

NOTICE OF REGULAR MEETING
Tuesday, November 16, 2021
Immediately Following the 5:00 p.m. Special Meeting

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

REGULAR MEETING AGENDA

Pursuant to Section 7(e) of the Open Meetings Act, the President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person Meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually by the means described below.

Members of the public may view a live stream of the Meeting by clicking the
Tuesday, November 16 Regular Board 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 can attend the virtual meeting so they may have the opportunity to speak during the public comment period.

If you wish to speak during the virtual meeting you will need to register at the link below.

https://us02web.zoom.us/webinar/register/WN_soYrVhx7Sbm4ZMreZWC9yg

Registrants will receive an email with meeting access information from it@pdhp.org.

Anyone wishing to speak during the public comment period of the virtual meeting will need to use the "Raise Hand" function in Zoom to indicate that they would like to speak. The Board President or Board Secretary will call on registrants who have activated the "Raise Hand" feature in alphabetical order.

V. CONSENT AGENDA

A. Approval of the Minutes from the September 13, 2021 Policy Committee Meeting

B. Approval of the Minutes from the October 26, 2021 Regular Board Meeting

C. Approval of the Sunset Valley Golf Club Cart Path Bridge Fabrication Bid

D. Approval of the 2022 IAPD/IPRA Credentials Certificate

E. Approval of the Truth in Taxation Resolution #2021-06

F. Approval of the 2022 Board Meeting Calendar

G. Approval of Resolution #2021-08: Authorizing a Contract with the Lowest Cost Electricity Provider

H. Bills and Payroll in the amount of \$1,366,353.12

VI. FINANCIAL FORECASTS TREASURER'S REPORT

VII. UNFINISHED BUSINESS

A. Approval of the Park Avenue South Storage Lot Design and Engineering Repair Contract

B. Highland Park Golf Learning Center Name Recommendation

NOTICE OF REGULAR MEETING
Tuesday, November 16, 2021
Immediately Following the 5:00 p.m. Special Meeting

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

VIII. NEW BUSINESS

- A. Parks Foundation Update**
- B. Director's Report**
- C. Board Comments**

IX. OPEN TO PUBLIC TO ADDRESS THE BOARD

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. 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.

MINUTES OF A THE POLICY COMMITTEE MEETING OF THE PARK DISTRICT OF HIGHLAND PARK HELD ON SEPTEMBER 13, 2021, 4:05 PM. THE MEETING WAS HELD AT WEST RIDGE CENTER, 636 RIDGE ROAD HIGHLAND PARK.

A motion was made by Vice President Grossberg and seconded by Commissioner Freeman to allow President Ruttenberg to join the meeting through electronic means as their absences was due to employment purposes.

Roll Call:

Aye: Commissioner Freeman, Vice President Grossberg

Nay: None

Absent: None

Abstain: None

Present: Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Also, Present: Executive Director Romes; Director Dunn; Coordinator Hejnowski

Guest Speaker: None

Public Comment

None

Approval of the Policy Committee Meeting Minutes from July 15, 2021

July 15, 2021 Policy Committee Meeting minutes were approved.

COVID-19 Emergency Response Planning Updates

Director Dunn reported that she and Executive Director Romes have been evaluating the possibility of implementing a vaccine mandate for all active employees based on a recent mandate issued by the President for organizations with 100 or more active employees. Director Dunn confirmed that the President's mandate only impacts organizations in the private sector, however, staff are awaiting further guidance from OSHA. As a result, Director Dunn and Executive Director Romes have been weighing the risks and benefits of a mandate vs. weekly testing requirements and found that while Illinois requires school personnel to be vaccinated the mandate does not apply to Park District personnel, even those working in childcare settings. Furthermore, all active employees were required to disclose their vaccination status to which Director Dunn discovered that 92% of Park District personnel are fully vaccinated. Based on the Park District's total vaccination status and since the state of Illinois does not have any mandates required of Park District personnel, and since the Park District Risk Management Agency (PDRMA) has not provided a formal recommendation on the subject, her and Executive Director Romes are opposed to a vaccine mandate and would prefer to continue educating and encouraging employees to get vaccinated.

President Ruttenberg would like to know how many full-time employees are active with the Park District of Highland Park.

Director Dunn reported that the Park District of Highland Park has 93 full-time active employees.

President Ruttenberg is opposed to staff's recommendation. Instead, he would like to follow the same standards and guidelines of Illinois schools requiring all personnel to be vaccinated.

Director Dunn reported that the state requires medical and religious exemptions even under a vaccine mandate, so there may be some employees seeking a medical or religious exemption, in which case those unvaccinated employees would undergo an interactive process with Human Resources.

Commissioner Freeman would like to know how many employees are not vaccinated.

Director Dunn reported that the 8% is composed of 27 employees. Half of those work behind the scenes and the other half are in front-facing positions interacting with children and the public.

Vice President Grossberg would like to know if employees were required to show proof of their vaccine cards.

Director Dunn reported that employees were not asked to provide proof of their vaccine cards.

Commissioner Freeman would like to know if weekly testing could be required of unvaccinated employees vs. a vaccine mandate since the mandate could result in a loss of employees, however, since children 12 years and under cannot be vaccinated, she would like to mitigate unvaccinated employees from coming into close contact with children.

Director Dunn reported that any programs utilizing school district space, such as a gymnasium at Elm Place, would need to follow the school district mandate, so unvaccinated employees would not be able to instruct those programs.

Vice President Grossberg would like to know if there is a cost to the Park District to accommodate unvaccinated employees.

Executive Director Romes reported that the Park District is not going to change programs to accommodate unvaccinated employees. Furthermore, the Park District will follow the same protocols as the school district, permitting religious or medical exemptions.

President Ruttenberg feels that any employee who comes into close contact with children should be vaccinated.

Vice President Grossberg reported that school districts 112 and 109 require unvaccinated employees to get tests each week and provide proof of a negative test result to enter the institution.

President Ruttenberg supports the school district requirement.

Commissioner Freeman does not feel the mandate or weekly testing should apply to employees who do not come in close contact with children.

Vice President Grossberg agreed with Commissioner Freeman; however, he feels the mandate or weekly testing should also include front-facing employees. Additionally, he would like to know which Park District enforced the mandate and what the neighboring District are doing.

Director Dunn reported that the Hoffman Estates Park District enforced the mandate for full-time employees, and the neighboring districts are not enforcing a mandate.

Vice President Grossberg would like to know how much weekly testing will cost the Park District.

Director Dunn reported at this time there is no cost for testing, however, there will be a cost to accommodate time spent to get tested.

Vice President Grossberg would like to know how long it typically takes to receive results from a free testing clinic.

Director Dunn reported that she would need to investigate that as it will affect the policy.

President Ruttenberg feels the district has the best model and would like the Park Board of Commissioners to approve a policy that mimics the school district's model.

Vice President Grossberg would like to know if there is concern about the 27 employees leaving should the Park Board approve a mandate.

Director Dunn and Executive Director Romes reported there is a risk of those employees leaving if a mandate is approved.

President Ruttenberg feels that the Park District's commitment to the community is more valuable than a disgruntled employee. Furthermore, he suggests that our District should lead and set an example vs. following the neighboring districts.

Commissioner Freeman would like to know if the Park District can collect employee vaccination forms.

Director Dunn reported that the Park District is permitted to collect forms, so long as each file is confidential.

Vice President Grossberg and Commissioner Freeman would be in favor of enforcing a mandate if the 92% of fully vaccinated employees significantly drops after proof is required.

Vice President Grossberg requested that staff draft a policy that clearly defines which positions come into close contact with children.

Executive Director Romes reported that Director Dunn will collect vaccine cards from all active employees, and they will work with the District's legal counsel and Risk Management Agency to define what is considered close contact with children, and identify which positions fall into that category. Furthermore,

they will draft a policy requiring employees who come into close contact with children to get vaccinated or test weekly.

Vice President Grossberg would like to know if the Park District's insurance premiums are suspected to rise due to unvaccinated employees.

Director Dunn reported that PDRMA does not anticipate a significant increase in insurance premiums since most of the Park District's workforce are seasonal or part-time employees.

President Ruttenberg requested that a message be shared with the community as soon as a policy is in place to promote that the Park District is a safe place for children. Furthermore, he would like to schedule a Special Meeting before the end of the month to get the policy approved.

Diversity, Equity, and Inclusion

Executive Director Romes reminded the Policy Committee liaisons that a stated goal in the 2021 Annual Work Plan is to integrate Diversity, Equity, and Inclusions (DEI) into our core values and develop an action plan for auditing and recommending improved policies and practices related to DEI. To which the Park District developed a staff Climate Task Force to review and recommend evolving policy improvements and best practices regarding DEI and he shared a list of the most recent items which the task force has been working on.

As of July 21, thirty full-time employees attended a virtual LatinX Safe Zone Conversation, facilitated by IAPD. This was a great opportunity for staff to safely discuss topics that can be deemed sensitive, uncomfortable, or complex in nature, regarding the Latino/a demographic and the challenges they are facing professionally and personally related to racism and inequality. future conversations will be scheduled in the fall and winter to discuss racism, LGBTQ, and LatinX.

On July 23, The Community DEI Experience Form was launched at Rosewood Beach. Currently, the Park District received five (5) submissions, three (3) of which pertained to DEI. The goal is to gather data that can help the Climate Task Force shape new policies and procedures which will make our parks and facilities more inclusive.

At the July 27 Regular Board Meeting, the Park Board of Commissioners adopted a value statement and supporting pledge for inclusion.

On August 11, the task force reviewed the responses from the 2021 Employee Perception Survey and are working to develop and implement new practices and procedures to address identified weaknesses.

Lastly, the National Park and Recreation Association (NRPA) developed a DEI Framework, which embodies a BOTH/AND approach to understanding how you as an individual, you and others, us as an organization, and us as an organization and the community can implement change to better support DEI. On September 10, the task force took that template to develop quadrants better suited to our needs.

Quadrant 1: You (Individual-Internal)

Develop self-awareness of DEI through educational resources and trainings.

Quadrant 2: US (Organizational-Internal)

Develop a workplace culture where policies, procedures and organizational practices support DEI.

Quadrant 3: You and Others (Individual-External)

Building allyship and relationships with the community.

Quadrant 4: Us and the Community (Organizational-External)

Provide programs, services, facilities, and communications that create equitable and inclusive experiences for people.

The task force plans to meet later this month to integrate responses, feedback, weaknesses, and plans of action from the 2021 Employee Perception Survey into the PDHP DEI Framework.

Vice President Grossberg would like to know if the Park District will hire consultants to review and audit the District's current practices.

Executive Director Romes reported that the 2022 budget includes costs for consulting services.

President Ruttenberg would like to know if any of the policy changes will benefit Highwood children.

Executive Director Romes reported that there has not been a discussion of implementing a policy change that would permit Highwood students to receive resident rates, however, staff can draft such a policy which can be reviewed at a future Policy Committee Meeting. Any policy changes would need to be presented and approved by the Park Board of Commissioners.

President Ruttenberg would like to know what the revenue potential would be if Highwood students received resident rates.

Executive Director Romes reported that he could share the revenue loss and could provide an estimate of revenue brought in by eliminating non-resident fees for Highwood students. However, the Parks Foundation developed the FYI Scholarship Program to assist Highwood families.

Commissioner Freeman indicated that there are private organizations in Highwood offering similar services. She would like staff to examine the splinter vs. consolidated programs and share their findings with the Recreation Committee Meeting.

Executive Director Romes reported that staff can put together recommendations based on the PDHP DEI framework and discuss them at the November Policy Committee Meeting.

Other

President Ruttenberg requested that all meetings shift back to virtual.

Commissioner Freeman and Vice President Grossberg would like to discuss the possibility of shifting back to virtual meetings at the September 28 Regular Board Meeting, so that the entire Park Board can vote on it.

Adjournment

The meeting adjourned at 5:11 p.m.

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
OCTOBER 26, 2021**

Minutes of the Regular Board Meeting of the Park District of Highland Park Held on October 26, 2021. Pursuant to Section 7(e) of the Open Meetings Act, The President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually. Links to the virtual meeting can be found on the Park District website <https://www.pdhp.org/park-board/meetings/>

The meeting was called to order at 6:01 p.m. by President Ruttenberg.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman,
President Ruttenberg

Absent: Vice President Grossberg

Staff Present: Executive Director Romes; Director Smith, Director Voss, Director Dunn,
Director Peters, Director Gogola, Director Carr; Assistant Director Maliszewski;
Assistant Director Murrin; General Manager/Superintendent of Golf Operations
Ochs; Manager Johnson

Guest Speakers: Mark Wagstaff, SmithGroup Coastal Engineer;
Rob Wright, Coastal Engineer SmithGroup

ADDITIONS TO THE AGENDA

President Ruttenberg requested moving Unfinished Business before the Financial Forecasts Treasure's Report since there is a guest presenter. The Park Board of Commissioners approved president Ruttenberg request.

CONSENT AGENDA

A motion was made by Commissioner Bernstein, seconded by Commissioner Freeman to approve items the Minutes from the September 22, 2021 Special Meeting, the Minutes from the September 28, 2021 Regular Board Meeting, the 2021 Park Tree Removals Bid, Resolution 2021-07: Authorizing a Contract for Procurement of the Recreation Center of Highland Park Cycle Equipment and Program, the Concession and License Agreement for the Highland Park Field House (Lot 3), and Bills and Payroll in the amount of \$1,614,474.68.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, President Ruttenberg

Nay: None

Absent: Vice President Grossberg

Abstain: None

Motion Carried

UNFINISHED BUSINESS

A. Park Avenue Wave Protection and Breakwater Replacement Project Update

Director Smith reported that the Park Board of Commissioners awarded a contract to SmithGroup for Phase 3: Final Engineering and Permitting for the Park Avenue Wave Protection and Breakwater Replacement Project at the September 28 Regular Board Meeting. SmithGroup has completed Task 3.1 Optimize Breakwater and Boat Ramp Layout, which is the first step before the Park District moves into the detailed designs. Director Smith introduced Mark Wagstaff and Rob Wright, Coastal Engineers from SmithGroup, to provide a summary and overview of their recent work.

Mr. Wagstaff reported that this November SmithGroup hopes to complete task 3.2 Design Development and Task 3.3 Permit Applications, so that final construction documents can be developed and presented upon in January of 2022, which would complete the final task of this contract.

As a reminder, the preliminary cost of opinion was shared last month for the Caisson Alternative and the Sheet Pile Alternative.

1. Caisson Alternative (cost of opinion \$2.8 million, with 25% contingency)

This was taken from the Precast Concrete Caisson on Rubblemound Breakwater proposed in 2018. The alternative includes a parapet wall to reduce overtopping, widening the crest for added stability, and raising the structure. This is a long-term solution with a 40ft wide ramp with two floating docks and a walkway that is accessible to the public.

2. Cellular Sheet Pile Alternative (cost of opinion \$2.9 million, with 25% contingency).

This is a long-term solution with a 40ft wide ramp with two floating docks and a walkway that is accessible to the public.

Since both options were comparable in costs, it was recommended that SmithGroup optimize the Cellular Sheet Pile Alternative and find creative ways to reduce the overall cost.

When exploring optimization considerations, SmithGroup found that the water plant resides at a higher elevation than the boat ramp, so the height of the breakwater will never prevent overtopping during storms. As a result, the Cellular Sheet Pile Alternative has been refined to include a parapet wall along the lakeside to help mitigate overtopping, the width of the structure has increased for added stability, an optimal pedestrian walking surface, and allows for land-based construction to reduce costs, and there has been a reduction in scour stone to allow for greater existing material reuse which will further reduce the project costs. Overall, the costs for the Cellular Sheet Pile Alternative have been reduced to \$2.7 million, a \$120,000 savings.

As for the next steps, Mr. Wagstaff reported that SmithGroup will prepare structural details for the Cellular Sheet Pile Alternative and Boat Ramp, the parapet wall, railings, docks, cleats, concrete, and other accessories along with the permit application and outline specifications so that final construction documents can be presented in January of 2022.

Commissioner Bernstein would like to confirm that regardless of the structure placed within the existing breakwater, overtopping will always be an issue.

Mr. Wagstaff reported that since the water plant resides at a higher elevation, that overtopping will occur on occasions that would prevent the public from using the boat ramp.

Commissioner Bernstein would like to confirm that the overtopping is not due to the barge location. Instead, overtopping is occurring further north and flowing south due to the change in elevation at the site.

Mr. Wagstaff reported that overtopping will occur on some occasions due to elevation changes, regardless of the breakwater design.

Commissioner Bernstein would like to know how SmithGroup plans to protect the boat ramp.

Mr. Wagstaff reported that the new breakwater and parapet wall will protect the boat ramp from much of the wave energy, so any overtopping that occurs will not damage the ramp.

President Ruttenberg would like to know the difference in height between the floating dock and the top of the pedestrian walking surface on the breakwater.

Mr. Wagstaff reported that the pedestrian walking surface will be around 2-3 ft higher than the floating dock.

Commissioner Bernstein would like to know if the residential properties to the north will be negatively impacted by widening the structure of the breakwater.

Mr. Wagstaff reported that the new barge is being placed within the existing footprint of the current one, so there will not be any negative impacts to the residential properties to the north.

President Ruttenberg would like to know the costs if the Park District were to proceed to the next tasks, 3.2 Design Development, and 3.3 Permit Applications.

Director Smith reported that the Park District is currently under contract to complete all four tasks of final engineering, however, staff are looking for consensus or approval that this is the direction the Park District would like to pursue. If the Park Board of Commissioners provides consensus SmithGroup will prepare structural details for the Cellular Sheet Pile Alternative and Boat Ramp, the parapet wall, railings, docks, cleats, concrete, and other accessories along with the permit application and outline specifications so that final construction documents can be presented in January of 2022.

Executive Director Romes reported that formal approval from the Park Board of Commissioners is not required, instead, staff would like consensus to pursue this direction.

Director Smith reported that the Park Board of Commissioners approved the Park Avenue Boat Launch and Wave Protection Replacement Project Proposal – Final Engineering and Permitting at the September 28 Regular Board Meeting. This proposal includes tasks 3.1 Optimization of the Breakwater and layout, 3.2 Design Development, 3.3 Permit Applications, and 3.4 Final Construction Documents. He can follow up to provide the costs associated with each task vs. the contract total.

Mr. Wagstaff reported that he can follow up with Director Smith listing what has been spent vs. the remaining amount on the approved contract. The total contract amount was \$77,000.

President Ruttenberg is reluctant to approve anything without knowing the amount and the costs associated with the remaining tasks.

Director Smith reported that the Park District is only obligated to pay for completed work if it was decided to stop at any point.

Commissioner Bernstein requested that staff collect those figures so that Executive Director Romes can contact each board member individually tomorrow, so each Board Member can decide if they would like to continue in this direction and complete the remaining tasks on the contract.

The remaining members of the Park Board supported Commissioners Bernstein's request.

President Ruttenberg appreciates the cost reduction and the redesign; however, the Board needs a breakdown, listing what has been spent vs. the remaining amount on the approved contract before giving direction to move forward.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Chadd Berkun

856 Judson Avenue, Highland Park

The current demolition costs are high, he was wondering if there are alternatives.

Mr. Wagstaff reported that several alternatives were explored, however, the primary reason for the removal is due to the deteriorated condition of the current barge. If staff decided to build over the current barge, it would encroach to the west and narrow the space for the boat launch. This would prevent two-way traffic, and in previous discussions with Park District Staff and the Park Avenue Working Group, the team agreed that the benefits from the wider boat ramp outweighed the demolition costs.

FINANCIAL FORECASTS AND TREASURERS REPORT

Operations (General and Recreation Funds) Budget vs. Actual

Director Peters reported that as of September 30, 2021, staff budgeted \$17 million in operating revenue and she is pleased to report the actual revenue is \$17.6 million, surpassing the budgeted amount. Additionally, the actual expenses are significantly less than the budgeted amount. The actual expenses as of September 30, were \$10.4 million vs. the budgeted \$12.1 million, resulting in a year-to-date net surplus of \$2.2 million. This number is significantly less than anticipated due to a delay in property tax payments. Typically, the District receives a large payment in September, and that payment did not come in until October 22. As a result, those numbers are not baked into this chart. When compared to the 3-year average it's a \$1.1 million year-to-date net surplus.

General Fund

As of September 30, 2021, the District's actual revenue was \$4.9 million vs. the budget of \$5.6 million. This is due to the property tax delay since \$700,000 would have been deposited into this fund. Whereas actual expenses are significantly less than the budgeted amount. The actual expenses as of September 30, were \$3.1 million vs. the budgeted \$4.1 million, which contributed to a \$294,401 year-to-date net difference.

Recreation Fund

As of September 30, 2021, staff budgeted \$11.4 million in revenue, whereas the actual revenue is significantly higher at \$12.6 million. Likewise, actual expenses are less than the budgeted amount. The actual expenses were \$7.3 million vs. the budgeted \$8 million, resulting in a year-to-date surplus of \$1.9 million. When compared to 2019, pre-covid, the District had a 541,075 year-to-date surplus.

Conclusion

Director Peters reported that several programs and services were canceled until mid-January due to COVID-19 mitigation measures. Fortunately, that allowed the Park District to significantly reduce payroll expenses resulting in a \$406,275 savings. This permitted a \$2.2 million surplus above the budgeted year-to-date net revenue. Furthermore, athletics has a \$247,812 surplus, camps have a \$222,507 surplus, tennis has a \$390,545 surplus, golf has a \$718,531 surplus, recreation has a \$201,058 surplus, West Ridge Center has a \$103,478 surplus, Centennial Ice Arena has a \$125,068 surplus, and all cost centers but two are operating at a surplus.

Commissioner Bernstein reported its encouraging to hear that staff's hard work over the last year and a half has paid off, and commended staff for putting the Park District in a favorable financial position.

Director Peters reported that the Park District is at a 95% tax collection rate, and it is anticipated to have a 99% collection rate as of December 31, 2021.

Commissioner Kaplan left the meeting at 6:46 p.m.

APPROVAL OF ORDINANCE 2021-04: AN ORDINANCE PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$22,750,000 GENERAL OBLIGATION (LIMITED TAX) DEBT CERTIFICATES, SERIES 2021, OF THE PARK DISTRICT, EVIDENCING THE RIGHTS TO PAYMENT UNDER INSTALLMENT PURCHASE AGREEMENTS, FOR THE PURPOSE OF PAYING THE COST OF PURCHASING REAL OR PERSONAL PROPERTY, OR BOTH IN AND FOR THE PARK DISTRICT, PROVIDING FOR THE REFUNDING OF CERTAIN OUTSTANDING DEBT CERTIFICATES OF THE PARK DISTRICT AND PROVIDING FOR THE SECURITY FOR AND MEANS OF PAYMENT OF THE CERTIFICATES.

Refunding Debt Certificates Summary

Director Peters reported that the Park District has two outstanding two debt certificates which staff would like to refund. The 2012 and 2013 certificates are callable on December 15, 2021, for the remaining principal balance of \$5.4 million. By paying those off early, staff will save the District roughly \$250,000 in interest. Since staff are requesting that the refunding occur within 90 days of the call date, it is tax-exempt. When debt certificates are refunded the payment can be amortized differently to create payment flexibility and issue additional debt, so this ordinance proposes that the Park District issues additional debt of \$17 million.

When examining the existing debt certificates (2012 and 2013) which are funded by operations, the District pays \$1.5 million annually, on December 15. In conjunction with the debt certificate payment, the District transfers 60% of the \$1.5 million from the Recreation Fund (a little over \$900,000 at the end of each fiscal year) and 40% from the General Fund (a little over \$600,000 at the end of each fiscal year). When the existing debt certificates are refunded and new certificates are issued, the annual payment will not change, however, the Park District will owe \$1.5 million for the next 10 years.

Additionally, the Park District would like to issue another \$2 million which would be the debt service for the Park Avenue Project. That \$2 million will be amortized in payments over the next 20 years. The reason this debt service is separate from the other \$15 million, is this debt service will be paid out of the Park Avenue Cost Center and supported by other sources of revenue such as user fees and grants.

When combined the total debt service owed on December 15 over the next 10 years is \$1.6 million (1.5 million from operations and \$118,750 from the Park Avenue Cost Center). In 2030, the Park District could issue another \$9.1 million in debt certificates, which would have no impact on the District's annual payment on December 15. Lastly, the Park District has a General Obligation Bond financing plan, in which the District will issue \$5.6 million in 2024, \$6 million in 2028, \$5 million in 2031, and an additional \$5 million every 3-4 years thereafter.

Draft Timeline of Key Events

Director Peters reported that if the Park Board approves Ordinance 2021-04 the debt certificates will be sold on October 27 so that the Park District will receive \$17 million as of December 1.

Commissioner Bernstein applauded staff for ushering the District to maintain a triple-a-bond rating. By maintaining a triple-a bond rating the District can borrow money with the lowest possible interest rate. In addition to the bond rating, the country is experiencing historically low-interest rates, which this bond issuance is taking advantage of. It's important to note that the Park District is creating funds to support capital projects, specifically tiers 1-5. Overall, he is excited that the Park District can borrow money without having any impact on the taxpayers.

A motion was made by Commissioner Bernstein, seconded by Commissioner Freeman to approve Ordinance 2021-04: An Ordinance Providing for the Issue of not to Exceed \$22,750,000 General Obligation (Limited Tax) Debt Certificates, Series 2021, of the Park District, Evidencing the Rights to Payment Under Installment Purchase Agreements, for the Purpose of Paying the Cost of Purchasing Real or Personal Property, or Both in and for the Park District, Providing for the Refunding of Certain Outstanding Debt Certificates of the Park District and Providing for the Security for and Means of Payment of the Certificates.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, President Ruttenberg

Nay: None

Absent: Commissioner Kaplan, Vice President Grossberg

Abstain: None

Motion Carried

Commissioner Bernstein commended the District, as everyone employee played an integral part in this.

NEW BUSINESS

A. Draft of the 5-Year Capital Plan

Capital Plan Prioritization Tier

Director Smith provided a brief summary of the 2022 5-Year Capital Plan. As a reminder, the detailed plan was reviewed at the September 22 and October 6 Finance Committee Meetings.

Tier 1: Safety/Legal Compliance

Any investment where the primary purpose is to correct a safety hazard or is pursuant to a legal contract, ordinance, or law.

Tier 2: Critical Repair/Replace Existing Items

A project fits this criterion if it is an existing asset that is in critical condition. An asset is defined as critical if it meets one or more of the following criteria: If not addressed in the proposed year it may pose a safety hazard; If not addressed and fails, it could lead to a larger expense and/or impact programming/recreation.

Tier 3: Scheduled Replacement

A project fits this criterion if it is an existing asset that is recommended for replacement and has reached its useful life.

Tier 4: Improve Existing Items

These projects improve built environment, park land, or equipment that staff recommend improvement, but the recommended improvement would have limited or no impact on status quo operations. These projects are proactive in nature and keep the District looking fresh, up to date, or benefit existing recreation offerings.

Tier 5: New

Projects that are adding capacity/programming or altering current conditions. Not completing these projects would have no impact on the District status quo.

Tier 6: Unfunded

Identified projects that do not have confirmed funding. May require alternative funding strategies.

5-Year Capital Plan Summary by Tier

Director Smith provided a brief overview in groupings identified by need or urgency.

Tier 1-3 Projects

In the 2021 approved budget, there is \$5.5 million reserved for tier 1-3 projects. Staff are projecting to spend \$4.1 million from the 2021 capital budget. There is \$11 million budgeted for 2022, \$13.7

million budgeted for 2023, \$9.2 million budgeted for 2024, \$3.1 million budgeted for 2025, and \$2 million budgeted for 2026, for a total of \$39.2 million in tier 1-3 capital projects.

Tier 4-5 Projects

In the 2021 approved budget, there is \$228,900 reserved for tier 4-5 projects. Staff are projecting to spend \$138,753 from the 2021 capital budget. There is \$523,973 budgeted for 2022, \$983,000 budgeted for 2023, \$755,000 budgeted for 2024, \$1.8 million budgeted for 2025, and \$280,000 budgeted for 2026, for a total of \$4.3 million in tier 4-5 capital projects.

Tier 1-5 Projects

In the 2021 approved budget, there is \$5.7 million reserved for tier 1-5 projects. Staff are projecting to spend \$4.2 million from the 2021 capital budget. There is \$11.5 million budgeted for 2022, \$14.7 million budgeted for 2023, \$10 million budgeted for 2024, \$4.9 million budgeted for 2025, and \$2.3 million budgeted for 2026, for a total of \$43.6 million in tier 1-5 capital projects.

Tier 6 Unfunded Projects

Currently, there are \$21.2 million of unfunded capital projects in the 5-Year Capital Plan.

Total Budget

The total budget with unfunded projects is \$64.8 million.

2022 Budget Summary

Director Smith reported that the total budget for 2022 is \$11.5 million and shared a list of projects contributing to those expenses.

District Wide/Annual

Staff plans on spending \$135,000. One of the larger projects contributing to this expense is to replace monument and park signs throughout the District.

Technology

Staff plans on spending \$135,473. Much of this will go towards the new website and application.

Parks Equipment

Staff plans on spending \$476,000 on new mowers and vehicles.

Parks

Staff plans on spending \$1.7 million. Much of this will go towards the bluff restoration project at Millard Park, the pathway reconstruction at Moraine Park, and the playground replacement at Moroney Park.

Centennial Ice Arena

Staff plans on spending \$3.1 million for internal renovations which includes the restrooms, locker rooms, lobby, and entrance along with exterior renovations which includes the resurfacing of the parking lot and turn-around.

Deer Creek Racquet Club

Staff plans on spending \$82,000 for locker room renovations and court conversions.

Golf Learning Center

Staff plans on spending \$91,000 to replace the monument sign.

Heller Nature Center

Staff plans on spending \$180,000 for lobby and interpretive exhibit restorations.

Hidden Creek AquaPark

Staff plans on spending \$415,500 to replace shade structures, slides, and the pool shell.

Park Avenue Beach and Boating Facility

Staff plans on spending \$2.2 million to replace the breakwater and boat ramp and on parking lot repairs.

Recreation Center of Highland Park

Staff plans on spending \$376,000 to replace the pool deck and resurface gym lights.

Sunset Valley Golf Club

Staff plans on spending \$881,085 to replace two cart path bridges along with the asphalt cart path.

West Ridge Center

Staff plans on spending \$1.5 million to begin engineering and design for the replacement of the current facility.

Commissioner Bernstein is looking forward to the changes scheduled for 2022 and the years to come.

B. Parks Foundation Update

Executive Director Romes reported that the Parks Foundation applied for a grant with the Highland Park Community Foundation. If awarded the grant, the funds (\$3,500) would be used for the FYI program, to provide critical funding for non-residents, specifically Highwood residents, so they can participate in our learn to swim program. Additionally, the Parks Foundation has been raising funds to help support the construction of the community gathering area/plaza for Sunset Woods Playground. The campaign goal is \$25,000 and they are halfway there. Lastly, the Parks Foundation has also been working with the boating community to help raise funds for the Park Avenue Boating Facility. The

campaign goal is \$300,000 and the Parks Foundation is pleased to report they recently received a generous donation of \$50,000 and that donor has agreed to match up to \$150,000. The Parks Foundation has also received smaller donations ranging from \$1,000 - \$10,000 for this campaign. Overall, staff and the Parks Foundations are very grateful for these contributions, and he commended the Sogin family for their time and efforts dedicated to this project.

C. Director's Report

Executive Director Romes provided a couple of community updates on special events.

Hp Hauntings

410 participants came out last Friday, October 22, to walk the haunted trails at Larry Fink Park for HP Hauntings. Staff couldn't have asked for better weather and received several compliments from participants. Pictures from the event can be found on our Facebook Page.

Scary Skate

Join us this Friday, October 29 from 7 – 8:30 p.m. for a spooky and fun-filled time at Centennial Ice Arena for Scary Skate.

Halloween Mini Golf

Join us for a frightfully good time playing through our scary course this Thursday, October 28 thru Saturday, October 30. Guests who come in costume will receive a discount on your round of golf.

Hocus Pocus, Drive in Movie

Tickets are sold out for our last Drive in Movie of the Year, Hocus Pocus, for this Thursday, October 28. Movie begins at 6:30 p.m.

Executive Director Romes provided an update on the District's COVID-19 Vaccination Policy.

COVID-19 Vaccination Policy

Executive Director Romes reported that the Park District passed a new vaccine and testing policy to help suppress the COVID-19 virus. He commended Director Dunn and the Human Resources Department as they worked vigorously to ensure this policy was implemented. Likewise, he thanked all employees for their cooperation as the policy goes into effect on November 1.

The past 18 months have been very stressful, however, he wanted to ensure the public that the Park District is doing everything to prioritize health and safety while providing critical programs and services to the community. Additionally, it is very typical to see businesses with help wanted signs, and the Park District is no different. He acknowledged staff for their ongoing commitment and dedication. Furthermore, he thanked the Park Board and the community for supporting our services and programs.

D. Board Comments

Commissioner Bernstein commended Executive Director Romes for his hard work and leadership.

Commissioner Freeman thanked Executive Director Romes and staff for their efforts, and she is excited for what's to come.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

Katie Braznichenko

2354 Tennyson Lane, Highland Park

She is relatively new to Highland Park, and she is here tonight speaking for the neighborhood of High Ridge as they would like to see a park built in their neighborhood. Currently, the closest park is Olson, which is not within walking distance, nor is the parking lot close to the playground. As a result, she shared an email with the Park Board of Commissioners to see if the Park District could purchase the empty lot in High Ridge as it would be a great location for a new playground. Furthermore, she is here this evening to see if the park Board of Commissioners would consider putting a park in that lot and would like to know the process to achieve such a request.

Executive Director Romes reported that also received Katie's email and plans to have further discussion with the Park Board and will follow up over the next few days.

Katie Braznichenko

2354 Tennyson Lane, Highland Park

Thanked Executive Director Romes and the Park Board for taking her request into consideration and reported that the lot is currently listed at \$459,000.

Commissioner Bernstein and President Ruttenberg requested that Katie's request be a topic of discussion at the Facility or Parks and Natural Areas Committee Meeting.

Councilwoman Lidawer

1707 St. Johns Avenue, Highland Park

Councilwoman Lidawer reported that she is impressed with the plans presented this evening and commended the Park District for their efforts and a job well done.

CLOSED SESSION

A motion was made by Commissioner Bernstein, seconded by Commissioner Freeman to adjourn into Closed Session for discussion of Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired.

Regular Board Meeting Minutes
October 26, 2021

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, President Ruttenberg

Nay: None

Absent: Commissioner Kaplan, Vice President Grossberg

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 7:33 p.m.

The meeting reconvened into Open Session at 7:48 p.m.

ACTION FROM CLOSED SESSION IF ANY

No action was taken during closed session.

ADJOURNMENT

A motion was made by Commissioner Bernstein and seconded by Commissioner Freeman and approved by a unanimous vote. The Board Meeting adjourned at 7:49 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary



Memorandum

To: Park Board of Commissioners

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

Date: November 16, 2021

Subject: **Approval of the Sunset Valley Golf Club Cart Path Bridge Fabrication Bid**

Summary

Staff received three responsive and responsible bids on Tuesday, November 2, 2021, for the fabrication and delivery of cart path bridges for the Sunset Valley Golf Club Cart Path Bridge Replacement Project. The project will be phased over three years with two bridges being replaced each spring, beginning in 2022. The base bid was for the delivery of two bridges in March 2022. An alternate for the purchase of two bridges to be delivered in March 2023 and two bridges to be delivered in March 2024 was included. Installation of the bridges will be bid separately.

Bid Results

Company	Base Bid Item #1			Alternate #1				
	Bridge 1 <i>Delivered March 2022</i>	Bridge 9 <i>Delivered March 2022</i>	Base Bid Net Delivered Price	Bridge 5 <i>Delivered March 2023</i>	Bridge 7 <i>Delivered March 2023</i>	Bridge 2 <i>Delivered March 2024</i>	Bridge 3 <i>Delivered March 2024</i>	Alternate Net Delivered Price
Anderson Bridges, LLC	\$54,900	\$54,900	\$109,800	\$54,900	\$54,900	\$54,900	\$54,900	\$219,600
Contech Engineered Solutions	\$79,472	\$79.47	\$158,944	No Bid	No Bid	No Bid	No Bid	No Bid
Wheeler Lumber, LLC	\$122,450	\$122,450	\$244,900	No Bid	No Bid	No Bid	No Bid	No Bid

The low bidder was Anderson Bridges, LLC. References for this contractor were favorable.

Financial Impact

The Park District will not be invoiced for bridges until after their respective delivery.

Bridges 1 & 9

Amount in 2022 Capital Budget for Bridge Purchase	\$218,500
<u>Bid Recommendation</u>	<u>\$109,800</u>
Anticipated Amount Under Budget	\$108,700

Bridges 5 & 7

Amount included in 2023 Capital Plan for Bridge Purchase	\$228,000
<u>Bid Recommendation</u>	<u>\$109,800</u>
Anticipated Amount Under Budget	\$118,200

Bridges 2 & 3

Amount included in 2024 Capital Plan for Bridge Purchase	\$237,500
<u>Bid Recommendation</u>	<u>\$109,800</u>
Anticipated Amount Under Budget	\$127,700

Recommendation

Staff recommends approval from the Board of Park Commissioners Base Bid Item #1 and Alternate #1 from Anderson Bridges, LLC and authorize the Executive Director to enter into an agreement in the amount of \$329,400.



Memorandum

To: Park Board of Commissioners

From: Brian Romes, Executive Director

Date: November 16, 2021

Subject: **Approval of the 2022 IAPD/IPRA Credentials Certificate**

Summary

Attached is the Park District of Highland Park's completed annual credentials certification form for the IAPD/IPRA Conference Certification.

As we have done in the past, the President of the Park Board of Commissioners is given voting rights at the annual Conference Association Business Meeting. If the President of the Park Board of Commissioners is unavailable, Executive Director Romes or the Vice President of the Park Board of Commissioners, Terry Grossberg, will attend in his place.

Recommendation

Staff recommends the Board of Park Commissioners approve the annual credentials certificate for the 2022 IAPD/IPRA Conference.



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 1, 2021

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 27-29, 2022.

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 29, 2022 at 3:30 p.m.

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

Park District of Highland Park held at

(Name of Agency)

West Ridge Center on November 16, 2021 at 6:00 p.m.

(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 on **Saturday, January 29, 2022 at 3:30 p.m.:**

Name

Title

Email

Delegate: Terry Grossberg, Vice President of the Park Board of Commissioners tgrossberg@pdhp.org

1st Alternate: Jennifer Freeman, Park Board Commissioner jfreeman@pdhp.org

2nd Alternate: Brian Romes, Executive Director bromes@pdhp.org

3rd Alternate: _____

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

Affix Seal:

Signed: _____

(President of Board)

Attest: _____

(Board Secretary)

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org



Memorandum

To: Park Board of Commissioners

From: Mari-Lynn Peters, Finance Director; Brian Romes Executive Director

Date: November 16, 2021

Subject: **Approval of the Truth in Taxation Resolution #2021-06**

Summary

Under Illinois law, if a District is considering extending an aggregate property tax levy of more than 5% greater than the preceding year's levy, it must publicly disclose its intention and hold a public hearing. Aggregate levy is defined as real estate taxes, exclusive of the election costs and debt service. Also, the District must determine the amount to be levied at least 20 days prior to adopting the levy ordinance.

The attached Resolution was presented at the October 21 Finance Committee meeting and now it is recommended for approval by the Park District Board of Commissioners. The resolution estimates a 5.76% increase over the prior year's extension. This represents an increase of \$674,186. This is essentially a cost-of-living increase based upon the CPI while trying to capture new growth. Additionally, it includes a full levy in the Special Recreation Fund of .04% for programs, services and projects that support persons with disabilities. As such, a public hearing will be required at the December 16 Park Board Meeting.

Adoption of the levy ordinance is scheduled for the December 16 Regular Park Board Meeting. The Levy Request does not guarantee that these funds will be received. In the Spring when property values and tax cap limits are finalized, the Park District tax extension number is calculated. This is the total property tax amount that is billed to residents.

Financial Impact

As noted in item 3 of the resolution, the estimated tax increase is split into two components: the increase in the Consumer Price Index and anticipated growth.

	FY 2021 Extension	FY 2022 Requested Levy	2021 Extension vs 2022 Requested Levy
General Fund	5,714,569	5,855,512	140,943
Recreation Fund	5,402,899	5,536,155	133,256
Special Recreation	590,013	990,000	399,987
Total	11,707,481	12,381,667	674,186
% change			5.76%

Recommendation

Staff recommends the Board of Park Commissioners approve the Truth in Taxation Resolution #2021-06 where the estimated percentage increase in the proposed 2021 aggregate levy over the amount of real estate taxes extended upon the final 2020 aggregate levy based on 1.4% CPI and anticipated growth is 5.76%. Additionally, a public hearing shall be scheduled at the December 16 Park Board Meeting, with an anticipated passing of the Tax Levy Ordinance and Supplemental Property Tax Levy for the Debt Service Fund.

**PARK DISTRICT OF HIGHLAND PARK
TRUTH IN TAXATION LAW
RESOLUTION #2021-06**

RESOLVED, by the Board of Park Commissioners of the Park District of Highland Park, Lake County, Illinois that based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law".

1. The amount of real estate taxes, exclusive of the election costs and debt service levies, extended by the Park District, plus any amount abated by the Park District prior to such extension, upon the final 2020 real estate tax levy of the Park District is \$11,707,481.
2. The amount of real estate taxes, exclusive of election costs, public commission leases and debt service levies, proposed to be levied by the Park District for FY 2021 is \$12,381,667.
3. Based on the foregoing, the estimated percentage increase in the proposed 2021 aggregate levy over the amount of real estate taxes extended upon the final 2020 aggregate levy based on 1.4% CPI and anticipated growth is 5.76%.

Passed this 16th day of November 2021

AYES: _____

NAYS: _____

ABSENT: _____

Barnett Ruttenberg, President
Board of Park Commissioners

Attested and filed this 16th day of November 2021:

Brian Romes, Secretary
Board of Park Commissioners



Memorandum

To: Park Board of Commissioners

From: Brian Romes, Executive Director

Date: November 16, 2021

Subject: **Approval of the 2022 Board Meeting Calendar**

Summary

Attached is the proposed 2022 Board Meeting Calendar for the Park District of Highland Park. All meetings will be held at West Ridge Center, located at 636 Ridge Road in Highland Park unless an emergency order is issued by the state, or the President of the Board of Park Commissioners finds that is not practical or prudent to hold in-person meetings because of the COVID-19 public health emergency. The Board meets at 6:00 p.m. on the fourth Tuesday of each month and holds a Workshop (meeting of the whole) on the second Tuesday of each month. Some dates have been changed to avoid conflicts with holidays.

Recommendation

Staff recommends the Board of Park Commissioners approve the 2022 Board Meeting Calendar.

PARK DISTRICT OF HIGHLAND PARK
2022 Workshop and Regular Meeting Dates
West Ridge Center
636 Ridge Road
Highland Park, IL 60035

All board meetings will be held at West Ridge Center, located at 636 Ridge Road in Highland Park unless an emergency order is issued by the state, or the President of the Board of Park Commissioners find that is not practical or prudent to hold in person meetings because of the COVID-19 public health emergency. The Board meets on the fourth Tuesday of each month and holds a Workshop (meeting of the whole) on the second Tuesday of each month at 6:00 p.m. Some dates have been changed to avoid conflicts with holidays.

TUESDAY, JANUARY 11, 2022	Workshop Meeting
TUESDAY, JANUARY 25, 2022	Regular Meeting
TUESDAY, FEBRUARY 8, 2022	Workshop Meeting
TUESDAY, FEBRUARY 22, 2022	Regular Meeting
TUESDAY, MARCH 8, 2022	Workshop Meeting
TUESDAY, MARCH 29, 2022	Regular Meeting
TUESDAY, APRIL 12, 2022	Workshop Meeting
TUESDAY, APRIL 26, 2022	Regular Meeting
TUESDAY, MAY 10, 2022	Workshop Meeting
TUESDAY, MAY 24, 2022	Annual Board Meeting
TUESDAY, MAY 24, 2022	Regular Meeting
TUESDAY, JUNE 14, 2022	Workshop Meeting
TUESDAY, JUNE 28, 2022	Regular Meeting
TUESDAY, JULY 12, 2022	Workshop Meeting
TUESDAY, JULY 26, 2022	Regular Meeting
TUESDAY, AUGUST 9, 2022	Workshop Meeting
TUESDAY, AUGUST 23, 2022	Regular Meeting
TUESDAY, SEPTEMBER 13, 2022	Workshop Meeting
TUESDAY, SEPTEMBER 27, 2022	Regular Meeting
TUESDAY, OCTOBER 11, 2022	Workshop Meeting
TUESDAY, OCTOBER 25, 2022	Regular Meeting
TUESDAY, NOVEMBER 8, 2022	Workshop Meeting
TUESDAY, NOVEMBER 15, 2022	Regular Meeting
TUESDAY, DECEMBER 6, 2022	Workshop Meeting
THURSDAY, DECEMBER 15, 2022	Regular Meeting



Memorandum

To: Park Board of Commissioners

From: Mari-Lynn Peters, Director of Finance; Brian Romes, Executive Director

Date: November 16, 2021

Subject: **Approval of Resolution #2021-08 Authorizing A Contract with The Lowest Cost Electricity Provider**

Summary

Electricity at all Park District facilities is currently brokered via E-Quantum Consulting, LLC, except for the Recreation Center of Highland Park (RCHP). RCHP is brokered via Northern Illinois Municipal Electric Collaborative (NIMEC). NIMEC is the largest governmental collaborative in Northern Illinois which aggregates the energy needs of 170 government members, with annual billings of \$25 million, thus allowing them to secure more competitive pricing. E-Quantum Consulting, LLC was not interested in bidding against NIMEC. As all District electric contracts are expiring in December, they will all be bid simultaneously on November 17, 2021, except for Deer Creek Racket Club (DCRC). DCRC has a separate electric contract that is tied to the solar provider. NIMEC will be bidding out all facilities, except DCRC, in one bid with bids to be submitted by 11:00 a.m.

Financial Impact

Bidding electricity for the District takes place over a few hours. Therefore, approval to participate in the NIMEC consortium must take place prior to knowing the awarded supplier and associated rates. The amount of compensation that NIMEC receives is included in the electricity prices from the supplier (roughly 3% of electric supply), so there will be no direct payment made to NIMEC by the Park District.

Recommendation

Staff recommends approval from the Board of Park Commissioners of Resolution #2021-08 to allow the purchase of electricity for the District from Northern Illinois Municipal Electric Collaborative.

RESOLUTION NO. 2021-08

A RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICITY FOR PARK DISTRICT FACILITIES AND AUTHORIZING THE DIRECTOR TO APPROVE A CONTRACT WITH THE LOWEST COST ELECTRICITY PROVIDER FOR A PERIOD UP TO 36 MONTHS.

PASSED AND APPROVED BY
THE PRESIDENT AND BOARD OF TRUSTEES
THE 16TH DAY OF NOVEMBER, 2021.

Published in Pamphlet Form by
Authority of the Corporate
Authorities of the Park District of
Highland Park, Illinois, this
16th day of November, 2021.

RESOLUTION NO. 2021-08

A RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICITY FOR PARK DISTRICT FACILITIES AND AUTHORIZING THE DIRECTOR TO APPROVE A CONTRACT WITH THE LOWEST COST ELECTRICITY PROVIDER FOR A PERIOD UP TO 36 MONTHS.

WHEREAS the Park District of Highland Park ("The Park District") is a park district in accordance with the Illinois Park District Code and all laws supplemental thereto; and,

WHEREAS, on January 2, 2007, the State of Illinois implemented a plan to deregulate the electricity market; and,

WHEREAS, as a result of this deregulation, electricity may be purchased based on market price from alternate retail electric supplies and Commonwealth Edison will no longer be the sole supplier of electricity in northern Illinois, resulting in new electricity suppliers being able to compete against Commonwealth Edison, and competitive market forces dictating the price of electricity; and,

WHEREAS, the Park District of Highland Park will engage a broker to assist with the purchase of electricity. The Park District is entertaining bids from NIMEC (Northern Illinois Municipal Electric Collaborative). The Park District will accept the bid from the supplier with the lowest bid, and,

WHEREAS, the amount of compensation that the broker receives is included in the electricity prices provided, so there will be no direct payment made to the broker by the Park District; and,

WHEREAS, Commonwealth Edison will no longer offer a fixed energy rate for large or medium sized commercial accounts and would instead charge based on a floating hourly rate and the Park District desires to enter the market to secure a fixed rate, up to 36 months in term.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE PARK DISTRICT OF HIGHLAND PARK, AS FOLLOWS:

Section 1. That the broker supplying the lowest price will be appointed the Park District's broker for purposes of obtaining an electricity supply for the Park District's needs.

