

PROSPECT HEIGHTS PARK DISTRICT

BOARD REPORT

JULY 17, 2018

PUBLIC NOTICE
Prospect Heights Park District
Agenda for the July 17, 2018 Regular Board Meeting
Gary Morava Recreation Center
110 W Camp McDonald Road, Prospect Heights, IL 60070

- I. **Call to Order – 7:00 p.m.**
 - A. Roll Call
 - B. Pledge of Allegiance
- II. **Corrections/Additions/Approval of Agenda**
- III. **Correspondence**
Thank You Card from City of Prospect Heights Mayor Nick Helmer
- IV. **Recognition/Welcome**
 - A. Residents
 - B. Guests
- V. **Approval of Minutes**
Regular Board Meeting - June 19, 2018
- VI. **Announcements (Meetings)**
Regular Board Meeting - August 21, 2018 7:00 p.m. GMRC
- VII. **Park District Treasurer's Report**
- VIII. **Business Manager Report**
- IX. **Attorney's Report**
Legal Matter
- X. **Administrative/Operational Summary**
 - A. Executive Director
 - B. Superintendent of Recreation
 - C. Superintendent of Facilities and Parks
 - D. Director of Golf Operations
 - E. Superintendent of Greens
 - F. Administrative/Operational Updates
- XI. **Committees of the Board**
 - A. **Committee of the Whole**
Chairman Tim Jones, Sub Chair Terry Curtis
 - B. **Finance Committee**
Chairman Vicki Carney, Sub Chair Eric Kirste
 - C. **OOC Programs, Facilities Grounds & Maintenance Committee**
Chairman Bob Loranger Sub Chair Karl Jackson
 - D. **Personnel & Planning Committee**
Chairman Bob Loranger, Sub Chair Vicki Carney
 - E. **Policy & Procedure Committee**
Chairman Terry Curtis, Sub Chair Ellen Avery
 - F. **Recreation Facilities, Parks & Maintenance Committee**
Chairman Tim Jones
 - G. **Recreation Programs & Resident Relations Committee**
Chairman Ellen Avery, Sub Chair Eric Kirste

- XII. **Public Comment**
Completion of Resident Comment Form required prior to Call to Order. Submit to Executive Director.

- XIII. **Unfinished/Ongoing Business**
 - A. Food, Beverage & Banquet Service at Old Orchard Country Club
 - B. ComEd Recreational Bike Path & Prairie Lease Renewal

- XIV. **New Business**
Award New Website Project

- XV. **Recess into Executive Session (Visitors are Excused at this Time)**
In accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of the following items:
Personnel (Section 2(c) (1))

- XVI. **Adjournment**

Note 1: Meeting Location – Gary Morava Recreation Center, 110 W Camp McDonald Road, Prospect Heights, IL

Note 2: If you would like to attend a Park Board meeting but require an auxiliary aid, such as a sign language interpreter, please contact the Executive Director, 847-394-2848, at least 72 hours prior to the scheduled meeting.

Our mission is to enhance the quality of life for all residents of the District through the development and maintenance of park lands and facilities utilizing available resources, as well as to promote community involvement through a variety of recreation programs, educational opportunities and special events.



Nicholas J. Helmer
Mayor

Dear Prospect Heights Park District:

On behalf of the Mayor, the City Staff and the residents of Prospect Heights, thank you for taking part in the Fourth of July Parade. That you took the time out of your own holiday to dress festively and help us all celebrate the country's birthday in style was very much appreciated.

Thank you for always participating in the parade. We loved the float and you had an impressive amount of Park District people involved. We hope that you enjoyed being in our traditional, old-fashioned Fourth of July parade.

Best Regards,

Mayor Nick Helmer

**REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070
TUESDAY, JUNE 19, 2018**

Call to Order

Roll Call

President Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Ellen Avery
Terry Curtis
Karl Jackson
Tim Jones
Eric Kirste
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Parks & Facilities
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Vicki Carney

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections/Additions/Approval of Agenda

Commissioner Jones requested for Item XIII Public Comment be moved to after Item IV Recognition/Welcome.

A motion was made by Commissioner Loranger and seconded by Commissioner Kirste to approve the agenda as amended with one absent (Commissioner Carney). The motion was approved with a voice vote. The motion carried.

Correspondence

There was no correspondence received.

Recognition/Welcome

Resident Therese Hoesli and NWSRA Executive Director Tracey Crawford were in attendance.

Public Comment

Resident Therese Hoesli commented about the desire for an indoor walking path and the condition of the tennis courts at Lions Park.

Presentation – Tracey Crawford, NWSRA Executive Director

NWSRA Executive Director Tracey Crawford presented NWSRA's 2018 Year in Review. She provided an overview which included NWSRA's legislation and advocacy, long range planning/financial stability, staff certifications, staff longevity, staff advancement, local, state and national involvement, staff training, human resources, recruitment, programming, marketing efforts, outreach, technology, SLFS, Snoezelen Sensory Therapy and 2018 goals.

Approval of Minutes**Regular Board Meeting – May 15, 2018**

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to approve the May 15, 2018 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Announcements (Meetings)

The next Regular Board Meeting is scheduled on July 17, 2018 at 7 p.m. at GMRC.

Park District Treasurer's Report**Approval of Cash Report**

Payroll	\$	(2,141.75)
Vendor	\$	(126,310.27)
Imprest	\$	4,659.03
General/Sweep	\$	824,574.95
ATM	\$	26,853.03
Cash Reserve	\$	351,584.69
RecTrac – Reg	\$	-
Investment	\$	3,036,603.95
Total of Cash Report	\$	4,115,823.63

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to approve the June 19, 2018 Cash Report in the amount of \$4,115,823.63. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Approval of Warrants for Payment

Vendor #5	\$	147,556.98
Vendor #5A	\$	40,638.34
Vendor #5B	\$	72,673.94
Payroll #10	5/11/18	\$ 60,678.49
Payroll #11	5/25/18	\$ 61,120.02
Total of Warrants	\$	382,357.77

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to accept Warrants for payment as submitted for Vendor Warrants # 5, 5A, 5B and Payroll 10, 11 in the amount of \$382,357.77. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste, Loranger

Nays: None

Absent: Commissioner Carney

The motion carried.

Business Manager Report

The Fund Report was reviewed.

Attorney's Report

There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro reminded the Board that the Prospect Heights Block Party is on Saturday, June 23rd. Commissioner Curtis indicated she can volunteer to sell tickets during the 4:30-7:30pm shift. There was discussion about scheduling a Parks Tour in September 2018.

Administrative / Operational Summary (continued)

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso also reported Supervisor of Recreation Olivia Shapley submitted her resignation. The Prospect Heights Parade will be on July 4th. Commissioner Avery and Commissioner Kirste and their families will be participating in the parade. Julie thanked the Prospect Heights Fire District for their help with the clean-up of the back-parking lot due to the storm.

Superintendent of Facilities and Parks – as submitted. Superintendent of Parks & Facilities Dino Squiers thanked the Prospect Heights Fire District for their assistance with the clean-up of the back-parking lot.

Director of Golf Operations – as submitted. Executive Director Christina Ferraro informed the Board that Director of Golf Operations Marc Heidkamp indicated that the special orders had a huge increase due to Taylor Made being on site.

Superintendent of Greens – as submitted.

Committees of the Board

There were none.

Unfinished/Ongoing Business**Food, Beverage & Banquet Service at Old Orchard Country Club**

Executive Director Christina Ferraro included two OCCC banquet ads in this month's board packet. Staff is working on hiring a Banquet Manager by no later than October 2018.

Park District Appointment of Legal Counsel June 2018-May 2019

A motion was made by Commissioner Curtis and seconded by Commissioner Avery to appoint Ancel, Glink, Diamond, Bush, Dicianni & Krafthefer P.C. as Prospect Heights Park District Legal Counsel. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste, Loranger

Nays: None

Absent: Commissioner Carney

The motion carried.

