

# **NOTICE OF WORKSHOP MEETING**

**Tuesday, May 12, 2020**

**6:00 p.m.**

Park District of Highland Park  
Board of Park Commissioners  
West Ridge Center  
636 Ridge Rd.  
Highland Park, IL 60035

---

## **WORKSHOP MEETING AGENDA**

Members of the public may view a live stream of the Workshop Meeting by clicking the Tuesday, May 12 Workshop Meeting Video link found at <https://www.pdhp.org/park-board/meetings/>

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS TO THE AGENDA
- IV. PUBLIC COMMENT FOR ITEMS ON AGENDA  
For public comment, members of the public should email Brian Romes, Executive Director, at [bromes@pdhp.org](mailto:bromes@pdhp.org). Emails will be accepted until 5:45 p.m. on Tuesday, May 12. Email comments will be read aloud during the meeting.
- V. ROSEWOOD BEACH PROJECT UPDATE
- VI. SUNSET WOODS PLAYGROUND RENOVATION DESIGN SERVICE RFQ
- VII. THE PRESERVE OF HIGHLAND PARK PROJECT UPDATE
- VIII. COVID-19 EMERGENCY OPERATIONS PLANNING UPDATE
- IX. REVIEW OF VOUCHERS
- X. CLOSED SESSION PURSUANT TO THE FOLLOWING SECTIONS OF THE OPEN MEETINGS ACT: Section 2(c)1 – the appointment, employment, compensation, discipline of the District including legal counsel for the District; Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired; Section 2(c)6 – the setting of a price for sale or lease of property owned by the District; Section 2(c)8 – security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; Section 2(c) 11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent; Section 2(c) 21 – the discussion of minutes lawfully closed under the Act, whether for the purposes of approval of said minutes or for conducting the semi-annual review of the minutes as set forth in section 2.06 of the Act.; Section 2(c) 29 - for discussions between internal or external auditors and the Board. Possible action by the Board on items discussed in closed session.
- XI. ACTION FROM CLOSED SESSION IF ANY

# **NOTICE OF WORKSHOP MEETING**

**Tuesday, May 12, 2020**

**6:00 p.m.**

**Park District of Highland Park  
Board of Park Commissioners  
West Ridge Center  
636 Ridge Rd.  
Highland Park, IL 60035**

---

## **XII. ADJOURNMENT**

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's ADA Compliance Officer, Brian Romes, at the Park District's Administrative Office, 636 Ridge Road, Highland Park, IL Monday through Friday from 8:30 a.m. until 5:00 p.m. at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 847-831-3810; fax number 847-831-0818.



# Memorandum

**To:** Park Board of Commissioners

**From:** Jeff Smith, Director of Planning and Projects; Brian Romes, Executive Director

**Date:** May 12, 2020

**Subject:** **Rosewood Beach Update**

---

The Rosewood Beach Recreation Cove Protection Project has been completed. The cove was replenished with Birdseye Sand to provide protection of the cove, the adjacent boardwalk, and the playground. Stone was placed along the interior of the south breakwater to mitigate the passage of sand through this area. Margaret Boshek of SmithGroup will provide an overview of the project and discuss how all three coves have responded to recent storms.



# Memorandum

**To:** Board of Park Commissioners

**From:** Amalia Schwartz, Planning and Projects Manager; Jeff Smith, Director of Planning and Projects; Brian Romes, Executive Director

**Date:** May 12, 2020

**Subject:** **Sunset Woods Playground Renovation Design Service RFQ**

---

Two playgrounds at Sunset Woods Park are scheduled for replacement in 2020/2021: the 21st Century Playland and Titanic Tides tot lot. The Park District's Master Plan, GreenPrint 2024, identifies the renovation of these Sunset Woods Playgrounds as a priority project. In Fall 2019, the Park District conducted a reassessment of GreenPrint 2024, which included the completion of a statistically valid, community-wide survey. The results of this assessment showed continued support for the renovation of the Sunset Woods Playgrounds. Playground design is budgeted in the 2020 Capital Plan and was deemed a priority project as part of the recent Capital Plan review. Construction is budgeted in the 2021 Capital Plan.

