



**PROSPECT HEIGHTS
PARK DISTRICT**

Phone: (847) 394-2848

Fax: (847) 394-7799

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

MARCH 15, 2016

**BOARD
REPORT**

PUBLIC NOTICE
Prospect Heights Park District
Agenda for the Regular Board Meeting
March 15, 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
- IV. Recognition /Welcome
 - A. Residents
 - B. Employee Recognition – Jackeline Gallegos
- V. Approval of Minutes
 - A. Regular Board Meeting – February 16, 2016
- VI. Announcements (Meetings)

	<u>Date</u>	<u>Time</u>	<u>Location</u>
A. Regular Board Meeting	04/19/16	7:00 PM	GMRC
- VII. Park District Treasurer's Report
 - A. Cash Report # 3
 - B. Approval of Warrants for Payment

	<u>Date</u>
1. Vendor # 2	01/08/16
2. Vendor # 2A	01/09/16
3. Vendor # 2B	01/15/16
4. Vendor # 2C	01/21/16
5. Vendor # 2D	01/28/16
6. Vendor # 2E	Electronic
7. Payroll # 3	01/08/16
8. Payroll # 4	01/21/16
9. Refund # 2	February
- 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
 - Youth Leagues & Adult Leagues
- XI. Public Comment

Completion of Resident Comment Form required prior to Call to Order.
Submit to Executive Director.
- XII. Unfinished / Ongoing Business
 - A. Tully Park
- XIII. New Business
 - A. Resolution 03152016 Authorizing Participation in the ComEd Green Region Program for the Prospect Heights Park District Nature Project in Lions Park
- 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.

**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, FEBRUARY 16, 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

Terry Curtis

Lisa Gould

Karl Jackson (arrived at 7:16 p.m.)

Tim Jones

Bob Loranger

Mark Malouf

Also Present:

Christina Ferraro – Executive Director

Dino Squiers – Superintendent of Facilities & Parks

Marc Heidkamp – Director of Golf

Marci Glinski – Supervisor 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 Terry Curtis.

Corrections / Additions / Approval of Agenda

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

Correspondence

The following item was included in Correspondence:

- Certificate of Recognition in celebration of PHPD 50th Anniversary from State Rep David Harris on behalf of Illinois House of Representatives

In addition, Executive Director Christina Ferraro received a Public Hearing Notice from the City of Prospect Heights related to a proposed sign located at 215 S. Elmhurst Road, Prospect Heights, IL.

Recognition/Welcome

Residents – There were none in attendance.

Recognition – Supervisor of Recreation Marci Glinski recognized Kathy DeCoursey. Kathy works part-time in the Recreation Department at the Front Desk and in the Preschool program. She has great customer service skills and is always willing to assist with any projects. She will be recognized at the next All Staff Meeting.

Approval of Minutes

Regular Board Meeting – January 19, 2016

A motion was made by Commissioner Curtis and seconded by Commissioner Carney to approve the January 19, 2016 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Commissioner Jackson). The motion carried.

Announcements (Meetings)

The next Regular Board Meeting will be held on 03/15/16 at 7:00 PM at GMRC.

Park District Treasurer's Report

Cash Report #2

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to accept the Treasurer's Report – Cash Report #2 dated February 16, 2016 as submitted. The motion was unanimously approved with a voice vote with one absent (Commissioner Jackson). The motion carried. See Appendix A.

Approval of Warrants for Payment

Commissioner Malouf had a couple questions about the expenses from the 01/21/16 Expense Report.

A motion was made by Commissioner Carney and seconded by Commissioner Jones to accept Warrants for payment as submitted for Vendor Warrants # 1, 1A, 1B, 1C, 1D, 1E, Payroll 1, 2 and Refund #1. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Jackson

The motion carried. See Appendix B.

Business Manager Report

YTD Fund Summary – as submitted. Business Manager Scott Devlin informed the Board that the Auditors started their annual audit today.

Commissioner Jackson arrived at 7:16 p.m.

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 – as submitted. Executive Director Christina Ferraro also highlighted that her first month at the Park District has been great. PDRMA met with the Staff to review the upcoming Lost Control Review process. Christina attended the annual IPRA Conference. She sought a consensus from the Board to move forward with pursuing a ComEd Green Region Program grant with the City of Prospect Heights. Should the grant be approved, the Park District's share would be \$5,000, the City would match at \$5,000 and ComEd would award a grant of \$10,000. There was discussion about holding the annual Block Party in August 2016 which would be in addition to the scaled down 50th Anniversary June events weekend. Christina will seek funding from the City of Prospect Heights for the August 2016 Block Party. Commissioner Malouf requested for Christina to look into the cost benefits for PDRMA, NWSRA, IAPD and IPRA. Christina will be reaching out to each Commissioner to meet with them individually sometime in the next coming weeks.

Administrative / Operational Summary (continued)

Superintendent of Recreation – as submitted. Supervisor of Recreation Marci Glinski distributed to the Board promotional items celebrating the Park District's 50th Anniversary. These promotional items will be given away to patrons at the 50th Anniversary events throughout the year. Commissioner Loranger discussed the steady decline in Fitness Center memberships and questioned how the Park District can increase the membership. Christina stated that this item will be discussed in the upcoming Staff retreat.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers informed the Board that Agnes from the Prospect Heights Natural Resources Commission was at the Park District this past weekend and did a controlled burn. Commissioner Carney asked if there was a schedule for the various inspections. Dino responded that there is a schedule and he keeps track of them.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp reported he secured another donation for the GPS systems on the golf carts and is finalizing two other donations. Marc scheduled two new golf outings at OOC for 2016. He attended the PGA Conference in January. He discussed the GPS offering from Yamaha. Marc is working with Christina to obtain funding to assist with the geese control at OOC. The Golf Committee plans to schedule a Committee meeting.

Superintendent of Greens – as submitted. Director of Golf Operations Marc Heidkamp reported Superintendent of Greens Jerry Arden and his Grounds Staff has been working on cutting willow trees down.

Administrative/Operational Updates

Active Adult Departmental Summary – Supervisor of Recreation Marci Glinski provided a summary about the Active Adults Department. She is trying to keep the expenses and trip ticket expenses down.

Special Events Departmental Summary – Supervisor of Recreation Marci Glinski provided a summary about the Special Events Department. Most of these events are free to the public. She is looking to find sponsors for the free events.

Public Comment

There were none.

Unfinished/Ongoing Business

Lions Park Tennis Courts – No update.

GMRC Whirlpool Updates – Superintendent of Parks & Facilities Dino Squiers informed the Board the Engineer he has been working with is communicating with the spa company. There haven't been any charges from the Engineer at this time. The Engineer has been doing all the research at this point.

PHPD Investment Policy – Park Attorney Jim Lennon discussed looking into the legislation that was passed, the Investment of Municipal Funds Act, which allows the Park District to invest in our own bonds. This item will be brought back at the March Board meeting for discussion and adoption of an Ordinance. Commissioner Carney asked how the Park District goes about sourcing Professional Services. It was decided for the Business Manager Scott Devlin to contact a few companies and ask for a proposal.

Ongoing Business (continued)

Tully Park – Park Attorney Jim Lennon commented that the Church agreed to keep Tully Park to a deed restriction for 10 years. The Park District will continue discussions with the church.

2016 PHPD Budget

A motion was made by Commissioner Gould and seconded by Commissioner Carney to open the Public Hearing related to the Combined Budget & Appropriation Ordinance 02.16.16. The motion was unanimously approved with a voice vote. The motion carried.

There was no public in attendance. There being no questions from the Board Commissioners, a motion was made by Commissioner Jackson and seconded by Commissioner Carney to close the Public Hearing. The motion was unanimously approved with a voice vote. The motion carried.

Combined Budget and Appropriation Ordinance 02.16.16

A motion was made by Commissioner Carney and seconded by Commissioner Jones to adopt the Combined Budget & Appropriation Ordinance 02.16.16 as submitted. The motion was approved by a roll call vote.

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

Nays: Commissioner Malouf

Absent: None

The motion carried.

New Business

Intergovernmental Agreement Termination with Wheeling Park District for 2017 Youth Soccer Program – Executive Director Christina Ferraro reported that Superintendent of Recreation Julie Caporusso has been working with Recreation Supervisor Georges Eber with regards to the Park District's Soccer Program. The participation has decreased throughout the years. Staff is looking to terminate the Intergovernmental Agreement with Wheeling Park District for the fall 2017 season. This would allow Staff to put together their own program or join another local Park District for the 2017 season. The Intergovernmental Agreement would have to be terminated by March 1, 2016. Staff was seeking approval from the Board.

