



## **BOARD PACKET**

1000 W. Central Road Mount Prospect, Illinois 60056

**February 14, 2024**

### **Board of Park Commissioners**

President Steve Kurka

Vice President Tim Doherty

Secretary Bill Starr

Treasurer Mike Murphy

Commissioner Mary Masnica

Commissioner Ray Massie

Commissioner Joe Tuczak



## **MT. PROSPECT PARK DISTRICT BOARD OF PARK COMMISSIONERS REGULAR MEETING SCHEDULE 2024**

Held in the Central Community Center Boardroom  
1000 W. Central Road Mount Prospect, Illinois  
**6:30 PM**

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**JANUARY 17, 2024**  
**FEBRUARY 14, 2024**  
**MARCH 20, 2024**  
**APRIL 17, 2024**  
**MAY 15, 2024**  
**JUNE 19, 2024**  
**JULY 17, 2024**  
**AUGUST 21, 2024**  
**SEPTEMBER 18, 2024**  
**OCTOBER 16, 2024**  
**NOVEMBER 20, 2024**  
**DECEMBER 18, 2024**



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1000 W. CENTRAL ROAD  
MOUNT PROSPECT, ILLINOIS 60056

**REGULAR BOARD MEETING (Revised 2.14.24 prior to the approval of the agenda)**

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

FROM: STEVE KURKA, BOARD PRESIDENT

DATE: February 9, 2024

RE: REGULAR PARK BOARD MEETING  
February 14, 2024 at 6:30 pm Central Time

Join Zoom Meeting

<https://us02web.zoom.us/j/81941504492?pwd=aldab0FodDVuT0NVTVUpDcWRoQnJVZz09>

Meeting ID: 819 4150 4492  
Passcode: 031029  
Phone: +1 312 626 6799 US (Chicago)Join Zoom Meeting

**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.

- Approval of Minutes: Regular Board Meeting, January 17, 2024
- Ratification of Accounts Payable January 2024 in the amount of \$687,605.61
- Ratification of Payroll January 2024 in the amount of \$323,701.63
- Approval of Professional Design and Consulting Services for the Rec Plex Racquetball Court Renovation, with Studio GC Architecture, in the amount of \$44,500.00
- Approval of Professional Design and Consulting Services for the CCC & Walt Cook Maintenance Facility Roof Replacements, with Architectural Consulting Group, Ltd. In the amount of \$53,495.00
- Approval of the Rec Plex Pool Dive Block Replacement from Colorado Time Systems in the amount of \$52,600, utilizing The Interlocal Purchasing System (TIPS) contract #230203

### APPROVAL OF MINUTES

\*REGULAR BOARD MEETING: January 17, 2024

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

### PUBLIC COMMENT

### UNFINISHED BUSINESS

- A. Draft Budget & Appropriation Ordinance # 846 - Fiscal Year 2024
- B. \*Discussion on Correspondence Received from CCSD-59 Regarding the Brentwood Park Property  
(\*Added prior the the approval of the agenda on 2/14/24)

### APPROVAL ITEMS

- A. Professional Design and Consulting Services for the Rec Plex Racquetball Court Renovation, with Studio GC Architecture, in the amount of \$44,500.00  
**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- B. Professional Design and Consulting Services for the CCC & Walt Cook Maintenance Facility Roof Replacements, with Architectural Consulting Group, Ltd. In the amount of \$53,495.00  
**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- C. Rec Plex Pool Dive Block Replacement from Colorado Time Systems in the amount of \$52,600, utilizing The Interlocal Purchasing System (TIPS) contract #230203  
**\*PLEASE BYPASS IF PREVIOUSLY APPROVED BY CONSENT AGENDA**
- D. Friendship Park Conservatory & Grounds- Exterior Renovation Improvements Bid Award to Great Lakes Landscape Company in the amount of \$549,660
- E. Approval of proposal # 37107-gb from RCP Shelters, Inc., in the amount of \$104,511, for the supply and delivery of RCP shelter model # lw-t-g4044-06-kb through goodbuy contract # 23-24 4k000

## ADOPTION ITEMS

- A. ADOPTION OF ORDINANCE #847, AN ORDINANCE PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$2,400,000 TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS, FOR THE PURPOSE OF PAYING A TORT SETTLEMENT ENTERED INTO BY THE JOINT SELF-INSURED INTERGOVERNMENTAL RISK POOL OF SAID PARK DISTRICT, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS, AND AUTHORIZING THE SALE OF SAID BONDS TO BUSEY BANK.

## FINANCIAL ADVISOR'S REPORT

### RATIFICATION OF ACCOUNTS PAYABLE

\*Ratification of Accounts Payable January 2024 in the amount of \$687,605.61

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

### RATIFICATION OF PAYROLL

\*Ratification of Payroll January 2024 in the amount of \$323,701.63

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

## EXECUTIVE REPORT

## PUBLIC COMMENT

## COMMENTS/MATTERS FROM COMMISSIONERS

## ADJOURNMENT



# CONSENT AGENDA

## February 14, 2024

### 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:

- **Approval of Minutes, Regular Board Meeting, January 17, 2024**
- **Ratification of Accounts Payable, January 2024 in the amount of \$687,605.61**
- **Ratification of Payroll, January 2024 in the amount of \$323,701.63**
- **Approval of Professional Design and Consulting Services for the Rec Plex Racquetball Court Renovation, with Studio GC Architecture, in the amount of \$44,500.00**
- **Approval of Professional Design and Consulting Services for the CCC & Walt Cook Maintenance Facility Roof Replacements, with Architectural Consulting Group, Ltd. In the amount of \$53,495.00**
- **Approval for the Rec Plex Pool Dive Block Replacement from Colorado Time Systems in the amount of \$52,600, utilizing The Interlocal Purchasing System (TIPS) contract #230203**

### 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)**

**Mt. Prospect Park District  
Regular Board Meeting  
January 17, 2024**

A Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, January 17, 2024 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 Starr called the Roll for the Board  
The following Commissioners were present:

ROLL CALL

Present: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Remote: None

Absent: None

The following individuals were in attendance (present or remote) at the meeting.

**Administrative Staff/Recreation Staff:** 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, Jon Zgoda, IT Professional/ Remote Meeting Moderator, Jeff Langguth, Director of Golf Operations, Mary Kiaupa, Human Resource & Risk Manager, Mike Azzaretto, Recreation Division Manager, Maddy Moon, Community Relations & Marketing Coordinator, Brian Hecker, Central Community Center Manager, Amy Heinrichs, Early Childhood & Youth Supervisor, Toria Smith, Lions Recreation Center/Performing Arts Manager, Brad Wessel, Athletics Manager, Mike Azzaretto, Recreation Division Manager, Adam Trzaska, Athletics Supervisor, Linda Zalewski, Aquatics Manager, Ann Zimmerman, Friendship Park Conservatory/Art Studio Manager, Peter Nocchi, Aquatics Supervisor, Kristina Winans, Early Childhood & Youth Manager

**Professionals**

Tom Hoffman, District Attorney

Lee Howard, CPA, GAI

**Visitors**

Aaron Gold, Speer Financial

Darren Schretter, Studio GC Architecture (Remote)

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

None.

APPROVAL OF AGENDA

Unapproved Regular Board Minutes  
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President Kurka asked for a motion to approve the Agenda as presented. So moved by Commissioner Starr and seconded by Commissioner Massie. A voice vote was taken, all were in favor and none opposed.

APPROVAL OF CONSENT AGENDA

President Kurka asked for a motion to approve the Consent Agenda as presented. Commissioner Massie made the motion to approve the Consent Agenda as presented, Seconded by Commissioner Starr.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

PUBLIC COMMENT

None

UNFINISHED BUSINESS

A. FY 2024 Budget Update / Discussion

George Giese, Director of Administration gave a quick update to the Board; letting them know we are in a great spot. At the February Board Meeting, the draft Budget and Appropriations Ordinance will be presented. There were no questions from the Board.

NEW BUSINESS

A. Recreation Department 2023 Year in Review

Recreation Director Nick Troy introduced the Recreation staff who presented the 2023 Year in Review. A powerpoint presentation was shared with the Board and included the following highlights for the year 2023:

Aquatic Highlights:

Aquatics programming experienced tremendous growth in 2023.

Athletic Highlights

Youth Basketball:

- 800 participants enrolled +55 participants

New baseball/softball clinics were offered. Overall, Youth League revenue was \$504,996 37% increase from 2019

Early Childhood & Youth Highlights

Lions Preschool opened back up this year with 14 participants!

Significant increase in tot program enrollment, 245 registrations Revenue - \$556,089 14% increase from 2019

- Registrations - 3,262 Summer camp guide was introduced

Fitness & Mt. Melas Highlights

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Rec Plex weight room project was completed this past fall with additional weight room equipment changes coming in 2024.

Memberships -

- Revenue - \$490,727 17% increase from 2019

Mt. Melas & Mt. Melas Jr.

Mt. Melas Revenue \$8,850 Mt. Melas Jr. Revenue \$3,488

RecPlex Highlights

Facility Rentals -

- Revenue - \$86,560 51% increase from 2022

Gym Daily Fees (Open Gym)

- Revenue - \$58,916 47% increase from 2022

Many Facility Improvements

Central Community Center Highlights

Facility Rentals -

- Revenue - \$215,336 17% increase from 2022

Facility Programs -

- Revenue - \$284,426 38% increase from 2022

Pickleball - at all three facilities (16 indoor courts)

- Revenue - \$45,899

Friendship Park Conservatory & Visual Arts Highlights

Summer Outdoor Adventure Camps

- Revenue - \$21,393 73% increase from 2022

FPC Special Events - have become hugely popular!

FPC Banquet Rentals

- Revenue - \$89,450 46% increase from 2019

Art Studio - \$92,090

- Birthday Party revenue was an additional \$9,560 bringing the Art Studio to \$101,650!

Lions Recreation Center & Performing Arts Highlights

PreK Preschool was welcomed back on Monday, Wednesday and Friday mornings

Facility Rentals -Revenue - \$38,184 47% increase from 2019

Facility Programs -

- Revenue - \$14,661 50% increase from 2019

Performing Arts Revenue - \$270,080 13% increase

2023 Programs & Events: Registrations (Total - 22,209), Programs Offered (1,900+), Successful Program % (81%)

Revenue Highlights: Program/Event Revenue 2023: \$2,512,801 (19% increase from 2022),

Facility Rental Revenue: 2023: \$429,531(31% increase from 2022)

Commissioner Starr complimented the zoom Spanish for kids as well as the Computer Explorers Class and encouraged staff to continue to offer both programs.

Commissioner Starr also expressed how amazed and thankful he is and said “they did a beautiful job; watch out for next year.”

The Board as a whole thanked the Recreation Staff for their presentation and praised the wonderful job they’ve done for the year of 2023.

Executive Director Jarog thanked staff and looks forward to continued success in 2024.

Commissioner Doherty thanked staff for their dedication and is very happy with the Recreation staff as a whole and everything they’ve done to bring back programs along with changes made to them.

One example from Commissioner Doherty was the girls basketball partnerships with other Districts to ensure there was a season and the team was able to play against other teams.

Commissioner Tuczak praised the positive momentum from the numbers and work that went in from the Recreation staff and looking forward to the staff bringing that into the new year.

There were no further comments from the Board.

**B. TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024A  
PLANNING PACKET**

Aaron Gold, Vice President, Speer Financial presented the financing plan surrounding the issuance of the District's proposed Taxable GO Limited Tax Park Bonds, Series 2024A. Speer Financial will be requesting a direct private placement bid from Busey Bank on February 13<sup>th</sup>, the final bond ordinance will be presented to the board on February 14<sup>th</sup>, with closing scheduled on February 28<sup>th</sup>. The issue will reach its first and final maturity on December 25, 2025. The issue is sized to generate \$2,138,220 in net working capital and the issue will be executed on a taxable basis to allow the proceeds to fund certain insurance settlement requirements.

Aaron Gold opened the floor to questions or comments from the Board.

Commissioner Tuczak asked if there is any flexibility or if we can possibly wait a quarter to benefit from an interest rate reduction?

Aaron Gold responded: Unfortunately no; specifically because of how those roll over bonds will be used for the alternate bond payments, which is the security source for the District's alternate revenue Bonds.

There were no further questions or comments from the Board.

PUBLIC HEARING: PUBLIC HEARING ON THE PROPOSED ISSUANCE OF \$2,400,000  
TORT BONDS

President Kurka asked for a motion to proceed to the Public Hearing and to continue the other business from the Regular Meeting upon the conclusion thereof. So Moved by Commissioner Starr and seconded by Commissioner Massie.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

President Kurka proceeded to conduct the required public hearing on the proposed issuance of \$2,400,000 TORT Bonds.

During the hearing President Kurka asked for both oral and written comments from the public and from Commissioners. There were none brought forth.

Once complete, President Kurka then asked for a motion to finally adjourn the Public Hearing. Commissioner Massie made the motion to finally adjourn the meeting, Seconded by Commissioner Murphy.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

The Public Hearing was finally adjourned and the regular meeting reconvened at 7:25 pm.

APPROVAL ITEMS

A. Friendship Conservatory Interior Renovations Bid Award

Executive Director Jim Jarog presented the details for the Phase 2 Tourism bid for Interior work at Friendship Conservatory. He shared details of the process leading up to the bid as well as details regarding how the bid was structured and the areas of facility improvement the bid would address.

Based on the alternates chosen, the apparent low bidder for the project is Bear Construction Company.

If approved, the project will commence on January 29, 2024 with final completion by April 15th, 2024. The facility will remain open for Park District operations on a limited basis including Greenhouse operations.

Commissioner Starr asked if the bathrooms are accessible from the outdoors?

Executive Director Jim Jarog responded that the bathrooms are only accessible from the interior.



Commissioner Tuczak asked if there will be any delay in materials?

Darren Schretter from Studio GC Architecture's response: Darren asked contractors at the pre bid meeting if that was the case that any materials were not readily available and there was no feedback. The understanding is that what's been specified is ready to be obtained.

Commissioner Doherty asked if the work on the doors, frames and wall coverings will be done inhouse?

Executive Director Jim Jarog responded yes, that is the plan.

Darren Schretter added that the wall covering will be revisited towards the end of the project and depending on the contingency amount that was still available; we could still move forward with that with the contractor. Director of Parks and Planning Matt Dziubinski had previously shared that his staff could potentially do the work.

The doors have some initial discussion, but nothing specific has been planned. Matt Dziubinski plans on hiring a 3rd party company to install the curtains at a later date.

Commissioner Doherty asked: At a later date, can we later approve the alternates at the same dollar amount?

Attorney Hoffman responded that it would depend on the contents of the bid package and typically, that would be the understanding.

There were no further questions or comments from the Board.

Commissioner Masnica moved to approve the 2024 Friendship Park Conservatory Interior Renovations Base Bid with project Contingency, alternates #1 and #3, for a total project cost not to exceed \$356,850, as submitted by Bear Construction Company. Seconded by Commissioner Massie.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

**B. MEMORANDUM OF UNDERSTANDING AMONG THE METRO RISK MANAGEMENT AGENCY, MT. PROSPECT PARK DISTRICT, AND SCHAUMBURG PARK DISTRICT**

Executive Director Jim Jarog explained that as part of the District's obligation to MRMA, as well as its member agencies, the Mt. Prospect Park District wishes to satisfy its portion of a settlement payment as part of a pre-existing insurance claim which was filed with the MRMA Agency.

Commissioner Tuczak commented that on page 63 of the MOU that the definition of MRMA included Mt. Prospect and Schaumburg, but in the recitals, it references MRMA including Mt. Prospect, Schaumburg and Palatine. He then asked if Palatine should be included or if it was a typo?

Executive Director Jarog responded by informing Commissioner Tuczak that Mt. Prospect, Schaumburg and Palatine are the organizations that make up MRMA.

Attorney Tom Hoffman took a moment to review the document and determined that it is accurate as written and works for that agreement.

There was no further discussion.

Commissioner Massie made a motion to approve the Memorandum of Understanding between the Metro Risk Management Agency, Mt. Prospect Park District, and Schaumburg Park District, seconded by Commissioner Starr.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak  
Nay: None  
Motion Passed

#### ADOPTION ITEMS

- A. RESOLUTION NO. 844, A RESOLUTION ACKNOWLEDGING THE MT. PROSPECT PARK DISTRICT RECOGNITION AND DEDICATION TO THE LOSS CONTROL AND RISK MANAGEMENT PRINCIPLES OF THE PARK DISTRICT RISK MANAGEMENT AGENCY

George Giese explained the PDRMA transition from MRMA as well as the next steps.

The PDRMA Board of Directors met on Dec. 15, 2023, and approved the Park District's admission to PDRMA subject to any pending requests or requirements. As part of this process, PDRMA requires two Board-approved Resolutions that have been prepared for consideration tonight.

First, Resolution No. 844 acknowledges the Park District's recognition and dedication to the loss control and risk management principles of the Park District Risk Management Agency.

Second, Resolution No. 845 authorizes membership in the Park District Risk Management Agency.

There were no questions or comments from the Board.

Commissioner Starr made a motion to adopt Resolution No. 844, seconded by Commissioner Murphy.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak  
Nay: None  
Motion Passed

- B. RESOLUTION NO. 845

A RESOLUTION AUTHORIZING MEMBERSHIP IN THE PARK DISTRICT RISK MANAGEMENT AGENCY

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Commissioner Tuczak read the motion to adopt Resolution No. 845 and seconded by Commissioner Massie.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

FINANCIAL ADVISOR'S REPORT

Lee Howard, Financial Advisor and CPA for the District shared his December Financial report with the Board: The report touched on the following areas: 2024 Annual Operating Budget, Golf Report, Pools Report, RecPlex Facility Report, Rec Programs, Child Care Programs and Departmental Expenditures.

President Kurka asked: What is the annual interest rate on the debt vs what we took in vs the t bills? Do the T- bills being at a higher rate cover that?

Lee Howard responded that he does not have the figure on hand, but he can get it for him.

Lee Howard, Financial Advisor opened the floor for any other questions; there were none.

EXECUTIVE REPORT

Executive Director Jarog shared his January report with the Board which included information on the following:

2024 Citizens Task Force Meeting #1, Update on Cook County's Paid Leave Ordinance (PLFAWA), and the upcoming Board Meeting on Wednesday, February 14, 2024 - 6:30 pm @ CCC

Executive Director Jarog then concluded his report.

Commissioner Masnica asked the number of attendees for the Citizen Task Force Meeting.

Director of Administration George Giese responded and informed her and the Board that we're expecting around 35 to 40 people total including the District's Leadership Team. A total of 25-26 are residents on the Task Force.

There was no further discussion from the Board.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

None

ADJOURNMENT TO CLOSED SESSION

Commissioner Doherty made the motion to adjourn to closed session under

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

The motion was seconded by Commissioner Murphy.

Commissioner Starr called the Roll

Roll Call

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

The regular meeting was adjourned to enter into closed session at 8:04 pm

RECONVENE REGULAR MEETING

The regular meeting was reconvened at 8:25pm.

Commissioner Starr called the Roll

Roll Call

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

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

A. APPROVAL OF MINUTES REVIEWED IN CLOSED SESSION, IF ANY

Commissioner Starr made a motion to approve the content of the following closed session minutes which were reviewed during closed session: July 19, 2023, Section 2c (11) Litigation, Section 2c (12) Review or Discussion of Claims, Section 2c (21) Semi-Annual Review of the Minutes, December 13, 2023, Section 2c (1) Personnel, Section 2c-11 Litigation

Seconded by Commissioner Murphy

Commissioner Starr called the roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

B. APPROVAL TO RELEASE CLOSED SESSION MINUTES, IF ANY

Commissioner Starr made the following motion:

"I move that it hereby be determined and hereby be reported to the public that the following sections of closed Session minutes: February 13, 2019, Section 2c (1) Personnel, May 22, 2019, Section 2c (5) Purchase or Lease of Property, July 24, 2019, Section 2c (21) Semi-Annual Review of Minutes, January 18, 2023, Section 2c (11) Litigation, Which no longer

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require confidential treatment and are available for public inspection and that as to all other closed session minutes or portions thereof not yet released for public inspection the need for confidentiality still exists in order to protect the privacy of an individual and/or the public interest.”

Second by Commissioner Massie  
Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak  
Nay: None  
Motion Passed

ADJOURNMENT OF REGULAR MEETING

Commissioner Murphy made the motion to adjourn the Regular Meeting and seconded by Commissioner Starr. A voice vote was taken, all were in favor with none opposed.

The meeting was officially adjourned at 8:28 pm.

Respectfully submitted,

---

William J. Starr, Secretary

**ACCOUNTS PAYABLE/PAYROLL DISBURSEMENT**  
**January-24**

**ACCOUNTS PAYABLE**

Suggested Motion: I move to ratify January Accounts Payable Checks and EFT's in the amount of \$ 687,605.61 as listed on the Check Register.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
1/1-1/7/2024	\$	297,837.09	202226-202252	Checks
1/8-1/14/2024	\$	42,429.12	202253-202270	Checks
1/15-1/21/2024	\$	137,091.03	202271-202311	Checks
1/22-1/31/2024	\$	210,248.37	202312-202345	Checks

**TOTAL AP**      \$      687,605.61    Checks and EFT's

**PAYROLL**

Suggested Motion: I move to ratify January Payroll Checks and Direct Deposits in the amount of \$ 323,701.63 as listed on this report.

<u>CHECK DATE</u>			<u>CHECK #'S</u>	
1/5/2024	\$	151,791.79	54744-54984	DD Notification
	\$	4,087.45	1037057793- 1037057808	Checks
			54985-54990	Taxes, Transfers & Garnishments
1/19/2024	\$	162,177.72	54991-55258	DD Notification
	\$	5,644.67	1037213427- 1037213451	Checks
			55259-55264	Taxes, Transfers & Garnishments

**TOTAL P/R**      \$      323,701.63    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 12/31/2023  
 Check Date 1/5/2024

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	8,564.00	256	218,393.83	33	26
	Full Time	60			

Pay Period Ending 1/14/2024  
 Check Date 1/19/2024

	# Hours	# Employees	Gross Pay	Avg Hrs/Emp	Avg Hrly Rate
Total	9,004.75	292	237,067.55	31	26
	Full Time	60			

# MEMORANDUM



**To:** Board of Park Commissioners

**From:** Matt Dziubinski; Director of Parks & Planning

**CC:** Jim Jarog; Executive Director

**Date:** 02/14/2024

**Re:** Rec Plex Racquetball Court Renovation- Professional Design and Consulting Services

## **SUMMARY & BACKGROUND:**

The current racquetball courts at RecPlex are underutilized and require updating. It is the staff's opinion that the space should be repurposed to better reflect today's current programming needs that are different than when the facility was built in 1991. This project is identified as a need and listed on the District's FY24' annual Capital Improvement Plan.

In 2023, staff developed a conceptual design that represented new ideas for the space. The interior work includes the repurposing of three existing racquetball courts. The proposed renovation would include opening the space into one large multi-use area. This would require the removal of the existing dividing walls, upgrading the flooring to multi-use artificial turf, and enhancing the viewing areas. Other improvements include modular seating that could be brought both inside and outside of the space, a climbing wall, drop down batting cages, and lighting improvements. The goal is a multi-use space that is functional for many programming needs.

The next step in this process is to engage a design professional for architectural design and consulting services. Studio GC previously worked with the District on the Friendship Park Conservatory interior renovation project. They have also developed the conceptual design brought forth for the Board's review tonight. Studio GC understands the District's future vision and goals for the existing racquetball court space.

If approved, design and engineering would begin immediately with the intent to bid the project in June/July of this year. The goal would be to perform construction at the time of the year where the building is least busy and reopen in October/November, 2024.

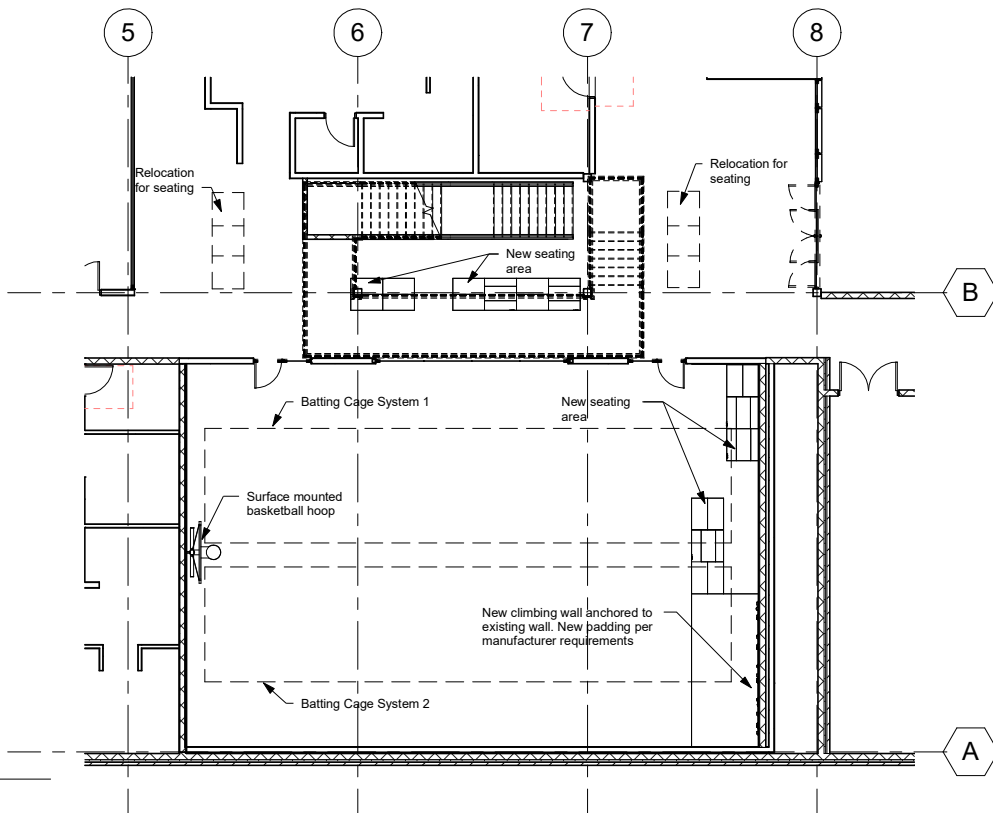
## **DOCUMENTS ATTACHED:**

- 1) Conceptual Drawings - Dated 7/14/2023
- 2) Studio GC Proposal - Dated 1/19/2024

## **RECOMMENDATION:**

**MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR OF THE MT. PROSPECT PARK DISTRICT TO ENTER INTO A CONTRACT FOR ARCHITECTURAL, INTERIOR DESIGN, AND ENGINEERING SERVICES WITH STUDIO GC IN THE AMOUNT OF \$44,500 FOR THE RECPLEX RACQUETBALL SPACE RENOVATION.**





① Floor Plan  
1" = 10'-0"

07/14/2023

## Conceptual Racquetball Court Reno Floor Plan Mt. Prospect Park District

**A1.0**

420 Dempster St, Mt Prospect, IL 60056



**STUDIO GC**  
architecture + interiors



07/14/2023

## Conceptual Racquetball Court Reno Option 1 Mt. Prospect Park District

#####  
**A1.01**

420 Dempster St, Mt Prospect, IL 60056



**STUDIO GC**  
architecture + interiors



## **Architectural Services Proposal**

Date: January 19, 2024  
To: Mr. Matt Dziubinski, Director of Parks & Planning  
Mt. Prospect Park District.  
1645 Carboy Road  
Mt. Prospect, IL 600356  
  
From: StudioGC, Inc.  
Re: Architectural Services for Court Renovation Project

Dear Mr. Dziubinski

Studio GC is pleased to present this proposal for architectural services for the interior court renovation work at the RecPlex building owned by the Mt. Prospect Park District. This interior work includes the repurposing of three existing racquetball courts. The reconfiguration will create one large multi-purpose space. Also included will be limited renovation work outside of the rooms to establish a viewing/seating area.

