



REGULAR MEETING
April 21, 2022



AGENDA

**REGULAR MEETING OF THE LISLE PARK DISTRICT BOARD OF PARK COMMISSIONERS
IN THE PARK DISTRICT RECREATION CENTER MULTIPURPOSE ROOM
1925 OHIO STREET, LISLE, ILLINOIS 60532.**

**Thursday, April 21, 2022
7:00 p.m.**

Any individual with a disability requiring a reasonable accommodation to participate in this meeting should contact Dan Garvy within a reasonable time at the Lisle Park District Administrative offices, 1925 Ohio Street, Lisle, IL 60532 or call (630)964-3410 ext. 4310, Monday through Friday 8:30 am to 5:00 pm. Requests for a qualified interpreter require a five working day advance notice.

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PRESENTATIONS

IV. PUBLIC COMMENT

Visitors are welcome to address the Board of Park Commissioners. You are asked to raise your hand and wait to be recognized by the Board President. When recognized, please state your name, address, and the item you wish to discuss. It is requested that one spokesperson for a group be appointed to present the views of the entire group, rather than have multiple individuals repeat similar opinions. There will be a 5-minute time limit per speaker.

V. APPROVE MEETING AGENDA

VI. CONSENT AGENDA ITEMS

- A. Approve Minutes of Regular Meeting of March 17, 2022.
- B. Approve the April 2022 Voucher List in the amount of \$240,881.42.

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

- A. Consulting Agreement for Strategic Master Plan Services between the Lisle Park District and PROS Consulting Inc.

IX. NEW BUSINESS

X. STAFF REPORTS

XI. LISLE PARTNERS FOR PARKS FOUNDATION REPORT

XII. SEASPAR REPORT

XIII. OFFICER REPORTS

- A. President, Commissioner Richter

- B. Treasurer, Commissioner Wessel
 - i. Financial Reports ending March 31, 2022.
- C. Commissioners' Reports

XIV. ADJOURN OPEN MEETING

MISSION STATEMENT

It is the mission of the Lisle Park District to enrich the quality of life for people of all ages by providing constructive and creative leisure opportunities.

**THE LISLE PARK DISTRICT
JOURNAL OF PROCEEDINGS
REGULAR MEETING
March 17, 2022**

I. CALL TO ORDER AND ROLL CALL: President Richter called the meeting to order at 7:01 p.m.

Director Garvy Called Roll:

Commissioners Present:

Richter
Altpeter
Costello
Hummel
Wessel

Staff Present:

Director of Parks & Recreation	Garvy
Superintendent of Finance	Silver
Superintendent of Parks	Cerutti
Superintendent of Recreation	Pratscher
Cultural Arts, Rental & Office Manager	Nadeau
Assistant Superintendent of Recreation	Dale

II. PLEDGE OF ALLEGIANCE:

President Richter led those assembled in the Pledge of Allegiance.

III. PRESENTATIONS

A. PROS Consulting and Kimley-Horn & Associates – Strategic Master Planning Services Qualifications Presentation

Neelay Bhatt with PROS Consulting and Daniel Grove with Kimley-Horn & Associates presented to the Board their vision, goals and ideas for the strategic planning process. The board was given an opportunity to ask questions and interview the presenters. Discussion ensued with questions ranging from how the team will ensure participation from a wide array of residents with a focus on targeting non-park district users, what efforts will be made to engage the youth community, and use of in-person and remote participation forums.

III. PUBLIC COMMENT

Audience member Vince Solano stated he just wanted to say hi to the board as it's been a while since he's seen everyone.

IV. APPROVE MEETING AGENDA

Commissioner Hummel moved to approve the meeting agenda for the regular meeting for Thursday, March 17, 2022. Commissioner Wessel seconded the motion.

Roll Call:

Ayes: Hummel, Wessel, Costello, Altpeter, Richter

Absent: None.

Nays: None.

Motion passed unanimously by roll call vote.

V. CONSENT AGENDA ITEMS

Commissioner Altpeter moved to approve consent agenda items A, B, C, D, E, F & G.

- A. Approve Minutes of Regular Meeting of February 17, 2022.
- B. Approve March Voucher List in the amount of \$123,292.86.
- C. Authorize the purchase of poured in place rubber surfacing for Arbor View Park from Pro-Techs Surfacing, LLC in the amount of \$160,218.00.
- D. Authorize the purchase of outdoor fitness equipment from Parkreation, Inc. in the amount of \$27,554.23.
- E. Authorize the purchase of a Thor Guard Lightning Prediction and Warning System for Community Park and River Bend Golf Club in the amount of \$33,970.00.
- F. Award the 2022 Abbeywood South Park pathway replacement project to Murphy Construction Services, LLC in an amount to not exceed \$95,970.00.
- G. Temporary lifting of park district policy prohibiting the possession and consumption of alcoholic liquor for the 2022 Summer Entertainment Series in Community Park.

Commissioner Wessel seconded the motion.

Commissioner Hummel asked how long Thor Guard has been in business. Director Garvy reported he thought at least 30 years as the District purchased the original system in the 1990's.

Commissioner Hummel asked if the county ever waives permit fees. Director Garvy stated the District never asked, but he is happy to address it with his Directors group to see if anyone else has done it or if there is an interest in approaching the county as a group.

Commissioner Costello stated the Com Ed bill is significant and asked if the District ever considered solar power. Superintendent Silver stated they have looked into it a couple times in the past but it has not proven to be advantageous for the District. He explained often they have realized the return on investment exceeds the life of the equipment itself, making it an unwise investment at this time. Director Garvy stated he can ask to include consideration towards alternative energy options into the Master Plan if that's something the board wants to see.

Roll Call:

Ayes: Altpeter, Wessel, Hummel, Costello, Richter

Absent: None.

Nays: None.

There was no further discussion and motion passed unanimously by roll call vote.

VI. COMMUNICATIONS

None.

VII. UNFINISHED BUSINESS

A. Strategic Master Planning Services - discussion

Director Garvy asked the board what they would like the District's next steps to be. The consensus of the board is to have Director Garvy and Superintendent Silver negotiate a fee and then bring a staff recommendation to the next board meeting.

VIII. NEW BUSINESS

None.

IX. STAFF REPORTS

President Richter said he enjoyed the Google Museum story from the Museums at Lisle Station Park. Commissioner Altpeter added that all the Museum's posts on Facebook have been very engaging and informative. She said Museum Manager Heiderman is so interested in learning Lisle's history and promoting it.

X. PARTNERS FOR PARKS REPORT

The Partners for Parks Report is included in the Board Packet.

XI. SEASPAR REPORT

The SEASPAR report is included in the Board Packet.

XII. OFFICER REPORTS

A. President Richter

President Richter thanked everyone for their support of the Discovery Fitness Trail. Audience member Vince Solano interrupted President Richter to state none of this would be possible without former park board president Don Cook who was in the audience.

B. Treasurer, Commissioner Wessel

i. Financial Reports ending February 28, 2022

Superintendent Silver reported the investments are all collateralized or insured. He reported the Recreation Fund has higher expenses this year with more staff, the new registration software conversion and preschool programming and the expenses and income are in line. He reported River Bend Golf Course opened March 16th.

Director Garvy added that Wheatstack is expected to break \$1.4 million of revenue and stated the agreement calls for the District to receive 5% of revenue in excess of \$1.1M, so the District should expect to receive an additional payment of about \$15,000. He reported Mr. Shamberg has reported the events such as weddings, funeral luncheons, and showers carry the restaurant as walk in business continues to struggle. He reported the new electronic sign is in and operational.

C. Commissioners' Reports.

Several members wished Superintendent Pratscher good luck with the new software conversion.

Commissioner Hummel stated that he wanted to address a public comment made at the last board meeting regarding the Village of Lisle using Community Park for fireworks. He said he knows the comment was made tongue in cheek, but if the park district were to not allow the village use of Community Park for fireworks, the only people who lose out is the community and the Lisle Partners for Parks Foundation. He said he is not pointing the finger at any one individual or group, but the rhetoric needs to be toned down for such a small town.

Audience member Vince Solano interrupted Commissioner Hummel and asked what that has to do with anything. Commissioner Altpeter asked Mr. Solano to stop talking and leave the room. Mr. Solano refused to leave and continued addressing Commissioner Hummel. Commissioner Altpeter got up and left the room at 8:30 p.m. and again asked Mr. Solano to leave. President Richter asked Mr. Solano to stop speaking. Commissioner Hummel then continued and said he knows some of this goes back to the school district referendum and the village trying to withhold Park District

impact fees. He reiterated that he's not blaming anyone specifically and that the rhetoric needs to be toned down. Director Garvy asked if he can address Commissioner Hummel, and stated he couldn't agree more. He said the Park District staff works very well with staff at the other governmental agencies and in his experience all other intergovernmental administrators focus on cooperation and collaboration despite a lot of the negative political activity that has been displayed over the past few years.

XIV. ADJOURN OPEN MEETING

Commissioner Wessel moved to adjourn the regular board meeting. Commissioner Costello seconded the motion.

There was no further discussion and motion passed unanimously by roll call vote at 8:36 p.m.

DRAFT

DATE: 04/13/2022
 TIME: 14:11:36
 ID: AP450000.WOW

LISLE PARK DISTRICT
 PAID INVOICE LISTING

FROM 03/11/2022 TO 04/14/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	220310-4301040801	01 DEPOT MUSEUM SEWER	220700186604	03/10/22		61424	03/23/22	678.44	7.12
	220310-4301139201	01 TAVERN SEWER	220700146604	03/01/22		61424	03/23/22	678.44	10.87
	220310-4301524501	01 PARKS GARAGE SEWER	100600026604	03/10/22		61424	03/23/22	678.44	18.37
							VENDOR TOTAL:	678.44	678.44
EDWOC		EDWARD OCCUPATIONAL HEALTH							
	00148847-00	01 FEB DRUG TESTING	250000006125	02/28/22		61467	04/14/22	90.00	90.00
							VENDOR TOTAL:	90.00	90.00
FASTSI		FASTSIGNS OF NAPERVILLE							
	76-91369	01 TRUCK DECALS	101300046330	03/09/22		61468	04/14/22	250.00	250.00
							VENDOR TOTAL:	250.00	250.00
FIDELITY		FIDELITY SECURITY LIFE INS							
	165215910	01 APR 22 VISION INSURANCE	100000006160	04/01/22		61441	04/08/22	254.50	254.50
		02 APR 22 VISION INSURANCE	210000006160						181.09
		03 APR 22 VISION INSURANCE	511000106160						66.88
							VENDOR TOTAL:	254.50	6.53
GEESE		GEESE POLICE							
	16704	01 APR 2022 GOOSE CONTROL	100600006235	04/01/22		61469	04/14/22	1,750.00	1,750.00
							VENDOR TOTAL:	1,750.00	1,750.00
GRAING		GRAINGER							
	9187991725	01 LIGHT BULBS	211200036260	01/28/22		61431	04/01/22	149.10	149.10
	9211534772B	01 BALANCE DUE	250000006730	02/14/22		61417	03/17/22	5.00	5.00
	9224694928	01 POWER CORD	221200166260	02/24/22		61470	04/14/22	816.33	1.97
							VENDOR TOTAL:	816.33	1.97

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	9224694936	01 EMERGENCY LIGHTS	250000006260	02/24/22		61470	04/14/22	816.33	10.63 10.63
	9230068224	01 BATTERY CHARGER	221200166260	03/02/22		61470	04/14/22	816.33	10.63 10.63
	9230068232	01 FLUTE TAP	101300046335	03/02/22		61470	04/14/22	816.33	4.80 4.80
	9230068240	01 EMERGENCY LIGHTS	250000006260	03/02/22		61470	04/14/22	816.33	1.97 1.97
	9230980386	01 TRASH BAGS	101200016260	03/02/22		61470	04/14/22	816.33	27.50 27.50
	9241708636	01 CABLE TIES	210800066260	03/11/22		61470	04/14/22	816.33	214.81 214.81
	9243059798	01 TWINE	100600026265	03/14/22		61470	04/14/22	816.33	73.13 73.13
	9254825707	01 BALLAST	250000006260	03/23/22		61470	04/14/22	816.33	23.00 23.00
	9254825715	01 EMERGENCY LIGHT REPAIR PARTS	250000006260	03/23/22		61470	04/14/22	816.33	2.34 2.34
	9254825723	01 EMERGENCY LIGHT BATTERY	250000006260	03/23/22		61470	04/14/22	816.33	52.66 52.66
	9257750530	01 CEILING TILES	210800066260	03/25/22		61470	04/14/22	816.33	167.30 167.30
	9257940453	01 EMERGENCY LIGHTS	250000006260	03/25/22		61470	04/14/22	816.33	64.58 64.58
	9258819748	01 GLASS CLEANER	211200036225	03/28/22		61470	04/14/22	816.33	14.61 14.61
	9264962243	01 FLOURESCENT BULBS	101200016260	03/31/22		61470	04/14/22	816.33	70.80 70.80
	9264962250	01 LIGHT BULBS	101200016260	03/31/22		61470	04/14/22	816.33	75.60 75.60

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190834	01	UNIT #26 VEHICLE INSPECTION	101300046330	03/17/22		61478	04/14/22	140.00	35.00 35.00
190897	01	UNIT #17 VEHICLE INSPECTION	101300046330	03/22/22		61478	04/14/22	140.00	35.00 35.00
KARLOWSK KAREN M. KARLOWSKI									
MAR2022	01	MAR 2022 YOGA CLASSES	210930306430	04/04/22		61479	04/14/22	463.13	463.13 463.13
KONI KONICA MINOLTA BUSINESS									
9008500125	01	MAR 2022 PRINTER MAINT	100000016235	03/31/22		61480	04/14/22	167.09	167.09 167.09
9008502192	01	QUARTERLY COPIER USEAGE	100600026235	03/31/22		61481	04/14/22	1,234.97	1,234.97 6.30
	02	QUARTERLY COPIER USEAGE	100000016235						575.84
	03	QUARTERLY COPIER USEAGE	210000016235						575.84
	06	QUARTERLY COPIER USEAGE	220000146235						3.48
	09	QUARTERLY COPIER USEAGE	5110000106235						73.51
KONICA GE CAPITAL INFORMATION TECHNOL									
5019636805	01	QUARTERLY COPIER LEASE	100600026235	04/05/22		61482	04/14/22	5,954.00	5,954.00 188.13
	02	QUARTERLY COPIER LEASE	100000016235						2,648.89
	03	QUARTERLY COPIER LEASE	210000016235						2,648.88
	04	QUARTERLY COPIER LEASE	220000146235						215.44
	05	QUARTERLY COPIER LEASE	5110000106235						252.66
LENAFR FRANK LENA									
WINTER 2022 SESSION1	01	WINTER 1 KIDS KARATE CLUB	210714206430	03/12/22		61483	04/14/22	1,713.60	1,713.60 1,713.60
LINDEGAS LINDE GAS & EQUIPMENT INC									
69878155	01	TORCH TANK RENTAL	101300046330	03/31/22		61484	04/14/22	56.28	56.28 56.28

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
27401	01	SHIMS	101200016260	03/03/22		61445	04/08/22	1,468.60	13.14 13.14
27449	01	TOOLS	210800066260	03/04/22		61445	04/08/22	1,468.60	53.97 53.97
27699	01	LIGHTS	101200016260	03/09/22		61445	04/08/22	1,468.60	116.89 116.89
27704	01	CLEANING SUPPLIES	211200036225	03/09/22		61445	04/08/22	1,468.60	162.50 162.50
27748	01	CLEANING SUPPLIES	210800066225	03/10/22		61445	04/08/22	1,468.60	567.90 567.90
27751	01	PENETRATING OIL	211200036260	03/10/22		61445	04/08/22	1,468.60	15.46 15.46
27752	01	WHEEL	211200036260	03/10/22		61445	04/08/22	1,468.60	27.96 27.96
28077	01	CORD COVER	25000006730	03/17/22		61487	04/14/22	360.20	37.47 37.47
28292	01	CLEANING SUPPLIES	210800066225	03/22/22		61487	04/14/22	360.20	251.38 251.38
28294	01	WIRE	211200036260	03/22/22		61487	04/14/22	360.20	71.35 71.35
MOOKA	AMY L MOOK						VENDOR TOTAL:		1,924.48
55	01	MARCH 2022 YOGA CLASSES	210930306430	04/05/22		61488	04/14/22	262.20	262.20 262.20
MUELLERM	MUELLERMIST IRRIGATION CO.						VENDOR TOTAL:		262.20
115255	01	IRRIGATION SYS MAINT & REPAIR	100600026325	04/04/22		61489	04/14/22	4,244.80	2,243.40 2,243.40
115256	01	IRRIGATION SYS MAINT & REPAIR	100600026325	04/05/22		61489	04/14/22	4,244.80	2,001.40 2,001.40

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							VENDOR TOTAL:	191.00
OPTIMAP		OPTIMA PLUMBING SUPPLY LLC						
	5321	01 SHOWER HEAD	2109000126260	03/09/22	61493	04/14/22	624.20	624.20
							VENDOR TOTAL:	624.20
PACKEY		PACKEY WEBB FORD						
	160266	01 DOOR WEATHERSTRIPPING	1013000046335	03/25/22	61494	04/14/22	32.96	32.96
							VENDOR TOTAL:	32.96
PADD		PADDOCK PUBLICATIONS INC						
	208917	01 LEGAL NOTICE	400600026760	02/28/22	61495	04/14/22	66.70	66.70
							VENDOR TOTAL:	66.70
PARKRE		PARKREATION						
	7053	01 DEPOSIT OUTDOOR FITNESS EQUIP	400600026760	03/21/22	61426	03/23/22	13,777.12	13,777.12
							VENDOR TOTAL:	13,777.12
PORTER P		PORTER PIPE & SUPPLY CO INC						
	12345614-00	01 BOILER MAINTENANCE PARTS	210800066260	03/01/22	61496	04/14/22	2,544.57	589.09
							VENDOR TOTAL:	589.09
	12345614-01	01 HVAC PANEL	211200036260	03/18/22	61496	04/14/22	2,544.57	59.40
							VENDOR TOTAL:	59.40
	12375396-00	01 SLAP BOILER TANK	400800066260	03/24/22	61496	04/14/22	2,544.57	1,881.34
							VENDOR TOTAL:	1,881.34
	12376028-00	01 PLUGS	210800066260	03/24/22	61496	04/14/22	2,544.57	14.74
							VENDOR TOTAL:	14.74
RAMSDALL		HOLLY J SINE-RAMSDALL						
	31	01 JAN 2022 TOGA & SRENGTH CLASS	210930206430	02/07/22	61434	04/01/22	574.40	574.40
							VENDOR TOTAL:	574.40

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MAR22-3952				03/10/22		61498	04/14/22	20,921.82	15,673.97
		41 REC CTR CABLE TV	100300006606						61.51
		42 REC CTR TELEPHONE	10000006605						92.28
		43 REC CTR TELEPHONE	21000006605						92.28
		44 CC INTERNET	100300006607						174.90
		45 CORP TELEPHONE	10000006605						962.53
		46 REC TELEPHONE	21000006605						962.53
		47 CPF TELEPHONE	210900126605						677.34
		48 PARKS DEPT TELEPHONE	100600026605						249.55
		49 RB MAINT TELEPHONE	100600136605						142.60
		50 RB TELEPHONE	511000106605						463.44
		51 MUSEUM TELEPHONE	220700186605						106.94
		52 RB TELEPHONE	511000106605						184.52
		53 PARKS TELEPHONE	100600026605						135.51
		57 MUSEUM TELEPHONE	220700186605						110.93
		58 RB MAINT TELEPHONE	100600136605						135.51
		59 RIVER RD MAINT PHONE & INTERNE	100000056605						173.22
		60 CPF CABLE TV	210900126605						73.71
		61 DANCE COSTUMES	210763806303						179.95
		62 DANCE COSTUMES	210763806303						612.88
		63 2 HOSE NOZZLES	511000106270						29.98
		64 OFFICE SUPPLIES	511000106270						87.98
		65 COFFE CREAMER	511000105000						11.10
		66 COFFEE	210763806303						25.18
		67 OFFICE SUPPLIES	511000106270						48.99
		68 JAN 2022 CELL PHONE CHARGES	10000006605						1,267.89
		69 FEB 22 RC TRASH & RECYCLING	100600026320						138.00
		70 FEB 22 CC TRASH & RECYCLING	100600026320						138.00
		71 FEB 22 RB MAINT TRASH & RECYL	100600026320						86.65
		72 PAINT & PENS	100600026265						19.02
MAR22-3952B				03/10/22		61498	04/14/22	20,921.82	5,247.85
		01 SUBSCRIPTION FEE	210900126110						100.00
		02 SUBSCRIPTION FEE	210900126110						204.00
		03 CHAMBER LUNCHEON	10000006175						10.00
		04 FLAG	21000006175						15.98
		05 YARD SIGN	21000006175						15.99
		06 FLAG	21000006175						16.99
		07 MUSEUM SUPPLIES	220700006303						20.00
		08 YARD SIGNS	210800096410						351.00
		09 FIELD TRIP	210745506430						354.00
		10 FIELD TRIP	210745506430						330.00
		11 FIELD TRIP	210762206430						140.00
		12 FIELD TRIP	210745506430						375.00
		13 MOVIE RENTAL	210741106303						435.00
		14 FIELD TRIP	210762006430						747.00
		15 GASKETS	51100116260						945.81
		16 DANCE COSTUMES	210763806303						100.96

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MAR22-3952B				03/10/22		61498	04/14/22	20,921.82	5,247.85
		17 ART CLASS SUPPLIES	210753606303						15.09
		18 CIVIC REC TEST	21000004404						50.00
		19 CIVIC REC TEST	21000004404						1.00
		20 OFFICE SUPPLIES	21000006270						13.98
		21 CIVIC REC TEST	21000004404						-50.00
		22 CIVIC REC TEST	21000004404						-1.00
		23 NONPROFIT FILING FEE	10000004401						11.00
		24 BOOKS	210746076303						31.17
		25 CAMP SUPPLIES	21000006270						15.12
		26 ART CLASS SUPPLIES	210753606303						52.37
		27 PRESCHOOL SUPPLIES	210750006303						10.99
		28 PRESCHOOL SUPPLIES	210750006303						26.97
		29 PRESCHOOL SUPPLIES	210750006303						20.80
		30 EGG HUNT SUPPLIES	210740106303						567.96
		31 PRESCHOOL SUPPLIES	210750006303						63.17
		32 PRESCHOOL SUPPLIES	210750006303						65.00
		33 PRESCHOOL SUPPLIES	210750006303						7.99
		34 EDGE SUPPLIES	210761006303						52.51
		35 EDGE SUPPLIES	210761006303						142.56
		36 EDGE SUPPLIES	210761006303						132.00
		37 EDGE SUPPLIES	210761006303						-142.56

VENDOR TOTAL: 20,921.82

REACTC	REACT COMPUTER SERVICES, INC								
6643		01 APR 2022 COMPUTER CONSULTING	100300006490	04/01/22		61499	04/14/22	5,143.57	2,950.00
		02 APR 2022 COMPUTER CONSULTING	210300006490						1,475.00

VENDOR TOTAL: 5,143.57

6644		01 MAR-APR 2022 CLOUD BACKUP	100300006430	04/01/22		61499	04/14/22	5,143.57	640.00
									640.00

VENDOR TOTAL: 5,143.57

RECYCLEA	RECYCLE AWAY LLC								
6650		01 MAR-APR 2022 MICROSOFT 365	100300006720	04/08/22		61499	04/14/22	5,143.57	1,553.57
									1,553.57

VENDOR TOTAL: 5,143.57

00035649		01 TRASH CAN LDS	100600026320	03/08/22		61500	04/14/22	1,120.00	1,120.00
									1,120.00

VENDOR TOTAL: 1,120.00

REGTRU	REGIONAL TRUCK EQUIPMENT CO								
231497		01 PUMP & MOTOR	101300046335	01/25/22		61501	04/14/22	948.66	948.66
									948.66

VENDOR TOTAL: 948.66

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REINDE	REINDERS INC							948.66	
	6008221-00							517.31	
	01	WORKMAN PARTS	101300046335	03/14/22	04/14/22	61502	517.31	517.31	
RJNSUP	RJN SUPPLIES, INC							517.31	
	22554							365.00	
	01	PAPER PRODUCTS	211200036225	03/14/22	04/14/22	61503	365.00	365.00	
SCHSUP	SCHULTZ SUPPLY CO, INC.							365.00	
	442609							7,299.00	
	01	RANGE OVEN GRIDDLE	511100116260	04/05/22	04/14/22	61504	7,299.00	7,299.00	
SERVICE	SERVICE SANITATION INC							7,299.00	
	8310598							10.00	
	01	MONTHLY SANITATION SERVICE	270000006430	03/30/22	04/14/22	61505	3,750.81	10.00	
	8310603							10.00	
	01	MONTHLY SANITATION SERVICES	270000006430	03/30/22	04/14/22	61505	3,750.81	10.00	
	8310605							10.00	
	01	MONTHLY SANITATION SERVICE	270000006430	03/30/22	04/14/22	61505	3,750.81	10.00	
	8310610							75.05	
	01	MONTHLY SANITATION SERVICE	270000006430	03/17/22	04/14/22	61505	3,750.81	75.05	
	8310632							75.05	
	01	MONTHLY SANITATION SERVICES	270000006430	03/17/22	04/14/22	61505	3,750.81	75.05	
	8310634							75.05	
	01	MONTHLY SANITATION SERVICE	270000006430	03/17/22	04/14/22	61505	3,750.81	75.05	
	8310636							10.00	
	01	MONTHLY SANITATION SERVICE	270000006430	03/30/22	04/14/22	61505	3,750.81	10.00	
	8310638							20.01	
	01	MONTHLY SANITATION SERVICE	270000006430	03/30/22	04/14/22	61505	3,750.81	20.01	

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8310641	01	MONTHLY SANITATION SERVICE	270000006430	03/30/22		61505	04/14/22	3,750.81	10.00 10.00
8310643	01	MONTHLY SANITATION SERVICE	270000006430	03/30/22		61505	04/14/22	3,750.81	10.00 10.00
8348312	01	MONTHLY SANITATION SERVICE	270000006430	03/04/22		61505	04/14/22	3,750.81	136.00 136.00
8348313	01	MONTHLY SANITATION SERVICE	270000006430	03/04/22		61505	04/14/22	3,750.81	136.00 136.00
8348314	01	MONTHLY SANITATION SERVICE	270000006430	03/04/22		61505	04/14/22	3,750.81	272.00 272.00
8357558	01	MONTHLY SANITATION SERVICE	270000006430	03/22/22		61505	04/14/22	3,750.81	100.05 100.05
8364635	01	MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	280.16 272.00 8.16
8364636	02	FUEL ADJUSTMENT	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08 136.00 4.08
8364637	01	MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08 136.00 4.08
8364638	02	FUEL ADJUSTMENT	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08 136.00 4.08
8364639	01	MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08 136.00 4.08
8364640	02	FUEL ADJUSTMENT	270000006430	04/01/22		61505	04/14/22	3,750.81	280.16 272.00 8.16
8364641	01	MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08 136.00 4.08
8364642	02	FUEL ADJUSTMENT	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08 136.00 4.08

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8364642		01 MONTHLY SANITATION SERVICES	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364643		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364644		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364645		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	280.16
		02 FUEL ADJUSTMENT	270000006430						272.00 8.16
8364646		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364647		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364648		01 MONTHLY SANITATION SERVICE	270000006430	03/30/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364649		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	140.08
		02 FUEL ADJUSTMENT	270000006430						136.00 4.08
8364650		01 MONTHLY SANITATION SERVICE	270000006430	04/01/22		61505	04/14/22	3,750.81	280.16
		02 FUEL ADJUSTMENT	270000006430						272.00 8.16
SHERWIN WILLIAMS VENDOR TOTAL: 3,750.81									
4194-2		01 PAINT	211200036260	03/10/22		61506	04/14/22	82.17	56.38 56.38
7981-6		01 PAINT	211200036260	03/14/22		61506	04/14/22	82.17	25.79 25.79