A motion was made by Commissioner Curtis and seconded by Commissioner Jackson to terminate the Intergovernmental Agreement with Wheeling Park District for the 2017 Youth Soccer Program based on Julie Caporusso's recommendations. The motion was unanimously approved with a voice vote. The motion carried.

Adjournment

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Loranger to adjourn the Regular Board Meeting at 8:21 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

TO: Board of Commissioners, Prospect Heights Park District

Pink

FROM: Park District Treasurer

DATE: 3/15/2016 CASH REPORT FY 16

*Motion by Commissioner _____ to approve CASH REPORT 3
as submitted. Seconded by Commissioner _____.*

Voice Vote

ACCOUNTS

AMOUNTS

Mt. Pros.State	Payroll	#90001511	sweep acct.	outstanding checks	\$	(2,516.93)
Mt. Pros.State	Vendor	#90001503	sweep acct.	outstanding checks	\$	(27,375.94)
Mt. Pros.State	Imprest	#90001529			\$	5,000.00
Mt. Pros.State	General/Sweep	#90001498			\$	1,894,292.17
Mt. Pros.State	ATM	#90001537	Combined Bal -- Account and ATM Machine		\$	26,075.53
Mt. Pros.State	Cash Reserves	#90001545			\$	349,670.30
Mt. Pros.State	Class- Reg.	#90002787	sweep acct.	deposit in transit	\$	-
Mt. Pros.State	Investment	#107503657			\$	1,008,074.51
			TOTALS		\$	3,253,219.64

3/15/2016

FINANCIAL
RESOLUTION

*Motion by Commissioner _____ to approve WARRANT RESOLUTION
3/15/2016 as submitted. Seconded by Commissioner _____.*

APPROVAL OF WARRANTS 3/15/2016

VENDOR WARRANTS

		Ck From - To	AMOUNTS
2	In the amount of	42954-42976	\$25,518.96
2A	In the amount of	42977-43004	\$29,816.38
2B	In the amount of	43005-43016	\$9,100.42
2C	In the amount of	43017-43043	\$21,204.69
2D	In the amount of	ELECTRONIC	\$12,082.71
	Total Vendor Warrants		\$97,723.16

PAYROLL WARRANTS

3	In the amount of	48179-48197	\$53,235.07
		gross plus employer costs	
4	In the amount of	48198-48216	\$52,282.80
		gross plus employer costs	
	Total Payroll Warrants		\$ 105,517.87

REFUND WARRANT

2	In the total amount of	Charge Card Ref.	\$ 1,050.72
---	------------------------	------------------	-------------

TOTAL OF WARRANTS

\$ 204,291.75

3/15/2016

Roll Call

APPENDIX A

CASH REPORT #2

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					\$	2,942,015.73	1/31/2016

APPENDIX B

WARRANT RESOLUTION 1/31/16

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			\$ 126,110.50

PAYROLL WARRANTS

1/8/2016			
1	In the amount of	48136-48157	\$50,041.33
		gross plus employer costs	
1/21/2016			
2	In the amount of	48158-48178	\$49,702.44
		gross plus employer costs	
Total Payroll Warrants			\$ 99,743.77

REFUND WARRANT

1	In the total amount of	Charge Card Ref.	\$ 279.00
---	------------------------	------------------	-----------

TOTAL OF WARRANTS
12/31/2015**\$ 226,133.27**

Roll Call



Expense Approval Report

By Payment Number

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
42954	2/4/2016 9932939485	01009 OOCG GROUNDS SUPPLIES	AIRGAS USA LLC	300-41-5300	45.70 45.70
42955	2/4/2016 100880 100903	01015 CONTRACTED LABOR - GROUNDS PE 1/17/16 CONTRACTED LABOR - GROUNDS PE 1/24/16	ASSOCIATED LABOR CORPORATION OF AMERICA	300-41-5300 300-41-5300	2,377.60 1,188.80 1,188.80
42956	2/4/2016 847577107801 1/22	01016 847 577-1078 568 2 MARQUEE 1/22-2/21/16	AT&T	200-02-5320	55.27 55.27
42957	2/4/2016 PS99245	01020 REPAIR PARTS	BURRIS EQUIPMENT CO	300-41-6030	454.76 454.76
42958	2/4/2016 FERRARO C 2/4/16	01682 IAPD/IPRA CONFERENCE	CHRISTINA FERRARO	100-01-5335	456.25 456.25
42959	2/4/2016 4563001190 1/25/1	01023 MUIR FIELD ELECTRIC 12/21/15-1/22/16	COMMONWEALTH EDISON	405-99-5205	23.92 23.92
42960	2/4/2016 014126	01189 REPAIR PARTS - PARKS	DAVE'S AUTO CLINIC INC	200-30-6031	375.00 375.00
42961	2/4/2016 18205918	01031 ADMIN COPIER LEASE	DES PLAINES OFFICE EQUIPMENT	100-01-5430	245.00 245.00
42962	2/4/2016 9010841485	01037 JANITORIAL SUPPLIES	GRAINGER	200-02-6022	39.42 39.42
42963	2/4/2016 01-141798	01038 REPAIR PARTS	HARRIS GOLF CARS	300-41-6034	70.96 70.96
42964	2/4/2016 S83042	01401 DISPOSAL CHARGES	HOMER INDUSTRIES	300-41-5203	1,500.00 1,500.00
42965	2/4/2016 CHAIR YOGA 01/201 LEVEL 1-2 YOGA 1/2	01533 CHAIR YOGA JANUARY 2016 LEVEL 1-2 YOGA JANUARY 2016	KATHLEEN O'MALLEY-GALLAGHER	200-13-5300 200-13-5300	414.40 217.00 197.40
42966	2/4/2016 862106 862884 863528 864643	01057 HARDWARE SMALL TOOLS SUPPLIES HARDWARE SMALL TOOLS SUPPLIES REPAIR PARTS HARDWARE SMALL TOOLS SUPPLIES	NAPA HEIGHTS AUTOMOTIVE	300-41-6016 300-41-6016 300-41-6030 300-41-6016	92.56 29.49 9.99 18.32 34.76
42967	2/4/2016 51440216 51440216 51440216	01058 LIFE INSURANCE MONTHLY 2/2016 LIFE INSURANCE MONTHLY 2/2016 LIFE INSURANCE MONTHLY 2/2016	NCPERS GROUP LIFE INSURANCE	100-2030 200-2030 300-2030	80.00 16.00 48.00 16.00
42968	2/4/2016 99291700005 1/22/	01059 ADMIN NATURAL GAS 12/23/15-1/22/16	NICOR	200-02-5204	170.68 170.68
42969	2/4/2016 17255947	01134 REPAIR PARTS	NORTHWEST ELECTRICAL SUPPLY	300-41-6032	32.73 32.73
42970	2/4/2016 818539596001 818539596001 818539596001	01062 OFFICE/KINDERSTOP/CAMP SUPPLIES OFFICE/KINDERSTOP/CAMP SUPPLIES OFFICE/KINDERSTOP/CAMP SUPPLIES	OFFICE DEPOT	100-01-6027 200-04-6028 200-14-6028	306.23 135.91 10.66 6.57

Expense Approval Report

Payment Dates: 2/4/2016 - 2/4/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	818842161001	OFFICE SUPPLIES		100-01-6027	153.09
42971	2/4/2016	01063	PDRMA		16,431.76
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		100-01-5100	820.89
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		100-01-5101	71.42
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		100-01-5102	35.28
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		200-02-5100	5,180.19
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		200-02-5101	371.72
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		200-02-5102	80.41
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		200-30-5100	1,662.96
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		200-30-5101	104.20
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		200-30-5102	9.35
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		300-40-5100	3,325.92
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		300-40-5101	208.40
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		300-40-5102	30.47
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		300-41-5100	4,146.81
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		300-41-5101	279.82
	PDRMA HEALTH - JA	PDRMA HEALTH INSURANCE - JANUARY, 2016		300-41-5102	103.92
42972	2/4/2016	01135	PURCHASE POWER		402.50
	8000900000081293	POSTAGE		100-01-6000	402.50
42973	2/4/2016	01071	REINDERS INC		330.26
	1618422-00	REPAIR PARTS		300-41-6030	47.95
	1618486-00	REPAIR PARTS		300-41-6030	44.64
	1618752-00	REPAIR PARTS		300-41-6030	27.89
	1619099-00	REPAIR PARTS		300-41-6030	141.01
	1619493-00	REPAIR PARTS		300-41-6030	68.77
42974	2/4/2016	01072	RIVER TRAILS PARK DISTICT		104.08
	CONFERENCE 2016	CONFERENCE 2016 REIMBURSEMENT		200-02-5335	104.08
42975	2/4/2016	01136	SUNBURST SPORTSWEAR		1,446.00
	114881	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	172.00
	114882	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	280.00
	114883	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	108.00
	114884	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	288.00
	114885	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	138.00
	114886	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	216.00
	114887	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	120.00
	114888	UNIFORMS - BASKETBALL TSHIRTS		200-07-6018	124.00
42976	2/4/2016	01080	TRUE VALUE HARDWARE		63.88
	012089	HARDWARE		200-02-6016	63.88
Grand Total:					25,518.96