Requests for Qualifications (RFQ) were submitted to the Park District on Friday, April 24. We received proposals from 12 firms which included general firm information, a letter of interest, understanding of the scope, plan of approach, examples of previous work, and the proposed team. The required RFQ process is qualifications-based and cannot take fees into consideration. Staff evaluated all submissions and selected 5 firms to conduct interviews with.

Staff will provide an overview of the RFQ process to the Park Board of Commissioners, as well as a summary of results. A final recommendation, including fees negotiated with the top-ranked firm, is scheduled to be presented at the Regular Park Board Meeting on May 26.



# Memorandum

**To:** Park Board of Commissioners

**From:** Rebecca Grill, Natural Areas Manager; Dan Voss, Director of Parks; Brian Romes, Executive Director

**Date:** May 12, 2020

**Subject:** **The Preserve of Highland Park Project Update**

---

Staff continues working with Landscape Architecture Firm Hey & Associates on finalizing construction documents for the Preserve of Highland Park. Staff expects to submit the final construction documents to Lake County Stormwater Management Commission (SMC) and the City of Highland Park for Watershed Development Ordinance permitting this month.

The District received the awarded OSLAD grant agreement documents from IDNR last week which includes \$400,000 for trail work, park amenities, and landscaping. Construction for this project cannot be bid until the grant agreement(s) are signed by the Park District, returned, and have been fully executed by the Director of IDNR.

As previously reported, the Park District's application for IDNR's Recreational Trails Program was forwarded to the U.S. Department of Transportation Federal Highway Administration for consideration. Once approved, the grant will fund trail amenities including a restroom, additional signage, trail markers, and a traffic circle to enhance pedestrian/bike flow around the site's nature maze. The restroom component of the site amenities is estimated to cost \$72,300, with requested grant funds of \$57,500. Staff worked with Hey & Associates to determine the best restroom option, knowing that the site currently does not have access to water or sanitation. The recommended restroom is a single user, vault-style restroom called the **CXT Rocky Mountain**. The interior of the restroom is ADA accessible, and is also shown below with standard features. Available upgrades that are within the allocated budget include a tile floor, wainscoting, solar lighting, a mirror and solar fan. A different interior paint color is also optional and would not increase the cost.

The tentative project schedule, contingent on the grant agreements, is included in the First Amendment to Intergovernmental Agreement By, Between, and Among the Lake County Forest Preserve District, The Park District of Highland Park and the City of Highland Park concerning the properties known as Skokie River Woods and Community Park.

**Project Schedule**

Exhibit M-1:  
Schedule for Construction of Improvements  
Depicted in Park District Master Plan

---

Spring 2020	Final Approvals and Permitting
Summer 2020	Bid/Award Project
Summer 2020 - Winter 2020/21	Installation of Park and Programming Features Shoreline Restoration Seeding, Monitoring and Maintenance
Spring 2021	Trail and Pathway Development Including Gateway Path (except that the construction schedule for the Access Trail as defined in the Intergovernmental Agreement is set forth in Section 7.B.2.c of the Intergovernmental Agreement.) Installation of Landscaping and Live Plants
Late Summer 2021	Completion of All Master Plan Improvements Opening Event
2021 – 2023	Establishment and Maintenance of Restored Areas

---

**CXT Rocky Mountain Restroom**





# Memorandum

To: Park Board of Commissioners

From: Brian Romes, Executive Director

Date: May 12, 2020

Subject: **COVID-19 Emergency Operations Planning Update**

---

## **Summary**

Executive Director Romes will provide an update regarding the Park District's emergency operational plans and response efforts due to the SARS-CoV-2 (Corona) Virus.