Section 2. That the Director, with the support and assistance of the broker, is authorized to solicit bids for energy rates directly from

suppliers in an effort to secure lower energy costs for the Park District of Highland Park.

Section 3. That in light of the time constraints and procedures required, applicable to the acceptance of a competitive bid for a supply of electricity, once the bids are received, the Director is hereby authorized to sign the contract with the most optimal bidder, with the Secretary being hereby directed to place said contract on the first available Park District Board regular meeting following the execution thereof by the Director, for a report to the Park District Board.

Section 4. That the Director is authorized to name the Treasurer as his/her designee in matters concerning the bid.

Section 5: The Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form, as provided by law.

ADOPTED this 16 day of November 2021, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this 16th day of November 2021.

Brian Romes, Executive Director of the
Park District of Highland Park

ATTESTED and filed in my office,
this 16th day of November 2021.

Mari-Lynn Peters, Treasurer of the Park District
Of Highland Park.



Memorandum

To: Board of Park Commissioners

From: Scott Rosen - Accounts Payable Administrator
Mari-Lynn Peters - Finance Director
Brian Romes - Executive Director

Date: November 16, 2021

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written October 22, 2021 through November 10, 2021 to be presented to the Board for approval on November 16, 2021.

BILLS

<u>DATE</u>	<u>AMOUNT</u>
October 26, 2021	\$ 13,462.00
November 4, 2021	\$ 467,711.55
November 10, 2021	\$ 27,781.08
Void Payments	\$ (120.00)
Bank Drafts	\$ 59,399.16
P-Card	\$ 187,599.08
TOTAL	\$ 755,832.87

PAYROLL DISBURSEMENTS

October 22, 2021	\$ 306,861.85
November 5, 2021	\$ 303,658.40
TOTAL	\$ 610,520.25
GRAND TOTAL	\$ 1,366,353.12

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 11-16-21 and you are hereby authorized to release the checks from the appropriate funds.

Finance Committee Member

ATTEST: _____
Secretary



Park District of Highland Park, IL

Check Register

Packet: APPKT02923 - Emergency Checks - 102621

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						
10974	GEWALT HAMILTON ASSOCIATES INC	10/26/2021	Regular	0.00	4,000.00	187217
5818.001-1	Invoice	08/19/2021	Centennial Ice Arena Turn-Around Analysis	0.00	4,000.00	
14419	INVEX DESIGN	10/26/2021	Regular	0.00	4,930.00	187218
1859	Invoice	09/17/2021	App Development	0.00	3,000.00	
1861	Invoice	09/17/2021	Web development	0.00	1,930.00	
16344	PARKS FOUNDATION OF HIGHLAND P/	10/26/2021	Regular	0.00	4,496.00	187219
102521	Invoice	10/25/2021	Revenue collected on behalf of Parks Founda..	0.00	4,496.00	
12703	UNITED WAY OF METRO CHICAGO	10/26/2021	Regular	0.00	36.00	187220
12703	Invoice	10/25/2021	United Way	0.00	36.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	4	0.00	13,462.00
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
	5	4	0.00	13,462.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02929 - Workshop Packet 110421

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						
10034	ABSOLUTE HOME IMPROVEMENTS	11/04/2021	Regular	0.00	2,500.00	187221
1 102521	Invoice	10/25/2021	Moraine Park, Preserve Park Concrete Pads	0.00	2,500.00	
19424	ALPHA CLEANING COMPANY	11/04/2021	Regular	0.00	1,300.00	187222
6219	Invoice	10/31/2021	Cleaning Services - October 2021	0.00	1,300.00	
16365	ANDY MILLS	11/04/2021	Regular	0.00	100.00	187223
1388192	Invoice	10/27/2021	Refund	0.00	100.00	
19612	REBELS BASKETBALL	11/04/2021	Regular	0.00	2,475.00	187224
102021	Invoice	10/20/2021	Basketball Tournament 2022	0.00	2,475.00	
10502	CITY OF HIGHLAND PARK	11/04/2021	Regular	0.00	458.25	187225
11/01/21 003875	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 0 Burton ...	0.00	12.75	
11/01/21 004546	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 750 Lincol...	0.00	154.44	
11/01/21 005735	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 0 Cavell A...	0.00	52.98	
11/01/21 006536	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 1800 Spru...	0.00	28.74	
11/01/21 024593	Invoice	11/01/2021	Water/Sewer 10/01/21-10/31/21 1755 St Jo...	0.00	8.50	
11/01/21 026489	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 2255 Ridge..	0.00	25.50	
11/01/21 026496	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 1160 Cavell	0.00	149.84	
11/01/21 026500	Invoice	11/01/2021	Water/Sewer 08/01/21-10/31/21 1435 Arbo...	0.00	25.50	
18521	DANA REED	11/04/2021	Regular	0.00	78.44	187226
1389116	Invoice	10/29/2021	Refund	0.00	78.44	
18562	DAVIS BANCORP INC	11/04/2021	Regular	0.00	1,352.00	187227
99839	Invoice	10/31/2021	October 2021	0.00	1,352.00	
10687	DEMUTH INC	11/04/2021	Regular	0.00	700.00	187228
V-2269	Invoice	10/18/2021	August 2021 service call	0.00	700.00	
10764	DURABILT FENCE CO INC	11/04/2021	Regular	0.00	1,995.00	187229
13238	Invoice	09/11/2021	Intallation at 1854 Sheahen Ct	0.00	1,995.00	
17122	DYNEGY ENERGY SERVICES	11/04/2021	Regular	0.00	20,600.27	187230
331665721101	Invoice	10/25/2021	September-October 2021	0.00	20,600.27	
10805	ELLEN MAZZA	11/04/2021	Regular	0.00	100.00	187231
1388095	Invoice	10/27/2021	Refund	0.00	100.00	
16142	EXELON	11/04/2021	Regular	0.00	6,782.12	187232
60876118501	Invoice	10/22/2021	1201 Park Ave W 09/22/21-10/21/21	0.00	6,782.12	
16915	FALCONS HOCKEY ASSOCIATION	11/04/2021	Regular	0.00	702.65	187233
102521	Invoice	10/25/2021	Fall 1 2021 Hockey class	0.00	702.65	
10887	FIRST STUDENT, INC.	11/04/2021	Regular	0.00	188,400.70	187234
11601878	Invoice	10/19/2021	Bus services Summer 2021	0.00	188,400.70	
10946	GAME DAY USA	11/04/2021	Regular	0.00	1,155.00	187235
102821	Invoice	10/28/2021	Travel Baseball Tournament	0.00	577.50	
102821-1	Invoice	10/28/2021	Travel Baseball Tournament	0.00	577.50	
10974	GEWALT HAMILTON ASSOCIATES INC	11/04/2021	Regular	0.00	8,464.00	187236
5818.002-2	Invoice	10/15/2021	Centennial Ice Arena Topo Survey	0.00	2,080.00	
5818.200-1	Invoice	10/25/2021	Centennial Ice Arena Site Improvements	0.00	6,384.00	
17444	H.M. WITT & CO. SIGNS	11/04/2021	Regular	0.00	11,275.00	187237

Check Register

Packet: APPKT02929-Workshop Packet 110421

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	
82597	Invoice	10/13/2021	Monument Signage - HCAP	0.00	11,275.00	
19614	IRA WATSON SHETTY	11/04/2021	Regular	0.00	110.00	187238
1385018	Invoice	10/21/2021	Refund	0.00	110.00	
11274	JAY BACH	11/04/2021	Regular	0.00	120.00	187239
103121	Invoice	10/31/2021	Umpire fees - Sept/Oct 2021	0.00	120.00	
18579	KRISTI FOREHAND	11/04/2021	Regular	0.00	47.00	187240
1385713	Invoice	10/22/2021	Refund	0.00	47.00	
11514	LAKE COUNTY SMC	11/04/2021	Regular	0.00	1,260.00	187241
SMC-IWLC-21-493	Invoice	10/20/2021	IWLC-21-493 Review Fee	0.00	1,260.00	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	11/04/2021	Regular	0.00	553.84	187242
0004800138	Invoice	09/30/2021	Garbage Sunset Park 10/01/21-10/31/21	0.00	92.92	
18474	Invoice	08/31/2021	Garbage Sunset Park 9/1/21-9/30/21 & Loos...	0.00	167.92	
PS410973	Invoice	10/21/2021	1 ADA Unit Every Week	0.00	150.00	
PS411543	Invoice	10/21/2021	1 ADA Unit Every Week	0.00	143.00	
16928	E-QUANTUM CONSULTING, LLC	11/04/2021	Regular	0.00	330.00	187243
8229	Invoice	11/01/2021	Electric Consulting Services	0.00	330.00	
17710	MNJ TECHNOLOGIES DIRECT, INC	11/04/2021	Regular	0.00	957.06	187244
0003810754	Invoice	11/01/2021	Lenovo ThinkBook	0.00	957.06	
13604	NORTH SHORE GAS	11/04/2021	Regular	0.00	1,904.01	187245
10/22/21 060114...	Invoice	10/22/2021	Deer Creek 09/11/21-10/12/21	0.00	451.37	
10/22/21 060114...	Invoice	10/22/2021	RCHP 09/11/21-10/11/21	0.00	757.56	
10/22/21 060114...	Invoice	10/22/2021	1240 Fredrickson 09/14/21-10/11/21	0.00	279.65	
10/22/21 060222...	Invoice	10/22/2021	1390 Sunset 09/11/21-10/11/21	0.00	137.34	
10/22/21 060240...	Invoice	10/22/2021	2900 Trailwy Cunniff Park Shelter 9/14/21-1...	0.00	43.69	
10/22/21 060240...	Invoice	10/22/2021	1377 Clavey Rd 9/11/21-10/12/21	0.00	49.11	
10/22/21 060240...	Invoice	10/22/2021	3100 Trailway 09/11/21-10/11/21	0.00	43.03	
102121 06024054...	Invoice	10/21/2021	Aquatic Park 09/02/21-10/11/21	0.00	142.26	
14914	NORTH SHORE WATER RECLAMATION	11/04/2021	Regular	0.00	18.32	187246
4662924	Invoice	10/23/2021	0 Cavell Ave 04/14/21-07/15/21	0.00	10.18	
4664112	Invoice	10/23/2021	750 Lincoln Ave West 04/14/21-07/15/21	0.00	8.14	
11998	PARK DISTRICT RISK MGMT AGCY	11/04/2021	Regular	0.00	158,643.95	187247
1021133H	Invoice	10/31/2021	Health Invoice	0.00	158,643.95	
11998	PARK DISTRICT RISK MGMT AGCY	11/04/2021	Regular	0.00	27,522.15	187248
1021133	Invoice	10/31/2021	Property/Liability/Workers Comp/Emp	0.00	27,522.15	
18887	PETER SAVAS	11/04/2021	Regular	0.00	65.00	187249
103121	Invoice	10/31/2021	Umpire fees - October 2021	0.00	65.00	
19617	NSC MANAGEMENT LLC	11/04/2021	Regular	0.00	3,400.00	187250
110221	Invoice	11/02/2021	Travel Basketball League	0.00	3,400.00	
12211	RICOH USA, INC	11/04/2021	Regular	0.00	825.92	187251
5063056443	Invoice	10/17/2021	Copies 09/17/21-10/16/21	0.00	825.92	
19366	ROBERTA JACOBS	11/04/2021	Regular	0.00	60.00	187252
1387392	Invoice	10/26/2021	Refund	0.00	60.00	
19613	RONALD KOVARSKY	11/04/2021	Regular	0.00	22.00	187253
1385313	Invoice	10/22/2021	Refund	0.00	12.00	
1385313-1	Invoice	10/22/2021	Refund	0.00	10.00	
12511	T2 SITE AMENITIES, INCORPORATED	11/04/2021	Regular	0.00	12,369.60	187254
5491	Invoice	09/20/2021	12 Recycling Units - 50% Deposit	0.00	12,369.60	
19615	THOMAS WELLINGTON	11/04/2021	Regular	0.00	100.00	187255

Check Register

Packet: APPKT02929-Workshop Packet 110421

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	
1388099	Invoice	10/27/2021	Refund	0.00	100.00	
12665	TYLER TECHNOLOGIES, INC	11/04/2021	Regular	0.00	10,964.27	187256
025-349853	Invoice	11/01/2021	Maintenance 11/01/21-10/31/22	0.00	10,964.27	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	57	36	0.00	467,711.55
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
	57	36	0.00	467,711.55



Park District of Highland Park, IL

Check Register

Packet: APPKT02935 - Packet for Board Meeting 111021

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						
15147	ABC PRINTING COMPANY	11/10/2021	Regular	0.00	2,736.22	187257
259861	Invoice	10/27/2021	Welcome Home Booklets	0.00	2,303.95	
259862	Invoice	10/27/2021	Ink Jet & Mailing Service-Welcome Home Br...	0.00	432.27	
19619	ALEXIS SCHMIEDIGEN	11/10/2021	Regular	0.00	18.00	187258
1396471	Invoice	11/09/2021	Refund	0.00	18.00	
19064	ALFINIO CASTILLON	11/10/2021	Regular	0.00	65.00	187259
110321	Invoice	11/03/2021	Umpire fees - October 2021	0.00	65.00	
19172	AQUAMOON LLC	11/10/2021	Regular	0.00	605.00	187260
21-1567	Invoice	10/31/2021	Aquarium Service	0.00	605.00	
19586	DONALD LIEBENSON	11/10/2021	Regular	0.00	315.00	187261
2	Invoice	10/24/2021	Park District Prudent Financial Planning	0.00	315.00	
19618	EUGENE O'MALLEY	11/10/2021	Regular	0.00	60.00	187262
110921	Invoice	11/09/2021	Umpire fees for 10/02/21	0.00	60.00	
11125	HITCHCOCK DESIGN GROUP	11/10/2021	Regular	0.00	4,453.64	187263
27064	Invoice	10/31/2021	SW Playground Reno Final Design	0.00	4,453.64	
18561	J MILLER MARKETING INC	11/10/2021	Regular	0.00	440.00	187264
17012	Invoice	11/05/2021	Fitness Campaign	0.00	440.00	
11276	JAY ZIMMERMAN	11/10/2021	Regular	0.00	360.00	187265
110821	Invoice	11/08/2021	Umpire fees - April/May/June/Aug/Oct 2021	0.00	360.00	
15982	LIBERTYVILLE JCATS BOYS BASKETBALL	11/10/2021	Regular	0.00	600.00	187266
110821	Invoice	11/08/2021	1/16/22 Tournament entry fee	0.00	600.00	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	11/10/2021	Regular	0.00	1,937.87	187267
0004830097	Invoice	10/31/2021	Garbage & Recycling 11/1/21-11/30/21 & Lo...	0.00	164.11	
0004830215	Invoice	10/31/2021	Garbage & Recycling 11/01/21-11/30/21	0.00	74.11	
0004830216	Invoice	10/31/2021	Garbage Service 11/01/21-11/30/21	0.00	119.48	
0004830217	Invoice	10/31/2021	Trash 11/1/21-11/30/21, Recycling 9/26/21-...	0.00	106.37	
0004830218	Invoice	10/31/2021	Garbage & Recycling 11/01/21-11/30/21	0.00	129.43	
0004830219	Invoice	10/31/2021	Garbage & Recycling 11/01/21-11/30/21	0.00	194.69	
0004830220	Invoice	10/31/2021	CIA Trash 11/01/21-11/30/21	0.00	309.74	
0004830221	Invoice	10/31/2021	Garbage & Recycling 11/01/21-11/30/21	0.00	141.92	
0004830223	Invoice	10/31/2021	Garbage & Recycling POGO 11/01/21-11/30...	0.00	360.63	
0004830466	Invoice	10/31/2021	Garbage & Recycling 11/01/21-11/30/21	0.00	337.39	
17662	MATTHEW G MITZEN	11/10/2021	Regular	0.00	260.00	187268
110821	Invoice	11/08/2021	Umpire fees - May/June 2021	0.00	260.00	
14647	MIDWEST FENCING CLUB	11/10/2021	Regular	0.00	3,042.00	187269
42	Invoice	11/08/2021	2021 Fall session 9/10/21-10/8/21	0.00	1,638.00	
43	Invoice	11/08/2021	2021 Fall session 10/15/21-11/12/21	0.00	1,404.00	
11809	MIKE FRAGIAS	11/10/2021	Regular	0.00	120.00	187270
110321	Invoice	11/03/2021	Re-issue - Referee fees - December 2019	0.00	120.00	
17106	MISS CATHY MUSIC INC	11/10/2021	Regular	0.00	2,470.00	187271
110521	Invoice	11/05/2021	2021 Fall class fee	0.00	2,470.00	
11860	MUTUAL ACE HARDWARE	11/10/2021	Regular	0.00	22.13	187272

Check Register

Packet: APPKT02935-Packet for Board Meeting 111021

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	
103121 1191	Invoice	10/31/2021	Supplies	0.00	22.13	
10006	NCPERS GROUP LIFE INSURANCE	11/10/2021	Regular	0.00	80.00	187273
3301112021	Invoice	10/10/2021	NCPERS Group Life Insurance	0.00	80.00	
11901	NELS J JOHNSON TREE EXPERT INC	11/10/2021	Regular	0.00	2,612.50	187274
1328651	Invoice	11/03/2021	CIA tree	0.00	190.00	
1328672	Invoice	11/03/2021	CIA tree	0.00	2,422.50	
17635	NICHOLAS SUHADOLNIK	11/10/2021	Regular	0.00	375.00	187275
110921	Invoice	11/09/2021	Referee fees - Sept/Oct 2021	0.00	375.00	
13604	NORTH SHORE GAS	11/10/2021	Regular	0.00	208.14	187276
11/2/21 0608197...	Credit Memo	11/02/2021	Credit-Sunset Rd N of Bldg 8/1/21-8/31/21	0.00	-2.02	
11/02/21 060819...	Invoice	11/02/2021	Sunset Rd N of Bldg 9/01/21-10/01/21	0.00	83.20	
11/2/21 0608197...	Invoice	11/02/2021	Sunset Rd N of Bldg 10/01/21-10/31/21	0.00	126.96	
12206	RICKS AUTO CARE	11/10/2021	Regular	0.00	4,397.10	187277
110421	Invoice	11/04/2021	Repairs for Truck 129	0.00	4,397.10	
18331	VERNON HILLS PARK DIST	11/10/2021	Regular	0.00	50.00	187278
110521	Invoice	11/05/2021	12/1/21 A&F Holiday Luncheon Meeting	0.00	50.00	
17515	WINDSTREAM	11/10/2021	Regular	0.00	2,553.48	187279
74246407	Invoice	10/22/2021	October 2021	0.00	2,553.48	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	37	23	0.00	27,781.08
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
	37	23	0.00	27,781.08



Park District of Highland Park, IL

Payment Reversal Register

APPKT02928 - 11032021 Void

Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name				Total Vendor Amount
11809	MIKE FRAGIAS				-120.00
Payment Type	Payment Number	Original Payment Date	Reversal Date	Cancel Date	Payment Amount
Check	184473	02/19/2020	11/03/2021	11/03/2021	-120.00
Payable Number:	Description	Payable Date	Due Date	Payable Amount	
021820	Referee fees-December 2019	02/18/2020	02/19/2020	120.00	



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: PAYROLL-PAYROLL BANK						
12825	ICMA RETIREMENT TRUST #705568	10/22/2021	Bank Draft	0.00	280.00	DFT0003200
ICMA Roth 102221	Invoice	10/22/2021	Wire Transfer ICMA Roth	0.00	280.00	
11161	ICMA RETIREMENT TRUST #302037	10/22/2021	Bank Draft	0.00	4,091.90	DFT0003201
ICMA 457 102221	Invoice	10/22/2021	Wire Transfer ICMA 457 Deferred Comp	0.00	4,091.90	

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	2	2	0.00	4,371.90
EFT's	0	0	0.00	0.00
	2	2	0.00	4,371.90



Park District of Highland Park, IL

Check Register

Packet: APPKT02921 - AFLAC Payment

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: PAYROLL-PAYROLL BANK						
10058	AFLAC	10/26/2021	Bank Draft	0.00	610.80	DFT0003202
102521	Invoice	10/25/2021	AFLAC 10/25/21	0.00	610.80	

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	1	1	0.00	610.80
EFT's	0	0	0.00	0.00
	1	1	0.00	610.80



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	
Bank Code: PAYROLL-PAYROLL BANK						
11177	ILL MUNICIPAL RETIREMENT FUND	11/03/2021	Bank Draft	0.00	49,408.61	DFT0003204
IMRF October 2021	Invoice	10/31/2021	IMRF 10/31/21	0.00	49,408.61	

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	1	1	0.00	49,408.61
EFT's	0	0	0.00	0.00
	1	1	0.00	49,408.61



Park District of Highland Park, IL

Check Register

Packet: APPKT02926 - Quadient Postage Payment

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	
Bank Code: AP-AP BANK						
18904	QUADIENT FINANCE USA, INC	11/03/2021	Bank Draft	0.00	500.00	DFT0003203
10/27/21 790004...	Invoice	10/27/2021	Postage Meter	0.00	500.00	

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	500.00
EFT's	0	0	0.00	0.00
	1	1	0.00	500.00



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: PAYROLL-PAYROLL BANK						
12825	ICMA RETIREMENT TRUST #705568	11/09/2021	Bank Draft	0.00	280.00	DFT0003211
ICMA Roth 110521	Invoice	11/05/2021	Wire Transfer ICMA Roth	0.00	280.00	
11161	ICMA RETIREMENT TRUST #302037	11/09/2021	Bank Draft	0.00	4,227.85	DFT0003212
ICMA 457 110521	Invoice	11/05/2021	Wire Transfer ICMA 457 Deferred Comp	0.00	4,227.85	

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	2	2	0.00	4,507.85
EFT's	0	0	0.00	0.00
	2	2	0.00	4,507.85

P-Card Transactions

09/08/21 - 10/07/21

<u>Vendor Name</u>	<u>Item Total</u>	<u>Item Description</u>
1000BULBS.COM	\$156.83	1000BULBS.COM - sensor switches light
1000BULBS.COM	\$82.73	light bulbs
13 NINETY BY OPEN KITC	\$2,523.00	Wadsworth Cup Lunch and Dinner
13 NINETY BY OPEN KITC	\$2,245.50	Customer Appreciation Lunch - Sunset Valley
ACCESS FIXTURES	\$1,172.76	Bollard llights for RCHP
ACCESS FIXTURES	\$293.19	Bollard llights for RCHP
ACUSHNET BILLTRUST	\$530.00	golf clubs for rentals
ACUSHNET BILLTRUST	\$270.42	apparel for pro shop
ACUSHNET BILLTRUST	\$37.30	apparel for pro shop
ACUSHNET BILLTRUST	\$43.34	apparel for pro shop
ACUSHNET BILLTRUST	\$59.16	shoes for golf shop
ACUSHNET BILLTRUST	\$1,457.36	golf balls for pro shop
ACUSHNET BILLTRUST	\$267.15	golf balls for pro shop
ACUSHNET BILLTRUST	\$684.60	golf balls for pro shop
ACUSHNET BILLTRUST	\$204.78	golf balls for pro shop
ACUSHNET BILLTRUST	\$543.82	golf balls for pro shop
ACUSHNET BILLTRUST	\$314.88	golf balls for pro shop
ACUSHNET BILLTRUST	\$911.60	golf balls for pro shop
ACUSHNET COMPANY	\$275.00	head for club fitting
ACUSHNET COMPANY	\$246.96	golf gloves
ACUSHNET COMPANY	\$123.48	gloves
ACUSHNET COMPANY	\$300.00	caps for golf academy
ADAZON INC.	\$241.00	Honey Jar labels
ADOBE ACROPRO SUBS	\$162.55	Adobe Pro - Dan Voss
AEREX PEST CONTROL SER	\$65.00	PEST CONTROL
ALL STAR BALLPARK HEAV	\$599.00	Overnight Iowa Trip- Purchase 2022
AMAZON.COM 254OZ9W92 A	\$21.00	Plugs for Baseball fields
AMAZON.COM 255UW85R2 A	\$43.60	Staplers for Rec Office/Staff
AMAZON.COM 2C0IF5MU2 A	\$40.89	Buckets for skate school supplies
AMAZON.COM 2C0NT5IY2 A	\$18.99	file folders
AMAZON.COM 2C4NB8912 A	\$56.03	RCHP Office Supply Order
AMAZON.COM 2C6KX86H1 A	\$21.32	Office supply - letter trays
AMAZON.COM 2C79Y0RR2 A	\$53.40	fabuloso
AMAZON.COM 2C7AJ1F91 A	\$14.62	park school materials
AMAZON.COM 2C7W292G2 A	\$53.40	fabuloso
AMAZON.COM 2G09Z9NM1 A	\$79.83	Cart for RCHP Fitness
AMAZON.COM 2G4AR72A2 A	\$79.30	AMAZON.COM 2G4AR72A2 A - Purchase
AMAZON.COM 2G4R89801 A	\$70.82	epoxy
AMAZON.COM 2G4UM53R1 A	\$9.99	Planner
AMAZON.COM 2G5BS5WB0 A	\$122.46	AMAZON.COM 2G5BS5WB0 A - Purchase
AMAZON.COM 2G6B134O0 A	\$24.18	park school supplies
AMAZON.COM 2G6JB3472 A	\$559.88	Tires - Truck #147
AMAZON.COM 2G7CB4JG0 A	\$64.07	foam handwash
AMAZON.COM 2G7DI9Q82 A	\$42.96	garbage bags
AMAZON.COM 2G8FW74M2 A	\$112.62	baseball equipment pod - Purchase
AMAZON.COM 2G9GR8QI1 A	\$23.97	Dongle adapter for phone to stereo
AMAZON.COM AMZN.COM/BI	(\$12.72)	Amazon Tax Credit
AMAZON.COM AMZN.COM/BI	(\$191.54)	2 Tires refunded
AMAZON.COM AMZN.COM/BI	(\$95.77)	1 Tire refunded
AMZN Mktp US	(\$234.80)	Tires Refunded-Truck #130
AMZN Mktp US	(\$106.32)	Return - bubble guns
AMZN MKTP US 254Z61YG2	\$289.99	Office Supply - Desk Chair
AMZN MKTP US 255QL4682	\$25.99	park school materials

	P-Card Transactions
	09/08/21 - 10/07/21
AMZN MKTP US 256T45YN2	\$31.94 park school supplies
AMZN Mktp US 257OK7WW2	\$44.90 Field anchors for bases
AMZN MKTP US 2598Y6522	\$9.79 shop tools pliers
AMZN Mktp US 259RZ8RL2	\$101.19 TP dispenser for Sunset Bathroom
AMZN MKTP US 270DE0T41	\$21.99 Hauntings supply - MP3 Player
AMZN MKTP US 2738U9OF1	\$124.97 Outdoor Fitness Tent Lights
AMZN MKTP US 273GR6LQ0	\$68.01 RCHP Office Supplies
AMZN MKTP US 273NI3N80	\$81.33 Wireless Keyboards (2) iPhone Cover. AAA
AMZN MKTP US 273NI3N80	\$25.00 Wireless Keyboard
AMZN MKTP US 273NI3N80	\$25.00 Wireless Keyboard
AMZN MKTP US 277DO6TL1	\$26.97 Hauntings tools - rope
AMZN MKTP US 2C0MR0060	\$8.50 Materials & Supplies - outlet covers
AMZN MKTP US 2C18U7TJ1	\$82.79 Fan Motor - Toro Z
AMZN MKTP US 2C19M7TQ1	\$39.96 AMZN MKTP US 2C19M7TQ1 - Purchase
AMZN MKTP US 2C2724RS1	\$45.26 Office Supplies, Stapler, Sticky notes & tissues
AMZN Mktp US 2C2LM0HE1	\$42.40 toilet paper
AMZN MKTP US 2C31N2P90	\$55.84 Reorder of registration office supplies
AMZN Mktp US 2C3QU9JP2	\$360.00 VariDesk - Jodi
AMZN MKTP US 2C3XJ2CR2	\$19.98 Material & Supplies - child cabinet locks
AMZN Mktp US 2C40D8O40	\$42.40 Tire Tube - Kubota ATV
AMZN MKTP US 2C4OZ9QB1	\$56.95 halloween inflatable
AMZN MKTP US 2C4WW2HQ0	\$63.96 halloween hanging ghost decor
AMZN Mktp US 2C5ZJ1OS1	\$19.34 Park School materials
AMZN MKTP US 2C6B055T1	\$18.98 park school decorations
AMZN Mktp US 2C6DG3ZW2	\$50.99 toilet paper dispenser
AMZN Mktp US 2C6GF8RD2	\$74.95 Park School materials
AMZN MKTP US 2C7178B71	\$9.17 Haryy Potter DVD
AMZN MKTP US 2C74T8VZ1	\$24.99 USB Macbook Adapter
AMZN MKTP US 2C7A32DW1	\$233.65 Hauntings props & tools
AMZN MKTP US 2C7VJ1IL2	\$43.60 Amazon Office Supplies
AMZN MKTP US 2C80P7FF0	\$33.44 Thermal Paper
AMZN Mktp US 2C8QW1Q11	\$299.99 VariDesk - Robyn
AMZN MKTP US 2C8WN7ZP0	\$37.97 AMZN MKTP US 2C8WN7ZP0 - Purchase
AMZN MKTP US 2C9BN7MJ1	\$20.99 File folders for HR
AMZN Mktp US 2C9OW1GW2	\$155.90 Light bulbs
AMZN MKTP US 2C9RC2AJ2	\$26.40 starter for air compressor
AMZN MKTP US 2C9YF6IJ0	\$7.99 Haunting supplies - netting
AMZN Mktp US 2G03M8FP2	\$76.76 Batteries for Group Exercise
AMZN Mktp US 2G03U2QD0	\$54.45 light bulbs
AMZN Mktp US 2G0BY93F0	\$234.80 Truck #130 Tires
AMZN MKTP US 2G0DU74H2	\$101.81 Batteries and Floor Mat for group ex classes
AMZN MKTP US 2G13K3I61	\$128.40 Mat for Aqua Fitness
AMZN MKTP US 2G1502UI1	\$64.94 Popcorn bags and pumpkin stickers
AMZN MKTP US 2G1EB4PW0	\$20.98 event supplies - power strip
AMZN MKTP US 2G1EB4PW0	\$165.82 HP Hauntings supplies - lights, batteries, etc
AMZN MKTP US 2G1JD4ZW2	\$13.20 park school materials
AMZN MKTP US 2G20I8QK0	\$56.99 office supply - step ladder
AMZN MKTP US 2G20I8QK0	\$10.19 event supplies - packing tape
AMZN MKTP US 2G2EB3OQ2	\$14.45 alcohol pads, sand paper
AMZN MKTP US 2G2G09OE0	\$13.99 Park School materials
AMZN Mktp US 2G2RW0OF0	\$259.48 Tires - Van #111
AMZN MKTP US 2G2V07D90	\$72.84 office supplies, book ends, label tape
AMZN Mktp US 2G2VT3DQ1	\$75.99 step stools
AMZN MKTP US 2G2YA1G02	\$19.96 Led light clips holder.

		P-Card Transactions
		09/08/21 - 10/07/21
AMZN Mktp US 2G31Q6ME1	\$12.00	Dig out tools for field pegs
AMZN MKTP US 2G3LD65N2	\$109.35	balance board and slide board for skating
AMZN Mktp US 2G3MS3UT2	\$89.00	Hitting Stick - Tennis Technique
AMZN Mktp US 2G3TF3T12	\$8.83	magnets
AMZN Mktp US 2G4255ZB1	\$13.20	park school materials
AMZN MKTP US 2G4787LD0	\$27.42	Trailer Cable
AMZN Mktp US 2G4ML89M2	\$71.10	Baseball Field Plugs
AMZN MKTP US 2G4MT2N11	\$29.97	walkie talkie new battery
AMZN MKTP US 2G4VG0K62	\$6.89	AMZN MKTP US 2G4VG0K62 - Purchase
AMZN MKTP US 2G4ZB9V52	\$67.82	Registration office supplies
AMZN MKTP US 2G52G8YX1	\$42.57	Carburetor for Chainsaw
AMZN MKTP US 2G54U9XC0	\$16.99	Park School materials
AMZN Mktp US 2G56E8TS1	\$486.72	Tires - Truck #126
AMZN Mktp US 2G5LR8MC2	\$109.97	skating off-ice equipment
AMZN Mktp US 2G5PO38R0	\$436.80	Dye for miniature golf
AMZN MKTP US 2G5SN86M1	\$8.99	office supplies - sticky notes
AMZN MKTP US 2G5SN86M1	\$24.45	special event supplies
AMZN MKTP US 2G5SN86M1	\$15.89	Hauntings supplies - duct tape
AMZN MKTP US 2G6592BI0	\$14.69	Banner install cords
AMZN MKTP US 2G6646HE0	\$8.99	supplies - key covers
AMZN MKTP US 2G6655YZ0	\$8.29	Adapter for HP Haunting
AMZN Mktp US 2G68J0BW2	\$7.98	Adapter for HP Haunting
AMZN MKTP US 2G6GU5ON0	\$69.99	electrical voltage test kit
AMZN Mktp US 2G74Q2R71	\$16.45	Capacitor
AMZN Mktp US 2G7FP3WA1	\$114.99	POS Receipt Paper
AMZN Mktp US 2G8KC5QI0	\$174.99	T8 U fluorescent light bulb.
AMZN MKTP US 2G8O24682	\$50.97	Pressure Washer Nozzles
AMZN Mktp US 2G8R246N1	\$145.76	Popcorn
AMZN MKTP US 2G8VH2LK2	\$112.99	dye for miniature golf
AMZN Mktp US 2G92G0DK0	\$288.00	Inducer blower
AMZN MKTP US 2G9AC31W2	\$8.69	Capacitor
AMZN Mktp US 2G9AT0I01	\$61.68	Tube - Kubota
AMZN MKTP US 2G9XJ9SV1	\$166.77	park school supplies
AMZN Mktp US 2G9XW0FD0	\$240.56	Tires - Van #107
AMZN MKTP US AMZN.COM/	(\$42.33)	Refund - New Camp supplies
AMZN MKTP US AMZN.COM/	(\$67.82)	Refund on registration office supplies (lost during shipping)
ARTHUR CLESEN- LINCOLN	\$242.17	Dye, Surfactant, Garlon
ASTRO CARPET MILLS	\$5,126.11	ASTRO CARPET MILLS - Purchase
ASTRO CARPET MILLS	\$4,518.12	miniature golf carpet
AT&T PAYMENT	\$4.38	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$1.75	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$4.82	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$2.63	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$8.32	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$1.75	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$1.75	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.44	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.44	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.44	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.44	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.44	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.44	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$3.04	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.88	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.88	E911 Service 07/17/21-08/16/21

		P-Card Transactions
		09/08/21 - 10/07/21
AT&T PAYMENT	\$2.63	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$166.68	Emergency Elevator Phone 08/05/21-09/04/21
AT&T PAYMENT	\$1.75	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$0.88	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$2.19	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$2.63	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$1.31	E911 Service 07/17/21-08/16/21
AT&T PAYMENT	\$41.67	Emergency Elevator Phone 08/05/21-09/04/21
AT&T PREMIER EBILL	\$50.28	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$322.31	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$159.71	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$58.30	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$378.95	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$29.15	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$193.22	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$157.04	Service 08/05/21-09/04/21
AT&T PREMIER EBILL	\$90.80	Service 08/05/21-09/04/21
BED BATH & BEYOND #32	\$47.98	Table Clothes
BHFX #10	\$70.00	Inkjet Service Contract July 2021
BHFX #10	\$20.00	Canon 8400 Lease September 2021
BRIDGESTONE SPORTS USA	\$767.29	golf balls for pro shop
BROADCAST MUSIC INC BM	\$373.70	District Wide Business licensing for digital music play
BUCK BROS INC LIBERTYV	\$562.97	Mower Parts
BUILD.COM	\$2,127.16	The Preserve Restroom Bathroom Fixtures
CALL ONE	\$74.88	09/15/21-10/14/21
CERAMIC SUPPLY CHICAGO	\$152.00	Adult Ceramics supplies (brown clay)
CERAMIC SUPPLY CHICAGO	\$306.00	ceramic supplies - glazes & clay
CERAMIC SUPPLY CHICAGO	\$662.50	Ceramic supply - clay
CHARLES J. FIORE CO	\$1,267.50	3 trees for donations (Center, Foster,Kass)
CHICAGO COMMUNICATIONS	\$2,151.00	SVGC Cameras
CHICAGO TRIBUNE SUBS	\$1.00	CHICAGO TRIBUNE SUBSCRIPTION
CITY OF HIGHLAND PARK	\$252.00	Sunset Woods Park Playground Permit - 3rd party fees
CKO WWW.ISTOCKPHOTO.CO	\$136.00	Marketing Photos/Illustrations
CLIFFORD WALD AND COMP	\$271.92	Adhesive Vinyl and Poster Paper
CLIFFORD WALD AND COMP	\$514.96	Banner Vinyl
CLIFFORD WALD AND COMP	\$418.78	Paper and Vinyl
CMAA CAREER CENTER	\$350.00	Job posting for Planning & Projects
COBRA-PUMA GOLF INC	\$350.85	golf club for pro shop
COBRA-PUMA GOLF INC	\$53.73	apparel for pro shop
COLLEY ELEVATOR COMPAN	\$240.00	Elevator Inspection
COMCAST BUSINESS	\$1,091.31	08/15/21-09/14/21
COMCAST BUSINESS	\$484.60	08/15/21-09/14/21
COMCAST BUSINESS	\$1,068.05	08/15/21-09/14/21
COMCAST BUSINESS	\$516.57	08/15/21-09/14/21
COMCAST BUSINESS	\$1,505.62	08/15/21-09/14/21
COMCAST BUSINESS	\$484.60	08/15/21-09/14/21
COMCAST BUSINESS	\$484.60	08/15/21-09/14/21
COMCAST BUSINESS	\$346.49	08/15/21-09/14/21
COMCAST BUSINESS	\$46.04	08/15/21-09/14/21
COMCAST BUSINESS	\$307.24	08/15/21-09/14/21
COMCAST BUSINESS	\$568.45	08/15/21-09/14/21
COMCAST BUSINESS	\$568.45	08/15/21-09/14/21
COMCAST BUSINESS	\$322.25	08/15/21-09/14/21
COMCAST BUSINESS	\$353.26	08/15/21-09/14/21

		P-Card Transactions
		09/08/21 - 10/07/21
COMCAST BUSINESS	\$353.28	08/15/21-09/14/21
COMCAST BUSINESS	\$903.10	08/15/21-09/14/21
COMCAST BUSINESS	\$393.10	08/15/21-09/14/21
COMCAST BUSINESS	\$301.03	08/15/21-09/14/21
COMCAST BUSINESS	\$1,275.00	08/15/21-09/14/21
COMCAST BUSINESS	\$1,321.03	08/15/21-09/14/21
COMCAST BUSINESS	\$138.11	08/15/21-09/14/21
COMCAST CHICAGO	\$321.25	Admin:TV/WiFi Service 09/13/21-10/12/21
COMCAST CHICAGO	\$108.35	Parks Maint/Fink: WiFi Service 08/20/21-09/19/21
COMCAST CHICAGO	\$98.45	Park Ave WiFi Service 08/18/21-09/18/21
COMCAST CHICAGO	\$293.35	Centennial Ice Arena: WiFi Service 09/09/21-10/08/21
COMCAST CHICAGO	\$148.35	SVGC: WiFi Service 09/07/21-10/06/21
COMCAST CHICAGO	\$358.11	Golf Learning: TV/WiFi Service 09/14/21-10/13/21
COMCAST CHICAGO	\$57.77	Comcast Service
COMMERCIAL RECREATION	\$2,175.00	New Strikeguard Sensor and Data Receiver
COMPLIANCE SIGNS.COM	\$124.16	ADA Stall Signs (2)/ADA stall fee signs (2)
COMPLIANCE SIGNS.COM	\$31.19	The Preserve Restroom Exterior Sign
COMPLIANCE SIGNS.COM	\$372.48	ADA Stall Signs (6) / ADA fee Signs (6)-Golf Learning Center
CRAFTWOOD LUMBER & HAR	\$54.15	paint and supplies for NSYC
CRAFTWOOD LUMBER & HAR	\$15.99	Snips
CRAFTWOOD LUMBER & HAR	\$22.78	Extension Cord (100ft)
CRAFTWOOD LUMBER & HAR	\$22.99	Split Rail Post - Mooney
CRAFTWOOD LUMBER & HAR	\$21.88	Truck Bed Liner Spray
CRAFTWOOD LUMBER & HAR	\$49.98	Black Nitrile Gloves
CRAFTWOOD LUMBER & HAR	\$49.94	Paint Supplies for curbs @ Rosewood
CRAFTWOOD LUMBER & HAR	\$49.64	Paint Supplies for Rosewood Curbs
CRAFTWOOD LUMBER & HAR	\$7.99	Striping Paint for Rosewood Curbs
CRAFTWOOD LUMBER & HAR	\$16.98	Snap Hook
CRAFTWOOD LUMBER & HAR	\$19.56	Safety Hooks
CRAFTWOOD LUMBER & HAR	\$7.99	Hardware for Split Rail Post
CRAFTWOOD LUMBER & HAR	\$79.96	Split Rail Post Repair
CRAFTWOOD LUMBER & HAR	\$173.91	Split Rail Post Repair
CRAFTWOOD LUMBER & HAR	\$145.93	Split Rail Post
CRAFTWOOD LUMBER & HAR	\$19.67	HCAP Chlorinator Pump
CRAFTWOOD LUMBER & HAR	\$24.99	Halfway House Hand Dryer
CRAFTWOOD LUMBER & HAR	\$60.85	Halfway House Hand Dryer
CRAFTWOOD LUMBER & HAR	\$39.98	Halfway House Hand Dryer
CRAFTWOOD LUMBER & HAR	\$20.27	Door stops for RIC
CRAFTWOOD LUMBER & HAR	\$1.92	adult ceramics supplies
CRAFTWOOD LUMBER & HAR	\$41.86	Preserve Gazebo Paint
CRAFTWOOD LUMBER & HAR	\$19.99	Jensen Pond Skimmer
CRAFTWOOD LUMBER & HAR	\$5.79	Washers for Baseball Sheds
CRAFTWOOD LUMBER & HAR	\$8.99	Return Air Grille - Sunset
CRAFTWOOD LUMBER & HAR	\$12.05	Keys for Sunset
CRAFTWOOD LUMBER & HAR	\$14.99	Flashlight
CRAFTWOOD LUMBER & HAR	\$13.79	Graffiti Removal at Preserve
CRAFTWOOD LUMBER & HAR	\$52.99	Mop Bucket & Wringer
CRAFTWOOD LUMBER & HAR	\$50.97	Rakes
CRAFTWOOD LUMBER & HAR	\$3.98	Hardware for Fink Dog Park Gates
CUTLER WORKWEAR	\$150.00	Rosdahl- Boots
CVS/PHARMACY #04787	\$24.14	office expense
CYGANY INC	\$342.00	White Dog Bags for Parks
CYGANY INC	\$464.00	Dog Bags
DAUGHERTY SALES INC	\$315.00	HPGLC Waterfall Pump Float

		P-Card Transactions
		09/08/21 - 10/07/21
DAVEY RESOURCE	\$2,951.65	Heller Stewardship_120420
DAVEY RESOURCE	\$1,568.56	Rosewood Stewardship-121558
DAVEY RESOURCE	\$2,363.73	SRW Stewardship 120413
DAVEY RESOURCE	\$3,587.00	Heller Stewardship_121559
DAVEY RESOURCE	\$1,411.04	Rosewood Stewardship 120414
DAVEY RESOURCE	\$2,163.00	SRW Stewardship 121557
DICK'S SPORTING GOODS	\$69.99	athletic supplies
DICK'S SPORTING GOODS	\$59.94	Stopwatches Flag Football
DIDIER FARMS.	\$662.75	Pumpkins, cornstalks, hay, gourds, delivery
DNH GODADDY.COM	\$189.98	SSL Certification for VPN
DOG WASTE DEPOT	\$609.71	Doggie Bags
DOLLARTREE	\$10.00	Park School materials
DOLLARTREE	\$10.00	park school materials
DOLLARTREE	\$16.00	Park School materials
DOLLARTREE	\$79.00	park school supplies
DOLLARTREE	\$31.00	park school supplies
DROPBOX CW9N5CWYTZP9	\$11.99	monthly fee
DTV DIRECTV SERVICE	\$242.98	cable
DTV DIRECTV SERVICE	\$177.98	DirectTV
DUKE'S OIL SERVICE LLC	\$175.00	Recycled Oil
EFFECTV EAST	\$1,540.62	SVGC - TV advertising
EMPIRE COOLER SERVICE	\$150.00	ice machine rental
ENERGY PRODUCTIONS	\$250.00	DJ for Daddy Daughter Luau - Balance
ENTRYEEZE	\$80.00	EntryEeze fees
EVENTCONNECT	\$20.00	Hotel Omaha EVENTCONNECT - Purchase
EVENTCONNECT	\$20.00	Hotel Omaha EVENTCONNECT - Purchase
EVENTCONNECT	(\$20.00)	EVENTCONNECT - Credit
EVENTCONNECT	(\$20.00)	EVENTCONNECT - Credit
EVENTCONNECT	\$25.00	Overnight Hotel Omaha - Purchase
EVENTCONNECT	\$25.00	Overnight Hotel Omaha EVENTCONNECT - Purchase
FACEBK PGT7V73FW2	\$49.16	SVGC Facebook Ads
FACEBK WP5WX6PFW2	\$146.83	SVGC Facebook Ads
FACEBK WP5WX6PFW2	\$333.73	SVGC Facebook Ads
FACEBK WP5WX6PFW2	\$19.44	DCRC Facebook Ads
FACTORY CLEANING EQUIP	\$245.00	FACTORY CLEANING EQUIP - Sweeper Repair
FACTORY CLEANING EQUIP	\$245.00	FACTORY CLEANING EQUIP - Scrubber repairs
FELLERS INC	\$108.99	Grommets
FOREUP - BILLING - MOT	\$630.00	POS software monthly payment
FOSSIL INDUSTRIES INC	\$5,721.00	FOSSIL INDUSTRIES INC - Purchase
G&O THERMAL SUPPLY	\$179.22	Rx 11 flush
G.W. BERKHEIMER AH	\$1,499.00	Air handler
G.W. BERKHEIMER AH	\$100.12	Condenser
GFS STORE #1919	\$15.99	park school cooking
GIH GLOBALINDUSTRIALEQ	\$255.44	The Preserve Restroom - Baby Changing Station
GLOBAL SPECIALTIES DIR	\$375.00	purchase of grab bars, mirror, ect. for the preserve restroom
GOLF COURSE SUPERINTEN	\$400.00	GCSAA Associatons Dues
GOOGLE ADS4050332202	(\$0.07)	GOOGLE ADS4050332202 - Credit
GOOGLE GSUITE PDHP.ORG	\$6.00	Google Apps - Monthly
GRAINGER	\$403.56	Filters
GRAINGER	\$153.18	Zone valve
GRAINGER	\$82.66	Pressure switch
GROWER EQUIPMENT & SUP	\$373.15	Mower Equipment Repair
GROWER EQUIPMENT & SUP	\$327.20	Push Lawnmower
H. BARBER & SONS, INC.	\$1,859.27	Surf Rake Beach Cleaner

