



**PROSPECT HEIGHTS
PARK DISTRICT**

Phone: (847) 394-2848

Fax: (847) 394-7799

110 W. Camp McDonald Road • Prospect Heights, Illinois 60070
www.prospectheightsparkdistrict.org

FEBRUARY 16, 2016

**BOARD
REPORT**

PUBLIC NOTICE
Prospect Heights Park District
Agenda for the Regular Board Meeting
February 16, 2016
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
 - A. Certificate of Recognition in celebration of PHPD 50th Anniversary from State Rep David Harris on behalf of Illinois House of Representatives
- IV. Recognition /Welcome
 - A. Residents
 - B. Employee Recognition – Kathy DeCoursey
- V. Approval of Minutes
 - A. Regular Board Meeting – January 19, 2016
- VI. Announcements (Meetings)

	<u>Date</u>	<u>Time</u>	<u>Location</u>
A. Regular Board Meeting	03/15/16	7:00 PM	GMRC
- VII. Park District Treasurer's Report

A. Cash Report # 2	
B. Approval of Warrants for Payment	<u>Date</u>
1. Vendor # 1	01/08/16
2. Vendor # 1A	01/09/16
3. Vendor # 1B	01/15/16
4. Vendor # 1C	01/21/16
5. Vendor # 1D	01/28/16
6. Vendor # 1E	Electronic
7. Payroll # 1	01/08/16
8. Payroll # 2	01/21/16
9. Refund # 1	January
- VIII. Accounting Manager Report
 - A. YTD Fund Summary
- IX. Attorney's Report
 - A. 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
 - Active Adult Departmental Summary
 - Special Events Departmental Summary

XI. Public Comment

Completion of Resident Comment Form required prior to Call to Order.
Submit to Executive Director.

XII. Unfinished / Ongoing Business

- A. Lions Park Tennis Courts
- B. GMRC Whirlpool Updates
- C. PHPD Investment Policy
- D. Tully Park
- E. 2016 PHPD Budget
 - Public Hearing
 - Combined Budget and Appropriation Ordinance 02.16.2016

XIII. New Business

- A. Intergovernmental Agreement Termination with Wheeling Park District for 2017 Youth Soccer Program

XIV. 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:

- A. Approval of Minutes (Section 2(c) (21))
- B. Personnel (Section 2(c) (1))
- C. *Land Acquisition* (Section 2(c) (5/6))
- D. Litigation (Section 2(c) (11))

XV. Reconvene to Open Session (Visitors Invited to Return at this Time)

XVI. Possible Action on Matters Discussed Executive Session

XVII. Adjournment

Note 1: Meeting Location - Gary Morava Recreation Center, 110 W. Camp McDonald Road, Prospect Heights, IL. Meetings Held in Meeting Room I or II

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, 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.

Illinois House of Representatives

800 West Central Road
Mount Prospect, IL 60056
224-764-2440 / 224-635-2010
RepHarris@yahoo.com



221-N Stratton Building
Springfield, IL 62706
217-782-3739

DAVID HARRIS
State Representative

29 January 2016

Ms. Christina Ferraro
Executive Director
Prospect Heights Park District
110 West Camp McDonald Road
Prospect Heights, IL 60070

Dear Director Ferraro:

I read that the Prospect Heights Park District is celebrating its 50th Anniversary, and I send along my heartiest congratulations on the anniversary and my compliments for all the great park and recreation services that the Park District provides to its residents!

I had the enclosed Certificate of Recognition prepared by the Illinois House of Representatives to add to the many other accolades I am sure you have already received in celebration of your 50th Anniversary.

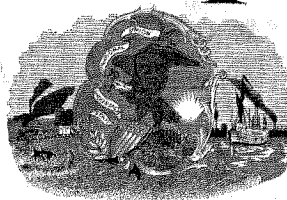
Again, congratulations on 50 years. I am sure the next 50 years will be just as great for the district. I send along my

Best regards,


DAVID HARRIS
State Representative

enc

STATE OF ILLINOIS



99TH GENERAL ASSEMBLY • HOUSE OF REPRESENTATIVES

ACKNOWLEDGES

PROSPECT HEIGHTS PARK DISTRICT

IN RECOGNITION OF
CELEBRATING 50 YEARS AS A PARK DISTRICT
PROVIDING PARKS & RECREATION SERVICES TO RESIDENTS.
OFFERED BY: REPRESENTATIVE DAVID HARRIS

Michael J. Madigan

MICHAEL J. MADIGAN
SPEAKER OF THE HOUSE



Timothy D. Mapes

TIMOTHY D. MAPES
CLERK OF THE HOUSE

**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, JANUARY 19, 2016**

Call to Order

Roll Call

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

Commissioners present:

Vicki Carney (arrived at 7:01 p.m.)

Terry Curtis

Lisa Gould

Karl Jackson

Tim Jones

Bob Loranger

Mark Malouf

Also Present:

Christina Ferraro – Executive Director

Dino Squiers – Superintendent of Facilities & Parks

Julie Caporusso – Superintendent of Recreation

Scott Devlin – Business Manager

Jim Lennon – Park Attorney

Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

None

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Lisa Gould.

Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Malouf and seconded by Commissioner Loranger to approve the agenda as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Correspondence

The following items were included in Correspondence:

- Park District Risk Management (PDRMA) letter received 12/21/15
- Government Finance Officers Association (GFAO) award letter received 1/11/16
- City of Prospect Plan/Zoning Board of Appeals Public Hearing Notice regarding 302 E Euclid received 1/14/16.

Recognition/Welcome

Residents – There were none in attendance.

Recognition – Superintendent of Recreation Julie Caporusso recognized Wade Gritt. Wade works in the Recreation Department and is a driver for the Active Adult trips. He will be recognized at the next All Staff Meeting.

Approval of Minutes

Special Board Meeting – November 30, 2015

A motion was made by Commissioner Malouf and seconded by Commissioner Loranger to approve the November 30, 2015 Special Board Meeting Minutes as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Special Board Meeting – December 3, 2015

A motion was made by Commissioner Malouf and seconded by Commissioner Loranger to approve the December 3, 2015 Special Board Meeting Minutes as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Committee of the Whole Meeting – December 15, 2015

A motion was made by Commissioner Curtis and seconded by Commissioner Jackson to approve the December 15, 2015 Committee of the Whole Meeting Minutes as submitted. The motion was approved with a voice vote with one abstain (Commissioner Malouf). The motion carried.

Regular Board Meeting – December 15, 2015

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to approve the December 15, 2015 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one abstain (Commissioner Malouf). The motion carried.

Announcements (Meetings)

The next Regular Board Meeting will be held on February 16, 2016 at 7:00 p.m. at GMRC.

Park District Treasurer's Report

Cash Report #1

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to accept the Treasurer's Report – Cash Report #11 dated January 19, 2016 as submitted. The motion was unanimously approved with a voice vote. The motion carried. See Appendix A.

Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Jones to accept Warrants for payment as submitted for Vendor Warrants # 12, 12A, 12B, 12C, 12D, 12E, Payroll 25, 26 and Refund #12. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Jackson, Jones, Loranger, Malouf

Nays: None

Absent: None

The motion carried. See Appendix B.

Business Manager Report

YTD Fund Summary – as submitted. Business Manager Scott Devlin explained that the YTD Fund Summary includes numbers through December. The Auditors are scheduled to be onsite from February 16 through February 18.

Attorney's Report

Legal Matters – Attorney Jim Lennon reported there were no other matters other than what was presented on the agenda.

Administrative / Operational Summary

Executive Director – No report.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso also highlighted the start of the Park District's 50th Anniversary Celebration. River Trails Park District lent PHPD their 50th Anniversary cake. Staff decorated the cake with our 50th Anniversary logo. The cake is displayed in the front hallway of GMRC. A banner was created which will be displayed at all the events this year. A postcard inviting residents to the March 10th Open House event will be distributed in the upcoming weeks.

Superintendent of Facilities and Parks – as submitted. Commissioner Curtis complimented Dino on how great the new landscaping by the front of GMRC looks. She inquired whether the fence by the landscaping was temporary. Dino indicated that it was just a temporary fence. She also stated that the Staff has done a great job with this season's snow removal. Commissioner Loranger commented that the Front Desk remodel project turned out great.

Director of Golf Operations – No report.

Superintendent of Greens – as submitted.

Administrative/Operational Updates - There were none.

Public Comment

There were none.

Unfinished/Ongoing Business

Lions Park Tennis Courts – No update. Dino received 2 bids. The low bidder will return in the Spring.

GMRC Whirlpool Updates – Superintendent of Parks & Facilities Dino Squiers informed the Board he is continuing to search for another engineer. Another engineer came to GMRC today to evaluate the whirlpool. Dino will have his report by next week. Staff continues to patch the whirlpool. Dino will provide an update at the next Board meeting.

PHPD Investment Policy – Park Attorney Jim Lennon reported he is working on this item. There will be continued discussion at the next Board meeting.

New Business

2016 PHPD Budget – Business Manager Scott Devlin reviewed the changes that were made from the 2016 Budget Draft 3 on to Draft 4.

There was discussion about reducing the proposed expenses with Fund 518 Capital Projects related to the Splash Pad and Park renovations. It was decided to remove the proposed Splash Pad expense and instead budget \$20,000 to renovate that area into a picnic area with colorful umbrellas and tables.

The Board gave Business Manager Scott Devlin direction to make the final changes to the 2016 Budget as discussed and to send the final draft along with the proposed Ordinance and Schedules to the Board by January 29, 2016.

Recess into Executive Session

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger 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)), Land Acquisition (Section 2(c) (5/6)) and Litigation (Section 2(c) (11)) at 7:39 p.m. The motion was unanimously approved with a voice vote. The motion carried.

Reconvene to Open Session

Open session reconvened at 8:28 p.m. During Executive Session Personnel, Land Acquisition and Litigation were discussed.

Possible Action on Matters Discussed in Executive Session

Attorney Jim Lennon was directed to move forward on the Tully Park matter.