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	2,336.34
200 - RECREATION FUND	10,142.79
300 - GOLF	13,015.91
405 - PAVING & LIGHTING FUND	23.92
Grand Total:	25,518.96

Account Summary

Account Number	Account Name	Payment Amount
100-01-5100	MEDICAL INSURANCE	820.89
100-01-5101	DENTAL INSURANCE	71.42
100-01-5102	LIFE INSURANCE	35.28
100-01-5335	BOARD AND STAFF CON	456.25
100-01-5430	SERVICE CONTRACTS	245.00
100-01-6000	POSTAGE	402.50
100-01-6027	OFFICE SUPPLIES	289.00
100-2030	INSURANCE WITHHELD	16.00
200-02-5100	MEDICAL INSURANCE	5,180.19
200-02-5101	DENTAL INSURANCE	371.72
200-02-5102	LIFE INSURANCE	80.41
200-02-5204	NATURAL GAS-HEAT	170.68
200-02-5320	TELEPHONE	55.27
200-02-5335	BOARD AND STAFF CON	104.08
200-02-6016	HARDWARE SMALL TOO	63.88
200-02-6022	JANITORIAL SUPPLIES	39.42
200-04-6028	PROGRAM SUPPLIES-KIN	10.66
200-07-6018	UNIFORMS-PROGRAM S	1,446.00
200-13-5300	CONTRACTED SERVICE	414.40
200-14-6028	PROGRAM SUPPLIES-SU	6.57
200-2030	INSURANCE WITHHELD	48.00
200-30-5100	MEDICAL INSURANCE	1,662.96
200-30-5101	DENTAL INSURANCE	104.20
200-30-5102	LIFE INSURANCE	9.35
200-30-6031	REPAIR PARTS VEHICLES	375.00
300-2030	INSURANCE WITHHELD	16.00
300-40-5100	MEDICAL INSURANCE	3,325.92
300-40-5101	DENTAL INSURANCE	208.40
300-40-5102	LIFE INSURANCE	30.47
300-41-5100	MEDICAL INSURANCE	4,146.81
300-41-5101	DENTAL INSURANCE	279.82
300-41-5102	LIFE INSURANCE	103.92
300-41-5203	DISPOSAL CHARGES	1,500.00
300-41-5300	CONTRACTED SERVICE	2,423.30
300-41-6016	HARDWARE SMALL TOO	74.24
300-41-6030	REPAIR PARTS EQUIPME	803.34
300-41-6032	REPAIR PARTS BUILDING	32.73
300-41-6034	REPAIR PARTS CARTS	70.96
405-99-5205	ELECTRICITY	23.92
Grand Total:		25,518.96

Project Account Summary

Project Account Key	Payment Amount
None	25,518.96
Grand Total:	25,518.96



Expense Approval Report

By Payment Number

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
Payable Number	Description				Item Amount
42977	2/11/2016	01270	ACE SECURITY SYSTEMS INC		4,025.00
	ACE SECURITY 2/3/1	PA SYSTEM REPLACEMENT/ALARM MONITORING		300-40-6032	3,575.00
	ACE SECURITY 2/3/1	PA SYSTEM REPLACEMENT/ALARM MONITORING		408-99-5325	325.00
	ACE SECURITY 2/3/1	PA SYSTEM REPLACEMENT/ALARM MONITORING		408-99-5325	125.00
42978	2/11/2016	01006	ADP INC		203.20
	468387718	PAYROLL PROCESSING PE 2/2/16		100-01-5430	203.20
42979	2/11/2016	01232	ARLINGTON POWER EQUIPMENT INC		9.09
	664412	REPAIR PARTS S&H FROM INV #660231		300-41-6030	9.09
42980	2/11/2016	01015	ASSOCIATED LABOR CORPORATION OF AMERICA		1,188.80
	100936	CONTRACTED LABOR - GROUNDS		300-41-5300	1,188.80
42981	2/11/2016	01016	AT&T		113.65
	847255203302 2/1/	847 255-2033 863 2 GROUNDS 2/1-2/29/16		300-41-5320	113.65
42982	2/11/2016	01016	AT&T		69.06
	847255488302 2/1/	847 255-4883 294 7 OCCC F&A 2/1-2/29/16		300-40-5320	69.06
42983	2/11/2016	01022	COMCAST		104.85
	8771100740047145	GMRC INTERNET 2/6-3/5/16		200-02-5320	104.85
42984	2/11/2016	01042	CONSTELLATION ENERGY SERVICES - NATURAL GAS LLC		4,361.43
	1634938-01	GMRC/OCCC NATURAL GAS 1/2016		200-02-5204	2,250.73
	1634938-01	GMRC/OCCC NATURAL GAS 1/2016		300-40-5204	2,110.70
42985	2/11/2016	01180	DARLEEN CARL-BECK		243.00
	PILATES 10/12/15-1	PILATES 10/12/15-12/14/15		200-13-5300	243.00
42986	2/11/2016	01031	DES PLAINES OFFICE EQUIPMENT		473.33
	18232252	GMRC COPIER/PRINTER LEASE		100-01-5430	473.33
42987	2/11/2016	01365	GREAT GREEN FEES INC		5,300.00
	2078	AD & PROMO		300-40-5331	5,300.00
42988	2/11/2016	01038	HARRIS GOLF CARS		8,841.15
	01-118993	REPAIR PARTS		300-41-6034	36.18
	02-140410	REPAIR PARTS		300-41-6034	3,704.97
	02-140411	REPAIR PARTS		300-41-6034	5,100.00
42989	2/11/2016	01044	JC LICHT AND COMPANY		58.02
	1261-14551591	HARDWARE SMALL TOOLS SUPPLIES		300-41-6016	44.04
	1261-14583976	HARDWARE SMALL TOOLS SUPPLIES		300-41-6016	13.98
42990	2/11/2016	01410	JSN CONTRACTORS SUPPLY		861.20
	457514	GREEN & TEE SUPPLIES		300-41-6025	861.20
42991	2/11/2016	01039	MARC HEIDKAMP		328.85
	HEIDKAMP M 2/11/	PGA CONFERENCE REIMBURSEMENT		300-40-5335	328.85
42992	2/11/2016	01053	MICHAEL WAGNER & SONS		186.72
	1368980	PLUMBING GAS LINE INSTALLATION		300-40-5421	186.72
42993	2/11/2016	01057	NAPA HEIGHTS AUTOMOTIVE		146.92
	864898	REPAIR PARTS		300-41-6030	58.32
	864900	REPAIR PARTS		300-41-6030	15.48
	864902	HARDWARE SMALL TOOLS SUPPLIES		300-41-6016	19.76
	864908	REPAIR PARTS		300-41-6030	15.48

Expense Approval Report

Payment Dates: 2/11/2016 - 2/11/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	865749	REPAIR PARTS		300-41-6030	37.88
42994	2/11/2016	01430	NORTHWEST COMMUNITY HOSPITAL		78.00
	5578	PREEMPLOYMENT PHYSICALS & DRUG SCREENS		406-99-5104	78.00
42995	2/11/2016	01264	OAKLEY		468.84
	734441856 2/11/16	S&H FOR INV# 734441856 & 734422715		300-1360	4.52
	734441856 2/11/16	S&H FOR INV# 734441856 & 734422715		300-1360	4.82
	9000049803	EQUIPMENT		300-1360	184.75
	9000050303	EQUIPMENT		300-1360	94.75
	9000053867	EQUIPMENT		300-1360	180.00
42996	2/11/2016	01062	OFFICE DEPOT		91.95
	820599887001	50TH ANNIVERSARY POSTCARDS FOR OPEN HOUSE		413-99-5330	91.95
42997	2/11/2016	01064	PENDELTON TURF SUPPLY		325.00
	3838	REPAIR PARTS		300-41-6034	325.00
42998	2/11/2016	01065	PITNEY BOWES GLOBAL FINANCIAL SERVICES		206.00
	1556167-JA16	POSTAGE MACHINE LEASE 2/20-5/20/16		200-02-5430	206.00
42999	2/11/2016	01071	REINDERS INC		643.04
	1619772-00	REPAIR PARTS		300-41-6030	340.47
	1619876-00	REPAIR PARTS		300-41-6030	284.20
	1619878-00	REPAIR PARTS		300-41-6030	18.37
43000	2/11/2016	01683	ROBERT JAIMES		170.10
	JAIMES R REFUND 2	REFUND - CLASS CANCELLATION		200-2372	170.10
43001	2/11/2016	01377	STRAIGHT DOWN CLOTHING CO		432.00
	1111081	APPAREL		300-1362	432.00
43002	2/11/2016	01078	TAYLOR MADE		713.55
	31311796	S/O EQUIPMENT		300-1360	190.40
	31319998	S/O EQUIPMENT		300-1360	163.31
	31320146	S/O EQUIPMENT		300-1360	359.84
43003	2/11/2016	01092	US KIDS GOLF		123.63
	IN1124331	S/O EQUIPMENT		300-42-6010	123.63
43004	2/11/2016	01374	WESTERN GOLF ASSOCIATION		50.00
	2016 MEMBERSHIP	2016 MEMBERSHIP DUES		300-40-5460	50.00
Grand Total:					29,816.38

