

NOTICE OF MEETING
Tuesday, August 28, 2018
6:00 p.m.

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

REGULAR MEETING AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS TO THE AGENDA
- IV. PUBLIC COMMENT FOR ITEMS ON AGENDA
- V. CONSENT AGENDA
 - A. Minutes from July 24, 2018 Regular Board Meeting
 - B. Minutes from August 14, 2018 Workshop Meeting
 - C. Surplus Ordinance 18-04
 - D. Approval of the 2018 Sustainability Plan
 - E. Approval of the Land Management Plan
 - F. Bills and Payroll in the amount of \$2,641,507.73
- VI. UNFINISHED BUSINESS
 - A. HPCC Agreements
- VII. TREASURER'S REPORT
- VIII. NEW BUSINESS
 - A. Parks Foundation Update
 - B. Director's Report
 - a. Highland Park Country Club Advisory Committee
 - b. Ravinia Street Scape Project Update
 - C. Board Comments
- IX. OPEN TO PUBLIC TO ADDRESS 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. ACTION FROM CLOSED SESSION IF ANY

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XII. ADJOURNMENT

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's ADA Compliance Officer, Liza McElroy, 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.

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
JULY 24, 2018**

The Regular Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Board Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:05 p.m. by President Kaplan.

ROLL CALL

Present: Vice President Ruttenberg, Commissioner Bernstein, Commissioner Grossberg, President Kaplan

Absent: Commissioner Flores Weisskopf

Staff Present: Executive Director McElroy; Deputy Director of Operations Donahue; IT Manager Johnson; Director Romes; Assistant Director Smith; Assistant Director Carr; Director Voss; Director Gogola; Director Curtis, Manager Laue, Manager Pratscher; Manager Pierce; Manager Saunders

ADDITIONS TO THE AGENDA - None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

CONSENT AGENDA

Minutes from June 14, 2018 Workshop Meeting; Minutes from June 26, 2108 Annual Board Meeting; Minutes from June 26, 2018 Regular Board Meeting; Minutes from July 10, 2018 Workshop Meeting; Approval of Updated minutes from May 16, 2018 Special Meeting; May 22, 2018 Regular Board Meeting; May 29, 2018 Special Meeting; Approval of 2018 West Ridge Center Furnaces Replacement Project BID; Approval of 2018 Heller Nature Center – Ropes Course ADA Improvements Projects BID; Approval of 3.15 Purchasing Policy; Approval of 3.15A Purchasing – Purchase Card Policy; Bills and Payroll in the amount of \$2,386,255.41.

Motion was made by Commissioner Bernstein; seconded by Vice President Ruttenberg to approve the Consent Agenda.

Roll Call:

Aye: Commissioner Bernstein, Vice President Ruttenberg, Commissioner Grossberg, President Kaplan

Nay: None

July 24, 2018

Absent: Commissioner Flores Weisskopf

Abstain: None

Motion Carried.

UNFINISHED BUSINESS - None

TREASURER’S REPORT

Director Curtis stated that at the six-month mark, operational revenue without the property tax dollars is under budget by about \$66,000, that is the year to date budget. The difference will become smaller as the District moves into July and August. The final extension for property taxes for the district was \$12,715,000. The District had budgeted \$12,946,00.

NEW BUSINESS

A. Parks Foundation Update

Commissioner Grossberg stated that this year’s Champions Banquet raised \$20,000 for the Foundation. He thanked Chris Maliszweski for his efforts in making the Banquet a success. The Foundation helped at Sunset Park on July 4 at the beverage tent and raised \$2,200. On August 6 at Ravinia Festival, the Foundation will be offering Yoga on one of the back lawns prior to the concert. The Foundation is about to submit to five different smaller grants which will help build the Foundation portfolio. Finally, the Foundation would like to partner with the Park District on some community-based activities.

B. Mid-Season Status Report

• **Recreation Center of Highland Park**

Assistant Director Carr presented an analysis of membership at the Recreation Center of Highland Park through June 30, 2018. He stated that memberships for seniors and couples are growing. Assistant Director Carr explained that the focus on programming for the Fall is on seniors and teens. The Teen Fit program for ages 11-15 could help develop student membership. Commissioner Grossberg asked if the programs at the Recreation Center of Highland Park were direct competition for businesses such as “Orange Theory”. Assistant Director Carr stated that the Recreation Center’s programs are a more affordable alternative to those competitors. Commissioner Bernstein and Commissioner Flores Weisskopf shared that classes for off-ice training for young athletes and training for teens who may not be athletes would be a valuable addition to the Recreation Center’s programs. Vice President Ruttenberg added that cross-marketing at Deer Creek Racquet Club and other facilities would be beneficial as well.

• **Hidden Creek AquaPark**

Manager Pratscher presented a mid-season overview for the Aqua Park. He explained that due to the heat, the AquaPark saw record numbers financially

Memorial Day weekend. The pool at the Recreation Center of Highland Park is offering a new after camp swim program, Swim N' Gym. This program has added \$17,000 in revenue. The Camp Learn to Swim program for internal and external camps, is set to exceed 2500 lessons which is above pace from last year. Group exercise at Hidden Creek AquaPark has 22 participants per class, that is double the number from last year.

Commissioner Bernstein inquired about the lounge chair rotation at Hidden Creek AquaPark and if umbrellas were still in high demand. Manager Pratscher added that some patrons have asked about purchasing different types of chairs than what is currently at the AquaPark. Commissioner Bernstein commented that since the pool has been painted it looks great.

- **Rosewood Beach**

Manager Pratscher gave a staffing update and reported that parking and daily admission is up from last year. Manager Pratscher stated that the food vendor, North Shore Catering will be evaluated at the close of the season. Vice President Rutenberg asked if the indoor pool is still open during the summer. Commissioner Grossberg asked about fees for non-residents at Rosewood and how they are paid.

- **Park Avenue**

Manager Laue reported that boating season began Memorial Day and will run through Labor Day. This season is unique in that due to the barge motorized boat launchings have the right of way over non-motorized launchings and boat retrievals have right of way over boat launchings. The sand levels have been an issue and Parks crews have recontoured the beach. Boat launch usage is consistent with last year, eight per day. There has been an increase in season parking decal sales. Manager Laue shared that storage is maxed out and there is a rising demand for kayak and stand-up paddle boards.

President Kaplan asked for a review of the usage statistics and Commissioner Bernstein wanted to know if Park Avenue Beach was operating at capacity. Manager Laue reported that weekends are busier than weekdays and Commissioner Flores Weisskopf stated that resident's needs should be met first. There was discussion about why daily fees are not permitted.

- **Learning Center**

Director Romes stated that 2018 is the first year that the Park District of Highland Park has managed the Learning Center. Manager Saunders described the improvements to the mini-golf and driving range programs which include: a water fall at mini-golf, lighting at mini-golf (LED's), landscaping, mulch and fencing replaced, sound system (speakers added), replacement mats, new bag stands and the use of the 13th hole from the country club as part of the teaching area.

Manager Saunders reported on some promotional events and discussed some improvements for next year. He shared that golf camp is at capacity and Girls Play Golf was offered for the first time and had six participants.

Director Romes shared that the inclement weather this season has hurt the district's numbers. President Kaplan asked how tweens were being marketed to. Director Romes discussed marketing to the Park District camps and having birthday parties. Commissioner Bernstein expressed that he was pleased to see how good the numbers are with no golf at the country club. Commissioner Grossberg had a question about "Try Golf". Director Romes shared that the district is looking into joining with the PGA on some program opportunities.

C. Director's Report

Executive Director McElroy spoke about the First on the Turf event, the Grand Opening of Sunset Valley Golf Club which is a fundraiser to benefit the Parks Foundation and Youth Golf. She expressed her thanks to Director Romes, Superintendent Ochs and Kathy Donahue for their efforts in the renovations at Sunset Valley Golf Club. She also thanked Director Gogola for her help in coordinating media efforts. Executive Director McElroy shared the Park District has partnered with the Highland Park Police Department for "National Night Out" on August 7. The Recreation Center of Highland Park will be closed from August 13 through August 17 for annual enhancement. Commissioner Grossberg discussed his involvement with the District 112 Long Range Planning Committee

D. Board Comments - None

OPEN TO PUBLIC TO ADDRESS BOARD

Mrs. Bernstein expressed concern over a surf boarder at Park Avenue Beach surfing in high waves.

CLOSED SESSION

Motion was made by Vice President Ruttenberg, seconded by Commissioner Bernstein, to adjourn into Closed Session for discussion of 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

July 24, 2018

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.
Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, Vice President Ruttenberg, Commissioner Flores Weisskopf, President Kaplan
Nay: None
Absent: None
Abstain: None

Meeting was adjourned into closed session at 7:40 p.m.

ACTION FROM CLOSED SESSION

President Kaplan reported that the Board met in Closed Session under 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)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.

The Closed Session minutes from January 2018 to June 2018 were reviewed. There was a motion by Commissioner Ruttenberg and seconded by Commissioner Bernstein to not release any of the minutes at this time. The motion was approved with a voice vote.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Grossberg and seconded by Commissioner Bernstein and approved by unanimous vote. The Board Meeting adjourned at 8:14 p.m.

Respectfully submitted,

Liza McElroy, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
AUGUST 14, 2018**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Multi-Purpose Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:03 p.m. by President Kaplan.

ROLL CALL

Present: Vice President Ruttenberg, Commissioner Bernstein, Commissioner Grossberg, Commissioner Flores Weisskopf, President Kaplan

Absent: None

Staff Present: Executive Director McElroy; Deputy Director of Operations Donahue; Director Romes; Assistant Director Smith; Director Gogola; Manager Grill; Senior Planner Schwartz; Superintendent Ochs

ADDITIONS TO THE AGENDA - None

SUNSET VALLEY GOLF UPDATES

A. GOLF COURSE

Executive Director McElroy introduced Rick Jacobson, the architect for Sunset Valley Golf Course. He thanked Superintendent Ochs and Staff for their hard work. Mr. Jacobson shared his gratitude to the Park District for not opening the course too early and waiting until it was ready for play. He explained that the course is continuing to grow, there will be some more growth in the fall and then again in the spring.

Superintendent Ochs thanked Staff for their help with the project. President Kaplan gave thanks to Superintendent Ochs for his work and acknowledged the efforts of Deputy Director Donahue and Director Romes. Commissioner Grossberg asked how the golf course would handle the water as well as drought. Mr. Jacobson stated that due to the undulations of the course, the rain will drain well and explained that a drought would be easier to correct. Commissioner Bernstein wanted to know if the sprinkler heads had been marked. Superintendent Ochs explained that they have been measured but not marked. Mr. Jacobson explained that the carts should stay on the paths this fall and be monitored in the spring. Commissioner Bernstein inquired about covering the greens during the winter and Superintendent Ochs said the grass will be covered with a heavy top dressing.

Commissioner Bernstein asked about delaying the opening next spring. Mr. Jacobson said the District should and wait to see how the course fares over the winter and spring months.

Superintendent Ochs stated that all the ponds have aerators. Commissioner Bernstein thanked the Staff for the work on the Sunset Valley Golf Course project. Commissioner Bernstein gave a special thanks to Shawn Gordon and Deputy Director Donahue and thanked everyone involved in the golf course renovation.

B. CLUBHOUSE

Director Romes shared that on Monday, August 13, Sunset Valley Clubhouse underwent final building, electric, fire and kitchen inspections to receive a building occupancy permit from the City of Highland Park and a kitchen occupancy permit from Lake County Health Department. Construction contractors and Park District staff have tested all necessary operating systems, and everything passed. The District will receive the necessary permitting to occupy the building on Monday.

As of Friday, August 10, all major construction has been completed and a punch list of minor items remains. Staff, along with project management firm WB Olson and Architects at Woodhouse Tinucci are working to complete punch list items prior to opening.

On the outside of the building, sod, flowers, plants, shrubs, and mulching have been installed on all sides of the clubhouse per the landscaping plan. The signs have been installed. The parking lot will be seal coated and striped on August 14. The cart barn is fully operational and golf carts are being charged. Parking lot lights are completed, and the new car charging stations are working.

The grand reopening “First on the Turf” Golf Outing is scheduled for Friday, August 17 and the course and clubhouse will be open to the public on Saturday, August 18. Tee times are currently being accepted.

Deputy Director Donahue thanked Director Gogola and the Marketing Department for all the marketing and menus and thanked Director Curtis and the Finance Department with their help on budgeting for the renovation. Commissioner Bernstein shared that the FF&E selections are fit perfectly in the Clubhouse. He shared that feedback from the neighbors has been very positive. Commissioner Grossberg asked about umbrellas for the trellis and Director Romes explained that they would wait to see if they needed to be purchased. Commissioner Grossberg inquired about the dining hours of the Clubhouse and Commissioner Bernstein asked about the minimum staffing and Director Romes stated there are none. Commissioner Grossberg asked if the Clubhouse dining was open on Saturdays and what the hours are. Director Romes responded that the Clubhouse dining is open on Saturdays and weekday hours are 7:00 a.m. to 10:00 p.m. and weekend hours are 6:00 a.m. to 10:00 p.m. Commissioner Flores Weisskopf expressed that the Sunset Valley Golf Course logo was perfect.

PARKS OPERATIONS/GOLF OPERATIONS UPDATE

Assistant Director Smith explained that since the previous Parks Operations Golf Operations update in May, the asphalt surface layer in the parking lot has been installed, the epoxy floor coating in the second level garages has been installed, the final trees for the landscaping plan have been planted and the exterior of the building has been painted. In addition, demolition of the former Parks Garage has been completed, and the site has been graded and seeded. An

evaluation of the retaining wall along the south side of the building was conducted and a method to fill the gap between the building and the upper parking lot was being investigated. Screening for the rooftop HVAC units is being designed.

Vice President Ruttenberg asked if the old golf building next to POGO could be painted. Assistant Director Smith shared that it is being investigated. Commissioner Bernstein expressed his concern with the north elevation of the POGO building, stating that it looks harsh from the road. He asked about ways to shield it. Commissioner Grossberg stated that signage could help people to understand the use of the building. Commissioner Flores Weisskopf also wanted to know if there was a way to soften the look of the building's exterior.

SUSTAINABILITY PLAN

Manager Grill shared that the Park District was among first in Illinois to develop an Environmental Policy. In 2015, the District developed the first sustainability plan to identify strategies in support of the Policy and coordinate with City-wide priorities. The District's Green Print 2024 Master Plan calls for a sustainability strategy that communicates a clear message about the District's commitment to environmental sustainability. This update in 2017-2018 highlights accomplishments and prioritizes goals and objectives following the Environmental Policy. Also identifies areas for collaboration with the City's recent update.

Manager Grill reviewed the successes of the Sustainability Plan which include: reducing use of paper by 280,000 sheets, waste stations in parks and facilities where there is a recycling option, updated energy audits with Com Ed, motion activated lighting in most facilities which save over 200,000 kilowatt hours over the lifetime of those units, compilation and saving energy data, two additional raingardens, one at Fink and one at Rosewood Park using native plantings, creation of a Green Events Guideline for renters coming to use our facilities and work with the City in the Green Alliance Project. The District has looked in central purchasing. This summer Camp Big Top employed the use of composting. Manager Grill also stated that through the plan Staff has been encouraged not to use plastic bags.

Vice President Ruttenberg asked about the use of geothermal, like the pump used at Rosewood Beach. Manager Grill stated that Com Ed offers a new construction program which addresses this issue. Vice President Ruttenberg also questioned the wording the Park District uses to encourage alternate energy sources and the ability to retrofit some of the District's facilities. He wanted to know if this should be part of an evaluation for the District. Manager Grill felt that this was a good idea. Commissioner Bernstein noted how beautiful the bluff at Rosewood looked. Commissioner Grossberg asked if there could be some sort of beverage recycling built into the golf carts. Vice President Ruttenberg asked if there could be a reminder to recycle built into the GPS on the carts.

LAND MANAGEMENT PLAN

Senior Planner Schwartz presented an overview of the proposed Land Management Plan. Park District Staff completed a Land Management Plan and are seeking approval of the plan from the Board of Commissioners. The GreenPrint Plan recommended that staff develop a Land Management Plan to review the zoning of park properties and use of undeveloped parks. GreenPrint also recommended other planning initiatives including Storm Water Management,

Natural Area Planning, Cultural Asset Planning, and Trail Planning. These efforts were combined into a comprehensive Land Management Plan.

The completed Land Management Plan is a demonstration of thoughtful collaboration between the various land managers at the Park District of Highland Park and is intended to serve as a foundation for future efforts to improve land management at the District. The recommendations aim to improve operational efficiency and the quality of Park District properties. Topics include: Real estate, Natural areas, Park Maintenance, Storm Water Management, Lakefront Maintenance, Park Amenities, Cultural Assets, and Connectivity.

The plan details existing conditions, opportunities, and challenges that support the objectives to achieve the plan goals. The goals and objectives are intended to be accomplished over the next five years. The Park, Properties, and Planning Department is leading the implementation, evaluation, and tracking of the goals recommended in the plan. The executive summary of the plan has been provided. The full-length plan is available as well.