Adjournment

With no further business to discuss a motion was made by Commissioner Jackson and seconded by Commissioner Malouf to adjourn the Regular Board Meeting at 8:35 p.m. The motion was unanimously approved with a voice. The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
M. Malouf, Prospect Heights Park District Secretary

APPENDIX A

CASH REPORT #1

ACCOUNTS

AMOUNTS

Mt. Pros.State	Payroll	#90001511	sweep acct.	outstanding checks	\$	(4,649.97)	
Mt. Pros.State	Vendor	#90001503	sweep acct.	outstanding checks	\$	(61,531.94)	
Mt. Pros.State	Imprest	#90001529			\$	5,000.00	
Mt. Pros.State	General/Sweep	#90001498			\$	1,752,972.14	
Mt. Pros.State	ATM	#90001537		Combined Bal -- Account and ATM Machine	\$	26,075.53	
Mt. Pros.State	Cash Reserves	#90001545			\$	349,584.34	
Mt. Pros.State	Class- Reg.	#90002787	sweep acct.	deposit in transit	\$	-	
Mt. Pros.State	Investment	#107503657			\$	1,007,818.15	
TOTALS					\$	3,075,268.25	11/30/2015

APPENDIX B

WARRANT RESOLUTION 12/31/15

VENDOR WARRANTS

	Ck From - To	AMOUNTS
12 In the amount of	42715-42753	\$37,680.77
12A In the amount of	42768-42780	\$18,987.70
12B In the amount of	42783-42811	\$21,750.91
12C In the amount of	42812-42835	\$43,764.21
12E In the amount of	ELECTRONIC	\$13,266.01
Total Vendor Warrants		\$ 191,438.61

PAYROLL WARRANTS

	12/11/2015	
25 In the amount of	48046-48073	\$60,102.69
	gross plus employer costs	
	12/24/2015	
26 In the amount of	48074-48095	\$51,351.77
	gross plus employer costs	
Total Payroll Warrants		\$ 111,454.46

REFUND WARRANT

12 In the total amount of	Charge Card Ref.	\$ 632.00
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TOTAL OF WARRANTS

12/31/2015

\$ 303,525.07

Roll Call

TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 2/16/2016 CASH REPORT FY 16

*Motion by Commissioner _____ to approve CASH REPORT 2
as submitted. Seconded by Commissioner _____.*

Voice Vote

ACCOUNTS

AMOUNTS

Mt. Pros.State	Payroll	#90001511	sweep acct.	outstanding checks	\$ (3,794.46)
Mt. Pros.State	Vendor	#90001503	sweep acct.	outstanding checks	\$ (69,811.56)
Mt. Pros.State	Imprest	#90001529			\$ 5,000.00
Mt. Pros.State	General/Sweep	#90001498			\$ 1,627,571.22
Mt. Pros.State	ATM	#90001537	Combined Bal — Account and ATM Machine		\$ 25,475.33
Mt. Pros.State	Cash Reserves	#90001545			\$ 349,628.75
Mt. Pros.State	Class- Reg.	#90002787	sweep acct.	deposit in transit	\$ -
Mt. Pros.State	Investment	#107503657			\$ 1,007,946.45
TOTALS					<u>\$ 2,942,015.73</u>

2/16/2016

FINANCIAL
RESOLUTION

*Motion by Commissioner _____ to approve WARRANT RESOLUTION
2/16/2016 as submitted. Seconded by Commissioner _____.*

APPROVAL OF WARRANTS

2/16/2016

VENDOR WARRANTS

	Ck From - To	AMOUNTS
1 In the amount of	42856-42876	\$19,627.46
1A In the amount of	42877-42897	\$8,832.07
1B In the amount of	42898-42917	\$11,827.45
1C In the amount of	42918-42930	\$18,736.79
1D In the amount of	42931-42953	\$53,676.45
1E In the amount of	ELECTRONIC	\$13,410.28
Total Vendor Warrants		<u>\$126,110.50</u>

PAYROLL WARRANTS

1 In the amount of	48136-48157	\$50,041.33
	gross plus employer costs	
2 In the amount of	48158-48178	\$49,702.44
	gross plus employer costs	
Total Payroll Warrants		<u>\$ 99,743.77</u>

REFUND WARRANT

1 In the total amount of	Charge Card Ref.	\$ 279.00
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TOTAL OF WARRANTS

\$ 226,133.27

2/16/2016

Roll Call



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 1/8/2016 - 1/8/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42856	1/8/2016 901831460	01079 S/O SHOES	ACUSHNET COMPANY	300-2201	115.40 115.40
42857	1/8/2016 ACCT #JNJ50 - DECE ACCT #JNJ50 - DECE	01667 ACCT #JNJ50 - DECEMBER 2015 ACCT #JNJ50 - DECEMBER 2015	AFLAC	100-2201 200-2201	173.28 122.04 51.24
42858	1/8/2016 PS98602 1/8/16	01020 BALANCE DUE	BURRIS EQUIPMENT CO	300-2201	68.18 68.18
42859	1/8/2016 BPR4509	01021 TECH UPGRADES/OFFICE EQUIPMENT	CDW GOVERNMENT	100-2201	2,967.00 2,967.00
42860	1/8/2016 2070	01049 CONTRACTED SERVICES	CHARLES BARRY MCGEE	100-2201	1,120.00 1,120.00
42861	1/8/2016 416771	01344 JR FUN-ENGINEERING CLASS	COMPUTER EXPLORERS	200-2201	60.00 60.00
42862	1/8/2016 1619484-01	01042 2330070000 GROUNDS NATURAL GAS NOV 2015	CONSTELLATION ENERGY SERVICES - NATURAL GAS LLC	300-2201	233.45 233.45
42863	1/8/2016 61368120	01041 #705224-2 OCCC ELECTRIC 11/10-12/14/15	CONSTELLATION ENERGY SERVICES INC	300-2201	4,505.34 4,505.34
42864	1/8/2016 61368334	01041 705224-0 GMRC ELECTRIC 11/12-12/15/15	CONSTELLATION ENERGY SERVICES INC	200-2201	3,424.13 3,424.13
42865	1/8/2016 PILATES MATT CLAS	01180 PILATES INSTRUCTOR	DARLEEN CARL-BECK	200-2201	126.00 126.00
42866	1/8/2016 18051581 18083771	01031 ADMIN COPIER LEASE GMRC COPIER/PRINTER LEASE	DES PLAINES OFFICE EQUIPMENT	100-2201 100-2201	718.33 245.00 473.33
42867	1/8/2016 A17220	01338 CCTV - DVR PROGRAM	DETECTION SYSTEMS & SERVICE	518-2201	480.00 480.00
42868	1/8/2016 CDC 12/29/15	01159 HVAC REPAIR	FRANK CRIGLER	200-2201	2,800.00 2,800.00
42869	1/8/2016 CHAIR YOGA 11/5-1	01533 CHAIR YOGA 11/5-12/3/15	KATHLEEN O'MALLEY-GALLAGHER	200-2201	220.50 220.50
42870	1/8/2016 152358 152358A	01052 REPAIR PARTS/JANITORIAL SUPPLIES REPAIR PARTS	METRO PROFESSIONAL PRODUCTS	200-2201 200-2201	354.02 299.28 54.74
42871	1/8/2016 WOJTANEK M REFU	01680 REFUND - CLASS CANCELLED	MICHELLE WOJTANEK	200-2201	27.00 27.00
42872	1/8/2016 17249221	01134 LIGHTING REPAIR BUILDING	NORTHWEST ELECTRICAL SUPPLY	300-2201	38.09 38.09
42873	1/8/2016 812511904001 814004288001 814004815001 814004816001	01062 OFFICE SUPPLIES OFFICE EQUIPMENT OFFICE SUPPLIES OFFICE EQUIPMENT	OFFICE DEPOT	100-2201 100-2201 100-2201 100-2201	236.76 57.98 68.59 23.31 58.99

Expense Approval Report

Payment Dates: 1/8/2016 - 1/8/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	814004817001	OFFICE EQUIPMENT		100-2201	27.89
42874	1/8/2016	01135	PURCHASE POWER		201.00
	8000900000081293	POSTAGE		100-2201	201.00
42875	1/8/2016	01070	RAMROD		1,210.60
	756734	REPAIR PARTS/JANITORIAL SUPPLIES		200-2201	1,147.00
	756734	REPAIR PARTS/JANITORIAL SUPPLIES		200-2201	63.60
42876	1/8/2016	01072	RIVER TRAILS PARK DISTICT		548.38
	FLOOR HOCKEY 12/	FLOOR HOCKEY 12/2015		200-2201	548.38
Grand Total:					19,627.46

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	5,365.13
200 - RECREATION FUND	8,821.87
300 - GOLF	4,960.46
518 - CAPITAL PROJECT FUND	480.00
Grand Total:	19,627.46

Account Summary

Account Number	Account Name	Payment Amount
100-2201	ACCOUNTS PAYABLE	5,365.13
200-2201	ACCOUNTS PAYABLE	8,821.87
300-2201	ACCOUNTS PAYABLE	4,960.46
518-2201	ACCOUNTS PAYABLE	480.00
Grand Total:		19,627.46

Project Account Summary

Project Account Key	Payment Amount
None	19,627.46
Grand Total:	19,627.46



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 1/9/2016 - 1/9/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42877	1/9/2016 0551-012167531	01120 OCC WASTE SERVICE 1/1-1/31/16	ARC DISPOSAL-REPUBLIC SVC #551	300-41-5203	195.46 195.46
42878	1/9/2016 847577107812 1/8/	01016 847 577-1078 568 2 MARQUEE 12/22-1/21/16	AT&T	200-02-5320	54.98 54.98
42879	1/9/2016 LZB44122115	01267 S/O	BRIGHTON ACCESSORIES	300-42-6009	28.94 28.94
42880	1/9/2016 8771100700162793	01022 OCC CABLE/INTERNET	COMCAST	300-40-5320	51.45 51.45
42881	1/9/2016 3290	01367 NAME PLATES	CROWN TROPHY	100-01-6001	65.00 65.00
42882	1/9/2016 CELL PHONE REIMB	01076 CELL PHONE REIMBURSEMENT 1/16-6/16	D SQUIERS	408-99-5208	300.00 300.00
42883	1/9/2016 CELL PHONE REIMB	01181 CELL PHONE REIMBURSEMENT 1/16-6/16	DOUG RANDELL	408-99-5208	240.00 240.00
42884	1/9/2016 CELL PHONE REIMB	01018 CELL PHONE REIMBURSEMENT 1/16-6/16	DOUGLAS BRAZEAU	408-99-5208	240.00 240.00
42885	1/9/2016 CELL PHONE REIMB	01019 CELL PHONE REIMBURSEMENT 1/16-6/16	ESTEBAN BURCIAGA	408-99-5208	240.00 240.00
42886	1/9/2016 CELL PHONE REIMB	01012 CELL PHONE REIMBURSEMENT 1/16-6/16	GERALD ARDEN	408-99-5208	240.00 240.00
42887	1/9/2016 0173558 1/8/16	01394 MEMBERSHIP RENEWAL 1/1/16-12/31/16	GOVERNMENT FINANCE OFFICERS ASSOCIATION	100-01-5460	280.00 280.00
42888	1/9/2016 CELL PHONE REIMB	01369 CELL PHONE REIMBURSEMENT 1/16-6/16	JULIE CAPORUSSO	408-99-5208	240.00 240.00
42889	1/9/2016 CELL PHONE REIMB	01035 CELL PHONE REIMBURSEMENT 1/16-6/16	LAURA FUDALA	408-99-5208	240.00 240.00
42890	1/9/2016 CELL PHONE REIMB	01039 CELL PHONE REIMBURSEMENT 1/16-6/16	MARC HEIDKAMP	408-99-5208	450.00 450.00
42891	1/9/2016 CELL PHONE REIMB	01036 CELL PHONE REIMBURSEMENT 1/16-6/16	MARCI GLINSKI	408-99-5208	240.00 240.00
42892	1/9/2016 CELL PHONE REIMB	01013 CELL PHONE REIMBURSEMENT 1/16-6/16	MICHAEL ARDEN	408-99-5208	240.00 240.00
42893	1/9/2016 51440116 51440116 51440116	01058 LIFE INSURANCE MONTHLY 1/2016 LIFE INSURANCE MONTHLY 1/2016 LIFE INSURANCE MONTHLY 1/2016	NCPERS GROUP LIFE INSURANCE	100-2030 200-2030 300-2030	80.00 16.00 48.00 16.00
42894	1/9/2016 PARKS SECURITY SE	01067 PARKS SECURITY SERVICES 1/2016-6/2016	PROSPECT HEIGHTS POLICE DEPARTMENT	408-99-5326	4,200.00 4,200.00
42895	1/9/2016 4168007	01541 LICENSE FEE 1/2016-12/2016	SESAC	100-01-5465	378.00 378.00