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SIGN		SIGNATURE DESIGN GROUP INC							82.17
	20231.5	01 ARBORVIEW ARCHITECT SERVICES	400600026760	03/18/22		61507	04/14/22	24,850.10	24,850.10
									24,850.10
		VENDOR TOTAL:						24,850.10	
SOSTEC		SOS TECHNOLOGIES							
	95037	01 AED PADS	250000006730	02/07/22		61508	04/14/22	269.10	269.10
									269.10
		VENDOR TOTAL:						269.10	
SOUTHSID		SOUTH SIDE CONTROL SUPPLY CO							
	S100760765.001	01 GAUGE	211200036260	03/10/22		61509	04/14/22	530.66	40.48
									40.48
	S100762681.001	01 DISPLAY PANEL	211200036260	03/15/22		61509	04/14/22	530.66	398.23
									398.23
	S100763112.001	01 SENSOR	211200036260	03/17/22		61509	04/14/22	530.66	91.95
									91.95
		VENDOR TOTAL:						530.66	
STANDA		STANDARD INSURANCE COMPANY							
	22APRLTD	01 APR 2022 LTD INSURANCE	250000006160	04/01/22		61446	04/08/22	659.78	659.78
									659.78
		VENDOR TOTAL:						659.78	
STATAC		STATE CHEMICAL MANUFACTURING							
	902355380	01 CLEANING SUPPLIES	211200036225	03/03/22		61510	04/14/22	3,568.59	1,206.92
									1,206.92
	902355524	01 CLEANING SUPPLIES	101200016225	03/03/22		61510	04/14/22	3,568.59	858.68
									858.68
	902359037	01 SOAP	210900126260	03/07/22		61510	04/14/22	3,568.59	187.45
									187.45
	902368898	01 COIL CLEANER	101200016225	03/15/22		61510	04/14/22	3,568.59	261.76
									261.76
		VENDOR TOTAL:						3,568.59	

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	902378225	01 CLEANING SUPPLIES	211200036260	03/23/22		61510	04/14/22	3,568.59	1,053.78
									1,053.78
								VENDOR TOTAL:	3,568.59
SUBDOO		SUBURBAN DOOR CHECK		02/28/22		61511	04/14/22	244.45	204.25
	IN545565	01 DOOR HANDLE REPAIR	211200036260						204.25
	IN545608	01 KEYS DUPLICATED	250000006260	02/28/22		61511	04/14/22	244.45	40.20
									40.20
								VENDOR TOTAL:	244.45
SYSOCF		SYSOC FOOD SERVICES		03/17/22		61512	04/14/22	282.62	282.62
	524375068	01 RESALE MERCHANDISE	511000105000						212.17
		02 TRASH BAGS	511000106260						70.45
								VENDOR TOTAL:	282.62
T0000608	MARGARET SIEFERT			04/01/22		61435	04/01/22	115.75	115.75
	REFUNDO40122	01 REFUND 4/1/22	210000002000						115.75
								VENDOR TOTAL:	115.75
T0001739	ANN GEE			03/10/22		61420	03/17/22	385.00	385.00
	REFUNDO31022	01 REFUND 3/10/22	210000002000						385.00
								VENDOR TOTAL:	385.00
T0001740	DARLENE WARD			03/14/22		61421	03/17/22	25.00	25.00
	REFUNDO31422	01 REFUND 3/14/22	210000002000						25.00
								VENDOR TOTAL:	25.00
T0001741	LISA CONSTANCE			03/30/22		61436	04/01/22	72.00	72.00
	REFUNDO33022	01 REFUND 3/30/22	210000002000						72.00
								VENDOR TOTAL:	72.00

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UNIVAR	UNIVAR USA INC								45.51
	50104644	01 CHLORINE	210800066220	03/28/22		61517	04/14/22	3,282.23	2,632.78 2,632.78
	50104645	01 HYDROCHLORIC ACID	210800066220	03/28/22		61517	04/14/22	3,282.23	649.45 649.45
								VENDOR TOTAL:	3,282.23
USPOST	US POSTMASTER								
	031122	01 SUMMER 2022 POSTCARD	210000006295	03/11/22		61422	03/17/22	2,539.92	2,539.92
		02 SUMMER 2022 POSTCARD	100000006295						1,269.96 1,269.96
								VENDOR TOTAL:	2,539.92
VILLOFL	VILLAGE OF LISLE								
	040122-11556001	01 TIMBER PARK WATER	100600026604	04/01/22		61438	04/01/22	717.41	3.15 3.15
	040122-12070003	01 REC CTR SEWER/WATER	210000006604	04/01/22		61438	04/01/22	717.41	270.11 202.58 67.53
		02 REC CTR SEWER/WATER	100000006604						
	040122-12315000	01 PARKS GARAGE	100600026604	04/01/22		61438	04/01/22	717.41	26.86 26.86
	040122-12320001	01 PARKS DEPT SEWER/WATER	100600026604	04/01/22		61438	04/01/22	717.41	12.67 12.67
	040122-12320101	01 SOUTH SHELTER/IRRIGATION	100600026601	04/01/22		61438	04/01/22	717.41	11.03 11.03
	040122-12320201	01 MAIN BLDG COMPLEX/POOL WATER	210800096604	04/01/22		61438	04/01/22	717.41	37.80 37.80
	040122-12320300	01 DISCOVERY WATER FOUNTAIN	100000006604	04/01/22		61438	04/01/22	717.41	3.15 3.15
	040122-12324801	01 CC SPRKLR/CONCESSIONS WATER	100600026604	04/01/22		61438	04/01/22	717.41	3.15 3.15
	040122-12324901	01 SLAP SEWER/WATER	210800096604	04/01/22		61438	04/01/22	717.41	3.70 3.70

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	040122-12325001			04/01/22		61438	04/01/22	717.41	65.76
	01	CC SEWER/WATER	10000006604						25.65
	02	CC SEWER/WATER	21000006604						25.65
	03	CPF SEWER/WATER	210900126604						14.46
	040122-12325301			04/01/22		61438	04/01/22	717.41	24.06
	01	CONCESSIONS SEWER/WATER	210800096604						24.06
	040122-12325601			04/01/22		61438	04/01/22	717.41	12.96
	01	SOUTH SHELTER SEWER/WATER	100600026604						12.96
	040122-12331401			04/01/22		61438	04/01/22	717.41	218.66
	01	WS SEWER/WATER	511100116604						185.86
	02	RB PROSHOP SEWER/WATER	511000106604						32.80
	040122-12492501			04/01/22		61438	04/01/22	717.41	3.15
	01	OLD TAVERN WATER	100600026604						3.15
	040122-13100501			04/01/22		61438	04/01/22	717.41	3.70
	01	NETZLEY/YENDER SEWER/WATER	220700196604						3.70
	040122-13100601			04/01/22		61438	04/01/22	717.41	3.70
	01	MUSEUM SEWER/WATER	220700186604						3.70
	040122-13100701			04/01/22		61438	04/01/22	717.41	10.65
	01	TAVERN SEWER/WATER	220700146604						10.65
	040122-14007001			04/01/22		61438	04/01/22	717.41	3.15
	01	SURREY RIDGE WATER	100600026604						3.15
	1100000058			03/17/22		61427	03/23/22	1,500.10	1,500.10
	01	FEB 2022 PARKS/ADMIN FUEL	101300046602						1,500.10
	22020023			03/23/22		61428	03/23/22	11,815.68	11,815.68
	01	ARBOR VIEW PARK PERMIT	400600026760						11,815.68
WARE		WAREHOUSE DIRECT					VENDOR TOTAL:		14,033.19
	5157970-0			01/31/22		61518	04/14/22	179.64	179.64
	01	SENSOR	211200036260						179.64
WEX		WEX HEALTH INC					VENDOR TOTAL:		179.64
	0001506150-IN			03/03/21		61519	04/14/22	156.25	156.25
	01	MAR 2022 FSA/HRA ADMIN FEES	100000006160						156.25

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WORLD	9135280	WORLD'S FINEST CHOCOLATE INC	210750006303	04/04/22		61520	04/14/22	2,405.00	2,405.00 2,405.00
		01 CANDY SALES							2,405.00
									240,881.42

VENDOR TOTAL: 156.25

VENDOR TOTAL: 2,405.00

TOTAL --- ALL INVOICES: 240,881.42



Memo

To: Board of Park Commissioners
From: Dan Garvy, Director of Parks & Recreation
Date: April 13, 2022
Re: Strategic Master Plan Services Contract

At the direction of the Park Board at the March 17, 2022 Board Meeting, Superintendent Silver and I, along with Superintendent Pratscher met with Mr. Neelay Bhatt from PROS Consulting and Mr. Daniel Grove from Kimley-Horn to negotiate a fee for Strategic Master Plan Services. As a reminder, the 2022 budget contains an allocation of \$130,000 for this project.

After a healthy and productive discussion with Mr. Bhatt and Mr. Grove, a fee of \$120,000 was tentatively agreed upon. Following this memo is a draft agreement that has been prepared by park district legal counsel and reflects the Scope of Work as defined in our Request for Statements of Interest, Qualifications, and Performance Data. This draft agreement has been reviewed by PROS Consulting and meets with their support.

Once approved, work will begin on or around May 1st. When specific schedules are created, public communications encouraging participation will be disseminated widely. And as requested/encouraged previously, if any Commissioner has suggestions on Lisle Park District residents who would be interested in participating in the planning process, please forward that information to me so I can be sure they are invited.

Recommended Motion: Move to approve a Consulting Agreement between PROS Consulting Inc. and the Lisle Park District for Strategic Master Plan services in the amount of \$120,000.00.

Thank you.

000005

Consulting Agreement

This Consulting Agreement ("**Agreement**"), is dated as of the date that the parties execute the Agreement (the "**Effective Date**"), is by and between PROS Consulting Inc., an Indiana corporation, with offices located at 35 Whittington Drive, Suite 300, Brownsburg, Indiana 46112 ("**Consultant**"), and the Lisle Park District, an Illinois municipal corporation, with offices located at 1925 Ohio Street, Lisle, IL 60532 ("**Customer**" and together with Consultant, the "**Parties**", and each a "**Party**").

WHEREAS, Consultant has represented to the Customer its capability and capacity to provide certain consulting services as more fully set forth and described herein and as contained in the Proposal presented to the Customer; and

WHEREAS, Customer desires to retain Consultant to provide said consulting services, and Consultant is willing to perform such services under the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Consultant and Customer agree as follows:

1. Services. Consultant shall provide to Customer the services (the "**Services**") as set forth in their proposal response for the Request for Statements of Interest, Qualifications and Performance Data for Strategic Master Plan Services (the "**Statement of Work**"); a copy of which is incorporated herein and attached hereto as Exhibit A. Any additional Statement of Work, if applicable, shall be agreed upon and acknowledged in writing by the Parties hereto. Each Statement of Work shall include the following information, if applicable:

- (a) a detailed description of the Services to be performed pursuant to the Statement of Work;
- (b) the dates of commencement and completion of all Services contemplated by the Statement of Work;
- (c) the fees to be paid to Consultant under the Statement of Work;
- (d) key milestones and payment schedules for the Services;
- (e) any criteria for completion of the Services; and
- (f) any other terms and conditions agreed upon by the Parties in connection with the Services to be performed pursuant to such Statement of Work.

2. Consultant Obligations. Consultant shall:

2.1 Designate employees or contractors that it determines, in its sole discretion, to be capable of filling the following positions:

(a) A primary contact to act as its authorized representative with respect to all matters pertaining to this Agreement (the "**Consultant Representative**").

(b) A number of employees or contractors that it deems sufficient to perform the Services set out in each Statement of Work, (collectively, with the Consultant Representative, "**Provider Representatives**").

(c) Consultant shall be responsible for the work and the payment for each Representative.

2.2 Make no changes in Provider Representatives except:

(a) Following notice to Customer.

(b) Upon the resignation, termination, death or disability of an existing Provider Representative.

(c) At the reasonable request of Customer, in which case Consultant shall use reasonable efforts to appoint a replacement at the earliest time it determines to be commercially viable.

2.3 Maintain complete and accurate records relating to the provision of the Services under this Agreement, including records of the time spent and materials used by Consultant in providing the Services.

3. Customer Obligations. Customer shall:

3.1 Designate one or more of its employees or agents to serve as its primary contact with respect to this Agreement and to act as its authorized representative with respect to matters pertaining to this Agreement (the "**Customer Representatives**"), with such designation to remain in force unless and until a successor Customer Representative is appointed.

3.2 Require that the Customer Representatives respond promptly to any reasonable requests from Consultant for instructions, information or approvals required by Consultant to provide the Services.

3.3 Cooperate with Consultant in its performance of the Services and provide access to Customer's premises, employees, contractors, and equipment as required to enable Consultant to provide the Services.

3.4 Take all steps necessary, including obtaining any required licenses, permits, or consents, to prevent Customer-caused delays in Consultant's provision of the Services.

4. Fees and Expenses.

4.1 In consideration of the provision of the Services by the Consultant and the rights granted to Customer under this Agreement, Customer shall pay the fees set out in the applicable Statement of Work. Payment to Consultant of such fees and the reimbursement of expenses pursuant to this Section 4 shall constitute payment in full for the performance of the Services. The Consultant shall invoice the Customer on a monthly basis for all Services provided by the Consultant to the Customer for the preceding month. Unless otherwise provided in the applicable Statement of Work, payment of said invoices, and any late payment penalties, shall be governed by the applicable provisions of the Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*).

4.2 Customer shall reimburse Consultant for all reasonable expenses incurred in accordance with the Statement of Work. The expenses shall be included on one or more of Consultant's invoices and shall be accompanied by receipts and reasonable supporting documentation.

5. Performance of Services. Consultant shall perform the Services in accordance with the terms and subject to the conditions set out in the respective Statement of Work and this Agreement, using personnel of commercially reasonable skill, experience and qualifications, in a timely, workmanlike, and professional manner in accordance with generally recognized industry standards for similar services.

6. Term, Termination, and Survival.

6.1 This Agreement shall commence as of the Effective Date and shall continue thereafter until the completion of the Services under all Statements of Work unless sooner terminated pursuant to Section 6.2 or Section 6.3.

6.2 Either Party may terminate this Agreement, effective upon written notice to the other Party (the "**Defaulting Party**") if the Defaulting Party:

(a) Materially breaches this Agreement, and such breach is incapable of cure, or with respect to a material breach capable of cure, the Defaulting Party does not cure such breach within five (5) days after receipt of written notice of such breach.

(b) Becomes insolvent or admits its inability to pay its debts generally as they become due.

(c) Becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law, which is not fully stayed within seven (7) calendar days or is not dismissed or vacated within forty-five (45) calendar days after filing.

(d) Is dissolved or liquidated or takes any corporate action for such purpose.

(e) Makes a general assignment for the benefit of creditors.

(f) Has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

6.3 Notwithstanding anything to the contrary in Section 6.2(a), Consultant may terminate this Agreement before the expiration date of the Term on written notice if Customer fails to pay any amount when due hereunder: (a) and such failure continues for five (5) days after Customer's receipt of written notice of nonpayment; or (b) more than one (1) time during the term of this Agreement.

6.4 The rights and obligations of the Parties set forth in this Section 6.4 and in Sections 9, 10, and 11, and any right or obligation of the Parties in this Agreement which, by its nature, should survive termination or expiration of this Agreement, will survive any such termination or expiration of this Agreement.

7. Entire Agreement. This Agreement, including and together with any related Statements of Work, exhibits, schedules, attachments and appendices, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such subject matter.

8. Notices. All notices, requests, consents, claims, demands, waivers and other communications under this Agreement (each, a "Notice", and with the correlative meaning "Notify") must be in writing and addressed to the other Party at its address set forth below (or to such other address that the receiving Party may designate from time to time in accordance with this Section). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving Party; and (b) if the Party giving the Notice has complied with the requirements of this Section 8.

Notice to Customer:

Lisle Park District
1925 Ohio Street
Lisle, IL 60532
Attn: Dan Garvy, Director of Parks &
Recreation

Notice to Consultant:

PROS Consulting, Inc.
35 Whittington Drive, Suite 300,
Brownsburg, Indiana 46112
Attn: President

9. Severability. If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the court may modify this Agreement to affect the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

10. Amendments. No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to this Agreement and signed by an authorized representative of each Party.

11. Successors and Assigns. This Agreement is binding on and inures to the benefit of the Parties to this Agreement and their respective permitted successors and permitted assigns.

12. Relationship of the Parties. The relationship between the parties is that of independent contractors. The details of the method and manner for performance of the Services by Consultant shall be under its own control, Customer being interested only in the results thereof. The Consultant shall be solely responsible for supervising, controlling and directing the details and manner of the completion of the Services. Nothing in this Agreement shall give the Customer the right to instruct, supervise, control, or direct the details and manner of the completion of the Services. The Services must meet the Customer's final approval and shall be subject to the Customer's general right of inspection throughout the performance of the Services and to secure satisfactory final completion. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment or fiduciary relationship between the Parties, and neither Party shall have authority to contract for or bind the other party in any manner whatsoever.

13. No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other Person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

14. Choice of Law. This Agreement and all related documents including all exhibits attached hereto, and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute are governed by, and construed in accordance with, the laws of the State of Illinois, without giving effect to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Illinois.

15. Choice of Forum. Each Party irrevocably and unconditionally agrees that it will not commence any action, litigation or proceeding of any kind whatsoever against the other Party in any way arising from or relating to this Agreement, including all exhibits, schedules, attachments and appendices attached to this Agreement, and all contemplated transactions, including

contract, equity, tort, fraud and statutory claims, in any forum other than U.S. District Court, Northern District of Illinois or, if such court does not have subject matter jurisdiction, the courts of the State of Illinois sitting in DuPage County, and any appellate court from any thereof. Each Party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation or proceeding only in U.S. District Court, Northern District of Illinois or, if such court does not have subject matter jurisdiction, the courts of the State of Illinois sitting in DuPage County. Each Party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

16. Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. Notwithstanding anything to the contrary in Section 8, a signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

17. Force Majeure. The Consultant shall not be liable or responsible to Customer, nor be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Consultant including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, epidemic, lock-outs, strikes or other labor disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials or telecommunication breakdown or power outage, provided that, if the event in question continues for a continuous period in excess of thirty (30) days, Customer shall be entitled to give notice in writing to Consultant to terminate this Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the Effective Date by their respective duly authorized officers.

LISLE PARK DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

PROS CONSULTING INC.

By: _____

Name: _____

Title: _____

Date: _____

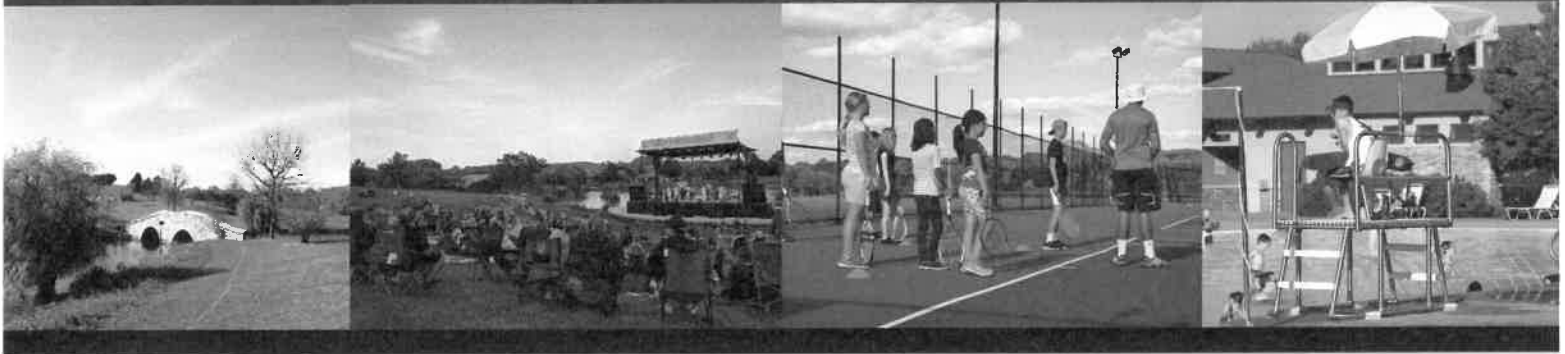
DRAFT

EXHIBIT A

STATEMENT OF WORK

See Proposal dated February 10, 2022.

DRAFT



**Request for Statements of Interest, Qualifications and
Performance Data:
Lisle Park District Strategic Master Plan Services**

**Presented to the:
Lisle Park District**



February 10, 2022

Prepared By:

Kimley » Horn
Expect More Experience Better.



pros >
consulting
INC.

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February 10, 2022

Letter of Transmittal

Mr. Dan Garvy, Director of Parks & Recreation
Lisle Park District
1925 Ohio Street
Lisle, IL 60532

RE: Request for Statements of Interest, Qualifications and Performance Data – Strategic Master Plan Services
Dear Mr. Garvy and Selection Committee:

PROS Consulting considers it our privilege to present our approach and qualifications for the opportunity to work with the Lisle Park District on the preparation of a *Strategic Master Plan*. We are a full-service management consulting and strategic master planning firm focusing on services to government agencies, with specialized experience in parks and recreation, tourism, economic development, sports strategy, marketing and branding, and open space planning.

Our national experience, combined with our significant experience working in Illinois and Chicagoland, specifically ensures that we are able to offer the best of both worlds to help the Lisle Park District achieve its vision and goals.

In order to create a dynamic, forward-thinking Strategic Master Plan that meets the Park District's high standards, we are pleased to have assembled an esteemed, local and award-winning team for this project, which includes the expertise of **Kimley-Horn**. Kimley-Horn urban planners and landscape architects are renowned for their work on park district master plans, site-specific planning and design, and other projects related to the world of park and recreation in Illinois. PROS and Kimley-Horn staff have been long term collaborators on a variety of projects in the area including most recently on award winning agencies such as Park District of Oak Park, Park District of Highland Park among others.

We recognize that the District is approaching an important juncture in its evolution. The pandemic put a pause on the previous planning request you solicited and the world (and Illinois) as we know it has changed a lot since the pandemic. Also, as your larger investments in key facilities are paid off in the coming years (e.g. the Aquatic Facility referendum will be paid off in 2023), it will create capacity to think about how to serve your patrons over the next decade.

As older facilities age, they will require resources for more maintenance and upkeep in spite of the District's best efforts in proactively staying on top of needed repairs to avoid deferred maintenance. At the same time, the District will have to balance the community's ever-present desire for new facilities and amenities.

The State of Illinois' minimum wage requirements will further challenge the Park District's ability to meet the community's needs within the budget and the financial and long-term impacts of Covid-19 on the economy and on the District are yet to be determined.

To address these issues and to position the District to create a culture of proactive planning, innovation and partnerships, that we propose our approach for this Strategic Master Plan that will help the District to:

- **Maximize community engagement in an inclusive and innovative manner**, leadership and stakeholders through innovative public input means to build a shared vision for the District to ensure there are appropriate balance of programs, facilities, and services;
- **Utilize a wide variety of data sources and best practices**, including a statistically-valid survey to predict trends and patterns of use and how to address unmet needs in the Park District;
- **Determine unique Level of Service Standards** to develop appropriate actions regarding parks, recreation, facilities, and trails that reflects the Park District's strong commitment in providing high quality recreational activities for the Lisle community;
- **Shape financial and operational preparedness** through innovative and "next" practices to achieve the strategic objectives and recommended actions;
- **Develop a dynamic and realistic strategic action plan** that creates a road map to ensure long-term success and financial sustainability for the Park District's parks, recreation programs, and trails, as well as action steps to support the family-oriented community and businesses that call Lisle home.



Inspiring
Communities
to Action

We will utilize a public engagement process to solicit community input utilizing technology and can provide flexibility in the process to still conduct a robust engagement campaign no matter the circumstances on how the parks and recreation system and programs meet the needs of residents into the future. **Kimley-Horn** will assist in community input, evaluation of parks, capital improvement plan, and action plan. Also on the team is our longtime partner **ETC Institute**, a nationally renowned survey and market research firm to assist in the statistically-valid community survey development. PROS and ETC Institute have worked on more than 400 surveys together in our 27-year history. We recognize ETC's history with the District and their ability to build on previous surveys to provide the team with a richer understanding of the community's needs and preferences.

We look forward to the opportunity to meet with you in person to present our approach and qualifications to perform this exciting project. If you have any questions or need additional information, please do not hesitate to contact me at 317.679.5615 or leon.younger@proconsulting.com or our Vice President and project lead Neelay Bhatt 740.591.0225 or neelay.bhatt@proconsulting.com.

Sincerely,
PROS Consulting

Leon Younger
President

35 Whittington Dr.
Suite 300
Brownsburg, Indiana 46112
☎ 877.242.7760
📞 877.242.7761
proconsulting.com

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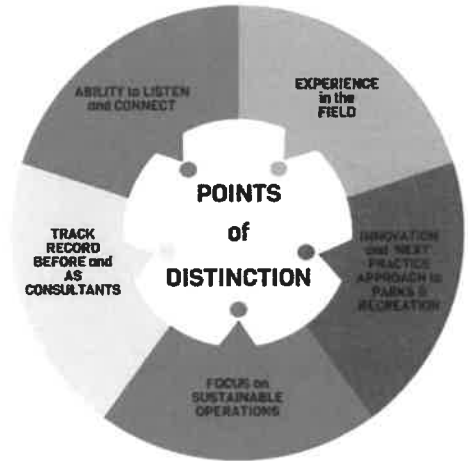
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Section B – Firm Profile

Who is PROS Consulting?

PROS Consulting is a small firm with a big presence in the field of management consulting for public entities and non-profit organizations. With a small team of highly professional and experienced consultants, PROS is a flexible firm that is agile to the evolving dynamics of the social, economic, and political environments our clients operate in. PROS is among only a small handful of firms that have tremendous experience in the field as practitioners and have become nationally recognized for helping to shape and further transform the industry of parks and recreation. The full name and location of the office that will be working on this project are:



Full Legal Company Name: PROS Consulting, Inc.

Years in Business: 27 (formed in 1995)

Type of Company: S-Corporation, Leon Younger, President

Contact Information: 35 Whittington Dr., Suite 300; Brownsburg, Indiana 46112;
P: 877.242.7760; F: 877.242.7761

Contacts: Leon Younger, President; 317.679.5615; leon.younger@prosconsulting.com & Neelay Bhatt, Principal; 740.591.0225; neelay.bhatt@prosconsulting.com

Professional Affiliations: PROS Consulting staff members are affiliated and active in many park professional organizations, including National Recreation and Park Association; City Parks Alliance, and state specific associations across the country.

PROS Quick Facts

- Since the firm was established in 1995 to uniquely serve the park, recreation and tourism services industry, PROS has completed more than 1,000 projects in over 47 states and numerous projects internationally in seven countries.
- The PROS Team has worked in highly diverse environments from the inner cities of Los Angeles, Miami, Atlanta, and Dallas, to remote areas in Appalachia, Montana, and the American West. Our experience includes working with the best-of-the-best, the worst-of-the-worst, and a lot in between.
- Our planning team has great depth of operational experience with **over 100 combined years as former parks and recreation managers**. This perspective of being trained “in the industry” and not just “on the industry” allows us to relate to communities and their residents, recreationalists of all types, and to understand the unique relevance of needs that can be most appropriately served by our clients. In other words, great recreational and park planning is not just collecting surveys and reporting results — it is about **achieving a sustainable balance of services, meeting community needs, and resource protection with community fulfillment**.
- Our approach to planning projects is that we become the **extension of the client’s team** and carry the same accountability as they do in serving their communities.
- This project is not about the PROS Team or what we think is best for your organization and stakeholders, nor do we believe that what works in some parts of the country will work here. This project is about producing reliable, sustainable, relevant, and innovative outcomes for the Lisle Park District, and the people that live, work and play in the region.



