



BOARD REPORT

NOVEMBER 13, 2018

PUBLIC NOTICE
Prospect Heights Park District
Agenda for the November 13, 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**
- IV. **Recognition/Welcome**
- V. **Approval of Minutes**
Regular Board Meeting - October 16, 2018
- VI. **Announcements (Meetings)**
Regular Board Meeting – December 18, 2018 7:00 p.m. GMRC
- VII. **Park District Treasurer’s Report**
- VIII. **Finance Manager’s 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. **OCCC 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
- XIV. New Business
A. FY 2019 Budget First Draft
B. Potential Donation of Property to Park District
C. Resolution 11.13.2018
A Resolution Providing for the Possible Reduction of Levy and Assessment of Taxes for the Prospect Height Park District Cook County, Illinois, for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019
D. Approval of Fund Transfers
E. IAPD Credentials Certificate
F. Proposed 2019 Board Meeting Schedule
- 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.

**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, OCTOBER 16, 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
Vicki Carney (arrived at 7:04 p.m.)
Terry Curtis
Tim Jones
Eric Kirste (arrived at 7:04 p.m.)
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Parks & Facilities
Marc Heidkamp – Director of Golf Operations
Tim McPhillips – Finance Manager
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Karl Jackson

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections/Additions/Approval of Agenda

Commissioner Jones requested to move New Business Item XIV. A. to after Item VI.

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

Correspondence

None

Recognition/Welcome

David Phillips, Daniel Forbes and Aaron Gold, all from Speer Financial, were in attendance.

Approval of Minutes

Regular Board Meeting – September 18, 2018

A motion was made by Commissioner Avery and seconded by Commissioner Curtis to approve the September 18, 2018 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Jackson). The motion carried.

Announcements (Meetings)

A Committee of the Whole Meeting is scheduled for November 13, 2018 at 6:00 p.m. and a Regular Board Meeting is scheduled for November 13, 2018 at 7 p.m. Both meetings will be held at GMRC.

New Business

Ordinance 10.16.18 an Ordinance providing for the issue of approximately \$587,520 General Obligation Limited Tax Park Bonds, Series 2018, of the District, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District, for the payment of certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof

Dave Phillips of Speer Financial reported that bids were received from Mount Prospect State Bank (branch of Glenview State Bank), Wintrust Bank, Republic Bank of Chicago and Park Ridge Community Bank with the low bid coming from Mount Prospect State Bank.

A motion was made by Commissioner Carney and seconded by Commissioner Bob Loranger to accept the low bid from Mount Prospect State Bank and adopt Ordinance 10.16.18 an Ordinance providing for the issue of approximately \$587,520 General Obligation Limited Tax Park Bonds, Series 2018, of the District, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District, for the payment of certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Jackson

The motion carried.

The Board also acknowledged Dave Phillips and wished him well wishes with his retirement.

Park District Treasurer's Report**Cash Report #10**

Mt Pros State	Payroll	Sweep Acct.	\$	-
Mt Pros State	Vendor	Sweep Acct.	\$	-
Mt Pros State	Imprest		\$	5,118.02
Mt Pros State	General/Sweep		\$	1,587,336.64
Mt Pros State	ATM	Combined Bal – Account and ATM Machine	\$	20,673.03
Mt Pros State	Cash Reserves		\$	351,878.57
Mt Pros State	Class – Reg.	Sweep Acct.	\$	
Mt Pros State	Investment		\$	
Totals			\$	5,004,169.25

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept the Treasurer's Report – Cash Report #10 dated October 16, 2018 in the amount of \$5,004,169.25. The motion was approved with a voice vote with one absent (Jackson). The motion carried.

Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept Warrants for payment as submitted for Vendor Warrants # 9, 9A, and Payroll 19, 20 in the amount of \$132,127.37. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Jackson

The motion carried.

Manager Report

Finance Manager Tim McPhillips reviewed the updated Financial Statements and Fund Reports. He reported that revenue needs to be moved between departments.

Attorney's Report

There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro reported the website redesign project is moving along and should be completed by the ends of November. She continues to work with ComEd on the fine details of the agreement. The Feasibility Study will be discussed under New Business.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reported scheduled drill are being completed. A fire drill was completed on 10/15/18 and a lock down and shelter in place drill was completed on today. The Park District's Spookfest Event is scheduled on 10/20/18.

Superintendent of Facilities and Parks – as submitted. Superintendent of Parks & Facilities Dino Squiers reported the Lions Field project is almost complete. They will finish this weekend with the installation of the synthetic turf. Staff has been working on completing projects.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp reported he is working on developing a "wish list". They are moving forward with interviewing for a Banquet Manager. Staff has been working on cart warranty repairs.

Committees of the Board

Finance Committee

Commissioner Carney reviewed the Budget timeline. More to follow.

Public Comment

None

Unfinished/Ongoing Business

Food, Beverage & Banquet Service at Old Orchard Country Club

Executive Director Christina Ferraro reported the open position for a Banquet Manager has been posted through November 2nd, on IPRA, LinkedIn, Park District website and Facebook. The Park District is hoping to fill the position by November 26th.

Christina is also working on an RFP for telephones and OCCC's telephone needs will be included with the RFP.

New Business (continued)

Approval of Feasibility Study

Executive Director Christina Ferraro reported a request for quote was sent out to five firms and the Park District received quotes from three firms – Williams Architects, WTA & Gewalt Hamilton, and ESA & Studio Park Avenue. She is recommending Williams Architects for this project as they were one of the lowest quotes received.

A motion was made by Commissioner Avery and seconded by Commissioner Curtis to approve the Feasibility Study to be performed by Williams Architects and GreenPlay LLC for a cost not to exceed \$39,000. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Jackson

The motion carried.

New Business (continued)

Approval of Prospect Heights Natural Resources Commission Prescribed Burn

Executive Director Christina Ferraro reported the City of Prospect Heights Natural Resources Commission has requested approval of conducting controlled burns to manage natural areas as they pertain to the Prospect Heights Park District in November 2018 depending upon the weather.

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to approve Prospect Heights Natural Resources Commission prescribed burn. The motion was approved with a voice vote with one absent (Jackson). The motion carried.

Adjournment

With no further business to discuss a motion was made by Commissioner Avery and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 7:47 p.m. The motion was approved by a voice vote with one absent (Jackson). 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: 11/13/2018 CASH REPORT FY 18

Motion by Commissioner _____ to approve CASH REPORT 11

11/13/2018 as submitted. Seconded by Commissioner _____

ACCOUNTS

BANK STATEMENT AMOUNTS

Mt. Pros.State	Payroll	#90001511	sweep acct.	\$	-	
Mt. Pros.State	Vendor	#90001503	sweep acct.	\$	-	
Mt. Pros.State	Imprest	#90001529		\$	4,487.15	
Mt. Pros.State	General/Sweep	#90001498		\$	1,918,806.14	
Mt. Pros.State	ATM	#90001537	Combined Bal -- Account and ATM Machine	\$	24,973.03	
Mt. Pros.State	Cash Reserves	#90001545		\$	351,981.24	
Mt. Pros.State	Class- Reg.	#90002787	sweep acct.			
Mt. Pros.State	Investment	#107503657		\$	3,039,837.43	
TOTALS				\$	5,340,084.99	Voice Vote

FINANCIAL
RESOLUTION

Motion by Commissioner _____ to approve WARRANT RESOLUTION

11/13/2018 as submitted. Seconded by Commissioner _____

APPROVAL OF WARRANTS 11/13/2018

VENDOR WARRANTS	Ck From - To	AMOUNTS
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10	In the amount of	46916 - 47043	\$259,335.53
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10A	In the amount of	ELECTRONIC	\$17,830.17
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Total Vendor Warrants			\$277,165.70
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PAYROLL WARRANTS

10/12/2018

21	In the amount of		\$62,219.69
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gross plus employer costs

10/26/2018

22	In the amount of		\$61,704.48
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gross plus employer costs

Total Payroll Warrants			\$ 123,924.17
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TOTAL OF WARRANTS

\$401,089.87 Roll Call

10/13/2018

PROSPECT HEIGHTS PARK DISTRICT ELECTRONIC VENDOR WARRANT REPORT FOR FY 2018			
VENDOR WARRANT 10A			
Vendor Account			
		ELECTRONIC VENDOR WARRANTS	
		OCTOBER	
		FY 2018	
DATE	VENDOR NAME	TRANSACTION DESCRIPTION	AMOUNT
10/2/2018	AC-CAPITAL-GOLF CART LEASE PAYMET		\$2,175.60
10/5/2018	IMRF		\$14,250.57
10/24/2018	ILLINOIS DEPT OF REVENUE		\$1,404.00
		TOTAL	\$17,830.17



Prospect Heights Park District, IL

Expense Approval Report

By (None)