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	676.53
200 - RECREATION FUND	2,974.68
300 - GOLF	25,545.22
406 - LIABILITY INSURANCE FUND	78.00
408 - POLICE FUND	450.00
413 - COMMUNITY EVENTS	91.95
Grand Total:	29,816.38

Account Summary

Account Number	Account Name	Payment Amount
100-01-5430	SERVICE CONTRACTS	676.53
200-02-5204	NATURAL GAS-HEAT	2,250.73
200-02-5320	TELEPHONE	104.85
200-02-5430	SERVICE CONTRACTS	206.00
200-13-5300	CONTRACTED SERVICE	243.00
200-2372	REFUND CLEARING ACC	170.10
300-1360	GOLF EQUIPMENT INVE	1,182.39
300-1362	GOLF APPAREL INVENTO	432.00
300-40-5204	NATURAL GAS-HEAT	2,110.70
300-40-5320	TELEPHONE	69.06
300-40-5331	PROMOTION	5,300.00
300-40-5335	BOARD AND STAFF CON	328.85
300-40-5421	CONTRACTED REPAIRS P	186.72
300-40-5460	PROFESSIONAL MEMBE	50.00
300-40-6032	REPAIR PARTS BUILDING	3,575.00
300-41-5300	CONTRACTED SERVICE	1,188.80
300-41-5320	TELEPHONE	113.65
300-41-6016	HARDWARE SMALL TOO	77.78
300-41-6025	GREEN AND TEE SUPPLIE	861.20
300-41-6030	REPAIR PARTS EQUIPME	779.29
300-41-6034	REPAIR PARTS CARTS	9,166.15
300-42-6010	GOLF SPECIAL ORDER E	123.63
406-99-5104	PHYSICALS SCREENINGS	78.00
408-99-5325	SECURITY & FIRE ALARM	450.00
413-99-5330	ADVERTISEMENT	91.95
Grand Total:		29,816.38

Project Account Summary

Project Account Key	Payment Amount
None	29,816.38
Grand Total:	29,816.38



Expense Approval Report

By Payment Number

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
43005	2/18/2016 57903 REPLACEMEN	01165 REPLACEMENT CHECK FOR CK #42715	A DISCOUNT LOCK CO	200-02-5424	862.00 862.00
43006	2/18/2016 468734559	01006 EZLABOR - SERVICE CONTRACT	ADP INC	100-01-5430	427.01 427.01
43007	2/18/2016 847394342202 2/18	01016 847 394-3422 ADMIN 2/4-3/3/16	AT&T	200-02-5320	180.72 180.72
43008	2/18/2016 13819900	01328 POOL REPAIR PARTS	BUSHNELL INC	200-10-6033	99.79 99.79
43009	2/18/2016 70830	01247 ANNUAL TEST	CERTIFIED FIRE EQUIPMENT TECHNICIANS	408-99-5325	80.00 80.00
43010	2/18/2016 8771100740004153	01022 GMRC - ADDITIONAL OUTLET FOR FITNESS CENTER	COMCAST	200-02-5320	13.85 13.85
43011	2/18/2016 9010675347 9022380852	01037 JANITORIAL SUPPLIES REPAIR PARTS POOL	GRAINGER	200-02-6022 200-10-6033	223.64 219.30 4.34
43012	2/18/2016 9550529	01379 BOILER (WATER HEATER/POOL BOILER)	ILLINOIS OFFICE OF THE STATE FIRE MARSHALL	406-99-5410	140.00 140.00
43013	2/18/2016 POLAR EXPRESS 201	01361 REPLACEMENT CHECK FOR CK #42776	METRA	200-12-6028	1,512.34 1,512.34
43014	2/18/2016 154337 154337 154337A 155016	01052 JANITORIAL SUPPLIES/PROGRAM SUPPLIES JANITORIAL SUPPLIES/PROGRAM SUPPLIES PROGRAM SUPPLIES JANITORIAL SUPPLIES	METRO PROFESSIONAL PRODUCTS	200-02-6022 200-13-6028 200-13-6028 200-02-6022	1,305.98 313.23 234.54 142.76 615.45
43015	2/18/2016 PHPD020116	01566 DOG TRAINING CLASS	ROBERT S CHIREMPES III	200-11-5300	1,008.00 1,008.00
43016	2/18/2016 11654-001 2/18/16 11654-001 2/18/16 11654-001 2/18/16 11663-001 2/18/16 9160-002 2/18/16 9160-002 2/18/16 9160-002 2/18/16	01081 GROUNDS WATER/SEWER CONST FEE/SEWER GROUNDS WATER/SEWER CONST FEE/SEWER GROUNDS WATER/SEWER CONST FEE/SEWER GMRC WATER OCC WATER/SEWER CONST FEE/SEWER OCC WATER/SEWER CONST FEE/SEWER OCC 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	3,247.09 26.52 5.00 5.13 673.44 2,121.60 5.00 410.40
Grand Total:					9,100.42

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	427.01
200 - RECREATION FUND	5,879.76
300 - GOLF	2,573.65
406 - LIABILITY INSURANCE FUND	140.00
408 - POLICE FUND	80.00
Grand Total:	9,100.42

Account Summary

Account Number	Account Name	Payment Amount
100-01-5430	SERVICE CONTRACTS	427.01
200-02-5206	WATER SEWER	673.44
200-02-5320	TELEPHONE	194.57
200-02-5424	CONTRACTED REPAIRS B	862.00
200-02-6022	JANITORIAL SUPPLIES	1,147.98
200-10-6033	REPAIR PARTS POOL	104.13
200-11-5300	CONTRACTED SERVICE	1,008.00
200-12-6028	PROGRAM SUPPLIES-SPE	1,512.34
200-13-6028	PROGRAM SUPPLIES-FIT	377.30
300-40-5206	WATER SEWER	2,537.00
300-41-5206	WATER SEWER	36.65
406-99-5410	SEMINARS AND TRAININ	140.00
408-99-5325	SECURITY & FIRE ALARM	80.00
Grand Total:		9,100.42