		P-Card Transactions
		09/08/21 - 10/07/21
H. BARBER & SONS, INC.	\$1,859.27	Surf Rake Beach Cleaner
HARRELLS LLC	\$1,801.49	Liquid Fertilizer
HARRELLS LLC	\$880.00	Green Indicator- Golf Course Greens
HARRELLS LLC	\$964.70	Fertilizer - Golf Course Greens
HARRELLS LLC	\$1,012.82	Divot Recovery Mix - Clubhouse Golf Carts
HACHELL & ASSOCIATES,	\$655.00	Exhaust fan
HACHELL & ASSOCIATES,	\$30.00	Shipping for exhaust motor
HEINEN'S GROCERY STORE	\$19.14	Park School cooking
HERITAGE FLOWER FARM	\$120.75	Garden Flowers-Demo
HEY AND ASSOCIATES INC	\$703.75	Construction Phase Services Preserve
HIGHLAND PARK FORD LIN	\$7,341.68	Truck 141 engine repair
HIGHLAND PARK FORD LIN	\$343.97	Heat Lamp - Truck #129
HOBBY-LOBBY #0195	\$5.22	materials for Park School
HOMEDEPOT.COM	\$249.00	Hauntings - Animated Prop
HORNUNG S GOLF PRODS	\$901.32	divot repair tool with logo
HORNUNG S GOLF PRODS	\$19.49	proximity cards
HORNUNG S GOLF PRODS	\$177.63	tees for pro shop
HORNUNG S GOLF PRODS	\$73.52	sunscreen for golf shop
HORNUNG S GOLF PRODS	\$74.72	hot hands for pro shop
IDLEWOOD ELECTRIC SUPP	\$97.27	Sunset Field Light Repair
IDLEWOOD ELECTRIC SUPP	\$8.18	HCAP Chlorinator Pump
IDLEWOOD ELECTRIC SUPP	\$86.61	HCAP Chlorinator Pump
IDLEWOOD ELECTRIC SUPP	\$35.00	Tool Rental for Zamboni
IDLEWOOD ELECTRIC SUPP	\$109.66	Halfway House Hand Dryer
IDLEWOOD ELECTRIC SUPP	\$29.68	DCRC Exit Batteries
IDLEWOOD ELECTRIC SUPP	\$40.84	DCRC Emergency Battery
IDLEWOOD ELECTRIC SUPP	\$144.87	Heller Light Pole Repair
IDLEWOOD ELECTRIC SUPP	\$8.60	Heller Sign Light Repair
IDLEWOOD ELECTRIC SUPP	\$147.87	Heller Light Pole Repair
IDLEWOOD ELECTRIC SUPP	\$18.92	GLC Pole Electric Feed
IDLEWOOD ELECTRIC SUPP	\$84.88	HPGLC Light Pole Repair
ILIPRA.ORG	\$165.00	Job posting on IPRA for HR
ILLINOIS ASSOC OF PARK	\$220.00	Awards for IAPD Gala
IMPERIAL SURVEILLANCE,	\$925.00	Heller Nature Center - Repair Classroom in Woods
IMPERIAL SURVEILLANCE,	\$295.00	Park Avenue - Additional Remotes for Access Control
IMPERIAL SURVEILLANCE,	\$9,680.96	Park Avenue Gate - Access Control System
IMPERIAL SURVEILLANCE,	\$2,350.00	Park Avenue Gate - Access Control
IN ARTHUR WEILER, INC	\$760.00	SVGC Amelanchier x 4
IN IRELAND HEATING &	\$280.80	IN IRELAND HEATING Boiler programming
IN NATIONAL DRUG SCRE	\$300.00	quarterly drug screening database subscription
IN PRO WASTE INC.	\$450.00	Port o potty at Movie
IN SOUND OF MUSIC SYS	\$76.00	Music for Fitness Floor
IN THE LOCAL MOMS NET	\$250.00	Winter registration advertising
IN THE MULCH CENTER L	\$1,200.00	Wood Carpet Material for Playground Surfacing
INTERNATIONAL TRANSACTION	\$0.10	INTERNATIONAL TRANSACTION - Purchase
IPRA	\$264.00	IPRA membership
J2 EFAF SERVICES	\$17.50	Monthly charges for confidential HR fax services
JEWEL OSCO 3459	\$5.47	Balloons, Spider web
JEWEL OSCO 3459	\$47.39	Ice Cream
JEWEL OSCO 3459	\$37.78	Park School cooking
JEWEL OSCO 3459	\$52.98	Park School cooking
JEWEL OSCO 3459	\$3.99	Chocolate for S'mores
JEWEL OSCO 3459	\$16.94	park school cooking
JOHNSTONE SUPPLY - 12	\$360.04	exhaust fan

		P-Card Transactions
		09/08/21 - 10/07/21
JOHNSTONE SUPPLY - 12	\$32.95	Drain pan
JORSON AND CARLSON COM	\$65.02	Zam blade sharpening.
JORSON AND CARLSON COM	\$35.76	Zam blade sharpening.
JORSON AND CARLSON COM	\$35.76	Zam blade sharpening.
K & M PRINTING CO MOTO	\$140.00	Arbor Terrace Sponsor Baseball Field Banner
K & M PRINTING CO MOTO	\$140.00	Arbor Terrace Sponsor Baseball Field Banner
K & M PRINTING CO MOTO	\$140.00	Arbor Terrace Sponsor Baseball Field Banner
K & M PRINTING CO MOTO	\$115.00	Pickleball Rules Sign Patches
KESSEL HEAT	\$145.00	Basketball Tournament Fee
KESSEL HEAT	\$145.00	Basketball Tournament Fee
KEYMELOCKSMITHS.COM	\$17.25	KEYMELOCKSMITHS.COM - Purchase
KEYMELOCKSMITHS.COM	(\$1.27)	KEYMELOCKSMITHS.COM - Credit
KEYTH TECHNOLOGIES	\$120.00	keys
KIRBY BUILT PRODUCTS	\$2,813.16	Kirby Built Benches (3) - Donations
KIRBY BUILT PRODUCTS	\$2,813.16	Kirby Built Benches (3) - S. Woods Playground Improvements
LEARN TO SKATE USA	\$33.50	LTS memberships - Ilya and Campbell
Little Tommy's Plumbin	\$641.00	clearing blocked drains
Little Tommy's Plumbin	\$626.81	Rodded out pipe for miniature golf
MailChimp	\$220.00	Monthly fee
MARIANOS #542	\$8.98	Refreshments
MARK VEND CO.	\$31.05	Vending Machines - Parks
MARK VEND CO.	\$10.35	Vending Machines - Golf
MARK VEND CO.	\$104.65	drinks and snacks for sale
MENARDS 3327	\$49.66	Ceiling tiles
MENARDS 3327	\$19.05	Hasp Locks for Sheds
MENARDS 3327	\$105.75	Preserve Gazebo repair
MENARDS 3327	\$105.72	Preserve Bathroom Slop Sink
MENONI & MOCOgni, INC.	\$489.90	Rip Rap Stone-Heller Drainage
MENONI & MOCOgni, INC.	\$43.47	Top Soil for Stump Grinding
MENONI & MOCOgni, INC.	\$39.65	Materials for Sand Ramp
MENONI & MOCOgni, INC.	\$539.56	Topdressing Sand
MENONI & MOCOgni, INC.	\$534.00	Topdressing Sand
MENONI & MOCOgni, INC.	\$335.25	Screening for Rosewood Path
MICHAELS STORES 5018	\$21.58	park school decorations
MICHAELS STORES 8634	\$9.59	clay
MIDWEST GROUNDCOVERS L	\$1,448.07	Plants_RW Beach
MUTUAL ACE HARDWARE &	\$116.37	chainsaw parts
MUTUAL ACE HARDWARE &	\$32.31	Flagging
MUTUAL ACE HARDWARE &	\$19.99	Grass Seed Fertilizer
MUTUAL ACE HARDWARE &	\$18.31	Garden Staples
MUTUAL ACE HARDWARE &	\$23.30	Hydrahyde Glove
MUTUAL ACE HARDWARE &	\$37.96	Flood lights
MUTUAL ACE HARDWARE &	\$48.47	Chain
MUTUAL ACE HARDWARE &	\$18.13	3/4 pvc elbows
MUTUAL ACE HARDWARE &	\$21.59	Tube strap
MUTUAL ACE HARDWARE &	\$134.80	TVs treadmill
MUTUAL ACE HARDWARE &	\$9.23	cleaning supplies
MUTUAL ACE HARDWARE &	\$17.54	scrub brush
MUTUAL ACE HARDWARE &	\$103.55	hoses & gasket nozzles
MUTUAL ACE HARDWARE &	\$41.57	digilock batteries carburetor cleaner
MUTUAL ACE HARDWARE &	\$45.28	tools supplies
MUTUAL ACE HARDWARE &	\$31.89	hose tools for pump room hidden creek
MUTUAL ACE HARDWARE &	\$35.82	hoses connector & hoses
MUTUAL ACE HARDWARE &	\$118.28	steel cable & padlocks

P-Card Transactions

09/08/21 - 10/07/21

MUTUAL ACE HARDWARE &	\$12.93	desk glue and solder
MUTUAL ACE HARDWARE &	\$27.52	doors stoppers
MUTUAL ACE HARDWARE &	\$18.68	fuses for treadmill
MUTUAL ACE HARDWARE &	\$34.36	water fountain parts & pipe sealant
MUTUAL ACE HARDWARE &	\$27.73	Heller Light Pole Repair
MUTUAL ACE HARDWARE &	\$55.46	Materials and Supplies
MUTUAL ACE HARDWARE &	\$11.64	sand paper
MUTUAL ACE HARDWARE &	\$31.41	Paint Marking Wand & Paint
MUTUAL ACE HARDWARE &	\$12.19	Hardware for baseball fields
MUTUAL ACE HARDWARE &	\$36.98	propane
MUTUAL ACE HARDWARE &	\$36.98	propane
MUTUAL ACE HARDWARE &	\$19.87	campfire supplies for drivein
MUTUAL ACE HARDWARE &	\$17.55	campfire supplies for drive in
MUTUAL ACE HARDWARE &	\$61.02	maint supplies
NAPA AUTO PRTS HIGHLAN	\$149.99	Battery
NAPA AUTO PRTS HIGHLAN	\$84.50	Chainsaw Gas
NAPA AUTO PRTS HIGHLAN	\$71.69	Hand Soap
NAPA AUTO PRTS HIGHLAN	\$31.86	Bungee cords
NAPA AUTO PRTS HIGHLAN	\$33.36	Windshield Washer Fluid
NAPA AUTO PRTS HIGHLAN	\$76.41	Soap for Truck & Tractor
NAPA AUTO PRTS HIGHLAN	\$47.97	Armor All
NAPA AUTO PRTS HIGHLAN	\$31.89	Truck Dry Towels
NAPA AUTO PRTS HIGHLAN	\$25.74	Air Sanitizer
NAPA AUTO PRTS HIGHLAN	\$26.97	Truck Dry Towels
NAPA AUTO PRTS HIGHLAN	\$12.58	Tire Cleaner
NAPA AUTO PRTS HIGHLAN	\$52.98	Pliers
NAPA AUTO PRTS HIGHLAN	\$33.98	Door Panel Tool - Truck #129
NAPA AUTO PRTS HIGHLAN	\$39.52	Hose Nozzles for POGO
NAPA AUTO PRTS HIGHLAN	\$34.99	Clamp - Van #107
NAPA AUTO PRTS HIGHLAN	\$86.54	Exhaust Pipe/U-Bolts
NAPA AUTO PRTS HIGHLAN	\$36.14	Sway Bar
NAPA AUTO PRTS HIGHLAN	\$57.99	Brakes - Van #107
NAPA AUTO PRTS HIGHLAN	\$64.59	Filters - Truck #107
NAPA AUTO PRTS HIGHLAN	\$116.97	Brakes - Van #111
NAPA AUTO PRTS HIGHLAN	\$29.58	Filters - Van #111
NAPA AUTO PRTS HIGHLAN	\$182.69	Battery - Van #852
NAPA AUTO PRTS HIGHLAN	\$75.54	Brakes - Truck #141
NAPA AUTO PRTS HIGHLAN	\$263.59	Brakes - Truck #141
NAPA AUTO PRTS HIGHLAN	(\$71.60)	Credit - Caliper Core
NAPA AUTO PRTS HIGHLAN	\$49.49	Brake Bleeder - Truck #141
NAPA AUTO PRTS HIGHLAN	\$63.24	Brake Lube - Truck #141
NAPA AUTO PRTS HIGHLAN	\$85.74	Filters - Truck #143
NAPA AUTO PRTS HIGHLAN	\$37.45	Primer Paint - Truck #147
NAPA AUTO PRTS HIGHLAN	\$79.98	Brakes - Truck #147
NAPA AUTO PRTS HIGHLAN	\$45.89	Valve - Truck #142
NAPA AUTO PRTS HIGHLAN	\$44.94	Black Paint - Truck #147
NAPA AUTO PRTS HIGHLAN	\$86.38	Filters - Tractor 4120
NAPA AUTO PRTS HIGHLAN	\$79.99	Vacuum Kit - Tractor 4120
NAPA AUTO PRTS HIGHLAN	\$83.32	Bearings for Mower
NAPA AUTO PRTS HIGHLAN	\$34.58	Tubes
NAPA AUTO PRTS HIGHLAN	\$34.58	Tube - Kubota
NAPA AUTO PRTS HIGHLAN	\$44.94	Clear Coat - Truck #129
NAPA AUTO PRTS HIGHLAN	\$42.10	Drain Plugs
NAPA AUTO PRTS HIGHLAN	\$44.40	Light Bulbs - Truck #129

		P-Card Transactions
		09/08/21 - 10/07/21
NAPA AUTO PRTS HIGHLAN	\$328.85	Starter/Battery
NORTHSHORE PHYSICIAN	\$101.00	Preemployment physical for Recreation Manager
NRPA CONFERENCE	\$345.00	NRPA CONFERENCE
NRPA CONFERENCE	\$345.00	NRPA CONFERENCE - Purchase
NRPA OPERATING	\$1,150.00	NRPA MEMBERSHIP
OAKWOOD LODGING GROUP	\$91.11	2022 Hotel Overnight Trip - Purchase
OFFICEMAX/DEPOT 6066	\$49.93	office supplies
OFFICESUPPLY.COM	\$228.73	Light Bulbs,Pine-sol,Trash Bags,paper towels
OFFICESUPPLY.COM	\$156.03	Toile Paper, Tissue, Multyfold, paper Towels
OFFICESUPPLY.COM	\$398.12	Papergoods,Trash bags,Gojo soap
OFFICESUPPLY.COM	\$131.55	Broom, toilet paper toilet brush
OFFICESUPPLY.COM	\$147.59	Squeegee,Utility Brush,Urinal Screen Trash Bags
ONCE UPON A BAGEL	\$39.17	ONCE UPON A BAGEL - Purchase
ONE DAY SHOOTOUTS	\$388.00	Basketball Tournament Fee
PARK DISTRICT OF HIGHL	(\$10.00)	Test transaction refund
Park District Risk Man	\$70.00	PDRMA training - Brush Chipper
Park District Risk Man	\$70.00	PDRMA training - Ladder Safety
Park District Risk Man	\$150.00	PDRMA training - Playground Technician training
Park District Risk Man	\$40.00	PDRMA training - Playground inspections
PARTY CITY 168	\$53.92	park school decorations
PAYPAL GOVHR USA	\$100.00	Job posting on GovHR for HR position
PELLA ENGRAVING COMP	\$315.52	Donation Plaques - (Kass) Brock)
PICKLEBALLCENTRAL	\$294.98	Adult Tennis
PLAY HARD HOOPS	\$157.50	Basketball Tournament Fee
PP IYQENTERTAI	\$500.00	Autumn Fest Magician- Keith Cobb
PRC QUICKSCORES LLC	\$56.00	Quickscores Sluggers
PRODRYERS.COM	\$167.85	Hand Dryer - The Preserve Restroom
PY SPORTS FORCE PARKS	\$1,145.00	Overnight Tournament Cedar Point
PY SPORTS FORCE PARKS	\$1,145.00	Cedar Point Travel Baseball Tournament - Purchase
READYREFRESH BY NESTLE	\$117.87	WRC Water
REINDERS SUSSEX CUSTOM	\$861.35	Gearbox Assembly - Toro Z
REINDERS SUSSEX CUSTOM	\$292.19	Shroud and Fan - Toro Z
ROSATIS PIZZA - BANNOC	\$96.53	Volunteer Pizza
ROSEWOOD BEACH	(\$15.00)	POS Test Refund
RR PRODUCTS INC	\$275.75	Rotary Hand Spiker/Sifter Shovel
SCHWAAB AR	\$10.39	DCRC - New Name Plates
SCHWAAB AR	\$13.68	Tony Matzke - Name Plate
SCHWAAB AR	\$83.39	Rebecca Rooks, Donna Dunn, Debbie Pierce - Name Plate
SCHWAAB AR	\$99.40	Mari-Lynn, Connie, Scott, Justin - Name Plate
SCHWAAB AR	\$27.65	Natalie Wong - Name Plate
SCHWAAB AR	\$56.20	Liz Visteen - Name Plate
SCHWAAB AR	\$38.85	Angela Fee - Name Plate
SCHWAAB AR	\$24.89	DCRC - New Name Plates
SCHWAAB AR	\$59.78	Rec Center - New Name Plates
SCHWAAB AR	\$25.17	Amy Murin - Name Plate
SCHWAAB AR	\$24.89	DCRC - New Name Plates
SCHWAAB AR	\$27.65	Robyn Zullo - Name Plate
SCHWAAB STAMP INC	\$43.55	Julie Nichols Name Plates
SHELL OIL 57444090906	\$125.00	SHELL OIL 57444090906 - personal purchase in error
SITEONE LANDSCAPE SUPP	\$145.31	Straw Blanket
SITEONE LANDSCAPE SUPP	\$174.37	Straw Blanket - Fescue Seeding
SITEONE LANDSCAPE SUPP	\$958.50	Wetting Agent - Irrigation
SITEONE LANDSCAPE SUPP	\$1,054.51	Custom golf flags - Golf Course
SITEONE LANDSCAPE SUPP	\$103.95	Flagstick rings

		P-Card Transactions
		09/08/21 - 10/07/21
SITEONE LANDSCAPE SUPP	\$596.48	Plant Protectant Golf Course Greens
SITEONE LANDSCAPE SUPP	\$1,529.63	Fall Fairway Fertilizer
SITEONE LANDSCAPE SUPP	\$857.08	Plant Protectant - Golf Course Fairways
SITEONE LANDSCAPE SUPP	\$2,128.01	Fertilizer/Fungicide
SP SWIMOUTLET.COM	\$519.73	Fins & Kickboards
STAPLES 00116616	\$343.75	Office Supplies
STAPLES 00116616	\$75.05	office supplies
STAPLES 00116616	\$67.81	office supplies (binders and accessories)
STAPLES 00116616	\$52.43	park school crafts
STK Shutterstock	\$29.00	Photo Service_one year
SWANK MOTION PICTURES	\$435.00	Licensing rights for Harry Potter, drive in
TARGET 00010702	\$41.64	Park School Supplies
TARGET 00011684	\$132.00	TARGET 00011684 - Purchase
TARGET 00011684	\$54.00	TARGET 00011684 - Purchase
TARGET 00011684	\$7.50	park school supplies
TARGET 00011684	\$44.47	binders, post its, duct tape
TARGET 00011684	\$14.57	drinks
TARGET 00011684	\$154.09	campfire and smores supplies for drive in
TARGET 00011684	\$39.34	campfire and smores supplies for drive in
TARGET 00011684	\$25.23	Skating school supplies - markers, name tags, tape, labels
TARGET 00011684	\$19.99	Scary skate decorations
TEACHERSPAYTEACHERS.CO	\$7.00	curriculum
THE GRAPHIC EDGE INC	\$944.89	Volunteer/Coach Shirts - Purchase
THE HOME DEPOT #1901	\$109.94	Hauntings props
THE HOME DEPOT #1901	\$79.98	Hauntings - Animated prop
THE HOME DEPOT #1926	\$31.56	Electric Ballaster.
THE HOME DEPOT #1926	\$150.82	Bins for Vehicle paraphernalia for Touch a Truck
THE HOME DEPOT #1926	\$114.75	Paint for Parking Lot Lines and Curbs
THE HOME DEPOT #1926	\$2.68	THE HOME DEPOT #1926 - Purchase
THE HOME DEPOT #1926	\$38.10	Planks for Fence - Brown
THE HOME DEPOT #1926	\$46.64	1 inch black pipe
THE HOME DEPOT #1926	\$11.42	1 inch black pipe
THE HOME DEPOT #1926	\$17.96	Light bulbs
THE HOME DEPOT #1926	\$19.72	Lightbulbs
THE HOME DEPOT #1926	\$38.14	PVC fittings
THE HOME DEPOT #1926	\$19.98	Mulch for Donation Trees
THE HOME DEPOT #1926	(\$12.70)	Credit - Fence Repair
THE HOME DEPOT #1926	\$20.74	Fence Repair - Foley's Pond
THE HOME DEPOT #1926	\$149.00	Hauntings event - animatronic
THE HOME DEPOT #1926	\$350.22	building supplies
THE TORO COMPANY	\$2,475.00	Irrigation computer annual maintenance
TREETOP PRODUCTS CONSO	\$3,146.38	Preserve picnic tables
TREETOP PRODUCTS CONSO	\$3,146.38	Preserve picnic tables
TRIPLE CROWN SPORTS IN	\$2,345.00	Omaha Tournament
TRIPLE CROWN SPORTS IN	\$2,345.00	Omaha Tournament
ULINE SHIP SUPPLIES	\$262.14	GLC Parking Lot - ADA sign posts
USPS.COM CLICKNSHIP	(\$1.55)	Postage adjustment - Credit
VACPARTSWAR	\$14.30	2 power switch's for vacuum
VERMONT SYSTEMS	\$225.00	RecTrac - WebTrac Setup with Steph
WAL-MART #3893	\$44.03	park school supplies
WAREHOUSE DIRECT	\$424.58	Foam Wash, Trash Bags, TP
WAREHOUSE DIRECT	\$384.30	Trash Bags
WAREHOUSE DIRECT	\$320.71	Foam Wash, TP, Cleaner
WAREHOUSE DIRECT	\$314.36	Broom Handles, Mop Head, Trash Bags

		P-Card Transactions
		09/08/21 - 10/07/21
WAREHOUSE DIRECT	\$49.95	Fabuloso
WAREHOUSE DIRECT	\$91.77	Vandalism Remover
WAREHOUSE DIRECT	\$20.69	Legal Pads
WAREHOUSE DIRECT	\$42.87	latex gloves
WAREHOUSE DIRECT	\$499.55	custodial supplies
WAREHOUSE DIRECT	\$7.75	Paper & Staples
WAREHOUSE DIRECT	\$497.85	Front Desk Uniforms
WCI ACCURATEDOCDEST	\$321.50	Annual Shred - Accurate Destruction
WEB NETWORKSOLUTIONS	\$100.00	PDHPStaff Domain Name
WEB NETWORKSOLUTIONS	\$53.98	RC on the Go Fitness Domain Renewal
WETRANSFER	\$12.00	WETRANSFER - Purchase
WHENTOWORK INC	\$96.00	When to Work for RCHP- Fitness/Registration
WHENTOWORK INC	\$96.00	When to work for RCHP- Aquatics
WITTEK GOLF	\$96.36	shoe cleaner brush replacement
WWP ROSE PEST SOLUTION	\$110.00	pest control
YOUR ADVANTAGE II LT	\$185.00	Stringing Service
ZOOM.US 888-799-9666	\$84.97	Zoom Monthly
ZOOM.US 888-799-9666	\$14.99	Zoom membership
	Total	\$187,599.08



Park District of Highland Park, IL

DISTRICT WIDE

Income Statement

Current Period Ending 10/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	169,025.30	117,724.37	2,312,203.63	1,843,315.03	468,888.60	2,088,527.25	139,111.32	1,650,479.62
110 - CAMPS	-420.00	0.00	1,263,439.03	891,298.50	372,140.53	896,688.50	85,505.00	233,639.05
120 - LESSONS	46,683.35	24,949.26	488,161.37	293,817.52	194,343.85	345,711.50	44,130.34	303,116.02
130 - SPECIAL EVENTS	4,735.00	14,124.99	27,547.25	50,300.45	-22,753.20	58,605.00	0.00	10,592.00
410 - TAX	2,176,391.44	277,129.58	13,283,583.46	12,821,873.00	461,710.46	13,298,989.98	1,898,087.86	12,152,469.64
420 - FEES & CHARGES	181,768.49	88,371.40	2,819,944.22	1,832,390.45	987,553.77	1,897,384.00	191,867.01	1,889,649.32
440 - MEMBERSHIPS	41,418.15	46,325.67	475,938.38	469,301.41	6,636.97	562,158.00	25,697.57	482,750.41
450 - RENTALS	128,427.95	107,767.90	1,206,853.44	1,146,000.15	60,853.29	1,319,596.35	152,583.63	856,733.85
460 - MERCHANDISING	9,514.18	7,051.98	127,241.51	98,895.51	28,346.00	108,388.99	8,908.39	93,854.09
470 - INTEREST INCOME	763.93	1,000.00	8,261.99	13,000.00	-4,738.01	15,000.00	1,836.00	93,547.67
480 - MISCELLANEOUS INCOME	457,246.11	17,952.71	714,100.09	339,985.90	374,114.19	526,768.43	14,377.30	117,581.92
510 - OTHER INCOME	12,775.25	1,666.00	172,068.14	38,011.84	134,056.30	64,633.68	122,337.02	1,118,953.56
520 - BOND/DEBT PROCEEDS	38.92	0.00	1,203.16	0.00	1,203.16	0.00	239.12	6,467,709.99
Total Revenue:	3,228,368.07	704,063.86	22,900,545.67	19,838,189.76	3,062,355.91	21,182,451.68	2,684,680.56	25,471,077.14
Expense								
100 - PROGRAMS	107,579.01	107,641.41	964,887.21	1,036,723.57	71,836.36	1,238,395.11	3,137.47	844,100.18
110 - CAMPS	2,562.67	0.00	530,506.46	595,592.24	65,085.78	599,700.52	101,911.76	199,765.41
120 - LESSONS	20,412.52	17,340.50	228,815.30	157,159.87	-71,655.43	187,418.51	17,729.56	152,303.05
130 - SPECIAL EVENTS	4,447.88	7,623.79	36,390.67	96,418.35	60,027.68	107,409.71	3,555.97	72,467.93
610 - SALARIES & WAGES	520,210.24	547,296.46	5,417,596.44	5,937,536.58	519,940.14	7,464,738.70	496,913.82	5,185,319.25
620 - CONTRACTUAL SERVICES	260,485.81	169,720.85	2,055,955.87	2,212,741.98	156,786.11	2,653,605.40	162,210.75	1,530,099.57
630 - INSURANCE	158,080.04	198,091.03	1,324,262.88	1,813,061.14	488,798.26	2,453,152.89	164,735.37	1,406,744.81
640 - MATERIALS & SUPPLIES	31,872.08	36,960.30	368,487.40	409,113.98	40,626.58	480,618.40	30,025.87	244,334.58
650 - MAINTENANCE & LANDSCAPING CONTRACTS	54,802.34	24,760.15	366,562.09	407,083.40	40,521.31	452,572.05	28,565.12	272,569.08
660 - UTILITIES	76,589.85	83,118.32	623,888.40	674,391.65	50,503.25	848,776.67	67,055.88	548,642.18
670 - PENSION CONTRIBUTIONS	53,860.52	58,528.41	559,458.84	627,213.38	67,754.54	795,846.79	54,904.24	571,350.55
680 - COST OF GOODS SOLD	7,073.10	992.30	63,014.46	38,777.00	-24,237.46	40,766.50	7,506.40	41,856.16
710 - DEBT RETIREMENT	0.00	0.00	310,143.75	311,498.62	1,354.87	3,177,997.24	0.00	228,182.29
720 - CAPITAL OUTLAY	388,379.78	1,016,406.40	1,825,712.94	4,197,025.20	2,371,312.26	5,672,010.00	280,084.07	2,984,236.67
Total Expense:	1,686,355.84	2,268,479.92	14,675,682.71	18,514,336.96	3,838,654.25	26,173,008.49	1,418,336.28	14,281,971.71
Report Total:	1,542,012.23	-1,564,416.06	8,224,862.96	1,323,852.80	6,901,010.16	-4,990,556.81	1,266,344.28	11,189,105.43

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
01 - GENERAL CORPORATE	567,607.69	-313,162.64	2,381,987.43	1,206,815.13	1,175,172.30	145,968.47	445,015.93	1,965,877.04
25 - SPECIAL RECREATION	92,573.40	-7,116.00	21,572.20	-255,538.01	277,110.21	-254,793.02	61,675.11	642,065.33
29 - RECREATION	635,631.76	-237,553.36	5,964,069.99	3,142,118.13	2,821,951.86	2,085,993.55	730,175.60	3,049,960.88
60 - DEBT SERVICE	257,548.77	25,947.34	1,282,079.20	1,274,532.75	7,546.45	-1,556,288.24	224,557.14	1,208,385.68
70 - CAPITAL PROJECTS	-11,349.39	-1,032,531.40	-1,424,845.86	-4,044,075.20	2,619,229.34	-5,411,437.57	-195,079.50	4,322,816.50
Report Total:	1,542,012.23	-1,564,416.06	8,224,862.96	1,323,852.80	6,901,010.16	-4,990,556.81	1,266,344.28	11,189,105.43

General Fund - Trending favorably due to salaries, wages and insurance being under budget due to unfilled budgeted positions.

Recreation - Tracking favorably while having had reduced operations in January, with even greater reduction in expenses, especially payroll. Every cost center is running a surplus, except for outdoor tennis. Largest surpluses are most notably, Rec Admin (\$257,866), Athletics (\$264,243), Camp (\$220,960), CIA (\$179,134), Indoor Tennis (\$361,489), Sunset Valley (\$702,780), and West Ridge Center (\$128,548).

Special Recreation - Trending favorably due to 2020 taxes collected in April and 2021 taxes being extended for amounts greater than budgeted, and coming in more quickly than budgeted.

Debt Service - Trending as expected.

Capital - Fund is trending favorably as capital project spending and the billing thereof is lagging, projects have come in under budget, projects have been canceled or delayed and \$400,000 of unbudgeted earnest money was collected when the debt certificates were issued in October.



Park District of Highland Park, IL

FUND 01 - GENERAL

Income Statement

Current Period Ending 10/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	973,254.08	133,822.28	5,836,007.81	5,683,039.42	152,968.39	5,833,349.00	802,041.89	5,140,705.58
420 - FEES & CHARGES	3,501.96	1,326.60	32,140.02	17,970.20	14,169.82	20,600.00	2,588.21	18,486.78
460 - MERCHANDISING	0.00	35.19	289.47	356.11	-66.64	420.00	31.85	312.60
470 - INTEREST INCOME	763.93	1,000.00	8,261.99	13,000.00	-4,738.01	15,000.00	1,836.00	93,547.67
480 - MISCELLANEOUS INCOME	16,154.64	3,272.60	85,796.33	55,860.20	29,936.13	64,401.00	2,500.06	51,757.47
510 - OTHER INCOME	5,285.98	0.00	15,267.49	3,000.00	12,267.49	7,930.00	1,735.76	8,705.56
Total Revenue:	998,960.59	139,456.67	5,977,763.11	5,773,225.93	204,537.18	5,941,700.00	810,733.77	5,313,515.66
Expense								
610 - SALARIES & WAGES	181,057.41	203,443.94	1,867,346.50	2,094,744.78	227,398.28	2,692,016.27	170,044.69	1,752,710.53
620 - CONTRACTUAL SERVICES	109,769.60	74,821.35	508,674.45	894,037.21	385,362.76	1,018,312.45	61,146.23	441,133.39
630 - INSURANCE	81,836.68	103,219.53	707,658.86	982,677.23	275,018.37	1,330,334.61	84,784.64	696,835.52
640 - MATERIALS & SUPPLIES	585.86	24,604.74	133,510.51	166,610.27	33,099.76	214,713.40	10,760.64	93,604.79
650 - MAINTENANCE & LANDSCAPING CONTRACTS	23,831.80	9,148.52	74,723.61	90,567.01	15,843.40	109,095.05	6,186.36	69,992.25
660 - UTILITIES	14,909.70	15,054.01	104,760.55	108,453.72	3,693.17	136,321.87	13,490.09	93,337.68
670 - PENSION CONTRIBUTIONS	19,361.85	22,327.22	199,101.20	229,320.58	30,219.38	294,937.88	19,305.19	200,024.46
750 - TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	622,515.20	0.00	0.00
Total Expense:	431,352.90	452,619.31	3,595,775.68	4,566,410.80	970,635.12	6,418,246.73	365,717.84	3,347,638.62
Report Total:	567,607.69	-313,162.64	2,381,987.43	1,206,815.13	1,175,172.30	-476,546.73	445,015.93	1,965,877.04

Fees are charges are trending well with a continued increase in picnic permit requests. Miscellaneous income is trending well due to unbudgeted impact fees being collected. Other income is trending well due to reimbursements from the Parks Foundation for donated benches and plaques. Salaries, wages, pension contributions and insurance are under budget due to unfilled budgeted positions. Contractual services are under budget largely due to many not attending virtual IPRA conference, reduced computer and police expense. Additionally, October mowing contract expense will not be recorded until November, but overall is still underbudget. Finally, legal fees are substantially underbudget for the year. Materials and supplies are underbudget due to fuel costs distributed surpassing monthly spending. Maintenance and landscaping are trending low as maintenance of vehicles is running on target and contingency for breakdown items has been minimally used.



Park District of Highland Park, IL

FUND 25 - SPECIAL RECREATION

Income Statement

Current Period Ending 10/31/2021

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	92,573.40	19,200.00	583,003.00	316,800.00	266,203.00	480,000.00	61,675.11	857,692.39
Total Revenue:	92,573.40	19,200.00	583,003.00	316,800.00	266,203.00	480,000.00	61,675.11	857,692.39
Expense								
620 - CONTRACTUAL SERVICES	0.00	26,316.00	561,430.80	572,338.01	10,907.21	734,793.02	0.00	215,627.06
Total Expense:	0.00	26,316.00	561,430.80	572,338.01	10,907.21	734,793.02	0.00	215,627.06
Report Total:	92,573.40	-7,116.00	21,572.20	-255,538.01	277,110.21	-254,793.02	61,675.11	642,065.33

Tax revenue is trending favorably due to \$22,000 in taxes from 2020 being received in April. Additionally, taxes are greater than budgeted due to EAV of property increasing after the budget was prepared.



Park District of Highland Park, IL

FUND 29 - RECREATION

Income Statement

Current Period Ending 10/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	169,025.30	117,724.37	2,312,203.63	1,843,315.03	468,888.60	2,088,527.25	139,111.32	1,650,479.62
110 - CAMPS	-420.00	0.00	1,263,439.03	891,298.50	372,140.53	896,688.50	85,505.00	233,639.05
120 - LESSONS	46,683.35	24,949.26	488,161.37	293,817.52	194,343.85	345,711.50	44,130.34	303,116.02
130 - SPECIAL EVENTS	4,735.00	14,124.99	27,547.25	50,300.45	-22,753.20	58,605.00	0.00	10,592.00
410 - TAX	853,015.19	98,159.96	5,272,349.70	5,236,002.21	36,347.49	5,363,931.98	809,813.72	4,717,503.70
420 - FEES & CHARGES	178,266.53	87,044.80	2,787,804.20	1,814,420.25	973,383.95	1,876,784.00	189,278.80	1,871,162.54
440 - MEMBERSHIPS	41,418.15	46,325.67	475,938.38	469,301.41	6,636.97	562,158.00	25,697.57	482,750.41
450 - RENTALS	128,427.95	107,767.90	1,206,853.44	1,146,000.15	60,853.29	1,319,596.35	152,583.63	856,733.85
460 - MERCHANDISING	9,514.18	7,016.79	126,952.04	98,539.40	28,412.64	107,968.99	8,876.54	93,541.49
480 - MISCELLANEOUS INCOME	2,641.57	14,680.11	56,991.48	73,625.70	-16,634.22	107,195.00	11,877.24	65,678.43
510 - OTHER INCOME	7,489.27	1,666.00	69,466.17	35,011.84	34,454.33	56,703.68	3,035.53	36,192.77
Total Revenue:	1,440,796.49	519,459.85	14,087,706.69	11,951,632.46	2,136,074.23	12,783,870.25	1,469,909.69	10,321,389.88
Expense								
100 - PROGRAMS	107,579.01	107,641.41	964,887.21	1,036,723.57	71,836.36	1,238,395.11	3,137.47	844,100.18
110 - CAMPS	2,562.67	0.00	530,506.46	595,592.24	65,085.78	599,700.52	101,911.76	199,765.41
120 - LESSONS	20,412.52	17,340.50	228,815.30	157,159.87	-71,655.43	187,418.51	17,729.56	152,303.05
130 - SPECIAL EVENTS	4,447.88	7,623.79	36,390.67	96,418.35	60,027.68	107,409.71	3,555.97	72,467.93
610 - SALARIES & WAGES	339,152.83	343,852.52	3,550,249.94	3,842,791.80	292,541.86	4,772,722.43	326,869.13	3,432,608.72
620 - CONTRACTUAL SERVICES	89,257.78	52,333.50	673,197.39	648,866.76	-24,330.63	765,499.93	68,078.25	630,707.07
630 - INSURANCE	76,243.36	94,871.50	616,604.02	830,383.91	213,779.89	1,122,818.28	79,950.73	709,909.29
640 - MATERIALS & SUPPLIES	31,286.22	12,355.56	234,976.89	242,503.71	7,526.82	265,905.00	19,265.23	150,729.79
650 - MAINTENANCE & LANDSCAPING CONTRACTS	30,970.54	15,611.63	291,838.48	316,516.39	24,677.91	343,477.00	22,378.76	202,576.83
660 - UTILITIES	61,680.15	68,064.31	519,127.85	565,937.93	46,810.08	712,454.80	53,565.79	455,304.50
670 - PENSION CONTRIBUTIONS	34,498.67	36,201.19	360,357.64	397,892.80	37,535.16	500,908.91	35,599.05	371,326.09
680 - COST OF GOODS SOLD	7,073.10	992.30	63,014.46	38,777.00	-24,237.46	40,766.50	7,506.40	41,856.16
720 - CAPITAL OUTLAY	0.00	125.00	53,670.39	39,950.00	-13,720.39	40,400.00	185.99	7,773.98
Total Expense:	805,164.73	757,013.21	8,123,636.70	8,809,514.33	685,877.63	10,697,876.70	739,734.09	7,271,429.00
Report Total:	635,631.76	-237,553.36	5,964,069.99	3,142,118.13	2,821,951.86	2,085,993.55	730,175.60	3,049,960.88

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	635,631.76	-237,553.36	5,964,069.99	3,142,118.13	2,821,951.86	2,085,993.55	730,175.60	3,049,960.88
Report Total:	635,631.76	-237,553.36	5,964,069.99	3,142,118.13	2,821,951.86	2,085,993.55	730,175.60	3,049,960.88

Program and lesson revenue are greater than budgeted largely due to, gymnastics and skating at \$113,000, athletics by \$149,000, \$44,000 at aquatics, WRC at \$18,000, and \$357,000 at Deer Creek. Camps are trending above budget due to athletics at \$172,000 above budget, Heller at \$34,000 above budget, West Ridge at \$241,000, and Rosewood Interpretive Center at \$15,000. Special events is lagging in revenue due to the egg hunt coming up short and having to cancel 1 of the 2 daddy Daughter Luaus due to weather. Fees & Charges are also better than budget with \$96,000 at Golf Learning, \$557,000 at Sunset Valley, \$46,000 at CIA, \$122,000 at Rosewood Beach, \$10,000 at Hidden Creek, \$10,000 at Deer Creek, and \$82,000 at Park Avenue. Merchandising is up at Sunset Valley in conjunction with the increased golfer traffic. Miscellaneous income is behind budget due to many sponsorships not coming to fruition, especially sat Centennial at \$4,000, Athletics at \$15,000, and the Recreation Center at \$5,000. Other income is trending well, especially at Sunset Valley at \$10,000, a \$2,700 insurance reimbursement at Deer Creek, and a reimbursement at Centennial at \$5,800. Camp expenses were below budget due to \$10,000 at Rosewood Interpretive Center, \$40,000 at Heller Nature Center, and \$64,000 at Centennial due to reduced camp revenue there. Lessons expenses are running over budget, largely due to the success of the programming this year thus driving up related expenses. Athletics is over budget by \$20,000, and private gymnastics at \$6,000. With large scale outdoor events canceled for the first half of the year, and one of the daddy daughter luaus canceled, special event expenses are under budget by \$64,000. Additionally, wages for ice show are below budget by \$16,000. Salary and wages, insurance and pension contributions are operating under budget, primarily due to several open full time positions currently or previously during the year (Assistant AD, Recreation Supervisor, Recreation Custodians, Recreation Coordinator) and also some part-time positions that are dictated by operational utilization, such as membership coordinators at RCHP through June 30. Cost of goods sold is running over budget due to the exceptionally high traffic and sales at SVGC this year. Capital outlay is running over budget largely due to a ceiling project and the repair of the garage door at Heller for \$5,000.



Park District of Highland Park, IL

FUND 60 - DEBT SERVICE

Income Statement

Current Period Ending 10/31/2021

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	257,548.77	25,947.34	1,592,222.95	1,586,031.37	6,191.58	1,621,709.00	224,557.14	1,436,567.97
Total Revenue:	257,548.77	25,947.34	1,592,222.95	1,586,031.37	6,191.58	1,621,709.00	224,557.14	1,436,567.97
Expense								
710 - DEBT RETIREMENT	0.00	0.00	310,143.75	311,498.62	1,354.87	3,177,997.24	0.00	228,182.29
Total Expense:	0.00	0.00	310,143.75	311,498.62	1,354.87	3,177,997.24	0.00	228,182.29
Report Total:	257,548.77	25,947.34	1,282,079.20	1,274,532.75	7,546.45	-1,556,288.24	224,557.14	1,208,385.68

Debt service is trending as expected.



Park District of Highland Park, IL

FUND 70 - CAPITAL

Income Statement

Current Period Ending 10/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	438,449.90	0.00	571,312.28	210,500.00	360,812.28	355,172.43	0.00	146.02
510 - OTHER INCOME	0.00	0.00	87,334.48	0.00	87,334.48	0.00	117,565.73	1,074,055.23
520 - BOND/DEBT PROCEEDS	38.92	0.00	1,203.16	0.00	1,203.16	0.00	239.12	6,467,709.99
Total Revenue:	438,488.82	0.00	659,849.92	210,500.00	449,349.92	355,172.43	117,804.85	7,541,911.24
Expense								
620 - CONTRACTUAL SERVICES	61,458.43	16,250.00	312,653.23	97,500.00	-215,153.23	135,000.00	32,986.27	242,632.05
720 - CAPITAL OUTLAY	388,379.78	1,016,281.40	1,772,042.55	4,157,075.20	2,385,032.65	5,631,610.00	279,898.08	2,976,462.69
Total Expense:	449,838.21	1,032,531.40	2,084,695.78	4,254,575.20	2,169,879.42	5,766,610.00	312,884.35	3,219,094.74
Report Total:	-11,349.39	-1,032,531.40	-1,424,845.86	-4,044,075.20	2,619,229.34	-5,411,437.57	-195,079.50	4,322,816.50

All capital revenue was budgeted to the 480 account, however collected revenue is in 3 accounts. The significant increase in revenue is due to the collection of earnest money in relation to the sale of the unbudgeted debt certificates issued in October. Capital Expense is under budget year to date due to a variety of projects not occurring as early as anticipated, because invoices have yet to be received or processed, projects have come in under budget, or projects have been canceled or deferred to future years.



