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

I. Venue. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of DuPage County, Illinois or, where applicable, in the federal court for the Northern District of Illinois.

J. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the District and the Agency with respect to the Scope of Services and the Services.

K. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

L. Exhibit(s). **Exhibit A** attached to this Agreement is incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

M. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

N. Survival. The provisions of Section(s) 5 will survive the termination or expiration of the Agreement.

O. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, is deemed to be an original, but all of which together will constitute one and the same instrument.

ATTEST:
AGENCY

MT. PROSPECT PARK DISTRICT

By: _____
Chief Executive Officer

By: _____
Executive Director

ATTEST:

By: _____

By: _____

Title: _____

Its: _____

EXHIBIT A

SCOPE OF SERVICES

(Including payment schedule)

Commencement Date: [insert date]

End of Term: April 1, 2024

Key Project Personnel: Tim Conlon, Bill Hooker

Services to be Provided by Agency: (draft includes services marked as part of “Journey to PDRMA” in the Journey to PDRMA Guide chart)

Resource/Service Coverage

- Event Helper.

Education and Training

- 10 Minute Trainings.
- On-site Trainings – Member rate.
- Online Learning Center Programs.
- Risk Management Institute.
- Streaming training videos.
- Train-the-trainer materials.
- Web classes.
- Webinars.
- Webinars – (recorded).

Legal Services

- Contract review (insurance requirements and indemnity).

Other Services and Resources

- KYND Cyber Risk Assessment.
- LRN Alerts.

Risk Management Services

- Agency-specific service plan.
- Confined space audit.
- Consultant-based site assessments.
- Dedicated agency consultant.
- Infrared electrical audit.
- Posters/stickers/flyers.
- Ropes/ice harness inspection.

Website Services

- Access for all agency staff.
- Checklists, guides, sample agreements.
- eNewsletter.
- Training Administration.

- * Attendance history.
- * Training calendar.
- * Individual registration.
- * Safety Coordinator/Registrar.

Compensation: \$20,000 for all Services provided pursuant to this Agreement, payable in one lump sum on April 1, 2024; provided, however, that the **Agency will not require payment of the compensation if (1) the District receives and accepts an offer to join the Agency as of April 1, 2024 or (2) the Agency does not extend an offer to join the Agency as of April 1, 2024.**

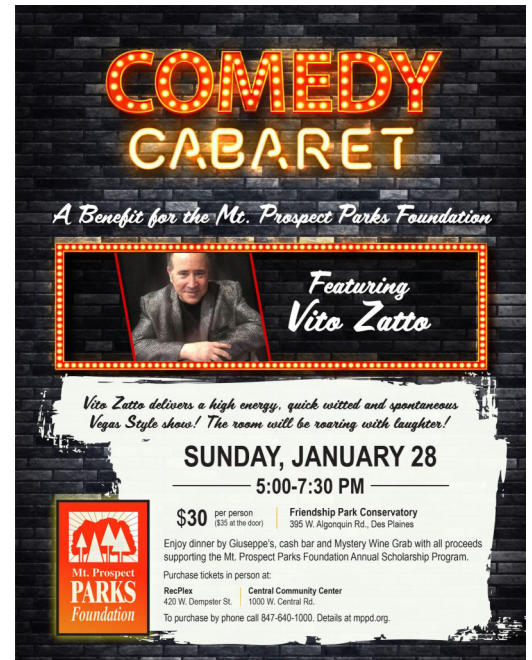
DRAFT



Mt. Prospect Parks Foundation

The Parks Foundation enjoyed a successful 2023 with the following fundraising events/activities:

- On February 19, the Foundation hosted a sold out Comedy Cabaret Night featuring entertainer Vito Zatto. The \$30 ticket included dinner, cash bar and a mystery wine grab. Over 100 guests attended. By popular demand, the event returns on Sunday, January 28, 2024 at FPC.
- On May 11, fifty guests enjoyed the Pre-Plant Sale Fundraiser at Friendship Park Conservatory. This patron favorite allows early access to the District plant sale on May 12, 2023. Light appetizers and a fabulous summer raffle round out the evening. The event earned just under \$2,000.
- Foundation members designed a fundraising event to coincide with the Summer return of American Idol, Lee DeWyze. The July 13 Lee DeWyze "Meet and Greet" brought in \$1600 for the Foundation's ReGreen the Parks Program.
- The Parks Foundation Scholarships were awarded on Wednesday, July 19 as part of the July 2023 Board meeting. Over \$75,000 has been awarded since the Scholarship Program began.
- The August 13 Summer Cabaret Night featured veteran entertainer, Peter Oprisko, dinner, raffle and a cash bar. Over 80 guests attended earning over \$2500 for the Foundation.
- The Foundation sold refreshments at the August 19 Artisan Event at Lions Park.
- The October Creature Feature Movie Night is becoming an annual tradition for many District families. It includes a Halloween themed movie in the bandshell, big bucket of candy for each family, a giant kid-friendly raffle and free popcorn for all. The event earned over \$2,000.
- The Foundation has purchased liners for the Golf Course Ice Rink for the third year in a row and saw the installation of the Friendship Park Playground Pavilion in early fall.



MEMORANDUM

To: Board of Park Commissioners
From: Jim Jarog, Executive Director
Date: December 13, 2023
Re: Community Consolidated School District 59 Brentwood Elementary School Update
C: Matt Dziubinski, Director of Parks and Planning

Summary & Background

After receiving direction from our Board at the November 15th Board meeting staff once again met with representatives from Community Consolidated School District 59 (CCSD-59) to further discuss next steps for the possible acquisition of a portion of the Park District's Brentwood Park property. With guidance from Attorney Hoffman several steps will need to take place to allow staff to bring forth a plan for possible consideration by our Board. These steps include establishing the requested property boundary, obtaining a plat of survey for the proposed areas and an updated land appraisal for the specified purchase area. If the Board is in favor, our District would need to approve a purchase agreement and resolution to allow for the transfer of land to take place between our agencies. The school district would prepare and provide the park district a first draft of a purchase agreement for Attorney review prior to bringing forth a recommendation to their respective Boards.

In conjunction with the above information, staff has also begun to review the existing IGA between our agencies. The current IGA would need to be amended and then approved by both boards to allow for the additional hardscape areas within the IGA to exist on our property. These areas may include hard court play surfaces, temporary construction easements, temporary construction storage areas and possible underground stormwater detention. CCSD-59 is currently working to more clearly define their anticipated needs for the project.

The attached exhibit E-1 is CCSD-59's most recent draft of the site plan for the proposed expansion project at Brentwood Elementary School. This plan identifies a 55' wide land purchase area from the Park District and a 50' wide IGA area. The proposed areas would extend from the south to the north property lines as shown in exhibit E-1. The preliminary acreage areas associated with the proposed plan are as follows:

Total Park District acreage:	1.79 Acres (Existing Conditions Before Subdivision)
Total proposed purchase area:	0.36 Acres (Proposed Purchase by CCSD-59)
Total proposed IGA area:	0.31 Acres (Park District owned / CCSD-59 Use per IGA)
Remaining Park District acreage:	1.12 Acres (Park District Owned/ Outside of IGA)

Documents Attached

Brentwood Elementary School Future Expansion Concept Plan Option E-1

Recommendation

FOR BOARD UPDATE AND DISCUSSION PURPOSES ONLY. STAFF WILL BRING FORTH A FORMAL PROPOSAL FOR BOARD CONSIDERATION AND POSSIBLE APPROVAL AT A LATER DATE.



DRAFT CONCEPT / 12.13.23

PROPOSED IGA AREA

.31 Acres

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59

Brentwood Elementary School Expansion Study



- 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

Comm No: 233098
Page 36

MEMORANDUM



To: Board of Park Commissioners
From: Matt Dziubinski; Director of Parks & Planning
Date: 12/13/2023
Re: Recplex- CloudHQ Conceptual Design
C: Jim Jarog, Executive Director

SUMMARY & BACKGROUND:

In late 2021, the former 50 acre United Airlines campus located in south Mount Prospect was acquired by CloudHQ, a global data center company. With support from Commonwealth Edison, the Village of Mount Prospect, and other local agencies, developer CloudHQ broke ground on the \$2.5 billion data center in mid 2022.

In an effort to meet customer demands, CloudHQ requires development of the entire property to maximize its use. The 1.5 million square foot data center includes the construction of 3 separate data center buildings. The first building is scheduled to be completed in 2024 with an additional two buildings to be completed in the next 2-4 years.

As a result of this, the developer is required to meet open space requirements. Having no available property, the Park District was approached by Village members about the opportunity to develop outdoor recreational space on Park District property. The proposed development would need to occur within the confines of the south Mount Prospect TIF and have a free-use component to the public.

In June 2023, staff updated the Board about a potential change in the concept and project scope. Originally, the concept consisted of a mixed-use artificial turf field at Kopp Park. The scope consisted of both a rectangular field as well as an infield space for baseball/softball. Because the projected costs of the proposed turf field had increased significantly, it was necessary to develop an alternate concept as presented tonight.

Staff found this to be a great opportunity to redevelop the south end of the Recplex facility and add to the ongoing improvements. The current space which includes a concrete sunbathing deck and sand volleyball courts is underutilized and original to the nearly 34 year old building. Although the environment of rising costs poses a challenge, staff are focused on delivering an exciting project that will serve our community well and align with available resources.

Additionally, this redevelopment would provide opportunities including:

- Free usage for the community
- Birthday parties & special events
- Day camp, preschool and athletic program usage
- Affiliate and group rentals
- Entire site rentals
- Individual amenity rentals

In November, staff presented an early draft concept to the Village's Community Development Committee. The concept and project scope was very well received and input from this meeting was taken into consideration during the conceptual design process. Staff worked to develop tonight's concept with the assistance of Nicholas and Associates and Hitchcock Design Group. The proposed concept has 3 main site amenities including a play area, splash pad, and artificial turf. Other site improvements include a seasonal restroom, turf lighting, shade structures, and fencing/netting. The splash pad design includes water features that have exceptional play value, low water usage, and do not require additional staffing.

Funding for this project would come from the Village/CloudHQ \$2 million commitment and \$500K as identified in the District's FY24' Capital Improvement Plan. Additional funding opportunities may be available as we move further along in the planning and design process. Timing of construction is contingent on receipt of funding by the developer, CloudHQ.

If the Board supports this concept as presented, staff will take the appropriate next steps and meet with the Village to re-develop the existing IGA and also take the next steps with project planning.

DOCUMENTS ATTACHED

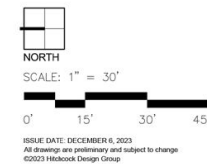
- 1) Conceptual site plan (Dated 12.1.23)
- 2) Vortex Splash Pad Design (Dated 11.30.23)
- 3) Estimated Water Usage Chart

RECOMMENDATION:

None at this time - for discussion only





Concept Plan Mt Prospect RecPlex Improvements Mt Prospect, Illinois





Mount Prospect Splashpad, IL
Version A - 41223

Water moves us



We understand how every drop, stream, and splash shapes the world around us. By harnessing the transformative power of water, Vortex creates play experiences for children to develop, communities to flourish, and businesses to thrive. We exist to leave an impact—one that lasts long after families are dried off.

8,000**Projects
worldwide****50****Countries
served****100+****Awards
& honors**

Why choose Vortex?

Our diverse expertise

To foster a rich understanding of your unique needs, our design team draws its talent from many disciplines. Engineers, creative designers, childhood development specialists, and water choreography experts tackle new projects from all exciting angles. Our multidisciplinary approach oversees countless variables including water management, accessibility, and (most importantly) play.

Our superior quality

Every Vortex project is engineered on-site to ensure the highest quality and safety standards. We use stainless and galvanized steel sourced from North America and are vertically integrated for maximum quality control. Manufactured and tested in our Montreal headquarters, products are designed to last and require little maintenance.

Our boots on the ground

We put a lot of stock into local representation. Every collaboration begins by getting to know the families you're servicing and thinking creatively about how we can help them grow. We ensure that no matter where you're situated, our customer service and expert guidance come equipped with an intuitive understanding of what sets your facility apart.



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



Mount Prospect Splashpad, IL
Version A - 41223

Splashpad[®]
View 1
Page 44



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



Mount Prospect Splashpad, IL
Version A - 41223

Splashpad
View 2
Page 45



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



Mount Prospect Splashpad, IL
Version A - 41223

Splashpad
View 3
Page 46

Aquatic play may feel spontaneous, but it actually requires lots of planning. We design every play experience to keep families engaged, boost dwell times, and increase return visits.

To build lasting memories among moms, dads, and little ones of all abilities, we carefully consider how to integrate products that cater to everything from the location's footprint and capacity to its demographics and theming objectives.



Sensory
Stimulates & develops multiple sense experiences



Spray
Encourages teamwork & competition



Tactile
Promotes discovery of water textures



Iconic
Features interactive fun & serves as a social gathering place



Circuit
Encourages physical development



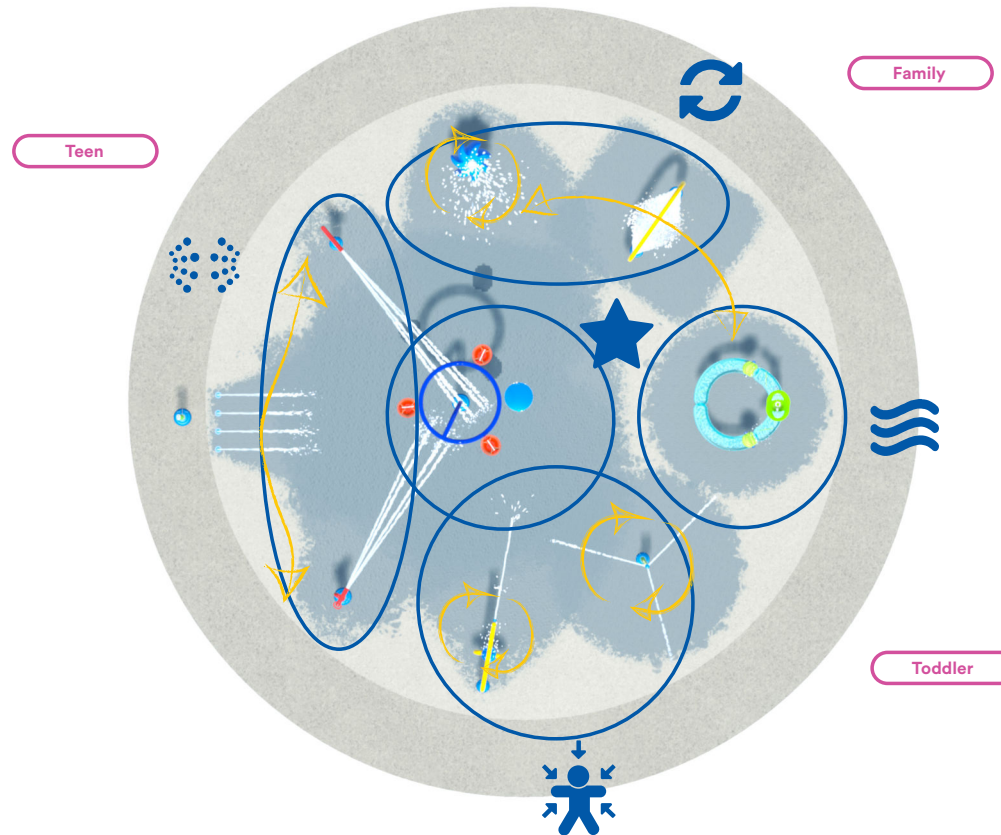
Flow
Develops discovery & learning



Kinetic
Features interactive fun & encourages movement



Misty
Cloud-like experience gives refreshing thrills



Color Palettes

Choose one of the following Color Palettes by marking the corresponding circle: 