Payment Dates 10/01/2018 - 10/31/2018

Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
1ST AYD CORPORATION	46916	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	300-41-6022	162.71
ADP LLC	46917	PAYROLL PROCESSING PE 09/25...	SERVICE CONTRACTS	100-01-5430	364.49
ADP LLC	46917	PAYROLL PROCESSING EZLABOR	SERVICE CONTRACTS	100-01-5430	444.26
AFLAC	46918	ACCT # JNJ50	AFLAC	100-01-5105	70.80
AFLAC	46918	ACCT # JNJ50	AFLAC	200-02-5105	51.24
AIRGAS USA LLC	46919	OOCC GROUNDS SUPPLIES	CONTRACTED SERVICE	300-41-5300	57.32
ANTONS GREENHOUSES INC	46920	PLANTING MATERIALS	PLANTING MATERIAL/ITEMS	300-41-6017	164.00
ARLINGTON POWER EQUIPME...	46921	LANDSCAPE & TURF MATERIALS	LANDSCAPE AND TURF MATERI...	200-30-6026	6.46
ARTHUR CLESEN	46922	IRRIGATION MAINTENANCE	IRRIGATION MAINTENANCE	300-41-5428	202.20
ASSOCIATED LABOR CORPORAT...	46923	CONTRACTED SERVICES	OVERTIME	300-41-5056	358.73
ASSOCIATED LABOR CORPORAT...	46923	CONTRACTED SERVICES	CONTRACTED SERVICE	300-41-5300	3,034.99
ASSOCIATED LABOR CORPORAT...	46923	CONTRACTED SERVICES	OVERTIME	300-41-5056	286.26
ASSOCIATED LABOR CORPORAT...	46923	CONTRACTED SERVICES	CONTRACTED SERVICE	300-41-5300	2,562.20
ASSOCIATED LABOR CORPORAT...	46923	CONTRACTED SERVICES	OVERTIME	300-41-5056	281.56
ASSOCIATED LABOR CORPORAT...	46923	CONTRACTED SERVICES	CONTRACTED SERVICE	300-41-5300	2,562.20
CALL ONE	46924	TELEPHONE SERVICES	TELEPHONE	200-02-5320	449.51
CHRISTINA FERRARO	46925	NPRA CONFERENCE - REIMBUR...	BOARD AND STAFF CONFERENC...	100-01-5335	63.15
COMCAST	46926	OOCC CABLE/INTERNET	TELEPHONE	300-40-5320	124.12
COMCAST	46927	GROUNDS CABLE/INTERNET	TELEPHONE	300-41-5320	104.43
COMMONWEALTH EDISON	46928	MUIR FIELD ELECTRIC	ELECTRICITY	405-99-5205	56.07
CONSTELLATION NEW ENERGY ...	46929	705224-46120 GMRC ELECTRIC	ELECTRICITY	200-02-5205	5,143.51
DES PLAINES OFFICE EQUIPME...	46930	ADMIN/GMRC COPIERS/PRINTE...	SERVICE CONTRACTS	100-01-5430	706.45
FAULKS BROS CONSTRUCTION I...	46931	LANDSCAPING & TURF MATERI...	LANDSCAPE AND TURF MATERI...	300-41-6026	1,435.83
FIRST COMMUNICATIONS LLC	46932	TELEPHONE SERVICES	TELEPHONE	200-02-5320	474.14
FIRST STUDENT INC	46933	TELEPHONE SERVICES	PROGRAM ACTIVITY AND TRIPS	200-05-5475	349.25
HALOGEN SUPPLY COMPANY	46934	CREDIT - POOL SUPPLIES	CHEMICAL SUPPLIES	200-10-6015	-88.80
HALOGEN SUPPLY COMPANY	46934	POOL SUPPLIES	PROGRAM SUPPLIES-AQUATICS	200-10-6028	55.92
HALOGEN SUPPLY COMPANY	46934	POOL IMPROVEMENTS	POOL IMPROVEMENTS	518-99-8018	4,755.82
HORNUNG'S	46935	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	205.25
JB METAL WORKS INC	46936	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	1,980.00
JOSEPH CLEVENGER	46937	REFUND - YOUTH ATHLETICS	REFUND CLEARING ACCOUNT	200-2372	34.00
JW TURF INC	46938	REPAIR PARTS	REPAIR PARTS EQUIPMENT	200-30-6030	633.56
KIMBALL MIDWEST	46939	HARDWARE	HARDWARE SMALL TOOL SUPPL...	300-41-6016	46.49
KRUEGER'S CONCRETE LLC	46940	CONCRETE PATIO - DEPOSIT	GMRC/LIONS PARK - EXTERIOR	518-99-8014	6,364.80
KRUEGER'S CONCRETE LLC	46941	CONCRETE RAMP	GMRC/LIONS PARK - EXTERIOR	518-99-8014	6,211.20
MIDORI RESTAURANT BANQUET...	46942	DEPOSIT REFUND	GOLF OPERATION DEPOSITS	300-2325	2,394.00
NAPA HEIGHTS AUTOMOTIVE	46943	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	25.34
NAPA HEIGHTS AUTOMOTIVE	46943	HARDWARE SMALL TOOLS	HARDWARE SMALL TOOL SUPPL...	300-41-6016	14.73
NAPA HEIGHTS AUTOMOTIVE	46943	HARDWARE SMALL TOOLS	HARDWARE SMALL TOOL SUPPL...	300-41-6016	8.99
NAPA HEIGHTS AUTOMOTIVE	46943	HARDWARE SMALL TOOLS	HARDWARE SMALL TOOL SUPPL...	300-41-6016	17.36
NCBERS GROUP LIFE INSURANCE	46944	LIFE INSURANCE MONTHLY	INSURANCE WITHHELD	100-2030	16.00
NCBERS GROUP LIFE INSURANCE	46944	LIFE INSURANCE MONTHLY	INSURANCE WITHHELD	200-2030	32.00
NICOR	46945	ADMIN NATURAL GAS	NATURAL GAS-HEAT	200-02-5204	24.27
NIVEL PARTS & MANUFACTURI...	46946	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	304.96
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	MEDICAL INSURANCE	100-01-5100	1,742.93
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	DENTAL INSURANCE	100-01-5101	113.25
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	LIFE INSURANCE	100-01-5102	89.40
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	MEDICAL INSURANCE	200-02-5100	5,869.28
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	DENTAL INSURANCE	200-02-5101	451.92
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	LIFE INSURANCE	200-02-5102	122.92
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	MEDICAL INSURANCE	200-30-5100	1,700.16
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	DENTAL INSURANCE	200-30-5101	105.15
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	LIFE INSURANCE	200-30-5102	12.74
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	MEDICAL INSURANCE	300-40-5100	3,400.32

Expense Approval Report

Payment Dates: 10/01/2018 - 10/31/2018

Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	DENTAL INSURANCE	300-40-5101	210.30
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	LIFE INSURANCE	300-40-5102	39.76
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	MEDICAL INSURANCE	300-41-5100	3,400.32
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	DENTAL INSURANCE	300-41-5101	210.30
PDRMA	46949	PDRMA HEALTH INSURANCE - S...	LIFE INSURANCE	300-41-5102	101.31
PDRMA	46948	PDRMA INSURANCE - 3RD QUA...	LIABILITY INSURANCE	406-99-7050	6,803.43
PDRMA	46948	PDRMA INSURANCE - 3RD QUA...	LIABILITY INSURANCE	406-99-7050	1,141.05
PDRMA	46948	PDRMA INSURANCE - 3RD QUA...	LIABILITY INSURANCE	406-99-7050	3,314.04
PDRMA	46948	PDRMA INSURANCE - 3RD QUA...	LIABILITY INSURANCE	406-99-7050	202.38
PDRMA	46948	PDRMA INSURANCE - 3RD QUA...	WORKERS COMPENSATION INS...	406-99-7051	6,102.48
PADDOCK PUBLICATIONS INC	46947	PUBLIC HEARING NOTICE	PUBLISHED NOTICES	100-01-5334	70.20
PENDELTON TURF SUPPLY	46952	CHEMICAL SUPPLIES	CHEMICAL SUPPLIES	300-41-6015	3,565.92
PENDELTON TURF SUPPLY	46951	LANDSCAPE & TURF MATERIALS	LANDSCAPE AND TURF MATERI...	300-41-6026	1,445.00
PENDELTON TURF SUPPLY	46950	CHEMICAL SUPPLIES/LANDSCA...	CHEMICAL SUPPLIES	300-41-6015	375.00
PENDELTON TURF SUPPLY	46950	CHEMICAL SUPPLIES/LANDSCA...	CHEMICAL SUPPLIES	300-41-6015	5,795.00
PENDELTON TURF SUPPLY	46950	CHEMICAL SUPPLIES/LANDSCA...	LANDSCAPE AND TURF MATERI...	300-41-6026	400.00
PENDELTON TURF SUPPLY	46950	CHEMICAL SUPPLIES/LANDSCA...	LANDSCAPE AND TURF MATERI...	300-41-6026	180.00
PLATINUM SYSTEMS INC	46953	MONTHLY EMAIL MANAGEME...	CONTRACTED SERVICE	100-01-5300	190.00
PURCHASE POWER	46954	POSTAGE	POSTAGE	100-01-6000	201.00
REINDERS INC	46955	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	183.92
RENATA BERDYCHOWSKA	46956	ZUMBA 9/5/18-9/26/18	CONTRACTED SERVICE	200-13-5300	396.00
REPUBLIC SERVICES INC	46957	OCCC WASTE SERVICE	DISPOSAL CHARGES	300-41-5203	813.03
SERVICE SANITATION INC	46958	COUNTRY GARDENS PORT REST	RENTAL LAVATORY	200-30-5200	109.00
SPORTS KIDS INC	46959	CONTRACTED SERVICES - SUM...	CONTRACTED SERVICE	200-07-5300	135.20
SPORTS KIDS INC	46959	CONTRACTED SERVICES - KIDNA...	CONTRACTED SERVICE	200-07-5300	236.60
STEPHANIE LANNON	46960	REFUND - DANCE	REFUND CLEARING ACCOUNT	200-2372	199.00
THE WIFFLOT INC	46961	POWER PLAY CONTRACTED CLA...	GRANT INCOME	200-02-4036	250.00
ASSOCIATED LABOR CORPORAT...	46963	PARKS CONTRACTED SERVICES	CONTRACTED SERVICE	200-30-5300	623.23
ASSOCIATED LABOR CORPORAT...	46963	PARKS CONTRACTED SERVICES	CONTRACTED SERVICE	200-30-5300	981.24
ASSOCIATED LABOR CORPORAT...	46962	PARKS CONTRACTED SERVICES	CONTRACTED SERVICE	200-30-5300	848.64
BOLDER LANDSCAPE	46965	SOUTH STAIRWAY END BRICK R...	GMRC/LIONS PARK - EXTERIOR	518-99-8014	3,200.00
BOLDER LANDSCAPE	46964	GRAVEL DRIVEWAY	LAND IMPROVEMENTS	518-99-8020	2,500.00
COMCAST	46966	GMRC CABLE/INTERNET	TELEPHONE	200-02-5320	129.41
DARLEEN CARL-BECK	46968	PILATES MATT CLASS SEPTEMB...	CONTRACTED SERVICE	200-13-5300	109.20
GORDON FOOD SERVICE INC	46970	SUPPLIES	JANITORIAL SUPPLIES	300-40-6022	40.54
GRAINGER	46971	OCCC A/H FILTERS	REPAIR PARTS BUILDING	300-40-6032	375.00
MANZELLA PLUMBING INC	46972	KITCHEN SEWER CLEAN OUT	CONTRACTED REPAIRS PLUMBI...	300-40-5421	165.00
OFFICE DEPOT	46973	OFFICE SUPPLIES	OFFICE SUPPLIES	300-40-6027	61.38
RAMROD	46974	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	200-02-6022	195.50
FIRST STUDENT INC	46969	CPA FIELD TRIP 8/1/18	CONTRACTED SERVICE	200-08-5300	190.50
RAMROD	46974	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	200-02-6022	155.88
RAMROD	46974	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	200-02-6022	290.85
TAYLOR MADE	46975	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	552.80
TAYLOR MADE	46975	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	621.10
TAYLOR MADE	46975	EQUIPMENT	GOLF EQUIPMENT INVENTORY	300-1360	486.52
TAYLOR MADE	46975	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	420.07
TAYLOR MADE	46975	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	83.38
TAYLOR MADE	46975	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	186.06
TRUE VALUE HARDWARE	46976	HARDWARE	HARDWARE SMALL TOOL SUPPL...	200-02-6016	9.49
US KIDS GOLF	46977	S/O EQUIPMENT	GOLF SPECIAL ORDER EQUIPM...	300-42-6010	171.44
WAREHOUSE DIRECT	46978	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	200-02-6022	510.20
COMCAST	46967	GMRC CABLE	TELEPHONE	200-02-5320	10.47
ADP LLC	46980	PAYROLL PROCESSING PE 10/09...	SERVICE CONTRACTS	100-01-5430	307.87
ADP LLC	46980	EZLABORMANAGER	SERVICE CONTRACTS	100-01-5430	444.26
AFLAC	46981	ACCT# JNJ50 - OCTOBER 2018	AFLAC	100-01-5105	70.80
AFLAC	46981	ACCT# JNJ50 - OCTOBER 2018	AFLAC	200-02-5105	51.24
AIRGAS USA LLC	46982	OCCC GROUNDS SUPPLIES	CONTRACTED SERVICE	300-41-5300	59.11
AMI COMMUNICATIONS	46983	3YR LICENSE	IT SOFTWARE AND SUBSCRIPTI...	100-01-5471	458.00
AMI COMMUNICATIONS	46983	3YR LICENSE - 2019	PREPAID EXPENSES	100-1225	457.61
AMI COMMUNICATIONS	46983	3YR LICENSE - 2020	PREPAID EXPENSES	100-1225	457.00

