



**PROSPECT HEIGHTS
PARK DISTRICT**

Phone: (847) 394-2848

Fax: (847) 394-7799

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

NOVEMBER 14, 2017

**BOARD
REPORT**

PUBLIC NOTICE
Prospect Heights Park District
Agenda for the November 14, 2017 Regular Board Meeting
Gary Morava Recreation Center Meeting Room 1
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. City of Prospect Heights letter regarding Sanitary Sewer Service
- IV. **Recognition / Welcome**
 - A. Residents
 - B. Guests
- V. **Approval of Minutes**
 - A. Special Board Meeting – October 11, 2017
 - B. Regular Board Meeting - October 17, 2017
 - C. Committee of the Whole Special Meeting - November 6, 2017
- VI. **Announcements (Meetings)**
 - A. Committee of the Whole Special Meeting 12/04/17 7:00 p.m. GMRC Meeting Room 1
 - B. Regular Board Meeting 12/12/17 7:00 p.m. OCCC
- VII. **Park District Treasurer's Report**
 - A. Cash Report #11
 - B. Approval of Warrants for Payment

	<u>Date</u>
1. Vendor #10	10/05/17
2. Vendor #10A	10/13/17
3. Vendor #10B	10/17/17
4. Vendor #10C	10/20/17
5. Vendor #10D	10/30/17
6. Vendor #10E	Electronic
7. Payroll #21	10/13/17
8. Payroll #22	10/27/17
9. Refund #10	October
- VIII. **Business Manager Report**
YTD Fund Summary
- IX. **Attorney's Report**
Legal Matter
- X. **Administrative / Operational Summary**
 - A. Executive Director
 - B. Superintendent of Recreation
 - C. Superintendent of Facilities and Parks
 - D. Director of Golf Operations
 - E. Superintendent of Greens
 - F. Administrative/Operational Updates

- XI. Committees of the Board
- XII. Public Comment
Completion of Resident Comment Form required prior to Call to Order. Submit to Executive Director.
- XIII. Unfinished / Ongoing Business
 - A. Comprehensive Master Plan Update
 - B. Food, Beverage & Banquet Service at Old Orchard Country Club
 - C. Park District Logo Discussion
 - D. IAPD Credentials Certificate
- XIV. New Business
 - A. PHWYBS 2018 Fields Improvement Project Discussion
 - B. FY 2018 Budget Draft 1.A
- XV. Recess into Executive Session (Visitors are Excused at this Time)
In accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of the following items:
 - A. Approval of Minutes (Section 2(c) (21))
 - B. Personnel (Section 2(c) (1))
 - C. Impending Litigation (Section 2(c) (11))
- XVI. Reconvene to Open Session (Visitors Invited to Return at this Time)
- XVII. Possible Action on Matters Discussed Executive Session
- XVIII. Adjournment

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

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

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



The City of
Prospect Heights

8 N. Elmhurst Road, Prospect Heights, IL 60070

Phone: 847-398-6070

Fax: 847-392-4244

October 4, 2017

Prospect Heights Park District
110 W. Camp McDonald Road
Prospect Heights, IL 60070

RE: This letter is to inform you of a change regarding your sanitary sewer service and the fees imposed for the service

Dear Prospect Heights Park District,,

In October 2015, the City of Prospect Heights was forced by the State of Illinois to take over sanitary sewer service for a large part of the City from the defunct Old Town Sanitary District. Your property is one of the properties within this area. Old Town Sanitary District charged for sanitary sewer service by levying a tax on the property taxes of their customers.

When the City took on the new customers we could no longer levy a tax for the service, so we started charging a monthly fee billed quarterly and used the Cook County property tax rolls to identify the new customers we would now be servicing. During a recent audit of our sanitary sewer service billing, it was discovered that your property was never added to the City's billing register for sanitary sewer service due to the tax exempt status of your property.

To correct this omission, the City has now added your property to our sanitary sewer utility billing register and we will begin charging for your property's sanitary sewer service. You will receive your first bill on or around October 15th. This bill will cover sanitary sewer service from July 1, 2017 through September 30, 2017. The City will not bill your property for the previous quarters. As a non-residential property, the fee for sanitary sewer service is \$24.50 per month (\$74.50 billed quarterly).

\$300/yr

If you have any questions regarding your sanitary sewer service or the quarterly bill, please contact City Hall at 847-398-6070 and we will help the best we can. Thank you.

Sincerely,

Utility Billing
City of Prospect Heights

SPECIAL 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
WEDNESDAY, OCTOBER 11, 2017

Call to Order**Roll Call**

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

Commissioners present:

Ellen Avery
Eric Kirste
Terry Curtis
Bob Loranger
Tim Jones

Also Present:

Christina Ferraro – Executive Director
Marc Heidkamp – Director of Golf
Derke Price – Park Attorney
Erin Pell – Park Attorney

Commissioners absent:

Vicki Carney, Karl Jackson

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Announcements (Meetings)

Regular Board meeting will be held October 17, 2017 at 7:00pm in the Gary Morava Recreation Center

Public Comment

None

Recess into Executive Session

A motion was made by Commissioner Loranger and seconded by Commissioner Kirste 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)) and Imminent Litigation (Section 2(c) (11)) at 7:03 p.m. The motion was unanimously approved with a voice. The motion carried.

Reconvene to Open Session

Open session reconvened at 8:03 p.m. During Executive Session Personnel and Imminent Litigation were discussed.

Possible Action on Matters Discussed in Executive Session

President Tim Jones entertained the motion to authorize counsel to proceed as directed as during the executive session. Commissioner Curtis seconded the motion. The motion was unanimously approved by a voice vote.

Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:18 p.m. The motion was unanimously approved with a voice vote. The motion carried.

Respectfully Submitted,

Christina Ferraro, Executive Director

Secretary: _____

Ellen Avery, Prospect Heights Park District

DRAFT

**REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070
TUESDAY, OCTOBER 17, 2017**

Call to Order

Roll Call

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

Commissioners present:

Ellen Avery
Terry Curtis
Karl Jackson (arrived at 7:10 p.m.)
Tim Jones
Eric Kirste
Bob Loranger

Commissioners absent:

Vicki Carney

Also Present:

Christina Ferraro – Executive Director
Dino Squiers – Superintendent of Parks & Facilities
Julie Caporusso – Superintendent of Recreation
Marc Heidkamp – Director of Golf Operations
Scott Devlin – Business Manager
Edlyn Castil – Admin. Asst./Recording Secretary
Doug Brazeau – PGA Golf Professional
Laura Fudala - Supervisor of Recreation
Marci Glinski – Supervisor of Recreation
Olivia Shapley - Supervisor of Recreation
Erin Pell – Ancel Glink

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections / Additions / Approval of Agenda

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

Correspondence

Executive Director Christina Ferraro reviewed the following correspondences which were included in the Board packet:

- A. IAPD Credentials Certificate letter
- B. Speer Financial, Inc. letter
- C. SLSF letter 9/18/17
- D. Planning Zoning Public Hearing 10/26/17
- E. Letter to Editor 10/2/17

Recognition/Welcome

Nil Patel of PHWYBS, Dave Phillips of Speer Financial Inc, Marce Berrigan of Creekside Condo, CJ Berrigan of Creekside Condo, Julie Melino of Creekside Condo, Ganislaw Wroblewski of Creekside Condo, Mr and Mrs Peter Toresi of Creekside Condo and Joseph Rovetto of Creekside Condo were in attendance.

Public Comment

Nil Patel of PHWYBS was in attendance. He informed the Board that he along with other members of the PHWYBS met with Staff and discussed improving the baseball and softball fields at Lions Field and McDonald Field. The meeting discussed regrading infields with a higher end infield mix and building concrete dugouts. Nil estimates the project to cost about \$15,000. This item will be placed on the November Board Meeting Agenda for further discussion and approval.

Commissioner Karl Jackson arrived at 7:10 p.m.

Presentation**Golf Course Food & Beverage Analysis**

Mike Holtzman with Profitable Food Facilities (PFF) was in attendance via conference call. Mike reviewed the process of PFF's Golf Course Food & Beverage Analysis: reviewed existing, toured golf course and clubhouse, spoke with Board members, spoke with OCCC Director of Golf Operations Marc Heidkamp and PGA Golf Professional Doug Brazeau, and provided coaching with owner of Midori Banquets (current food & beverage vendor). After discussing PFF's analysis, Mike discussed four options: 1) keep current vendor, 2) find another vendor, 3) self-manage/keep in-house or 4) a hybrid option. The Board was asked to review these options and send any questions they may have to Christina. There will be continued discussion about this item at a Special Committee of the Whole Meeting which will be scheduled for early November 2017.

Approval of Minutes**Regular Board Meeting – September 19, 2017**

A motion was made by Commissioner Kirste and seconded by Commissioner Curtis to approve the September 19, 2017 Regular Board Meeting as submitted. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Announcements (Meetings)

A Regular Board Meeting will be held on 11/14/17 at 7 pm at GMRC.

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

Mt Pros State	Payroll	#90001511	Sweep Acct.	Outstanding checks	\$	(8,803.93)
Mt Pros State	Vendor	#90001503			\$	(48,471.48)
Mt Pros State	Imprest	#90001529	Sweep Acct.	Outstanding checks	\$	5,000.00
Mt Pros State	General/Sweep	#90001498			\$	716,748.45
Mt Pros State	ATM	#90001537		Combined Bal – Account and ATM Machine	\$	24,003.03
Mt Pros State	Cash Reserves	#90001545			\$	351,000.07
Mt Pros State	Class – Reg.	#90002787	Sweep Acct.	Deposit in transit	\$	-
Mt Pros State	Investment	#107503657			\$	3,606,342.00
				Totals	\$	4,645,818.14

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to accept the Treasurer's Report – Cash Report #10 dated October 17, 2017 in the amount of \$4,645,818.14. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Park District Treasurer's Report (continued)**Approval of Warrants for Payment**

Vendor #9		\$	64,000.76
Vendor #9A		\$	25,932.19
Vendor #9B		\$	23,828.23
Vendor #9C		\$	32,335.20
Vendor #9D	Electronic	\$	16,152.32
Payroll #18	09/01/17	\$	65,739.19
Payroll #19	09/15/17	\$	63,459.23
Payroll #20	09/29/17	\$	64,214.63
Refund #9	September	\$	2,759.00
Total of Warrants		\$	358,420.75

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to accept Warrants for payment as submitted for Vendor Warrants # 9, 9A, 9B, 9C, 9D, Payroll 18, 19, 20 and Refund #9 in the amount of \$358,420.75. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

New Business**Series 2017 General Obligation Limited Tax Park Bonds**

Dave Phillips, Speer Financial Inc. was present at the meeting. Dave discussed the Series 2017 General Obligation Limited Tax Park Bonds. The low bid was received from Glenview State Bank, Mount Prospect, Illinois.