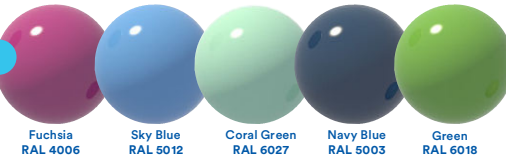
COLOR PALETTE APPROVAL

- ☐ APPROVED AS SHOWN IN RENDERS
- ☐ APPROVED AS NOTED

BY _____ DATE _____



Marine 1



Marine 2



Marine 3



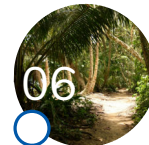
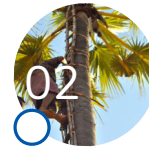
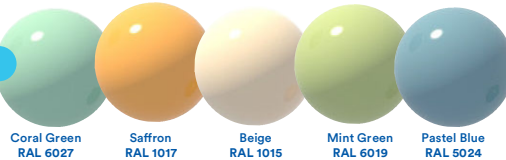
Marine 4



Marine 5



Marine 6



Nature 1



Nature 2



Nature 3



Nature 4



Nature 5



Nature 6



Color Palettes



Urban 1



Urban 2



Urban 3



Urban 4



Urban 5



Urban 6



Custom
Palette

Indicate RAL colors here:



Vortex
Designer's Choice

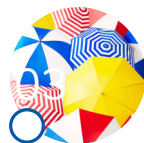
RAL colors used:



Vibrant 1



Vibrant 2



Vibrant 3



Vibrant 4



Vibrant 5



Vibrant 6



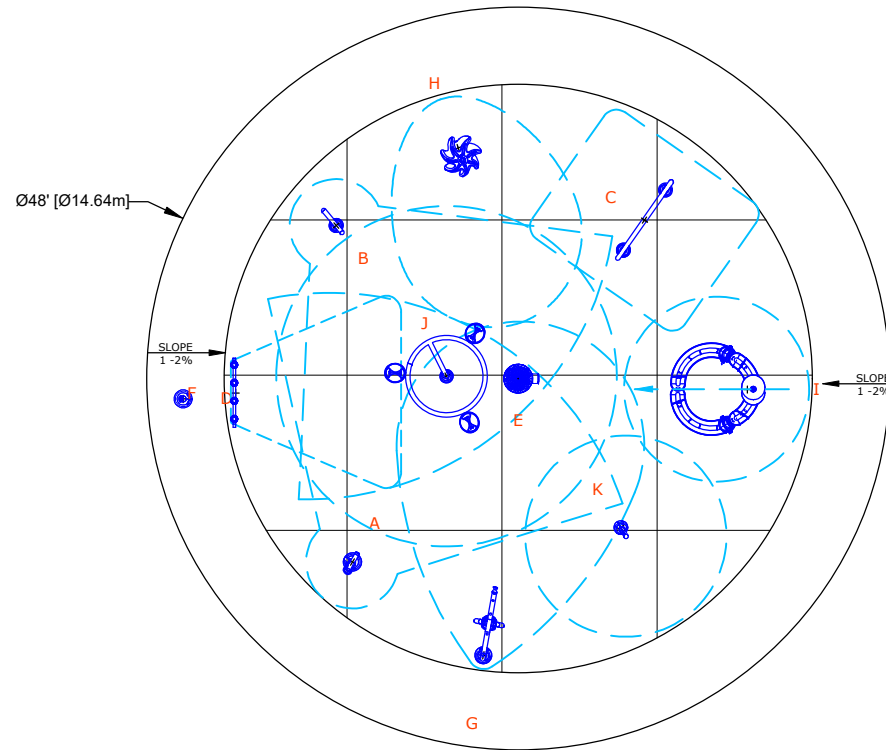
Unless otherwise specified, Vortex designers will decide on the application of colors from the chosen color palette to create a harmonious look. Fees will apply for custom colors.

SPLASHPAD DIMENSION

TOTAL AREA : 1811 ft² 168 m²
 SPRAY AREA : 1135 ft² 105 m²
 GRID SIZE : 10 x 10 ft 3 x 3 m

PRODUCT LEGEND

REF	PRODUCT	QTY	GPM	LPM
A	Spray Cannon VOR 0201	1	5	18.9
B	Tube N°1 VOR 0220	1	5	18.9
C	Spray Loop VOR 0519	1	7.5	28.4
D	Activator N°3 VOR 0611	1	0	0
E	Playsafe Drain N°4 VOR 1004	1		
F	Spraylink Tunnel N°1 VOR 3054	1	4	15.1
G	Luna N°3 VOR 7234	1	6.5	24.6
H	Helio N°3 VOR 7238	1	3	11.3
I	Cascade Loop VOR 7250	1	5	18.9
J	Astra N°2 VOR 7698	1	7.5	28.4
K	Spiroo VOR 7799	1	4	15.1
TOTAL		11	47.5	179.6



NOTE: QUANTITY AND LOCATION OF DRAINS BASED ON VORTEX RECOMMENDATIONS.
 MODIFICATIONS MAY BE REQUIRED DUE TO SPECIFIC SITE CONDITIONS AND/OR LOCAL CODE.

5'[1.5m] SPRAY FREE CONCRETE AREA ALL AROUND THE SPLASHPAD

Mount Prospect Splashpad, IL

41223 Version-A

November 30, 2023



SPLASHPAD LAYOUT DRAWING

SCALE : 1/8":1'
 11" X 17" sheet size



ESTIMATED SPLASH PAD WATER USAGE

At 4 Hours Per Day

System Specifications

47.5 **Maximum System GPM (No Programming)**
33.25 **Sequenced at 70% Operation (Standard Programming)**
1995 **Gallons Per Hour**
7980 **Gallons Per 4 Hour Day**

Water Charges

55,860.00 **Gallons Per Week**
55.86 **1K Gallons Used Per Week**
\$ 763.05 **Dollars per Week (x \$13.66(Current MPPD Water Rate))**
\$ 3,052.19 **Dollars per Month**
\$12,208.76 **Four Months of Usage**

Sewer Charges

55,860.00 **Gallons Per Week**
55.86 **1K Gallons Used Per Week**
\$ 168.70 **Dollars per Week (x \$3.02)**
\$ 674.79 **Dollars per Month (Sewer Volume)**
\$ 2,699.16 **Four Months of Usage**

\$ 63.50 **Base Fees - 1 Month (\$59 Water Base, \$5.40 Sewer Base)**
\$ 254.00 **Base Fees - Four Months of Usage**

Combined Total

\$ 3,790.48 **Estimated Water & Sewer Expense (Monthly)**
\$15,161.92 **Estimated Water & Sewer Expense (Per Season (4 months))**

223,440.00 **Gallons Per Month**
893,760.00 **Gallons Per Operational Season (4 Months)**

MEMORANDUM



To: Park of Park Commissioners
From: Ruth Yueill, Director of Community Relations & Marketing
Date: December 13, 2023
Re: Comprehensive Master Plan Annual Board Update
CC: Jim Jarog, Executive Director
Mt. Prospect Park District Leadership Team

SUMMARY & BACKGROUND:

The goal of the 2022 Comprehensive Master Plan is to provide the Park District with a roadmap towards accomplishing its mission/vision as well as the successful operation, maintenance and development of Mt. Prospect Park District's parks, open spaces, amenities, facilities, programs and services.

The 10 year Master Plan does not alter the District's current vision and mission while offering strategic initiative and outcomes. The Master Plan structure provides operational goals, action plans and performance measures. The Master Plan timeline is defined as: short-term (one to three years), midterm (three to five years) and long-term (five to ten years).

The Action Plan includes strategies (major ideas or philosophies to implement), tactics (helps achieve each strategy), group responsibility (person or person to oversee tactics), timeline (when to initiate tactics) and performance measures (indicated desired objectives).

DOCUMENTS ATTACHED:

Attached is the update of the ongoing or completed strategies and tactics addressed and/or implemented in 2023.

RECOMMENDATION:

FOR BOARD DISCUSSION PURPOSES ONLY

Mt. Prospect Park District Comprehensive Master Plan

2023 Annual Board Update

Land

Goal: Acquire land for future parks in underserved areas of the District not served by parks currently, to provide equal access for all residents of the District to a neighborhood park, community park or trail.

Land Strategy 1.1 and 1.2

- Provide parks, trails and recreation amenities to all residents of the District to address the diversity of needs within the District for various park experiences
 - Weller Creek Playground added to the fall 2023 Capital List to address patron concern of a lack of playgrounds in the Golf Course neighborhood

Land Strategy 1.3

- Update older parks in the District by removing outdated equipment and broadening the patrons level of experience for all age groups
 - Emerson Park Redevelopment completed summer 2023. Added looping trail and multi-use court including pickleball, basketball, and foursquare
 - Owen Park playground redevelopment added to the fall 2023 Capital List
 - Friendship Park Phase 1 - \$400,000 OSLAD Grant.
 - Lions Park Redevelopment Phase 1 - \$600,000 OSLAD Grant and \$250,000 CDBG/TIF funding.
 - Awarded an IDNR Bike Path Grant of \$137,500 for improvements to the Commonwealth Edison Bike Path from Algonquin to Linneman Road

Land Strategy 1.4

- Work within the Bike Plans framework that is established by both the City of Des Plaines and the Village of Mount Prospect
 - Commonwealth Edison Bike Path from Algonquin to Linneman Rd project will include signage as part of the comprehensive wayfinding plan for the paths throughout the Village, including the ComEd right of way. Project is slated to begin the first quarter of 2024.

Land Strategy 1.5

- Establish a “Friends of Nature Trails” to help develop and maintain the paths (trails) in the park system
 - Summer 2023 - Director of CR&M and Director of P&P developed a “Park Pals” Program and webpage to engage patrons in accessing the variety of parks and trails within the District

Facilities

Goal: Provide high quality public facilities that are desired most by the community to address the diverse needs of the community and maintain these facilities in a safe, clean and attractive manner.

Mt. Prospect Park District Comprehensive Master Plan

2023 Annual Board Update

Facilities Strategy 2.1

- Update or replace key community recreation facilities to re-energize the community to use the new or updated facilities in the future
 - Friendship Park Phase 2A - \$340,000 Tourism Grant
 - RecPlex Splash Pad/Turf Development (CloudHQ) - planning underway
 - RecPlex racquetball space conversion added to the fall 2023 Capital List
 - Updated Fitness Centers (completed)
 - Renovation of PlayPlex (pending 2024/2025 capital)
 - RecPlex Studio 201 enhancements - 2024

Facilities Strategy 2.2 / 2.3

- Create the right balance of sports fields in the District
 - Conversion/addition of tennis and pickleball courts in the District. Clearwater: 2 tennis & 6 pickleball. Friendship: 4 tennis & 4 pickleball. Emerson: 1 pickleball
 - Outdoor artificial turf added to the fall 2023 Capital List as part of the RecPlex splash pad/turf redevelopment project
 - Field utilization research has allowed additional rental opportunities

Facilities Strategy 2.4

- Consider the specialty facilities for the District such as a splash pad, outdoor adventure/challenge course and additional access to nature areas.
 - RecPlex Splash Pad/Turf Development (CloudHQ) - planning underway
 - RecPlex racquetball space conversion to include indoor artificial turf
 - Evaluating funding options for significant projects - Public Engagement Initiative with Beyond Your Base in process for 2024

Facilities Strategy 2.5

- Update the Veterans Memorial Bandshell to accommodate as many performing arts options as possible and add special events to the site. Add shade to the audience area.
 - Expanded Concert Roster for 2024 (from 6 to 8 Thursday Evening Events and a shade structure is part of Lions Phase 2)

Recreation

Goal: Develop and expand recreation programs considering new pricing strategies, expanding partnership opportunities, and reinventing certain programs for long-term viability that reflect market trends and needs.

Recreation Strategy 3.1

- Develop and/or expand core programming in fitness, senior fitness, pickleball programs and clinics, adult sports, youth summer camps and special events.
 - In development for the four seasons/ongoing
 - Additional Pickleball classes are offered at Lions, RecPlex is in the works

Mt. Prospect Park District Comprehensive Master Plan

2023 Annual Board Update

- Hired a full-time Fitness Supervisor dedicated to fitness only
- Free Senior Walking offered on Tuesdays at Lions
 - Ruth and Nick on 'Aging in Place" Village Committee
- Updated flooring in RecPlex Weight Room to match the Fitness Center
- Reviewing fitness trends to update RecPlex Studio 201

Recreation Strategy 3.2

- Develop a sports strategy for youth and adult sports to maximize the use of sports fields and courts in the District
 - Ongoing
 - Maximizing specific fields for house programs to allow for additional rental opportunities
 - Extending opportunities with Elite Soccer on rentals at Melas

Recreation Strategy 3.3

- Develop Business plans for key recreation attractions such as aquatic facilities, recreation centers, Friendship Park Conservatory, Veterans Memorial Bandshell and golf course
 - Ongoing
 - Room utilization research at RecPlex and Lions has generated additional revenue

Recreation Strategy 3.4

- Develop training programs for full-time, part-time and seasonal staff in recreation services
 - Ongoing
 - Onboarding created by Subcommittee of Employee Committee

Recreation Strategy 3.5

- Update partnership policies with partners (public, private, not for profit) with performance measures to ensure accountability
 - Affiliate agreement was Completed in 2020 and reviewed annually
 - Field utilization research to allow additional rental opportunities
 - Independent Contractor agreements exist

Operations & Maintenance

Goal: Develop maintenance systems and strategies that improve efficiencies and effectiveness of maintaining parks and recreation facilities both internally and externally

Operations and Maintenance Strategy 4.1 / 4.2

- Develop a maintenance management plan for managing by standards for park, golf course, indoor facility and sports field maintenance. Establish a lifecycle replacement schedule for park amenities, facilities and equipment
 - Ongoing

Mt. Prospect Park District Comprehensive Master Plan

2023 Annual Board Update

- Implemented a new maintenance program, Productive Parks, in April of 2023.

Operations and Maintenance Strategy 4.3 / 4.4

- Develop a strategy to deal with drainage and lighting problems on existing sports fields
- Develop a maintenance plan to update signage in parks, renovate the maintenance garage at the golf course, enhance tree management and add storage space for parks.
 - Ongoing- Surveyed park signage throughout the District.
 - Began replacing park signs with low maintenance HDP material including having two standard sizes, font, and color
 - Added under drains on 3 infields at Friendship Park
 - Replaced stormwater structure to improve field drainage at Meadows Park.
 - Outfield drainage added to project scope for Lions Park phase #1 redevelopment
 - Updated field lighting and/or tennis lighting at the following parks: Friendship, Lions, Kopp, Meadows

Operations and Maintenance Strategy 4.5 / 4.6

- Develop an ongoing “Train the Trainer” program within park maintenance
- Develop volunteers as a core business for the District to support park maintenance, recreation programs and other District services.
- Explore hiring a volunteer coordinator
 - Ongoing

Financing

Goal: Remain fiscally responsible in a changing world through effective use of financial data and partnerships while seeking positive voter support for an enhanced taxpayer investment in the District

Financing Strategy 5.1/ 5.2

- Goal: Remain fiscally responsible in a changing world through effective use of financial data and partnerships while seeking positive voter support for an enhanced taxpayer investment in the District
 - Budget for FY 2024 pending - strong recreation revenues currently projected
 - Public Engagement Initiative 2024 - evaluating significant projects from the Master Plan while engaging the public to ensure alignment with community wants and needs
 - Prioritized outside funding opportunities through grants, including OSLAD, Tourism, Bike Path, DCEO Project Funding, as well as funding through community partnerships including foundations and School Districts 57 and 59

Financing Strategy 5.3 / 5.4

- Encourage stronger financial support from the Parks Foundation for necessary District improvements

Mt. Prospect Park District Comprehensive Master Plan
2023 Annual Board Update

- Hire a campaign fundraiser to create the needed resources to yield voter support for the next ten years.
 - Agreement with Beyond Your Base pending for Public Engagement Initiative
 - Foundation donation of \$37,000 purchased a playground pavilion at Friendship Park Pavilion installed in September 2023
- Create a Citizen Group for the Bond issue
 - If Beyond Your Base proposal is approved, the creation of a Citizen Task Force comprised of willing and engaged community stakeholders would follow

Financing Strategy 5.5

- Develop and institutionalize earned income strategies to support the operational cost of the District
 - Ongoing - annual budget sheets completed for each program as part of the budgeting cycle
 - Solicited example earned income policies from other Illinois park districts - no formal replies received

Financing Strategy 5.6

- Develop a District marketing plan to consistently inform users what opportunities exist to access District facilities and program
 - Ongoing/working with the Village Communication team to develop consistent cross-promotions for “information options” i.e., helping seniors access online program guides, sharing hard copies of relevant programming options, etc.