Commissioner Grossberg asked if there was an outside audit group for best practices that comes to the Park District to make recommendations for best practices. Senior Planner Schwartz stated that inventory was updated for the Parks. Executive Director McElroy shared that the PDHP is an accredited agency within the state of Illinois for the Illinois Association of Park Districts and Illinois Park and Recreation Association which is a complete audit of Parks, Facilities and Management. The District is up for recertification in 2019. Manager Schwartz stated that the five-year planning begins in 2019.

HPCC PLANNING UPDATE

Manager Grill presented that a spatial analysis, completed by Hey and Associates, has revealed areas with potential for wetland restoration as well as places of special significance for habitat and potential programming by District staff. This analysis will create the framework for the efforts of the public advisory committee in planning at the Highland Park Country Club. With this preliminary information, staff has applied for funds from two granting agencies (a third in process) to support wetland restoration, amenities and potentially expand restoration of the pond shorelines to enhance the site for visitors. The grants are with IEPA, OSLAND and ChiCal Rivers Fund.

Staff has begun preparing a schedule for appropriate site preparation this fall to create better outcomes for next years' plantings. Take a Walk, a community outreach campaign, was launched to encourage residents to explore the natural features of the property and provide their thoughts on amenities and activities that might be incorporated into the HPCC conversion plan. Residents can visit www.pdhp.org/hpcc2nature/ to provide feedback. Recruitment for advisory committee members is strong. Potential members have been identified in all areas of interest.

Workshop Meeting Minutes
August 14, 2018

Manager Grill spoke about the early results from the survey for the launch of “Take A Walk” which indicated that 83% of patrons support walking trails, 41% support bike trails and 76% of patrons support nature views.

Manager Grill outlined the steps to prepare the turf for the conversion to natural area this fall. Vice President Ruttenberg suggested that Staff notify the City of this plan.

Commissioner Bernstein inquired about the status of the Golf Mecca. Executive Director McElroy shared that the original lessor of the golf dome would like to renew his lease.

Staff is seeking approval from the Board to set a date in September for the first Advisory Committee meeting to:

- Provide input to grant applications for park development (due October 1)
- Give adequate notice to advisory committee members for scheduling
- Allow us to work with planning consultants on a revised schedule for work

REVIEW OF VOUCHERS

Executive Director McElroy presented the vouchers for checks written July 20, 2018 through August 9, 2018 for an amount totaling \$983,231.13. Vice President Ruttenberg reviewed them and found them to be fine. There were no questions from the Board.

OPEN TO PUBLIC TO ADDRESS BOARD

Peggy and Tom Lives of the Legacy Club had a question about a plan for a patch of land on the map.

Commissioner Flores Weisskopf spoke about her neighbor Art Weinstein who is now 83 and has been golfing at Sunset Golf Club since he was seven years old.

Commissioner Bernstein asked how we would get feedback from golfers.

Commissioner Grossberg shared that the Parks Foundation is still looking for members, specifically a golf member.

ADJOURNMENT

There being no further business, a motion was made by Vice President Ruttenberg and seconded by Commissioner Grossberg and approved by unanimous vote. The Board Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Liza McElroy, Secretary



MEMORANDUM

To: Board of Commissioners
From: Annette Curtis, Finance Director
C: Liza McElroy, Executive Director
Date: August 28, 2018
Re: Ordinance 18-04: Declaration of surplus personal property and authorization for conveyance or sale.

Background/Analysis

Pursuant to 70 ILCS 1205/8-22 the Park District of Highland Park disposes of property it deems to be of no use to the Agency. With each item disposed of, the District will determine which method of disposal is in its best interests. As indicated in the ordinance, this could be through sale to the highest bidder, trade-in, or donation. Most of the property has some value, although in most cases it is minimal. If the property cannot be sold or donated, the District will dispose of it in the most economical method possible. Also pursuant to 70 ILCS 1205/8-22 the District must pass the attached ordinance by approval of at least three-fifths of the Park Board.

Recommendation

Approve Ordinance 18-01 authorizing the Park District of Highland Park to dispose of surplus property as indicated in Addendum 1 of the Ordinance.

**PARK DISTRICT OF HIGHLAND PARK
ORDINANCE #18-04**

**AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE CONVEYANCE OR
SALE OF SURPLUS PERSONAL PROPERTY OF THE PARK DISTRICT OF
HIGHLAND PARK
LAKE COUNTY, ILLINOIS**

WHEREAS, the Park District of Highland Park, Lake County, Illinois (“Park District”) owns personal property as described in Addendum A. hereinafter known as the “Property,” and

WHEREAS, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)(“Code”), the Park District is authorized to sell, convey or donate any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary, useful to, or for the best interests of the Park District; and

WHEREAS, the Board of Park Commissioners (“Board”) has reviewed a staff report finding that the Property is no longer useful to the Park District and recommending its sale, donation or disposal and the Board concurs with that recommendation.

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Park District of Highland Park, Lake County, Illinois, as follows:

Section 1. The Board finds that all of the recitals contained in the preamble to this Ordinance are true and correct and does hereby incorporate them into this Ordinance by this reference.

Section 2. The Board finds that the Property is no longer necessary and useful to the Park District and declares it to be for the best interests of the Park District and its residents to dispose of the Property in the following manner:

Sell the Property to the highest bidder.

or

Trade-In the Property

or

Donate the Property to such person or entity that will make use of the equipment.

or

Dispose of the Property if the District is unable to sell or donate identified equipment.

Section 3. The seller, Park District of Highland Park, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose. The Park District of Highland Park neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said items.

The buyer agrees to purchase said items in an “**as is**” condition with all faults. The buyer understands that the seller does not expressly or implicitly warrant that the said items meet or comply with any applicable safety standards (examples: ASTM, OSHA, CPSC). The buyer is solely responsible for determining that the said items are appropriate for any and all particular uses.

The buyer further agrees to indemnify, hold harmless and defend the Park District of Highland Park and its officers, agents and employees from any and all claims resulting from injuries, damages and losses arising out of, connected with, or in any other way associated with the use of said items.

Section 4. The Board authorizes and directs the Executive Director take such action necessary to sell, donate or dispose of the Property as herein authorized.

Section 5. This ordinance shall be in full force and effect from and after its adoption as provided by law.

Adopted this 28th day of August 2018.

Ayes: _____

Nays: _____

Absent: _____

President, Board of Park Commissioners
Park District of Highland Park

ATTEST:

Secretary, Board of Park Commissioners
Park District of Highland Park

STATE OF ILLINOIS)
)
COUNTY OF LAKE) SS.

SECRETARY'S CERTIFICATE

I, Liza McElroy, do hereby certify that I am Secretary of the Board of Park Commissioners of the Park District of Highland Park, Lake County, Illinois, and as such official I am keeper of the records, ordinances, files and seal of said Park District; and,

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of:

AN ORDINANCE authorizing and providing for the conveyance or sale of surplus personal property of the Park District of Highland Park, Lake County, Illinois

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Park District, held at West Ridge Center, Highland Park, Illinois, in said District at 6:00 p.m. on the 28th day of August 2018.

I FURTHER CERTIFY that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Park District of Highland Park, Illinois this 28th day of August 2018.

Liza McElroy, Secretary
Board of Park Commissioners
Park District of Highland Park

(SEAL)



Memorandum

To: Board of Park Commissioners

From: Rebecca Grill, Natural Areas Manager; Jeff Smith, Assistant Director of Parks, Properties & Planning; Dan Voss, Director of Parks, Properties and Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director

Date: August 28, 2018

Subject: **Park District Sustainability Plan 2018 Update**

The Park District continues its role as a leader in the development and use of sound environmental practices and efforts. The District seeks to develop and track practices that: reduce the District's impact on the environment, save resources, and provide the community with beautiful and healthy places to play, relax and learn about the environment.

Since 1992, the Park District environmental policy has served as a foundation for our environmental efforts. In 2015, led by an internal Green Committee, a District sustainability plan was created to identify relevant goals and strategies. Facility managers were surveyed and site visits were conducted to establish a baseline measure of existing practices. The sustainability plan confirms our commitment to environmental and land stewardship, supports industry and local sustainability goals, and serves as a guide to implement the environmental policy.

In 2017-18, the Green Committee updated the Sustainability Plan as part of its efforts for the District 2016-2020 Strategic Plan. This 2018 plan update is intended to better complement the environmental policy and offer an action plan to implement the policy through the strategic planning process. It endorses the following four goals and records some of the District's accomplishments.

Reduce Waste (Reduce, Reuse and Recycle materials)

- ❖ Implemented a tracking system for copy and printing stations to provide feedback to Park District staff on paper use to encourage fewer prints and copies

Use Resources Wisely (Energy and Water Conservation)

- ❖ Developed a system for baseline and ongoing measurement of energy and water use
- ❖ Energy 360 updated the SEDAC energy efficiency audits at Park District facilities including Rosewood, the Park District's newest facility. The resulting recommendations can be incorporated as appropriate in the District's Capital Plan and facility operations.
- ❖ Identified potential for automated HVAC systems which have been incorporated into the 2018 5-year capital plan
- ❖ Installed Low Flow and hands-free plumbing fixtures in Park District facilities
- ❖ Implemented (2017) a centralized paper purchasing for Districtwide paper purchases

Protect the Natural Environment (preserve open space, practice sensitive land and facility management and build sustainably)

- ❖ The District is currently piloting environmentally friendly cleaning products at three facilities throughout the District, with the intent to identify preferred products to be used Districtwide.
- ❖ Identified potential park locations for installation of native plantings to replace turf grass and installed two additional rain gardens with the help of community volunteers
- ❖ Permeable surfacing replaced pervious surfacing at Rosewood Beach (lower parking lot) and Central Park (pathway). The District is exploring other locations where these materials may be suitable and has developed estimated costs for many of the most popular products.
- ❖ Installed low-maintenance drought-tolerant native landscaping at the District's most recent developments at SVGC, POGO and Rosewood Interpretive Center
- ❖ Developed a community garden at West Ridge for residents and filled the 10 available plots for each year
- ❖ Collaborated with City of Highland Park to plant plants that support pollinators along the Green Bay Trail.

Share What We Know (Public Outreach and Internal Education)

- ❖ Developed and implemented staff education and guidance for use of new Office technology to save paper and staff travel
- ❖ Created green guidelines for users of facility rental spaces
- ❖ Developing staff resource guides for green building practices in order to encourage use of green practices in future District capital projects
- ❖ Participated in several regional and city public Ravine Stewardship workshops in collaboration with the City and the Alliance for the Great Lakes
- ❖ Promote sustainability efforts at the District through social media and other communication tools

RECOMMENDATION

Staff recommends approval for the 2018 Sustainability Plan update and future alignment with Strategic Plan objectives.

Park District of Highland Park Sustainability Plan Update—2018

Introduction

The Park District of Highland Park embraces concepts of sustainable practices in its mission statement and in its Environmental Policy. In 1992, the Park District led the effort towards sustainability by developing and approving an environmental policy stating seven Environmental Principles to guide practice (See Exhibit One).

From 1992 to 2015 the District's Environmental Policy served as the primary document guiding sustainable efforts. In 2015, Park District staff developed the District's first sustainability plan to identify strategies to achieve sustainability goals and better coordinate with City-wide priorities. The 2015 plan has since been used as an internal document guiding practices leading to quantifiable achievements in District operations.

The District's GreenPrint 2024 master plan calls for a sustainability strategy that outlines our policy and goals to help preserve the District's natural assets and communicate a clear message about the Park District's commitment to environmental sustainability. This plan update is intended to incorporate the achievements and lessons learned since the 2015 plan, complement the environmental policy and GreenPrint, and identify areas of coordination with citywide priorities.

What is sustainability?

Sustainability is the practice of conserving resources for future use. According to the United States Environmental Protection Agency, sustainability is based on a simple principle: everything we need for our survival and well-being depends, either directly or indirectly, on our natural environment. Sustainability efforts work towards the goal to have, the water, materials, and resources to protect human health and our environment now and for future generations.

Put in the larger context of global warming, sustainability efforts have new importance. No longer a theory in the realm of science, changes are apparent in the world around us. Average temperatures in the Chicago area have risen by 2.6 degrees Fahrenheit since 1980. 100-year floods are occurring with greater frequency. In 2006, the Arbor Day Foundation redrew its Zone Hardiness Map to place most of northern Illinois in a warmer climate: Zone 6.

As the status quo of the global environment shifts, the Park District is acting to curb its impact and develop practices for resilience to climate changes.

Background

Since its founding in 1909, the Park District of Highland Park has been a steward of the environment. Since then it has led the way in sustainability efforts.

- ❖ In 1992, PDHP was the first Park District in Illinois to adopt an Environmental Policy to increase awareness of environmental issues that affect the quality of life in the community. The environmental policy highlights seven environmental principles to guide practice. Following the policy, the District initiated a recycling program for facilities and parks, developed an integrated pest management program aimed at reducing use of pesticides and herbicides on playing fields and lawns, later banned smoking in District buildings and vehicles before that practice became state law, and continued to protect natural areas through local leadership.
- ❖ In 2013, the Park District of Highland Park was recognized by Illinois Parks and Recreational Association for Green efforts
- ❖ The District has an employee led Green Committee formed in 2009 that focuses on green efforts throughout the District as well as spearheading creation of the sustainability plan.
- ❖ The Park District is also active in the City led Green Alliance which bring together sister agencies to collaborate on green efforts throughout the City.

Purpose of the Plan

The District continues its role as a leader in the development and use of sound environmental practices and efforts. The Park District seeks to develop and track practices that: reduce the District's impact on the environment, save resources, and provide the community with beautiful and healthy places to play, relax and learn about the environment. The Park District's sustainability plan confirms the District's commitment to environmental and land stewardship, supports industry and local sustainability goals, and compliments the environmental policy as a guide for the various District departments.

The District's sustainability efforts are in line with the Park and Recreation industry trends. Both the National Recreation and Parks Association and the Illinois Park and Recreation Association recognize the importance of sustainability and conservation at association conferences and in association materials.

Locally, the Park District works towards sustainability alongside the City of Highland Park and other sister agencies. The Park District is a member of the Highland Park's Green Alliance Committee, which brings together sister agencies to coordinate on sustainability efforts and learn from one another. In July of 2017 the City of Highland Park completed

an effort to update the City sustainability plan. The Park District sustainability plan update seeks to keep our efforts in line with the City's to maximize the benefit to the community.

The Park District environmental policy, introduced in 1992 and ratified in 2013, serves as a foundation for the Park District's environmental efforts. The 2015 sustainability plan identified relevant goals and strategies to define action. This plan update is intended to better complement the environmental policy and offer an action plan to effectively implement the policy.

This 2018 Sustainability Plan Update highlights accomplishments and prioritizes goals and objectives following the Environmental Policy. The District's 2018 plan also identifies areas for collaboration with the City's updated plan.

Methodology:

The Park District sustainability plan update was a multi-step internal process. The first step taken was to review the existing plan and policies. From there staff reviewed the principles, goals, policies, and recommendations from the existing documents to assess where accomplishments have been made. Additionally, the 2018 plan update is intended to complement existing plans and policies such as the environmental policy ratified in 2013, the City's 2017 Sustainability Plan update, and the Park District 2017-2019 Strategic Plan. Existing plan documents were reviewed and integrated into the recommendations offered in the 2018 Park District Sustainability Plan.

Existing Plans

Park District of Highland Park 2015 Sustainability Plan

Furthering the Park District commitment to sustainability, the Park District began working toward the development of a sustainability plan in 2014; the plan was completed in 2015 by a committee of District staff pulled from many departments and disciplines. Facility managers were surveyed, and site visits were conducted to establish a baseline measure of existing practices.

The 2015 plan is rooted in the effort to contribute to the environment for future generations and focuses on the Environmental Principles from the District's environmental policy to ensure lasting benefits to the community:

In line with the values established in the Park District's environmental policy, and through earlier sustainability efforts, the 2015 Plan identified four goals:

1. Reduce Waste (Reduce, Reuse and Recycle materials)
2. Use Resources Wisely (Energy and Water Conservation)
3. Protect the Natural Environment (preserve open space, practice sensitive land and facility management and build sustainably)
4. Share What We Know (Public Outreach and Internal Education)

The plan listed recommended strategies to achieve each objective. A set of Sustainability Standards for Parks and Facilities was developed. The 2015 Plan is attached as an appendix to this document.

2010 Green Alliance Sustainability Plan

The City of Highland Park (2010) adopted a sustainability plan to identify sustainability priorities community wide. In September 2014, Park District representatives met with other city partners to discuss ways in which to support the objectives of the 2010 Green Alliance plan. To build on past efforts and support the objectives of the Green Alliance, the District aligned its 2015 sustainability plan following major goals outlined in the City's 2010 plan. The City updated its plan in 2017. The District's 2018 plan identifies areas for collaboration with the City's updated plan.

The City's 2010 plan has 10 sustainability goals. Each goal is focused on a specific topic, the topics include:

1. Community Engagement,
2. Governance,
3. Green Economy,
4. Energy and Built Environment,
5. Mobility,
6. Materials,
7. Water,
8. Ecosystems,
9. Culture, and
10. Legacy.