Expense Approval Report**Payment Dates: 1/9/2016 - 1/9/2016**

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42896	1/9/2016 0070207809	01450 APPAREL	THE CIT GROUP COMMERCIAL SERVICES INC	300-1362	578.24 578.24
42897	1/9/2016 4010	01083 ANNUAL MEMBERSHIP 2016	WHEELING/PROSPECT HEIGHTS CHAMBER OF COMMERCE	100-01-5460	250.00 250.00
Grand Total:					8,832.07

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	989.00
200 - RECREATION FUND	102.98
300 - GOLF	870.09
408 - POLICE FUND	6,870.00
Grand Total:	8,832.07

Account Summary

Account Number	Account Name	Payment Amount
100-01-5460	PROFESSIONAL MEMBE	530.00
100-01-5465	LICENSES AND FEES	378.00
100-01-6001	PUBLIC RELATIONS	65.00
100-2030	INSURANCE WITHHELD	16.00
200-02-5320	TELEPHONE	54.98
200-2030	INSURANCE WITHHELD	48.00
300-1362	GOLF APPAREL INVENTO	578.24
300-2030	INSURANCE WITHHELD	16.00
300-40-5320	TELEPHONE	51.45
300-41-5203	DISPOSAL CHARGES	195.46
300-42-6009	RESALE GOLF PRO SHOP	28.94
408-99-5208	MOBILE PHONES	2,670.00
408-99-5326	CONTRACTED SECURITY	4,200.00
Grand Total:		8,832.07

Project Account Summary

Project Account Key	Payment Amount
None	8,832.07
Grand Total:	8,832.07



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 1/15/2016 - 1/15/2016

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
Payment Number	Payable Number	Description	Vendor Name	Account Number	Item Amount
42898	1/15/2016	01006	ADP INC		637.80
	466506856	PAYROLL PROCESSING PE 1/5/16		100-01-5430	637.80
42899	1/15/2016	01553	ANGELA LUCCHESI		267.60
	JR JAZZERCISE 11/4-	JR JAZZERCISE 11/4-12/16/15		200-02-7093	267.60
42900	1/15/2016	01347	ASCAP		336.00
	ACCT# 500695409 1	ANNUAL LICENSE		100-01-5465	336.00
42901	1/15/2016	01015	ASSOCIATED LABOR CORPORATION OF AMERICA		4,755.20
	100670	CONTRACTED LABOR - GROUNDS		300-41-5300	1,188.80
	100713	CONTRACTED LABOR - GROUNDS		300-41-5300	1,188.80
	100795	CONTRACTED LABOR - GROUNDS		300-41-5300	1,188.80
	100821	CONTRACTED LABOR - GROUNDS		300-41-5300	1,188.80
42902	1/15/2016	01016	AT&T		116.23
	847255203301 1/14	847 255-2033 863 2 GROUNDS 1/1-31/16		300-41-5320	116.23
42903	1/15/2016	01016	AT&T		68.91
	847255488301 1/14	847 255-4883 294 7 OCCC F&A 1/1-31/16		300-40-5320	68.91
42904	1/15/2016	01016	AT&T		179.95
	847394342201 1/14	847 394-3422 297 7 ADMIN 1/4-2/3/16		200-02-5320	179.95
42905	1/15/2016	01020	BURRIS EQUIPMENT CO		499.24
	PS99048	REPAIR PARTS		300-41-6030	499.24
42906	1/15/2016	01022	COMCAST		104.85
	8771100740047145	GMRC INTERNET 1/6-2/5/16		200-02-5320	104.85
42907	1/15/2016	01042	CONSTELLATION ENERGY SERVICES - NATURAL GAS LLC		3,185.36
	1627044-01	GMRC/OCCC NATURAL GAS		200-02-5204	1,640.53
	1627044-01	GMRC/OCCC NATURAL GAS		300-40-5204	1,544.83
42908	1/15/2016	01367	CROWN TROPHY		10.00
	3337	NAME PLATE		100-01-6001	10.00
42909	1/15/2016	01106	FIRST STUDENT INC		485.45
	091-C-055453	KIDS DAY OFF BUSES		200-05-5475	206.25
	091-C-055454	KIDS DAY OFF BUSES		200-05-5475	279.20
42910	1/15/2016	01045	JW TURF INC		121.45
	57766	REPAIR PARTS		300-41-6030	121.45
42911	1/15/2016	01681	KIM BRISKI		100.00
	BRISKI K 1/14/16	REFUND - ROOM RENTAL DEPOSIT		200-2372	100.00
42912	1/15/2016	01062	OFFICE DEPOT		574.27
	813468333001	CABINET - FRONT DESK UPGRADE		518-99-8010	269.98
	81403227001	CHAIR - FRONT DESK UPGRADE		518-99-8010	304.29
42913	1/15/2016	01063	PDRMA		25.00
	TRAINING 12/02/15	TRAINING 12/02/15 CAPORUSSO J		200-02-5410	25.00
42914	1/15/2016	01063	PDRMA		30.00
	TRAINING 12/03/15	TRAINING 12/03/15 FUDALA/SCHEY		200-02-5410	30.00

Expense Approval Report**Payment Dates: 1/15/2016 - 1/15/2016**

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42915	1/15/2016 K-91676	01066 CORE FILTERING & ARCHIVING	PLATINUM SYSTEMS	100-01-5300	131.25 131.25
42916	1/15/2016 58602	01073 REPAIR PARTS	ROUTE 12 RENTAL	300-41-6030	85.90 85.90
42917	1/15/2016 04301969	01152 PUBLIC RELATIONS	SYLVIA'S FLOWERS INC	100-01-6001	112.99 112.99
Grand Total:					11,827.45

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	1,228.04
200 - RECREATION FUND	2,833.38
300 - GOLF	7,191.76
518 - CAPITAL PROJECT FUND	574.27
Grand Total:	11,827.45

Account Summary

Account Number	Account Name	Payment Amount
100-01-5300	CONTRACTED SERVICE	131.25
100-01-5430	SERVICE CONTRACTS	637.80
100-01-5465	LICENSES AND FEES	336.00
100-01-6001	PUBLIC RELATIONS	122.99
200-02-5204	NATURAL GAS-HEAT	1,640.53
200-02-5320	TELEPHONE	284.80
200-02-5410	SEMINARS AND TRAININ	55.00
200-02-7093	GRANT EXPENDITURES	267.60
200-05-5475	PROGRAM ACTIVITY AN	485.45
200-2372	REFUND CLEARING ACC	100.00
300-40-5204	NATURAL GAS-HEAT	1,544.83
300-40-5320	TELEPHONE	68.91
300-41-5300	CONTRACTED SERVICE	4,755.20
300-41-5320	TELEPHONE	116.23
300-41-6030	REPAIR PARTS EQUIPME	706.59
518-99-8010	BUILDING IMPROVEME	574.27
Grand Total:		11,827.45

Project Account Summary

Project Account Key	Payment Amount
None	11,827.45
Grand Total:	11,827.45



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 1/21/2016 - 1/21/2016

Payment Number	Payment Date	Payable Number	Vendor #	Description	Vendor Name	Account Number	Payment Amount
							Item Amount
42918	1/21/2016	9932229645	01009	AIRGAS USA LLC			44.46
			00CC GROUNDS SUPPLIES		300-41-5300		44.46
42919	1/21/2016		01011	AMERICAN EXPRESS			1,968.29
	AMEX 1/18/16 2015		AMEX 1/18/16 (2015 CHARGES)		200-11-5475		540.00
	AMEX 1/18/16 2015		AMEX 1/18/16 (2015 CHARGES)		200-11-5475		840.00
	AMEX 1/18/16 2015		AMEX 1/18/16 (2015 CHARGES)		200-12-6028		79.90
	AMEX 1/18/16 2016		AMEX 1/18/16 (2016 CHARGES)		100-01-6027		15.98
	AMEX 1/18/16 2016		AMEX 1/18/16 (2016 CHARGES)		200-04-6028		312.41
	AMEX 1/18/16 2016		AMEX 1/18/16 (2016 CHARGES)		200-11-5475		180.00
42920	1/21/2016		01016	AT&T			39.63
	847398195901 01/2		847 398-1959 971 3	OOCC VISA	300-40-5320		39.63
42921	1/21/2016		01032	CARDMEMBER SERVICE			7,272.71
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		100-01-5430		50.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		100-01-5460		269.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		100-01-6004		24.52
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		100-01-6004		31.99
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		100-01-6004		50.10
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-02-5300		40.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-02-6021		71.90
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-02-6032		84.45
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-02-6044		79.98
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-5475		110.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		17.98
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		3.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		9.75
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		31.06
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		59.97
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		12.92
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		20.01
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-03-6028		21.42
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-04-6028		116.45
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-04-6028		43.68
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-04-6028		5.69
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-04-6028		23.80
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-07-6018		66.13
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-10-5410		300.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-11-5475		1,325.40
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-11-6028		60.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		200-14-5460		872.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		300-41-5460		180.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		406-99-5410		100.00
	ELAN 1/2016		ELAN 12/19/15-1/20/16 2016 CHARGES		413-99-6028		135.00
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		100-01-6004		99.85
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-02-6004		300.00
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-02-6024		20.95
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-02-6030		79.98
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-03-6028		73.78
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-04-6028		83.26
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475		116.01
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475		222.59
	ELAN 12/19/15-1/2		ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475		153.00