Capital Improvement

Goal: Develop a Capital Improvement Plan that addresses the needs of park and recreation facilities in the District over the next 10 years.

Capital Improvement Strategy 6.1

- Replace Big Surf with new Aquatic Center
 - Ongoing - evaluating options with additional funding as well as options within the District's funding footprint and bonding authority

Capital Improvement Strategy 6.2

- Develop and implement a Capital Improvement Plan based on the Comprehensive Master Plan to address the capital needs over the next 10 years
 - Ongoing - allocated remaining capital in Fund 97 (the 5-Year CIP Fund) to address critical infrastructure (CCC Roof, WCMF Roof, Meadows Pool Liner) as well as opportunities for facility improvements (RP Racquetball Court Conversion, Splash Pad/Turf Project, Weller Creek Playground addition)
 - Pending - Public Engagement Initiative to explore additional funding opportunities. The Park District will need to plan for multiple scenarios, including a “status-quo” scenario within its existing bonding footprint and authority.

Mt. Prospect Park District Comprehensive Master Plan

2023 Annual Board Update

Capital Improvement Strategy 6.3

- Determine the amount of capital improvements the District can sustain in any one year
 - Ongoing - annual updates to the District's financing model are prepared in coordination with Speer Financial and Chapman and Cutler

Capital Improvement Strategy 6.4

- Ensure capital improvement dollars are spent equitably across the District based on District operations and functions
 - Ongoing - current developments include OSLAD/Tourism projects at Rosemary S. Argus Friendship Park (southern MPPD territory), CloudHQ development pending at RecPlex (center of MPPD territory), OSLAD/CDBG/TIF development pending at Lions Park (northern MPPD territory)

Capital Improvement Strategy 6.5

- Prioritize reorganization of existing sports field to provide higher quality facilities while also simplifying District maintenance practices
 - Ongoing

Capital Improvement Strategy 6.6

- Continue implementing the playground replacement program
 - Ongoing
 - Owen playground is pending on the fall 2023 Capital List
 - Lions playground is scheduled to be replaced in 2024
 - Addition of a playground at Weller Creek in 2024

Capital Improvement Strategy 6.7

- Add Trail facilities throughout District to increase access to parks and promote community health and fitness
 - Ongoing
 - Added a looping trail at Emerson Park.
 - Replaced trail system at Friendship Park, added additional paving to create a loop.
 - Adding a trail system to Lions Park where one currently does not exist as part of Lions Park phase #1 redevelopment.



Financial Advisors Report – December

2024 Annual Operating Budget

Work on the operating budget continues. We are expecting to complete adjustments for the second draft to be released at the January Meeting.

GOLF REPORT

Course revenues through November of \$2,228,826 were up 12% over last year. This contributed to a YTD net of \$619,750.

POOLS REPORT

Total revenue for the three pools at the end of November is \$769,769. All three pools through November had a net cost of operation of \$107,450. This compares favorably to the 2023 annual budgeted net cost of \$491,042.

RECPLEX FACILITY REPORT

Recplex facility revenues through November were \$436,929. 142% of the 2022 YTD.

REC PROGRAMS

Recreation program revenues through November were \$2,317,383, an 17% 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 November or \$1,023,291. Day Camps are up 33%. Kids Klub and Preschool programs are up 17% and 51% respectively.

DEPARTMENTAL EXPENDITURES

Departmental expenditures are tracking according to plan. The one exception is Central Programs which are 129% of budget, with November being 92% through the year. Within Central Programs expenditures, Youth Athletics programming has taken off resulting in expenditures over budget at 143% and related revenue also favorably exceeding budget at 168%.



MOUNT PROSPECT PARK DISTRICT
SUMMARY - ALL FUNDS
 For Eleven Months Ended 11/30/2023

92% of Calendar Year

ACCOUNT NAMES	TOTALS	CORP.	REC.	LIAB INS.	SOCIAL SEC	NWSRA	IMRF	CONSERV.	PAV/LIGHT	DEBT SRV	INT SERV.	NON BOND GOV DEALS	Fund 70 2020 PROJ	Fund 71 2021 PROJ	Fund 72 2022/3 PROJ	Fund 73 2023 PROJ	Fund 97 2022 PROJ (B)
BEGINNING BALANCE	20,399,493	2,222,186	5,478,900	353,169	343,045	1,232,990	1,297	477,200	233,595	763,306	83,104	44,706	613,679	802,320	2,000,000	-	5,833,101
REVENUES:																	
PROPERTY TAXES	7,760,955	1,689,108	1,216,630	544,507	335,897	503,560	487,935	551,578	62,945	2,368,796	-	-	-	-	-	-	-
REPLACEMENT TAXES	455,893	152,459	303,434	-	-	-	-	-	-	-	-	-	-	-	-	-	-
RENTAL	974,365	95,982	777,166	-	-	-	-	101,217	-	-	-	-	-	-	-	-	-
PASSES /USER FEES	854,584	-	854,584	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DAILY /USER FEES	1,663,975	-	1,663,975	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PROGRAM FEES	3,256,689	-	3,204,519	-	-	-	-	52,170	-	-	-	-	-	-	-	-	-
CONCESSION SALES	118,460	-	89,789	-	-	-	-	28,671	-	-	-	-	-	-	-	-	-
GRANTS & SPONSORS	141,572	-	20,122	-	-	-	-	-	-	-	-	-	121,450	-	-	-	-
V/MC & OTHER	89,973	150,469	(75,758)	-	-	-	-	4,872	-	-	-	10,389	-	-	-	-	-
INTEREST	233,701	1,131	-	-	-	-	-	-	-	28,787	-	-	5,866	-	197,917	-	-
INT PROJ CHARGES	100,000	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-
BOND PROCEEDS - REFI	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BOND PROCEEDS	2,513,518	-	-	-	-	-	-	-	-	2,244,888	-	-	-	-	-	268,630	-
TOTAL REVENUE	18,163,685	2,089,149	8,054,462	544,507	335,897	503,560	487,935	738,509	62,945	4,642,470	100,000	10,389	127,316	-	197,917	268,630	-
% of Budget	87%	73%	102%	63%	67%	66%	63%	73%	59%	83%	100%	n/a	24%	n/a	n/a	n/a	n/a
EXPENDITURES:																	
FULL TIME SALARIES	3,468,997	1,193,284	1,798,392	126,390	-	-	-	350,930	-	-	-	-	-	-	-	-	-
PART TIME SALARIES	2,086,885	49,834	1,862,326	-	-	-	-	124,413	-	-	50,311	-	-	-	-	-	-
FRINGE BENEFITS	1,358,449	423,192	759,148	41,649	-	-	-	130,618	-	-	3,842	-	-	-	-	-	-
CONTRACTUAL SERVICES	1,247,896	346,121	801,339	44,785	-	-	-	37,249	-	1,900	16,502	-	-	-	-	-	-
COMMODITIES	994,043	142,450	758,414	-	-	-	-	50,636	-	-	42,544	-	-	-	-	-	-
CONCESSIONS	71,218	-	62,285	-	-	-	-	8,933	-	-	-	-	-	-	-	-	-
UTILITIES	762,560	195,840	518,755	-	-	-	-	47,965	-	-	-	-	-	-	-	-	-
INSURANCE	433,152	-	-	433,152	-	-	-	-	-	-	-	-	-	-	-	-	-
N W SPECIAL REC	363,308	-	-	-	-	363,308	-	-	-	-	-	-	-	-	-	-	-
RETIREMENT	999,683	-	-	-	417,767	-	581,916	-	-	-	-	-	-	-	-	-	-
ROLLOVER BONDS	706,036	-	-	-	-	-	-	-	-	706,036	-	-	-	-	-	-	-
LONG TERM BONDS (Alt Rev)	1,938,237	-	-	-	-	-	-	-	-	1,938,237	-	-	-	-	-	-	-
LONG TERM REFI	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SALES TAX/OTHER	11,891	-	7,549	-	-	-	-	4,342	-	-	-	-	-	-	-	-	-
CAPITAL PROJECTS:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
LAND	42,748	-	-	-	-	-	-	42,748	-	-	-	-	-	-	-	-	-
EQUIP & VEHICLES	211,521	-	-	-	-	-	-	-	-	-	-	28,345	50,384	97,847	34,946	-	-
ADA IMPROV	724,210	-	-	-	-	724,210	-	-	-	-	-	-	-	-	-	-	-
BUILDINGS	430,484	-	-	-	-	-	-	-	-	-	-	-	112,470	178,166	61,062	-	78,786
POOLS	44,961	-	-	-	-	-	-	-	-	-	-	-	6,000	38,961	-	-	-
PARK IMPROV	1,234,230	-	-	-	-	-	-	-	126,118	-	-	-	621,457	149,086	58,000	30,700	248,870
TOTAL EXPENDITURE	17,130,508	2,350,721	6,568,209	645,975	417,767	1,087,518	581,916	797,835	126,118	2,646,173	113,199	28,345	790,311	464,060	154,008	30,700	327,655
% of Budget	76%	82%	83%	75%	83%	63%	76%	72%	55%	49%	76%	n/a	70%	n/a	n/a	n/a	n/a
REVENUE OVER(UNDER)	1,033,176	(261,572)	1,486,253	(101,468)	(81,870)	(583,958)	(93,981)	(59,326)	(63,173)	1,996,298	(13,199)	(17,955)	(662,995)	(464,060)	43,909	237,930	(327,655)
ENDING FUND BALANCE	21,432,670	1,960,614	6,965,153	251,701	261,175	649,032	(92,684)	417,874	170,422	2,759,604	69,905	26,751	(49,316)	338,260	2,043,909	237,930	5,505,445



MOUNT PROSPECT PARK DISTRICT
YTD SUMMARY - ALL FUNDS
For Eleven Months Ended 11/30/23

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	10,106,771	5,925,942	7,760,955	11,676,513	31%	-23%
REPLACEMENT TAXES	173,549	537,114	455,893	505,000	-15%	163%
RENTAL	657,149	809,006	974,365	869,770	20%	48%
PASSES /USER FEES	805,792	690,860	854,584	756,970	24%	6%
DAILY /USER FEES	1,138,199	1,508,867	1,663,975	1,420,057	10%	46%
PROGRAM FEES	3,366,949	2,723,960	3,256,689	3,014,220	20%	-3%
CONCESSION SALES	170,948	89,654	118,460	79,097	32%	-31%
CORP SPONSORS & GRANTS	37,621	39,837	141,572	21,000	n/a	n/a
OTHER	203,099	161,629	89,973	94,393	-44%	-56%
INTEREST	42,074	326,673	233,701	15,893	-28%	455%
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	1,230,847	1,525,130	2,513,518	1,938,237	n/a	n/a
TOTAL REVENUE	22,667,860	23,076,057	18,163,685	20,491,150	-21%	-20%
without bonds		14,648,672	18,163,685		-21%	-20%
EXPENDITURES:						
FULL TIME SALARIES	3,301,536	3,436,627	3,468,997	4,261,492	1%	5%
PART TIME SALARIES	2,372,923	1,812,329	2,086,885	2,599,671	15%	-12%
EMPLOYEE BENEFITS	1,401,669	1,372,694	1,358,449	1,616,100	-1%	-3%
CONTRACTUAL SERVICES	1,096,955	1,064,054	1,278,596	1,459,954	20%	17%
COMMODITIES	923,749	908,349	994,043	1,265,743	9%	8%
CONCESSIONS	93,624	57,507	71,218	54,289	24%	-24%
UTILITIES	742,213	645,434	762,560	933,992	18%	3%
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	979,166	1,079,487	999,683	1,272,514	-7%	2%
SALES TAX	15,803	9,374	11,891	4,420	27%	-25%
DEBT SERVICE:						
BONDS - Short Term	2,371,413	179,935	706,036	3,450,263	292%	-70%
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:	109,416	-		-	n/a	n/a
FROM BOND FUNDS - Carryover	927,018	2,093,024	1,736,033	-	-17%	87%
ACCESSIBILITY - ADA	215,768	690,067	724,210	1,272,000	n/a	236%
GOV DEALS	-	34,720	28,345	20,000	n/a	#DIV/0!
CONSERVATORY	-	-	42,748	110,000	n/a	n/a
PAV & LIGHT FUND	27,291	47,885	126,118	229,070	163%	362%
TOTAL EXPENDITURE	19,684,412	15,831,144	17,130,509	21,554,825	8%	-13%
REVENUE OVER(UNDER)	2,983,448	7,244,913	1,033,176	(1,063,675)		
BALANCE, Ending	8,401,902	18,915,543	21,432,670			



**MT PROSPECT PARK DISTRICT
DEPARTMENTAL EXPENDITURE ANALYSIS
FOR THE 11 MONTHS ENDED 11-30-23**

92% 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	800,213	989,318	81%	781,476	102%	860,099	87%	2%
Maintenance	1,093,878	1,316,569	83%	931,505	117%	1,188,145	90%	19%
Motor Pool	214,688	258,802	83%	227,767	94%	242,839	94%	7%
Buildings	226,780	275,495	82%	244,258	93%	238,485	87%	-19%
Studio at Melas	15,161	27,250	56%	11,841	2892%	21,825	80%	-39%
Total	2,350,721	2,867,434	82%	2,196,848	107%	2,551,866	89%	6%
RECREATION FUND								
Administration	976,939	1,256,630	78%	849,318	115%	1,044,424	83%	16%
Big Surf	189,059	244,522	77%	200,565	94%	195,299	80%	12%
Meadows Pool	283,687	350,130	81%	258,321	110%	298,048	85%	11%
Recplex Pool	404,473	537,626	75%	404,216	100%	444,639	83%	6%
Golf Course	1,609,075	1,845,426	87%	1,382,570	116%	1,814,359	98%	6%
Concessions	8,543	11,780	73%	11,102	77%	12,247	104%	-76%
Lions Center	190,156	229,035	83%	82,536	230%	209,650	92%	129%
Recplex Center	893,962	1,144,497	78%	789,985	113%	989,915	86%	4%
Rec Programs	1,303,214	1,511,095	86%	1,057,043	123%	1,414,122	94%	19%
Central Programs	166,405	129,353	129%	79,862	208%	238,119	184%	92%
Central Road	542,695	654,143	83%	488,318	111%	589,180	90%	16%
Total	6,568,208	7,914,237	83%	5,603,836	117%	7,239,463	91%	13%