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Vendor Name	Payment Number	Description (item)	Account Name	Account Number	Amount
ASSOCIATED LABOR CORPORAT...	46988	CONTRACTED SERVICES	OVERTIME	300-41-5056	464.11
ASSOCIATED LABOR CORPORAT...	46988	CONTRACTED SERVICES	CONTRACTED SERVICE	300-41-5300	2,564.08
ASSOCIATED LABOR CORPORAT...	46988	CONTRACTED SERVICES	OVERTIME	300-41-5056	234.48
ASSOCIATED LABOR CORPORAT...	46988	CONTRACTED SERVICES	CONTRACTED SERVICE	300-41-5300	3,531.08
ASSOCIATED LABOR CORPORAT...	46988	PARKS CONTRACTED SERVICES	CONTRACTED SERVICE	200-30-5300	788.98
ANCEL GLINK DIAMOND BUSH D...	46984	LEGAL SERVICES SEPTEMBER 20...	CONTRACTED SERVICE	100-01-5300	395.00
AMI COMMUNICATIONS	46983	OCTOBER IT SERVICES	CONTRACTED SERVICE	100-01-5300	1,540.50
ARLINGTON PAVEMENT PROFE...	46986	PARKING LOT BLACKTOP	LAND IMPROVEMENTS	518-99-8020	8,600.00
ARLINGTON PAVEMENT PROFE...	46987	SEALCOATING CART PATHS	LAND IMPROVEMENTS	523-99-8020	22,500.00
ARENA SPORTS USA INC	46985	STAFF SHIRTS	STAFF UNIFORMS-ADMIN	200-02-6048	332.00
ACUSHNET COMPANY	46979	S/O SHOES	GOLF SPECIAL ORDER APPAREL	300-42-6011	72.28
ASSOCIATED LABOR CORPORAT...	46988	OCCC CONTRACTED SERVICES	CONTRACTED SERVICE	300-40-5300	997.94
VAN HOESEN INDUSTRIES INC	47025	WASTE OIL	GAS OIL AND GREASE	300-41-6024	100.00
CITY OF PROSPECT HEIGHTS	46989	SANITARY SEWER 4.5007.00 7/1...	WATER SEWER	200-02-5206	73.50
COMCAST	46990	GROUPS CABLE/INTERNET	TELEPHONE	300-41-5320	114.41
COMMONWEALTH EDISON	46991	MUIR FIELD ELECTRIC	ELECTRICITY	405-99-5205	27.83
CONSTELLATION NEW ENERGY ...	46992	705224-1 ADMIN ELECTRIC	ELECTRICITY	200-02-5205	165.11
CONSTELLATION NEW ENERGY ...	46995	#705224-2 OCCC ELECTRIC	ELECTRICITY	300-40-5205	5,772.18
CONSTELLATION NEW ENERGY ...	46993	705224-3 BALL FIELD LIGHTS	ELECTRICITY	405-99-5205	54.22
CONSTELLATION NEW ENERGY ...	46994	#705224-4 IZAAK WALTON ELE...	ELECTRICITY	405-99-5205	33.29
CONSTELLATION NEWENERGY ...	46996	GMRC NATURAL GAS	NATURAL GAS-HEAT	200-02-5204	266.47
CONSTELLATION NEWENERGY ...	46996	OCCC NATURAL GAS	NATURAL GAS-HEAT	300-40-5204	410.23
CONSTELLATION NEWENERGY ...	46997	BG-11652 GROUNDS NATURAL ...	NATURAL GAS-HEAT	300-40-5204	56.29
ESTEBAN BURCIAGA	46998	STAFF UNIFORM REIMBURSEM...	STAFF UNIFORMS	300-41-6048	112.19
FIRST STUDENT INC	46999	7/27/18 CPA FIELD TRIP TRANS...	CONTRACTED SERVICE	200-08-5300	253.99
GULFEAGLE SUPPLY	47000	SKYLIGHTS	BUILDING IMPROVEMENTS	518-99-8010	3,797.00
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	14.73
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	42.06
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	163.98
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	8.20
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	-25.88
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	15.99
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	200-02-6016	57.51
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	JANITORIAL SUPPLIES	200-02-6022	9.52
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	JANITORIAL SUPPLIES	200-02-6022	54.58
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	REPAIR PARTS BUILDING	200-02-6032	16.39
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	LANDSCAPE AND TURF MATERI...	200-30-6026	28.02
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	LANDSCAPE AND TURF MATERI...	200-30-6026	422.80
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	HARDWARE SMALL TOOL SUPPL...	300-40-6016	5.99
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	LANDSCAPE AND TURF MATERI...	300-41-6026	33.91
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	POOL IMPROVEMENTS	518-99-8018	47.24
HOME DEPOT CREDIT SERVICES	47004	HOME DEPOT 10/12/18	POOL IMPROVEMENTS	518-99-8018	28.61
HINCKLEY SPRINGS	47002	ADMIN WATER	SERVICE CONTRACTS	100-01-5430	31.35
HARRIS MOTOR SPORTS	47001	REPAIR PARTS	REPAIR PARTS CARTS	300-41-6034	159.40
HINMAN HOLISTIC HEALTH INST...	47003	CONTRACTED SERVICES	CONTRACTED SERVICE	200-05-5300	100.00
JW TURF INC	47005	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	168.45
JW TURF INC	47005	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	91.45
KAENON	47006	EQUIPMENT	GOLF EQUIPMENT INVENTORY	300-1360	630.08
KRUEGER'S CONCRETE LLC	47007	DUG OUT	GMRC/LIONS PARK - EXTERIOR	518-99-8014	4,850.00
KRUEGER'S CONCRETE LLC	47008	PATIO DRAIN	GMRC/LIONS PARK - EXTERIOR	518-99-8014	1,000.00
KRUEGER'S CONCRETE LLC	47010	PARKING CURB	LAND IMPROVEMENTS	518-99-8020	1,500.00
KRUEGER'S CONCRETE LLC	47009	PARKING LOT REPAIR	PAVING, GRADING AND STON...	405-99-6043	600.00
MOUNT PROSPECT PUBLIC WO...	47016	CROSS CONNECTION CONTROL ...	REPAIR PARTS BUILDING	300-41-6032	10.00
MOUNT PROSPECT PUBLIC WO...	47016	CROSS CONNECTION CONTROL ...	REPAIR PARTS BUILDING	300-41-6032	10.00
MOUNT PROSPECT PUBLIC WO...	47016	CROSS CONNECTION CONTROL ...	REPAIR PARTS BUILDING	300-41-6032	10.00
MOUNT PROSPECT PUBLIC WO...	47016	CROSS CONNECTION CONTROL ...	REPAIR PARTS BUILDING	300-41-6032	10.00
MOUNT PROSPECT PUBLIC WO...	47016	CROSS CONNECTION CONTROL ...	REPAIR PARTS BUILDING	300-41-6032	10.00
MENARDS	47012	REPAIR PARTS	REPAIR PARTS EQUIPMENT	200-30-6030	117.52
MIDCO INC	47013	MONTHLY AD TRAN	IT SERVICES CONTRACTS AND ...	100-01-5469	165.00
MIDORI RESTAURANT BANQUET...	47014	GARBAGE REMOVAL	DISPOSAL CHARGES	300-41-5203	1,799.77