New Business**ComEd Recreational Bike Path & Prairie Lease Renewal**

There was discussion about the ComEd Recreational Bike Path & Prairie lease renewal.

A motion was made by Commissioner Curtis and seconded by Commissioner Avery to direct Executive Director Christina Ferraro to review the lease and its terms with legal counsel and move forward with the renewal. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Tax Abatement Series 2014B Bonds Ordinance 06.19.18A

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to adopt Tax Abatement Series 2014B Bonds Ordinance 06.19.18A. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste, Loranger

Nays: None

Absent: Commissioner Carney

The motion carried.

Prevailing Wage Ordinance 06.19.18B

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to adopt Prevailing Wage Ordinance 06.19.18B. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste, Loranger

New Business (continued)

Nays: None
Absent: Commissioner Carney
The motion carried.

Resolution Establishing a Policy for Electronic Attendance at Meetings of the Board of Commissioners of the Prospect Heights Park District 06.19.18A

A motion was made by Commissioner Avery and seconded by Commissioner Curtis to approve a Resolution establishing a policy for electronic attendance at meetings of the Board of Commissioners of the Prospect Heights Park District 06.19.18A. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste, Loranger
Nays: None
Absent: Commissioner Carney
The motion carried.

Resolution Establishing Policy Concerning Destruction of Certain Closed Session Verbatim Records 06.19.18B

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to approve a Resolution establishing policy concerning destruction of certain closed session verbatim records 06.19.18B. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste, Loranger
Nays: None
Absent: Commissioner Carney
The motion carried.

Recess into Executive Session

A motion was made by Commissioner Curtis and seconded by Commissioner Jackson to recess into Executive Session in accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of Personnel (Section 2(c) (1)) at 8:05 p.m. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Reconvene to Open Session

Open session reconvened at 8:20 p.m. During Executive Session Personnel was discussed.

Possible Action on Matters Discussed in Executive Session

No action was taken.

Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 8:25 p.m. The motion was approved by a voice vote with one absent (Commissioner Carney). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary

TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 7/17/2018 CASH REPORT FY 18

Motion by Commissioner _____ to approve CASH REPORT 7/17/2018 as submitted. Seconded by Commissioner _____.

ACCOUNTS	AMOUNTS
Mt. Pros.Sta Payroll #90001511 sweep acct. outstanding checks	\$ (3,357.57)
Mt. Pros.Sta Vendor #90001503 sweep acct. outstanding checks	\$ (13,225.39)
Mt. Pros.Sta Imprest #90001529	\$ 4,659.03
Mt. Pros.Sta General/Sw #90001498	\$ 692,005.98
Mt. Pros.Sta ATM #90001537 Combined Bal -- Account and ATM Machin	\$ 26,853.03
Mt. Pros.Sta Cash Rese #90001545	\$ 351,656.93
Mt. Pros.Sta Class- Reg #90002787 sweep acct. deposit in transit	\$ -
Mt. Pros.Sta Investment #107503657	\$ 3,037,248.71
TOTALS	<u>\$ 4,095,840.72</u> Voice Vote

FINANCIAL RESOLUTION

Motion by Commissioner _____ to approve WARRANT RESOLUTION 7/17/2018 as submitted. Seconded by Commissioner _____.

APPROVAL OF WARRANTS 7/17/2018

VENDOR WARRANTS	Ck From - To	AMOUNTS
6 In the amount of	46469-46526	\$90,196.85
6A In the amount of	46527-46564	\$55,530.58
6B In the amount of	ELECTRONIC	\$45,961.34
Total Vendor Warrants		<u>\$191,688.77</u>

PAYROLL WARRANTS	6/8/2018	AMOUNTS
12 In the amount of	49611-49648	\$63,516.44
	gross plus employer costs	
	6/22/2018	
13 In the amount of	49649-49691	\$89,703.91
	gross plus employer costs	
Total Payroll Warrants		<u>\$ 153,220.35</u>

TOTAL OF WARRANTS 7/17/2018 \$344,909.12 Roll Call



Prospect Heights Park District, IL

Expense Approval Report By Payment Number

Payment Dates 06/14/2018 - 06/14/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
46469	6/14/2018 905976496	01079 S/O GOLF BALLS	ACUSHNET COMPANY	300-42-4657	1,353.60 1,353.60
46470	6/14/2018 515389625 515718813	01006 S&H PAYROLL PROCESSING PE 6/5/18	ADP LLC	100-01-6000 100-01-5430	430.40 19.80 410.60
46471	6/14/2018 2737 7936	01744 JUNE 2018 IT SUPPORT CAPITAL - COMPUTER REPLACEMENT	AMI COMMUNICATIONS	100-01-5300 518-99-6045	3,806.38 1,540.50 2,265.88
46472	6/14/2018 64090	01909 MAY 2018 LEGAL SERVICES	ANCEL GLINK DIAMOND BUSH DICIANNI & KRAFTHFER PC	100-01-5332	1,523.75 1,523.75
46473	6/14/2018 27470 9570 9576 9581	01146 CLUBHOUSE FLOWERS CLUBHOUSE FLOWERS PLANTING MATERIAL CLUBHOUSE FLOWERS	ANTONS GREENHOUSES INC	300-41-6017 300-41-6017 300-41-6017 300-41-6017	3,316.25 1,077.00 1,999.25 96.00 144.00
46474	6/14/2018 1809336 1809359	01797 STAFF UNIFORMS SWIM TEAM TSHIRTS	ARENA SPORTS USA INC	200-10-6028 200-10-6028	1,828.00 1,233.00 595.00
46475	6/14/2018 333921	01014 IRRIGATION MAINTENANCE	ARTHUR CLESEN	300-41-5428	1,671.55 1,671.55
46476	6/14/2018 105010 105010 105054 105055 105055	01015 CONTRACTED SERVICES CONTRACTED SERVICES PARKS CONTRACTED SERVICES CONTRACTED SERVICES CONTRACTED SERVICES	ASSOCIATED LABOR CORPORATION OF AMERICA	300-41-5056 300-41-5300 200-30-5300 300-41-5056 300-41-5300	8,230.89 289.00 3,444.80 755.83 557.77 3,183.49
46477	6/14/2018 AMENT B 06/14/18	02012 REFUND	BARBARA AMENT	200-2372	77.00 77.00
46478	6/14/2018 94004	01166 BUS #1 DOOR REPAIR	BILL'S AUTO & TRUCK REPAIR	200-02-6031	45.00 45.00
46479	6/14/2018 1002734288	01397 GOLF BALLS	BRIDGESTONE GOLF INC	300-1361	135.00 135.00
46480	6/14/2018 97740071041-97740...	01858 TELEPHONE SERVICES	CALL ONE	200-02-5320	483.98 483.98
46481	6/14/2018 8771100740047145 ...	01022 GMRC CABLE/INTERNET 6/6/18-7/5/18	COMCAST	200-02-5320	129.43 129.43
46482	6/14/2018 11682497301	01041 705224-46120 GMRC ELECTRIC 4/12/18-5/11/18	CONSTELLATION NEW ENERGY INC	200-02-5205	2,982.79 2,982.79
46483	6/14/2018 10777	01367 BOARD RELATED EXPENSE	CROWN TROPHY	100-01-5337	18.00 18.00
46484	6/14/2018 PILATES MATT CLASS...	01180 PILATES MATT CLASS 4/18-5/18	DARLEEN CARL-BECK	200-13-5300	271.60 271.60