91.7% of Calendar Year

Mount Prospect Park District

2023 Budget vs. Actual

For the Eleven Months November 30, 2023

	Ten Months		November		Year to Date		YTD	% of	Annual	% of
	Budget	Actual	Budget	Actual	Budget	Actual	LastYr	Last Yr	Budget	Budget
REVENUES:										
RENTALS	365,712	388,946	13,288	13,392	379,000	402,338	363,461	111%	379,000	106%
PASSES /USER FEES	214,000	240,331	-	-	214,000	240,331	212,317	113%	214,000	112%
DAILY /USER FEES	1,225,847	1,401,521	53,153	46,651	1,279,000	1,448,172	1,340,651	108%	1,279,075	113%
PROGRAM FEES	84,052	78,477	-	4,596	84,052	83,073	79,859	104%	84,051	99%
MERCHANDISE SALES	53,380	74,777	2,410	4,070	55,790	78,847	65,143	121%	55,255	143%
OTHER	(56,069)	(23,980)	(4,308)	45	(60,377)	(23,935)	(72,742)	33%	(65,000)	37%
TOTAL REVENUE	1,886,922	2,160,072	64,543	68,754	1,951,465	2,228,826	1,988,689	112%	1,946,381	115%
2022		1,922,552		66,137		1,988,689			1,983,841	100%
EXPENDITURES:										
FULL TIME SALARIES	597,411	554,846	49,639	19,722	647,050	574,568	574,353	100%	696,481	82%
PART TIME SALARIES	308,049	294,099	25,387	12,030	333,436	306,129	278,420	110%	347,739	88%
FRINGE BENEFITS	291,436	241,519	24,232	20,242	315,668	261,761	232,970	112%	318,755	82%
CONTRACTUAL SERVICES	95,794	85,980	5,541	7,916	101,335	93,896	80,486	117%	107,306	88%
COMMODITIES	207,397	211,708	9,054	21,953	216,451	233,661	201,403	116%	237,120	99%
MERCHANDISE	37,758	60,076	2,253	65	40,011	60,141	44,757	134%	40,555	148%
UTILITIES	76,799	63,350	5,777	8,893	82,576	72,243	66,892	108%	93,050	78%
SALES TAX/OTHER	3,808	6,095	417	582	4,225	6,677	5,570	120%	4,420	151%
TOTAL EXPENDITURES	1,618,452	1,517,673	122,300	91,403	1,740,752	1,609,076	1,484,851	108%	1,845,426	87%
2022		1,381,133		103,718		1,484,851			1,576,274	94%
REVENUE OVER(UNDER) EXP	268,470	642,399	(57,757)	(22,649)	210,713	619,750	503,838		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	2,228,825	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	574,568	696,481
May	270,595	773,624	May	249,605	604,244	May	313,152	770,209	Part Time	306,129	347,739
June	288,911	1,062,535	June	301,067	905,311	June	328,356	1,098,565	Benefits	261,761	318,755
July	300,838	1,363,373	July	298,167	1,203,478	July	324,079	1,422,644	Contractual	93,896	107,306
Aug	299,164	1,662,537	Aug	303,779	1,507,257	Aug	307,307	1,729,951	Commodities	293,802	277,675
Sept	249,577	1,912,114	Sept	239,377	1,746,634	Sept	245,173	1,975,124	Utilities	78,920	97,470
Oct	158,886	2,071,000	Oct	175,918	1,922,552	Oct	184,948	2,160,072		1,609,076	1,845,426
Nov	49,140	2,120,140	Nov	66,137	1,988,689	Nov	68,753	2,228,825	Net	619,749	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 November

	2020	2021	2022	2023	Change From 2022	Change From 2021
REVENUES:						
RENTALS	315,094	380,795	363,461	402,338	11%	6%
PASSES /USER FEES	180,255	221,825	212,317	240,331	13%	8%
DAILY /USER FEES	1,319,420	1,446,322	1,340,650	1,448,173	8%	0%
PROGRAM FEES	55,646	76,208	79,859	83,073	4%	9%
MERCHANDISE SALES	41,704	54,490	65,143	78,847	21%	45%
OTHER	(40,192)	(59,500)	(72,742)	(23,935)	-67%	-60%
TOTAL REVENUE	1,871,927	2,120,140	1,988,688	2,228,827	12%	5%
 % of Budget	 120%	 112%	 101%	 115%		
EXPENDITURES:						
FULL TIME SALARIES	511,011	579,514	472,524	574,568	22%	-1%
PART TIME SALARIES	240,657	258,597	278,420	306,129	10%	18%
FRINGE BENEFITS	240,746	247,943	232,971	261,761	12%	6%
CONTRACTUAL SERVICES	77,793	61,182	80,486	93,896	17%	53%
COMMODITIES	155,035	199,376	200,951	233,661	16%	17%
MERCHANDISE	32,998	34,711	44,757	60,141	34%	73%
UTILITIES	71,331	76,397	66,892	72,243	8%	-5%
SALES TAX/OTHER	3,601	4,724	5,570	6,677	20%	41%
TOTAL EXPENDITURES	1,333,172	1,462,444	1,382,570	1,609,076	16%	10%
 % of Budget	 79%	 85%	 79%	 87%		
 REVENUE OVER(UNDER) EXP	 538,755	 657,696	 606,118	 619,751		
 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 Eleven Months Ended 11-30-2023

ACCOUNT NAMES								GOLF COMMUNITY CENTER
	TOTALS	ADMIN/ PRO SHOP	MAINT.	MERCH SALES	DRIVING RANGE	LESSONS	EVENTS	
REVENUES:								
RENTAL	402,338	402,338	-	-	-	-	-	-
PASSES /USER FEES	240,331	240,331	-	-	-	-	-	-
DAILY /USER FEES	1,448,173	1,292,660	-	-	155,513	-	-	-
PROGRAM FEES	83,073	650	-	-	-	67,237	15,186	-
MERCHANDISE SALES	78,847	-	-	78,847	-	-	-	-
OTHER	(23,935)	(23,935)	-	-	-	-	-	-
SPONSORSHIPS	-	-	-	-	-	-	-	-
TOTAL REVENUE	2,228,825	1,912,043	-	78,847	155,513	67,237	15,186	-
% of Budget	115%	113%	n/a	143%	132%	100%	97%	n/a
EXPENDITURES:								
FULL TIME SALARIES	574,568	215,499	289,587	-	-	13,961	-	55,522
PART TIME SALARIES	306,129	130,186	157,666	-	-	15,250	-	3,027
FRINGE BENEFITS	261,761	48,988	180,163	-	-	2,575	-	30,036
CONTRACTUAL SERVICES	93,896	32,020	28,939	-	-	13,962	-	18,974
COMMODITIES	233,661	12,117	177,019	219	10,994	4,179	18,042	11,090
MERCHANDISE	60,141	-	-	60,141	-	-	-	-
UTILITIES	72,243	18,141	26,944	-	-	-	-	27,158
SALES TAX	6,677	-	-	6,677	-	-	-	-
TOTAL EXPENDITURES	1,609,075	456,951	860,318	67,037	10,994	49,926	18,042	145,806
% of Budget	87%	86%	84%	147%	136%	120%	120%	84%
REVENUE OVER(UNDER) EXP	619,750	1,455,092	(860,318)	11,809	144,519	17,311	(2,857)	(145,806)
CHANGE FROM LAST YR + (-)								
REVENUE	240,137	201,812	-	13,704	21,113	2,079	1,430	-
EXPENDITURES	226,505	(47,795)	232,493	16,711	3,216	2,264	13,658	5,958
NET	13,632	249,607	(232,493)	(3,007)	17,896	(185)	(12,229)	(5,958)
% CHANGE FROM LAST YEAR								
REVENUE	12	12	n/a	21	16	3	n/a	n/a
EXPENDITURES	16	(9)	37	33	41	5	n/a	4

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

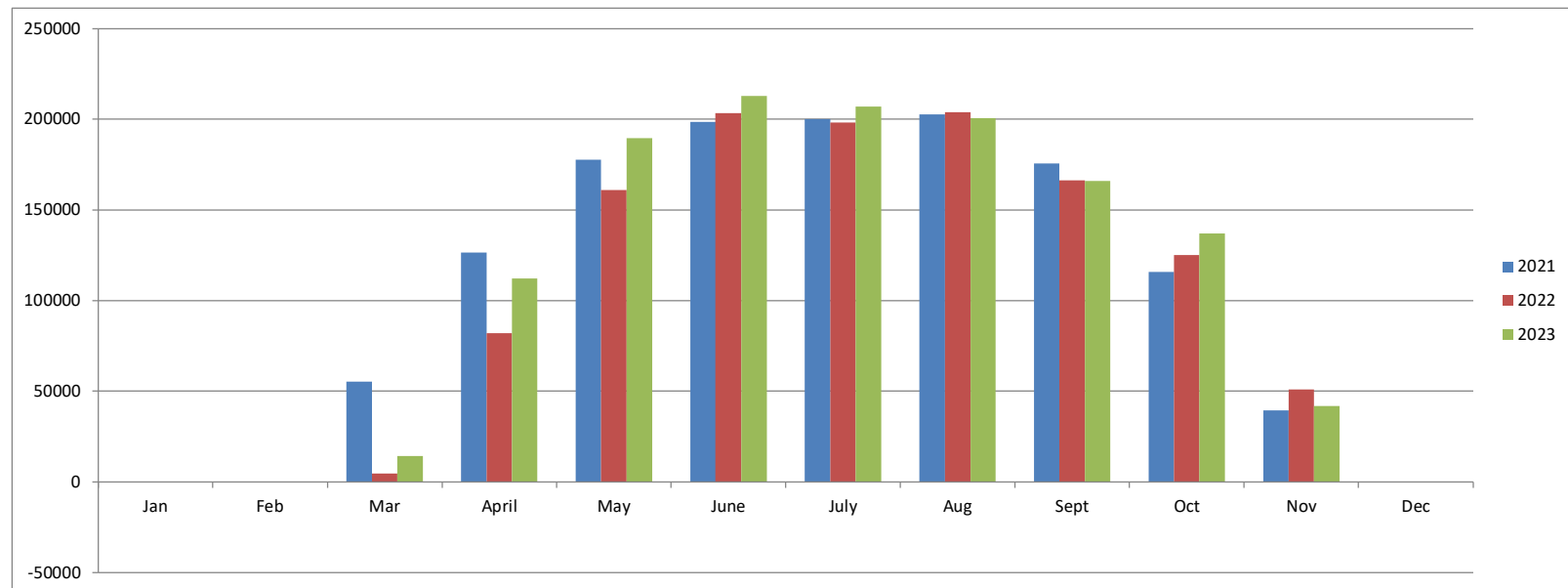
Revenue Recap by yr:

	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	41,855	1,281,656
Dec	-	1,281,656

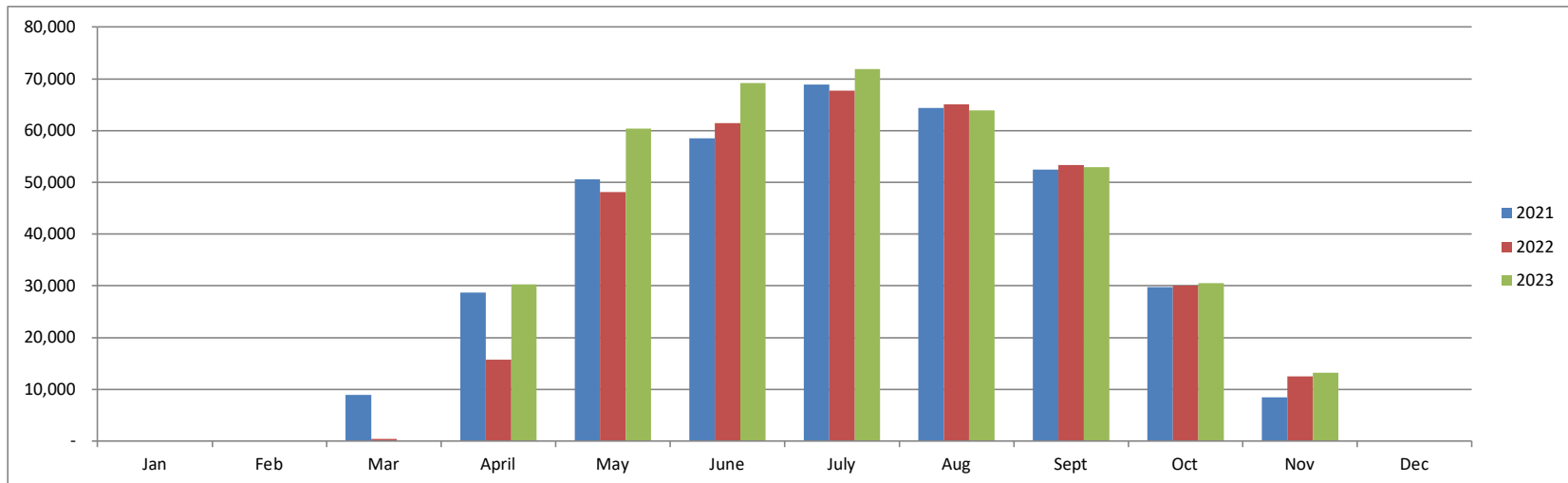
21 Budget	1,195,000
22 Budget	1,165,000
23 Budget	1,150,500



Mount Prospect Park District Golf Course Power Cart Rental

Revenue Recap by yr:

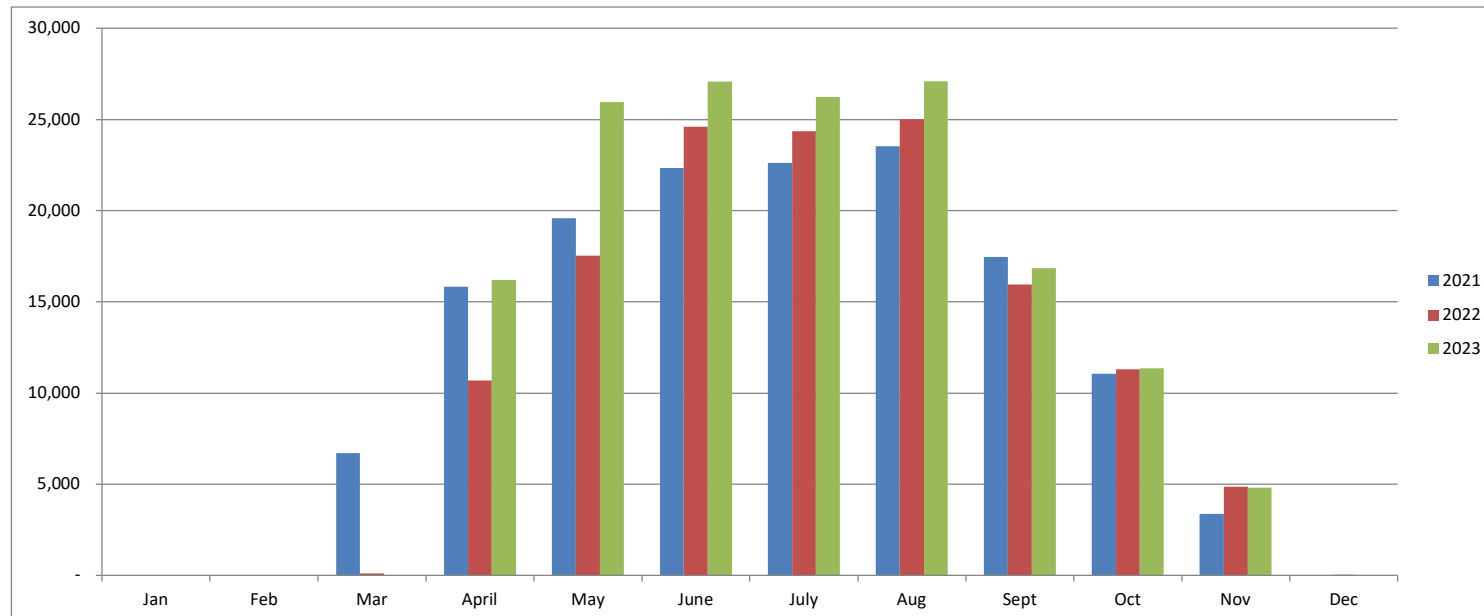
2021			2022			2023				
	Month	YTD		Month	YTD		Month	YTD		
Jan	0	0	Jan	0	0	Jan	0	0	21 Budget	315,000
Feb	0	0	Feb	0	0	Feb	0	0	22 Budget	361,600
Mar	8,982	8,982	Mar	424	424	Mar	-	-	23 Budget	370,000
April	28,707	37,689	April	15,697	16,121	April	30,264	30,264		
May	50,604	88,293	May	48,155	64,276	May	60,382	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	13,215	392,307		
Dec	-	370,809	Dec	-	354,471	Dec	-	-		