Section C – Qualifications

Firm Qualifications

Management consulting and planning services offered by PROS span the full spectrum of planning needs for public agencies, and are grouped into the following practice areas:

- **Master Planning** – completed over 300 master plans for parks and park systems that have been successfully implemented and driven over \$5 billion worth of capital investment.
- **Strategic Planning** – completed over 300 strategic plans for cities, counties and state agencies to help them become established in their market or to reposition themselves.
- **Programming Analysis** – as part of many of our Master Plans or Strategic Plans, PROS utilizes our PROS Program Positioning Model, or 3PM. The outcome of the process is the creation of a dynamic recreation program plan that results in increased registration, drives customer retention and loyalty, improves customer satisfaction, and increases revenues. We have completed over 300 program plans for systems across the country.
- **Needs Assessment** – completed over 300 needs assessments as a precursor of doing a Master Plan, Strategic Plan or Feasibility Study.
- **Operations, Maintenance and Organizational Development** – PROS has completed over 450 plans that involved operations, maintenance and organizational development components.
- **Financial Planning and Management** – PROS is most renowned for providing the innovative and proven methods for financial planning and management in the public sector with direct experience and over 150 proven ways to fund public parks and park systems.
- **Feasibility Studies and Business Planning** – PROS has completed over 200 feasibility studies and business plans, often counseling our clients on how they can shape their projects and their vision around the reality of what is feasible and sustainable.
- **Customer Service Training** – completed customer service excellence training for municipalities across the country. The training is customized to each agency's goals and outcomes and range from single day work sessions to multi-year culture change processes.



INDY PARKS & RECREATION
Comprehensive Master Plan



METROPARKS
Metropolitan Park
District of Tacoma
Strategic Master Plan
January 2018



"PROS was able to reach out to all segments of our community and develop a Needs Assessment that we were able to base our core programs off of. Its success led to us hiring PROS again for our Parks and Open Space Master Plan and their ability to have an understanding of our community's needs made the overall plan that much stronger."

Dave Mickaelian, City Manager, City of Healdsburg, California

"PROS Consulting has been one of the reasons for this department's success, which includes CAPRA Accreditation and the 2012 Gold Medal. PROS completed the department's 10-Year Comprehensive Master Plan."

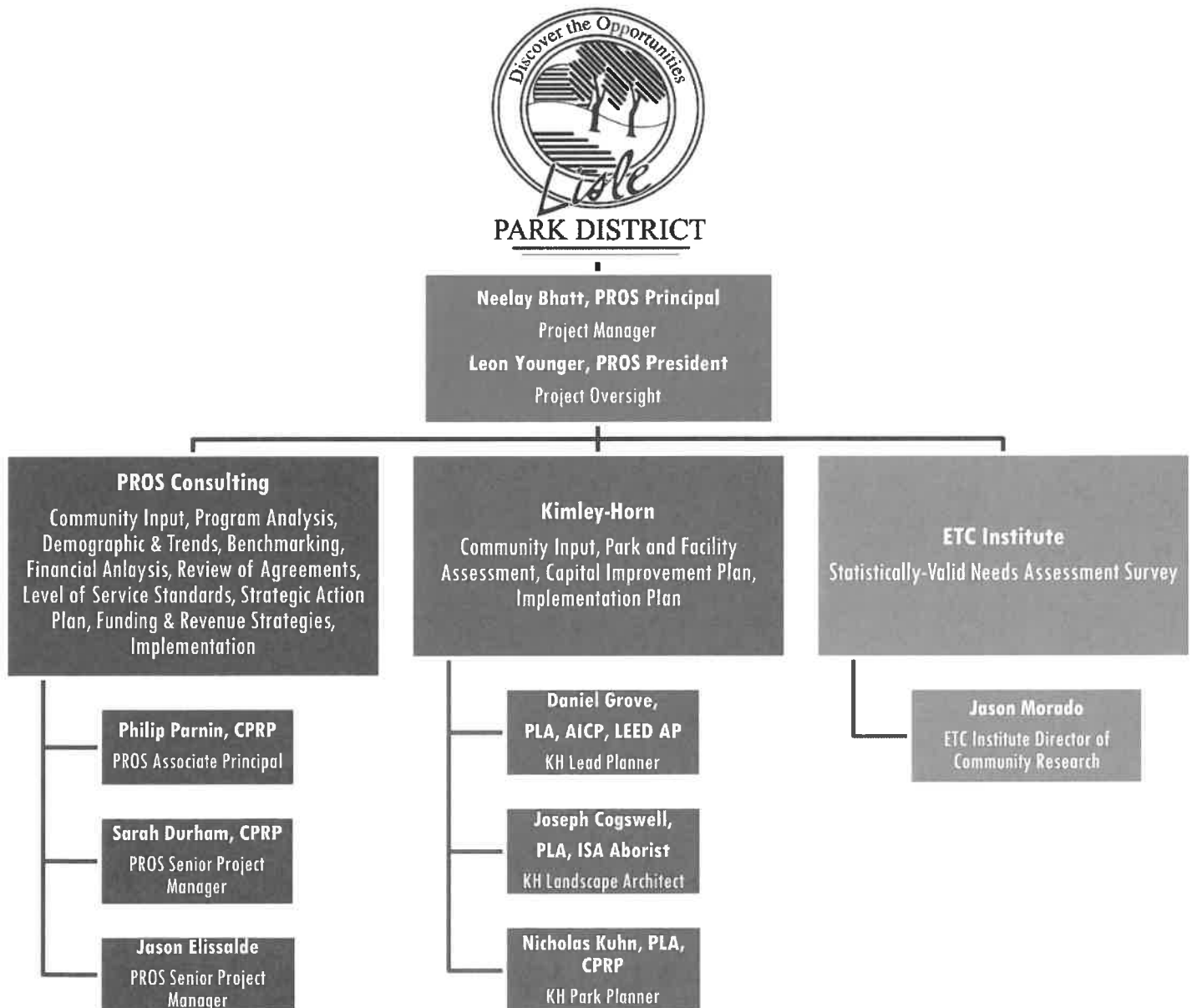
Michael Kirschman, Former Deputy Parks and Recreation Director, Charlotte-Mecklenburg County, NC regarding the Comprehensive Parks and Recreation Master Plan (2008) and the 2015 Update (Currently, Director of Virginia Beach Parks & Recreation)

Project Management & Availability

The Consulting Team on this project will be led by PROS Consulting Principal Neelay Bhatt, as well as all members of the PROS Team. Central to our project approach is providing a high level of responsiveness to the Lisle Park District and maintaining accessibility throughout the project lifespan. Our team has the capacity, flexibility and will work hard to effectively serve as an extension of the Park District staff. The Consulting Team we have assembled has the experience and reputation of meeting time schedules and budgets and have completed many parks and recreation planning projects of similar nature across the country. PROS Consulting has the capacity with our current workload and future obligations to allow for timely completion of this project.

Team Organization

The following organizational structure demonstrates how the team will be coordinated by PROS Consulting. This team provides a strong team of national expertise and local insight.



Resumes

Neelay Bhatt PROS Consulting Principal Education

M.S., Ohio University 2005
MBA, Ohio University 2004
Post Graduate Diploma in Advertising and Public Relations, University of Mumbai, 2003
B.A., University of Mumbai, 2002

Employment History

PROS Consulting; May 2006 to present
Disney Sports and Recreation; 2005-2006
Athens Olympics and Paralympic Games, Greece; 2004
Medivision Infomedia Pvt. Ltd., India; 2000 - 2002

Professional Experience

Neelay's career has taken him through five continents and includes experiences with the Super Bowl, Disney and the Summer Olympics and Paralympics Games, besides several years of consulting for master / strategic planning, marketing and branding, facility management and business planning. His educational background includes a Masters in Sports Administration and Facility Management, an MBA and a Masters in Advertising and Public Relations. As a speaker and trainer, nationally and internationally, he has been fortunate to learn from and teach students, professionals and executives from China, India and all over the United States. Beijing Sport University, University of Mumbai, Brand-Aid Marketing and Branding Conference (USA), National Recreation and Park Association Congress (USA), Bay Area Revenue Management School (USA) etc. have served as some of the venues.

Neelay has served on the National Recreation and Park Association (NRPA) Board of Directors; He has served on the Executive Committee, chaired the Finance Committee and helped develop NRPA's Strategic Roadmap while choosing the new CEO. In addition, as the Vice President at PROS Consulting, he has served as project manager / lead consultant on over 100 system-wide and sports facility planning / development projects over several years. These projects have recommended facility infrastructure improvement and development totaling over \$3 billion and are helping to shape a better sports and recreation vision for cities all over the world.

Similar Project Experience

- Channahon Park District, IL Master Plan
- Park District of Highland Park, IL Parks and Recreation Master Plan
- Park District of Oak Park, IL Parks and Recreation Master Plan
- Palos Heights, IL Aquatics Business Plan and Community Center Business Plan
- Village of Mahomet, IL Community Recreation Center Feasibility Study
- Macomb Park District, IL Recreation Center Feasibility Study
- Champaign, IL Park District Parks and Recreation Master Plan
- Lodi, CA Strategic Action Plan
- Durango, CO Parks, Recreation and Open Space Master Plan
- Idaho Falls, ID Parks and Recreation Strategic Master Plan
- Carlsbad, CA Parks and Recreation Needs Assessment and Action Plan / Master Plan / Pine Avenue Park, Poinsettia Park and Aviara Park Master Plan
- San Diego, CA Parks and Recreation Master Plan
- San Clemente, CA Parks and Recreation Master Plan
- Riverside County Parks and Open Space District Strategic Plan
- Malibu, CA Parks and Recreation Master Plan
- Rockville, MD Recreation and Parks Strategic Master Plan
- Indianapolis, IN Parks and Recreation Master Plan



Leon Younger
PROS Consulting
President
Education

M.P.A., University of Kansas, Aug. 1988
B.S., Kansas State University, May 1975

Employment History

President, PROS Consulting, Sep. 1995 to present
Director/Chairman of the Board, Indianapolis Parks and Recreation, Apr. 1992 to Sept. 1995
Executive Director, Lake MetroParks (OH), Jun. 1988 to Mar. 1992
Director, Jackson County (MO) Parks and Recreation, Aug. 1983 to Jun. 1988



Certification

Certified Park and Recreation Professional

Professional Experience

Leon is the founder and President of PROS Consulting. He has more than 40 years in parks, recreation, and leisure services. Leon is a recognized leader in applying innovative approaches to managing parks and recreation organizations. He has held positions as Director of Parks and Recreation in Indianapolis, IN; Executive Director of Lake Metroparks in Lake County, OH (Cleveland area); and Director of Parks and Recreation in Jackson County, MO (Kansas City). Leon is routinely invited to present his management and development philosophies at conferences, workshops, and training across the United States, as well as internationally. He is co-creator of the Community Values Model, a business model that synthesizes community & stakeholder input into a strategic plan. He regularly addresses sessions at the National Recreation and Park Association Conferences and has served as a board member and instructor at the Pacific Revenue and Marketing School in San Diego, California and the Rocky Mountain Revenue and Management School in Colorado. Currently, Leon is serving on the Board of Directors for the City Parks Alliance, the only independent, nationwide membership organization solely dedicated to urban parks.

Similar Project Experience

- Champaign, IL Parks and Recreation Master Plan
- Carmel Clay, IN Parks and Recreation Master Plan
- City of Valparaiso, IN Parks and Recreation Master Plan
- Town of Brownsburg, IN Parks and Recreation Master Plan; Business Plan; BASE Business Plan; Little League Business Plan
- Town of Plainfield, IN Parks and Recreation Master Plan
- Indianapolis, IN Parks and Recreation Master Plan
- Westerville, OH Parks and Recreation Master Plan
- MetroParks Tacoma, WA Strategic Master Plan
- Nashville, TN Parks and Recreation Master Plan
- Franklin, TN Parks and Recreation Master Plan
- Sioux Falls, SD Parks and Recreation Master Plan
- Miami Dade County, FL Comprehensive Parks and Recreation Program Plan
- Miami Dade County, FL Parks Maintenance Management Plan
- Olathe, KS Parks and Recreation Master Plan & Recreation Center Feasibility Study
- Aspen, CO Recreation Division Business Planning Services
- City of San Francisco, CA Recreation Plan and Needs Assessment
- City of Healdsburg, CA Parks and Recreation Needs Assessment and Parks and Open Space Plan
- Shawnee County, KS (Topeka) Parks and Recreation Strategic Master Plan
- City of Kansas City, MO Parks and Recreation Master Plan

Philip Parnin, CPRP
PROS Consulting
Associate Principal
Education

B.S. Recreation and Parks Management, Indiana University

Employment History

Consultant, PROS Consulting; 2017 - present

Director of Parks and Recreation, Town of Brownsburg, IN; 2007 to 2017

Assistant Director of Parks and Recreation, Town of Brownsburg, IN;
2006 to 2007

Director of Recreation, Mooresville Park District, IN; 2000 to 2006

Recreation Supervisor, Town of Munster, IN; 1998 to 2000

Recreation Programmer, Monroe County, Bloomington, IN; 1997 to 1998



Certification

Certified Park and Recreation Professional (CPRP)

Professional Experience

Philip Parnin has 25 years of experience in the field of parks, recreation, and leisure services. He has managed and led park development and sustainable operations at the executive level for over 16 years (including over a decade as director). In his leadership role, Philip established standards for improved efficiencies and operations by developing system-wide business plans, enterprise fund business plans, strategic master plans, recreation plans, marketing plans, site master plans, capital improvement plans, maintenance plans, trails and greenways plans, emergency action plans, and feasibility studies. Philip's field experience includes diverse municipal settings including: county, city, town and township district. His experience is enhanced by previous experience as the Indiana Park and Recreation Association President, along with serving on the Board of Directors. Philip currently serves as the Treasurer of the Indiana Park & Recreation Foundation where he has advised the board to financial gains beyond expectations. His approach to planning helps agencies transform ideas into successes that can be leveraged for even greater success.

Similar Project Experience

- Chesterfield, MO Parks and Recreation Master Plan
- Shakopee, MN Parks and Recreation Master Plan
- Sioux Falls, SD Parks and Recreation Master Plan
- Durango, CO Parks, Recreation and Open Space Master Plan
- Idaho Falls, ID Parks and Recreation Strategic Master Plan
- Prince William County, VA Parks and Recreation Needs Assessment
- City of Upper Arlington, OH Parks and Recreation Comprehensive Master Plan
- Great Parks of Hamilton County, Cincinnati, OH Comprehensive Master Plan
- Cincinnati Recreation Commission, OH Business Plan
- Kettering, OH Program Plan
- Edwardsville, IL Parks and Recreation Master Plan
- Town of Brownsburg, IN Parks and Recreation Strategic Master Plan
- City of Huber Heights, OH Parks and Recreation Needs Assessment & Prioritization Plan
- Town of Avon, IN Park Site Master Plan
- Town of Brownsburg, IN Little League Baseball Business Plan
- Streamwood Park District, Streamwood Village, IL Parks and Recreation Strategic Marketing Plan

Sarah Durham, CPRP
PROS Consulting
Senior Project Manager

Education

B.A. (Public Relations / Business), Purdue University

Employment History

Consultant, PROS Consulting; 2010 to present

Certification

Certified Parks and Recreation Professional (CPRP)

Professional Experience

Sarah's academic background in communications and business coupled with her experience in the private sector on the sales side equips her strongly to lead and support the market research and business planning functions of all key PROS projects. Her strong analytical skills coupled with a strong business background allow her to provide an in-depth perspective to understand the market potential and position agencies to best meet the users' needs. She manages a variety of tasks ranging from competitor analysis to GIS mapping as well as demographics / trends assessments and establishing levels of service standards for agencies all over the country. She has ten (10) years of assisting on various projects across the United States specializing in market analysis, community involvement, benchmarking studies, price comparison studies, competitive assessments, mapping, demographics and trends assessments.



Similar Project Experience

- Brownsburg, IN BASE Business Plan and Little League Business Plan
- Brownsburg, IN Parks and Recreation Master Plan
- Montgomery County, MD Parks and Recreation Needs Assessment
- Canton, OH Joint Recreation District Master Plan
- Westerville, OH Recreation Center Business Plan
- Miami Dade County, FL Regional Parks and Recreation Assessment
- City of Carlsbad, CA Parks and Recreation Needs Assessment and Action Plan
- City of San Clemente, CA Beaches, Parks and Recreation Master Plan
- Prince George's County, MD Functional Master Plan for Parks, Recreation & Open Space
- City of Kansas City, MO Parks and Recreation Master Plan
- East Baton Rouge Parish, LA Parks and Recreation Master Plan
- Shawnee County, KS, Parks and Recreation Master Plan
- City of Columbus, OH Parks and Recreation Master Plan
- City of Dallas, TX Recreation Master Plan
- Birmingham, AL Regional Partnership Assessment
- Mecklenburg County, NC Comprehensive Parks and Recreation Master Plan
- Carmel Clay, IN Parks and Recreation Comprehensive Master Plan
- Washington County, PA Parks and Recreation Master Plan

Jason Elissalde, CPRP
PROS Consulting
Senior Project Manager
Education

B.S., California State University of Sacramento, May 2001

Employment History

Project Consultant, PROS Consulting, 2021 to Present

Training & Operations Analyst, Willamalane Park and Recreation District, OR
2013 to 2020

Executive Team Lead, Target Corporation, 2006 to 2013

Certification

Certified Park and Recreation Professional (CPRP)

Professional Experience

Jason has over 20 years' experience in training, development, and management; both in the private and public sector. His work in the public sector with organizations such as Enterprise Rent-A-Car, Verizon, and Target; Jason would lead multiple teams and processes; receiving awards and commendations for his work in customer service, operational excellence, data analytics and fiscal growth. In his 7 years with Willamalane Park and Recreation District he would have the opportunity to be part of winning a Gold Medal in 2016 and lead a CAPRA accreditation process. He would also champion the District's workplace culture, with a focus on staff development and a "mission" focused approach to problem solving, goals and objectives. Jason is now invited to speak with groups across the country about topics such as workplace culture, change management, purpose driven leadership, and the importance of developing an emotional connection to the work we do and the communities we serve.



Similar Project Experience

- Louisville, KY Parks and Recreation Master Plan; Project Consultant
- Norfolk, VA Parks and Open Space Master Plan; Project Consultant
- Broward County, FL Parks and Recreation Master Plan; Project Consultant
- Fremont, CA Parks and Recreation Master Plan; Project Consultant
- Cuyahoga Valley Conservancy (Ohio) Strategic Planning; Project Consultant
- Montrose, CO Park District Comprehensive Master Plan; Project Consultant
- Poway, CA Community Park Needs Assessment; Project Consultant
- Willamalane, OR Park and Recreation District CAPRA Accreditation Coordinator; Project Consultant
- Willamalane, OR Park and Recreation District Workplace Organizational Culture Initiative; Project Consultant

Daniel P. Grove, PLA, AICP, LEED AP
Kimley-Horn
Lead Planner



Professional Credentials

Bachelor of Science, Landscape Architecture, University of Wisconsin-Madison, 1998
Professional Landscape Architect in Illinois and Ohio
American Institute of Certified Planners
American Society of Landscape Architects

Summary of Professional Experience

Daniel has 23 years of landscape architecture and planning experience and has worked on a variety of projects centered on placemaking, parks, and plazas, identity and wayfinding, streetscape, and comprehensive master planning. His experience with such a diverse range of projects has helped inform and enrich his approach, taking the knowledge gained from previous undertakings and applying them to new contexts. He strives to create projects for public entities that are memorable, enhance economic development, create a sense of pride, and improve the quality of life for residents.

Similar Project Experience

- Wheaton Park District, Memorial Park Master Plan, Wheaton, IL — Landscape Architect
- Mid-America Real Estate Group, Geneva Commons Median Park, Geneva, IL — Landscape Architect
- Village of Mundelein, Lakefront Park Master Plan, Mundelein, IL — Project Manager
- Village of Mundelein, Courtland Commons Master Plan, Mundelein, IL — Project Manager

Daniel worked on the following projects prior to joining Kimley-Horn:

- Park District Comprehensive Master Plan, Oak Park, IL — Project Manager
- Springfield Park District, Centennial Park Master Plan, IL — Project Manager
- Wauwatosa Park and Recreation Master Plan, Wauwatosa, WI — Project Manager
- Skokie Playfields, Winnetka, IL — Project Manager
- Park District Comprehensive Plan, Highland Park, IL — Senior Designer
- Edward A. Karasek Park, Berwyn, IL — Project Manager

**Joseph Cogswell, PLA, ISA Certified Arborist
Kimley-Horn
Landscape Architect**

Professional Credentials

Bachelor of Science, Landscape Architecture, Purdue University
Professional Landscape Architect in California and Illinois
Council of Landscape Architectural Registration Boards
International Society of Arboriculture (ISA) Certified Arborist
American Society of Landscape Architects (ASLA)
International Society of Arboriculture (ISA)



Summary of Professional Experience

Joe has nearly 10 years of landscape architectural experience in arboriculture, horticulture, irrigation, urban design, pedestrian/bicycle transportation planning, and parks and recreation. Much of his project experience has been within the municipal and commercial sector with a focus on community parks, athletic complexes, and streetscapes. Joe also brings experience and perspective from his time on staff with the Elmhurst Park District.

Similar Project Experience

- Beaumont Unified School District, Beaumont K-8 School, sub to DLR, Beaumont, CA — Landscape Architect.
- City of Brawley, Alyce Gereaux Park - Park Renovation, Brawley, CA — Landscape Analyst.
- City of El Centro, Aquatic Center, El Centro, CA — Landscape Analyst.
- City of El Centro, Martin Luther King Community-Oriented Skate Park (Sidewinder Skate Park), El Centro, CA — Landscape Analyst.
- City of El Centro, Engineering Design and Architectural Design Services for Plank Park, El Centro, CA — Landscape Analyst.
- City of National City, Paradise Creek Educational Park, National City, CA — Landscape Analyst.
- City of Santa Ana, Santa Ana Boulevard & 5th Street Protected Bike Lane PS&E, Santa Ana, CA — Landscape Architect.
- City of Thousand Oaks, Rancho Road Sidewalks and Bike Lanes, Thousand Oaks, CA — Landscape Architect.
- Ocean View School District, College View Elementary School STEM Campus Improvements, Huntington Beach, CA — Landscape Architect.
- Seeley, Bates Park Master Plan, Seeley, CA — Landscape Architect.
- Palm Springs Unified School District, Palm Springs High School Renovations, Palm Springs, CA — Landscape Architect
- City of National City, Coolidge Avenue Safe Routes to School, National City, CA — Landscape Architect

Nicholas Kuhn, PLA, CPRP
Kimley-Horn
Park Planner, Landscape Architect

Professional Credentials

Bachelor of Science in Landscape Architecture, The Ohio State University
Master of Landscape Architecture, North Carolina State University
Certified Park and Recreation Professional
Landscape Architect: North Carolina; Florida ; Texas ; South Carolina



Summary of Professional Experience

Nick Kuhn has extensive experience in providing planning and design services to numerous public agencies nationwide. He specializes in the working with livable and sustainable communities through the strategic planning and design of the public realm. Nick regularly lectures and writes on topics ranging from open space needs assessments to active recreation and sustainable park design. He is a licensed landscape architect in multiple states and member of NRPA, APA, ASLA and the City Parks Alliance.

Similar Project Experience

- Town of Silverthorne CO, Recreation Facilities Assessment
- Village of Pinecrest, FL, Parks and Recreation Master Plan
- City of Norwalk CT, Recreation and Parks Master Plan
- City of Raleigh Park and Recreation Master Plan - Raleigh NC*
- City of Lenexa Parks and Recreation Master Plan, Lenexa, KS*
- City of Rocky Mount Parks and Recreation Master Plan, Rocky Mount, NC*
- National Park Service, National Capital Region, Regional Paved Trail Plan, Washington D.C. *
- Miami-Dade Community Recreation Needs Assessment, Miami-Dade, FL*
- District of Columbia — Play DC Parks and Recreation Master Plan*
- NOMA Public Realm Design Plan - Washington, D.C.*
- City of San Diego Parks Master Plan, San Diego, CA*
- City of Fort Lauderdale Parks and Recreation System Master Plan*
- City of Miami Recreation Program Master Plan*
- City of Fort Myers Parks and Open Spaces Master Plan Update*
- Buckhead Atlanta BID Open Space Master Plan, Atlanta, GA*
- City of Coral Gables Community Recreation Master Plan*
- Town of Princeville Resiliency and Redevelopment Plan: New Town Site Plan, Princeville, NC*

Jason Morado
ETC Institute
Director of Community Research
Education

M.B.A., Webster University, 2009
B.S. in Business Administration — Marketing, Avila University 2000



Summary of Professional Experience

Mr. Morado has over 15 years of experience in the design, administration, and analysis of community market research. He has served as the project manager on community survey research projects for over 400 local governmental organizations throughout the U.S. Mr. Morado is experienced in all phases of project management of market research studies, including survey design, developing sampling plans, quantitative and qualitative analysis, interpretation of results and presentation of findings. His areas of emphasis include citizen satisfaction surveys, parks and recreation needs assessment surveys, community planning surveys, business surveys, and transportation studies. He has also led the coordination and facilitation of focus groups and stakeholder interviews for a wide range of topics.

Similar Project Experience

Mr. Morado has served as a project manager for over 150 parks and recreation surveys for local governmental organizations. Some of these organizations include:

- Atlanta, GA
- Arlington County, VA
- Bend, OR
- Blue Springs, MO
- Burlison, TX
- Casa Grande, AZ
- Cedar Rapids, IA
- Champaign, IL
- Cincinnati, OH
- Columbus, OH
- Denver, CO
- Des Moines, IA
- East Baton Rouge Parish, LA
- Eau Claire, WI
- Edmonds, WA
- Iowa City, IA
- Henderson, NV
- Geneseo, IL
- Kent, WA
- Kettering, OH
- Lake St. Louis, MO
- Las Cruces, NM
- Lenexa, KS
- Longview, TX
- Los Angeles, CA
- Lubbock, TX
- Mesa, AZ
- Mecklenburg County, NC
- Miami, FL
- Milwaukee County, WI
- Naperville, IL
- Oakland County, MI
- Orlando, FL
- Overland Park, KS
- Peoria, AZ
- Raleigh, NC
- Redmond, WA
- Richland County, SC
- Round Rock, TX
- Salvation Army (numerous locations)
- San Diego, CA
- San Francisco, CA
- Southlake, TX
- St. Paul, MN
- U.S. Army Installation Management Command
- U.S. Marine Corps
- U.S. National Park Service
- Valparaiso, IN
- Virginia Beach, VA
- Washington D.C

Section D – Related Work Experience

Unique Experience Specific to the Project

The Consulting Team features unique experience that can serve the Lisle Park District, including:

- **Recent completion of numerous parks and recreation master planning projects** including Elmhurst PD, IL; Palos Heights, IL; Park District of Highland Park, IL; Channahon Park District, IL; Champaign PD, IL; Park District of Oak Park, IL; Dayton, OH; Canton, OH; Cleveland, OH; Toledo, OH; Carmel, IN; Brownsburg, IN; Valparaiso, IN; Plainfield, IN; Olathe, KS; Topeka, KS; Jacksonville, NC; Charlotte, NC; Roanoke, VA; Carlsbad, CA; Malibu, CA; Pasadena, CA; Roseville, CA; Healdsburg, CA; Everett, WA; West Richland, WA; Provo, UT; Glendale, AZ; Scottsdale, AZ among many others

The matrix below illustrates why our Team is the most qualified in relation to the qualifications requested by the Lisle Park District.

Qualifications	PROS Consulting
Experience with parks, recreational facilities, programs and service management	Over 100 years combined experience as practitioners in the parks and recreation industry and as planners.
A firm understanding of the work of parks and recreation agencies	Successfully completed over 1,000 planning projects in all levels of the public sector.
Familiarity with public sector cost accounting and budgeting	Successfully completed over 150 cost of service, financial management, or revenue enhancement plans for public clients.
Knowledge of existing park-centric partnerships throughout the country	Directly assisted over 70 public clients with identifying, establishing, and maintaining innovative partnerships.
Experience developing fiscal or financial plans at facility level (park or sector), or system level	Successfully completed over 200 business plans for individual parks and park systems.
Public facilitation experience	Facilitated over 4,000 meaningful public meetings and focus groups throughout the United States.
Personnel training experience	Organized and facilitated personnel development and training programs for over 10,000 participants in the last 25 years.
Experience with National Recreation and Park Association Gold Medal Agencies	Since 2012, PROS Consulting has completed planning projects with 55% of the National Gold Medal Winning Park Agencies including: Durango, CO; Carmel, IN; Westerville, OH; Scottsdale, AZ; Montgomery County, MD; Homewood Flossmoor, IL; Oak Park, IL; Fairfax County, VA among others.
Forensic accounting and economic analysis experience	Utilized forensic accounting in all cost of service, business plan projects, and economic impact analysis; former public finance director and CPA on staff.
Operational and programming analysis experience	PROS Consulting has completed over 300 operational and programming studies for a wide variety of parks and recreation planning projects on a system-wide level as well as site/facility specific.
Experience in CAPRA Accreditation	Assisted the following agencies with CAPRA Accreditation in the past through master and strategic plans: Durango, CO; Kansas City, MO; Carmel, IN; Indianapolis, IN; Roanoke, VA; Toledo, OH MetroParks; Prince George’s County, MD; Mecklenburg County, NC; Olathe, KS and many others throughout the last 25 years.