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MIDORI RESTAURANT BANQUET..	47015	DEPOSIT REFUND	GOLF OPERATION DEPOSITS	300-2325	956.00
MCCLURE INSERRA & COMPANY..	47011	ACCOUNTING SERVICES SEPTE...	SERVICE CONTRACTS	100-01-5430	1,768.00
NAPA HEIGHTS AUTOMOTIVE	47017	SUPPLIES	HARDWARE SMALL TOOL SUPPL..	300-41-6016	7.29
NAPA HEIGHTS AUTOMOTIVE	47017	GAS OIL GREASE	GAS OIL AND GREASE	300-41-6024	55.96
NAPA HEIGHTS AUTOMOTIVE	47017	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	15.58
NAPA HEIGHTS AUTOMOTIVE	47017	REPAIR PARTS	REPAIR PARTS EQUIPMENT	300-41-6030	29.99
NORTHFIELD HEATING AND AIR	47018	HVAC	REPAIR PARTS BUILDING	300-41-6032	2,800.00
NAPA HEIGHTS AUTOMOTIVE	47017	REPAIR PARTS	REPAIR PARTS CARTS	300-41-6034	43.96
PENDELTON TURF SUPPLY	47019	LANDSCAPE & TURF MATERIALS	LANDSCAPE AND TURF MATERI...	300-41-6026	2,602.96
STRAIGHT DOWN CLOTHING CO	47022	APPAREL	GOLF APPAREL INVENTORY	300-1362	847.13
ROTARY MOUNT PROSPECT/PR...	47020	QUARTERLY ROTARY DUES	PUBLIC RELATIONS	100-01-6001	180.00
SPEER FINANCIAL	47021	PROFESSIONAL SERVICES FOR ...	PAYING AGENT FEES	608-99-5304	892.50
THOMAS R PETZEL	47023	SEPTEMBER 2018 IT SERVICES	CONTRACTED SERVICE	100-01-5300	708.75
TPM GRAPHICS INC	47024	PRINTING - ENVELOPES, LETTE...	PRINTING	100-01-5209	2,893.00
VILLAGE OF MOUNT PROSPECT	47028	OCC WATER/SEWER CONST F...	WATER SEWER	300-40-5206	1,940.85
VILLAGE OF MOUNT PROSPECT	47029	GMRC WATER	WATER SEWER	200-02-5206	1,460.30
VILLAGE OF MOUNT PROSPECT	47030	GROUNDWATER/SEWER	WATER SEWER	300-41-5206	158.15
VAN'S ENTERPRISES LTD	47026	MCDONALD FIELD RESTORATION	SAFETY SUPPLIES, PARTS	406-99-6020	10,125.00
VAN'S ENTERPRISES LTD	47027	LIONS FIELD REBUILD DUE TO F...	SAFETY SUPPLIES, PARTS	406-99-6020	22,985.00
WAPAGHETTI'S PIZZA	47031	CONCESSIONS SUMMER 2018	RESALE CONCESSION SUPPLIES	200-09-6005	96.00
WAPAGHETTI'S PIZZA	47031	CONCESSIONS SUMMER 2018	RESALE CONCESSION SUPPLIES	200-09-6005	39.00
ADP LLC	47032	PAYROLL PROCESSING PE 10/23...	SERVICE CONTRACTS	100-01-5430	361.46
CARDMEMBER SERVICE	47033	CREDIT - KINDERSTOP SUPPLIES	PROGRAM SUPPLIES-KINDERST...	200-04-6028	-4.64
CARDMEMBER SERVICE	47033	CREDIT - KINDERSTOP SUPPLIES	PROGRAM SUPPLIES-KINDERST...	200-04-6028	-11.07
CARDMEMBER SERVICE	47033	CREDIT - DANCE COSTUMES	UNIFORMS-PROGRAM SUPPLIES	200-06-6018	-39.99
CARDMEMBER SERVICE	47033	CREDIT - DANCE COSTUMES	UNIFORMS-PROGRAM SUPPLIES	200-06-6018	-54.99
CARDMEMBER SERVICE	47033	IPRA - JOB OPENING NOTICE	PUBLISHED NOTICES	100-01-5334	265.00
CARDMEMBER SERVICE	47033	MARRIOTT - CONFERENCE	BOARD AND STAFF CONFERENC...	100-01-5335	11.17
CARDMEMBER SERVICE	47033	HARRY AND IZZY'S - CONFEREN...	BOARD AND STAFF CONFERENC...	100-01-5335	67.72
CARDMEMBER SERVICE	47033	CAFE PATACHOU - CONFERENCE	BOARD AND STAFF CONFERENC...	100-01-5335	42.32
CARDMEMBER SERVICE	47033	UNITED - CONFERENCE TRAVEL	BOARD AND STAFF CONFERENC...	100-01-5335	25.00
CARDMEMBER SERVICE	47033	UNITED - CONFERENCE TRAVEL	BOARD AND STAFF CONFERENC...	100-01-5335	25.00
CARDMEMBER SERVICE	47033	UNITED - CONFERENCE	BOARD AND STAFF CONFERENC...	100-01-5335	25.00
CARDMEMBER SERVICE	47033	TGI FRIDAYS - CONFERENCE	BOARD AND STAFF CONFERENC...	100-01-5335	17.35
CARDMEMBER SERVICE	47033	UNITED - CONFERENCE	BOARD AND STAFF CONFERENC...	100-01-5335	25.00
CARDMEMBER SERVICE	47033	MARRIOTT - CONFERENCE	BOARD AND STAFF CONFERENC...	100-01-5335	11.66
CARDMEMBER SERVICE	47033	INDIANA COVENTION CENTER - ...	BOARD AND STAFF CONFERENC...	100-01-5335	3.54
CARDMEMBER SERVICE	47033	BEE COFFEE ROASTERS - CONFE...	BOARD AND STAFF CONFERENC...	100-01-5335	6.76
CARDMEMBER SERVICE	47033	IAPD - LEGAL SYMPOSIUM	SEMINARS AND TRAINING	100-01-5410	627.00
CARDMEMBER SERVICE	47033	ADOBE - MARKETING	IT SOFTWARE AND SUBSCRIPTI...	100-01-5471	29.99
CARDMEMBER SERVICE	47033	SHRM - ANNUAL MEMBERSHIP ...	PREPAID EXPENSES	100-1225	189.00
CARDMEMBER SERVICE	47033	IPRA - MEMBERSHIP 2018-2019	PROFESSIONAL MEMBERSHIP	200-02-5460	300.00
CARDMEMBER SERVICE	47033	COSTCO - EMPLOYEE RELATIONS	EMPLOYEE RELATIONS	200-02-6004	18.99
CARDMEMBER SERVICE	47033	PANERA - EMPLOYEE RELATIONS	EMPLOYEE RELATIONS	200-02-6004	13.99
CARDMEMBER SERVICE	47033	RICHARDSON FARM - PRESCHO...	PROGRAM ACTIVITY AND TRIPS	200-03-5475	672.00
CARDMEMBER SERVICE	47033	JEWEL - PRESCHOOL SUPPLIES	PROGRAM SUPPLIES-PRESCHO...	200-03-6028	54.33
CARDMEMBER SERVICE	47033	JOANN STORES - PRESCHOOL S...	PROGRAM SUPPLIES-PRESCHO...	200-03-6028	43.88
CARDMEMBER SERVICE	47033	MICHAELS - PRESCHOOL SUPPLI...	PROGRAM SUPPLIES-PRESCHO...	200-03-6028	70.07
CARDMEMBER SERVICE	47033	FUN EXPRESS - PRESCHOOL SU...	PROGRAM SUPPLIES-PRESCHO...	200-03-6028	116.58
CARDMEMBER SERVICE	47033	WALGREENS - PRESCHOOL SUP...	PROGRAM SUPPLIES-PRESCHO...	200-03-6028	4.75
CARDMEMBER SERVICE	47033	COSTCO - PRESCHOOL SUPPLIES	PROGRAM SUPPLIES-PRESCHO...	200-03-6028	21.86
CARDMEMBER SERVICE	47033	JEWEL - KINDERSTOP SUPPLIES	PROGRAM SUPPLIES-KINDERST...	200-04-6028	10.00
CARDMEMBER SERVICE	47033	WALGREENS - KINDERSTOP SU...	PROGRAM SUPPLIES-KINDERST...	200-04-6028	6.93
CARDMEMBER SERVICE	47033	COSTCO - KINDERSTOP SUPPLIES	PROGRAM SUPPLIES-KINDERST...	200-04-6028	154.45
CARDMEMBER SERVICE	47033	DISCOUNT SCHOOL SUPPLY - KI...	PROGRAM SUPPLIES-KINDERST...	200-04-6028	188.19
CARDMEMBER SERVICE	47033	COSTCO	PROGRAM SUPPLIES-KINDERST...	200-04-6028	115.90
CARDMEMBER SERVICE	47033	TARGET - KINDERSTOP SUPPLIES	PROGRAM SUPPLIES-KINDERST...	200-04-6028	19.30
CARDMEMBER SERVICE	47033	DISCOUNT SCHOOL SUPPLIES - K...	PROGRAM SUPPLIES-KINDERST...	200-04-6028	78.89
CARDMEMBER SERVICE	47033	FUN EXPRESS - KINDERSTOP SU...	PROGRAM SUPPLIES-KINDERST...	200-04-6028	190.61
CARDMEMBER SERVICE	47033	LATTOF YMCA - KIDS DAY OFF T...	PROGRAM ACTIVITY AND TRIPS	200-05-5475	50.00