Mount Prospect Park District Golf Course Driving Range Revenue

Revenue Recap by yr:

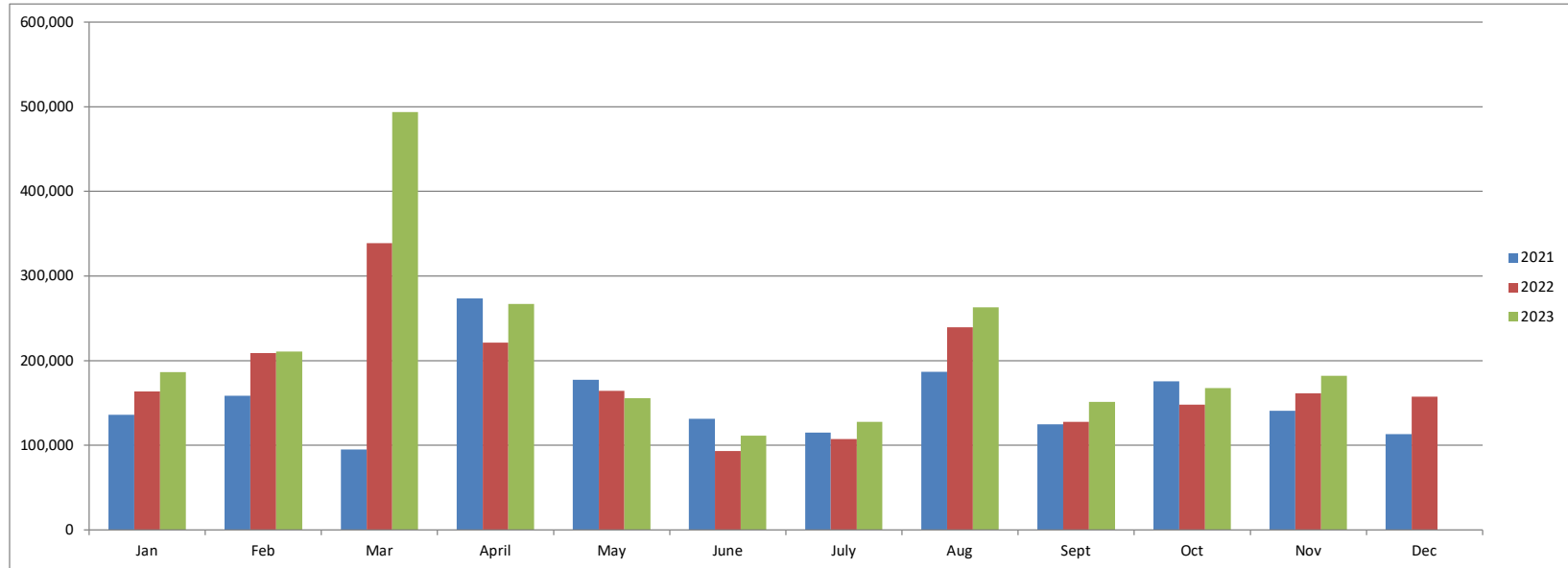
2021			2022			2023				
	Month	YTD		Month	YTD		Month	YTD		
Jan	-	-	Jan	-	-	Jan	-	-	21 Budget	110,000
Feb	-	-	Feb	-	-	Feb	-	-	22 Budget	114,300
Mar	6,712	6,712	Mar	96	96	Mar	-	-	23 Budget	118,000
April	15,821	22,533	April	10,690	10,786	April	16,186	16,186		
May	19,574	42,107	May	17,535	28,321	May	25,949	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	4,797	155,513		
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		Jan	163,615		Jan	186,710		
	Feb	158,740		Feb	208,904		Feb	210,814		
	Mar	95,172		Mar	339,191		Mar	493,884		
	April	273,709		April	221,329		April	266,955		
	May	177,481		May	164,467		May	155,429		
	June	131,487		June	93,069		June	111,517		
	July	115,293		July	107,505		July	127,645		
	Aug	186,881		Aug	239,418		Aug	263,226		
	Sept	125,032		Sept	128,019		Sept	151,278		
	Oct	175,554		Oct	148,068		Oct	167,456		
	Nov	140,957		Nov	161,479		Nov	182,469		
	Dec	113,279		Dec	157,425		Dec	-		



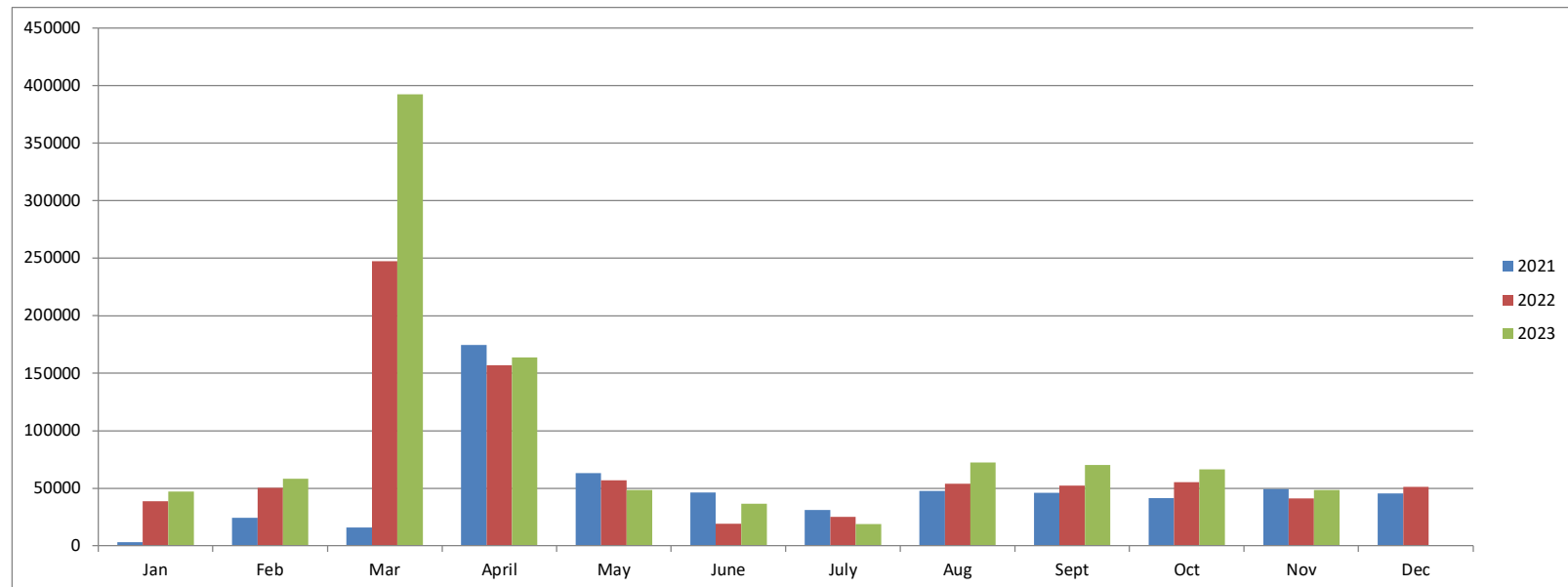
MOUNT PROSPECT PARK DISTRICT
PROGRAMS Department by Function
For Eleven Months Ended 11-30-23

ACCOUNT NAMES		YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	BASEBALL
TOTALS								
REVENUES:								
PROGRAM FEES	2,352,972	1,039,251	64,120	563,606	147,042	20,569	379,528	138,856
RECV'D 2022	43,770							43,770
CHILD CARE	(1,476)	(1,476)						
VISA/MC CHARGES	(34,112)	(14,484)		(9,738)			(7,556)	(2,334)
TOTAL REVENUE	2,361,153	1,023,291	64,120	553,868	147,042	20,569	371,972	180,292
% of Budget	102%	96%	120%	104%	140%	96%	103%	103%
EXPENDITURES:								
PART TIME SALARIES	667,943	377,531	4,839	32,975	84,922	350	163,785	3,541
CONTRACTUAL SERVICES	347,459	70,790	26,448	169,879	7,645	23,398	578	48,721
COMMODITIES	287,811	36,442	12,702	104,015	4,062	13,328	43,858	73,405
UTILITIES	-							
TOTAL EXPENDITURES	1,303,214	484,763	43,989	306,870	96,629	37,076	208,221	125,666
% of Budget	86%	83%	93%	87%	102%	68%	90%	85%
REVENUE OVER(UNDER) EXP	1,057,940	538,528	20,131	246,998	50,413	(16,507)	163,751	54,625
\$ CHANGE FROM 2022 + (-)								
REVENUE	389,070	226,198	21,320	43,085	44,567	5,210	43,452	5,238
EXPENDITURES	246,170	148,693	8,470	33,650	18,187	14,278	7,142	15,751
NET	142,899	77,505	12,850	9,435	26,380	(9,068)	36,310	(10,513)
% CHANGE FROM 2022								
REVENUE	20	28	50	8	43	34	13	3
EXPENDITURES	23	44	24	12	23	63	4	14

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	48,639	1,023,291
Dec	45,598	588,084	Dec	51,214	848,307	Dec	-	1,023,291
	Budget	253,780		Budget	846,630		Budget	1,070,049



MOUNT PROSPECT PARK DISTRICT
CHILD CARE PROGRAMS
For Eleven Months Ended November 30, 2023

ACCOUNT NAMES						92% of Fiscal Year	
	YTD		2023	2023		% of	% of
	2021	2022	Budget	Month	YTD	Budget	2022
REVENUES:							
Kids Klub	134,258	256,849	366,660	20,643	301,062	82%	117%
Day Camp	308,614	431,221	520,071	11,280	572,581	110%	133%
Preschool	99,612	109,023	183,318	16,727	164,132	90%	151%
VISA/MC Charges				(11)	(14,484)	n/a	n/a
Total	542,484	797,093	1,070,049	48,639	1,023,291	96%	128%
EXPENDITURES:							
Part Time Salaries	153,444	285,302	467,759	11,993	377,531	81%	132%
Contractual Services	7,598	32,918	80,494	569	70,790	88%	215%
Commodities	8,666	18,530	34,790	1,798	36,442	105%	197%
Total	169,708	336,749	583,043	14,360	484,763	83%	286%
SURPLUS (DEFICIT)	372,776	460,344	487,006	34,278	538,528		



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	436,929	337,401
Feb	19,470	30,361	Feb	21,829	48,718	Feb	42,910	80,586			
Mar	17,464	47,825	Mar	26,927	75,645	Mar	63,747	144,333			
April	28,230	76,055	April	31,919	107,564	April	42,598	186,931			
May	28,642	104,697	May	33,368	140,932	May	39,927	226,858			
June	19,365	124,062	June	29,760	170,692	June	35,904	262,762			
July	23,686	147,748	July	23,665	194,357	July	28,240	291,002			
Aug	15,720	163,468	Aug	28,590	222,947	Aug	30,005	321,007			
Sept	16,839	180,307	Sept	26,224	249,171	Sept	35,071	356,078			
Oct	18,561	198,868	Oct	24,478	273,649	Oct	40,320	396,398			
Nov	24,819	223,687	Nov	34,093	307,742	Nov	40,531	436,929			
Dec	50,983	274,670	Dec	35,449	343,191	Dec	-	-			
Budget			161,356			240,086			337,401		



REVENUE REPORT

November 2023

		MONTH		YEAR to DATE		Up (Down)	
		This	Last	This	Last	Change	% Change
RENTALS							
Building Rental		6,021	9,426	80,768	53,605	27,164	51%
	Total	6,021	9,426	80,768	53,605	27,164	51%
PASS SALES							
All Facility		(40)	43	(40)	27	(67)	-248%
Gym & Track		2,167	1,664	21,379	3,826	17,554	459%
Fitness		24,218	20,019	258,322	198,151	60,171	30%
	Total	26,345	21,726	279,661	202,004	77,658	38%
DAILY FEES							
All Facility		-	-	-	-	-	#DIV/0!
Gym & Track		6,453	2,153	52,561	31,662	20,899	66%
Fitness		578	817	7,925	5,454	2,471	45%
Racquetball		280	200	3,317	1,795	1,522	85%
	Total	7,311	3,170	63,803	38,911	24,892	64%
PROGRAM FEES							
Special Programs		150	76	11,905	16,222	(4,317)	n/a
	Total	150	76	11,905	16,222	(4,317)	n/a
CONCESSIONS							
Merchandise		86	187	1,286	800	486	61%
Vending		623	-	4,889	3,201	1,688	n/a
	Total	709	187	6,175	4,001	2,174	54%
OTHER							
Visa Charges / OvSt		(4)	(509)	(5,383)	(7,089)	1,706	-24%
	TOTAL	40,531	34,075	436,929	307,654	129,276	42%



	2020	2021	2022	2023	Change From 2022	Change From 2021
REVENUES:						
RENTALS	24,787	86,910	53,605	80,768	51%	-7%
PASSES /USER FEES	139,185	124,449	202,004	279,661	38%	125%
DAILY /USER FEES	15,764	8,128	38,999	63,803	64%	685%
PROGRAM FEES	2,126	8,407	16,222	11,905	-27%	42%
MERCHANDISE & VENDING	5,518	1,589	4,001	6,175	54%	289%
OTHER/visa	(4,123)	(5,797)	(7,089)	(5,383)	-24%	-7%
TOTAL REVENUE	183,257	223,686	307,742	436,929	42%	95%
 % of Budget	 39%	 139%	 128%	 129%		
EXPENDITURES:						
FULL TIME SALARIES	205,207	297,273	200,689	232,820	16%	-22%
PART TIME SALARIES	140,570	169,997	207,678	213,282	3%	25%
FRINGE BENEFITS	101,652	139,353	122,087	127,885	5%	-8%
CONTRACTUAL SERVICES	32,414	32,458	43,343	43,301	0%	33%
COMMODITIES	47,120	34,959	41,585	65,691	58%	88%
MERCHANDISE	1,178	217	404	809	n/a	n/a
UTILITIES	181,128	209,688	174,603	210,173	20%	n/a
TOTAL EXPENDITURES	709,269	883,945	790,388	893,961	13%	1%
 % of Budget	 62%	 83%	 71%	 78%		
 REVENUE OVER(UNDER) EXP	 (526,012)	 (660,259)	 (482,646)	 (457,032)		
 BUDGET REVENUE	 467,240	 161,356	 240,086	 337,401		
BUDGET EXPENSE	1,136,761	1,068,362	1,108,169	1,144,497		

