

## **Agreement Between NWSRA and Arlington Heights Park District as to Administrative Services**

Witnesseth this Agreement, dated this 28th day of March, 1995 between Northwest Special Recreation Association (NWSRA), an association of fifteen (15) Illinois Park Districts operating under and in accordance with those certain "Articles of Agreement," effective May 1, 1980, as amended, and Arlington Heights Park District, a body politic and corporate, and one of the member districts to said Joint Agreement (District), said Joint Agreement having been entered into in accordance with the provisions of Sec. 8-10.2 of "The Park District code" (pa. 8-10, ch. 105, Ill. Rev. Stat., 1977).

(1) *Administrative Services.* NWSRA, having elected not to appoint any of its Member Districts as an Administrative District, and to therefore serve as its own employer, does however appoint District to administer certain specified administrative services for NWSRA, and District hereby consents to administer such services as hereinafter specified.

(2) *Term.* The term of the appointment as said District hereunder shall be for the initial period commencing as of May 1, 1995, and expiring as of April 30, 2000. The Agreement notwithstanding any of the above may be terminated by either party upon receipt of a 90 day written notice.

(3) *Responsibilities of District.* All employees directly employed by NWSRA shall have their payroll processed by the District. The District agrees to process all of NWSRA's payroll related reports such as IMRF, Social Security, Federal and State Withholding W-2 Statements.

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(7) *Notices.* All notices hereunder shall be in writing. Delivery of such notices may be by personal delivery or by U.S. Certified Mail, return receipt requested, as hereafter stated. Personal delivery to NWSRA may be had by delivery of any such notice to the Director or the Chairman of the Board of NWSRA. Personal delivery to District may be had by delivery of such notice to the Director or the President of the Board of District. Mail delivery to NWSRA shall be had by mailing any such notice in a properly stamped and addressed envelope addressed to: 3000 Central Road, Rolling Meadows, Illinois 60008, and mail delivery to District shall be had by mailing any such notice in a properly stamped and addressed envelope addressed to: 410 N. Arlington Heights Road, Arlington Heights, Illinois 60004.

Dated the date aforesaid.

**Northwest Special Recreation Association**  
An Association of Park Districts Operating  
Park Districts operating under a joint  
agreement, effective May 1, 1980, as amended

**Arlington Heights Park District**  
A Body Politic and Corporate

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

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

Attest: \_\_\_\_\_  
Secretary

Attest: \_\_\_\_\_  
Secretary

(SEAL)

(SEAL)



# Arlington Heights Park District

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Administration Center  
410 N. Arlington Heights Road  
Arlington Heights, Illinois 60004  
(708) 577-3000  
FAX (708) 577-3050

February 17, 1995

Mr. Kevin Kendrigan  
NWSRA  
3000 Central Road, Suite 205  
Rolling Meadows, IL 60008

Dear Kevin,

Enclosed please find a copy of the revised agreement between NWSRA and Arlington Heights Park District as to administrative services. The current agreement expires April 30, 1995.

Please call me if you have any questions.

Sincerely,

Donna L. Wilson  
Director of Finance and Personnel

Enclosures



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

Director

Attest: \_\_\_\_\_

Secretary

(SEAL)

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May 12, 1997

TO: Kevin Kendrigan  
FROM: Dick Yankow *[Signature]*  
RE: Memorandum of Understanding

"In accordance with the lease dated 1 June 1997, it is agreed that NWSRA will request the use of the following areas for both after school programming and weekend programming: the pool and locker rooms, the multipurpose room, the outdoor fields, the outdoor grills, playgrounds and softball diamond, the gross motor area, the kitchen facilities, the piano, the lecture room and specific classrooms. Specific classrooms and other areas will be scheduled through the Kirk principal."