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CARDMEMBER SERVICE	47033	SOLDIER FIELD - KIDS DAY OFF ...	PROGRAM ACTIVITY AND TRIPS	200-05-5475	283.75
CARDMEMBER SERVICE	47033	RICHARDSON FARM - KIDS DAY...	PROGRAM ACTIVITY AND TRIPS	200-05-5475	360.00
CARDMEMBER SERVICE	47033	SOLDIER FIELD - KIDS DAY OFF ...	PROGRAM ACTIVITY AND TRIPS	200-05-5475	459.00
CARDMEMBER SERVICE	47033	GOLD MEDAL PRODUCTS - CON...	RESALE CONCESSION SUPPLIES	200-09-6005	623.07
CARDMEMBER SERVICE	47033	BLACKFINN - POOL MANAGERS...	RECOGNITION AND AWARDS	200-10-6029	108.34
CARDMEMBER SERVICE	47033	NAPERVILLE TOUR - ACTIVE AD...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	844.00
CARDMEMBER SERVICE	47033	TEXAS DE BRAZIL - ACTIVE ADU...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	68.00
CARDMEMBER SERVICE	47033	TIKI TERRACE - ACTIVE ADULTS ...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	903.90
CARDMEMBER SERVICE	47033	SEAQUIST ORCHARDS - ACTIVE ...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	78.99
CARDMEMBER SERVICE	47033	THEATRE AT THE CENTER - ACTI...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	839.15
CARDMEMBER SERVICE	47033	ARCADA THEATER - ACTIVE AD...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	115.35
CARDMEMBER SERVICE	47033	MARCUS CENTER - ACTIVE ADU...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	708.00
CARDMEMBER SERVICE	47033	BASIS RESTAURANT - ACTIVE ...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	278.78
CARDMEMBER SERVICE	47033	CLUB ARCADA - ACTIVE ADULTS...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	540.00
CARDMEMBER SERVICE	47033	WILDFIRE - ACTIVE ADULTS TRIP...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	500.00
CARDMEMBER SERVICE	47033	ARCADA THEATER - ACTIVE AD...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	461.40
CARDMEMBER SERVICE	47033	PSISTARIA GREEK TAVERN - ACT...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	458.05
CARDMEMBER SERVICE	47033	MUSIC THEATER - ACTIVE ADUL...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	370.00
CARDMEMBER SERVICE	47033	MAGGIANO'S - ACTIVE ADULTS ...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	361.06
CARDMEMBER SERVICE	47033	DRURY LANE - ACTIVE ADULTS ...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	352.00
CARDMEMBER SERVICE	47033	CLUB ARCADIA - ACTIVE ADULTS..	PROGRAM ACTIVITY AND TRIPS	200-11-5475	279.60
CARDMEMBER SERVICE	47033	TRAVEL INSURED - ACTIVE ADU...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	731.00
CARDMEMBER SERVICE	47033	UNCLE JULIO'S - ACTIVE ADULTS...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	576.00
CARDMEMBER SERVICE	47033	LAWRY'S - ACTIVE ADULTS TRIP...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	200.00
CARDMEMBER SERVICE	47033	ODYSSEY CRUISES - ACTIVE ADU...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	632.66
CARDMEMBER SERVICE	47033	DRURY LANE - ACTIVE ADULTS ...	PROGRAM ACTIVITY AND TRIPS	200-11-5475	135.20
CARDMEMBER SERVICE	47033	SAM'S CLUB - ACTIVE ADULTS S...	PROGRAM SUPPLIES-ACTIVE A...	200-11-6028	52.30
CARDMEMBER SERVICE	47033	PANERA - ACTIVE ADULTS TRIP ...	PROGRAM SUPPLIES-ACTIVE A...	200-11-6028	86.97
CARDMEMBER SERVICE	47033	WALGREENS - BUNCO SUPPLIES	PROGRAM SUPPLIES-ACTIVE A...	200-11-6028	68.47
CARDMEMBER SERVICE	47033	MOON JUMP INC - SPOOKFEST	CONTRACTED SERVICE	200-12-5300	189.00
CARDMEMBER SERVICE	47033	CROWN AWARDS - SPOOKFEST ...	PROGRAM SUPPLIES-SPECIAL E...	200-12-6028	60.75
CARDMEMBER SERVICE	47033	FUN EXPRESS - SPOOKFEST SUP...	PROGRAM SUPPLIES-SPECIAL E...	200-12-6028	382.73
CARDMEMBER SERVICE	47033	DIRECT TV - SAT TV	SATELLITE TELEVISION	300-40-5321	273.60
CARDMEMBER SERVICE	47033	JUST TIRES - REPAIR PARTS	REPAIR PARTS VEHICLES	300-41-6031	265.90
CARDMEMBER SERVICE	47033	PDRMA - RMI CONFERENCE	SEMINARS AND TRAINING	406-99-5410	65.00
CARDMEMBER SERVICE	47033	PDRMA - RMI	SEMINARS AND TRAINING	406-99-5410	65.00
CARDMEMBER SERVICE	47033	PDRMA - RMI	SEMINARS AND TRAINING	406-99-5410	130.00
COMCAST	47034	OCC CABLE/INTERNET 10/29/...	TELEPHONE	300-40-5320	134.10
FIRST STUDENT INC	47035	PRESCHOOL FIELD TRIP TRANS...	PROGRAM ACTIVITY AND TRIPS	200-03-5475	698.50
HRDIRECT	47036	OFFICE SUPPLIES	OFFICE SUPPLIES	100-01-6027	121.11
NCPERS GROUP LIFE INSURANCE	47037	LIFE INSURANCE MONTHLY	INSURANCE WITHHELD	100-2030	16.00
NCPERS GROUP LIFE INSURANCE	47037	LIFE INSURANCE MONTHLY	INSURANCE WITHHELD	200-2030	32.00
NICOR	47038	ADMIN NATURAL GAS 9/20/18-...	NATURAL GAS-HEAT	200-02-5204	51.48
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	MEDICAL INSURANCE	100-01-5100	1,742.93
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	DENTAL INSURANCE	100-01-5101	113.25
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	LIFE INSURANCE	100-01-5102	89.40
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	MEDICAL INSURANCE	200-02-5100	5,869.28
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	DENTAL INSURANCE	200-02-5101	451.92
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	LIFE INSURANCE	200-02-5102	122.92
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	MEDICAL INSURANCE	200-30-5100	1,700.16
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	DENTAL INSURANCE	200-30-5101	105.15
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	LIFE INSURANCE	200-30-5102	12.74
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	MEDICAL INSURANCE	300-40-5100	3,400.32
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	DENTAL INSURANCE	300-40-5101	210.30
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	LIFE INSURANCE	300-40-5102	39.76
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	MEDICAL INSURANCE	300-41-5100	3,400.32
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	DENTAL INSURANCE	300-41-5101	210.30
PDRMA	47040	PDRMA HEALTH - OCTOBER, 20...	LIFE INSURANCE	300-41-5102	101.31
PDRMA	47039	TRAINING/SEMINAR - E CASTIL ...	SEMINARS AND TRAINING	100-01-5410	20.00
PITNEY BOWES GLOBAL FINANC...	47041	POSTAGE MACHINE LEASE	SERVICE CONTRACTS	200-02-5430	206.00

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REPUBLIC SERVICES INC	47042	OCCC WASTE SERVICES	DISPOSAL CHARGES	300-41-5203	288.14
SUE TAFLINGER	47043	REFUND - ARTS SHOWCASE	REFUND CLEARING ACCOUNT	200-2372	35.00
Grand Total:					<u>259,335.53</u>

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	17,784.73
200 - RECREATION FUND	48,772.35
300 - GOLF	74,826.49
405 - PAVING & LIGHTING FUND	771.41
406 - LIABILITY INSURANCE FUND	50,933.38
518 - CAPITAL PROJECT FUND	42,854.67
523 - CAPITAL 98 GOLF FUND	22,500.00
608 - 2014B (2005B Refinance)	892.50
Grand Total:	259,335.53

Account Summary

Account Number	Account Name	Payment Amount
100-01-5100	MEDICAL INSURANCE	3,485.86
100-01-5101	DENTAL INSURANCE	226.50
100-01-5102	LIFE INSURANCE	178.80
100-01-5105	AFLAC	141.60
100-01-5209	PRINTING	2,893.00
100-01-5300	CONTRACTED SERVICE	2,834.25
100-01-5334	PUBLISHED NOTICES	335.20
100-01-5335	BOARD AND STAFF CONF...	323.67
100-01-5410	SEMINARS AND TRAINING	647.00
100-01-5430	SERVICE CONTRACTS	4,428.14
100-01-5469	IT SERVICES CONTRACTS ...	165.00
100-01-5471	IT SOFTWARE AND SUBSC...	487.99
100-01-6000	POSTAGE	201.00
100-01-6001	PUBLIC RELATIONS	180.00
100-01-6027	OFFICE SUPPLIES	121.11
100-1225	PREPAID EXPENSES	1,103.61
100-2030	INSURANCE WITHHELD	32.00
200-02-4036	GRANT INCOME	250.00
200-02-5100	MEDICAL INSURANCE	11,738.56
200-02-5101	DENTAL INSURANCE	903.84
200-02-5102	LIFE INSURANCE	245.84
200-02-5105	AFLAC	102.48
200-02-5204	NATURAL GAS-HEAT	342.22
200-02-5205	ELECTRICITY	5,308.62
200-02-5206	WATER SEWER	1,533.80
200-02-5320	TELEPHONE	1,063.53
200-02-5430	SERVICE CONTRACTS	206.00
200-02-5460	PROFESSIONAL MEMBER...	300.00
200-02-6004	EMPLOYEE RELATIONS	32.98
200-02-6016	HARDWARE SMALL TOOL ...	286.08
200-02-6022	JANITORIAL SUPPLIES	1,216.53
200-02-6032	REPAIR PARTS BUILDING	16.39
200-02-6048	STAFF UNIFORMS-ADMIN	332.00
200-03-5475	PROGRAM ACTIVITY AND ...	1,370.50
200-03-6028	PROGRAM SUPPLIES-PRE...	311.47
200-04-6028	PROGRAM SUPPLIES-KIN...	748.56
200-05-5300	CONTRACTED SERVICE	100.00
200-05-5475	PROGRAM ACTIVITY AND ...	1,502.00
200-06-6018	UNIFORMS-PROGRAM SU...	-94.98
200-07-5300	CONTRACTED SERVICE	371.80
200-08-5300	CONTRACTED SERVICE	444.49
200-09-6005	RESALE CONCESSION SUP...	758.07
200-10-6015	CHEMICAL SUPPLIES	-88.80
200-10-6028	PROGRAM SUPPLIES-AQU...	55.92
200-10-6029	RECOGNITION AND AWA...	108.34

Account Summary

Account Number	Account Name	Payment Amount
200-11-5475	PROGRAM ACTIVITY AND ...	9,433.14
200-11-6028	PROGRAM SUPPLIES-ACTI...	207.74
200-12-5300	CONTRACTED SERVICE	189.00
200-12-6028	PROGRAM SUPPLIES-SPEC...	443.48
200-13-5300	CONTRACTED SERVICE	505.20
200-2030	INSURANCE WITHHELD	64.00
200-2372	REFUND CLEARING ACCO...	268.00
200-30-5100	MEDICAL INSURANCE	3,400.32
200-30-5101	DENTAL INSURANCE	210.30
200-30-5102	LIFE INSURANCE	25.48
200-30-5200	RENTAL LAVATORY	109.00
200-30-5300	CONTRACTED SERVICE	3,242.09
200-30-6026	LANDSCAPE AND TURF M...	457.28
200-30-6030	REPAIR PARTS EQUIPMENT	751.08
300-1360	GOLF EQUIPMENT INVEN...	1,116.60
300-1362	GOLF APPAREL INVENTORY	847.13
300-2325	GOLF OPERATION DEPOSI...	3,350.00
300-40-5100	MEDICAL INSURANCE	6,800.64
300-40-5101	DENTAL INSURANCE	420.60
300-40-5102	LIFE INSURANCE	79.52
300-40-5204	NATURAL GAS-HEAT	466.52
300-40-5205	ELECTRICITY	5,772.18
300-40-5206	WATER SEWER	1,940.85
300-40-5300	CONTRACTED SERVICE	997.94
300-40-5320	TELEPHONE	258.22
300-40-5321	SATELLITE TELEVISION	273.60
300-40-5421	CONTRACTED REPAIRS PL...	165.00
300-40-6016	HARDWARE SMALL TOOL ...	5.99
300-40-6022	JANITORIAL SUPPLIES	40.54
300-40-6027	OFFICE SUPPLIES	61.38
300-40-6032	REPAIR PARTS BUILDING	375.00
300-41-5056	OVERTIME	1,625.14
300-41-5100	MEDICAL INSURANCE	6,800.64
300-41-5101	DENTAL INSURANCE	420.60
300-41-5102	LIFE INSURANCE	202.62
300-41-5203	DISPOSAL CHARGES	2,900.94
300-41-5206	WATER SEWER	158.15
300-41-5300	CONTRACTED SERVICE	14,370.98
300-41-5320	TELEPHONE	218.84
300-41-5428	IRRIGATION MAINTENAN...	202.20
300-41-6015	CHEMICAL SUPPLIES	9,735.92
300-41-6016	HARDWARE SMALL TOOL ...	94.86
300-41-6017	PLANTING MATERIAL/ITE...	164.00
300-41-6022	JANITORIAL SUPPLIES	162.71
300-41-6024	GAS OIL AND GREASE	155.96
300-41-6026	LANDSCAPE AND TURF M...	6,097.70
300-41-6030	REPAIR PARTS EQUIPMENT	2,799.69
300-41-6031	REPAIR PARTS VEHICLES	265.90
300-41-6032	REPAIR PARTS BUILDING	2,850.00
300-41-6034	REPAIR PARTS CARTS	203.36
300-41-6048	STAFF UNIFORMS	112.19
300-42-6010	GOLF SPECIAL ORDER EQU...	2,240.10
300-42-6011	GOLF SPECIAL ORDER AP...	72.28
405-99-5205	ELECTRICITY	171.41
405-99-6043	PAVING, GRADING AND S...	600.00
406-99-5410	SEMINARS AND TRAINING	260.00
406-99-6020	SAFETY SUPPLIES, PARTS	33,110.00
406-99-7050	LIABILITY INSURANCE	11,460.90