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	
	Mar	22,818	79,645	Mar	20,539	66,271	Mar	25,264	88,161	
	April	39,421	119,066	April	43,508	109,779	April	53,246	141,407	
	May	27,270	146,336	May	29,366	139,145	May	27,094	168,501	
	June	21,735	168,071	June	25,275	164,420	June	28,716	197,217	
	July	10,585	178,656	July	20,106	184,526	July	22,817	220,034	
	Aug	91,222	269,878	Aug	104,997	289,523	Aug	114,023	334,057	
	Sept	22,842	292,720	Sept	22,998	312,521	Sept	35,214	369,271	
	Oct	17,443	310,163	Oct	24,024	336,545	Oct	27,857	397,128	
	Nov	33,079	343,242	Nov	43,095	379,640	Nov	50,039	447,167	
	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 November

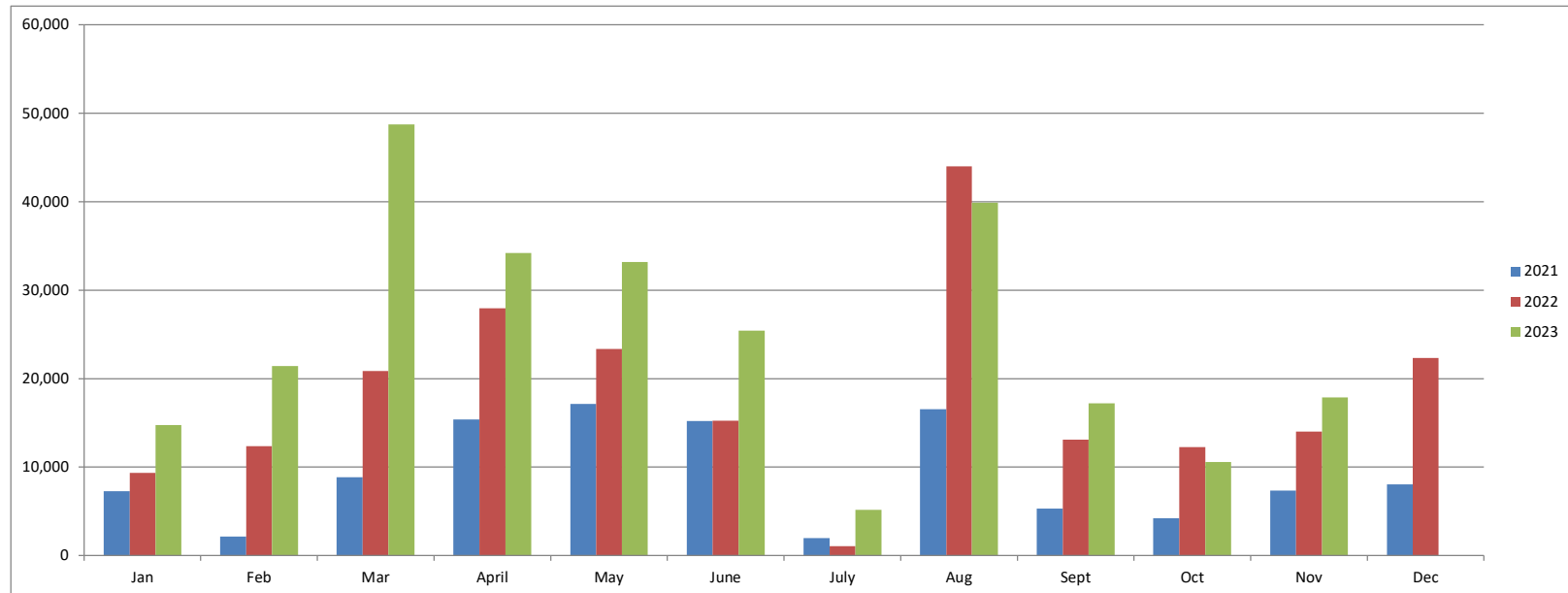
	2020	2021	2022	2023	Change From 2022	Change From 2021
REVENUES:						
BUILDING RENTAL	135	6,175	1,153	-	n/a	-100%
PASSES /USER FEES	22,916	59,122	81,257	105,775	30%	79%
DAILY /USER FEES	2,780	3,939	3,948	3,971	1%	1%
PROGRAM FEES	126,596	274,006	293,282	347,714	19%	27%
VISA/MC CHARGES	-	-	-	(10,294)	n/a	n/a
TOTAL REVENUE	152,427	343,242	379,640	447,166	18%	30%
 % of Budget	 32%	 262%	 106%	 123%		
EXPENDITURES:						
FULL TIME SALARIES	96,240	80,699	113,358	76,166	-33%	-6%
PART TIME SALARIES	143,007	179,210	185,509	214,538	16%	20%
FRINGE BENEFITS	19,865	25,660	25,263	31,572	25%	23%
CONTRACTUAL SERVICES	3,899	4,734	4,592	2,924	n/a	n/a
COMMODITIES	21,074	21,989	31,159	27,219	-13%	24%
UTILITIES	43,008	50,091	44,335	52,055	17%	4%
SALES TAX/OTHER						
TOTAL EXPENDITURES	327,093	362,383	404,216	404,474	0%	12%
 % of Budget	 58%	 76%	 79%	 75%		
 REVENUE OVER(UNDER) EXP	 (174,666)	 (19,141)	 (24,576)	 42,692		
 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		
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	Revenue	268,620
April	15,397	33,635	April	27,967	70,540	April	34,198	119,111	Expenditures	
May	17,148	50,783	May	23,351	93,891	May	33,190	152,301	Part Time	25,888
June	15,223	66,006	June	15,257	109,148	June	25,436	177,737	Contractual	138,244
July	1,956	67,962	July	1,032	110,180	July	5,202	182,939	Commodities	2,274
Aug	16,544	84,506	Aug	44,018	154,198	Aug	39,929	222,868		166,406
Sept	5,330	89,836	Sept	13,120	167,318	Sept	17,223	240,091	Net	102,214
Oct	4,210	94,046	Oct	12,256	179,574	Oct	10,608	250,699		52,216
Nov	7,328	101,374	Nov	14,000	193,574	Nov	17,921	268,620		
Dec	8,069	109,443	Dec	22,353	215,927	Dec	-	-		
Budget			50,250			98,386			181,569	





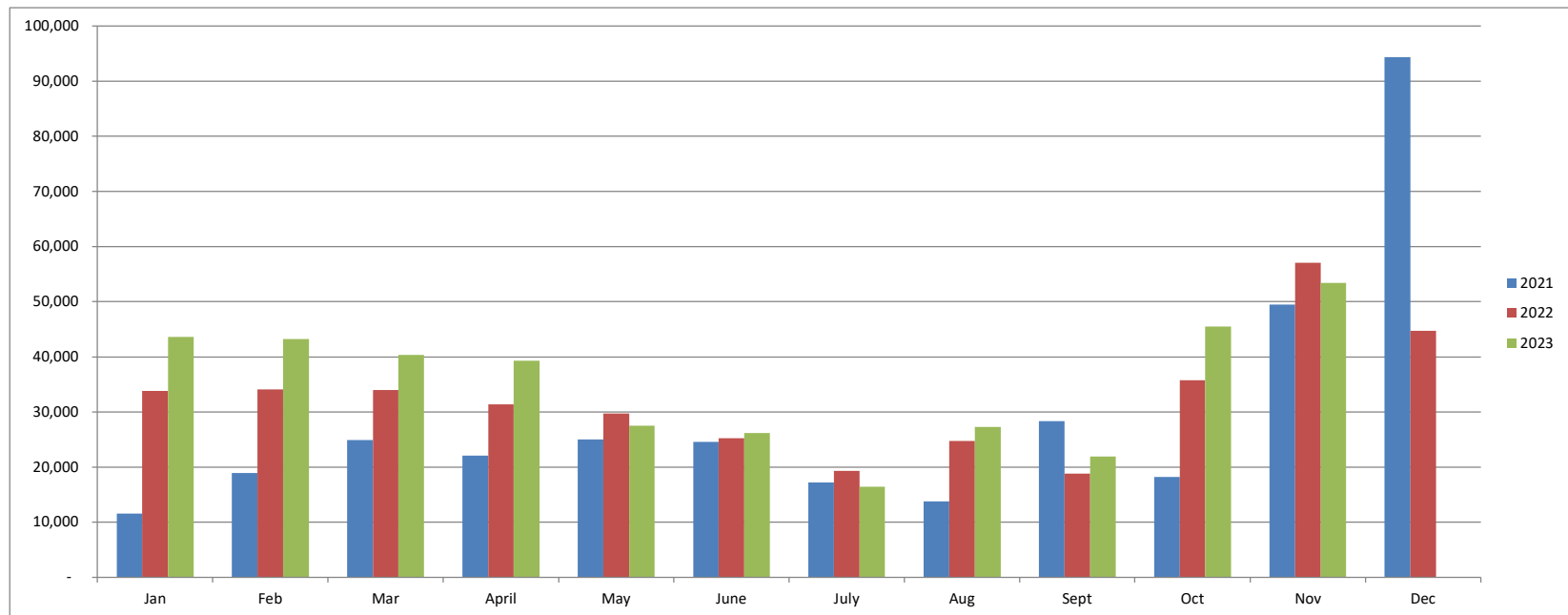
PROGRAMS Department by Function
Month Ended 11-30-23

ACCOUNT NAMES	TOTALS	YOUTH CHILD CARE	ATHLETICS YOUTH
REVENUES:			
PROGRAM FEES	272,216	48,044	224,172
CHILD CARE	-		
VISA/MC CHARGES	(3,596)		(3,596)
TOTAL REVENUE	268,620	48,044	220,576
% of Budget	148%	95%	168%
EXPENDITURES:			
PART TIME SALARIES	25,888	25,888	-
CONTRACTUAL SERVICES	138,244	56	138,188
COMMODITIES	2,274	2,274	-
TOTAL EXPENDITURES	166,405	28,217	138,188
% of Budget	129%	86%	143%
REVENUE OVER(UNDER) EXP	102,215	19,827	82,388
CHANGE FROM LAST YR + (-)			
REVENUE	75,047	10,026	65,021
EXPENDITURES	86,543	3,590	82,954
NET	(11,497)	6,436	(17,933)
% CHANGE FROM LAST YEAR			
REVENUE	39	26	42
EXPENDITURES	108	15	150



Revenue Recap by yr:

2021			2022			2023				
	Month	YTD		Month	YTD		Month	YTD	YTD Actual	Annual Budget
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	384,779
April	22,071	77,429	April	31,380	133,256	April	39,299	166,489	Expenditures	354,857
May	25,010	102,438	May	29,757	163,013	May	27,570	194,059	Full Time	177,928
June	24,551	126,989	June	25,220	188,233	June	26,149	220,208	Part Time	160,369
July	17,209	144,198	July	19,324	207,557	July	16,447	236,655	Benefits	64,050
Aug	13,779	157,978	Aug	24,722	232,279	Aug	27,302	263,957	Contractual	51,942
Sept	28,365	186,343	Sept	18,839	251,118	Sept	21,885	285,842	Commodities	27,084
Oct	18,211	204,553	Oct	35,748	286,866	Oct	45,481	331,323	Utilities	61,323
Nov	49,431	253,985	Nov	57,059	343,925	Nov	53,456	384,779		542,696
Dec	94,374	348,359	Dec	44,711	388,636	Dec	-	-	Net	(157,917)
										654,143
										(299,286)
Budget		162,957			258,974			354,857		





REVENUE REPORT

November 2023

	MONTH		YEAR to DATE		Change	Up/(Down) % Change
	This	Last	This	Last		
RENTALS						
Building Rental	25,074	24,197	188,957	161,444	27,513	17%
	25,074	24,197	188,957	161,444	27,513	17%
PASS SALES						
Gym Pass	241	-	2,377	-	2,377	n/a
Fitness	8,831	6,889	93,927	71,158	22,769	32%
	9,072	6,889	96,304	71,158	22,769	32%
DAILY FEES						
Gym Fees	2,922	4,459	15,615	19,428	(3,812)	-20%
Fitness Center	306	216	2,593	2,011	582	29%
	3,228	4,675	18,208	21,439	(3,230)	-15%
PROGRAM FEES						
Youth Leagues	10,750	15,530	31,672	31,650	22	0%
Special Programs	4,836	5,655	49,712	45,217	4,495	10%
	15,586	21,185	81,384	76,867	4,517	6%
CONCESSIONS						
Merchandise	310	496	2,414	2,315	99	4%
Vending	189	-	2,354	2,164	190	n/a
	499	496	4,768	4,479	289	6%
OTHER						
Visa Charges / OvShrt	(4)	(383)	(4,843)	(5,332)	489	-9%
TOTAL	53,455	57,060	384,779	330,055	52,347	16%

**MT. PROSPECT PARK DISTRICT
PROPERTY TAX
MONTH ENDING
11/30/23**

<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 November 30, 2023 totals:
\$11,037,706 (of this total \$455,893 is Replacement Tax).

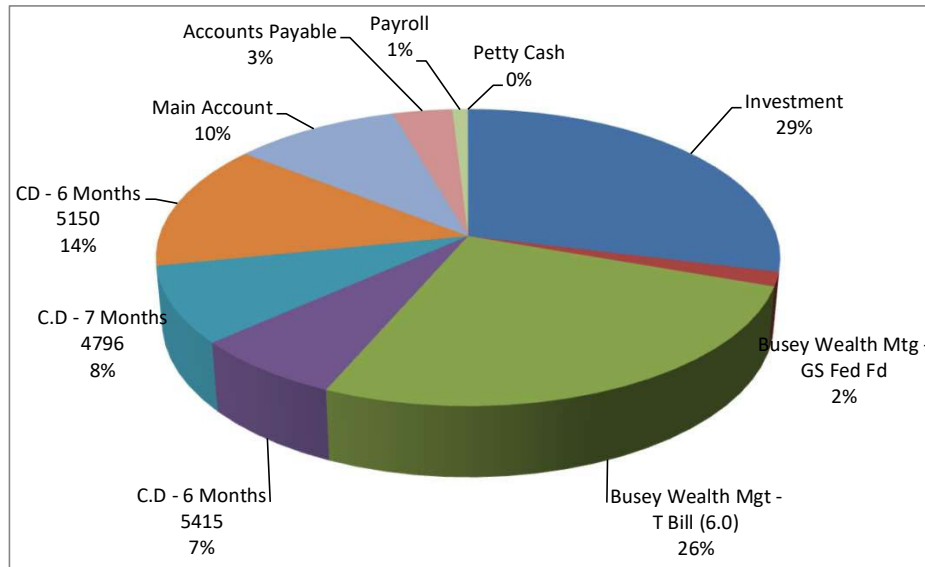
	Type	2023 Taxes	2022 Taxes	
January	R	81,211	55,928	
January		2,421,341	3,234	
February		31,198	1,389,125	
March	R	40,229	73,245	
March		2,761,313	4,273,734	
April	R	63,914	86,591	Reg
April		3,058,300	207,745	PPRT
May	R	103,699	115,933	
May			-	
June		114,497	31,082	
July	R	83,835	83,469	
July			21,023	
August	R	13,517	9,529	
August		231,824	-	
September			-	
October	R	69,448	112,419	
October			-	
November		1,963,379	-	
December			2,622,119	
December	R		36,815	
TOTAL		11,037,706	9,121,990	

Mt. Prospect Park District
Statement of Account Balances
As of November 30, 2023

Busey Bank

Accounts	Maturity	Amount	Rate	Term
Investment	n/a	6,285,565	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	4/24/2024	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	2,168,965	1.19%	Demand
Accounts Payable	n/a	775,258	n/a	
Payroll	n/a	199,296	1.19%	
Petty Cash	n/a	4,650	n/a	

Total Funds 21,817,223





Executive Director

Board Report December 13, 2023

2024 MRMA to PDRMA Transition Process

The next four months will be critical regarding our agency's transition from MRMA to PDRMA (Park District Risk Management Agency) for the District's risk management services. This change is set to take effect on April 1, 2024. Staff has been extremely busy providing the necessary documentation to PDRMA as part of their onboarding process. PDRMA has been extremely appreciative of the expeditious manner in which staff has handled any and all requests brought forth by PDRMA. One of the final items remaining is to have a District wide appraisal performed on behalf of PDRMA for all of our district's assets. This should occur within the next few months.