Expense Approval Report

Payment Dates: 1/21/2016 - 1/21/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475	311.09
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475	199.50
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475	108.75
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475	183.00
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-05-5475	339.25
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-06-6028	58.47
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-11-5475	2.00
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-11-5475	2.00
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		200-11-5475	380.96
	ELAN 12/19/15-1/2	ELAN 12/19/15-1/20/16 (2015 CHARGES)		518-99-8025	378.00
	ELAN CREDIT 12/28/	CREDIT - FUN EXPRESS		200-03-6028	-55.93
42922	1/21/2016 2071	01049 CONTRACTED SERVICES	CHARLES BARRY MCGEE	100-01-5300	1,200.00 1,200.00
42923	1/21/2016 62163630	01041 #705224-4 IZAAK WALTON ELECTRIC 12/10-1/13/16	CONSTELLATION ENERGY SERVICES INC	405-99-5205	46.99 46.99
42924	1/21/2016 1261-14548046 1261-14551375	01044 HARDWARE SMALL TOOLS SUPPLIES HARDWARE SMALL TOOLS SUPPLIES	JC LICHT AND COMPANY	300-41-6016 300-41-6016	88.08 44.04 44.04
42925	1/21/2016 90P9900995 90P9900995	01173 STAFF UNIFORMS/COMMISSIONERS 50TH ANNIVER STAFF UNIFORMS/COMMISSIONERS 50TH ANNIVER	MSM PROMOTIONS	200-02-6048 413-99-5330	1,904.50 1,631.50 273.00
42926	1/21/2016 859032 859629 859629 859996	01057 REPAIR PARTS GAS OIL GREASE/HARDWARE SMALL TOOLS SUPPLIE GAS OIL GREASE/HARDWARE SMALL TOOLS SUPPLIE REPAIR PARTS	NAPA HEIGHTS AUTOMOTIVE	300-41-6030 300-41-6016 300-41-6024 300-41-6030	99.66 6.99 12.99 68.28 11.40
42927	1/21/2016 2178677	01253 OFFICE SUPPLIES	QUILL CORPORATION	100-01-6027	502.93 502.93
42928	1/21/2016 756735 756940	01070 LANDSCAPE & TURF SUPPLIES JANITORIAL SUPPLIES	RAMROD	200-30-6026 200-02-6022	1,575.63 760.67 814.96
42929	1/21/2016 1617808-00	01071 REPAIR PARTS	REINDERS INC	300-41-6030	444.58 444.58
42930	1/21/2016 11654-001 1/15/15 11654-001 1/15/15 11654-001 1/15/15 11663-001 1/15/16 9160-002 1/15/16 9160-002 1/15/16 9160-002 1/15/16	01081 GROUNDS WATER/SEWER CONST FEE/SEWER GROUNDS WATER/SEWER CONST FEE/SEWER GROUNDS WATER/SEWER CONST FEE/SEWER GMRC WATER OOC WATER/SEWER CONST FEE/SEWER OOC WATER/SEWER CONST FEE/SEWER OOC WATER/SEWER CONST FEE/SEWER	VILLAGE OF MOUNT PROSPECT	300-41-5206 300-41-5206 300-41-5206 200-02-5206 300-40-5206 300-40-5206 300-40-5206	3,549.33 26.52 5.13 5.00 638.08 2,404.48 5.00 465.12
Grand Total:					18,736.79

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	2,244.37
200 - RECREATION FUND	11,751.77
300 - GOLF	3,807.66
405 - PAVING & LIGHTING FUND	46.99
406 - LIABILITY INSURANCE FUND	100.00
413 - COMMUNITY EVENTS	408.00
518 - CAPITAL PROJECT FUND	378.00
Grand Total:	18,736.79

Account Summary

Account Number	Account Name	Payment Amount
100-01-5300	CONTRACTED SERVICE	1,200.00
100-01-5430	SERVICE CONTRACTS	50.00
100-01-5460	PROFESSIONAL MEMBE	269.00
100-01-6004	EMPLOYEE RELATIONS	206.46
100-01-6027	OFFICE SUPPLIES	518.91
200-02-5206	WATER SEWER	638.08
200-02-5300	CONTRACTED SERVICE	40.00
200-02-6004	EMPLOYEE RELATIONS	300.00
200-02-6021	FIRST AID SUPPLIES	71.90
200-02-6022	JANITORIAL SUPPLIES	814.96
200-02-6024	GAS OIL AND GREASE	20.95
200-02-6030	REPAIR PARTS EQUIPME	79.98
200-02-6032	REPAIR PARTS BUILDING	84.45
200-02-6044	OFFICE EQUIPMENT	79.98
200-02-6048	STAFF UNIFORMS-ADMI	1,631.50
200-03-5475	PROGRAM ACTIVITY AN	110.00
200-03-6028	PROGRAM SUPPLIES-PR	193.96
200-04-6028	PROGRAM SUPPLIES-KIN	585.29
200-05-5475	PROGRAM ACTIVITY AN	1,633.19
200-06-6028	PROGRAM SUPPLIES-PE	58.47
200-07-6018	UNIFORMS-PROGRAM S	66.13
200-10-5410	SEMINARS AND TRAININ	300.00
200-11-5475	PROGRAM ACTIVITY AN	3,270.36
200-11-6028	PROGRAM SUPPLIES-SE	60.00
200-12-6028	PROGRAM SUPPLIES-SPE	79.90
200-14-5460	PROFESSIONAL MEMBE	872.00
200-30-6026	LANDSCAPE AND TURF	760.67
300-40-5206	WATER SEWER	2,874.60
300-40-5320	TELEPHONE	39.63
300-41-5206	WATER SEWER	36.65
300-41-5300	CONTRACTED SERVICE	44.46
300-41-5460	PROFESSIONAL MEMBE	180.00
300-41-6016	HARDWARE SMALL TOO	101.07
300-41-6024	GAS OIL AND GREASE	68.28
300-41-6030	REPAIR PARTS EQUIPME	462.97
405-99-5205	ELECTRICITY	46.99
406-99-5410	SEMINARS AND TRAININ	100.00
413-99-5330	ADVERTISEMENT	273.00
413-99-6028	PROGRAM SUPPLIES	135.00
518-99-8025	CAPITAL PURCHASE	378.00
Grand Total:		18,736.79

Project Account Summary

Project Account Key	Payment Amount
None	18,736.79

Project Account Summary

Project Account Key
None

Payment Amount

Grand Total:

18,736.79



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 1/28/2016 - 1/28/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42931	1/28/2016 PSI17846	01004 REPAIR PARTS	1ST AYD CORPORATION	300-41-6030	172.73 172.73
42932	1/28/2016 467340476 467792084	01006 ADP SEMINAR - E CASTIL PAYROLL PROCESSING PE 1/19/16	ADP INC	100-01-5410 100-01-5430	335.03 85.00 250.03
42933	1/28/2016 1256064-01-2016	01007 SCREENING & SELECTION - JAN 2016	ADP SCREENING & SELECTION	408-99-5465	24.32 24.32
42934	1/28/2016 790065 790065	01667 ACCT # JNJ50 - JANUARY 2016 ACCT # JNJ50 - JANUARY 2016	AFLAC	100-01-5100 200-02-5100	173.28 122.04 51.24
42935	1/28/2016 0551-012277922	01120 OCC WASTE SERVICE 2/1/16-2/29/16	ARC DISPOSAL-REPUBLIC SVC #551	300-41-5203	202.76 202.76
42936	1/28/2016 100844	01015 CONTRACTED LABOR - GROUNDS PE 1/10/16	ASSOCIATED LABOR CORPORATION OF AMERICA	300-41-5300	1,188.80 1,188.80
42937	1/28/2016 PS99153	01020 REPAIR PARTS	BURRIS EQUIPMENT CO	300-41-6030	497.97 497.97
42938	1/28/2016 8771100700162793 8771100740151376	01022 OCC CABLE/INTERNET SERVICES 1/29/2/28/16 GROUNDS CABLE/INTERNET SERVICES 1/23-2/22/16	COMCAST	300-40-5320 300-41-5320	220.84 115.43 105.41
42939	1/28/2016 1627046-01	01042 2330070000 GROUNDS NATURAL GAS DEC 2015	CONSTELLATION ENERGY SERVICES - NATURAL GAS LLC	300-40-5204	294.78 294.78
42940	1/28/2016 62260362	01041 705224-0 GMRC ELECTRIC 12/15/15-1/15/16	CONSTELLATION ENERGY SERVICES INC	200-02-5205	3,215.73 3,215.73
42941	1/28/2016 62319073	01041 #705224-2 OCC ELECTRIC 12/14/15-1/15/16	CONSTELLATION ENERGY SERVICES INC	300-40-5205	4,479.86 4,479.86
42942	1/28/2016 62201505	01041 705224-1 ADMIN ELECTRIC 12/11/15-1/14/16	CONSTELLATION ENERGY SERVICES INC	200-02-5205	177.31 177.31
42943	1/28/2016 13015762	01034 TELEPHONE SERVICES	FIRST COMMUNICATIONS/GLOBALCOM INC	200-02-5320	408.07 408.07
42944	1/28/2016 HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/ HOME DEPOT 1/13/	01040 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16 HOME DEPOT 1/13/16	HOME DEPOT CREDIT SERVICES	200-02-6016 200-02-6016 200-02-6032 200-02-6032 200-02-6032 300-41-6031 300-41-6032 518-99-8010 518-99-8010	730.60 56.42 35.96 147.56 48.93 342.06 11.27 40.97 31.53 15.90
42945	1/28/2016 JB METAL WORKS 0	01330 REPAIR PARTS	JB METAL WORKS INC	300-41-6030	65.00 65.00
42946	1/28/2016 2016-1274	01370 2016 ANNUAL ASSESSMENT	JULIE INC	300-41-5300	143.59 143.59