“PROS Consulting has proved to be responsive, innovative, and sensitive to the unique needs and interests of our community. Based on the recently completed Parks and Recreation Master Plan, I am confident it will provide us a sound framework for decision-making for the next five years and beyond. PROS has assisted us to become CAPRA Accredited and the NRPA Gold Medal award-winning park system CCPR is today on many planning projects and has played an integral role in CCPR’s planning efforts for nearly two decades.”

Michael Klitzing, Parks and Recreation Director, Carmel Clay Parks & Recreation

PROS Consulting & ETC Institute Experience

Channahon Park District Strategic Master Plan (2020)

CHANNAHON, ILLINOIS

The Channahon Park District (“District”) is a National Gold Medal winning agency and an Illinois Distinguished Accredited Agency that covers almost 38 square miles and serves over 16,000 people in and around the Village of Channahon, Illinois.

The District is located 50 miles southwest of Chicago in Will and Grundy Counties, Illinois. The boundaries include all of the Village of Channahon, unincorporated areas within Channahon Township and the Will County portion of the Village of Minooka.

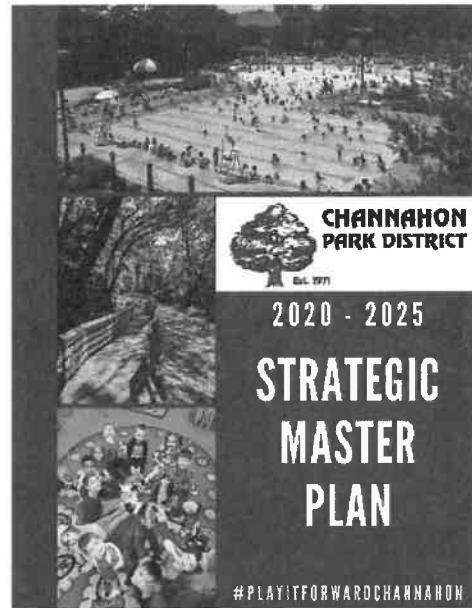
Channahon may be among the oldest venues for recreation in Illinois. Native Americans called the area ‘The Meeting of the Waters’ for the convergence of the DuPage, Des Plaines, and Kankakee Rivers that meet and form the Illinois River. Many traveled to the area for relaxing, fishing, and horse racing.

The District was formed in 1971 and over the last fifty years has developed an enviable variety of park and facility resources, including a 44-acre Central Park, Skateland Recreation Center, Tomahawk Aquatic Center and Heritage Bluffs Public Golf Club among others.

The District desired to update it’s 2009 Districtwide Comprehensive Master Plan with the creation of a Strategic Master Plan (“Plan”) that sought to combine physical elements of a Master Plan with the Strategic Vision to ensure its next half century sustains the path of excellence it has been on. To achieve that goal, the District leadership and staff selected PROS Consulting, as well as ETC Institute, to assist in completing its 2020-2025 Strategic Master Plan.

The Plan provided a roadmap for the short and the long term. In the short term, it is key to commence the implementation of the Big Moves, which included a focus on financial sustainability, building a culture of customer service excellence, and improving existing infrastructure identified in the plan while in the mid to long term setting the District up to continue its National Accreditation and Gold Medal ways.

Client Reference: Michael J. Leonard, CPRE; Executive Director; Channahon Park District; 815.521.3119; mleonard@channahonparks.org



Carmel, IN Comprehensive Parks and Recreation Master Plan (2019)

CARMEL, INDIANA

Founded in 1991, Carmel Clay Parks & Recreation (CCPR) was established through an Interlocal Cooperation Agreement between the City of Carmel and Clay Township in Indiana. CCPR manages and maintains more than 500 acres of park land and numerous recreation facilities, providing more than 5,000 annual classes and programs for all ages. CCPR contributes to the community's outstanding quality of life by providing enriching, enjoyable escapes through recreation, fitness, and nature. The agency is CAPRA Accredited and won the 2014 and 2020 Gold Medal for Parks and Recreation at NRPA.

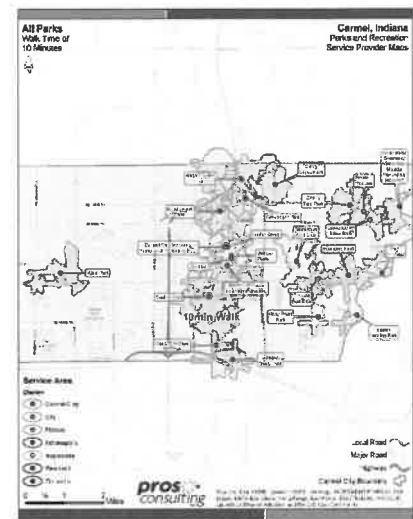
To continue to serve the City of Carmel and Clay Township, CCPR desired an updated Parks and Recreation Comprehensive Master Plan to guide development and actions for the next five years, as well as use as part of the agency's CAPRA Requirement. The purpose of the Parks and Recreation Comprehensive Master Plan was to identify current and future needs of the community, while also updating level of service standards, reviewing the financial strength of CCPR, and providing an action plan with funding and revenue strategies.

PROS Consulting, as well as ETC Institute, worked with CCPR to complete the master plan, which included extensive community input and distinct analysis. The Master Plan was an updated of the previous master plan completed by PROS Consulting for the CCPR, and built off other plans completed by PROS (marketing plan, maintenance management plan, The Monon Community Center Business Plan). The Master Plan scope included:

- **Community and Stakeholder Input**
 - Focus groups, key leader interviews, and public meetings; Joint meetings with fiscal bodies; Community survey; Demographics and trend report; Benchmark Analysis
- **Parks, Facilities and Program Assessment**
 - Park assessment; Facility assessment; Level of Service standards; Equity mapping/service area analysis; Program Assessment, Priority ranking needs assessment; Capital Improvement Plan
- **Operations, Financial, and Benchmark Analysis**
 - Operations review; Finance review; Funding sources review
- **Master Plan Development**
 - Review vision, mission, values; Master Plan themes, initiatives and goals; Plan briefings/public meetings

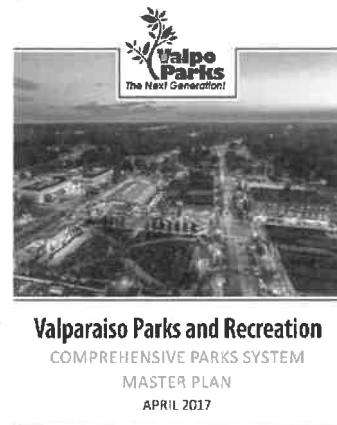
The master plan built off a great legacy of parks and recreation within Carmel. Recently, Carmel was named one of the “Best Places to Live in America” by CNN Money Magazine, and parks and recreation played an integral role in the quality of life of residents. Also, as part of the study, a park impact fee was completed concurrently with the master plan.

Client Reference: Mr. Michael Klitzing, Director; 1235 Central Park Drive East; Carmel, IN 46032; 317.573.4018; mklitzing@carmelclayparks.com



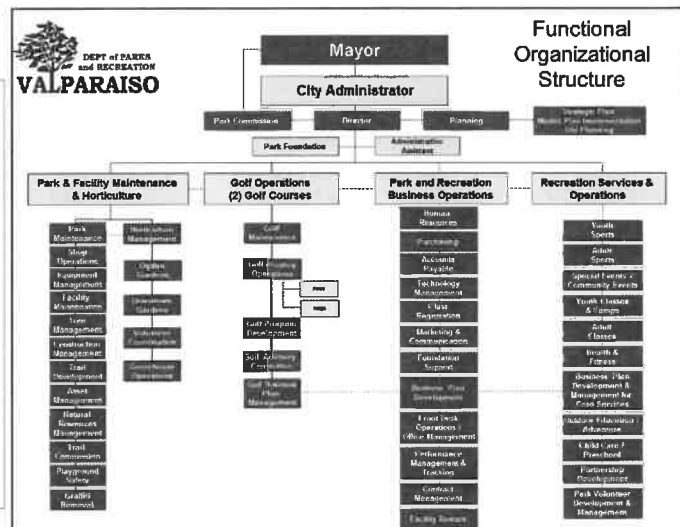
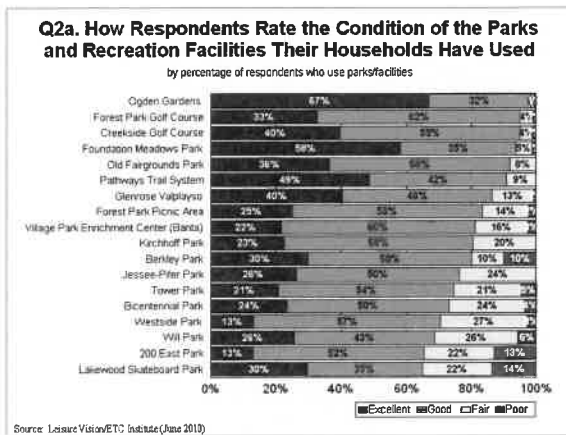
City of Valparaiso Strategic Parks and Recreation Master Plan & Pathways Plan (2011) 2017 Update VALPARAISO, INDIANA

In 2011 and 2017, PROS Consulting, as well as ETC Institute, completed a Strategic Parks and Recreation Master Plan for the City of Valparaiso. The foundation of the plan was to seek community input on the visions and expectations of the Valparaiso Parks and Recreation Department as well as to evaluate all aspects of the Department and system. PROS received community input from focus groups, key stakeholder interviews, public forums and a community-wide citizen household survey. PROS Consulting also evaluated and looked at ways to operate the Department in the most efficient. The Master Plan was then approved and in compliance with IDNR requirements. The project process followed a logical planning path, as illustrated below:



The Master Plan is not an end product in itself. The Plan is rather a means to guide the provision of parks and recreation and advance the overall mission and vision of the Department. The goal was to a guide in the delivery of excellent parks, trails, public facilities, activities, programs, and services that will contribute to community prosperity and improve the quality of life for residents and visitors to Valparaiso. *As part of the planning process, the Parks and Recreation Master Plan received approval by IDNR.*

Client Reference: Mr. John Seibert, Parks and Recreation Director, 3210 Campbell St., Valparaiso, IN 46385; 219.462.5144; jseibert@valpo.us



City of Indianapolis, IN Comprehensive Parks and Recreation Master Plan (2016)

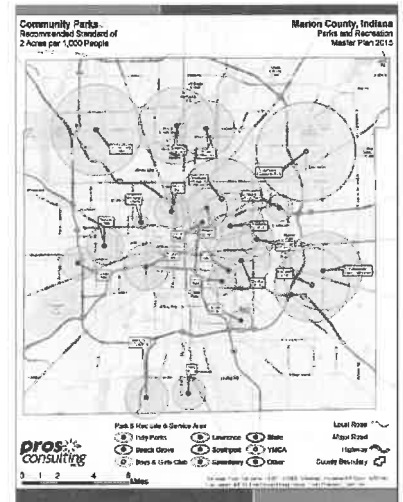
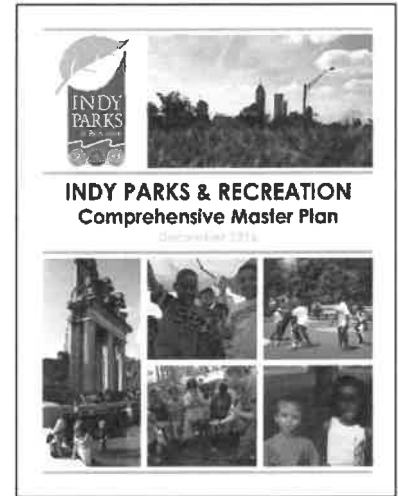
INDIANAPOLIS, INDIANA

PROS Consulting led a multi-disciplinary planning team that included MKSK, ETC Institute, Shrewsbury Associates, and Grand Slam to develop a Comprehensive Parks and Recreation Master Plan for Indy Parks that would meet IDNR requirements and set a strategic direction for the next five years. Indy Parks, a CAPRA Accredited agency, system consists of nearly 11,000 acres of park land and nearly 600,000 square feet of recreation/aquatic centers.

Beginning in early 2015, Indy Parks began the process to update the previously developed 2009 Parks and Recreation Master Plan. Many changes had occurred over the last seven years in the City of Indianapolis and in Marion County, such as demographic growth of the region; enhanced need for open space and protection of natural resources; and the expressed need for quality parks, recreation facilities, and program services. In an effort to remain ahead of development, Indy Parks chose to create a Comprehensive Park and Recreation Master Plan to address the expressed needs of residents for the next five years.

As with any quality comprehensive planning process, the community was highly involved in the development of the master plan through focus groups, stakeholder meetings, intercept surveys, public meetings, a crowd-sourcing public website, online survey and a statistically-valid citizen household survey to prioritize and identify the issues that needed to be addressed in the master plan and to support the key recommendations that need to be implemented over the next five years. The master plan is a living document with many moving components that needed to be achieved simultaneously. As part of the plan, business plans were completed for two regional parks (Eagle Creek Park & Garfield Park), as well as a business plan for the athletic field division.

The plan represents Marion County's renewed commitment to providing a quality park and recreation system and was completed in December 2016. The process of developing the Comprehensive Park and Recreation Master Plan followed a logical planning path, as described below.



As part of the planning process, the Parks and Recreation Master Plan received approval by IDNR.

Client Reference: Ms. Julee Jacob, Senior Project Manager; 1200 Madison Ave.; Indianapolis, IN 46225; 317.430.8461; julee.jacob@indy.gov



Durango Parks, Open Space, Trails and Recreation Master Plan (2010) and (2019 Update)

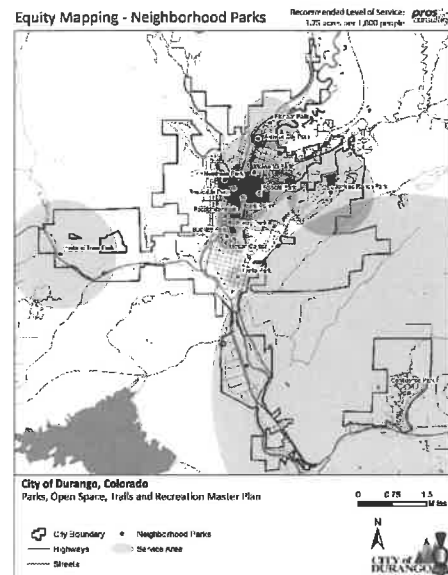
DURANGO, COLORADO

In 2010 and in 2019, the City of Durango Parks and Recreation Department hired PROS Consulting, as well as ETC Institute, to update the Parks, Open Space, Trails, and Recreation Master Plan (POSTR Plan). The purpose of the Plan was to establish a 10-year road map for the Department. The Plan provided direction and strategies for parks, open space trails and, recreation programming, and recreation facilities. In addition, the Plan was aligned with the Department's mission and vision.

The process included extensive community input, a statistically valid household survey, and a series of technical reports and assessments that were based on site visits and meetings with staff. In addition, the process included involvement and review by a resident Steering Committee. The Committee reviewed and responded to all of the technical reports. Durango staff members also met with the Committee in order to further discuss elements of the Plan. In addition, the 2001 Parks, Open Space, Trails Master Plan was reviewed in order to build on work previously completed. All of this information created the basis for recommendations to position the Department for the future.

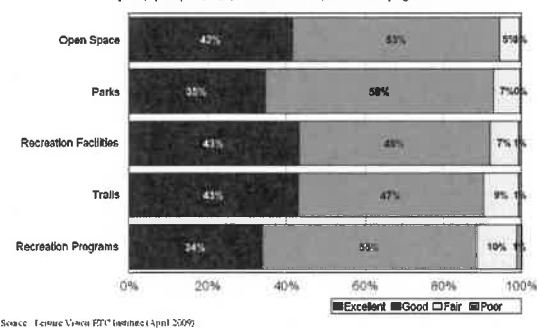
The overall Master Plan process consisted of the following:

- Community and Stakeholder Input
 - Public Meetings, focus groups, stakeholder interviews, statistically valid survey
- Community Profile
- Open Space Plan
- Trails Plan
- Site and Facility Assessment
- Recreation Program Assessment
- Level of Service Standards and equity mapping
- Priority needs assessment
- Park and Facility Development Plan
- Strategic Action Plan



Q3a. How Respondents Rate the Condition of the City of Durango Parks, Open Space, Trails, Recreation Facilities, or Recreation Programs They've Used During the Past Year

by percentage of respondents who have used City parks, open space, trails, recreation facilities, or recreation programs



Client Reference: Ms. Cathy Metz, Parks and Recreation Director; 2700 Main Ave.; Durango, CO 81301; Phone: 970.375.7321; metzcl@ci.durango.co.us



Town of Windsor, CO Parks, Recreation & Culture Strategic Plan (2020)
WINDSOR, COLORADO

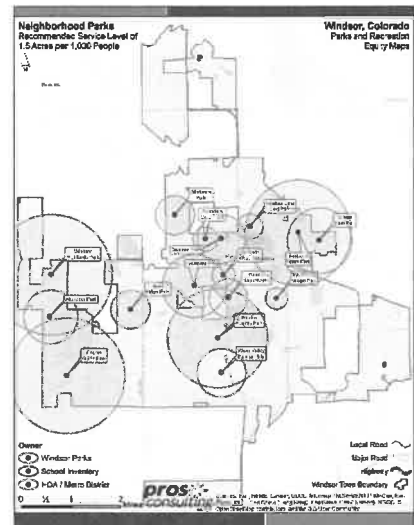
The Town of Windsor Department of Parks, Recreation & Culture selected PROS Consulting to assist in developing a Strategic Plan to serve as a usable “blueprint” to the Town staff Parks, Recreation & Culture Advisory Board, and the Town Council in preparing a needs assessment and action plan for its fast-growing population.

The document was intended to be a dynamic and forward-thinking to strengthen existing programs, facilities, and amenities to serve as a road map for the future.

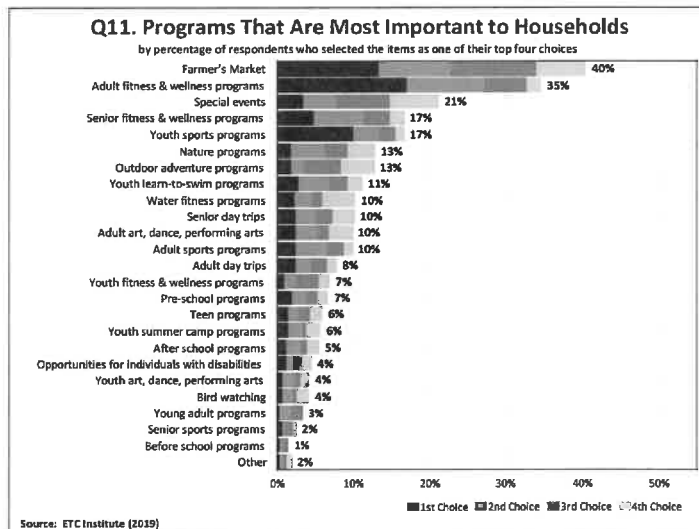
Based on an iterative visioning process with staff combined with the community input, demographics and trends and an analysis of the Department’s programs, maintenance and operations and levels of service, Core Values, Vision and Mission Statement and Big Moves were identified through workshops with Department staff.

The following were the Big Moves that will help the Department stay true to its Core Values and realize its Vision and Mission as they serve the Windsor community.

- Enhance culture of Customer Service Excellence — Provide multi-year Customer Service Training for the entire Department to continue its focus on serving the internal and external customers in the best way possible
- Expand Indoor Recreation Spaces — to complement current recreation center, and add newer spaces for other uses e.g. Fieldhouse, Cultural Center and Arts facility
- Focus on planning and executing — Develop Master Plans for specific sites and business plans for all Major Functions and Services
- Funding — Identify dedicated funding sources and start a Parks Foundation to support the Department’s funding goals (e.g. public funding, community support, partnerships etc.)
- Technology — ensure the integration of technology into all aspects of operations



Client Reference: Mr. Eric Lucas, Director; Town of Windsor Parks, Recreation and Culture; 250 N. 11th Street; Windsor, CO 80550; 970.674.3523; elucas@windsorgov.com



City of Upper Arlington, OH Comprehensive Parks Master Plan (2018) UPPER ARLINGTON, OHIO

PROS Consulting, along with ETC Institute, completed a Comprehensive Parks and Recreation Master Plan for the City of Upper Arlington with completion in December 2018. The Upper Arlington Parks and Recreation Department manages parks, recreation facilities, and recreation program services to the citizens of Upper Arlington that greatly contributes to the quality of life for residents of the City. The City of Upper Arlington is also home to The Ohio State University. In order for the Department to continue to be viable, it needed a solid planning document to guide the City's efforts.



The master plan provides a framework to respond to citizens' needs and expectations, as well as identifies priorities for the staff to work toward successful implementation.

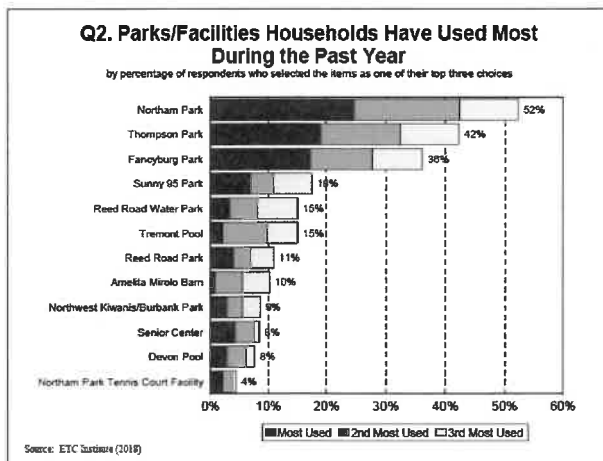
The Upper Arlington Parks and Recreation Master Plan followed an iterative process of data collection, public input, on-the-ground study, assessment of existing conditions, market research, and open dialogue with local leadership and key stakeholders. The project process followed a logical planning path, as illustrated below:



The goal of the Master Plan is to be a guide in the delivery of excellent parks, trails, public facilities, activities, programs, and services that will contribute to community prosperity and improve the quality of life for residents and visitors to Upper Arlington.

Client Reference: Ms. Debbie McLaughlin, Parks and Recreation Director; City of Upper Arlington; 3600 Tremont Road; Upper Arlington, OH 43221; 614.583.5307; dmclaughlin@uaoh.net

Agency	Population of Jurisdiction	Total Non-Tax Revenues	Total Operating Expenses	Revenue Per Capita	Operating Expense per Capita	Operating Cost Recovery
Upper Arlington	34,609	\$1,862,781	\$3,755,156	\$53.82	\$108.50	50%
Carmel	93,713	\$9,857,050	\$11,780,919	\$105.18	\$125.71	84%
Dublin	43,607	\$3,345,805	\$8,322,650	\$76.73	\$190.86	40%
Fairfield	42,647	\$2,427,596	\$5,019,592	\$56.92	\$117.70	48%
Groveport	50,844	\$3,100,000	\$10,046,378	\$60.97	\$197.59	31%
Mason	32,662	\$2,181,133	\$9,384,133	\$66.78	\$287.31	23%
Shaker Heights	28,039	\$2,603,000	\$2,526,000	\$92.83	\$90.09	103%
Southlake	27,833	\$720,789	\$2,665,000	\$25.73	\$95.11	27%
Westerville	37,667	\$4,148,878	\$9,594,116	\$110.15	\$255.40	43%
Average	43,513	\$3,360,781	\$7,010,438	\$72.12	\$163.14	49.89%



Metro Parks Tacoma, WA Strategic Master Plan (2018)
TACOMA, WASHINGTON

Metro Parks Tacoma (MPT or “District”) is a nationally accredited and award-winning Park District located in Tacoma, Washington. The system is comprised of many different park facilities that offer residents a variety of recreational opportunities. From waterfront access to local neighborhood parks to large regional facilities and attractions, the MPT system is both a local community asset and regional destination.

In order to maintain its high degree of service provision and outstanding community reputation, MPT maintains a planning framework that ensures cutting edge best practices. As such, the District has developed a series of planning initiatives, as denoted on the chart below. In 2018, PROS Consulting collaborated with MPT to complete a strategic master plan. The MPT Strategic Plan instructs operations and the overall agency strategic action plan for a six-year period. Therefore, the Strategic Master Plan document aimed to provide overarching strategies (and associated tactics) to propel the District forward while laying the groundwork for future plan consolidation efforts that will streamline the MPT planning process.

The adopted Strategic Master Plan fulfilled requirements to maintain the District’s accreditation status with the NRPA’s Commission for Accreditation of Park and Recreation Agencies (CAPRA). CAPRA recognizes park and recreation agencies for excellence in operation and services. MPT has been accredited since October 13, 2014. Utilizing the District’s Triple Bottom Line philosophy, the strategic plan provided specific strategies and tactics associated with its Three Pillars of Sustainability (similar to NRPA’s Three Pillar concept):

- People: The Social Pillar of Sustainability
- Conservation: The Environmental Pillar of Sustainability
- Financial: The Economic Pillar of Sustainability

Additionally, the Strategic Master Plan established performance measures to be achieved over the next five years. A major concept the District is moving toward is meeting the “10-minute Walk Campaign” led by the Urban Land Institute, Trust for Public Land, and NRPA.

Prior to this planning effort, PROS Consulting completed a *Mission-Led Comprehensive Program Plan* and is currently in an on-call services agreement with the District for miscellaneous parks and recreation planning.

Client Reference: Mr. Joe Brady, Chief Strategy Officer; Metro Parks Tacoma; 4702 S. 19th St., Tacoma, WA 98405; 253-305-1014; joeb@tacomaparks.com



**Metropolitan Park
District of Tacoma**
Strategic Master Plan
January 2018

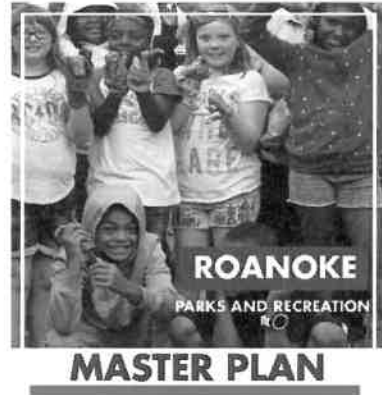


City of Roanoke, VA Parks and Recreation Strategic Master Plan (2019) ROANOKE, VIRGINIA

In 2018, **PROS Consulting**, as well as **ETC Institute** and **LPDA**, were retained to complete a Parks and Recreation Strategic Master Plan for the City of Roanoke. The goal of the Master Plan was to provide a concise and user-friendly roadmap that will incorporate the community's values to assist the City with decision-making regarding key issues for the next 10 years. The plan detailed the current state of the system while projecting focus areas based on a comprehensive assessment of community priorities and values.

The Master Plan sought community input to identify their visions and expectations for the future of the Park and Recreation System. Community input was received via focus groups, key leader and stakeholder interviews, open public forums, a community online open survey, a multi-lingual crowdsourcing website (www.playroanoke.com), and a statistically-valid survey. The information gathered from the community engagement process was combined with technical research to produce the final Master Plan.