RECREATION BY CENTER

Park District of Highland Park, IL

Y-T-D OCTOBER 2021

Account Type	2020	2020	2021	2021
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 11 - ADMINISTRATIVE				
Revenue	5,271,282.00	4,737,837.25	5,389,431.98	5,342,905.38
Expense	5,569,944.00	1,339,343.70	4,665,661.35	1,568,498.16
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	(298,662.00)	3,398,493.55	723,770.63	3,774,407.22
Net Revenue:	-5.67%	71.73%	13.43%	70.64%
Center: 24 - WEST RIDGE CENTER				
Revenue	525,565.96	257,192.93	405,688.00	408,495.59
Expense	875,789.65	503,469.56	701,597.81	436,993.64
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	(350,223.69)	(246,276.63)	(295,909.81)	(28,498.05)
Net Revenue:	-66.64%	-95.76%	-72.94%	-6.98%
Center: 26 - ATHLETICS				
Revenue	955,092.97	452,567.48	655,670.00	939,065.53
Expense	914,819.32	483,341.17	681,023.30	645,821.76
Center: 26 - ATHLETICS Surplus (Deficit):	40,273.65	(30,773.69)	(25,353.30)	293,243.77
Net Revenue:	4.22%	-6.80%	-3.87%	31.23%
Center: 28 - CAMPS				
Revenue	987,541.00	85,605.50	359,345.00	600,268.19
Expense	657,076.00	164,795.36	344,057.02	344,763.89
Center: 28 - CAMPS Surplus (Deficit):	330,465.00	(79,189.86)	15,287.98	255,504.30
Net Revenue:	33.46%	-92.51%	4.25%	42.57%
Center: 29 - SPECIAL EVENTS				
Revenue	64,285.00	37,827.00	29,200.00	18,566.50
Expense	190,993.66	74,237.98	113,562.03	32,572.21
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	(126,708.66)	(36,410.98)	(84,362.03)	(14,005.71)
Net Revenue:	-197.10%	-96.26%	-288.91%	-75.44%
Center: 31 - HIDDEN CREEK AQUAPARK				
Revenue	427,880.00	3,883.78	269,500.99	358,576.81
Expense	563,474.68	103,490.37	413,114.97	445,847.35
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	(135,594.68)	(99,606.59)	(143,613.98)	(87,270.54)
Net Revenue:	-31.69%	-2,564.68%	-53.29%	-24.34%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER				
Revenue	143,640.50	15,698.17	84,460.00	98,580.78
Expense	134,451.45	46,626.11	103,900.95	58,499.22
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	9,189.05	(30,927.94)	(19,440.95)	40,081.56
Net Revenue:	6.40%	-197.02%	-23.02%	40.66%

Account Type	2020	2020	2021	2021
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 33 - ROSEWOOD BEACH				
Revenue	86,515.00	88,525.00	104,600.00	222,880.20
Expense	144,011.88	184,073.78	198,218.76	235,603.79
Center: 33 - ROSEWOOD BEACH Surplus (Deficit):	(57,496.88)	(95,548.78)	(93,618.76)	(12,723.59)
Net Revenue:	-66.46%	-107.93%	-89.50%	-5.71%
Center: 34 - PARK AVENUE				
Revenue	104,681.00	121,796.16	116,586.00	205,122.49
Expense	120,079.51	93,322.08	124,209.44	148,520.47
Center: 34 - PARK AVENUE Surplus (Deficit):	(15,398.51)	28,474.08	(7,623.44)	56,602.02
Net Revenue:	-14.71%	23.38%	-6.54%	27.59%
Center: 38 - ICE ARENA				
Revenue	1,236,655.20	568,211.77	1,033,532.85	915,386.70
Expense	1,078,636.25	561,266.19	880,069.25	561,293.97
Center: 38 - ICE ARENA Surplus (Deficit):	158,018.95	6,945.58	153,463.60	354,092.73
Net Revenue:	12.78%	1.22%	14.85%	38.68%
Center: 41 - MAINTENANCE				
Expense	776,887.19	566,843.83	755,106.50	596,964.72
Center: 41 - MAINTENANCE Total:	776,887.19	566,843.83	755,106.50	596,964.72
Net Revenue:				
Center: 42 - PRO SHOP				
Revenue	1,439,530.00	1,803,323.65	1,523,335.00	2,262,530.70
Expense	502,375.52	414,799.00	536,701.89	525,789.62
Center: 42 - PRO SHOP Surplus (Deficit):	937,154.48	1,388,524.65	986,633.11	1,736,741.08
Net Revenue:	65.10%	77.00%	64.77%	76.76%
Center: 49 - RECREATION CENTER ADMIN				
Revenue	173,222.00	38,895.74	53,972.00	21,379.78
Expense	1,208,314.98	700,042.47	571,214.56	371,447.37
Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	(1,035,092.98)	(661,146.73)	(517,242.56)	(350,067.59)
Net Revenue:	-597.55%	-1,699.79%	-958.35%	-1,637.38%
Center: 51 - RECREATION CENTER FITNESS				
Revenue	1,839,560.20	601,607.25	760,761.00	525,298.89
Expense	875,679.55	445,151.31	698,385.79	393,427.25
Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	963,880.65	156,455.94	62,375.21	131,871.64
Net Revenue:	52.40%	26.01%	8.20%	25.10%
Center: 53 - RECREATION CENTER AQUATICS				
Revenue	230,067.50	63,707.70	101,951.00	160,490.32
Expense	370,015.39	176,815.69	239,462.32	177,125.89
Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	(139,947.89)	(113,107.99)	(137,511.32)	(16,635.57)
Net Revenue:	-60.83%	-177.54%	-134.88%	-10.37%
	2020	2020	2021	2021

Account Type	----- Total Budget	----- YTD Activity	----- Total Budget	----- YTD Activity
Center: 55 - INDOOR TENNIS				
Revenue	1,274,182.50	756,129.43	966,750.50	1,088,156.89
Expense	1,124,363.62	605,901.04	941,006.58	726,031.90
Center: 55 - INDOOR TENNIS Surplus (Deficit):	149,818.88	150,228.39	25,743.92	362,124.99
Net Revenue:	11.76%	19.87%	2.66%	33.28%
Center: 56 - OUTDOOR TENNIS				
Revenue	247,742.50	227,784.63	261,680.25	216,589.04
Expense	171,679.04	149,192.28	192,786.66	142,177.55
Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	76,063.46	78,592.35	68,893.59	74,411.49
Net Revenue:	30.70%	34.50%	26.33%	34.36%
Center: 61 - HELLER NATURE CENTER				
Revenue	305,280.00	27,418.20	186,872.00	212,919.94
Expense	662,626.22	345,548.51	494,471.27	346,927.70
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	(357,346.22)	(318,130.31)	(307,599.27)	(134,007.76)
Net Revenue:	-117.06%	-1,160.29%	-164.60%	-62.94%
Center: 74 - HPCC LEARNING CENTER				
Revenue	358,694.00	412,201.69	443,830.00	472,141.12
Expense	382,463.71	290,672.75	440,395.37	346,188.53
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	(23,769.71)	121,528.94	3,434.63	125,952.59
Net Revenue:	-6.63%	29.48%	0.77%	26.68%
Center: 76 - HPCC BUILDING				
Revenue	42,353.13	21,176.55	36,703.68	18,351.84
Expense	42,353.10	22,495.82	36,703.68	19,141.71
Center: 76 - HPCC BUILDING Surplus (Deficit):	0.03	(1,319.27)	-	(789.87)
Net Revenue:	0.00%	-6.23%	0.00%	-4.30%



Sunset Valley Golf Course

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,439,530.00	1,439,530.00	1,523,335.00	2,262,530.70
Expense	1,279,262.71	1,279,262.71	1,291,808.39	1,122,754.34
Report Surplus (Deficit):	160,267.29	160,267.29	231,526.61	1,139,776.36

Recreation Center of HP

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	2,242,849.70	2,242,849.70	916,684.00	707,168.99
Expense	2,454,009.92	2,454,009.92	1,509,062.67	942,000.51
Report Surplus (Deficit):	(211,160.22)	(211,160.22)	(592,378.67)	(234,831.52)

Deer Creek Raquet Club

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,521,925.00	983,914.06	1,228,430.75	1,304,745.93
Expense	1,296,042.66	755,093.32	1,133,793.24	868,209.45
Report Surplus (Deficit):	225,882.34	228,820.74	94,637.51	436,536.48

Park District of Highland Park
Investment Schedule
October 31, 2021

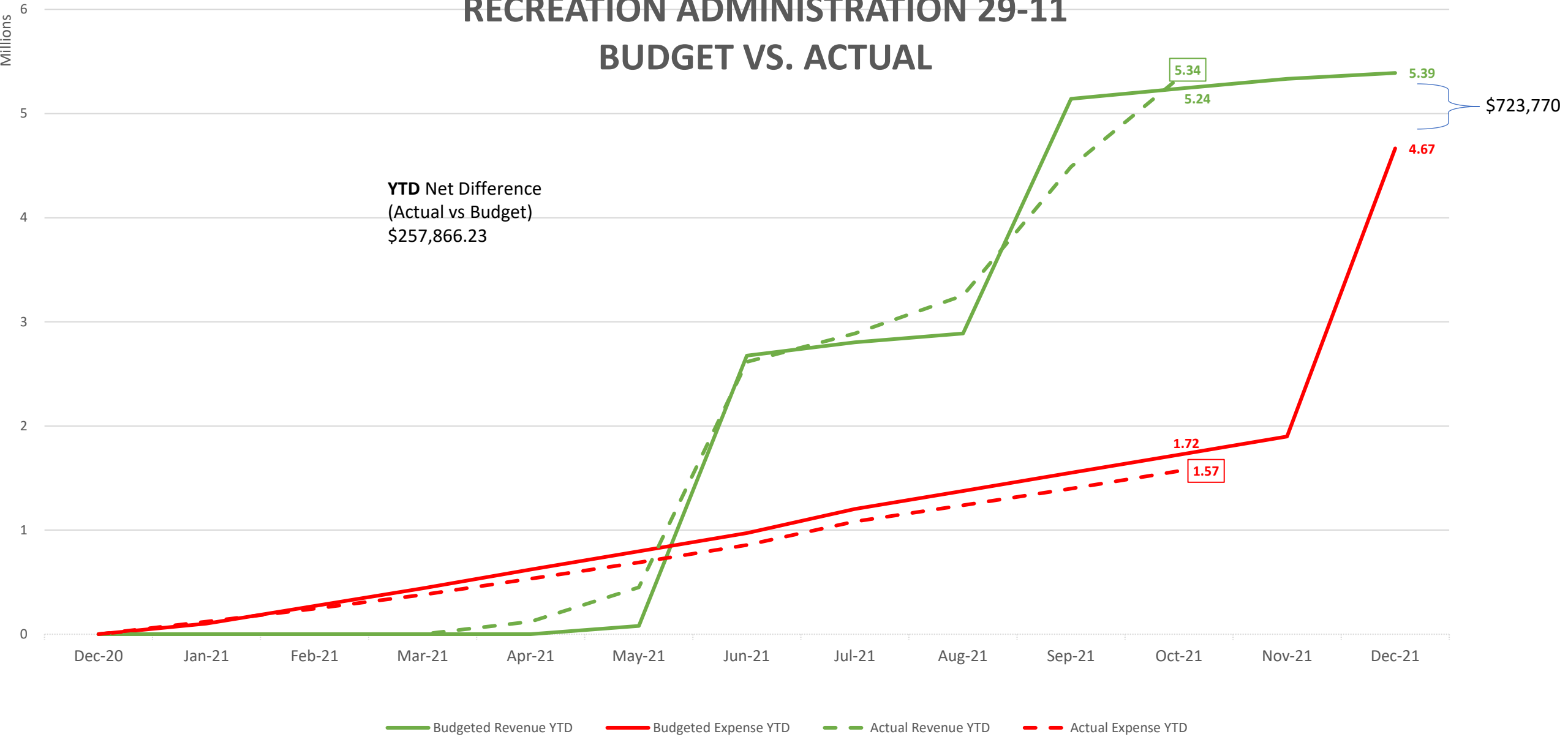
Security	Type		Purchase Date	Maturity Date	Interest Rate	Purchase Price	Monthly Interest	Expected Interest
First Bank of Highland Park	CD	1,000,000.00	7/25/21	6/26/22	0.35%	1,000,000.00	291.67	3,208.33
PMA Financial Securities	Limited Series	1,000,000.00	7/29/21	7/29/22	0.30%	1,000,000.00	250.00	3,000.00
		2,000,000.00				2,000,000.00	541.67	6,208.33