A motion was made by Commissioner Jones and seconded by Commissioner Jackson to name Commissioner Eric Kirste Treasurer Protem for the October 17, 2017 Regular Board Meeting. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

• Acceptance of Low Bid

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to accept the low bid from Glenview State Bank, Mount Prospect, Illinois. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

• Adoption of Bond Ordinance 10.17.17

An Ordinance providing for the issue of approximately \$576,885 General Obligation Limited Tax Park Bonds, Series 2017, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, and for the payment of certain outstanding bonds of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

A motion was made by Commissioner Curtis and seconded by Commissioner Jackson to adopt an Ordinance providing for the issue of approximately \$576,885 General Obligation Limited Tax Park Bonds, Series 2017, for the payment of land for parks, for the building, maintaining,

New Business (continued)

improving and protecting of the same and the existing land and facilities of the District, and for the payment of certain outstanding bonds of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

Business Manager Report

YTD Fund Summary – as submitted.

Attorney's Report

Legal Matters – There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also provided an update about IT related projects. The antennas for better cell usage were installed. There is ongoing work being completed for 4G internet connection/coverage at GMRC. The scrolling marquee on Camp McDonald and Elm Street near McDonald Field has been repaired. The Park District will be holding off on Capital Fund 518 IT switches project until 2018. Christina also reported that the Nature Preserve looks wonderful. The Master Plan Report will be ready for next month's Board Meeting.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso informed the Board that the Prospect Heights Public Library District will be installing a Storyboard along path of the Nature Preserve. She provided examples of what the Story Walk Boards would look like. The Library plans to change out the stories about three times a year and will fund this project.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers provided an overview of the meeting between Park Staff and PHWYBS.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp commented that Golf is financially a little ahead of last year. He anticipates closing the golf course, depending on the weather, around the third week of November.

Superintendent of Greens – as submitted.

Administrative/Operational Updates

- **Department 08 Performing Arts** – Supervisor of Recreation Marci Glinski reported that this is the first year Performing Arts was split from Dance Programs. She provided an overview of the department and reported the department had a successful summer.

- **Department 09 Concessions** - Supervisor of Recreation Marci Glinski reported this department was split from Special Events. She provided an overview of the department. This summer Concessions had set open and close hours. She plans to improve in 2018 the promotion of Camp lunches.

- **Department 10 Aquatics** - Supervisor of Recreation Olivia Shapley reported Aquatics had a good year with a great team of Staff. The three year comparison with the difference in pool pass revenue is due to the reduction in prices this year. The pool pass rates were reduced this year to be competitive with other area Park District rates.

- **Department 14 Camp** - Supervisor of Recreation Laura Fudala reported Camp had approximately 400 participants between the traditions Camps and Performing Arts Camp this summer. They had a successful last day of camp festivities with inflatable activities, water games and an all camp talent show. She plans to change the Camp structure in 2018 to 9 weeks of camp and a final week of camp "Last Hoorah".

Committees of the Board - No report.

Unfinished/Ongoing Business

Comprehensive Master Plan Update

Executive Director Christina Ferraro reported that the written report will be included for discussion at the November Board Meeting.

Food, Beverage & Banquet Service at Old Orchard Country Club

Executive Director Christina Ferraro will schedule a Special Committee of the Whole meeting for early November to continue the Food, Beverage & Banquet Service at Old Orchard Country Club discussion.

Park District Logo Discussion

Commissioner Jones discussed tabling this item until the November Regular Board Meeting.

Recess into Executive Session

A motion was made by Commissioner Curtis and seconded by Commissioner Avery 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)) and Litigation (Section 2(c) (11)) at 8:30 p.m. The motion was unanimously approved with a voice with one absent (Commissioner Carney). The motion carried.

Reconvene to Open Session

Open session reconvened at 8:31 p.m. During Executive Session Personnel and Impending Litigation were discussed.

Possible Action on Matters Discussed in Executive Session

There were none.

Adjournment

With no further business to discuss a motion was made by Commissioner Curtis and seconded by Commissioner Jackson to adjourn the Regular Board Meeting at 8:52 p.m. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary

TO: Board of Commissioners, Prospect Heights Park District
 FROM: Park District Business Manager
 DATE: 11/14/2017 CASH REPORT FY 17

Pink

*Motion by Commissioner _____ to approve CASH REPORT 11
 as submitted. Seconded by Commissioner _____.*

Voice Vote

ACCOUNTS

AMOUNTS

Mt. Pros.State	Payroll	sweep acct.	outstanding checks	\$	(6,596.51)
Mt. Pros.State	Vendor	sweep acct.	outstanding checks	\$	(54,469.97)
Mt. Pros.State	Imprest			\$	1,121.77
Mt. Pros.State	General/Sweep			\$	1,088,090.40
Mt. Pros.State	ATM	Combined Bal -- Account and ATM Machine		\$	26,123.03
Mt. Pros.State	Cash Reserves			\$	351,074.60
Mt. Pros.State	Investment			\$	3,607,005.37
TOTALS				\$	5,012,348.69

11/14/2017

**FINANCIAL
 RESOLUTION**

*Motion by Commissioner _____ to approve WARRANT RESOLUTION
 11/14/2017 as submitted. Seconded by Commissioner _____.*

APPROVAL OF WARRANTS 11/14/2017

VENDOR WARRANTS

	Ck From - To	AMOUNTS
10 In the amount of	45574-45597	\$59,477.87
10A In the amount of	45598-45622	\$81,010.36
10B In the amount of	45623	\$6,600.00
10C In the amount of	45624-45658	\$42,292.51
10D In the amount of	45659-45695	\$35,384.87
10E In the amount of	ELECTRONIC	\$33,053.81
Total Vendor Warrants		\$257,819.22

PAYROLL WARRANTS

21 In the amount of	49355-49370	\$63,676.62
	gross plus employer costs	
22 In the amount of	49371-49390	\$68,174.37
	gross plus employer costs	
Total Payroll Warrants		\$131,850.99

REFUND WARRANT

10 In the total amount of	Charge Card Ref.	\$	2,114.00
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TOTAL OF WARRANTS

\$ 391,784.21

11/14/2017

Roll Call



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 10/05/2017 - 10/05/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45574	10/5/2017 PSI141266	01004 JANITORIAL SUPPLIES	1ST AYD CORPORATION	300-41-6022	170.15 170.15
45575	10/5/2017 501021582	01006 PAYROLL PROCESSING	ADP LLC	100-01-5430	307.33 307.33
45576	10/5/2017 375040 375040	01667 ACCT # JNJ50 - SEPTEMBER 2017 ACCT # JNJ50 - SEPTEMBER 2017	AFLAC	100-01-5105 200-02-5105	315.72 238.86 76.86
45577	10/5/2017 9947210447	01009 OCCC GROUNDS SUPPLIES	AIRGAS USA LLC	300-41-5300	53.45 53.45
45578	10/5/2017 740636 740636	01232 REPAIR PARTS/OIL REPAIR PARTS/OIL	ARLINGTON POWER EQUIPMENT INC	300-41-6024 300-41-6030	144.75 10.99 133.76
45579	10/5/2017 103846 103846 103869 103869 103908 103909 103909	01015 CONTRACTED LABOR - GROUNDS CONTRACTED LABOR - GROUNDS CONTRACTED LABOR - GROUNDS CONTRACTED LABOR - GROUNDS CONTRACTED LABOR - PARKS CONTRACTED LABOR - GROUNDS CONTRACTED LABOR - GROUNDS	ASSOCIATED LABOR CORPORATION OF AMERICA	300-41-5056 300-41-5300 300-41-5056 300-41-5300 200-30-5300 300-41-5056 300-41-5300	11,538.54 632.28 2,975.58 632.28 2,867.10 931.92 632.28 2,867.10
45580	10/5/2017 66588	01934 LAND IMPROVEMENTS	CEDAR PATH NURSERIES LLC	518-99-8020	730.00 730.00
45581	10/5/2017 8771100700162793	01022 OCCC CABLE/INTERNET	COMCAST	300-40-5320	117.54 117.54
45582	10/5/2017 2127487	01042 BG-11652 GROUNDS NATURAL GAS	CONSTELLATION NEWENERGY - GAS DIVISION LLC	300-40-5204	57.82 57.82
45583	10/5/2017 BAHENA C 10/5/17	01935 REFUND - ROOM RENTAL DEPOSIT	CRISTAL BAHENA	200-2372	100.00 100.00
45584	10/5/2017 114645512	01034 TELEPHONE SERVICES	FIRST COMMUNICATIONS LLC	200-02-5320	463.05 463.05
45585	10/5/2017 091-C-062387	01106 KIDS DAY OFF TRIP	FIRST STUDENT INC	200-05-5475	294.50 294.50
45586	10/5/2017 00510782	01155 POOL IMPROVEMENTS	HALOGEN SUPPLY COMPANY	518-99-8018	1,581.00 1,581.00
45587	10/5/2017 3563-026010 3563-026010 3563-028420 3563-032148 3563-032148 3563-032704	01057 REPAIR PARTS/OIL REPAIR PARTS/OIL REPAIR PARTS OIL/REPAIR PARTS OIL/REPAIR PARTS HARDWARE SMALL TOOLS SUPPLIES	NAPA HEIGHTS AUTOMOTIVE	300-41-6024 300-41-6030 300-41-6030 300-41-6024 300-41-6030 300-41-6016	236.84 53.88 13.36 59.24 59.97 33.90 16.49
45588	10/5/2017 117584	01936 TREE REMOVAL	NELS J JOHNSON TREE EXPERTS INC	300-41-6026	4,395.00 4,395.00