The City of Roanoke desired an update to the Parks and Recreation Master Plan that encompassed a 5-10-year period, as well as a 3-5-year Strategic Plan that included both short-term and long-term recommendations implementation strategies. The process of developing the Master Plan Update followed a logical planning path, as described below:



#PLAN2PLAY



Where Are We **TODAY?**

- Site Assessments
- Program Assessment
- Level of Service



Where Are We Going **TOMORROW?**

- Community Engagement
- Demographic and Trends Analysis

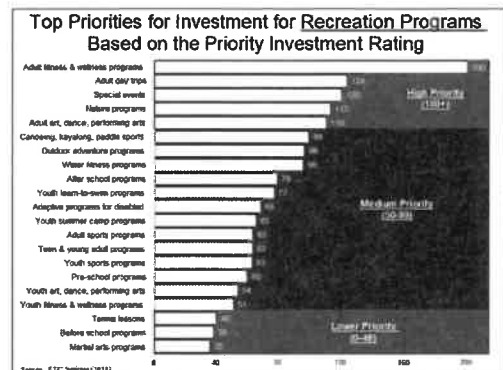


How Do We Get **THERE?**

- Needs Prioritization
- Capital Improvement Plan
- Funding and Revenue Strategies
- Strategic Action Plan

PROS Consulting worked with the Department to develop a dynamic and realistic strategic action plan that created a road map to ensure long-term success and financial sustainability for the City's parks, open space, trails and recreation, as well as action steps to support the family-oriented community and businesses that call Roanoke home.

Client Reference: Mr. Michael Clark, Parks and Recreation Director; 215 Church Avenue; Roanoke, VA 24011; 540.853.2236; michael.clark@roanokeva.gov



City of Sioux Falls, SD Parks and Recreation System Master Plan (2020) SIOUX FALLS, SOUTH DAKOTA

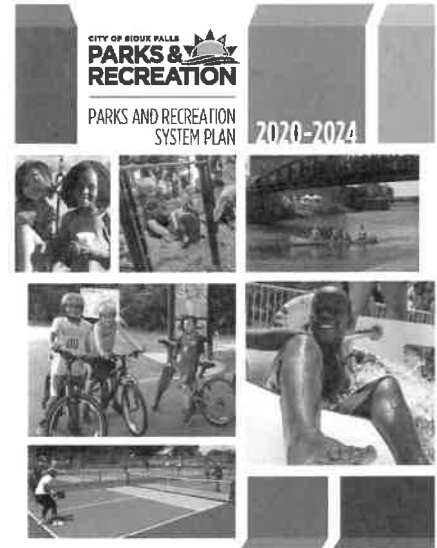
In 2020, **PROS Consulting**, as well as **ETC Institute** completed a Parks and Recreation System Master Plan for the City of Sioux Falls. Sioux Falls is the largest city in South Dakota located in the heart of America. Regionally positioned, Sioux Falls is a community that offers a welcoming atmosphere, vibrant Downtown, big-city entertainment, and small-City hospitality. The City of Sioux Falls also provides a comprehensive parks and recreation system that greatly contributes to the quality of life in Sioux Falls and surrounding areas. Sioux Falls Parks and Recreation (“SFPR”) is responsible for maintaining public open spaces, for providing a quality system of parks and recreation facilities, as well as creating positive leisure opportunities available to all persons in the community. SFPR has a legacy of providing high-quality parks and services to the community.

The SFPR system consists of over 3,100-acres of parkland, made up of 80 parks, 11 undeveloped sites, 5 community centers, 4 enlarged gymnasiums, 3 support sites, 3 golf courses, 6 ice rinks, 5 outdoor pools, one indoor aquatic center, Downtown River Greenway, and more than 30 miles of paved, off-street recreational trails. Since 2010, SFPR was accredited by the Commission for Accreditation of Parks and Recreation Agencies (CAPRA), which recognizes park and recreation agencies for excellence in operation and service.

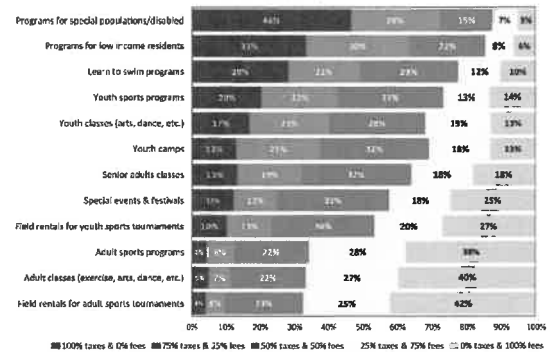
The System Master Plan sought community input to identify their visions and expectations for the future of the Sioux Falls park and recreation system. Community input was received via focus groups, key stakeholder interviews, public forums, a statistically-valid needs analysis survey, a community online open survey, and a crowd-sourcing website www.plansparks.org. The information gathered from the community engagement process was combined with technical research to produce the final plan.

The System Plan followed a process of data collection, public input, on-the-ground study, assessment of existing conditions, market research, and open dialogue with local leadership and key stakeholders. The plan was organized around four themes that emerged from the community and analyses, which were: Equitable Access to Parks & Facilities; Maintaining & Growing Infrastructure; Year-Round Programming; and Financing a Parks System of Excellence.

Client Reference: Mr. Tory Miedema, Park Development Specialist; 231 North Dakota Ave., Sioux Falls, SD 57104; 605.367.8217; tmiedema@siouxfalls.org



Q6. Tax Versus User Fee Support for Programs
by percentage of respondents



Kimley-Horn Experience

Park District of Oak Park Comprehensive Master Plan OAK PARK, IL

Prior to joining Kimley-Horn, Daniel led the planning team, including **PROS Consulting**, in preparing a comprehensive master plan to guide the next 10 years for the park district. The focus of the park district, following some larger capital improvement projects, was to ensure they were maintaining the quality of all their facilities and maximizing usage and efficiency. Daniel worked closely with staff to create “park report cards” that evaluated the overall condition of each park as well as specific grades for the different elements of the park. This process was created to allow staff to reevaluate the parks on a regular basis and track changes and identify issues to help be more proactive and efficient in their maintenance activities.

Client Reference: Jan R. Arnold, Executive Director; Park District of Oak Park; 218 Madison Street, Oak Park, IL 60302; 708-725-2020; jan.arnold@pdop.org



Wauwatosa Park and Recreation Master Plan WAUWATOSA, WI

Prior to joining Kimley-Horn, Daniel was the project manager on a team including **PROS Consulting**. For this project, the City of Wauwatosa and the Wauwatosa School District entered into a cooperative process to address the park and recreation amenities and programming that they jointly provide to the community. Daniel led the planning team in working with both entities and evaluating their facilities and offerings. Recommendations included establishing permanent funding for maintenance and enhancements, providing expanded opportunities for underserved segments of the population, and enhance collaboration between the two entities.



Client Reference: Paulette Enders, Development Director; City of Wauwatosa; 7725 W. North Ave, Wauwatosa, WI 53213; 414-479-3531 x 5692; penders@wauwatosa.net

Memorial Park Master Plan, Wheaton Park District WHEATON, IL

Memorial Park is located at the northwest intersection of Hale Street and Karlskoga Avenue. The 3-acre park serves as one of the village’s premier neighborhood parks with regional attractions, the municipality’s senior center, veteran’s memorial, and bandshell. Kimley-Horn was selected to master plan the existing park to include a state-of-the-art amphitheater; improve and expand upon the existing veteran’s memorial; and design a network of trails, entry features, public plazas, public art, and landscaping. Following the development of the master plan, Kimley-Horn prepare construction documents for the park, set to open in 2020.



Client Reference: Rob Sperl, Director of Parks and Planning; Wheaton Park District; 1000 Manchester, Wheaton, IL 60187; 630.510.4970; rsperl@wheatonparkdistrict.com

Lakefront Park, Village of Mundelein MUNDELEIN, IL

The Village of Mundelein purchased and cleared several properties along Lake Street, just south of the downtown, with the goal of opening up views to the adjacent Diamond Lake and enhancing the aesthetics of the approach into the downtown. Kimley-Horn was hired by the Village to prepare a master plan for the lakefront park. The final park design included shoreline restoration, a new pier, multi-use paths, art installations, and a flexible central lawn.



Client Reference: Amanda M. Orenchuk, AICP, Director of Community Development; Village of Mundelein; 300 Plaza Circle, Mundelein, IL 60060; 847-949-3252; aorechuk@mundelein.org

Courtland Commons VILLAGE OF MUNDELEIN, IL

The Village of Mundelein suffered from localized flooding near their downtown in 2017. In response, the Village has planned for a regional stormwater detention facility to reduce the potential for future flooding. While this project addresses a specific operational need, the Village was sensitive to the proximity to the downtown and the need to use open space to enhance the sense of place and provide for community needs. Kimley-Horn was hired to prepare a master plan for a community commons at the west end of the site. This space will provide a community gather space and host special events such as Mundelein Days around the Fourth of July. Planned design elements take inspiration from the industries that use to occupy the site, including Washburn Guitars and Decorel picture frames, to make the space unique and authentic to Mundelein.



Client Reference: Amanda M. Orenchuk, AICP, Director of Community Development; Village of Mundelein; 300 Plaza Circle, Mundelein, IL 60060; 847-949-3252; aorechuk@mundelein.org

Ackerman Park Phase 2 Implementation GLEN ELLYN PARK DISTRICT, GLEN ELLYN, IL

Ackerman Park is a 60-acre community park and athletic hub for the Glen Ellyn Park District. Home to the Ackerman Sports & Fitness Center and situated adjacent to the Churchill Prairie Nature Preserve, the Great Western Regional Trail, and St. Charles Road, the park serves as a regional attraction for both the community as well as other sports organizations throughout the region. Following the completion of a 20 year master plan and the successful award of an OSLAD Grant, Kimley Horn's landscape architecture and civil engineering team was retained to design and assist in the permitting, bidding and construction observation of a variety of improvements which include a 2.5 acre turf field, 2 athletic fields, renovation of 4 softball fields, stormwater BMP features, 1.4 miles of trails, enhanced landscaping and hardscape, an outdoor fitness area, interpretive signage and wayfinding.

Client Reference: Dave Harris, Executive Director; Glen Ellyn Park District; 185 Spring Ave, Glen Ellyn, IL 60137; 630-942-7255; dharris@gepark.org

PROS Consulting Projects Under Contract

PROS Consulting, Inc. has the following projects under contract:

- **Broward County, FL Parks and Recreation Master Plan**
 - **Completion: March 2022**
- **Fremont, CA Parks and Recreation Master Plan**
 - **Completion: March 2022**
- **Roanoke, VA Parks and Recreation Facility Master Plan**
 - **Completion: April 2022**
- **Virginia State Parks — Clinch River State Park Business Plan**
 - **Completion: April 2022**
- **Stow, OH Parks and Recreation Master Plan**
 - **Completion: April 2022**
- **Cuyahoga Valley National Park, OH Conservancy Strategic Plan & Program Plan**
 - **Completion: May 2022**
- **Roseville, CA Parks and Recreation Master Plan**
 - **Completion: May 2022**
- **Casa Grande, AZ Parks and Recreation Master Plan**
 - **Completion: August 2022**
- **Mt. Prospect, IL Parks and Recreation Master Plan**
 - **Completion: September 2022**
- **Derby, KS Parks and Recreation Master Plan**
 - **Completion: September 2022**



Section E – Project Approach

Project Understanding

The Lisle Park District (“District”) has a strong commitment to provide high quality parks and recreation facilities and recreation programs that serve the community. To build on this legacy, the District is seeking professional services to prepare a *Strategic Master Plan (“Master Plan”)* to provide a 5-year vision and action plan.



The Master Plan will establish a clear and realistic set of goals, objectives, forecasted needs, and implementation strategies that will provide direction to District staff and the Board of Park Commissioners. The goals objectives, forecasted needs, and implementation strategies will at a minimum consider elements such as recreation programming; land acquisition and development; park and facility maintenance, renovations, and improvements; marketing and public relations; fee structures; alternative sources of revenue; technology; and opportunities to expand partnerships. In addition, the Master Plan policies and plans will meet CAPRA Accreditation Standards for National Accreditation and Distinguished Park and Recreation Agency Accreditations through the Illinois Association of Park Districts, while maintaining flexibility to accommodate new opportunities and shifts in priorities.

The Master Plan will be approached collaboratively with the community, stakeholders, and District staff. The outcome will be a Master Plan that will be heavily used as a resource for future development and redevelopment of the District’s parks, recreation programs, and facilities. The Master Plan will:

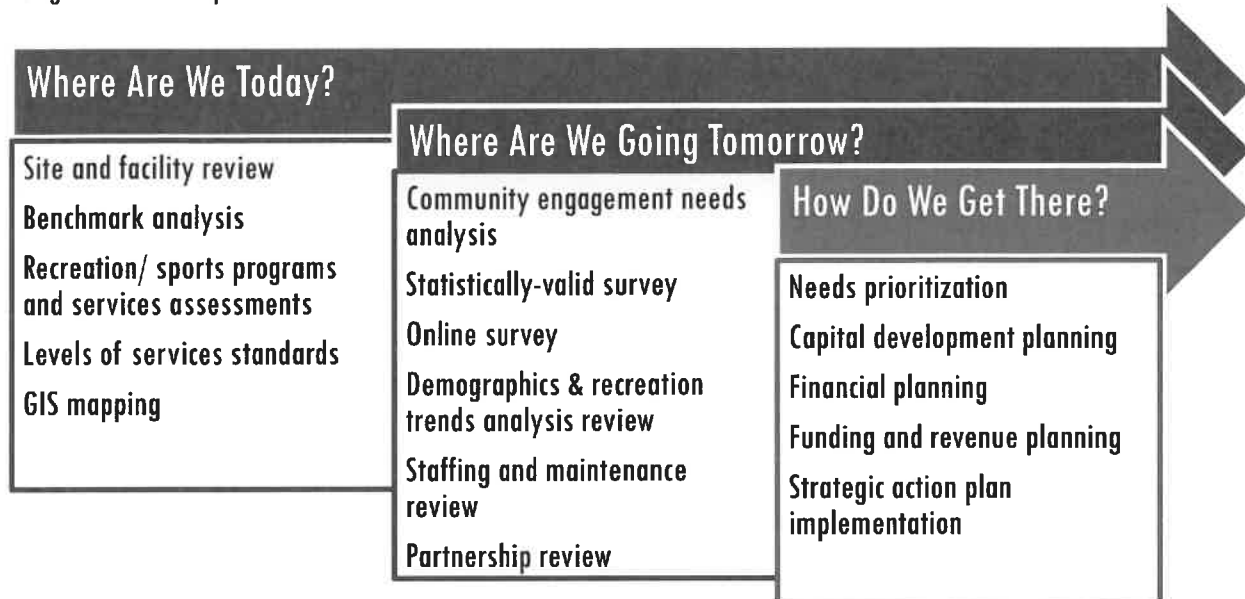
- **Engage the Lisle community**, leadership and stakeholders through innovative public input means to build a shared vision for the District to ensure there are appropriate balance of programs, facilities, and services;
- **Utilize a wide variety of data sources and best practices**, including a statistically-valid survey to predict trends and patterns of use and how to address unmet needs in the Park District;
- **Determine unique Level of Service Standards** to develop appropriate actions regarding parks, recreation, facilities, and trails that reflects the Park District’s strong commitment in providing high quality recreational activities for the Lisle community;
- **Shape financial and operational preparedness** through innovative and “next” practices to achieve the strategic objectives and recommended actions;
- **Develop a dynamic and realistic strategic action plan** that creates a road map to ensure long-term success and financial sustainability for the Park District’s parks, recreation programs, and trails, as well as action steps to support the family-oriented community and businesses that call Lisle home.

The foundation of our approach is a creative and comprehensive public participation process. It is very important to not only to engage those who typically participate in the planning process, but also those who do not. We will identify opportunities that engage people through a variety of community input processes. The information derived by the public’s participation in key leadership meetings, focus group meetings, public forums, and surveys is important. However, it is equally important that the information received is applied to the overall planning process to accurately articulate the true unmet needs, address key issues and provide the greatest recommendations and strategies to move the District’s parks and recreation services forward for optimum results.



Key Steps in the Process

The Master Plan will create a clear set of objectives that will provide direction to the District staff, the Board of Park Commissioners for a short-term, mid-term and long-term range. There are numerous steps in the project, with the following key areas of focus being foundation components.



Task 1 – Project Management, Progress Reporting & Data Review

A. Kick-off Meeting & Project Management – A kick-off meeting should be attended by the key District staff and Consulting Team members to confirm project goals, objectives, and expectations that will help guide actions and decisions of the Consulting Team. Detailed steps of this task include:

- **Confirmation** – The project goals, objectives, scope, and schedule will be confirmed.
- **Outcome Expectations** – Discuss expectations of the completed project.
- **Communications** – Confirmation on lines of communication, points of contact, level of involvement by District and local leaders, and other related project management details. Also, protocols and procedures for scheduling meetings should be agreed to.
- **Prepare database of stakeholders** – The Consulting Team will work with the District who will gather contact information from a variety of sources. This information will be used in the key leadership/focus group interview portion of the Master Plan.
- **Project Branding and Media Strategy** – The Consulting Team will work with the Lisle Park District to develop a project brand for the plan. This could include specific Project Name, Logo, Hashtags etc. in conjunction with the client. The branding will be woven into all aspect of project communication and outreach mediums including, but not limited to, the website, online surveys, and Social Media such as the District's Facebook, You Tube, or Twitter feeds.
- **Site Tour** – The Consulting Team will conduct a site tour of all existing District-owned parks assets.
- **SWOT Analysis** - The Consulting Team will work with the staff to update the SWOT analysis highlighting existing Strengths, Weaknesses, Opportunities and Threats faced by the District as it seeks to allocate resources effectively.

B. Data Collection – The Consulting Team will collect, log, and review key data and information to facilitate a thorough understanding of the project background as it pertains to preparing an update to the Master Plan. We will review, evaluate, and consider existing reports and information in the process of updating the Master Plan, including, but not limited to the following:

- Lisle Park District 2006 Master Plan
- 2010 Survey Community Survey Findings Report

- 2015 Cost Recovery, Resource Allocation and Revenue Enhancement Study
- Parks and recreation facility inventory
- Site specific master plan
- Program offerings
- Annual Operating and Capital Improvement Program

Meetings: Lisle Park District review meeting of scope and schedule. The Consulting Team and the District’s project manager will hold progress meetings via conference call as often as necessary, but no less than once per month until the final plan is approved by the elected officials for the purpose of progress reporting. Lastly, the Consulting Team will complete a progress review of previous planning efforts and will meet with the District’s project manager at important milestone dates during the planning process, which will be finalized at the kick-off meeting with specific dates outlined.

Deliverables: Finalized scope of work, work schedule with target completion dates, and identification of relevant stakeholders and focus groups. Lisle Park District input of existing planning documents based on the data collection.

Task 2 – Community Profile

A. Demographic & Recreation Trends Analysis – The Consulting Team will utilize the Lisle Park District’s projections and supplement with census tract demographic data obtained from Environmental Systems Research Institute, Inc. (ESRI), the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends; for comparison purposes data will also be obtained from the U.S. Census Bureau. This analysis will provide an understanding of the demographic environment for the following reasons:

- To understand the market areas served by the Lisle Park District and distinguish customer groups.
- To determine changes occurring in the Lisle Park District and the region, and assist in making proactive decisions to accommodate those shifts.
- Provide the basis for Equity Mapping and Service Area Analysis

The demographic analysis will be based on US 2020 Census information, 2021 updated projections, and 5 (2026) and 10 (2031) year projections. The following demographic characteristics will be included:

- Population density; Age Distribution ; Households; Gender; Ethnicity; Household Income

From the demographic base data, sports, recreation, and outdoor trends are applied to the local populace to assist in determining the potential participation base within the community. For the sports and recreation trends, the Consulting Team utilizes the Sports & Fitness Industry Association’s (SFIA) 2021 Study of Sports, Fitness and Leisure Participation, ESRI local market potential, as well as participation trends from the Outdoor Foundation on outdoor recreation trends.

B. Benchmark Analysis – A benchmark analysis could be completed to compare the Lisle Park District’s system to five (5) other relevant peer agencies. We work with the District to identify the 15 key metrics to be surveyed and analyzed, as well as the benchmarked communities.

Agency	Population	Total Acres Owned or Managed	Total Developed Acres	Percentage of Developed Acres	Total Acres per 1,000 Residents
Bloomington	84,067	2,343	2,052	88%	27.88
Valparaiso	32,626	709	556	78%	21.72
Westerville	38,384	596	390	65%	15.53
Columbus	46,690	559	478	86%	11.96
Franklin	72,639	707	704	100%	9.73
Carmel Clay	88,713	553	178	32%	6.23
PRORAGIS Median - Agencies Serving 20,000-49,999 Residents					9.67

Meetings: Lisle Park District review meeting of benchmark communities.

Deliverables: A Demographic & Recreational Trends Analysis and an Benchmark Report.

Task 3 – Public Process

We will utilize a public engagement process to solicit community input utilizing technology and can provide flexibility in the process to still conduct a robust engagement campaign no matter the circumstances on how the parks and recreation system and programs meet the needs of residents into the future. Our PHILOSOPHY, “We Go Where the People Are” and our engagement PROMISE is:

- Equitable and accessible
- Tailored to the project
- Responsive and flexible — adapt based on what we hear
- Virtual and traditional approaches
- Geographically balanced

Our engagement APPROACH includes:

- Virtual stakeholder meetings
- Phone interviews
- Online surveys
- Virtual public meetings
- Online chats
- Crowdsourcing project website

A. Public Engagement/Advocacy Strategy — The public engagement process will work hand-in-hand with the development of an advocacy strategy for the Master Plan.

B. Key Leadership/Focus Group Interviews — The Consulting Team will perform focus groups and key leadership interviews the community to evaluate their vision for parks and recreation in the community. Up to six (6) focus group meetings and key leadership interviews and other key leaders (up to 12) will be held over a two-day period. Also, during these interviews/focus groups, the Consulting Team will gain an understanding of the community values, as well as determine the priority for recreation facilities and programming needs of the District. The following list of potential interviewees will be used to select the final list in conjunction with the District:

- Elected Officials
- Key Business Leaders
- Board of Park Commissioners
- Key Partners/Philanthropic Organizations
- Local school officials
- Users and non-users of the recreation system
- Youth Sports organizations
- Senior Groups



C. Public Forums/Workshops — Public forums will serve to present information and gather feedback from citizens at large. It is important to have initial meetings early in the process and follow-up meetings during the final plan development process. It will be important to get maximum media exposure to inform citizens of the purpose and importance of the meetings and clearly note time and locations. We propose to conduct a total of two (2) public forums which may be virtual: one (1) initial public forum at the project midpoint to introduce the project and project goals, preliminary findings, gain input for the community’s vision and core values for the recreation system, and one (1) as a final briefing and input opportunity on the draft plan. These meetings would be informal in nature offering the public an opportunity to participate in the planning process and to provide feedback on the proposed options. The purpose for these meetings will be to ensure opportunities for the general public to discuss their priorities and perceptions surrounding the recreation system. The forums will also afford the opportunity to receive feedback from the public on the opportunities, benefits, and constraints of the recreation system.

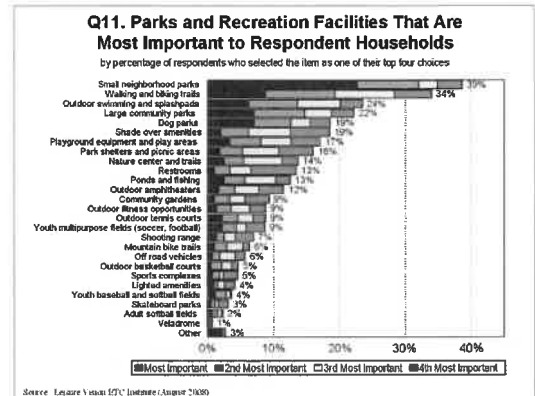
- **Youth Engagement** — The Consulting Team will specifically engage youth either through the delivery of an online survey or through a separate pop-up outreach event at a school / park. These surveys will provide Lisle Park District youth a medium to solicit their input as it relates to recreation program and facility needs.

- **Live Polling** — This technology, may be used during these meetings. Meeting participants can anonymously vote on or rank various options and the group results are immediately recorded and displayed on the computer screen. The Consultant Team has utilized this technique with great success for a number of projects to gain insights from communities about what they value most about various aspects of the community.



D. Online Survey — Also, the Consulting Team will create an online survey administered through www.surveymonkey.com. This survey will be promoted through the District’s website and promotional mediums to maximize outreach and response rates. These surveys would provide quantitative data and guidance in addition to the stakeholder and focus groups in regards to the recommendations for park amenities, specific programs, facility components, usage, and pricing strategies.

E. Statistically-Valid Needs Analysis Survey — The Consulting Team will work with ETC Institute to perform a random, scientifically valid community-wide household survey to quantify knowledge, need, unmet need, priorities and support for system improvements that include facility, programming, and the park needs of the Lisle Park District. The survey will be administered by phone or by a combination of a mail/phone survey and will have a minimum sample size of 350 completed surveys at a 95% level of confidence and a confidence interval of +/- 5%. Prior to the survey being administered, it will be reviewed by the Lisle Park District.



This includes ensuring the survey instrument is worded to obtain statistically valid and reliable results, fine-tuned to shorten the survey instrument yet obtain the vital information needed, and formatted to meet all coding requirements. It is anticipated that 3-4 drafts of the survey will be prepared before the final draft is approved by the Lisle Park District.

As part of this task, the sampling plan for the survey will be finalized and the project manager will discuss which methodology is best to conduct the surveys. ETC Institute recommends administering the survey to a random sample of at least 350 residents in the Lisle Park District. A random sample of 350 surveys would have a precision of at least +/- 5% at the 95% level of confidence; it would also allow the results of the survey to be analyzed by sociodemographic and geographic characteristics. ETC Institute will ensure that the results of the survey will be statistically representative of Lisle Park District residents. ETC will also ensure that the survey results are statistically significant based on the population of the Lisle Park District.

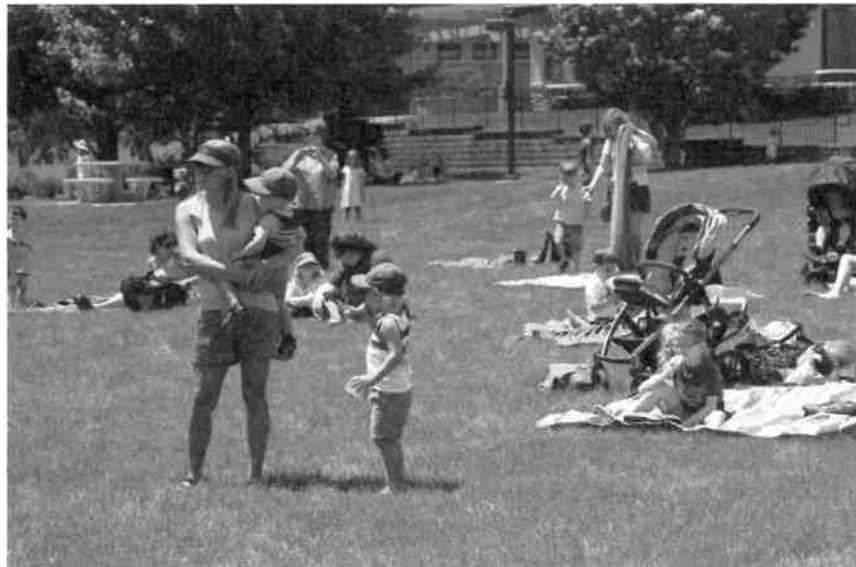
Once the final survey instrument is approved, ETC Institute will administer the survey methodology finalized by the Lisle Park District. ETC Institute has the capabilities of administering the survey by mail, phone, or internet alone. However, ETC Institute recommends using a combination of mail, internet, and phone. Given the negative impact Caller ID has had on phone survey response rates in recent years and the need to ensure diverse populations are well represented, we offer the combination mail/internet/phone to maximize the overall level of response. Even if people do not respond by mail or online, people who receive the mailed version of the survey are significantly more likely to respond to the survey by phone because they know the survey is legitimate. As needed, multiple contact attempts at various times during the week, including weekends will be made to contact adult residents. The mailed survey will include a cover letter (on Lisle Park District letterhead) that will explain the importance of the survey, encourage participation, and include a link to complete the survey online for citizens who prefer that option. All mailed surveys, including the cover letter, will be printed by ETC Institute. All attempts to contact respondents will be tracked to accurately calculate the number and rates for refusals, ineligible contact information, eligible contact information, and completed interviews.