To: Board of Park Commissioners

From: Karen Lakoske - Accounts Payable Administrator  
Mari-Lynn Peters - Finance Director  
Brian Romes - Executive Director

Date: May 12, 2020

Subject: Bills presented for the Board's review on May 12, 2020.  
Checks written April 23, 2020 to May 7, 2020 .

**BILLS**

<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
May 7, 2020	\$ 431,033.77
Void Payments	\$ (184.00)
Bank Drafts	\$ 49,816.89
P-Card	\$ 105,744.71
<b>TOTAL</b>	<b>\$ 586,411.37</b>

**PAYROLL DISBURSEMENTS**

<b>TOTAL</b>	<b>\$ -</b>
<b>GRAND TOTAL</b>	<b>\$ 586,411.37</b>





Park District of Highland Park, IL

# Check Register

Packet: APPKT02343 - 20200507 1

By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<b>Bank Code: AP-AP BANK</b>						
18576 <u>1134360</u>	ALFRED KLAIRMONT Invoice	05/07/2020 05/01/2020	Regular Refund 10 @ \$51.00 ea.	0.00 0.00	510.00 510.00	184721
18573 <u>1134251</u>	AMANDA MOR Invoice	05/07/2020 04/29/2020	Regular Refund	0.00 0.00	380.00 380.00	184722
18139 <u>19887</u> <u>21817</u> <u>21917</u>	AMERICAN BACKFLOW & FIRE PREV Invoice Invoice Invoice	05/07/2020 02/13/2020 04/27/2020 04/30/2020	Regular Backflow inspection - post repair Bi-Annual Pre-Engineered System Inspecti Annual fire alarm inspection	0.00 0.00 0.00 0.00	825.00 300.00 400.00 125.00	184723
17606 <u>1134549</u> <u>1134549-1</u>	ANN SHAFER Invoice Invoice	05/07/2020 05/04/2020 05/04/2020	Regular Refund Refund	0.00 0.00 0.00	405.00 197.00 208.00	184724
18577 <u>1134373</u>	CHARLES SPUNGEN Invoice	05/07/2020 05/01/2020	Regular Refund 10 @ \$51.00 ea.	0.00 0.00	510.00 510.00	184725
14371 <u>042720</u> <u>4272020</u>	CHILDREN'S THEATRE COMPANY Invoice Invoice	05/07/2020 04/27/2020 04/27/2020	Regular Winter 2020 Dance class fee Winter 2020 Theatre Programs	0.00 0.00 0.00	10,098.40 1,521.00 8,577.40	184726
16419 <u>1134161</u>	CHRISTINA ANKER Invoice	05/07/2020 04/29/2020	Regular Refund	0.00 0.00	112.00 112.00	184727
14270 <u>043</u>	CLUB MOMENTUM ATHLETICS Invoice	05/07/2020 04/23/2020	Regular 2020 Winter Volleyball Clinic	0.00 0.00	2,750.54 2,750.54	184728
10537 <u>0203254004 041</u>	COMMONWEALTH EDISON COMPAI Invoice	05/07/2020 04/15/2020	Regular HPGLC/Dog Park Lights 03/17/20-04/15/2	0.00 0.00	720.77 720.77	184729
16142 <u>17283277501</u>	CONSTELLATION NEWENERGY INC Invoice	05/07/2020 04/24/2020	Regular 1201 Park Ave W 03/25/20-04/23/20	0.00 0.00	4,777.39 4,777.39	184730
10624 <u>43066</u>	DANIEL CREANEY COMPANY Invoice	05/07/2020 04/07/2020	Regular Moraine Park Path	0.00 0.00	770.00 770.00	184731
18564 <u>1131754</u> <u>1131754-1</u> <u>1131754-2</u> <u>1131754-3</u>	DANNY FRIEDMAN Invoice Invoice Invoice Invoice	05/07/2020 04/22/2020 04/22/2020 04/22/2020 04/22/2020	Regular Refund Refund Refund Refund	0.00 0.00 0.00 0.00 0.00	512.00 128.00 128.00 128.00 128.00	184732
18575 <u>1134342</u>	DAVID POLLANS Invoice	05/07/2020 05/01/2020	Regular Refund 10 @ \$55.00 ea.	0.00 0.00	550.00 550.00	184733
18523 <u>1134561</u> <u>1134561-1</u> <u>1134561-2</u>	DENISE BASS Invoice Invoice Invoice	05/07/2020 05/04/2020 05/04/2020 05/04/2020	Regular Refund Refund Refund	0.00 0.00 0.00 0.00	330.00 110.00 110.00 110.00	184734
18570 <u>1133878</u> <u>1133878-1</u>	FRANNY KAULENTIS Invoice Invoice	05/07/2020 04/28/2020 04/28/2020	Regular Refund Refund	0.00 0.00 0.00	1,800.00 900.00 900.00	184735
14025 <u>1134552</u>	IRENA RATNER Invoice	05/07/2020 05/04/2020	Regular Refund	0.00 0.00	108.00 108.00	184736