Account Summary

Account Number	Account Name	Payment Amount
406-99-7051	WORKERS COMPENSATI...	6,102.48
518-99-8010	BUILDING IMPROVEMENTS	3,797.00
518-99-8014	GMRC/LIONS PARK - EXTE...	21,626.00
518-99-8018	POOL IMPROVEMENTS	4,831.67
518-99-8020	LAND IMPROVEMENTS	12,600.00
523-99-8020	LAND IMPROVEMENTS	22,500.00
608-99-5304	PAYING AGENT FEES	892.50
	Grand Total:	259,335.53

Project Account Summary

Project Account Key	Payment Amount
None	259,335.53
Grand Total:	259,335.53

**Prospect Heights Park District
Fund Report
October 31, 2018**

	October 2018	2018 Year to	2018 Budget	%	2017 Prior Year	2017 Prior Year	Variance
	Revenue	Date Revenue	Amount	Earned	Month	to date	Current vs. Prior Year
Revenue							
100 Corporate	\$ -	\$ 1,038,229	\$ 1,094,848	95%	\$ 10,444	\$ 1,007,117	\$ 31,112
200 Recreation	\$ 113,720	\$ 1,428,361	\$ 1,490,353	96%	\$ 62,135	\$ 1,343,827	\$ 84,534
300 Golf	\$ 79,436	\$ 1,058,108	\$ 1,299,067	81%	\$ 84,627	\$ 1,168,903	\$ (110,795)
410 Special Rec.	\$ -	\$ 116,835	\$ 122,501	95%	\$ 807	\$ 114,263	\$ 2,572
518 Parks Capital	\$ -	\$ -	\$ 167,013	0%	\$ -	\$ -	\$ -
523 Golf Capital	\$ -	\$ -	\$ 294,000	0%	\$ -	\$ -	\$ -
600 Debt Services	\$ -	\$ 604,222	\$ 1,792,884	34%	\$ 584,461	\$ 1,169,409	\$ (565,187)
400 Other Funds	\$ (49,408)	\$ 535,864	\$ 511,730	105%	\$ 2,998	\$ 436,667	\$ 99,197
Total Revenue	\$ 143,748	\$ 4,781,619	\$ 6,772,396	71%	\$ 745,472	\$ 5,240,187	\$ (458,568)
Expense							
	October 2018	2018 Year to	2018 Budget	%	2017 Prior Year	2017 Prior Year	
	Expenses	Date Expenses	Amount	Used	Month	to date	
100 Corporate	\$ 35,555	\$ 319,237	\$ 841,185	38%	\$ 39,275	\$ 511,319	\$ (192,081)
200 Recreation	\$ 125,165	\$ 1,335,026	\$ 1,582,349	84%	\$ 102,897	\$ 1,250,149	\$ 84,876
300 Golf	\$ 96,240	\$ 960,272	\$ 1,299,067	74%	\$ 106,256	\$ 1,058,147	\$ (97,875)
410 Special Rec.	\$ 25,866	\$ 104,359	\$ 136,295	77%	\$ -	\$ 97,066	\$ 7,292
518 Parks Capital	\$ 46,613	\$ 144,811	\$ 319,725	45%	\$ 84,611	\$ 210,908	\$ (66,097)
523 Golf Capital	\$ 17,830	\$ 165,492	\$ 294,000	56%	\$ -	\$ 24,964	\$ 140,528
600 Debt Services	\$ 893	\$ 140,913	\$ 1,792,884	8%	\$ 5,700	\$ 5,700	\$ 135,213
400 Other Funds	\$ 31,031	\$ 321,829	\$ 467,515	69%	\$ 41,286	\$ 359,515	\$ (37,686)
Total Expense	\$ 379,193	\$ 3,491,938	\$ 6,733,020	52%	\$ 380,024	\$ 3,517,769	\$ (25,831)
Surplus/Deficit	\$ (235,445)	\$ 1,289,681	\$ 39,376	19%	\$ 365,447	\$ 1,722,417	\$ (432,737)



November 13, 2018

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

Redevelopment of District Website

The new website is in progress. It is near completion and looks terrific thus far. Anticipate launching the site in a few weeks.

ComEd Recreational Lease Agreement

This agreement is still being negotiated in regards to the maintenance of the open grassy area beyond the bike path and the prairie.

Feasibility Study

This assessment process begins November 12 with GreenPlay LLC and Williams Architects onsite meeting with residents, users, staff and stakeholders. This is a six-month process.

Future 2018/2019 Board meeting agenda items

December	Regular Board Meeting to discuss Budget Draft 2
	Public Hearing – Tax Levy Ordinance
	Tax Levy Ordinance
	Property Tax Extension Resolution
	Schedule of 2019 Board meetings
January	Regular Board Meeting to approve Budget



November 6, 2018

To: Christina Ferraro, Executive Director
From: Julie Caporusso, Superintendent of Recreation
Re: November 2018 Board Report

School District 23

D23 informed our staff that due to construction, Eisenhower School will not be available for use for Summer Camps. It was helpful that they gave us this lead time to plan.

The School District offered us MacArthur Middle School for Summer Camps. Our staff is reviewing the best way to proceed for the summer.

PDRMA

The November training is set for November 30, the training will cover a fall protection.

I will be attending the Risk Management Institute on November 16.

Marketing

The final draft of Winter/Spring Brochure was approved today. We used Danna Kobeshi, Kitchen Sink Design & Marketing this time for our brochure design. Danna put together a nice product.

The brochures will be ready for delivery on November 21.

Block Party

I will be attending the SPRA Showcase to listen to bands on November 7. The Showcase is a great way to hear several local bands in one day.

I booked Focal Point for the 7:00 pm slot for the Block Party.



November 7, 2018

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

Pool

Testing continues on locating the leak in the pool. Section of the deck was removed to cap a pipe and pressurize the line. Three shut off valves will need replacement due to a loss of pressure and leakage.

Lighting

Overhead pole lights on the pool deck have been changed to LED fixtures. Grant money was still available from the ComEd rebate plan for this year.

We were able to use the lift from the school district for this project and also replace two gym lights and a racquetball court lights since the lift was here.

Plumbing

Water leaking next to shed by Lions field was caused by a water box valve that would not seal. Since water box was underwater when the field flooded and infield mix filled the housing, bolts had to be drilled out to remove the stem and replace the seals.

Front Desk

Carpeting by the reception area was replaced, stains on the carpet would not come out from when the men's locker room drains cracked and leaked into that area.

HVAC

Room two's heat would not turn on due to a bad heat exchanger. Part was not in stock at the local supplier and was shipped next day to put the unit back in service ASAP.

Computer

Two additional computer lines were run for room twos kitchen to the copy room next to the front desk.

Rear Driveway/Nature Trail

Gravel was added to the rear driveway and regraded. We were also able to use some of the sand and gravel mix from the rear patio paver base.

Lion's Field

Synthetic turf for the home plate area was installed. This was the final part of the field rebuild; concrete for the old dugouts was removed and framed out to raise the dugout height.

Patio/Walkway

Installation of concrete on the rear ramp and patio is completed. Drains were added in the center of the patio to divert water away from the perimeter block walls.

Parking Lot

Asphalt work is near completion in the parking lot and walkway for the season, work that is normally done earlier in the season was delayed this year due to the wet and cold spring.

Parks

Clean up, grass cutting, trimming and leaf removal is still ongoing at the parks; this went a little longer this year due to the weather. We have repair the fencing at Lion's field, fixed the roof and doors on the old football shed and secured the doors on the power shed.



October 31, 2018

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

I'm always looking for something positive to say when we are at our lowest mental level in several years with a season plagued with awful weather. I remember that one nice warm day we had during this month where the course was packed with Golfers. This was a great day which really stood out because it was the only day that the temperature reached above 60 degrees. Just is fitting to the end of a miserable golfing season.

Golf cars were all tuned up under warrantee and are all set for storage. Several seats were replaced along with new breaks for the entire fleet. The crew will be washing and detailing them this winter so we are ready to go for 2019. Mike will check all steering and replace any bent knuckles as needed.

The Golf Shop sales remain intact. We are being more aggressive with discounting product in order to clear out as much as possible. This sale will continue into Christmas which should help reduce more products.

Seal Coating and paving project is complete. We are reviewing project closely and have contractor touch up trail that Golfers drove over before drying. Once repaired, I will submit PO for them to be paid. The trail system looks much better and will help to protect trails for a couple of seasons.

Junior Golf programs were a huge success this year. We witnessed positive growth for another season. I am proud of Doug Brazeau for the extra effort he has made to make our program the best in the area. This program will help the game stay alive in year to come because the kids truly are hooked after another fun season.

The Club House has been operating well. All heat pumps are running and overhead blowers are operating fine. One leak was repaired to the hot water line during the month. Basement has been cleaned and ready to store the car fleet. Drains have been rodded on the ramp and ready for excessive rain falls. We have continued to secure bids for necessary equipment needs as we move into 2019 operating the facility, to date I have not received any request to purchase Midori inventory. Main sewer repair will commence January 1, 2019.

As we look toward next year we have been work hard trying book weddings for 2019. To date we have secured 9 weddings. In discussions with other venues they have about the same amount booked. This information was nice to hear seeing we are just starting. One bride commented that we were the most professional planners they have met with. We remain excited to hire additional staff that will help us achieve our goals for 2019 season.

The sealed porch around the club hose was inspected. Several cracks have been identified and will be repaired this coming season. I have contacted Flooring Experts and they have agreed to repair them under warrantee.

We have also identified several over grown trees that are slowing play down and interfering with golf shots to the greens. Ike will issue a report this month hole by hole on how many trees will

be removed. This thinning will make the golf course more enjoyable and fair. It will also help to speed play that has always been an issue with clients.

We are now looking forward to the Turkey Shoot on November 11th. We hope to field 144 players and move out even more golf shop inventory. In closing another season we remain positive seeing when the weather was nice we were extremely busy. This truly will produce great results during the 2019 season once weather cooperates in our favor.

