

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

WITNESSETH this Agreement, dated this ____ day of _____, 1990 between NORTHWEST SPECIAL RECREATION ASSOCIATION (NWSRA), an association of fourteen (14) 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, 1990, and expiring as of April 30, 1995. 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.

(4) Administrative Service Fee. NWSRA agrees to pay DISTRICT a monthly service fee as follows:

May 1, 1990 to April 30, 1991	\$215 per month
May 1, 1991 to April 30, 1992	\$215 per month
May 1, 1992 to April 30, 1993	\$225 per month
May 1, 1993 to April 30, 1994	\$235 per month
May 1, 1994 to April 30, 1995	\$245 per month

The Administrative Service fee is to be paid not later than the first day of the month following the month in which the services were rendered.

(5) Reimbursement by NWSRA. Reimbursement for the bi-weekly gross payroll by the DISTRICT on behalf of NWSRA program employees is to be paid within five working days of the payroll date on the checks.

(6) Other Services. NWSRA and DISTRICT shall perform such other services for each other and engage in joint and cooperative programs and endeavors to their mutual benefit, as agreed upon by their respective boards from time to time. Such services and programs shall be paid for on an out-of-pocket expense basis or as agreed upon by the two agencies.

(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: 3705 Pheasant Drive, 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 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

Administration Center
410 N. Arlington Heights Road
Arlington Heights, Illinois 60004
(312) 577-3000

March 29, 1990

Mr. Kevin Kendrigan, Director
Northwest Special Recreation Association
3705 Pheasant Drive
Rolling Meadows, IL 60008

Dear Kevin:

The Board of Commissioners of the Arlington Heights Park District, at its regular meeting held on March 27, 1990, 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
Director
Parks and Recreation

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Enclosure

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

WITNESSETH this Agreement, dated this 27th day of March, 1990 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).

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DATED the date aforesaid.

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By: _____
Director

Attest: _____
Secretary

(SEAL)

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