Expense Approval Report

Payment Dates: 1/28/2016 - 1/28/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42947	1/28/2016 101996	01169 50TH ANNIVERSARY BANNER	KOLBI PIPE MARKERS CO	413-99-5330	65.00 65.00
42948	1/28/2016 1155450 1157565	01051 LANDSCAPE & TURF SUPPLIES LANDSCAPE & TURF SUPPLIES	MENONI AND MOCOGINI	300-41-6026 300-41-6026	2,560.75 1,971.25 589.50
42949	1/28/2016 860965 860965 861644 861644 861647 861680	01057 REPAIR PARTS/GAS OIL GREASE REPAIR PARTS/GAS OIL GREASE GAS OIL GREASE/REPAIR PARTS GAS OIL GREASE/REPAIR PARTS REPAIR PARTS HARDWARE SMALL TOOLS SUPPLIES	NAPA HEIGHTS AUTOMOTIVE	300-41-6024 300-41-6030 300-41-6024 300-41-6030 300-41-6030 300-41-6016	259.37 21.98 16.99 55.47 89.23 23.91 51.79
42950	1/28/2016 2016 ASSESSMENT -	01061 2016 ASSESSMENT - 2ND INSTALLMENT	NORTHWEST SPECIAL RECREATION ASSOCIATION	410-99-7090	38,046.66 38,046.66
42951	1/28/2016 816946855001 816946855001	01062 OFFICE/PRESCHOOL SUPPLIES OFFICE/PRESCHOOL SUPPLIES	OFFICE DEPOT	100-01-6027 200-03-6028	50.62 42.52 8.10
42952	1/28/2016 1618422-01	01071 REPAIR PARTS	REINDERS INC	300-41-6030	237.87 237.87
42953	1/28/2016 233364	01334 1099 FORMS	TYLER BUSINESS FORMS	100-01-6027	125.51 125.51
Grand Total:					53,676.45

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	625.10
200 - RECREATION FUND	4,491.38
300 - GOLF	10,376.56
408 - POLICE FUND	24.32
410 - HANDICAPPED SPEC. REC. FUND	38,046.66
413 - COMMUNITY EVENTS	65.00
518 - CAPITAL PROJECT FUND	47.43
Grand Total:	53,676.45

Account Summary

Account Number	Account Name	Payment Amount
100-01-5100	MEDICAL INSURANCE	122.04
100-01-5410	SEMINARS AND TRAININ	85.00
100-01-5430	SERVICE CONTRACTS	250.03
100-01-6027	OFFICE SUPPLIES	168.03
200-02-5100	MEDICAL INSURANCE	51.24
200-02-5205	ELECTRICITY	3,393.04
200-02-5320	TELEPHONE	408.07
200-02-6016	HARDWARE SMALL TOO	92.38
200-02-6032	REPAIR PARTS BUILDING	538.55
200-03-6028	PROGRAM SUPPLIES-PR	8.10
300-40-5204	NATURAL GAS-HEAT	294.78
300-40-5205	ELECTRICITY	4,479.86
300-40-5320	TELEPHONE	115.43
300-41-5203	DISPOSAL CHARGES	202.76
300-41-5300	CONTRACTED SERVICE	1,332.39
300-41-5320	TELEPHONE	105.41
300-41-6016	HARDWARE SMALL TOO	51.79
300-41-6024	GAS OIL AND GREASE	77.45
300-41-6026	LANDSCAPE AND TURF	2,560.75
300-41-6030	REPAIR PARTS EQUIPME	1,103.70
300-41-6031	REPAIR PARTS VEHICLES	11.27
300-41-6032	REPAIR PARTS BUILDING	40.97
408-99-5465	LICENSES AND FEES	24.32
410-99-7090	NWSRA FEE	38,046.66
413-99-5330	ADVERTISEMENT	65.00
518-99-8010	BUILDING IMPROVEME	47.43
Grand Total:		53,676.45

Project Account Summary

Project Account Key	Payment Amount
None	53,676.45
Grand Total:	53,676.45

VENDOR WARRANT 1E

January	
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	FY 2016
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[illegible]



Refunds Processed Report-BOARD PACKET

Printed: 09 Feb 2016, 02:41 PM

User: class

Date From: Friday, January 01, 2016

Date To: Sunday, January 31, 2016

Account Name	Date	Refund Reason	Fee	Refund	GL Account	Refund From
BENSON, JUDY						
	08 Jan 2016	Refund: Visa Card Online - supervisor approval	\$0.00	\$30.00	Special Events/Trips	200-12-4130
					Special Events/Trips	200-12-4130
					Special Events/Trips	200-12-4130
					Special Events/Trips	200-12-4130
Briski, Kim						
	07 Jan 2016	Refund: Check - Rental Deposit Return	\$0.00	\$100.00		
Jacobsen, Nikki						
	18 Jan 2016	Refund: Visa Card Online - schedule conflict	\$0.00	\$24.00	Special Events/Trips	200-12-4130
					Special Events/Trips	200-12-4130
Sirasapalli, Kalyan						
	15 Jan 2016	Refund: Visa Card - Other	\$0.00	\$125.00	Creative Kids Preschool	200-03-4135

279.00

FY 2016		PROSPECT HEIGHTS PARK DISTRICT		YTD FUND SUMMARY				INFORMATIONAL	
Fund Numbers	Fund Names	Un-Audited Begin. Bal. 16	REVENUE 1/31/2016	Real Estate Tax 1/31/2016	EXPENSE 1/31/2016	Transfers 1/31/2016	Ending Bal 1/31/2016	Fund Transfers Budgeted	Bud. FY 16
100	CORPORATE	990,192	171	2,883	20,147		973,098	(381,027) To F518,F523,F608	1,162,602
900	Reserve Acct.	350,586	44	-	-		350,630	-	351,111
200	RECREATION	590,659	96,575	675	63,726		624,183	-	660,251
300	GOLF	-	24,794	-	42,089		(17,295)	(52,223) To F523	-
MAJOR FUND	SUB TOTAL	1,931,437	121,584	3,558	125,962	-	1,930,617	(433,250)	2,173,964
404	AUDIT	2,296	-	15	-		2,311		1,926
405	PAVING & LIGHTING	11,488	-	5	47		11,446		4,783
406	LIABILITY INS.	22,968	-	91	100		22,959	-	1,841
407	I.M.R.F.	22,588	-	140	8,945		13,783	-	33,654
408	POLICE	17,574	-	86	6,944		10,716	-	31,952
409	MUSEUM	2,846	-	13	-		2,859	(4,350) To F412	2,497
410	SPECIAL REC.	131,019	-	137	38,047		93,110		37,633
411	SOCIAL SEC.	14,959	-	125	7,088		7,996		13,980
412	MEMORIAL	-	-	-	-		-	4,350 To F409	100
413	COMM. EVENTS	35,626	-	2	473		35,155	-	16,876
NON-MAJOR	SUB TOTAL	261,364	-	614	61,644	-	200,334	-	145,242
OPERATING	SUB TOTAL	2,192,801	121,584	4,172	187,607	-	2,130,951	(433,250)	2,319,206
518	Cap. Fund- Parks/Recr	730,034			47		729,987	212,362 From F100, F607	444,146
523	Cap. Fund-Golf	13,161					13,161	102,223 From F100, F300	43,384
CAPITAL	SUB TOTAL	743,195	-	-	47	-	743,148	314,585	487,530
DEBT FINANCING OCCURS IN DECEMBER, ONLY PROPERTY TAXES ARE RECEIVED THROUGHOUT THE YEAR								BOND PAYMENTS DUE DECEMBER 1, 2015	
606	Bond 2014	-					-		-
607	Bond 2015	-		695			695	(29,735) From F518	
608	Bond 2014B	-					-	571,800 From F100, F609	
609	Bond 2016	-						(423,400) To F608	150,150
Debt	SUB TOTAL	-	-	695	-	-	695	118,665	150,150
ALL FUND TOTALS		2,935,996	121,584	4,868	187,654	-	2,874,794	0	2,956,886



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

Date: February 16, 2016
To: Board of Commissioners
From: Scott Devlin, Business Manager
Re: January 2016 Investment Report

An Account for **Cash Reserves** was established on 12/27/2005

Account #	Balance EOM	Interest Earned
90001545	\$ 349,628.75	
1/31/2016		\$44.41

General Account Interest

Account #	Balance EOM	Interest Earned
90001498	\$ 1,627,571.22	
1/31/2016		\$42.70

Investment Account Interest

Account #	Balance EOM	Interest Earned
107503657	\$ 1,007,946.45	
1/31/2016		\$128.30

Line of Credit

Mt. Prospect State Bank-

Available- \$500,000

In Use- \$0.00

Loan Date- 08/01/2014 Maturity Date 08/01/2015

Interest is based on Prime with a floor of 4.5%

Investment Report for Year Ending December 31, 2016

[illegible]



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 10, 2016

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

My first month in this position has been educational. I met with Park District staff and representatives from various groups (Prospect Heights Natural Resources Commission, Heron Pond Homeowners Association, the garden club, City administration, Library, Police, Fire and School District 23). I am reviewing policy and procedures and the 2011-2016 Comprehensive Park Master Plan. I anticipate meeting residents and local merchants within the coming weeks. Those I have met are very supportive of the Park District and its potential for the future.

NWSRA

Northwest Special Recreation Association (NWSRA), of which Prospect Heights Park District is 1 of 17 partners, provides a full spectrum of recreation services to individuals with disabilities. I attended the NWSRA Directors meeting and the Special Leisure Services Foundation meeting. The Park District had nearly 200 registrations in NWSRA's program in 2015. NWSRA provides more programs and a greater range of services as the joint funding is more economical than working as a single community. The NWSRA's Executive Director will present to the Park Board within the next few months with more details.

IPRA Conference

I attended the Illinois Parks & Recreation Association (IPRA) Conference and attended sessions on issuing bonds, fringe benefits, succession planning, park district accreditation & practices for effective board meetings. I also attended the IPRA Annual Business Meeting.

PDRMA

The Park District Risk Management Agency (PDRMA), of which Prospect Heights Park District is 1 of 155 partners, met with Park District staff to discuss the Loss Control Review process which occurs every 4 years. The review consists of a series of forms, based on core risk-management and safety best practices, and a minimum of three visits to the Park District locations over the course of this year. The Park District has scored very well in the past in regards to compliancy and has been awarded PRDMA accreditation.

PDRMA indicated the Park District staff has done an outstanding job with keeping losses low, preventing injuries and having a zero lag time in reporting incidents to PRDMA. This has contributed to the Park District's rate to be stabilized throughout the years. Staff has done an outstanding job and should be commended for this.