The course will remain open depending on weather this coming month. If weather is mild we will work to develop additional revenue for this year. I will report to you when we arrive at that point.

SEPT		2017	2018	% CHANGE		SEPT	
				17 v 18			
GREENS FEES		\$34,613.50	\$ 10,259.85	-70%		GREENS FEES	
CART RENTAL FEES		\$10,035.50	\$ 6,553.00	-35%		CART RENTAL FEES	
APPAREL		\$1,359.67	\$ 1,627.45	20%		APPAREL	
EQUIPMENT		\$1,012.63	\$ 3,256.83	222%		EQUIPMENT	
GOLF BALLS		\$1,243.08	\$ 1,323.83	6%		GOLF BALLS	
DRIVING RANGE		\$703.00	\$ 286.00	-59%		DRIVING RANGE	
SPECIAL ORDERS		\$356.00	\$ 655.00	84%		SPECIAL ORDERS	
OUTINGS		\$7,055.52	\$ 19,295.52	173%	#DIV/0!	OUTINGS	
TOTAL		\$56,378.90	\$ 43,257.48	-23%			
ROUNDS		2224	1856	-17%	#DIV/0!	ROUNDS	

Note: The Hersey Boys Golf Fees were already rung in 2017 and not reflected in 2018 report which skews the golf revenue for 2018 by \$9,000.00



October 31, 2018

To: Christina Ferraro, Executive Director
From: Mike Arden, Grounds Superintendent
Re: October 2018 Golf Operations Board Report

Temperatures ranged from a high of 83* to a low of 32|*. Rainfall for the month was 7.0 inches. Historically the rainfall for October is 2.7 inches and the temperature norm is around 63 degrees. This was an incredibly bad month for the Golfer. Play was limited to only a few days and the weather made it difficult to get any work done. Most days the temperature never reached 55*.

The irrigation system has been blow out and sealed for the winter to prevent freezing damage to the system. We also sealed the sprinkler heads with rubber caulk to prevent water from entering our lines. Mothballs were placed in irrigation boxes to prevent mice from doing damage to satellite boxes. The pump house has been winterized and ready for the long winter.

We have created a list of holes and trees that have become overgrown and effecting play. It is always difficult to cut a tree down that is alive but when it effects the Golfers ability to hit a fair shot from the fairway it needs to go. Once we clear out the trees interfering with play, the course will play more fairly and should help to increase pace of play.

Mulching of leafs is always a big part of the October maintenance program. By mulching leafs throughout the month helps save on waste removal and provides some additional nutrient's back into the soil.

As we continue to prepare the grounds for winter, I have to say the course has healed well and will go into winter healthy. The excessive rain this year made for some extreme conditions that tested my entire staff. I am proud to say with the limited crew we were able to maintain the facility in really nice condition for most of the season.

I truly hope that next year's weather patterns provide us more normal rainfalls and temperatures because this year was truly difficult and costly.

Date: October 22, 2018
Title: *Old Orchard CC tree trimming and tree removal project*
Purpose: This project outlines the trimming and removal of specific trees that have become obstructions for our golfing community.

- Hole #2 - Trim branches from the elm tree on left side of the tee box.
- Trim overhanging limbs of trees along both sides of the hole.
- Trim the locust tree on the left side of the hole just beyond the fairway bunker.
- Hole #4 - Remove the identified tree with yellow paint on the left side of the hole.
- Hole #5 - Remove the identified tree with yellow paint on the left side of the hole.
- Hole #6 - Remove the identified tree with yellow paint just beyond the tee box on the right side of the hole.
- Raise the tree canopy along the cart path on the right side of the hole.
- Hole #8 - Remove the identified trees with yellow paint on the right side of the hole.
- Hole #9 - Remove the identified trees with yellow paint on the right side of the hole.
- Hole #12 - Remove the identified trees with yellow paint on the left side of the hole.
- Hole #15 - Raise the tree canopy on the right side of the hole.
- Hole #16 - Trim all trees on the left side of the hole from the fairway bunker to the green to allow for a clear shot.
- Hole #17 - Remove the identified tree with yellow paint near the green.
- Hole #18 - Remove all identified trees and bushes with yellow paint along the right side of both tee boxes to allow for a clear shot.



November 7, 2018

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

Preschool

The preschoolers had an exciting October! We started the month off with the all school field trip to Richardson's Farm. It was a brisk fall day, but the kids and adults made the most of the day!

The 3Y old's had the PHFD firefighters visit them in their classroom, then went outside to see the fire trucks and ambulance. The 4Y olds took a field trip to the PHFD station. The kids got to tour the facility, learn more about what a firefighter does, and got to see the emergency vehicles. We ended the month with a costume parade and Halloween parties!

Youth Athletics

Little Kickers Soccer league ended on October 27th. The season went well. The youth volleyball league began on October 29th. We have 34 participants in the league. Last fall we had 9 participants. The great majority of the registrations came in on the first day of the program. When RTPD and I initially planned the league, we had to plan based on registration numbers we had a week prior to the league beginning in order to get the practice and game schedule out. However, with the increase of registrations we had to revise the game schedule and practice schedule, adding more time slots for practice and games. We also modified how we are running the 1st-3rd grade level.

Youth floor hockey began November 6th. We currently have 15 participants. In comparison to Fall 2017 we are down 2 participants.

Fitness Center

Fitness Membership Statistic Report

Memberships	October 2017	October 2018
3 Month	1	4
Gym and Racquetball	4	6
1 Year Pass	16	10



November 2018

To: Julie Caporusso, Superintendent of Recreation
From: Marci Gliniski, Supervisor of Recreation
Re: November 2018 Board Report

Dance

Dance costumes have started to arrive just in time for our dance companies to perform at our Arts Showcase on Saturday, Nov 10th. Our recital this year is on Saturday, December 15th at 1:00pm.

Active Adults

Fall is starting to wind down with trips. We had 8 who enjoyed a Judy Garland Tribute at Music Theatre Works, 13 for The Glenn Miller Orchestra at The Arcada Theatre, 10 back to the Arcada for the Vito Zatto Comedy Show, 8 for The Milwaukee Trick or Chocolate Tour, 26 for Tommy Guns Garage and 20 for Shopping Fun in Shipshewana. Holiday trips are starting next week and will continue until the end of December. My next newsletter will be out later in November and will cover January until May 2019.

Senior Celebration Day 2019 will be on Thursday, March 28th, 2019.

Special Events

Despite the rainy, cold and windy weather, SpookFest was a success. We had 168 children in attendance. We offered only a hayride instead of the spooky ride due to high winds.

My next event is Saturday, Nov 10th Arts Showcase. We will have our Preschool singing holiday songs and showcasing their artwork, Senior & Star Company dancing and couple food demonstrations. We will also have a craft & vendor fair to kick off the holiday shopping season. Our concession stand will also be open offering lunch options and snacks to vendors and shoppers.



November 8, 2018

To: Julie Caporusso, Superintendent of Recreation
From: Ed O'Neill, Supervisor of Recreation
Re: Board Report - November, 2018

We had another great month in our Youth Programs, at Kinder Stop & with Aquatics!

Kinder Stop

The staff continue doing a great job working with our kids! We provide recreational activities in a well supervised and safe environment. The arts & crafts projects completed by our 4 to 7-year-old children are beautiful and impressive. Visit our classroom (Meeting room #2) if you have a minute to see their artwork on display!

Our population has remained stable with some very minor coming and going over the last month. Our current count is at 145 'seats' filled throughout the four program options (Before Care = 30 children; AM Kinder Stop = 15 children; PM Kinder Stop = 32 children; and After Care = 68 children). We continue to provide a great service to our community at a very reasonable price!

The Kinder Stop program once again received the Power Play grant for this school year (2018-2019). The Kinder Stop program participants began participating in the "Wifflet" program on Wednesday, October 3, 2018, and have continued this weekly experience on Wednesdays through the last month.

Kids Day Off

We had one "Kid's Day Off" date since my last report. On November 6th our group of 36 (5 to 11-year old) children and 4 staff went to the Adventure Center at the Lattof YMCA. With an indoor high ropes course, a climbing wall and a maze/play area available for our use, and with the support and supervision of a well-trained YMCA adventure crew, every one of our children had an unforgettable experience. We have three, back-to-back-to-back, trips coming up during Thanksgiving week. We will see a movie, go to an indoor arcade, and visit The Grove in Glenview.

Aquatics

There is nothing to report on the programming front regarding aquatics, but Dino and his crew have been hard at work on the physical plant getting the pool ready for another great pool season.



To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Food and Beverage Golf Course Update
Date: November 13, 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.
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• Met with vendors about redoing bridal suite• Met Village of Mt Prospect re: signage process• Advertisement in The Knot debuted
August 2018	<ul style="list-style-type: none">• Prepared job description for Banquet Manager• Advertisement in Wheeling-Prospect Heights Chamber Community Guide debuted
October 2018	<ul style="list-style-type: none">• Posted Banquet Manager position on IPRA, Facebook, LinkedIn, Penn Foster and Indeed
November 2018	<ul style="list-style-type: none">• Kitchen Manager was hired to begin January 2019• Banquet Manager interviews will take place• RFP for fabrication and installation of signage
December 2018	<ul style="list-style-type: none">• Installation of signage• Banquet Manager starts and begins working on updating the website, hiring staff, creating policy and procedures

	2019
Jan 2019	<ul style="list-style-type: none"> • Tastings begin
Feb 2019	<ul style="list-style-type: none"> • Advertise in The Knot again
January 2019 – April 2019	<ul style="list-style-type: none"> • Renovations to facility
April 2019	<ul style="list-style-type: none"> • Royal Family Ball will take place April 12 • Rehearse/practice for servers, cooks, etc.
May 2019	<ul style="list-style-type: none"> • First Banquet



November 13, 2018

To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Potential Donation of Property to Park District

BACKGROUND:

I was contacted in October by a Prospect Heights resident asking if there would be interest on the Park District's behalf to accept a possible donation of land.

He explained the specified land is approximately half an acre in size and a detention basin for the subdivision where he lives. It is currently owned by an individual and the others owners in the subdivision have discussed resurrecting their homeowners association, which was dissolved some years ago, for the sole purpose to purchase this individual's property and donate it to the Park District.

After some discussion he asked that this item be an agenda item for board discussion to gauge interest before the owners meet to discuss its possibilities.

Currently the District has 70 acres of park land plus the 100 acres at the golf course. Throughout the master planning process a recurring theme identified as a priority was to reserve green space and appropriate land acquisition. When residents were surveyed about the importance of needs to address over the next five to ten years, 60% rated preserving green space and / or acquiring more land as important. There was 62% who rated increasing the number and connectivity of trails and pathways as the most important future needs overall. One of the goals in the master plan is continue to assess available land for future park development. This goes hand-in-hand with opportunities to increase open space and passive recreation through the development of new parks.