*Kevin Kendrigan*

*Alice Epstein*

Kevin Kendrigan  
NWSRA

Alice Epstein  
NSSEO

5/28/97

5/15/97

Date

Date

/bjr  
word/lease/nwsra-adden



Northwest Special Recreation Association  
Payroll Statistics - Last 3 Years

1992			1993			1994			Average	
Date	Pay	Ded	Date	Pay	Ded	Date	Pay	Ded	Pay	Ded
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2/7/92	61	7	2/5/93	69	9	2/4/94	70	9	67	8
2/21/92	59	10	2/19/93	64	12	2/18/94	74	11	66	11
3/6/92	60	8	3/5/93	65	9	3/4/94	62	10	62	9
3/20/92	62	10	3/19/93	56	12	3/18/94	72	11	63	11
4/3/92	40	7	4/2/93	45	9	4/1/94	53	9	46	8
4/17/92	45	11	4/16/93	47	9	4/15/94	63	12	52	11
5/1/92	53	10	4/30/93	65	13	4/29/94	69	10	62	11
5/15/92	66	8	5/14/93	65	10	5/13/94	75	9	69	9
5/29/92	49	11	5/28/93	56	13	5/27/94	56	12	54	12
6/12/92	50	8	6/11/93	46	10	6/10/94	44	9	47	9
6/26/92	99	11	6/25/93	96	13	6/24/94	93	12	96	12
7/10/92	134	9	7/9/93	123	13	7/8/94	126	9	128	10
7/24/92	132	12	7/23/93	123	13	7/22/94	140	12	132	12
8/7/92	142	9	8/6/93	144	10	8/5/94	151	9	146	9
8/21/92	96	12	8/20/93	92	13	8/19/94	109	12	99	12
9/4/92	49	9	9/3/93	39	9	9/2/94	54	9	47	9
9/18/92	32	12	9/17/93	34	13	9/16/94	44	9	37	11
10/2/92	35	9	10/1/93	34	10	9/30/94	46	12	38	10
10/16/92	65	11	10/15/93	63	10	10/14/94	50	9	59	10
10/30/92	73	10	10/29/93	74	12	10/28/94	74	12	74	11
11/13/92	69	8	11/12/93	65	9	11/11/94	66	9	67	9
11/27/92	66	11	11/26/93	62	12	11/25/94	60	12	63	12
12/11/92	63	9	12/10/93	67	9	12/9/94	80	9	70	9
12/25/92	48	12	12/24/93	54	12	12/23/94	57	12	53	12
	1718	252		1735	285		1865	268	1773	268
Fee	2660			2780			2900		2780	
\$/check	1.35			1.38			1.36		1.36	

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March 29, 1995

Mr. Kevin T. Kendrigan, Director  
Northwest Special Recreation Association  
3000 Central Road, Suite 205  
Rolling Meadows, IL 60008

Dear Kevin:

The Board of Commissioners of the Arlington Heights Park District, at its regular meeting held on March 28, 1995, unanimously approved the Agreement Between NWSRA and Arlington Heights Park District as to Administrative Services.

Enclosed are two signed copies of the agreement. When your agency has fully executed the document, please return one originally signed copy to me.

The Arlington Heights Park District is pleased to be able to provide this service for NWSRA.

Sincerely,

GERALD M. OAKES  
Executive Director

GMO:kw  
Enclosure



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4/3/92	40	7	4/2/93	45	9	4/1/94	53	9	46	8
4/17/92	45	11	4/16/93	47	9	4/15/94	63	12	52	11
5/1/92	53	10	4/30/93	65	13	4/29/94	69	10	62	11
5/15/92	66	8	5/14/93	65	10	5/13/94	75	9	69	9
5/29/92	49	11	5/28/93	56	13	5/27/94	56	12	54	12
6/12/92	50	8	6/11/93	46	10	6/10/94	44	9	47	9
6/26/92	99	11	6/25/93	96	13	6/24/94	93	12	96	12
7/10/92	134	9	7/9/93	123	13	7/8/94	126	9	128	10
7/24/92	132	12	7/23/93	123	13	7/22/94	140	12	132	12
8/7/92	142	9	8/6/93	144	10	8/5/94	151	9	146	9
8/21/92	96	12	8/20/93	92	13	8/19/94	109	12	99	12
9/4/92	49	9	9/3/93	39	9	9/2/94	54	9	47	9
9/18/92	32	12	9/17/93	34	13	9/16/94	44	9	37	11
10/2/92	35	9	10/1/93	34	10	9/30/94	46	12	38	10
10/16/92	65	11	10/15/93	63	10	10/14/94	50	9	59	10
10/30/92	73	10	10/29/93	74	12	10/28/94	74	12	74	11
11/13/92	69	8	11/12/93	65	9	11/11/94	66	9	67	9
11/27/92	66	11	11/26/93	62	12	11/25/94	60	12	63	12
12/11/92	63	9	12/10/93	67	9	12/9/94	80	9	70	9
12/25/92	48	12	12/24/93	54	12	12/23/94	57	12	53	12
	1718	252		1735	285		1865	268	1773	268
Fee	2660			2780			2900		2780	
\$/check	1.35			1.38			1.36		1.36	