### Scope of Work

Studio GC intends to provide architectural, interior design and specified engineering services for the project. Engineering services included under our scope of work are structural, mechanical, plumbing, fire protection, and electrical engineering required for the project. The team will further develop documents illustrating the scope of the required interior work and update the estimate of probable cost for the client to review. Upon acceptance of the updated solution, SGC will complete the needed documentation for the purpose of soliciting bids from potential contractors. SGC will submit the project for a building permit with the local authority having jurisdiction. SGC will assist in administering the competitive bidding and subsequent contract negotiation process. SGC will provide construction administration services during the work and assist in closing out the project.

The terms of the agreement will be memorialized in an executed contract prepared by the Mt. Prospect Park District or the AIA B0101 if the park district does not have a pre-prepared document. The agreement is based on the initial schematic design documents provided to the Mt. Prospect Park District on August 8, 2023 with an initial estimated cost of \$517,613.00.

### Owner Provided Items

Owner (Mt. Prospect Park District) shall provide access to all available existing building as-built drawings and other existing documentation.

### Compensation & Terms

StudioGC will provide the services outlined above for a lump sum of \$44,500.00 exclusive of reimbursable expenses.

The fee would be separated per phase as follows:

Design Development	30%	\$13,350.00
Construction Documentation	40%	\$17,800.00
Bidding & Negotiation	5%	\$2,225.00
Construction Administration	25%	\$11,125.00

Any meetings required during the design, construction documentation and bidding and negotiation phases are included in the base fee. Twelve site meetings during construction administration are also included in the base fee. Any meeting requested in writing during construction administration beyond the twelve included will be billed at a flat rate of \$400.00/meeting.

Billing will be made monthly for work performed during the previous month. Bills will be prepared on a percentage basis of the basic service fee. The percentage billed will correlate with the estimated completion level of the scope of work at time of billing. Payment for all invoices is due 30 days from the invoice date.

#### Additional Services

Any other services not specifically identified above as being provided by Studio GC shall be considered an Additional Service. Any Additional Service shall be agreed upon in writing as an amendment to this proposal prior to commencement of the requested added service. The compensation for any Additional Service will be negotiated at the time of the request.

It is not expected that civil engineering, landscape design, acoustic engineering, or technology design will be required for the project and are therefore not included under this proposal. These would be considered an additional service.

#### Reimbursable Expenses

Studio GC Inc's direct Expenses, are those costs incurred on or directly for the Client's project, including, but not limited to, necessary transportation costs, laboratory tests and analyses, printing, scanning, postage and reproduction charges, all reimbursable costs associated with other consultants and other similar costs. Reimbursement for Direct Expenses will be based on actual charges when furnished by commercial sources according to current rates when furnished by Studio GC Inc. Direct expenses shall be billed at a multiplier of 1.1.

If this proposal is acceptable, please sign a copy and forward one fully executed original of this document to our office. Retain the other copy for your contract file. If you wish to discuss the proposal in more detail, we are happy to do so at your convenience.

Thank you for considering Studio GC as your partner. We look forward to continuing our work with

Mt. Prospect Park District to provide excellent recreation services to the community.

OWNER:

TITLE:

DATE:

STUDIO GC:

TITLE: Darren Schretter, Principal

DATE: January 19, 2024



Cc: Vicki Luczynski, StudioGC

# MEMORANDUM



**To:** Board of Park Commissioners

**From:** Matt Dziubinski; Director of Parks & Planning

**CC:** Jim Jarog; Executive Director

**Date:** 02/14/2024

**Re:** Central Community Center & Walter Cook Maintenance Facility Professional Services

## **SUMMARY & BACKGROUND:**

In 2021, a roof assessment was conducted at the Central Community Center (CCC) to identify the roof's condition and remaining life expectancy. The existing roofing system at CCC is a built up roof (BUR) which consists of layers of roofing asphalt and a gravel surface. It was believed to be installed in 1995/1996 just before the Park District purchased the building. The gymnasium roof utilizes the same type of roofing system and was added in about 1997/1998 during the renovation. The entire roofing system at the facility is past its useful life and needs to be replaced.

In 2022, a roof assessment was done at the Walter Cook Maintenance Facility (WCMF). The roofing system above the main service area is a modified bitumen (MBR) system and is in need of attention. The facility also has a standing seam (metal) and thermoplastic polyolefin (TPO) system. These areas of the facility are in good condition and do not require attention at this time.

Both the CCC & WCMF roof replacements are identified as a need and listed on the District's FY24' annual Capital Improvement Plan. A new roofing system should include at minimum, a 20 year manufacturer warranty.

The next step is to engage in professional services for design and implementation of a roof rehabilitation program at both CCC and WCMF. Architectural Consulting Group (ACG) has worked with the Park District on roofing projects in the past including the roof replacement at RecPlex. Staff recommends ACG for both the CCC & WCMF roofing projects.

## **DOCUMENTS ATTACHED:**

- 1) Architectural Consulting Group Proposal (CCC) - Dated 12/1/2023
- 2) Architectural consulting Group Proposal (WCMF) - Dated 12/1/2023

## **RECOMMENDATION:**

**MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR OF THE MT. PROSPECT PARK DISTRICT TO ENTER INTO A CONTRACT FOR PROFESSIONAL SERVICES FOR THE CENTRAL COMMUNITY CENTER ROOF REPLACEMENT IN THE AMOUNT OF \$22,225 AND THE WALTER COOK MAINTENANCE FACILITY IN THE AMOUNT OF \$13,270 FOR A COMBINED TOTAL OF \$35,495 AS SUBMITTED BY ARCHITECTURAL CONSULTING GROUP, LTD.**

December 1, 2023

**Mr. Matt Dziubinski**  
Superintendent of Parks and Planning  
Mt. Prospect Park District  
City of Mt. Prospect  
1000 W. Central Road  
Mt. Prospect, Illinois 60056  
P. 847.956.6773  
Email: [mdziubinski@mppd.org](mailto:mdziubinski@mppd.org)

Re: Roof Rehabilitation Program  
**Central Community Center**  
1000 W. Central Road  
Mt. Prospect, Illinois  
ACG File No.: 24-002

Dear Mr. Matt Dziubinski

Subsequent to your request, we are pleased to respond to your request for a proposed scope of services at the Central Community Center (CCC) located on 1000 W. Central Road in Mt. Prospect, Illinois.

The structure consist of a single-story building of approximately +/-54,000 square feet. Per previous records, the building was reportedly constructed in 1985 and was previously a light industrial complex which has been converted into its current use by the Park District. The flat sections of the main roof areas area a gravel surfaced built-up roofing assembly with granular surface modified bitumen flashings. The gymnasium roof is a gravel surfaced built-up roofing assembly with granular surface modified bitumen flashings and was added in 1997/98 when the park district added the extensions on the roof for the gymnasium.

The Scope of Professional Services are intended to assist with design and implementation of a Roof Rehabilitation Program of the Central Community Center (CCC). We have prepared this proposal to identify all aspects of our scope of professional services.

The Roof Assessment Report previously submitted will be used to assist with the preparation of bid documents. Based on our preliminary discussion, we would recommend the following scope of work:

### **Scope of Services**

#### Task 1 – Contract Document Preparation:

- 1] Contract Documents Preparation: We shall prepare a complete set of Contract and Construction Documents for use in competitive bidding of a Roof Rehabilitation Program at the Central Community Center (CCC).

Contract drawing formats shall include photographic inserts (where necessary) to assist in the identification of as-built construction features. Contract General and Supplementary Conditions shall be tailored to any specific requirements as noted by building Ownership. Technical specifications shall be prepared in conformance with Construction Specifications Institute [CSI] format.



- 2] Site Use: Use Issues such as Contractor site use restrictions shall be pre-established and included in the Contract Documents. Working hour restrictions will be coordinated with your office to maintain the least amount of disruption once actual construction operations are underway. The goal of these tasks shall be to pre-establish site rules, outline interior access restrictions, etc., to insure that the Bidding Documents clearly define the true nature of the Contractor's work.
- 3] Bid Document Release: Copies of the Bidding Documents along with a list of prospective bidders shall be forwarded to your office prior to release to qualified Contractors. Upon approval, copies of the documents shall be released for competitive bid.
- 4] Pre-Bid Meeting/Addenda: After allowing approximately one week for initial Bidder reviews, we shall arrange and attend a pre-bid meeting at the site. This meeting shall provide a mechanism to respond to any project questions, which arise on the part of the Bidders and will serve to clarify any issues which would affect Contractor pricing for the work. We shall respond to all bidders and required addenda during the bidding period.
- 5] Bid Tabulation/Review: After bids are received, we shall review and tabulate each of the bids as well as identify our recommendations for Contractor award. Upon acceptance, we shall prepare and submit an American Institute of Architects (AIA) Standard Form of Agreement Between Owner and Contractor.

#### Task 2: Field Services During Construction:

After the successful Bidder is selected and a Contract is awarded, we can provide any level of field services desired. Frequency of site visits can be scheduled on a full-time, part-time, or random basis.

Our role during the construction phase of the project shall be to act in the capacity of Owner's Representative. We shall provide all services listed per Article 4.2 of the General Conditions AIA Document A201. 1 Our proposed field role provides time to observe work in progress, review and approve all project submittals (i.e. sheet metal shop drawings, field mock-ups) and review Contractor payment requests. Our efforts will focus on observing and reporting actual field construction progress. Field observations shall be documented in the form of written field reports. Copies of all reports shall be forwarded to your office on a periodic basis.

#### **Proposed Fees:**

Charges for our services are based upon the rates for professional time and expenses identified in our attached Fee Agreement. We herein agree to maintain our published rates for all work completed at this property through the close of 2024. Our fee estimates are inclusive of all costs associated with inspection, system sampling (as necessary) and report preparation.

TASK	FEE	Authorized by Client Yes / No
Task 1 / Assessment/ Contract Document Preparation: We propose to complete all Task 1 Services (Items 1 through 5). We suggest the following a fixed fees of	<b>\$7,325.00</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Task 2 / Field Services & Contract Administration: Based on our past experience, we would recommend anticipating a minimum budget of 14 visits at \$925.00 per visit.  We can also provide contract Administration Services at a rate of \$195 per hour for an anticipated 10 hours totaling <b>\$1,950.00</b>	<b>\$12,950.00</b> (14 visits @ \$925.00/visit)  <b>\$1,950.00.</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

Timeframe Schedule:

**Task 1 : Roof Rehabilitation Assessment/Contract Document Program : (4 Weeks)**

**Task 2 : Contract Administration & Field Services - Site Observation: (Depending on Roofing/Contractor Schedule)**

Fees for all services are based on our standard billing rates. Rates listed below shall not be altered without prior notification to the Client. Billing rates for professional services are:

\$245.00 per hour	Principals	[Sr. Architect / Principal]
\$195.00 per hour	Project Managers	[Architects / Engineers]
\$175.00 per hour	Asst. Project Managers	[Intern Arch. / Jr. Engineer]
\$150.00 per hour	Technical Services	[Technicians]
\$135.00 per hour	Technical Support	[Field & In-house support]

We believe that we have accurately depicted the level of effort necessary to assist with the program requirements as identified per your request for proposal. As previously stated, these requirements can be applied

We believe that we have accurately depicted the level of effort necessary to assist with the program requirements as identified per your request for proposal. As previously stated, these requirements can be applied and/or adjusted to accommodate your needs. We believe our familiarity with construction standards and procedures would prove to be a benefit to this project and we are hopeful to be of service.

Should any questions arise with regard to our perception of this assignment, please do not hesitate to contact our office.

Very truly yours,

Architectural Consulting Group, Ltd.



Thomas F. Zordan, AIA  
Senior Architect / Principal  
TFZ:djc



Michael T. Kurek  
Assistant Project Manager

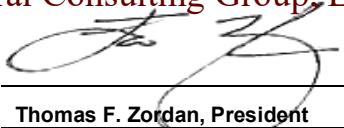
## AGREEMENT FOR SERVICES

This **AGREEMENT** is between **City of Mt. Prospect**, ("Client") and **(ACG) Architectural Consulting Group, Ltd.** ("Consultant") for Services to be provided by Consultant for Client at **Walter Cook Maintenance Facility – Roof Rehabilitation Program** ("Project"), as described in the Project Information section of Consultant's Proposal dated **12/01/2023** ("Proposal") unless the Project is otherwise described.

1. **Scope of Services.** The scope of Consultant's services is described in the Scope of Services section of the Proposal ("Services"), unless Services are otherwise described. Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
2. **Acceptance.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party.
3. **Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
4. **Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Compensation section of the Proposal unless fees are otherwise stated. If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
5. **Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties. For a limited time period not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reliance will not be granted until those parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee.
6. **Limitation of Liability.** Client and Consultant have evaluated the risks and rewards associated with this project, including consultant's fee relative to the risks assumed, and agree to allocate certain of the risk so, to the fullest extent permitted by law, the total aggregate liability of consultant (and its related corporations and employees) to client and third parties granted reliance is limited to the greater of \$20,000 or its fee, for any and all injuries, damages, claims, losses, or expenses (including attorney and expert fees) arising out of consultant's services or this agreement regardless of cause(s) or the theory of liability, including negligence, indemnity, or other recovery. This limit shall not apply to the extent the damage is paid under Consultant's Commercial general Liability policy.
7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Causes of action arising out of Consultant's services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. Consultant makes no Warranties or Guarantees, express or implied, related to the Consultant's Services & Consultants Disclaims any implied Warranties or warranties imposed by law, including warranties of merchantability & fitness for a particular purpose.
9. **Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occ / \$2,000,000 agg); (iii) automobile liability insurance (\$1,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

10. **Consequential damages.** Neither Party shall be liable to the other for loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; or for any special, consequential, indirect, punitive, or exemplary damages.
11. **Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Illinois law.
12. **Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client agrees to the level or amount of testing performed and the associated risk. Client is responsible (even if delegated to contractor) for notifying and scheduling Consultant so Consultant can perform these Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. It is understood that the Client may have construction services performed concurrent with, as a result of or in accordance with the professional services provided by ACG. In any such case, ACG shall not have control over or charge of and shall not be responsible for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with any such construction work, since these are solely such contractor's responsibility. ACG shall not be responsible for the contractor's schedules or failure to carry out such work in accordance with any documentation prepared by ACG pertaining to such work. ACG shall not have control over or charge of acts or omissions of any contractor, subcontractors, or their agents or employees, or for any other persons performing portions of any such work.
13. **Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Material unless specifically provided in the Services, and that Client is responsible for directing such disposition. In the event that test samples obtained during the performance of Services (i) contain substances hazardous to health, safety, or the environment, or (ii) equipment used during the Services cannot reasonably be decontaminated, Client shall sign documentation (if necessary) required to ensure the equipment and/or samples are transported and disposed of properly, and agrees to pay Consultant the fair market value of this equipment and reasonable disposal costs. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site. Accordingly, Client waives any claim against Consultant and agrees to indemnify and save Consultant, its agents, employees, and related companies harmless from any claim, liability or defense cost, including attorney and expert fees, for injury or loss sustained by any party from such exposures allegedly arising out of Consultant's non-negligent performance of services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
14. **Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
15. **Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site.
16. **Termination.** Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the project.

Architectural Consulting Group, Ltd.

By:  12/01/2023  
Name/Title: Thomas F. Zordan, President  
Address: 422 N. Hough St.  
Barrington, IL 60010  
Phone: 847-277-1900 Fax: 847-277-1300

Client: \_\_\_\_\_  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Agreement Reference Number (ACG Proposal or Project Number): 24-002

December 1, 2023

**Mr. Matt Dziubinski**  
Superintendent of Parks and Planning  
Mt. Prospect Park District  
City of Mt. Prospect  
1000 W. Central Road  
Mt. Prospect, Illinois 60056  
P. 847.956.6773  
Email: [mdziubinski@mppd.org](mailto:mdziubinski@mppd.org)

Re: Roof Rehabilitation Program  
**Walter Cook Maintenance Facility**  
1645 Carboy Road  
Mt. Prospect, Illinois  
ACG File No.: 24-001

Dear Mr. Matt Dziubinski

Subsequent to your request, we are pleased to respond to your request for a proposed scope of services at the Walter Cook Maintenance Facility (WCMF) located on 1645 Carboy Road in Mt. Prospect, Illinois.

The structure consists of a masonry warehouse building that is divided into five individual roof areas that are separated by a change in elevation. The five individual roof areas total to be approximately +/- 32,500 square feet. The main service roof area is approximately +/-25,500 square feet and consist of a modified bitumen roofing system supported by a metal deck and steel joists.

The Scope of Professional Services are intended to assist with design and implementation of a Roof Rehabilitation Program of the Main Service Roof Area at the Walter Cook Maintenance Facility. We have prepared this proposal to identify all aspects of our scope of professional services.

The Roof Assessment Report previously submitted will be used to assist with the preparation of bid documents. Based on our preliminary discussion, we would recommend the following scope of work:

### **Scope of Services**

#### Task 1 – Contract Document Preparation:

- 1] Contract Documents Preparation: We shall prepare a complete set of Contract and Construction Documents for use in competitive bidding of a Roof Rehabilitation Program at the Walter Cook Maintenance Facility.

Contract drawing formats shall include photographic inserts (where necessary) to assist in the identification of as-built construction features. Contract General and Supplementary Conditions shall be tailored to any specific requirements as noted by building Ownership. Technical specifications shall be prepared in conformance with Construction Specifications Institute [CSI] format.

- 2] Site Use: Use Issues such as Contractor site use restrictions shall be pre-established and included in the Contract Documents. Working hour restrictions will be coordinated with your office to maintain the least amount of disruption once actual construction operations are underway. The goal of these tasks shall be to pre-establish site rules, outline interior access restrictions, etc., to insure that the Bidding Documents clearly define the true nature of the Contractor's work.
- 3] Bid Document Release: Copies of the Bidding Documents along with a list of prospective bidders shall be forwarded to your office prior to release to qualified Contractors. Upon approval, copies of the documents shall be released for competitive bid.
- 4] Pre-Bid Meeting/Addenda: After allowing approximately one week for initial Bidder reviews, we shall arrange and attend a pre-bid meeting at the site. This meeting shall provide a mechanism to respond to any project questions, which arise on the part of the Bidders and will serve to clarify any issues which would affect Contractor pricing for the work. We shall respond to all bidders and required addenda during the bidding period.
- 5] Bid Tabulation/Review: After bids are received, we shall review and tabulate each of the bids as well as identify our recommendations for Contractor award. Upon acceptance, we shall prepare and submit an American Institute of Architects (AIA) Standard Form of Agreement Between Owner and Contractor.

#### Task 2: Field Services During Construction:

After the successful Bidder is selected and a Contract is awarded, we can provide any level of field services desired. Frequency of site visits can be scheduled on a full-time, part-time, or random basis.

Our role during the construction phase of the project shall be to act in the capacity of Owner's Representative. We shall provide all services listed per Article 4.2 of the General Conditions AIA Document A201. 1 Our proposed field role provides time to observe work in progress, review and approve all project submittals (i.e. sheet metal shop drawings, field mock-ups) and review Contractor payment requests. Our efforts will focus on observing and reporting actual field construction progress. Field observations shall be documented in the form of written field reports. Copies of all reports shall be forwarded to your office on a periodic basis.

#### **Proposed Fees:**

Charges for our services are based upon the rates for professional time and expenses identified in our attached Fee Agreement. We herein agree to maintain our published rates for all work completed at this property through the close of 2024. Our fee estimates are inclusive of all costs associated with inspection, system sampling (as necessary) and report preparation.

TASK	FEE	Authorized by Client Yes / No
<u>Task 1 / Contract Document Preparation:</u> We propose to complete all Task 1 Services (Items 1 through 5). We suggest the following a fixed fees of	<b>\$5,625.00</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<u>Task 2 / Field Services &amp; Contract Administration:</u> Based on our past experience, we would recommend anticipating a minimum budget of 7 visits at \$925.00 per visit.  We can also provide contract Administration Services at a rate of \$195 per hour for an anticipated 6 hours totaling <b><u>\$1,170.00</u></b>	<b>\$6,475.00</b> (7 visits @ \$925.00/visit)  <b>\$1,170.00.</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

Timeframe Schedule:

**Task 1 : Roof Rehabilitation Assessment/Contract Document Program : (3-to-4 Weeks)**

**Task 2 : Contract Administration & Field Services - Site Observation: (Depending on Roofing/Contractor Schedule)**



**Walter Cook Maintenance Facility - Roof Rehabilitation Program**

1645 Carboy Road

Mt. Prospect, Illinois

December 1, 2023 ■ ACG File No.: 24-001

Architectural  
Consulting  
Group,  
Ltd. ACG

Fees for all services are based on our standard billing rates. Rates listed below shall not be altered without prior notification to the Client. Billing rates for professional services are:

\$245.00 per hour	Principals	[Sr. Architect / Principal]
\$195.00 per hour	Project Managers	[Architects / Engineers]
\$175.00 per hour	Asst. Project Managers	[Intern Arch. / Jr. Engineer]
\$150.00 per hour	Technical Services	[Technicians]
\$135.00 per hour	Technical Support	[Field & In-house support]

We believe that we have accurately depicted the level of effort necessary to assist with the program requirements as identified per your request for proposal. As previously stated, these requirements can be applied

We believe that we have accurately depicted the level of effort necessary to assist with the program requirements as identified per your request for proposal. As previously stated, these requirements can be applied and/or adjusted to accommodate your needs. We believe our familiarity with construction standards and procedures would prove to be a benefit to this project and we are hopeful to be of service.

Should any questions arise with regard to our perception of this assignment, please do not hesitate to contact our office.

Very truly yours,

**Architectural Consulting Group, Ltd.**



Thomas F. Zordan, AIA

Senior Architect / Principal

TFZ:djc



Michael T. Kurek

Assistant Project Manager

## AGREEMENT FOR SERVICES

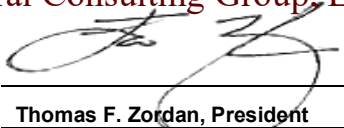
This **AGREEMENT** is between **City of Mt. Prospect**, ("Client") and (ACG) **Architectural Consulting Group, Ltd.** ("Consultant") for Services to be provided by Consultant for Client at **Walter Cook Maintenance Facility – Roof Rehabilitation Program** ("Project"), as described in the Project Information section of Consultant's Proposal dated **12/01/2023** ("Proposal") unless the Project is otherwise described.

1. **Scope of Services.** The scope of Consultant's services is described in the Scope of Services section of the Proposal ("Services"), unless Services are otherwise described. Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
2. **Acceptance.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party.
3. **Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
4. **Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Compensation section of the Proposal unless fees are otherwise stated. If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
5. **Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties. For a limited time period not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reliance will not be granted until those parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee.
6. **Limitation of Liability.** Client and Consultant have evaluated the risks and rewards associated with this project, including consultant's fee relative to the risks assumed, and agree to allocate certain of the risk so, to the fullest extent permitted by law, the total aggregate liability of consultant (and its related corporations and employees) to client and third parties granted reliance is limited to the greater of \$25,000 or its fee, for any and all injuries, damages, claims, losses, or expenses (including attorney and expert fees) arising out of consultant's services or this agreement regardless of cause(s) or the theory of liability, including negligence, indemnity, or other recovery. This limit shall not apply to the extent the damage is paid under Consultant's Commercial general Liability policy.
7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Causes of action arising out of Consultant's services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. Consultant makes no Warranties or Guarantees, express or implied, related to the Consultant's Services & Consultants Disclaims any implied Warranties or warranties imposed by law, including warranties of merchantability & fitness for a particular purpose.
9. **Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occ / \$2,000,000 agg); (iii) automobile liability insurance (\$1,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.



10. **Consequential damages.** Neither Party shall be liable to the other for loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; or for any special, consequential, indirect, punitive, or exemplary damages.
11. **Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Illinois law.
12. **Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client agrees to the level or amount of testing performed and the associated risk. Client is responsible (even if delegated to contractor) for notifying and scheduling Consultant so Consultant can perform these Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. It is understood that the Client may have construction services performed concurrent with, as a result of or in accordance with the professional services provided by ACG. In any such case, ACG shall not have control over or charge of and shall not be responsible for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with any such construction work, since these are solely such contractor's responsibility. ACG shall not be responsible for the contractor's schedules or failure to carry out such work in accordance with any documentation prepared by ACG pertaining to such work. ACG shall not have control over or charge of acts or omissions of any contractor, subcontractors, or their agents or employees, or for any other persons performing portions of any such work.
13. **Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Material unless specifically provided in the Services, and that Client is responsible for directing such disposition. In the event that test samples obtained during the performance of Services (i) contain substances hazardous to health, safety, or the environment, or (ii) equipment used during the Services cannot reasonably be decontaminated, Client shall sign documentation (if necessary) required to ensure the equipment and/or samples are transported and disposed of properly, and agrees to pay Consultant the fair market value of this equipment and reasonable disposal costs. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site. Accordingly, Client waives any claim against Consultant and agrees to indemnify and save Consultant, its agents, employees, and related companies harmless from any claim, liability or defense cost, including attorney and expert fees, for injury or loss sustained by any party from such exposures allegedly arising out of Consultant's non-negligent performance of services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
14. **Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
15. **Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site.
16. **Termination.** Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the project.

Architectural Consulting Group, Ltd.

By:  12/1/2023  
Name/Title: Thomas F. Zordan, President  
Address: 422 N. Hough St.  
Barrington, IL 60010  
Phone: 847-277-1900 Fax: 847-277-1300

Client: \_\_\_\_\_  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Agreement Reference Number (ACG Proposal or Project Number): 24-001

# MEMORANDUM



**To:** Board of Park Commissioners

**From:** Nick Troy, Director of Recreation  
Mike Azzaretto, Division Manager of Recreation  
Linda Zalewski, Aquatics Manager

**CC:** Jim Jarog, Executive Director

**Date:** February 14, 2024

**Re:** Rec Plex Pool Dive Block Replacement /Colorado Time Systems

## SUMMARY & BACKGROUND

The current dive blocks at the RecPlex Pool have endured many seasons for our competitive swim team, the Mt. Prospect Sharks, as they are original to the RecPlex facility (1991). The overall finish of the blocks are rusting, stability is diminishing and the blocks are past their useful life. The Sharks Swim Team has proved to be a staple program in our community and Aquatics Department. Enrollment numbers are over 100 participants each season with swimmers ages 5-18.

With the purchase of new blocks it would provide the facility with safe, reliable and attractive equipment to be utilized by our dedicated swimmers. The Spectrum Xcellerator starting blocks feature a grit overlay providing an incredible level of traction not available in competing products. These blocks will have an adjustable track start footrest and front hand and toe grips for faster takeoffs. These features are not currently found on our current dive blocks. Spectrum is well known in the dive block industry. These blocks will be customized to fit our current anchors allowing for in-house install.

This capital project was approved on November 17, 2021 and November 16, 2022 for the 2023-2025 fiscal years for \$60,000 total.

Staff have been in communication with Colorado Time Systems to purchase the starting blocks. This product was pre-bid through The Interlocal Purchasing System (TIPS) contract #230203. Cooperative purchasing is a proven method for government agencies to buy products and services through a government contract award that was already competitively bid and meets state requirements in Illinois.