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
18561	J MILLER MARKETING INC	05/07/2020	Regular	0.00	250.00	184737
<u>10787-1</u>	Invoice	03/03/2020	Advertising	0.00	250.00	
11363	JOHN KENO AND CO., INC.	05/07/2020	Regular	0.00	365,907.46	184738
<u>2000.04-01</u>	Invoice	04/29/2020	Rosewood Beach Nourishment Project	0.00	153,394.43	
<u>2000.04-02</u>	Invoice	04/29/2020	Rosewood Beach Sand & Stone	0.00	212,513.03	
18183	JOSEPH WHITCOMB	05/07/2020	Regular	0.00	124.00	184739
<u>080519 - 1</u>	Invoice	09/04/2019	Refund - Stale check replaced	0.00	124.00	
18574	JULIE MURCHISON	05/07/2020	Regular	0.00	89.00	184740
<u>1134329</u>	Invoice	05/01/2020	Refund	0.00	89.00	
11427	K H KIM TAEKWONDO	05/07/2020	Regular	0.00	5,070.00	184741
<u>030520</u>	Invoice	05/05/2020	2020 Winter class fee	0.00	5,070.00	
16184	KARYN UDANY	05/07/2020	Regular	0.00	900.00	184742
<u>1133880</u>	Invoice	04/28/2020	Refund	0.00	900.00	
18571	KIRSTEN FEENEY	05/07/2020	Regular	0.00	900.00	184743
<u>1133903</u>	Invoice	04/28/2020	Refund	0.00	900.00	
18579	KRISTI FOREHAND	05/07/2020	Regular	0.00	330.00	184744
<u>1134475</u>	Invoice	05/04/2020	Refund	0.00	330.00	
18565	LAURA LAMBERTI	05/07/2020	Regular	0.00	27.52	184745
<u>1131742</u>	Invoice	04/22/2020	Refund	0.00	27.52	
18498	LESLIE KATZ	05/07/2020	Regular	0.00	1,021.25	184746
<u>1133868</u>	Invoice	04/28/2020	Refund	0.00	812.25	
<u>1133868-1</u>	Invoice	04/28/2020	Refund	0.00	209.00	
18511	LESLIE PRICE	05/07/2020	Regular	0.00	48.07	184747
<u>1133890</u>	Invoice	04/28/2020	Refund	0.00	48.07	
12837	MARC KALLISH	05/07/2020	Regular	0.00	969.00	184748
<u>1134378</u>	Invoice	05/01/2020	Refund 19 @ \$51.00 ea.	0.00	969.00	
13857	MARIJA ROBINSON	05/07/2020	Regular	0.00	138.00	184749
<u>1132982</u>	Invoice	04/24/2020	Refund	0.00	138.00	
18568	MARISSA TEPLITSKY	05/07/2020	Regular	0.00	445.50	184750
<u>1133649</u>	Invoice	04/27/2020	Refund	0.00	445.50	
18582	MARJU RAGONE	05/07/2020	Regular	0.00	205.00	184751
<u>1134621</u>	Invoice	05/05/2020	Refund	0.00	205.00	
18569	MARNY KRAVENAS	05/07/2020	Regular	0.00	262.50	184752
<u>1133869</u>	Invoice	04/28/2020	Refund	0.00	262.50	
18581	MICHAEL MAZZA	05/07/2020	Regular	0.00	49.00	184753
<u>1134684</u>	Invoice	05/05/2020	Refund	0.00	49.00	
16928	E-QUANTUM CONSULTING, LLC	05/07/2020	Regular	0.00	330.00	184754
<u>6267</u>	Invoice	05/01/2020	Electric Consulting Service	0.00	330.00	
18567	MICHELE FACCHINI	05/07/2020	Regular	0.00	150.00	184755
<u>1131808</u>	Invoice	04/23/2020	Refund	0.00	150.00	
14647	MIDWEST FENCING CLUB	05/07/2020	Regular	0.00	842.40	184756
<u>41</u>	Invoice	04/28/2020	2020 Winter session 02/21/20-03/20/20	0.00	842.40	
17106	MISS CATHY MUSIC INC	05/07/2020	Regular	0.00	1,528.80	184757
<u>042920</u>	Invoice	04/29/2020	2020 Winter class fee Level 2	0.00	1,528.80	
18580	NATHAN SCHECK	05/07/2020	Regular	0.00	1,386.00	184758