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 10, 2016

To: Christina Ferraro, Executive Director
From: Julie Caporusso, Superintendent of Recreation
Re: February 2016 Recreation Board Report

Co-ed Soccer League

The recreation department would like to recommend the termination of the Intergovernmental Agreement for the Youth Soccer Program with the Wheeling Park District that was agreed upon on March 21, 2006. The agreement is attached.

The enrollment in the Co-ed Soccer League has declined this past year. In the fall of 2013, the Wheeling Park District made a unilateral decision to outsource the cooperative soccer program. The structure of the program changed, coaches were hired by the soccer academy that Wheeling hired rather than using volunteer coaches as in the previous seasons. We received feedback that the new structure was not preferred by some participants. We had hopes that the participants would adjust to the new structure positively, but this is not occurring.

Another area district, closer in proximity does offer an in-house soccer program and is open to discussing cooperative programming. We prefer to offer a program that can use our fields for practices as well.

Prospect Heights Park District Participation for Co-ed Soccer League

Season	# of participants		Season	# of participants
Fall 2011	30		Spring 2011	24
Fall 2012	26		Spring 2012	30
Fall 2013	29		Spring 2013	22
Fall 2014	21		Spring 2014	28
Fall 2015	5		Spring 2015	17

Per Article VII – Cancellation of Agreement, we must provide written notice by March 1.

Brochure

The summer brochure first draft will be reviewed Feb. 22 by all recreation and administrative staff.

PDRMA

The Loss Control Review meeting was held Wed., Feb. 10. Jesse Kinsland reviewed the process with the Safety Committee. The field visits are set up for May 11 (Administration), July 20 (Recreation & Aquatics), September 1 (Maintenance) and September 14 (Golf). The review will be complete by November 4.

50th Anniversary

The kick-off event was held on Friday, Jan. 22. The participants enjoyed the Drive-in Movie along with the 50th Anniversary give-a-ways. The children had fun making good use of the beach balls in the gym. The Royal Family Ball is scheduled for February 19. Postcards to Fitness Members, Preschool participants, Kinderstop participants and Dance students have been mailed for the March 10 Open House. Edlyn developed and created the Open House postcards, we appreciate her talents!

IPRA Conference

The conference was an excellent team building and re-charging opportunity. I attended sessions related to fitness center management, social media, IMRF, foundations and the top 5 recreation trends (minimum wage increase, STEAM programming, program evaluations, new law for concussions in youth sports and best practices for employee evaluations). I also attended the IPRA Annual Business Meeting.

WHEELING PARK DISTRICT AND PROSPECT HEIGHTS PARK DISTRICT
YOUTH SOCCER PROGRAM
INTERGOVERNMENTAL AGREEMENT

This agreement dated March 21, 2006 by and among the WHEELING PARK DISTRICT (hereinafter referred to as Wheeling), and PROSPECT HEIGHTS PARK DISTRICT (hereinafter referred to as Prospect Heights) both Illinois municipal corporations,

WITNESSETH:

WHEREAS Wheeling and Prospect Heights seek to expand youth soccer leagues, to meet the expectations of residents and non-residents of ages five through fourteen; and

WHEREAS it is the organizational objective of both Wheeling and Prospect Heights to provide and expand youth soccer leagues which benefit and improve the health, physical and psychological needs of local youth ages five through fourteen and which teach and promote the ideals of good sportsmanship, honesty, loyalty, and respect; and

WHEREAS both parties recognize the need to expand youth soccer programs and services to be readily accessible to youth ages five through fourteen including but not limited to those residing within the boundaries of Wheeling and Prospect Heights; and

NOW THEREFORE, in consideration of the mutual covenants and conditions herein expressed, and the execution hereof by all parties hereto it is hereby agreed that Wheeling and Prospect Heights shall collaborate to provide youth soccer programs within

the boundaries of Wheeling Park District and Prospect Heights Park District, the elements of which are described herein.

ARTICLE I – PROGRAM ELEMENTS

The youth soccer program shall reflect the mission and values of the park district as transmitted through the parties of this Agreement and will include the following types of programs offered in strategic locations within the community:

- A. Recreational Soccer Programs for youth ages five through fourteen as identified by the administrative team at Wheeling (Director of Recreation & Parks, or Superintendent of Recreation or Recreation Program Manager.)
- B. Collaborative efforts with youth ages five through fourteen and the community aimed at strengthening the network of youth soccer and enhancing community awareness regarding the same. These efforts will include, but are not limited to, assessing needs and identifying gaps in service.
- C. Standard rate for the league for residents of either Wheeling or Prospect Heights and separate non-resident rate.

ARTICLE II – DUTIES OF THE PARTIES TO THE AGREEMENT

- A. Each party to this Agreement shall:
 - 1. Designate one (1) full-time staff person to serve as representative and primary contact regarding youth soccer.

2. Maintain the following insurance: General Liability coverage including fire, legal liability specifically including bodily injury, personal injury and property damage limits of not less than \$1,000,000 per occurrence. In addition, each party shall furnish certificates of insurance and/or coverage in place as required herein and including a 90 day notice of cancellation or reduction in limits to the other.
3. Retain ownership of any property, equipment, or materials which it provides to fulfill its obligations under the Agreement.
4. Provide appropriate re-sale location and access for uniforms.
5. Provide one representative to serve as spokesperson in any conflict resolution disputes.
6. Designated Program Managers and Superintendents agree to meet a minimum of two times per year to reevaluate the successes and challenges of the youth soccer league.

B. Wheeling shall:

1. Make its fields available to activities and programs of the youth soccer league. Fields include, but are not limited to, Heritage Park, Horizon Park, Pleasant Run Park.
2. Provide staff to administer and supervise the program.
3. Determine (with input from Prospect Heights) seasonal soccer fees.
4. Advertise the youth soccer league in the winter and summer brochures, various fliers and school newsletters.

5. Provide all promotional, business and consumable supplies necessary to carry out its participation in the youth soccer league.
6. Coordinate, design, and print parent and coaches manuals, and provide copies annually to Prospect Heights.
7. Coordinate the field schedule on Wheeling fields.
8. Accept registration for both the spring and fall sessions of the youth soccer league at the CRC and online. Accept all registrations delivered from Prospect Heights (as long as within registration deadlines.)
9. Determine uniform style and pricing (with input from Prospect Heights.)
10. Organize, develop, and implement all aspects of conducting the youth soccer league with two sessions (spring and fall), including: Teams, rules, schedules, practices, pictures, supplies and equipment, evaluations, weather decisions, web site updates, and other additional operations.
11. Recruit, train, certify, conduct background check, or discipline (if necessary) all volunteer coaches. Process all eligible coaches' reimbursements.
12. Recruit, hire, train, discipline, schedule, and evaluate soccer officials and supervisors per Wheeling Park District employment policies and procedures.
13. Coordinate placement of youths and/or teams in grades 7 or 8 with Mt. Prospect Park District's program, if there are insufficient participants to conduct an "in-house" division.

14. Plan and conduct parent meetings two times per year, prior to each session of the youth soccer league. Incorporate a parents' code of conduct as part of the program.
15. Be the sole provider of recreational youth soccer league/program in Wheeling and Prospect Heights.

C. Prospect Heights shall:

1. Make its fields available to activities and programs of the youth soccer league. Fields include but are not limited to practice fields at Muir Park, Eisenhower School and Country Gardens Park.
2. Maintain the fields as appropriate for practice.
3. Advertise the youth soccer league in the winter and summer brochures, various fliers and school newsletters.
4. Accept registration for both the spring and fall sessions of the youth soccer league at the Gary Morava Recreation Center.
5. Share all pertinent registration information on each participant (name, address, telephone, birth date, parents' names, emergency contacts, school) by an agreed upon date prior to each season.
6. Remit payment of 80% of all registration fees accepted at Prospect Heights to Wheeling two times per year, upon completion of each season's games.
7. Provide no other youth soccer league programs or opportunities in Prospect Heights or Wheeling. Agree Wheeling Park District is the sole provider of youth soccer league.

ARTICLE III – DURATION

Except as otherwise specified herein with respect to specific provisions hereof, the term of this Agreement shall be for the period beginning on the 1st day of July 2006, and end on the 30th day of June 2007.

ARTICLE IV – ADMINISTRATION

The provisions in this agreement for the youth soccer league shall be developed by the following administrative representatives: Wheeling (Director of Recreation & Parks or Superintendent of Recreation Programs) and Prospect Heights (Superintendent of Recreation and Parks). The administrative representatives shall:

1. Study needs, evaluate program and prioritize services based on the need, allocating resources accordingly within the limitations of this Agreement.
2. Meet no less than once per year to discuss, plan for, and evaluate the outcome of the youth soccer league in the community, and present such information to their respective boards as part of annual planning.
3. Report to their respective boards the outcome of administrative meetings and keep the board apprised of trends and new service models.

ARTICLE V – HOLD HARMLESS

To the fullest extent permitted by law, each party to this Agreement shall protect, indemnify, save, defend and hold harmless the other party, including its officers, officials, volunteers, employees and agents from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the other party and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person or loss of or damage to tangible property, arising indirectly or directly in connection with or under, or as a result of this agreement, but only to the extent caused in whole or in part by any negligent or wrongful act or omission of the indemnifying party.

The self-insurance pool of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to, any defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act, 745ILCS }10/1-101, et seq (1991).

ARTICLE VI – CONTINUATION OF AGREEMENT

The initial term of this Agreement shall be for a period of twelve (12) months commencing on July 1, 2006, subject to earlier termination as provided in Article VII hereof. Prior to July 1, 2007 this agreement shall not automatically renew until both parties evaluate in accordance to Article II item 6. On or before July 1 of each year, commencing on July 1, 2008, Wheeling and/or Prospect Heights may give written notice of its intention to either change, amend or terminate this Agreement. If no such notice of

termination or no request for changes or amendments is given by Wheeling and/or Prospect Heights on or before July 1 of each year, the Agreement shall, without further action of Wheeling or Prospect Heights continue in full force and effect for an additional 12 months until Wheeling and/or Prospect Heights gives written notice, as provided herein, to change, amend, or terminate the Agreement. Wheeling and/or Prospect Heights must give timely notice of intent to terminate the Agreement so as not to adversely affect the imminent season of operations.

ARTICLE VII – CANCELLATION OF AGREEMENT

Any party to this Agreement may provide a written notice to the other party by March 1 of each term of the agreement to terminate its obligations under this Agreement. Such notice shall be considered dated from the time and date upon which it is postmarked as mailed by certified mail to the other party. In the event that such notice is given, the obligations of the parties to this Agreement in effect at the time of notice shall continue on a pro-rate basis until the termination of the Agreement is effective, or until such obligations otherwise expire, whichever shall come first.