The Plan emphasizes coordination between city departments, collaboration with sister agencies, and leveraging community involvement. During the plan development phase between 2008 and 2010, the Park District was a contributing partner. Other partners included the Green Alliance, school districts 112 and 113, the Library, Township, Highland Park Hospital, the Chamber of Commerce, the Downtown Alliance, and the Solid Waste Agency of Lake County (SWALCO).

2016-2020 Strategic Plan

The District's 2016-2020 Strategic Plan (Objective 9) calls upon the District to "Create a Green Culture" and identifies the following initiatives:

- Educate Staff on the importance of sustainability and energy efficiency
- Identify potential grants
- Conduct a "green infrastructure" audit at parks and facilities including inventory and assessment to identify areas for potential cost savings
- Identify ways, to reduce, reuse, and recycle

Present Day

2015 – 2018 Park District Accomplishments

Since the 2015 Sustainability Plan, the District has made progress to promote sustainability throughout the district. The items listed below highlight the efforts successfully implemented or in progress.

Reduce Waste (Reduce, Reuse and Recycle materials)

- ❖ Implemented a tracking system for copy and printing stations to provide feedback to Park District staff on paper use to encourage fewer prints and copies

Use Resources Wisely (Energy and Water Conservation)

- ❖ Developed a system for baseline and ongoing measurement of energy use
- ❖ Energy 360 updated the SEDAC energy efficiency audits at Park District facilities including Rosewood, the Park District's newest facility. The resulting recommendations can be incorporated as appropriate in the District's Capital Plan and facility operations.
- ❖ Identified potential for automated HVAC systems which have been incorporated into the 2019 5-year capital plan.
- ❖ Installed Low Flow and hands-free plumbing fixtures in Park District facilities
- ❖ Implemented (2017) a centralized paper purchasing for Districtwide paper purchases
- ❖ Relocated the rain cistern used at the Park Maintenance facility to Heller Nature Center for stormwater capture and reuse.

Protect the Natural Environment (preserve open space, practice sensitive land and facility management and build sustainably)

- ❖ The District is currently piloting environmentally friendly cleaning products at three facilities throughout the District, with the intent to identify preferred products to be used Districtwide.
- ❖ Identified potential park locations for installation of native plantings to replace turf grass and installed two additional rain gardens with the help of community volunteers.
- ❖ Permeable surfacing replaced pervious surfacing at Rosewood Beach (lower parking lot) and Central Park (pathway). The District is exploring other locations where these materials may be suitable and has developed estimated costs for many of the most popular products.
- ❖ Installed low-maintenance drought-tolerant native landscaping at the District's most recent developments at SVGC, POGO and Rosewood Interpretive Center.
- ❖ Developed a community garden at West Ridge for residents and filled the 10 available plots for each year
- ❖ Collaborated with City of Highland Park to plant plants that support pollinators along the Green Bay Trail.

Share What We Know (Public Outreach and Internal Education)

- ❖ Developed and implemented staff education and guidance for use of new Office technology to save paper and staff travel.
- ❖ Created green guidelines for users of facility rental spaces.
- ❖ Developing staff resource guides for green building practices to encourage use of green practices in future District capital projects.
- ❖ Participated in several regional and city public Ravine Stewardship workshops in collaboration with the City and the Alliance for the Great Lakes.
- ❖ Promote sustainability efforts at the District through social media and other communication tools.

Park District's 2018 Sustainability Goals

The District's sustainability goals are based in the environmental principles stated in the Park District's Environmental Policy that was approved in the 1992 and ratified in 2013. The goals are also in line with the District's 2016-2020 Strategic Plan.

2018 Sustainability Goals:

1. Reduce Waste
2. Use Resources Wisely
3. Protect the Environment
4. Share What We Know

Goal 1: Reduce Waste (Reduce, Reuse and Recycle materials)

Objective: Increase Recycling Rates

Recommended Practices:

- Continue implementation of recycling stations in parks.
- Pilot composting program offered by SWALCO at one Park District facility

Objective: Promote Wise Use of Paper and other Products

Recommended Practices:

- Provide feedback metrics to staff on Papercut reductions of paper use
- Continue training for employees on waste reduction practices

Goal 2: Use Resources Wisely (Energy and Water Conservation)

Objective: Improve Building Energy Efficiency

Recommended Practices:

- Retrofit existing HVAC systems for better efficiency. Create schedule for maintenance and replacement
- Address windows and other building features that need insulation/replacement to achieve more efficient building shells.
- Evaluate current facility appliances and replace with energy star appliances at facilities where needed.
- Evaluate automation for outdoor lighting.
- Investigate solar and other alternative energy efficient practices

- Implement day-lighting where possible using methods such as light tubes. Turn off lights when they are not needed
- Implement building monitoring automation systems that automatically perform lighting and temperature setbacks.
- Install green roofs when and where possible

Objective: Decrease vehicle miles traveled

Recommended Practices:

- Encourage and facilitate carpooling for meetings
- Install charging stations for electric vehicles at Park District parking lots
- Conduct virtual meetings when possible
- Promote alternative modes of transportation to Parks such as cycling and walking
- Advocate for the inclusion of employee incentives to take alternative transportation to work

Goal 3. Protect the Environment (preserve open space, practice sensitive land and facility management and build sustainably)

Objective: Use environmentally sound products

Recommended Practices:

- Continue to seek opportunities to centralize purchasing of green products
- Encourage thoughtful purchasing and the use of reusable bags
- Develop and implement staff guidance for purchasing
- Encourage the use of environmentally friendly cleaning products such as Environex and/or hydrogen peroxide agents
- Encourage the use of vendors/concessions that are local, bio based, non-toxic, energy and water efficient.
- Encourage the use of sustainable lumber rather than old growth wood
- Encourage the use of ecofriendly paints
- Use local sustainable organic food vendors
- Prioritize fuel efficiency with new vehicle purchases*
- Reduce idling
- Follow IPM standards detailed in the environmental policy

Objective: Reduce Water Consumption

Recommended Practices:

- Continue to install rain gardens at facilities and parks
- Install low-flow and hands-free plumbing fixtures in new and renovated projects
- Consider drought tolerant plantings in facility and park renovations
- Implement a night time irrigation system triggered by moisture levels (Evapotranspiration) instead of time

Objective: Implement Green Infrastructure

Recommended Practices:

- Install stormwater BMPs when and where possible
- Consider Bio retention when replacing parking lot pavement

Objective: Increase habitat

Recommended Practices:

- Landscape with native vegetation when and where possible
- Use plants to support plant pollinators
- Replace turf grass with low mow or native plantings where possible

Goal 4: Share What We Know (Public Outreach and Internal Education)

Objective:

- Promote sustainability efforts at the Park District through social media and other communication tools
- Build green topics and practices into District programming especially within Athletics, Camps and Heller Nature Center.
- Partner with the City to feature sustainability at a Park District event

Connection with City Plan

The Park District of Highland Park understands that Citywide sustainability efforts can only be accomplished in coordination with other City agencies. The Park District has been an active member of the Green Alliance and supports the City's sustainability goals. As such, the Park District reviewed the City's 2017 Sustainability plan update and has identified areas of coordination. Park District strategies that coordinate with City initiatives are highlighted above with an asterisk.

Implementation

The Park District has a committee system focused on specific topics. The District's Green Committee, led by staff, will spearhead the implementation of the strategies outlined in the Sustainability Plan as part of the Strategic Planning Initiative. The Green Committee will work with the appropriate departments on the various strategies.

It is recommended that the 2018 Sustainability Plan and 2016-20 Strategic Plan Objectives (Objective 9: Create a Green Culture) be brought into alignment to create a clear vision of the District's efforts.

Evaluation

The District is currently investigating the use of key performance indicators (KPI) to evaluate the success of Strategic Plan initiatives. It is recommended that once Sustainability Plan and Strategic Plan Objectives are aligned, results-oriented measures of performance can be developed for key objectives of the plan.

Conclusion

The Park District is committed to environmental stewardship and working collaboratively with regional and local partners. The 2018 Sustainability Plan provides strategies to accomplish goals reflective of the District's Environmental Policy. The Plan will be used as a tool for staff and will be revisited in the future as trends and priorities change. The District's Green Committee will apply the strategies listed in the plan to work towards a more environmentally friendly future.

###

Exhibit One

Environmental Principles (Park District Environmental Policy):

1. Promote the acquisition, protection and environmentally sensitive management of open space and natural habitat areas
2. Protect, enhance and interpret the historic natural resource heritage exemplified by Highland Park's lakefront, ravines, bluffs, prairie remnants and woodlands
3. Design, develop and maintain parks, facilities and natural areas in a manner that enhances and protects the environment through conservation of soil, water, and energy; by minimizing the adverse impact on air and water quality; by reducing waste; and by utilizing utilities in the most efficient manner possible.
4. Encourage recycling practices that utilize renewable resources and minimize the use of nonrenewable ones
5. Practice integrated pest management which reduces or eliminates the District's dependence on pesticides.
6. Abide by the federal and state Endangered Species Protection Acts to avoid adverse impacts on endangered or threatened species during park operations.
7. Function as a role model within the community by actively promoting public awareness and educational programs which encourage environmentally sensitive lifestyles.

Park District of Highland Park
Sustainability Statement

What is sustainability?

Sustainability is the practice of conserving resources for future use. According to the United States Environmental Protection Agency, sustainability is based on a simple principle: everything we need for our survival and well-being depends, either directly or indirectly, on our natural environment. Sustainability is important to making sure that we have and will continue to have, the water, materials, and resources to protect human health and our environment now and for future generations.

The Park District's Role

The Park District of Highland Park embraces concepts of sustainable practices in its mission statement and in its Environmental Policy:

Assume a leadership role in establishing and following environmental practices within the District and throughout the community that promote a healthy environment and enhance our quality of life.

–Park District of Highland Park Environmental Policy

To further these values, we endorse this Sustainability Statement and will focus our commitment to **SUSTAINABILITY GOALS** in four primary areas of which we are most capably aligned:

- **Reduce Waste** (Reduce, Reuse and Recycle materials)
- **Use Resources Wisely** (Energy and Water Conservation)
- **Protect the Natural Environment** (preserve open space, practice sensitive land and facility management and build sustainability)
- **Share What We Know** (Public Outreach and Internal Education)

Our guiding principles are to ensure lasting benefits to our community by:

- Reducing our impact on the environment
- Saving resources including public tax dollars
- Providing our community with beautiful and healthy places to play, relax and learn about the environment.

Our Priority Objectives

In 2008–2010, Park District was a contributing partner in the development of a city-wide sustainability plan for Highland Park. Other partners in this Green Alliance included the City of Highland Park and school districts 112 and 113, the Library, Township, Highland Park Hospital, the Chamber of Commerce, the Downtown Alliance, and the Solid Waste Agency of Lake County (SWALCO). See <http://www.cityhpil.com/documents/21/sustainabilityplan.PDF>.

To build on past efforts and support the objectives of the Green Alliance, the committee recommends that the District align its sustainability initiative with the following city-wide Goals:

- **Energy:** Leverage all opportunities to reduce the use, cost and impact of building energy use through aggressive deployment of energy efficiency, renewable energy and energy technologies community-wide.

SUSTAINABILITY GOAL = Use Resources Wisely

- **Mobility:** Satisfy the community's mobility needs with an efficient, safe and accessible intermodal transportation system that relies heavily on public transit, biking, pedestrian traffic, car sharing and clean fuels.

SUSTAINABILITY GOAL = Use Resources Wisely

- **Materials:** Achieve efficiency and prosperity through infrastructure, services and procurement policies that encourage smart design and enable the widespread use of durable and non-toxic products, recycling, composting and reuse. **SUSTAINABILITY GOAL = Reduce Waste**

- **Water:** Act as responsible stewards of the quality and abundance of the surface and groundwater resources Highland Park shares with its neighbors through conservation, storm water management and other water quality initiatives. **SUSTAINABILITY GOAL = Protect the Natural Environment**
- **Ecosystems:** Nourish the productive capacity of the North Shore by preserving habitat for threatened and endangered species, promoting the health and diversity of local animals, plants and microorganisms, practicing responsible land use and supporting sustainable local and community agriculture conservation and share this knowledge with the community. **SUSTAINABILITY GOALS = Share What We Know, Protect the Natural Environment**

This plan outlines actions the District can take to help the community achieve the Primary Objectives set forth In the Green Alliance Sustainability Plan, while pursuing our own core activities and mission.

Background

Since its founding in 1909, the Park District of Highland Park has been a steward of the environment. In 1992, we were the first Park District in Illinois to adopt an Environmental Policy to increase awareness of environmental issues that affect the quality of life in our community. Through this program, the District initiated a recycling program for facilities and parks, developed an integrated pest management program aimed at reducing use of pesticides and herbicides on playing fields and lawns, later banned smoking in District buildings and vehicles before that practice became state law, and continued to protect our natural areas through local leadership.

Put in the context of global warming, our work has new importance. No longer a theory in the realm of science, we are witnessing changes in the world around us. Average temperatures in the Chicago area have risen by 2.6 degrees

Fahrenheit since 1980. 100-year floods are occurring with greater frequency. In 2006, the Arbor Day Foundation redrew its Zone Hardiness Map to place most of northern Illinois in a warmer climate: Zone 6.

Recently, the District formed a citizen led Sustainability Committee and an employee led Green Committee. As one of its tasks, the Green Committee has been asked to create a guideline for sustainability for the Park District. In earlier work, the committee established four Areas of Concern for sustainability within the District:

- Protect the Environment
- Reduce Waste
- Use Resources Wisely
- Share What We Know



our **SUSTAINABILITY GOALS**

In September 2014, Park District representatives met with other city partners to discuss ways in which to support the objectives of the 2010 Green Alliance plan. To support the priority objectives of this plan (stated below), continue to work within previously identified District Areas of Environmental Concern and to maximize our already significant contributions to sustainability, the committee recommends that the District align its sustainability initiative with the city-wide objectives. The following potential action steps have been identified by the committee.

Primary Plan Objectives

Energy and Built Environment:

Improve building energy efficiency

- Develop a system for baseline and ongoing measurement of energy and water use. See the [Energy Star Portfolio Manager](#)
- Retro Commission Existing Facilities. See the [EPA Guide to Retro Commissioning](#). Evaluate mechanicals for upgrades. Assess cost benefit ratios for HVAC /water heaters to DOE standards. Prepare a schedule of ongoing systems maintenance for energy efficiency.
- Address windows and other features that need insulation/replacement
- Install energy star appliances at facilities. Evaluate current equipment.
- Prioritize fuel efficiency with new vehicle purchases
- Reduce night time activities or use solar lighting
- Use day-lighting where possible Including light tubes
- Energy 360 audit. Centennial Heller Rec Center
- Adopt City of Highland Park [green building checklist](#) for construction and remodeling.
- Building monitoring automation. Central monitoring that performs lighting and temperature setbacks.

Mobility:

Decrease household vehicle miles traveled

- Implement carpooling for meetings
- Charging stations for electric vehicles
- Take advantage of virtual meetings

Materials:

Increase recycling rates

Use environmentally sound cleaning and office products

- Centralize purchasing
- Staff education and guidance for purchasing
- Use vendors/concessions that are local, bio based, non-toxic, energy and water efficient.
- Use sustainable lumber rather than old growth wood
- Use eco-friendly paints
- Training for employees on waste reduction

Water:

Reduce water consumption

- Install rain gardens at facilities and parks
- Rain cisterns
- Bio retention parking lots replace pavement
- Low flow and hands-free plumbing fixtures in facilities
- Low maintenance drought tolerant landscaping
- Use night time irrigation triggered by moisture levels (Evapotranspiration) not time

Ecosystems:

Increase habitat

- Use local sustainable organic food vendors
- Install green roofs
- Landscape with native vegetation
- Offer vegetable garden space at facilities for staff

Action Steps. To give clear and meaningful direction to the District’s Sustainability Initiative, the Committee recommends that these Sustainability Standards be adopted, based on the Action Steps identified above.

In addition, we underscore the importance of gathering baseline data against which future achievements can be measured. Thus, we recommend that the District seek assistance in conducting an analysis of current electric, gas and water usage for facilities and parks, as appropriate. Also, we recommend that the Park District adopt as possible, the City of Highland Park’s [Checklist for Environmentally Friendly Design](#) for future design and redesign of building projects (See Appendix).

Park District of Highland Park Sustainability Standards

Every Community Park should have minimally:

- one recycling container for every trash container

- A refillable water bottle station

- A lighting efficiency feature

- A water conservation feature (raingarden, rain barrel, computer irrigation, native landscape)

- A set of amenities to promote an alternative to automobile transportation

Every Neighborhood Park should have:

- one recycling container for every trash container

- A water conservation feature (raingarden, rain barrel, computer irrigation, native landscape)

Every Facility should have:

- One recycling container for every trash container in public areas

- A refillable water bottle station

- A lighting efficiency feature

- A study of HVAC efficiency

- A policy of purchasing green products for administration and indoor/outdoor maintenance

- A water conservation feature

- A maintenance plan in place that controls energy use and measures energy efficiency

- A feature to reduce heat island impact

The District should have:

A green construction/remodeling checklist (see APPENDIX)

A policy for Fertilizer and pest control products and practices

Central purchasing for green products for administration and indoor/outdoor maintenance

A master plan for replacement of turf grass areas w. native plants, bioswales, permeable pavers etc.