The quote staff received totaled \$52,600. We anticipate this project being completed during the summer of 2024 depending on product lead time.

#### SCOPE OF WORK

- Delivery and unload dive blocks
- Labor: remove existing dive blocks and replace with new dive blocks
- Removal of old dive blocks

#### BUDGET IMPACT

- Capital Budget: \$31,500 - 71-00-00-811250 (Rec Plex Pool Dive Blocks)
- Capital Budget: \$21,100 - 72-00-00-881810 (Rec Plex Pool Plaster/Dive Blocks)
- Project total is \$7,400 under budget

#### RECOMMENDATION

**MOVE TO APPROVE THE PROPOSAL SUBMITTED BY COLORADO TIME SYSTEMS FOR THE PURCHASE, DELIVERY AND INSTALLATION OF NEW DIVE BLOCKS AT REC PLEX IN THE AMOUNT OF \$52,600, UTILIZING THE INTERLOCAL PURCHASING SYSTEM (TIPS) CONTRACT #230203**

January 5, 2024

Mike Azzaretto  
Mt. Prospect Park District  
Customer #0020868



Dear Mike,

The following is the price quotation you requested. Colorado Time Systems provides premier athletic facilities like yours across the world with platinum quality timing, scoring, and display systems. We look forward to working with you to turn your vision into reality.

Colorado Time Systems offers a wide range of solutions tailored to fit your needs – and your budget. If you have any questions or comments, please call me at 970-203-5056 or e-mail me at [jenny.ruffner@coloradotime.com](mailto:jenny.ruffner@coloradotime.com). Look for us online at <http://www.coloradotime.com>.

**PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for most timing equipment is estimated at 5-12 weeks. Touchpads are estimated at 26-36 weeks. Video Displays are estimated at 15-25 weeks. Estimated lead times cannot be guaranteed. Product will ship as soon as it is available.**

**TIPS CONTRACT #230203**

**STARTING BLOCK**

<u>Qty</u>	<u>Model</u>	<u>Description</u>	<u>Price</u>
8	133171	Xcellerator Starting Block, with foot check, side rails, and side step	<b>\$49,400.00</b>

**SHIPPING INCLUDED**

**ARTWORK**

<u>Qty</u>	<u>Model</u>	<u>Description</u>	<u>Price</u>
1	ARTWORK	Custom artwork for top/foot chock/step	<b>\$3,200.00</b>

**TOTAL \$52,600.00**

**TERMS: 50% PREPAID DEPOSIT OR PURCHASE ORDER REQUIRED. CONTRACTS ARE NOT ACCEPTED.**

**NOTE: MUST SIGN OFF APPROVAL ON STARTING BLOCK DRAWING AND PROVIDE AT TIME OF ORDER.**

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**TERMS:** Purchase order or 50% down, net 30 days. Visa, MasterCard or American Express are acceptable. Quote does not include power, permits, engineering fees, delivery charges or installation, unless otherwise noted. Change order fee of 5% will apply after purchase. Returns are subject to a 25% restocking fee; custom orders including Video displays are nonreturnable.

Unless noted, the above pricing **DOES NOT** reflect cooperative agreement pricing, including but not limited to BuyBoard, U.S. Communities, TIPS, GoodBuy, YMCA Shared Services. Please reach out to your regional sales manager for additional information regarding the contracted pricing.

- WARRANTY:** Two Year limited warranty.  
All other components associated with the above equipment including cable harness, deck plates (excluding titanium deck plates), wall plates, push buttons, test meters, microphones, speakers, data cable, etc. will have a one-year limited warranty.
- SHIPPING:** PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for most timing equipment is estimated at 5-12 weeks. Touchpads are estimated at 26-36 weeks. Video Displays are estimated at 15-25 weeks. Estimated lead times cannot be guaranteed. Product will ship as soon as it is available.
- Shipping charges are estimated and subject to change. Tailgate delivery, all unloading is done by receiver. If inside delivery is needed, please call our Sales Team at (800) 279-0111, option 2. Any additional fees will be billed to end user/facility.
- TAXES:** If purchaser is tax-exempt or purchasing for resale, a copy of purchaser's tax- exempt certificate shall be required at time of order. If purchaser's tax-exempt certificate is not available purchaser shall be charged all appropriate tax.
- FORCE MAJEURE:** No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be suspended.
- NOTE:** Price quotations valid for 30 days. All quotations are in U.S. Dollars.
- 

Best Regards,



Jenny Ruffner  
Midwest Sales Manager  
JR/AS

# MEMORANDUM



**To:** Board of Park Commissioners  
**From:** George Giese, Director of Administration  
**CC:** Jim Jarog, Executive Director  
Lee Howard, CPA, Governmental Accounting, Inc.  
Tom Hoffman, Park District Attorney  
**Date:** February 14th, 2024  
**Re:** Draft Budget & Appropriation Ordinance - Fiscal Year 2024

## **Summary and Background:**

Following an introductory presentation to the Park Board in November 2023, as well as two months of being included as a discussion item, the fiscal year 2024 budgeting process culminates with the Draft Budget & Appropriation Ordinance (B&A) included in tonight's Board Packet. As required, the B&A is made conveniently available for public inspection at least thirty days prior to final action in March, in keeping with the Park District's annual cycle.

As is typically the practice for the Mt. Prospect Park District, budget figures were determined through a rigorous itemization and review process with staff, while appropriations were increased 10% from budgets in order to allow for flexibility in spending over the course of 2024. While budgets are closely monitored and reported upon, this historical practice helps to ensure the Park District stays within the bounds of its overall spending authority established by appropriation. Staff have worked through minor internal revisions since November, including updates to expense allocations for staff based on current duties. The overall takeaways from November's presentation were sustained through the final version, however, and the FY 2024 budget has many positive characteristics for the Park District, including:

- Total revenues and expenses are budgeted at \$21,741,979 and \$21,879,601, respectively.
- Fund surpluses are budgeted in the Park District's major operating funds, including the Corporate (+\$20,791) and Recreation Funds (+\$72,699), as well as the Liability Insurance (+\$13,237), IMRF (+\$200,500), Debt Service (+\$191,715) and Internal Service Funds (+\$14,500).
- Planned drawdowns/utilization of fund balances are budgeted in the Social Security (-\$50,000), NWSRA (-\$430,000), Conservatory (-\$27,064), Paving & Lighting (-\$100,000) and Non-Bond "Gov Deals" (-\$44,000) Funds. The Conservatory Fund was initially budgeted near break even in November's early draft. As a reminder, rentals at the Conservatory are impacted by the interior renovations scheduled for the facility.

- Importantly for the NWSRA, Paving & Lighting and “Gov Deals” Funds, the Park District budgets unused balances from prior years in order to establish the spending authority needed to supplement capital expenditures and project work during the current year. The combined budgeted deficit in these three funds amounts to -\$574,000, influencing the overall budget deficit of -\$137,622 in the total budget.
- At the category-level for revenues, highlights as compared to the FY 2023 budget include increases in Rentals (+5%), Pass Fees (+13%), Daily Fees (+6%) and Program Fees (+16%). In total, budgeted increases in these categories amount to over \$721,000 in new earned income revenues, reflecting strong recreation projections in the coming year.
- For expenses, the Park District’s labor budgets increase in the FY 2024 budget (FT Salaries +5%, PT Salaries +16%), while Benefits decrease (-1%) reflecting recent employment changes as well as the latest increase to minimum wage effective January 1st (\$14 per hour). Contractual Services (+18%) and Commodities (+5%) rise, partially as a function of increased revenues and recreational activities projected. IMRF Retirement expenses fall significantly (-23%) with a sizable reduction in the Park District’s IMRF Employer Contribution Rate. The 2013 ERI is no longer affecting the Park District’s rate in 2024, and its expiration explains the overall reduction in this area.
- Recreational highlights by Department as compared to the FY 2023 budget include:
  - Increases in budgeted revenues for all three pools (Big Surf +5%, Meadows +12%, RecPlex +21%).
  - Revenues at the Golf Course are budgeted just over \$2 million (+3%), with a positive net of \$128,715.
  - Growth in budgeted facility revenues (Lions +52%, RecPlex +26%), as well as both Central facility revenues (+22%) and programs (+60%). As presented by Recreation staff in January, many of these increases follow internal efforts to utilize facility spaces around the Park District.

Overall, the budget for fiscal year 2024 represents strong performances for many areas of recreation, some even stronger than they were before the pandemic. Following review and discussion of the Draft B&A at the February Meeting, the Ordinance will return for proposed final approval in March. Park Board approval would successfully complete another budget cycle for the Mt. Prospect Park District.

**Documents Attached:**

- Summary Reports - All Operating Funds and Recreation Fund by Department
- Draft Budget & Appropriation Ordinance for fiscal year 2024
- Certificate of Estimated Revenues for fiscal year 2024

**Recommendation:**

**None at this time - for discussion only.**





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

	CORP	REC	LIAB INS	SOC SEC	NWSRA	IMRF	CONSERV	PAV/LIGHT	DEBT SERV	INT SERV	NON BOND GOV DEALS	2024 BUDGET	2023 BUDGET	% Change
Beg Balance Est. (Accrual)	2,213,214	5,403,701	356,879	346,416	539,586	1,401	359,082	121,474	939,850	1,974	44,706	10,328,283		
Residual Equity Transfer														
REVENUES:														
Property Taxes	2,703,433	1,723,808	1,166,733	538,404	776,956	589,912	884,152	109,994	3,803,917			12,297,309	11,676,513	5
Replacement Taxes	168,333	336,667										505,000	505,000	-
Rental	84,507	752,916					77,319					914,742	869,770	5
Passes/User Fees		855,311										855,311	756,970	13
Daily/User Fees		1,506,642										1,506,642	1,420,057	6
Program Fees		3,451,658					53,768					3,505,426	3,014,220	16
Concession Sales		76,473					25,715					102,188	79,097	29
Corporate Sponsors		21,000										21,000	21,000	-
V/MC Other	156,174	(96,000)									-	60,174	94,393	(36)
Interest	1,500								20,571			22,071	15,893	39
Int Proj Charges										100,000		100,000	100,000	-
Bond Proceeds								1,852,116				1,852,116	1,938,237	(4)
Total Revenue	3,113,947	8,628,475	1,166,733	538,404	776,956	589,912	1,040,954	109,994	5,676,604	100,000	-	21,741,979	20,491,150	6
% Inc. of 2023 Budget	9	9	36	7	2	(23)	3	3	2	0	(100)	6		
EXPENDITURES:														
Full Time Salaries	1,520,648	2,304,653	154,759				483,737			-		4,463,797	4,261,492	5
Part Time Salaries	89,120	2,655,404	-				174,764			85,500		3,004,788	2,599,671	16
Employee Benefits	456,526	912,717	50,535				180,922					1,600,700	1,616,100	(1)
Contractual Services	496,680	1,092,534	55,702				68,566		10,000	-		1,723,482	1,459,954	18
Commodities	295,999	949,667					86,853			-		1,332,519	1,265,743	5
Concessions		55,527					12,650					68,177	54,289	26
Utilities	234,183	580,074					60,526					874,783	933,992	(6)
Insurance			892,500									892,500	605,000	48
NWSRA					444,026							444,026	462,080	(4)
Retirement				588,404		389,412						977,816	1,272,514	(23)
Long Term Bonds									1,852,116			1,852,116	1,938,237	(4)
Rollover Bonds									3,622,773			3,622,773	3,450,263	5
Sales Tax/Other		5,200										5,200	4,420	18
CAPITAL PROJECTS:														
Equipment												-	20000	
ADA Improvements					762,930						44,000	806,930	1,272,000	(36.6)
Park Improvement/ Paving							-	209,994				209,994	339,070	(38)
Total Expenditures	3,093,156	8,555,776	1,153,496	588,404	1,206,956	389,412	1,068,018	209,994	5,484,889	85,500	44,000	21,879,601	21,554,825	2
% Inc. of 2023 Budget	8	8	34	17	(30)	(49)	(4)	(8)	2	(42)	120	2		
REVENUE OVER(UNDER)	20,791	72,699	13,237	(50,000)	(430,000)	200,500	(27,064)	(100,000)	191,715	14,500	(44,000)	(137,622)	(1,063,675)	
Ending Balance Estimate	2,234,005	5,476,400	370,116	296,416	109,586	201,901	332,018	21,474	1,131,565	16,474	706	10,190,661		





MOUNT PROSPECT PARK DISTRICT  
RECREATION FUND BY DEPARTMENT  
2024 PROPOSED BUDGET

ACCOUNT NAMES	POOLS											TOTALS 2024	TOTAL 2023	% Change
	ADMIN	BIG SURF	MEADOWS	REC PLEX	GOLF COURSE	CONCESS -IONS	LIONS CENTER	REC PLEX CENTER	REC PROGRAM	CENTRAL PROGRAM	CENTRAL ROAD BLD			
Beginning Balance	5,403,701	-	-	-	-	-	-	-	-	-	-	5,403,701		
REVENUES:														
PROPERTY TAXES	1,723,808	-	-	-	-	-	-	-	-	-	-	1,723,808	1,659,379	4
REPLACEMENT TAXES	336,667											336,667	378,750	(11)
RENTAL	-	15,326	6,500	-	371,500	54,000	26,000	73,782	-	-	205,808	752,916	712,820	6
PASSES /USER FEES	-	37,500	87,500	108,370	235,990	-	2,500	285,344	-	-	98,107	855,311	756,970	13
DAILY /USER FEES	-	59,307	60,000	4,829	1,290,575	-	2,750	66,304	-	-	22,877	1,506,642	1,420,057	6
PROGRAM FEES	-	400	38,000	335,991	72,500	-	14,000	-	2,595,326	289,764	105,677	3,451,658	2,973,450	16
CONCESSION SALES	-	-	-	-	-	-	-	4,719	-	-	2,516	7,235	5,036	44
MERCHANDISE SALES	-	-	-	-	65,000	-	-	1,299	-	-	2,939	69,238	58,061	19
UTILITY RECOVERY	-	-	-	-	-	-	-	-	-	-	-	-	-	
CORP SPONSORS	21,000	-	-	-	-	-	-	-	-	-	-	21,000	21,000	0
OTHER	-	-	-	(10,500)	(29,000)	-	-	(5,500)	(45,500)	-	(5,500)	(96,000)	(65,000)	48
TOTAL REVENUE	2,081,475	112,533	192,000	438,690	2,006,565	54,000	45,250	425,948	2,549,826	289,764	432,424	8,628,475	7,920,523	9
EXPENDITURES:														
FULL TIME SALARIES	770,910	72,166	60,113	108,255	607,761	-	79,479	360,219	-	-	245,750	2,304,653	2,253,099	2
PART TIME SALARIES	85,170	83,321	160,386	311,104	461,120	-	79,090	326,832	912,847	41,254	194,280	2,655,404	2,265,769	17
EMPLOYEE BENEFITS	246,245	29,297	19,813	35,539	300,855	-	19,860	172,695	-	-	88,413	912,717	921,767	(1)
CONTRACTUAL SERVICES	123,704	8,580	14,480	10,985	127,027	-	33,480	65,700	464,741	174,630	69,207	1,092,534	854,970	28
COMMODITIES	53,550	41,225	40,225	48,332	242,820	-	35,100	93,323	323,244	1,977	70,121	949,917	932,171	2
CONCESSIONS	-	-	-	-	-	3,100	-	-	-	-	-	3,100	3,100	N/A
MERCHANDISE	-	-	-	-	50,000	-	-	500	-	-	1,677	52,177	42,539	23
UTILITIES	-	18,080	69,666	64,262	83,067	7,380	32,352	232,577	-	-	72,690	580,074	636,402	(9)
SALES TAX/OTHER	-	-	-	-	5,200	-	-	-	-	-	-	5,200	4,420	18
TOTAL EXPENDITURES	1,279,579	252,669	364,683	578,477	1,877,850	10,480	279,361	1,251,846	1,700,832	217,861	742,138	8,555,776	7,914,237	8
REVENUE OVER(UNDER) EXP	801,896	(140,136)	(172,683)	(139,787)	128,715	43,520	(234,111)	(825,898)	848,994	71,903	(309,714)	72,699		
ENDING FUND BALANCE	801,896	(140,136)	(172,683)	(139,787)	128,715	43,520	(234,111)	(825,898)	848,994	71,903	(309,714)	5,476,400		
CHANGE FROM 2023 + ( - )														
REVENUE	22,346	4,893	20,550	76,544	60,184	2,500	15,500	88,547	231,126	108,195	77,567	707,952		
EXPENDITURES	22,949	8,147	14,553	40,851	32,424	(1,300)	50,326	107,349	189,737	88,508	87,995	641,539		
NET	(603)	(3,254)	5,997	35,693	27,760	3,800	(34,826)	(18,802)	41,389	19,687	(10,428)	66,413		
% CHANGE FROM 2023														
REVENUE	1	5	12	21	3	5	52	26	10	60	22	9		
EXPENDITURES	2	3	4	8	2	(11)	22	9	13	68	13	8		



ORDINANCE NO. 846  
MT. PROSPECT PARK DISTRICT

**AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET  
AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK  
DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL YEAR  
BEGINNING ON THE 1ST DAY OF JANUARY, 2024, AND  
ENDING ON THE 31ST DAY OF DECEMBER, 2024.**

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Whereas, the Board of Park Commissioners of the Mt. Prospect Park District has caused this Ordinance to be prepared as the combined annual budget and appropriation ordinance for the fiscal year beginning January 1, 2024, and ending December 31, 2024, and the Secretary of the Board has made same conveniently available for public inspection for at least 30 days prior to final action thereon; and

Whereas, a public hearing was held as to such combined annual budget and appropriation ordinance at the Central Community Center, Mt. Prospect, Illinois, a facility of the Mt. Prospect Park District, on the 20th day of March 2024, notice of said hearing having been given by publication at least one (1) week prior thereto as required by law, and all other legal requirements having been complied with.

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

Section 1: That the following sums of money under the column entitled Budget comprise the Annual Budget for the Mt. Prospect Park District for the fiscal year beginning the 1st day of January, 2024 and ending the 31st day of December, 2024.

Section 2: That the following sums of money under the column entitled Appropriation in the total amount of Twenty Four Million Sixty Four Thousand Five Hundred Twelve (\$24,064,512) DOLLARS or as much thereof as may be authorized by law, be and the same are hereby appropriated for Corporate purposes, for bond redemption and interest retirement, for establishing recreational programs, for the payment necessary to be made to the Illinois Municipal Retirement Fund, for payments made to the Federal Social Security Insurance Fund, for the payment of risk management and liability protection costs premiums, for district capital labor expenses, for Conservatory Fund expenses, for paving and lighting, for special recreation programs for the handicapped expenses, and for Capital Improvement Fund expenses of the Mt. Prospect Park District, as hereinafter specified, for the fiscal year beginning January 1, 2024 and ending December 31, 2024:

# MT. PROSPECT PARK DISTRICT - CORPORATE FUND: Administration

2024

CORPORATE FUND: Administration (10-10)		BUDGET	APPROPRIATION
EXPENSES			
515010	DIRECTORS' SALARIES	167,080	183,788
515030	MANAGERS' SALARIES	131,536	144,690
515100	OFFICE POSITIONS' SALARIES	138,559	152,415
525310	OFFICE WAGES	44,000	48,400
538010	EMPLOYEE FRINGE BENEFITS	129,435	142,379
547010	AUDITING SERVICES	22,000	24,200
547050	LEGAL SERVICES	48,907	53,798
547060	FINANCIAL SERVICES	97,432	107,175
547100	PUBLIC RELATIONS	3,970	4,367
547210	PUBLIC NOTICES	5,960	6,556
547230	PROMOTIONAL SERVICES	5,200	5,720
547240	BROCHURE	4,800	5,280
547250	MEMBERSHIPS & DUES	6,408	7,049
547270	POSTAGE & FREIGHT	3,450	3,795
547320	TRAVEL, MEETINGS & CONFERENCES	5,330	5,863
547400	TRAINING SEMINARS	6,300	6,930
547700	SERVICE CONTRACTS	7,480	8,228
548560	COMPUTER SERVICE FEES	78,353	86,188
548570	COMPUTER PROGRAMMING	0	0
548590	457 RETIREMENT PLAN SERVICES	6,005	6,606
556030	BOOKS & PUBLICATIONS	500	550
556170	OFFICE SUPPLIES PURCHASES	16,000	17,600
556900	OTHER COMMODITIES	18,000	19,800
556970	SUPPLIES & AWARDS	0	0
567290	TELEPHONE	45,710	50,281
567450	ELECTRICITY CHARGES	35,000	38,500
567460	NORTHERN ILLINOIS GAS/NICOR CHARGES	13,250	14,575
567470	WATER SERVICE CHARGES	24,780	27,258
TOTAL EXPENSES		1,065,445	1,171,990

MT. PROSPECT PARK DISTRICT - CORPORATE FUND: Parks Maintenance

Park Maintenance

CORPORATE FUND: Park Maintenance (10-15)		BUDGET	APPROPRIATION
EXPENSES			
515020	ASSISTANT SUPERINTENDENTS' SALARIES	95,194	104,713
515070	FOREMAN WAGES	149,639	164,603
515090	MAINTENANCE POSITIONS WAGES	457,750	503,525
515100	OFFICE POSITIONS' SALARIES	30,576	33,634
525300	MAINTENANCE LABOR	16,920	18,612
538010	EMPLOYEE FRINGE BENEFITS	232,580	255,838
547100	PUBLIC RELATIONS	1,000	1,100
547250	MEMBERSHIP & DUES	0	0
547400	TRAINING SEMINARS	7,000	7,700
547690	REPAIRS & MAINTENANCE - SERVICES	135,745	149,320
547790	EQUIPMENT RENTAL	2,000	2,200
556210	HORTICULTURAL SUPPLIES PURCHASES	9,600	10,560
556250	CLOTHING SUPPLIES	6,700	7,370
556850	FERTILIZER / GROUND CHEMICALS PURCHASES	30,520	33,572
556860	REPAIRS & MAINTENANCE - MATERIALS	58,500	64,350
556900	OTHER COMMODITIES	2,125	2,338
567290	TELEPHONE CHARGES	2,970	3,267
567450	ELECTRICITY CHARGES	48,000	52,800
567460	GAS	12,000	13,200
567470	WATER SERVICE CHARGES	19,558	21,514
567480	REFUSE/SCAVENGER	17,090	18,799
TOTAL EXPENSES		1,335,467	1,469,014

# MT. PROSPECT PARK DISTRICT - CORPORATE FUND: Motor Pool

CORPORATE FUND: Motor Pool (10-16)		BUDGET	APPROPRIATION
EXPENSES			
515080	MECHANICS' WAGES	106,786	117,465
515100	OFFICE POSITIONS' SALARIES	12,230	13,453
538010	EMPLOYEE FRINGE BENEFITS	11,430	12,573
547400	TRAINING SEMINARS	1,400	1,540
547690	REPAIRS & MAINTENANCE - SERVICES	15,135	16,649
547900	LAUNDRY & CLEANING SERVICES	450	495
556250	CLOTHING SUPPLIES PURCHASES	1,850	2,035
556530	VEHICLE FUELS	56,000	61,600
556550	OILS, LUBRICANTS & CLEANERS	6,500	7,150
556630	SMALL TOOLS PURCHASES	3,000	3,300
556860	REPAIRS & MAINTENANCE - MATERIALS	49,000	53,900
556900	OTHER COMMODITIES	2,027	2,230
TOTAL EXPENSES		265,808	292,389

# MT. PROSPECT PARK DISTRICT - CORPORATE FUND: Buildings

CORPORATE FUND: Buildings (10-17)		BUDGET	APPROPRIATION
EXPENSES			
515070	FOREMAN	13,386	14,725
515090	MAINTENANCE POSITIONS	217,912	239,703
525300	MAINTENANCE LABOR	28,200	31,020
538010	EMPLOYEE FRINGE BENEFITS	83,081	91,389
547400	TRAINING SEMINARS	2,450	2,695
547500	SECURITY SYSTEM	5,750	6,325
547690	REPAIRS & MAINT SERVICES	16,705	18,376
556240	JANITORIAL SUPPLIES	3,750	4,125
556250	CLOTHING SUPPLIES	8,900	9,790
556860	REPAIRS & MAINT MATERIALS	16,250	17,875
556900	OTHER COMMODITIES	2,027	2,230
TOTAL EXPENSES		398,411	438,252

MT. PROSPECT PARK DISTRICT - CORPORATE FUND: Studio at Melas

CORPORATE FUND: Studio at Melas (10-70)		BUDGET	APPROPRIATION
EXPENSES			
547500	SECURITY SYSTEM	3,700	4,070
547690	REPAIRS & MAINTENANCE - SERVICES	3,750	4,125
556240	JANITORIAL SUPPLIES PURCHASES	2,000	2,200
556860	REPAIRS & MAINTENANCE - MATERIALS	2,750	3,025
567290	TELEPHONE CHARGES	2,400	2,640
567450	ELECTRICITY CHARGES	4,000	4,400
567460	NORTHERN ILLINOIS GAS / NICOR	7,500	8,250
567470	WATER SERVICE CHARGES	605	666
567480	REFUSE / SCAVENGER	1,320	1,452
TOTAL EXPENSES		28,025	30,828
TOTAL CORPORATE FUND EXPENSES		3,093,156	3,402,472

MT. PROSPECT PARK DISTRICT - RECREATION FUND: Administration

RECREATION FUND: Administration (20-10)		BUDGET	APPROPRIATION
EXPENSES			
515010	DIRECTORS' SALARIES	98,680	108,548
515030	MANAGERS	118,843	130,727
515050	SUPERVISORS	45,864	50,450
515090	MAINTENANCE POSITIONS	58,676	64,544
515100	OFFICE POSITIONS' SALARIES	177,832	195,615
515230	RECREATION COORDINATORS' WAGES	81,695	89,865
515240	RECREATION SUPERVISORS' WAGES	189,320	208,252
525240	PROMOTIONAL HELP WAGES	18,000	19,800
525310	OFFICE WAGES	67,170	73,887
538010	EMPLOYEE FRINGE BENEFITS	246,245	270,870
547060	FINANCIAL SERVICES	37,324	41,056
547100	PUBLIC RELATIONS	11,422	12,564
547110	CLASSIFIED ADVERTISING	18,450	20,295
547230	PROMOTIONAL SERVICES	8,500	9,350
547240	BROCHURE	15,000	16,500
547250	MEMBERSHIPS & DUES	9,028	9,931
547270	POSTAGE & FREIGHT	3,450	3,795
547320	TRAVEL, MEETINGS & CONFERENCES	5,370	5,907
547400	TRAINING SEMINARS	6,000	6,600
547700	SERVICE CONTRACTS	4,160	4,576
548570	COMPUTER PROGRAMMING	5,000	5,500
556170	OFFICE SUPPLIES PURCHASES	28,000	30,800
556430	RECREATION SUPPLIES PURCHASES	4,500	4,950
556530	VEHICLE FUELS	19,800	21,780
556900	OTHER COMMODITIES	1,250	1,375
567290	TELEPHONE CHARGES	0	0
567450	ELECTRICITY	0	0
567460	NORTHERN ILLINOIS GAS	0	0
567470	WATER	0	0
567480	REFUSE/SCAVENGER	0	0
TOTAL EXPENSES		1,279,579	1,407,537