Revenue and Expense Charts by Center – October 2021

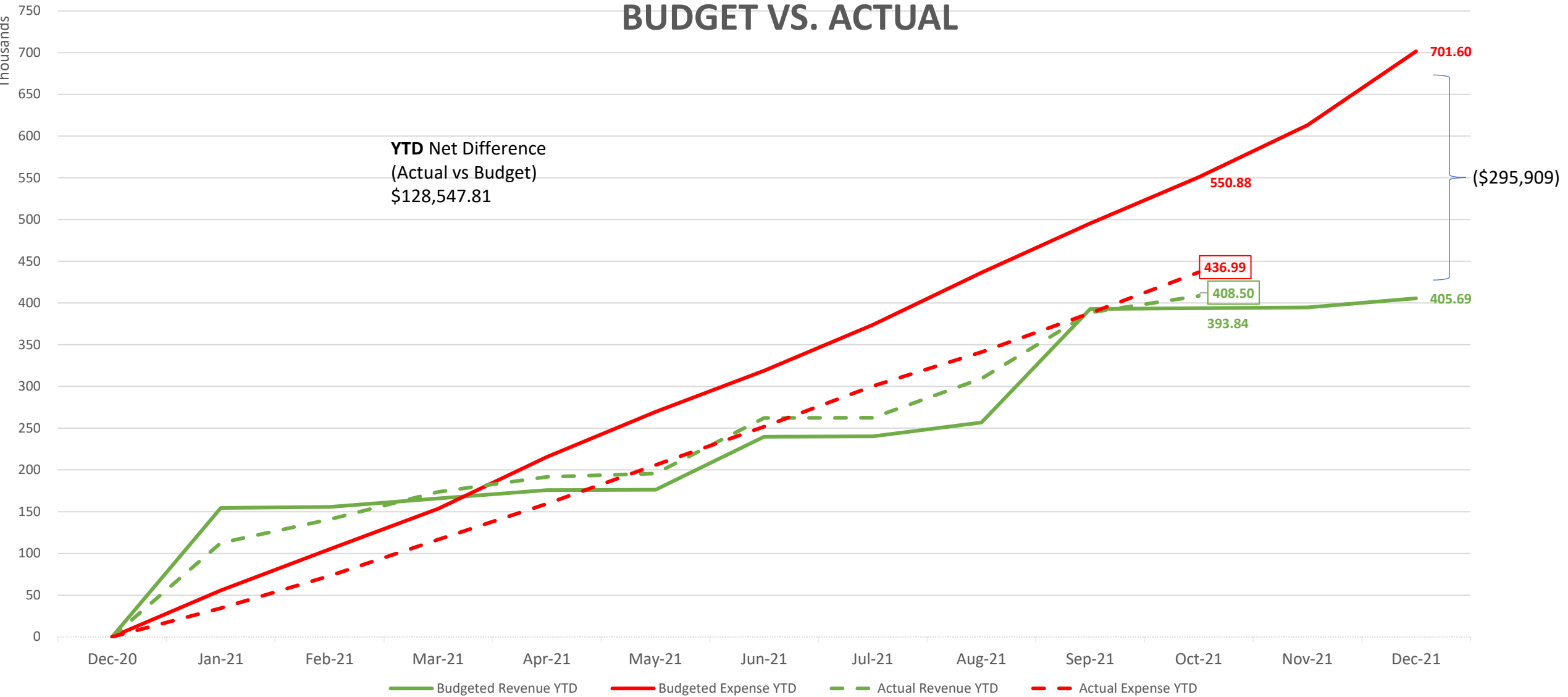
RECREATION ADMINISTRATION 29-11

BUDGET VS. ACTUAL



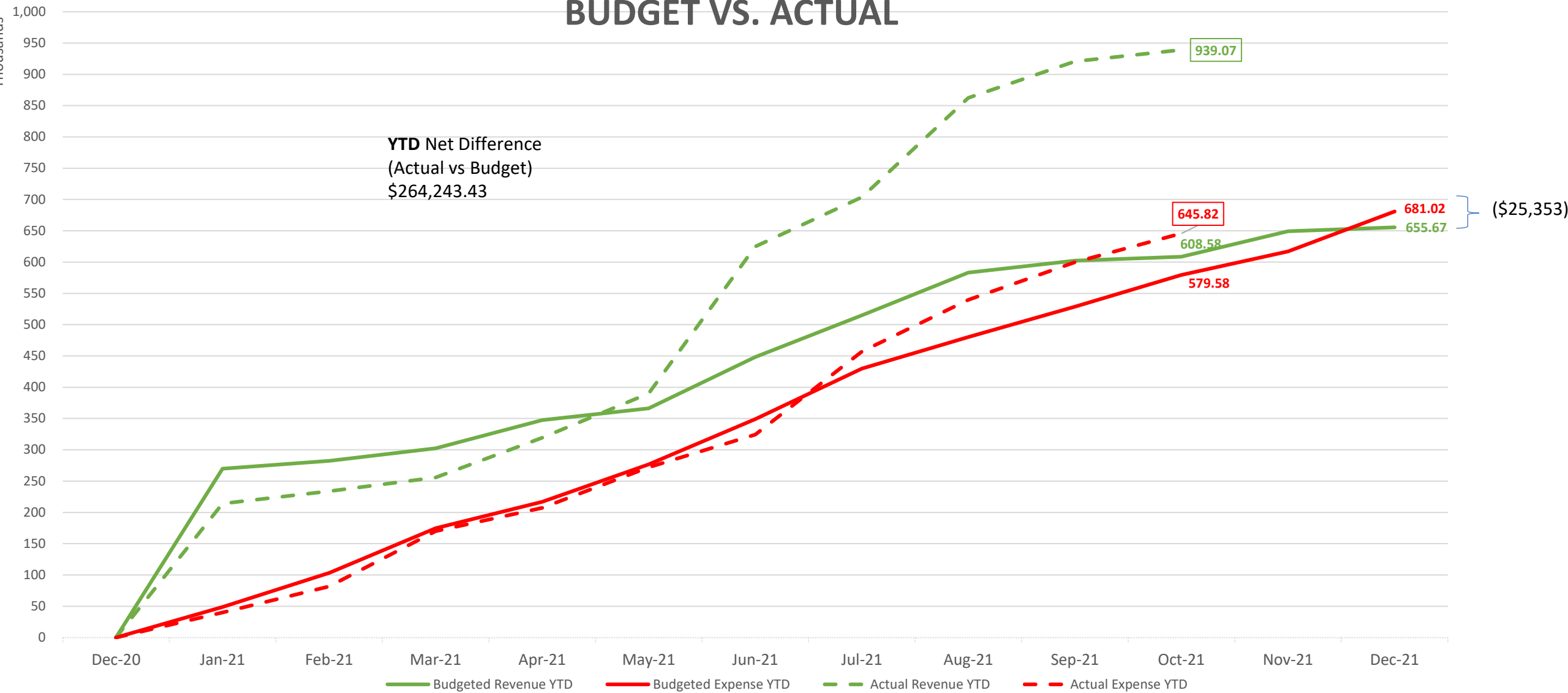
WEST RIDGE CENTER 29-24

BUDGET VS. ACTUAL



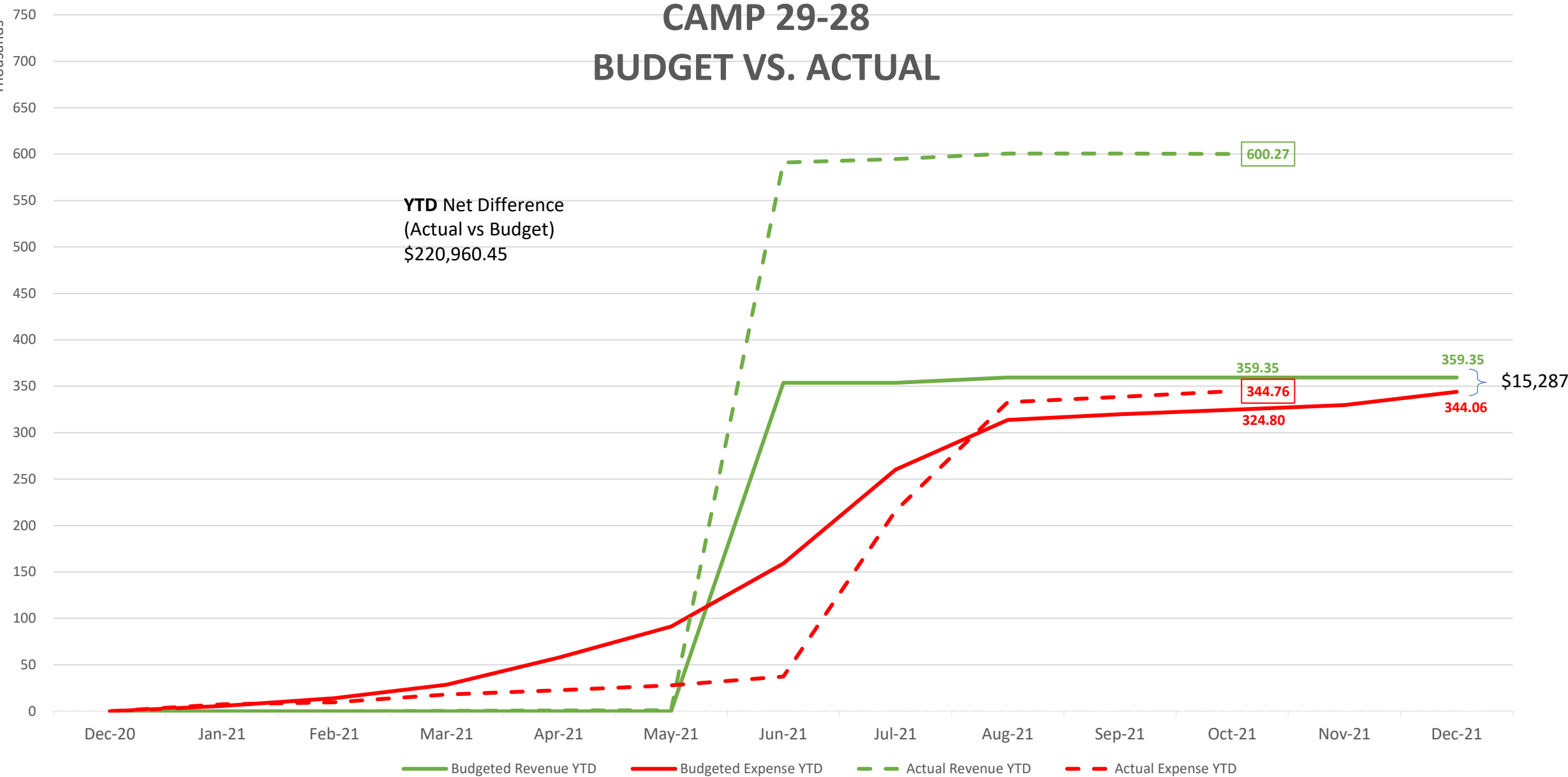
ATHLETICS 29-26

BUDGET VS. ACTUAL



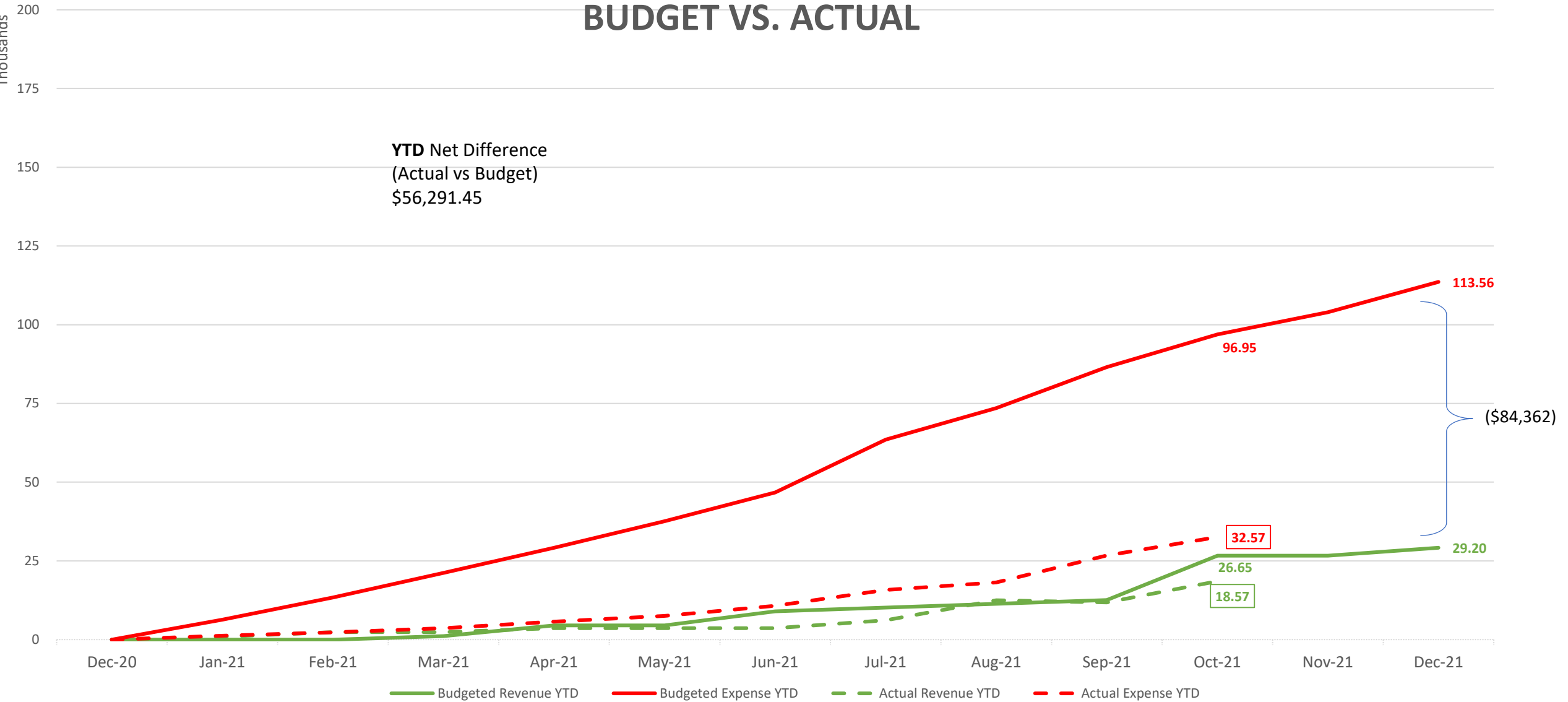
CAMP 29-28

BUDGET VS. ACTUAL



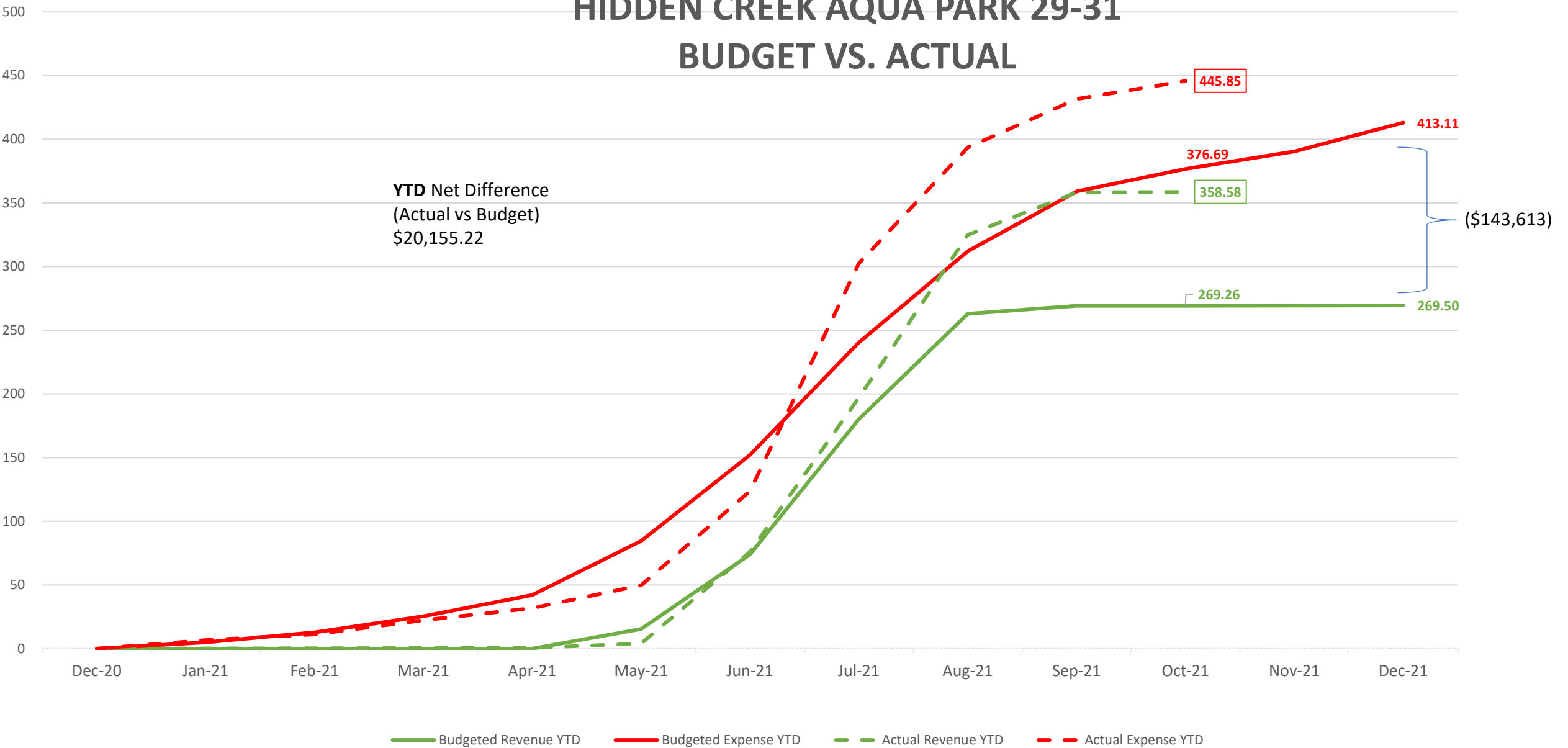
SPECIAL EVENTS 29-29

BUDGET VS. ACTUAL



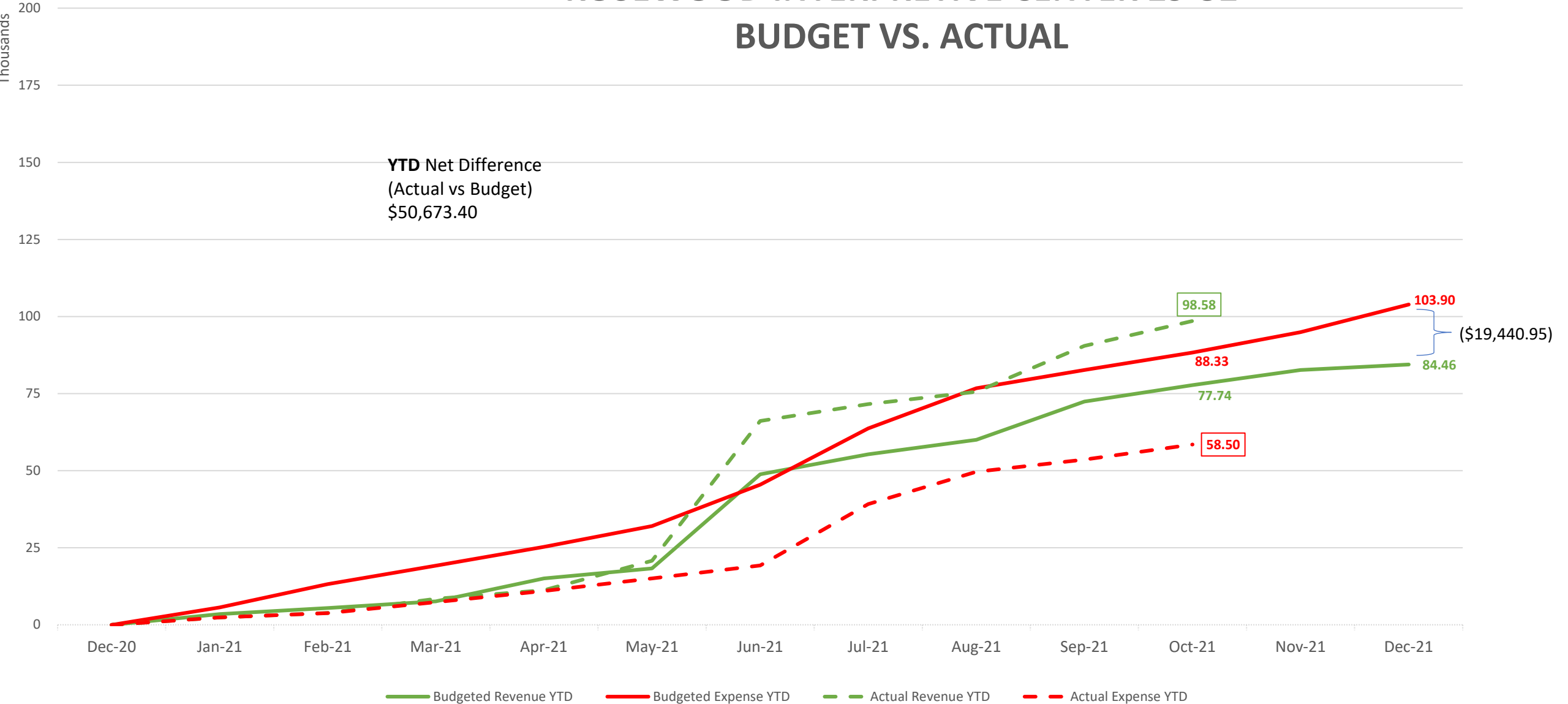
HIDDEN CREEK AQUA PARK 29-31

BUDGET VS. ACTUAL



ROSEWOOD INTERPRETIVE CENTER 29-32

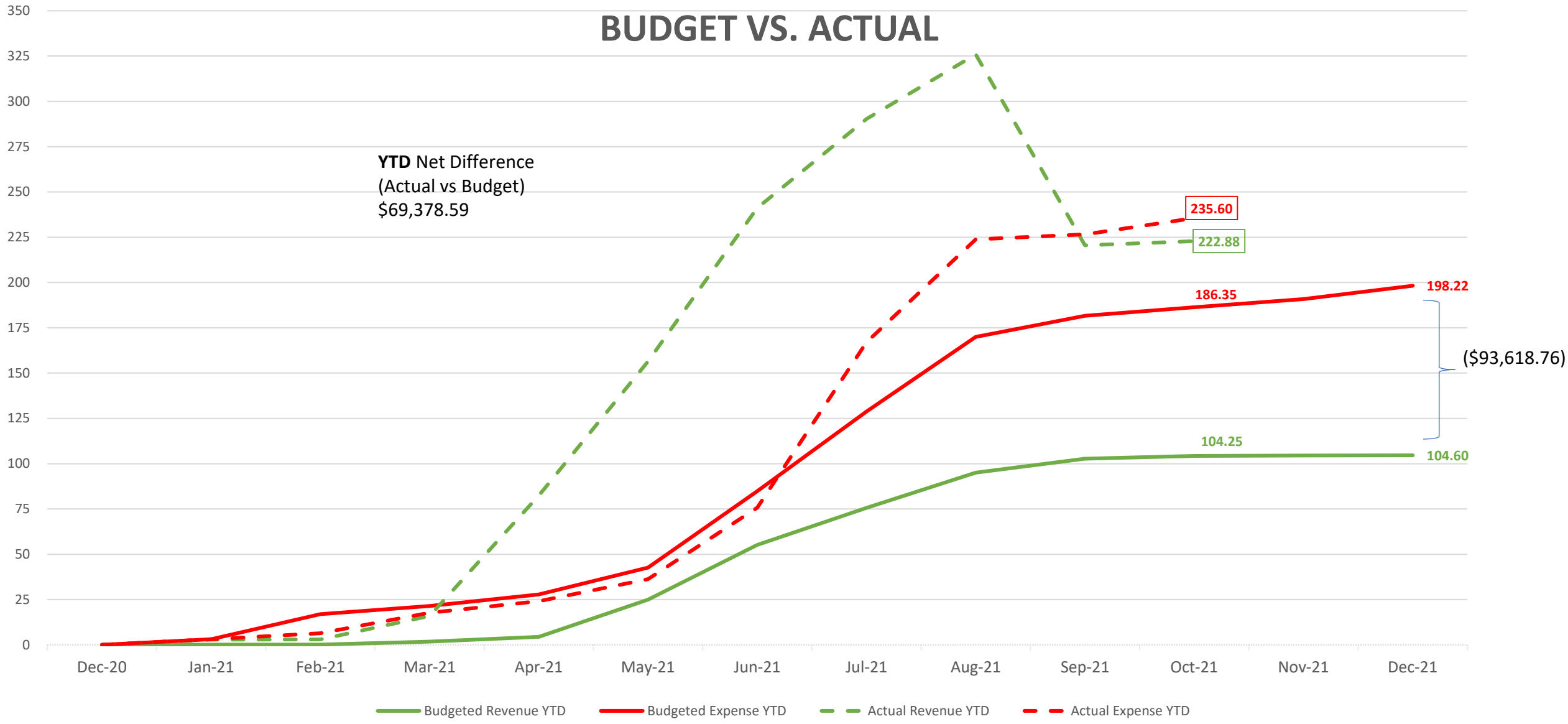
BUDGET VS. ACTUAL



ROSEWOOD BEACH 29-33

BUDGET VS. ACTUAL

Thousands

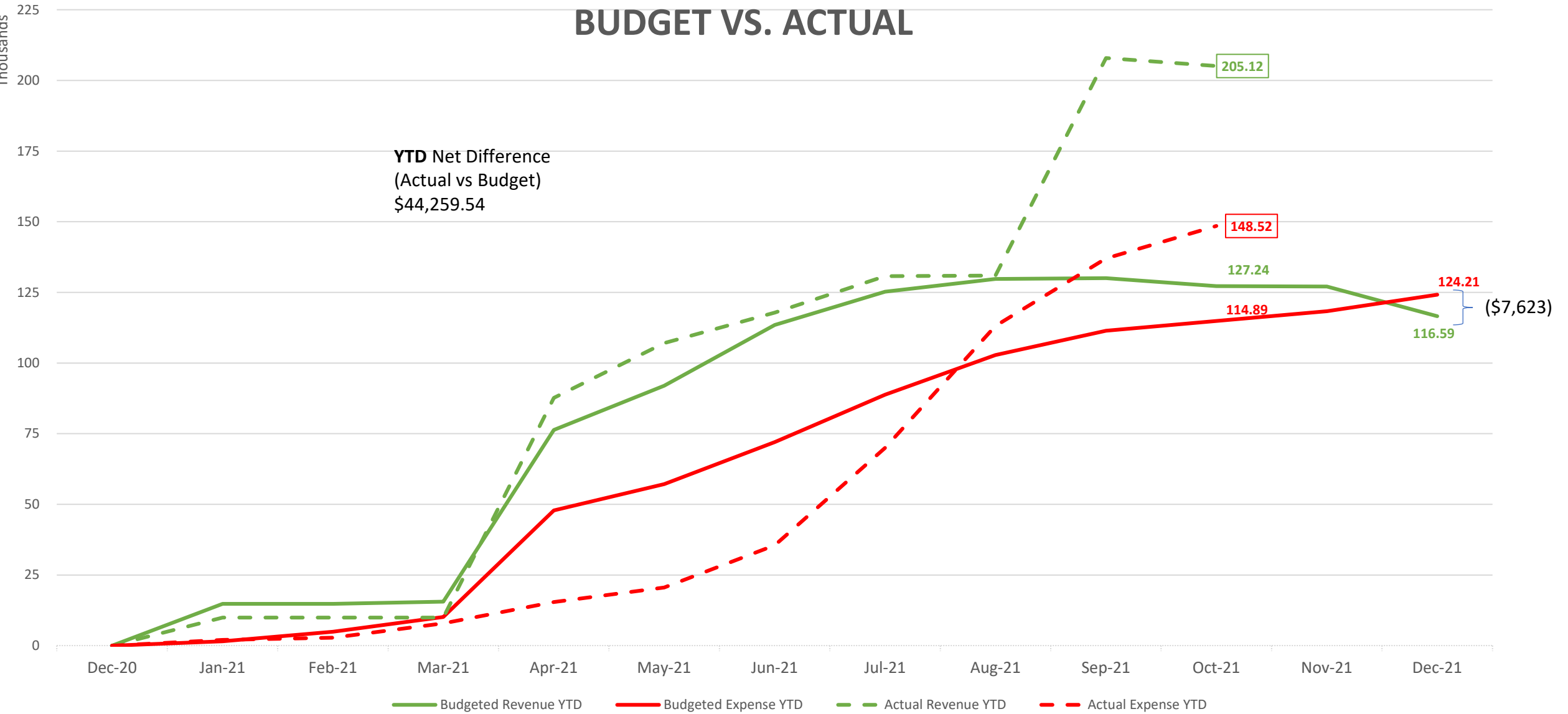


PARK AVENUE 29-34

BUDGET VS. ACTUAL

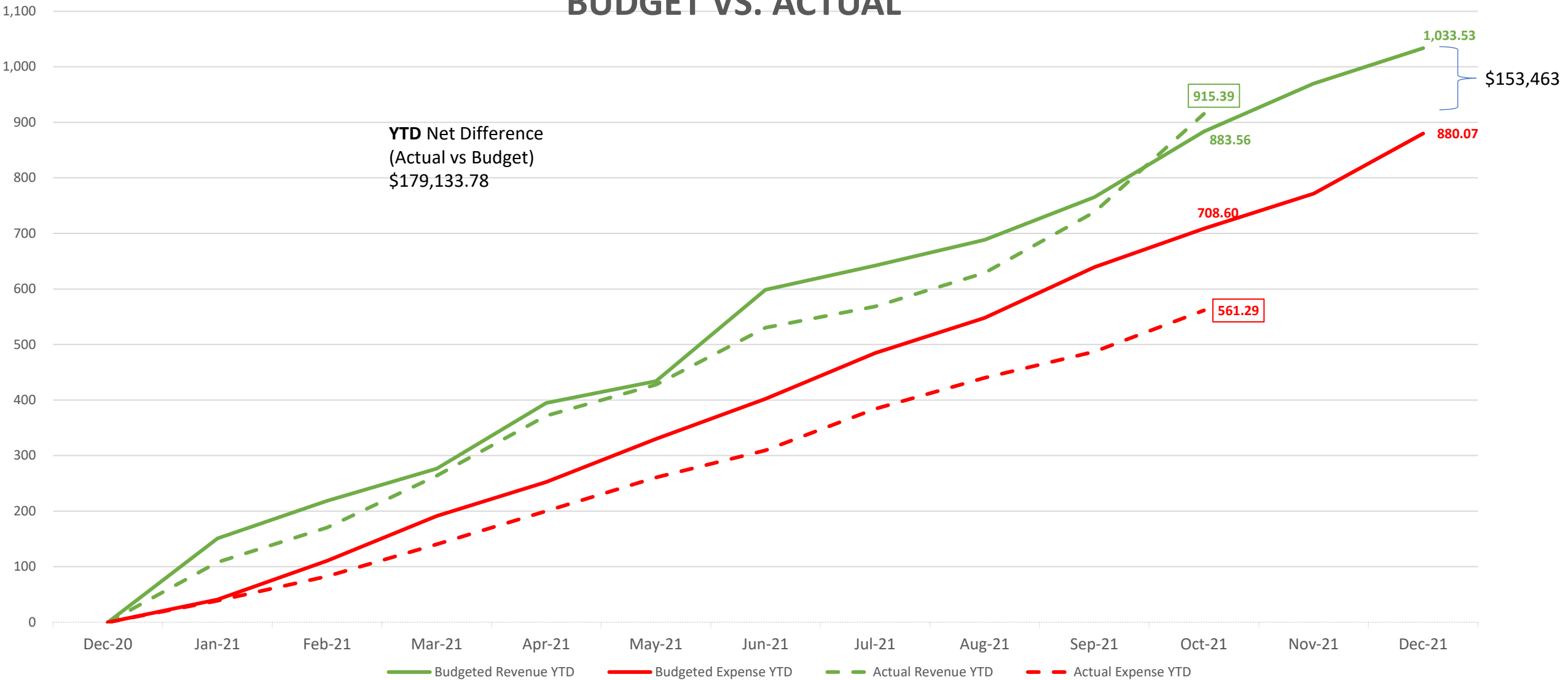
Thousands

YTD Net Difference
(Actual vs Budget)
\$44,259.54



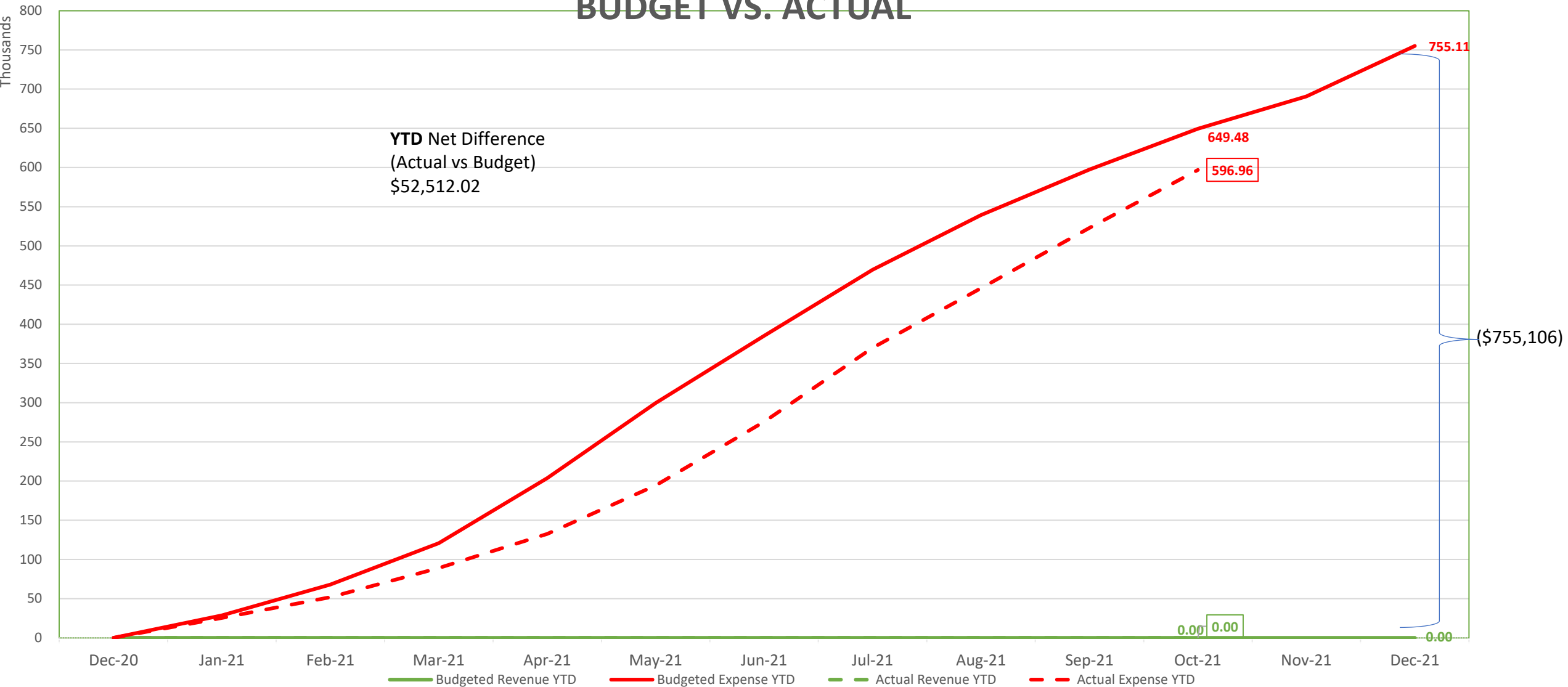
CENTENNIAL 29-38

BUDGET VS. ACTUAL



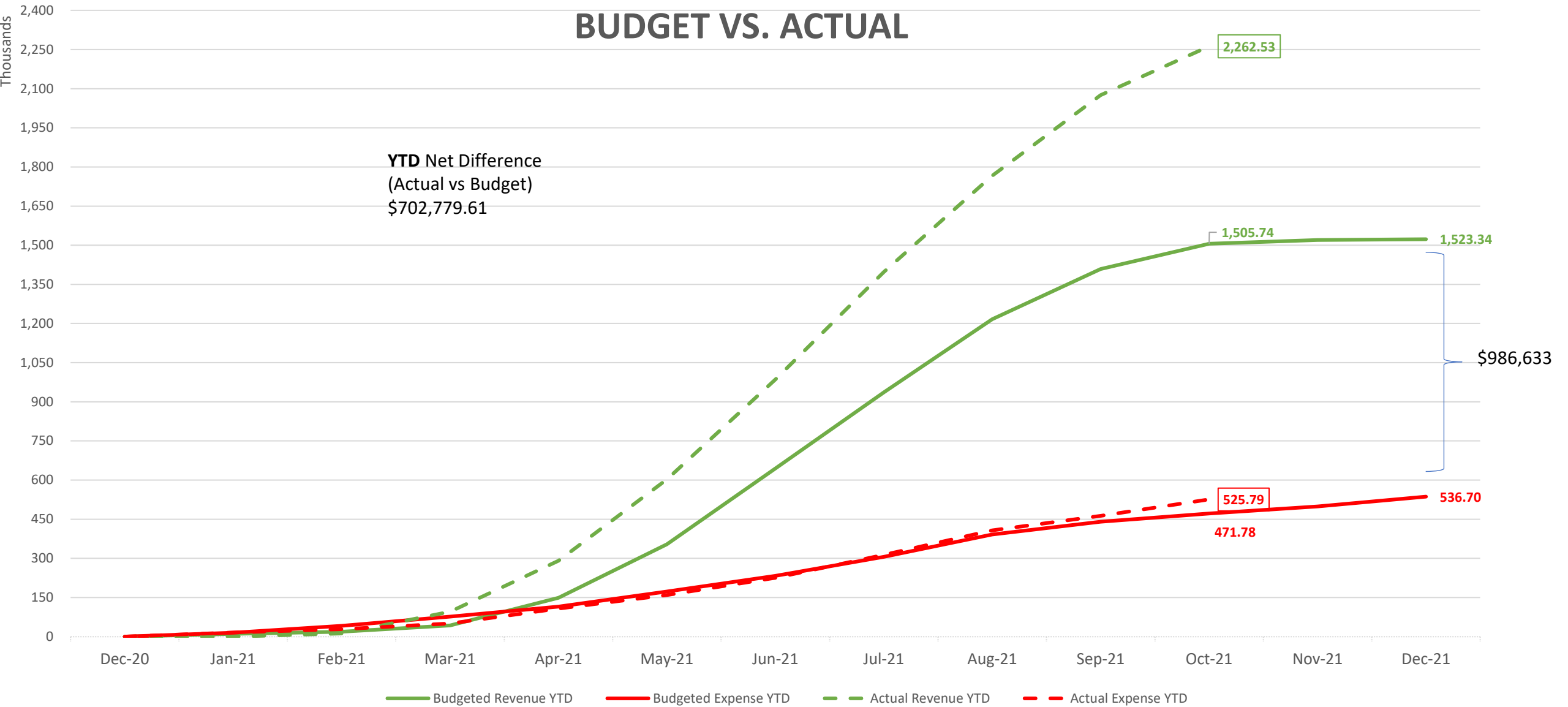
MAINTENANCE 29-41

BUDGET VS. ACTUAL



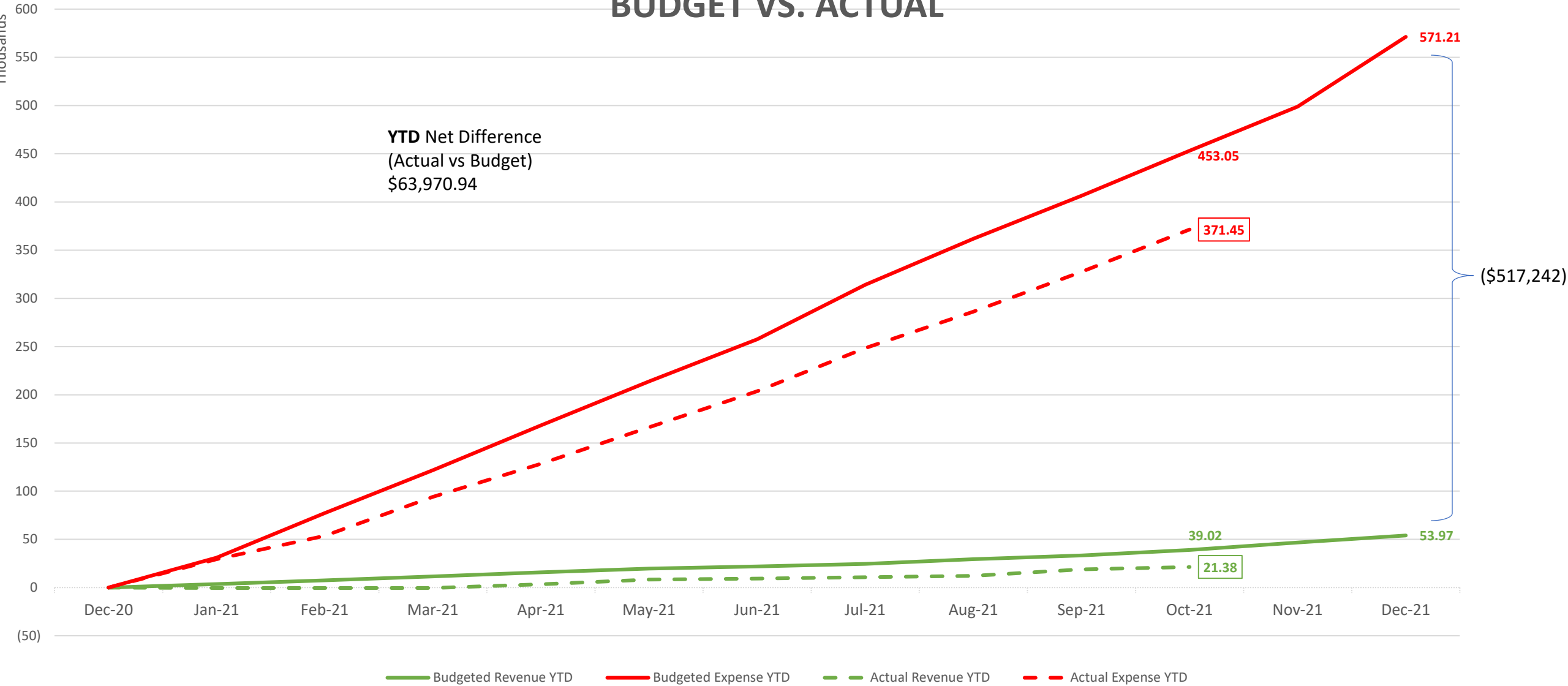
SUNSET VALLEY 29-42

BUDGET VS. ACTUAL



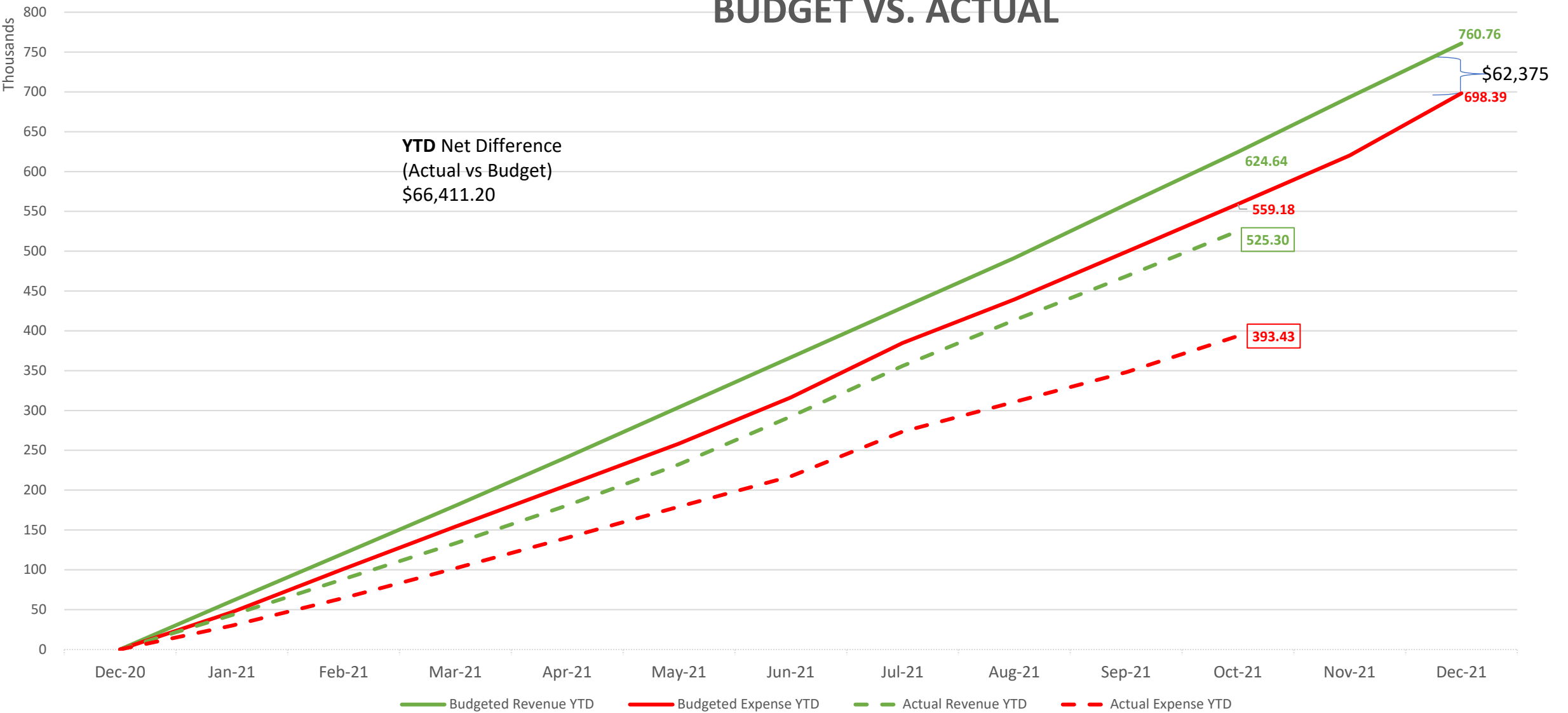
REC CENTER ADMIN 29-49

BUDGET VS. ACTUAL



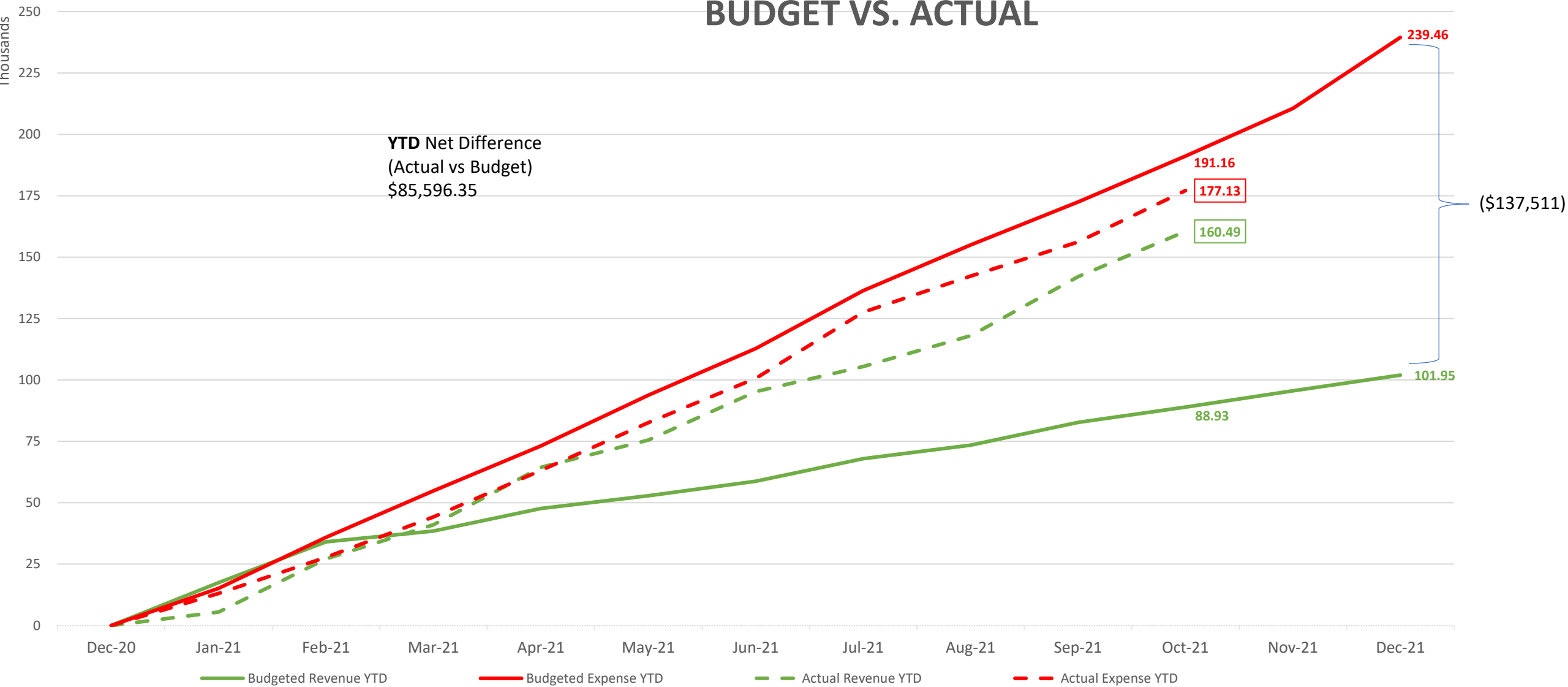
RECREATION CENTER FITNESS 29-51

BUDGET VS. ACTUAL



RECREATION CENTER AQUATICS 29-53

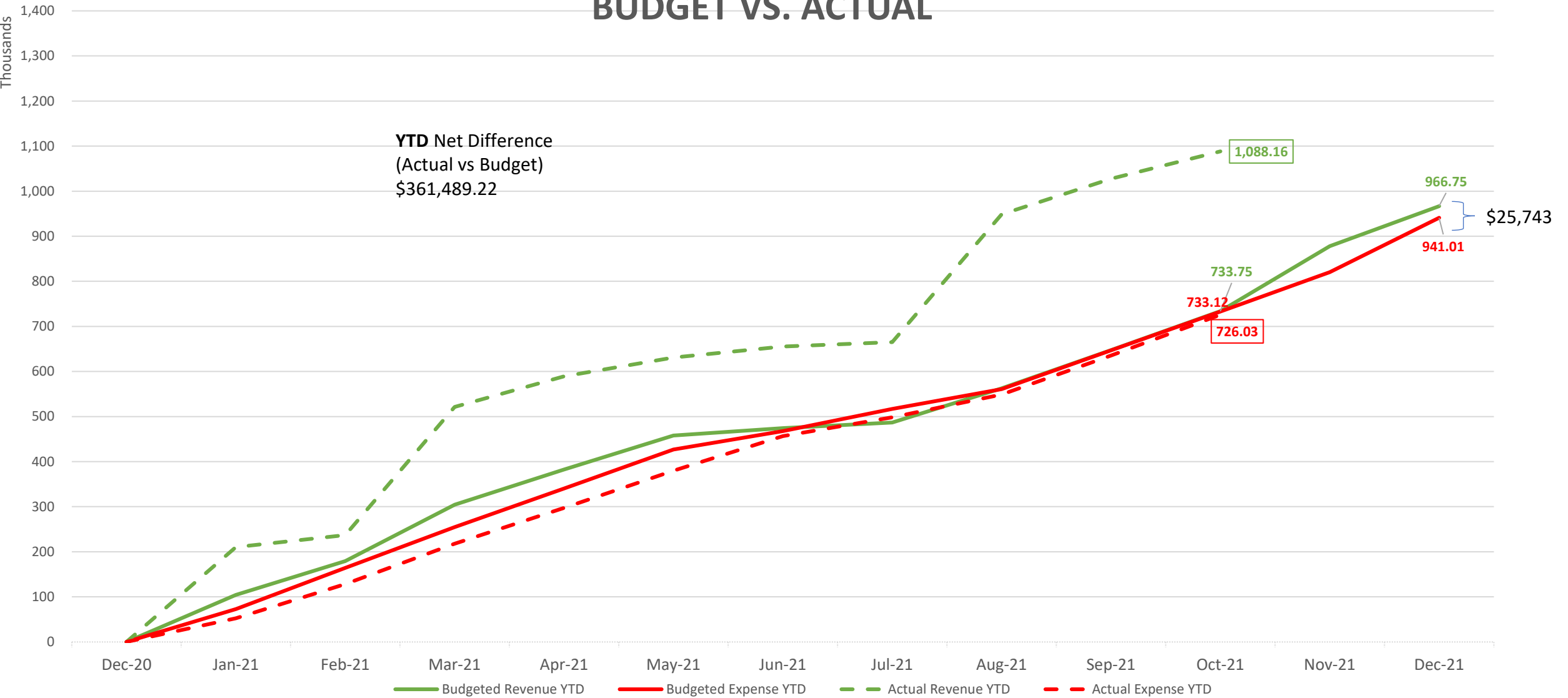
BUDGET VS. ACTUAL



INDOOR TENNIS 29-55

BUDGET VS. ACTUAL

Thousands

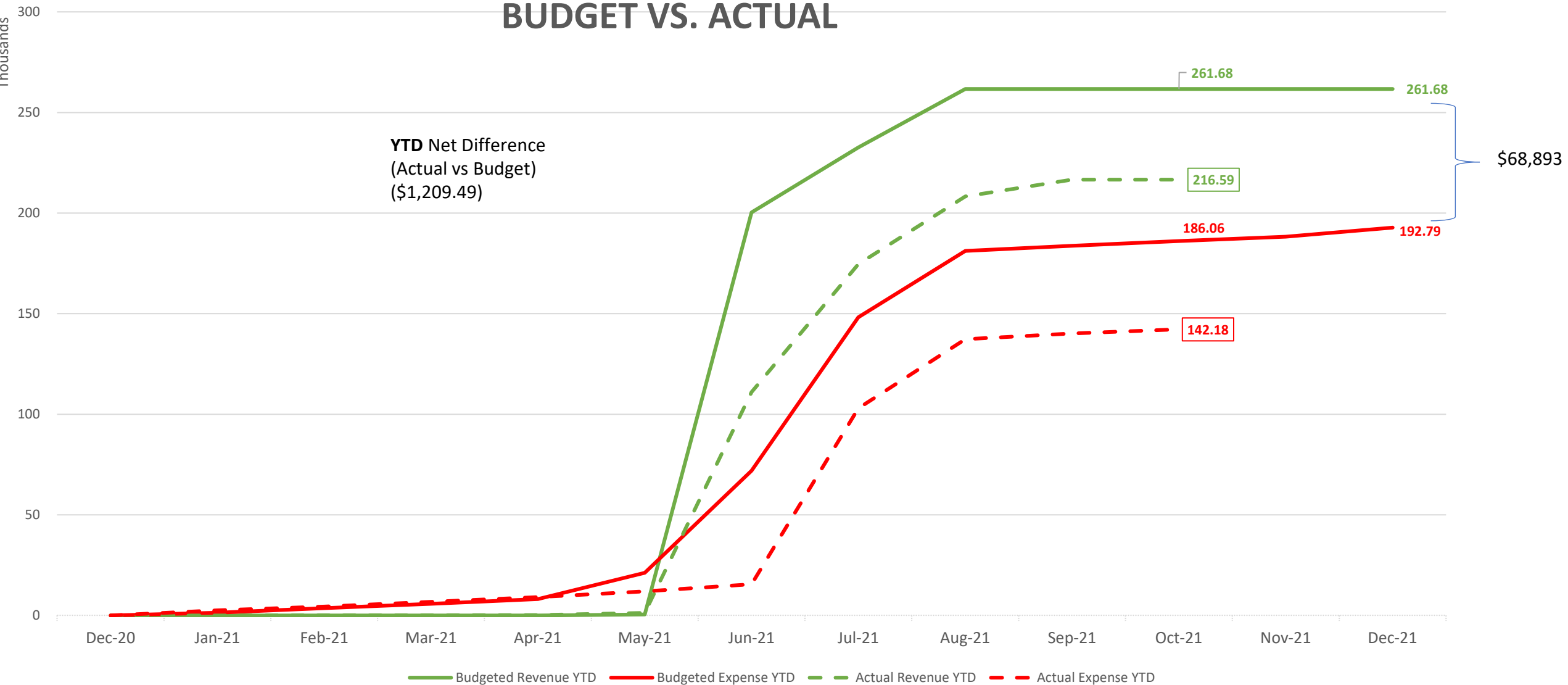


YTD Net Difference
(Actual vs Budget)
\$361,489.22

\$25,743

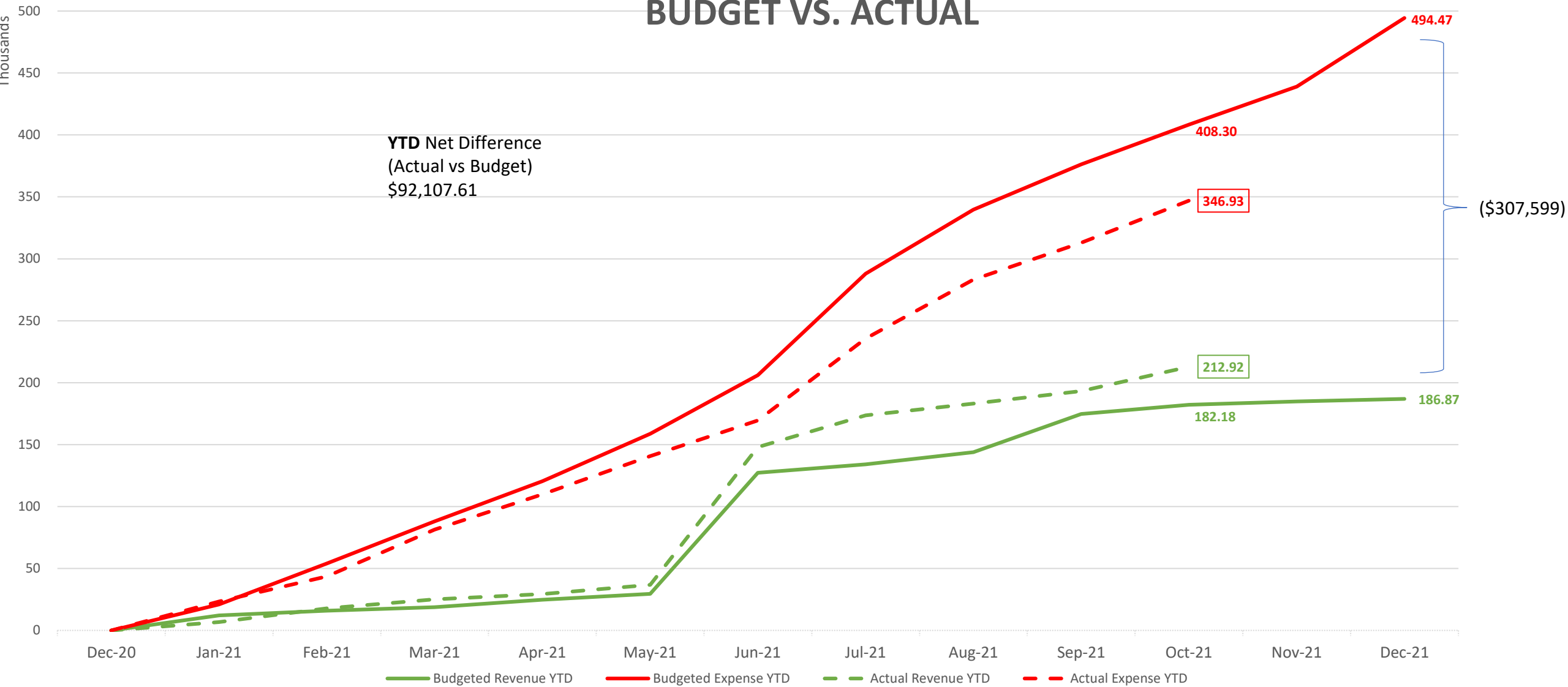
OUTDOOR TENNIS 29-56

BUDGET VS. ACTUAL



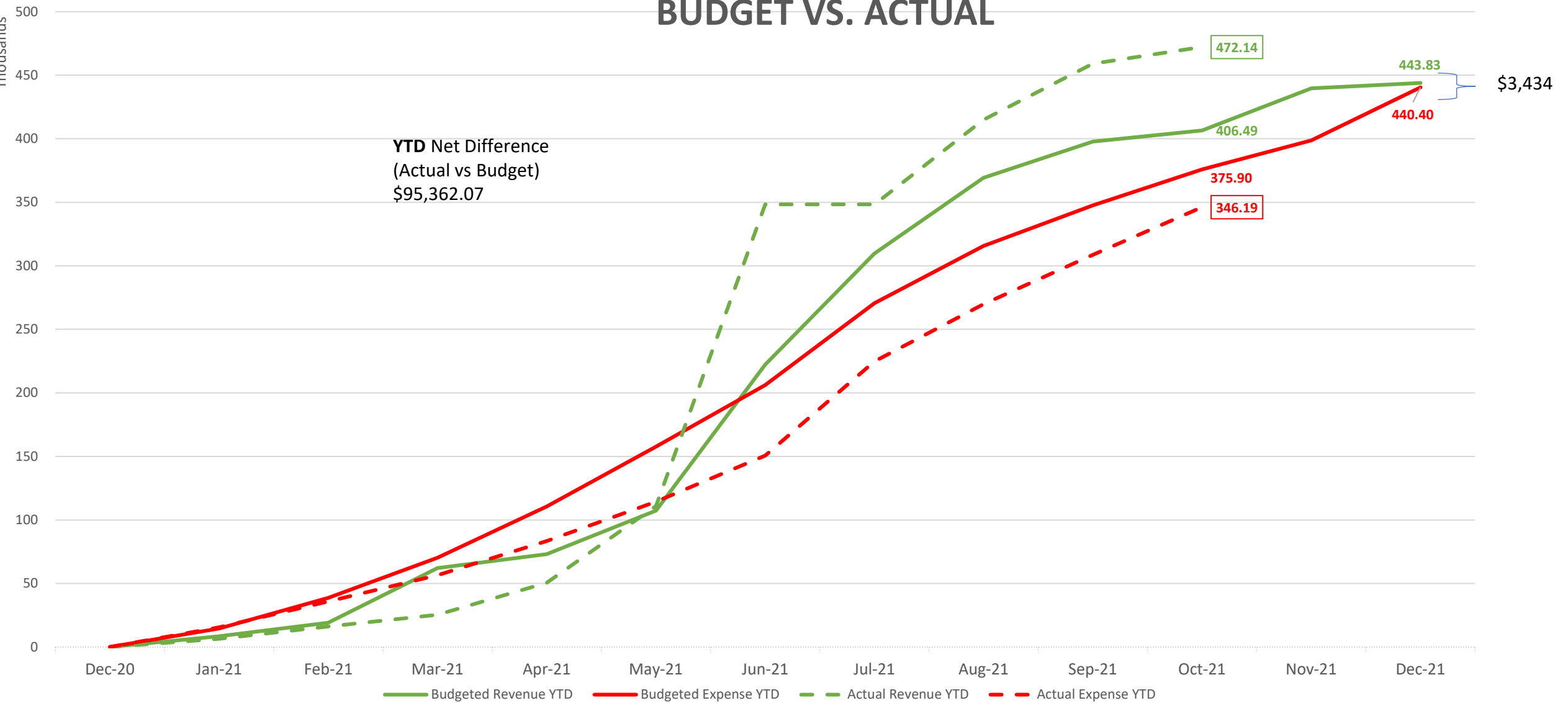
HELLER NATURE CENTER 29-61

BUDGET VS. ACTUAL



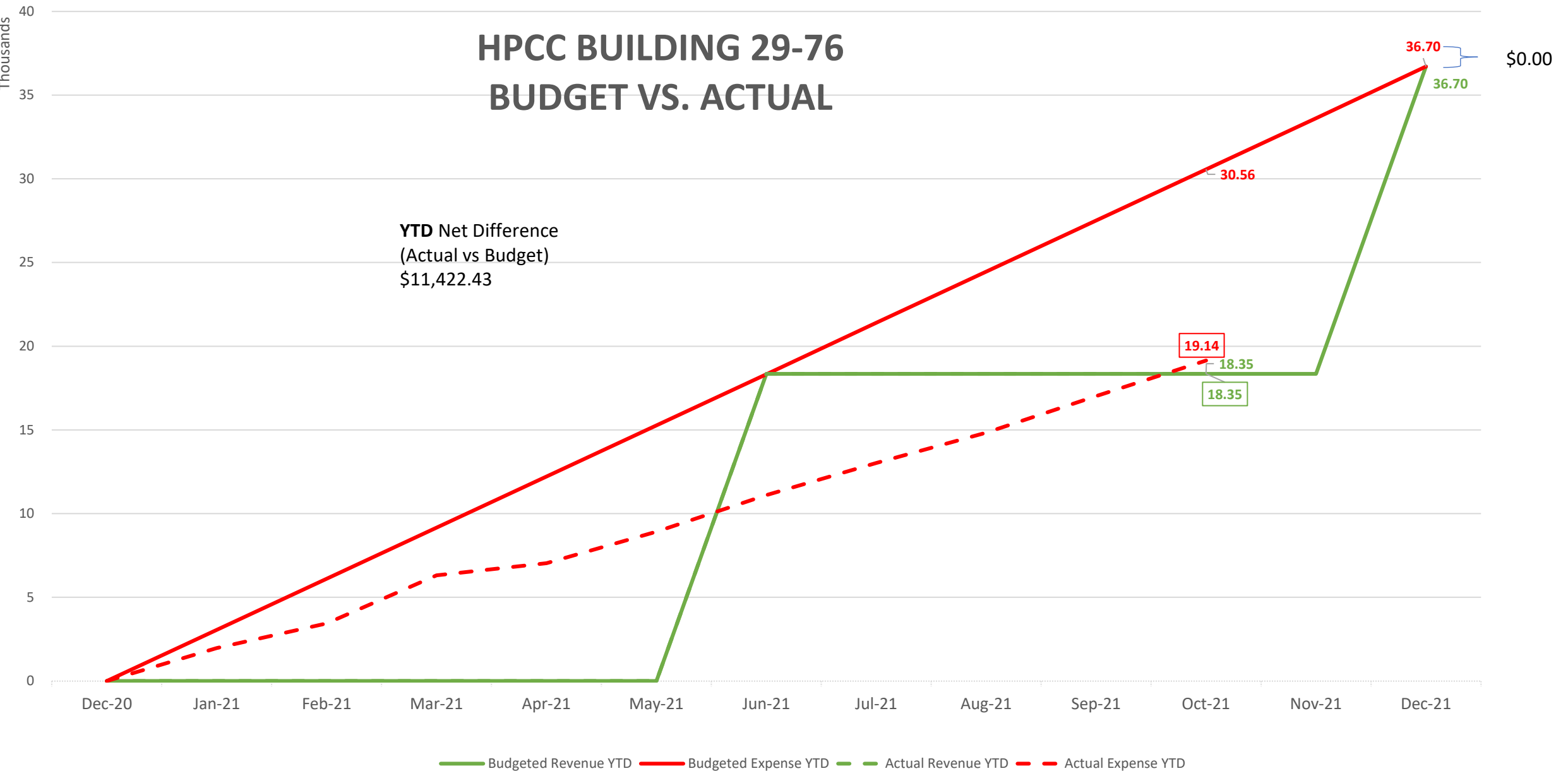
HPCC LEARNING CENTER 29-74

BUDGET VS. ACTUAL



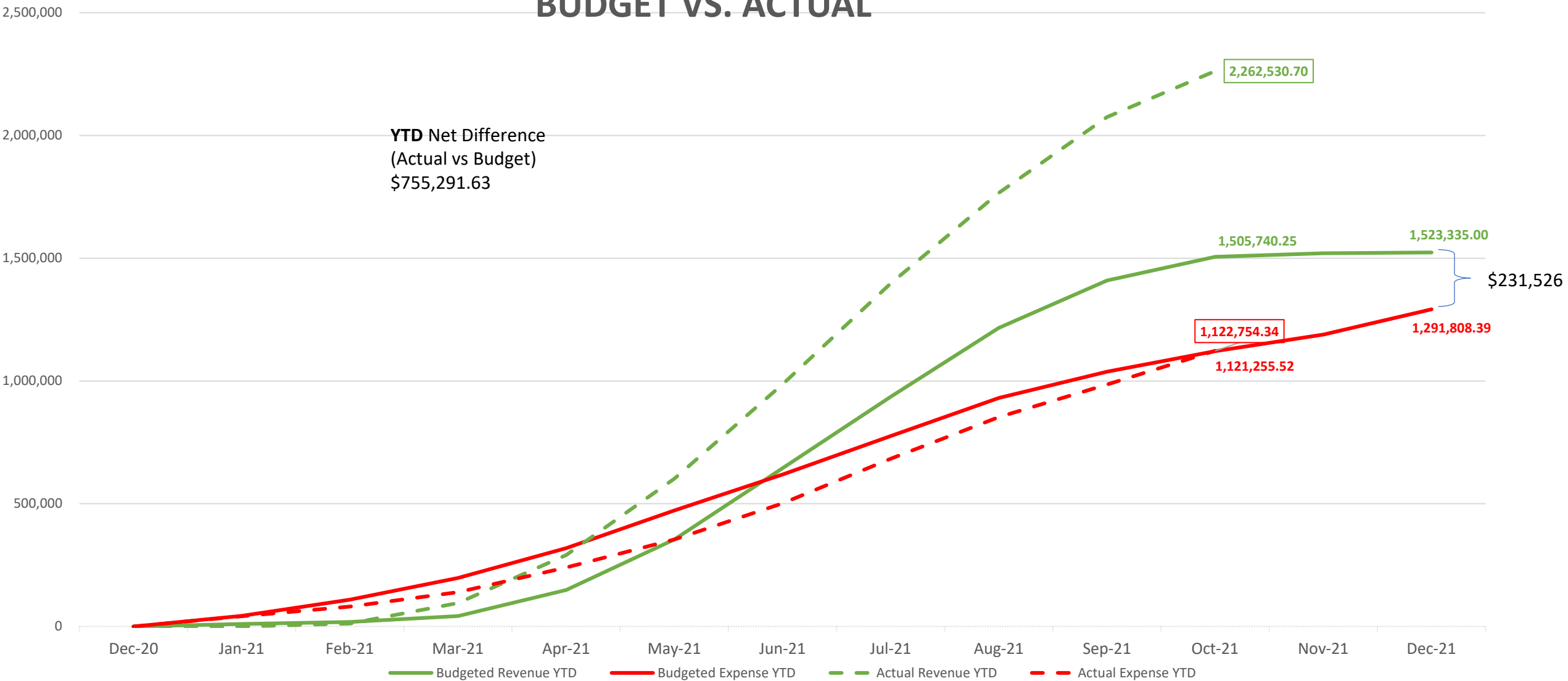
HPCC BUILDING 29-76

BUDGET VS. ACTUAL



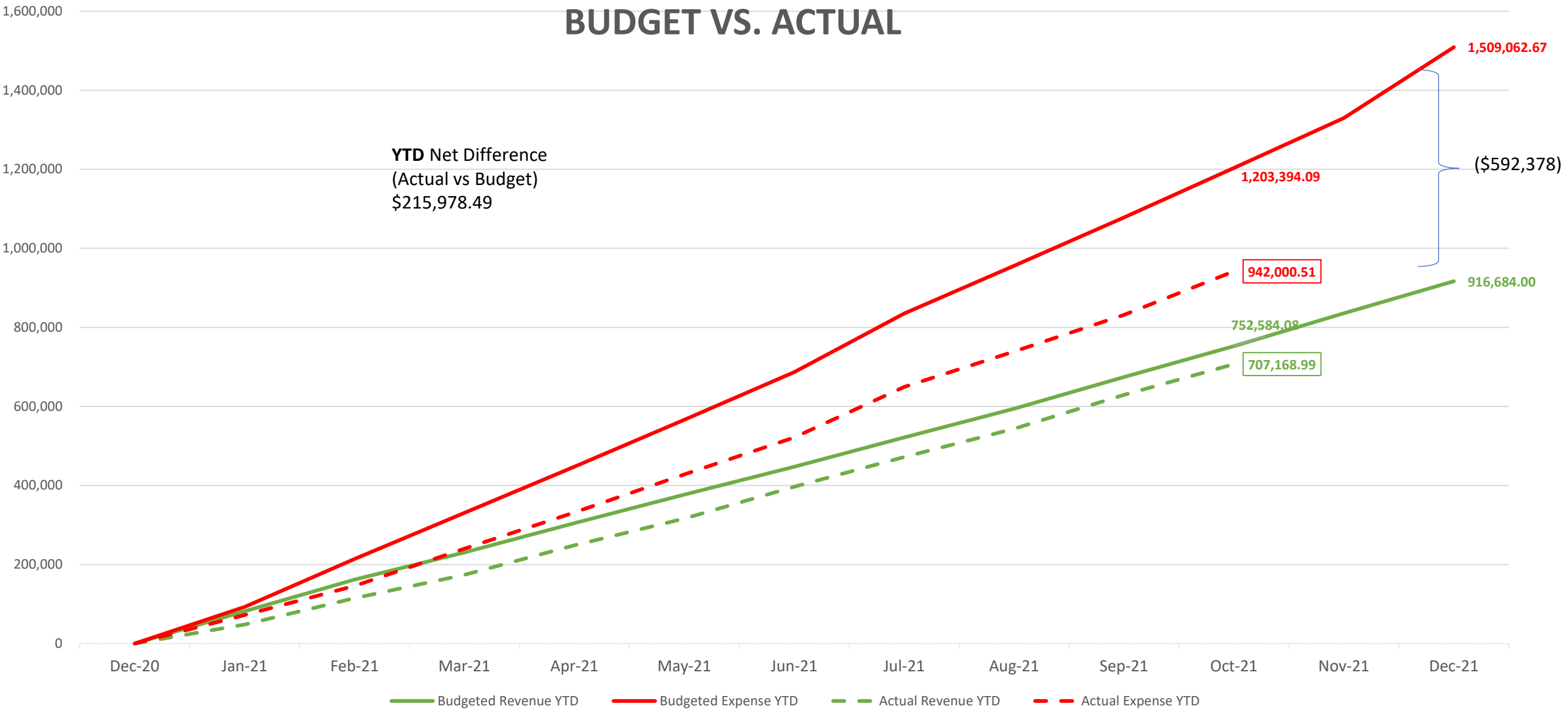
SUNSET VALLEY 29-41 and 42

BUDGET VS. ACTUAL



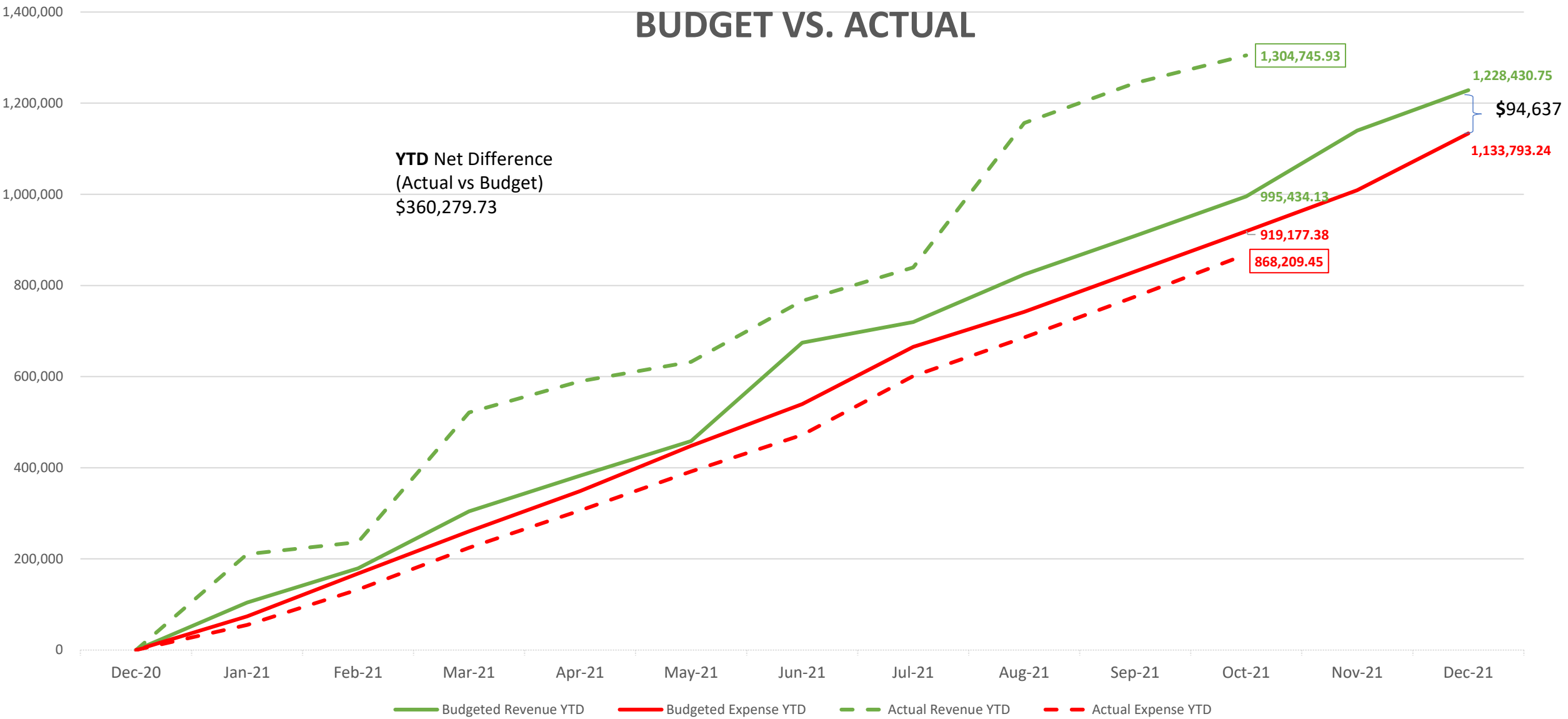
RECREATION 29-49, 29-51, 29-53

BUDGET VS. ACTUAL



DEER CREEK RAQUET CLUB 29-55 and 56

BUDGET VS. ACTUAL





2021

FINANCIAL FORECASTS AND TREASURER'S REPORT

10/31/21

OPERATIONS (GENERAL AND RECREATION FUNDS)

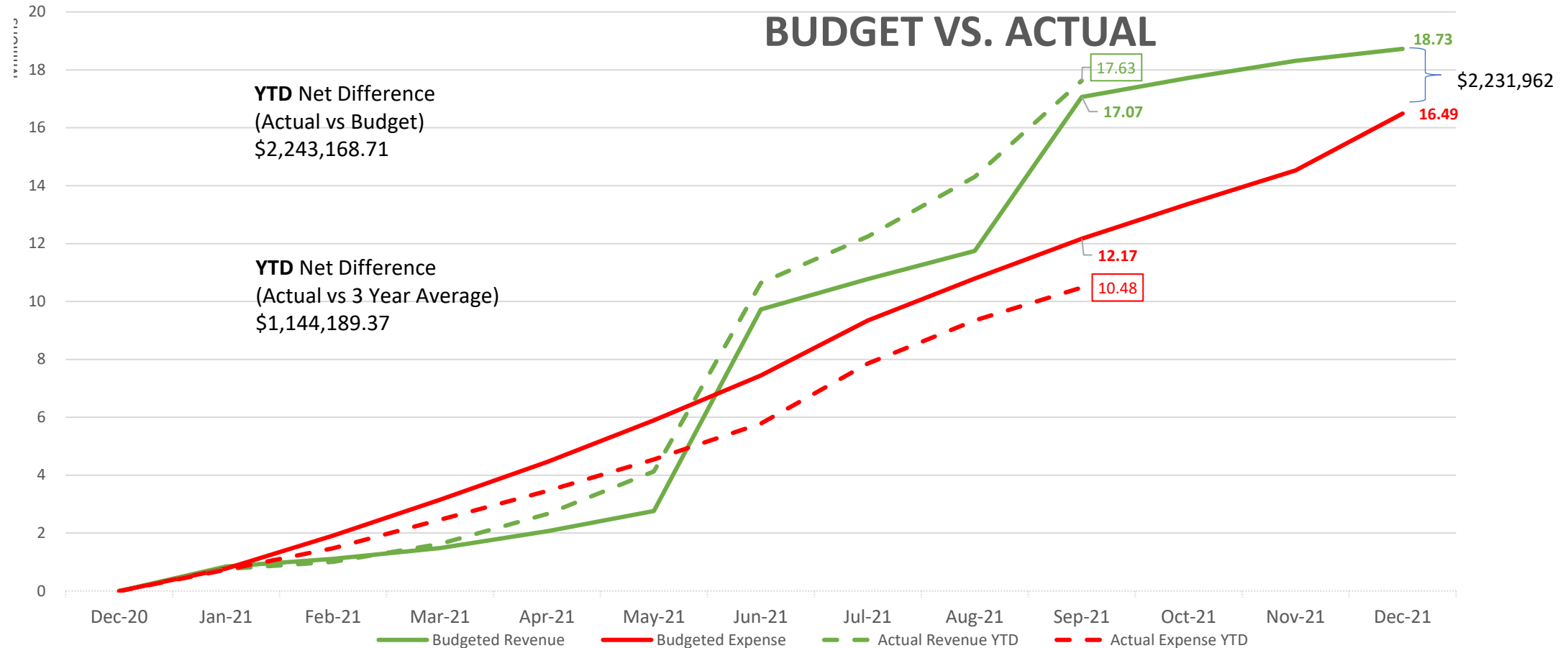
PROJECTED CASH FLOW/OPERATIONS

	BUDGETED	BUDGETED	BUDGETED
	OCTOBER	NOVEMBER	DECEMBER
Month End Projected Cash on Hand (Actual for October)	17,964,976	17,423,569	15,875,803
2021 Budgeted Cash on Hand	14,413,804	13,835,397	12,277,631
25% Fund Balance Reserve per Budget	4,123,402	4,123,402	4,123,402

Actuals 10/31/21

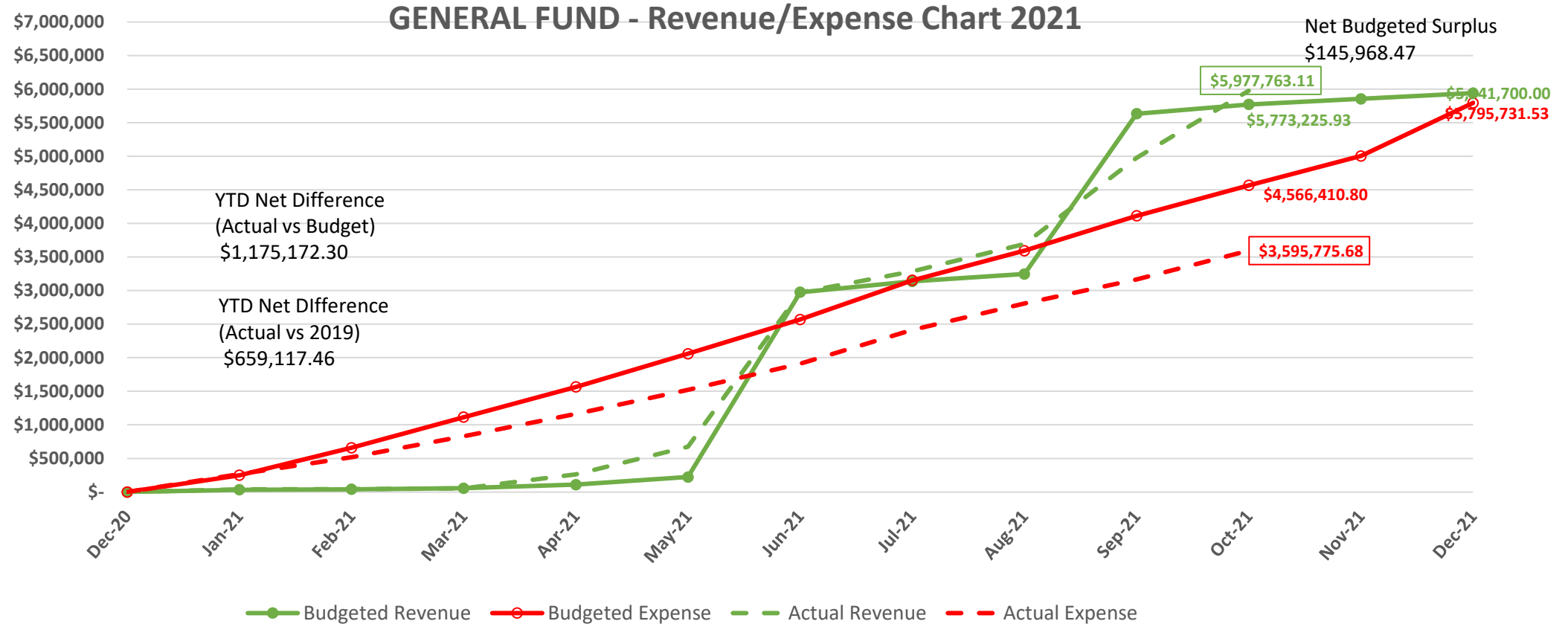
OPERATIONS (GENERAL AND RECREATION FUNDS)

BUDGET VS. ACTUAL



	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Budgeted Revenue	0.00	844,416.34	1,111,584.41	1,486,328.94	2,063,683.45	2,760,790.39	9,725,853.40	10,777,214.97	11,749,631.12	17,065,941.87	17,724,858.39	18,312,159.77	18,725,570.25
Budgeted Expense	0.00	773,450.07	1,914,072.34	3,155,840.42	4,460,070.80	5,894,336.65	7,446,913.88	9,345,417.08	10,791,821.86	12,166,292.61	13,375,925.13	14,532,199.86	16,493,608.23
Actual Revenue YTD	0.00	731,777.42	1,006,783.08	1,627,328.02	2,659,898.54	4,131,041.78	10,644,461.99	12,250,479.05	14,303,584.45	17,625,712.72	20,065,469.80	0.00	0.00
Actual Expense YTD	0.00	539,406.73	1,476,401.49	2,461,631.40	3,452,532.13	4,543,222.53	5,780,562.30	7,856,718.82	9,343,308.29	10,482,894.75	11,719,412.38	0.00	0.00
Actual 2017-2019 Revenue	0.00	1,377,396.71	1,778,206.76	2,313,788.27	3,140,807.68	4,562,375.51	10,757,648.44	11,773,846.62	13,377,813.31	17,681,788.86	19,200,358.31	0.00	0.00
Actual 2017-2019 Expense	0.00	503,136.29	1,693,414.13	3,071,473.76	4,438,462.32	5,506,043.42	6,878,551.72	8,392,585.11	10,876,027.10	11,683,160.26	13,808,020.01	0.00	0.00

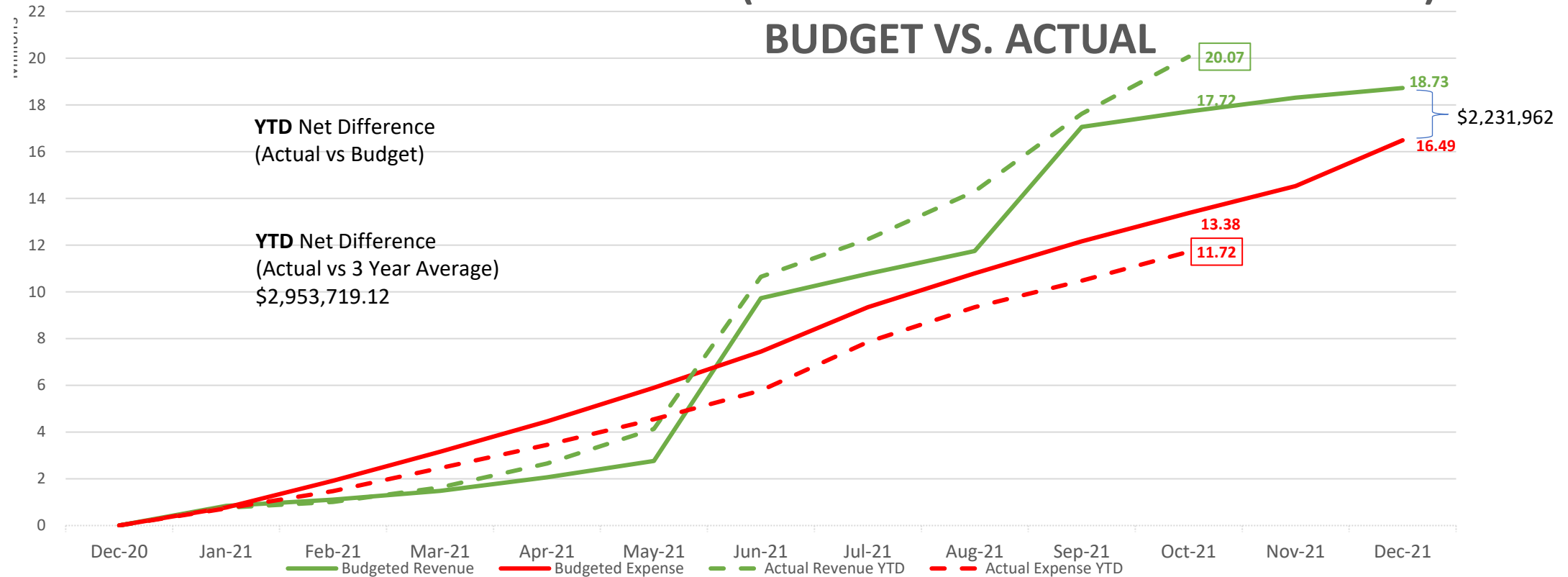
Actuals 10/31/21



	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Budgeted Revenue	0.00	33,055.49	39,706.65	55,833.08	109,850.47	223,162.83	2,974,753.18	3,137,083.33	3,246,782.35	5,633,769.26	5,773,225.93	5,856,473.46	5,941,700.00
Budgeted Expense	0.00	249,854.58	657,900.71	1,113,711.91	1,564,873.47	2,058,222.81	2,569,381.04	3,151,953.60	3,593,331.60	4,113,791.49	4,566,410.80	5,004,107.43	5,795,731.53
Actual Revenue	-	40,310.64	43,077.60	55,111.35	260,876.75	675,109.84	2,971,030.62	3,286,031.56	3,694,621.87	4,978,802.52	5,977,763.11	-	-
Actual Expense	-	267,124.39	516,525.26	831,386.37	1,163,674.98	1,519,820.00	1,910,718.71	2,414,415.23	2,808,836.45	3,164,422.78	3,595,775.68	-	-
2019 Actual Revenue		48,658.45	95,247.28	138,216.90	212,264.18	408,938.82	3,057,700.66	3,224,233.65	3,207,481.41	5,477,557.73	5,641,831.58		
2019 Actual Expense		118,936.38	504,715.14	972,784.18	1,337,124.37	1,749,436.73	2,152,071.28	2,527,758.40	3,065,852.26	3,436,125.92	3,918,961.61		