A training program on sustainability for employees

A master plan for retro commissioning and energy efficiency improvements at all facilities, including consideration of alternative energy saving practices.

Lighting Efficiency Feature	<ul style="list-style-type: none"> • Timers • Occupancy Sensors • Energy Efficient Bulbs 	
Water Conservation Measure	<ul style="list-style-type: none"> • Mulching • Surface Permeability • Native Plants • Perennial Plant Selections 	
Reduce Heat Island Impact	<ul style="list-style-type: none"> • Planting trees and shrubs for shade heat absorbing surfaces—asphalt, concrete, buildings • Placement of ground cover in high traffic areas • Green roofs • Alternative paving products 	



Memorandum

To: Board of Park Commissioners
From: Amalia Schwartz, Senior Planner; Jeff Smith, Assistant Director of Parks, Properties & Planning; Dan Voss, Director of Parks, Properties & Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director
Date: August 28, 2018
Subject: Land Management Plan

Overview

The Park District of Highland Park completed the GreenPrint 2024 Master Plan in 2015. GreenPrint provides a guide for future facility and program development decision for the Park District. The plan recommended that staff develop a Land Management Plan to review the zoning of park properties and use of undeveloped parks. GreenPrint also recommended other planning initiatives including Stormwater Management, Natural Area Planning, Cultural Asset Planning, and Trail Planning. These efforts were combined into a comprehensive Land Management Plan.

The completed Land Management Plan is a demonstration of thoughtful collaboration between the various land managers at the Park District of Highland Park and is intended to serve as a foundation for future efforts to improve land management at the District. The recommendations aim to improve operational efficiency and the quality of Park District properties.

Planning Process

The Land Management committee began planning efforts in February of 2017. The team included Amalia Schwartz, Dan Voss, Jeff Smith, Rebecca Grill, and Mike Evans with contributions from Liz Ettelson, Liz Gogola, and Ryca Shih. The committee met monthly for about 2 hours. Each month the committee covered a land management topic and discussed existing conditions, opportunities, and challenges. From these discussions, we developed goals and objectives. The written plan supports the recommended goals. Topics include: Real estate, Natural areas, Park Maintenance, Stormwater Management, Lakefront Maintenance, Park Amenities, Cultural Assets, and Connectivity.

About the Plan

The plan details existing conditions, opportunities, and challenges that support the objectives to achieve the plan goals. The goals and objectives are intended to be accomplished over the next five years. The Park, Properties, and Planning Department is leading the implementation, evaluation, and tracking of the goals recommended in the plan. The executive summary of the plan has been provided. The full-length plan is available as well.

Recommendation

Staff recommends approval for the Land Management Plan.



Land Management Plan



EXECUTIVE SUMMARY



PARK DISTRICT
of HIGHLAND PARK

Overview

The Land Management Plan is a demonstration of thoughtful collaboration between the various land managers at the Park District of Highland Park and is intended to serve as a foundation for future efforts to improve land management at the District. The recommendations aim to improve operational efficiency and the quality of Park District properties.

The land management planning effort was initiated as a result of The Green Print 2024 Plan which recommended the creation of a land management plan. The resulting plan covers nine major topics: Park Maintenance, Stormwater Management, Lakefront Maintenance, Natural Areas, Park Inventory, Real Estate, Park Amenities, Cultural Resources, and Connectivity. The planning committee met over the course of seven months to identify goals and objectives related to the land management topics.

The plan details existing conditions, opportunities and challenges that support the objectives to achieve the plan goals. The goals and objectives are intended to be accomplished over the next five years. The Park, Properties, and Planning Department is leading the implementation, evaluation, and tracking of the goals recommended in the plan. A detailed timeline is included in the plan's implementation section.

Land Management Plan Topics



1. Park Inventory // Page 4
2. Real Estate // Page 5
3. Park Maintenance // Page 6
4. Natural Areas // Page 7
5. Stormwater Management // Page 8
6. Lakefront Maintenance // Page 9
7. Park Amenities // Page 10
8. Cultural Assets // Page 11
9. Connectivity // Page 12

Park Inventory



Throughout the Park District's 700+ acres of park land, visitors will find a variety of amenities and park elements that contribute to the park experience such as courts, bathroom buildings, and play equipment. These amenities and park elements are managed and maintained by the Parks, Properties, and Planning Department.

Challenges / Opportunities

Currently a central inventory of park properties and elements is not available for all staff. Staff maintain separate lists which can result in dated or inconsistent information. The Park District has tools available to effectively share information across the District, these tools can be applied to develop a central list.

Goals / Objectives

Maintain one central inventory with reliable information that is accessible to all staff in the office and in the field

- ◆ Develop and maintain a dynamic up-to-date inventory that is accessible to all Park District staff.
- ◆ Develop a process to systematically update the inventory.
- ◆ Educate staff on how to access and use the inventory.



Real Estate



The Park District manages 44 parks throughout Highland Park that provide public open space for residents. Industry standards recommend that residents live within 1/2 mile of a park—94% of Highland Park residents meet this standard.

Of the Park District's park properties, 10 are fully or partially owned by other City entities. The Parks, Properties, and Planning Department is responsible for managing the property records including agreements, easements and deeds.

Challenges / Opportunities

The history of Park District properties is preserved through internal knowledge and recorded in property files. As staff changes, maintaining the various leases,

easements, and agreements tied to the Park District's properties becomes challenging due to the lack of a central tracking system. The Park District has the tools and access to the information to develop a detailed and central summary of existing property information to ensure that information is accurate, consistent, and transferable.



Goals / Objectives

Provide optimum level of open space service to the residents of Highland Park as determined by national standards

Maintain an up-to-date inventory of Park District real estate agreements

- ◆ Review and update the acquisition policy and identify areas of need.
- ◆ Review existing leases and develop an inventory.
- ◆ Renew or renegotiate existing property agreements as needed.

Park Maintenance



Park Maintenance staff, referred to as ‘parks staff’, is responsible for the maintenance of the Park District’s parks to ensure that the District’s properties are clean and safe for patrons and programs. Depending on the time of year, the parks staff ranges from 26-47 employees and includes electricians, ground keepers, carpenters, and mechanics. The men and women that make up the parks staff work behind the scenes to make park spaces ready for regular and special park programming while also keeping the public parks open and accessible for patrons to enjoy.

Challenges / Opportunities

Park District properties endure heavy wear and tear from regular use. Keeping up with routine maintenance can prove challenging when also trying to respond to service requests. The three major maintenance challenges facing the District are balancing time between park and facility maintenance, weeds, and creating time for improvements.



Goals / Objectives

Provide accessible, clean, and safe parks for all patrons

- ◆ Prioritize low-maintenance materials.
- ◆ Develop a system to quantify staff time to budget for future growth needs.

Natural Areas



The Natural Areas Program has been promoting ecologically based land management and restoration activities on behalf of the District since 1993. Twenty-nine natural areas have been identified in the Park District's 44 parks totaling approximately 250 acres. At least 10 distinct ecological communities can be found throughout the Park District's parks including: forest, woodlands, savanna, prairie, lakefront, and constructed communities.

The Natural Areas team manages and maintains the natural areas. Annual activities include: clearing of invasive trees, shrubs and plants, habitat monitoring, prescribed burns, seed collection, planning, funding pursuits, school group programs, and volunteer coordination as well as oversight of grant funded capital projects. To date, Natural Areas staff, with assistance from volunteers, has restored more than half of the natural areas acreage.

Challenges / Opportunities

The primary challenge facing the Natural Areas Program is increasing work load -- a direct result of the success of the program. As such, there are opportunities to expand natural areas, but with that requires additional capacity. As the Natural Areas Program grows, there is a need for a process to assess staff capacity.

Goals and Objectives

Maintain natural areas for continued optimal health of restored land

Promote efficiency of Park Maintenance and Natural Area staff by reducing duplicative maintenance efforts and increasing collaboration

- ◆ Conduct bi-annual review of restoration needs in priority parks, as well as integrate new natural areas (either recently acquired or converted) into the work schedules, to determine staffing requirements to meet performance and safety standards.
- ◆ Establish quarterly planning meetings between Parks and Natural Areas staff to set priorities and coordinate efforts.

Stormwater Management



Over the past decades, Illinois has experienced more frequent heavy rain events. As rain events have increased so have impervious surfaces throughout the community. The increase of precipitation and impervious surfaces results in stormwater runoff that pollutes local and regional waterways as well as contributes to flooding.

The Park District is committed to environmental stewardship and stormwater management to conserve the surrounding environment and reduce the flooding in parks.

The Skokie River bisects Highland Park from north to

south and is located adjacent to two of the Park District's community parks: Danny Cunniff Park and Larry Fink Park. These two parks are directly affected by flooding after heavy rains. Other Park District properties within a the flood plain boundary include



the Sunset Valley Golf Course, Sleepy Hollow Park, Buckthorn Park, Leonardi Park, Rory Deutsch Pay Lot, Skokie River Woods, Highland Park Country Club, and Hidden Creek Aqua

Park. While these parks are fully or partially within the flood plain, the increasing magnitude and rate of storm events has affected all park district properties.

Challenges / Opportunities

Stormwater impacts parks through increased flooding and non-point source pollutants affecting the natural areas. Flooding impacts programming, can cause repeated facility damage, and requires staff time for maintenance. Stormwater carrying non point sourced pollutants flow into Park District natural areas affecting the ecosystem.

The Park District has implemented best practice solutions to manage stormwater in some of the parks that can serve as a model for other implementation efforts.

Goals / Objectives

Implement stormwater best practices that benefit the environment and reduce maintenance costs and impact on play

Reduce the impact of stormwater runoff on Park District Managed natural areas

- ◆ Develop standards for pathways and parking lots to standardize Park District best practice.
- ◆ Identify additional no-mow areas.
- ◆ Identify Park District capital funds and outside funding sources for stormwater projects.
- ◆ Collaborate with athletic field master planning effort.

Lakefront Maintenance



Lake Michigan provides the Highland Park community with recreation, beauty and vital fresh water. The Park District's four lakefront properties require special maintenance and management pertaining to the water quality, sand replenishment, and shoreline repair. The Park District works with partner agencies in the management of Lake Michigan and is an active participant in regional shoreline management studies.

Challenges / Opportunities

The ever-changing and complex environment along the lakefront and the maintenance required is a challenge for the Park District, but local, state and federal partners serve as a resource. While the Park District has a Lakefront Master Plan, the emphasis is on capital development and recreational programming. The Park District lacks a lakefront maintenance strategy to guide management of lakefront properties. The available internal knowledge and expertise of local and regional partners is an opportunity to develop an effective maintenance strategy to address water quality, sand replenishment, and shoreline repair.



Goals / Objectives

Maintain lakefront parks for the enjoyment of patrons and to improve lakefront sustainability

- ◆ Develop a long-term plan for sustainable maintenance of lakefront parks.
- ◆ Identify areas of weakness along the District's shoreline properties and develop a plan to restore and protect the shoreline.

Park Amenities



The Park District provides amenities that contribute to a comfortable experience and encourage the use of the park elements. For the purposes of the Land Management Plan, Park Amenities are defined as elements of the built environment that offer convenience at the parks. This definition differentiates between destination elements such as playgrounds, courts, or sports fields and focuses on support elements such as drinking fountains, grills, and bike racks. Destination elements are covered in the annual capital planning process and for purposes of land management are not considered park amenities.



Challenges and Opportunities

With the exception for park amenities around the District's major indoor facilities, park amenities and signage lack consistency in design, style, and placement. The lack of consistency creates a patchwork appearance and can complicate maintenance and repair. The Park District has made initial steps towards standardization. The existing standards serve as a model to continue to standardize park amenities. Park inspections offer an opportunity to build on an existing maintenance procedure to improve amenity maintenance and procurement.

Goal/Objectives:

Park amenities across the District have a consistent style and placement

- ◆ Develop and implement standards for park amenities detailing style and placement.
- ◆ Collaborate with communication department to implement signage design standards.
- ◆ Identify opportunities to standardize and consolidate amenity replacement and procurement.

Cultural Assets



The art pieces and historical landmarks located throughout the Park District are highly valued by the community and contribute to the aesthetic of the parks. Highland Park's appreciation for the arts is apparent by the art institutions within the community, for example, the City's Cultural Arts Commission and the Art Center — Highland Park.

There are 21 cultural resources located in Park District properties consisting of culturally or historically significant art work, landscapes or structures, for example the Jen's Jensen landscape at Rosewood Park, the Memorial Park Monument and Bandstand, and the sculptures at Moraine Park. The Park District, as an engaged public agency, seeks to support the inclusion of cultural arts throughout the parks. The Land Management Plan assesses these cultural assets from a management and maintenance perspective from acquisition of the cultural resources through years installed in the parks.

Challenges and Opportunities

The existing foundation of organizations and committees dedicated to cultural resources in Highland Park serves as an opportunity for partnership. However, the lack of standards and lack of funding for maintenance poses challenges for further growth of cultural resources in the parks.

Goals and Objectives

Evaluate cultural donations in accordance to Park District Master Planning

Promote and support cultural resources in the parks



Moraine Park



Moraine Park

- ◆ Partner with organizations to support cultural resources throughout Highland Park.
- ◆ Consider development of friends' groups to maintain and promote cultural resources in the parks.
- ◆ Develop evaluation standards.
- ◆ Identify key locations for future placement.

Connectivity



The Park District of Highland Park supports the City's Bike/Walk 2030 Plan which seeks to achieve a transportation network with safe access to regional destinations that serve all users, including cyclists, pedestrians, transit users, and motor vehicles.

Goals and Objectives

Support biking and walking in Highland Park

- ◆ Assess available bike amenities to encourage biking to the parks.
- ◆ Explore marketing opportunities to highlight bike and pedestrian access to parks.
- ◆ Work with the City on providing directional signage to existing pathways.



Implementation



Implementation of the land management plan will be led by the Park, Properties, and Planning Department which includes planning, parks, and natural area staff. The success of the implementation will be tracked by the Parks, Properties, and Planning Department.

Priorities

The goals are prioritized based on input from the Parks, Properties, and Planning Department staff.

Timeline

The recommended goals in the Land Management Plan are to be accomplished over the next five years. A detailed timeline is included in the plan.

Cost/Funding

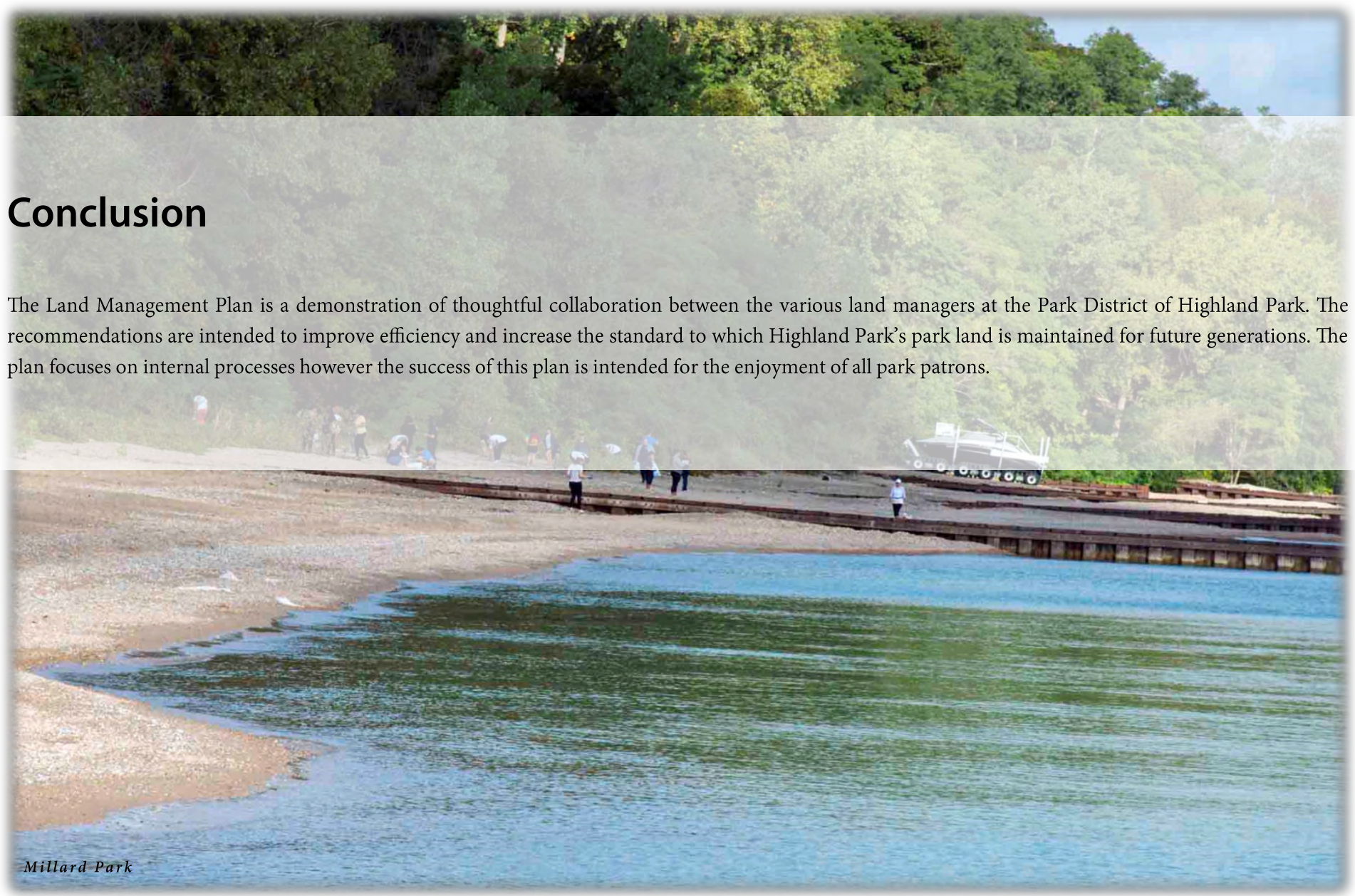
The primary cost to accomplish the recommendations of the Land Management Plan is in staff time. Dollars may be spent for consultants, for example to evaluate Lakefront infrastructure or software to improve process.