# MT. PROSPECT PARK DISTRICT - RECREATION FUND: Big Surf

RECREATION FUND: Big Surf (20-20)		BUDGET	APPROPRIATION
EXPENSES			
515070	FOREMAN WAGES	17,848	19,633
515090	MAINTENANCE POSITIONS WAGES	32,286	35,515
515230	RECREATION COORDINATORS' WAGES	22,032	24,235
525340	CASHIERS WAGES	10,192	11,211
525360	LIFEGUARDS WAGES	35,097	38,607
525390	POOL MANAGERS WAGES	8,228	9,051
525410	RAFT ATTENDANTS WAGES	10,192	11,211
525420	TRAINING WAGES	19,612	21,573
538010	EMPLOYEE FRINGE BENEFITS	29,297	32,227
547320	TRAVEL, MEETINGS & CONFERENCES	250	275
547400	TRAINING SEMINARS	680	748
547690	REPAIRS & MAINTENANCE - SERVICES	7,650	8,415
556230	SWIMMING POOL CHEMICALS PURCHASES	15,500	17,050
556240	JANITORIAL SUPPLIES PURCHASES	2,000	2,200
556270	MEDICAL & LAB SUPPLIES PURCHASES	674	741
556430	RECREATION SUPPLIES PURCHASES	10,731	11,804
556650	PROGRAM SUPPLIES	320	352
556860	REPAIRS & MAINTENANCE - MATERIALS	12,000	13,200
567290	TELEPHONE CHARGES	1,080	1,188
567450	ELECTRICITY CHARGES	6,000	6,600
567460	NORTHERN ILLINOIS GAS / NICOR	11,000	12,100
TOTAL EXPENSES		252,669	277,936



# MT. PROSPECT PARK DISTRICT - RECREATION FUND: Meadows Pool

RECREATION FUND: Meadows Pool (20-21)		BUDGET	APPROPRIATION
EXPENSES			
515090	MAINTENANCE POSITIONS WAGES	16,143	17,757
515230	RECREATION COORDINATORS' WAGES	43,970	48,367
525340	CASHIERS WAGES	15,267	16,794
525360	LIFEGUARDS WAGES	86,512	95,163
525380	INSTRUCTORS WAGES	16,284	17,912
525390	POOL MANAGERS WAGES	15,181	16,699
525420	TRAINING WAGES	27,142	29,856
538010	EMPLOYEE FRINGE BENEFITS	19,813	21,794
547320	TRAVEL, MEETINGS & CONFERENCES	150	165
547400	TRAINING SEMINARS	1,330	1,463
547500	SECURITY SYSTEM	5,450	5,995
547690	REPAIRS & MAINTENANCE - SERVICES	7,550	8,305
556230	SWIMMING POOL CHEMICALS PURCHASES	15,000	16,500
556240	JANITORIAL SUPPLIES PURCHASES	2,000	2,200
556270	MEDICAL & LAB SUPPLIES PURCHASES	1,774	1,951
556430	RECREATION SUPPLIES PURCHASES	7,318	8,050
556650	PROGRAM SUPPLIES PURCHASES	6,133	6,746
556860	REPAIRS & MAINTENANCE - MATERIALS	8,000	8,800
567290	TELEPHONE CHARGES	2,700	2,970
567450	ELECTRICITY CHARGES	17,000	18,700
567460	NORTHERN ILLINOIS GAS / NICOR	15,000	16,500
567470	WATER SERVICE CHARGES	34,366	37,803
567480	REFUSE/SCAVENGER	600	660
TOTAL EXPENSES		364,683	401,151

# MT. PROSPECT PARK DISTRICT - RECREATION FUND: Recplex Pool

RECREATION FUND: Recplex Pool (20-22)		BUDGET	APPROPRIATION
EXPENSES			
515070	FOREMAN WAGES	17,848	19,633
515090	MAINTENANCE POSITIONS' WAGES	28,868	31,755
515230	RECREATION COORDINATORS' WAGES	61,539	67,693
525360	LIFEGUARDS' WAGES	52,968	58,265
525380	INSTRUCTORS' WAGES	141,702	155,872
525390	POOL MANAGERS' WAGES	82,280	90,508
525420	TRAINING WAGES	34,154	37,569
538010	EMPLOYEE FRINGE BENEFITS	35,539	39,093
547320	TRAVEL, MEETINGS & CONFERENCES	150	165
547400	TRAINING SEMINARS	1,535	1,689
547690	REPAIRS & MAINTENANCE - SERVICES	9,300	10,230
556230	SWIMMING POOL CHEMICALS PURCHASES	10,500	11,550
556240	JANITORIAL SUPPLIES PURCHASES	3,500	3,850
556270	MEDICAL & LAB SUPPLIES PURCHASES	674	741
556650	PROGRAM SUPPLIES PURCHASES	23,658	26,024
556860	REPAIRS & MAINTENANCE - MATERIALS	10,000	11,000
567450	ELECTRICITY CHARGES	40,000	44,000
567460	NORTHERN ILLINOIS GAS / NICOR	6,750	7,425
567470	WATER SERVICE CHARGES	17,512	19,263
TOTAL EXPENSES		578,477	636,325

MT. PROSPECT PARK DISTRICT - RECREATION FUND: GC / Pro Shop

Golf Course / Pro Shop

RECREATION FUND: Golf Course / Pro Shop (20-30-81)		BUDGET	APPROPRIATION
EXPENSES			
515010	DIRECTORS' SALARIES	11,568	12,725
515020	ASSISTANT SUPERINTENDENTS' SALARIES	0	0
515030	MANAGERS' SALARIES	104,996	115,496
515100	OFFICE POSITIONS' SALARIES	56,590	62,249
515240	RECREATION SUPERVISORS' WAGES	0	0
525340	CASHIERS WAGES	157,400	173,140
525430	STARTERS / RANGERS WAGES	18,200	20,020
538010	EMPLOYEE FRINGE BENEFITS	38,408	42,249
547060	FINANCIAL SERVICES	24,716	27,188
547100	PUBLIC RELATIONS	1,000	1,100
547110	CLASSIFIED ADVERTISING	1,000	1,100
547230	PROMOTIONAL SERVICES	2,000	2,200
547240	BROCHURE	0	0
547250	MEMBERSHIPS & DUES	3,500	3,850
547320	TRAVEL, MEETINGS & CONFERENCES	3,500	3,850
547400	TRAINING SEMINARS	500	550
547700	SERVICE CONTRACTS	29,086	31,995
547780	GAS CART MAINTENANCE	4,000	4,400
548570	COMPUTER PROGRAMMING	0	0
556150	MINOR EQUIPMENT	300	330
556170	OFFICE SUPPLIES PURCHASES	0	0
556430	RECREATION SUPPLIES PURCHASES	10,000	11,000
557290	TELEPHONE CHARGES	2,160	2,376
567450	ELECTRICITY CHARGES	11,000	12,100
TOTAL EXPENSES		479,924	527,916

# MT. PROSPECT PARK DISTRICT - RECREATION FUND: Maintenance

RECREATION FUND: Maintenance (20-30-82)		BUDGET	APPROPRIATION
EXPENSES			
515020	ASSISTANT SUPERINTENDENTS' SALARIES	150,794	165,873
515080	MECHANICS' WAGES	80,578	88,636
515090	MAINTENANCE POSITIONS WAGES	102,542	112,796
515100	OFFICE POSITIONS WAGES	28,357	31,193
525300	MAINTENANCE LABOR WAGES	254,020	279,422
538010	EMPLOYEE FRINGE BENEFITS	225,190	247,709
547250	MEMBERSHIP & DUES	1,225	1,348
547320	TRAVEL, MEETING & CONFERENCES	2,500	2,750
547690	REPAIRS & MAINTENANCE - SERVICES	17,350	19,085
547700	SERVICE CONTRACTS	5,000	5,500
547790	EQUIPMENT RENTAL	750	825
547900	LAUNDRY & CLEANING SERVICE	250	275
556150	MINOR EQUIPMENT PURCHASES	500	550
556210	HORTICULTURAL SUPPLIES PURCHASES	25,000	27,500
556250	CLOTHING SUPPLIES PURCHASES	3,320	3,652
556530	VEHICLE FUELS	18,150	19,965
556550	OILS, LUBRICANTS & CLEANERS	2,500	2,750
556850	FERTILIZERS & GROUND CHEMICALS PURCHASES	94,000	103,400
556860	REPAIRS & MAINTENANCE - MATERIAL	27,750	30,525
556865	GOLF EQUIPMENT REPAIRS	16,500	18,150
556900	OTHER COMMODITIES	500	550
567290	TELEPHONE CHARGES	1,440	1,584
567450	ELECTRICITY CHARGES	17,000	18,700
567460	NORTHERN ILLINOIS GAS / NICOR	4,700	5,170
567470	WATER SERVICE CHARGES	1,348	1,483
567480	REFUSE / SCAVENGER	13,380	14,718
TOTAL EXPENSES		1,094,644	1,204,108

MT. PROSPECT PARK DISTRICT - RECREATION FUND: Merchandise Sales

Merchandise Sales

RECREATION FUND: Merchandise Sales (20-30-83)		BUDGET	APPROPRIATION
EXPENSES			
556370	MERCHANDISE COST OF SALES	50,000	55,000
556430	RECREATIOINAL SUPPLIES PURCHASES	600	660
594040	SALES TAX	5,200	5,720
TOTAL EXPENSES		55,800	61,380

MT. PROSPECT PARK DISTRICT - RECREATION FUND: Driving Range

RECREATION FUND: Driving Range (20-30-84)		BUDGET	APPROPRIATION
EXPENSES			
556650	PROGRAM SUPPLIES PURCHASES	12,000	13,200
TOTAL EXPENSES		12,000	13,200

MT. PROSPECT PARK DISTRICT - RECREATION FUND: Lessons

RECREATION FUND: Lessons (20-30-85)		BUDGET	APPROPRIATION
EXPENSES			
515030	MANAGER DIRECTOR	7,504	8,254
515240	REC SUPERVISORS	24,000	26,400
525380	INSTRUCTORS' WAGES	0	0
538010	EMPLOYEE FRINGE BENEFITS	847	932
547120	INSTRUCTORS/PROGRAM SERVICE	5,000	5,500
556650	PROGRAM SUPPLIES PURCHASES	4,000	4,400
TOTAL EXPENSES		41,351	45,486

MT. PROSPECT PARK DISTRICT - RECREATION FUND: Events

RECREATION FUND: Events (20-30-86)		BUDGET	APPROPRIATION
EXPENSES			
554240	TOURNAMENT EXPENSES	12,000	13,200
TOTAL EXPENSES		12,000	13,200



MT. PROSPECT PARK DISTRICT - RECREATION FUND: Community Center  
Community Center

RECREATION FUND: Community Center(20-30-87)		BUDGET	APPROPRIATION
EXPENSES			
515070	FOREMAN WAGES	8,924	9,816
515090	MAINTENANCE POSITION WAGES	55,908	61,499
525300	MAINTENANCE LABOR WAGES	7,500	8,250
538010	EMPLOYEE FRINGE BENEFITS	36,410	40,051
547500	SECURITY SYSTEM	9,200	10,120
547690	REPAIRS & MAINTENANCE - SERVICE	16,450	18,095
556240	JANITORIAL SUPPLIES PURCHASES	6,700	7,370
556430	RECREATION SUPPLIES PURCHASES	1,500	1,650
556860	REPAIRS & MAINTENANCE - MATERIALS	7,500	8,250
567450	ELECTRICITY CHARGES	12,000	13,200
567460	NORTHERN ILLINOIS GAS ' AM GAS	6,000	6,600
567470	WATER SERVICE CHARGES	6,719	7,391
567480	REFUSE / SCAVENGER	4,620	5,082
567480	COMCAST CABLE	2,700	2,970
TOTAL EXPENSES		182,131	200,344

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Food & Beverage Service - Administration

RECREATION FUND: Food & Beverage Service - Administration (20-40-40)		BUDGET	APPROPRIATION
EXPENSES			
567290	TELEPHONE	1,380	1,518

TOTAL EXPENSES		1,380	1,518
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MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Food & Beverage Service - Lions Pool

RECREATION FUND: Food & Beverage Service - Lions Pool (20-40-41)		BUDGET	APPROPRIATION
EXPENSES			
556240	JANITORIAL SUPPLIES PURCHASES	0	0

TOTAL EXPENSES		0	0
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MT. PROSPECT PARK DISTRICT - RECREATION FUND:  
Food & Beverage Service: Community Center Grill & Halfway House

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RECREATION FUND: Food & Beverage Service: Community Center Grill & Halfway House		BUDGET	APPROPRIATION
EXPENSES			
556340	BEVERAGE COST OF SALES	3,100	3,410
567450	ELECTRICITY CHARGES	6,000	6,600

TOTAL EXPENSES		9,100	10,010
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MT. PROSPECT PARK DISTRICT - RECREATION FUND: Lions Center

RECREATION FUND: Lions Center (20 42)		BUDGET	APPROPRIATION
EXPENSES			
515090	MAINTENANCE POSITIONS	44,203	48,623
515230	REC COORDINATORS	35,276	38,804
525300	MAINTENANCE LABOR	19,368	21,305
525350	CENTER SUPERVISORS' WAGES	59,722	65,694
538010	EMPLOYEE FRINGE BENEFITS	19,860	21,846
547120	CONTRACTUAL / PROGRAM SERVICES	7,500	8,250
547500	SECURITY SYSTEM	5,200	5,720
547690	REPAIRS & MAINTENANCE - SERVICES	20,300	22,330
547700	SERVICE CONTRACTS	480	528
556150	MINOR EQUIPMENT PURCHASES	15,500	17,050
556240	JANITORIAL SUPPLIES PURCHASES	5,100	5,610
556430	RECREATION SUPPLIES PURCHASES	2,500	2,750
556860	REPAIRS & MAINTENANCE - MATERIAL	12,000	13,200
567290	TELEPHONE CHARGES	1,080	1,188
567450	ELECTRICITY CHARGES	11,000	12,100
567460	NORTHERN ILLINOIS GAS / NICOR	6,500	7,150
567470	WATER SERVICE CHARGES	10,772	11,849
567480	REFUSE / SCAVENGER SERVICE	3,000	3,300
TOTAL EXPENSES		279,361	307,297

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Recplex General Operations

RECREATION FUND: Recplex General Operations (20-49-20)		BUDGET	APPROPRIATION
EXPENSES			
515070	FOREMAN WAGES	8,924	9,816
515090	MAINTENANCE POSITIONS' WAGES	204,696	225,166
515100	OFFICE POSITIONS' SALARIES	27,117	29,829
525300	MAINTENANCE LABOR WAGES	99,452	109,397
525330	RECREATION OFFICE WAGES	13,520	14,872
525350	CENTER SUPERVISORS' WAGES	143,338	157,672
538010	EMPLOYEE FRINGE BENEFITS	145,985	160,584
547120	CONTRACTUAL / PROGRAM SERVICES	0	0
547230	PROMOTIONAL SERVICES	2,500	2,750
547240	BROCHURE	4,500	4,950
547500	SECURITY SYSTEM	7,200	7,920
547690	REPAIRS & MAINTENANCE - SERVICES	39,100	43,010
547700	SERVICE CONTRACTS	2,400	2,640
556150	MINOR EQUIPMENT PURCHASES	23,000	25,300
556240	JANITORIAL SUPPLIES PURCHASES	13,800	15,180
556370	MERCHANDISE FOR RESALE	750	825
556430	RECREATION SUPPLIES PURCHASES	3,000	3,300
556860	REPAIRS & MAINTENANCE - MATERIALS	36,500	40,150
567290	TELEPHONE CHARGES	0	0
567450	ELECTRICITY CHARGES	176,000	193,600
567460	NORTHERN ILLINOIS GAS / NICOR	27,500	30,250
567470	WATER SERVICE CHARGES	20,557	22,613
567480	REFUSE / SCAVENGER SERVICE	5,460	6,006
567480	COMCAST CABLE	3,060	3,366
TOTAL EXPENSES		1,008,359	1,109,195

MT. PROSPECT PARK DISTRICT - RECREATION FUND: Fitness Center

RECREATION FUND: RecPlex Fitness Center (20-49-22)		BUDGET	APPROPRIATION
EXPENSES			
515230	REC COORDINATORS	85,794	94,373
515240	RECREATION SUPERVISORS' WAGES	33,688	37,057
525350	CENTER SUPERVISORS' WAGES	70,522	77,574
538010	GROUP HOSPITAL INSURANCE PREMIUMS	26,710	29,381
547270	POSTAGE & FREIGHT	0	0
547320	TRAVEL, MEETINGS & CONFERENCES	250	275
547400	TRAINING SEMINARS	250	275
547690	REPAIRS & MAINTENANCE - SERVICES	9,500	10,450
556150	MINOR EQUIPMENT PURCHASES	7,500	8,250
556430	RECREATION SUPPLIES PURCHASES	9,273	10,200
TOTAL EXPENSES		243,487	267,836

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - Youth Child Care

RECREATION FUND: Programming Youth Child Care (20-50-50)		BUDGET	APPROPRIATION
EXPENSES			
525320	RECREATION LEADERS' WAGES	163,521	179,873
525325	YOUTH PROGRAMS LEADERS/SUPERVISORS	195,553	215,108
525329	CHILD CARE LEADERS/SUPERVISORS	0	0
525385	YOUTH PROGRAM INSTRUCTORS	99,906	109,897
525387	PRESCHOOL INSTRUCTORS	102,290	112,519
547120	CONTRACTUAL / PROGRAM SERVICES	25,000	27,500
547125	YOUTH PROGRAM INSTRUCTORS/PROGRAM SERVICES	95,159	104,675
547320	TRAVEL, MEETINGS & CONFERENCES	2,000	2,200
547327	PRESCHOOL TRAVEL MEETINGS & CONFERENCE	1,000	1,100
556150	MINOR EQUIPMENT PURCHASES	1,000	1,100
556650	PROGRAM SUPPLIES PURCHASES	5,738	6,312
556655	YOUTH PROGRAM SUPPLIES	17,120	18,832
556657	PRESCHOOL PROGRAM SUPPLIES	16,796	18,476
556860	REPAIRS & MAINTENANCE - MATERIALS	1,000	1,100
TOTAL EXPENSES		726,083	798,691



MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - Adult Athletic

RECREATION FUND: Programming Adult Athletic (20-50-52)		BUDGET	APPROPRIATION
EXPENSES			
525320	RECREATION SUPERVISORS' WAGES	8,621	9,483
525380	INSTRUCTORS' WAGES		0
547120	CONTRACTUAL PROGRAM SERVICES	35,991	39,590
556650	PROGRAM SUPPLIES PURCHASES	19,555	21,511
556860	REPAIRS & MAINTENANCE - MATERIALS	1,750	1,925
TOTAL EXPENSES		65,917	72,509

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - Youth Athletics

RECREATION FUND: Programming Youth Athletics (20-50-54)		BUDGET	APPROPRIATION
EXPENSES			
525320	RECREATION LEADERS' WAGES	15,495	17,045
525380	INSTRUCTORS' WAGES	35,457	39,003
547120	CONTRACTUAL / PROGRAM SERVICES	213,026	234,329
556650	PROGRAM SUPPLIES PURCHASES	102,833	113,116
556860	REPAIRS & MAINTENANCE - MATERIALS	3,000	3,300
TOTAL EXPENSES		369,811	406,792

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - Fitness Programs / Center

RECREATION FUND: Programming Fitness Programs/Center (20-50-55)		BUDGET	APPROPRIATION
EXPENSES			
525380	INSTRUCTORS' WAGES	94,473	103,920
547120	INSTRUCTORS / PROGRAM SERVICES	12,000	13,200
547320	TRAVEL, MEETINGS & CONFERENCES	500	550
556150	MINOR EQUIPMENT PURCHASES	5,000	5,500
556650	PROGRAM SUPPLIES PURCHASES	4,728	5,201
TOTAL EXPENSES		116,701	128,371

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - Special Events

RECREATION FUND: Programming Special Events (20-50-56)		BUDGET	APPROPRIATION
EXPENSES			
525320	RECREATION LEADERS' WAGES	800	880
547100	PUBLIC RELATIONS	9,700	10,670
547120	CONTRACTUAL / PROGRAM SERVICES	20,000	22,000
556650	PROGRAM SUPPLIES PURCHASES	14,778	16,256
TOTAL EXPENSES		45,278	49,806

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - Cultural Arts

RECREATION FUND: Programming Cultural Arts (20-50-58)		BUDGET	APPROPRIATION
EXPENSES			
525385	PA - INSTRUCTORS	144,138	158,552
525387	VP - INSTRUCTORS	37,743	41,517
525389	BP - INSTRUCTORS	7,178	7,896
547125	PA - INST/PROGRAM SERVICE	750	825
556157	VP - MINOR EQUIPMENT	500	550
556657	VP - PROGRAM SUPPLIES	13,026	14,329
556659	BP - PROGRAM SUPPLIES	440	484
556665	PA - PROGRAM SUPPLIES	39,760	43,736
TOTAL EXPENSES		243,535	267,889

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Programming - MP Baseball

RECREATION FUND: Programming MP Baseball (20-50-72)		BUDGET	APPROPRIATION
EXPENSES			
525320	RECREATION LEADERS' WAGES	7,672	8,439
547120	CONTRACTUAL / PROGRAM SERVICES	49,615	54,577
556650	PROGRAM SUPPLIES PURCHASES	72,120	79,332
556860	REPAIRS & MAINTENANCE - MATERIALS	4,100	4,510

TOTAL EXPENSES		133,507	146,858
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MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Central Programming - Youth Child Care

RECREATION FUND: Programming Couth Child Care (20-51-50)		BUDGET	APPROPRIATION
EXPENSES			
525380	INSTRUCTORS' WAGES	41,254	45,379
547320	TRAVEL, MEETINGS & CONFERENCES	450	495
556150	MINOR EQUIPMENT PURCHASES	1,977	2,175

TOTAL EXPENSES		43,681	48,049
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MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Central Programming - Youth Athletics

RECREATION FUND: Programming Youth Athletics (20-51-54)		BUDGET	APPROPRIATION
EXPENSES			
547120	CONTRACTUAL / PROGRAM SERVICES	174,180	191,598
TOTAL EXPENSES		174,180	191,598



MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Central Community Center - General Operations

RECREATION FUND: ccc general operations (20 80 20)		BUDGET	APPROPRIATION
EXPENSES			
515010	DIRECTORS' SALARIES	4,627	5,090
515020	ASSISTANT SUPERINTENDENTS' SALARIES	19,039	20,943
515030	MANAGERS' SALARIES	12,693	13,962
515070	FOREMAN WAGES	4,462	4,908
515090	MAINTENANCE POSITIONS WAGES	123,933	136,326
515100	OFFICE POSITIONS' SALARIES	23,974	26,371
515230	RECREATION COORDINATORS' WAGES	57,022	62,724
525300	MAINTENANCE LABOR WAGES	19,313	21,244
525310	OFFICE WAGES	7,280	8,008
525350	CENTER SUPERVISORS' WAGES	94,813	104,294
538010	EMPLOYEE FRINGE BENEFITS	88,413	97,254
547120	CONTRACTUAL / PROGRAMS SERVICES	30,777	33,855
547230	PROMOTIONAL SERVICES	2,500	2,750
547240	BROCHURE	1,800	1,980
547500	SECURITY SYSTEM	7,000	7,700
547690	REPAIRS & MAINTENANCE - SERVICES	12,100	13,310
547700	SERVICE CONTRACTS	480	528
556150	MINOR EQUIPMENT PURCHASES	16,810	18,491
556240	JANITORIAL SUPPLIES PURCHASES	12,250	13,475
556370	MERCHANDISE COST OF SALES	1,677	1,845
556430	RECREATION SUPPLIES PURCHASES	5,339	5,873
556860	REPAIRS & MAINTENANCE - MATERIALS	12,000	13,200
567450	ELECTRICITY CHARGES	50,000	55,000
567460	NORTHERN ILLINOIS GAS	12,000	13,200
567470	WATER SERVICE CHARGES	4,210	4,631
567480	REFUSE / SCAVENGER SERVICE	3,828	4,211
567490	COMCAST CABLE	2,652	2,917

TOTAL EXPENSES		630,992	694,091
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MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Central Community Center - In Line Rink

RECREATION FUND: CCC In Line Rink (20-80-21)		BUDGET	APPROPRIATION
EXPENSES			
525320	RECREATION LEADERS' WAGES	1,792	1,971
525370	RINK GUARD WAGES	0	0
525380	INSTRUCTORS' WAGES	0	0
547120	INSTRUCTORS / PROGRAM SERVICES	8,150	8,965
556650	PROGRAM SUPPLIES PURCHASES	11,600	12,760
TOTAL EXPENSES		21,542	23,696

MT. PROSPECT PARK DISTRICT - RECREATION FUND:

Central Community Center - Fitness Center

RECREATION FUND: CCC Fitness Center(20-80-22)		BUDGET	APPROPRIATION
EXPENSES			
525350	CENTER SUPERVISORS' WAGES	71,082	78,190
547320	TRAVEL, MEETINGS & CONFERENCES	200	220
547400	TRAINING SEMINARS	200	220
547690	REPAIRS & MAINTENANCE - SERVICES	6,000	6,600
556150	MINOR EQUIPMENT PURCHASES	8,000	8,800
556240	JANITORIAL SUPPLIES SERVICES	4,122	4,534
TOTAL EXPENSES		89,604	98,564
TOTAL RECREATION FUND EXPENSES		8,555,776	9,411,354

# MT. PROSPECT PARK DISTRICT

FUND	BUDGET	APPROPRIATION
<b>PAVING &amp; LIGHTING FUND (21-00)</b>		
645000 CONSTRUCTION & REPAIR OF PAVING & INSTALLATION AND REPAIR OF ALL ASPECTS OF LIGHTING THROUGHOUT THE DISTRICT	209,994	230,993
<b>TOTAL PAVING &amp; LIGHTING FUND EXPENSES</b>	<b>209,994</b>	<b>230,993</b>
<b>SOCIAL SECURITY FUND (23-00)</b>		
538510 RETIREMENT F.I.C.A.	588,404	647,244
<b>TOTAL SOCIAL SECURITY FUND EXPENSES</b>	<b>588,404</b>	<b>647,244</b>
<b>LIABILITY INSURANCE FUND (24-00)</b>		
RISK MANAGEMENT PROGRAM EXPENSES		0
515010 DIRECTORS' SALARIES	33,697	37,067
515030 MGR DIRECTORS	37,800	41,580
515100 OFFICE POSITIONS	83,262	91,588
515230 COORDINATORS' WAGES	0	0
538010 EMPLOYEE FRINGE BENEFITS	50,535	55,589
547050 LEGAL SERVICES	13,450	14,795
547060 FIANCNIAL SERVICES	42,252	46,477
578080 PARK DIST RISK MGMT AGENCY	575,000	632,500
578090 METRO RISK MGMT AGENCY	287,500	316,250
578190 UNEMPLOYMENT	30,000	33,000
<b>TOTAL LIABILITY INSURANCE FUND EXPENSES</b>	<b>1,153,496</b>	<b>1,268,846</b>

MT. PROSPECT PARK DISTRICT

**HANDICAPPED RECREATION FUND (25-00)**

548750 CONTRIBUTION TO THE NORTHWEST SPECIAL RECREATION ASSOCIATION FOR SPECIAL RECREATION PURPOSES AS PER JOINT AGREEMENT PURSUANT TO 70ILCS 1205/8-10	444,026	488,429
603000 ARCHITECTURAL BARRIERS REMOVAL - ADA COMPLIANCE CONSTRUCTION PURSUANT TO THE JOINT AGREEMENT	762,930	839,223
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<b>TOTAL HANDICAPPED RECREATION FUND EXPENSES</b>	<b>1,206,956</b>	<b>1,327,652</b>