Expense Approval Report

Payment Dates: 06/14/2018 - 06/14/2018

Payment Number	Payment Date	Vendor #	Description	Vendor Name	Account Number	Payment Amount
Payable Number						Item Amount
46485	6/14/2018	01031	DES PLAINES OFFICE EQUIPMENT			706.45
22751615			ADMIN/GMRC COPIERS/PRINTER LEASE		100-01-5430	706.45
46486	6/14/2018	01324	DIRECT FITNESS SOLUTIONS LLC			115.00
0535331-IN			REPAIR		200-13-6030	115.00
46487	6/14/2018	01122	GOLD MEDAL PRODUCTS			669.21
340101			CONCESSIONS		200-09-6005	669.21
46488	6/14/2018	01423	GORDON FOOD SERVICE INC			1,578.52
186362801			CONCESSIONS		200-09-6005	26.58
186439442			CONCESSIONS		200-09-6005	1,551.94
46489	6/14/2018	01037	GRAINGER			55.60
9788599026			REPAIR PARTS - POOL		200-10-6033	55.60
46490	6/14/2018	01155	HALOGEN SUPPLY COMPANY			263.35
00518979			POOL CHEMICALS		200-10-6015	214.55
00519527			CHEMICAL SUPPLIES		200-10-6015	48.80
46491	6/14/2018	01038	HARRIS MOTOR SPORTS			156.10
02-209981			REPAIR PARTS - CARTS		300-41-6034	156.10
46492	6/14/2018	01040	HOME DEPOT CREDIT SERVICES			2,021.41
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6016	16.43
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6016	29.82
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6022	61.51
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6022	51.31
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6030	112.86
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6032	10.47
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6032	68.36
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6032	4.33
6035322502862521 ...			HOME DEPOT 05/13/18		200-02-6032	71.70
6035322502862521 ...			HOME DEPOT 05/13/18		200-10-6033	35.70
6035322502862521 ...			HOME DEPOT 05/13/18		200-30-6026	34.00
6035322502862521 ...			HOME DEPOT 05/13/18		200-30-6026	120.00
6035322502862521 ...			HOME DEPOT 05/13/18		200-30-6026	41.62
6035322502862521 ...			HOME DEPOT 05/13/18		200-30-6026	90.00
6035322502862521 ...			HOME DEPOT 05/13/18		200-30-6026	93.92
6035322502862521 ...			HOME DEPOT 05/13/18		200-30-6038	190.06
6035322502862521 ...			HOME DEPOT 05/13/18		300-40-6016	54.91
6035322502862521 ...			HOME DEPOT 05/13/18		300-40-6022	19.36
6035322502862521 ...			HOME DEPOT 05/13/18		300-40-6027	27.98
6035322502862521 ...			HOME DEPOT 05/13/18		300-40-6029	199.00
6035322502862521 ...			HOME DEPOT 05/13/18		300-41-6016	24.97
6035322502862521 ...			HOME DEPOT 05/13/18		300-41-6016	39.85
6035322502862521 ...			HOME DEPOT 05/13/18		300-41-6030	88.78
6035322502862521 ...			HOME DEPOT 05/13/18		300-41-6030	94.98
6035322502862521 ...			HOME DEPOT 05/13/18		300-41-6030	128.00
6035322502862521 ...			HOME DEPOT 05/13/18		300-41-6034	29.97
6035322502862521 ...			HOME DEPOT 05/13/18		300-44-6028	237.68
6035322502862521 ...			HOME DEPOT 05/13/18		406-99-6020	43.84
46493	6/14/2018	01395	HORIZON SOUND			2,900.00
BLOCK PARTY 2018			SOUNDS/LIGHTS/STAGE		413-99-5201	2,900.00
46494	6/14/2018	02013	HYUN KIM			33.00
KIM H 6/14/18			REFUND - SWIM TEAM		200-2372	33.00
46495	6/14/2018	01260	JEFF ZACK			4,130.00
476570			ADMIN & GARAGE ROOF BALANCE		518-99-8010	4,130.00

Expense Approval Report

Payment Dates: 06/14/2018 - 06/14/2018

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
Payable Number	Description			Item Amount	
46496	6/14/2018	02014	JOSE TERRAZAS		100.00
	TERRAZAS J 6/11/18	REFUND - ROOM RENTAL DEPOSIT		200-2372	100.00
46497	6/14/2018	01045	JW TURF INC		1,026.72
	P13613	REPAIR PARTS		300-41-6030	376.14
	P13746	REPAIR PARTS		300-41-6030	459.18
	P14175	REPAIR PARTS		300-41-6030	191.40
46498	6/14/2018	02015	LAURIE EISENGART		50.00
	EISENGART L 6/14/18	REFUND - PRESCHOOL		200-2372	50.00
46499	6/14/2018	01102	LIONS TAE KWON DO CENTER		931.50
	LION'S TAE KWON DO..LION'S TAE KWON DO 3/18, 4/18, 5/18			200-07-5300	931.50
46500	6/14/2018	01239	LIVING DESIGN INC		355.88
	551666	AVIARY MAINTENANCE 5/8/18		412-99-5300	355.88
46501	6/14/2018	01997	MCCLURE INSERRA & COMPANY CHARTERED		2,278.00
	10244	ACCOUNTANT SERVICES MAY 2018		100-01-5430	2,278.00
46502	6/14/2018	02016	MICHELE MAINVILLE		150.00
	MAINVILLE M 06/14/...	REFUND - TEE LEVEL		300-43-4527	150.00
46503	6/14/2018	01440	MINDSIGHT		56.25
	94686-TM	MAY 2018 IT		100-01-5300	56.25
46504	6/14/2018	01057	NAPA HEIGHTS AUTOMOTIVE		184.38
	3563-095090	OIL		300-41-6024	56.99
	3563-095742	HARDWARE		300-41-6016	52.42
	3563-096495	HARDWARE		300-41-6016	17.98
	3563-097946	OIL		300-41-6024	56.99
46505	6/14/2018	01133	NORTHERN ILLINOIS SWIM CONFERENCE		350.00
	2018 PH1	2018 NISC MEMBERSHIP FEE		200-10-5475	350.00
46506	6/14/2018	01720	NORTHFIELD HEATING AND AIR		6,450.00
	001009	REPAIR		300-40-5422	6,450.00
46507	6/14/2018	01430	NORTHWEST COMMUNITY HOSPITAL		233.00
	12178	PREEMPLOYMENT SCREENING & SELECTION		406-99-5104	81.00
	12452	PREEMPLOYMENT SCREENING & SELECTION		406-99-5104	152.00
46508	6/14/2018	01062	OFFICE DEPOT		491.95
	141540667001	OFFICE SUPPLIES		100-01-6027	491.95
46509	6/14/2018	01063	PDRMA		17,526.68
	0518159H	PDRMA HEALTH - MAY, 2018		100-01-5100	1,746.23
	0518159H	PDRMA HEALTH - MAY, 2018		100-01-5101	113.25
	0518159H	PDRMA HEALTH - MAY, 2018		100-01-5102	98.78
	0518159H	PDRMA HEALTH - MAY, 2018		200-02-5100	5,860.99
	0518159H	PDRMA HEALTH - MAY, 2018		200-02-5101	410.73
	0518159H	PDRMA HEALTH - MAY, 2018		200-02-5102	118.16
	0518159H	PDRMA HEALTH - MAY, 2018		200-30-5100	1,700.16
	0518159H	PDRMA HEALTH - MAY, 2018		200-30-5101	105.15
	0518159H	PDRMA HEALTH - MAY, 2018		200-30-5102	12.32
	0518159H	PDRMA HEALTH - MAY, 2018		300-40-5100	3,400.32
	0518159H	PDRMA HEALTH - MAY, 2018		300-40-5101	210.30
	0518159H	PDRMA HEALTH - MAY, 2018		300-40-5102	39.34
	0518159H	PDRMA HEALTH - MAY, 2018		300-41-5100	3,400.32
	0518159H	PDRMA HEALTH - MAY, 2018		300-41-5101	210.30
	0518159H	PDRMA HEALTH - MAY, 2018		300-41-5102	100.33