Evaluation

Each recommendation will be assessed for completion of success on a quarterly basis.

Prioritization Chart: Goals in order of Priority

1. Provide accessible, clean, and safe parks for all patrons.
2. Implement stormwater best practices that benefit the environment and reduce maintenance costs and impact on play.
3. Maintain lakefront parks for the enjoyment of patrons and to improve lakefront sustainability.
4. Maintain natural areas for continued optimal health of restored land.
5. Promote efficiency of Park Maintenance and Natural Area staff by reducing duplicative maintenance efforts and increasing collaboration.
6. Maintain one central inventory with reliable information that is accessible to all staff in the office and in the field.
7. Provide optimum level of open space service to the residents of Highland Park as determined by national standards.
8. Park amenities across the District have a consistent style and placement.
9. Reduce the impact of stormwater runoff on Park District managed natural areas.
10. Support biking and walking in Highland Park.
11. Maintain an up-to-date inventory of Park District real estate agreements.
12. Promote and support cultural resources in the parks.
13. Evaluate cultural donations in accordance to Park District Master Planning.



Conclusion

The Land Management Plan is a demonstration of thoughtful collaboration between the various land managers at the Park District of Highland Park. The recommendations are intended to improve efficiency and increase the standard to which Highland Park's park land is maintained for future generations. The plan focuses on internal processes however the success of this plan is intended for the enjoyment of all park patrons.

Millard Park



To: Board of Park Commissioners

From: Karen Lakoske - Accounts Payable Administrator
Annette Curtis - Finance Director
Liza McElroy - Executive Director

Date: August 28, 2018

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written July, 20 2018 through August 23, 2018 to be presented to the Board for approval on August 28, 2018.

BILLS

DATE

AMOUNT

August 6, 2018	\$	50.00
August 9, 2018	\$	579.52
August 9, 2018	\$	635,721.88
August 13, 2018	\$	200.00
August 16, 2018	\$	200.00
August 23, 2018	\$	2,548.99
August 23, 2018	\$	730,752.93
Void Payments	\$	(9,034.10)
Bank Drafts	\$	80,759.18
P-Card	\$	282,082.80
TOTAL	\$	1,723,861.20

PAYROLL DISBURSEMENTS

July 6, 2018	\$	454,784.83
July 20, 2018	\$	462,861.70
TOTAL	\$	917,646.53
 GRAND TOTAL	 \$	 2,641,507.73

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 08-28-18 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: APPKT01673 - 20180806 5

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						
17419	DAVID TOLEDO	08/06/2018	Regular	0.00	50.00	181974
<u>062618</u>	Invoice	06/26/2018	Refund	0.00	50.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	50.00
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
	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>50.00</u>



Park District of Highland Park, IL

Check Register

Packet: APPKT01680 - 08092018 1 HPCC

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						
17055	COMED*	08/09/2018	Regular	0.00	579.52	181975
<u>0203254004 071</u>	Invoice	07/16/2018	Golf Learning 06/14/18-07/16/18	0.00	579.52	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	579.52
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
	1	1	0.00	579.52



Park District of Highland Park, IL

Check Register

Packet: APPKT01684 - 20180809 8

By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
10006 <u>071918</u>	3301-NCPERS - IL IMRF Invoice	08/09/2018 07/19/2018	Regular NCPERS Group Life Insurance	0.00 0.00	32.00 32.00	181976
16396 <u>AEI_0297473</u> <u>AEI_0300313</u>	ACRES GROUP Invoice Invoice	08/09/2018 04/30/2018 05/31/2018	Regular April 2018 Lawn Service May 2018 Lawn Maintenance	0.00 0.00 0.00	7,417.00 676.00 6,741.00	181977
10049 <u>518929495</u>	ADP, INC. Invoice	08/09/2018 08/03/2018	Regular July 2018 Payroll Services	0.00 0.00	10,171.92 10,171.92	181978
17409 <u>073118</u>	ALEXIS KAPLAN Invoice	08/09/2018 07/31/2018	Regular Refund - Hidden Creek Aqua Park	0.00 0.00	42.00 42.00	181979
15914 <u>547810</u>	ALMA REYES Invoice	08/09/2018 07/23/2018	Regular Refund	0.00 0.00	50.00 50.00	181980
17407 <u>549349</u> <u>549390</u>	AMY LEE Invoice Invoice	08/09/2018 07/24/2018 07/24/2018	Regular Refund Refund	0.00 0.00 0.00	192.00 96.00 96.00	181981
17410 <u>072418</u>	ANITA NEBEL Invoice	08/09/2018 07/24/2018	Regular Learn to Skate Membership reimbursed	0.00 0.00	19.25 19.25	181982
17402 <u>547881</u>	BARBARA PERLMUTTER Invoice	08/09/2018 07/23/2018	Regular Refund	0.00 0.00	200.00 200.00	181983
17404 <u>547885</u>	BETH TROSS Invoice	08/09/2018 07/23/2018	Regular Refund	0.00 0.00	11.90 11.90	181984
17396 <u>555987</u>	BRETT EKENBERG Invoice	08/09/2018 07/30/2018	Regular Refund	0.00 0.00	11.70 11.70	181985
17418 <u>1367</u>	CANYON CONTRACTING Invoice	08/09/2018 07/09/2018	Regular 70-11 SVGC Parking Lot Storm Sewer Imp	0.00 0.00	16,742.00 16,742.00	181986
17423 <u>559649</u>	CARMEN QUINTON Invoice	08/09/2018 08/02/2018	Regular Refund	0.00 0.00	43.00 43.00	181987
17411 <u>072418</u>	CARRIE ROSEN Invoice	08/09/2018 07/24/2018	Regular Learn to Skate Membership reimbursed	0.00 0.00	19.25 19.25	181988
17304 <u>26880</u>	CHICAGOSTYLE WEDDINGS Invoice	08/09/2018 08/08/2018	Regular 29-74 July 2018 Advertising	0.00 0.00	1,125.00 1,125.00	181989
17294 <u>SVGS2018</u>	CHANNEL FORE INC Invoice	08/09/2018 07/07/2018	Regular 29-42 Golf Scene Show Advertising	0.00 0.00	1,000.00 1,000.00	181990
14371 <u>080618</u> <u>080718</u> <u>080818</u>	CHILDREN'S THEATRE COMPANY Invoice Invoice Invoice	08/09/2018 08/06/2018 08/07/2018 08/08/2018	Regular 29-24 Summer 2018 Theatre class fee 29-24 Summer 2018 Dance class fee 29-24 Summer 2018 Spotlighters Theatre	0.00 0.00 0.00 0.00	6,690.40 468.00 1,022.40 5,200.00	181991
10502 <u>003875</u> <u>004546</u> <u>005735</u> <u>006536</u> <u>024593</u>	CITY OF HIGHLAND PARK Invoice Invoice Invoice Invoice Invoice	08/09/2018 08/01/2018 08/01/2018 08/01/2018 08/01/2018 07/01/2018	Regular Water/Sewer 05/01/18-07/31/18 0 Burto Water/Sewer 05/01/18-07/31/18 750 Lin Water/Sewer 05/01/18-07/31/18 0 Cavel Water/Sewer 05/01/18-07/31/18 1800 S Water/Sewer 06/01/18-06/30/18 1755 St	0.00 0.00 0.00 0.00 0.00	485.75 12.75 151.66 75.32 28.18 8.50	181992

Check Register

Packet: APPKT01684-20180809 8

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>024593</u> <u>080118</u>	Invoice	08/01/2018	Water/Sewer 07/01/18-07/31/18 1755 St	0.00	8.50	
<u>026489</u>	Invoice	08/01/2018	Water/Sewer 05/01/18-07/31/18 2255 Ri	0.00	25.50	
<u>026496</u>	Invoice	08/01/2018	Water/Sewer 05/01/18-07/31/18 1160 C	0.00	149.84	
<u>026500</u>	Invoice	08/01/2018	Water/Sewer 05/01/18-07/31/18 1435 Ar	0.00	25.50	
14270	CLUB MOMENTUM ATHLETICS	08/09/2018	Regular	0.00	120.00	181993
<u>035</u>	Invoice	07/30/2018	165 2018 Camp Volley Ball Clinic	0.00	120.00	
10537	COMED	08/09/2018	Regular	0.00	1,388.20	181994
<u>1814767015</u> <u>072</u>	Invoice	07/23/2018	Egandale Sec Light at Boat Beach,Cuniff 6	0.00	182.48	
<u>7261044014</u> <u>072</u>	Invoice	07/25/2018	1240 Fredrickson 06/22/18-07/25/18	0.00	1,205.72	
15574	CONSERVATION LAND STEWARDSHIP	08/09/2018	Regular	0.00	2,170.00	181995
<u>72320</u>	Invoice	07/23/2018	Prof Services (Stewardship Visits) thru 07/	0.00	2,170.00	
16142	CONSTELLATION NEWENERGY INC	08/09/2018	Regular	0.00	23,445.91	181996
<u>12438382701</u>	Invoice	07/20/2018	June-July 2018	0.00	9,558.11	
<u>12438382701</u> <u>07</u>	Invoice	07/20/2018	May-June 2018	0.00	13,887.80	
16474	EVA GARCIA	08/09/2018	Regular	0.00	50.00	181997
<u>555698</u>	Invoice	07/30/2018	Refund	0.00	50.00	
10954	MAGIC OF GARY KANTOR	08/09/2018	Regular	0.00	2,600.00	181998
<u>073118</u>	Invoice	07/31/2018	320 July 2018 Summer Camp class fees	0.00	2,600.00	
17426	GENESIS ELECTRIC INC	08/09/2018	Regular	0.00	123,325.20	181999
<u>1</u>	Invoice	07/31/2018	Sunset Valley Cart Barn Electric	0.00	123,325.20	
14827	MOLLY MAID OF SE LAKE & NE COO	08/09/2018	Regular	0.00	147.00	182000
<u>071818</u>	Invoice	07/18/2018	29-42 Cleaning services	0.00	147.00	
11060	HALLORAN & YAUCH, INC.	08/09/2018	Regular	0.00	1,294.24	182001
<u>10833</u>	Invoice	07/05/2018	Labor/material pump station & driving ra	0.00	1,294.24	
13401	HIGHLAND PARK MONTESSORI SCHI	08/09/2018	Regular	0.00	22.00	182002
<u>548048</u>	Invoice	07/23/2018	Refund	0.00	22.00	
11194	ILLINOIS SHOTOKAN KARATE CLUBS	08/09/2018	Regular	0.00	7,175.35	182003
<u>149</u>	Invoice	06/15/2018	417 2018 Spring class fee	0.00	2,941.90	
<u>916</u>	Invoice	04/24/2018	417 2018 Winter class fee	0.00	4,233.45	
15152	ILLINOIS STATE TREASURER'S OFFICE	08/09/2018	Regular	0.00	4,532.06	182004
<u>UPD601</u> <u>073018</u>	Invoice	07/30/2018	Unclaimed property 07/01/2010-06/30/2	0.00	4,532.06	
17412	INGA FEDOROVA	08/09/2018	Regular	0.00	19.25	182005
<u>072418</u>	Invoice	07/24/2018	Learn to Skate Membership reimbursed	0.00	19.25	
17422	JACQUELINE KOLLINGER	08/09/2018	Regular	0.00	250.00	182006
<u>565624</u>	Invoice	08/07/2018	Refund	0.00	250.00	
13602	JEFF SCHWARZ	08/09/2018	Regular	0.00	850.00	182007
<u>073018</u>	Invoice	07/30/2018	145 Fall 2018 League fees	0.00	850.00	
13602	JEFF SCHWARZ	08/09/2018	Regular	0.00	1,850.00	182008
<u>072318</u>	Invoice	07/23/2018	145 Fall 2018 League fees	0.00	1,850.00	
17413	JULIE CLARKE	08/09/2018	Regular	0.00	19.25	182009
<u>072618</u>	Invoice	07/26/2018	Learn to Skate Membership reimbursed	0.00	19.25	
14823	KATELIN SCHRERO	08/09/2018	Regular	0.00	20.61	182010
<u>555998</u>	Invoice	07/30/2018	Refund	0.00	20.61	
17403	KELSEY MOSHER	08/09/2018	Regular	0.00	58.70	182011
<u>547883</u>	Invoice	07/23/2018	Refund	0.00	58.70	
17303	KOPPEL ADVERTISING INC	08/09/2018	Regular	0.00	316.00	182012

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>22168</u>	Invoice	07/12/2018	320 50 imprinted backpacks	0.00	316.00	
11522	LAKE FOREST RECREATION DEPT	08/09/2018	Regular	0.00	799.00	182013
<u>00003</u>	Invoice	06/27/2018	326 Camp field trip	0.00	240.00	
<u>00004</u>	Invoice	07/11/2018	320 Camp field trip	0.00	559.00	
17401	LINDSEY PATE	08/09/2018	Regular	0.00	20.00	182014
<u>547847</u>	Invoice	07/23/2018	Refund	0.00	20.00	
17398	LISA NIELSEN	08/09/2018	Regular	0.00	14.31	182015
<u>556001</u>	Invoice	07/30/2018	Refund	0.00	14.31	
17414	LYLANN BAUGHMAN	08/09/2018	Regular	0.00	19.25	182016
<u>072418</u>	Invoice	07/24/2018	Learn to Skate Membership reimbursed	0.00	19.25	
17397	MARIA-LAURA LARA	08/09/2018	Regular	0.00	96.60	182017
<u>555997</u>	Invoice	07/30/2018	Refund	0.00	96.60	
16875	MARIANA HENRIQUES - PETTY CASH	08/09/2018	Regular	0.00	412.70	182018
<u>080618</u>	Invoice	08/06/2018	Petty cash reimbursed	0.00	412.70	
17399	MARK FISHER	08/09/2018	Regular	0.00	40.90	182019
<u>556003</u>	Invoice	07/30/2018	Refund	0.00	40.90	
17424	MARTIN ZOBERMAN	08/09/2018	Regular	0.00	44.01	182020
<u>559580</u>	Invoice	08/02/2018	Refund	0.00	44.01	
16928	E-QUANTUM CONSULTING, LLC	08/09/2018	Regular	0.00	165.00	182021
<u>4657</u>	Invoice	08/01/2018	01-11 Natural Gas Consulting Services	0.00	165.00	
16230	MICHELLE SILBER	08/09/2018	Regular	0.00	1,073.00	182022
<u>550837</u>	Invoice	07/25/2018	Refund	0.00	1,073.00	
14647	MIDWEST FENCING CLUB	08/09/2018	Regular	0.00	561.60	182023
<u>28</u>	Invoice	07/18/2018	557 2018 Summer sessions 06/08/18-06/	0.00	561.60	
17415	MOLLY ANDERSON	08/09/2018	Regular	0.00	19.25	182024
<u>072418</u>	Invoice	07/24/2018	Learn to Skate Membership reimbursed	0.00	19.25	
11860	MUTUAL ACE HARDWARE	08/09/2018	Regular	0.00	12,678.45	182025
<u>1191 073118</u>	Invoice	07/31/2018	Supplies	0.00	12,678.45	
16822	NEW WAVE LAX LLC	08/09/2018	Regular	0.00	211.25	182026
<u>HP 2018 # 102</u>	Invoice	06/04/2018	160 LAX coaching services Spring 2018	0.00	211.25	
17421	NORMA ASTUDILLO	08/09/2018	Regular	0.00	100.00	182027
<u>565633</u>	Invoice	08/07/2018	Refund	0.00	100.00	
13604	NORTH SHORE GAS	08/09/2018	Regular	0.00	1,500.30	182028
<u>0601145072-000</u>	Invoice	08/02/2018	Deer Creek 07/02/18-08/01/18	0.00	264.71	
<u>0601145072-000</u>	Invoice	07/19/2018	RCHP 06/02/18-07/12/18	0.00	829.15	
<u>0601145072-000</u>	Invoice	08/02/2018	1240 Fredrickson Pl 07/02/18-08/01/18	0.00	98.81	
<u>0602405421-000</u>	Invoice	08/02/2018	1377 Clavey Rd 07/02/18-08/01/18	0.00	40.12	
<u>0602405421-000</u>	Invoice	08/02/2018	3100 Trail Way 07/02/18-08/01/18	0.00	39.06	
<u>0602405421-000</u>	Invoice	08/02/2018	Aquatic Park 07/02/18-08/01/18	0.00	136.58	
<u>0608197647-000</u>	Invoice	08/02/2018	Sunset Rd N of Bldg 07/02/18-08/01/18	0.00	91.87	
11998	PARK DISTRICT RISK MGMT AGCY	08/09/2018	Regular	0.00	30,537.26	182029
<u>0718133</u>	Invoice	07/31/2018	Property/Liability/Workers Comp/Emp	0.00	30,537.26	
11998	PARK DISTRICT RISK MGMT AGCY	08/09/2018	Regular	0.00	2,040.92	182030
<u>080118</u>	Invoice	08/01/2018	Health Invoice	0.00	2,040.92	
11998	PARK DISTRICT RISK MGMT AGCY	08/09/2018	Regular	0.00	150,730.87	182031
<u>0718133H</u>	Invoice	07/31/2018	Health Invoice	0.00	150,730.87	