Expense Approval Report

Payment Dates: 10/05/2017 - 10/05/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45589	10/5/2017 72663640	01087 REPAIR PARTS	NIVEL PARTS & MANUFACTURING CO LLC	300-41-6030	251.70 251.70
45590	10/5/2017 CASTIL RENEWAL OF	01258 RENEWAL OF COMMISSION - CASTIL	NOTARY PUBLIC ASSOCIATION	100-01-5465	99.00 99.00
45591	10/5/2017 Q317159 Q317159 Q317159 Q317159 Q317159	01063 PDRMA PDRMA QUARTERLY INSURANCE PDRMA QUARTERLY INSURANCE PDRMA QUARTERLY INSURANCE PDRMA QUARTERLY INSURANCE PDRMA QUARTERLY INSURANCE	PDRMA	406-99-7050 406-99-7050 406-99-7050 406-99-7050 406-99-7051	16,711.83 6,331.26 3,107.58 188.64 1,079.16 6,005.19
45592	10/5/2017 Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H Q317159H	01063 PDRMA PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017 PDRMA HEALTH INSURANCE - SEPTEMBER, 2017	PDRMA	100-01-5100 100-01-5101 100-01-5102 200-02-5100 200-02-5101 200-02-5102 200-30-5100 200-30-5101 200-30-5102 300-40-5100 300-40-5101 300-40-5102 300-41-5100 300-41-5101 300-41-5102	17,798.86 1,430.31 112.25 98.78 5,731.90 407.06 118.16 1,662.96 104.20 12.32 3,325.92 208.40 39.34 4,146.81 279.82 120.63
45593	10/5/2017 6918	01064 CHEMICAL SUPPLIES	PENDELTON TURF SUPPLY	300-41-6015	2,897.50 2,897.50
45594	10/5/2017 321	01937 FITNESS CENTER GLASS INSTALLATION	SP GLASS SOLUTIONS INC	518-99-8010	780.00 780.00
45595	10/5/2017 HELBLING T 9/28/17	01938 ACTIVE ADULTS 9/28/17 REIMBURSEMENT	THOMAS HELBLING	200-11-5475	235.08 235.08
45596	10/5/2017 PHPD2017SEPCHAIR	01939 CHAIR YOGA CLASS	VIDYULLATA NAHAR	200-13-5300	176.40 176.40
45597	10/5/2017 3626576-0	01082 OFFICE SUPPLIES	WAREHOUSE DIRECT	300-40-6027	21.81 21.81
Grand Total:					59,477.87

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	2,286.53
200 - RECREATION FUND	10,314.41
300 - GOLF	27,074.10
406 - LIABILITY INSURANCE FUND	16,711.83
518 - CAPITAL PROJECT FUND	3,091.00
Grand Total:	59,477.87

Account Summary

Account Number	Account Name	Payment Amount
100-01-5100	MEDICAL INSURANCE	1,430.31
100-01-5101	DENTAL INSURANCE	112.25
100-01-5102	LIFE INSURANCE	98.78
100-01-5105	AFLAC	238.86
100-01-5430	SERVICE CONTRACTS	307.33
100-01-5465	LICENSES AND FEES	99.00
200-02-5100	MEDICAL INSURANCE	5,731.90
200-02-5101	DENTAL INSURANCE	407.06
200-02-5102	LIFE INSURANCE	118.16
200-02-5105	AFLAC	76.86
200-02-5320	TELEPHONE	463.05
200-05-5475	PROGRAM ACTIVITY AN	294.50
200-11-5475	PROGRAM ACTIVITY AN	235.08
200-13-5300	CONTRACTED SERVICE	176.40
200-2372	REFUND CLEARING ACC	100.00
200-30-5100	MEDICAL INSURANCE	1,662.96
200-30-5101	DENTAL INSURANCE	104.20
200-30-5102	LIFE INSURANCE	12.32
200-30-5300	CONTRACTED SERVICE	931.92
300-40-5100	MEDICAL INSURANCE	3,325.92
300-40-5101	DENTAL INSURANCE	208.40
300-40-5102	LIFE INSURANCE	39.34
300-40-5204	NATURAL GAS-HEAT	57.82
300-40-5320	TELEPHONE	117.54
300-40-6027	OFFICE SUPPLIES	21.81
300-41-5056	OVERTIME	1,896.84
300-41-5100	MEDICAL INSURANCE	4,146.81
300-41-5101	DENTAL INSURANCE	279.82
300-41-5102	LIFE INSURANCE	120.63
300-41-5300	CONTRACTED SERVICE	8,763.23
300-41-6015	CHEMICAL SUPPLIES	2,897.50
300-41-6016	HARDWARE SMALL TOO	16.49
300-41-6022	JANITORIAL SUPPLIES	170.15
300-41-6024	GAS OIL AND GREASE	124.84
300-41-6026	LANDSCAPE AND TURF	4,395.00
300-41-6030	REPAIR PARTS EQUIPME	491.96
406-99-7050	LIABILITY INSURANCE	10,706.64
406-99-7051	WORKERS COMPENSATI	6,005.19
518-99-8010	BUILDING IMPROVEME	780.00
518-99-8018	POOL IMPROVEMENTS	1,581.00
518-99-8020	LAND IMPROVEMENTS	730.00
Grand Total:		59,477.87

Project Account Summary

Project Account Key	Payment Amount
None	59,477.87
Grand Total:	59,477.87



Prospect Heights Park District, IL

Expense Approval Report By Payment Number

Payment Dates 10/13/2017 - 10/13/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45598	10/13/2017 2137	01744 IT MANAGED SUPPORT SERVICES - OCTOBER 2017	AMI COMMUNICATIONS	100-01-5300	1,490.00 1,490.00
45599	10/13/2017 103844 103907 103935 103936 103936 103959	01015 OCCC CONTRACTED SERVICES OCCC CONTRACTED SERVICES PARKS CONTRACTED SERVICES GROUNDS CONTRACTED SERVICES GROUNDS CONTRACTED SERVICES CONTRACTED LABOR - PARKS	ASSOCIATED LABOR CORPORATION OF AMERICA	300-40-5300 300-40-5300 200-30-5300 300-41-5056 300-41-5300 200-30-5300	5,774.99 340.80 340.80 893.97 632.28 2,867.10 700.04
45600	10/13/2017 9774007104-97740 CREDIT 10/06/17	01858 TELEPHONE SERVICES CREDIT 10/06/17	CALL ONE	200-02-5320 200-02-5320	455.85 467.75 -11.90
45601	10/13/2017 QUOTE# 1446 QUOTE# 1447	01922 PAINTING FITNESS STUDIO PAINTING LOCKER ROOM WALLS	CHICAGOLAND PAINTING	518-99-8010 518-99-8010	2,143.91 1,281.91 862.00
45602	10/13/2017 8771100740047145	01022 GMRC INTERNET	COMCAST	200-02-5320	109.85 109.85
45603	10/13/2017 019007	01189 REPAIR PARTS	DAVE'S AUTO CLINIC INC	300-41-6031	935.00 935.00
45604	10/13/2017 21400434	01031 ADMIN/GMRC COPIERS/PRINTER LEASE	DES PLAINES OFFICE EQUIPMENT	100-01-5430	680.00 680.00
45605	10/13/2017 K60577	01941 COUNTRY GARDENS TENNIS COURTS	EVANS & SON BLACKTOP INC	518-99-8020	57,392.00 57,392.00
45606	10/13/2017 00242586	01585 LANDSCAPE & TURF MATERIALS	FAULKS BROS CONSTRUCTION INC	300-41-6026	1,573.39 1,573.39
45607	10/13/2017 OCTOBER 2017	01250 CONTRACTUAL SERVICES	GARY KANTOR	200-05-5300	16.00 16.00
45608	10/13/2017 5870	01859 INSTALLMENT PAYMENT FOR MASTER PLAN	GREENPLAY LLC	100-01-5433	4,448.50 4,448.50
45609	10/13/2017 422460	01426 REPAIR PARTS	HORNUNG'S	300-41-6034	193.07 193.07
45610	10/13/2017 2001	01940 LANDSCAPE & TURF MATERIALS	KANZLER INC	300-41-6026	2,000.00 2,000.00
45611	10/13/2017 SEPTEMBER 2017	01942 POWER PLAY GRANT ACTIVITY	LIONIZE TRAINING CENTER	200-02-7093	440.00 440.00
45612	10/13/2017 539356	01239 AVIARY MAINTENANCE	LIVING DESIGN INC	412-99-5300	273.88 273.88
45613	10/13/2017 094842 3563-033079 3563-033994	01057 GAS OIL GREASE HARDWARE SMALL TOOLS SUPPLIES GAS OIL GREASE	NAPA HEIGHTS AUTOMOTIVE	300-41-6024 300-41-6016 300-41-6024	173.97 108.96 26.04 38.97
45614	10/13/2017 17345034	01134 FITNESS STUDIO PARTS	NORTHWEST ELECTRICAL SUPPLY	518-99-8010	324.81 133.66