Expense Approval Report

Payment Dates: 06/14/2018 - 06/14/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
46510	6/14/2018 7618	01064 CHEMICALS	PENDELTON TURF SUPPLY	300-41-6015	318.00 318.00
46511	6/14/2018 7565	01064 CHEMICAL SUPPLIES	PENDELTON TURF SUPPLY	300-41-6015	2,385.00 2,385.00
46512	6/14/2018 7564 7564	01064 CHEMICAL SUPPLIES GREEN & TEE SUPPLIES	PENDELTON TURF SUPPLY	300-41-6015 300-41-6025	965.50 115.00 850.50
46513	6/14/2018 7145	01064 CHEMICAL SUPPLIES	PENDELTON TURF SUPPLY	300-41-6015	4,680.46 4,680.46
46514	6/14/2018 K-117242	01066 JUNE 2018 EMAIL ARCHIVING	PLATINUM SYSTEMS INC	100-01-5300	190.00 190.00
46515	6/14/2018 8000-9000-0008-129...	01135 POSTAGE	PURCHASE POWER	100-01-6000	201.00 201.00
46516	6/14/2018 PHPD2018ZUMBA	02017 SPRING 2018 ZUMBA	RENETA BERDYCHOWSKA	200-13-5300	129.40 129.40
46517	6/14/2018 FLAG FOOTBALL 2018	01072 FLAG FOOTBALL 2018 - LEAGUE COSTS	RIVER TRAILS PARK DISTICT	200-07-5300	58.63 58.63
46518	6/14/2018 83023	01073 HARDWARE SMALL TOOLS	ROUTE 12 RENTAL	300-41-6016	36.95 36.95
46519	6/14/2018 7535069	01099 COUNTRY GARDENS PORT REST	SERVICE SANITATION INC	200-30-5200	108.00 108.00
46520	6/14/2018 86348774	01710 IRRIGATION MAINTENANCE	SITEONE LANDSCAPE SUPPLY LLC	300-41-5428	31.37 31.37
46521	6/14/2018 339615	01865 MAY 2018 - GYMNASTICS	SPORTS KIDS INC	200-07-5300	375.70 375.70
46522	6/14/2018 1140137	01673 BUILDING IMPROVEMENTS	SUBURBAN TRIM & GLASS	523-99-8010	4,895.00 4,895.00
46523	6/14/2018 33235709 33241519 33249411 33250655 33250682 33250690 33250809 33253250	01078 EQUIPMENT EQUIPMENT S/O GOLF BALLS GOLF BALLS GOLF BALLS GOLF BALLS S/O GOLF BALLS S/O EQUIPMENT	TAYLOR MADE	300-1360 300-1360 300-42-6012 300-1361 300-1361 300-1361 300-42-6012 300-42-6010	5,586.12 235.47 402.21 884.92 168.41 918.72 1,919.99 442.66 613.74
46524	6/14/2018 16121	01781 MAY 2018 IT SUPPORT	THOMAS R PETZEL	100-01-5300	997.50 997.50
46525	6/14/2018 3909646-1 3926457-0	01082 REPAIR PARTS OFFICE SUPPLIES	WAREHOUSE DIRECT	200-02-6030 300-40-6027	64.66 21.04 43.62
46526	6/14/2018 FLAG FOOTBALL 2018	01164 FLAG FOOTBALL 2018	WHEELING PARK DISTRICT	200-07-5300	56.94 56.94
Grand Total:					90,196.85

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	10,392.06
200 - RECREATION FUND	20,709.12
300 - GOLF	44,272.07
406 - LIABILITY INSURANCE FUND	276.84
412 - MEMORIAL FUND	355.88
413 - COMMUNITY EVENTS	2,900.00
518 - CAPITAL PROJECT FUND	6,395.88
523 - CAPITAL 98 GOLF FUND	4,895.00
Grand Total:	90,196.85

Account Summary

Account Number	Account Name	Payment Amount
100-01-5100	MEDICAL INSURANCE	1,746.23
100-01-5101	DENTAL INSURANCE	113.25
100-01-5102	LIFE INSURANCE	98.78
100-01-5300	CONTRACTED SERVICE	2,784.25
100-01-5332	LEGAL SERVICES	1,523.75
100-01-5337	BOARD RELATED EXPENDI...	18.00
100-01-5430	SERVICE CONTRACTS	3,395.05
100-01-6000	POSTAGE	220.80
100-01-6027	OFFICE SUPPLIES	491.95
200-02-5100	MEDICAL INSURANCE	5,860.99
200-02-5101	DENTAL INSURANCE	410.73
200-02-5102	LIFE INSURANCE	118.16
200-02-5205	ELECTRICITY	2,982.79
200-02-5320	TELEPHONE	613.41
200-02-6016	HARDWARE SMALL TOOL ...	46.25
200-02-6022	JANITORIAL SUPPLIES	112.82
200-02-6030	REPAIR PARTS EQUIPMENT	133.90
200-02-6031	REPAIR PARTS VEHICLES	45.00
200-02-6032	REPAIR PARTS BUILDING	154.86
200-07-5300	CONTRACTED SERVICE	1,422.77
200-09-6005	RESALE CONCESSION SUP...	2,247.73
200-10-5475	PROGRAM ACTIVITY AND ...	350.00
200-10-6015	CHEMICAL SUPPLIES	263.35
200-10-6028	PROGRAM SUPPLIES-AQU...	1,828.00
200-10-6033	REPAIR PARTS POOL	91.30
200-13-5300	CONTRACTED SERVICE	401.00
200-13-6030	REPAIR PARTS EQUIPMENT	115.00
200-2372	REFUND CLEARING ACCO...	260.00
200-30-5100	MEDICAL INSURANCE	1,700.16
200-30-5101	DENTAL INSURANCE	105.15
200-30-5102	LIFE INSURANCE	12.32
200-30-5200	RENTAL LAVATORY	108.00
200-30-5300	CONTRACTED SERVICE	755.83
200-30-6026	LANDSCAPE AND TURF M...	379.54
200-30-6038	REPAIR PARTS PARKS	190.06
300-1360	GOLF EQUIPMENT INVEN...	637.68
300-1361	GOLF BALL INVENTORY	3,142.12
300-40-5100	MEDICAL INSURANCE	3,400.32
300-40-5101	DENTAL INSURANCE	210.30
300-40-5102	LIFE INSURANCE	39.34
300-40-5422	CONTRACTED REPAIRS H...	6,450.00
300-40-6016	HARDWARE SMALL TOOL ...	54.91
300-40-6022	JANITORIAL SUPPLIES	19.36
300-40-6027	OFFICE SUPPLIES	71.60
300-40-6029	RECOGNITION AND AWA...	199.00

Account Summary

Account Number	Account Name	Payment Amount
300-41-5056	OVERTIME	846.77
300-41-5100	MEDICAL INSURANCE	3,400.32
300-41-5101	DENTAL INSURANCE	210.30
300-41-5102	LIFE INSURANCE	100.33
300-41-5300	CONTRACTED SERVICE	6,628.29
300-41-5428	IRRIGATION MAINTENAN...	1,702.92
300-41-6015	CHEMICAL SUPPLIES	7,498.46
300-41-6016	HARDWARE SMALL TOOL ...	172.17
300-41-6017	PLANTING MATERIAL/ITE...	3,316.25
300-41-6024	GAS OIL AND GREASE	113.98
300-41-6025	GREEN AND TEE SUPPLIES	850.50
300-41-6030	REPAIR PARTS EQUIPMENT	1,338.48
300-41-6034	REPAIR PARTS CARTS	186.07
300-42-4657	GOLF SPECIAL ORDER-GO...	1,353.60
300-42-6010	GOLF SPECIAL ORDER EQU..	613.74
300-42-6012	GOLF SPECIAL ORDER GO...	1,327.58
300-43-4527	HOOK A KID	150.00
300-44-6028	PROGRAM SUPPLIES-WA...	237.68
406-99-5104	PHYSICALS SCREENINGS	233.00
406-99-6020	SAFETY SUPPLIES, PARTS	43.84
412-99-5300	CONTRACTED SERVICE	355.88
413-99-5201	RENTAL EQUIPMENT	2,900.00
518-99-6045	TECH UPGRADES	2,265.88
518-99-8010	BUILDING IMPROVEMENTS	4,130.00
523-99-8010	BUILDING IMPROVEMENTS	4,895.00
	Grand Total:	90,196.85