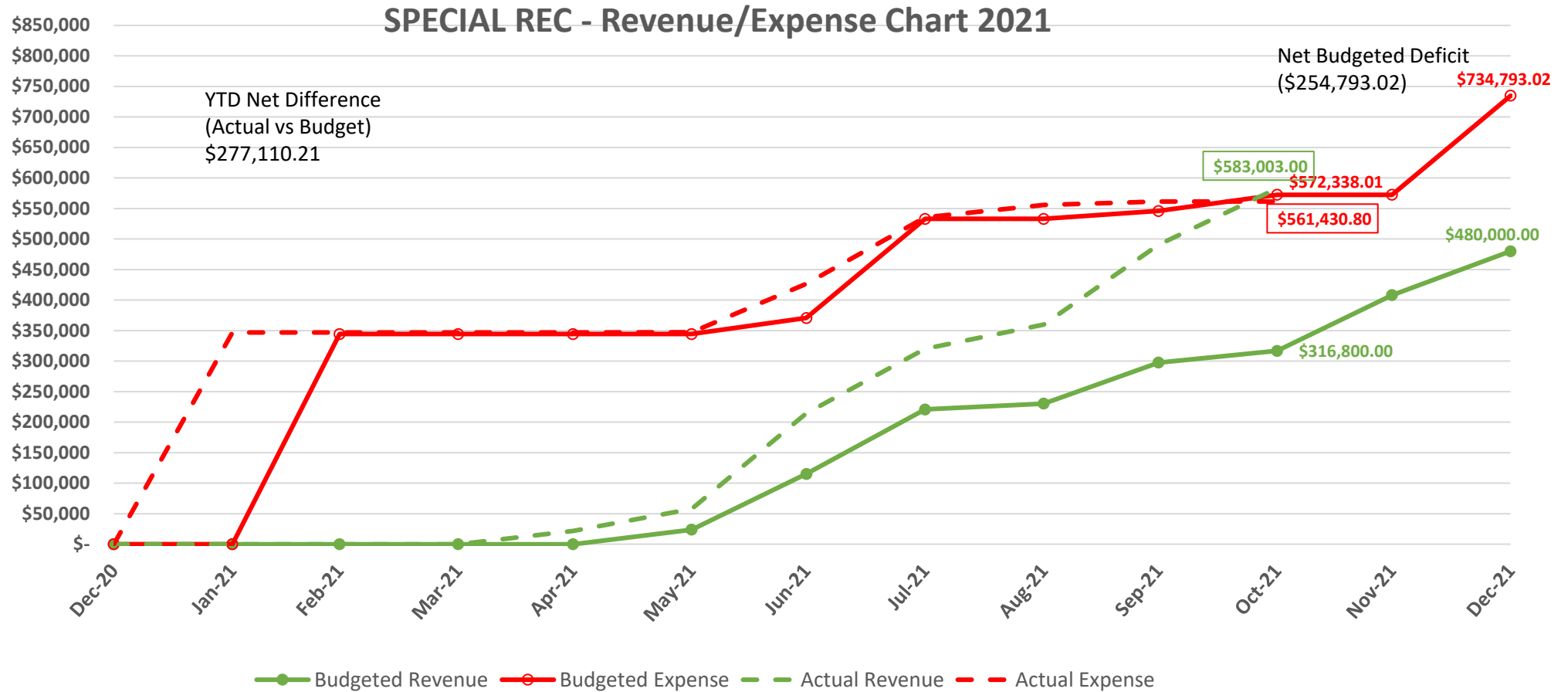
Actuals 10/31/21

OPERATIONS (GENERAL AND RECREATION FUNDS) BUDGET VS. ACTUAL



	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Budgeted Revenue	0.00	811,360.85	1,071,877.76	1,430,495.86	1,953,832.98	2,537,627.56	6,751,100.22	7,640,131.64	8,502,848.77	11,432,172.61	11,951,632.46	12,455,686.31	12,783,870.25
Budgeted Expense	0.00	523,595.49	1,256,171.63	2,042,128.51	2,895,197.33	3,836,113.84	4,877,532.84	6,193,463.48	7,198,490.26	8,052,501.12	8,809,514.33	9,528,092.43	10,697,876.70
Actual Revenue	-	722,616.86	963,705.48	1,572,216.67	2,399,021.79	3,455,931.94	7,673,431.37	8,964,447.49	10,608,962.58	12,646,910.20	14,087,706.69	-	-
Actual Expense	-	466,884.89	959,876.23	1,630,245.03	2,288,857.15	3,023,402.53	3,869,843.59	5,442,303.59	6,534,471.84	7,318,471.97	8,123,636.70	-	-
2019 Actual Revenue		1,027,183.23	1,390,300.09	1,893,184.96	2,592,563.52	3,188,145.22	7,850,592.44	9,011,638.62	10,127,677.11	13,134,469.11	13,825,214.20		
2019 Actual Expense		259,055.89	979,216.09	1,960,141.11	2,746,195.98	3,652,206.23	4,691,070.11	5,883,548.70	7,416,436.29	8,347,106.21	9,223,077.02		

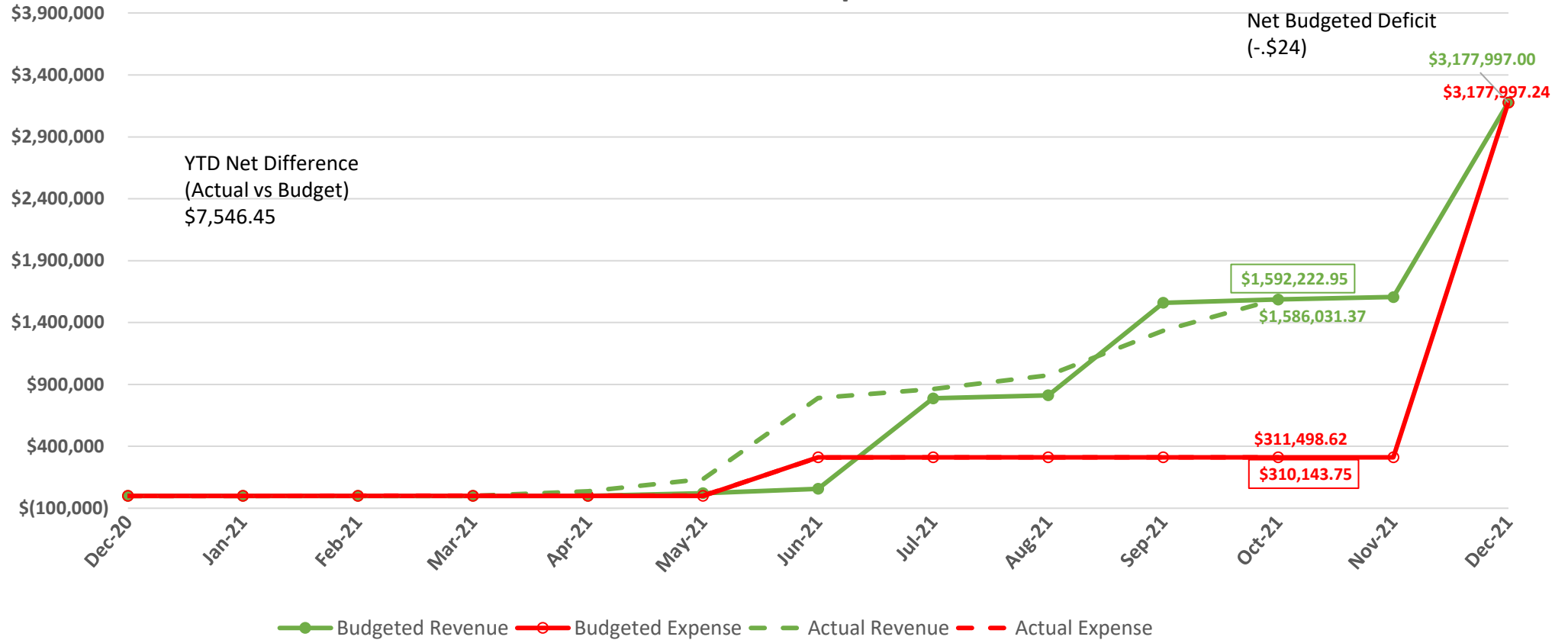
Actuals 10/31/21



Budgeted Revenue	-	-	-	-	-	24,000.00	115,200.00	220,800.00	230,400.00	297,600.00	316,800.00	408,000.00	480,000.00
Budgeted Expense	-	-	344,251.00	344,251.00	344,251.00	344,251.00	370,567.00	533,022.01	533,022.01	546,022.01	572,338.01	572,338.01	734,793.02
Actual Revenue	-	-	-	-	21,830.93	57,880.10	294,079.84	319,982.49	359,855.35	490,429.60	583,003.00	-	-
Actual Expense	-	346,741.00	346,768.16	346,768.16	346,768.16	347,205.79	503,884.44	535,358.33	555,594.83	561,430.80	561,430.80	-	-

Actuals 10/31/21

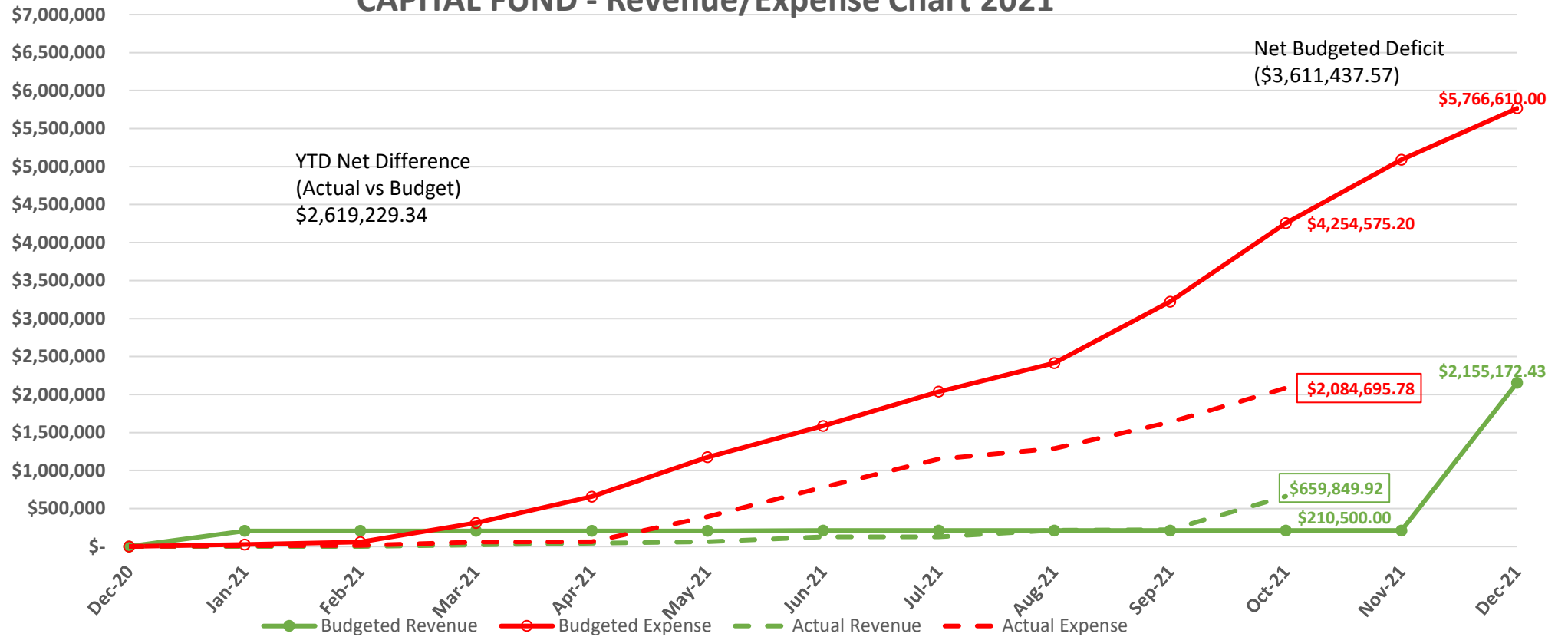
DEBT SERVICE FUND - Revenue/Expense Chart 2021



Budgeted Revenue	-	-	-	-	-	21,568.72	57,408.48	788,150.55	812,151.84	1,560,084.03	1,586,031.37	1,606,302.73	3,177,997.00
Budgeted Expense	-	-	-	-	-	-	311,498.62	311,498.62	311,498.62	311,498.62	311,498.62	311,498.62	3,177,997.24
Actual Revenue	-	-	-	-	36,596.85	136,271.60	789,627.67	862,958.23	973,205.75	1,334,674.18	1,592,222.95	-	-
Actual Expense	-	-	475.00	950.00	1,425.00	1,425.00	309,668.75	310,143.75	310,143.75	310,143.75	310,143.75	-	-

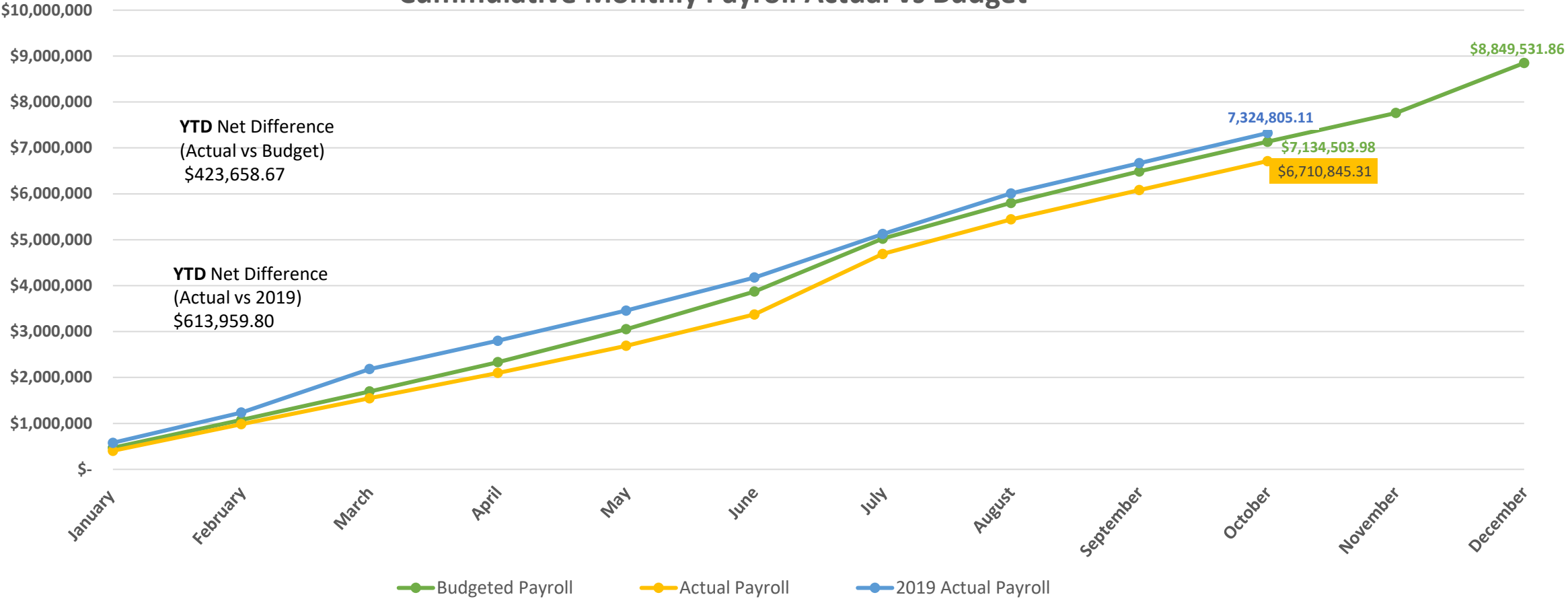
Actuals 10/31/21

CAPITAL FUND - Revenue/Expense Chart 2021



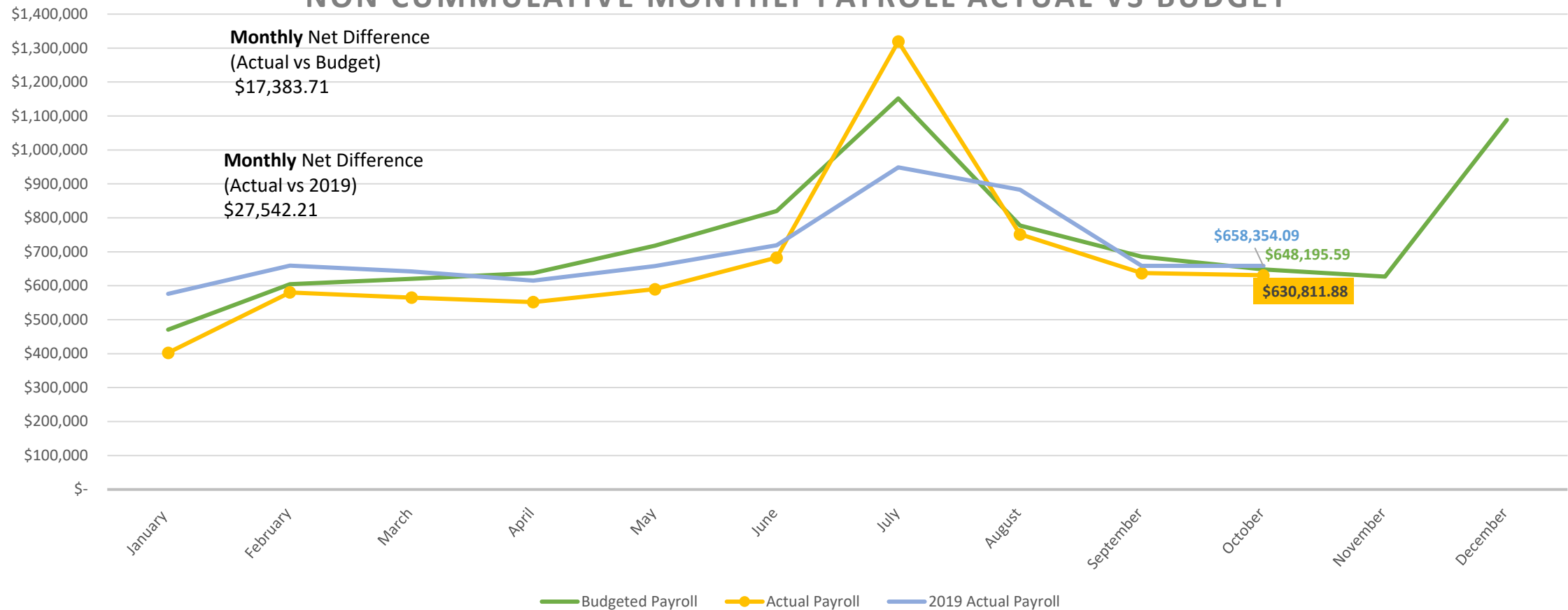
Budgeted Revenue	0.00	205,250.00	205,250.00	205,250.00	205,250.00	205,250.00	210,500.00	210,500.00	210,500.00	210,500.00	210,500.00	210,500.00	2,155,172.43
Budgeted Expense	0.00	25,895.00	58,989.00	310,761.60	656,535.20	1,174,423.80	1,587,461.40	2,037,332.00	2,413,612.40	3,222,043.80	4,254,575.20	5,089,592.60	5,766,610.00
Actual Revenue	-	257.92	399.16	19,103.89	43,113.95	63,763.62	126,852.06	126,939.85	215,992.81	221,361.10	659,849.92	-	-
Actual Expense	-	10,832.58	13,146.75	59,690.24	62,077.34	392,708.83	778,795.50	1,151,011.49	1,292,166.96	1,634,857.57	2,084,695.78	-	-

Cumulative Monthly Payroll Actual vs Budget



Total Payroll (Budget)	470,836.10	1,075,321.20	1,695,725.73	2,333,533.17	3,051,752.89	3,871,633.04	5,023,551.95	5,800,999.66	6,486,308.39	7,134,503.98	7,761,346.00	8,849,531.86
Payroll 1	148,568.50	293,469.53	281,263.43	268,515.40	286,898.43	325,140.52	427,000.53	428,756.35	322,629.66	316,157.75		
Payroll 2	254,024.61	286,395.65	283,792.90	283,408.85	303,069.63	357,536.83	455,933.64	322,469.49	314,803.62	314,654.13		
Payroll 3							436,355.86					
Total Payroll (Actual)	402,593.11	982,458.29	1,547,514.62	2,099,438.87	2,689,406.93	3,372,084.28	4,691,374.31	5,442,600.15	6,080,033.43	6,710,845.31		
2019 Payroll 1	292,663.69	342,114.80	323,387.42	294,923.32	324,845.31	346,041.19	465,089.75	462,789.93	326,029.73	325,324.94		
2019 Payroll 2	283,803.80	317,184.81	318,730.07	320,420.00	332,977.48	373,055.81	483,442.41	419,824.20	332,437.52	333,029.15		
2019 Payroll 3			306,689.78									
2019 Total Payroll (Actual)	576,467.49	1,235,767.10	2,184,574.37	2,799,917.69	3,457,740.48	4,176,837.48	5,125,369.64	6,007,983.77	6,666,451.02	7,324,805.11		

NON CUMMULATIVE MONTHLY PAYROLL ACTUAL VS BUDGET



Payroll 1	148,568.50	293,469.53	281,263.43	268,515.40	286,898.43	325,140.52	427,000.53	428,756.35	322,629.66	316,157.75		
Payroll 2	254,024.61	286,395.65	283,792.90	283,408.85	303,069.63	357,536.83	455,933.64	322,469.49	314,803.62	314,654.13		
Payroll 3							436,355.86					
Total Payroll (Actual)	402,593.11	579,865.18	565,056.33	551,924.25	589,968.06	682,677.35	1,319,290.03	751,225.84	637,433.28	630,811.88		
Budgeted Payroll	470,836.10	604,485.10	620,404.53	637,807.44	718,219.72	819,880.15	1,151,918.91	777,447.71	685,308.73	648,195.59	626,842.02	1,088,185.86
2019 Payroll 1	292,663.69	342,114.80	323,387.42	294,923.32	324,845.31	346,041.19	465,089.75	462,789.93	326,029.73	325,324.94		
2019 Payroll 2	283,803.80	317,184.81	318,730.07	320,420.00	\$ 332,977.48	373,055.81	\$ 483,442.41	\$ 419,824.20	\$ 332,437.52	\$ 333,029.15		
2019 Payroll 3			306,689.78									
Total Payroll (Actual)	576,467.49	659,299.61	642,117.49	615,343.32	\$ 657,822.79	\$ 719,097.00	\$ 948,532.16	▼ \$ 882,614.13	▼ \$ 658,467.25	\$ 658,354.09		



Memorandum

To: Park Board of Commissioners

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

Date: November 16, 2021

Subject: **Approval of Park Avenue South Storage Lot Repair Design and Engineering Contract**

Summary

High Lake Michigan water levels and an associated increase in storm intensity resulted in erosion to the southeast corner of the south storage pad at Park Avenue Boating Facility in spring 2019. The damage has reduced the boat storage area available for use. Although lake levels have receded since the record highs in 2020, this area is undergoing active erosion and the failed area continues to increase in size.

Staff reached out to several engineering firms and received proposals from three firms for development of a repair approach for this area. The scope of work includes preparation of construction documents and securing of necessary permits. AECOM provided the lowest cost proposal. Their proposed Agreement will analyze of the wave climate and transformation of the design wave condition to the design site. This will include an assessment of the design wave height and characteristics such as wave load forces on the lot perimeter walls and overtopping/runup potential. AECOM has worked with the Park District in the past, is experienced in this type of project, and has positive references.

The attached proposal from AECOM is divided into four tasks:

Task 1: Planning Level Evaluation

Task 2: Land and Lakebed Survey

Task 3: Governmental Regulatory Permitting and "Permit Level Design"

Task 4: Final Design Documents

The Park District would provide AECOM with recent survey information, eliminating the need for Task 2, bringing the total cost to \$32,500.

Recommendation

Staff recommends approval from the Board of Park Commissioners to authorize the Executive Director to enter into an agreement with AECOM for the Park Avenue Boat Launch South Storage Lot Repair Design and Engineering Contract in the amount of \$32,500.

November 8, 2021

Jeffrey Smith
Director of Planning and Projects
Park District of Highland Park
West Ridge Center – 636 Ridge Road
Highland Park, Ill. 60035

Submitted Electronically:
jsmith@pdhp.org

Subject: Park Ave Boat Launch Parking Lot Restoration – Revised Proposal

Dear Jeff:

AECOM is pleased to provide you with this proposal for the design and permitting of the Boat Launch Parking Lot wall and pavement failure located at the Park Ave boat launch facility in the City of Highland Park. AECOM commits to providing our highly qualified team of coastal and marine engineers for this project.

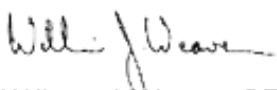
Firm and Team Experience: Our team has completed a wide variety of Great Lakes coastal engineering projects throughout the Northshore, the City of Chicago and nationally. In Illinois, we have designed and modified a variety of harbors. We have worked on feasibility and design assignments for several beaches in the Northshore and Chicago. In Chicago we have designed two new major harbors and have done major coastal improvements on others. We are the designated review consultant under contract with the City of Highland Park for more than 3 years for shoreline, steep slope and ravine issues.

Team Member Experience: People Make the Difference: Our team has worked together on many similar projects along the Lake Michigan coast. These include erosion issues, structural failures, slope landslide restoration, revetments, breakwaters, groins, beach creation, seawalls, dredging, ravine restoration and marina design. We strive to pursue environmentally friendly solutions. We have in-house land and water survey crews, and a civil engineering group for infrastructure aspects of our projects. We include resumes in this proposal for all our key staff that will work on the project. Our lead engineers including Bill Weaver (Coastal and Marine), Ted Bushell (Geotechnical), Terry Refai and Jim Adams (Structural), Dale Kerper (Coastal Modeling Expert). Our Civil engineer is Hsing Chu who has worked on our shoreline projects for the last decade.

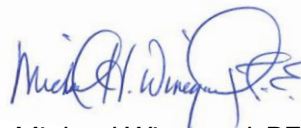
Thank you for your consideration, you may reach our project manager, Bill Weaver, at: 847-323-2171.

Sincerely,

AECOM Technical Services, Inc.



William J. Weaver, PE
Project Manager, Sr. Principal Engineer
(Bill.weaver@aecom.com)



Michael Winegard, PE
Vice President

SECTION A: PROJECT UNDERSTANDING

This project includes the restoration of the failed boat launch facility parking area. The southwest corner of the lot has been eroded into the lake. The lot was previously held up by a wood crib wall which was founded on the beach. The recent high lake levels and associated increases in wave energy that could reach the lot undermined the old wall. The wall did not have a foundation that could handle such stress and has unravelled. The fill under the asphalt pavement eroded once the wall failed and the pavement has been stripped from the lot surface.

There is an existing regional sanitary sewer pipe buried under the beach in clay near the original toe of the parking lot structure. This sewer traverses the shoreline through most of Highland Park and is typically deep enough that it has handled the high lake level stress. The restoration of the parking lot will need to respect the structural considerations of this sewer while also serving as a long-term repair element for the parking lot. We will investigate several options during the planning phase for your consideration.

The study will begin with an analysis of the wave climate and transformation of the design wave condition to the design site. This will include an assessment of the design wave height and characteristics such as wave load forces on the lot perimeter walls and overtopping/runup potential. We are prepared to complete a land survey and selected bathymetric survey by the middle of next week to obtain data needed for the wave analysis. Our crew is on standby.

These options are likely to include a sheet pile support wall to replace the failed wall. An armor stone apron may be included as a design element. The geometry and extent will depend on wave overtopping analysis, and an evaluation of the interaction of a wave strike on the vertical wall. If necessary, the apron will be refined to be a formal stone revetment. We will assess several variations of the design wave event that include high lake levels and low lake levels, each combined with a wave height recurrence interval that comprises a 200-year wave event. This is standard protocol for lakefront walls. The worst-case scenario is then used for design.

The overtopping analysis will assess safety to pedestrians and vehicles parked on the lot. If necessary, the finished grade of the lot will be adjusted to be at a level that limits damage and safety issues. It is likely that the current lot level may be acceptable – though this is worth checking given the proximity to direct wave attack and runup.

We will also investigate other options and provide preliminary opinions of probable cost. For example, it may be possible to rebuild the lot foundation on fill with an earthen slope covered with fabric, core stone bedding and armor stone. This may be the least cost option. However, we will need to check if this method is appropriate from a number of perspectives. These include influences on the sanitary sewer easement and the sewer, foundation conditions, and construction space available. We will assume that the size of the pavement will need to be at least as large as it was before the failure. We will also check to see if there is any way to gain additional lot surface if the District wants us to check this aspect.

Once the perimeter geometry and materials are established, we will then design the pavement repairs and suggest parking safety options for curbing, railings or potentially raised perimeter wall heights.

SECTION B: PROJECT TEAM ORGANIZATION

Personnel	Primary Role
Bill Weaver PE, D. WRE	Project Manager and Lead Principal Engineer
Terry Refai PE, SE & Jim Adams PE, SE	Lead Structural and Review Engineer
Adam Clinch and Dale Kerper	Coastal and Reviews
Hsing Chu PE, Sam Shaffer	Civil Engineer Task Leader and Support
Aaron Humphrey P.E., Ted Bushell, P.E.	Geotechnical Task Leader and Review Engineer
Adam Clinch PE, Bill Weaver, PE	Coastal Engineer Task Leader and Review Engineer (Bill Weaver)
Lisa Kostamo	Cadd Task Leader
Rebecca DesRochers & Pete Diemer PE	Land Survey – Rebecca DesRochers & Bathymetric Survey – Pete Diemer

Bill Weaver will be the team leader and Principal Engineer - and primary point of contact with the Park District. The lead engineers are highlighted in green on the chart. These folks will lead their disciplines and we have assigned engineers in review roles to follow AECOM quality control rules.

Resumes for all team members are provided in Section E.

SECTION C: PROJECT SCOPE AND WORK PROGRAM

This proposal includes a work scope and budget including planning through construction bid documents. The bid documents will include biddable plans and specifications. We assume that the Park District has their own construction contract forms and associated front end documents. If you require engineering support during construction, we will provide you with a proposal for that phase when you are ready. Following is a summary of the tasks that we will complete for this project.

A. Task 1: Planning Level Evaluation

We will provide you with restoration design concepts that address the cause of the parking lot failure based on our field observations and analysis of the wave climate. This analysis will be based on our experience and observations supported by wave analysis. We assume that soil boring information is available nearby from the adjacent facility. If not, we have provided a footnote to the cost table to accomplish a soil boring and testing.

Planning will begin with a detailed field observation and a review of available property maps and structure information. Our lead structural engineer and I live nearby and will complete the site visit. We will be able to flesh out the options during the site visit and gain an understanding of the failure cause and the options that are likely to be the most feasible and cost effective. We will provide you with a verbal impression following this visit.

We will undertake data collection to include wave climate data that we have available for nearby sites, archive records for the existing parking lot and surrounding areas that the Park District, City and NSWRD

may have on file, and we have a good preliminary understanding of the site conditions from my previous site visit. An accurate land survey of the site and failure area will be needed since a current topographic survey may not be available. As well, recent erosion influences on topography would not be reflected in old topographic maps even if they do exist. We will mobilize our survey crew to complete the work outlined in Task 2 this coming Wednesday, October 28 weather permitting. This AECOM crew works on all our coastal sites and understand the information that we need for this type project.

We will complete a preliminary wave climate analysis to the degree needed for preliminary planning and assessment of the coastal structure geometry and configuration. We will prepare schematic plans for restoration options that make sense for this site along with preliminary probable cost estimates. The options will have input from each of our engineering disciplines and will include consideration of access, wall and parking lot geometry, and retaining wall/sewer protection options. The planning analysis will be provided in a report to summarize our preliminary conclusions. The preliminary schematic plans to be in the report include preliminary plan and cross sections for the schematic options. We will meet with you to discuss the pros and cons of each option to help you select an option.

B. Task 2: Land and Lakebed Survey – Task Eliminated (PDHP has survey information on file)

C. Task 3: Governmental Regulatory Permitting and “Permit Level Design”

This task would begin once you are satisfied with the design concepts developed in Task 1 and includes preliminary design efforts and submittal of regulatory permit applications for the proposed improvements. This phase includes advancing the design to the level required for regulatory permit applications, and to apply for permits. The project will be configured as illustrated on the schematic design concept after you approve it. The concept plan is anticipated to include the following features:

- Armor stone Revetment or Apron Construction along the toe of a new retaining wall for the entire length on two sides of the parking lot.
- A retaining wall. We will show the existing sewer easement location to get NSWRD buy in.
- We will provide an alternative wall option which is generally required by the Corps of Engineers so that they have a basis of comparison. This option may be a more invasive sloping fill option covered by an armor stone revetment. We will see how the alternatives analysis works out. The Corps requires options as part of their review so we will provide at least two.
- We will provide a cross section that is representative of the degree of lake bottom/beach fill below the Ordinary High Water Mark – and will propose the elevation of the Ordinary High Water.

The permit level analysis and submittal documents do not need to provide extensive structural information. The agency reviews are primarily environmental in scope having to do with lake bed or habitat fill and impacts and navigation safety and impacts. They also look at potential impacts to adjacent property owners – which should not be an issue for this project.

We will prepare permit applications for the U.S. Army Corps of Engineers (USACE), the Illinois Department of Natural Resources (IDNR), the Illinois Environmental Protection Agency, NorthShore Water Reclamation District, and the City of Highland Park. We anticipate that the projects will fall under. We can also explain the issues associated with pursuing this approach in terms of Contractor commitments.

- USACE --The United States Army Corps of Engineers will regulate this project through the Chicago District office. We believe this agency will regulate this project under their “Regional Permit” rules. These permits can generally take 2 to 3 months to obtain. The

key focus of their review has to do with lake bed impacts at this site and potential impacts to adjacent properties. This agency also reviews potential navigation impacts which will not be an issue here. They can also review the engineering aspects of the design as it relates to impacts on public waters, habitat and nearby structures and properties. These items should also not be at issue. We will meet with this agency in a pre-application teleconference to educate them on the proposal before they begin their review. Under the new Regional Permit Rules, a public notice is not necessary. The Corps doesn't normally require permit fees.

- IEPA – The Illinois Environmental Protection Agency will likely have no significant input on the project if the USACE designates this as a "Regional Permit". Their general permit water quality rules will be appended to the Corps permit.
- IDNR – The Illinois Department of Natural Resources is concerned with construction within water bodies with particular attention to flood impacts, navigation impacts and construction in public waters. They take jurisdiction up to the toe of the slope that is adjacent to the beach under the Part 3704 Rules of the Rivers, Lake and Streams Act of 1911. In addition to the permit application preparation and coordination, we will also develop a Coastal Zone Management compliance submittal for this agency if they require it. This agency can require issuance of a public notice; however, we anticipate the project will qualify under the General Permit category and no public notice should be required. The agency charges a review fee that can vary from \$2500 to \$10,000. We believe they will charge a fee at the lower end of this range for this project depending on the extent of the planned lakefront improvements. We assume you will submit any required permit fees to the agency and we will provide instructions for the submittal. The IDNR generally takes a month or two to review and approve these projects.
- City of Highland Park – The City of Highland Park has comprehensive steep slope and lakefront ordinances. They require proper soil testing and geotechnical slope stability analysis to be completed by a geotechnical engineer licensed in the State of Illinois for steep slope sites. This project will fall under their lakefront ordinance. Since AECOM holds the technical review Contract with the City, they will normally keep the review in-house and not require outside review. The City will review the project from the perspective of the slope rules, retaining wall structure design, grading and drainage, erosion control and trees and vegetation. We will expand the permit packages from the other agencies to include the items that the City requires. They will require a signed and sealed set of plans from a P.E. and an S.E. which our team will provide. The City review generally includes final design level documents. As such, the City approval would come later than the other agencies. However, their review of our project submittals is generally very quick, and they will be inclined to not hold things up for the Park District.

The City normally requires a deposit with the City for funds to cover their time in the field during and after construction. We are not sure if they will require the Park District to submit a fee. This fee primarily includes the City inspections which could be required primarily by the City Forester and City Engineer. The City will refund the amount of deposit that is not used when the project is completed. We would expect this deposit to be reasonable and that you should receive much of this back when completed. You will submit the permit fees to the City if it is required – we will provide instructions.

Highland Park has delegated authority under the County Watershed Development Ordinance; therefore, there it is not likely there will be involvement of the County in the project. However, at times, the Corps of engineers can require that a DECI inspector be

required for erosion control. If this is required, we would have the contractor retain the DECI since the Contractor has control over how erosion control is prosecuted and maintained. It is possible that the Corps of Engineers could condition their permits to require you to have the Lake County Stormwater Management Commission involved with soil erosion control. In that case, you would need to place funds on deposit with the County. These funds are used as an enticement to ensure that the County erosion control requirements are followed during construction. The fees are generally in the \$5,000 range, and much of this fee is typically refunded when the project is completed. They use the deposit to cover any inspection costs that may be needed by the County. They require a project kick off meeting with the County inspector before construction starts. We suspect that County involvement will not be required given the minimal potential for erosion issues at this site.

We will prepare a permit application package for submission to each agency. We will communicate with USACE and IDNR in pre-application meetings to help expedite their understanding of the project. You would submit checks for the agency fees and we would provide instructions. We will also meet with the City of Highland Park by teleconference to explain the project and to help expedite their review process. AECOM will coordinate with the agencies during their reviews and will respond to questions that arise from the agencies.

We normally need to prepare a summary of Preliminary Construction Quantities and a Permit Stage Opinion of Probable Construction Cost for Highland Park. They use this to establish permit fees – though we are not sure if they will apply this requirement to the Park District.

D. Task 4: Final Design Documents

The final design package will include preparation of construction drawings and specifications for the selected option. Design elements will include the following:

- Cover Sheet
- General Notes Sheet
- Base map with existing conditions and sewer easement
- Demolition and Tree Removal Plan
- Construction Limits and Construction Coordinates
- Proposed Plan and Cross Section Sheets
- Structural Sheets for New Wall
- Coastal Design sheets for Revetment
- Soil Erosion and Sediment Control Plan and Details
- General Structural Notes
- Proposed Structural Wall Plan
- Detail Sheets

The final design effort will include the following tasks:

- Coastal engineering wave analysis to prepare wave loads on the structural wall, design parameters for an armor stone revetment or apron and overtopping flow characteristics and rates to assess pavement design characteristics.
- Structural design of a new parking lot retaining wall, pavement and safety features
- Civil engineering design for the site
- Armor stone sizing, gradation and specifications for a revetment or wall apron
- Erosion Control and Revegetation Plan using input from Highland Park requirements

- Preparation of Specifications Book and Bid Documents. We assume that the front end contract documents will be provided by the Park District. We can provide these documents if the Park District prefers.

SECTION D: COST PROPOSAL

Following is our cost proposal for the scope of work itemized above:

TASK DESCRIPTION		BUDGET (\$)
1	Planning Phase	\$5,000
2	Not Used	\$0
3	Regulatory Permits	\$3,000
4	Coastal Engineering	\$3,000
5	Structural Engineering Design	\$8,500
6	Civil Engineering Design	\$3,000
7	Specifications and Bid Sheet Preparation	\$3,000
8	CADD Drawings	\$5,000
9	Project Management	\$2,000
TOTAL COST		\$32,500

Notes:

1. The Park District of Highland Park may limit the initial authorization to Task 1 only. In this case, the cost for Task 1 would be \$7,000. If this option is selected and should the PDHP decide to proceed with all tasks after task 1 completion, the total project cost for task nos. 1 through 9 would remain at \$32,500.
2. if a soil boring and test data are not available from the adjacent facility or the NSWRD sewer, a budget for a boring and testing would be approximately \$5,000. We would subcontract this effort to another firm.

Attached as a separate exhibit in our transmittal is a copy of the contract form that we propose to use for this project. If acceptable, we will incorporate this proposal by reference to that contract form to serve as the basis of the contract for engineering services. The fee schedule for this project will include a direct labor multiplier of 2.74 applied to raw labor rates. Other direct costs will be charged at cost without markup. The cost estimate provided above is our best estimate for the scope of work itemized above. This estimate will not be exceeded without your prior approval.

SECTION E: TEAM RESUMES

ATTACHED ARE RESUMES OF OUR KEY PERSONNEL THAT WILL PERFORM THIS PROJECT

William J. Weaver, PE, D.WRE

Practice Leader

Education

MS, Environmental Engineering,
New Jersey Institute of
Technology, 1978

BS, Civil Engineering, New Jersey
Institute of Technology, 1976

Years of Experience

With AECOM: 38
With Other Firms: 6

Registrations

Professional Engineer, Illinois,
#0620435830, Issued 02/28/1990, Exp.
11/30/2021

Professional Engineer, Michigan,
#6201027688, Issued 08/25/1980, Exp.
10/31/2021

Affiliations

American Council of Engineering
Companies of Illinois

American Society of Civil
Engineers, National Urban
Drainage Standards Committee
Member

American Water Resources
Association

Society of American Military
Engineers

Association of State
Floodplain Managers

Illinois Association for
Floodplain and Stormwater
Management

Illinois Lake Management
Association

Mr. Weaver is a lead principal responsible for the direction and management of water resources activities at AECOM, a position he has held since 1982. He provides technical direction and supervision for projects involving river, coastal and marine engineering.

Chief Engineer and Lead Principal Coastal and Marine Engineering

*Beach engineering specialist including: Restoration of
Lake Michigan and inland beaches, Lake Michigan
Beach Creation, Beach Master Planning and
Morphology Evaluation, Water Quality Issues and
Steep Slope Bluff Engineering*

Beach Engineering Projects

**Village of Lake Bluff Sunrise Park and Beach
condition evaluation, morphology study, and
Master Plan:** Implementation design for first phase of
master plan including revetment/breakwater
improvements.

57th Street Promenade and Beach Modification Design, Chicago

Montrose Beach Sustainable Design, Chicago:
Beach condition and morphology study to assess dune
swale formations that limit access caused by the beach
evolution, wave, and wind influences. Develop design
documents to resolve these issues using sustainable
design techniques.

**63rd Street Beach Water Quality Improvement
Design:** Beach morphology and water quality
modeling and evaluation. Development of South pier
modifications to provide new conveyance of beach
water from a stagnant corner away from the beach.

**Last 4 Miles award winning master plan with
Friends of the Park for Chicago** lakefront
development of shoreline and beach areas that
currently have limited public access.

Beach Creation (Breakwater Cell) Design:

1305 Lake Road, Lake Forest

1315 Lake Road, Lake Forest

603 Lansdowne, Lake Bluff

595 Circle Lane, Lake Bluff

72nd Place, Chicago

2729 Sheridan Road, Evanston

Oakmont Lane, Highland Park

**Great Lakes Naval Base Beach Morphology and
Dredging:** Beach morphology evaluation for the 100-
year lifespan of Naval Station harbor trapped sand
formations and obtain a 10-year harbor dredging
permit.

Foster Beach Promenade Design, Chicago

La Rabida Hospital Revetment Design, Chicago

North Avenue Beach Pier Restoration Design, Chicago

Oak Street Beach Promenade Design including
beach morphology and wave attack climate analysis

**Humboldt Park Natural Inland Swim Beach and
Pond Bank Restoration Design:** Use native
vegetation for pond bank restoration and design the
only inland beach in Chicago using best management
practices.

Consumers Power Company: Littoral drift, bluff recession
and beach erosion evaluations for six miles of Lake Michigan
shoreline near Ludington, Michigan. Developed allocation of
long-term erosion among natural and man-made influences.

Coastal and Marine Engineering Projects

Chicago DOT: Design 3,500' of Lake Michigan seawall promenade at Promontory Point in Hyde Park, & 1,700 feet of Lake Michigan shoreline including a new 5-acre park expansion at Fullerton Avenue and beneficial reuse of offshore sand as fill.

Holcim: Design and permitting of a new 100-barge boat harbor on the Mississippi River, a 150-foot high rockfill dam and spillway, and analytical (1D and 2D) river modeling in St. Genevieve County for Holcim. Develop harbor plan to accommodate 24/7 cement barge operation including loadout facilities, barge unloading dock and in river barge fleeting cells and moorings.

Chicago Park District: design development & Construction Documents for Chicago Gateway Harbor (400 slips). Numerical and physical modeling. Update the wind wave hindcast for the southern portions of Lake Michigan. Design new harbor breakwaters including special provisions for a stub breakwater attached to the Chicago River USACE river mouth boat lock wall. Develop design boundary conditions for navigation aids and address river lock flow diversion impacts on the dock layout and moorings. Develop design boundary conditions for new commercial boat docks for Navy Pier through physical, numerical and analytical modeling.

Chicago Park District: design development & Construction Documents for 31st Street Harbor (1,000 slips). Numerical and physical modeling. Update the wind wave hindcast for the southern portions of Lake Michigan. Construction engineering and administration support for 31st Harbor.

Design and CD's: 100-Boat Slip Marina in Kewaunee, Wisconsin; Marina entrance structures for the St. Joseph Marina in St. Joseph, Michigan; and a 150-Boat Slip Harbor for Algoma Harbor Marina in Wisconsin.

Dow Chemical: Harbor protection and pier structure evaluation and design in Pere Marquette Harbor in Michigan.

Design Diamond Lake Boat Launch Park, Mundelein, Illinois.

Chicago Park District South Lakefront Study: Developed a shoreline and lakefront master plan between 71st and 92nd Streets.

Design of the award winning Shedd Oceanarium seawall.

Corps of Engineers: Design 2 miles of Chicago Lakefront Storm Damage Reduction Project (Montrose Harbor, 155 to 30th Street, 33rd to 37th Street).

U.P. Railroad: Design & CD's for 3 miles of Great Salt Lake causeway armor stone revetment. Wind wave hindcast and wave climate numerical model studies.

Friends of the Parks, Chicago: Award winning Last 4 Miles Lakefront Master Plan. 4 miles of Chicago Lake Michigan shoreline plan.

Chicago Park District: Design development & C D's: river bank restoration and dock design for four boat launch designs on the Chicago River at Eleanor, Ping Tom, Clark, and River Park. Use combinations of stone and vegetative approaches for river banks at these sites. Design of water quality improvements at the 63rd Street beach pier including water quality flushing pipes.

Chicago Park District: Montrose Beach sustainable plan and design development for 4,000 feet of beach to improve water quality, public access, and habitat.

Chicago Park District: 18 miles of multi-use Trail Separation design for the entire City of Chicago Lakefront.

Westrec: Jackson Harbor mouth breakwater design, Chicago.