Expense Approval Report

Payment Dates: 10/13/2017 - 10/13/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	17345058	FITNESS STUDIO PARTS		518-99-8010	191.15
45615	10/13/2017	01584	P&W GOLF SUPPLY INC		103.00
	INV27016	PROGRAM SUPPLIES		300-44-6028	54.85
	INV27051	PROGRAM SUPPLIES		300-44-6028	42.90
	INV27063	PROGRAM SUPPLIES		300-44-6028	5.25
45616	10/13/2017	01066	PLATINUM SYSTEMS INC		190.00
	K-110028	MONTHLY ARCHIVING		100-01-5471	190.00
45617	10/13/2017	01070	RAMROD		288.70
	767635	JANITORIAL SUPPLIES		200-02-6022	288.70
45618	10/13/2017	01073	ROUTE 12 RENTAL		482.00
	77428	RENTAL EQUIPMENT		300-41-5201	482.00
45619	10/13/2017	01074	SAM'S CLUB/SYNCHRONY BANK		12.98
	P9280007S0153BG	ACTIVE ADULTS TRIP SUPPLIES		200-11-5475	12.98
45620	10/13/2017	01413	SOCIETY FOR HUMAN RESOURCE MANAGEMENT		209.00
	9007235312	ID# 01651362 EDLYN CASTIL RENEWAL MEMBERSHI		100-1225	209.00
45621	10/13/2017	01781	THOMAS R PETZEL		507.50
	16113	IT SUPPORT		100-01-5468	507.50
45622	10/13/2017	01082	WAREHOUSE DIRECT		791.96
	3630945-0	JANITORIAL SUPPLIES		200-02-6022	791.96
Grand Total:					81,010.36

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	7,525.00
200 - RECREATION FUND	3,709.35
300 - GOLF	9,641.41
412 - MEMORIAL FUND	273.88
518 - CAPITAL PROJECT FUND	59,860.72
Grand Total:	81,010.36

Account Summary

Account Number	Account Name	Payment Amount
100-01-5300	CONTRACTED SERVICE	1,490.00
100-01-5430	SERVICE CONTRACTS	680.00
100-01-5433	MASTER PLAN	4,448.50
100-01-5468	IT CONTRACTED SERVICE	507.50
100-01-5471	IT SOFTWARE AND SUBS	190.00
100-1225	PREPAID EXPENSES	209.00
200-02-5320	TELEPHONE	565.70
200-02-6022	JANITORIAL SUPPLIES	1,080.66
200-02-7093	GRANT EXPENDITURES	440.00
200-05-5300	CONTRACTED SERVICE	16.00
200-11-5475	PROGRAM ACTIVITY AN	12.98
200-30-5300	CONTRACTED SERVICE	1,594.01
300-40-5300	CONTRACTED SERVICE	681.60
300-41-5056	OVERTIME	632.28
300-41-5201	RENTAL EQUIPMENT	482.00
300-41-5300	CONTRACTED SERVICE	2,867.10
300-41-6016	HARDWARE SMALL TOO	26.04
300-41-6024	GAS OIL AND GREASE	147.93
300-41-6026	LANDSCAPE AND TURF	3,573.39
300-41-6031	REPAIR PARTS VEHICLES	935.00
300-41-6034	REPAIR PARTS CARTS	193.07
300-44-6028	PROGRAM SUPPLIES-WA	103.00
412-99-5300	CONTRACTED SERVICE	273.88
518-99-8010	BUILDING IMPROVEME	2,468.72
518-99-8020	LAND IMPROVEMENTS	57,392.00
Grand Total:		81,010.36

Project Account Summary

Project Account Key	Payment Amount
None	81,010.36
Grand Total:	81,010.36



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 10/17/2017 - 10/17/2017

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
	Payable Number	Description			Item Amount
45623	10/17/2017	01943	ARLINGTON PAVEMENT PROFESSIONALS INC		6,600.00
	1180	LIONS SHELTER AREA		518-99-8006	2,950.00
	1181	PARKING LOT REPAIR		405-99-6043	1,375.00
	1182	MCDONALD FIELD LOT		518-99-8020	2,275.00
Grand Total:					6,600.00

Report Summary**Fund Summary**

Fund	Payment Amount
405 - PAVING & LIGHTING FUND	1,375.00
518 - CAPITAL PROJECT FUND	5,225.00
Grand Total:	6,600.00

Account Summary

Account Number	Account Name	Payment Amount
405-99-6043	PAVING, GRADING AND	1,375.00
518-99-8006	PARK AND FACILITY COM	2,950.00
518-99-8020	LAND IMPROVEMENTS	2,275.00
Grand Total:		6,600.00

Project Account Summary

Project Account Key	Payment Amount
None	6,600.00
Grand Total:	6,600.00



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 10/20/2017 - 10/20/2017

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
Payment Number	Payable Number	Description			Item Amount
45624	10/20/2017	01165	A DISCOUNT LOCK CO		175.00
	59959	BUILDING REPAIR		200-02-5424	175.00
45625	10/20/2017	01079	ACUSHNET COMPANY		1,626.53
	904525153	S/O GOLF BALLS		300-42-6012	370.20
	904532441	S/O APPAREL		300-42-6011	586.80
	904575980	S/O GOLF BALLS		300-42-6012	546.00
	904834293	S/O EQUIPMENT		300-42-6010	123.53
45626	10/20/2017	01006	ADP LLC		696.62
	501626006	PAYROLL PROCESSING		100-01-5430	696.62
45627	10/20/2017	01744	AMI COMMUNICATIONS		1,895.58
	AAA02305	TECH UPGRADES		518-99-6045	1,895.58
45628	10/20/2017	01909	ANCEL GLINK DIAMOND BUSH DICIANNI & KRAFTHEFER PC		438.75
	59510	LEGAL SERVICES		100-01-5332	438.75
45629	10/20/2017	01015	ASSOCIATED LABOR CORPORATION OF AMERICA		4,690.81
	103958	OCC CONTRACTED SERVICES		300-40-5300	340.80
	103960	CONTRACTED SERVICES		300-41-5056	632.28
	103960	CONTRACTED SERVICES		300-41-5300	2,867.10
	103995	PARKS CONTRACTED SERVICES		200-30-5300	850.63
45630	10/20/2017	01271	BRIGHT LIGHT SIGN COMPANY		2,765.00
	TM-13947	MARQUEE		518-99-6045	2,765.00
45631	10/20/2017	01022	COMCAST		10.47
	8771100740004153	GMRC CABLE		200-02-5320	10.47
45632	10/20/2017	01024	CONSERV FS		2,728.52
	102007114	GASOLINE QTY 496 @ 2.184		100-01-6024	1,225.62
	102007115	GASOLINE QTY 700 @ 1.885		100-01-6024	1,502.90
45633	10/20/2017	01041	CONSTELLATION NEW ENERGY INC		4,109.32
	9542670001	705224-46120 GMRC ELECTRIC		200-02-5205	4,109.32
45634	10/20/2017	01041	CONSTELLATION NEW ENERGY INC		104.37
	9545057701	705224-46120 GMRC ELECTRIC		200-02-5205	104.37
45635	10/20/2017	01042	CONSTELLATION NEWENERGY - GAS DIVISION LLC		57.98
	2142091	BG-11652 GROUNDS NATURAL GAS		300-40-5204	57.98
45636	10/20/2017	01042	CONSTELLATION NEWENERGY - GAS DIVISION LLC		614.22
	2140673	GMRC/OCC NATURAL GAS		200-02-5204	193.66
	2140673	GMRC/OCC NATURAL GAS		300-40-5204	420.56
45637	10/20/2017	01180	DARLEEN CARL-BECK		134.40
	PILATES 8/17-9/17	CONTRACTED SERVICES		200-13-5300	134.40
45638	10/20/2017	01106	FIRST STUDENT INC		800.10
	091-C-062553	KID DAY OFF TRIP TRANSPORTATION		200-05-5475	325.50
	091-C-062568	PRESCHOOL FIELD TRIP TRANSPORTATION		200-03-5475	474.60
45639	10/20/2017	01159	FRANK CRIGLER		5,600.00
	CDC 10/16/17	FITNESS STUDIO HVAC		518-99-8010	5,600.00

Expense Approval Report

Payment Dates: 10/20/2017 - 10/20/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45640	10/20/2017 15330710 101517	01693 ADMIN WATER	HINCKLEY SPRINGS	100-01-5430	24.31 24.31
45641	10/20/2017 P08969 P08980	01045 REPAIR PARTS REPAIR PARTS	JW TURF INC	300-41-6030 300-41-6030	1,139.08 591.20 547.88
45642	10/20/2017 437136	01344 CONTRACTED SERVICES	KWK STUDY CORP	200-05-5300	432.00 432.00
45643	10/20/2017 4G PROJECT 10.18.1	01773 TECH UPGRADES	MIDCO INC	518-99-6045	3,382.87 3,382.87
45644	10/20/2017 10/08/17 G/O	01054 10/08/17 G/O	MIDORI RESTAURANT BANQUET SERVICE	300-2325	817.50 817.50
45645	10/20/2017 3563-035226 3563-035226 3563-036446	01057 REPAIR PARTS/OIL REPAIR PARTS/OIL OIL	NAPA HEIGHTS AUTOMOTIVE	300-41-6024 300-41-6030 300-41-6024	122.33 77.88 14.98 29.47
45646	10/20/2017 17347265 17347284	01134 FITNESS STUDIO - FANS FITNESS STUDIO - ELECTRIC	NORTHWEST ELECTRICAL SUPPLY	518-99-8010 518-99-8010	796.21 497.29 298.92
45647	10/20/2017 969413626001 969414081001 969414081001	01062 OFFICE FURNITURE SUPPLIES SUPPLIES	OFFICE DEPOT	518-99-8050 200-03-6028 200-04-6028	298.15 279.98 15.88 2.29
45648	10/20/2017 HOREJS P 10/20/17	01908 REFUND - ACTIVE ADULTS TRIP	PAT HOREJS	200-2372	23.00 23.00
45649	10/20/2017 6892	01064 CHEMICAL SUPPLIES	PENDELTON TURF SUPPLY	300-41-6015	3,429.12 3,429.12
45650	10/20/2017 OCTOBER 5, 2017	01068 THEATRE RENTAL 7/25/17-7/27/17	PROSPECT HEIGHTS SCHOOL DISTRICT 23	200-08-5350	524.88 524.88
45651	10/20/2017 0551-013759242	01120 OCCC WASTE SERVICE	REPUBLIC SVC #551	300-41-5203	202.76 202.76
45652	10/20/2017 368759	01865 FALL GYMNASTICS/TUBLING/SOCCER/TRACK	SPORTS KIDS INC	200-07-5300	954.85 954.85
45653	10/20/2017 32800108	01078 GOLF BALLS	TAYLOR MADE	300-1361	133.09 133.09
45654	10/20/2017 IN-01164029	01616 S/O EQUIPMENT	TOUR EDGE GOLF MFG INC	300-42-6010	330.00 330.00
45655	10/20/2017 0000Y749V6407	01266 POSTAGE	UPS	100-01-6000	4.47 4.47
45656	10/20/2017 9160-002 10/15/17 9160-002 10/15/17 9160-002 10/15/17	01081 OCCC WATER/SEWER CONST FEE/SEWER OCCC WATER/SEWER CONST FEE/SEWER OCCC WATER/SEWER CONST FEE/SEWER	VILLAGE OF MOUNT PROSPECT	300-40-5206 300-40-5206 300-40-5206	2,352.58 380.92 5.00 1,966.66
45657	10/20/2017 11654-001 10/15/1 11654-001 10/15/1 11654-001 10/15/1	01081 GROUNDS WATER/SEWER CONST FEE/SEWER GROUNDS WATER/SEWER CONST FEE/SEWER GROUNDS WATER/SEWER CONST FEE/SEWER	VILLAGE OF MOUNT PROSPECT	300-41-5206 300-41-5206 300-41-5206	70.82 55.14 10.68 5.00