<b>FUND</b>	<b>BUDGET</b>	<b>APPROPRIATION</b>
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<b>IMRF FUND (26-00)</b>		
538500 RETIREMENT I.M.R.F.	389,412	428,353
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<b>TOTAL IMRF FUND EXPENSES</b>	<b>389,412</b>	<b>428,353</b>

**DISTRICT CAPITAL LABOR (28-00)**

515030	MGR. DIRECTORS	0	0
515070	FOREMAN	0	0
515090	MAINTENANCE POSITIONS	0	0
525300	MAINTENANCE LABOR WAGES	85,500	94,050
538010	EMPLOYEE FRINGE BENEFITS	0	0
547690	REPAIRS & MAINTENANCE - SERVICES	0	0
547700	SERVICE CONTRACTS	0	0
547790	EQUIPMENT RENTAL	0	0
547900	LAUNDRY & CLEANING SERVICES	0	0
556170	OFFICE SUPPLIES PURCHASES	0	0
556210	HORTICULTURAL SUPPLIES PURCHASES	0	0
556850	FERTILIZER / GROUND CHEMICALS PURCHASES	0	0
556860	REPAIRS & MAINTENANCE - MATERIALS	0	0
556900	OTHER COMMODITIES	0	0
<b>TOTAL DISTRICT CAPITAL LABOR FUND EXPENSES</b>		<b>85,500</b>	<b>94,050</b>

**BOND & INTEREST FUND (30-00)**

547830	FISCAL AGENT FEES	10,000	11,000
588420	BOND PRINCIPAL	3,456,910	3,802,601
588430	BOND INTEREST	165,863	182,449
588440	ALT REV BOND PRINCIPAL	1,230,000	1,353,000
588450	ALT REV BOND INTEREST	622,116	684,328
588500	BANK NOTES	0	0
<b>TOTAL BOND &amp; INTEREST FUND EXPENSES</b>		<b>5,484,889</b>	<b>6,033,378</b>

MT. PROSPECT PARK DISTRICT - CONSERVATORY FUND:

Administration

CONSERVATORY FUND: Administration (27-10)		BUDGET	APPROPRIATION
EXPENSES			
515010	DIRECTORS' SALARIES	18,508	20,359
515020	ASSISTANT SUPERINTENDENTS' SALARIES	12,693	13,962
515030	MANAGERS' SALARIES	37,800	41,580
515100	OFFICE POSITIONS' SALARIES	55,077	60,585
515230	RECREATION COORDINATORS' WAGES	58,755	64,631
525240	PROMOTIONAL HELP WAGES	0	0
525300	MAINTENANCE LABOR	0	0
525350	CENTER SUPERVISORS' WAGES	49,405	54,346
538010	EMPLOYEE FRINGE BENEFITS	58,417	64,259
547050	LEGAL SERVICES	12,806	14,087
547060	FINANCIAL SERVICES	17,410	19,151
547100	PUBLIC RELATIONS	0	0
547230	PROMOTIONAL SERVICES	3,000	3,300
547240	BROCHURE	6,800	7,480
547250	MEMBERSHIPS & DUES	0	0
547320	TRAVEL, MEETINGS & CONFERENCES	250	275
547400	TRAINING SEMINARS	500	550
547500	SECURITY SYSTEM	0	0
547700	SERVICE CONTRACTS	780	858
548560	COMPUTER SERVICE FEES	0	0
556150	MINOR EQUIPMENT PURCHASES	500	550
556170	OFFICE SUPPLIES PURCHASES	0	0
556240	JANITORIAL SUPPLIES PURCHASES	0	0
556430	RECREATION SUPPLIES PURCHASES	700	770
556650	PROGRAM SUPPLIES PURCHASES	500	550
556860	REPAIRS & MAINTENANCE - SERVICES	1,000	1,100
567290	TELEPHONE CHARGES	12,900	14,190
567450	ELECTRICITY CHARGES	19,000	20,900
567460	NORTHERN ILLINOIS GAS / NICOR	16,500	18,150
567470	WATER SERVICE CHARGES	5,670	6,237
567480	REFUSE / SCAVENGER SERVICE	0	0
823100	FRIENDSHIP COURTYARD PAINT	0	0
831100	LAND ACQUISITION	0	0
TOTAL EXPENSES		388,971	427,868

MT. PROSPECT PARK DISTRICT - CONSERVATORY FUND:

Park Maintenance - Parks & Grounds

CONSERVATORY FUND: Park Maintenance - Parks & Grounds (27-15-60)		BUDGET	APPROPRIATION
EXPENSES			
515050	SUPERVISOR SALARY	0	0
515070	FOREMAN WAGES	32,775	36,053
515090	MAINTENANCE POSITIONS' WAGES	92,947	102,242
525300	MAINTENANCE LABOR WAGES	57,000	62,700
538010	EMPLOYEE FRINGE BENEFITS	47,185	51,904
547900	LAUNDRY & CLEANING SERVICES	0	0
556250	CLOTHING	1,950	2,145
556530	VEHICLE FUELS	8,250	9,075
TOTAL EXPENSES		240,107	264,118



MT. PROSPECT PARK DISTRICT - CONSERVATORY FUND:

Park Maintenance - Greenhouse & Atrium

CONSERVATORY FUND: Park Maintenance-Greenhouse/Atrium(27-15-61)		BUDGET	APPROPRIATION
EXPENSES			
515070	FOREMAN	9,952	10,947
515090	MAINTENANCE POSITIONS WAGES	165,230	181,753
538010	EMPLOYEE FRINGE BENEFITS	75,320	82,852
547400	TRAINING SEMINARS	1,570	1,727
547690	REPAIRS & MAINTENANCE - SERVICES	7,500	8,250
556210	HORTICULTURAL SUPPLIES PURCHASES	28,500	31,350
556850	FERTILIZERS & GROUND CHEMICALS PURCHASES	3,000	3,300
556860	REPAIRS & MAINTENANCE - MATERIAL	5,000	5,500

TOTAL EXPENSES		296,072	325,679
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MT. PROSPECT PARK DISTRICT - CONSERVATORY FUND:

Programs

CONSERVATORY FUND: Programs - (27-50)		BUDGET	APPROPRIATION
EXPENSES			
525380	INSTRUCTORS' WAGES	12,000	13,200
547120	INSTRUCTORS' WAGES	1,600	1,760
556430	RECREATION SUPPLIES PURCHASES	500	550
556650	PROGRAM SUPPLY PURCHASES	9,428	10,371
TOTAL EXPENSES		23,528	25,881

MT. PROSPECT PARK DISTRICT - CONSERVATORY FUND:

Facility Programs - Facility

CONSERVATORY FUND: Facility (27-60)		BUDGET	APPROPRIATION
EXPENSES			
525300	MAINTENANCE LABOR	19,368	21,305
525320	RECREATION SUPERVISORS' WAGES	0	0
525350	CENTER SUPERVISORS' WAGES	36,991	40,690
547500	SECURITY SYSTEM	5,500	
547690	REPAIRS & MAINTENANCE - SERVICES	10,850	11,935
556170	OFFICE SUPPLIES PURCHASES	0	0
556240	JANITORIAL SUPPLIES PURCHASES	5,600	6,160
556380	BEVERAGE COST OF SALES	12,650	13,915
556430	RECREATION SUPPLIES PURCHASES	550	605
556650	PROGRAM SUPPLIES PURCHASES	10,125	11,138
556860	REPAIRS & MAINTENANCE - MATERIALS	11,250	12,375
547680	REFUSE/SCAVENGER	6,456	7,102
TOTAL EXPENSES		119,340	125,224
TOTAL CONSERVATORY FUND EXPENSES		1,068,018	1,168,770

**MT. PROSPECT PARK DISTRICT NON BOND CAP PROJECTS FUND:**

**EXPENSES**

855014	EQUIPMENT	44,000	48,400
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TOTAL NON BOND GOV DEALS FUND EXPENSES		44,000	48,400
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TOTAL BUDGET	21,879,601
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TOTAL APPROPRIATION	24,061,512
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## MOUNT PROSPECT PARK DISTRICT

### SUMMARY OF APPROPRIATIONS

CORPORATE FUND	3,402,472
RECREATION FUND	9,411,354
PAVING AND LIGHTING FUND	230,993
FEDERAL SOCIAL SECURITY INSURANCE FUND	647,244
LIABILITY INSURANCE FUND	1,268,846
HANDICAPPED RECREATION FUND	1,327,652
ILLINOIS MUNICIPAL RETIREMENT FUND	428,353
DISTRICT CAPITAL LABOR	94,050
BONDS & INTEREST FUND	6,033,378
CONSERVATORY FUND	1,168,770
NON BOND CAPITAL PROJECTS FUND	48,400
<b>TOTAL APPROPRIATION</b>	<b>24,061,512</b>

Each of said sums of money and the aggregate thereof are deemed necessary by the Board of Park Commissioners of the Mt. Prospect Park District to defray the necessary expenses and liabilities of the aforesaid Park District during the fiscal year beginning the 1st day of January, 2024 and ending the 31st day of December, 2024, for the respective purposes set forth.

Section 3: All unexpended balances of the appropriation for the fiscal year ending the 31st day of December, 2023, and prior years to the extent not otherwise re-appropriated for other purposes herein are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, pursuant

Section 4: Pursuant to law the following determinations have been and are hereby made a part hereof:

- (a) Cash on hand and short-term investment at the beginning of the fiscal year:  
\$ 10,328,283
- (b) Estimate of cash expected to be received during the fiscal year from all sources:  
\$ 21,741,979
- (c) Estimate of expenditures contemplated for the fiscal year  
\$ 21,879,601
- (d) Estimated cash and short-term investments expected to be on hand at the end of the fiscal year:  
\$ 10,190,661

Section 5: All ordinances or part of ordinances conflicting with any of the provisions of this Ordinance be and the same are hereby modified or repealed. If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such item or the remainder of this Ordinance.

Section 6: This Ordinance shall be in full force and effect immediately upon its adoption according to law. A certified copy of this Ordinance shall be filed with the County Clerk of Cook County, Illinois, together with the certificate of the Chief Fiscal Officer of the Park District certifying revenues by source anticipated to be received by the Park District, within thirty (30) days after its passage and approval, as provided by law.

ADOPTED, this 20th Day of March, 2024.

RECORDED VOTE:

AYES:

NAYES:

ABSENT:

\_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

STATE OF ILLINOIS   )  
  ) SS.  
COUNTY OF COOK    )

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

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

**ORDINANCE NO. 846**  
**MT. PROSPECT PARK DISTRICT**

**AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET  
AND APPROPRIATION OF FUNDS FOR MT. PROSPECT  
PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE  
FISCAL YEAR BEGINNING ON THE 1ST DAY OF JANUARY,  
2024, AND ENDING ON THE 31ST DAY OF DECEMBER, 2024**

---

that the foregoing was adopted by the Board of Commissioners of said Mt. Prospect Park District on the 20th day of March, 2024 and was on the same day approved by the Secretary of the Mt. Prospect Park District; that it was filed and recorded in the office of the Secretary of the Mt. Prospect Park District of which the foregoing is a true copy (duplicate) and that the original said Ordinance is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Mt. Prospect Park District this 20th day of March 2024

---

Secretary  
Mt. Prospect Park District  
Cook County, Illinois

(SEAL)

**MT. PROSPECT PARK DISTRICT**

**CERTIFICATE OF CHIEF FISCAL OFFICER AS TO  
REVENUES BY SOURCE ANTICIPATED TO BE RECEIVED  
FISCAL/CALENDAR YEAR 2024 PURSUANT TO  
SECTION 162 OF THE REVENUE ACT OF 1939**

The undersigned, MICHAEL MURPHY, Treasurer and Chief Fiscal Officer of the Mt. Prospect Park District, does hereby certify the estimate of revenues by source anticipated to be received by the Mt. Prospect Park District of Cook County, Illinois, in the fiscal/calendar year 2024 to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Property Taxes 2023 Levy & Repl. Taxes	\$12,802,309
Rental	914,742
Passes/User Fees	855,311
Daily/User Fees	1,506,642
Program Fees	3,505,426
Concession Sales	102,188
Sponsors	21,000
Other	60,174
Interest	22,071
Internal Project Charges	100,000
Bond Proceeds	<u>1,852,116</u>
Total Revenue	<u>21,741,979</u>

The above is certified this 20th day of March 2024.

\_\_\_\_\_  
Michael Murphy  
Treasurer and Chief Fiscal Officer

The above certification was filed with the County Clerk of Cook County on this \_\_\_\_ day of March 2024.

Karen A, Yarborough, County Clerk  
Of Cook County, Illinois

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



# MEMORANDUM



**To:** Board of Park Commissioners  
**From:** Matt Dziubinski; Director of Parks & Planning  
**CC:** Jim Jarog; Executive Director  
**Date:** 02/14/2024  
**Re:** Friendship Park Conservatory & Grounds- Exterior Renovation Improvements

## **SUMMARY & BACKGROUND:**

In late 2022, staff submitted for a Tourism Attractions & Festivals Grant with the Illinois Commerce & Economic Opportunity for improvements at the Friendship Park Conservatory. The Park District was awarded \$340K in State of Illinois Grant funding for both the interior and exterior renovations. Construction is currently underway for the interior portion of the work.

Exterior work as presented tonight will include the following associated work:

- 1) New outdoor pavilion with concrete pad and walkways.
- 2) Garden patio with hardscape, seating, and raised planters.
- 3) Pick up / drop off lane modifications to the existing west parking lot.
- 4) Porta potty pad, storage, and screening.
- 5) Make up volume to the existing basin and the addition of a rain-garden for stormwater.
- 6) Landscaping improvements.
- 7) Parking lot and roadway crack filling, sealcoating, and striping.

A public bid opening occurred on Wednesday, January 31, 2024 with 1 contractor submitting a bid for the project. The bid summary is listed below:

Project: Friendship Park Conservatory & Grounds- Exterior Renovations Package #2 Bid Opening: Walter Cook Maintenance Facility 1645 Carboy Road Mount Prospect, IL 60056 January 31, 2024 at 10:00AM										
Company	Pre Bid	Bid Bond	Addendum	Contingency	Base Bid:	Alt#1: Install 40x60 Shelter	Alt#2: Decorative Sidewalk	Alt#3: Decorative Shelter	Alt#4: Paving Concrete	Alt#5: Sealcoating
Schroeder Asphalt	✓									
Great Lakes Landscape Co.	✓	✓	✓	25,000.00	520,727	14,893	14,835	16,962	-4,750	8,683
Elmhurst Concrete	✓									

The apparent low bidder for the project is Great Lakes Landscape Co. Both the contractor and its subcontractors are familiar with the site as they were also the low bidder for phase #1 construction last year.

The exterior portion of the work did come in over the budgeted amount that was identified during the design development stage with staff and engineers. This overage was discussed with our engineering team to better understand the reason for the difference. Upon review, we believe that there are two primary reasons for the overage; the first being multiple trades and labor trends. Overall, the project is relatively small but requires several trades for successful completion. Generally speaking, most contractors are unable to complete the entire project scope within their own employee group and require subcontracting. Secondly, contractors are faced with ongoing labor shortages and increased labor wages which drives up construction costs. The current construction market has many projects out for bid and because of this contractors can be selective as they cannot bid them all.

If approved, the project will commence upon execution of the contract with substantial completion by mid June, 2024. Great Lakes is a reputable contractor and is capable of providing a quality service. Staff recommends moving forward with the exterior renovations as presented.

**BUDGET IMPACT & FUNDING:**

Original Phase 2A Project Budget	\$	860,000
Design & Engineering (Board Approved 6/14/2023)	\$	75,000
Bid Package #1 (Interior) Award	\$	356,850
Bid Recommendation (Base Bid, Contingency, Alt#4 & Alt#5)	\$	549,660
RCP Shelter	\$	104,511
Package #2 (Exterior Bid & Shelter) Cost	\$	654,171
Friendship Park Phase 2A Remaining Funds	\$	428,150
Supplemental funding	\$	226,021
Total Phase 2A Project Cost (includes 50K contingency)	\$	1,086,021

**DOCUMENTS ATTACHED:**

- 1) Master Plan Concept - Dated 9/13/2022
- 2) Civil & Landscape Site Plans- Dated 1/17/2024
- 3) Great Lakes Landscape Co. Bid Form - Dated 1/31/2024
- 4) RCP Shelter Proposal -Dated 1/15/2024
- 5) Shelter Drawing & Photo
- 6) Eriksson Engineering Letter of Recommendation

**RECOMMENDATION:**

***MOVE TO APPROVE THE BASE BID INCLUDING PROJECT CONTINGENCY AND ALTERNATES # 4 AND # 5 FOR THE 2024 FRIENDSHIP PARK CONSERVATORY & GROUNDS- EXTERIOR RENOVATIONS FOR A TOTAL PROJECT COST OF \$549,660 AS SUBMITTED BY GREAT LAKES LANDSCAPE COMPANY.***

***MOVE TO APPROVE PROPOSAL# 37107-GB FROM RCP SHELTERS, INC. IN THE AMOUNT OF \$104,511 FOR THE SUPPLY AND DELIVERY OF RCP SHELTER MODEL # LW-T-G4044-06-KB THROUGH GOODBUY CONTRACT # 23-24 4K000.***



# Friendship Park Conservatory Improvements to Conservatory and Grounds

September 13, 2022









## BID FORM

BID FORM 1 of 5

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

The undersigned bidder has carefully examined the plans and specifications for the Friendship Park Conservatory & Grounds- Exterior Renovations prepared by Eriksson Engineering Associates, Ltd. and having carefully examined the site and completely familiarized him/herself with local conditions affecting the cost of the work: hereby states that he/she will provide all necessary labor, equipment, tools, machinery, apparatus and all other means of construction, do all the work and furnish all materials, called for by said plans and specification and drawings: and will accept as full and complete payment therefore.

Proposal of Great Lakes Landscape Company, hereinafter called "BIDDER", (a)/ (an)  
(corporation, partnership, individual)

Doing business as Great Lakes Landscape Company to the Mt.  
Prospect Park District, hereinafter called the "Owner".

The Bidder, in response to your advertisement for bids of the Friendship Park Conservatory & Grounds- Exterior Renovations, examined the Specifications and other documents, hereby proposes to furnish and deliver all materials and supplies in accordance with the Contract Documents, within the time set forth there in and at the prices stated below. These prices are to cover all expenses including delivery to Mt. Prospect, Illinois.

Bidder acknowledges receipt of the following Addenda(s), which is a part of the Contract Documents:

Receipt of Addenda: The receipt of the following addenda is hereby acknowledged:

Addendum No. 1 Dated 1/23/24

Addendum No. 2 Dated 1/25/24

Addendum No. 3 Dated 1/26/24

Bidder agrees to commence work upon execution of the contract and to be complete with the work by June 24, 2024.

Bidder agrees to perform all of the work described in the Specifications. Accompanying bid is a 10 % Bid Bond (in the form of a Bid Bond, Certified Check or Cashier's Check) in the amount of (\$ 54,572.70), the same being subject to forfeiture in the event of default by the undersigned.

In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids and it is agreed that this bid may not be withdrawn during the period of days provided in the Contract Documents.

The Bidder hereby certifies:

A. That this bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.

BID FORM 2 of 5

B. That he/she has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid.

C. That he/she has not solicited or induced any person, firm, or corporation to refrain from bidding.

D. That he/she has not sought by collusion or otherwise to obtain for him any advantage over any other bidder or over the "Owner".

E. That he/she is in compliance with the Criminal Code Act of 1961, Article E-11, Public Contracts, and Public Act 85-1295.

F. That all materials, methods and workmanship shall conform to the General Conditions and Performance Specifications.

G. BID:

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for Friendship Park Conservatory & Grounds- Exterior Renovations

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

1. <u>Base Bid:</u>	\$ <u>520,727.00</u>
Allowance No. 1: Contingency Allowance	\$ <u>25,000</u>
TOTAL BID AMOUNT:	\$ <u>545,727.00</u>

Five Hundred Forty Five Thousand Seven Hundred Twenty Seven & 00/100 Dollars

2. ALTERNATE BID PROPOSALS

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

ALTERNATE BID NO. 1: Install 60'x60' shelter by RCP shelters or approved equal. Shelter purchased by Owner.

ADD / DEDUCT \$ 14,893.00

ALTERNATE BID NO. 2: Provide Decorative, Integrally Colored Concrete Paving In Standard Sidewalk Areas.

ADD / DEDUCT \$ 14,835.00

ALTERNATE BID NO. 3: Provide Decorative, Integrally Colored Concrete Paving For Shelter Pad.

ADD / DEDUCT

\$ 16,962.00

ALTERNATE BID NO. 4: Paving Alternate. Omit Mill and Overlay Scope, Provide Concrete Pull Over Lane, And Crack Fill and Seal Coat Parking Lots.

ADD / DEDUCT

\$ (4,750.00)

ALTERNATE BID NO. 5: Paving Alternate, Crack Fill And Seal Coat Roadway.

ADD / DEDUCT

\$ 8,683.00

3. MBE / WBE Work

The bidder shall be required to perform a minimum of 18% of the work by a registered Minority Owned Business through the CMS (CEI) Business Enterprise Program. This can be by any combination of trade contractors and/or suppliers involved in the project.

Indicate trades/suppliers here:

Great Lakes Landscape Co. - Demo, Earthwork, Landscape

CPMH Construction, Inc. - Concrete/Underground

4. UNIT PRICES:

State the amount (unit price) which shall include all expenses, including overhead and profit, which shall be used to make adjustments to the Contract Sum should additional work or less work be required. The unit prices shall be the same for additional, deducted or omitted units of work. Unit prices shall be established by the Bidder in accordance with Section "Unit Prices".

Undercut – Remove, Haul Off-Site and Dispose of Unsatisfactory Material, Non-CCDD Material.

\$ 125.00 /CY

Undercut – Remove, Haul On-Site and Dispose of Satisfactory Material, CCDD Material.

\$ 85.00 /CY

Curb and Gutter Removal and Replacement – Furnish and install, including stone base.

\$ 70.00 /LF

Asphalt Pavement Removal – Full depth removal, including stone base.

\$ 2.00 /SF

Asphalt Pavement Removal – 2" Mill. Mill 2" of asphalt pavement.

\$ 2.00 /SF

Concrete Sidewalk – Furnish and Install, Including Stone Base.

\$ 11.00 /SF



BID FORM 4 of 5

Concrete Pavement – Furnish and Install, including stone base.

\$ 13.00 /SF

Decorative Sidewalk – Integrally Colored. Furnish and install, including stone base.

\$ 17.00 /SF

Decorative Pavement – Integrally Colored. Furnish and install, including stone base.

\$ 19.00 /SF

Asphalt Pavement – Heavy Duty. Furnish and install, including stone base.

\$ 35.00 /SF

Asphalt Pavement – Standard Duty Parking Lot. Furnish and install, including stone base.

\$ 25.00 /SF

Asphalt Pavement – Light Duty Path. Furnish and install, including stone base.

\$ 20.00 /SF

Asphalt Pavement – 2" Overlay. Furnish and install 2" surface course overlay.

\$ 4.00 /SF

Crack fill and Sealcoat

\$ 3.20 /SY

Pavement Striping

\$ 2.00 /LF

CA-7 Drainage Aggregate – Furnish and install crushed, compacted CA-7 drainage aggregate.

\$ 77.00 /CY

Infiltrative Soil Media – Furnish and install infiltrative soil media per MWRD requirements.

\$ 85.00 /CY

4" Perforated PVC Underdrain – Furnish and Install.

\$ 44.00 /LF

12" RCP Storm sewer – Furnish and install.

\$ 78.00 /LF

Unit Block Landscape Planter – Furnish and Install.

\$ 26.00 /LF

Greenspace Restoration – Seed and blanket.

\$ 3.50 /SY

5. Pre-Bid Meeting

This bidder did X did not \_\_\_\_\_ attend the pre-bid meeting.

Proposal #: 37107 - GB  
Date: 01/15/2024

RCP SHELTERS, INC.  
PROPOSAL/ORDER FORM



**Play Illinois**

Attn: Mike Maloney  
310 N Grant St  
Westmont, IL 60559

Phone: 844-225-9990  
E-mail: mike@playil.com

2100 SE Rays Way • Stuart, FL 34994  
P: 800-525-0207 • 772-288-3600  
info@rcpshelters.com • http://www.rcpshelters.com

Prepared by: Bryce Cooper • bryce@rcpshelters.com

**Goodbuy Contract # 23-24 4K000**  
**Argus Friendship Park - Mt. Prospect, IL**

ITEM	QTY	DESCRIPTION	EXTENDED PRICE
C	1.00	<b>Model #: LW-T-G4044-06-KB</b> 40' x 44' Lam-Wood Truss Gable Shelter w/ 6:12 Roof Pitch, Knee Bracing and Standing Seam Metal Roofing	<b>\$104,511.00</b>
OPTIONS FOR C	<b>Please circle &amp; add in the price column if required:</b> 1. Add +\$7,857 for HDG moment resistant base shoes & anchor bolts for surface mount.		
FREIGHT	Pooled freight rate delivered to an accessible site. Refer to notes on page 2 for more details.		Included
SALES TAX	CA or FL sales tax to be added unless tax exemption is provided. For all other states, purchaser is responsible for sales tax to appropriate authorities.		
TOTAL	Total of Item(s) and option(s) selected and freight (if applicable)		

**INCLUDED**

- IL Cert Drawings: includes standard RCP foundation design
- Columns: CCA treated glued laminated SYP
- Trusses, beams & knee bracing: glued laminated SYP
- Metal roofing: 24 ga. standing seam – Medallion-Lok
- Roof Deck: #1 grade 2x8 T&G Southern Yellow Pine
- Fascia: #1 grade 2x6 Alaskan Yellow Cedar
- Stain: factory stained exposed wood
- Hardware: powder coated connections
- Fasteners: hot-dipped galvanized
- Eave Height: 7'-6" ±
- Roof pitch: 6:12
- Delivery: to an accessible site

**NOT INCLUDED**

- Unloading
- Concrete
- Concrete embedment (wire mesh, rebar, etc.)
- HDG column base shoes w/ anchor bolts and templates
- Installation
- Deck & fascia nails
- Rails/ornamentation/benches/cupola
- Electrical provisioning (see page 2)
- Anything not specifically listed as "Included"

**TERMS & CONDITIONS**

- Orders not subject to cancellation
- 30% deposit due with order
- Balance due prior to shipment
  - Net 30 available with approved credit (*check only*)
- 3% discount for payment in full with order (*check only*)

**DIRECT PO TO RCP FROM GOVERNMENT AGENCIES**

- Net 30
- 1% discount net 10
- no deposits required

**PRICING NOTES** (RCP reserves the right to requote if:)

- Quote is older than 30 days
- Purchaser drawing approval exceeds 30 days
- Purchaser delays original ship date 30+ days
- Project location snow load exceeds 30 psf

(Signature)

(Print/Title)

(Date)

Page  
1/2

Signature confirms acceptance of all pages of this proposal.

Page 96



Proposal #: 37107 - GB

**Goodbuy Contract # 23-24 4K000**  
**Argus Friendship Park - Mt. Prospect, IL**

**PROPOSAL NOTES & DETAILS**

**PROPOSAL INFORMATION/NOTES**

- The proposal is based on design by RCP Shelters, not necessarily an exact match to bid or architectural drawings.
- Lead times may vary significantly based on design complexity, seasonal demand, and current backlog.
- Simple material supplier PO or signed proposal/order form are acceptable for ordering. PO legalese will be rejected.
- RCP Shelters does not accept orders with contingent liability or liquidated damages.