Pond and Stream Restoration: Carol Stream community-wide pond bioremediation restoration for 40 stream sites and lakes; Lake Louise (40 acres) in Barrington, Lake Cosman (30 acres) in Elgin, Lake Inverlake (24 acres) in Inverness, Braymore Lakes, Third Lake and JJC Lake in Joliet, Illinois; Partridge Creek diversion native vegetation and wetland enhancement, Ishpeming, Michigan.

Village of Lincolnshire: Lincolnshire Creek 400 ft long channel restoration using natural sustainable design approach including geogrid lifts, riffle pools, gabion baskets with willow posts, and upland deep rooted native vegetation.

Cobblers Crossing Environmental Corridor design in Elgin: Design includes wetlands, ponds with native vegetative banks, stone wave breaks and low fluctuation detention design.

Carrington Reserve Fen Recharge Area Restoration, West Dundee, IL: Develop fen recharge area protections against development. Divert urban runoff from watershed and replace ground infiltration balance by diverting clean water from 70 roof tops to a new infiltration gallery system.

Steep Slope Bluff Engineering

Steep slope bluff specialist. Leads a team of experts including geotechnical, structural, civil, and coastal engineers that specialize in steep slope engineering. Representative projects:

City of Highland Park Designated Steep Slope Consultant (multiple sites)

City of Lake Forest – Forest Park and Beach Bluff Studies

South Beach Access Road Design, Bluff Restoration and SP&L retaining wall (2 projects)

Bluff monitoring and evaluation for the entirety of the Park bluff

Bluff Design for North Beach Access Road Landslide Restoration

NBAR Access Road Ravine and Bluff failure restoration including innovative perched ravine and sustainable channel design features.

NorthShore Illinois Lakefront Steep Slope Bluff Design Projects:

65 S Deere Park, Highland Park
1305 Lake Road, Lake Forest
999 Lake Road, Lake Forest
600 Landsdowne Lane, Lake Bluff
611 Lansdowne Lane, Lake Bluff
718 Mountain Road, Lake Bluff
2445 Woodbridge Lane, Highland Park
2479 Woodbridge Lane, Highland Park
595 Circle Lane, Lake Forest
633 Circle Lane, Lake Forest
1166 Lake Road, Lake Forest
1133 Lake Road, Lake Forest
245 Sheridan Road, Kenilworth
Swift Lane, Lakeside, Michigan
777 Bluff Road, Lake Bluff
275 E Deere Park Lane, Highland Park
20 N Maple Lane, Glencoe
760 Forest Cover Lane, Lake Bluff
2401 Egandale, Highland Park

Publications and Presentations

"Harbor Expansion in the City of Chicago will Create a New Front Door to the City, Coastal Zone 2011 Conference, Chicago, Illinois, July 18 – 21, 2011

"Lake Michigan Flood Management considerations in Chicago", Illinois Association for Floodplain and Stormwater Management 2012 Annual Conference, March 14 – 15, 2012

"McCormick Place Conference Center Stormwater Reclamation Tunnel Advances Chicago's Clean Water Agenda", IAFSM 2008 Annual Conference, March 12-13, 2008, Tinley Park, Illinois.

"Fen Wetland Groundwater Recharge Determination and Preservation at Carrington Reserve", May 18, 2007, World Environmental & Water Resources Congress 2007, Tampa, Florida.

"Standard Guideline for the Design of Urban Stormwater Systems", ASCE Urban Drainage Standards Committee, 2006 Contributing Author – Hydraulics Chapter.

"Fen Wetland Groundwater Recharge Limit Determination and Protection Strategies at the Pulte Homes Carrington Reserve Development in West Dundee, Illinois," The Association of State Wetland Managers, Inc. International Symposium: Wetlands 2006: Applying Scientific, Legal, and Management Tools to the Great Lakes and Beyond, August 28-31, 2006, Traverse City, Michigan.

"Flood Damage Reduction for the City of Chicago Lake Michigan Waterfront", 2003 WAFSCM Annual Conference, November 14, 2003, Wisconsin Dells, Wisconsin.

"Chicago Shoreline Protection Project: Design Considerations." ASCE/AEG Conf., January 15, 2002.

"Community Initiatives that Employ Public Education and Outreach", 25th Annual Conference of the Association of State Floodplain Managers, June 3, 2001, Charlotte, North Carolina.

"Lake Michigan Flood Hazard Determination", Annual Conference of the Illinois Association for Floodplain and Stormwater Management", March 7, 2001, Orland Hills, Illinois.

"Lake Management Approaches in Urbanized Environments", ILMA Annual Conference, 1999, Rockford, Illinois.

"Suburban Lake Management Strategies", ASFPM Conference, May 1998, Milwaukee, Wisconsin.

"Shedd Aquarium Oceanarium Addition: Civil and Structural Engineering Considerations," American Society of Civil Engineers, Chicago, IL, May, 1993.

"Influence of Man Upon Lake Michigan Coastline Geomorphology Near Ludington," Proceedings of the AEG Annual Conference, Chicago, IL, October, 1991.

"A Seawall for Sea Mammals," American Society of Civil Engineers Magazine, N.Y., January, 1989.

"Coastal Engineering Issues for Seawall Design," ASCE (Milwaukee), January, 1989.

Dale Kerper, PE

Coastal Engineer/Lead Hydrodynamics Modeler

Education

MS, Civil Engineering
BS, Civil Engineering

Years of Experience

With AECOM: 31
With Other Firms: 1

Registrations

Professional Engineer, CA

Mr. Kerper is a civil coastal and ocean engineer with 31 years of experience performing engineering studies in marine and coastal environments around the world. Expertise includes physical and numerical modeling of hydrodynamics (waves, water levels and currents), coastal flooding, salinity, temperature, and sediment transport modeling. Dale has extensive experience applying DHI's MIKE suite of numerical models

Beach Engineering Projects

City of Chicago, 63rd Street Beach, Chicago, IL: Carried out numerical modeling analyses of waves and hydrodynamics at 63rd Street Beach in Chicago to assess design wave climate and beach water quality benefits.

Coastal and Marine Engineering Projects

South Battery Park City Resiliency Project, City of Battery Park, NY. Performed 75% and 95% design analysis for the determination of design flood elevation for flip-up walls and slope protection against the 100-year coastal flood combined with year 2050 sea level rise to protect City of Battery Park from future Sandy-like storms. Design criteria include meeting the requirements for scour protection of the structures.

Federal Emergency Management Agency (FEMA). Study to develop methodologies to apply numerical models to compute wave runup, wave overtopping, coastal erosion and overland wave propagation. Models tested include SWASH, FUNWAVE, XBEACH, CSHORE and WHAFIS. For coastal erosion, the CSHORE model was further tested on a county wide scale to assess dune erosion, and damage losses due to this coastal hazard.

US Army Corps of Engineers. Wave Overtopping and Levee Erosion Testing. Freeport HFPS, Galveston, TX. Expert advisor on team of experts to develop in-field full-scale testing of wave overtopping and levee erosion. A wave making machine is currently being constructed that will be placed on levees and floodwalls in the Freeport, TX area, and will run waves over the crest until grass slopes on the backside are eroded. The overall goal is to develop more accurate guidance on wave overtopping criteria for levees and floodwalls for a large scale flood protection project in TX, the HFPS.

Valley Water, Palo Alto Flood Barrier, Santa Clara County, CA. Developed and operated a 2D numerical tidal model near Palo Alto in San Francisco Bay to assess erosion and circulation impacts of replacing a tide barrier with a new one. Existing conditions, construction phases, and finished project were modeled and assessed. Results were used to develop erosion mitigation and monitoring plan.

Chevron Energy Technology Corporation, Shoreline Erosion Study, Colombia. Acquired and analyzed remote sensing shoreline imagery to evaluate rates of shoreline erosion along a sensitive shoreline in Colombia to plan for shore protection at critical land facilities.

City of Chicago, 31st Street Marina Improvements, Chicago, IL: Lead numerical MIKE 21 Boussinesq wave modeling to support harbor design. Develop Wind Wave hindcast to establish deepwater wave conditions. Advance the deepwater waves to the harbor perimeter structure locations. Incorporate wave transmission and harbor mouth characteristics from AECOM physical model study data and use DHI models to evaluate harbor wave agitation and attenuation strategies.

City of Chicago, Gateway Harbor Improvements, Chicago, IL: Lead numerical MIKE 21 Boussinesq wave and regional spectral wave modeling to support AECOM harbor design. Developed Wind Wave hindcast to establish deepwater wave conditions, then used nearshore wave modeling to propagate the deepwater waves to the harbor perimeter structure locations. Incorporated breakwater wave transmission and harbor mouth characteristics tuned to AECOM physical model study data and use DHI models to evaluate harbor wave agitation and attenuation strategies.

State of Michigan, Straits of Mackinac Pipeline Alternatives Analysis for Oil Spill Environmental Impact, Lansing, MI: Developed 3D hydrodynamic and 2D spectral wave models of the entire Lake Michigan and Lake Huron, coupled with oil spill model to determine probability of oil spill to reach shorelines of both lakes for environmental impact analysis.

PRDW Consulting Port and Coastal Engineers, Table Bay Erosion Study, Capetown, South Africa. Lead wave modeler of a detailed spectral wave model of Table Bay in Capetown used in sediment transport modeling for sand retention mitigation strategies.

Adam S. Clinch, PE

Coastal Engineer

Education

MS, Civil Engineering (Coastal Engineering),
North Carolina State University – Raleigh, 2013

BS, Civil Engineering – Water Resources,
University of Florida, 2010

BA, Spanish – Literature and Writing, University
of Florida, 2010

Years of Experience

With AECOM: 6
With Other Firms: 2

Registrations

Professional Engineer, SC

Engineer in Training: FL

Affiliations

American Society of Civil
Engineers, Eastern Branch
President

Training

Nearshore Field Methods
Internship

Advance Surface Water Modeling
with SMS

Mr. Clinch is a coastal engineer engaged in coastal flood hazard assessment and mapping of coastal flood hazards in several U.S. Regions. He has provided technical leadership on tasks such as hydraulic modeling, coastal numerical modeling, wave setup, wave runup, overland wave propagation, fetch-limited wave analysis, and coastal structures assessment. He has assisted in community coordination outreach meetings for countywide flood studies. Under the current Compass contract, Mr. Clinch contributes in a technical advisory role to FEMA Headquarters reviews of new and current coastal hazard methodologies.

Coastal and Marine Engineering Projects

South Carolina Department of Health and Environmental Control (DHEC), Living Shorelines Modeling (2019 - 2020), South Carolina. Deputy Project Manager. Lead a technical team through terrain data processing, 2D surge and wave modeling, storm selection, and living shoreline assessment to model the effects of oyster reefs on storm-based flooding in three study areas in South Carolina. Lead the production of a final report and coordinated all findings and deliverables with the DHEC Ocean and Coastal Resource Management.

South Carolina Ports Authority, Hugh K. Leatherman Terminal (HLT) Project (2017 – 2018), Charleston, South Carolina. Coastal Engineer. Provided technical review of armor stone sizing calculations for the wharf revetment design and review of the hydrodynamic and sediment transport study. Assisted in production of plans and specifications for the dredge design of the turning basin and wharf of the HLT site. Produced fetch-limited wave analysis for Shipyard Creek to evaluate risk of bridge uplift for segments of Tidewater Road and Port Access Road.

FEMA RiskMAP, National Production and Technical Support (PTS) Contract (2014 – present), South Carolina, Georgia and Florida. Coastal Engineer. Worked with a team of engineers engaged in coastal flood hazard assessment and mapping of coastal flood hazards in South Carolina, Georgia, and Florida. Assisted with the wind-generated waves, erosion analysis, wave runup, overtopping, and nourishment sensitivity analyses.

FEMA, Compass, National Production and Technical Support (PTS) Contract (2015 – present), Various Locations, US. Coastal Engineer. Provided technical review of wave analyses, survey data, wave setup, wave runup, wave overtopping and coastal structures analysis for requestors of MT-2 (Letters of Map Revisions) cases. Coordinated with local engineers and property owners to review survey and wave climate data and implement flood hazard revisions according to federally approved guidelines.

Aaron Humphrey, PE

Sr. Project Engineer

Education

MS, Civil Engineering (Geotechnical specialization), Purdue University (2001)

BS, Civil Engineering, Purdue University (2000)

Years of Experience

With AECOM: 13
With Other Firms: 6

Registrations

Professional Engineer, MI, IN,
PA, WY, ND, IL

NCEES Record Verified
Engineer

Affiliations

American Society of Civil
Engineers
Association of State Dam Safety
Officials

Training and Certification

FERC Approved Independent
Consultant
Subsurface Investigation Specialist
(NHI/FHWA/NETTCP)
OSHA 10-hour construction safety training
OSHA 30-hour construction safety training

Mr. Humphrey is a geotechnical engineer proficient in slope stabilization, excavation support, foundation design, and dam and levee inspections, design, repair, and removal.

Mr. Humphrey is a previously approved FERC Independent Consultant. He has demonstrated his qualifications through his role as an Independent Consultant on five, 5-year Part 12D dam inspections for the FERC along with numerous dam design, dam removal, dam modification, and dam safety inspections for municipal, state, federal, and private dam owners. .

USACE, Lyons Levee Evaluation, Lyons, Illinois:

Project manager and lead geotechnical engineer for subsurface exploration, laboratory testing, development of parameters for geotechnical design, and research to evaluate repair options for deteriorated levee.

Metropolitan Water Reclamation District – Lyons Levee Rehabilitation, Lyons, Illinois:

Lead geotechnical engineer for design and construction of rehabilitation of outdated and unmaintained levee including development of temporary measures to improve levee integrity during design and permitting period. Included coordination with USACE throughout project.

Forest Park Access Road Bluff Stabilizations, Ravine Stabilizations, Roadway Relocations, Lake Forest, Illinois:

Lead geotechnical engineer for investigation, analysis, and stabilization design for multiple projects along steep clay bluffs to protect park features following multiple slope failures. Project remediation included design of drilled-in soldier pile and concrete lagging wall and unloading and lowering of grades along a portion of the roadway to stabilize failing sections and to provide long-term mitigation for bluff instability along heavily traveled roadway. Follow on projects included slope flattening and roadway relocation to stabilize failure areas. Projects have included the performance of soil borings, laboratory testing, stability evaluations, and long-term monitoring of bluffs within the park and ravine restoration with stormwater management features. Projects included: South Beach Access Road Bluff Restoration and Road Design, North Beach Access Road Ravine Restoration, Access Road Design & Bluff Restoration, and Forest

Park Bluff Monitoring Program. Bluff Stabilization, 65 S. Deere Park Drive, Highland Park Lead geotechnical engineer for bluff stabilization project. Oversaw geotechnical explorations, laboratory testing, and engineering design which included slope excavation, slope buttressing, drainage improvements, and toe armoring to resolve ongoing bluff instability.

Bluff Stabilization and Shoreline Restoration, 595 Circle Lane, Lake Forest, Illinois:

Lead geotechnical engineer for bluff stabilization project. Coordinated geotechnical explorations and laboratory testing with owner-hired consulting firm. Provided geotechnical engineering design for bluff stabilization and shoreline restoration project.

Bluff Stabilization and Shoreline Restoration, 718 Mountain Road, Lake Bluff, Illinois:

Lead geotechnical engineer for bluff stabilization project. Coordinated geotechnical explorations and laboratory testing with owner-hired consulting firm. Provided geotechnical engineering design for bluff stabilization and shoreline restoration project.

Bluff Stabilization and Shoreline Restoration, 777 Bluff Road, Lake Bluff, Illinois:

Lead geotechnical engineer for bluff stabilization project. Coordinated geotechnical explorations and laboratory testing with owner-hired consulting firm. Provided geotechnical engineering design for bluff stabilization and shoreline restoration.

294 N Deere Park Drive Ravine and Maple Lane, Highland Park, Illinois: Lead geotechnical engineer for two ravine restoration projects. Oversaw geotechnical explorations, laboratory testing, and slope stability design for bluff stabilization projects.

633 Circle Lane Bluff Stabilization and Shoreline Restoration, Lake Forest, Illinois: Lead geotechnical engineer for bluff stabilization project. Oversaw geotechnical explorations, laboratory testing, and slope stability design to protect remaining bluffs and adjacent structures.

Slope Failure Restoration, 999 Lake Road, Lake Forest, Illinois: Lead geotechnical engineer for bluff stabilization project. Oversaw geotechnical explorations, laboratory testing, and slope stability design for bluff stabilization project.

Abrams Ravine Slope Failure and Bridge Replacement Project, Highland Park, Illinois: Lead geotechnical engineer for ravine stabilization project which included replacement of access bridge structure. Oversaw geotechnical explorations, laboratory testing, and slope stability design to protect remaining bluffs and adjacent structures. Provided foundation recommendations for replacement bridge construction.

FERMI Lab, Long Baseline Neutrino Facility, Batavia, Illinois: Geotechnical engineer for large construction project featuring 80 foot deep excavations, site dewatering, and adjacent structure protection for underground research structure as well as numerous above ground support buildings. Project required extensive slope stability evaluations, site dewatering design, monitoring program design, and settlement analysis associated with groundwater drawdown, rock excavation, and design of foundations with soil conditions ranging from compressible clay soils to excavations within bedrock while limiting impacts to settlement sensitive scientific research structures.

Elston Service Facility, Chicago, Illinois: Project manager and lead engineer for design of belled caissons for six story structure in downtown Chicago. Project utilized pressure meter testing to increase caisson bearing capacity above code limited values. Project featured extensive reuse of available on-site crushed concrete for site preparation and filling due to thick deposits of unsuitable urban fill.

NorthShore Illinois Lakefront Steep Slope Bluff Design Projects: Lead geotechnical engineer for bluff stabilization projects. Provided geotechnical engineering design for bluff stabilization and shoreline restoration:

- 1305 Lake Road, Lake Forest
- 600 Landsdowne Lane, Lake Bluff
- 611 Lansdowne Lane, Lake Bluff
- 2445 Woodbridge Lane, Highland Park
- 2479 Woodbridge Lane, Highland Park
- 245 Sheridan Road, Kenilworth
- 275 E Deere Park Lane, Highland Park

Peter J. Diemer, PE

Project Engineer and Lead Hydrography Expert

Education

BS, Environmental Science,
University of Wisconsin-Green Bay,
1997

Years of Experience

With AECOM: 11
With Other Firms: 8

Registrations

Professional Engineer, WI
Certified hydrographer

Affiliations

American Society of Civil Engineers

Mr. Peter is a project engineer specializing in survey, design, and permitting for coastal, marine and river projects. He uses geographic information systems and computer modeling tools to develop site-specific design solutions. Peter is a hydrographic surveyor specializing in performing bathymetric surveys and has conducted hundreds of single-beam sonar surveys for a diverse array of projects. He has completed surveys on the Great Lakes, Large River systems in the southeast and Midwest including the Mississippi River and Big Tombigbee River, the Great Salt Lake and many other challenging locations. Software programs regularly used include AutoCAD Civil 3D; HEC-RAS, HEC-2, HEC-HMS, HY-8, TR-55, HydroCAD, Trimble HydroPro, Globalmapper v.15.1, and SonarTRX v.12.1.

Coastal and Marine Engineering Projects

USCG, Civil Engineering Unit Cleveland, A-E IDIQ USCG Barnegat Environmental & Engineering, Various

Locations, VA and NJ: Used hydrographic survey data to prepare a construction document package, which included design plans, specifications, cost estimates, and timelines. The work included collection of in-situ sediment. Physical and chemical analysis of sediment was performed prior to the evaluation of available disposal locations.

USCG, Civil Engineering Unit Cleveland, A-E IDIQ Dredging Support for 11 Projects, Various Locations, IL, IN, MI, WI: Conducted multiple hydrographic surveys for the USCG. Survey information was used for assessment of need for dredging and for the design of completed dredge projects.

USCG, Station Holland, Holland, MI: Performed hydrographic survey of this station's mooring area.

USCG, Station Manistee, Manistee, MI: Performed hydrographic survey of this station's mooring area. Selected sediment sample locations and performed sediment sampling with a core sampler.

USCG, Mooring Area Hydrographic Survey, Sturgeon Bay, WI: Performed hydrographic survey of mooring area located on east end of Sturgeon Bay channel at entrance to Lake Michigan. This area is prone to continued sedimentation. Prepared sediment sampling and analysis plan, performed sediment sampling, and used conditions of regulatory permits to prepare construction documents, cost estimates, and timeline.

Door County Parks Department, Chadoirs Dock, Sturgeon Bay, WI: Conducted a pre-dredge hydrographic survey and sediment sampling for a recreational harbor located on the bay of Green Bay. The work included generation of a sediment sampling and analysis plan,

identification of disposal facilities, feasibility analysis, preparation of bidding document, and oversight of dredging, including performance of post-dredge hydrographic survey and determination of dredge volumes.

Fort Loudan Dam Tennessee River Barge Mooring

Design, TN: Project engineer for the design of a barge mooring facility on a river that experiences a wide range of dam spillway induced and natural flood flow scenarios.

Big Tom Bigbee River Hydrographic Surveys and Shoreline Restoration/Stability Design, Naheola, AL:

Design of steep river bank slope landslide resistance and erosion structures.

Various Hydrographic Survey Projects: Supported the Midwest coastal and harbor engineering group on a wide variety of projects. His crew has worked on a variety of Lake Michigan projects providing bathymetric base maps for purposes of design of harbors, breakwaters, shoreline restoration, ravines, groins and bluff landslides. He performed a survey for the bed of Great Salt Lake for a causeway revetment design.

Sam Shaffer, PE

Civil Engineer

Education

BS, Civil Engineering, University of Akron, 2014

Years of Experience

With AECOM: 7
With Other Firms: 0

Affiliations

American Society of Civil Engineering

Training

HEC-HMS
24-Hour Min Safety and Health Administration New Miner Training
Erosion Control Inspector (DECI) Training

Mr. Shaffer is a civil engineer in the Chicago office. His primary responsibilities include civil engineering specializing in water resources. He has project experience in hydrologic and hydraulic modeling, streambank stabilization, detention design, coastal engineering, construction documents preparation, and construction oversight. Mr. Shaffer is familiar with XPSWMM, HEC-RAS, and HEC-HMS modeling software. He is also familiar with AutoCAD, Civil 3D, and ArcGIS software.

Beach Engineering Projects

City of Lake Forest, North Beach Access Road Landslide Restoration, Lake Forest, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a large scale slope failure. The project consisted of a public access road reconstruction, storm and sanitary sewer, armor stone revetment, parking lot restoration and approximately 25,000 cubic yards of earth embankment fill. Observed and coordinated construction activities phase.

City of Lake Forest, North Beach Access Road Ravine Restoration, Lake Forest, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of heavily eroded ravine in a steep slope setting. Modeled hydraulic and hydrologic flow conditions for sizing of storm culvert and riprap installation. Observed and coordinated construction activities phase.

Steep Slope Bluff Engineering

City of Lake Forest, Forest Park Bluff Monitoring Program, Lake Forest, Illinois. Project engineer responsible for analysis of slope inclinometer readings to monitor slope creep. Real time field readings were mapped in AutoCAD to indicate zones of slope susceptible to erosion and movement.

1161 Lake Road Slope and Shoreline Restoration, Lake Forest, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing bluff and shoreline at residential location adjacent to Lake Michigan.

595 Circle Lane Bluff and Shoreline Restoration, Lake Forest, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing bluff and shoreline at residential location adjacent to Lake Michigan. Project included multiple armor stone revetment and breakwater structures and beach nourishment.

Jackson Park Outer Harbor Breakwater Design, Chicago, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the construction of a 100' long breakwater structure at the outer harbor of a Chicago Park District property.

US Department of Energy - Fermi National Accelerator Laboratory, Long Baseline Neutrino Experiment - Advanced Site Preparation, Chicago, Illinois. Project engineer responsible for XPSWMM modeling to facilitate the Indian Creek Watershed flood study. A high risk flood area yielded a complex and unique analysis of flood events within the watershed.

1315 Lake Road Slope and Ravine Restoration and Beach Design. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a severely erode ravine and shoreline at residential location adjacent to Lake Michigan. Armor stone breakwater structures were installed in addition to beach nourishment to establish stable beach conditions.

718 Mountain Road Slope Failure and Shoreline Restoration, Lake Bluff, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing bluff and shoreline at residential location adjacent to Lake Michigan.

777 Bluff Road Bluff Failure and Shoreline Restoration, Lake Bluff, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing bluff at residential location adjacent to Lake Michigan.

City of Highland Park, 294 Deere Park Ravine Restoration, Highland Park, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing ravine at residential location. The project consisted of capturing stormwater runoff to be conveyed by storm sewer to prevent overland flow and embankment fill within steep slope setting. Observed and coordinated construction activities phase.

Park District of Highland Park, Ravine Study, Highland Park, Illinois. Project engineer responsible for flood conveyance modeling within multiple ravine restoration study areas using HEC-RAS and HEC-HMS. Overall analysis included ravines, bluffs, public access, ravine outfalls, beach, and various existing utilities and structures.

Mr. James Abrams, Abrams Bridge and Coastal Evaluation, Highland Park, Illinois. Project engineer responsible for HEC-HMS modeling of private property runoff for subsequent bridge design and implementation.

Village of Lincolnshire, Lincolnshire Creek Improvements, Vernon Hills, Illinois. Project engineer responsible for the construction oversight of a 300-foot creek restoration using gabion baskets and geogrid lifts.

RGB Construction Management Ltd., 999 Lake Road, Lake Forest, Illinois. Project engineer responsible for applying for permits and plan production for the restoration of approximately 390 feet of failing Lake Michigan bluff.

City of Highland Park, 120 Sycamore Lane, Highland Park, Illinois. Project engineer responsible for HEC-RAS modeling to develop bank restoration alternatives for a failing ravine adjacent to a residential property.

Fiorentino Property, 603 Lansdowne Ln Beach Project, Lake Forest, Illinois. Project engineer responsible for performing geotechnical hand augers and in-situ sampling and collection of lakefront beach soils.

Hanson Material Services, Infiltration Pond, Forest Preserve District of Will County. Project engineer responsible for HEC-HMS and XPSWMM modeling to develop hydrologic and hydraulic analysis of an approximately 200 acre watershed for subsequent infiltration pond design.

North Shore Water Reclamation District, Shoreline Restoration, Lake Bluff, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing shoreline to provide protection for municipal wastewater pump station location adjacent to Lake Michigan.

2479 Woodbridge Ln Slope Restoration, Highland Park, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing bluff at residential location adjacent to Lake Michigan.

2729 Sheridan Road Shoreline Restoration, Evanston, Illinois. Project engineer responsible for AutoCAD drafting and design of contract documents for the restoration of a failing shoreline to provide protection for residential location adjacent to Lake Michigan.

Rebecca DesRochers, PLS

Survey Manager and CAD Specialist

Education

BS, Land Surveying; AAS, Civil
Engineering Technology

Years of Experience

With AECOM: 19
With Other Firms: 0

Registrations

Professional Land Surveyor, WI

Training

Nearshore Field Methods Internship
Advance Surface Water Modeling with SMS

Ms. DesRochers is professional land surveyor with land surveying experience in the power, commercial, transportation and construction industries. Her experience includes boundary, right of way, easements, construction, geodetic control, and topographic surveys. As survey manager, Ms. DesRochers accurately and efficiently completes survey field work, coordinates the activities of the survey crew, and works closely with clients and contractors. As a CADD specialist, she processes survey data, drafts surveys & plats, and prepares design plans. She will lead the field survey crew, gather survey control, coordinate the utility locates as needed, process the data, and draft the existing conditions maps.

Beach Engineering Projects

- **Village of Lake Bluff, Lake Bluff, IL; Sunrise Park:** Performed topographic survey of beach conditions. Processed data and produced base map.
- **Friends of the Park for Chicago, Beach Creation (1315 Lake Road, Lake Forest, 603 Lansdowne Lane, Lake Bluff, 72nd Place, Chicago, IL, 2729 Sheridan Road, Evanston, IL):** Coordinated and provided survey support for field crew performing topographic beach surveys. Processed survey data for engineer

Steep Slope Bluff Engineering

- **City of Lake Forest, Lake Forest, IL; Bluff Monitoring:** Coordinated and provided survey support for the setup of the monitoring points. Collected field survey data on subsequent field monitoring visits. Processed the survey data and created data spreadsheets.
- **City of Lake Forest, Lake Forest, IL; Forest Park and Beach Bluffs (South Beach Access Road and Bluff, North Beach Access Road Landslide Restoration, NBAR Access Road Rave and Bluff):** Coordinated survey task and provided survey support for survey crew. Collected field survey data when needed. Processed the survey data and created base maps.
- **NorthShore Illinois; Lakefront Steep Slope Bluff Surveys (65 S. Deere Park, Highland Park; 999 Lake Road, Lake Forest; 600 Lansdowne Lane, Lake Bluff; 611 Lansdowne Lane, Lake Bluff; 718 Mountain Road, Lake Bluff):** Coordinated survey task and provided survey support for survey crew. Collected field survey data when needed. Processed the survey data and created base maps.

Coastal and Marine Engineering Projects

- **Boat Assistant on Hydrographic Survey Projects:** Bringing vertical control (benchmarks) to work area for equipment setup, assisting in various aspect of the project setup, and boat assist when collecting data.

Other Projects

- **Development Plans for Salt Creek at Fullersburg Woods, DuPage County, IL:** Coordinated survey tasks and provided survey support for survey crew. Tasks included cross section data of Salt Creek, data collection of wetland delineation and topographic surveys of existing dam structures. Processed the survey data and created base maps.

Lisa Kostamo

CAD Specialist IV

Education

BS, Computer Aided Design, Eastern
Michigan University, 1999

Years of Experience

With AECOM: 13
With Other Firms: 8

Ms. Kostamo is a Lead CAD Technician responsible for preparing site plan submittals and permitting packages from concept to final engineering. She uses Civil 3D to model grading design and calculations.

Lead CAD Technician

Beach Engineering Projects

- Village of Lake Bluff Sunrise Park and Beach condition evaluation, morphology study, and Master Plan: Implementation design for first phase of master plan including revetment/breakwater improvements.
- Beach Creation (Breakwater Cell) Design:
 - 1305 Lake Road, Lake Forest
 - 1315 Lake Road, Lake Forest
 - 603 Lansdowne, Lake Bluff
 - 595 Circle Lane, Lake Bluff
 - 72nd Place, Chicago
- Humboldt Park Natural Inland Swim Beach and Pond Bank Restoration Design

Coastal and Marine Engineering Projects

- Chicago Park District:
 - Lakefront Trail Separation, Chicago, Illinois
 - City of Chicago, Fullerton Avenue/Theatre, Chicago, Illinois
 - Jackson Harbor Outer Harbor Breakwater Design, Chicago, Illinois
 - Queen's Landing Promenade Restoration, Chicago, Illinois

Steep Slope Bluff Engineering Projects

- City of Highland Park Designated Steep Slope Consultant (multiple sites)
- City of Lake Forest – Forest Park and Beach Bluff Studies
 - South Beach Access Road Design, Bluff Restoration and SP&L retaining wall (2 projects)
 - Bluff monitoring and evaluation for the entirety of the Park bluff
 - Bluff Design for North Beach Access Road Landslide Restoration
 - NBAR Access Road Ravine and Bluff failure restoration including innovative perched ravine and sustainable channel design features.

- NorthShore Illinois Lakefront Steep Slope Bluff Design Projects:

- 65 S Deere Park, Highland Park
- 1305 Lake Road, Lake Forest
- 999 Lake Road, Lake Forest
- 600 Lansdowne Lane, Lake Bluff
- 611 Lansdowne Lane, Lake Bluff
- 718 Mountain Road, Lake Bluff
- 2445 Woodbridge Lane, Highland Park
- 2479 Woodbridge Lane, Highland Park
- 595 Circle Lane, Lake Forest
- 633 Circle Lane, Lake Forest
- 1166 Lake Road, Lake Forest
- 1133 Lake Road, Lake Forest
- 245 Sheridan Road, Kenilworth
- Swift Lane, Lakeside, Michigan
- 777 Bluff Road, Lake Bluff
- 275 E Deere Park Lane, Highland Park
- 20 N Maple Lane, Glencoe
- 760 Forest Cover Lane, Lake Bluff
- 2401 Egandale, Highland Park

- RGB Construction Management Ltd., 999 Lake Road, Lake Forest, Illinois

Water Resources Projects

- Metropolitan Water Reclamation District of Greater Chicago:
 - Lyons Levee Final Design, Chicago, Illinois
 - Heritage Park Final Design, Chicago, Illinois
- Chicago Department of Planning and Development:
 - 5th Avenue Stormwater Landscape, Chicago, Illinois
 - Resilient Corridor Project, Chicago, Illinois
 - Wisconsin Department of Transportation, I-39/90 Landscape, Middleton, Wisconsin
- Genesee County Division of Water and Waste Services, Lake Huron Water Supply – Water Treatment Plant and Upland Raw Water Impoundment, Genesee County, Michigan

SECTION F: EXPERIENCE AND REFERENCE LIST

Attached are project abstracts that illustrate the capabilities of our team.

Villages of Lake Bluff Sunrise Beach Condition Assessment, Master Plan, Preliminary Design and Implementation of Phase 1 Improvements Chicago, IL

Client	Project duration	Fee value	Key personnel
Lake Bluff Park District	2018-2020	\$100,000	Bill Weaver Sam Shaffer Aaron Humphrey Hsing Chu Lisa Kostamo
Key contact details	Services		
John Bealer T: 847.457.7346	Coastal engineering Beach Morphology Study		
George Russell T: 847.283.6884	Civil engineering Regulatory permitting Construction engineering Geotechnical engineering Master Plan Preparation Design S. Beach Breakwater		

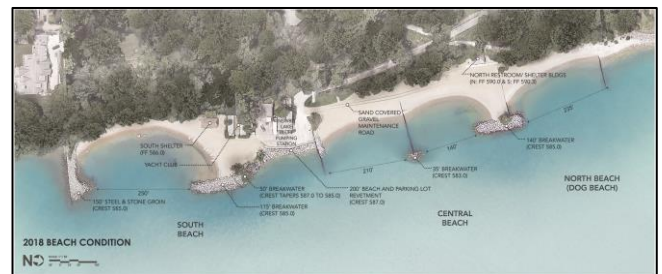
AECOM performed a beach morphology study and prepared a Master Plan for the implementation of beach improvements that address problem areas and upgrade the beach functions. Implement the Phase 1: design and construction of breakwater improvements in the South Beach Cell.

AECOM evaluated the existing beach morphology, wave climate, beach cell erosion and other problems. We then developed improvement options to accomplish the following:

- Modify the beach structures to improve the ability of the beach to retain sand, provide protection, enhance the functionality of each beach cell, and upgrade the aesthetic beach conditions.
- Expand the beach size where feasible to accomplish project goals.
- Follow the principles set forth in the 2014 Waterfront Master Plan but with a focus on lakefront improvements that protect the beach and address some of the beach improvements explored in a preliminary way in the Master Plan.

Assess the performance, function, opportunities, and constraints of each beach cell. Identify the types of modifications that can be made, without wholesale removals or replacements of the existing structures, to develop beach cell geometries that provide an increase in sand deposition and beach landform potential.

Develop a ranking and priority matrix to assist the Park District in the development of a capital improvement plan and implementation plan.



Sunrise Park and Beach				Preliminary Engineering/Consulting Erosion Study																	
				Restoration Priority Ranking Matrix																	
ACCOM				Evaluation Criteria																	
Structure	Area	Stakeholder Issues (% of Total Score - Weighted)				Structure Issues (% of Total Score - Weighted)				Technical Issues (% of Total Score - Weighted)				Cost Issues (% of Total Score - Weighted)				Total Weighted Score	Overall Beach Rank		
		Stakeholder Priority	Stakeholder Impact	Stakeholder Frequency	Stakeholder Severity	Structure Priority	Structure Impact	Structure Frequency	Structure Severity	Technical Priority	Technical Impact	Technical Frequency	Technical Severity	Cost Priority	Cost Impact	Cost Frequency	Cost Severity				
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Beach Restoration Structures																					
North Beach																					
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Central Beach																					
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
2	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
3	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
North Beach																					
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
2	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
3	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
North Beach Water Reclamation District																					
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
2	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Expanded Beach Option																					
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
2	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Beach Cells																					
1	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
2	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
3	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
4	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
5	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
6	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
7	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
8	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
9	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
10	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
11	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
12	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
13	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
14	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
15	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
16	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
17	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
18	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
19	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
20	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
21	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
22	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
23	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
24	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
25	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
26	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
27	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
28	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
29	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
30	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
31	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
32	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
33	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
34	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
35	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
36	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
37	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
38	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
39	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
40	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
41	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
42	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
43	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
44	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
45	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
46	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
47	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
48	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
49	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
50	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
51	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
52	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
53	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
54	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
55	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
56	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
57	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
58	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
59	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
60	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
61	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
62	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
63	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
64	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
65	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
66	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
67	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
68	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
69	10' x 10' x 10' x 10'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
70	10' x 10' x 10' x 10'	1	1	1	1																

Fullerton Theater on the Lake Shoreline Chicago, IL

Client	Project duration	Services	Key personnel
Chicago Department of Transportation and the Chicago Park District	2007 – 2016	Coastal engineering	Bill Weaver
Key contact details	Overall value	Flood control studies	Sam Shaffer
Vasile Jurca	\$32 million	Beach Morphology Study	Tim Whalen
2 N. LaSalle Street Suite 1110	Fee value	Civil engineering	Jim Adams
Chicago, IL 60602	\$1.3M	Regulatory permitting	Ted Bushell
T: 312.656.1373		Construction engineering	Hsing Chu
		Geotechnical engineering	Lisa Kostamo
		Structural engineering	

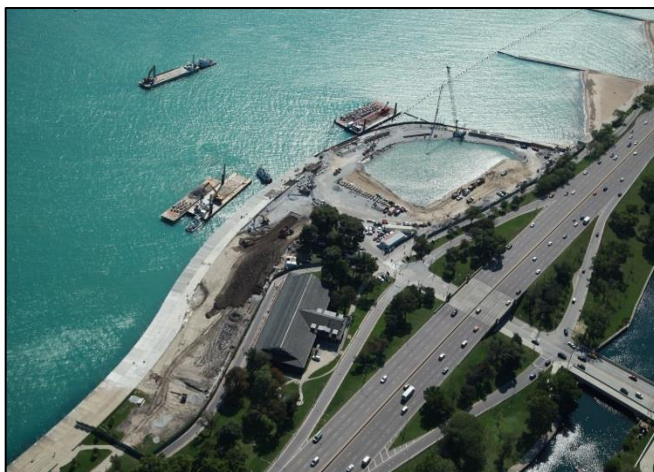
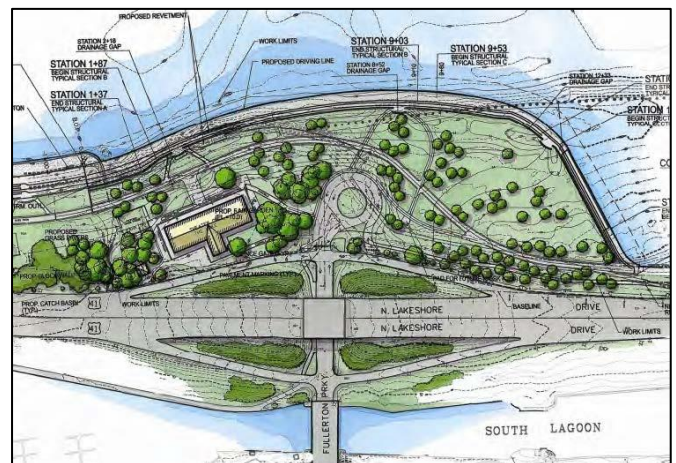
As part of this project, AECOM expanded the park by adding six acres in Lake Michigan. The new land provides room needed to manage wave overflows to resolve Lake Shore Drive flooding, while providing a major park expansion.

The 2,000 foot reach of Lake Michigan was in a serious state of disrepair and the failed structure formed the edge of a highly trafficked park, becoming a safety issue with an increased risk of flooding to Lake Shore Drive, adjacent local roads and infrastructure.

The project's design fit in with the Theater on the Lake facility and included enhancements to transportation links, site access, and flood control. Historic limestone blocks that have served as revetment and seating elements in the past were reused throughout the design.

The project's location includes a lakefront trail system that supports bikers, joggers, walkers, and passive activities. The project creates separation of the lakefront and pedestrian trails. The project included dredging of 70,000 cubic yards offshore sand east of North Avenue beach for beneficial

reuse as lake fill at the Fullerton project. This activity diverted sand from the lakebed that would otherwise end up in Chicago Harbor causing a navigation issue, provided a fill source to help create the park expansion, and saved the City more than \$2 million.



We have completed several prestigious master plans for the City of Chicago:

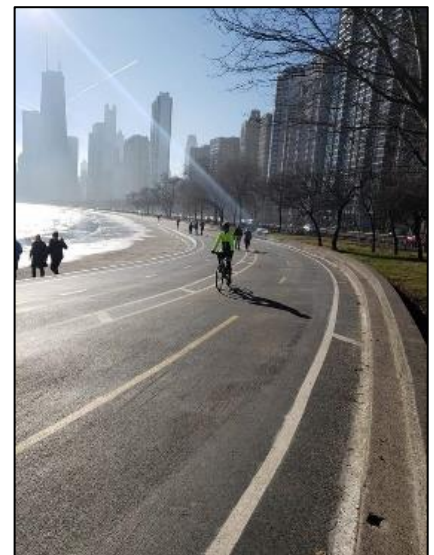
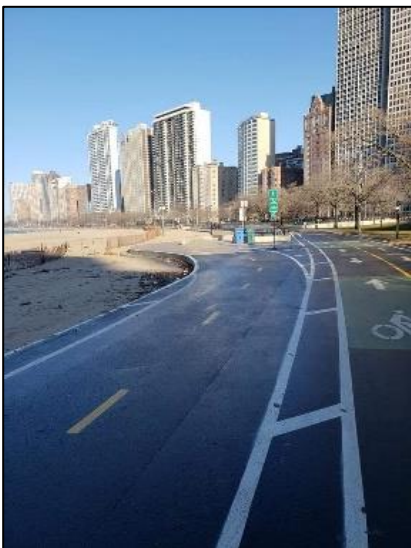
"Last 4 Miles" -- Friends of the Park (FOP) initiated work to develop a vision for the portion of the shoreline that is not part of Chicago's public lakefront park system. AECOM

developed shoreline and beach evolution design concepts for these areas comprising approximately four miles of lakefront on the north side of Chicago



Chicago Lakefront Trail Separation Project – AECOM planned and designed the Lakefront Trail Separation project with the Chicago Park District.

This 18-mile trail system extends from Ardmore Ave to 71st Street. This \$24 million project was completed two years ago on a fast-track basis.



**Client Name, Address,
Phone and Contact
Name**

Owner: Heather Richmond
wilkins_heather@hotmail.com
847.863.1602
**633 Circle Lane, Lake Forest,
Illinois**

Project Name and Description of Type of Work

Bluff Restoration and Shoreline Protection

Project Description: This property had perhaps the highest and steepest eroding bluffs in the Northshore. AECOM developed a design to restore the bluff to a stable condition. The solution includes bluff regrading, installation of slope drainage, and a shoreline revetment. This project is located next to a project that we completed immediately before the 595 property. That property includes beach creation and similar bluff restoration implemented for the Richmond property. In addition, the design included lakefront revetment construction with permission from the property immediately to the south to provide a transition to the neighboring property eroded slope. Following are photographs of this site which was completed in during 2020:



Preconstruction 2018



During Construction 2019



March 2021: AECOM Work Includes 633 Bluff and 595 Circle Lane Beach and Bluff

**Client Name, Address,
Phone and Contact
Name**

Project Name and Description of Type of Work

Owner: MarrGwen Townsend

MarrGwen@marrgwen.com

312.953.2722

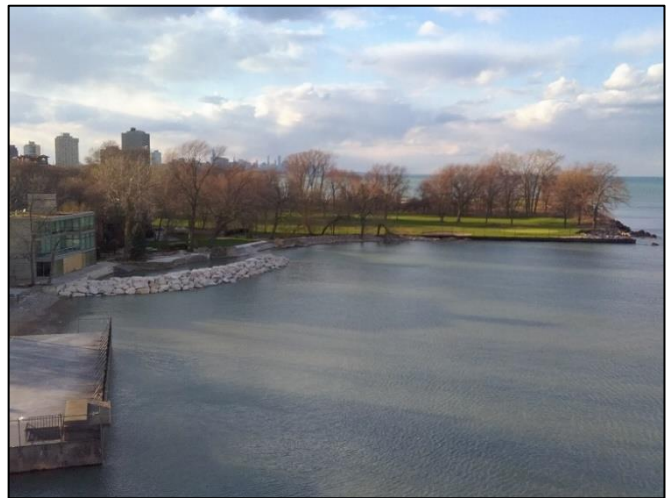
**2567 E 72nd Place, Chicago,
Illinois**

Lake Michigan Breakwater and Beach Creation

Project Description: This property has one of the lowest finished floor elevations in Illinois. Built during record low lake level conditions, the property transformed from a quiet beach site to a site facing a raging lake during recent high Lake Michigan levels. Our team was confronted with a structure that was being hit with waves to the third story of this glass walled building. We secured a fast track emergency permit from all regulatory agencies and construction was completed within two months. The solution includes a stone breakwater, beach formation, and installation of wave walls at shore. The construction is being completed in phases. The initial phase was completed during 2020. The final phase to close the north end to manage wave bores along the curvilinear shore to the north is underway.



February 2020 Wave Attack Overwhelms Structure



April 2020 Fast Track Breakwater



Construction - June 2020 Beach Installation

**Client Name, Address,
Phone and Contact
Name**

Owner: Kim and Jason Beans
kimberlybeans@gmail.com
312.933.1643
**718 Mountain Road, Lake Bluff,
Illinois**

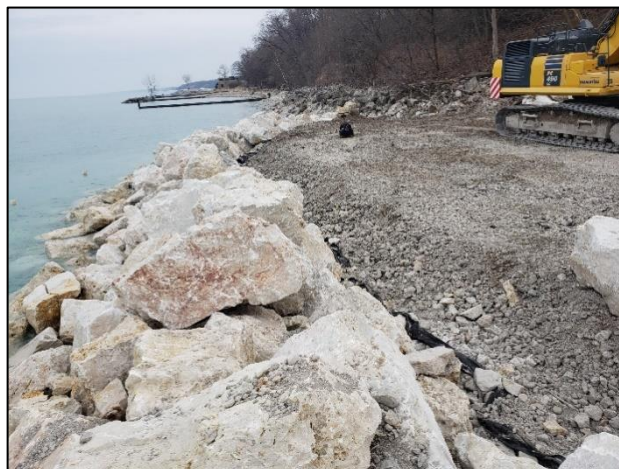
Project Name and Description of Type of Work

Lake Michigan Bluff Landslide Restoration and Shoreline Protection

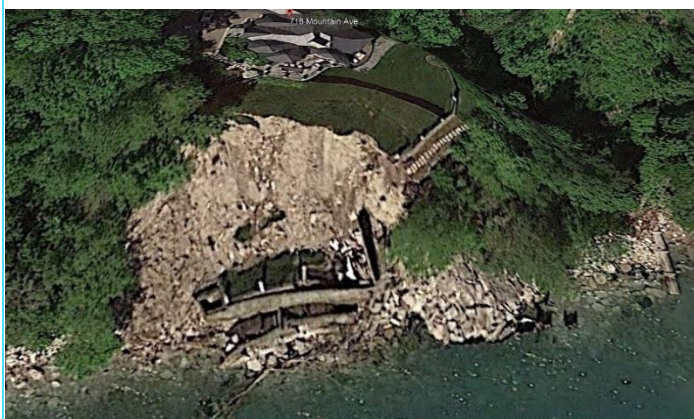
Project Description: This high steep slope project experienced a full-scale landslide last year. AECOM obtained fast track approval for a major restoration including reconstructing the slope into the lake to form a stable slope, incorporating a deep water revetment/breakwater, and resolving the failed upper slope failed retaining walls. Construction was begun January 2021.