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1134618</u>	Invoice	05/05/2020	Refund 11 @ \$126,00 ea.	0.00	1,386.00	
10006	NCPERS GROUP LIFE INSURANCE	05/07/2020	Regular	0.00	112.00	184759
<u>3301052020</u>	Invoice	04/13/2020	NCPERS Group Life Insurance	0.00	112.00	
13604	NORTH SHORE GAS	05/07/2020	Regular	0.00	115.26	184760
<u>0602405421-000</u>	Invoice	04/15/2020	2900 TrailWay,Cunniff Park Shelter 03/12	0.00	115.26	
18492	NORTH SHORE RADIO CLUB	05/07/2020	Regular	0.00	120.00	184761
<u>1134246</u>	Invoice	04/29/2020	Refund	0.00	120.00	
18394	PULSE BOXING AND FITNESS	05/07/2020	Regular	0.00	1,575.00	184762
<u>042320</u>	Invoice	04/23/2020	Winter 2020 class fee - Ninja Warrior Trai	0.00	1,575.00	
11998	PARK DISTRICT RISK MGMT AGCY	05/07/2020	Regular	0.00	4,327.14	184763
<u>06012020</u>	Invoice	05/05/2020	Health Invoice	0.00	4,327.14	
18566	RANDI BORN	05/07/2020	Regular	0.00	336.50	184764
<u>1131835</u>	Invoice	04/23/2020	Refund	0.00	189.00	
<u>1131873</u>	Invoice	04/23/2020	Refund	0.00	147.50	
18572	RICKI ALVA	05/07/2020	Regular	0.00	193.43	184765
<u>1134020</u>	Invoice	04/29/2020	Refund	0.00	193.43	
12211	RICOH USA, INC	05/07/2020	Regular	0.00	79.37	184766
<u>5059355926</u>	Invoice	04/17/2020	Copies 03/17/20-04/16/20	0.00	79.37	
18578	ROBERT BERNSTEIN	05/07/2020	Regular	0.00	385.00	184767
<u>1134482</u>	Invoice	05/04/2020	Refund	0.00	385.00	
15428	SHARI SCHACHTER	05/07/2020	Regular	0.00	900.00	184768
<u>1133875</u>	Invoice	04/28/2020	Refund	0.00	900.00	
16393	SHRUTI SHAH	05/07/2020	Regular	0.00	972.14	184769
<u>1133874</u>	Invoice	04/28/2020	Refund	0.00	428.57	
<u>1133874-1</u>	Invoice	04/28/2020	Refund	0.00	428.57	
<u>1133874-2</u>	Invoice	04/28/2020	Refund	0.00	115.00	
12393	SMITHGROUP, INC.	05/07/2020	Regular	0.00	14,927.33	184770
<u>0145983</u>	Invoice	03/24/2020	Prof Services 01/01/20-02/28/20 Rosewo	0.00	1,462.50	
<u>0146770</u>	Invoice	04/22/2020	Prof Services 02/29/20-03/27/20 Rosewo	0.00	13,464.83	
17627	THOMAS M. MCNABOLA	05/07/2020	Regular	0.00	60.00	184771
<u>042419 - 1</u>	Invoice	04/24/2019	Refund - Stale check replaced	0.00	60.00	
16706	TRACY BORON	05/07/2020	Regular	0.00	754.00	184772
<u>1134539</u>	Invoice	05/04/2020	Refund	0.00	135.00	
<u>1134539-1</u>	Invoice	05/04/2020	Refund	0.00	234.00	
<u>1134539-2</u>	Invoice	05/04/2020	Refund	0.00	385.00	
12703	UNITED WAY OF METRO CHICAGO	05/07/2020	Regular	0.00	44.00	184773