Project Account Summary

Project Account Key	Payment Amount
None	9,100.42
Grand Total:	9,100.42



Expense Approval Report

By Payment Number

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
43017	2/25/2016 469150258	01006 PAYROLL PROCESSING PE 2/16/16	ADP INC	100-01-5430	251.92 251.92
43018	2/25/2016 IN0002578	01356 UNIFORMS	ALL SEASONS UNIFORMS	200-02-6049	99.57 99.57
43019	2/25/2016	01011	AMERICAN EXPRESS		2,587.10
	AMEX 02/16/16	AMEX 02/16/16		200-02-5335	35.41
	AMEX 02/16/16	AMEX 02/16/16		200-02-5335	187.30
	AMEX 02/16/16	AMEX 02/16/16		200-03-6028	20.97
	AMEX 02/16/16	AMEX 02/16/16		200-04-6028	311.45
	AMEX 02/16/16	AMEX 02/16/16		200-04-6028	106.73
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	13.00
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	320.30
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	6.00
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	184.60
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	100.00
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	18.37
	AMEX 02/16/16	AMEX 02/16/16		200-11-5475	3.07
	AMEX 02/16/16	AMEX 02/16/16		200-11-6028	70.00
	AMEX 02/16/16	AMEX 02/16/16		200-12-6028	35.71
	AMEX 02/16/16	AMEX 02/16/16		200-12-6028	1.50
	AMEX 02/16/16	AMEX 02/16/16		200-13-6030	962.69
	AMEX 02/16/16	AMEX 02/16/16		200-14-5475	210.00
43020	2/25/2016	01015	ASSOCIATED LABOR CORPORATION OF AMERICA		2,377.60
	100962	CONTRACTED LABOR - GROUNDS PE 2/7/16		300-41-5300	1,188.80
	100988	CONTRACTED LABOR - GROUNDS PE 2/14/16		300-41-5300	1,188.80
43021	2/25/2016	01016	AT&T		39.59
	847398195902 2/25	847 398-1959 971 3 OCCC VISA 2/10-3/9/16		300-40-5320	39.59
43022	2/25/2016	01022	COMCAST		105.41
	8771100740151376	GROUNDS CABLE/INTERNET 2/23-3/22/16		300-41-5320	105.41
43023	2/25/2016	01023	COMMONWEALTH EDISON		29.48
	3894104005 2/25/1	BALL FIELD LIGHTS		405-99-5205	29.48
43024	2/25/2016	01041	CONSTELLATION ENERGY SERVICES INC		114.63
	63211219	705224-1 ADMIN ELECTRIC 1/14-2/15/16		200-02-5205	114.63
43025	2/25/2016	01041	CONSTELLATION ENERGY SERVICES INC		43.30
	63164523	#705224-4 IZAAK WALTON ELECTRIC 1/13-2/12/16		405-99-5205	43.30
43026	2/25/2016	01041	CONSTELLATION ENERGY SERVICES INC		4,217.77
	63272896	#705224-2 OCCC ELECTRIC 1/15-2/15/16		300-40-5205	4,217.77
43027	2/25/2016	01041	CONSTELLATION ENERGY SERVICES INC		3,493.90
	63319300	705224-0 GMRC ELECTRIC 1/15-2/17/16		200-02-5205	3,493.90
43028	2/25/2016	01180	DARLEEN CARL-BECK		184.80
	CARL-BECK 2/16/16	PILATES MAT CLASS ENDING 2/15/16		200-13-5300	184.80
43029	2/25/2016	01034	FIRST COMMUNICATIONS/GLOBALCOM INC		408.28
	13042577	TELEPHONE SERVICES 1/23-2/22/16		200-02-5320	408.28
43030	2/25/2016	01040	HOME DEPOT CREDIT SERVICES		305.31
	CREDIT 01/29/16/, 0	CREDIT		200-02-6016	-9.92

Expense Approval Report

Payment Dates: 2/25/2016 - 2/25/2016

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	CREDIT 01/29/16/ 0	CREDIT		200-02-6016	-9.92
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		200-02-6016	29.30
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		200-02-6016	17.86
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		200-02-6022	36.21
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		200-10-6033	22.97
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		300-41-6016	22.56
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		300-41-6016	59.97
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		300-41-6032	124.82
	HOME DEPOT 2/12/	HOME DEPOT 2/12/16		300-41-6034	11.46
43031	2/25/2016 1261-14633698	01044 HARDWARE SMALL TOOLS SUPPLIES	JC LIGHT AND COMPANY	300-41-6016	48.21 48.21
43032	2/25/2016 FEB/MAR 2016 CLE	01046 FEB/MAR 2016 CLEANING	JOHN LOCASCIO	300-40-5300	950.00 950.00
43033	2/25/2016 79711	01410 GREEN & TEE SUPPLIES #457514 CK#42990 2/11/16	JSN CONTRACTORS SUPPLY	300-41-6025	112.00 112.00
43034	2/25/2016 LIONS TAE KWON D	01102 TAE KWON DO 11/4/15-2/9/16	LIONS TAE KWON DO ACADEMY	200-07-5300	1,242.00 1,242.00
43035	2/25/2016 501662	01239 AVIARY MAINTENANCE	LIVING DESIGN INC	412-99-5300	270.88 270.88
43036	2/25/2016 1170175	01051 LANDSCAPE & TURF SUPPLIES	MENONI AND MOCOINI	300-41-6026	3,099.38 3,099.38
43037	2/25/2016 867298 867298 867546 867611 868739	01057 REPAIR PARTS/OIL REPAIR PARTS/OIL REPAIR PARTS REPAIR PARTS HARDWARE SMALL TOOLS SUPPLIES	NAPA HEIGHTS AUTOMOTIVE	300-41-6024 300-41-6030 300-41-6030 300-41-6034 300-41-6016	155.63 47.88 54.23 28.54 21.99 2.99
43038	2/25/2016 ID #1029928 DUES 4	01399 ID #1029928 DUES 4/1/16-3/31/17	NATIONAL GOLF FOUNDATION INC	300-40-5460	225.00 225.00
43039	2/25/2016 823884448001	01062 OFFICE SUPPLIES	OFFICE DEPOT	100-01-6027	221.61 221.61
43040	2/25/2016 K-92088	01066 IT SERVICE CONTRACTS & MAINTENANCE	PLATINUM SYSTEMS	100-01-5469	202.50 202.50
43041	2/25/2016 LIONS CLUB AD BOO	01069 1/2 PAGE AD LIONS CLUB AD BOOK 2016	PROSPECT HEIGHTS LIONS CLUB	100-01-5330	125.00 125.00
43042	2/25/2016 1620897-00 1620905-00 1620905-01	01071 REPAIR PARTS REPAIR PARTS REPAIR PARTS	REINDERS INC	300-41-6030 300-41-6030 300-41-6030	238.87 189.69 42.06 7.12
43043	2/25/2016 59757	01073 REPAIR PARTS	ROUTE 12 RENTAL	300-41-6030	54.95 54.95
Grand Total:					21,204.69

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	801.03
200 - RECREATION FUND	8,216.78
300 - GOLF	11,843.22
405 - PAVING & LIGHTING FUND	72.78
412 - MEMORIAL FUND	270.88
Grand Total:	21,204.69

Account Summary

Account Number	Account Name	Payment Amount
100-01-5330	ADVERTISEMENT	125.00
100-01-5430	SERVICE CONTRACTS	251.92
100-01-5469	IT SERVICES CONTRACTS	202.50
100-01-6027	OFFICE SUPPLIES	221.61
200-02-5205	ELECTRICITY	3,608.53
200-02-5320	TELEPHONE	408.28
200-02-5335	BOARD AND STAFF CON	222.71
200-02-6016	HARDWARE SMALL TOO	27.32
200-02-6022	JANITORIAL SUPPLIES	36.21
200-02-6049	STAFF UNIFORMS-FACIL	99.57
200-03-6028	PROGRAM SUPPLIES-PR	20.97
200-04-6028	PROGRAM SUPPLIES-KIN	418.18
200-07-5300	CONTRACTED SERVICE	1,242.00
200-10-6033	REPAIR PARTS POOL	22.97
200-11-5475	PROGRAM ACTIVITY AN	645.34
200-11-6028	PROGRAM SUPPLIES-SE	70.00
200-12-6028	PROGRAM SUPPLIES-SPE	37.21
200-13-5300	CONTRACTED SERVICE	184.80
200-13-6030	REPAIR PARTS EQUIPME	962.69
200-14-5475	PROGRAM ACTIVITY AN	210.00
300-40-5205	ELECTRICITY	4,217.77
300-40-5300	CONTRACTED SERVICE	950.00
300-40-5320	TELEPHONE	39.59
300-40-5460	PROFESSIONAL MEMBE	225.00
300-41-5300	CONTRACTED SERVICE	2,377.60
300-41-5320	TELEPHONE	105.41
300-41-6016	HARDWARE SMALL TOO	133.73
300-41-6024	GAS OIL AND GREASE	47.88
300-41-6025	GREEN AND TEE SUPPLIE	112.00
300-41-6026	LANDSCAPE AND TURF	3,099.38
300-41-6030	REPAIR PARTS EQUIPME	376.59
300-41-6032	REPAIR PARTS BUILDING	124.82
300-41-6034	REPAIR PARTS CARTS	33.45
405-99-5205	ELECTRICITY	72.78
412-99-5300	CONTRACTED SERVICE	270.88
Grand Total:		21,204.69

Project Account Summary

Project Account Key	Payment Amount
None	21,204.69
Grand Total:	21,204.69

VENDOR WARRANT 2D

February

FY 2016

DATE	VENDOR NAME	TRANSACTION DESCRIPTION	AMOUNT
2/1/2016	IMRF		\$11,989.71
2/19/2016	January OCCC Sales Tax		\$93.00
		TOTAL	\$12,082.71