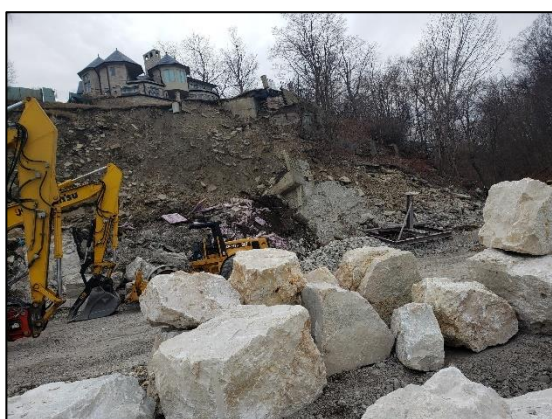
2020 Landslide – Failed Retaining Walls



Lakefill Platform & Revetment 40% Complete



Aerial Photo of Landslide



Lake Michigan Fill Platform at Slope Toe

Client Name, Address, Phone and Contact Name	Project Name and Description of Type of Work
<p>Owner: Ed Fiorentino ed.florentino@sbcglobal.com 847.615.1401</p> <p>John Schilling jschilling@tpg.com.com 312.515.7397</p> <p>600 & 611 Landsdowne Lane, Lake Bluff, Illinois</p>	<p>Lake Michigan Bluff Restoration and Beach Creation</p> <p>Project Description: The tall bluffs at these two properties experienced major slope failures. AECOM designed bluff restoration for the worst areas where restoration is practical and installed an armor stone revetment on the northern portion of this reach to slow down the erosion process. A beach cell was installed at the south end of the reach to enhance the stability of the 400' shoreline.</p>
<div data-bbox="168 797 998 1238"></div> <div data-bbox="1040 797 1370 1238"></div> <div data-bbox="225 1292 612 1585"></div> <div data-bbox="617 1292 998 1585"></div> <div data-bbox="1008 1292 1390 1585"></div> <p data-bbox="370 1611 1247 1644">Beach Expansion and Bluff Restoration Completed Winter 2020</p>	

Client Name, Address, Phone and Contact Name	Project Name and Description of Type of Work
Owner: Confidential Client Lake Road, Lake Forest, IL	Lake Michigan Bluff Restoration and Beach Creation Project Description: AECOM designed a segmented breakwater to form a scallop shaped beach and that helps manage wave energy and was a key element in the restoration of a failed steep slope bluff.



CONSULTING SERVICES AGREEMENT

This Consulting Services Agreement ("Agreement") effective this _____, 2021, is by and between *Park District of Highland Park, a Municipal Entity*, ("Client"), and AECOM Technical Services, Inc., a California corporation, ("AECOM"); each also referred to individually as ("Party") and collectively as ("Parties").

In consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

1. SCOPE OF SERVICES

1.1 AECOM shall perform the services set forth in **EXHIBIT A** ("Services"), incorporated herein by reference.

1.2 AECOM will provide the work products ("Deliverables") in accordance with the schedule ("Project Schedule"), if applicable, as set forth in **EXHIBIT A**.

2. TERM OF AGREEMENT Upon execution by the Parties, this Agreement shall have the effective date set forth above. This Agreement shall remain in force until all obligations related to the Services, other than those obligations which survive termination of this Agreement under Article 22, have been fulfilled, unless this Agreement is sooner terminated as set forth herein.

3. COMPENSATION AND PAYMENT AECOM shall be paid for the performance of the Services in accordance with **EXHIBIT B** ("Compensation and Payment"), incorporated herein by reference.

4. NOTICE All notices, requests, claims, demands and other official communications herein shall be in writing. Such notices shall be given (i) by delivery in person, (ii) by a nationally recognized commercial courier service; or (iii) by United States Postal Service, registered mail, postage prepaid and return receipt requested. Notices shall be effective upon actual delivery to the other Party at the following addresses:

TO CLIENT:

Park District of Highland Park
West Ridge Center, 63 Ridge Road
Highland Park, IL 60035
Attn: Jeffrey Smith

TO AECOM:

303 E. Wacker Drive, Suite 1400
Chicago, Illinois
Attn: Bill Weaver

Claims-related notices shall be copied to:
AMER-DCSProjectClaimNotices@aecom.com

or to which address the receiving Party may from time to time give notice to the other Party. Rejection or other refusal to accept, or the inability to deliver because of changed address for which no notice was given, shall be deemed to be receipt of the notice as of the date of such rejection, refusal to accept, or inability to deliver. Claims-related notices need to include the AECOM project name and number found in this Agreement as well as contact information of the person submitting the notice.

5. AECOM'S RESPONSIBILITIES

5.1 AECOM shall perform the Services in accordance with the degree of professional skill, quality and care ordinarily exercised by members of the same profession currently practicing in the same locality under comparable circumstances and as expeditiously as is consistent with professional skill and the orderly progress of the Project. The full extent of AECOM's responsibility with respect to the Services shall be to perform in accordance with the above standards and to remedy any material deficiencies or defects in the Deliverables at AECOM's own expense, provided that AECOM is notified by Client, in writing, of any such deficiency or defect within a reasonable period after discovery thereof, but in no event later than 90 days after AECOM's completion or termination of the Services. AECOM MAKES NO OTHER REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, INFORMATIONAL CONTENT OR OTHERWISE.

5.2 AECOM will endeavor in good faith, as needed, to obtain from the appropriate authorities their interpretation of applicable codes and standards and will apply its professional judgment in interpreting the codes and standards as they apply to the Project at the time of performance of the Services. Notwithstanding the above, the Parties agree that, as the Project progresses, such codes or standards may change or the applicability of such codes or standards may vary from AECOM's original interpretation through no fault of AECOM and that additional costs necessary to conform to such changes or interpretations during or after execution of the Services will be subject to an equitable adjustment in the Compensation and Project Schedule.

5.3 AECOM shall be responsible for its performance and that of AECOM's lower-tier subcontractors and vendors. However, AECOM shall not be responsible for health or safety programs or precautions related to Client's activities or operations or those of Client's other contractors and consultants or their respective subcontractors and vendors ("Contractors"). AECOM shall have no responsibility for (i) construction means, methods, techniques, sequences or procedures; (ii) the direction of Contractors' personnel; (iii) selection of construction equipment; (iv) coordination of Contractors' work; (v) placing into operation any plant or equipment; or (vi) Contractors' failure to perform the work in accordance with any applicable construction contract. AECOM shall not be responsible for inspecting, observing, reporting or correcting health or safety conditions or deficiencies of Client, Contractors or others at the project site ("Project Site") other than AECOM's employees, subconsultants and vendors. So as not to discourage AECOM from voluntarily addressing health or safety issues while at the Project Site, in the event AECOM does identify such issues by making observations, reports, suggestions or otherwise, AECOM shall have no authority to direct the actions of others not under AECOM's responsibility and control and shall have no liability, responsibility, or affirmative duty arising on account of AECOM's actions or forbearance.

5.4 Notwithstanding anything contained in this Agreement, AECOM shall have no responsibility for the discovery, presence, handling, removal, transportation, storage or disposal of, or exposure of persons to hazardous materials in any form related to the Project. AECOM shall not be responsible for Client's pre-existing site conditions or the aggravation of those preexisting site conditions to the extent not caused by the negligence or willful misconduct of AECOM

6. CLIENT'S RESPONSIBILITIES

6.1 Client shall provide in writing any specific Client requirements or criteria for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.

6.2 Client shall furnish to AECOM all information and technical data in Client's possession or control reasonably required for the proper performance of the Services. AECOM shall be entitled to reasonably rely without independent verification upon the information and data provided by Client or obtained from generally accepted sources within the industry, except to the extent such verification by AECOM is expressly required as a defined part of the Services.

6.3 Client shall arrange for access and make all provisions necessary for AECOM to enter upon public and/or private property as required for AECOM to properly perform the Services. Client shall disclose to

AECOM any known or suspected hazards at the Project Site which may pose a threat to human health, property or the environment.

6.4 If any document or inquiry requires Client to approve, comment, or to provide any decision or direction with regard to the Services, such approval, comment, decision or direction shall be provided within a reasonable time within the context of the Project Schedule, or if not identified in the Project Schedule, within a reasonable time to facilitate the timely performance of the Services.

7. INDEPENDENT CONTRACTOR Nothing contained in this Agreement shall be construed to create a partnership, joint venture, or create a relationship of employer/employee or principal/agent between Client or Client's Contractors and AECOM.

8. CONFIDENTIALITY

8.1 AECOM shall treat as confidential information and data delivered to it by Client or developed in the performance of the Services that are specified in writing by Client to be confidential ("Confidential Information"). Confidential Information shall not be disclosed to third parties by AECOM without the consent of Client, except in the proper performance of the Services, for a period of 5 years following completion or termination of this Agreement.

8.2 Notwithstanding the above, these restrictions shall not apply to Confidential Information which (i) is already known to AECOM at the time of its disclosure; (ii) becomes publicly known through no wrongful act or omission of AECOM; (iii) is communicated to a third party with the express written consent of Client and not subject to restrictions on further use or disclosure; (iv) is independently developed by AECOM; or, (v) to the extent such Confidential Information is required by Law to be disclosed; provided that the information required for disclosure shall remain Confidential Information as to all other persons or entities pursuant to the terms of this Agreement, and provided further that AECOM shall promptly provide Client with written notice of such requirement.

8.3 Upon termination of this Agreement or upon Client's written request, AECOM shall return the Confidential Information to Client or destroy the Confidential Information in AECOM's possession or control. Notwithstanding the above, AECOM shall not be required to destroy Confidential Information held electronically in archive or back-up systems in accordance with general systems archiving or backup policies or required for preservation by law, regulation, audit, data retention or corporate archival purposes or per regulatory, judicial or governmental order. All such retained Confidential Information shall be kept confidential by AECOM subject to and in accordance with the terms of this Agreement.

9. DATA RIGHTS

9.1 All Deliverables set forth in **Exhibit A** shall become the property of Client upon proper payment for the Services. AECOM shall bear no liability or responsibility for Deliverables that have been modified post-delivery or used for a purpose other than that for which they were prepared under this Agreement.

9.2 Notwithstanding Section 9.1 above, AECOM's proprietary information, including without limitation, work papers, drawings, specifications, processes, procedures, software, interim or draft documents, methodologies, know-how, software and other instruments of service belonging to or licensed by AECOM and used to develop the Work Product ("AECOM Data"), shall remain the sole property of AECOM. To the extent the Deliverables contain or require the use of AECOM Data, AECOM hereby grants to Client, upon proper payment for the Services, a non-exclusive, non-transferable, non-sublicensable and royalty-free license to use such AECOM Data solely for the purposes for which the Deliverables were developed.

9.3 Nothing in this Article shall be construed to prohibit AECOM from using skills, knowledge or experience gained by AECOM in the performance of the Services for other purposes, provided that AECOM does not use Client's Confidential Information.

9.4 Client understands and accepts that AECOM's provided services and deliverables are intended by AECOM for the sole use by Client for the specific scope of services agreed to by Client and AECOM. Client

agrees to indemnify, defend and hold harmless AECOM and its directors, officers, employees, agents, representatives, affiliated and parent companies, ("Indemnities") against any and all losses, claims, damages, expenses and liabilities (including the aggregate amount paid in reasonable settlement of any actions, suits, proceedings or claims), including attorneys' fees and costs, to which AECOM, or any of the Indemnities may become subject, as a consequence of any use by Client or a third party outside said agreed scope of services.

10. COMPLIANCE The Parties shall comply with applicable treaties, compacts, statutes, ordinances, codes, regulations, consent decrees, orders, judgments, rules, and other requirements of governmental or judicial entities that have jurisdiction over the Services ("Law").

11. FORCE MAJEURE Neither Party shall be responsible for a delay in its respective performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by extraordinary weather conditions or other natural catastrophes, war, terrorist attacks, sabotage, computer viruses, riots, strikes, lockouts or other industrial disturbances, acts of governmental agencies or authorities, discovery of Hazardous Materials or differing and unforeseeable site conditions, or other events beyond the reasonable control of the claiming Party. AECOM shall be entitled to an equitable adjustment to the Project Schedule and compensation in the foregoing circumstances.

12. INSURANCE

12.1 AECOM will maintain the following insurance coverages and amounts:

- 12.1.1 Workers Compensation insurance as required by Law;
- 12.1.2 Employer's Liability insurance with coverage of \$1,000,000 each accident/employee;
- 12.1.3 Commercial General Liability insurance with coverage of \$2,000,000 per occurrence/aggregate;
- 12.1.4 Automobile Liability insurance with coverage of \$1,000,000 combined single limit; and
- 12.1.5 Professional Liability insurance with coverage of \$2,000,000 per claim/aggregate.

13. INDEMNITY

13.1 AECOM agrees to indemnify Client, its officers, directors and employees, from third party claims of loss or damage for bodily injury or property damage ("Claims"), to the proportional extent caused by AECOM's negligence or willful misconduct.

13.2 If the Services include AECOM's performance during the construction phase of the Project, Client shall require Client's Contractors working on the Project Site to include AECOM, its directors, officers and employees in any indemnity and in any insurance benefits that the Client requires such Contractors to provide to the Client.

14. CONSEQUENTIAL DAMAGES WAIVER NOTWITHSTANDING ANY OTHER PROVISION TO THE CONTRARY IN THIS AGREEMENT AND TO THE FULLEST EXTENT PERMITTED BY LAW, IN NO EVENT SHALL EITHER PARTY, ITS PARENTS, AFFILIATES AND SUBSIDIARIES OR THEIR RESPECTIVE DIRECTORS OFFICERS OR EMPLOYEES BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOSS OF REVENUE, INCREASED COST OF CONSTRUCTION, LOSS OF USE OR INTERRUPTION OF BUSINESS) ARISING OUT OF OR RELATED TO THIS AGREEMENT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND AECOM HEREBY RELEASES CLIENT AND CLIENT HEREBY RELEASES AECOM FROM ANY SUCH LIABILITY.

15. RISK ALLOCATION AND RESTRICTION OF REMEDIES THE PARTIES HAVE EVALUATED THE RESPECTIVE RISKS AND REMEDIES UNDER THIS AGREEMENT AND AGREE TO ALLOCATE THE RISKS AND RESTRICT THE REMEDIES TO REFLECT THAT EVALUATION. NOTWITHSTANDING ANY OTHER PROVISION TO THE CONTRARY IN THIS AGREEMENT AND TO THE FULLEST EXTENT PERMITTED BY LAW, CLIENT AGREES TO RESTRICT ITS REMEDIES UNDER THIS AGREEMENT AGAINST AECOM, ITS PARENTS, AFFILIATES AND SUBSIDIARIES, AND THEIR RESPECTIVE DIRECTORS, OFFICERS, SHAREHOLDERS AND EMPLOYEES, ("AECOM COVERED PARTIES"), SO THAT THE TOTAL AGGREGATE LIABILITY OF THE AECOM COVERED PARTIES SHALL NOT EXCEED \$250,000 OR THE ACTUAL PAID COMPENSATION FOR THE SERVICES, WHICHEVER IS GREATER. THIS RESTRICTION OF REMEDIES SHALL APPLY TO ALL SUITS, CLAIMS, ACTIONS, LOSSES, COSTS (INCLUDING ATTORNEY FEES) AND DAMAGES OF ANY NATURE ARISING FROM OR RELATED TO THIS AGREEMENT WITHOUT REGARD TO THE LEGAL THEORY UNDER WHICH SUCH LIABILITY IS IMPOSED. CLAIMS MUST BE BROUGHT WITHIN ONE CALENDAR YEAR FROM PERFORMANCE OF THE SERVICES UNLESS A LONGER PERIOD IS REQUIRED BY LAW.

16. DISPUTES RESOLUTION

16.1 Either Party may initiate a dispute resolution by providing written notice to the other Party setting forth the subject of the claim, dispute or controversy ("Claim") and the requested relief. The recipient of such notice shall respond within 5 business days with a written statement of its position and a recommended solution to the Claim.

16.2 If the Parties cannot resolve the dispute through negotiation, either Party may refer the Claim to a panel ("Panel") consisting of a designated senior representative from each Party ("Representative"), who shall have the authority to resolve such Claim. The Representatives shall not have been directly involved in the Services and shall negotiate in good faith. No written or verbal representation made by either Party in the course of any Panel proceeding or other settlement negotiations shall be deemed to be a party admission. If the representatives are unable to resolve the dispute within 15 business days, either Party may pursue its respective legal and equitable remedies.

17. GOVERNING LAW All contract issues and matters of law will be adjudicated in accordance with the laws of the state where the project is located, excluding any provisions or principles thereof which would require the application of the laws of a different jurisdiction.

18. TERMINATION

18.1 This Agreement may be terminated for convenience by either Party upon 30 days advance written notice. On termination, AECOM will be paid for all Services performed up through the termination date.

18.2 This Agreement may be terminated for cause by either Party if the other Party materially fails to perform its obligations under this Agreement, does not commence correction of such non-performance within 10 business days of receipt of written notice and/or fails to diligently complete such correction thereafter. The respective rights and obligations of the Parties predating such termination shall survive termination of this Agreement.

19. ASSIGNMENT

19.1 Neither Party may assign this Agreement without the written consent of the other Party.

19.2 Notwithstanding Section 19.1 above, the Parties recognize that AECOM has affiliated companies who have specialized expertise, necessary certifications/registrations or other capabilities that may make use of such affiliates more suitable for the performance of all or part of the Services. AECOM shall be entitled without additional consent to assign this Agreement or performance of the Services, in whole or in part, to any of AECOM's subsidiaries or affiliates upon written notice to Client.

20. PARTIES IN INTEREST Nothing in this Agreement, expressed or implied, is intended to confer on any person or entity other than the Parties any right or remedy under or by reason of this Agreement. The

provisions of this Agreement shall bind and inure solely to the benefit of the Parties and their respective successors and permitted assigns.

21. WAIVER Either Party may in writing waive any provisions of this Agreement to the extent such provision is for the benefit of the waiving Party. No waiver by any Party of a breach of any provision of this Agreement shall be construed to be a waiver of any subsequent or different breach.

22. SEVERABILITY AND SURVIVAL The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed in all respects as if any invalid or unenforceable provision were omitted. Articles 4 (Notice), 5 (AECOM's Responsibilities), 6.2 (Reliance on Data), 8 (Confidentiality), 9 (Data Rights), 12 (Insurance), 13 (Indemnity), 14 (Consequential Damages Waiver), 15 (Risk Allocation), 16 (Disputes Resolution), 17 (Governing Law), 19 (Assignment), 20 (Parties in Interest) and 22 (Survival) shall survive termination of this Agreement.

23. PREPARATION OF AGREEMENT Each Party has had the opportunity to avail itself of legal advice and counsel. Neither Party shall be deemed to be the drafter or author of this Agreement. In the event this Agreement is subject to interpretation or construction by a court of law or panel of arbitration, such court or panel shall not construe this Agreement, or any portion hereof, against either Party as the drafter of this Agreement.

24. SIGNATURES Each person executing this Agreement warrants that he/she has the necessary authority to do so on behalf of the respective Party. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute a single agreement.

25. ORDER OF PRECEDENCE

Executed Change Orders
Consulting Services Agreement Article 26
Consulting Services Agreement Articles 1 through 25 and 27
EXHIBIT B Compensation and Payment
EXHIBIT A Services
Other contract documents

26. SPECIAL TERMS AND CONDITIONS

FORCE MAJEURE. Note: This Force Majeure clause replaces the clause in item 11. Above: *Neither Party shall be responsible for a delay in its respective performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by events beyond the reasonable control of the claiming Party, including, but without limitation to, "acts of god," abnormal weather conditions or other natural catastrophes, war, terrorist attacks, sabotage, computer viruses, riots, strikes, lockouts or other industrial disturbances, pandemics, epidemics, health emergencies, disease, plague, quarantine, travel restrictions, discovery of hazardous materials, differing or unforeseeable site conditions, acts of governmental agencies or authorities (whether or not such acts are made in response to other Force Majeure Events), or any other events or circumstances not within the reasonable control of the party affected, whether or not of a similar kind or nature to any of the foregoing (a "Force Majeure Event"). For the avoidance of doubt, Force Majeure Events include the Coronavirus disease (COVID-19) outbreak. Upon the occurrence of a Force Majeure Event, AECOM shall be entitled to an equitable adjustment to the project schedule and compensation sufficient to compensate AECOM for any increase in the time or costs necessary to perform the Services under this Agreement. Should a Force Majeure Event substantially prevent, or be reasonably likely to substantially prevent AECOM's performance of the Services for more than thirty (30) days, then AECOM shall be entitled to terminate this Purchase Order without breach. In case of such termination, AECOM shall be entitled to compensation for those Services performed as of the date of termination.*

27. ENTIRE AGREEMENT This Agreement contains all of the promises, representations and understandings of the Parties and supersedes any previous understandings, commitments, proposals or agreements, whether oral or written. This Agreement shall not be altered, changed, or amended except as set forth in a written amendment to this Agreement, duly executed by both Parties. The attached **EXHIBIT C** ("Change Order"), incorporated herein by reference, is the preferred form for such use.

AECOM Technical Services, Inc.**CLIENT:** Park District of Highland Park_____
Signature

Mike Winegard, P.E.

Printed Name

Vice President

Printed TitleAECOM Address
303 E. Wacker Drive, Suite 1400
Chicago, Illinois 60601_____
Signature

Jeffrey Smith

Printed Name

Director of Planning and Projects

Printed TitleClient Address
West Ridge Center – 636 Ridge Road
Highland Park, Illinois 60035

(End of page)

EXHIBIT A

SERVICES

Services:

See Attached Exhibit A:
Park Ave Boat Launch Parking Lot Restoration Proposal – Dated October 21, 2021 (Rev Nov 8 2021)

Schedule:

See Attached Exhibit A

Deliverables:

Deliverables will include regulatory permit applications and development of plans and specifications as outlined in Attached Exhibit A

AECOM Project Manager

Name	Bill Weaver, P.E., D.WRE
Title	Sr. Principal Engineer, V.P.
Address	303 E. Wacker Drive, Suite 1400, Chicago, Ill, 60601
Phone Number	847-323-2171
Email Address	Bill.weaver@aecom.com

Client Project Manager

Client	Jeff Smith Director of Planning and Projects
Address	West Ridge Center - 636 Ridge Road Highland Park, Illinois 60635
Phone Number	(847 579-3109)
Email Address (Owner)	jsmith@pdhp.org

(End of page)

EXHIBIT B

COMPENSATION AND PAYMENT

1 COMPENSATION The Services set forth in **EXHIBIT A** will be compensated on the following basis:

2. Compensation - Compensation shall be on a Time and Materials Basis. The budget will not be exceeded without client prior approval.

2.1 Time and Materials

<p>Total Time and Materials Fee: \$32,500 (See Exhibit A for Details)</p> <p>*Note: The Park District of Highland Park may limit the initial authorization to Task 1 only. In this case, the cost for Task 1 would be \$7,000. If this option is selected and should the PDHP decide to proceed with all tasks after task 1 completion, the total project cost for task nos. 1 through 9 would remain at \$32,500.</p>	
---	--

2.2 OTHER HOURLY LABOR RATE CATAGORIES If additional labor categories are authorized during the performance of this Agreement, compensation for each additional category will be negotiated at the time the additional Services are authorized.

2.3 ANNUAL HOURLY LABOR RATE ADJUSTMENTS The Hourly Labor Rate Schedule is adjusted each calendar year to reflect updated labor cost categories. Labor cost of Services authorized in subsequent calendar years will be based on the applicable Hourly Labor Rate Schedule for those years.

3. REIMBURSEABLE EXPENSES Reimbursable expenses are expenditures made by AECOM for goods, travel expenses and vendor services in support of the performance of the Services. Such expenditures will be billed at the actual cost to AECOM .

4. CHANGE ORDERS The Parties may at any time and by written agreement make changes in the Services, Project Schedule, Deliverables, Compensation or other terms and conditions in this Agreement. The Parties shall effect such change through the use of a written Change Order. **EXHIBIT C** is the preferred form for such use.

5. INVOICING AECOM will invoice Client on a monthly basis unless otherwise set forth herein. If Client disagrees with any portion of an invoice, it shall notify AECOM in writing of the amount in dispute and the specific reason for Client's objection within 10 days of receipt of invoice. Client shall pay the undisputed portion of the invoice as set forth below. Documentation supporting the invoice will be made available upon request.

6 PAYMENT

6.1 If payment is based on Time and Materials with a NTE, once AECOM reaches the NTE, AECOM will stop further Services pending a Change Order to adjust the budget and schedule for the continued performance of the Services.

6.2 Timely payment is a material term of this Agreement. Client shall pay all undisputed portions of AECOM's invoices within 30 days of receipt without holdback or retention. Client shall notify AECOM within fourteen (14) days of the receipt of the invoice of any disputed items. Such notice must be accompanied by a detailed description of any disputed items and include supporting documentation as well as references to the provision(s) of this Agreement which permit a holdback or retention. If such notice is not provided within fourteen (14) days, Client waives its rights to dispute the invoice. Undisputed amounts remaining unpaid 30 days after the invoice date shall bear interest at the rate of 1.5% per month on the unpaid balance and AECOM

may suspend the Services pending receipt of such payment. In addition, AECOM retains its unrestricted rights under Article 18 (Termination) of the Agreement.

6.3 If the Project is suspended by Client for more than 30 days, AECOM shall be paid for all Services performed prior to the effective date of suspension within 30 days of such suspension. Upon resumption of the Project, AECOM shall be entitled to an equitable adjustment in cost and schedule to compensate AECOM for expenses incurred as a result of the interruption and resumption of the Services.

6.4 To the extent that completion of the Services is delayed beyond the original scheduled completion date and such delay is not the fault of AECOM, an equitable adjustment shall be made to AECOM's Compensation and Project Schedule.

6.5 Except as otherwise specifically provided herein, Client shall pay or reimburse AECOM, as appropriate, for all categories of taxes other than income tax, including without limitation, sales, consumer, use, value added, gross receipts, privilege, and local license taxes related to the Services.

6.6 Client shall make payments to AECOM using one of the following methods:

6.6.1 AECOM LOCKBOX:

AECOM Technical Services, Inc.
1178 Paysphere Circle
Chicago, IL 60674

6.6.2 ELECTRONIC FUNDS TRANSFER/ACH PAYMENT:

Account Name: AECOM Technical Services, Inc.
Bank Name: Bank of America
Address1: Building D
Address2: 2000 Clayton Road
City/State/Zip: Concord, CA 94520-2425
Account Number: 5800937020
ABA Routing Number: 071000039

6.6.3 WIRE TRANSFER:

Account Name: AECOM Technical Services, Inc.
Bank Name: Bank of America
Address: 100 West 33rd St
City/State/Zip: New York, NY 10001
Account Number: 5800937020
ABA Routing Number: 026009593
SWIFT Code: BOFAUS3N

6.6.4 Questions related to payment can be sent to:

AECOM Cash Applications Supervisor by phone at (804) 515-8490 or by email at
cashappsremittance@aecom.com

(End of page)

AECOM Project Name: _____
AECOM Project No.: _____
Change Order No.: _____

EXHIBIT C

SAMPLE CHANGE ORDER FORM

In accordance with the Consulting Services Agreement dated 20__ between ("Client"), and AECOM Technical Services, Inc., a California corporation, ("AECOM"), this Change Order, with an effective date of _____, 20____ modifies that Agreement _____ as follows:

1. Changes to the Services:

2. Change to Deliverables:

--

3. Change in Project Schedule (attach schedule if appropriate):

--

4. Change in CONSULTANT's Compensation:

The Services set forth in this Change Order will be compensated on the following basis:

☐ No change to Compensation

☐ Time & Material (See **Exhibit B** for the Hourly Labor Rate Schedule)

☐ Time and Materials with a Not- to-Exceed amount of (\$). The Hourly Labor Rate Schedule is set forth in **EXHIBIT B** (if applicable). Reimbursable expenses are included in the overall Not to Exceed cap.

☐ Lump Sum [\$]

Milestone/Deliverable & Date	Payment Amount
	\$

☐ **Cost Plus Fixed Fee:** [Cost \$ and Fee \$

Therefore, the total authorized Compensation, inclusive of this Change Order is \$

5. Project Impact:

--

6. Other Changes (including terms and conditions):

--

7. All other terms and conditions of the Agreement remain unchanged.
8. Each Party represents that the person executing this Change Order has the necessary legal authority to do so on behalf of the respective Party.

AECOM Technical Services, Inc.**CLIENT:**_____
Signature_____
Signature_____
Printed Name_____
Printed Name_____
Printed Title_____
Printed Title_____
Address

Address

[End of Agreement]



Memorandum

To: Board of Park Commissioners

From: Liz Gogola, Director of Communication & Marketing; Brian Romes, Executive Director

Date: November 16, 2021

Subject: **Highland Park Golf Learning Center Name Recommendation**

Summary

In the Spring of 2022, the Park District will be opening The Preserve of Highland Park, a new one-of-a-kind natural passive recreation area. The uniqueness of The Preserve will undoubtedly draw local and regional visitors. Connecting to the property is the Highland Park Golf Learning Center and River's Edge Adventure Golf.

Staff is recommending the Highland Park Golf Learning Center and River's Edge Adventure Golf be renamed The Preserve of Highland Park Golf Learning Center and Mini Golf. The new name will expand The Preserve's offering for visitors to enjoy the natural areas and the amenities offered at the Golf Learning Center, including the driving range, mini golf, concessions, and restrooms. Connecting the two properties in "name" will help position The Preserve as a destination in the Park District's marketing and the public's mind.

A presentation of the recommended name was given at the November 2, 2021 Facility Committee Meeting and will be presented to the Board of Park Commissioners at the November 16, 2021 Regular Board Meeting. The Board will be asked to discuss and consider the recommended name. Section 4.02.2 of the Park District of Highland Park Policy & Procedure Manual authorizes the naming of a Park District facility or park by the affirmative vote of a four-fifths majority of the Board of Commissioners after discussion and a wait of at least sixty days before voting. Therefore, the final vote of approval to rename the Highland Park Golf Learning Center and Adventure Mini Golf property would be at the January 25, 2022 Regular Board Meeting.

EXECUTIVE DIRECTOR'S MONTHLY REPORT

NOVEMBER 16, 2021

UPCOMING MEETINGS

- Thursday, November 18, 2021 / 4:00 p.m. / Finance Committee Meeting
- Tuesday, November 23, 2021 / 4:00 p.m. / Lakefront Committee Meeting
- Thursday, December 2, 2021 / 4:00 p.m. / Facility Committee Meeting
- Tuesday, December 7, 2021 / 4:00 p.m. / Recreation Committee Meeting
- Tuesday, December 7, 2021 / Workshop Meeting (*Immediately following the Recreation Committee Meeting*)
- Wednesday, December 8, 2021 / 4:00 p.m. / Finance Committee Meeting
- Thursday, December 16, 2021 / 6:00 p.m. / Regular Board Meeting

UPCOMING EVENTS

- Get your calories out before taking them in by participating in the Twisted Turkey Triathlon on Sunday, November 21 from 7 – 8:30 a.m. This non-competitive triathlon consists of a 10-minute swim, 20-minute outdoor run, and 40-minutes of outdoor cycle. If there is inclement weather, the run and cycle will move indoors. Fee is \$35 for Res / \$40 for Non-Res.
- Santa's Workshop on Saturday, December 4 from 4:30 – 6:30 p.m. at Sunset Valley Golf Club is sold out! Registered participants will enjoy games with Santa's elves, help Mrs. Claus make reindeer food and decorations, and everyone will get to take a photo with Santa. All participants take home a gift made specially at the North pole.
- The North Shore Winter Classic skating competition is Sunday, December 5 from 9 – 5:00 p.m. at Centennial Ice Arena. This is a USA sanctioned competition that provides a fun introductory competitive experience for beginner to advanced skaters. All skater levels are eligible to participate, and all participants will receive an award. The event is free to watch, and the schedule will be posted on the centennialice.org website approximately four to five days prior to the competition.
- Currently, there is a waitlist for this year's Polar Parade, which is Friday, December 17 from 4 – 7:30 p.m. Registered families will listen for the jingle bells and keep their eyes peeled as Santa, Mrs. Claus, and Elf will be riding in their one-horse-open-sleigh throughout Highland Park and dropping off special gifts from the North pole.

DEER CREEK RACQUET CLUB – OCTOBER 2021

	2019	2020	2021
Daily Court Rentals (Hours)			
Tennis	63.50	131.75	117.5
Racquetball	26.75	14	16
Private Lessons (Hours)	231.50	298	288
Drop-Ins	322	0	145
Memberships	541	256	476

News & Events

- Senior Drop-In has had lower participation while Cardio Tennis is consistent with a waitlist.
- Patrons continue to sign up for membership as more customers are coming inside with the colder weather.
- Tennis court bookings have increased this month from September; however, there is not as much court availability due to programs and private lessons.

CENTENNIAL ICE ARENA – OCTOBER 2021

	2019	2020	2021
Daily Drop-in Fees			
Public Skate	290	N / A	160
Freestyle	94	543	439
Open Hockey	15	2	11
Open Gymnastics	62	N / A	N / A
Skate Rental	263	23 per Fall session 2	252
Punch Passes	10		
Public Skate	27	N / A	N / A
Freestyle	19	N / A	N / A
Skate Rental		N / A	N / A
Facility Rentals			
Total Hours	180.5	184.14	208.14

News & Events

- Fall Session 2 runs October 25 – December 18.
- Try Skating and Gymnastics Day was held on October 11. There were 14 new participants for gymnastics and 33 new participants for skating.
- Our Skating Exhibition was held on October 29. There were performances from 43 skaters in our Learn to Skate and Freestyle programs.
- Scary Skate was a huge success which was held on Friday, October 29 from 7 – 8:30 p.m. There were approximately 250 people that attended the event.
- Class skate rentals are now back to a per-class rental.

RECREATION CENTER OF HIGHLAND PARK – OCTOBER 2021

	September	October	November (Projected)
Group Exercise Classes Conducted	135	167	160
Group Exercise Participation/Visits	1,680	1,541	1,650
Group Exercise Revenue	\$843.00	\$666.00	\$850.00
Personal Training Participation	470	568	580
Personal Training Sales (Units)	342.75	242	350
Personal Training Revenue	\$20,476.00	\$16,508.00	\$21,000.00
Private Swim Lesson Participation	69	84	78
Private Swim Lesson Sales (Units)	42	70	60
Private Swim Lesson Revenue	\$1,451.25	\$5,018.75	\$3,500.00
Fitness 30 Day Pass Sales (Units)	16	15	20
Month-Month (Units)	47	72	110
Fitness Pass Revenue	\$3,546.04	\$5,134.60	\$7,980.00
Total Combined Revenue	\$26,316.29	\$27,327.35	\$33,330.00

MEMBERSHIPS	2019	2020	2021
Annual	1,838	1,587	681
Non-Annual	42	144	122
Total Memberships	1,880	1,731	803
Kid Fit Memberships	54	41	N/A
Wix Memberships	N/A	N/A	95

MEMBERS	2019	2020	2021
Annual	2,981	2,544	847
Non-Annual	42	144	122
Total Members	3,023	2,688	969
Kid Fit Members	191	69	N/A

RCHP News & Events

Fitness and Membership

- Promotional membership sales for October resulted in 64 additional members and \$4,756.50 additional membership for revenue not recorded above.
- Personal Training participation had significant growth. We predict higher Personal Training sales next month.
- Group Exercise had a full month with the new classes. Participation in senior classes remains significantly lower than standard except for Aqua classes. Class adjustments will be made to meet standard group exercise requirements.
- Virtual RC on the Go subscriptions remain steady with 95 subscribers.
- One year ago, all RCHP members received notice of membership reactivation. All paid in full membership were reactivated November 15 plus 90 days and all annual month to month memberships were reactivated December 15 plus 90 days. We are expecting our biggest drops in membership to be January – March 2022.

Aquatics

- Private swim lessons have increased since September due to adding additional prime instructors and instructor availability, numbers are projected to decrease slightly during November due to fall break.
- The total participation for fall session 1 which ended October 24 was 149. Fall session 2 began on October 25 and there is a total of 160 registered.

HELLER NATURE CENTER AND ROSEWOOD INTERPRETIVE CENTER RENTAL – OCTOBER 2021

	2019	2020	2021
Heller Nature Center			
Rentals	6	0	2
Birthday Party Package	6	0	0
Totals	12	0	2
Rosewood Interpretive Center			
Rentals	8	3	6
Birthday Party Package	0	0	0
Totals	8	3	6

HELLER NATURE CENTER AND ROSEWOOD INTERPRETIVE CENTER PROGRAMS – SEPTEMBER 2021

	2019	2020	2021
Heller Nature Center			
Participants / Programs	90/5	139/12	456/28
Rosewood Interpretive Center			
Participants / Programs	0	80/6	148/8

News & Events

- 2021 community programs include public programs, after-school programs, custom, and teams course programs.
- New Trier brought out 39 Sophomore Advisories to Heller's Teams Course.
- Rosewood has a successful campout with 55 participants enjoying camping out on the beach.

SUNSET VALLEY GOLF CLUB – OCTOBER 2021

GOLF	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
Golf Shop Sales			
Golf Balls	308	160	373
Accessories	188	50	126
Total Golf Shop Sales	496	210	499
Total Golf Rentals	1,998	1,200	1,983
Golf Greens Fees			
Resident	1,920		1,286
Nonresident	1,768		1,857
Outing/Tournaments	287		144
Other	75		0
Total Golf Green Fees	4,050	2,001	3,287
Misc. Sales			
Sapphire Club	0	0	0
Permanent Tee Time	0	0	0
Total Misc. Sales	0	0	0

News & Events

- As of October 31, Sunset Valley Golf Club has had 38,350 rounds of golf for the year.
- Sunset Valley Golf Club hosted the Illinois Junior Golf Association (IJGA) Tournament October 2 – 3. 72 players competed each day.
- Course will stay open as long as weather permits.

HIGHLAND PARK LEARNING CENTER – OCTOBER 2021

Driving Range Monthly Sales Report (buckets sold)

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
January	501	500	333
February	588	667	494
March	179	584	521
April	0	717	1,514
May	174	2,619	2,591
June	2,547	4,474	2,942
July	3,133	5,472	3,109
August	3,643	5,286	2,635
September	2,459	2,086	1,728
October	1,263	631	732
November	590	125	
December	200	208	
Totals	15,277	23,369	16,599

Mini Golf Monthly Sales Report (rounds sold)

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
March	-	-	-
April	0	167	680
May	59	717	1,152
June	1,004	1,400	1,663
July	1,467	1,883	2,054
August	1,940	2,000	1,958
September	1,139	1,750	1,316
October	592	416	346
November	371		0
Totals	6,572	8,333	9,169

News & Events

- The range went to mats only the beginning of October and the Miniature Golf was closed for a couple of weeks due to carpet replacement.

GRANT-IN-AID – OCTOBER 2021

	2019	2020	2021
Total YTD Subsidy	\$64,963	\$24,798	\$52,477
Households			
100% Subsidy YTD	52	43	41
50% Subsidy YTD	12	4	3
Total YTD	64	47	44

News & Events:

- Overall scholarship use has increased 112% over last year as programs and services return to pre-pandemic levels.
- 2022 application packets were distributed on October 1 to all current scholarship recipients. To date, 9 households have been approved for the 2022 scholarship and 1 application is pending review. Registration for 2022 programs begins in November.

PARKS & NATURAL AREAS

News & Events

- Staff began winterizing water fountains and park bathrooms.
- Staff received second delivery of a total of 72 trees to be planted at Cloverdale, Foley's Pond, Larry Fink, and Sunset Woods Parks.
- Staff filled potholes and smoothed the Olson parking lot.
- Staff began rolling up tennis court windscreens at Danny Cunniff, Larry Fink, and Sunset Woods Park.
- Staff began removing ballfield fencing, bases, and batting cages.

The Preserve

- Contractors are providing costs for potential change orders to extend the railing at the Gateway overlook and to provide an asphalt path for a gathering/event space near the entry plaza.
- Staff are working on repairs to two stone/screenings paths.
- Staff are placing new trash/recycling containers.

PLANNING

News & Events

- Staff have reviewed the thirteen proposals received in response to the Request for Qualifications for the New Community Center at West Ridge Park Design Services. Four firms have been selected to move on to a design competition. Interviews with selected firms will take place in mid-November.
- Planning is underway for the Centennial Ice Arena Renovation Project. Interior improvements include renovation of the lobby, multipurpose room, front desk, staff offices, restrooms, and locker rooms. Exterior improvements include renovation of the front entry, addition of a drop-off/turn around, drainage improvements, parking lot resurfacing, and parking lot lighting replacement/addition. Construction is anticipated to begin in summer 2022.
- Staff continue to work with Daniel Creaney Company to develop construction documents for repair of the ravine path at Moraine Park. Construction is anticipated to occur in summer 2022.
- Staff are currently working with SmithGroup on Final Engineering and Permitting for the replacement of the breakwater and boat launch at the Park Avenue Boating Facility. The construction document will be completed and the project will be bid in January 2022. Construction is anticipated for fall 2022.
- Sunset Woods Park Playground Replacement Project is underway. Demolition has been completed and the site is being prepared for the new playground. Most of the equipment is expected to be installed prior to winter. The playground will be completed in spring 2022 with the installation of the remaining equipment and safety surfacing.
- Bids have been received and are currently being reviewed for the fabrication and delivery of cart path bridges for the Sunset Valley Golf Club Cart Path Bridge Replacement Project. The project will be phased over three years with two bridges being replaced each spring, beginning in 2022. The base bid was for the delivery of two bridges in March 2022. An alternate for the purchase of two bridges to be delivered in March 2023 and two bridges to be delivered in March 2024 was included. Installation of the bridges will be bid separately this December.

COMMUNICATIONS AND MARKETING

Marketing Board Report (Oct 11 – Nov 1)

SOCIAL MEDIA



5,041
FOLLOWERS



1,797
FOLLOWERS

PDHP.ORG



9,622
VISITORS

14,236
VISITS

28,212
PAGEVIEWS

EMAIL



29,722
TOTAL AUDIENCE

DIGITAL BROCHURE



9,679
VIEWS



39
CLICKS TO
REGISTER

Updates

- Traffic to our website is up by 21% in visitors and 19% in visits when compared to last year. When compared to 2019 for the same period, there was an increase of 28% in visitors and 29% in visits.
- We reached over 17,000 Facebook accounts with our content, a 275% increase since last month.
- Our Instagram content reached over 1,700 Instagram accounts (a 53% increase since last month).
- The new PDHP app has been submitted to the Apple Store and Google Play Store for approval. We are anticipating it will be approved early next year.
- The new website is currently in development for design and page layouts. This part of the project will take several months to complete and the project is still on track to launch in early Feb 2022.
- The new RCHP membership advertising campaign was launched on social media. The campaign has reached over 35,600 people and highlights the benefits of working out at the Rec Center with member testimonials “working out at the Rec Center makes me more focused, energetic, productive, stronger, etc.”
- The winter digital brochure will launch Wed., Nov 3 and the 2022 summer camp program information is in final review by staff.
- Camp information will be released as part of the website (as opposed to being a separate digital brochure) on Dec 3.
- The 2022 summer camp marketing campaign is completed and in final review by staff. The campaign is comprised of five stages and will launch on Dec 3 and run through May 2022.
- The marketing team is working closely with the Park Avenue fundraising committee to develop the prospective donor list, leave-behind brochure, donor commitment card, thank you letters, website donation info and links to donate on the Foundation website, talking points, and introduction scripts.

Graphics

PARK DISTRICT

of HIGHLAND PARK

WINTER 2021-22

DISCOVER WINTER FUN!
Winter Break Camps
Coating Classes
Nature Programs

GET FIT THIS WINTER
and seasonal knowledge online

Ski the winding Trails of Hietel!

Registration GOING ON NOW

PARK DISTRICT
of HIGHLAND PARK

WARM UP with Winter fun!
Registration going on now!

WARM UP with Winter fun!
Registration going on now!

HIGHLAND PARK HAUNTINGS
FRIDAY, OCTOBER 22
LARRY PARK RECREATION PARK

TWISTED TURKEY TRIATHLON
Register today at PDHP.org

Sun Nov 21 7-8:30am
Recreation Center of Highland Park
1207 Park West Ave
Ages 14+

GET ENERGIZED

Working out at the Rec Center in the morning gets my blood pumping and gives me the boost I need to power through a day of classes and studying.

CONVENIENT MEMBERSHIP OPTIONS
Month-to-Month | \$20 Day
Sign up at pdhp.org

RECREATION CENTER
of Highland Park

GET FOCUS

Since I started attending the Rec Center's morning outdoor spin classes, I have noticed a boost in my concentration, creativity, and motivation at work. Spin has helped me raise my home business to the next level.

CONVENIENT MEMBERSHIP OPTIONS
Month-to-Month | \$20 Day
Sign up at pdhp.org

RECREATION CENTER
of Highland Park

GET STAMINA

I WANT TO BE ON THE SCENE!
I can't wait to see my turn to shine at the Recreation Center and being the confident swimmer. They make my life better and are helping me reach my goal.

LEARN-TO-DROW PROGRAMS
FILLING SWIM
Convenient evening and weekend classes include full life preserver
Sign up at pdhp.org

RECREATION CENTER
of Highland Park

Go Ahead...

Go Ahead... CLIMB THAT ROCK
Outdoor Adventure Camp!
REGISTER TODAY!

Go Ahead... LOOK FOR CREEPY CRAWLERS
Outdoor Adventure Camp!
REGISTER TODAY!

Go Ahead... LET SAND EVERYWHERE
Outdoor Adventure Camp!
REGISTER TODAY!

Go Ahead... SWING IT HARD
Midweek Golf Academy Camp
REGISTER TODAY!

COMING FRIDAY, DEC 3! 2022 SUMMER CAMP AT PDHP.ORG

2022 SUMMER CAMP
Registration Begins WED, DEC 8

ANNOUNCING SOMETHING YOU WILL FLIP OVER...

COMING WED, DEC 3 OUR 2022 SUMMER CAMPS CAN BE VIEWED DIRECTLY FROM THIS WEBSITE. NO MORE FLIPPING THROUGH PAGES!

2022 SUMMER CAMP
REGISTRATION BEGINS WED, DEC 8

Page ?	Pageviews ? ↓
	28,212 % of Total: 100.00% (28,212)
1. /	6,112 (21.66%)
2. /recreation-center-highland-park-fitness-center-health-club-aquatics/	1,694 (6.00%)
3. /programs/	1,342 (4.76%)
4. /centennial-ice-arena/	933 (3.31%)
5. /deer-creek-racquet-club/	751 (2.66%)
6. /event/highland-park-hauntings/	694 (2.46%)
7. /program-guides/	588 (2.08%)
8. /golf-learning-center/	570 (2.02%)
9. /heller-nature-center/	546 (1.94%)
10. /bids-rfps/	535 (1.90%)
11. /event/halloween-mini-golf/	434 (1.54%)
12. /recreation-center-highland-park-fitness-center-health-club-aquatics/group-fitness/	431 (1.53%)
13. /join-our-team/	357 (1.27%)
14. /parties-rentals/	328 (1.16%)
15. /rosewood-beach-2/	328 (1.16%)
16. /events/	321 (1.14%)
17. /youth-sports/youth-basketball/	313 (1.11%)
18. /staff-directory/	304 (1.08%)
19. /2021/08/covid-19-community-health-preparedness/	302 (1.07%)
20. /event/scary-skate/	293 (1.04%)
21. /centennial-ice-arena/gymnastics/	292 (1.04%)

22. /recreation-center-highland-park-fitness-center-health-club-aquatics/indoor-aquatics/	284 (1.01%)
23. /parks/dog-exercise-areas/	202 (0.72%)
24. /contact/	193 (0.68%)
25. /2022-camp/	188 (0.67%)
26. /centennial-ice-arena/hockey-figure-skating-lessons/	188 (0.67%)
27. /event/drive-in-movie-hocus-pocus/	177 (0.63%)
28. /find-listing/	176 (0.62%)
29. /projects-planning/sunset-woods-park-playground-renovation-master-planning/	166 (0.59%)
30. /hpcc2nature/	164 (0.58%)
31. /park-school/	161 (0.57%)
32. /deer-creek-racquet-club/adult-programs/	153 (0.54%)
33. /pickleball/	153 (0.54%)
34. /youth-sports/youth-football/	153 (0.54%)
35. /beaches/parking-2/	150 (0.53%)
36. /parks/	142 (0.50%)
37. /youth-sports/youth-baseball/	133 (0.47%)
38. /park-board/	129 (0.46%)
39. /west-ridge-center/	128 (0.45%)
40. /beaches/	125 (0.44%)
41. /interactive-map/	120 (0.43%)
42. /rosewood-beach-2/rosewood-interpretive-center-rentals/	120 (0.43%)
43. /park-board/meetings/	118 (0.42%)