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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	
17425 <u>212502000</u>	PNC EQUIPMENT FINANCE Invoice	08/09/2018 07/10/2018	Regular Lease May/June/July/Aug Utility Carts	0.00	5,238.80	182032
16993 <u>1552358</u>	POLSINELLI PC Invoice	08/09/2018 07/24/2018	Regular Professional Services	0.00	147.00	182033
17416 <u>072418</u>	REBECCA WILLIAMS Invoice	08/09/2018 07/24/2018	Regular Learn to Skate Membership reimbursed	0.00	17.25	182034
12211 <u>5053925202</u>	RICOH USA, INC Invoice	08/09/2018 07/09/2018	Regular Copies 05/17/18-06/16/18	0.00	1,978.78	182035
12211 <u>5053972020</u>	RICOH USA, INC Invoice	08/09/2018 07/17/2018	Regular Copies 06/17/18-07/16/18	0.00	1,028.66	182036
17405 <u>547888</u>	SALLY ADAMS Invoice	08/09/2018 07/23/2018	Regular Refund	0.00	11.02	182037
17400 <u>547806</u>	SALVADOR HERNANDEZ Invoice	08/09/2018 07/23/2018	Regular Refund	0.00	50.00	182038
17417 <u>072418</u>	SARA STANKE Invoice	08/09/2018 07/24/2018	Regular 29-28 Bus driver appreciation lunch reim	0.00	270.36	182039
17395 <u>551784</u>	SEAN KRAVITZ Invoice	08/09/2018 07/26/2018	Regular Refund	0.00	502.00	182040
12362 <u>072318</u>	SHEILA LONERGAN Invoice	08/09/2018 07/23/2018	Regular Learn to Skate Membership reimbursed	0.00	19.25	182041
12497 <u>27599</u>	SURFACE AMERICA INC. Invoice	08/09/2018 06/07/2018	Regular 70-11 SYS-001 PlayBound Poured-In-Plac	0.00	143,104.90	182042
14646 <u>551707</u>	SUSAN SCHAFFER Invoice	08/09/2018 07/26/2018	Regular Refund	0.00	75.00	182043
10587 <u>07101802</u>	CREEKSIDE PRINTING Invoice	08/09/2018 07/10/2018	Regular 13,700 Fall Brochures 2018	0.00	13,790.00	182044
12551 <u>180719-01</u> <u>180721-01</u>	THE BRAVE WAY, LLC Invoice Invoice	08/09/2018 07/20/2018 07/21/2018	Regular 165 07/19/18 Class instructor fee 557 07/21/18 Class Instructor fee	0.00 0.00	266.05 125.00 141.05	182045
17406 <u>547927</u>	TODD ZIMMERMAN Invoice	08/09/2018 07/23/2018	Regular Refund	0.00	18.50	182046
12844 <u>559165</u>	TOM GINDORFF Invoice	08/09/2018 08/02/2018	Regular Refund	0.00	250.00	182047
17420 <u>12691R</u>	TRI-STATE DOOR SOLUTIONS LLC Invoice	08/09/2018 03/05/2018	Regular 5 Larco transmitters	0.00	323.00	182048
12703 <u>073118</u>	UNITED WAY OF METRO CHICAGO Invoice	08/09/2018 07/31/2018	Regular United Way	0.00	34.00	182049
16348 <u>434-10</u>	WADSWORTH GOLF CONST CO Invoice	08/09/2018 06/13/2018	Regular 2017 SVGC Renovation	0.00	50,751.60	182050
12733 <u>071818</u>	WAGNER FARM Invoice	08/09/2018 07/18/2018	Regular 532 07/18/18 Field Trip	0.00	92.00	182051
13788 <u>INV0047329</u>	WATERTECH OF AMERICA, INC Invoice	08/09/2018 07/02/2018	Regular 29-38 Water treatment cooling tower	0.00	987.50	182052
17301 <u>4525448181</u>	WILSON SPORTING GOODS Invoice	08/09/2018 06/21/2018	Regular 29-55 Strings	0.00	327.80	182053

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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	
14420	ZIYAD H AL-ASULI	08/09/2018	Regular	0.00	1,466.80	182054
<u>INV2</u>	Invoice	07/27/2018	Ice Cream Bars	0.00	320.00	
<u>INV3</u>	Invoice	07/31/2018	Ice cream bars	0.00	110.00	
<u>INV5</u>	Invoice	08/03/2018	Ice cream bars	0.00	1,036.80	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	104	79	0.00	635,721.88
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
	104	79	0.00	635,721.88



Park District of Highland Park, IL

Check Register

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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						
17428	LIZA MCELROY - PETTY CASH	08/13/2018	Regular	0.00	200.00	182055
<u>081318</u>	Invoice	08/13/2018	29-11 08/17/18 event raffle change bank	0.00	200.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	200.00
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
	1	1	0.00	200.00



Park District of Highland Park, IL

Check Register

Packet: APPKT01691 - 20180816 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
17429	STEPHEN COYNE	08/16/2018	Regular	0.00	200.00	182056
<u>081518</u>	Invoice	08/15/2018	29-42 08/17/18 Event	0.00	200.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	200.00
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
	1	1	0.00	200.00



Park District of Highland Park, IL

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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						
17055	COMED*	08/23/2018	Regular	0.00	1,753.23	182057
<u>2990529007 072</u>	Invoice	07/24/2018	1201 Park Ave W 06/26/18-07/24/18	0.00	1,753.23	
16972	CONSTELLATION NEWENERGY	08/23/2018	Regular	0.00	795.76	182058
<u>2375213</u>	Invoice	07/26/2018	June 2018	0.00	795.76	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	2	0.00	2,548.99
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
	2	2	0.00	2,548.99



Park District of Highland Park, IL

Check Register

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By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP BANK						
15147	ABC PRINTING COMPANY	08/23/2018	Regular	0.00	731.84	182059
<u>226698</u>	Invoice	07/24/2018	29-42 250 Grand Opening Registration	0.00	145.00	
<u>227436</u>	Invoice	08/14/2018	29-42 500 Gift Cards	0.00	368.62	
<u>227439</u>	Invoice	08/14/2018	01-11 2,500 Envelopes	0.00	218.22	
10034	ABSOLUTE HOME IMPROVEMENTS I	08/23/2018	Regular	0.00	19,650.00	182060
<u>1081418</u>	Invoice	08/14/2018	70-11 2018 Halfway House Renovation	0.00	19,650.00	
10034	ABSOLUTE HOME IMPROVEMENTS I	08/23/2018	Regular	0.00	66,430.00	182061
<u>1-182722</u>	Invoice	08/19/2018	70-11 2018 Painting	0.00	66,430.00	
10055	AEREX PEST CONTROL	08/23/2018	Regular	0.00	65.00	182052
<u>1085678</u>	Invoice	07/19/2018	29-61 Service - July 2018	0.00	65.00	
16061	AGUEDA SEMRAD	08/23/2018	Regular	0.00	100.00	182063
<u>572427</u>	Invoice	08/14/2018	Refund	0.00	100.00	
17432	ATHENA HOOBLER	08/23/2018	Regular	0.00	14.88	182064
<u>571767</u>	Invoice	08/13/2018	Refund	0.00	14.88	
17441	BETH ZADIK	08/23/2018	Regular	0.00	165.60	182065
<u>573249</u>	Invoice	08/15/2018	Refund	0.00	165.60	
15981	BP&T CO.	08/23/2018	Regular	0.00	2,860.00	182066
<u>072518</u>	Invoice	07/25/2018	70-11 Epoxy expansion joint work - SVGC	0.00	2,860.00	
10378	CALL ONE	08/23/2018	Regular	0.00	5,983.16	182067
<u>1128095 081518</u>	Invoice	08/15/2018	August/September 2018	0.00	5,983.16	
14576	CHICAGO MAGIC INC.	08/23/2018	Regular	0.00	5,038.00	182068
<u>579193</u>	Invoice	08/22/2018	Refund	0.00	5,038.00	
10472	CHICAGOLAND GOLF	08/23/2018	Regular	0.00	1,360.00	182069
<u>18606</u>	Invoice	08/03/2018	29-42 Full Page Ad - Aug 2018 Issue	0.00	1,360.00	
17436	COLEEN BOILINI	08/23/2018	Regular	0.00	257.63	182070
<u>571831</u>	Invoice	08/13/2018	Refund	0.00	257.63	
10537	COMED	08/23/2018	Regular	0.00	1,753.22	182071
<u>2990529007</u>	Invoice	07/24/2018	Rec Center 06/26/18-07/24/18	0.00	1,753.22	
14826	COMMERCIAL CAPITAL COMPANY L	08/23/2018	Regular	0.00	276.00	182072
<u>63046</u>	Invoice	08/03/2018	01-13 Lease scanner station	0.00	276.00	
10624	DANIEL CREANEY COMPANY	08/23/2018	Regular	0.00	642.00	182073
<u>41749</u>	Invoice	08/07/2018	Rosewood Beach Park Proj Mgt Opinion C	0.00	642.00	
15450	ESSCOE, LLC	08/23/2018	Regular	0.00	433.32	182074
<u>32103</u>	Invoice	07/27/2018	29-32 07/26/18 Service call - fire alarm p	0.00	433.32	
16075	EVAN KANE	08/23/2018	Regular	0.00	107.50	182075
<u>PDHP20180813</u>	Invoice	08/13/2018	01-22 Family Archery Shoot	0.00	107.50	
10868	FAULKS BROS. CONSTRUCTION, INC	08/23/2018	Regular	0.00	4,266.14	182076
<u>303466</u>	Invoice	06/08/2018	29-41 Sand topdressing	0.00	1,075.09	
<u>304219</u>	Invoice	06/25/2018	29-41 Sand topdressing	0.00	1,096.43	
<u>305487</u>	Invoice	07/13/2018	29-41 Sand topdressing	0.00	1,078.80	
<u>305871</u>	Invoice	07/20/2018	29-41 Sand topdressing	0.00	1,015.82	

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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	
10887	FIRST STUDENT, INC.	08/23/2018	Regular	0.00	137,208.36	182077
<u>11487586</u>	Invoice	06/28/2018	June 2018 Transportation service	0.00	47,366.40	
<u>11497683</u>	Invoice	08/08/2018	July 2018 Transportation service	0.00	89,841.96	
14570	FRONTLINE TECHNOLOGIES GROUP	08/23/2018	Regular	0.00	1,235.54	182078
<u>INVUS88291</u>	Invoice	08/22/2018	AppliTrack Recruiting 09/01/18-08/31/19	0.00	1,235.54	
10974	GEWALT HAMILTON ASSOCIATES, IP	08/23/2018	Regular	0.00	918.00	182079
<u>5121.005-18G</u>	Invoice	08/21/2018	Prof Services 04/23/18-05/20/18 PDHP P	0.00	918.00	
11009	GRANDI BROS.	08/23/2018	Regular	0.00	341.85	182080
<u>1280336</u>	Invoice	08/15/2018	01-14 Oil, Trimmer heads, Belts	0.00	341.85	
17427	GREEN SOURCE, INC	08/23/2018	Regular	0.00	37,714.00	182081
<u>1615</u>	Invoice	06/04/2018	70-11 Sod - SVGC	0.00	5,450.00	
<u>1629</u>	Invoice	06/13/2018	70-11 Sod - SVGC	0.00	2,390.00	
<u>1645</u>	Invoice	06/21/2018	70-11 Sod - SVGC	0.00	3,410.00	
<u>1650</u>	Invoice	06/26/2018	70-11 Sod - SVGC	0.00	2,390.00	
<u>1671</u>	Invoice	07/16/2018	70-11 Sod - SVGC	0.00	4,430.00	
<u>1673</u>	Invoice	07/18/2018	70-11 Sod - SVGC	0.00	5,270.00	
<u>1706</u>	Invoice	08/09/2018	70-11 Sod - SVGC	0.00	10,314.00	
<u>1712</u>	Invoice	08/17/2018	70-11 Sod - SVGC	0.00	1,610.00	
<u>1714</u>	Invoice	08/14/2018	70-11 Sod - SVGC	0.00	2,450.00	
17444	H.M. WITT & CO. SIGNS	08/23/2018	Regular	0.00	23,555.00	182082
<u>72258</u>	Invoice	07/02/2018	70-11 Signage	0.00	23,555.00	
15888	HEARTLAND BUSINESS SYSTEMS LLC	08/23/2018	Regular	0.00	56,485.26	182083
<u>267991-H</u>	Invoice	06/25/2018	12 months maintenance	0.00	2,386.00	
<u>268303-H</u>	Invoice	06/26/2018	1 yr Lic-Ent Cisco Meraki, Enterprise Lics	0.00	14,556.84	
<u>270613-H</u>	Invoice	07/17/2018	Subscription renewals	0.00	36,220.01	
<u>270817-H</u>	Invoice	07/17/2018	70-11 Clubhouse Televisions	0.00	13,322.41	
13401	HIGHLAND PARK MONTESSORI SCH	08/23/2018	Regular	0.00	50.00	182084
<u>571743</u>	Invoice	08/13/2018	Refund	0.00	50.00	
11184	ILLINOIS DEPT OF AGRICULTURE	08/23/2018	Regular	0.00	30.00	182085
<u>000TQM 002K6M</u>	Invoice	08/22/2018	01-13 2018-2019 Pest Control Lic - D. Jua	0.00	30.00	
11196	ILLINOIS STATE POLICE	08/23/2018	Regular	0.00	4,000.00	182086
<u>080118</u>	Invoice	08/01/2018	01-11 Criminal background checks	0.00	4,000.00	
17442	IRINA CHANCE	08/23/2018	Regular	0.00	19.25	182087
<u>082018</u>	Invoice	08/20/2018	Learn to Skate Membership reimbursed	0.00	19.25	
16475	JAZMIN FLORES	08/23/2018	Regular	0.00	50.00	182088
<u>571765</u>	Invoice	08/13/2018	Refund	0.00	50.00	
16866	JEFF COHEN CREATIVE LTD	08/23/2018	Regular	0.00	165.00	182089
<u>080818</u>	Invoice	08/08/2018	01-22 08/10 & 08/11 Color photography	0.00	165.00	
17440	JENNI LAKHANI	08/23/2018	Regular	0.00	11.96	182090
<u>571884</u>	Invoice	08/13/2018	Refund	0.00	11.96	
17443	JEREMY VIVIT	08/23/2018	Regular	0.00	17.25	182091
<u>082018</u>	Invoice	08/20/2018	Learn to Skate Membership reimbursed	0.00	17.25	
17439	JERRY JACOB	08/23/2018	Regular	0.00	24.74	182092
<u>571875</u>	Invoice	08/13/2018	Refund	0.00	24.74	
17438	KAREN MILLER	08/23/2018	Regular	0.00	61.00	182093
<u>571850</u>	Invoice	08/13/2018	Refund	0.00	61.00	
16119	LAMP INC	08/23/2018	Regular	0.00	269,794.00	182094
<u>14</u>	Invoice	07/31/2018	POGO-HP General Construction	0.00	269,794.00	