Refunds Processed Report

Printed: 08 Mar 2016, 02:22 PM

User: class

Date From: Monday, February 01, 2016

Date To: Monday, February 29, 2016

Account Name	Date	Refunded By	Requested Amount	Fee Applied	Fee	Net Refund	Card No.	Expiry	Auth #
Bialobizewski, Elizabeth									
	24 Feb 2016	VISA*	\$156.62		\$0.00	\$156.62			
Refund: Visa Card - Instructor either recommended a lower level or a higher level									
Bianchini, Kim									
	12 Feb 2016	MCO	\$189.00		\$0.00	\$189.00			
Refund: Master Card - Other									
Buiusu, Venkata									
	19 Feb 2016	MCO	\$100.00		\$0.00	\$100.00			
Refund: Master Card - Rental Deposit Return									
Jaimes, Robert									
	04 Feb 2016	CK	\$170.10		\$0.00	\$170.10			
Refund: Check - Class Cancelled									
Kwan, Jessy									
	19 Feb 2016	VISA*	\$24.00		\$0.00	\$24.00			
Refund: Visa Card - Insufficient Registration									
Midwest Fruit Explorers									
	12 Feb 2016	VISA*	\$100.00		\$0.00	\$100.00			
Refund: Visa Card - Rental Deposit Return									
Munro, John									
	23 Feb 2016	VISA*	\$31.00		\$0.00	\$31.00			
Refund: Visa Card - Supv Approval									
Newhouse, Meighan									
	12 Feb 2016	VCO	\$180.00		\$0.00	\$180.00	*****0183	10/18	01334D
Refund: Visa Card Online - Class Cancelled									
Rustemeyer, Pat									
	19 Feb 2016	VISA*	\$100.00		\$0.00	\$100.00			
Refund: Visa Card - Rental Deposit Return									

1,050.72

FY 2016		PROSPECT HEIGHTS PARK DISTRICT		YTD FUND SUMMARY				INFORMATIONAL	
Fund Numbers	Fund Names	Un-Audited Begin. Bal. 16	REVENUE 2/29/2016	Real Estate Tax 2/29/2016	EXPENSE 2/29/2016	Transfers 2/29/2016	Ending Bal 2/29/2016	Fund Transfers Budgeted	Bud. FY 16
100	CORPORATE	990,192	338	151,203	40,039		1,101,695	(381,027) To F518,F523,F608	1,162,602
900	Reserve Acct.	350,586	86	-	-		350,672	-	351,111
200	RECREATION	590,659	143,635	92,751	146,413		680,632	-	660,251
300	GOLF	-	51,010	-	119,046		(68,036)	(52,223) To F523	-
MAJOR FUND	SUB TOTAL	1,931,437	195,070	243,954	305,497	-	2,064,963	(433,250)	2,173,964
404	AUDIT	2,296	-	2,009	-		4,305		1,926
405	PAVING & LIGHTING	11,488	-	683	144		12,028		4,783
406	LIABILITY INS.	22,968	-	12,548	318		35,198	-	1,841
407	I.M.R.F.	22,588	-	19,282	17,224		24,646	-	33,654
408	POLICE	17,574	-	11,796	7,574		21,796	-	31,952
409	MUSEUM	2,846	-	1,750	-		4,596	(4,350) To F412	2,497
410	SPECIAL REC.	131,019	-	18,861	38,047		111,833		37,633
411	SOCIAL SEC.	14,959	-	17,208	14,587		17,580		13,980
412	MEMORIAL	-	-	-	271		(271)	4,350 To F409	100
413	COMM. EVENTS	35,626	-	2	565		35,063	-	16,876
NON-MAJOR	SUB TOTAL	261,364	-	84,139	78,729	-	266,774	-	145,242
OPERATING	SUB TOTAL	2,192,801	195,070	328,093	384,227	-	2,331,737	(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	-		95,541			95,541	(29,735) From F518	
608	Bond 2014B	-					-	571,800 From F100, F609	
609	Bond 2016	-						(423,400) To F608	150,150
Debt	SUB TOTAL	-	-	95,541	-	-	95,541	118,665	150,150
ALL FUND TOTALS		2,935,996	195,070	423,633	384,274	-	3,170,425	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: March 15, 2016
To: Board of Commissioners
From: Scott Devlin, Business Manager
Re: February 2016 Investment Report

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

Account #	Balance EOM	Interest Earned
90001545	\$ 349,670.30	
2/29/2016		\$41.55

General Account Interest

Account #	Balance EOM	Interest Earned
90001498	\$ 1,894,292.17	
2/29/2016		\$42.70

Investment Account Interest

Account #	Balance EOM	Interest Earned
107503657	\$ 1,008,074.51	
2/29/2016		\$128.06

Line of Credit

Mt. Prospect State Bank-

Available- \$500,000

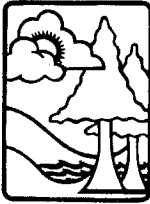
In Use- \$0.00

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

March 9, 2016

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

IAPD Illinois Association of Park Districts

Prospect Heights Park District pays IAPD just over \$5,000 in annual dues for the park district. "The IAPD is a nonprofit service, research and education organization that serves park districts, forest preserves, conservation, municipal park and recreation, and special recreation agencies. The association advances these agencies, their citizen board members and professional staff in their ability to provide outstanding park and recreation opportunities, preserve natural resources and improve the quality of life for all people in Illinois."

The IAPD was formed for the "opportunity for discussion of park district problems; park policy and administration; gather and circulate information and experience on park district affairs; to secure legislation beneficial to and to oppose legislation injurious to the park districts." www.ilparks.org

A few IAPD benefits to Prospect Heights Park District:

- represents 2,100 elected and appointed board members and 470 park agencies.
- provides networking, resources, advocacy and public awareness.
- offers many networking opportunities such conferences and workshops
- produces and publishes newsletters, the Park District Code, Financial Procedures, etc.
- hosts roundtable discussion amongst other agencies and at times legislators, orientation for board members
- offers the license plate program and director searches
- identifies important issues affecting the field of parks and recreation
- lobbies to pass legislation for park agencies in Springfield
- developed grant programs: PowerPlay Beyond School (funded by the License Plate program) , Bicycle Path and Museum Grant for members
- IAPD is partnering with the Million Trees program to provide free trees for members. This year, 56 agencies ordered a total of 15,233 trees. Prospect Heights Park District ordered a total of 20 trees.
- sends legislative alerts and updates to budget issues, OSLAD appropriations, changes to the Freedom of Information Act and more



PROSPECT HEIGHTS PARK DISTRICT

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

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

IPRA Illinois Parks and Recreation Association

Prospect Heights Park District pays IPRA just over \$2,000 in annual dues for staff members. Conferences and workshops are an additional cost to the park district and not included in the dues. IPRA's mission is to "provide and promote exceptional standards of education, networking, and resources for all professionals in the Illinois park, recreation, and conservation communities. IPRA leads the nation in providing premier education, networking, and resources for professionals in parks, recreation, and conservation." www.ilipra.org

A few IPRA benefits to Prospect Heights Park District:

- offer certifications for parks and recreation professionals
- offer education: Webinars, workshops, Leadership Academy
- provide sections that professionals join based upon their focus for networking purposes

NRPA National Recreation and Parks Association

Prospect Heights Park District pays NRPA just over \$100 in certification renewals for staff members.



PROSPECT HEIGHTS PARK DISTRICT

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

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

NWSRA Northwest Special Recreation Association

Prospect Heights Park District pays NWSRA just over \$76,000 in annual dues for the park district. Prospect Heights Park District is 1 of 17 partners; NWSRA provides a full spectrum of recreation services to individuals with disabilities.

www.nwsra.org

A few NWSRA benefits to Prospect Heights Park District:

- It's a cost-effective way of serving people with disabilities. By sharing the expense of providing services with other park and recreation agencies, the Park District uses funds more economically. For example, the special recreation association hires the specialized staff and purchases wheelchair accessible vehicles and other adaptive equipment that serves the residents of all the member districts.
- A special recreation association can provide more programs and a greater range of services than a single community. By pooling residents and funding, more programs that meet the needs of unique individuals can be offered. This includes the ability to provide programs for target age groups and ability levels.
- A special recreation association has a professional staff that has the education and training to meet the needs of individuals with disabilities. They have the ability to design programs and adapt activities to provide the programs needed by your residents.

The NWSRA's Executive Director will present to the Park Board in May 2016 with more details.

PDRMA

Prospect Heights Park District pays PDRMA just over \$73,000 in annual dues for the park district. Health coverage is an additional cost to the park district and not included in the dues.

Prospect Heights Park District is 1 of 155 partners; PDRMA is a self-governed risk pool owned and controlled by these 155 partners. It is a selective membership based on certain criteria. www.pdrma.org

By pooling parks and funding, PDRMA provides members with:

- Comprehensive Property & Health coverage at competitive rates
- Advice and counsel to avoid legal-action incidents
- Assistance in managing loss-related crises, and Health and Property/Casualty risks
- Safer and healthier work and play environments for employees and patrons
- Financial savings



PROSPECT HEIGHTS PARK DISTRICT

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

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

March 9, 2016

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

Recreation Supervisor

Georges Eber has resigned his position and his last day will be March 11, 2016. Georges has taken a position at ABT Electronics, which has a greater earning potential. Georges' infectious positive personality will be greatly missed!