F. Crowd-Sourcing Project Website – The Consulting Team will develop a customized project website that will provide on-going project updates and will serve as the avenue to crowd-source information throughout the project for the entire community. This could be combined with input through Social Media and could also host videos through a dedicated YouTube Channel and utilize the District’s website. E.g. www.planindyparks.com or www.plansfparks.org. It has proven to be a very effective tool in engaging the community on an on-going basis as well as maximize outreach to an audience that may not traditionally show up at public meetings or choose to respond to a phone or mail survey.



Meetings: District review of community meetings agenda. Six focus group meetings, up to twelve community stakeholder meetings, and two Community Public Forum Meetings to gather public input. District review and finalization of statistically-valid survey, electronic survey report. Crowd-sourcing website.

Deliverables: The Consulting Team will act as professional facilitators to gather information about services, use, preferences and any agency strengths, weaknesses, opportunities and threats. Well organized and directed activities, techniques, and formats will be provided to ensure that a positive, open and proactive public participation process is achieved. Written community meeting report for each meeting will be provided, along with a technical report on the electronic survey findings. Statistically-valid survey results in a report with all data.



Task 4 – Parks, Facilities, and Recreation Programs Assessment

A. Parks and Facilities Inventory and Assessment – The Consulting Team will provide an electronic form for the District to provide known park and facility/amenity inventory. A park and facility tour will be performed with the Operations and Maintenance staff, and Programming staff as part of a parks and facilities assessment. The findings from this review will be documented in a prepared data collection form. During this tour, general observation of park and recreation facilities will include:

- Photographs along with text to illustrate key environmental features in the District service area
- General state and condition
- Compatibility with neighborhoods
- Compatibility of amenities offered throughout the system
- Aesthetics/Design
- Safety/security
- Public access to parks, facilities, and trails
- Program capacity and compatibility with users
- Partnership opportunities
- Revenue generation opportunities



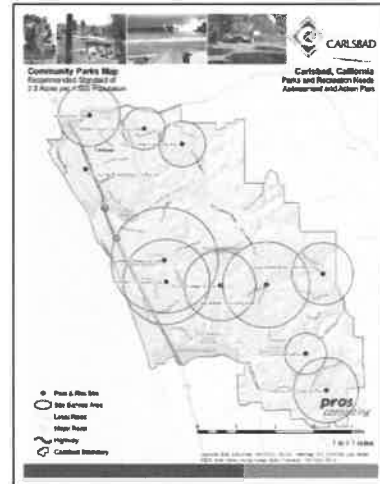
All analyses will be performed from this review and incorporated into a comprehensive *Assessment Summary Report*.

B. Facility Classifications and Level of Service Standards – The Consulting Team will work with the District to review and confirm, modify or add to existing park classifications, and preferred facility standards for all park sites, trails, open space amenities including common areas and indoor and outdoor facilities. These classifications will consider size, population served, length of stay, and amenity types/services. Facility standards include level of service standards and the population served per recreational facilities and park amenities. Any new or modified classification or standard will be approved as required. These are based on regional, statewide or nationally accepted parks and recreation standards, as well as the Consulting Team's national experience and comparison with peer/survey agencies. These standards will be adapted based on the needs and expectations of the District.

PARKS:	2015 Inventory - Developed Facilities					2015 Facility Standards				2020 Facility Standards		
	Park Type	Valpo Parks	Schools	Valpo YMCA	Total Inventory	Current Service Level based upon population	Recommended Service Levels; Revised for Local Service Area	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Neighborhood Parks	15.50			15.50	0.48 acres per	1,000	2.00 acres per	1,000	Need Exists	49 Acre(s)	Need Exists	51 Acre(s)
Community Parks	147.50			147.50	4.55 acres per	1,000	5.00 acres per	1,000	Need Exists	15 Acre(s)	Need Exists	18 Acre(s)
Regional Parks	122.50			122.50	3.79 acres per	1,000	5.50 acres per	1,000	Need Exists	56 Acre(s)	Need Exists	60 Acre(s)
Special Use Park	270.10			270.10	8.33 acres per	1,000	8.00 acres per	1,000	Meets Standard	- Acre(s)	Meets Standard	- Acre(s)
Undeveloped Acres	153.00			153.00	4.72 acres per	1,000	0.00 acres per	1,000	Meets Standard	- Acre(s)	Meets Standard	- Acre(s)
Total Park Acres	708.60			708.60	21.84 acres per	1,000	20.50 acres per	1,000	Meets Standard	- Acre(s)	Meets Standard	- Acre(s)
OUTDOOR AMENITIES:												
Picnic Shelters	23.00		1.00	24.00	1.00 site per	1,562	1.00 site per	2,500	Meets Standard	- Site(s)	Meets Standard	- Site(s)
Soccer Fields	9.00	0.30		9.30	1.00 field per	3,488	1.00 field per	4,000	Meets Standard	- Field(s)	Meets Standard	- Field(s)
Multi-Purpose Fields (Football, Cricket, Lacrosse, Rugby)		4.00		4.00	1.00 field per	8,111	1.00 field per	6,000	Need Exists	1 Field(s)	Need Exists	2 Field(s)
Adult Baseball Fields	2.00			2.00	1.00 field per	16,222	1.00 field per	6,000	Need Exists	3 Field(s)	Need Exists	4 Field(s)
Youth Baseball Fields	4.00			4.00	1.00 field per	8,111	1.00 field per	5,000	Need Exists	2 Field(s)	Need Exists	3 Field(s)
Softball Fields	5.00			5.00	1.00 field per	5,407	1.00 field per	6,000	Meets Standard	- Field(s)	Meets Standard	- Field(s)
Basketball Courts	5.00			5.00	1.00 court per	6,489	1.00 court per	4,000	Need Exists	3 Court(s)	Need Exists	3 Court(s)
Tennis Courts	1.00	7.00		8.00	1.00 court per	4,055	1.00 court per	5,000	Meets Standard	- Court(s)	Meets Standard	- Court(s)
Playgrounds	13.00	1.60	1.00	15.60	1.00 site per	2,060	1.00 site per	2,500	Meets Standard	- Site(s)	Meets Standard	- Site(s)
Dog Parks					1.00 site per	#DIV/0!	1.00 site per	40,000	Need Exists	1 Site(s)	Meets Standard	- Site(s)
Skate Park	1.00			1.00	1.00 site per	32,443	1.00 site per	40,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)
Sand Volleyball					1.00 site per	#DIV/0!	1.00 site per	15,000	Need Exists	2 Site(s)	Need Exists	2 Site(s)
Paved Multi-Use Trails	18.75			18.75	0.58 miles per	1,000	0.40 miles per	1,000	Meets Standard	- Mile(s)	Meets Standard	- Mile(s)
Unpaved Trails/ Hiking Trails	1.00			1.00	0.03 miles per	1,000	0.10 miles per	1,000	Need Exists	2 Mile(s)	Need Exists	2 Mile(s)
Spraygrounds	1.00			1.00	1.00 site per	32,443	1.00 site per	50,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)
Outdoor Pools					1.00 site per	#DIV/0!	1.00 site per	50,000	Need Exists	1 Site(s)	Need Exists	1 Site(s)
INDOOR AMENITIES:												
Recreation/Gymnasium (Square Feet)		12,000.00	7,800.00	19,800.00	0.61 SF per	person	2.00 SF per	person	Need Exists	45,086 Square Feet	Need Exists	46,532 Square Feet
2015 Estimated Population	32,443											
2020 Estimated Population	33,166											

Notes:
School Inventory is reduced due to public access availability for several amenities.
Central Park Plaza acres is included under Special Use acres.

C. Geographical Analysis through Mapping – The PROS Team will work with the District to determine appropriate GIS mapping. The PROS Team will utilize GIS to perform geographical mapping to identify service area and accessibility analysis for specific facilities and programs. This includes mapping by classification and major amenities by facility standards as applied to population density and geographic areas. A service area is defined as a circular area around a park or amenity whose radius encompasses the population associated with the appropriate facility standard for each park classification and amenity. Using the facility standards and service areas provided by the PROS Team for each park and major facility type (amenity), a series of maps by each park classification and major amenities will be prepared. This mapping identifies gaps and overlaps in service area. It is assumed that the District will provide base GIS information including inventory and general location of park sites and amenities. The PROS Team will provide maps in digital format (ARCGIS and Adobe Acrobat PDF format) and hard copy.



D. Recreation Programs and Services Analysis – Recreation programs and services are the backbone of park and recreation agencies. This assessment will review how well the Lisle Park District aligns itself with community needs. The goal of this process is to provide recreation program enhancements that result in successful and innovative recreation program offerings. The Consulting Team will provide insight into recreation program trends from agencies all around the country. The process includes analysis of:

- Age segment distribution
- Lifecycle analysis
- Core program analysis and development
- Similar provider analysis/duplication of service
- Market position and marketing analysis
- User fee analysis for facilities and programs/services
- Review of program development process
- Backstage support, or service systems and agency support needed to deliver excellent service

Ultimately, the outcome of the process will be the creation of a dynamic recreation program plan that results in increased registration, drives customer retention and loyalty, improves customer satisfaction, and increases revenues. Additionally, it will help focus District efforts in core program areas and create excellence in those programs deemed most important by program participants.



E. Prioritized Park and Facility / Program Priority Rankings – The Consulting Team will synthesize the findings from the community input, survey results, standards, demographics and trends analysis, park and facility assessment, program assessment, and the service area mapping into a quantified park and facility / program ranking. This priority listing will be compared against gaps or surplus in facilities and amenities, as well as programs. This will list and prioritize facility, infrastructure, amenities, and program needs for the recreation system and **provide guidance** for the Capital Improvement Plan. The analysis will include probable future recreation facilities, as well as program needs based on community input, as well as state and national user figures and trends. We will work with the Lisle Park District to identify public owned and private land suitable for acquisition and development/expansion for park or facility purposes. The Team will conduct a work session with the District to review the findings and make revisions as necessary.

Facility	Overall Rank
Outdoor swimming pool/family aquatic center	1
Connected walking & biking trails	2
Nature center & trails	3
Indoor swimming pools/leisure pool	4
Small neighborhood parks	5
Off-leash dog park	6
Indoor ice arena	7
Multi-generational community center	8
Senior center	9
Indoor running/walking track	10
Indoor fitness & exercise facilities	11
Youth soccer fields	12
Greenspace & natural areas	13
Outdoor ice arena	14
Outdoor tennis courts	15
Indoor lap lanes for exercise swimming	16
Youth baseball & softball fields	17
Skateboarding park	18
Playground equipment	19
Adult softball fields	20
Outdoor basketball courts	21
Indoor sports fields (baseball, soccer, etc.)	22
Large community parks	23
Indoor basketball/volleyball courts	24
Disc golf	25
Spraygrounds	26
Youth football fields	27

F. Capital Improvement Plan – We recommend the development of a three-tier capital improvement plan that will assist the Lisle Park District in the inevitable and continuous rebalancing of priorities and associated expenditures. Each tier reflects different assumptions about available resources.

- The **Sustainable Alternative** has plans for prioritized spending within existing budget targets and focuses on deferred maintenance and lifecycle replacement of assets and amenities within the existing parks system. The intention of this alternative is to refocus and make the most of existing resources with the primary goal being for the District to maintain high quality services.
- The **Expanded Services Alternative** describes the extra services or capital improvement that should be undertaken when additional funding is available. This includes strategically enhancing and renovating existing parks and facilities to better meet the park and recreational needs of residents that would require additional operational or capital funding. In coordination with Board of Park Commissioners, the District would evaluate and analyze potential sources of additional revenue, including but not limited to capital bond funding, partnerships, grants, and existing or new taxes.
- The **Visionary Alternative** represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals and by providing a long-range look to address future needs and deficiencies. In the Master Plan, the Visionary Alternative addresses complete renovations of aging parks and facilities and the development of new parks and facilities. Funding for visionary projects would be derived from partnerships, private investments and new tax dollars.

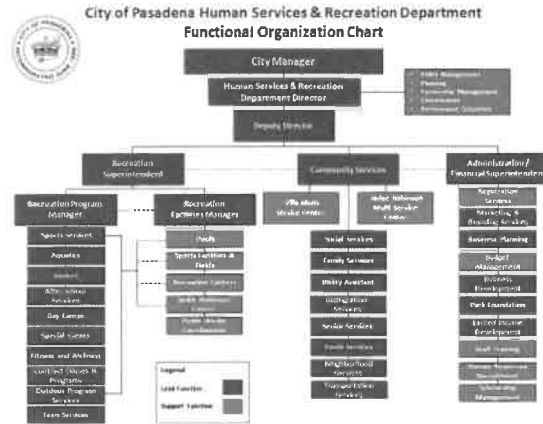
Meetings: Review of District provided inventory and condition information. Tour of existing facilities/properties for the purposes of assessment of facilities. Park classification and design standards review discussion. Also, meeting on appropriate mapping method desired. Initial meeting with District to provide information regarding current program offerings, as well as follow up to present findings and recommendations. Rank and prioritize demand and opportunities.

Deliverables: Facility Analysis / Assessment Report. Level of Service Standards and GIS Mapping. Programs and Services Assessment Report. Rank and Prioritize demand and opportunities. Capital Improvement Plan.

Task 5 – Operational Review and Financial Analysis

A. Review of Current Maintenance and Operations – The Consulting Team will perform an analysis of the current maintenance and operational practices of the District to evaluate its operational situation. This analysis will identify District staffing needs, improved operational efficiencies, policy development, process improvements, system and technology improvements, and marketing/communication opportunities. This task will include recommendations in a comprehensive manner. This will include data collection, analysis and on-site observations of key organizational components in the following areas:

- Classification of services
- Administrative delivery
- Maintenance and operating standards
- Organizational design and staffing
- Customer service
- Staffing levels
- Field equipment/resources
- Service contracts
- Workload requirements
- Procedures manuals
- Existing policy and procedures management
- Performance measures and indicators
- Information systems and technology
- Marketing and communications
- Identify and expand partnerships/volunteer support for facilities and services
- Review and suggest new rules and regulations related to parks



B. Partnership Strategy – PROS will evaluate the opportunities for expanded partnerships to support the needs of the users of Lisle Park District. The PROS Team will identify potential partners by specific activity, funding parameters, and agreement guidelines to support future management strategies.

C. Financial Analysis – The Consulting Team will perform analysis to document the financial situation of the Lisle Park District. The financial analysis will look at the budget, pricing policy, user fees, current and other revenue generating opportunities, grant opportunities, and the revenue forecast. This analysis will identify the financial situation of the District with three primary goals:

- Understand the financial dynamics to further advance the understanding of operations gained through the work described above
- Review funding and accounting practices with an objective of accurate financial fund tracking and the ability of the Lisle Park District to have more useful financial information for strategic decision-making
- Seek opportunities to improve the financial sustainability of the District including evaluating expenditures and increasing current and new sources of revenue

This review will include comparison of current policies with national standards of best practice agencies. The Consulting Team will recommend policies and adjustments to current policies where enhancements may be needed or gaps are identified.

D. Funding and Revenue Strategies – Funding strategies will be developed based in part to our review and analysis of the facilities as well as the national experience brought by the Consulting Team. The Consulting Team has identified numerous funding options that can be applied to the Master Plan based on the community values. The funding strategies to be evaluated for recommendations will include at a minimum:

- Fees and charges options and recommendations
- Endowments/Non-profits opportunities for supporting operational and capital costs
- Sponsorships to support programs, events, and facilities

- Partnerships with public/public partners, public/not-for-profit partners and public/private partnerships
- Dedicated funding sources to support land acquisition and capital improvements
- Development agreements to support park acquisition, open space and park and facility development
- Earned Income options to support operational costs
- Land or facility leases to support operational and capital costs
- Identify grant opportunities and resources to construct facilities identified in the Master Plan including suggested timelines

Meetings: A review of District provided organization and staffing information, financial information and any current financial and funding opportunities.

Deliverables: An Organizational / Maintenance Analysis Findings Report, as well as Financial Analysis Report and Funding and Revenue Strategies.

Task 6 – Strategic Action Plan & Master Plan Development

The Master Plan will be framed and prepared through a series of workshops with the District. The overall vision and mission statements will be affirmed or modified, and direction for the District will be established along with individual action strategies that were identified from all the research work completed. Specific tasks include:

- A. Develop / Update Values, Vision, Mission and Goals/Objectives** – The District’s vision and mission statements will be reviewed and updated, as needed. In addition, prior to developing goals, we will work with staff to develop the statement of Core Values that will drive the District forward.
- B. Strategic Action Plan** - Upon consensus of all technical work, the remaining action plan will be completed with supporting strategies, actions, responsibilities, and priorities/timelines. These strategies will be classified as short-term, mid-term or long-term strategies and priorities. This will be reviewed with the District in a half-day workshop. The Consulting Team will propose a prioritization schedule and methodology used on successful master plans across the United States from their work. Action plans will be established in the following key areas:
 - **Park Development and Improvements** – Recommendations that provide for short and long-term enhancement of park development, improvements, and land acquisition in the Lisle Park District.
 - **Park and Facility Operational Management** – Recommendations that provide for short and long-term enhancement of park and facility operational management practices of the District.
 - **Recreation Programs and Services** – Recommendations that provide for short and long-term development and maintenance of programs and services provided by the District, including opportunities to improve meeting user needs.
 - **Financial and Revenue Development** – Recommendations that provide for short and long-term enhancement of the financial capacity and revenue generation of the District.
 - **Marketing** – Specific marketing and branding recommendations for the District will be detailed.
- C. Draft Report Preparation and Briefings**– The Consulting Team will prepare a draft Master Plan with strategies taking into account all analyses performed and consider the fiscal and operational impacts to the Lisle Park District. One electronic copy for public information. A presentation of the draft report will be completed to Board of Park Commissioners.
- D. Final Master Plan Presentations, Preparation, and Production** – Upon comment by District staff and the Board of Park Commissioners, as well as the community, the Consulting Team will revise the Draft Master Plan to reflect all input received. Once the draft Master Plan is approved by the Board of Park Commissioners, the Consulting Team will prepare a final summary report and present to the District for final approval and adoption. The final plan will be prepared with a Summary Report delivered along with associated appendices (technical reports).

Meetings: Meetings with the District on vision/mission and workshop on strategic action plan. Presentations to the Board of Park Commissioners and (one during the draft master plan and one for the adoption of the final Master Plan). The Consulting Team will meet with District for review of changes.

Deliverables: Deliverables will be the following:

- The Master Plan will include written goals, plans, objectives, and policy statements that articulate a clear vision and “road map” for the Lisle Park District’s future
- A summary of existing conditions, inventories and Level of Service analysis
- Charts, graphs, maps and other data as needed to support the plan and its presentation to the appropriate audiences
- An Action Plan
- A color version of the Master Plan document consisting of five (5) printed and bound color copy and an electronic copy in a format compatible with the District’s software



Section F – Subcontractors

We have expanded our expertise and capabilities in order to best serve the needs of the Lisle Park District on this project. Our team members have worked with us on similar projects in the past, as well as many throughout Illinois, and have a great reputation across the industry, both locally and nationally.

Kimley-Horn

(ROLE: Community Input, Park and Facility Review, Capital Improvement Plan, and Action Plan)

Kimley»Horn

Expect More. Experience Better.

Founded in 1967, Kimley-Horn has grown to a 4,200+ person planning, design, and engineering consulting firm composed of landscape architects, civil engineers, urban planners, roadway designers, and other talented design professionals. Today, Kimley-Horn has more than 90 offices across the country, including their local Lisle and Downtown Chicago offices. They will emphasize the development of a functional and pleasing visual environment, meaningful themes, and strong connection to the environment while being sensitive to budget and long-term maintenance. With strong local ties and parks and trails design experience, members of their landscape architecture team also bring a national perspective from newly designed parks across the U.S.

Kimley-Horn urban planners and landscape architects are renowned for their work on park district master plans, site-specific planning and design, and other projects related to the world of park and recreation. Their team members will calibrate planning efforts with the needs of the community while considering industry data and trends and providing sound guidance for future decision making. They also are highly experienced in developing public involvement programs, directing community workshops, and promoting consensus on complex redevelopment and improvement programs.

Years in business:

55

Primary Contact:

Daniel Grove, PLA, AICP, LEEP AP
P. 630.487.3415
daniel.grove@kimley-horn.com

Principal Officers:

John Atz
Steven Lefton
Richard Cook
Tammy Flanagan
David McEntee

Professional Affiliations:

Kimley-Horn staff members are affiliated with and active in many professional organizations, including the American Society of Landscape Architects and American Institute of Certified Planners.

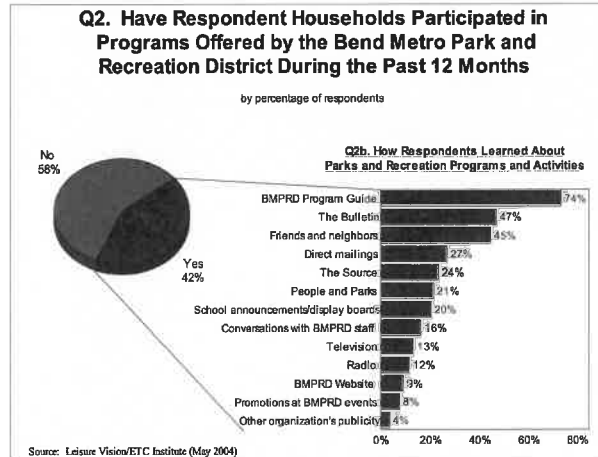


ETC Institute
(ROLE: Statistically-Valid Survey)

ETC Institute is a 102-person market research firm that specializes in the design and administration of market research for governmental organizations. Our major areas of emphasis include citizen satisfaction surveys, parks and recreation surveys, community planning surveys, business surveys, transportation surveys, employee surveys, voter opinion surveys, focus groups, and stakeholder interviews. Since 1982, ETC Institute has completed research projects for organizations in 49 states. ETC Institute has designed and administered more than 3,500 statistically valid surveys and our team of professional researchers has moderated more than 1,000 focus groups and 2,000 stakeholder meetings. During the past five years alone, ETC Institute has administered surveys in more than 700 cities and counties across the United States. ETC Institute has conducted research for more major U.S. cities and counties than any other firm.

Core services of the firm involve conducting statistically valid surveys and related market research. ETC Institute has conducted more than 600 surveys for parks and recreation systems in 46 states across the country for a wide variety of projects including parks and recreation master plans, strategic plans and feasibility studies.

Established in 1992, the principals and associates of ETC Institute helped secure funding for more than \$2 billion of parks and recreation projects. PROS Consulting and ETC Institute have teamed on more than 400 similar parks and recreation projects.





Memo

To: Board of Park Commissioners
From: Aaron Cerutti, Superintendent of Parks and Facilities
Date: 4/7/2022
Re: Monthly Report

Tennis and Basketball Courts

Contractors are lined up to finish work at the Abbeywood Tennis/Pickleball courts as soon as the weather allows.

Capital Projects

We have received the permit back for the Arbor View Park, and as Director Garvy has mentioned in his board update, we expect to award the contract for the work in May. C5 Ballfield grading is also in the works, and while we don't have the permit for it yet, we hope to be awarding the project in May as well. In between rain drops, I have been out marking pathways for our annual asphalt sealcoat and crackfill work in advance of the of the bid for contractors to walk the sites and see what needs to be done and where. I hope to be able to ask for your approval for this project in May as well. Paperwork and contracts are in process for the Abbeywood Park South pathway replacement, and work will be scheduled once complete.

Vehicles and Equipment

As mentioned last month, Ford still has not released production dates on the F Series trucks yet for this year. The Morbark woodchipper had an original delivery date of April, but its delivery date has been pushed back to May 10th to the vendor, with a hopeful delivery date to the District by the end of May. The John Deere tractor purchase does not have a delivery date at all yet. As with the norm, I will keep you posted on delivery dates as they become available. On a positive note, we have placed the Chevy truck purchased this year in service and will be placing the old truck up for sale on Obenauf Auction in the next several weeks.

Outdoor Fitness Equipment

The equipment is scheduled to be delivered the week of April 4th. Once on site, we will determine the final locations for installation, prepare and pour the concrete slabs for mounting, and then install the equipment. With this weather, we expect that this will be completed no later than early summer.

Miscellaneous

All the portable restrooms are back in place throughout the system in preparation for spring, summer, and fall activities. Staff is in coordination to replace a new stove at the Wheatstack. All irrigation systems on District properties have been serviced and prepared for seasonal use. Parks staff has begun mulching sign beds in the Parks, which hasn't been accomplished in 2 years due to staffing shortages.



Memo

To: Board of Park Commissioners
From: Scott Hamilton, Parks Department
Date: April 7, 2022
Re: Department / Facility Monthly Board Report

Ongoing operations

- Added limestone screenings to walking path at River Road Park
- Set up all garden plots for the upcoming season
- Trash pickup performed weekly or as needed
- Complete perennial cutbacks
- Vehicle and equipment inspections completed weekly
- Tree work and chipping performed as needed
- Install all tennis nets and open courts for play
- Prep athletic fields as requested
- Begin mulching our park sign beds
- Park inspections completed bi weekly
- Snow removal and salting completed as needed
- Park Specialist Jordan Sullivan passed the Illinois Department of Agriculture's General Standards Pesticide test.
- Begin laying out the soccer fields for the upcoming season
- Change out "No Skating" pond signage to "No swimming" signage
- Add topsoil, seed, and netting to various areas throughout the District
- Repaired two bleachers in Community Park

Encroachments and vandalism

3/17 – Graffiti was reported at Woodglenn Park
Action taken – staff removed the graffiti and police were notified



Memo

To: Board of Park Commissioners
From: Adrian Mendez, Parks and Facilities
Date: 4/7/2022
Re: April Board Report

Sea Lion Aquatic Park

- Installed the big green shade structure.
- Turned the water on to the bathhouse and concession stand.
- Engraved new VGB pool grates with the date.
- Pressure washed the pool deck and all pools.
- Cleaned guard shack and concessions.
- Pulled out deck chairs.
- Ordered chlorine and acid.
- Removed all plugs and installed inlets.
- Re-piped fittings for mixing valves in the locker rooms.
- Repaired plumbing diaphragms that were not working.
- Cleaned the ice maker in Concessions.
- Cleaned the pool heaters.
- Started the boiler for the locker rooms.
- Replaced tank for the boiler for the locker rooms.

Museums at Lisle Station Park

- Removed dead squirrels from the Yender House.

River Bend/Wheatstack

- Repaired the stairwell tread and damaged gutter at Wheatstack.
- Installed gutter flashing to divert grease.
- Adjusted the bar door leading to the deck.
- Installed the new baseboards in the bar area from the sprinkler malfunction.
- Replaced bulbs on the deck.
- Repaired a thermostat.

Recreation Center (1925 Ohio Street)

- Fixed the store checkout panel on the Preschool playground.
- Repaired the bus toy in the motor room.
- Installed a new outlet in the foyer of the Preschool area.
- Replaced light bulbs in the front lobby, office hallway, staff kitchen, both Senior Center bathrooms and MP4's women's bathroom.
- Replaced exterior light on the front of the building.
- Changed the thermostat wiring for RTU #6.
- Changed RTU #s 1, 2, and 3 crankcase heaters.
- Many setups were done (board meeting, bingo, St. Patrick's party, movie, karate, etc...)

Community Center (1825 Short Street)

- Installed a park bench.
- Removed old inoperative fluorescent light fixtures and installed LED fixtures.
- Replaced lights in the breezeway.
- Changed bulbs in the lobby, hallway and CPF.
- Replaced a light fixture in the women's bathroom with a new LED fixture.
- Replaced a showerhead in the men's locker room at CPF.

Safety/Risk Management

- Replaced the emergency light in the SEASPAR bathroom.
- Repaired the card reader at the SEASPAR entrance.
- Replaced multiple batteries in emergency lights in 1925.
- Replaced emergency light and door #4 and door #14 so it operates the outside emergency lights at the same doors.
- Replaced an emergency light in the bathroom of PS1.

Other

- Coordinated turning on all irrigation systems (C6, SLAP, Woodglenn, football field).
- Removed graffiti on the Abbeywood playground.
- Repaired light poles #129, 232, and 323.
- Replaced ceiling light bulbs and ballast at Riverbend Maintenance.
- Set all clocks ahead for daylight savings time.