ARTICLE VIII – OPERATING FEE

1. Wheeling and Prospect Heights agree on resident fees annually, prior to the spring session. Prospect Heights pays Wheeling 80% of all registration fees collected at the facilities of Prospect Heights including, but not limited to, Gary Morava Recreation Center.

2. Payment is due by the tenth (10th) day of June for the spring session and the thirty-first (31st) day of October for the fall session each year. If Wheeling does not receive payment by the first (1st) day of September for the spring session or the thirty-first (31st) day of December for the fall session, Prospect Heights will pay a monthly interest fee of 1.5% of the total outstanding balance.

ARTICLE IX – NO THIRD PARTY BENEFICIARY

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

ARTICLE X – UNDERSTANDING

This Agreement contains the entire understanding of the parties hereto. The parties to this Agreement understand and acknowledge that this agreement cannot be considered absolute, but shall serve as a frame of reference for evaluation of specific proposals and recommendation, and the standards outlined herein are intended, to the maximum extent possible, to provide both parties with the freedom of decision and discretion in planning, developing and maintaining the Program.

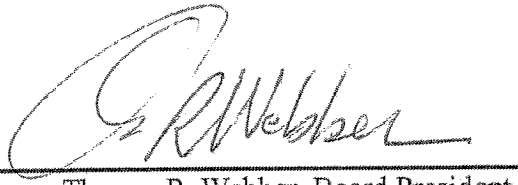
Any amendments to this Agreement must be in writing and signed by the parties against whom enforcement is sought, or by both parties.

IN WITNESS THEREOF, the parties have executed this Agreement in triplicate original counterparts on this 21st day of March, 2006.




Jan Buchs, Executive Director

Wheeling Park District




Thomas R. Webber, Board President

Wheeling Park District



Kathy Nowicki, Executive Director

Prospect Heights Park District



Vicki Carney, Board President

Prospect Heights Park District



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 10, 2016

To: Christina Ferraro, Executive Director
From: Dino Squiers, Superintendent of Facilities & Parks
Re: February 2016 Board Report

Pump Room/Pool

Chemical lines from the tanks, feeder pumps and injectors have been replaced for the pools acid and hydrochloride system. Pumps were disassembled cleaned and the feeder heads rebuilt. Upper and lower injectors in the three main risers were removed to be cleaned and rebuilt. Second feeder line was added in the chlorine room to send chemicals to the deep end of the pool independently.

Fitness Center

Fourth television was added on the north wall of the fitness center. This set was mounted with a swivel bracket and set up for closed caption for viewing when using treadmills or weight machines.

Plumbing

Front water fountain was not working due to a broken lever inside the unit behind the front push bar. Broken slides were removed and a new part was installed.

HVAC

Ceiling heater located by the rear gym doors was getting loud and needed to be shut down. Motor needed to be replaced since the bearings are sealed and not serviceable on the old unit.

Administration Building

Vinyl floor tile in the kitchen and rear stairway needed replacement. We replaced the floor with a floating tile that attaches to each other and not the floor. Stairway tile was installed with adhesive and metal edging.

Bus Inspection

Bus one and two were taken in for the six month safety test. Both buses passed and inspection stickers were issued.

Inspection

Travelers inspected our boiler for the water heater and pool boiler. Both devices passed the inspection and the report was sent to the state fire marshal for certification.

Whirlpool

Innovative aquatic design engineer is working with Midwest spas to address state of Illinois requirements for permitting needed to replace the tub.

PHWYBS

Steve Adamski from the league emailed about adding a batting cage at McDonald field. I notified Steve to set up a time to meet and we would go over the area that they are considering. After location is determined it will be presented to the board.

Parks

Agnes from the natural resource commission and twenty two volunteers cleared buckthorn from the creek area behind Lions field and the tennis courts. They piled the buckthorn in an open area and did a controlled burn. Agnes will return with volunteers again this month and continue to clear the area around the creek. This year we are spending more time on ice removal then plowing and shoveling snow. Garbage removal continues to be ongoing this season at the parks and recreation area.



**PROSPECT HEIGHTS
PARK DISTRICT**

(847) 394-2848

Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 10, 2016

To: Christina Ferraro, Executive Director
From: Marc Heidkamp, Director of Golf Operations
Re: February 2016 Golf Operations Board Report

January got off to a quick start with the open play campaign we started the first of the year. To date pre-sale rounds have developed into \$11,000 in golf revenue. Outing Play reservations also are off to a quick start with 40 confirmed. Our goal of 100 outings is looking extremely promising.

GPS units are being repaired and will be ready to go by March 15th. We also were able to purchase used rain covers for the carts which has made a positive improvement with the appearance of our fleet. All carts are being detailed and are looking great. Jerry's crew has performed a beautiful job detailing the fleet. We are in the process of securing renewal contracts/ donations for advertising on our GPS units. Additionally we are pursuing new clients that will help grow our donation revenue to grow our profits and pay for additional needs.

Golf Shop new equipment has been ordered and we are looking forward to its arrival. We will have some new exciting products that we feel will produce positive sale results during the 2016 season.

Building operations have run smooth with the exception of a small leak in the roof over the men's locker room. I have notified Mike Tlozen with our warrantee and they will be out with conditions permit repairs.

We are currently removing the storm windows and cleaning between the glasses to insure that our clients see crystal clear views of the grounds during the summer. Also painting and cleaning is taking place getting ready for an early spring.

For now, we are getting the spring itch and praying for an early start to the season.



**PROSPECT HEIGHTS
PARK DISTRICT**

(847) 394-2848

Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 12, 2016

To: Marc Heidkamp, Director of Golf Operations
From: Gerald Arden, Superintendent of Greens
Re: February 2016 Grounds Report

Temperatures for the month ranged from 46.96 degrees for the high and -5.33 degrees for the low with precipitation at .67 inches.

Ike is finishing up with the sharpening of the mowing equipment. Esteban is just about done with cart maintenance. Felipe and Raul have just about finished up with the painting of ball washers, rakes and misc. tee & green equipment.

When weather permits, there are diseased trees to be cut down and there's sand to be hauled to all the traps. Spring is just around the corner!



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 10, 2016

To: Julie Caporusso, Superintendent of Recreation
From: Laura Fudala, Supervisor of Recreation
Re: February 2016 Board Report

Children's Programs

In January we did not offer any Kids Day Off.
In February we will be offering 1 Kids Day Off.
In March will be offering 6 Kids Day Off.

Kinder Stop

Kinder Stop open house is scheduled for March 10th.

Preschool

Our preschoolers are now back into the swing of routine after the holidays! February is another busy month for preschoolers! We started this month off with a visit from All About Kids Dentistry. The kids enjoyed having the hygienist out educating them about the importance of brushing teeth!

On February 11th and 12th the classes will be having their Valentine's Day parties.

We are currently taking registrations for the 2016-2017 school year. To date we have 21 students registered for next school. Open house is March 10th.

Summer Camp

Applications are coming in for camp counselors. I will start interviews in the next few weeks.

Field trips are currently being planned.

IAPD

I attended the IAPD conference on January 29-30th.



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 2016

To: Julie Caporusso, Superintendent of Recreation
From: Marci Glinski, Supervisor of Recreation
Re: February 2016 Board Report

Children's Programs

Many new children's classes are in the winter brochure with little or no interest. I have offered classes that include Chess, Cooking, an Italian heritage class, science & craft classes. We are still having good luck with our Computer Explorers classes that we co-op with Mt Prospect & River Trails park districts. I will continue to try new classes and market them the best I know how to. I am not discouraged yet! Looking forward to a few new programs starting fall 2016.

Dance

Dance classes started on Sat. Jan 16th. We have 77 students participating in 17 classes. We have 3 additional classes running this session over 2015 spring and we have an additional 4 dancers. Costumes are being ordered this week for our recital which will take place on Sat. May 5th at Forest View Educational Center. This week all classes are celebrating Valentine's Day during the last 10 minutes of their class.

NEW for 2016 will be a Creative & Performing Arts Camp. It will be run the same as our other camps except the emphasis will be fine arts. I am excited to offer this to our patrons and look forward to a new addition to our summer camps and my dance program.

Active Adults

January is always a very slow month in Active Adult programming. Many snowbirds are at their winter homes and will start to return later in February and March. Our Legends Show at The Fireside was popular with 13 patrons, Bye Bye Birdie at Drury Lane Oakbrook with 12 patrons, Milwaukee Wine & Chocolate Valentine Tour with 8 patrons and our Bald Eagle Watching Tour with 7 patrons. A good time was had by all.

Our 50th Anniversary Senior Luncheon (50 & over) is almost full with 44 patrons registered and a maximum of 50 participants. I am currently looking into some entertainment for this event. I'm very excited to have 7 dogs/owners in my Beginning Dog Obedience class.

Special Event

My 2nd annual Drive In Movie was held on Fri. Jan 22nd in the gym. We had 20 families in attendance watching Inside Out on our Mickey Jumbo Screen. A good time was had by all. Up next is our Royal Family Ball on Friday, Feb 19th. Registration has been slow but I am hopeful that we will get enough registrations to host this fun family event.

I just registered our district for the National Night Out which will be held on Tuesday, August 5th. I will be meeting with the Police and Fire Districts in the coming weeks to create another great event. We will end our spring events with our FREE Egg Hunt on Sat. March 26th along with the Bunny Home Visits the same day.

All of our 50th Anniversary promotional items are in and we started to give them away at the Drive In. What a great way to celebrate 50 years!

I attended the IPRA Conference in January where I found some new found hope with Children's Programming.



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 10, 2016

To: Julie Caporusso, Superintendent of Recreation
From: Georges Eber, Supervisor of Recreation & Pool Manager
Re: February 2016 Recreation Board Report

Athletics

The basketball season is underway and runs through March 5th. Evaluations will be passed out then.

We are currently accepting registrations for floor hockey registrations. Currently, we have 39 registered participants. The league begins March 8th.

Pool

Returning guard interviews begin this week. In these early stages, we have 3 managers, 1 swim team coach, and 4 guards that have confirmed interest in returning. Returning guard interviews begin this week. The website has already retained 4 new lifeguard applications.