Expense Approval Report**Payment Dates: 10/20/2017 - 10/20/2017**

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45658	10/20/2017	01081	VILLAGE OF MOUNT PROSPECT		806.82
	11663-001 10/15/1	GMRC WATER		200-02-S206	806.82
Grand Total:					42,292.51

Report Summary**Fund Summary**

Fund	Payment Amount
100 - CORPORATE FUND	3,892.67
200 - RECREATION FUND	9,137.67
300 - GOLF	14,542.53
518 - CAPITAL PROJECT FUND	14,719.64
Grand Total:	42,292.51

Account Summary

Account Number	Account Name	Payment Amount
100-01-5332	LEGAL SERVICES	438.75
100-01-5430	SERVICE CONTRACTS	720.93
100-01-6000	POSTAGE	4.47
100-01-6024	GAS OIL AND GREASE	2,728.52
200-02-5204	NATURAL GAS-HEAT	193.66
200-02-5205	ELECTRICITY	4,213.69
200-02-5206	WATER SEWER	806.82
200-02-5320	TELEPHONE	10.47
200-02-5424	CONTRACTED REPAIRS B	175.00
200-03-5475	PROGRAM ACTIVITY AN	474.60
200-03-6028	PROGRAM SUPPLIES-PR	15.88
200-04-6028	PROGRAM SUPPLIES-KIN	2.29
200-05-5300	CONTRACTED SERVICE	432.00
200-05-5475	PROGRAM ACTIVITY AN	325.50
200-07-5300	CONTRACTED SERVICE	954.85
200-08-5350	BUILDING RENTAL	524.88
200-13-5300	CONTRACTED SERVICE	134.40
200-2372	REFUND CLEARING ACC	23.00
200-30-5300	CONTRACTED SERVICE	850.63
300-1361	GOLF BALL INVENTORY	133.09
300-2325	GOLF OPERATION DEPO	817.50
300-40-5204	NATURAL GAS-HEAT	478.54
300-40-5206	WATER SEWER	2,352.58
300-40-5300	CONTRACTED SERVICE	340.80
300-41-5056	OVERTIME	632.28
300-41-5203	DISPOSAL CHARGES	202.76
300-41-5206	WATER SEWER	70.82
300-41-5300	CONTRACTED SERVICE	2,867.10
300-41-6015	CHEMICAL SUPPLIES	3,429.12
300-41-6024	GAS OIL AND GREASE	107.35
300-41-6030	REPAIR PARTS EQUIPME	1,154.06
300-42-6010	GOLF SPECIAL ORDER E	453.53
300-42-6011	GOLF SPECIAL ORDER AP	586.80
300-42-6012	GOLF SPECIAL ORDER G	916.20
518-99-6045	TECH UPGRADES	8,043.45
518-99-8010	BUILDING IMPROVEME	6,396.21
518-99-8050	EQUIPMENT PURCHASE	279.98
Grand Total:		42,292.51

Project Account Summary

Project Account Key	Payment Amount
None	42,292.51
Grand Total:	42,292.51



Prospect Heights Park District, IL

Expense Approval Report

By Payment Number

Payment Dates 10/30/2017 - 10/30/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45659	10/30/2017 59968	01165 CONTRACTED REPAIRS	A DISCOUNT LOCK CO	200-02-5424	150.00 150.00
45660	10/30/2017 804459 804459	01667 ACCT # JNJ50 - OCTOBER 2017 ACCT # JNJ50 - OCTOBER 2017	AFLAC	100-01-5105 200-02-5105	210.48 159.24 51.24
45661	10/30/2017 9947952045	01009 OCC GROUNDS SUPPLIES	AIRGAS USA LLC	300-41-5300	52.07 52.07
45662	10/30/2017 103994 103996	01015 OCC CONTRACTED SERVICES GROUNDS CONTRACTED SERVICES	ASSOCIATED LABOR CORPORATION OF AMERICA	300-40-5300 300-41-5300	3,877.22 1,430.22 2,447.00
45663	10/30/2017 2329258	01818 REPAIR PARTS	BANNER PLUMBING SUPPLY COMPANY LLC	200-02-6032	8.38 8.38
45664	10/30/2017 1002677435	01397 GOLF BALLS	BRIDGESTONE GOLF INC	300-1361	384.60 384.60
45665	10/30/2017 KNF0489	01021 IT SOFTWARE	CDW GOVERNMENT	100-01-5471	834.79 834.79
45666	10/30/2017 1775167	01293 LEGAL SERVICES FOR BOND COUNCEL GOBOND SERI	CHAPMAN AND CUTLER LLP	610-99-5470	5,700.00 5,700.00
45667	10/30/2017 INV64844	01309 LANDSCAPE & TURF MATERIALS	CHICAGOLAND TURF	300-41-6026	430.00 430.00
45668	10/30/2017 8771100740151376	01022 GROUNDS CABLE/INTERNET	COMCAST	300-41-5320	117.84 117.84
45669	10/30/2017 4563001190 10/18/	01023 MUIR FIELD ELECTRIC	COMMONWEALTH EDISON	405-99-5205	25.08 25.08
45670	10/30/2017 9782987001	01041 #705224-4 IZAAK WALTON ELECTRIC	CONSTELLATION NEW ENERGY INC	405-99-5205	27.80 27.80
45671	10/30/2017 9789483901	01041 705224-1 ADMIN ELECTRIC	CONSTELLATION NEW ENERGY INC	200-02-5205	170.74 170.74
45672	10/30/2017 9789484201	01041 705224-3 BALL FIELD LIGHTS	CONSTELLATION NEW ENERGY INC	405-99-5205	42.98 42.98
45673	10/30/2017 BURCIAGA E 10/30/	01019 STAFF UNIFORMS REIMBURSEMENT	ESTEBAN BURCIAGA	300-41-6048	79.85 79.85
45674	10/30/2017 114826511	01034 TELEPHONE SERVICES	FIRST COMMUNICATIONS LLC	200-02-5320	471.42 471.42
45675	10/30/2017 180499308 830212638	01423 JANITORIAL SUPPLIES CONCESSIONS FOR SPOOKFEST	GORDON FOOD SERVICE INC	300-40-6022 200-12-6028	177.47 119.31 58.16
45676	10/30/2017 075872 075873 075914	01669 REPAIR PARTS REPAIR PARTS REPAIR PARTS	GW BERKHEIMER CO INC	200-02-6032 200-02-6032 200-02-6032	66.77 14.14 14.88 37.75

Expense Approval Report

Payment Dates: 10/30/2017 - 10/30/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
45677	10/30/2017	01040	HOME DEPOT CREDIT SERVICES		964.79
	6035322502862521	HOME DEPOT 10/13/17		200-02-6016	59.87
	6035322502862521	HOME DEPOT 10/13/17		200-02-6016	27.98
	6035322502862521	HOME DEPOT 10/13/17		200-02-6016	3.49
	6035322502862521	HOME DEPOT 10/13/17		200-02-6022	62.66
	6035322502862521	HOME DEPOT 10/13/17		200-02-6022	20.82
	6035322502862521	HOME DEPOT 10/13/17		200-02-6022	17.94
	6035322502862521	HOME DEPOT 10/13/17		200-02-6032	11.22
	6035322502862521	HOME DEPOT 10/13/17		200-02-6032	110.06
	6035322502862521	HOME DEPOT 10/13/17		200-02-6032	44.00
	6035322502862521	HOME DEPOT 10/13/17		200-30-6030	74.91
	6035322502862521	HOME DEPOT 10/13/17		200-30-6031	179.97
	6035322502862521	HOME DEPOT 10/13/17		200-30-6038	55.81
	6035322502862521	HOME DEPOT 10/13/17		300-41-6016	25.62
	6035322502862521	HOME DEPOT 10/13/17		518-99-8010	147.64
	6035322502862521	HOME DEPOT 10/13/17		518-99-8010	69.00
	6035322502862521	HOME DEPOT 10/13/17		518-99-8010	7.99
	6035322502862521	HOME DEPOT 10/13/17		518-99-8018	45.81
45678	10/30/2017	01944	HRDIRECT		113.99
	INV5720997	OFFICE SUPPLIES		100-01-6027	113.99
45679	10/30/2017	01045	JW TURF INC		358.75
	P09188	REPAIR PARTS		200-30-6030	261.83
	P09240	REPAIR PARTS		300-41-6030	96.92
45680	10/30/2017	01162	MANZELLA PLUMBING INC		567.50
	41628	CONTRACTED REPAIRS		300-40-5421	567.50
45681	10/30/2017	01945	MARLENE PSANKA		6.04
	PSANKLA M 10/30/1	PROGRAM SUPPLIES REIMBURSEMENT		200-11-6028	6.04
45682	10/30/2017	01055	MOUNT PROSPECT/PROSPECT HEIGHTS ROTARY		197.00
	423	ROTARY DUES		100-01-6001	197.00
45683	10/30/2017	01057	NAPA HEIGHTS AUTOMOTIVE		24.05
	3563-036746	HARDWARE SMALL TOOLS SUPPLIES		300-41-6016	24.05
45684	10/30/2017	01058	NCPERS GROUP LIFE INSURANCE		64.00
	51441117	LIFE INSURANCE MONTHLY 11/2017		100-2030	32.00
	51441117	LIFE INSURANCE MONTHLY 11/2017		200-2030	32.00
45685	10/30/2017	01059	NICOR		24.15
	99291700005 10/23	ADMIN NATURAL GAS		200-02-5204	24.15
45686	10/30/2017	01134	NORTHWEST ELECTRICAL SUPPLY		237.43
	17347966	FITNESS STUDIO		518-99-8010	39.43
	17348396	FITNESS STUDIO		518-99-8010	198.00
45687	10/30/2017	01062	OFFICE DEPOT		51.98
	970187946001	OFFICE SUPPLIES		100-01-6027	51.98
45688	10/30/2017	01063	PDRMA		17,798.86
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		100-01-5100	1,430.31
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		100-01-5101	112.25
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		100-01-5102	98.78
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		200-02-5100	5,731.90
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		200-02-5101	407.06
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		200-02-5102	118.16
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		200-30-5100	1,662.96
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		200-30-5101	104.20
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		200-30-5102	12.32
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		300-40-5100	3,325.92