This resident's suggestion to possibly donate a detention basin and integrate it with a recreational neighborhood park is not unusual. Thoughtful integration between a park and detention basin could significantly alter public's perception of detention basins from storm water collection eyesores to neighborhood parks that may increase the value of the adjacent land.

DISCUSSION:

The challenge is whether the District is willing to be responsible for maintaining another small neighborhood park after construction. The specified land is about the size of Claire Lane or Kiwanis Parks which is suitable for a picnic shelter, small playground, basketball or tennis court and open space. There is a need for more baseball and soccer fields with space to park in this community. I am speculating this half acre would possibly have rain water in the basin possibly 20 times during a year with anywhere from 3-10 inches of water which would take 1-4 hours to drain. While this is a generous offer with some potential, I am not sure it will benefit the greater community. I am eager to discuss further with the Board.

RESOLUTION 11.13.2018

**A RESOLUTION PROVIDING FOR THE POSSIBLE REDUCTION
OF LEVY AND ASSESSMENT OF TAXES FOR THE PROSPECT
HEIGHT PARK DISTRICT COOK COUNTY, ILLINOIS, FOR THE
FISCAL YEAR BEGINNING JANUARY 1, 2019 AND ENDING
DECEMBER 31, 2019**

WHEREAS, the Board of Commissioners of the Prospect Heights Park District recognize certain effect of the Property Tax Limitation Act on the annual tax levy of the Park District; and

WHEREAS, the Board of Commissioners of the Prospect Heights Park District recognize certain limitations of the annual property tax extension as currently distributed by the Office of the County Clerk; and

WHEREAS, it is determined to be in the best interest of the Prospect Heights Park District to maximize the levy extensions in the Corporate, Audit, Paving & Lighting, Liability Insurance, IMRF, Social Security, Police Protection, Museum, and Special Recreation Funds.

THEREFORE, be it resolved by the Board of Commissioners of the Prospect Heights Park District that the Director of Tax Extensions of the Office of the County Clerk be authorized to extend the full levy request, up to the legal tax rate limit to Corporate, Audit, Paving & Lighting, Liability Insurance, IMRF, Social Security, Police Protection, Museum, and Special Recreation Funds of the District.

BE IT FURTHER RESOLVED that the Director of Tax Extensions of the Office of the County Clerk be authorized to reduce the district's Recreation Fund to provide the necessary tax extension required to maintain the Corporate, Audit, Paving & Lighting, Liability Insurance, IMRF, Social Security, Police Protection, Museum, and Special Recreation Funds, at the full levy amount requested.

Passed and signed on this 13th day of November, 2018

ATTEST:

TIMOTHY JONES

PARK BOARD PRESIDENT _____

Date: November 13, 2018

ELLEN AVERY

PARK BOARD SECRETARY _____

Date: November 13, 2018

Adopted: November 13, 2018



November 13, 2018

To: Board of Commissioners, Prospect Heights Park District
From: Tim McPhillips, Finance Manager
Re: Authorizing Transfer of Funds

Transfers between individual funds require special approval from the Board of Commissioners. In December 2017 the FY2018 budget discussions included fund balance projections which included identified transfers – per attached.

RECOMMENDATION: Authorize transfers between individual funds as indicated below:

<u>From Fund/Account</u>	<u>To Fund/Account</u>	<u>Amount</u>
100-01-8081 - Corporate	608-99-8082 - 2014B (2005B Refinance)	140,000
100-01-8081 - Corporate	523-99-8080 - Captial 98 Golf	218,794
300-40-8081 - Golf	523-99-8080 - Captial 98 Golf	75,206
409-99-8081 - Museum	412-99-8080 - Memorial	4,250
611-99-8081 - 2018 Rollover	518-99-8080 - Capital Project	134,210
610-99-8081 - 2017 Rollover	518-99-8080 - Capital Project	32,803
611-99-8081 - 2018 Rollover	608-99-8082 - 2014B (2005B Refinance)	436,500
		<u>\$ 1,041,763</u>

**PROSPECT HEIGHTS PARK DISTRICT
PROPOSED 2018 BUDGET BY FUND
FUND BALANCE PROJECTIONS**

Table #1

	Corporate	Recreation	Golf	Special Recreation Fund	Capital Projects	Debt Services	Non-Major Funds	Total
Beginning Fund Balance 1/1/2017	\$ 1,914,403	\$ 463,921	\$ 18,632	\$ 42,229	\$ 641,991	\$ 26,745	\$ 163,063	\$ 3,270,984
Revenues	\$ 1,013,411	\$ 1,472,656	\$ 1,236,461	\$ 114,773		\$ 1,172,036	\$ 448,627	\$ 5,457,964
Expenditures	\$ 431,370	\$ 1,444,923	\$ 1,219,227	\$ 97,066	\$ 282,944	\$ 13,506	\$ 409,345	\$ 3,898,380
Debt Services						\$ 1,148,458		\$ 1,148,458
Transfers	\$ (144,295)	\$ -	\$ (35,866)	\$ -	\$ 190,193	\$ (10,032)		\$ (0.00)
Estimated Fund Balance 12/31/2017	\$ 2,352,150	\$ 491,654	\$ (0)	\$ 59,936	\$ 549,240	\$ 2,323,701	\$ 202,345	\$ 5,979,026
Estimated Fund Balance 1/1/2018	\$ 2,295,559	\$ 491,654	\$ (0)	\$ 59,936	\$ 549,240	\$ 2,323,701	\$ 202,345	\$ 5,922,435
Revenues	\$ 1,094,848	\$ 1,490,353	\$ 1,299,067	\$ 122,501		\$ 1,216,384	\$ 506,480	\$ 5,729,633
Expenditures	\$ 482,391	\$ 1,582,349	\$ 1,223,861	\$ 136,295	\$ 613,725	\$ 37,486	\$ 462,265	\$ 4,538,372
Debt Services						\$ 1,151,885		\$ 1,151,885
Transfers	\$ (358,794)		\$ (75,206)		\$ 461,013	\$ (27,013)		\$ -
Estimated Fund Balance 12/31/2018	\$ 2,549,222	\$ 399,658	\$ (0)	\$ 46,142	\$ 396,528	\$ 2,323,701	\$ 246,560	\$ 5,961,811

Table #1 Funds are identified as Major and Non-Major, in accordance with the classification presented in the District's audited financial statements or Comprehensive Annual Financial Report (CAFR). Major Funds include General, Recreation, Golf, Capital Projects. The only Non-Major fund is the Special Recreation.

FUND TRANSFERS IN 2018

Fund 100	\$ (140,000)	To Fund 608 June 1st 2014 Bond Payment
Fund 100	\$ (218,794)	To Fund 523 for Golf Course Capital Projects
Fund 300	\$ (75,206)	To Fund 523 for Golf Course Capital Projects (Estimated Revenue Transfer)
Fund 409	\$ (4,250)	To Fund 412 - Memorial Fund
Fund 412	\$ 4,250	From Fund 409 - Museum Fund
Fund 518	\$ 134,210	From Fund 611 Bond Proceeds
Fund 518	\$ 32,803	From Fund 610
Fund 523	\$ 218,794	From Fund 100
Fund 523	\$ 75,206	From Fund 300
Fund 608	\$ 140,000	From Fund 100
Fund 608	\$ 436,500	From Fund 611
Fund 610	\$ (32,803)	To Fund 518
Fund 611	\$ (134,210)	To Fund 518
Fund 611	\$ (436,500)	To Fund 608

Total FY 2018 Transfers -



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 10, 2018

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held at the Hyatt Regency Hotel, Chicago, Illinois, January 24-26, 2019.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 26, 2019 at 3:30 p.m. in the Grand Ballroom A/B of the Hyatt Regency Hotel, 151 E. Upper Wacker Dr. in Chicago, Illinois.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

NOTE: If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

_____ held at _____

 _____ on _____ at _____

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held at the Hyatt Regency Hotel, Chicago, Illinois on **Saturday, January 26, 2019 at 3:30 p.m. in the Grand Ballroom A/B:**

Name

Title

Delegate: _____

1st Alternate: _____

2nd Alternate: _____

3rd Alternate: _____

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal:

Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 10, 2018
RE: **RESOLUTIONS**

To ensure our membership a voice in the Association, Article X, of the Constitutional By-Laws provides as follows:

"Section 1. Resolutions for presentation at the Annual Meeting of the Association may be proposed by any member district, the Honors and Resolutions Committee and by the Board of Trustees.

- (a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (November 27, 2018) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 12, 2018) to the Annual Business Meeting.
- (b) The Honors and Resolutions Committee shall have the prerogative to determine which resolutions submitted by member districts shall be presented at the Annual Business Meeting of the Association; however, all resolutions received must be submitted to the membership. Any governing board of a member district shall have the right to appeal the Committee's decision to the delegates at the Annual Business Meeting of the Association.
- (c) Notice of appeal by a member district for the resolution must be served by mail on the members of the Honors and Resolutions Committee so as to be received not less than forty-eight (48) hours in advance of the start of the Annual Conference. A majority of the official delegates present and voting at the Annual Business Meeting of the Association during the Annual Conference is required for consideration of appeals. Approval by a two-thirds (2/3rds) majority vote of the official delegates present and voting is required at the Annual Business Meeting of the Association for the introduction of additional resolutions. A member district seeking authority at the Annual Business Meeting of the Association to present an additional resolution must provide duplicated copies in number sufficient for all delegates present."

NOTE: All resolutions must be received in the Association's office no later than November 27, 2018.



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 10, 2018
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before November 27, 2018 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 12, 2018) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS

"Section 1. These Constitutional By-Laws may be amended at the Annual Meeting of the association by a majority vote of the official delegates of the member districts present and voting subject to the compliance with the following procedure:

(a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.

(b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

NOTE: November 27, 2018 is the deadline for all changes and/or amendments to be received in the Association's office.



November 13, 2018

To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: Proposed 2019 Board Meeting Schedule

The Board of Commissioners regularly meets on the third Tuesday of each month with a few exceptions. I am proposing the regular meetings change to the fourth Tuesday of each month with a few exceptions. This allows time to prepare financial reports, etc. in a timely fashion

PROPOSED

January 22

February 26

March 26

April 23

May 28 day after Memorial Day

June 25

July 23

August 27

September 24 NRPA conference

October 22

November 19 this is the third Tuesday due to Thanksgiving holiday

December 17 this is the third Tuesday due to Christmas holiday

An official schedule must be approved at December meeting this year.