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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	
17291	LAURA RADOM	08/23/2018	Regular	0.00	10.60	182095
<u>571869</u>	Invoice	08/13/2018	Refund	0.00	10.60	
17434	LEE VICKMAN	08/23/2018	Regular	0.00	43.00	182096
<u>571774</u>	Invoice	08/13/2018	Refund	0.00	43.00	
17298	LEGACY TEAM SALES	08/23/2018	Regular	0.00	1,011.56	182097
<u>S33650</u>	Invoice	06/25/2018	Camp t-shirts	0.00	802.75	
<u>S33836</u>	Invoice	07/03/2018	Camp Sweatshirts	0.00	208.81	
11653	MAG CONSTRUCTION CO.	08/23/2018	Regular	0.00	32,100.00	182098
<u>17-149</u>	Invoice	08/22/2018	70-11 Ropes course ADA improvement p	0.00	32,100.00	
11797	MIDCO	08/23/2018	Regular	0.00	156.00	182099
<u>327000</u>	Invoice	07/18/2018	29-55 Work Order Deer Creek phone con	0.00	156.00	
16944	NANCY SAWLE-KNOBLOCH	08/23/2018	Regular	0.00	80.00	182100
<u>3</u>	Invoice	08/14/2018	01-22 Photographs on 08/14/18 - Tennis	0.00	80.00	
13604	NORTH SHORE GAS	08/23/2018	Regular	0.00	529.85	182101
<u>0601145072-000</u>	Invoice	08/17/2018	RCHP 07/13/18-08/15/18	0.00	457.08	
<u>0602225773-000</u>	Invoice	08/07/2018	1390 Sunset Rd 07/02/18-08/01/18	0.00	39.39	
<u>0602405421-000</u>	Invoice	08/09/2018	2900 Trail Way,Cunniff Park Shelter 07/02	0.00	33.38	
17437	OSNAT LICHTENFELD	08/23/2018	Regular	0.00	30.06	182102
<u>571842</u>	Invoice	08/13/2018	Refund	0.00	30.06	
12015	PATCH 22 LTD.	08/23/2018	Regular	0.00	1,500.00	182103
<u>092118</u>	Invoice	08/22/2018	263 09/21/18 event pony rides	0.00	1,500.00	
12157	RAY AMIDEI	08/23/2018	Regular	0.00	1,780.00	182104
<u>080618</u>	Invoice	08/06/2018	06/11/18,06/15/18,07/30/18 CPR class fe	0.00	1,780.00	
16239	RICOH USA, INC.	08/23/2018	Regular	0.00	3,337.90	182105
<u>100925926</u>	Invoice	08/06/2018	Ricoh Lease 08/25/18-09/24/18	0.00	3,337.90	
17435	SARA MONSON	08/23/2018	Regular	0.00	29.92	182106
<u>571833</u>	Invoice	08/13/2018	Refund	0.00	29.92	
12348	SERVICE BUILDING MAINT. INC.	08/23/2018	Regular	0.00	345.00	182107
<u>70445</u>	Invoice	08/15/2018	29-49 Window washing	0.00	345.00	
12393	SMITHGROUP JJR, INC.	08/23/2018	Regular	0.00	24,354.27	182108
<u>0132838</u>	Invoice	08/15/2018	Professional services 06/30/18-07/27/18	0.00	24,354.27	
12409	SPECIALTY FLOORS, INC	08/23/2018	Regular	0.00	495.00	182109
<u>2262</u>	Invoice	08/14/2018	29-24 Clean & refinish dance floor	0.00	495.00	
17431	SUE MONSEN - PETTY CASH	08/23/2018	Regular	0.00	800.00	182110
<u>080818</u>	Invoice	08/08/2018	29-11 09/21/18 Event petty cash	0.00	800.00	
12493	SUNSET FOOD MART INC	08/23/2018	Regular	0.00	324.78	182111
<u>16200 073118</u>	Invoice	07/31/2018	Supplies	0.00	324.78	
12440	THE OFFICE OF THE STATE FIRE MA	08/23/2018	Regular	0.00	100.00	182112
<u>9599768</u>	Invoice	08/09/2018	01-11 Boiler certificate fee	0.00	100.00	
17433	TIGHEARNACH MCKEVITT	08/23/2018	Regular	0.00	28.50	182113
<u>571772</u>	Invoice	08/13/2018	Refund	0.00	28.50	
16037	TRACY JACOBSON	08/23/2018	Regular	0.00	70.00	182114
<u>579155</u>	invoice	08/22/2018	Refund	0.00	70.00	
16255	VIDEO AND SOUND SERVICE, INC	08/23/2018	Regular	0.00	10,249.50	182115
<u>88237</u>	invoice	07/26/2018	70-11 50 camera licenses	0.00	6,200.00	
<u>88238</u>	invoice	07/26/2018	70-11 10 dome cameras	0.00	4,049.50	

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
16823	WELLS FARGO EQUIPMENT FINANCI	08/23/2018	Regular	0.00	1,046.23	182116
<u>5005064656</u>	Invoice	08/02/2018	Walking green's mower lease	0.00	1,046.23	
16823	WELLS FARGO EQUIPMENT FINANCI	08/23/2018	Regular	0.00	515.26	182117
<u>5005064657</u>	Invoice	08/02/2018	Walking green's mower lease	0.00	515.26	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	80	59	0.00	730,752.93
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
	80	59	0.00	730,752.93



Park District of Highland Park, IL

Check Register

Packet: APPKT01670 - 20180806 1

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	
11194	ILLINOIS SHOTOKAN KARATE CLUBS	08/06/2018	Regular	0.00	-2,941.90	181776

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-2,941.90
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-2,941.90



Park District of Highland Park, IL

Check Register

Packet: APPKT01671 - 20180806 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 11194	ILLINOIS SHOTOKAN KARATE CLUBS	08/06/2018	Regular	0.00	-4,233.45	181698

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-4,233.45
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-4,233.45



Park District of Highland Park, IL

Check Register

Packet: APPKT01687 - 20180814 1

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						
14814	HIGHLAND PARK COUNTRY CLUB	04/05/2018	Regular	0.00	-1,858.75	181448

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,858.75
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-1,858.75



Park District of Highland Park, IL

Check Register

Packet: APPKT01663 - 07262018 1

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						
11161	ICMA RETIREMENT TRUST #302037	07/26/2018	Bank Draft	0.00	8,264.62	DFT0001844
<u>ICMA 457 07201</u>	Invoice	07/20/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,264.62	
12825	ICMA RETIREMENT TRUST #705568	07/26/2018	Bank Draft	0.00	325.00	DFT0001845
<u>ICMA Roth 07201</u>	Invoice	07/20/2018	Wire Transfer ICMA Roth	0.00	325.00	
11177	ILL MUNICIPAL RETIREMENT FUND	07/26/2018	Bank Draft	0.00	53,292.10	DFT0001846
<u>IMRF July 2018</u>	Invoice	07/23/2018	IMRF 07/23/18	0.00	53,292.10	

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	3	3	0.00	61,881.72
EFT's	0	0	0.00	0.00
	3	3	0.00	61,881.72



Park District of Highland Park, IL

Check Register

Packet: APPKT01665 - 20180801 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
10058	AFLAC	07/31/2018	Bank Draft	0.00	1,337.45	DFT0001852
<u>AFLAC073118</u>	Invoice	07/31/2018	AFLAC 07/31/18	0.00	1,337.45	

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	1,337.45
EFT's	0	0	0.00	0.00
	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>1,337.45</u>



Park District of Highland Park, IL

Check Register

Packet: APPKT01667 - 20180802 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
11188	ILLINOIS DEPT. OF REVENUE	07/30/2018	Bank Draft	0.00	122.00	DFT0001853
<u>July 2018</u>	Invoice	07/30/2018	July 2018	0.00	122.00	

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	122.00
EFT's	0	0	0.00	0.00
	1	1	0.00	122.00



Park District of Highland Park, IL

Check Register

Packet: APPKT01676 - 08072018 5

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						
11161	ICMA RETIREMENT TRUST #302037	08/07/2018	Bank Draft	0.00	8,306.11	DFT0001859
<u>ICMA 457 08031</u>	Invoice	08/03/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,306.11	
12825	ICMA RETIREMENT TRUST #705568	08/07/2018	Bank Draft	0.00	325.00	DFT0001860
<u>ICMA Roth 08031</u>	Invoice	08/03/2018	Wire Transfer ICMA Roth	0.00	325.00	

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	8,631.11
EFT's	0	0	0.00	0.00
	2	2	0.00	8,631.11



Park District of Highland Park, IL

Check Register

Packet: APPKT01689 - 20180815 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
11188	ILLINOIS DEPT. OF REVENUE	08/15/2018	Bank Draft	0.00	117.00	DFT0001861
<u>July 2018 - 1</u>	Invoice	08/15/2018	July 2018 - 1	0.00	117.00	

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	117.00
EFT's	0	0	0.00	0.00
	1	1	0.00	117.00



Park District of Highland Park, IL

Check Register

Packet: APPKT01693 - 08212018 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	08/21/2018	Bank Draft	0.00	8,344.90	DFT0001862
<u>ICMA 457 08171</u>	Invoice	08/17/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,344.90	
12825	ICMA RETIREMENT TRUST #705568	08/21/2018	Bank Draft	0.00	325.00	DFT0001863
<u>ICMA Roth 08171</u>	Invoice	08/17/2018	Wire Transfer ICMA Roth	0.00	325.00	

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	8,669.90
EFT's	0	0	0.00	0.00
	2	2	0.00	8,669.90



Park District of Highland Park, IL

Check Register

Packet: APPKT01661 - 20180724 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
10313	BOA P-CARD STATEMENTS	07/24/2018	Bank Draft	0.00	282,082.80	DFT0001843
<u>070718</u>	Invoice	07/07/2018	P-Card with PA	0.00	282,082.80	

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	282,082.80
EFT's	0	0	0.00	0.00
	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>282,082.80</u>

P-Card Transactions
06/08/18 - 07/07/18

Vendor Name	Transaction Count	Amount Total
0829 AMC NORTHBROOK 14	4	\$538.63
10-S TENNIS SUPPLY	1	\$1,585.43
22ND CENTURY MEDIA, LL	1	\$2,275.00
2765 Dominos Pizza	1	(\$4.19)
32487 - AQUA	3	\$70.00
4IMPRINT	2	\$2,342.74
71930 - MLK SELF PARK	3	\$69.00
802 - BOWLERO - EC - B	4	\$781.21
845 - BRUNSWICK ZONE -	7	\$373.43
9640 AMC ONLINE	1	\$36.40
ABC BUSINESS FORMS INC	1	\$296.87
About Faces Entertainm	1	\$137.50
ABT ELECTRONICS	1	\$596.61
ACT ILHF prod INTERNET	2	\$32.78
ACT Mundelein Parks	1	\$256.00
ACTIVE INSTANT ADS	1	\$345.79
ACUSHNET COMPANY	1	\$274.46
ADOLPH KIEFER AND ASSO	3	\$554.56
AED SUPERSTORE	1	\$393.00
AIR COMFORT CORPORATIO	4	\$3,027.43
Air Products Equipment	1	\$9,000.00
AMAZON DIGITAL SVCS AM	1	\$3.27
AMAZON MKTPLACE PMTS	24	\$1,813.24
AMAZON MKTPLACE PMTS W	31	\$1,484.03
Amazon.com	6	\$518.24
AMAZON.COM AMZN.COM/BI	7	\$447.46
AMC DESERT STAR 15 #64	1	\$79.05
AMC NORTHBROOK 14 #082	5	\$1,081.88
AMERICAS ACTION TERRIT	5	\$4,539.15
ANDERSON LOCK CO	3	\$10,054.00
ANDERSON PEST SOLUTION	1	\$277.07
APPLIED ECOLOGICAL SVC	1	\$489.16
AQUAVISIONS	1	\$180.50
ARC SERVICES/TRAINING	6	\$618.00
AT&T PREMIER EBIL	1	\$1,416.42
ATT BUS PHONE PMT	4	\$2,229.98
AUTOMATIC ICEMAKERS	1	\$300.00
AVALON PETROLEUM	1	\$4,685.99
BANNER PLUMBING SUPPLY	1	\$87.70
BARNES & NOBLE #2020	1	\$13.97
BEST BUY MHT 00011650	1	\$59.99
BEST WESTERN INDIAN OA	1	\$248.38
BHFX #10	2	\$95.00
BLS SPAMTITAN	1	\$180.00
BP#5000104TYRANENA QPS	1	\$102.92
BP#8935488HIGHLAND QPS	2	\$30.37
BTSI	6	\$12,399.60
BUILDASIGN.COM	1	\$76.49
CANTEEN COFFEE78052560	1	\$178.00
CARDIAC LIFE PRODUCTS	1	\$1,676.36
CENTRAL PARTS WAREHOUS	4	\$1,202.21

P-Card Transactions
06/08/18 - 07/07/18

CERAMIC SUPPLY CHICAGO	1	\$545.00
CHICAGO SHAKESPEARE TH	2	\$724.00
CHICAGO SKY	4	\$1,368.00
CHICAGO TRIB SUBSCRIPT	1	\$51.87
CHUCK E CHEESE 342	2	\$259.74
CITY OF HIGHLAND PARK	13	\$12,487.01
CITY OF HIGHLAND PARK	1	\$75.00
COMCAST	1	\$11,670.79
COMCAST CHICAGO	1	\$144.85
COMCAST CHICAGO CS 1X	9	\$1,944.30
CONSERV FS INC	1	\$2,939.90
CRAFTWOOD LUMBER & HAR	66	\$2,621.47
CVS/PHARMACY #04787	5	\$220.87
DD/BR #306048	3	\$219.88
DEVIL S LAKE CNCESSNS	3	\$49.50
DICK'S CLOTHING&SPORTI	1	\$35.97
DIRECT FITNESS SOLUTIO	1	\$128.25
DLX FOR BUSINESS	1	\$330.09
DNR DEVILS LAKE STATE	1	\$38.00
DNR E PAY WIN ACS	2	\$75.75
DNR EPAY WIN ACS SERV	2	\$1.33
DOLLAR GENERAL #15021	1	\$2.00
DOLLAR TREE	9	\$114.59
DOLLAR-GENERAL #4175	1	\$24.50
DOMESTIC UNIFORM IL	1	\$221.25
DONE DEAL PROMOTIONS	3	\$4,311.67
DROP ZONE PORTABLE SER	2	\$945.00
DROPBOX H61T5RBFWRRH	1	\$9.99
DS SERVICES STANDARD C	1	\$50.45
DSS ACHIEVMNTPRODUCTS	1	\$150.99
DTV DIRECTV SERVICE	2	\$452.95
DUNBAR ARMORED	1	\$1,378.78
DUNKIN #352004 Q35	1	\$9.49
DUNLOP SPORTS	1	\$1,782.00
EAGLE FENCE DISTRIBUTI	1	\$311.12
ECOLAB INC MF	3	\$1,678.99
ELIVATE	2	\$690.54
EMERGENCY MEDICAL PROD	1	\$145.93
ENGINEERING FOR KIDS	1	\$1,730.00
EQUIPATRON	1	\$361.75
ESIGNS.COM	1	\$169.98
EXTENDEDSTAY 532	1	\$87.99
EXXONMOBIL 97472211	1	\$10.00
FACEBK 8YVSTFJ4D2	1	\$182.72
FACEBK W937EFWQ62	1	\$14.17
FAUCET SHARK INC	1	\$229.78
FCC FRANKLINCNYSEMINAR	2	\$3,432.72
FEDEX 385565678	1	\$25.09
FEDEX 386896139	1	\$29.42
FEDEXOFFICE 00036335	3	\$29.54
FELLERS INC	1	\$44.29
FIELDTEX PRODUCTS, INC	1	\$234.95

P-Card Transactions
06/08/18 - 07/07/18

FISH TECH	4	\$35.88
FIVE BELOW 705	1	\$19.00
FLEET US LLC	1	\$119.84
FORE SUPPLY CO.	1	\$66.60
FORESTRY SUPPLIERS INC	1	\$133.00
FOX VALLEY FIRE AND SA	1	\$611.00
FRIENDS OF DEVILS LK	1	\$44.00
FUNTOPIA	1	\$641.74
FUNWAY ENTERTAINMENT C	1	\$840.00
G&O THERMAL SUPPLY CO	4	\$616.64
GAMEWORKS SCHAUMBURG	1	\$100.80
GOODWILL RETAIL #091	1	\$9.95
GOOGLE SVCSAPPS_pdhp.	1	\$4.16
GRAINGER	3	\$1,044.69
GROWER EQUIPMENT & SUP	2	\$670.32
GUITAR CENTER #337	3	\$51.97
HALOGEN SUPPLY COMPANY	8	\$10,717.66
HARRELLS LLC	7	\$11,153.66
HEINEN'S #43	1	\$8.37
HOMEDEPOT.COM	3	\$1,984.78
HORNUNG S GOLF PRODS	1	\$267.27
ID WHOLESALER	1	\$260.00
IDLEWOOD ELECTRIC SUPP	12	\$1,029.34
IL TOLLWAY-WEB	1	\$50.00
INDIANA DUNES SP	2	\$87.96
INT IN BULLDOG SECURI	1	\$1,350.00
INT IN CURRENT TECHNO	1	\$419.37
INTERNATIONAL TRANSACTION	2	\$1.74
J J KELLER & ASSOCIATE	3	\$97.79
J2 EFAX SERVICES	1	\$33.90
JEWEL-OSCO	32	\$2,401.54
JEWEL-OSCO # 3475	4	\$62.64
JIMMY JOHNS - 488	2	\$153.98
JIMMY JOHNS # 533 - E	1	\$386.92
JOANN STORES #2113	1	\$23.99
JOANN STORES #612	1	\$48.30
JOHNSTONE SUPPLY OF VH	1	\$2.88
JORSON AND CARLSON COM	1	\$175.05
JW TURF INC	1	\$376.95
K & M PRINTING	2	\$285.00
KALAHARI RESORT - WI	1	\$420.00
KAYAK CHICAGO	1	\$735.75
KEYTH TECHNOLOGIES	1	\$436.00
KEYTH TECHNOLOGIES	4	\$207.40
KULLY SUPPLY	3	\$170.74
LAKESHORE IT SOLUTIONS	6	\$3,059.92
LAKESHORE RECYCLING SY	10	\$5,373.20
LIFE FITNESS	3	\$475.00
LIFE TIME FITNESS 183	2	\$550.00
LIFEGUARD STORE - ONLI	1	\$894.00
LINCOLN MARSH	1	\$628.00
LINKSOUL	1	\$1,604.52