Expense Approval Report

Payment Dates: 10/30/2017 - 10/30/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		300-40-5101	208.40
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		300-40-5102	39.34
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		300-41-5100	4,146.81
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		300-41-5101	279.82
	1017159H	PDRMA HEALTH INSURANCE - OCTOBER, 2017		300-41-5102	120.63
45689	10/30/2017	01070	RAMROD		180.85
	767635-1	JANITORIAL SUPPLIES		200-02-6022	154.85
	767635-2	JANITORIAL SUPPLIES		200-02-6022	26.00
45690	10/30/2017	01792	REED IRRIGATION		100.00
	10/11/17	PROGRAMMING SERVICES		300-41-5300	100.00
45691	10/30/2017	01099	SERVICE SANITATION INC		105.00
	7431990	COUNTRY GARDENS PORT RESTROOM		200-30-5200	105.00
45692	10/30/2017	01078	TAYLOR MADE		1,140.13
	32855837	EQUIPMENT		300-1360	312.61
	32859996	EQUIPMENT		300-1360	827.52
45693	10/30/2017	01939	VIDYULLATA NAHAR		112.00
	PHPD2017OCTCHAI	CONTRACTED SERVICES		200-13-5300	112.00
45694	10/30/2017	01082	WAREHOUSE DIRECT		248.46
	3655595-0	JANITORIAL SUPPLIES		200-02-6022	248.46
45695	10/30/2017	01091	WILSON SPORTING GOODS		262.40
	4523351293	EQUIPMENT/GOLF BALLS/S/O EQUIPMENT		300-1360	72.06
	4523351293	EQUIPMENT/GOLF BALLS/S/O EQUIPMENT		300-1361	93.67
	4523351293	EQUIPMENT/GOLF BALLS/S/O EQUIPMENT		300-42-6010	96.67
Grand Total:					35,384.87

Report Summary

Fund Summary

Fund	Payment Amount
100 - CORPORATE FUND	3,030.34
200 - RECREATION FUND	10,652.37
300 - GOLF	15,398.43
405 - PAVING & LIGHTING FUND	95.86
518 - CAPITAL PROJECT FUND	507.87
610 - 2017 ROLLOVER BOND	5,700.00
Grand Total:	35,384.87

Account Summary

Account Number	Account Name	Payment Amount
100-01-5100	MEDICAL INSURANCE	1,430.31
100-01-5101	DENTAL INSURANCE	112.25
100-01-5102	LIFE INSURANCE	98.78
100-01-5105	AFLAC	159.24
100-01-5471	IT SOFTWARE AND SUBS	834.79
100-01-6001	PUBLIC RELATIONS	197.00
100-01-6027	OFFICE SUPPLIES	165.97
100-2030	INSURANCE WITHHELD	32.00
200-02-5100	MEDICAL INSURANCE	5,731.90
200-02-5101	DENTAL INSURANCE	407.06
200-02-5102	LIFE INSURANCE	118.16
200-02-5105	AFLAC	51.24
200-02-5204	NATURAL GAS-HEAT	24.15
200-02-5205	ELECTRICITY	170.74
200-02-5320	TELEPHONE	471.42
200-02-5424	CONTRACTED REPAIRS B	150.00
200-02-6016	HARDWARE SMALL TOO	91.34
200-02-6022	JANITORIAL SUPPLIES	530.73
200-02-6032	REPAIR PARTS BUILDING	240.43
200-11-6028	PROGRAM SUPPLIES-AC	6.04
200-12-6028	PROGRAM SUPPLIES-SPE	58.16
200-13-5300	CONTRACTED SERVICE	112.00
200-2030	INSURANCE WITHHELD	32.00
200-30-5100	MEDICAL INSURANCE	1,662.96
200-30-5101	DENTAL INSURANCE	104.20
200-30-5102	LIFE INSURANCE	12.32
200-30-5200	RENTAL LAVATORY	105.00
200-30-6030	REPAIR PARTS EQUIPME	336.74
200-30-6031	REPAIR PARTS VEHICLES	179.97
200-30-6038	REPAIR PARTS PARKS	55.81
300-1360	GOLF EQUIPMENT INVE	1,212.19
300-1361	GOLF BALL INVENTORY	478.27
300-40-5100	MEDICAL INSURANCE	3,325.92
300-40-5101	DENTAL INSURANCE	208.40
300-40-5102	LIFE INSURANCE	39.34
300-40-5300	CONTRACTED SERVICE	1,430.22
300-40-5421	CONTRACTED REPAIRS P	567.50
300-40-6022	JANITORIAL SUPPLIES	119.31
300-41-5100	MEDICAL INSURANCE	4,146.81
300-41-5101	DENTAL INSURANCE	279.82
300-41-5102	LIFE INSURANCE	120.63
300-41-5300	CONTRACTED SERVICE	2,599.07
300-41-5320	TELEPHONE	117.84
300-41-6016	HARDWARE SMALL TOO	49.67
300-41-6026	LANDSCAPE AND TURF	430.00
300-41-6030	REPAIR PARTS EQUIPME	96.92
300-41-6048	STAFF UNIFORMS	79.85

Account Summary

Account Number	Account Name	Payment Amount
300-42-6010	GOLF SPECIAL ORDER E	96.67
405-99-5205	ELECTRICITY	95.86
518-99-8010	BUILDING IMPROVEME	462.06
518-99-8018	POOL IMPROVEMENTS	45.81
610-99-5470	CONSULTING SERVICES	<u>5,700.00</u>
	Grand Total:	35,384.87

Project Account Summary

Project Account Key	Payment Amount
None	<u>35,384.87</u>
Grand Total:	35,384.87

[illegible]



Refund Listing Report

Refund Date	Receipt #	Drwr	Module	ModuleLink	Description	Refund Type	User Name	Fee Ref	Tax Ref	Tot Ref
10/03/2017	22497	1	SA		Credit Balance	Refund Finance	michelleb	100.00	0.00	100.00
10/04/2017	22583	1	AR	503001_10	CreativeKids Preschool (503001-10)	Refund Now	michelleb	85.00	0.00	85.00
10/04/2017	22609	0	AR	211032_01	Scarecrow Festival (211032-01)	Refund Apply	Marcig	23.00	0.00	23.00
10/04/2017	22610	0	AR	211032_01	Scarecrow Festival (211032-01)	Refund Apply	Marcig	23.00	0.00	23.00
10/09/2017	22784	1	AR	211032_01	Scarecrow Festival (211032-01)	Refund Now	michelleb	23.00	0.00	23.00
10/09/2017	22788	1	AR	211032_01	Scarecrow Festival (211032-01)	Refund Finance	michelleb	23.00	0.00	23.00
10/09/2017	22802	1	AR	205200_12	Kids Day Off Fall (205200-12)	Refund Apply	michelleb	44.00	0.00	44.00
10/10/2017	22832	1	AR	205200_12	Kids Day Off Fall (205200-12)	Refund Apply	michelleb	44.00	0.00	44.00
10/10/2017	22832	1	AR	205200_12	Kids Day Off Fall (205200-12)	Refund Apply	michelleb	44.00	0.00	44.00
10/16/2017	23064	1	AR	503001_12	CreativeKids Preschool (503001-12)	Refund Apply	michelleb	55.00	0.00	55.00
10/16/2017	23065	1	AR	503001_14	CreativeKids Preschool (503001-14)	Refund Apply	michelleb	50.00	0.00	50.00
10/17/2017	23105	1	AR	503001_11	CreativeKids Preschool (503001-11)	Refund Now	michelleb	165.00	0.00	165.00
10/24/2017	23616	1	AR	107001_03	Tae Kwon Do Beginner (107001-03)	Refund Apply	michelleb	23.00	0.00	23.00
10/24/2017	23620	1	FR	Rooms_GMRC	Meeting Room 1 on 10/15/2017 at 11	Refund Now	michelleb	100.00	0.00	100.00
10/27/2017	23800	1	FR	Gymnasium_GM	Full Gym on 10/29/2017 at 9:00 am t	Refund Now	michelleb	100.00	0.00	100.00
10/30/2017	23894	1	FR	Rooms_GMRC	Meeting Room 1 on 10/28/2017 at 11	Refund Now	michelleb	85.00	0.00	85.00
10/30/2017	23895	1	AR	211035_01	Cirque du Soleil CRYSTALS (211035	Refund Now	michelleb	129.00	0.00	129.00
10/30/2017	23895	1	AR	211035_01	Cirque du Soleil CRYSTALS (211035	Refund Now	michelleb	129.00	0.00	129.00
10/30/2017	23904	1	FR	Pavilions_GMRC	GMRC Pavilion on 10/29/2017 at 10:	Refund Apply	michelleb	135.00	0.00	135.00
10/30/2017	23923	1	AR	211035_01	Cirque du Soleil CRYSTALS (211035	Refund Apply	michelleb	129.00	0.00	129.00
10/30/2017	23923	1	AR	211035_01	Cirque du Soleil CRYSTALS (211035	Refund Apply	michelleb	129.00	0.00	129.00
10/31/2017	24004	1	AR	211035_01	Cirque du Soleil CRYSTALS (211035	Refund Now	michelleb	129.00	0.00	129.00
10/31/2017	24004	1	AR	211035_01	Cirque du Soleil CRYSTALS (211035	Refund Now	michelleb	129.00	0.00	129.00
10/31/2017	24004	1	AR	211036_01	Zoo Lights & Lawrys (211036-01)	Refund Now	michelleb	109.00	0.00	109.00
10/31/2017	24004	1	AR	211036_01	Zoo Lights & Lawrys (211036-01)	Refund Now	michelleb	109.00	0.00	109.00