The Recreation Supervisor position was posted on the IPRA job bulletin. We received 11 applicants and interviewed 5 people. We hired Olivia Shapley, her start date will be March 30, 2016. Olivia has experience in athletics, aquatics and fitness. The recreation team is excited to bring her into the PHPD family.

50th Anniversary

Our open house will be held on March 10th from 6-7 PM. The evening will include real cake in the lobby. The lobby will also showcase scrapbooks starting in 1966. In the gym, Kiddie Olympics will be held for children 3 years and older. Kinderstop, Creative Kids Preschool, Dance Classes and the Fitness Center will be staffed and open for the public to view and receive information on the programs offered. Give-a-ways and raffles will round out the evening.

Old Orchard Country Club will host a wine tasting and bucket of balls event on Wednesday, April 27th from 5-6 PM on the driving range. Cheese and crackers will be served with the wine. The event is limited to the first 50 registered and preregistration is required by April 20th. The Senior Lunch scheduled for April 25 is filled!

A Cookie and Punch reception will take place at the May 7th dance recital.

For June our line-up includes:

Friday, June 10th - Teen Battle of the Bands, 5-9PM

Saturday, June 11th – Music Under the Stars

6-9 PM Grill Chasers Food Truck & Craft Beer and Wine for purchase

7-9 PM Live Music performed by Serendipity

Sunday, June 12th – Family Picnic

12-2 PM Free hot dog, chip & drink lunch (must register by June 8)

Family Picnic Games

12-2 PM Creative Kids Preschool Auction



PROSPECT HEIGHTS PARK DISTRICT

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

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

Brochure

The summer brochure will be mailed out March 18th.

Park Happenings

Our March taping highlights our new Executive Director, Christina Ferraro. Kelsey Schauer, Patrick Colvin and Christina taped the session on Tuesday, March 8th. Patrick will edit it and have it ready for our website and PHTV within the week.

PDRMA

Next week I will be meeting with each department head to discuss their Loss Control Review progress.

On Thursday, March 3, I viewed the Webinar on 2016 Best Practices For Day Camps Visiting Aquatics Facilities. There are new practices being put into place for day camps visiting out pools.

Cooperative Programming

River Trails Park District will be joining us to offer National Night Out on Tuesday, August 2.

River Trails Park District and our district will be starting up Volleyball League in the Fall for children 1st grade through 4th grade.

Bus

We will be picking our bus up on Friday, March 18th!



PROSPECT HEIGHTS PARK DISTRICT

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

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

March 9, 2016

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

Pump Room/Pool

Maintenance on the pool was completed. Unit was disassembled to clean burners and coil. Pool is scheduled to be up and running in mid-May for lifeguard training.

Fitness Center

Due to limited space the portable hanger for the mats and exercise bands was removed. Brackets were made to mount floor mats and exercise bands on the west wall.

Plumbing

Rear men's washroom urinal was overflowing due to sticking valve that would not shut off the water. Repairs were made and corrected the issues. Women's locker room sink was leaking due to a bad seal. The sink had to be removed off the wall to gain access to the fixture.

Tennis Courts

Reviewing the tennis court soil finding to resurface and change the drainage on courts at GMRC estimates are between \$25,000 to \$50,000 per court. Patching and recoating could extend usage of existing tennis courts; two options available are acrylic crack repairs or a fiber membrane that bridges the cracks. Crack repair and recoating is \$5,000 - \$6,000 per court, second option is almost double. We also have to address the issues with lowering the drain tile around the perimeter of the courts.

Training

Maintenance and parks staff attended training on blood borne pathogen provided by PDRMA. Test was taken following the class and results were filed in the PDRMA folder with the attendance sheet.

Whirlpool

Aquatic design engineer received specifications from Midwest spa for permitting to submit to the state of Illinois. To move forward a variance is required to replace tub. Midwest is submitting request and that will determine if we can move forward on the replacement.

PHWYBS

Had meeting with James Fenning regarding Lou Johnson field. League is looking at options to upgrade field. Cost is over \$20,000. PHWYBS is asking for the school and park district to contribute a third each to cover the cost. Christina, Julie and I met with Deb Wilson of School District 23. Christina told her the park is not going to contribute to Lou Johnson field since it is not our park or used for any park district program; this would also be a non-budgeted item. Diagram of layout at McDonald field was given to baseball league to look at options for additional batting cages behind right field.

Parks

Agnes from the natural resource commission returned with volunteers and continued to remove buckthorn from the creek area behind Lions field. Two piles were made for a controlled burn but conditions were too windy and the burn was delayed. Snow fall is still minor and ice removal is still the main focus. Garbage and tree branch removal continues to be ongoing 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

March 9, 2016

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

As we completed February we witnessed some mild weather patterns that allowed for a few early rounds. We are hoping this will continue into March which will allow us to get open early. The best news of the month was, (after negotiations) St Viators has agreed to donate an additional \$3,000.00 to the short game area. With the extra funding the project will close in complete balance (no loss) and will be ready for play by the end of April. Scott will need to move the 2016 expense out of the current grounds budget that was applied to this year's expense. We can discuss the best way to handle this so the budget reflects the proper income and expenses.

Outing play reservations continued with strong requests and bookings. We are happy to say that September is almost sold out and we haven't even opened yet. The cold calling and follow-up with past outing chairman's during this past winter has paid off. All we need now is to get the weather to cooperate and the results will be positive.

Jerry and crew have almost completed the cart fleet tune-ups and the carts are looking fresh and ready to go. GPS units are still being repaired and will be installed sometime early April.

We have placed the order for the 3 Yamaha grounds and range equipment cars. All 3 units should arrive in time for opening day. We are pleased be able to add these pieces of equipment that will make our operation run a little smoother.

The roof leak has been reported to Mike Tolzen for warrantee repair and should take place once things dry out. I would also like to discuss the possibility of using the 10,000 capital budgeted money to convert some of the water cooled compressors to air cooled. By doing so we would realize some saving that will provide additional profit. The entire cost of converting over to air cooled refrigeration is approximately 40,000. This would be a nice start and move use toward being more efficient and green while starting to save on water expense.

Sales continue for ad space on our GPS units. I will report next month on total revenue generated for this coming season.



PROSPECT HEIGHTS PARK DISTRICT

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

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

March 10, 2016

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

Temperatures for the month ranged from 61.99 degrees for the high to 0.99 degrees for the low with precipitation at 1.29 inches. The golf course came out of the winter beautifully with no disease or mechanical injury from skiing. Over the winter 5 large willows were cut down and numerous others were trimmed. By eliminating the willow trees we can cut back on the \$20,000.00+ in expense on yard waste dumpsters and man hours to clean-up their debris, every time the wind blows. We have a few golf carts to complete and we're pretty much done with equipment work. Pesticides, mushroom compost, hard wood mulch, topdressing sand and flowers have all been ordered. Looks like it's going to be an early year. In addition, I believe it's going to be a hot and humid year due of the lack of precipitation this winter. The course is open as of 3/12/16. "FORE"



PROSPECT HEIGHTS PARK DISTRICT

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

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

March 9, 2016

To: Julie Caporusso, Superintendent of Recreation

From: Laura Fudala, Supervisor of Recreation

Re: March Board Report

Children's Programs

In February we offered one Kids Day Off on February 12th. The kids enjoyed a day out at Chuck E Cheese! Fun was had by all. We had 29 participants for this trip.

Looking forward into March there are 6 Kids Day Off planned. March 15th and the week of March 21st.

Preschool

February was a busy month for preschoolers! At the beginning of the month we had a Dental Hygienist out. She talked to the kids about the importance of brushing teeth and having healthy teeth!

The middle of the month the kids celebrated Valentine's Day. Each child brought in a Valentines to share with their classmates, and they celebrated with ice cream sundaes.

The kids also had a special visitor from the library, read them a book.

Preschool registration for the 2016-2017 school began in January. To date our M/W/F is full. Our M-F and T/Th classes are halfway full. We currently have 47 students enrolled for next school year.

Kinder Stop

We are currently registering for the 2016-2017 school year. We currently have 13 students enrolled.

We had one new student join us in February.

Summer Day Camp

Interviews will begin in March.

Field Trips are being planned.