**Memo**

To: Board of Park Commissioners
From: Jon Pratscher, Superintendent of Recreation & Marketing
Jason Dale, Assistant Superintendent of Recreation
Date: April 21, 2022
Re: Recreation Report

Superintendent's Report**CivicRec Registration Software Implementation:**

CivicRec went live to the public on April 1, in unison with the resident start date for summer registration and the launch of the corresponding digital summer program guide. The process of learning the system's full functionality while also configuring the system to align with the unique needs of the District has been a total team effort. Since starting with CivicRec, the system has already processed over 3,555 transactions, which is 20% higher than the 2019 YTD summer registration totals. Staff have efficiently managed the rapid registration rates taking place, while maintaining a collective focus on providing the highest level of customer service.

Summer Registration:

The summer season is the busiest registration period of the year and numbers are doing well across the board. Two items worth noting include Camp Summer Quest and Sea Lion Aquatic Park memberships. Further information is provided within the manager reports but please see below for some additional detail.

Camp Summer Quest: CSQ is celebrating its 20th anniversary and this milestone camp season has begun with rapid registration rates. The early bird registration period took place from April 4-6, with 75% of the total available camp slots being taken within those three days. The program can accommodate 120 campers per each of the 10 weeks of the season. Of that total capacity of 1,200 camp spots, there were only 10 openings remaining as of April 13. This is without the non-resident registration period starting yet and includes an average weekly waitlist of 13. Unfortunately, waitlists are likely for each week of camp and any non-residents new to CSQ probably won't have the opportunity to participate in the program this year.

While staff have made incredible efforts to accommodate dozens of families from the waitlist and expand capacity, CSQ is an outdoor camp which relies on the south shelter within Community Park as a home base and primary source for sun protection, daily lunchtime, various multi-group activities, restrooms, water fountains and supply storage. While staff is excited and prepared for an outstanding camp season, the program is subject to the limited capacity and functionality of the existing south shelter. Staff plan to restart pre-pandemic conversations and research what was deferred due to COVID-19 about the possibility of renovating the shelter in the future to better attract, accommodate, and retain campers, prospective renters, and the general public.

Sea Lion Aquatic Park Memberships: The early bird purchasing period for SLAP memberships ended on March 31 after being on sale at a discounted rate since December 1 of last year. Staff have done an outstanding job processing the heavy volume of sales for the upcoming season, in addition to managing the tasks related to transferring memberships out of eTrak and in to CivicRec. Specifically, there have been 417 memberships sold, totaling 1,366 total members. Out of the 417 memberships sold, 378 (90%) had to be manually entered by staff into the new registration system, which also includes communicating with customers how to create their accounts, upload photos and obtain their physical cards. This is an ongoing process with 39 passholders still needing to create their new accounts.

Diversity, Equity, and Inclusion Committee:

The District formed an internal committee to help create awareness and develop initiatives related to *diversity, equity, and inclusion* (DEI) within our services and work environment. Below is an update from the committee regarding the progress made during the first quarter of the year.

Recent Accomplishments:

- Full time staff participated in a special "Safe Zone Conversation", which was facilitated by members of the Illinois Park and Recreation Association's Diversity Leadership Task Force.
- Implementation of non-binary options for gender identification within the registration system.
- Social media posts generated regarding black history month and women's history month.
- Development of a DEI section within the new District website, including an overview statement and updates of the District's ongoing efforts.

Upcoming or In-Progress Initiatives:

- Steps will be taking place over the upcoming month to certify the District as a "dementia-friendly" facility, which aims to educate and create awareness regarding dementia and help create a welcoming environment for those who suffer from or care for those with dementia.
- Creation of an online forum for people to meet up for activities within our parks to provide an easier way for people to connect and engage with one another.
- Incorporation of mental health awareness and practical training within upcoming seasonal camp staff training.
- Committee members, in conjunction with SEASPAR, are developing a "sensory room on-the-go" and/or quiet space for future special events to allow those needing a break from the hustle and bustle of special event environments (to be highlighted in promotional material).
- All staff are encouraged to include their preferred pronouns within their email signature. This is not mandatory and is intended to provide a welcoming way to openly express yourself.

Recreation Facilities Manager, Purves

Community Park Fitness

- There are currently 164 members of the fitness center. As of April 13, the majority of the active members have successfully created new accounts in CivicRec and had their membership transferred over to the new system. This will likely be an ongoing process, which should continue to be rectified as members visit the facility and receive assistance from staff.
- There was a total of 8 memberships purchased in March.

Sea Lion Aquatic Park

- As of April 13, there have been over 417 memberships sold, which is slightly below 2019 totals.
- Seasonal recruitment and hiring efforts are ongoing, with a total of 77 hires made. With eight different aquatic positions to fill, staff feel we have hired about 80% of the total desired seasonal aquatic work force at this time. Unfortunately, the remaining position with the most vacancies is lifeguards. At this time, there is a need to hire at least 25 more lifeguards in order to avoid any impact to normal plans of operations.
- To assist with recruitment, staff visited high schools during lunch times in March and April, introduced referral incentives for new staff and developed facility usage benefits at other local water parks. With just over a month remaining of the preseason, staff will continue to make every effort to hire and train the necessary amount of staff.
- There are currently 10 external camp groups and seven birthday parties booked for the season.

Lisle Teens with Character

- Current registration for LTWC is at 22.
- Upcoming and recent service projects include egg stuffing for the District's two April egg hunts and Operation Support Our Troops.

Road Rally

- The annual event takes place on April 23 in partnership with Woodridge, Bolingbrook, Downers Grove, and Naperville Park Districts. There are currently 35 total teams, with 5 being from Lisle.

Recreation and Senior Center Manager, Breihan

- 289 seniors participated in drop-in programs in March. 184 participated in total amongst the 5 programs and 1 trip that took place during the month.
- There have been 135 Senior Center Memberships sold to date.
- The Monday Bingo group collected supplies and assembled 30 Easter baskets for the West Suburban Community Pantry.
- Wii Bowlers hosted the Elk Grove Park District Bowling Team. Lisle continues to hold the crown as the champion of this friendly tournament.
- Monthly blood pressure checks were provided by Brookdale, Lisle.
- SHIP counselors continue to meet with clients on Mondays and Thursdays as needed.
- Monthly Medicare Help Desk provided by Sheril Hagie of Advocate Insurance.
- AARP Tax preparation took place on Tuesdays and Thursdays throughout the tax season. Volunteers completed 289 tax returns.
- Attended CivicRec training, DEI committee meetings and Safety Team meetings.
- Attended the annual Senior Games planning meeting.
- 4 pieces of equipment were borrowed from our Medical Loan Closet.

Youth and Early Childhood Manager, Jehs

- Gentle Learning Preschool continues to partner with the child development students from Lisle High School. These students have prepared several crafts and small group activities to teach the preschoolers during their time at the program each week.
- Enrollment for the 2022-2023 school year is now open. There are currently 79 students registered for preschool next year, with the anticipation that registration will likely reach full capacity.
- Preschool Summer Camp registration is now open, which includes 8 weeks of half day camps taught by the preschool teachers throughout the summer. There are currently 129 children registered for the program across the various weeks.
- Gentle Learning Preschool families participated in a World's Finest Chocolate Fundraiser which raised money for new motor room climbing equipment and some new scooters. We are looking into equipment that encourages hanging, climbing (up and down, side to side) and jumping which are all critical preschool gross motor skills.
- Our preschoolers participated in seasonal egg hunts with their classmates this week. There was a lot of excitement after motor time when they came back to their classrooms to find eggs scattered throughout their classrooms.
- The EDGE AM program welcomes 15 students each school morning. The EDGE PM program continues to welcome at least 25 elementary students to the Recreation Center each afternoon. Staff and students are extremely grateful for sunny days when they can spend most of their time on Discovery Playground. On rainy days, students have been creating craft projects and playing group games in the Athletic Space.
- This year's annual egg hunt event welcomed 222 participants. The Easter Bunny made an appearance for photos and a few dance parties with our little egg hunters as well!
- The Flashlight Egg Hunt was held on April 9, with a total of 20 flashlight hunters! This hunt was for children ages 10-14, which will likely be expanded in 2023 to include 8-9 year olds.
- All Star Sports classes have started their April classes outside, with two t-ball and two soccer classes at full capacity.

Cultural Arts, Rental & Office Manager, Nadeau

- Continued to post and manage the LPD Theatre & Arts Facebook Page
- There are 15 registered for Dungeons and Dragons in April.
- The annual spring dance recital will take place on May 1 at 11am.
- 94 of 100 garden plots are sold for the 2022 season
- Currently displaying three artists this quarter at the *Gallery on Main Street*.
- Offering five dance classes this summer including two new classes called *Intro to Ballet* and *Stretching, Strengthening & Technique*.

- Offering a new class called *Film Making*. Students will learn how to make a film and can enter it into the film fest in September.
- The summer theatre production will be Camp Rock the Musical.
- The annual Memorial Day Parade is Monday, May 30 at 10am.

Athletic and Youth Camp Manager, Wise

- Youth Spring sports started, including tennis lessons, basketball camps, Soccer Shooting Stars, hockey/skating lessons, dodgeball, and t-ball with adult.
- Continuing registration and promotion of adult spring/summer softball registration, as well the cup-in-hand kickball league.
- Successfully conducted Spring Break Quest, with 97 total campers across the 5 program days.
- Ongoing tasks related to implementation of CampDoc software system to streamline management of paperwork related to camp rosters, information forms, medication dispensing authorizations, communication, etc.
- Managed and processed Camp Summer Quest registration, including the early bird period for returning camp families. Within an hour of the open resident registration, 80% of the available spots were taken.
- Increased CSQ capacity by 10 across each week to accommodate demand. There are currently only 10 remaining spots with waitlists between 4-25 depending on the week. These totals don't include registration for non-residents, which begins on April 18.
- To help address the number of waitlisted campers, effort is being made to recruit more staff, adjust fieldtrip location and logistics, and creatively utilize park space to allow as many as safely possible to join in on the camp fun!
- No Name Teen Camp is approximately 75% full across the 10 weeks of the season. Staff are continuing recruitment and hiring efforts in order to meet the demand of this program as well.
- Assisted with various programs and events including Senior Easter Basket Bingo, Senior St. Patrick's Day Party, the Senior Baseball Bags game and the youth egg hunt preparations.

Museum Manager, Heiderman

- March's on-site attendance was 83 people.
- Conducted Kids Time, Tavern Nights, an EDGE outreach program, group outings, and a new event called *Gardening From Seeds* (25 participants).
- New Virtual Exhibit, A Night in the Beaubien Tavern, was published on Google Arts & Culture <https://artsandculture.google.com/story/nAWR1VeT27S2kA>.
- Facilitated Kids Time event and two EDGE outreach programs.
- Upcoming in April:
 - New event called *Spring High Tea* takes place on May 7 from 1-3pm (10 enrolled already)
 - 2 upcoming museum rentals



Memo

To: Board of Park Commissioners
 From: Tiffany Kosartes, Marketing & Communications Specialist
 Date: April 21, 2022
 Re: Marketing Department Monthly Board Report

Winter-Spring 2022 Digital Program Guide

As programming in the Winter-Spring Seasonal Program Guide has been added, updated, or cancelled, edits have been made accordingly to the digital guide and websites.

Summer 2022 Digital Program Guide

- Designed & mailed postcard to residents to communicate release of Digital Program Guide, registration, and highlight some facilities and upcoming winter-spring programs and events
- Created Digital Summer Program Guide, which launched on the website on March 30
- Produced & deployed email sent March 31 to approximately 1,925 park district subscribers promoting release of new summer guide and communicating launch of new registration system
- Generated social media content to promote launch of new guide and new registration system

Statistics	Winter-Spring 2022				Summer 2022
	December	January	February	March	March 30-31
Pageviews	27,657	17,447	16,729	22,059	16,645
Users	767	540	559	866	369
Average Session Duration	6 min, 22 sec	5 min, 19 sec	4 min, 47 sec	4 min, 15 sec	10 min, 5 sec
Average Pages/Session	23.52 pages	22.40 pages	20.25 pages	18.98 pages	29.56 pages

50+ Beyond Bingo Digital Program Guide

As programming in the 50+ Beyond Bingo Digital Program Guide has been added, updated, or cancelled, edits have been made accordingly to the digital guide. Additional copies printed for patron pick-up in the Recreation Center as needed. Produced and deployed eNewsletter on March 9 to approximately 690 Senior Center subscribers and generated social media content to promote guide and communicate new registration system.

Statistics	January-February 2022			March-April 2022	
	Dec. 17-31	January	February	February 25-28	March
Pageviews	2,329	2,590	766	520	4,367
Users	186	210	62	20	293
Average Session Duration	4 min	4 min, 28 sec	3 min, 42 sec	8 min, 38 sec	5 min, 2 sec
Average Pages/Session	10.59 pages	9.70 pages	9.70 pages	20.80 pages	11.46 pages

Lisle Park District

- Continued working on production of new LPD responsive website, transferred content from current website, added and curated new content, as well as finalized page layouts for special events and facilities without sub-sites such as the Community Center, Recreation Center, etc.
- Captured/edited headshots of all full-time, preschool, and registration desk staff for new website

- Developed and executed communication campaign for transition to CivicRec across a variety of platforms and performed technical tasks related to coding and user experience optimization.
 - Produced and deployed email sent March 23 to approximately 2,030 park district subscribers communicating new registration system, steps to create an account online, and verification of residency for rate in new system
 - Generated social media content for posts and stories to communicate launch of new registration system and urge patrons to create an account online and verify residency
 - Designed new membership card, punch card, and staff ID card; troubleshoot and resolved issue with layout in CivicRec when printing cards
 - Created step-by-step interactive tutorial for creating an account in CivicRec
 - Generated direct links to CivicRec for each program and event in Summer Program Guide and each age group and program category for website
 - Updated website adding CivicRec registration information, removing all eTrak registration information, and redirecting all registration links to CivicRec
- Updated COVID-19 facility signage with message to not enter facilities with symptoms of illness
- Posted event listings to Google, Lisle Patch, DuPage CVB, My Kids List, and Oaklee's Guide to promote Easter Egg Hunt, Flashlight Easter Egg Hunt, Road Rally, and Shred Event
- Generated social media content to honor and celebrate International Women's Day and promote both egg hunts and U.S. Coast Guard Auxiliary's virtual paddle craft safety event

Sea Lion Aquatic Park

- Produced & deployed (3) eNewsletters
 - Aquatics job fair and open part-time positions at aquatic park
 - Email sent March 4 to approximately 2,275 park district and aquatic park subscribers
 - Email sent March 7 to approximately 500 Lisle Area Chamber of Commerce subscribers
 - Email sent March 30 to approximately 2,810 park district and aquatic park subscribers and past season passholders to promote early bird discount for 2022 season passes
- Printed and cut more coupon books for new season passholders
- Created video for social media advertisement to promote open part-time, aquatics positions
- Generated social media content for posts and stories to promote aquatics job fair, open positions at aquatic park, and early bird discount for season pass sales

The Museums at Lisle Station Park

- Created/printed handbill for Gardening from Seeds event to distribute to preschool and EDGE
- Generated social media content to promote Gardening from Seeds and Tavern Night events

River Bend Golf Club

- Updated website with information for Opening Day on March 16
- Produced and deployed email sent March 15 to approximately 5,725 golf course subscribers to promote Opening Day for 2022 season and Spring Opener tournament

Wheatstack – A Midwestern Eatery & Tap

As part of the license agreement, staff is to provide limited marketing support services for which the District is reimbursed. The following tasks were performed in March:

- Updated website with new weekly specials, removed past events, and updated event information for Easter Brunch
- Posted events/news to Google, including Easter Brunch, Mother's Day Brunch, Dueling Pianos, Lent Specials, and online ordering
- Updated posters for Easter Brunch & Mother's Day Brunch
- Produced and deployed (4) eNewsletters sent to approximately 3,800 restaurant subscribers
 - Email sent on March 7 to promote Dueling Pianos spring event
 - Email sent on March 14 to promote St. Patrick's Day special and Call Me Jo live performance
 - Email sent on March 21 to promote Lent Specials featuring Fish Fry Fridays
 - Email sent on March 29 to promote new weekly special offerings
- Generated social media content to promote Dueling Pianos, St. Patrick's Day, and Lent Specials



Memo

To: Board of Park Commissioners
From: Scott Silver, Superintendent of Finance
Date: April 12, 2022
Re: Monthly Board Report

We finalized the 2021 Tax Extension with Du Page County for the 2021 Tax Levy. The district is expected to get \$7,115,981.50. The Equalized Assessed Value (EAV) increased by 1.14156% to \$1,377,731,169 from \$1,362,181,095 in 2021.

I attended IPBC Finance committee meeting.

I'm working on finalizing the audit report for 2021.

Gearing up the IT operations for the Sea Lion Aquatic Park – with limited operations and no concessions, there was a little more prep this pre-season than last, including the new registration system.

Still In the process of switching over to Cloud Base system for MSI (financial software).

I attended Civic Rec training.

Working on installation of new cameras at 1925 Ohio Street and River Bend.

Working with Drendel Property Management (golf course maintenance contractor) on opening the golf course.

Standard Monthly Report:

1. Completed the process of two payrolls.
2. Processed AP checks and special checks.
3. Prepared general ledger.
4. Completed and filed the sales tax return.
5. Completed and filed the monthly unemployment report.



Memo

To: Board of Park Commissioners
From: Deb Culbertson, Golf Course Operations Manager
Date: April 21, 2022
Re: March 2022 Golf Department Report

Financial Update

- Revenue for the month of March 2022 is \$9,551 compared to March 2021 revenue of \$19,362. A decrease of \$9,811.
- Revenue year to date thru March 2022 is \$10,075 compared to March 2021 revenue of \$20,278. A decrease of \$10,203.
- Year to date expenses is \$75,611 compared to \$90,581, which is a decrease of \$14,970 in 2022.
- Year to date loss as of March 2022 is \$65,536 compared to 2021 loss of \$70,303. A decrease of \$9,811.

Course Maintenance Update

- See attached report from Drendel Property Management

General Update

- Spring Opener for April 16 is a sellout.
- Staff training is in progress on our new G1 golf course system.

Course Update – March 2022

It has been a slow start to the golf season – quite a bit of rain and cold weather have prevented us from getting a lot done on the course. Fortunately, we left the course in great shape before winter, so there is not too much cleanup to do.

Greens have been rolled and mowed and cups have been changed a couple of times. We will continue to mow greens as needed until we get more consistent warm weather. All the fairways have been cleaned up and we will be mowing them soon.

Anyone that has played this spring has probably noticed all the limbs that have been cut and are laying around trees and fence lines. When the ground firms up we will pick up and chip all the branches. We also need to remove all the stump grindings from the trees that were removed late last year. Our plan is to remove the chips and fill the holes with soil and seed and then cover the areas with seed blanket.

Next month we will apply all the preemergent herbicide for crabgrass. We will start applying all spring fertilizer to the course and spray for weeds as needed. We will fill the irrigation system with water so we can check for leaks and make any repairs that are needed. We will also mechanically edge bunkers. Mowing will be dictated by weather.

The course is in wonderful shape coming out of winter and there was no winter damage done to it. This sets us up for a great year and I am really looking forward to it. We are almost at full staff with all the same crew members, so everyone should expect the course to be better than ever!



Memo

To: Board of Park Commissioners

From: Wendy Nadeau, Lisle Partners for Parks Foundation

Date: April 13, 2022

Re: Lisle Partners for Parks Foundation Update

- Highlights from the April 13, 2022 Board Meeting:
 - The foundation didn't have a quorum to meet.
 - Board Member Vince Solano resigned on April 6th.
- The Board will meet next on April 27, 2022 at Noon.



For the
Record
APRIL 2022 NEWSLETTER



MISSION

SEASPAR provides dynamic recreation programs and quality services for its residents with disabilities



VISION

Discover Abilities
Achieve Potential
Realize Dreams



CORE VALUES

Fun • Excellence
Service • Respect
Accountability

000025



PARTICIPANT HIGHLIGHT: WAYNE NEUMANN

Meet Wayne Neumann, a SEASPAR participant from Westmont. As a talented athlete, Wayne is an invaluable member of various SEASPAR sports programs, including golf, flag football, softball, and basketball. Wayne's presence on a field usually signifies the crowd is in for a good game. Yes, you can count on Wayne putting points on the board (it's sort of his specialty), but his contributions go beyond the expectation.

As a towering presence, Wayne commands respect without needing to speak a word. The impending sense of dismay his opponents must feel when measuring the competition has no doubt benefited SEASPAR on more than one occasion. Additionally, Wayne is an expert at controlling momentum, many times unintentionally. It is always beneficial when an opposing team's coaching staff finds it necessary to change formation to compensate for Wayne's presence.

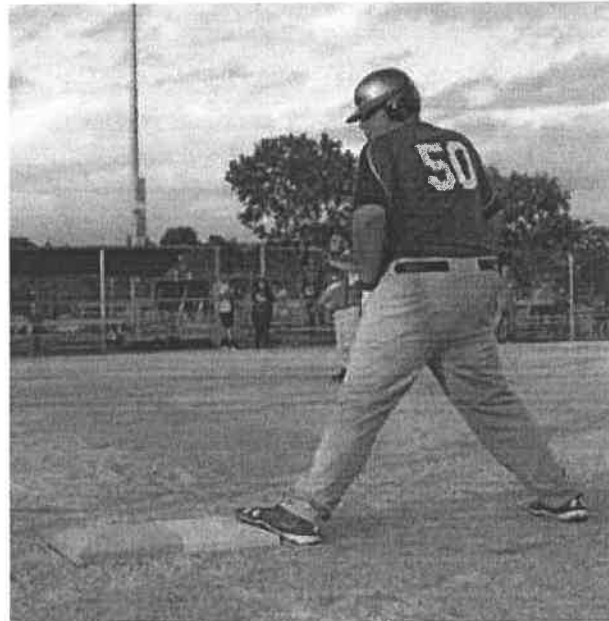


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On the flipside, Wayne's presence is a boon to his teammates, who trust and admire him. Like a shot of adrenaline, Wayne pumps motivation into his teammates. On the field, Wayne commands by supporting his teammates' drive to a goal, always pushing for greatness, and accepting nothing less. Off the field, Wayne easily earns the role of team leader, offering game insights, suggestions, and all-important motivational speeches when the need arises.

Wayne's stature is a misdirection, at least for those unfamiliar with him. While his stature is a silhouette of his value as an athlete, Wayne brings is so much more. He is approachable. His big smile radiates friendliness, and his compassion defines sportsmanship. Wayne becomes the biggest cheerleader when he's not on the field, always encouraging his teammates with his boisterous voice.

SEASPAR is thankful to have an amazing person like Wayne on its roster. His commanding presence, leadership, and sportsmanship make him invaluable to SEASPAR's athletics program and an irreplaceable member of Team SEASPAR. We work to help participants achieve their potential on and off the field, and Wayne helps advance that goal. For this, we are beyond grateful.



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GOLD RUSH: THE RETURN OF SEASPAR'S SWIM TEAM

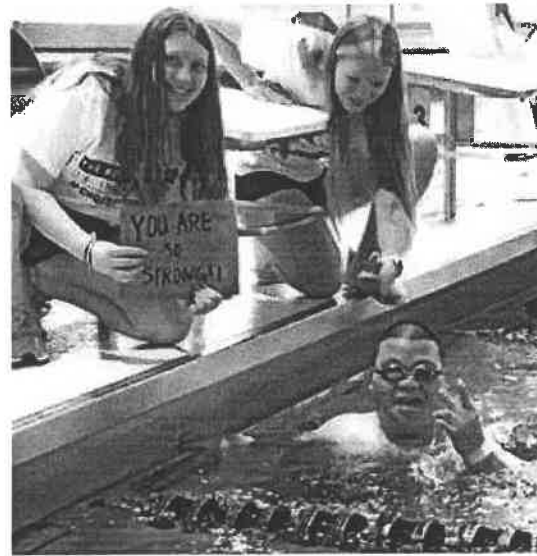


Congratulations are in order for the individuals on our swim team who all earned gold in their respective divisions during the Special Olympics Illinois Regional Tournament held on March 10. In total, our eight athletes competed in 14 events and earned 11 gold medals, an incredible achievement considering the circumstances leading up to the event.

As a new swim coach, SEASPAR Recreation Coordinator Matt Gorecki was hesitant to dive into this level of competition too soon. There was a concern about whether our athletes would be ready to compete given the long hiatus from practice due to the pandemic closures. "I love to compete, and so do our athletes, but I know a thing or two about the consequences of being ill-prepared," said Gorecki. Ultimately, the goal was clear: SEASPAR would compete.

Over a year had passed since the decision to compete was made. Our athletes and coaching staff endured long hours of training, occasional setbacks, and at times, doubt. But, like anything worth fighting for, our athletes persevered, meeting each challenge with courage. All in all, we were determined.

But this isn't the end of this story. Our athletes' journeys will continue. Their gold medals earned our athletes passage to Special Olympics Illinois Summer Games, a state-level competition, which will be held this June. We are confident our athletes will flourish in this next step. Until then, please send your love and luck, the Team SEASPAR way!



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BASEBALL, PICNICS, OUTDOOR FUN – SUMMER IS CALLING

Registration for SEASPAR's summer 2022 programming begins on April 11! The summer season, which runs from June 6 through August 12, will launch SEASPAR participants into a new era of our in-person programming.

As we enter a season in which in-person programming is set to be the most promising of the year, safety remains SEASPAR's top priority. While we fully intend to maximize new possibilities, participation in in-person programs will continue to be contingent on individual assessments, which help SEASPAR determine a participant's eligibility for in-person programming based on current safety guidelines.

Online and in-person registration for summer programming will open on Monday, April 11, and close on Friday, May 6, at 4:30 pm.



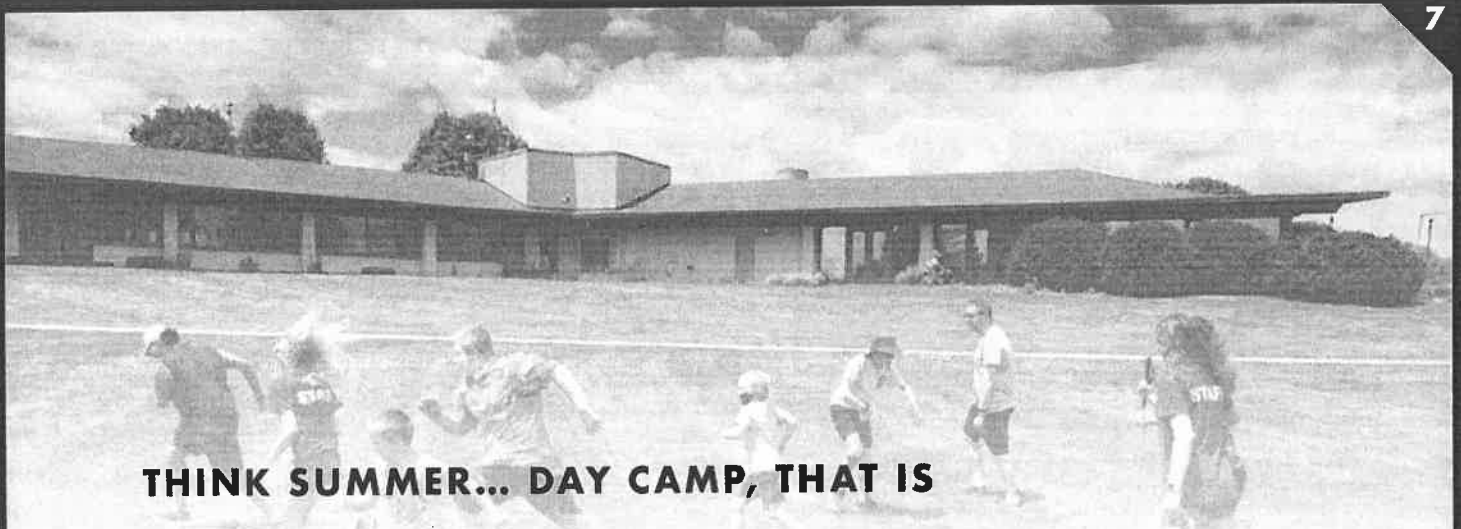
SUMMER IN YOUR PALMS

Coming to a mailbox near you! Your copy of SEASPAR's summer program guide is currently in production and is scheduled for delivery in time for summer season registration, which opens on April 11. Download or read a copy online starting April 11 at SEASPAR.org.