Report Summary Totals

Total Refund Records:	25
Total Fees Refunded:	2,114.00
Total Tax Refunded:	0.00
Total Amount Refunded:	2,114.00

FY 2017		PROSPECT HEIGHTS PARK DISTRICT		YTD FUND SUMMARY				INFORMATIONAL	
Fund Numbers	Fund Names	Audited Begin. Bal. 17	Revenue 10/31/2017	Real Estate Tax 10/31/2017	Expense 10/31/2017	Transfers 10/31/2017	Ending Bal 10/31/2017	Fund Transfers Budgeted	Bud. FY 17
100	CORPORATE	1,914,403	6,615	1,000,492	511,390	(144,275)	2,265,844	(144,275) TO 608	2,568,482
900	RESERVE	350,344	730		-		351,075	-	350,844
200	RECREATION	463,921	853,384	490,438	1,250,149		557,594	-	500,051
300	GOLF	18,632	1,168,903	-	1,060,698		126,837		38,349
MAJOR FUND	SUB TOTAL	2,747,300	2,029,632	1,490,930	2,822,237	(144,275)	3,301,350	(144,275)	3,457,727
404	AUDIT	3,044	-	13,155	13,500		2,699		3,202
405	PAVING & LIGHTING	13,191	-	4,572	4,213		13,550		11,635
406	LIABILITY INS.	19,683	-	82,931	67,771		34,843	-	2,077
407	I.M.R.F.	40,313	-	127,543	98,105		69,750	-	53,455
408	POLICE	33,172	-	71,492	44,987		59,677	-	47,162
409	MUSEUM	12,500	-	11,565			24,065		13,047
410	SPECIAL REC.	42,229	-	114,262	97,066		59,424		44,989
411	SOCIAL SEC.	12,281	-	113,816	109,857		16,240		20,108
412	MEMORIAL	1,034	-	250	1,201		83		1,134
413	COMM. EVENTS	27,845	-	10,978	19,879		18,944	-	16,876
NON-MAJOR	SUB TOTAL	205,292	-	550,564	456,582	-	299,275	-	213,686
OPERATING	SUB TOTAL	2,952,593	2,029,632	2,041,494	3,278,819	(144,275)	3,600,625	(144,275)	3,671,413
518	CAPITAL FUND - PARKS	643,139			210,908		432,231	132,008 FROM 610	275,147
523	CAPITAL FUND - GOLF	7,379			24,964		(17,585)		(48,121)
CAPITAL	SUB TOTAL	650,518	-	-	235,873	-	414,645	132,008	227,026
DEBT FINANCING OCCURS IN DECEMBER, ONLY PROPERTY TAXES ARE RECEIVED THROUGHOUT THE YEAR								BOND PAYMENTS DUE DECEMBER 1, 2017	
606	BOND 2014	-					-		-
607	BOND 2015						-		
608	BOND 2014B	26,305			144,275	144,275	26,305	573,550 FROM 100, FROM 610	
609	BOND 2016	440		589,098			589,538		
610	BOND 2017	(5,673)	580,305		5,700		568,932	(561,283) TO 518 TO 608	
Debt	SUB TOTAL	21,072	580,305	589,098	149,975	144,275	1,184,775	-	-
ALL FUND TOTALS		3,147,423	2,609,937	2,630,592	3,664,667	-	5,200,045	0	3,898,439



**PROSPECT HEIGHTS
PARK DISTRICT**

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

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

Date: November 14, 2017
To: Board of Commissioners
From: Scott Devlin, Business Manager
Re: October 2017 Investment Report

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

	Balance EOM	Interest Earned
10/31/2017	\$ 351,074.60	\$74.53

General Account Interest

	Balance EOM	Interest Earned
10/31/2017	\$ 1,088,090.40	\$16.23

Investment Account Interest

	Balance EOM	Interest Earned
10/31/2017	\$ 3,607,005.37	\$662.95

Prospect Heights Park District
Investment Report for Year Ending December 31, 2017

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total</u>
Beginning Balance	\$ 3,511,253	\$ 3,312,720	\$ 3,517,526	\$ 4,362,647	\$ 4,192,894	\$ 4,160,637	\$ 4,077,576	\$ 4,809,714	\$ 5,266,320	\$ 4,604,762			\$ 3,511,253
General Account Activity													\$ -
Interest Income	\$ 8	\$ 7	\$ 34	\$ 11	\$ 6	\$ 5	\$ 10	\$ 34	\$ 32	\$ 16			\$ 163
Net deposited into operating acct.	\$ 498,995	\$ 459,662	\$ 1,161,051	\$ 170,010	\$ 411,471	\$ 312,022	\$ 1,146,793	\$ 974,488	\$ 276,126	\$ 752,926			\$ 6,163,544
Net Withdrawal from operating acct.	\$ (298,235)	\$ (255,483)	\$ (316,537)	\$ (1,240,436)	\$ (444,528)	\$ (395,889)	\$ (415,428)	\$ (518,635)	\$ (338,426)	\$ (381,584)			\$ (4,605,180)
Interest Income-CASH RESERVE	\$ 74	\$ 67	\$ 74	\$ 72	\$ 74	\$ 72	\$ 74	\$ 75	\$ 72	\$ 75			\$ 730
Investment Account	\$ 625	\$ 552	\$ 499	\$ 590	\$ 720	\$ 727	\$ 689	\$ 645	\$ 638	\$ 663			\$ 6,349
Transfers to/(from) Investment Acct	\$ (400,000)			\$ 900,000					\$ (600,000)				\$ (100,000)
Ending Balance	\$ 3,312,720	\$ 3,517,526	\$ 4,362,647	\$ 4,192,894	\$ 4,160,637	\$ 4,077,576	\$ 4,809,714	\$ 5,266,320	\$ 4,604,762	\$ 4,976,858	\$ -	\$ -	\$ 4,976,858



PROSPECT HEIGHTS PARK DISTRICT

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

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

November 14, 2017

To: Park Board of Commissioners
From: Christina Ferraro, Executive Director
Re: November 2017 Board Report

Information and Technology

The District continues to work with AMI Communications & Midco for the District's managed IT services. In September, the board approved the replacement of the firewall and the installation of five antennas to extend cellular 4G coverage at GMRC. These should be installed within the next 3-4 weeks.

ComEd Green Region Program for Nature Preserve in Lions Park

(Resolution 03152016)

The funds remaining in the grant budget will be expended on this project by the end of this year. The remaining dollars will be spent on tools and signage.

There has been discussion about naming this open space and including it on the District's Map and listed as an amenity. I recommend "Nature Preserve". It is located behind the Gary Morava Recreation Center in Lions Park; therefore no additional space is required but including it on maps, etc. may assist with informing the residents of its existence and potentially increase usage.

Comprehensive Master Plan

GreenPlay, LLC presented the plan in September. The written report has been shared with the Board; the consultants anticipate the Board comments, additions and deletions on the final draft received.

Link Together Coalition

This group of agencies in the Wheeling Township meet frequently to prevent youth drug and alcohol usage. They implement evidence-based programs, marketing campaigns targeted towards parents and youth and advocate for local ordinance enforcement. I began attending meetings this month. The District was previously involved since its inception.

NWSRA

NWSRA has received a \$221,000 grant for the 2017/2018 school year for a PURSUIT3/NWSRA program space. The grant covers rent, furniture, equipment, supplies, IT needs and possible construction costs for the chosen site. NWSRA has determined that the Buffalo Grove / Wheeling / River Trails/ Mount Prospect/ Prospect Heights area is a service area that can address the 80 ready to serve clients out of the 172 person interest list. They are in need of approximately 2,000 square feet. NWSRA

met with the Districts directors requesting possible space and would like a response by Thanksgiving to open the space for the fall 2018. At this time, I do not feel GMRC can provide the space but I would like to explore this option in the future should the space become available and the need still exist.

Future 2017/2018 Board meeting agenda items

December	Budget Draft 2 Tax Levy Ordinance
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January	Budget Approval
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PROSPECT HEIGHTS PARK DISTRICT

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

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

November 7, 2017

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

Fitness Studio

Our new Fitness Studio opened on November 1st. We can take a tour on the board meeting night. We have received many compliments and Olivia already added another section of Chair Yoga. Jazzercise will be using the Fitness Studio when we do not have park district programs scheduled.

Winter/Spring Brochure

The brochure was forwarded to the printer and will be delivered on November 14th. Some of the new events and programs to look for include: Family Trivia Night, Bingo Night, Extreme Nest Makeover Drop In Event, Holiday Drop N Go, Competitive Dance Team and Winter Production Mini Camp. We have added Beer Tasting to our Wine Tasting and Bucket of Balls event on May 24th.