**DESIGN / ENGINEERING**

- RCP value engineers for the minimum number framing members to minimize cost and provide structures as open and accessible as possible. Final design may not reflect the same number members, sizes, or spacing as images on RCP's website and catalog or preliminary or bid drawings.
- Design requirements not disclosed to RCP prior to proposal or required revisions resulting from information not previously disclosed are subject to additional fees. Common examples are site-specific requests/requirements and pertinent foundation information, including but not limited to geotechnical reports, foundation depth limitations, epoxy anchor design, or installations near or connected to other structures causing drift snow loads.
- Standard cylindrical shaped foundation design, minimum 24" diameter, based on assumed soil values, is included. Alternate or custom foundations may be designed by others, with column base reactions provided by RCP.
- RCP's anchor bolt option is valid only for foundations designed by RCP.
- Local code may have requirements that are not the responsibility of RCP.
- Each project is designed for its specific location after receipt of order. Occasionally, engineering determines that materials not included in the proposal are required. Such materials shall be provided by others.
- Drawings provided by RCP Shelters with this proposal are preliminary and are not for construction. For complete project specific details, engineered drawings can be purchased separately without obligation to purchase the structure.

**FABRICATION / SHIPPING DETAILS**

- Shipping dates are not guaranteed.
- Freight is priced based on pooled loads to a location accessible by a flatbed semi-trailer.
- Upgrade to dedicated truck or split shipment is available for an additional fee.
- Trucking will call at least 24 hours prior to delivery to coordinate.
- Offloading by others. Materials must be stored off the ground and kept dry.

**ELECTRICAL PROVISIONING, IF CHOSEN, IS DEFINED AS:**

- 1 ½" conduit access holes in base plates of steel columns
- Up to 1 switch cutout per steel column, 48" from finish floor, 2 ¼" x 3 ½"
- Up to 1 receptacle cutout per steel column, 18" from finish floor, 2 ¼" x 3 ½"

**ELECTRICAL PROVISIONING EXCLUSIONS:**

- Hand holes (not recommended)
- Cover plates

(Signature)

(Print/Title)

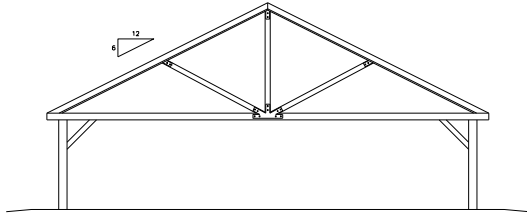
(Date)

Page  
2/2

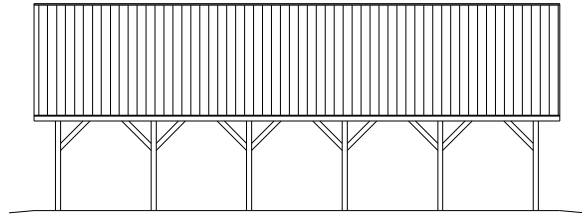
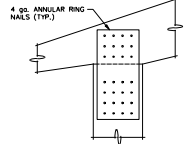
Signature confirms acceptance of all pages of this proposal.

Page 97

PRELIMINARY DRAWING – NOT FOR CONSTRUCTION

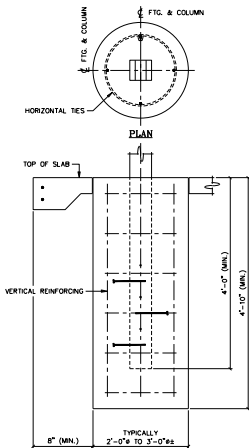


END ELEVATION



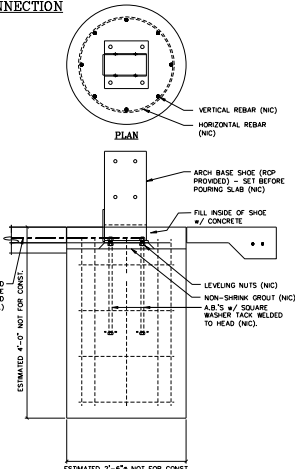
SIDE ELEVATION

COLUMN TO BEAM CONNECTION



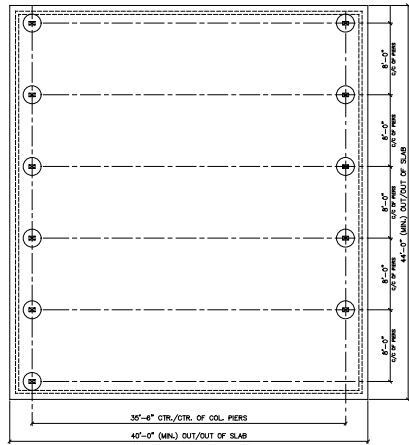
COLUMN PIER DETAIL – EMBEDDED

ACTUAL DESIGN WILL VARY DUE TO BUILDING CODE REQUIREMENTS AND MAY BE SUBSTANTIALLY LARGER

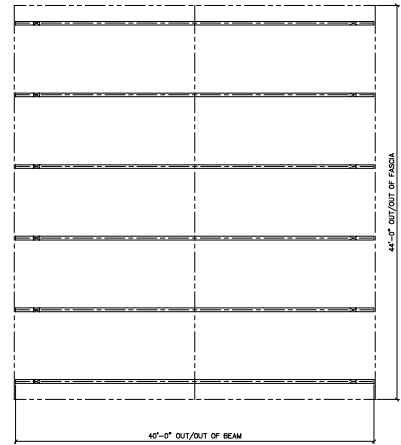


OPTIONAL COLUMN PIER DETAIL

ACTUAL DESIGN WILL VARY DUE TO BUILDING CODE REQUIREMENTS AND MAY BE SUBSTANTIALLY LARGER



FOUNDATION PLAN



ROOF FRAMING PLAN

THIS DRAWING IS THE PROPERTY OF RCP SHELTERS, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF RCP SHELTERS, INC.

LW-T-G4044-06-KB

RCP SHELTERS, INC.  
2100 SE RAYS WAY STUART, FL 34994  
PO BOX 25 STUART, FL 34995-0025  
SHELTERS ■ PAVILIONS ■ CONCESSIONS ■ KIOSKS ■ FABRIC SHADE  
RESTROOMS ■ BANDSHELLS ■ MINN-SHELTERS BUILDGUTS ■ FABRIC SAIL  
Phone 800-535-0207 Fax 772-288-0207  
www.rcpselters.com Email info@rcpselters.com



PROJ. NO.:  
DRAWN: NLH 2-27-08  
DATE: JLD  
REV. 1:  
REV. 2:  
REV. 3:  
REV. 4:  
REV. 5:  
CNO NO.: LW-G4060-04  
ECC. JOB NO.: 6880 R  
SHEET NO.:  
1X OF 1X





February 6, 2024

Mr. Matt Dziubinski  
Director of Parks & Planning  
Mt. Prospect Park District  
1645 Carboy Road  
Mt. Prospect, IL 60056



Re: Letter of Recommendation  
Rosemary S. Argus Friendship Park Conservatory & Grounds – Exterior Improvements

Dear Matt:

We received the bid tabulation and have contacted Kevin Harynek and Alann Petersen from Great Lakes Landscape Company about their bid and alternates. The contractor and subcontractors will be largely the same team from the Phase 1 improvements, and EEA anticipates a similar quality product and construction experience. It is worth noting that Great Lakes Landscape Company was the low bidder for the Phase 1 improvements, and delivered a high quality project and were communicative with both EEA and the MPPD.

Following discussions with Great Lakes Landscape Company and review of the bid, EEA believes the discrepancy between base bid value and anticipated budget estimate is attributable to various factors. These include the scope of the project, which is a relatively small scope that requires a variety of small trade contractors, as well as M/W/DBE contractor requirements to comply with the Grant requirements.

Based on our discussion of the one (1) bid that was received for the Rosemary S. Argus Friendship Park Conservatory & Grounds – Exterior Renovations on February 1, 2024, at 1:00 PM, review of the bid tabulation and discussions and prior experience with Great Lakes Landscape Company from the Phase 1 improvements, I am recommending the award of the base bid (\$520,727.00), Alternate 4 (\$4,750.00 Deduct) and Alternate 5 (\$8,683.00) to Great Lakes Landscape Company.

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

Very truly yours,

Eriksson Engineering Associates, Ltd.

A handwritten signature in blue ink, appearing to read 'Jeff Geldmyer', is placed over the company name.

Jeff Geldmyer, P.E.  
Project Engineer

# MEMORANDUM



**To:** Board of Park Commissioners  
**From:** Tom Hoffman, Park District Attorney  
**CC:** Jim Jarog, Executive Director  
George Giese, Director of Administration  
Lee Howard, CPA, Governmental Accounting, Inc.

**Date:** February 14th, 2024

**Re:** ADOPTION OF ORDINANCE #847, AN ORDINANCE PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$2,400,000 TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS, FOR THE PURPOSE OF PAYING A TORT SETTLEMENT ENTERED INTO BY THE JOINT SELF-INSURED INTERGOVERNMENTAL RISK POOL OF SAID PARK DISTRICT, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS, AND AUTHORIZING THE SALE OF SAID BONDS TO BUSEY BANK.

## **Summary and Background:**

Consistent with prior discussions, adoption of a bond ordinance is on this evening's agenda. This is principally for the purpose of producing funds with which to repay Schaumburg Park District the 22.65% portion of the Hogan personal injury settlement which Schaumburg Park District advanced to MRMA on Mt. Prospect Park District's behalf, plus 2% interest thereon, for a total payment of \$2,138,220.

## **Documents Attached:**

- Bond Ordinance # 847

## **Recommendation:**

**MOVE TO ADOPT ORDINANCE # 847, AN ORDINANCE #847, AN ORDINANCE PROVIDING FOR THE ISSUE OF \$\_\_\_\_\_ TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024A, OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS, FOR THE PURPOSE OF PAYING A TORT SETTLEMENT ENTERED INTO BY THE JOINT SELF-INSURED INTERGOVERNMENTAL RISK POOL OF SAID PARK DISTRICT, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS, AND AUTHORIZING THE SALE OF SAID BONDS TO BUSEY BANK.**

## **ORDINANCE NO. 847**

### **MT. PROSPECT PARK DISTRICT**

**AN ORDINANCE providing for the issue of \$\_\_\_\_\_ Taxable General Obligation Limited Tax Park Bonds, Series 2024A, of the Mt. Prospect Park District, Cook County, Illinois, for the purpose of paying a tort settlement entered into by the joint self-insured intergovernmental risk pool of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Busey Bank.**

\* \* \*

WHEREAS, the Mt. Prospect Park District, Cook County, Illinois (the “*District*”), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the “*Act*”), and, as such, is a “*local public entity*” as defined in the Local Governmental and Governmental Employees Tort Immunity Act of the State of Illinois, as amended (the “*Tort Immunity Act*”); and

WHEREAS, Section 9-105 of the Tort Immunity Act authorizes the Board of Park Commissioners of the District (the “*Board*”), when it considers the action advisable, to issue general obligation bonds without referendum for the payment of any cost, liability or loss against which the District may protect itself or self-insure pursuant to Section 9-103 of the Tort Immunity Act or for the payment of which the District may levy a tax pursuant to Section 9-107 of the Tort Immunity Act, including, without limitation, any or all “*tort judgments*” or “*settlements*” (as such terms are defined in the Tort Immunity Act) entered against or entered into



by the District or by or against another local public entity where the local public entities have joined in an intergovernmental joint self-insurance contract which authorizes each local public entity to utilize its funds to protect any other local public entity against liability or loss and including all costs directly attributable to being a member of an insurance pool (the “*Payments*”); and

WHEREAS, the Board has heretofore determined and does hereby determine that it is advisable, necessary and in the best interests of the District to provide for the Payments in the amount of \$\_\_\_\_\_ as permitted by the Tort Immunity Act; and

WHEREAS, the Board has determined that it is necessary and in the best interests of the District that the sum of \$\_\_\_\_\_ be borrowed at this time for making the Payments, and in evidence of such indebtedness, issue general obligation bonds of the District in the principal amount of \$\_\_\_\_\_ be issued without referendum as authorized by Section 9-105 of the Tort Immunity Act (the “*Tort Bonds*”); and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board, on the 3rd day of January, 2024, executed an Order calling a public hearing (the “*Hearing*”) for the 17th day of January, 2024, concerning the intent of the Board to sell Tort Bonds in the amount of \$2,400,000; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *Daily Herald*, the same being a newspaper of general circulation in the District, and (ii) by posting at least 120 hours before the Hearing a copy

of said notice at the principal office of the Board, which notice was continuously available for public review during the entire 120-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 17th day of January, 2024, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 17th day of January, 2024; and

WHEREAS, the Board does hereby find and determine that it is authorized at this time to issue Tort Bonds in the amount of \$2,400,000; and

WHEREAS, the Board deems it advisable, necessary and for the best interests of the District that \$\_\_\_\_\_ of the bonds so authorized be issued at this time; and

WHEREAS, the Board does hereby find and determine that said bonds shall be issued as limited bonds under the provisions of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Debt Reform Act*"), and pursuant to the provisions of the Debt Reform Act and Section 9-105 of the Tort Immunity Act, it is not necessary to submit the proposition of issuing said bonds to the voters of the District for approval:

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

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

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by law to borrow the sum of \$2,400,000 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used for the Payments, and it is necessary and for the best interests of the District that there be issued at this time \$\_\_\_\_\_ of the bonds so authorized.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District the sum of \$\_\_\_\_\_ for the purpose aforesaid; and that bonds of the District (the “Bonds”) shall be issued in said amount and shall be designated “Taxable General Obligation Limited Tax Park Bonds, Series 2024A.” The Bonds shall be dated February 28, 2024, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$100,000 each and authorized integral multiples of \$5 in excess thereof (but no single Bond shall represent installments of principal maturing on more than one date), shall be numbered 1 and upward, and the Bonds shall become due and payable (without option of prior redemption) on December 15, 2025, and bear interest at the rate of \_\_\_\_% per annum.

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on June 15 and

December 15 of each year, commencing on June 15, 2025. Interest on each Bond shall be paid by check or draft of Busey Bank, Mt. Prospect, Illinois (the “*Bond Registrar*”), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 1st day of the month of the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal office of the Bond Registrar.

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

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual

signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

*Section 4. Registration of Bonds; Persons Treated as Owners.* The District shall cause books (the “*Bond Register*”) for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the principal office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall

constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however,* the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 1st day of the month of any interest payment date on such Bond and ending at the opening of business on such interest payment date.

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

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

*Section 5. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, "See Reverse Side for Additional Provisions", shall be omitted and paragraphs [6] through [9] shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

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

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

**UNITED STATES OF AMERICA**

**STATE OF ILLINOIS**

**COUNTY OF COOK**

**MT. PROSPECT PARK DISTRICT**

**TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2024A**

See Reverse Side for Additional Provisions
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Interest	Maturity	Dated
Rate: ____%	Date: December 15, 2025	Date: February 28, 2024

Registered Owner: Busey Bank

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Mt. Prospect Park District, Cook County, Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on June 15 and December 15 of each year, commencing June 15, 2025, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the

principal office of Busey Bank, Mt. Prospect, Illinois, as bond registrar and paying agent (the "*Bond Registrar*"). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 1st day of the month next preceding each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar.

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

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity. Although this Bond constitutes a general obligation of the District and no limit exists on the rate of said direct annual tax, the amount of said tax is limited by the provisions of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Law*"). The Law provides that the annual amount of the taxes to be extended to pay the issue of Bonds of



which this Bond is one and all other limited bonds (as defined in the Local Government Debt Reform Act of the State of Illinois, as amended) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Law) of the District (the "*Base*"). Payments on the Bonds from the Base will be made on a parity with the payments on the outstanding limited bonds heretofore issued by the District. The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds.

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

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

(SEAL)

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

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

Countersigned:

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

Date of Authentication: \_\_\_\_\_, 2024

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:  
Busey Bank,  
Mt. Prospect, Illinois

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the Taxable General Obligation Limited Tax Park Bonds, Series 2024A, of the Mt. Prospect Park District, Cook County, Illinois.

BUSEY BANK,  
as Bond Registrar

By           SPECIMEN            
Authorized Officer

[Form of Bond - Reverse Side]

**MT. PROSPECT PARK DISTRICT**

**COOK COUNTY, ILLINOIS**

**TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2024A**

[6] This Bond is one of a series of bonds issued by the District for the payment of any cost, liability or loss against which the District may protect itself or self-insure pursuant to Section 9-103 of the Tort Immunity Act of the State of Illinois, as amended (the “*Tort Immunity Act*”) or for the payment of which the District may levy a tax pursuant to Section 9-107 of the Tort Immunity Act, including, without limitation, any or all tort judgments or settlements entered against or entered into by the District or by or against another local public entity where the local public entities have joined in an intergovernmental joint self-insurance contract which authorizes each local public entity to utilize its funds to protect any other local public entity against liability or loss and including all costs directly attributable to being a member of an insurance pool of the District, pursuant to and in all respects in full compliance with the provisions of the Tort Immunity Act, the Park District Code of the State of Illinois, and the Local Government Debt Reform Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and is authorized by the Board of Park Commissioners of the District by an ordinance duly and properly adopted for that purpose, in all respects as provided by law.

[7] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal office of the

Bond Registrar in Mt. Prospect, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[8] The Bonds are issued in fully registered form in the denomination of \$100,000 each and authorized integral multiples of \$5 in excess thereof. This Bond may be exchanged at the principal office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 1st day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date.

[9] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

**(ASSIGNMENT)**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

---

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

---

attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

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

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 6. Sale of Bonds.* The Bonds hereby authorized shall be executed as in this Ordinance provided as soon after the passage hereof as may be, and thereupon be deposited with the Treasurer of the Board, and be by said Treasurer delivered to Busey Bank, Mt. Prospect, Illinois, the purchaser thereof (the "*Purchaser*"), upon receipt of the purchase price therefor, the same being \$\_\_\_\_\_, plus accrued interest to date of delivery; the contract for the sale of the Bonds heretofore entered into (the "*Purchase Contract*") is in all respects ratified, approved and confirmed, it being hereby found and determined that the Bonds have been sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law and that the Purchase Contract is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the District of the Term Sheet relating to the Bonds, substantially in the form now before the Board (the "*Term Sheet*"), is hereby ratified, approved and authorized; the execution and delivery of the Term Sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Ordinance, the Term Sheet and the Bonds.

*Section 7. Tax Levy.* In order to provide for the collection of a direct annual tax to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE YEAR	A TAX TO PRODUCE THE SUM OF:	
2024	\$	for interest and principal up to and including December 15, 2025

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will

take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

*Section 8. Filing of Ordinance.* Forthwith upon the passage of this Ordinance, the Secretary of the Board is hereby directed to file a certified copy of this Ordinance with the County Clerk of The County of Cook, Illinois (the “County Clerk”), and it shall be the duty of the County Clerk to in and for the year 2024 ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years for general park purposes, in order to raise the respective amounts aforesaid and in each of said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general park purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated “Park Bond and Interest Fund of 2024A” (the “Bond Fund”), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds.

*Section 9. Limitation on Extension; General Obligation Pledge; Additional Obligations.* Notwithstanding any other provision of this Ordinance, the annual amount of the taxes to be extended by the County Clerk to pay the Bonds and

all other limited bonds (as defined in the Debt Reform Act) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) of the District (the “Base”).

No limit, however, exists on the rate of the direct annual tax levied herein, and the Bonds shall constitute a general obligation of the District.

Payments on the Bonds from the Base will be made on a parity with the payments on the District’s outstanding General Obligation Limited Tax Park Bonds, Series 2022B, General Obligation Limited Tax Park Bonds, Series 2023A, and Taxable General Obligation Limited Tax Park Bonds, Series 2023B. The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District’s limited bonds.

*Section 10. Use of Bond Proceeds.* Accrued interest received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds and any premium received from the sale of the Bonds are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of making the Payments and not for creating a reserve therefor, and that portion thereof not needed to pay such costs of issuance shall be deposited in the Liability Insurance Fund heretofore established with the Treasurer of the District or with such other depository as may be designated by the Board. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Purchaser on behalf of the District from the proceeds of the Bonds.



*Section 11. Tax Matters.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control if taking, permitting or omitting to take such action would cause the interest on any Bonds not to be included in the gross income of the recipients thereof for federal income tax purposes.

*Section 12. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 13. Duties of Bond Registrar.* If requested by the Bond Registrar, the President and Secretary of the Board are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (e) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

*Section 14. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 15. Repeal.* All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted February 14, 2024.

VOTE:

Aye:

Nay:

Absent:

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President, Board of Park  
Commissioners

Attest:

---

Secretary, Board of Park Commissioners

STATE OF ILLINOIS     )  
  ) SS.  
COUNTY OF COOK     )

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

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

**ORDINANCE No. 847**

**MT. PROSPECT PARK DISTRICT**

**AN ORDINANCE providing for the issue of \$\_\_\_\_\_ Taxable General Obligation Limited Tax Park Bonds, Series 2024A, of the Mt. Prospect Park District, Cook County, Illinois, for the purpose of paying a tort settlement entered into by the joint self-insured intergovernmental risk pool of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Busey Bank.**

and that the foregoing was passed by the Board of Park Commissioners of said District at a meeting thereof on the 14th day of February, 2024, and was on the same day approved by the Secretary of the Board of Park Commissioners of the said District; I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 120 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 120-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code

and with all of the procedural rules of the Board.

GIVEN under my hand and seal of the Mt. Prospect Park District, Cook County, Illinois, this 20th day of September, 2023.

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

(SEAL)



## Financial Advisors Report

### FINANCING & INVESTMENT Update

In 2022 the District's 5yr CIP was financed in large part by our series 2022A GO bonds (20yr) for \$8,215,000 dated 5/14/22. In the first two years these bonds will accrue \$653,262 in interest at 3.98%. Within this period the District was able to invest funds designated for future construction of \$6,000,000 in back to back one year T-bills. One at 2.74% and the second at 5.14% both yielding an offsetting \$453,099 in interest income.

### 2024 BUDGET

The budget is on display and has received housekeeping adjustments since the last meeting. The Ordinance will be reviewed separately on the agenda and presented for passage at the next meeting, March 20th.

### GOLF REPORT

The course was closed.

### POOLS REPORT

Recplex pool revenue for January was \$25,898 up \$8,586 from last year. Swimming program registrations accounted for \$6,477 of the increase.

### RECPLEX FACILITY REPORT

Recplex facility revenues for January were \$46,542. Up \$8,866 over last year. Fitness passes accounted for \$5,830 of the increase.

### REC PROGRAMS

Recreation program revenues for January were \$206,660. Up \$19,550 over last year.

### CHILD CARE PROGRAMS

Childcare revenues for January are \$65,871. Up 39% over last year. Within this category Preschool is up 47%.

### CENTRAL PROGRAMS

Central program revenues for January are \$15,347. Up 4% over last year.

### CENTRAL FACILITY REPORT

Central facility revenues for January were virtually unchanged at \$44,017. Up \$422 over last year.



**MOUNT PROSPECT PARK DISTRICT**  
**YTD SUMMARY - ALL FUNDS**  
**For One Month Ended 1/31/24**

ACCOUNT NAMES	2022 Actual	2023 Actual	2024 Actual	2024 Budget	% Change from 23	% Change from 22
BALANCE, Beginning - January 1	11,729,068	20,399,493	21,496,920	Operating +Capital		
REVENUES:						
PROPERTY TAXES	3,234	2,421,341	0	12,297,309	-100%	-100%
REPLACEMENT TAXES	55,928	81,211	47,688	505,000	-41%	-15%
RENTAL	40,842	52,552	42,920	914,742	-18%	5%
PASSES /USER FEES	27,263	42,075	52,487	855,311	25%	93%
DAILY /USER FEES	5,814	11,027	15,044	1,506,642	36%	159%
PROGRAM FEES	185,845	213,330	238,281	3,505,426	12%	28%
CONCESSION SALES	1,369	4,647	1,971	102,188	-58%	44%
CORP SPONSORS & GRANTS	517	517	517	21,000	n/a	n/a
OTHER	8,291	-189	19,701	60,174	-10524%	138%
INTEREST	48	59	17,216	22,071	29080%	35767%
INT PROJ CHARGES	0	0	0	100,000	n/a	n/a
BOND PROCEEDS - New Capital	0	0	0	0	n/a	n/a
BOND PROCEEDS - REFI Rate	0	0	0		n/a	n/a
BOND PROCEEDS - REFI Annual	0	0	0	1,852,116	n/a	n/a
TOTAL REVENUE	329,151	2,826,570	435,825	21,741,979	-85%	32%
without bonds		2,826,570	435,825		-85%	32%
EXPENDITURES:						
FULL TIME SALARIES	296,434	309,631	328,149	4,463,797	6%	11%
PART TIME SALARIES	89,521	107,193	125,389	3,004,788	17%	40%
EMPLOYEE BENEFITS	209,727	106,803	119,589	1,600,700	12%	-43%
CONTRACTUAL SERVICES	28,613	36,564	72,553	1,723,482	98%	154%
COMMODITIES	25,999	44,424	5,966	1,332,519	-87%	-77%
CONCESSIONS	276	562	3,750	68,177	567%	1259%
UTILITIES	808	283	0	874,783	-100%	-100%
INSURANCE	0	0	0	892,500	n/a	n/a
NW SPECIAL REC	180,413	181,654	176,172	444,026	-3%	-2%
RETIREMENT	28,884	31,195	34,021	977,816	9%	18%
SALES TAX	-	-	-	5,200	n/a	n/a
DEBT SERVICE:						
BONDS - Short Term	-	-	-	3,622,773	n/a	n/a
BONDS - LONG TERM	-	-	-	1,852,116	n/a	n/a
BONDS - CALLED	-	-	0		n/a	n/a
CAPITAL PROJECTS:						
FROM BOND FUNDS - New Capit:	32	-	-	-	n/a	n/a
FROM BOND FUNDS - Carryover	-	38,106	5,357	-	-86%	n/a
ACCESSIBILITY - ADA	-	17,757	7,090	762,930	n/a	n/a
GOV DEALS	-	-	-	44,000	n/a	n/a
CONSERVATORY	-	10,673	-	0	n/a	n/a
PAV & LIGHT FUND	-	-	-	209,994	n/a	n/a
TOTAL EXPENDITURE	860,707	884,845	878,036	21,879,601	-1%	2%
REVENUE OVER(UNDER)	(531,556)	1,941,725	(442,211)	(137,622)		
BALANCE, Ending	11,197,512	22,341,218	21,054,709			