JOIN THE MAILING LIST.

SEASPAR produces program guides for its seasonal programming. Program guides, when printed, are distributed throughout member entity facilities, schools, and key locations throughout the twelve communities SEASPAR serves. Copies of this season's program guide will be available at the SEASPAR office or may be downloaded at SEASPAR.org starting April 11. Printed copies of seasonal program guides are mailed to select homes. Join our seasonal program guide mailing list by subscribing below!

SUBSCRIBE: PROGRAM GUIDE MAILING LIST



THINK SUMMER... DAY CAMP, THAT IS

Registration for SEASPAR's Summer Day Camp 2022 program is now open! This year's summer camp offers convenient sessions that start on June 6 and run through as late as August 15, and is looking to be the most promising summer camp experience in several years.

This year's summer day camp invites participants ages 5 to 22 to explore new possibilities. As always, safety remains SEASPAR's top priority, so you can expect only the highest level of care from our trustworthy summer day camp staff. Participation in summer day camp will be contingent on individual assessments, which help SEASPAR determine a participant's eligibility for in-person programming based on current safety guidelines. Children who have participated in in-person programming since fall 2021 are eligible for summer day camp and do not require an assessment.

Registration is open until Monday, April 18.

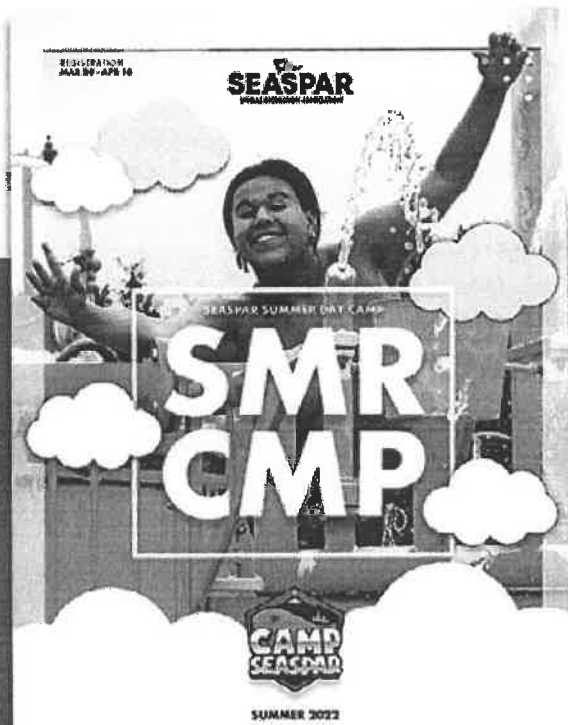
Register for summer day camp and learn more about eligibility at SEASPAR.org.

[REGISTRATION/INFO](#)

OUT FOR DELIVERY!

SEASPAR's Summer Day Camp guide is chock-full of helpful information and doubles as a summertime resource for campers and their families. Printed copies of the guide will be available at SEASPAR very soon and are being mailed to current youth participants. Can't wait to get your copy? View the guide online today at SEASPAR.org.

[READ ONLINE](#)



DO THE Q

5.7.2022

QUARRYMAN CHALLENGE – JOIN TEAM SEASPAR

Represent Team SEASPAR as a volunteer at Lemont Park District's Quarryman Challenge on May 7! Volunteers will receive a t-shirt on race day. Come be a part of the return of this exciting community event.

About the Quarryman Challenge

The Lemont Quarryman Challenge is a community 5K and 10-mile race set in Lemont's unique, scenic, small-town setting. The 5K and 10-mile race start and finish in historic downtown Lemont and wind through the hilly neighborhoods of Lemont.

VOLUNTEER

GIVING DUPAGE DAYS

We're counting down the days to May 2-6: Giving DuPage Days. We need your help to make our campaign a success, and we've included a few easy ways that you can support us.

Share and share alike. Online days of giving are successful because of our own networks. Help us grow our network by reaching out to your network and asking your friends to do the same.

Be socially (media) active. Use your social media networks: post on Facebook, tweet about Giving DuPage Days, and share your love for SEASPAR. Ask others to do the same.

Become a fundraising champion. Everyone loves a champion, including us! We really need fundraising champions to help drive people to our Giving DuPage Days profile from May 2-6. Contact us for more information on how to become a fundraising champion!

Thank you in advance for your support!

BECOME A CHAMPION

000032



COMING SOON

APR 2

RODGERS & HAMMERSTEIN'S THE KING AND I
Special Event - Drury Lane Theatre, OakBrook Terrace

APR 3

CHICAGO BLACKHAWKS
Special Event - United Center, Chicago

APR 9

MUSEUM OF SCIENCE AND INDUSTRY
Special Event - Museum of Science and Industry, Chicago

APR 23

HOEDOWN DANCE PARTY
Special Event - Westmont Community Center

APR 24

ROCK OF AGES
Special Event - Paramount Theatre, Aurora



ABOUT US >



PROGRAMS >



DONATE >



DON'T MISS ANOTHER MOMENT!

Follow **SEASPAR** on your favorite social media app for more news, photos, videos, and the latest stories about your favorite activities.

000033



SEASPAR
4500 Belmont Road
Downers Grove, IL 60515
630.960.7600 • Phone
630.960.7601 • Fax
711 • TRS

SEASPAR.org

Lisle Park District
Cash Balances
3/31/2022

Bank Name	Interest Rate	Investment Amount	Maturity	Term
NEW YORK COMMUNITY BANK	0.30%	\$101,000.00	7/3/2023	730 Days
TOTAL		<u>\$101,000.00</u>		

Bank Name	Type	Rate	Balance	For
HUNTINGTON BANK	CHECKING		\$45,948.75	PAYROLL
LISLE SAVINGS BANK	CHECKING		\$96,314.36	A/P
LISLE SAVINGS BANK	MONEY MARKET		\$2,701,912.86	CONCENTRATION
MULTI-BANK SECURITIES BANK	MONEY MARKET		\$1,228.97	GEN - SAVINGS
MAX SAFE	MONEY MARKET		\$1,044,824.34	GEN - SAVINGS
REPUBLIC BANK	MONEY MARKET		\$100,650.29	GEN - SAVINGS
BANK FINANCIAL	MONEY MARKET		\$101,157.05	GEN - SAVINGS
ILLINOIS PARK DISTRICT LIQUID ASSET FUND	MONEY MARKET		\$105.62	GEN - SAVINGS
TOTAL			<u>\$4,092,142.24</u>	

Location	Type	Balance
ADMINISTRATION	BUSINESS OFFICE	\$2,893.00
ADMINISTRATION	FRONT OFFICE	\$425.00
SENIOR CENTER	FRONT OFFICE	\$80.00
PRESCHOOL	FRONT OFFICE	\$250.00
RECREATION	CASH BANK	\$240.00
FITNESS CENTER	CASH BANK	\$130.00
WHEATSTACK/RIVERBEND	BUSINESS OFFICE	\$1,200.00
TOTAL		<u>\$5,218.00</u>

GRAND TOTAL \$4,198,360.24

Lisle Park District
Fund Balance
31-Mar-22

Fund	UNAUDITED Fund Balance	Revenue	Expenses	Net Income/(Loss)	Ending Fund Balance
10 Corporate	1,636,072.34	48,484.85	482,122.44	(433,637.59)	1,202,434.75
21 Recreation	1,554,341.13	276,570.44	338,106.50	(61,536.06)	1,492,805.07
22 Museum	14,183.54	114.00	19,577.27	(19,463.27)	(5,279.73)
23 IMRF	511.38	-	15,421.67	(15,421.67)	(14,910.29)
24 Audit	12,372.01	-	-	-	12,372.01
25 Insurance	103,375.55	1,500.00	14,189.02	(12,689.02)	90,686.53
26 Paving & Lighting	673.25	-	-	-	673.25
27 Spec. Recreation	328,139.55	-	5,971.80	(5,971.80)	322,167.75
28 Social Security	54,605.82	-	40,519.10	(40,519.10)	14,086.72
30 Debt Service	61,754.87	-	4,250.00	(4,250.00)	57,504.87
40 Capital Projects	892,421.26	1,284,000.00	138,988.97	1,145,011.03	2,037,432.29
51 Enterprise	4,287,406.75	27,224.87	97,447.87	(70,223.00)	4,217,183.75
98 General LTD	(6,332,477.35)	-	-	-	(6,332,477.35)
99 General FA	33,283,455.31	-	-	-	33,283,455.31
Total	35,896,835.41	1,637,894.16	1,156,594.64	481,299.52	36,378,134.93

**Lisle Park District
Income Statement Comparison Summary**

Fund		YTD 3/22	YTD 3/21	YTD 3/20	Variance 2022 VS 2021	Variance 2022 VS 2019
Corporate	Revenue	48,484.85	27,928.88	18,581.69	20,555.97	29,903.16
	Expense	482,122.44	505,339.84	590,103.24	23,217.40	107,980.80
	Profit/(Loss)	(433,637.59)	(477,410.96)	(571,521.55)	43,773.37	137,883.96
Recreation	Revenue	276,570.44	199,816.94	387,802.44	76,753.50	(111,232.00)
	Expense	338,106.50	201,880.81	455,810.14	(136,225.69)	117,703.64
	Profit/(Loss)	(61,536.06)	(2,063.87)	(68,007.70)	(59,472.19)	6,471.64
Museum	Revenue	114.00	243.85	630.00	(129.85)	(516.00)
	Expense	19,577.27	8,841.94	21,822.37	(10,735.33)	2,245.10
	Profit/(Loss)	(19,463.27)	(8,598.09)	(21,192.37)	(10,865.18)	1,729.10
IMRF	Revenue	0.00	1,077.67	0.00	(1,077.67)	0.00
	Expense	15,421.67	29,577.36	49,739.37	14,155.69	34,317.70
	Profit/(Loss)	(15,421.67)	(28,499.69)	(49,739.37)	13,078.02	34,317.70
Audit	Revenue	0.00	78.66	0.00	(78.66)	0.00
	Expense	0.00	7,500.00	15,000.00	7,500.00	15,000.00
	Profit/(Loss)	0.00	(7,421.34)	(15,000.00)	7,421.34	15,000.00
Liability Insurance	Revenue	1,500.00	723.69	20,701.00	776.31	(19,201.00)
	Expense	14,189.02	14,573.79	21,679.61	384.77	7,490.59
	Profit/(Loss)	(12,689.02)	(13,850.10)	(978.61)	1,161.08	(11,710.41)
Paving Lighting	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00	0.00	0.00
Special Recreation	Revenue	0.00	1,569.31	0.00	(1,569.31)	0.00
	Expense	5,971.80	13,963.33	8,692.38	7,991.53	2,720.58
	Profit/(Loss)	(5,971.80)	(12,394.02)	(8,692.38)	6,422.22	2,720.58
Social Security	Revenue	0.00	896.75	0.00	(896.75)	0.00
	Expense	40,519.10	38,997.22	71,086.42	(1,521.88)	30,567.32
	Profit/(Loss)	(40,519.10)	(38,100.47)	(71,086.42)	(2,418.63)	30,567.32
Debt Service	Revenue	0.00	5,297.90	0.00	(5,297.90)	0.00
	Expense	4,250.00	0.00	3,895.70	(4,250.00)	(354.30)
	Profit/(Loss)	(4,250.00)	5,297.90	(3,895.70)	(9,547.90)	(354.30)
Capital Projects	Revenue	1,284,000.00	19,759.70	1,222,874.34	1,264,240.30	61,125.66
	Expense	138,988.97	4,259.25	703,561.32	(134,729.72)	564,572.35
	Profit/(Loss)	1,145,011.03	15,500.45	519,313.02	1,129,510.58	625,698.01
Enterprise	Revenue	27,224.87	20,277.64	243,241.45	6,947.23	(216,016.58)
	Expense	97,447.87	94,516.56	418,835.70	(2,931.31)	321,387.83
	Profit/(Loss)	(70,223.00)	(74,238.92)	(175,594.25)	4,015.92	105,371.25
General LTD	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00	0.00	0.00
General FA	Expense	0.00	0.00	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00	0.00	0.00
	Profit/(Loss)	0.00	0.00	0.00	0.00	0.00
Total Municipal	Revenue	1,637,894.16	277,670.99	1,893,830.92	1,360,223.17	(255,936.76)
	Expense	1,156,594.64	919,450.10	2,360,226.25	(237,144.54)	1,203,631.61
	Profit/(Loss)	481,299.52	(641,779.11)	(466,395.33)	1,123,078.63	947,694.85

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FOR FUND: CORPORATE FUND
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE	%
REVENUES								
ADMINISTRATION	264,620.81	25,546.47	(90.3)	793,862.43	3,175,450.00	47,808.85	(98.4)	
PARKS	287.50	169.00	(41.2)	862.50	3,450.00	676.00	(80.4)	
TOTAL REVENUES	264,908.31	25,715.47	(90.2)	794,724.93	3,178,900.00	48,484.85	(98.4)	
EXPENSES								
ADMINISTRATION	94,027.12	75,568.27	19.6	282,081.36	1,128,326.30	214,565.94	80.9	
BUSINESS SERVICES	5,755.97	5,180.80	9.9	17,267.89	69,071.62	13,153.01	80.9	
IT	11,004.96	2,670.56	75.7	33,014.88	132,059.80	13,207.79	89.9	
CUSTOMER RELATIONS	15,732.58	14,746.20	6.2	47,197.74	188,791.12	37,145.44	80.3	
BOARD	837.50	0.00	100.0	2,512.50	10,050.00	0.00	100.0	
PARKS	81,023.93	61,032.14	24.6	243,071.79	972,288.32	119,280.27	87.7	
RECREATION PROGRAM	0.00	0.00	0.0	0.00	0.00	0.00	0.0	
AQUATICS	0.00	0.00	0.0	0.00	0.00	0.00	0.0	
FACILITIES	24,111.57	23,472.79	2.6	72,334.71	289,339.11	62,044.60	78.5	
FLEET	8,971.99	10,672.71	(18.9)	26,915.97	107,664.00	22,725.39	78.8	
TOTAL EXPENSES	241,465.62	193,343.47	19.9	724,396.84	2,897,590.27	482,122.44	83.3	

TOTAL FUND REVENUES	264,908.31	25,715.47	(90.2)	794,724.93	3,178,900.00	48,484.85	(98.4)	
TOTAL FUND EXPENSES	241,465.62	193,343.47	19.9	724,396.84	2,897,590.27	482,122.44	83.3	
SURPLUS (DEFICIT)	23,442.69	(167,628.00)	(815.0)	70,328.09	281,309.73	(433,637.59)	(254.1)	

FOR FUND: RECREATION FUND
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
ADMINISTRATIVE	34,079.16	394.34	(98.8)	102,237.48	1,333.21	(99.6)
COMMUNITY RELATIONS	0.00	0.00	0.0	0.00	0.00	0.0
PARKS	0.00	104.00	100.0	0.00	104.00	100.0
RECREATION PROGRAM	97,340.21	63,829.20	(34.4)	292,020.61	170,612.50	(85.3)
AQUATICS	46,593.81	65,403.00	40.3	139,781.43	78,447.00	(85.9)
FITNESS CENTER	10,820.98	13,539.53	25.1	32,462.94	25,873.73	(80.0)
RIVERBEND	0.00	0.00	0.0	0.00	0.00	0.0
FACILITIES	50.00	0.00	100.0	150.00	200.00	(66.6)
TOTAL REVENUES	188,884.16	143,270.07	(24.1)	566,652.46	276,570.44	(87.7)
EXPENSES						
ADMINISTRATIVE	35,099.02	30,603.50	12.8	105,297.06	108,021.91	74.3
IT	1,683.33	1,475.00	12.3	5,049.99	4,425.00	78.0
COMMUNITY RELATIONS	0.00	1,091.01	100.0	0.00	2,477.48	100.0
PARKS	0.00	0.00	0.0	0.00	0.00	0.0
RECREATION PROGRAM	81,433.17	53,228.95	34.6	244,299.45	143,862.61	85.2
AQUATICS	51,023.51	9,013.24	82.3	153,070.51	21,040.67	96.5
FITNESS CENTER	10,254.42	11,553.10	(12.6)	30,763.24	24,015.78	80.4
FACILITIES	10,298.07	11,606.54	(12.7)	30,894.21	34,263.05	72.2
TOTAL EXPENSES	189,791.52	118,571.34	37.5	569,374.46	338,106.50	85.1
TOTAL FUND REVENUES	188,884.16	143,270.07	(24.1)	566,652.46	276,570.44	(87.7)
TOTAL FUND EXPENSES	189,791.52	118,571.34	37.5	569,374.46	338,106.50	85.1
SURPLUS (DEFICIT)	(907.36)	24,698.73	(2822.0)	(2,722.00)	(61,536.06)	464.9

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: MUSEUM
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE	% VARI-ANCE
REVENUES								
ADMINISTRATIVE	7,916.66	104.00	(98.6)	23,749.98	95,000.00	114.00	(99.8)	
RECREATION PROGRAM	230.00	0.00	100.0	690.00	2,760.00	0.00	100.0	
FACILITIES	35.00	0.00	100.0	105.00	420.00	0.00	100.0	
TOTAL REVENUES	8,181.66	104.00	(98.7)	24,544.98	98,180.00	114.00	(99.8)	
EXPENSES								
ADMINISTRATIVE	3,762.64	3,409.88	9.3	11,287.92	45,151.76	8,734.92	80.6	
RECREATION PROGRAM	2,361.54	1,659.32	29.7	7,084.62	28,338.76	6,409.26	77.3	
FACILITIES	566.66	60.83	89.2	1,699.98	6,800.00	4,433.09	34.8	
TOTAL EXPENSES	6,690.84	5,130.03	23.3	20,072.52	80,290.52	19,577.27	75.6	
TOTAL FUND REVENUES	8,181.66	104.00	(98.7)	24,544.98	98,180.00	114.00	(99.8)	
TOTAL FUND EXPENSES	6,690.84	5,130.03	23.3	20,072.52	80,290.52	19,577.27	75.6	
SURPLUS (DEFICIT)	1,490.82	(5,026.03)	(437.1)	4,472.46	17,889.48	(19,463.27)	(208.7)	

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: IMRF
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	31,666.66	0.00	100.0	94,999.98	0.00	100.0
TOTAL REVENUES	31,666.66	0.00	100.0	94,999.98	0.00	100.0
EXPENSES						
ADMINISTRATIVE	20,957.79	6,140.00	70.7	62,873.37	15,421.67	93.8
TOTAL EXPENSES	20,957.79	6,140.00	70.7	62,873.37	15,421.67	93.8
TOTAL FUND REVENUES	31,666.66	0.00	100.0	94,999.98	0.00	100.0
TOTAL FUND EXPENSES	20,957.79	6,140.00	70.7	62,873.37	15,421.67	93.8
SURPLUS (DEFICIT)	10,708.87	(6,140.00)	(157.3)	32,126.61	(15,421.67)	(112.0)

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: AUDIT
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
ADMINISTRATIVE	1,666.66	0.00	100.0	4,999.98	0.00	100.0
TOTAL REVENUES	1,666.66	0.00	100.0	4,999.98	0.00	100.0
EXPENSES						
ADMINISTRATIVE	1,593.91	0.00	100.0	4,781.73	0.00	100.0
TOTAL EXPENSES	1,593.91	0.00	100.0	4,781.73	0.00	100.0
TOTAL FUND REVENUES	1,666.66	0.00	100.0	4,999.98	0.00	100.0
TOTAL FUND EXPENSES	1,593.91	0.00	100.0	4,781.73	0.00	100.0
SURPLUS (DEFICIT)	72.75	0.00	100.0	218.25	0.00	100.0

FOR FUND: LIABILITY INSURANCE
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	40,833.33	0.00	100.0	122,499.99	1,500.00	(99.6)
TOTAL REVENUES	40,833.33	0.00	100.0	122,499.99	1,500.00	(99.6)
EXPENSES						
ADMINISTRATIVE	30,093.10	3,652.86	87.8	90,279.30	14,189.02	96.0
TOTAL EXPENSES	30,093.10	3,652.86	87.8	90,279.30	14,189.02	96.0
TOTAL FUND REVENUES	40,833.33	0.00	100.0	122,499.99	1,500.00	(99.6)
TOTAL FUND EXPENSES	30,093.10	3,652.86	87.8	90,279.30	14,189.02	96.0
SURPLUS (DEFICIT)	10,740.23	(3,652.86)	(134.0)	32,220.69	(12,689.02)	(109.8)

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: PAVING & LIGHTING
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATIVE	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
PARKS	0.00	0.00	0.0	0.00	0.00	0.0
FACILITIES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

LISIE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SPECIAL RECREATION FUND
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES							
ADMINISTRATIVE	46,250.00	0.00	100.0	138,750.00	555,000.00	0.00	100.0
TOTAL REVENUES	46,250.00	0.00	100.0	138,750.00	555,000.00	0.00	100.0
EXPENSES							
ADMINISTRATIVE	43,740.82	1,951.52	95.5	131,222.46	524,890.00	5,971.80	98.8
PARKS	5,050.00	0.00	100.0	15,150.00	60,600.00	0.00	100.0
TOTAL EXPENSES	48,790.82	1,951.52	96.0	146,372.46	585,490.00	5,971.80	98.9
TOTAL FUND REVENUES	46,250.00	0.00	100.0	138,750.00	555,000.00	0.00	100.0
TOTAL FUND EXPENSES	48,790.82	1,951.52	96.0	146,372.46	585,490.00	5,971.80	98.9
SURPLUS (DEFICIT)	(2,540.82)	(1,951.52)	(23.1)	(7,622.46)	(30,490.00)	(5,971.80)	(80.4)

FOR FUND: SOCIAL SECURITY
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL			
REVENUES								
ADMINISTRATION	29,166.66	0.00	100.0	87,499.98	87,499.98	350,000.00	0.00	100.0
TOTAL REVENUES	29,166.66	0.00	100.0	87,499.98	87,499.98	350,000.00	0.00	100.0
EXPENSES								
ADMINISTRATION	24,260.89	13,575.26	44.0	72,782.67	72,782.67	291,130.68	40,519.10	86.0
TOTAL EXPENSES	24,260.89	13,575.26	44.0	72,782.67	72,782.67	291,130.68	40,519.10	86.0
TOTAL FUND REVENUES	29,166.66	0.00	100.0	87,499.98	87,499.98	350,000.00	0.00	100.0
TOTAL FUND EXPENSES	24,260.89	13,575.26	44.0	72,782.67	72,782.67	291,130.68	40,519.10	86.0
SURPLUS (DEFICIT)	4,905.77	(13,575.26)	(376.7)	14,717.31	14,717.31	58,869.32	(40,519.10)	(168.8)

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: DEBT SERVICE FUND
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VARI-ANCE
				BUDGET	ACTUAL		BUDGET	ACTUAL	
REVENUES									
ADMINISTRATIVE	155,428.12	0.00	100.0	466,284.34	1,865,137.42	1,865,137.42	0.00	100.0	
TOTAL REVENUES	155,428.12	0.00	100.0	466,284.34	1,865,137.42	1,865,137.42	0.00	100.0	
EXPENSES									
ADMINISTRATIVE	156,344.77	0.00	100.0	469,034.31	1,876,137.42	1,876,137.42	4,250.00	99.7	
TOTAL EXPENSES	156,344.77	0.00	100.0	469,034.31	1,876,137.42	1,876,137.42	4,250.00	99.7	
TOTAL FUND REVENUES	155,428.12	0.00	100.0	466,284.34	1,865,137.42	1,865,137.42	0.00	100.0	
TOTAL FUND EXPENSES	156,344.77	0.00	100.0	469,034.31	1,876,137.42	1,876,137.42	4,250.00	99.7	
SURPLUS (DEFICIT)	(916.65)	0.00	100.0	(2,749.97)	(11,000.00)	(11,000.00)	(4,250.00)	(61.3)	

FOR FUND: CAPITAL PROJECTS FUND
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL			
REVENUES								
ADMINISTRATIVE	117,916.65	0.00	100.0	353,749.95	1,284,000.00	1,415,000.00	1,284,000.00	(9.2)
TOTAL REVENUES	117,916.65	0.00	100.0	353,749.95	1,284,000.00	1,415,000.00	1,284,000.00	(9.2)
EXPENSES								
ADMINISTRATIVE	1,000.00	0.00	100.0	3,000.00	12,000.00	12,000.00	0.00	100.0
PARKS	76,879.16	56,964.10	25.9	230,637.48	922,550.00	922,550.00	72,362.10	92.1
AQUATICS	7,379.16	13,301.23	(80.2)	22,137.48	88,550.00	88,550.00	28,843.83	67.4
FACILITIES	2,416.66	3,275.00	(35.5)	7,249.98	29,000.00	29,000.00	4,256.05	85.3
FLEET	23,625.00	163.00	99.3	70,875.00	283,500.00	283,500.00	33,526.99	88.1
TOTAL EXPENSES	111,299.98	73,703.33	33.7	333,899.94	1,335,600.00	1,335,600.00	138,988.97	89.5
TOTAL FUND REVENUES	117,916.65	0.00	100.0	353,749.95	1,415,000.00	1,415,000.00	1,284,000.00	(9.2)
TOTAL FUND EXPENSES	111,299.98	73,703.33	33.7	333,899.94	1,335,600.00	1,335,600.00	138,988.97	89.5
SURPLUS (DEFICIT)	6,616.67	(73,703.33)	(1213.9)	19,850.01	79,400.00	79,400.00	1,145,011.03	1342.0

FOR FUND: GOLF AND RESTAURANT
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	ANNUAL BUDGET	% VARI-ANCE
REVENUES							
ADMINISTRATIVE	0.00	0.00	0.0	0.00	0.00	0.00	0.0
GOLF	66,389.83	9,551.24	(85.6)	199,169.47	10,074.58	796,678.50	(98.7)
RESTAURANT	5,375.00	5,602.00	4.2	16,125.00	17,150.29	64,500.00	(73.4)
TOTAL REVENUES	71,764.83	15,153.24	(78.8)	215,294.47	27,224.87	861,178.50	(96.8)
EXPENSES							
ADMINISTRATIVE	0.00	0.00	0.0	0.00	0.00	0.00	0.0
GOLF	50,198.36	28,418.63	43.3	150,595.07	75,873.81	602,381.18	87.4
RESTAURANT	1,225.00	12,679.62	(935.0)	3,675.00	21,574.06	14,700.00	(46.7)
TOTAL EXPENSES	51,423.36	41,098.25	20.0	154,270.07	97,447.87	617,081.18	84.2
TOTAL FUND REVENUES	71,764.83	15,153.24	(78.8)	215,294.47	27,224.87	861,178.50	(96.8)
TOTAL FUND EXPENSES	51,423.36	41,098.25	20.0	154,270.07	97,447.87	617,081.18	84.2
SURPLUS (DEFICIT)	20,341.47	(25,945.01)	(227.5)	61,024.40	(70,223.00)	244,097.32	(128.7)

FOR FUND: GENERAL LONG TERM DEBT
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

FOR FUND: CAPITAL ASSETS
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

LISLE PARK DISTRICT
 SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS
 FOR 3 PERIODS ENDING MARCH 31, 2022

DEPARTMENT DESCRIPTION	MARCH		MARCH		FISCAL		FISCAL	
	BUDGET	ACTUAL	ACTUAL	% VARI-ANCE	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	ANNUAL BUDGET	% VARI-ANCE
TOTAL MUNICIPAL REVENUES	956,667.04	184,242.78	184,242.78	(80.7)	2,870,001.06	1,637,894.16	11,480,008.92	(85.7)
TOTAL MUNICIPAL EXPENSES	882,712.60	457,166.06	457,166.06	48.2	2,648,137.67	1,156,594.64	10,592,563.83	89.0
SURPLUS (DEFICIT)	73,954.44	(272,923.28)	(272,923.28)	(469.0)	221,863.39	481,299.52	887,445.09	(45.7)