Arts Showcase

The Arts Showcase will be held this Saturday, November 11th from 10 AM to 3 PM. The day will include an Art Showcase from Local Artists: Kate Tully of Prospect Heights and Allison Walsh of Mt. Prospect. The showcase will also feature a salute to our Veterans that work for PHPD at 1 PM. There will be a cooking demonstration, photo contest and craft table for children.

We will have performances from our classes:

11AM Creative Kids Preschool & Kinderstop Students
11:30 AM Star Studio Dancers
1 PM Salute to Veterans
2 PM Thanksgiving Cooking Demonstration

Block Party

I will be attending SPRA Showcase on Nov. 8th to listen to new entertainment options in the area.

Spookfest

It was fun to be a part of our most successful Spookfest! Between the excellent marketing, weather and well organized event, it brought in a large crowd and they enjoyed the evening. Ben Jackson organized the high school volunteers for the games and haunted hayride. He did an exceptional job! This team effort with the recreation staff, administration staff, maintenance staff and volunteers led by Marci was sensational!



PROSPECT HEIGHTS PARK DISTRICT

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

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

November 8, 2017

To: Christina Ferraro Executive Director
From: Dino Squiers, Superintendent of Facilities & Parks
Re: November 2017 Board Report

Plumbing

Shut off valve was installed on water line in the men's locker room to isolate the drinking fountain. Old parts were removed from the fixture and brought to the supplier to locate replacements; standard parts for this fountain are no longer available.

HVAC

Coils for the west air handler were not heating; zone damper would not open and stopped the flow of hot water. Motor was replaced to correct the flow of water. Boiler was shutting down and not resetting. Boiler control was removed and tested at south side control, igniter post was removed and reset to the proper position. Roof top unit for room two was not circulating due to the stretched belt that was slipping on the pulley. Belt was replaced and adjusted.

Fitness Studio

Floors will be resurfacing when school classes are off; even with the low VOC floor finish/sealer the odor is still noticeable. Fitness studio hallway walls were patched and painted. Ceiling tiles replaced and LED lights replaced the old fluorescent fixtures.

Pool

Pressure testing of the pool lines was scheduled for last week end, testing was postponed due to the weather, we are trying to reschedule for this year if possible.

Generator

Annual service for the stand by generator was completed. Besides changing fluids outputs are tested for the proper voltage under load and starting capacity in an emergency.

Parks

Weather conditions have extended grass cutting this season. Leaf clean up continues and parks labors are scheduled to finish this week for the season. Besides regular maintenance the parks staff has helped with special projects this season.

Roberto Gonzalez

Roberto passed away last week while getting ready for work. He was a seasonal park employee that has been with the park for some time. He worked well with parks crew and was liked by all, hard worker, reliable and always ready to help when needed. He will be missed by all.

CCTV

Two cameras were hit and knocked out of focus. No replacements parts were needed, we were able to secure and adjust both devices and put back in service.



**PROSPECT HEIGHTS
PARK DISTRICT**

(847) 394-2848

Fax (847) 394-7799

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

To: Christina Ferraro, Executive Director

From: Marc Heidkamp, Director of Golf Operations

Re: October 2017 Golf Operations Board Report

October started out beautiful and provided the club with some steady play. As the month proceeded, we encountered foul weather which prevented us from beating last year's October. We were lucky for the little weather we had and finished the month close to last season.

The cart feet has been winterized and are ready to be stored for the winter. Minor repairs will be performed by the grounds crew this winter.

The boilers were started on October 28th and are running efficiently. I will be changing the air handlers next month for additional heat.

We are looking forward the November and hosting the Turkey Shoot. Hopefully the weather will get better and we can finish strong for the conclusion of the 2017 season.



**PROSPECT HEIGHTS
PARK DISTRICT**

(847) 394-2848

Fax (847) 394-7799

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

DATE November 10, 2017
TO Marc Heidkamp, Director of Golf
FROM: Jerry Arden, Golf Superintendent
RE: October 2017

The golf course is in good shape and we're getting ready to put it to sleep for the year. Tree trimming continues along with trap removal on hole #7.

The well-crew should be out within the week so we can find out what the problem is. My recommendation: if the motor is bad is to buy a new one considering the cost of pulling and putting the motor back in the hole. Maybe it's something simple like a broken wire. The summer crew is gone as of 11/10/2017 they all worked very hard this golf season and I commend them all.



PROSPECT HEIGHTS PARK DISTRICT

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

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

November 8, 2017

To: Julie Caporusso, Superintendent of Recreation

From: Laura Fudala, Supervisor of Recreation

Re: November Board Report

Preschool

October is a very busy month for our preschoolers! We started the month with our all school field trip to Goeberts Pumpkin Patch in South Barrington. The weather was a little cool and gloomy, but it didn't stop the kids from having fun! For our preschool field trips the parents have to attend with their child. Next, was our trip to the Prospect Heights Fire Station! This was a great experience, as the kids got a tour of the fire house and got to see the fire engine, and ambulance! Our final big highlight of the month was our Halloween Parties! Each class paraded around our building in their costumes, then went back to their rooms for their parties!

The preschoolers are also very busy practicing their Veteran Day songs for the Art Showcase on November 11th, can't wait to hear them!

Kinder Stop

The AM and PM Kinder Stop students have been busy practicing their songs for the Art Showcase on November 11th.

On October 30th, Stephanie Conboy from the Prospect Heights Police Department came to talk to our Kinder Stop students about Halloween safety, read them a Halloween book and brought each kid a little treat! The kids enjoyed her stopping by!

Kids Day Off

There was two Kids Day Off in October. October 9th, the participants went to Main Event in Hoffman Estates. There the kids went bowling, had a two-hour fun card, and did the gravity ropes. We had 28 participants. Our second trip of the month was October 10th, to Didier Farms. For this trip we had 36 participants. Comparing these two dates participant wise from 2016 we had 22 participants and 33 participants.

PDRMA

On October 18th and 19th I attended the HR Essential Part 2 training.



PROSPECT HEIGHTS PARK DISTRICT

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

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

November 2017

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

Dance

It has been a great season of dance so far! I am very excited to announce a new dance class was added to our Saturday line-up just this past week. It is a private hip hop dance class for 2 sisters and their friend. They had prior obligations for September and October but really wanted to dance and take part in our recital. Ms. Lauren was happy to plan a private class for their small group. Our fall dance now has 75 students in 14 dance classes. Our recital will be on Sat. Dec 15th at Forest View Educational Center.

Our Popcornopolis fundraiser has ended and we had a great response. Final number are still coming in, final statistics will be out next month. Popcorn will be delivered just before Thanksgiving.

We will be hosting competition team, the tryout meeting is on Wed. Nov 15th at 6:00pm. This is an informational meeting for parents and interested dancers to discuss clinics, tryouts and competitions for 2018.

Both our Jr & Sr Company Dance classes will be dancing at our Arts Showcase on Sat. Nov 11th.

Performing Arts

New for 2018 will be a 4-day minicamp in early January before the kids go back to school. During this camp we will give participants a sneak peek into acting, improv, dance, singing, scene blocking & so much more.

Active Adults

Our Active Adults have been busy this fall with a lot of fun activities. They spent the last several weeks seeing Duke Ellington's Greatest Hits with 14 patrons, Motown & More at White Fence Farm with 16 patrons, Our Famous Shopping Tour to Shipshewana with 24 patrons (we also welcomed Rolling Meadows Park District with an added 10 patrons) & Wayne Newton at the Arcada Theatre with 10 patrons who also enjoyed lunch in the new Arcada Speakeasy. We have a lot of great holiday theme trips coming up over the next few weeks. A great time was had by all who attended. My Winter/Spring Newsletter will be out on Tuesday, November 14th.

Special Events

SpookFest was on Saturday, October 21st from 4:00pm to 7:30pm. What OUTSTANDING weather we had! It was 70 degrees which brought out the people in masses. We had 258 paying children along with their parents enjoy our hayride with the newly created scenes along the way, Trick or Treat Street full of games for all ages and new this year was decorate-a-pumpkin. We purchased 100 pumpkins that disappeared quickly, which was a great problem to have. All families had a wonderful time! Compliments are for all around.



PROSPECT HEIGHTS PARK DISTRICT

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

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

November 7, 2017

To: Julie Caporusso, Superintendent of Recreation

From: Olivia Shapley, Supervisor of Recreation

Re: November Recreation Board Report

Athletics

Our Fall sessions for SportsKids Inc. went really well, and we had a great turnout. Our Youth Boys and Girls Basketball League and the Jr. Basketball League are starting soon, the deadline for both is on November 30th.

Fitness

Our November triathlon is currently underway. The kick off last week went well with having Chiro One and snacks for the participants! Patrons have until the end of November to complete all 50 miles!

Fitness Membership Statistics Report (Comparing October 2016 to October 2017)

Memberships	October 2017	October 2016
3 Months Pass	4	3
Gym & Racquetball Pass	14	14
1 Year Fitness Pass	19	21



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 4, 2017

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held at the Hilton Hotel, Chicago, Illinois, January 18-20, 2018.

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

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

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

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

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 20, 2018 at 3:30 p.m. in the Grand Ballroom of the Hilton Hotel, 720 S. Michigan Avenue in Chicago, Illinois.

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

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

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

CREDENTIALS CERTIFICATE

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

_____ held at
(Name of Agency)
_____ on _____ at _____
(Location) (Month/Day/Year) (Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held at the Hilton Hotel, Chicago, Illinois on **Saturday, January 20, 2018 at 3:30 p.m. in the Grand Ballroom:**

<u>Name</u>	<u>Title</u>
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Delegate:	_____
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1st Alternate:	_____
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2nd Alternate:	_____
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3rd Alternate:	_____
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This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal:	Signed: _____ (President of Board)
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Attest:	_____
	(Board Secretary)

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