Any pre-existing claims which occurred while a member of MRMA will require runout services. As of April 1, 2023 MRMA will transition from providing risk management services to providing runout services to the member agencies of MRMA. These services will be required until MRMA can settle all outstanding claims on record. This process is anticipated to take from one to two years but will mainly depend on the ability to settle all pre existing claims on file. At that point the MRMA agency can be dissolved and disbanded.

Employee Holiday Breakfast

The District will host its 2nd Annual Employee Holiday Breakfast on Wednesday, December 20th from 8:30 am -10:30 am. This event will be held at the Mt. Prospect Golf Club. Yours truly will be behind the grill flipping pancakes again this year. Please feel free to stop by and share breakfast with our staff. It's important that we continue to recognize our employees for all they do for our District and residents. They are a huge part of what makes the Mt. Prospect Park District such a great place to work!

2023 Year In Review

The Mt. Prospect Park District has continued to make great strides to rebound from what were likely some of the most challenging years in our District's history. I wish to thank our staff for their hard work, dedication and unwavering commitment to our District. You continue to do more with less, come up with new and innovative ideas, and put your best efforts forward on a daily basis. I would also like to thank our Board of Commissioners for their guidance and direction to our District. Without each of you, the Mt. Prospect Park District would not be able to make such a positive impact on our community. Thank You!

Upcoming Board Meeting

Regular Meeting - Wednesday, January 17, 2024 - 6:30 pm @ CCC

- Closed Session for Semi-Annual closed session Minute review per SECTION 2(c) (21)



Golf Operations Report

News & Updates:

- The golf course's last day for the season was on November 24th. Overall, the weather was very favorable for golf this season leading to record revenue. For November, revenue came in slightly above the budget of \$65,000. This puts revenue YTD over \$2.2M, an all-time record and \$275,000 over budget. Expenses will end up around \$100,000 under budget for the season.

December 2023 (January 1, 2023 through November 30, 2023)

Golf Rounds	2020	2021	2022	2023	Variance '22 to '23
Paid Resident Rounds	3,649	4,829	4,392	4,441	49
Paid Non-Resident Rounds	31,885	32,221	30,678	32,655	1,977
Annual Membership Rounds	<u>4,503</u>	<u>5,186</u>	<u>5,035</u>	<u>5,565</u>	<u>530</u>
Total Rounds	40,037	42,236	40,105	42,661	2,556

*2021 rounds were during COVID when most everything else was shut down. 2019 was our previous record round and revenue year prior to Covid with 32,235 rounds through November.

- The pro shop will be open Monday-Saturday through December 22nd from 9am to 1pm for anyone to come in to purchase a gift card or merchandise for the holiday season.
- 2023 ended up with record revenue, a record number of lesson participants and 92% of reviews were rated 4 or 5 stars. All-in-all the best year in my 30 seasons working at the golf course. I want to thank the tremendous job by Superintendent Darin Douglas and his crew keeping the course in great shape with all of the play we received throughout the season. I also want to thank Golf Operations Manager Debra Cromie, Assistant Professional Adam Wessell, Supervisor Tyler Graham and the rest of the inside and outside staff for their great customer service and keeping operations running smoothly. I am truly blessed to have employees who put so much hard work and dedication into their jobs. Looking forward to another great season in 2024!

Maintenance Updates:

- Snow mold protectant has been sprayed all throughout the course on the greens, tees and fairways. A heavy top dressing of sand was applied to all of the greens to protect them from damage from the extreme cold temperatures.
- Part time staff worked through December 8th to clean up and prepare the course for winter. They will come back in mid-to-late February to get the course ready for the new season, which will start sometime mid-to-late March weather permitting.
- Full time staff will take their remaining vacation days the last 3 weeks of December and return to work on January 3rd.



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 348 participants enrolled for \$29,528 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 November, 88 private lessons were taught for a total revenue of \$3,020.
- The Sharks 2023-2024 Swim Team season began on October 2nd. The Sharks had a meet on Sunday, November 12th.
- AquaFit Unlimited had a total of 71 active members in November with 69 of those on a recurring monthly membership. Total revenue for AquaFit in November was \$5,110.
- The aquatics center lifeguard room at RecPlex has been updated with a new first aid bench, paint, and hooks to make it easier for staff to get the necessary supplies to do their job.
- Staff offered open swim on 11/24 at RecPlex while the students were off school.
- Staff continued planning the transformation of Big Surf concessions to be the “Surf Shack” birthday party room for the 2024 season. Staff are making this successful transformation with very little expenses to ensure a profit.

Athletics:

Brad Wessel, Athletics Manager

Adam Trzaska, Athletics Supervisor

- Player Evaluations for 7th/8th grade Basketball divisions were held on Monday, November 13 & Saturday, November 18. Staff used a new format for evaluations where players were individually evaluated at one time. This change was well received by parents.
- The Kindergarten - 2nd grade Coach's Meeting & 7th/8th grade Draft were held on Wednesday, November 29.
- Our Youth Basketball League enrollment exceeded last year's (800) with 812 participants currently registered! With over 85 teams in our program, we have been busy dealing with a lot of scheduling with facility managers & school districts to set up practices.
- We have hired seven new staff for the upcoming basketball season. A staff meeting/training was held on Wednesday, November 22.



- A new session for We Got Game started on November 7th with an increase in numbers in volleyball and basketball class.
- Indoor Thanksgiving Soccer Tournament made a return this year running grades 3rd/4th on November 20th and grades 5th/6th and 7th/8th on November 21st. We were able to increase the number of teams in each age group from four teams to six teams as interest for the program was high. Feedback was very positive and we are looking to expand and run the program again next year.
- Also during Thanksgiving we had two Super Sports Camps and two Volleyball camps held at the RecPlex through We Got Game. Enrollment for both saw an increase from last year's numbers for the camps.

Early Childhood & Youth Programs:

Kristina Winans, Early Childhood & Youth Manager

Amy Heinrichs, Early Childhood Supervisor

- “Being thankful” was the overall theme for all of our classes this month. Students enjoyed learning about what it means to be thankful, and participating in activities involving gratitude and giving back. We teamed up with Cradles to Crayons and cannot be more thankful for the amount of donations we have received, and continue receiving.
- Current Preschool Enrollment (as of 11/28/23): #125
 - Almost 3’s M/W: 8 / 12 max
 - Almost 3’s T/TH: 11 / 12 max
 - Almost 3’s Friday (new offering): 9 / 12 max
 - 3’s MWF: 12 / 15 max
 - 3’s T/TH: 10 / 15 max
 - PreK Lions MWF (new): 14 / 15 max
 - PreK RPX MWF: 18 / 20 max
 - PreK RPX T/TH: 16 / 20 max
 - Multi-Age / Stay and Play MWF: 10/ 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.
- Kids Klub current enrollment (as of 11/ 28/23):
 - Brentwood: AM - 9 PM - 18
 - Devonshire: AM - 12 PM - 16
 - Forest View: AM - 11 PM - 23
 - John Jay: AM - 8 PM - 5
 - Robert Frost: AM - 7 PM - 18
 - Totals: AM - 47 PM - 80
- KinderKlub enrollment (as of 11/28/23):



- KinderKlub AM - 19 (Includes 1 Westbrook preschooler, in RPX PreK)
 - KinderKlub PM - 22 (Includes 6 Westbrook preschoolers, in RPX Multi/Stay & Play)
- 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.
 - November 1 - 24 participants, in house activities at RecPlex
 - November 20 - 38 participants, Enchanted Castle
 - November 21 - 38 participants, Ultimate Ninjas
 - November 22 - 28 participants, The Zone
- Our new “seasonal fun” classes continue running strong with Fall Fun III at 17 participants, and Tiny Hands & Feet running with 10 participants. Our Tot Instructor Jill Flaherty has done an outstanding job enhancing these programs over the last few years, and continues to grow the Early Childhood offerings.
- Rock N Kids Fall II classes are running with 23 total participants amongst Tot Rock and Kid Rock I, combined.
- Computer Explorers class Crime Scene Investigation is running at River Trails Park District, with 3 participants from MPPD.
- We are in the initial planning phase of remodeling PlayPlex, and have begun looking into different flooring options.

Facilities/Programs

Brian Hecker, Central Community Center Manager

- Open Pickleball participation for November was 692, revenue was \$2,381.
 - (\$2,102 for the 10/20 pass + \$279 drop-in fees. There is a 50/30/20 split w/ RecPlex & Lions for the 10/20 punch pass in revenue.)
 - 2022: 454 = \$2,492
- We are currently accepting winter session registrations for Pickleball, Karate, and Hot Shot classes. Registration is going well for the session that begins in January.
- Turf Revenue through November is up 17k from the same timeframe in 2022.
- Canine Commons had 15 registrations in November with a revenue of \$725.
 - 2022 - 17 registrations = \$800
- CCC Monthly Fire Extinguisher report and AED check was completed

**Mt. Prospect Park District****Board Report December 2023**

<u>CCC Facility Rentals</u>	<u>November 2023</u>	<u>November 2022</u>
CCC Turf	\$17,687	\$16,646.25
Batting Cages	n/a	n/a
CCC Gym/Room	\$6,965.25	\$7,551

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

- Combined CCC building/turf rentals through November are \$186,131. During the same timeframe in 2019, we earned \$97,361.

Ann Zimmerman, Conservatory & Visual Arts Manager
Conservatory

- Facility hosted 11 rentals in November and received 61 inquiries for future rentals.
- Beverage revenue was \$279.40 for November compared to \$801.60 for November 2022.
- Thanksgiving Camps were held at FPC and waitlists accommodated. Children made *Give Thanks* pillows, acorns, worms, turkeys, took a nature walk and had so much fun.
- My Mini & Me class met for Thanksgiving and made thankful worms and turkeys to decorate the tables at home.
- Staff made a trek to the Kolpin House for the annual Holiday Decorations to transform FPC into a Holiday Wonderland.
- The first annual Santa Breakfast is December 2 at FPC and sold out before Thanksgiving! Breakfast, crafts, goody bags, and of course Santa are on the agenda of fun for the morning. Santa Photos follows the event for those who choose not to register for the breakfast event.

<u>Facility Rentals</u>	<u>November 2023</u>	<u>November 2022</u>
FPC	\$4,169.40	\$4,645

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

- FPC building rentals through November are \$86,644. During the same timeframe in 2019, we earned \$61,051.



Art Studio

- The Art Studio hosted a Family Paint Day in November that was well attended.
- Fall second session classes began at the end of October and have more than doubled the registration of the first session.
- December classes are filling fast! We spend a lot of time in November prepping for December classes. They have so many projects and participants besides our normal classes.
- We hosted weekend and day off school classes for Thanksgiving. The projects were adorable and each child loved decorating their Cornucopia Pumpkin and Turkey creations to their 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, evening, and weekend classes.
- The Art Studio hosted 2 Birthday parties in November with \$575 in revenue.

Toria Smith, Lions Recreation Center Manager & Performing Arts

Performing Arts

- Through the first three weeks of winter registration dance enrollments are at 283 with \$51,143 in revenue
- Kids on Stage will wrap up their fall session on Dec 8 & 9 with performances of The North Pole Radio Hour and Snoozy Snowflake. As we did last year, the dance companies from both studios will be a part of the performance to showcase a true collaboration of the Performing Arts department.
- Mt. Prospect Community Band performed their Fall concert "Going Home" on Sunday, November 5 at Trinity Methodist Church. This concert featured a trumpet soloist by Sarah Jessen as well as a tribute to the Veterans from the Vietnam War. Our own Commissioner Starr attended and gave a moving speech to honor the Veterans.

Lions Recreation Center

- On Saturday, November 11 the Veterans Day Ceremony was held in the Lions Rec Center gym. The Lions Park School choir brought 110 children to sing a special song to honor the veterans who were present. Commissioner Bill Starr, Commander of American Legion Post 525 presided over the ceremony. Approximately, 400+ people attended.
- Lions added evening pickleball on Wednesday evenings from 5-8p filling a void in evening play availability. The new time has been full each week and been praised by our working pickleball players.
- Breakaway Basketball and the District partnered to offer a free clinic the morning of Sunday, November 26. This partnership benefitted Toys for Tots as participants



Mt. Prospect Park District

Board Report December 2023

brought unwrapped toys for their admission to the clinic. We had approximately 75 kids across four age groups.

- Facility improvements continue at Lions. A water bottle filler was installed to replace one of the water fountains, just in time for the youth basketball league to begin practices in December.

<u>Lions Facility Rentals</u>	<u>November 2023</u>	<u>November 2022</u>
Gym Rentals	\$1,430	\$150

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

- Lions building rentals through November are \$32,136. During the same timeframe in 2019, we earned \$25,730.

RecPlex & Fitness

Mike Azzaretto, Recreation Division Manager

Tim Sullivan, Fitness Supervisor

Fitness

- Staff met with Elk Grove Park District to do a walk-through of their new updated fitness center and equipment.
- The Triple Turkey Burner took place at the RecPlex the morning of Thanksgiving Day. Participants were taking through a series of classes that included tabata, pilates, and boot camp.
- Staff have received positive feedback regarding the new weight room floor at RecPlex.

RecPlex Facility

- New chairs have been delivered to RecPlex for the conference room and multi-purpose room. This will greatly enhance the aesthetics of these rooms for rentals and make it easier on custodial staff to clean.
- Staff met with multiple vendors to discuss new flooring in PlayPlex.
- The facility is decorated both inside and outside for the holiday season.
- The aquatics guard room has been updated with a new first aid bench, paint, and hooks to make it easier for staff to get the necessary supplies to do their job.
- Illinois Shotokan Karate held their belt testing event at RecPlex on November 12.

**Mt. Prospect Park District****Board Report December 2023**

<u>RecPlex Revenues</u>	<u>November 2023</u>	<u>November 2022</u>
RecPlex Rentals	\$6,000.50	\$9,425.50
RecPlex Open Gym	\$6,133.20	\$4,297
Fitness Memberships	\$42,415	\$35,309
Personal Training/Massage	\$6,983	\$6,133

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

- RecPlex building rentals through November are \$80,328. During the same timeframe in 2019, we earned \$51,898.