**MT PROSPECT PARK DISTRICT  
DEPARTMENTAL EXPENDITURE ANALYSIS  
FOR THE 1 MONTHS ENDED 1-31-24**

8% OF CALENDAR YEAR

FUND / Department	'24 Y.T.D. Actual	2024 Budget	Y.T.D. as % of '24 Budget	'23 Y.T.D. Actual	Y.T.D. % of '23 Y.T.D.	Projected 2024	Proj % of '24 Bud	% Inc '24 Bud Over '23 Bud
<b>GENERAL FUND</b>								
Administration	63,067	1,065,445	6%	74,596	85%	931,594	87%	8%
Maintenance	78,640	1,335,467	6%	89,460	88%	1,214,548	91%	1%
Motor Pool	10,562	265,808	4%	10,627	99%	242,299	91%	3%
Buildings	21,333	398,411	5%	21,226	101%	344,997	87%	45%
Studio at Melas	450	28,025	2%	590	76%	16,910	60%	3%
Total	174,052	3,093,156	6%	196,499	89%	2,754,074	89%	8%
<b>RECREATION FUND</b>								
Administration	83,783	1,279,579	7%	102,740	82%	1,072,172	84%	2%
Big Surf	7,034	252,669	3%	10,834	65%	199,655	79%	3%
Meadows Pool	6,566	364,683	2%	8,334	79%	305,207	84%	4%
Recplex Pool	29,748	578,477	5%	32,138	93%	485,745	84%	8%
Golf Course	108,539	1,877,850	6%	91,691	118%	1,766,330	94%	2%
Concessions	-	10,480	0%	268	0%	7,848	75%	-11%
Lions Center	12,678	279,361	5%	10,369	122%	255,685	92%	22%
Recplex Center	57,462	1,251,846	5%	71,103	81%	1,056,681	84%	9%
Rec Programs	44,692	1,700,832	3%	76,311	59%	1,557,690	92%	13%
Central Programs	604	217,861	0%	2,048	29%	282,720	130%	68%
Central Road	39,835	742,138	5%	45,441	88%	669,817	90%	13%
Total	390,941	8,555,776	5%	451,277	87%	7,618,209	89%	8%

# **MT PROSPECT PARK DISTRICT PROGRAM REVENUE**

Revenue Recap by yr:

2022			2023			2024			YTD	Annual
Month	YTD		Month	YTD		Month	YTD		Actual	Budget
Jan	163,615	163,615	Jan	186,710	186,710	Jan	206,660	206,660	Revenue Expenditures  Part Time Contractual Commodities  Net	206,660 2,549,826
Feb	208,904	372,519	Feb	210,814	397,524	Feb	-	206,660		
Mar	339,191	711,710	Mar	493,884	891,408	Mar	-	206,660		
April	221,329	933,039	April	266,955	1,158,363	April	-	206,660		
May	164,467	1,097,506	May	155,429	1,313,792	May	-	206,660		40,039 912,847
June	93,069	1,190,575	June	111,517	1,425,309	June	-	206,660		0 464,741
July	107,505	1,298,080	July	127,645	1,552,954	July	-	206,660		4,653 323,244
Aug	239,418	1,537,498	Aug	263,226	1,816,180	Aug	-	206,660		44,692 1,700,832
Sept	128,019	1,665,517	Sept	151,278	1,967,458	Sept	-	206,660		161,968 848,994
Oct	148,068	1,813,585	Oct	167,456	2,134,914	Oct	-	206,660		
Nov	161,479	1,975,064	Nov	182,469	2,317,383	Nov	-	206,660		
Dec	157,425	2,132,489	Dec	158,608	2,475,991	Dec	-	206,660		
Budget	1,990,273			2,318,700			2,549,826			



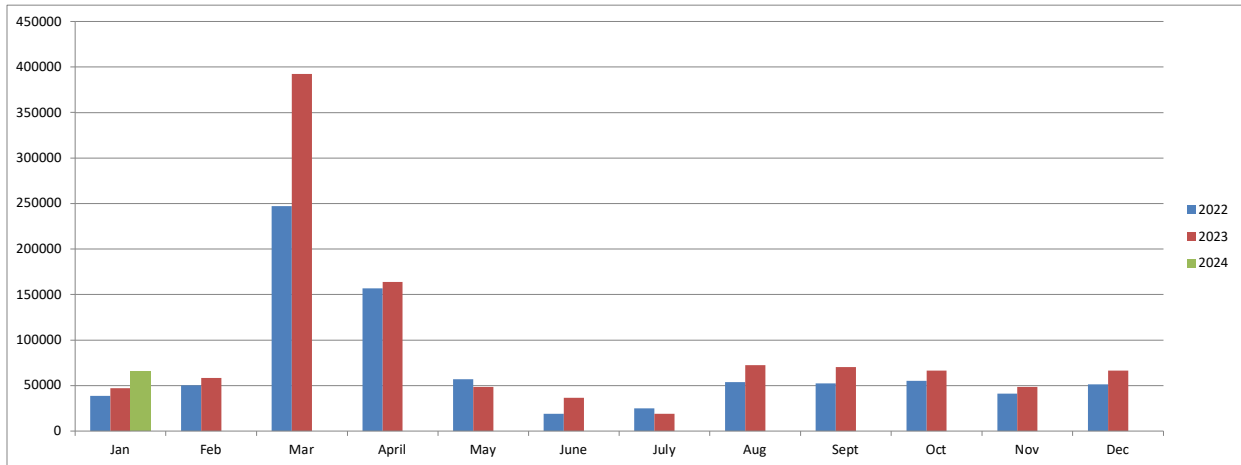
MOUNT PROSPECT PARK DISTRICT  
PROGRAMS Department by Function  
For One Months Ended 1-31-24

ACCOUNT NAMES	TOTALS	YOUTH/ CHILD CARE	ATHLETICS ADULT	YOUTH	FITNESS	SPECIAL EVENTS	ARTS	BASEBALL
REVENUES:								
PROGRAM FEES	206,688	65,882	(150)	12,211	14,250	-	52,546	61,949
RECV'D 2022	-	-	-	-	-	-	-	-
CHILD CARE	-	-	-	-	-	-	-	-
VISA/MC CHARGES	(28)	(11)	-	(8)	-	-	(6)	(3)
TOTAL REVENUE	206,660	65,871	(150)	12,203	14,250	-	52,540	61,946
% of Budget	8%	5%	0%	2%	10%	0%	13%	42%
EXPENDITURES:								
PART TIME SALARIES	40,039	21,869	106	2,445	6,456	-	8,854	310
CONTRACTUAL SERVICES	4,653	513	-	-	-	120	-	4,020
COMMODITIES	-	-	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	44,692	22,381	106	2,445	6,456	120	8,854	4,330
% of Budget	3%	3%	0%	1%	6%	0%	4%	3%
REVENUE OVER(UNDER) EXP	161,968	43,489	(256)	9,758	7,794	(120)	43,686	57,616
<b>\$ CHANGE FROM 2023 + ( - )</b>								
REVENUE	19,232	17,739	(7,575)	(6,128)	(2,793)	-	(1,793)	19,783
EXPENDITURES	(31,619)	5,595	34	(18,367)	268	25	(20,659)	1,484
NET	50,852	12,144	(7,609)	12,239	(3,062)	(25)	18,866	18,298
<b>% CHANGE FROM 2023</b>								
REVENUE	10	37	(102)	(33)	(16)	n/a	(3)	47
EXPENDITURES	(41)	33	48	(88)	4	26	(70)	52

**MT Prospect Park District  
CHILD CARE PROGRAMS REVENUE**

Revenue Recap by yr:

2022			2023			2024		
Month	YTD		Month	YTD		Month	YTD	
Jan	38,678	38,678	Jan	47,284	47,284	Jan	65,871	65,871
Feb	50,364	89,042	Feb	58,331	105,615	Feb	-	65,871
Mar	247,266	336,308	Mar	392,528	498,143	Mar	-	65,871
April	157,086	493,394	April	163,747	661,890	April	-	65,871
May	57,031	550,425	May	48,605	710,495	May	-	65,871
June	19,000	569,425	June	36,654	747,149	June	-	65,871
July	24,939	594,364	July	18,601	765,749	July	-	65,871
Aug	53,955	648,319	Aug	72,322	838,072	Aug	-	65,871
Sept	52,429	700,748	Sept	70,269	908,341	Sept	-	65,871
Oct	55,183	755,931	Oct	66,311	974,652	Oct	-	65,871
Nov	41,162	797,093	Nov	48,639	1,023,291	Nov	-	65,871
Dec	51,214	848,307	Dec	66,332	1,089,622	Dec	-	65,871
Budget		846,630	Budget		1,070,049	Budget		1,209,951



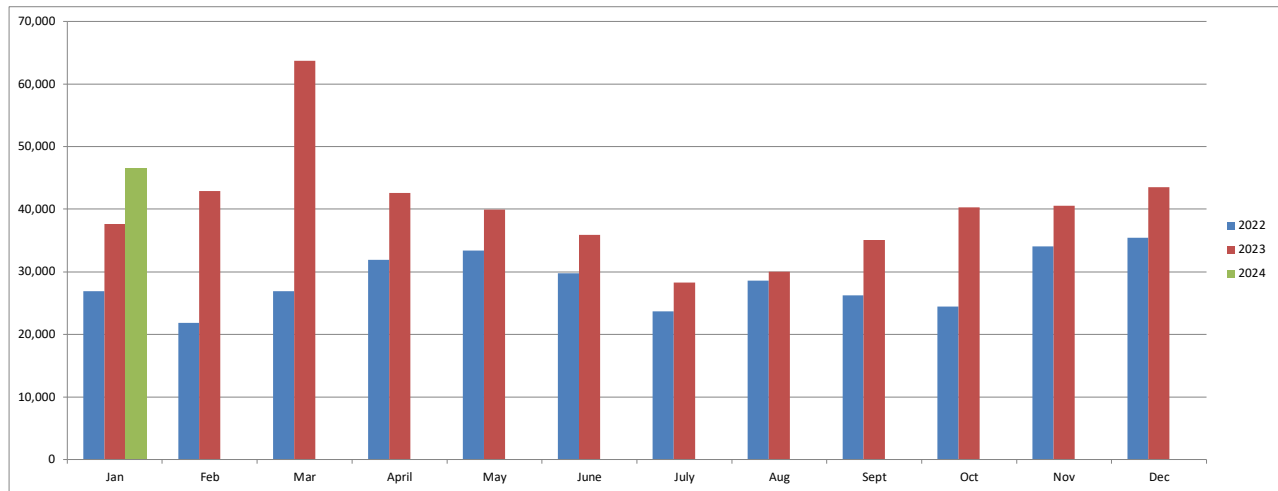
**MOUNT PROSPECT PARK DISTRICT**  
**CHILD CARE PROGRAMS**  
For One Month Ended January 31, 2024

						8% of Fiscal Year	
ACCOUNT NAMES	YTD		2024	2024		% of	% of
	2022	2023	Budget	Month	YTD	Budget	2023
REVENUES:							
Kids Klub	26,300	31,742	373,518	37,292	37,292	10%	117%
Day Camp	-732	1,566	610,365	6,729	6,729	1%	430%
Preschool	13,110	14,824	243,068	21,861	21,861	9%	147%
VISA/MC Charges			-17,000	(11)	(11)	n/a	n/a
Total	38,678	48,132	1,209,951	65,871	65,871	5%	137%
EXPENDITURES:							
Part Time Salaries	14,012	16,786	561,270	21,869	21,869	4%	130%
Contractual Services	-	-	123,159	513	513	0%	#DIV/0!
Commodities	-	-	41,654	-	-	0%	#DIV/0!
Total	14,012	16,786	726,083	22,382	22,381	3%	160%
SURPLUS (DEFICIT)	24,666	31,346	483,868	43,489	43,489		



Revenue Recap by yr:

2022			2023			2024					
	Month	YTD		Month	YTD		Month	YTD	YTD Actual	Annual Budget	
Jan	26,889	26,889	Jan	37,676	37,676	Jan	46,542	46,542			Revenue
Feb	21,829	48,718	Feb	42,910	80,586	Feb	-	-	46,542	425,948	Expenditures
Mar	26,927	75,645	Mar	63,747	144,333	Mar	-	-			Full Time
April	31,919	107,564	April	42,598	186,931	April	-	-	22,257	360,219	Part Time
May	33,368	140,932	May	39,927	226,858	May	-	-	20,580	326,832	Benefits
June	29,760	170,692	June	35,904	262,762	June	-	-	12,693	172,695	Contractual
July	23,665	194,357	July	28,240	291,002	July	-	-	1,804	65,700	Commodities
Aug	28,590	222,947	Aug	30,005	321,007	Aug	-	-	129	93,823	Utilities
Sept	26,224	249,171	Sept	35,071	356,078	Sept	-	-	-	232,577	
Oct	24,478	273,649	Oct	40,320	396,398	Oct	-	-	57,463	1,251,846	
Nov	34,093	307,742	Nov	40,531	436,929	Nov	-	-	(10,921)	(825,898)	
Dec	35,449	343,191	Dec	43,529	480,458	Dec	-	-			Net
Budget		240,086			337,401			425,948			



# RecPlex

## REVENUE REPORT

### January 2024

		MONTH		YEAR to DATE		Up (Down)	
		This	Last	This	Last	Change	% Change
RENTALS							
Building Rental		6,908	4,717	6,908	4,717	2,191	46%
	Total	6,908	4,717	6,908	4,717	2,191	46%
PASS SALES							
Gym & Track		2,368	2,330	2,368	2,330	38	2%
Fitness		28,189	22,359	28,189	22,359	5,830	26%
	Total	30,557	24,689	30,557	24,689	5,868	24%
DAILY FEES							
Gym & Track		5,699	6,389	5,699	6,389	(690)	-11%
Fitness		1,141	1,226	1,141	1,226	(85)	-7%
Racquetball		465	481	465	481	(16)	-3%
	Total	7,305	8,096	7,305	8,096	(791)	-10%
PROGRAM FEES							
Special Programs		1,210	-	1,210	-	1,210	n/a
	Total	1,210	-	1,210	-	1,210	n/a
CONCESSIONS							
Merchandise		148	172	148	172	(24)	-14%
Vending		418	405	418	405	13	n/a
	Total	566	577	566	577	(11)	-2%
OTHER						-	
Visa Charges / OvSt		(4)	(418)	(4)	(418)	414	-99%
	TOTAL	46,542	37,661	46,542	37,661	8,881	24%

**MT PROSPECT PARK DISTRICT  
RECPLEX POOL REVENUE**

Revenue Recap by yr:

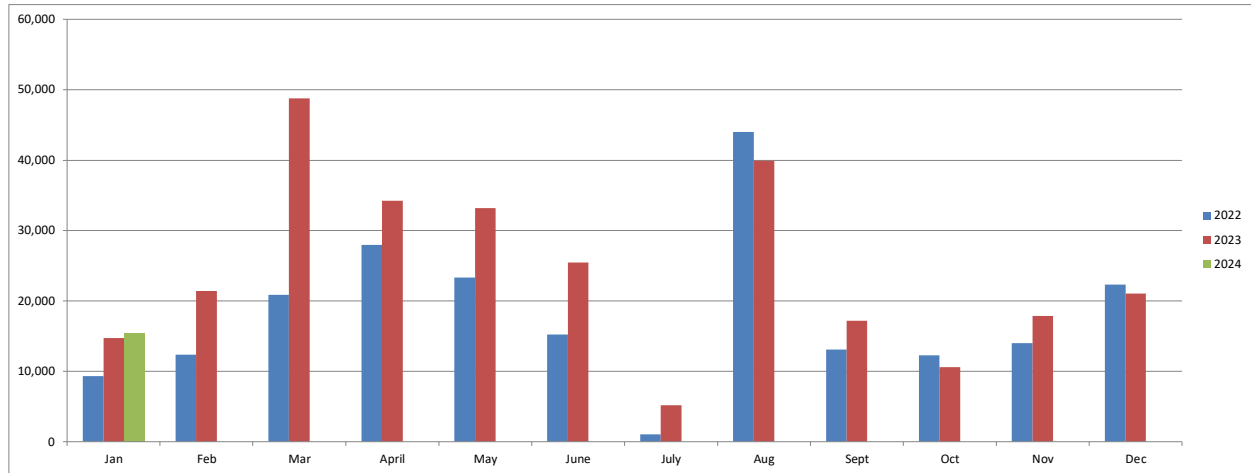
2022			2023			2024			YTD Actual	Annual Budget
Month	YTD		Month	YTD		Month	YTD			
Jan	12,671	12,671	Jan	17,312	17,312	Jan	25,898	25,898		
Feb	33,061	45,732	Feb	45,585	62,897	Feb	-	-	Revenue	25,898
Mar	20,539	66,271	Mar	25,264	88,161	Mar	-	-	Expenditures	438,690
April	43,508	109,779	April	53,246	141,407	April	-	-		
May	29,366	139,145	May	27,094	168,501	May	-	-	Full Time	8,175
June	25,275	164,420	June	28,716	197,217	June	-	-	Part Time	18,760
July	20,106	184,526	July	22,817	220,034	July	-	-	Benefits	2,611
Aug	104,997	289,523	Aug	114,023	334,057	Aug	-	-	Commodities	202
Sept	22,998	312,521	Sept	35,214	369,271	Sept	-	-	Utilities	-
Oct	24,024	336,545	Oct	27,857	397,128	Oct	-	-		29,748
Nov	43,095	379,640	Nov	50,039	447,167	Nov	-	-	Net	(3,850)
Dec	20,803	400,443	Dec	26,215	473,382	Dec	-	-		(139,787)
359,038			362,146			438,690				



### PROGRAM REVENUE

Revenue Recap by yr:

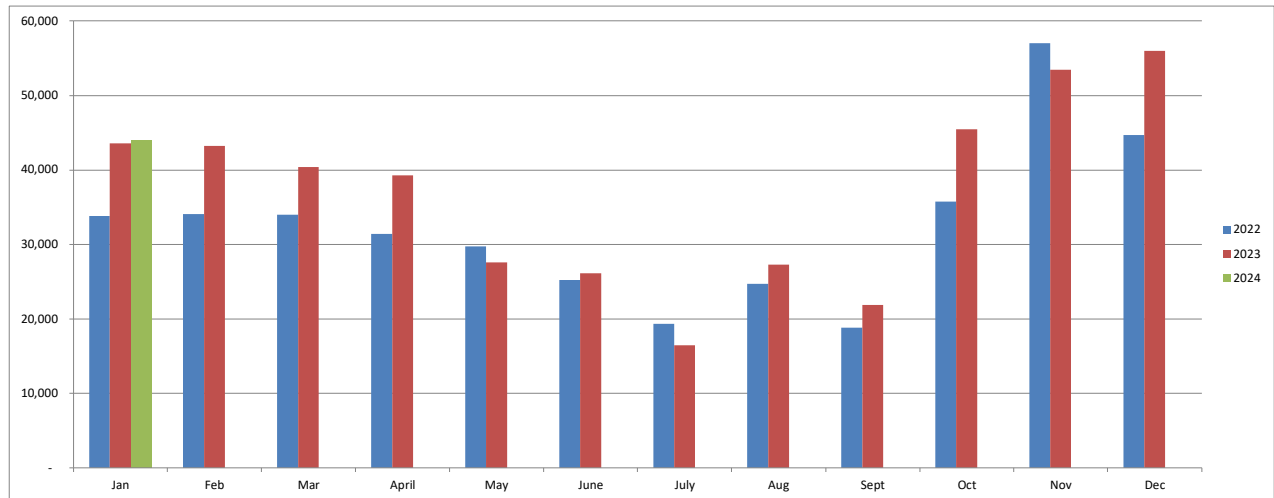
2022			2023			2024			YTD Actual	Annual Budget
Month	YTD		Month	YTD		Month	YTD			
Jan	9,333	9,333	Jan	14,753	14,753	Jan	15,347	15,347		
Feb	12,370	21,703	Feb	21,434	36,187	Feb	-	-		
Mar	20,870	42,573	Mar	48,726	84,913	Mar	-	-	Revenue	15,347 285,764
April	27,967	70,540	April	34,198	119,111	April	-	-	Expenditures	
May	23,351	93,891	May	33,190	152,301	May	-	-	Part Time	604 41,254
June	15,257	109,148	June	25,436	177,737	June	-	-	Contractual	- 174,630
July	1,032	110,180	July	5,202	182,939	July	-	-	Commodities	- 1,977
Aug	44,018	154,198	Aug	39,929	222,868	Aug	-	-		604 217,861
Sept	13,120	167,318	Sept	17,223	240,091	Sept	-	-	Net	14,743 67,903
Oct	12,256	179,574	Oct	10,608	250,699	Oct	-	-		
Nov	14,000	193,574	Nov	17,921	268,620	Nov	-	-		
Dec	22,353	215,927	Dec	21,040	289,660	Dec	-	-		
<b>Budget</b>			<b>98,386</b>			<b>181,569</b>			<b>285,764</b>	





Revenue Recap by yr:

2022			2023			2024					
	Month	YTD		Month	YTD		Month	YTD		YTD Actual	Annual Budget
Jan	33,815	33,815	Jan	43,595	43,595	Jan	44,017	44,017	Revenue	44,017	432,424
Feb	34,070	67,886	Feb	43,217	86,812	Feb	-	44,017	Expenditures		
Mar	33,990	101,876	Mar	40,378	127,190	Mar	-	-	Full Time	15,602	245,750
April	31,380	133,256	April	39,299	166,489	April	-	-	Part Time	14,672	194,280
May	29,757	163,013	May	27,570	194,059	May	-	-	Benefits	6,500	88,413
June	25,220	188,233	June	26,149	220,208	June	-	-	Contractual	1,932	69,207
July	19,324	207,557	July	16,447	236,655	July	-	-	Commodities	1,130	71,798
Aug	24,722	232,279	Aug	27,302	263,957	Aug	-	-	Utilities	-	72,690
Sept	18,839	251,118	Sept	21,885	285,842	Sept	-	-		39,836	742,138
Oct	35,748	286,866	Oct	45,481	331,323	Oct	-	-	Net	4,181	(309,714)
Nov	57,059	343,925	Nov	53,456	384,779	Nov	-	-			
Dec	44,711	388,636	Dec	56,022	440,801	Dec	-	-			
Budget		258,974			354,857			432,424			







## REVENUE REPORT January 2024

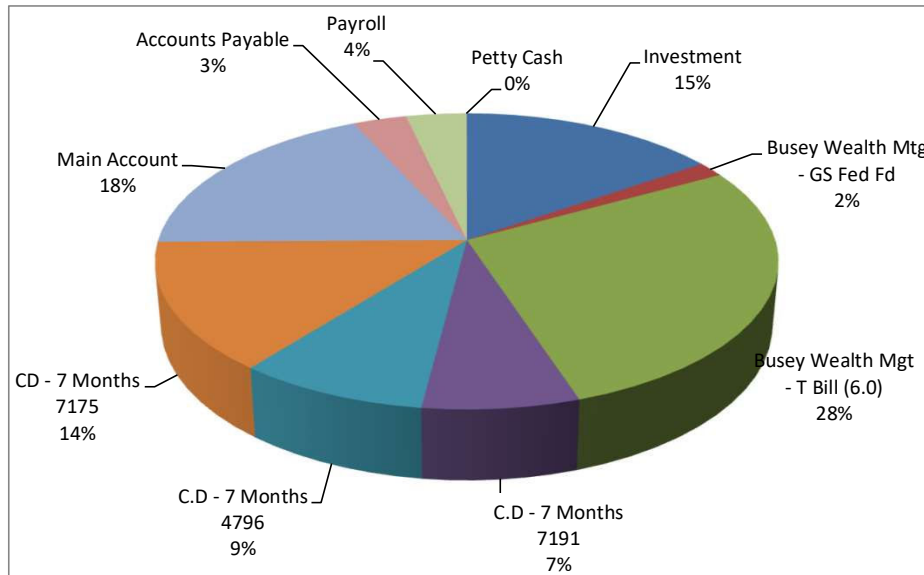
	MONTH		YEAR to DATE		Up/(Down)	
	This	Last	This	Last	Change	% Change
RENTALS						
Building Rental	28,575	28,560	28,575	28,560	15	0%
	28,575	28,560	28,575	28,560	15	0%
PASS SALES						
Gym Pass	293	-	293	-	293	n/a
Fitness	10,476	8,006	10,476	8,006	2,470	31%
	10,768	8,006	10,769	8,006	2,470	31%
DAILY FEES						
Gym Fees	2,164	1,717	2,164	1,717	447	26%
Fitness Center	523	352	523	352	171	49%
	2,687	2,069	2,687	2,069	618	30%
PROGRAM FEES						
Youth Leagues	(330)	602	(330)	602	(932)	-155%
Special Programs	1,597	3,930	1,597	3,930	(2,333)	-59%
	1,267	4,532	1,267	4,532	(3,265)	-72%
CONCESSIONS						
Merchandise	436	481	436	481	(45)	-9%
Vending	287	261	287	261	26	n/a
	723	742	723	742	(19)	-3%
OTHER						
Visa Charges / OvShrt	(4)	(314)	(4)	(314)	310	-99%
TOTAL	44,017	43,595	44,017	43,595	129	0%

**Mt. Prospect Park District**  
Statement of Account Balances  
As of January 31, 2024

**Busey Bank**

Accounts	Maturity	Amount	Rate	Term
Investment	n/a	3,237,387	4.40%	Demand
Busey Wealth Mtg - GS Fed Fd	n/a	344,842	5.24%	Demand
Busey Wealth Mgt - T Bill (6.0)	6/13/2024	5,862,780	5.12%	12 Months
C.D - 7 Months 7191	8/15/2024	1,498,649	4.00%	7 Months
C.D - 7 Months 4796	8/12/2024	1,822,140	4.00%	7 Months
CD - 7 Months 7175	8/15/2024	2,971,619	4.00%	7 Months
Main Account	n/a	3,864,533	1.26%	Demand
Accounts Payable	n/a	671,249	n/a	
Payroll	n/a	757,671	1.19%	
Petty Cash	n/a	4,650	n/a	

Total Funds 21,035,521





# Executive Director

Board Report February 14, 2024

## **Citizen Task Force Meeting # 1 Recap**

The first Citizen Task Force meeting was held on January 23rd at the Central Community Center. The meeting's primary objective was to share Park District data with the members of the Citizens Task Force and help them understand the Park District's operations and financial position. Additionally, their role in the public engagement process was also explained. Those in attendance were very forthcoming with their opinions and feedback. In general, the Task Force appeared to show preliminary support to address the District's unmet capital needs and were very receptive to having further discussions on how to best accomplish this.

Meeting #2 will take place on Tuesday, February 13th, with the goal of bringing forth potential solutions to the needs shared at meeting # 1.

## **Cook County Paid Leave Act Update 1-25-24**

On January 25th, The Cook County Board met and reviewed a newly proposed amendment to the recently adopted Paid Leave Ordinance. This amendment has received open support from Board President Toni Preckwinkle, Commissioner Maggie Trevor and Commissioner Sean Morrison among others. The proposed amendment will be placed on the agenda for consideration at the next Cook County Board meeting which is scheduled to take place on February 29th. This was a positive step forward in the process. If approved, these changes would once again exempt Park Districts from the Cook County Paid Leave legislation. Staff will provide updates to the Board once more information becomes available.

## **CCSD - 59 Brentwood Update**

Community Consolidated School District 59 recently requested permission to conduct soil boring tests on the Brentwood Park site. These borings are required to gather necessary information pertaining to the proposed Brentwood property easement and acquisition. As part of this process the underground utilities will also be located and flagged for the various site utilities and recorded for future reference. Additionally, legal descriptions for the area to be conveyed will be created as well as for the area which may be used for a possible underground utility easement. Tom Hoffman has drafted the necessary access agreement documents to allow the requested soil borings to be completed in the near future.

### **Legislative Breakfast**

The Illinois Association of Park Districts (IAPD) Joint Legislative Committee will be hosting a legislative breakfast on **Saturday, February 24 at 8:00 a.m. at Schaumburg Golf Club, 401 N. Roselle Road, Schaumburg.** The purpose of this program is to bring together local legislators and park commissioners to discuss issues that will be debated throughout this next legislative session. In the past, this program has been extremely helpful in identifying issues of concern to park, forest and conservation districts throughout Illinois. If you are interested in attending please contact Alica Brzezinski, Executive Assistant for the Mt. Prospect Park District.