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>042320</u>	Invoice	04/23/2020	United Way	0.00	44.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	71	53	0.00	431,033.77
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>71</b>	<b>53</b>	<b>0.00</b>	<b>431,033.77</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT02341 - 20200506 3

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 18183	JOSEPH WHITCOMB	05/06/2020	Regular	0.00	-124.00	183879

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-124.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>-124.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT02342 - 20200506 4

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 17627	THOMAS M. MCNABOLA	05/06/2020	Regular	0.00	-60.00	183323

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-60.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>-60.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT02336 - 20200429 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: PAYROLL-PAYROLL BANK</b>						
10058	AFLAC	04/29/2020	Bank Draft	0.00	785.44	DFT0002573
<u>AFLAC 042420</u>	Invoice	04/24/2020	AFLAC 04/24/20	0.00	785.44	
11161	ICMA RETIREMENT TRUST #302037	04/29/2020	Bank Draft	0.00	4,029.10	DFT0002574
<u>ICMA 457 04242</u>	Invoice	04/24/2020	Wire Transfer ICMA 457 Deferred Comp	0.00	4,029.10	
12825	ICMA RETIREMENT TRUST #705568	04/29/2020	Bank Draft	0.00	295.00	DFT0002575
<u>ICMA Roth 04242</u>	Invoice	04/24/2020	Wire Transfer ICMA Roth	0.00	295.00	
11177	ILL MUNICIPAL RETIREMENT FUND	04/29/2020	Bank Draft	0.00	44,707.35	DFT0002576
<u>IMRF April 2020</u>	Invoice	04/24/2020	IMRF 04/24/20	0.00	44,707.35	

**Bank Code PAYROLL Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	49,816.89
EFT's	0	0	0.00	0.00
	<b>4</b>	<b>4</b>	<b>0.00</b>	<b>49,816.89</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT02335 - 20200429 1

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
10313	BOA P-CARD STATEMENTS	04/29/2020	Bank Draft	0.00	105,744.71	DFT0002572
<u>040720</u>	Invoice	04/07/2020	P-Card with PA	0.00	105,744.71	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	105,744.71
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>105,744.71</b>