Project Account Summary

Project Account Key	Payment Amount
None	90,196.85
Grand Total:	90,196.85



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 06/22/2018 - 06/22/18

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
46527	6/22/2018 906006444	01079 S/O GOLF BALLS	ACUSHNET COMPANY	300-42-6012	231.00 231.00
46528	6/22/2018 516118015	01006 PAYROLL PROCESSING - EZ LABOR	ADP LLC	100-01-5430	444.26 444.26
46529	6/22/2018 30754	01199 UNIFORM	ALL AMERICAN UNIFORM AND SUPPLY	300-41-6048	105.08 105.08
46530	6/22/2018 1260	01943 BIKE PATH REPAIRS	ARLINGTON PAVEMENT PROFESSIONALS INC	518-99-8019	4,938.40 4,938.40
46531	6/22/2018 334462	01014 BALLFIELD SUPPLIES	ARTHUR CLESEN	200-30-6047	409.88 409.88
46532	6/22/2018 105073 105074 105074 105098 105099 105099 105141	01015 PARKS CONTRACTED SERVICES CONTRACTED SERVICES CONTRACTED SERVICES PARKS CONTRACTED SERVICES CONTRACTED SERVICES CONTRACTED SERVICES PARKS CONTRACTED SERVICES	ASSOCIATED LABOR CORPORATION OF AMERICA	200-30-5300 300-41-5056 300-41-5300 200-30-5300 300-41-5056 300-41-5300 200-30-5300	11,311.51 815.50 382.62 3,680.92 881.80 319.33 4,216.94 1,014.40
46533	6/22/2018 8942421	01086 IRRIGATION MAINTENANCE	BOARDTRONICS INC	300-41-5428	432.32 432.32
46534	6/22/2018 G1305954 G1308772	01415 S/O APPAREL S/O APPAREL	COBRA GOLF INC	300-42-6011 300-42-6011	121.43 94.63 26.80
46535	6/22/2018 8771100740004153 ...	01022 GMRC CABLE	COMCAST	200-02-5320	10.47 10.47
46536	6/22/2018 102009156 102009157	01024 GASOLINE QTY 780 @ 2.433 GASOLINE QTY 470 @ 2.474	CONSERV FS	100-01-6024 100-01-6024	3,399.77 2,102.10 1,297.67
46537	6/22/2018 12412823601	01041 705224-1 ADMIN ELECTRIC 5/11/18-6/12/18	CONSTELLATION NEW ENERGY INC	200-02-5205	199.33 199.33
46538	6/22/2018 12404858901	01041 #705224-4 IZAAK WALTON ELECTRIC 5/10/18-6/11/18	CONSTELLATION NEW ENERGY INC	405-99-5205	38.03 38.03
46539	6/22/2018 12404849001	01041 #705224-2 OCCC ELECTRIC 5/11/18-6/11/18	CONSTELLATION NEW ENERGY INC	300-40-5205	6,837.09 6,837.09
46540	6/22/2018 12412824201	01041 705224-3 BALL FIELD LIGHTS 5/15/18-6/12/18	CONSTELLATION NEW ENERGY INC	405-99-5205	375.07 375.07
46541	6/22/2018 2339107 2339107	01042 GMRC NATURAL GAS 5/1/18-5/31/18 OCCC NATURAL GAS 5/1/18-5/31/18	CONSTELLATION NEWENERGY - GAS DIVISION LLC	200-02-5204 300-40-5204	919.07 804.29 114.78
46542	6/22/2018 2339132	01042 BG-11652 GROUNDS NATURAL GAS	CONSTELLATION NEWENERGY - GAS DIVISION LLC	300-40-5204	42.64 42.64

Expense Approval Report

Payment Dates: 06/22/2018 - 06/22/18

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
46543	6/22/2018 2972	01624 HOLE IN ONE FEES	DIGITAL GOLF TECHNOLOGIES	300-40-5338	476.25 476.25
46544	6/22/2018 THE FAIR PLUMBER O...	02020 FLOOD DAMAGE & REPAIR	FRITZ SCHRIEVER	300-40-5421	1,299.00 1,299.00
46545	6/22/2018 185247	02019 ELECTRIC SERVICE INSTALL FRIG/FREEZER	GEO SERVICES INC	523-99-8010	3,198.93 3,198.93
46546	6/22/2018 9808797162	01037 HARDWARE	GRAINGER	200-02-6016	49.50 49.50
46547	6/22/2018 20086856 20087038 20087041	01130 JUNE 2018 POOL AUDIT SHALLOW LICENSE NEW & RENEWAL SHALLOW LICENSE RENEWAL	JEFF ELLIS & ASSOCIATES INC	200-10-5465 200-10-5465 200-10-5465	2,670.00 900.00 645.00 1,125.00
46548	6/22/2018 P14279	01045 REPAIR PARTS	JW TURF INC	300-41-6030	320.70 320.70
46549	6/22/2018 11491	01162 REPAIRS - BUILDING	MANZELLA PLUMBING INC	300-40-5424	370.74 370.74
46550	6/22/2018 3563-102325	01057 REPAIR PARTS	NAPA HEIGHTS AUTOMOTIVE	300-41-6030	25.73 25.73
46551	6/22/2018 INV-801313-SSV3	01984 TELEPHONE AUDIO BRANDING JUNE-SEPT 2018	PHMG	100-01-5468	690.00 690.00
46552	6/22/2018 771421 771421-1	01070 JANITORIAL SUPPLIES JANITORIAL SUPPLIES	RAMROD	200-02-6022 200-02-6022	484.60 355.66 128.94
46553	6/22/2018 5071	01458 LANDSCAPE	RICHARD DANIEL WALL SR.	518-99-8020	375.00 375.00
46554	6/22/2018 SPRING 2018 SOCCER	01072 SPRING 2018 SOCCER - LITTLE KICKERS	RIVER TRAILS PARK DISTICT	200-07-5300	180.28 180.28
46555	6/22/2018 83104	01073 PUMP	ROUTE 12 RENTAL	300-41-5201	644.14 644.14
46556	6/22/2018 86385976	01710 LANDSCAPE & TURF MATERIALS	SITEONE LANDSCAPE SUPPLY LLC	300-41-6026	463.35 463.35
46557	6/22/2018 339616	01865 JUNE 2018 SPORTS KIDS CLASSES	SPORTS KIDS INC	200-07-5300	730.60 730.60
46558	6/22/2018 33223784 33234869 33250905 33256942 33257252	01078 S/O EQUIPMENT S/O EQUIPMENT S/O CLUBS S/O EQUIPMENT S/O GOLF BALLS	TAYLOR MADE	300-42-6010 300-42-6010 300-42-6010 300-42-6010 300-40-6042	2,025.88 286.00 659.65 622.23 308.40 149.60
46559	6/22/2018 IN-01217489 IN-01217686 IN-01218503 IN-01219186 IN-01220176 IN1272147	01616 GOLF CLUBS S/O EQUIPMENT EQUIPMENT EQUIPMENT EQUIPMENT S/O EQUIPMENT	TOUR EDGE GOLF MFG INC	300-40-5331 300-42-6010 300-43-6028 300-43-6028 300-43-6028 300-42-6010	3,965.72 247.00 247.00 2,492.00 178.00 445.00 356.72
46560	6/22/2018 CH022237	01017 CHEMICALS SUPPLIES	UNIVAR USA INC	200-10-6015	2,109.04 992.27