Administration & Human Resources Report

News & Updates:

- Credit Card Processor Update: Since Park Board approval of the change in credit card processors in May, work has been ongoing to complete prerequisite programming to officially implement the switch. Staff wanted to give the Park Board an end of year update to the process, as another important milestone has been reached with the completion of Phase 3:
 - Phase 1: Switch all current credit card processing from Payeezy Global Gateway API to Payroc API (**completed late summer**).
 - Phase 2: Migrate the current stored payment cards to Payroc's Secure Token service (**completed early fall**).
 - Phase 3: Migrate WebStore checkout procedure to Payroc's Hosted Payment Capture service (**completed November, release pending**).
 - Phase 4: Migrate all magnetic stripe readers to EMV terminals.
 - Staff is working with Payroc to acquire terminals for testing in order to proceed to the final phase of the transition. Testing terminals are expected to arrive in December. Staff is looking forward to completing this project in the coming months.
- Accounts Payable - Notes for November Payments: The Check Register for November totals to \$1,000,474.89 and includes payments made for ongoing projects, including:
 - E. Hoffman, Inc. \$117,521.00 (Emerson Playground Pay App #2)
 - Direct Fitness Solutions \$53,716.95 (RecPlex Fitness Flooring & Installations)
 - Great Lakes Landscape Company \$241,057.89 (Friendship Park Pay App #4)
- FY 2024 Budget: Following staff's presentation in November, final adjustments are being made to the fiscal year 2024 budget, primarily full-time salary and benefit adjustments to accommodate a new position as well as open enrollment changes. As a result, FT salaries are budgeted to increase 4% from 2023, while employee benefits decrease 1%. Thus far, all major fund balance trends have been maintained overall, including budget surpluses in the Park District's main operating funds of Corporate and Recreation.

H.R. by the Numbers: November 2023

New-Hires:	14
Payroll Changes (to update employment status, pay-rate, or job-class):	39
Criminal Background Checks (including new-hires, volunteers and coaches):	67
Reportable Injuries - Total to date for 2023:	9
Unemployment Claims (new claims):	0



Parks & Planning Division

Administrative Updates:

- A bid notice was issued for Friendship Park Conservatory- Interior Improvements on December 11th. The bid opening will be held on December 27th at the Walter Cook Maintenance Facility.
- Carrier anticipates that production on the new chillers at Recplex will be completed just after the new year. Recently, staff took delivery of the equipment controls and is working with the contractor on a construction schedule. This was Board approved in March of 2023.
- Staff submitted and qualified for two additional ComEd lighting rebates. Both the Friendship Park parking lot and Meadows Pool deck/parking lot will be converted to LED before the end of the calendar year. The return on investment for both of these is about 1.2 years.
- Parks staff held winter planter classes on 11/29 and 12/2 at the Conservatory. Both classes were very well attended with several positive comments and submitted class surveys.

Buildings:

- Removed and secured damaged parking lot pole on the NW corner of Recplex.
- Replaced exterior wall packs along the building at Central Community Center.
- Installed bulletin boards and assembled tables in the preschool rooms at Lions Rec. Center.
- Removed carpet and installed vinyl tile on the bleacher seating at Central Community Center.
- Replaced a leaking gate valve on the cold water piping at Central Community Center.

Fleet Services:

- Replaced front brake pads and rotors on truck #4. Replaced loose left front tie rod.
- Installed salt spreaders on truck #38 and #14. Checked all snow equipment for the season.
- Replaced both rear tires on the Toro 4500D rough mower.
- Replaced drive side valve cover and gasket on bus #1. Repaired wiring damage from rodents.
- Serviced and winterized all watering trucks and pumps for winter storage.

Grounds & Greenhouse:

- Removed soccer goals, benches, and practice boards from athletic fields.
- Completed tree trimming, stump grinding, trimming bushes and cutting down native grasses.
- Cleaned up the property line along the ComEd right of way, south of Algonquin Rd.
- Completed playground inspection and repairs. Started bleacher inspection and repairs.
- Completed landscape bed clean up and planted bulbs for the spring.

Work Orders & Park Permits: At the time of this report, there have been approximately 34 internal work order requests for the month of November submitted and 48 park permits requests for 2023.



Community Relations & Marketing

2023 Social Media

As another year of social media promotions comes to a close, we continue to learn more about its trends, areas of influence and marketing capabilities.

CR&M has discovered a direct correlation between a well-timed social post and increased program registration. The performing arts team, Toria Smith and Amy Hubert, approached marketing in 2022 requesting greater social media presence for the dance program. CR&M Coordinator, Maddy Moon, worked with the dance team throughout 2023 to shine a light on the dance programs, events and instructors. As one example, registration for the Fall Dance Open House was slow but steady until a series of social posts detailing the special event delivered a substantial surge in registration. CR&M has witnessed this surge in most program and event areas.



Social Media is NOT about posting event flyers but rather about sharing “daily life” content that resonates with our followers. Here are four areas that receive great social media response thus driving more and more people to our Instagram and Facebook pages.

1. **Contests** - Although contests should be carefully chosen and well organized, they bring renewed interest to our social media. In 2023, CR&M worked with the Aquatics team to “contest” free pool passes for one lucky winner. In order to qualify, followers need to share the post with friends who may not be aware of the District social media. Once aware, the goal is to gain them as a follower. Each giveaway contest generally results in 100+ **new** followers. The more followers, the wider “advertising net” for a particular event, program or facility. Other successful contests include a Golf Giveaway and Pet Costume contest.
2. **MPPD Staff** - Everyone loves to look “behind the scenes” which might explain our followers fascination with our staff events and programs. They are always at the top of the “likes” list accompanied by favorable comments. This year’s “Ice Cream Day” where staff was surprised with ice cream treats from the Employee Committee, was one of the top posts of the year.
3. **Call to Action** - Our patrons are passionate about the park district and when we are compromised, social media reacts. Any posted act of vandalism is met with outrage and support for the District. These posts remind patrons that these are **their** parks and facilities and we are called to protect and care for them together. The third most popular post of the year was the September 11 destruction of a tree at the United Memorial at FPC.



4. **Community Celebration** - The fourth most popular post of 2023 was the September Emerson Park Playground Dedication. The Emerson neighbors had embraced the project from the onset and shared the process via social media with friends and family. The Grand Opening was a culmination of months of anticipation. Social media is the perfect platform to feature a long-term project in which the public would like to stay informed. There is no other form of marketing that engages people quite the same way.

Events are the “feel good” component of any park district and they always receive great response on social media. The July 13 return of Lee DeWyze to the Veterans Memorial Bandshell had followers watching and “liking” from the day we announced his return. When patrons watch their neighbors and friends enjoying District events, they become part of the celebration, often prompting them to get out and enjoy a program or event themselves.

Upcoming Programs/Registrations/Events

- Saturday, December 16: Holiday Gift Workshop, 10:00 AM-12:00 PM, Art Studio
- Wednesday, December 20: Holiday Hunt, 4:30-7:15 PM, RecPlex Pool
- Friday, December 22: NFL 5v5 Flag Football Tournament, 9:30 AM-3:00 PM, Central Community Center Turf
- Monday, January 1: MPGC Outdoor Ice Rink Opens Today! (weather permitting)
- Sunday, January 7: Puppy Tea Party, 1:00-2:45 PM, Art Studio
- Wednesday, January 10: Free Healthy Lecture Series - Putting your best foot forward, 6:30-7:30 PM, RecPlex
- Thursday, January 11: Winter/Spring Dance Term Begins
- Monday, January 22: Adult Pickleball Tournament, 8:00 AM-1:00 PM, RecPlex
- Tuesday, January 23: Nature Inspired Collage, 6:30-9:00 PM, Friendship Park Conservatory
- Sunday, January 28: Comedy Cabaret featuring Vito Zatto, 5:00-7:30 PM, Friendship Park Conservatory

DECEMBER 2023

Community Relations & Marketing



December 2023

Make a Splash at Holiday Hunt!

Wednesday, December 20

Start your holiday break by plunging into RecPlex Pool for Holiday Hunt! Three dive sessions per timeslot. Prizes will be given for collecting "ornaments" in the pool. Santa will make a special appearance for photo opportunities!

R \$12 NR \$15

[Click for Registration Timeslots](#)



Gift Cards Available!

Mt. Prospect Park District

A CARD FULL OF POSSIBILITIES

Give the gift of fitness to a friend or family member who is always "on the move!"

"Dive in" with swim lessons for the kids and grandkids

New holiday puppy? Join the Canine Commons Dog Park

Purchase a massage for the gift of True Comfort

Serve up a game of Pickleball!

Get creative with an Art Studio class for kids or adults

"Get the party started" with a birthday party for your favorite family member

Gift cards can be purchased in-person at:

Central Community Center (1000 W Central Rd)
or **RecPlex** (420 W Dempster St.)



Liked by mtprospectgc and 30 others
mpparkdistrict FREE Basketball Clinic...just bring a toy!

Join Breakaway Basketball on Sunday, November 26 from 9:00 AM-1:00 PM at Lions Rec Center for a Basketball Clinic! There is NO COST for the program, but each player should bring a brand new, unwrapped toy to donate to Toys 4 Tots 🧸



53 likes
mpparkdistrict The Mt. Prospect School of Classical Ballet is extremely proud to have 11 dancers participating in local area productions of "The Nutcracker" this holiday season!

Mt. Prospect Park District
November 19 at 12:50 PM

The Season of Giving! 🎁

The MPPD Employee Committee recently organized a Thanksgiving Food Drive supported by staff. The donated items were put into baskets to create a non-perishable Thanksgiving meal. Our community partner, Northwest Compass, accepted the baskets with open arms and will distribute to local families in need.

Thank you MPPD staff! Thank you Northwest Compass, Inc.!



Linda Zalewski and 25 others
1 comment 3 shares

Like Comment Share

Northwest Compass, Inc. Follow
THANK YOU for the most adorable gift baskets! Mount Prospect Community is THE best!! 🙌

Like Reply 2w

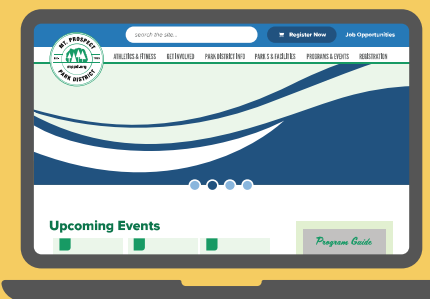
MOST ENGAGING SOCIAL MEDIA POSTS

Employee Committee Thanksgiving Food Donation
Toys 4 Tots Basketball Clinic • MPSCB Nutcracker Dancers
CCC Bleachers Transformation • Winter Registration Open
MPPL Preschool Storytime

RESULTS

December E-newsletter

Open Rate 54% Click Rate 1%



Page views to our website over the previous 30 days | **30,953**

MOST VIEWED PAGES

RecPlex • Program Guides • Open Gym
Friendship Park Conservatory • RecPlex Pool
Memberships • Central Community Center
Pickleball • Group Fitness



Winter Program Guide
Views 14,422

TRIPLE TURKEY BURNER

Thursday, Nov. 23
8:00-9:25 AM

RecPlex
Prepare for that Thanksgiving feast with a fun mix of group fitness classes! This event consists of three fitness classes, each 25 minutes in length with 5 minutes in-between for transition. Please bring a water bottle and mat.

Register with code 46992
mppd.org

Boot Camp
Instructor: Chelsea

Tabata
Instructor: Maria

Mat Pilates
Instructor: Loree

Members Free!
Non-Members \$5

Classes are included with your current Aquafit Unlimited Membership!
Single Class Fee \$10 | Recurring Membership R \$50 NR \$70

SATURDAY POP-UPS
Classes Taught by Maria

Deep Water Cardio
December 2 | 12:00-12:45 PM

Test your endurance with our Christmas Eve aquafit pop-up class. This high intensity workout will be sure to keep your heart rate up and will leave you feeling a great threat of the day! Format is 20 sets of work with 10 sets of active recovery.

Tabata
December 9 | 12:00-12:45 PM

Join us for our Christmas Eve aquafit pop-up class. This high intensity workout will be sure to keep your heart rate up and will leave you feeling a great threat of the day! Format is 20 sets of work with 10 sets of active recovery.

MT. PROSPECT PARK DISTRICT

The Mt. Prospect Park District Presents
The Mt. Prospect Community Band
Monty Adams, Music Director

Going Home

Featuring
Bethany Vaughan
Trumpet Soloist

Sunday, November 5
3:30 pm

Trinity United Methodist Church
605 W. Golf Road
Mount Prospect

Admission \$5
at the door

Hummel Trumpet
Concerto,
Dvorak's New World
Symphony,
Medley from Miss Saigon,
and more!

For more information, contact
the Performing Arts Department
at the Mt. Prospect Park District
847-298-3500
mppd.org

THE JOY OF CHRISTMAS

A Mt. Prospect Community Band
Holiday Tradition. Celebrate the
season through song. Enjoy classic
carols and contemporary selections.

Monty Adams, Music Director
Amy Koepert, Featured Soloist

Free Concert
Saturday, December 2
4:00 PM

Trinity United
Methodist Church
605 W. Golf Road, Mount Prospect

For more information, contact the Performing
Arts Department of the Mt. Prospect Park
District at 847-298-3500.
mppd.org

FALL AND WINTER EVENT FLYERS

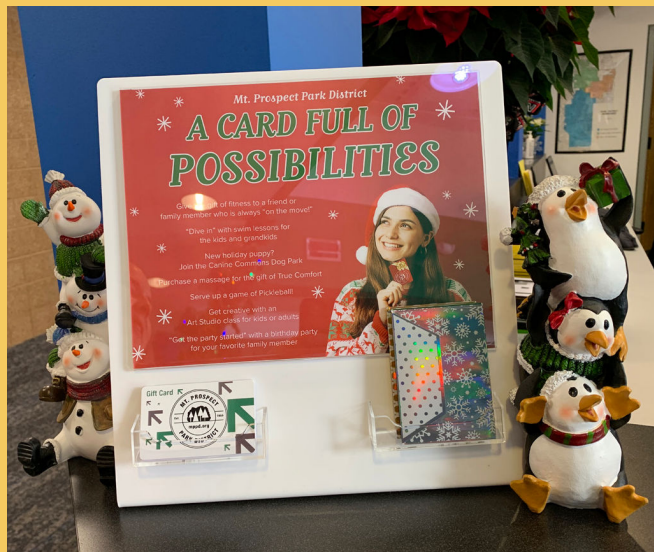
Join Our Team!

LIFEGUARDS & SWIM INSTRUCTORS

Mt. Prospect Park District
mppd.org

SCAN TO APPLY

LIFEGUARD HIRING POSTER



GIFT CARD DISPLAYS

Breakfast With Santa

at Friendship Park Conservatory

**Saturday
DEC. 2**
10:00 AM
11:30 AM

Ho, Ho, Ho! Santa is joining us to celebrate the season with a continental breakfast! Enjoy the lovely ambiance of our banquet room, make a craft, play a game, visit with Santa and take a photo, surrounded by the beauty of the Conservatory. Each child will take home a treat. Children under the age of 3 are free. Please register by Nov. 28 at Noon. Children must be accompanied by a registered adult. Please let us know if you have children under the age of 3 attending at fpc@mppd.org for space considerations. Happy Holidays!

R \$18 NR \$20 46730

Family Photos with Santa
Saturday, Dec. 2

Bring your camera and smiles to your private photo session with Santa. Our atrium is a glorious wonderland and a festive backdrop for your photos. Our staff will assist as needed with family photos on your camera. Sign up for the hour you desire and you'll receive private time for your photos with Santa! Come any time during that hour. Only one person per family household needs to register. Please email fpc@mppd.org with any questions.

Friendship Park Conservatory
12:00-12:45 PM 1:00-1:45 PM 2:00-2:30 PM
46727 46728 46729

R \$12 NR \$14 46729

395 W. Algonquin Road, Des Plaines | 847-298-3500 | mppd.org



BREAKFAST WITH SANTA