PROSPECT HEIGHTS PARK DISTRICT

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

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

March 2016

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

Children's Programs

I am so excited for the new summer children's classes. I have partnered with the Prospect Heights Natural Resource Commission to offer a few new kids/family classes to include "Critters in The Creek" & "Hop, Skip & Jump". I will be offering 6 Computer Explorers classes that are co-op with Mt Prospect & River Trails park districts. I am looking forward to a few new programs that I will start in fall 2016.

Dance

Dance classes are in full swing. Recital costumes are all ordered and have already begun to come in. We have a total of 78 students participating in 17 classes. Our recital will take place on Sat. May 7th at Forest View Educational Center.

Registration has begun for our new Creative & Performing Arts Day Camp. We currently have 2 kids registered. I will be promoting this camp and our Performing Arts Camp at our 50th Anniversary Open House. During the Open House I will be having a raffle for 1 free summer dance class and a 50th Anniversary bag of goodies. A few dance teachers will be on hand to help out and get patrons excited for up new upcoming camp.

I am wrapping up our spring fundraiser and will have additional information in my next month report.

Active Adults

I was very excited to partner with the Prospect Heights Library to offer The First Folio Tour to The Lake County Museum for this Shakespeare exhibit. We only had 6 patrons on this trip but it was a great partnership and we met a few new ladies who never even knew that we offered active adult programming. In February we went to the Paramount Theatre in Aurora to see "Stomp". We had a full bus of 14 patrons and everyone loved it. I am so glad that many people branched out of their comfort zone to see this great show. March is off to a great start with 20 patrons going to see 39 Steps at The Theatre at The Center in Munster. A good time was had by all.

Our 50th Anniversary Senior Luncheon (50 & over) is completely sold out. I would like to extend an invitation to all of our board members to join us for lunch and feel the excitement of our active adult patrons. Please RSVP to me by Wednesday, April 20th if you would like to join us.

Special Event

I was very disappointed that I had to cancel the Royal Family Ball on Friday, Feb 19th due to low enrollment. The school district was also hosting a FREE movie night during the same time as our event. I reached out to the District 23 PTO so we can coordinate our events moving forward into the future with the hopes this will not be a factor any longer. I am looking at different ways to get the families of Prospect Heights involved. Next up will be our FREE Egg Hunt on Sat. March 26th along with the Bunny Home Visits following the hunt.



PROSPECT HEIGHTS PARK DISTRICT

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

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

March 8, 2016

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

Athletics

The basketball season ended this past weekend. Evaluations were passed out and collected.

The floor hockey program is starting today! This is a co-op league with the River Trails Park District. We have 14 teams combined between the two districts. We have 51 participants registered from our park district.

Our Co-ed Soccer program begins early April. We are currently accepting registrations.

Pool

Returning guard interviews are underway. So far, we have 11 confirmed guards returning from last summer. The first new guard interview is scheduled for March 23rd.

Fitness Center

Membership Statistics Report (Comparing February 2016 to February 2015)

Memberships	February 2016	February 2015	% Change (-/+)
3 Months Pass	5	7	-28.6%
Gym & Racquetball Pass	35	47	-25.5%
Health & Fitness Full Combo Pass	20	16	+25%
Health & Fitness Center Pass	193	240	-19.6%

Youth Athletics 2016 Departmental Summary

Introduction to department and program

There are three sports that make up our youth league department.

- Youth Basketball league
- Youth Soccer Indoor, Outdoor (Spring, Fall)
- Youth floor hockey (Winter, Outdoor Summer, and Fall)

Youth Basketball: The youth basketball league is a recreational league and is a co-op with the River Trails Park District. Practices start in December and games begin in January and runs through early March. Within the basketball league, we have a boys and girls division. The league is marketed to 1st-6th graders. In addition, for the 7th-8th grade division, we combined 4 park districts for the NWPDBC (North-West Park District Basketball Conference). The conference includes River Trails Park District, Wheeling Park District, and Mt. Prospect Park District. The teams are coached strictly by volunteers in all divisions. Each team practices once during the week and plays games (9 games per season) on weekends. There are playoff games for the 5th-6th and 7th-8th levels, plus, an All-Star game for the 7th-8th division. The park districts employ staff to keep score and contracts out referees to officiate the games.

Youth Spring Soccer: Indoor. The youth indoor co-ed soccer league is a co-op with the River Trails Park District. The league runs from February-April (7weeks). The league caters to 4yr-7yr olds. The league is structured in a way that the first day is a practice and the following six weeks are games. This is a recreational league, score is kept but there are no standings or playoffs. Indoor soccer is played on Saturdays.

Co-ed Soccer: Outdoor - The youth co-ed soccer league grades 1st-8th is co-oped with the Wheeling Park District.

Youth Floor Hockey League: There are three seasons to youth floor hockey. Winter season is February-March; the summer outdoor-court league is June –August, and the fall league is October-November. This league is a co-op with the River Trails Park District. The league consists of one practice followed by 8-10 games, depending on the size of the division. This is a recreational league score is kept on game days. There are no standings or playoffs. The league is catered to K-8th graders.

Three Year Average Comparison

In the past three years youth league revenues have averaged \$32,368.66, total expenditures have averaged \$27,091.33, and total profit has averaged \$5,277.33.

2014 Comparison

Total revenue in 2014 was \$27,078.00 compared to \$36,976 in 2015. In 2014 total expenditures was \$22,896 and in 2015 total expenditures are \$31,819.

Strategy

In 2015 the strategy was to provide a fun, learning, and recreational experience for the children in our youth leagues, while also teaching the youth the importance of teamwork and sportsmanship.

Action Steps

During the coaches meetings staff emphasize the importance of fun, teamwork, equal playing and sportsmanship.

Recommendation

In an effort to compete with AHYBA (Arlington Heights Youth Basketball League), we combine our junior high league with area park districts in hopes to increase competition. Kids at the Jr. high level seem to gravitate to leagues that are more competitive. This league could help us retain players as they age until the 8th grade level.

Also, it is my recommendation to hire additional staff and increase the wages for Youth League workers. I believe an increase in wages may lead to better employee satisfaction, thus, leading to stronger motivation to work. Having a bigger staff, allows for employees more substitute opportunities. Young adults have very full schedules filled with multiple activities and responsibilities. It can be difficult and stressful to balance. A bigger staff may alleviate the pressure to work.

Adult Leagues 2016 Departmental Summary

Introduction to department and programs

Adult leagues are a very small department. The leagues that are offered are:

- Men's 16" softball
- Men's 16" fall softball
- Men's basketball league
- Men's racquetball league
- Women's racquetball league

The softball program has been largely unsuccessful in the last few years. Located in between large park districts, we are challenged to secure teams in our adult softball leagues due to the short distance of our outfield fences. This provides a limited challenge for our players.

Three year average comparison

In the past three years adult league revenue averages \$396.00, total expenditures average \$603.00 and total loss has averaged at \$206.66 per year.

2014 Comparison

Total revenue in 2014 was \$385 compared to 2015 total revenue was \$751. In 2014, total expenditures were \$90 and in 2015 total expenditures was \$1,275.00.

Strategy

To provide a good recreational experience for adults engaging in athletic league play and classes.

Action Steps

To provide exceptional instructional athletic classes and a high quality league play.

Recommendation

In order to revamp our program, we need fields and amenities that are comparable to area competition. We need fields with standard measurements from home plate to the fences. Possible consideration may be made for artificial turf, low maintenance.

The men's basketball league has not run for quite some time. Possible ways to attract players is establishing a regularly scheduled adult open gym.

Players notice a flaw in our courts too. They notice the slant in the floor. Some may go to other gyms/leagues for that reason.

Building hours would need to be expanded to allow for a bigger basketball league. Starting games at 6pm, 7pm, 8pm, and 9pm would allow for an 8 team league. 8 team leagues are more popular.

Volleyball leagues and open gyms should be explored or considered.

RESOLUTION NO. 03152016

**A Resolution Authorizing Participation in the ComEd Green Region
Program
for the Prospect Heights Park District Nature Project in Lions Park**

WHEREAS, the Prospect Heights Park District desires to undertake the Nature Project in Lions Park; and

WHEREAS, the Prospect Heights Park District desires to apply to the ComEd Green Region Program for a grant for the purpose of carrying out this project; and

WHEREAS, the Prospect Heights Park District has received and understands the 2016 ComEd Green Region Program Guidelines

THEREFORE, BE IT RESOLVED THAT the hereby the Prospect Heights Park District Park Board of Commissioners approves this project and authorizes application to the ComEd Green Region Program in the amount of \$5,000, and

BE IT FURTHER RESOLVED THAT the Prospect Heights Park District commits to the expenditure of matching funds in the amount of \$5,000 necessary for the project's success.

SO RESOLVED this 15th day of March 2016

Attest

Signatures