P-Card Transactions  
03/08/20 - 04/07/20

Vendor Name	Transaction Count	Amount Total
2XL CORP/CARE-GYMWIPES	1	\$951.95
845 BOWLERO 8003425263	3	\$299.70
ALAMO TOLL	2	\$8.95
AMAZON.COM B92494FF3 A	1	\$37.98
AMAZON.COM FP9GC8F03 A	1	\$269.98
AMAZON.COM JV4KD8DI3 A	1	\$73.43
AMAZON.COM SF7UF9BE3 A	1	\$28.98
AMAZON.COM Y66C97RZ3 A	1	\$266.79
AMERICAN HOTEL REGISTE	1	\$524.16
AMZN MKTP US 0K5663VH3	1	\$45.58
AMZN MKTP US 1O9JO2VQ3	1	\$67.80
AMZN Mktp US 3H5PH1IM3	1	\$117.96
AMZN MKTP US 5P2U39JC3	1	\$222.74
AMZN Mktp US 8475K7GB3	1	\$10.38
AMZN MKTP US 912WN8JO3	1	\$30.98
AMZN Mktp US C229B4PP3	1	\$24.67
AMZN Mktp US D30X68JE3	1	\$100.90
AMZN MKTP US HB6QB7FV3	1	\$25.98
AMZN MKTP US IZ58A6S03	1	\$141.97
AMZN Mktp US KK0XZ3AV3	1	\$140.57
AMZN Mktp US LA8ND99J3	1	\$111.96
AMZN MKTP US NG0E87DQ3	1	\$108.33
AMZN Mktp US OR68M78C3	1	\$69.99
AMZN Mktp US XA3WF01Y3	1	\$48.99
ANCHOR INDUSTRIES	1	\$595.46
ANDERSON LOCK CO	2	\$762.31
APFS STAFFING, INC.	2	\$6,301.30
AT&T PREMIER EBIL	1	\$1,021.60
ATT BUS PHONE PMT	1	\$162.48
AVALON PETROLEUM	1	\$4,427.43
BARNABYS OF NORTHBROOK	1	\$63.80
BHFX #10	1	\$65.00
BLN SPAMTITAN	1	\$195.72
BSN SPORTS LLC	2	\$1,717.35
BURRIS EQUIPMENT CO	1	\$186.80
CHALLENGER E-COMMERCE	1	\$929.90
CHICAGO FSC	3	(\$415.00)
CHICAGO TRIB SUBSCRIPT	2	\$31.92
CITY OF HIGHLAND PARK	1	\$8,171.75
CLAIM ADJ/ALBINO ENTERPRI	1	(\$1,242.55)
Claim ADJ/SoundCloud Inc	2	(\$288.00)
CLEAN CUT TREE CARE IN	1	\$5,724.00
CLIFFORD WALD AND COMP	1	\$884.97
COMCAST	1	\$12,007.67
COMCAST CHICAGO	1	\$148.35
COMCAST CHICAGO CS 1X	9	\$1,923.70
CRAFTWOOD LUMBER & HAR	6	\$248.14
CURTAIN CALL COSTUMES	1	\$62.13
DIRECT FITNESS SOLUTIO	2	\$361.58