### **Upcoming Board Reminders:**

Regular Board Meeting - Wednesday, March 20, 2024 - 6:30 pm @ CCC



# Golf Operations Report

February 2024

## News & Updates:

- Our first ever Frozen Open took place on Saturday, February 3rd. We had nearly 60 participants that played 9 holes ranging from 85 to 160 yards teeing off from a mat and hitting to a bucket to minimize damage to the course. Chili was served in the grill after the event was finished. Prizes were given out for “closest to the bucket” on all 9 holes, as well as for the 3 lowest scores. The weather was sunny and unseasonably warm with temperatures in the middle 40’s. Not ideal for what was supposed to be the “Frozen” Open in the middle of winter but I’m sure the participants didn’t mind the warmer weather! A good time was had by all and we’re looking forward to making this an annual event.
- Permanent tee time renewal and season membership registration has begun. Individuals that had a permanent tee time last year on Saturday and/or Sunday mornings between 6-10am have until Sunday, February 25th to renew their tee time from last season. Those tee times that are not renewed will then be offered to the outside public for purchase. Patrons can renew their permanent tee time or buy their season membership online or the pro shop will be open Monday-Friday 9am-1pm and the weekend of February 24th and 25th from 9am to 3pm.

## Maintenance:

- The first half of the month of January was bitter cold and snowy. Because of this, the staff spent their time indoors painting all of the benches and ball washers. They also painted and refinished all of the wooden tee markers as well as making new ones to replace the ones that were broken.
- The second half of the month of January was unseasonably warm, which allowed staff to get out on the course since there was no snow cover. There were many branches and seed pods down throughout the course due to the heavy, wet snow and wind earlier in the month. Staff has been busy cleaning the course and completing some tree trimming. Hopefully the weather will remain warm and the ground snow free through February so staff will be able to fill late fall divots with sand that weren’t able to grow back, edge and fill bunkers and continue red rock projects throughout the course.



## RECREATION

February 14, 2024

### Aquatics

Linda Zalewski, Aquatics Manager

Pete Nocchi, Aquatics Supervisor

- The winter session of swim lessons began the week of January 8th. Enrollment numbers are strong with a total of 365 swimmers enrolled for \$38,571 in revenue.
- Private swim lessons - In the month of January, 88 private lessons were taught for a total revenue of \$3,020.
- The Sharks Swim Team is currently underway with 123 competitive swimmers for the winter season. Revenue is at \$64,501 compared to last winter season at \$55,362.
- The Sharks will host the "B" Divisional Championship Swim Meet on March 3rd at RecPlex.
- AquaFit Unlimited had a total of 90 active members in January with 85 of those on a recurring monthly membership. Total revenue for AquaFit in January was \$6,364. In comparison to 2023, we had 75 recurring memberships with revenue of \$5,282 in the month of January.
- Staff continue to offer AquaFit Pop-Up weekend classes that are well attended by our dedicated members.

### Athletics

Brad Wessel, Athletics Manager

Adam Trzaska, Athletics Supervisor

- The Athletics Department attended the IPRA Conference in Chicago in late January.
- Baseball & Softball Advisory Committees met in January to discuss the upcoming spring season.
- Baseball Advisory Committee members are looking to host an open gym to promote our Instructional Baseball Leagues (Wee Tee, Tee Ball & Rookie) in February.
- Patriots Baseball Coach's Meeting was held on Monday, January 22, 2024. Coaches provided feedback on the new team training (ARC & HPI) and discussed upcoming scheduling details for the season. Patriots Baseball Uniform Fitting Day is scheduled for Friday, February 2 at CCC.

- Adult Basketball Leagues started their winter season in mid January. There are a total of 16 teams registered this year, down two teams from 2023 due to lack of gym space (with additional Youth Basketball participants/teams).
- Winter Youth Basketball games for grades Kindergarten, 1st, 2nd, and 7th/8th started the first weekend of January. Games are now scheduled at RPX, CCC, and LRC all throughout the day on Saturdays.
- Grades 5th/6th and older participating in a combined league with local districts to increase the amount of teams.
- Patriots Basketball teams are approaching the mid season and starting to participate in their scheduled tournament. The 4th grade White team participated in Jr. Huskies Roundball Classic in Naperville on January 13th. The 4th grade Blue team will be participating in the Crossover Summit in Franklin, WI on February 3rd.
- Indoor Soccer for grades Pre-K through 7th/8th also started the first weekend of January. Indoor soccer went from 298 participants in 2023 to 349 participants in 2024.
- Winter sessions of We Got Game and Gymnastics/Kidnastics started in mid January. Gymnastics and Kidnastics both saw an increase of 3 participants and are offering 5 more classes than last season. We Got Game is running 14 different classes that vary in different sports and ages.

## **Early Childhood & Youth Programs**

Kristina Winans, Early Childhood & Youth Manager

Amy Heinrichs, Early Childhood Supervisor

- Two Preschool Staff participated in Mt. Prospect Public Library Child Care Night on Wednesday, January 24. They spoke to approximately 20 families regarding Preschool and Kindergarten options.
- This month, the librarians paid a visit to preschoolers and KinderKlub participants. After participating in finger plays and storytelling, they danced, sang, and made crafts.
- Current Preschool Enrollment (as of 1/29/24): total 122
- Preschool tours have started for the 24/25 school year
- Enrichment programs are continuing to be offered to our Preschool and KinderKlub students - Dance, Kidnastics, Spanish, Rock n Kids, and Swim Lessons.
- KidsKlub current enrollment (as of 1/29/24): AM - 44 PM - 81
- KinderKlub enrollment (as of 1/29/24): AM - 18 PM - 22
- We are currently in the process of hiring and training new KidsKlub employees.
- We have successfully hired an afternoon Site Director for KidsKlub.
- Full time staff continue to drive the lunch time bus route due to lack of staff.

- Off School Specials/Winter Break Camp: 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.
  - January 2: JG Reptile Show - 51 participants
  - January 3: Swimming at RecPlex pool - 53 participants
  - January 4: Funtopia - 53 participants
  - January 5: Schaumburg Water Works - 49 participants
- Off School Specials:
  - January 8: The Zone - 42 participants
  - January 15: In House Day due to temperatures - 18 participants
- Friday, January 12 - due to the snow, all classes/programs were canceled
- Although the local school districts had a cold day on January 16, we were able to run Preschool and KinderKlub.
- Our new “seasonal fun” classes continue running strong with Frosty Fun II having 11 participants. Ready, Set, Play has 13 participants, Tiny Hands ran with 10 participants, and Nature Navigators with 10 participants. Nature Navigators has moved to RecPlex while FPC is under construction.
- Rock N Kids classes continue to be a hit with 10 participants in the younger class, and 13 participants in the older class.
- Computer Explorers “Gears, Gears, Gears” class is running with 6 MPPD participants. We were able to accommodate some of the waitlist due to lower enrollment from our partner districts.
- Virtual Language in Action classes are continuing to be offered.
- We are in the initial planning phase of remodeling PlayPlex, and have begun looking into different flooring options.
- Kristina and Amy attended the IPRA School Age/Day Camp Committee meeting via Zoom on January 16, and the Early Childhood Committee meeting via Zoom on January 19
- Kristina attended the annual IPRA Conference downtown on Thursday, January 25.
- Summer Camp staff availability forms were sent out and due for returning staff by January 26. Planning is underway!

## **Facilities**

Brian Hecker, Central Community Center Manager

- Open Pickleball participation for January was 854, revenue was \$3,676.00



- (\$3,374.00 for the 10/20 pass + \$302 drop-in fees. There is a 50/30/20 split w/ RecPlex & Lions for the 10/20 punch pass in revenue.)
- 2022: 796 = \$1,575.00.
- 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.
- Canine Commons had 8 registrations in January with a revenue of \$375.
  - 2022 - 15 registrations = \$725.00
- CCC Monthly Fire Extinguisher report and AED check was completed
- CCC closed early at 2pm 1/12/23 due to weather alerts
- Brian attended IPRA Conference
- As a reminder NWSRA Pursuit payments will be twice per year moving forward.

<u>CCC Facility Rentals</u>	<u>January 2024</u>	<u>January 2023</u>
CCC Turf/Parties	\$25,470.00	\$22,400.25
Batting Cages	\$540.00	n/a
CCC Gym/Room	\$2,565.00	\$6,159.75

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

Ann Zimmerman, Conservatory & Visual Arts Manager

### Conservatory

- We are not accepting rentals from January 29 - April 15 due to construction. Anticipated revenue loss is \$20,000. As of January 31, we turned away 45 potential rentals during this timeframe. Calls are still coming in as well. The multi-purpose room at RecPlex is an option for groups up to 80 during this time. We are also provided information for The Grill at MPGC.
- We are offering the Gathering Suite for small rentals and the Atrium for photographs at FPC during the construction.
- Facility hosted 3 rentals in January and received 55 inquiries for future rentals.
- Beverage revenue was \$622.00 for January compared to \$3,264.40 for January 2023.
- We hosted the Cabaret night for the Foundation fundraiser on January 28, our final event prior to the construction and renovations.
- Staff emptied the storage room with the purchase of additional storage cabinets,

rearranging the office area and sorting the supplies. We also utilized existing space and made everything fit.

<u>Facility Rentals</u>	<u>January 2024</u>	<u>January 2023</u>
FPC	*\$2,400	\$6,658

\*Timing of monthly payments should be considered when comparing month to month. January was slower with no rentals February through mid-April due to construction.

### Art Studio

- Winter session classes began in January and are full for Kindergarten Art with 9. Introduction to Art Academy has 2 full sessions with 35 children and Intermediate Art Academy is running again with 4 middle school age children. Almost 50 children during the school week is fabulous for the Art Studio! If we had the instructors to offer more classes, there's no telling how many more enrollments there would be!
- The Adult classes also began in January and the 3 classes, Watercolor, Pastel and Oil or Acrylic have 13 loyal students the oldest of which is 93! This is her only activity and she has been attending for many years!
- The Art Studio hosted 2 Birthday parties in January with \$800 in revenue.
- Our special classes are also doing amazingly well. Sunday, January 7, we offered a Puppy Tea Party, had 25 children (and a waitlist) ages 4-8 enrolled for tea (juice and cookies and treats) with their new stuffed puppies! We painted a puppy house and adorned their new puppies with feather boas. Their puppies had ceramic tea cups with craft treats of their own to take home. Two days before the class, the Daily Herald called and asked to send a photographer; we received press coverage as well!
- Sunday, February 4 we have "Be My Valentine" class for children ages 5-11 and it's filling fast! Hearts, love, and plenty of red, pink and purple will be happening at the Art Studio!

Toria Smith, Lions Recreation Center Manager & Performing Arts

### Performing Arts

- The second week of January we welcomed back our dancers for the Winter/Spring term of dance classes. We have 648 enrollments and have seen an increase in new dancers joining across all levels of classes. As the season continues we have two more sessions of Princess Ballerinas that will increase enrollment numbers.
- We are excited to announce that The Mt. Prospect School of Classical Ballet will be performing Alice's Adventures in Wonderland for the 2024 recital. All of our dancers will be converging on Schaumburg Prairie Center for performances on May 3rd and 4th.
- The theme for the Studio Impulse recital will be Legends and performed on May 17th and 18th at Forest View Theater.

### Lions Recreation Center

- Lions gym received an update with the relining of the pickleball courts. We added a fourth court to the layout to allow for more participants during our evening pickleball times as well as for full gym pickleball rentals.
- Evening Pickleball continues to be a very successful addition to our schedule. Every evening offered we have reached our newly enforced capacity. We look forward to continuing to offer pickleball at Lions through March.
- In addition to Breakaway Basketball that is renting Thursdays and Sundays we are renting the gym late evenings from 8-10pm for basketball groups as well as pickleball. The lower level has also been receiving inquiries for youth birthday parties.

<u>Lions Facility Rentals</u>	<u>January 2024</u>	<u>January 2023</u>
Facility Rentals	\$2,512.50	\$50
Lions Open Gym	\$1,555.80	\$0

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

Mike Azzaretto, Recreation Division Manager

Tim Sullivan, Fitness Supervisor

### Fitness

- As of February 2nd, 3 weeks of Check In To Win winners have been chosen. The prizes given away include a gym bag, 3 months current membership free, and headphones.
- Through the first three weeks, there have been a total of 10,569 fitness scans with 8,099 coming at the RecPlex and 2,470 coming at CCC.
- The fourth annual Mt. Melas Adventure Run will return on April 13th. Past participants were notified on 2/1 for a special family and friends registration discount before registration opens to the public on Monday, 2/5.

### RecPlex Facility

- The Multipurpose Room has completed its mini renovation. New paint, base trim and coat/backpack hooks have been installed. The room looks great for renters and program participants! Thank you to Parks and Planning for doing this in-house!
- RecPlex, CCC and Lions front desk staff participated in a staff training session on January 23rd. The Mt. Prospect Police Department was a guest speaker to train our staff on de-escalating situations.

- All facilities closed early on Friday, January 12th due to the snowfall and unsafe road conditions. All departments communicated effectively to ensure a smooth process.
- RPX Quarterly Facility Inspection, Monthly Fire Extinguisher report and AED check was completed.

<u>RecPlex Revenues</u>	<u>January 2024</u>	<u>January 2023</u>
RecPlex Rentals	\$6,907.50	\$4,717
RecPlex Open Gym	\$5,699.20	\$6,389.01
Fitness Memberships	\$48,329	\$39,562
Personal Training/Massage	\$7,361	\$7,986

\*Timing of monthly payments should be considered when comparing month to month. Gym rental/open gym revenue may change month to month/year to year based on youth basketball practice space needs.



## Administration & Human Resources February 2024

### News & Updates:

- **Transportation Benefits Program Act (TBPA):** Effective January 1st, 2024, the Park District was required to provide a pre-tax commuter benefit to full-time employees in accordance with the TBPA. Such a program must allow employees to use pre-tax dollars to purchase a transit pass on public transit via payroll deductions. Federal law establishes limits for maximum amounts for such programs. Accordingly, the Park District partnered with the Ventra Transit Benefits Program (CTA, Pace & Metra).
- **New Hire Reporting for Contractors:** Additionally, as of January 1st, 2024, the Park District is required to report newly-hired contractors to the State as part of the New Hire Reporting Program. This Program is part of the federal welfare reform law and includes a registry to locate parents with child support orders. The IL Department of Employment Security has the responsibility for obtaining the information for this registry in Illinois.
- **Positive Pay:** With growing incidents of check fraud, the Park District has instituted "Positive Pay" protections as part of the accounts payable process. Should a fraudulent/modified check be attempted into the future, Positive Pay will allow staff to swiftly identify the issue and take action accordingly with Busey Bank. District staff thank the professionals at Busey Bank for their assistance in implementing this program.
- **Cook County Paid Leave Ordinance Update:** As an update, staff have been tracking a proposed amendment that would exempt employers "preempted" from being considered a covered employer by federal or state law. In this case, the Illinois Paid Leave for All Workers Act specifically excluded park districts by stating, "'Employer' does not include school districts organized under the *School Code* or park districts organized under the *Park District Code*." Staff have been in contact with Cook County to confirm any developments or updates to the proposed amendment.

### H.R. by the Numbers: January 2024

<b>New-Hires:</b>	<b>6</b>
<b>Payroll Changes</b> (to update employment status, pay-rate, or job-class):	<b>154</b>
<b>Criminal Background Checks</b> (including new-hires, volunteers and coaches):	<b>11</b>
<b>Reportable Injuries</b> - Total to date for 2023:	<b>0</b>
<b>Unemployment Claims</b> (new claims):	<b>1</b>



## PARKS & PLANNING

February 2024

### Administrative Updates:

- Friendship Park Conservatory interior submittals have been reviewed and approved. Construction began on Monday, February 5th and will continue through completion.
- A community input meeting was held for the Weller Creek playground development on Wednesday, February 7th. Staff was available to answer questions and gathered feedback on the proposed development for consideration in the final design.
- The new chiller equipment has arrived and is in storage at a local facility. The contractor is working on a schedule to begin replacement.
- The ComEd Trail- Algonquin to Linneman Rd project is out to bid. A recommendation will be brought to the March Board meeting for consideration.

### Buildings:

- Coordinated the RecPlex pool heater inspection with the State Fire Marshal.
- Coordinated water main repair at the golf course. Inspected and verified all fixtures operate.
- Installed new concession building doors at Friendship Park.
- Performed cosmetic updates to the multipurpose room at RecPlex.
- Installed new LED can lights in the fitness area at RecPlex.

### Fleet Services:

- Replaced passenger side blend door actuator on the Ford Explorer.
- Replaced alternator and batteries on truck #1 due to overcharging conditions.
- Installed vehicle snow plows and equipment attachment for snow/ice removal.
- Continued winter service on both parks and golf course mowing equipment.
- Performed winter service on all of the athletic field grooming equipment.

### Grounds & Greenhouse:

- Removed overgrowth along the creek at MSD and installed new snow fence.
- Removed holiday decorations from Lions, CCC, Recplex, GC, Studio, WCMF, and FPC.
- Completed picnic table inspection and repairs
- Constructed the ice rink at the Golf Course and attempted to build ice at Beau drive.
- Various employee training for PMT, pesticide license, trackless, and class c driver's license.

**Work Orders & Park Permits:** At the time of this report, there have been approximately 6 internal work order requests for the month of February submitted and 2 park permits requests for 2024.

## Community Relations & Marketing

February 2024

The 2024 Spring Program Guide is available online now at [mppd.org](http://mppd.org). Within the pages of the program guide is the Summer Camp Guide which offers registration information for both day camp and all specialty summer camps. This registration begins on March 4. The Camp Guide was added in 2023 and was very popular with our busy parents. It allowed them to begin summer planning for their children by creating a framework of all available camp programs and activities.

Take a moment to view the new party and rental pages in the Spring Guide. Photos featured in the visual report on the next pages. The special event pages feature the Mt. Melas Adventure Run, Bunny Breakfast, Annual Easter Egg Hunt and Spring Plant Sale Fundraiser.

As the groundhog predicted an early spring, it's appropriate to look ahead at the recently completed roster of free Thursday Night Concerts at the Veterans Memorial Bandshell. The Thursday Series is fun for the whole family with crowds often reaching 1,500+ per evening. Last year's Lee DeWyze Homecoming brought 8,000 people to the bandshell on July 13.



This year's schedule is as follows:

- June 20 - Opening Night/First day of Summer / Petty Kings
- July 27 - Dancing Queen / ABBA Tribute Band
- No Concert on July 4
- July 11 - Billy Elton / 8-piece Billy Joel/Elton John Tribute Band featuring Reid Spears
- July 18 - Trabuco Latin Salsa Band
- July 25 - 7th Heaven / Hometown favorites featuring "30 songs in 30 minutes" medley
- August 1 - Kashmir / Chicago's Premiere Zeppelin Tribute

The full Monday night Community Band Series will be announced shortly along with several other Lions Park Community events including the D57 Band Festival, National Night Out with the MPPD, 56 Artisan Fix, Baseball Day in Mount Prospect, Library Storytimes and more.

## Upcoming Programs/Registrations/Events

- Friday, February 16: Ski Trip, 3:30-10:30 PM, Wilmot Mountain
- Monday, February 26: Preschool Open House, 6:00-7:00 PM, CCC, RecPlex & Lions Rec Center
- Monday, March 4: Summer Camp Registration Begins
- Sunday, March 10: Spring Fling Art, 1:00-3:00 PM, Art Studio
- Wednesday, March 13: Houseplants 101, 6:00-7:15 PM, Friendship Park Conservatory
- Saturday, March 16: Bunny Breakfast, 9:30-11:30 AM, Lions Rec Center
- Sunday, March 17: "An Organic Spring" MPCB Concert, 5:00 PM, Trinity United Methodist Church
- Saturday, March 30: Easter Egg Hunt, 8:00 AM-12:00 PM, Lions Rec Center
- Saturday, March 30: WGG Flag Football Tournament, 9:30 AM-3:30 PM, Central Community Center
- Saturday, April 13: Mt. Melas Adventure Run, 8:00-11:00 AM, Melas Park



# FEBRUARY 2024

## Community Relations & Marketing



### February 2024

**Preview the Spring Program Guide Now!**

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

- Hop on over to Lions Rec Center for the **Bunny Breakfast** on Saturday, March 16
- Enjoy the annual **Easter Egg Hunt** at LRC on Saturday, March 30
- Score a touchdown at the **NFL Flag Football 5v5 Tournament** on Saturday, March 30
- Test your limits at the **Mt. Melas Adventure Run** on Saturday, April 13
- Superhero Moms and Sons enjoy the **Mother Son Date Night** Friday, May 3 at the Friendship Park Conservatory



**Spring Registration Begins**  
**Monday, February 5 at 12:01 AM!**

[View Spring Program Guide](#)

### Summer Camp Guide



**Preview Camp Options Early!**

Contained within the pages of the Spring 2024 Program Guide, Day and Specialty Camp listings are available now for preview only.

Summer Camp Registration begins  
**Monday, March 4 at 12:01 AM.**



108 likes  
mpparkdistrict Please Wait...It's ALMOST Time to Skate!  
The Mt. Prospect Golf Club Ice Rink is built and... more  
View all 8 comments



Liked by mtprospectgc and 78 others  
mpparkdistrict "Hoopy" Basketball Season!  
This winter, over 800 children are playing in the MPPD Youth Basketball League. Basketballs are bouncing, players are dribbling and Volunteer Coaches are doing a STELLAR job of instilling teamwork, skill development and FUN!

### MOST ENGAGING SOCIAL MEDIA POSTS

Parks & Planning Winter Snow • Ice Rink Updates  
Basketball Album • Weller Creek Playground Open House  
Dance Recital Themes • Indoor Soccer Album



Mt. Prospect Park District  
January 10 at 12:00 PM · 🌐

Reporting For Duty! 🧡  
Whether rain, sleet or snow, our team is ready to GO! Thank you Parks and Planning for always keeping us safe!

270 likes · 11 comments

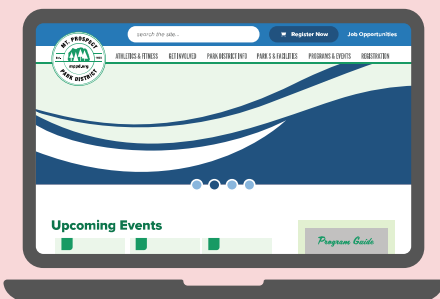
View more comments

Stacy Dubinski  
Thank you!

## RESULTS

### February E-newsletter

Open Rate 48%    Click Rate 4%



**Page views to our website over the previous 30 days | 41,096**

### MOST VIEWED PAGES

RecPlex • Membership • Open Gyms • RecPlex Pool  
Program Guides • Central Community Center  
Friendship Park Conservatory • Pickleball • Basketball



**Total Winter Program Guide Views 30,419**





# CELEBRATE!

Get the party started!

## Studio Arts & Crafts Party (Ages 5-16)

**Art Studio**  
A 'one-of-a-kind' birthday experience! Choose a quality project, custom theme and colors for boys and girls. Instruction provided. No two parties are ever the same! Parties are two hours long. Minimum 8 children, Maximum 20.

847-342-0573

## Sports Party (Ages 5-13)

**Basketball • Flag Football • Soccer • Dodgeball • Camp Games • Nerf Battle**  
**Central Community Center - RecPlex**  
Private gym for one hour of organized games and sports with Hot Shots (CCC) or We Got Game (RecPlex). The remaining 30 minutes will be spent in a party room. The party room is booked for the full 1.5 hours. Food and decorations not included.

RecPlex 847-640-1000  
CCC 847-255-5380

## PlayPlex Party (Recommended Ages 1-4)

**RecPlex**  
Get your energy out! One hour of free play reserved just for you, followed by party room fun. Parent supervision required. Food and decorations not included.

847-640-1000 ext. 244

- 1 Choose a theme
- 2 Book your party room with us
- 3 Contact our party partners directly to bring your vision to life!

## Kid Rock 'N' Roll (Ages 1-6)

A rockin' good time! An interactive music and dance party! Parachute play, rhythm instruments and movement props are just part of the fun. Don't miss a beat, book today!

RocknKids.com

## Glitz & Glam (Ages 4-12)

Whether girls choose to rock out like a popstar or glam it up with a makeover, there's something for everyone. Don't forget the boys-our Hidden Treasure Chest Party is a hit! Select your theme, and we'll do the rest.

GlitzGirls.com

## RoboThink (Ages 6-12)

RoboThink parties get your engineering gears moving as guests build motors, claws, and battle robots! Party hosts can choose from a variety of robots including ones that dodge rubber bands or play soccer.

MyRoboThink.com

## Royal Princess Party (Ages 2-8)

Character led activities with Superheroes, Princesses & Galactic Characters.

RoyalPrincessParties.com

## Magic Party (Ages 4-14)

Your birthday child is a junior magician with this unique and entertaining party.

GaryKantor.com

## Balloon Animal Party (Ages 3-12)

Non-stop balloons for 45 minutes.

GaryKantor.com



## PROGRAM GUIDE & CAMP GUIDE

# COMEDY CABARET

A Benefit for the Mt. Prospect Parks Foundation

Featuring  
**Vito Zatto**

*Vito Zatto delivers a high energy, quick witted and spontaneous Vegas Style show! The room will be roaring with laughter!*

**SUNDAY, JANUARY 28**  
**5:00-7:30 PM**

**\$30** per person (\$35 at the door) | **Friendship Park Conservatory**  
395 W. Algonquin Rd., Des Plaines

Enjoy dinner by Giuseppe's, cash bar and Mystery Wine Grab with all proceeds supporting the Mt. Prospect Parks Foundation Annual Scholarship Program.

Purchase tickets in person at:  
**RecPlex** 420 W. Dempster St. | **Central Community Center** 1000 W. Central Rd.  
 To purchase by phone call 847-640-1000. Details at mppd.org.

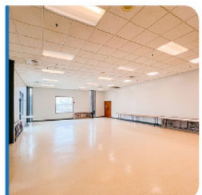


## COMEDY CABARET

# RENTAL OPTIONS

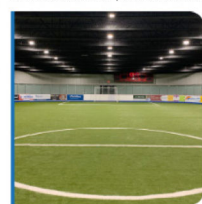
Bring the fun to us!

**RecPlex**  
420 W. Dempster St. | 847-640-1000



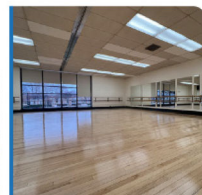
**Multi-Purpose Room**  
Capacity 80 People  
Starting at \$90 per hour

**Central Community Center**  
1000 W. Central Rd. | 847-255-5380

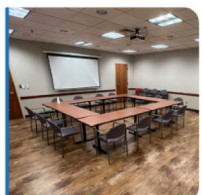


**Turf Field**  
Starting at \$175 per hour  
Discounted rates June through September

**Lions Recreation Center**  
411 S. Maple St. | 847-632-9333



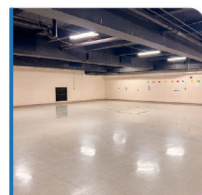
**Multi Dance Studio**  
Capacity 20-25 Dancers  
Starting at \$50 per hour



**Conference Room**  
Capacity 25 People  
Starting at \$65 per hour



**Meeting Rooms**  
Capacity 25 People  
Starting at \$60 per hour



**Lower Level**  
Capacity 120 People  
Starting at \$80 per hour

Rental Request Form

RecPlex, CCC, and Lions Center gyms are all available for rentals.

Park Permits available. Fill out a request at [mppd.org/park-permit](http://mppd.org/park-permit)

847-640-1000 | 7