Fitness Center

Membership Statistics Report (Comparing January 2016 to January 2015)

Memberships	January 2016	January 2015	% Change (-/+)
3 Months Pass	4	7	-42.9%
Gym & Racquetball Pass	37	47	-21.3%
Health & Fitness Full Combo Pass	20	16	+20%
Health & Fitness Center Pass	206	242	-18.7%



PROSPECT HEIGHTS PARK DISTRICT

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110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 2016

Department 11 – Active Adult

Department 11 includes Active Adult Trips & Programming

DEPARTMENTAL SUMMARY - ACTIVE ADULTS DEPT 11				
FY	2013	2014	2015	
REVENUES	\$83,740	\$89,328	\$75,127	
EXPENSES	\$89,907	\$90,342	\$77,893	
SURPLUS/ (DEFICIT)	-\$6,167	-\$1,014	-\$2,766	

The overall 3 year comparison of Active Adult has fluctuated. The average for the 3 years was \$82,731. In 2013 we had a deficit of \$6,167 and I was able to lessen that figure to \$2,766 in 2015. I have worked very hard to control ticket, entry fees, supplies and wages in Active Adult.

The plan for 2016 is to continue to offer 1 price for both residents and non-residents for ease of tracking. The fee structure will remain the same with a few small changes. I will also continue to keep all supplies, entry fees and ticket costs down.

In 2015 I discontinued The Entertainment Books but many patrons have asked me to bring them back in 2016. The fundraiser helps to offset the costs of active adult programming. I am looking to add a few new senior related events in 2016 to help generate funds. I will continue offering the Winter Holiday Shopping Boutique and I will also be starting overnight trips again later this year.

I feel I have made steps in the right direction with my goals of keeping affordable trips for our patrons and getting more residents involved to expand the active adult program participation within our community.



PROSPECT HEIGHTS PARK DISTRICT

(847) 394-2848
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110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

February 2016

Department 12 – Special Events

Department 12 includes all Special Events and the Concession Stand
(Concession Stand will not be reported separately in 2016)

DEPARTMENTAL SUMMARY - SPECIAL EVENTS DEPT 12				
FY	2013	2014	2015	
REVENUES	\$23,723	\$20,179	\$23,174	
EXPENSES	\$24,756	\$21,146	\$26,538	
SURPLUS/ (DEFICIT)	-\$1,033	-\$967	-\$3,364	

The overall 3 year comparison of Special Events has been steady. The average for the 3 years is \$22,358. I will continue to work very hard to keep contracted services and supplies for all special events and concession to a minimum.

The plan for 2016 is I would like to add a few new events to keep families engaged in our district. I am also trying to find new ways to keep down our costs for supplies that are required for our free events throughout the year. The plan for the concession stand is to keep our expenses down and have less of a carryover of product and supplies.

I feel I have made steps in the right direction with my goals of keeping our events family friendly and affordable for our community; while still offering a few events at no charge.

Prospect Heights Park District

**110 W. Camp McDonald Road, Prospect Heights, IL 60070
(847) 394-2848**

COMBINED BUDGET & APPROPRIATION ORDINANCE # 02.16.16

January 1, 2016 – December 31, 2016

**Prospect Heights Park District
Combined Budget & Appropriation Ordinance
02.16.16**

**AN ORDINANCE ADOPTING THE COMBINED ANNUAL
BUDGET AND APPROPRIATION OF FUNDS FOR
THE PROSPECT HEIGHTS PARK DISTRICT, COOK COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING ON
THE FIRST (1st) DAY OF JANUARY, 2016 AND
ENDING ON THE THIRTY-FIRST (31st) DAY OF DECEMBER, 2016**

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS (the Board) of the Prospect Heights Park District, (the "District") of Cook County, Illinois:

Section 1: It is hereby found and determined:

- (a) this Board has heretofore caused to be prepared a combined annual budget and appropriation in tentative form for the fiscal year beginning January 1, 2016 and ending December 31, 2016, which ordinance has been conveniently available for public inspection for at least 30 days prior to final action thereon;
- (b) a public hearing was held at the Gary Morava Recreation Center, Cook County, Illinois on the 16th day of February 2016 on said ordinance; and
- (c) that all other legal requirements for the adoption of the annual budget and appropriation ordinance of this District for the fiscal year beginning January 1, 2016 and ending December 31, 2016 have heretofore been performed.

Section 2: The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first day of January, 2016 and ending on the thirty-first (31st) day of December, 2016.

**SUMMARY of ANNUAL BUDGET & APPROPRIATION ORDINANCE
FOR FISCAL YEAR 2016**

	<u>FUND</u>	<u>BUDGET</u>	<u>APPROPRIATION</u>
100	CORPORATE	\$437,969	\$525,562
200	RECREATION	1,454,391	1,745,269
300	GOLF FUND	1,261,462	1,513,755
404	AUDIT	13,499	16,199
405	PAVING & LIGHTING	11,170	13,404
406	LIABILITY INSURANCE	103,132	123,759
407	I.M.R.F.	114,944	137,933
408	POLICE	62,710	75,252
409	MUSEUM	7,435	8,922
410	SPECIAL RECREATION	216,643	259,972
411	SOCIAL SECURITY	113,437	136,124
412	MEMORIAL	4,950	5,940
413	COMMUNITY EVENTS	27,750	33,300
CAPITAL DEVELOPMENT / BONDS / RESERVES			
518	CAPITAL FUND	498,250	597,900
523	CAPITAL FUND	72,000	86,400
607	BOND & INTEREST-15	594,639	713,567
608	BOND & INTEREST-14B	571,800	686,160
609	BOND & INTEREST-16	12,000	14,400
	GRAND TOTALS	\$5,578,182	\$6,693,818

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning the first day of January, 2016 and ending on the thirty-first (31st) day of December, 2016 for the respective purposes set forth.

The passage by the Board of Commissioners of this 2016 Combined Annual Budget Appropriation Ordinance, including the "Appropriation" column, shall not be interpreted to authorize the expenditure within any fund of any amount greater than the amount budgeted for each fund in the "Budget" column.

All unexpended balances of the appropriations for the fiscal year ended December 31, 2016 and prior years are hereby specifically reappropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

Section 3: The following determinations have been made and are hereby made a part of the aforesaid budget:

- (a) An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$1,757,972.
- (b) An estimate of the cash expected to be received during the fiscal year from all sources is \$5,599,073.
- (c) An estimate of the expenditures contemplated for the fiscal year is \$5,578,182.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$1,778,863.
- (e) An estimate of the amount of taxes to be received during the fiscal year is \$2,756,770

Section 4: All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance shall be and the same are hereby repealed to the extent of such conflict. If any item, or portion thereof, of this Budget & Appropriation Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portions of this ordinance.

This ordinance shall be in full force and effect immediately upon its passage.

Passed by the Board of Park Commissioners of the Prospect Heights Park District, this 16th day of February 2016.

AYES:

NAYS:

ABSENT OR NOT VOTING:

Lisa Gould, President
Board of Commissioners

ATTESTED:

Mark Malouf, Board Secretary
Prospect Heights Park District

**CERTIFICATION OF ESTIMATE OF
REVENUE FOR FISCAL YEAR 2016**

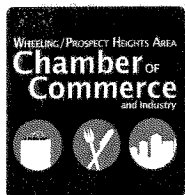
I, Vicki Carney, do hereby certify that I am the duly qualified treasurer of the Prospect Heights Park District and the chief fiscal officer of said District; as such officer I do further certify that the revenues, by source, anticipated to be received by said District in the fiscal year beginning January 1, 2016 and ending on December 31, 2016 are estimated to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Real Estate Taxes	\$2,756,770
Personal Property Replacement Taxes	11,000
Interest	3,000
Concessions	16,750
Program Fees	853,543
Golf Fees	1,053,500
Golf Shop Sales	113,500
Rental Property	174,585
Bond Proceeds	585,550
Misc.	<u>30,875</u>
TOTAL	\$5,599,073

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the said District this 16th day of February, 2016.

(Seal)

Vicki Carney, Treasurer, Prospect Heights Park District



Wheeling and Prospect Heights Area Chamber of Commerce and Industry

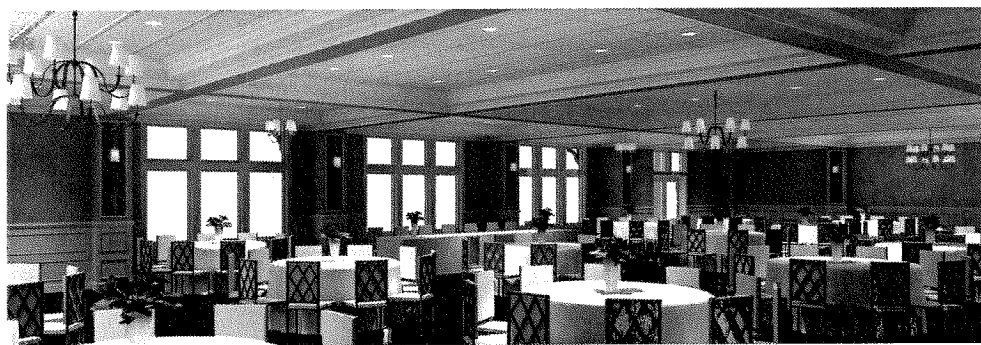


Annual State of the City of Prospect Heights & Village of Wheeling Luncheon



Thursday, February 25th, 2016 - 8:00 am to 10:00 am.

Village President Dean Argiris and Mayor Nick Helmer will review accomplishments, business and real estate developments, and ongoing initiatives. This is your chance to learn about news and changes in our local economy as they affect your business.



Location:

Chey Chase Country Club - Devonshire Room

1000 N. Milwaukee Ave.

Wheeling, IL 60090

Schedule of Events:

8:00 AM - Registration/Networking

9:30 AM - Q & A

8:30 AM - Program

10:00 AM - Adjourn

Cost: Chamber Members: \$25 per person in advance, \$30 at the door.

Non-Chamber Members: \$30 per person in advance, \$35 at the door.

For sponsorship opportunity, please email: jkrappel@wphchamber.com or call: (847) 541-0170. Register online at: <http://www.wphchamber.com/index.php/events>. Registration Deadline: Wednesday, January 20th, 2016.

President

Matt Eggemeyer
Keats Manufacturing Co.

Board of Directors

Aaron Bastable
Westin Chicago North Shore

Tracy Bertog
Bertog Landscape, Co.

Miriam Campbell
Buffalo Grove Bank, A Wintrust Bank

Frank D'Angelo
Tuscany / Wheeling

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Anthony Madonia
Anthony J. Madonia & Associates, Ltd.

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Susan Kim
Korean Cultural Center of Chicago

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Al Palicki
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Pam Dorband

Wheeling/Prospect Heights Area Chamber of Commerce and Industry



2 Community Boulevard, Suite 203, Wheeling, IL 60090

Phone 847 541 0170 | Fax 847 541 0296 | Email info@wphchamber.com | Web www.wphchamber.com