Expense Approval Report

Payment Dates: 06/22/2018 - 06/22/18

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	CH022285	CHEMICALS SUPPLIES		200-10-6015	1,116.77
46561	6/22/2018 IN1274334	01092 S/O EQUIPMENT	US KIDS GOLF	300-42-6010	652.82 336.21
	IN1274670	S/O EQUIPMENT		300-42-6010	145.26
	IN1276011	HOOK A KID		300-43-6028	171.35
46562	6/22/2018 11663-001 6/15/18	01081 GMRC WATER	VILLAGE OF MOUNT PROSPECT	200-02-5206	2,618.30 2,618.30
46563	6/22/2018 11654-001 6/11/18	01081 GROUNDS WATER/SEWER	VILLAGE OF MOUNT PROSPECT	300-41-5206	100.40 100.40
46564	6/22/2018 9160-002 6/15/18	01081 OCC WATER/SEWER CONST FEE/SEWER	VILLAGE OF MOUNT PROSPECT	300-40-5206	2,264.25 2,264.25
Grand Total:					55,530.58

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	4,534.03
200 - RECREATION FUND	12,977.99
300 - GOLF	29,093.13
405 - PAVING & LIGHTING FUND	413.10
518 - CAPITAL PROJECT FUND	5,313.40
523 - CAPITAL 98 GOLF FUND	3,198.93
Grand Total:	55,530.58

Account Summary

Account Number	Account Name	Payment Amount
100-01-5430	SERVICE CONTRACTS	444.26
100-01-5468	IT CONTRACTED SERVICES	690.00
100-01-6024	GAS OIL AND GREASE	3,399.77
200-02-5204	NATURAL GAS-HEAT	804.29
200-02-5205	ELECTRICITY	199.33
200-02-5206	WATER SEWER	2,618.30
200-02-5320	TELEPHONE	10.47
200-02-6016	HARDWARE SMALL TOOL ...	49.50
200-02-6022	JANITORIAL SUPPLIES	484.60
200-07-5300	CONTRACTED SERVICE	910.88
200-10-5465	LICENSES AND FEES	2,670.00
200-10-6015	CHEMICAL SUPPLIES	2,109.04
200-30-5300	CONTRACTED SERVICE	2,711.70
200-30-6047	FIELD MAINTENANCE SUP...	409.88
300-40-5204	NATURAL GAS-HEAT	157.42
300-40-5205	ELECTRICITY	6,837.09
300-40-5206	WATER SEWER	2,264.25
300-40-5331	PROMOTION	247.00
300-40-5338	HOLE IN ONE	476.25
300-40-5421	CONTRACTED REPAIRS PL...	1,299.00
300-40-5424	CONTRACTED REPAIRS BU...	370.74
300-40-6042	GOLF SPECIAL EVENT EXP...	149.60
300-41-5056	OVERTIME	701.95
300-41-5201	RENTAL EQUIPMENT	644.14
300-41-5206	WATER SEWER	100.40
300-41-5300	CONTRACTED SERVICE	7,897.86
300-41-5428	IRRIGATION MAINTENAN...	432.32
300-41-6026	LANDSCAPE AND TURF M...	463.35
300-41-6030	REPAIR PARTS EQUIPMENT	346.43
300-41-6048	STAFF UNIFORMS	105.08
300-42-6010	GOLF SPECIAL ORDER EQU..	2,961.47
300-42-6011	GOLF SPECIAL ORDER AP...	121.43
300-42-6012	GOLF SPECIAL ORDER GO...	231.00
300-43-6028	PROGRAM SUPPLIES-HOO...	3,286.35
405-99-5205	ELECTRICITY	413.10
518-99-8019	BIKE PATH	4,938.40
518-99-8020	LAND IMPROVEMENTS	375.00
523-99-8010	BUILDING IMPROVEMENTS	3,198.93
Grand Total:	55,530.58	

Project Account Summary

Project Account Key	Payment Amount
None	55,530.58
Grand Total:	55,530.58

PROSPECT HEIGHTS PARK DISTRICT ELECTRONIC VENDOR WARRANT REPORT
VENDOR WARRANT 6B

ELECTRONIC VENDOR WARRANTS
JUNE
FY 2018

DATE	VENDOR NAME/TRANSACTION DESCRIPTION	AMOUNT
06/01/18	IMRF	\$12,880.21
06/01/18	IL DEPARTMENT OF EMPLOYMENT SECURITY - UNEMPLOYMENT	\$1,881.00
06/04/18	CAPITAL CUSTOMER - OCCC GROUNDS EQUIPMENT	\$13,710.00
06/06/18	CAPITAL CUSTOMER - OCCC GROUNDS EQUIPMENT	\$2,392.41
06/12/18	ELAN - CARD MEMBER SERVICES	\$15,097.72
	TOTAL	\$45,961.34

**Prospect Heights Park Distict
Fund Report
June 30, 2018**

		June 2018 Revenue	2018 Year to Date Revenue	2018 Budget Amount	% Earned	2017 Prior Year Month	2017 Prior Year to date	Variance Current vs. Prior Year
Revenue								
100	Corporate	\$ 663	\$ 562,305	\$ 1,094,848	51%	\$ 733	\$ 544,526	\$ 17,779
200	Recreation	\$ 23,501	\$ 499,688	\$ 1,490,353	34%	\$ 155,168	\$ 746,598	\$ (246,910)
300	Golf	\$ 145,782	\$ 452,807	\$ 1,299,067	35%	\$ 181,544	\$ 507,729	\$ (54,922)
410	Special Rec.	\$ -	\$ 62,919	\$ 122,501	51%	\$ -	\$ 61,737	\$ 1,182
518	Parks Capital	\$ -	\$ -	\$ 167,013	0%	\$ -	\$ -	\$ -
523	Golf Captial	\$ -	\$ -	\$ 294,000	0%	\$ -	\$ -	\$ -
600	Debt Services	\$ -	\$ 325,521	\$ 1,792,884	18%	\$ -	\$ 317,947	\$ 7,574
400	Other Funds	\$ 10,287	\$ 261,276	\$ 511,730	51%	\$ 8,968	\$ 240,818	\$ 20,458
Total Revenue		\$ 180,233	\$ 2,164,516	\$ 6,772,396	240%	\$ 346,413	\$ 2,419,355	\$ (254,839)
Expense								
100	Corporate	\$ 31,245	\$ 175,903	\$ 841,185	21%	\$ 43,256	\$ 356,668	\$ (180,765)
200	Recreation	\$ 136,009	\$ 633,608	\$ 1,582,349	40%	\$ 157,688	\$ 661,480	\$ (27,872)
300	Golf	\$ 118,148	\$ 530,382	\$ 1,299,067	41%	\$ 153,630	\$ 605,026	\$ (74,644)
410	Special Rec.	\$ -	\$ 39,246	\$ 136,295	29%	\$ -	\$ 37,576	\$ 1,670
518	Parks Capital	\$ 11,709	\$ 46,066	\$ 319,725	14%	\$ 12,694	\$ 66,209	\$ (20,143)
523	Golf Captial	\$ 8,094	\$ 147,226	\$ 294,000	50%	\$ -	\$ 24,314	\$ 122,912
600	Debt Services	\$ -	\$ 140,020	\$ 1,792,884	8%	\$ -	\$ -	\$ 140,020
400	Other Funds	\$ 16,585	\$ 164,905	\$ 467,515	35%	\$ 55,921	\$ 190,122	\$ (25,217)
Total Expense		\$ 321,790	\$ 1,877,356	\$ 6,733,020	238%	\$ 423,189	\$ 1,941,395	\$ (64,039)
Surplus/Deficit		\$ (141,557)	\$ 287,160	\$ 39,376	2%	\$ (76,776)	\$ 477,960	\$ (190,800)



To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: July 2018

Lions Park Tennis courts

Due to inclement weather this past spring and then the flooding in the early summer, several projects were delayed. One of these was preparing the tennis courts at Lion Park. The perpetual cracks due to age, snow, flood, etc. will be filled. There is a raised area from the test coring that was done to sample the soil in 2016. This is from underground pressure that also raises the concrete around the posts that hold the nets. Staff will cut this down.