P-Card Transactions  
03/08/20 - 04/07/20

DOLLAR TREE	1	\$62.00
DOMESTIC UNIFORM 5	1	\$219.40
DOMINO'S 2765	1	\$85.17
DROPBOX 7G63BH2LXJV7	1	\$11.99
DTV DIRECTV SERVICE	3	\$605.95
ESRI	1	\$1,600.00
FACEBK 3NXJ4SSFW2	1	\$2.00
FACEBK 9NJUQTWFW2	1	\$35.00
FACEBK BSUP6SSFW2	1	\$75.00
FACEBK CAMZ2SEFW2	1	\$50.00
FACEBK ESDWDSAFW2	1	\$25.00
FACEBK FU6URQAR62	1	\$24.41
FACEBK LDTS4SSFW2	1	\$25.00
FACEBK R2D5ESAFW2	1	\$25.00
FACEBK V846JRNFW2	1	\$75.00
FEDEX 509000862	1	\$44.31
FERGUSON ENT #1550	1	\$106.54
FISH TECH	2	\$19.74
G.W. BERKHEIMER AH	2	\$2,967.30
GOOGLE GSUITE_pdhp.or	1	\$6.00
Google LLC ADS4050332	1	\$500.00
GRAINGER	5	\$812.18
HARRELLS LLC	3	\$10,280.40
HEY AND ASSOCIATES INC	1	\$1,100.00
HOMEDEPOT.COM	1	(\$11.26)
HOUSE OF DOORS INC	1	\$358.76
HP TOPS	1	\$15.00
IDLEWOOD ELECTRIC SUPP	5	\$432.51
ILIPRA.ORG	1	\$165.00
ILLINOIS ASSOC OF PARK	4	\$7,342.17
IN CHRYSALIS DIGITAL	2	\$1,304.11
IN MAX'S DELI OF HIG	1	\$79.92
IN SOUND OF MUSIC SYS	1	\$38.00
IN STORMWIND LLC	1	\$2,490.00
INDEED	3	\$70.03
JACKS SMALL ENGINES &	1	\$96.29
JEWEL-OSCO	3	\$37.12
JIMMY JOHNS - 1032	1	\$36.34
JJB JIBJAB ECARDS	1	\$24.00
JOHNSTONE SUPPLY OF VH	1	\$32.50
JORSON AND CARLSON COM	1	\$71.52
JW TURF INC	2	\$629.38
K M PRINTING CO INC	1	\$240.00
KEYTH TECHNOLOGIES	2	\$44.94
KOMPAN INC	1	\$1,043.00
LAKESHORE RECYCLING SY	5	\$2,957.93
LIFE FITNESS LLC	1	\$73.65
MAGISTO	1	\$15.00
MAILCHIMP MONTHLY	1	\$285.81
MAIN EVENT HOF E-ECOMM	1	\$283.16

P-Card Transactions  
03/08/20 - 04/07/20

MARIANOS #542	2	\$45.28
MARK VEND CO.	2	\$525.28
MENONI & MOCOJNI, INC.	1	\$23.94
MUTUAL ACE HARDWARE &	5	\$215.39
NAPA AUTO PRTS HIGHLAN	8	\$893.20
NORTHSHORE PHYSICIAN	1	\$222.00
OFFICEMAX/DEPOT 6212	1	\$40.49
OFFICESUPPLY.COM	2	\$466.72
PANERA BREAD 204412 O	1	\$285.54
PARK DISTRICT OF HIGHL	1	\$1.00
PARTY CITY 168	1	\$65.88
PAYPAL DAVEBROOKE	1	\$2,212.65
PAYPAL MAGCS	1	\$200.00
PETERSON PRODUCTS	1	\$489.00
PITNEY BOWES PI	1	\$153.42
READYREFRESH BY NESTLE	1	\$621.11
REINDERS - SUSSEX AR	5	\$1,126.77
REINDERS - SUSSEX CS	2	\$652.37
ROSE PEST SOLUTIONS	1	\$110.00
SHELL OIL 57445014202	1	\$95.00
SITEONE LANDSCAPE SUPP	5	\$7,159.37
SMITHEREEN PEST MANAGE	2	\$108.00
STAPLES 00116616	3	\$93.46
SUNSET VALLEY GOLF COU	2	\$0.00
TARGET 00011684	2	\$81.24
TEAMSNAP	1	\$69.99
TEE JAY SERVICE COMPAN	1	\$192.00
THE DOME AT THE BALLPA	2	(\$1,600.00)
THE HOME DEPOT #1926	7	\$424.77
TRIBUNE PUBLISHING COM	1	\$374.30
U OF IL ONLINE PAYMENT	4	(\$350.00)
UDEMY ONLINE COURSES	1	\$32.98
ULINE SHIP SUPPLIES	1	\$440.49
USPS PO 1636060035	1	\$2.70
USPS PO 1642480044	1	\$112.75
VERMONT SYSTEMS INC	1	\$525.00
WALGREENS #5428	1	\$25.03
WAREHOUSE DIRECT	25	\$4,780.18
WM SUPERCENTER #3893	2	\$69.53
ZOOM.US	2	\$67.08
<b>TOTAL</b>		<b>\$105,744.71</b>