In May 2016, each of the six courts were patched and recoated. As per the 10 year capital plan these six courts are scheduled to be redone in 2024 which includes a total rebuild of lowering the drain tile around the perimeter of the courts, etc.

School Street Park

This is the park that is leased from Cook County. There are two residential home with backyards adjacent to this Park and Dave's Auto on Elmhurst and Frontage Rd. The neighbors' backyards flood and have requested a trench ("drainage swale") be created for water to flows to the street and not remain in their yards. I have been informed this was done by the City at the District's request in the past. The neighbor is working with the City in regards to compliance with local codes, permit procedures, etc. This began this month after the flooding in the area. More to follow.

Coming up

The telephone system RFP, hiring a Finance Manager and preparing the job description for the Banquet Manager to begin in the fall.



July 11, 2018

To: Christina Ferraro, Executive Director
From: Dino Squiers, Superintendent of Facilities & Parks
Re: July 2018 Board Report

Pool

Both pumps that were underwater when the outside pump room flooded were rebuilt and impellers replaced; these pumps are used for the pool activities. Copper fitting for the pool boiler starting leaking. Since pipe from the boiler pump is soldered, we had to replace the shut off valve by the boiler as well.

Pump Room

Pit area for the main pool pump flooded due to a faulty sump pump. Replacement was installed and only lasted one day. We returned the pump and installed a replacement.

Plumbing

Toilet in the rear woman's washroom was blocked three times in two days. Each time we rodded out the toilet and cleared the obstruction. Pressure valve in the flushing housing was changed to a higher volume to increase the flow when flushed. Drain for the second floor mechanical room air handler cracked and was leaking above the ceiling. We temporarily epoxied the cast iron elbow until a new fitting could be installed.

Administration Building

Fire alarm system was showing ground fault trouble. After checking the circuits, it was determined that the panel was faulty and needed replacement. Changing out the panel also required replacing the annunciator since the existing panel and parts were discontinued. Roof was leaking in front hallway; flashing was replaced by the front second floor wall and lower roof.

Rear Patio Lights

LED overhead lights were installed to replace existing pole fixtures on the rear deck. We also submitted and received a grant from ComEd to cover a portion of the expense for the fixtures.

HVAC

Rear motor for the front a/c unit was locking up; replacement motor was installed. Leak developed on a valve that was also repaired. Coils on the roof top units are cleaned off regularly since this year the cottonwood trees are extremely active.

NRC

Met with Dana to assess creek damage behind Lions field from the last flood. Some areas that were part of their deep root planting along the bank got washed away. They asked (Dana had Agnes on the phone) about cutting back the shore line to decrease the slope. We have limited space since the access road runs next to the creek. In these sections the best way to stabilize the bank would be with stone or rocks. The stone bridge that connects to two sections of the trail was reset and leveled.

Lions Field

PDRMA sent adjuster from L J Shaw to inspect ballfield and submit report. Additional pictures were taken of the infield, outfield and warning tracks.

PHWYBS

Ball games scheduled for Lions continue to be played at other ballfields. Regular season games will be ending shortly with playoffs to follow.

Parks

Grass cutting continues; most areas are finally drying out. Cleanup, garbage pickup and trimming are also ongoing at all of the parks.



July 11, 2018

To: Christina Ferraro, Executive Director
From: Marc Heidkamp, Director of Golf
Re: June 2018 Golf Operations Board Report

June arrived with an extremely unpleasant greeting this year with heavy rains that caused excessive flooding to the course. For the month, the course was closed for 6 days and 10 days with "cart path only" restrictions, which added to the decline in play. Golf and cart revenue were down by 17% for the month. Total revenues came in at 8% down. When the weather was nice we witnessed high volume play which really indicated the demand is their only if the weather is inviting to play.

The flooding caused damage to the sump pumping station in the basement of the club house. Request has been submitted for payment to PDRMA and we are waiting for approval.

New roof leaks have been identified and our being repaired by R & R Roofing.

We are continuing to show the facilities to potential brides and have booked 5 weddings to date. Plans and pricing are being developed for ladies locker room renovation.

As a result of bad weather it also affects the Golf Shop impulse sales and driving range business. Although the sales were off for June, we remain encouraged with the interest our clients are showing toward new products. Again, when the weather is nice we are making sales and watching increased play on the range.

I'd be remised not to mention that the entire grounds crew staff has worked extremely hard providing us with acceptable playing conditions that allowed for golfers to get on the course. They have had their hands full keeping the course alive with the rain and excessive heat. Thank you!

JUNE	2017	2018	% CHANGE		JUNE
				17 v 18	
GREENS FEES	\$51,849.50	\$ 46,862.96	-10%		GREENS FEES
CART RENTAL FEES	\$28,699.42	\$ 26,786.00	-7%		CART RENTAL FEES
APPAREL	\$3,841.10	\$ 2,304.92	-40%		APPAREL
EQUIPMENT	\$3,851.36	\$ 5,731.45	49%		EQUIPMENT
GOLF BALLS	\$4,776.99	\$ 3,525.55	-26%		GOLF BALLS
DRIVING RANGE	\$3,520.00	\$ 2,036.00	-42%		DRIVING RANGE
SPECIAL ORDERS	\$10,522.61	\$ 11,688.17	11%		SPECIAL ORDERS
OUTINGS	\$21,117.92	\$ 18,571.45	-12%	#DIV/0!	OUTINGS
TOTAL	\$128,178.90	\$117,506.50	-8%		
ROUNDS	3488	3074	-12%	#DIV/0!	ROUNDS



July 11, 2018

To: Christina Ferraro, Executive Director
From: Ike Arden, Grounds Manager Superintendent
Re: June 2018 Grounds Operations Board Report

June weather consisted of temperatures ranging from 65 to 98 degrees. Excessive rain of 10 inches fell which caused flooding to the course and damaged the irrigation satellite boxes. Additional pumps were rented to remove water from course as quickly as possible. The course was closed for 6 days due to flooding which caused overtime hours in order to pump water from the course so play could resume.

Some fairway turf loss has developed (mostly poa annua) as a result of excessive water followed by extreme heat. This is actually a positive thing that will allow the bent grass to creep in and provide better conditions in the long run. Once the weather normalizes we will seed with creeping bent to the affected areas to promote new growth. All in all the course is still in good condition and will hold up for play while we wait for better weather.

We also installed additional netting for the driving range to help prevent arrant balls from entering forest. This should help on labor costs and ball loss in the future.



July 11, 2018

To: Julie Caporusso, Superintendent of Recreation
From: Laura Fudala, Supervisor of Recreation
Re: July 2018 Board Report

Preschool

June 8th ended our Extended Preschool session. Summertime Preschool started on June 11th. Our preschoolers are continuing to practice working on writing their names, doing fun crafts, and enjoying outside activities.

Day Camp

We are in the 5th week of camp. Camp is going well. Some of the in-house events we have had was a magician and game show trivia.

Fitness Center

Fitness Membership Statistic Report

Memberships	June 2017	June 2018
3 Month	1	0
Gym and Racquetball	2	1
1 Year Pass	4	2



July 13, 2018

To: Julie Caporusso, Superintendent of Recreation
From: Marci Glinski, Supervisor of Recreation
Re: July 2018 Board Report

Dance

Summer dance is underway and I am happy to report that we nearly doubled our registration for the summer, we have 39 dancers enrolled! This number is nearly doubled from last year.

Performing Arts

Our 2nd - 5th weeks of Creative & Performing Arts Camp have gone great! I am excited to announce that we had 26 campers in week 2, 32 Campers in week 3, 22 campers in week 4 and 32 campers in week 5. These numbers are consistent with 2017 numbers. The campers have been having a great time and end each week with a performance. Families, friends and campers come to enjoy the show each week.

We currently have 29 campers registered Production Camp that started on June 19th. Our actors & actresses have already learned their lines and are now starting to work on their stage placement/blocking for the show. Our production will be on Thursday, July 23rd at MacArthur Middle School.

Concession Stand

The concession stand has been booming. All the hot weather means a lot of sales of drinks and ice cream. This year I introduced Andy's Frozen Custard as a special on Fridays, we call it Fantastic Fridays. Camp lunches have also been popular. Nino's Pizza, Wa-Pa-Ghetti's Pizza & Buffalo Wild Wings have been a great addition to our camp lunch menu.

Active Adults

Our Active Adults are having a fun summer! Our current trips to Amish Country with 21 patrons enjoyed a day of shopping throughout the county. We had a boat trip to St Charles on the Fox River that was postponed due to river flooding. A trip to Milwaukee to see An American in Paris with lunch at Harry's Bar & Grill with 23 patrons, A new trip aboard the bus on the Naperville Bites & Sites Tour with 13 patrons, A great day in Lake Geneva on the US Mailboat Cruise with lunch at the Red Geranium with 12 patrons and 11 patrons enjoyed frozen custard on our Milwaukee Custard Tour. Looking forward to the many more great trips this summer.

Special Events

Family Poolside Bingo Night was on Friday, June 29th. It was a great day at the pool with 29 patrons that enjoyed the pool, bingo and prizes. Christmas in July will be on July 25th followed by National Night Out on Tuesday, August 7th. I have been able to secure Hot Ground Gym & Andy's Frozen Custard as sponsors of this event. Our community will enjoy free pool, the great obstacles of Hot Ground Gym, free food including free custard from Andy's Frozen Custard and more! Looking forward to a great event.



To: Park Board of Commissioners
 From: Christina Ferraro, Executive Director
 Re: Food and Beverage Golf Course Update
 Date: July 17, 2018

UPDATED timeline for transitioning the food and beverage operation in 2019. **Bold** indicates duty complete

Month	Duty
Feb 2018	<ul style="list-style-type: none"> • Prepared banquet contract for 2019 • Attorney reviewed banquet contract for 2019 • Prepared informational packages containing information about services and menus for dinner, lunch, brunch, outings, etc. • TENTATIVE Prepare and release RFP for graphic artist
March 2018	<ul style="list-style-type: none"> • Contracts and wedding info packages released
April 2018	<ul style="list-style-type: none"> • Researched solution to conversion of coolers
May 2018	<ul style="list-style-type: none"> • Converted coolers
June 2018	<ul style="list-style-type: none"> • Placed ads with WPH Chamber and the Knot
July 2018	<ul style="list-style-type: none"> • Ordered and received promo items for potential brides • Meeting with vendors about redoing bridal suite
August 2018	<ul style="list-style-type: none"> • Begin recruiting Banquet Manager • Work with EZLinks on inventory control
September 2018	<ul style="list-style-type: none"> • Interview and hire Banquet Manager
October 2018	<ul style="list-style-type: none"> • Banquet Manager starts and begins working on updating the website, hiring staff, creating policy and procedures
November 2018	RFP for signage fabrication and install
December 2018	<ul style="list-style-type: none"> • Installation of signage
	2019
Jan 2019	<ul style="list-style-type: none"> • Tastings begin
Feb 2019	<ul style="list-style-type: none"> • Advertise in The Knot again
March 2019	<ul style="list-style-type: none"> • Install upstairs stove and refrigerators



To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Recreational Lease with ComEd

Background

The District has been leasing property from ComEd since June 1998 to provide and maintain the bike path which includes cutting the grass. At that time, the District accepted responsibility for the property located from Schoenbeck Rd to Sherwood, Sherwood to Elmhurst, Elmhurst to Derby, then Wheeling Rd. to Camp McDonald Rd. The bike path continues from Camp McDonald Rd. past Wolf Rd. through to River Trails Park District and that ComEd's responsibility. The bike path continues northwest of Schoenbeck and that is either Arlington Heights or ComEd's responsibility. This is a twenty year lease that expired in May 2018.

In September 2015, the lease was amended to include the restoration of the natural prairie habitat from Schoenbeck Rd to Sherwood. This is referred to as the "ComEd Right of Way Native Habitat Improvement Plan" also known as the "ComEd Prairie". The restoration project is a five acre open space along the bike path being restored by the City's NRC through the first Green Regions grant awarded in 2014.

The goal of the NRC was to provide a wildlife corridor linking natural areas in order to facilitate migration and providing the wildlife with food and shelter. The District's goal was to increase the aesthetic value of the current bike trail for users. This always includes an education piece to increase environmental awareness and encourage volunteer involvement. The NRC's ultimate goal is to plant 40-50 acres of open space along bike trail with native prairie vegetation.

Presently

Per the June 2018, Board meeting, I have confirmed with ComEd that the District wants to renew the Recreational Lease for another term and will. Staff is evaluating the current lease agreement, the land, its usage and the time involved to maintain it. Several documents and an Environmental Due Diligence Checklist are being completed by staff and then will proceed to work with legal counsel before submitting documents to the board to review and then submit to ComEd.

Recommendation

The current lease refers to the "construction, maintenance and use of one 10-foot wide bike path, together with a grassy open recreational area." As the District intends to continue maintaining the existing Bike Path and supporting the NRC with the ComEd Prairie, it is our recommendation to renew the lease for ten years and specify the one 10-foot wide bike path with one foot on each side together with the ComEd prairie. The current lease is twenty years and includes the 50 acres of open space along bike trail.



To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Redevelopment of District Website

Background

The current website has been in existence since 2012. It now seems outdated and not as mobile-friendly as it can be. The District needs a website that is engaging with a design that is clean and simple over cluttered and busy. It needs to be easy to navigate. With newer technology, the site can be easily updated by our staff and social media can be integrated more. Smartphones and tablets are becoming the primary Internet viewing device for many people. With people spending more and more time on their mobile devices, it is vital that the site is mobile-friendly and easy to navigate. The website is our first impression for many people. It shares information about programs, events and facilities. It also hosts the current brochure, online registration and newsletters & schedules for parents and seniors. This is a perfect time to do as we launch the new logo as well.

Ali will be the main staff person working on the website but she will have a team of staff to help with content and understand the back end in the event she is not available to make changes, etc. The new site should launch in October.

Recommendation

A request for proposal was released in May. In June, seven potential vendors submitted proposals and all were interviewed by Edlyn, Julie Ali and myself. All the vendors are qualified and provided terrific presentations. The vendors (in alpha order) and the proposed cost are below.

1. American Eagle	\$25,800
2. Idea Marketing Group	\$14,750
3. Pure I	\$17,725
4. SBTC	\$14,508
5. Sports Engine	\$15,000
6. Visionary Webworks	\$ 8,997
7. Weblinxinc	\$12,500

The 2018 capital budget includes \$10,000 for the website redevelopment. Staff recommends awarding the project to Visionary Webworks which is the lowest bidder. Visionary Webworks is the current vendor but the site will be built with newer technology and will be completely revamped.

<https://www.reccentric.com/>