P-Card Transactions
06/08/18 - 07/07/18

LITTLE TOMMY S PLUMBIN	1	\$389.00
MAILCHIMP MONTHLY	1	\$240.00
MARIANOS #501	1	\$7.98
MARIANOS #542	4	\$104.38
MARK VEND CO.	3	\$737.76
MARVIN DESIGN GALLERY	1	\$860.12
MCDONALD'S F33824	1	\$180.83
MCMASTER-CARR	1	\$145.26
MEDIEVAL TIMES SCHA TI	3	\$7,155.18
MEIJER #228 Q01	1	\$136.17
MENARDS 3327	1	\$7.91
MENONI AND MOCOJNI	8	\$1,074.85
METAVANTE-TDS CONV FEE	2	\$3.90
MICHAELS STORES 2037	4	\$75.80
MICHAELS STORES 9961	1	\$62.80
MID-WEST SIGN SUPPLY C	1	\$95.34
MOBILE AIR INC	1	(\$184.96)
Mobile Room Escape	1	\$362.50
MUNCHS SUPPLY 1	2	\$828.81
MUSKEGON STATE PARK	1	\$42.00
MUTUAL ACE HARDWARE	1	\$45.00
MUTUAL ACE HARDWARE &	46	\$2,799.70
MYSTIC WATERS FAMILY A	1	\$408.00
NAAEE	1	\$325.00
NAPA AUTO PARTS	34	\$3,092.00
NATIONAL LIFT TRUCK	1	\$328.79
NATIONAL SEED	1	\$2,163.20
NELS J JOHNSON TREE EX	1	\$1,140.00
NICKEL CITY	1	\$63.00
NORTHSHORE PHYSICIAN	3	\$1,935.00
OFFICEMAX/DEPOT 6045	1	\$6.00
OFFICESUPPLY.COM	9	\$2,311.27
OREGONPARTS	1	\$133.71
P & W GOLF SUPPLY LLC	1	\$350.16
PALOS SPORTS	1	\$159.00
PANERA BREAD #204019	1	\$14.99
PANERA BREAD #204027	1	\$374.55
PANERA BREAD #601763	1	\$86.93
PARK DISTRICT OF HIGHL	2	\$77.00
PARTY CITY	7	\$315.31
PELLA CHICAGO	1	\$752.31
PETCO 1941 63519417	1	\$4.99
PETRA 1	1	\$630.00
PIEROS PIZZA - MOTO	1	\$267.50
PITMAN	1	\$456.80
PITNEY BOWES PI	2	\$2,028.90
PLAYGROUND GAMES	3	\$1,206.25
POPUPBANNER LLC	1	\$203.37
POTBELLY #8	1	\$75.40
PRO AM TEAM SPORTS	8	\$2,738.50
PULSEWAY SUBSCRIPTION	1	\$37.55
QUICKSCORES COM	1	\$168.00

P-Card Transactions
06/08/18 - 07/07/18

RapidAir	1	\$83.55
READYREFRESH BY NESTLE	1	\$309.70
REINDERS - SUSSEX AR	1	\$1,160.18
REINDERS - SUSSEX CS	4	\$2,627.97
RESTROOM STRATEGIC RES	1	\$149.98
REVDANCE/TENTH HOUSE	1	(\$119.96)
RINK SIDE SPORTS FAM	1	\$435.46
RIVER RAND BOWL	1	\$300.00
ROADSIDE EXPRESS	1	\$30.80
ROGANS SHOES INC WAUKE	1	\$123.25
RR PRODUCTS INC	1	\$119.68
S&S WORLDWIDE-ONLINE	9	\$1,716.34
SAFARI LAND	1	\$30.00
SAMS CLUB #6228	1	\$716.92
SAMS CLUB #8184	3	\$458.26
SAMSClub.COM	1	\$365.00
SANTO SPORT STORE	18	\$12,227.90
SCHAUER HARDWARE 3	1	\$12.99
SCHWAAB AR	1	\$22.45
SCHWAAB STAMP INC	1	(\$4.87)
SHELL OIL 521881000QPS	2	\$110.59
SHELL OIL 57444088504	1	\$13.50
SHOP & SAVE - DES	2	\$22.96
SIGNSONTHECHEAP.COM	1	\$477.32
SKOKIE VALLEY CLEANERS	1	\$1,298.70
SLE EQUIPMENT	2	\$1,018.48
SMITHEREEN PEST MANAGE	4	\$226.00
SP LINKSOUL	1	\$73.95
SPORTSMAN COUNTRY CLUB	1	\$7.00
SQ SQ KONA DUNES LEA	2	\$46.95
SQ SQ WINDY OF CHICA	1	\$2.00
SSI SCHOOL SPECIALTY	1	\$398.71
STAPLES 00116616	9	\$499.73
SUNSET FOODS #1	10	\$453.44
SUNSHINE ARTS AND CRAF	2	\$590.00
SWANK MOTION PICTURES	1	\$435.00
T C FURLONG INC	2	\$251.13
TALL SHIP WINDY	2	\$367.36
TARGET 00011676	1	\$6.89
TARGET 00011684	31	\$1,825.72
TARGET 00028605	2	\$23.35
TDS PAYMENT	2	\$1,256.26
TEAMSNAP	1	\$9.99
TEC #106	1	\$425.54
TEC #126	1	\$15.70
TEC #129	1	\$944.31
TELEPHONEONHOLD.COM	1	\$177.00
THE HOME DEPOT #1922	1	\$13.65
THE HOME DEPOT #1926	14	\$858.46
THE HOME DEPOT #1938	1	(\$7.46)
THE HOME DEPOT 1926	1	\$502.95
THE SALVATION ARMY #46	1	\$13.97

P-Card Transactions
06/08/18 - 07/07/18

THERMAL APPLICATIONS G	1	\$378.38
THORNTONS #0312	4	\$199.36
THUNDERBIRD LANES	1	\$251.68
TICKETS CHICAGO CUBS	2	\$890.50
TICKETS CHICAGO DOGS	2	\$1,093.00
TLF FLORAL GARDENS INC	1	\$570.00
TOPGOLF WOOD DALE 006-	1	\$90.00
TRIBUNE PUBLISHING COM	1	\$317.60
UPS 1ZD8F35T0333721664	1	\$10.42
UPS 2955S3FOJKC	1	\$6.90
USPS PO 1636060035	3	\$23.05
VERTICAL ENDEAVORS-GLE	2	\$1,520.00
VHPD SULLIVAN	1	\$211.50
WALGREENS #1438	1	\$28.76
WALGREENS #3273	1	\$17.66
WALGREENS #5428	1	\$10.29
WAL-MART #1489	3	\$32.08
WAL-MART #1668	1	\$20.94
WAL-MART #1681	1	\$38.87
WAL-MART #1735	1	(\$30.67)
WAL-MART #2815	2	\$112.65
WAL-MART #4405	1	\$13.41
WAREHOUSE DIRECT	27	\$14,653.58
WASHBURN MACHINERY INC	1	\$170.25
WATERTRONICS INC	1	\$185.14
WAYFAIR WAYFAIR	4	\$12,962.04
WEB NETWORKSOLUTIONS	2	\$27.97
WHEELING PARK DISTRICT	1	\$206.00
WHENTOWORK INC	1	\$288.00
WHIRLYBALL VERNON	1	\$125.00
WHIRLYBALL VERNON HILL	1	\$125.00
WINNETKA GOLF CLUB	2	\$184.00
WM SUPERCENTER #1735	2	\$66.64
WM SUPERCENTER #2204	1	\$30.67
WM SUPERCENTER #2544	1	\$48.54
WM SUPERCENTER #3893	1	\$28.10
WRISTBANDEXPRESSCOM	1	\$132.86
WRISTCO	1	\$218.55
WWW.ISTOCK.COM	1	\$260.00
WWW.NORTHERNSAFETY.COM	2	\$684.27
YOUR ADVANTAGE II LTD	1	\$233.00
ZEUS BATTERY	1	\$211.75
Total		\$282,082.80



Memorandum

To: Board of Park Commissioners
From: Liza McElroy, Executive Director
Date: August 28, 2018
Subject: **HIGHLAND PARK COUNTRY CLUB – REVIEW**

An update will be provided on the pending discussions with the City of Highland Park (CHP) pertaining to the agreements relating to the Highland Park Country Club (HPCC).

Attached are updated draft agreements between the two parties; the tracked changes reflect the latest changes to the documents dated July 22, 2018. These changes were drafted by Attorney Bush based on the last discussion of this topic by the Park District at the July 10, 2018 Park Board Workshop Meeting.

- Intergovernmental Agreement for Transfer of Property by the City to the District
- Lot 3 of the Highland Park Country Club, Lease Agreement (Rt. 41 properties)
- Lot 4 of Highland Park Country Club, Shared Use Agreement between the City and Park District.
- Lease Agreement pertaining to the Tree Nursery (Lots 1, 2, 6, 7)

The Park District and the City appear to be in substantial agreement on all terms and conditions. Below are highlights of what we believe to be the only remaining open issues and proposed changes:

1. Issue applicable to all Four Agreements: The Park District Staff and Park District Attorney recommend that the 1996 Master Intergovernmental Agreement and all subsequent Amendments be terminated upon approval and execution of the four new agreements. The City's Corporation Counsel is reviewing the Master Agreement to determine whether such termination will result in any legal issue for the City.
2. Tree Nursery Agreement – Both the City Staff and the Park District Staff recommend that reference to Exhibit D be deleted from the Tree Nursery Agreement which would set forth terms and conditions of the Property. Section 4.a.
3. Lot 3 Lease Agreement - Management Fee. There remains disagreement on the determination of the management fee for year 3. The parties have agreed to a 5% management fee for the first

two years of the Term, as set forth in the current draft. The current draft also provides that the parties will work together to determine a management fee for subsequent years, based on performance during the first two years. The Park District does not agree with this later concept.

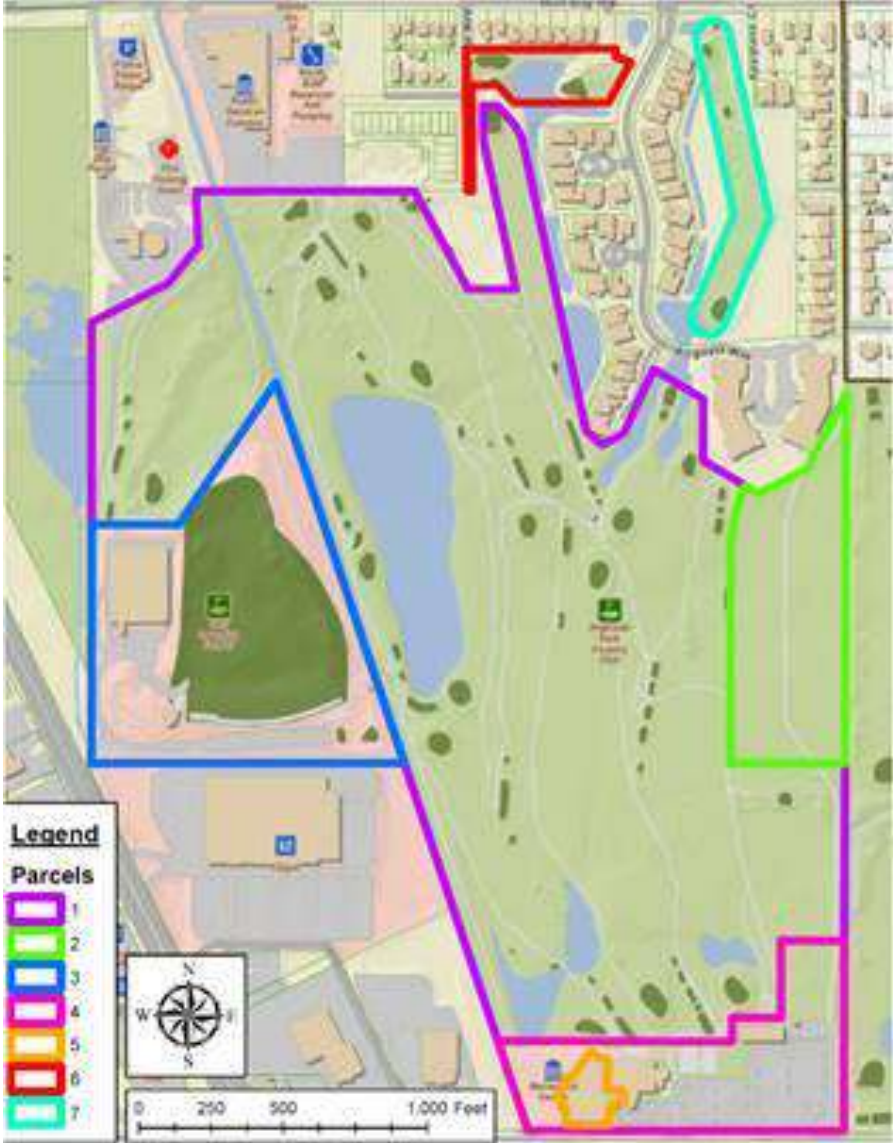
4. Lot 4 Shared Use Agreement - Parking. Both the Park District Staff and the City Staff recommend adding a provision that would not necessarily require additional parking to be constructed if another use were to locate on the Property. The following highlighted language is proposed to be added to the following language in Section 9.a of the Agreement: “Except as provided in Section 11 of this Agreement, the Parties acknowledge and agree that there shall be no less than 324 parking spaces (including 12 disabled-access parking spaces) at all time on Lot 4, *unless the Parties mutually agree otherwise in writing*”. Section 9.a.

The City will discuss on August 27 and the Park District will discuss the following night.

Background:

On December 14, 2017, the PDHP approved a Memorandum of Understanding (MOU) between the Park District and the City of Highland Park pertaining to the disposition of the Highland Park Country Club (HPCC) property. The MOU outlined the basic terms and conditions for the seven lots that make up the HPCC (see attached map). The parties reached preliminary agreement that would entail the City selling the golf course (Lots 1, 2, 6 & 7 of attached map) to the Park District and retaining ownership of the balance of the property, including the property off Rt. 41 where the Golf Dome and other uses are located, known as Lot 3. The Park District would transform the green space on Lots 1,2,6, and 7 into a nature preserve, “Passive Natural Area”. The Park District would continue to manage banquet operations for 2018; thereafter the City would manage banquet operations through a third-party contractor. The Park District would also continue to manage the activities on Lot 3. Based on the policy guidance provided for the disposition of the property, Park District and City representatives have met on several occasions since the MOU was adopted to discuss the terms and conditions in this regard.

HIGHLAND PARK COUNTRY CLUB LOTS



**INTERGOVERNMENTAL AGREEMENT FOR
TRANSFER OF PROPERTY
BY THE CITY OF HIGHLAND PARK TO
THE PARK DISTRICT OF HIGHLAND PARK**

(Lots 1, 2, 6, and 7 of Highland Park Country Club)

THIS AGREEMENT (“Agreement”) is dated as of _____, 2018 (“Execution Date”) and is made by the **City of Highland Park**, an Illinois municipal corporation (“City”), and the **Park District of Highland Park**, an Illinois park district (“Park District” or “District”). The City and Park District shall from time to time be referred to collectively as the “Parties.”

Section 1. Recitals

A. The City is the fee simple owner of record of the property commonly known as the Highland Park Country Club, and legally described in **Exhibit A** attached hereto (“Property”).

B. The Property is subdivided into seven lots pursuant to the Highland Park Golf Course Plat of Resubdivision recorded November 10, 2004 as document number 5679534, in Lake County, Illinois (“Plat”) (for purposes of this Agreement, any references to Lots 1 through 7 in this Agreement shall mean Lots 1 through 7 as identified on the Plat). A depiction of the Property and the respective Lots is attached hereto as **Exhibit B**.

C. On September 30, 1996, the Parties entered into an Intergovernmental Agreement for the Exchange, Improvement, Lease and Management of Real Estate, which has been amended by the parties by the First, Second, Third, Fourth, Fifth, and Sixth Amendments (collectively, the “Master Agreement”), which provided, among other things, for the City to lease to the District for a period of 99 years, the Property together

with all improvements and other assets, real and personal, located thereon upon the repayment of the “City’s Debt” (as that term is defined in the Master Agreement).

D. Pursuant to the Master Agreement, the City’s Debt was repaid and the District entered into that certain Intergovernmental Lease Agreement dated December 31, 2014 (“Country Club Lease”) to lease from the City the Property.

E. The City desires to sell and the District desires to purchase Lots 1, 2, 6 and 7 of the Resubdivision of the Highland Park Country Club (the “Transfer Property”).

F. The City and the Park District have the authority to complete this transfer and lease under the Illinois Local Government Property Transfer Act, 50 ILCS 605/0.01, et seq. (Property Transfer Act) and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq.

Section 2. Transfer Property to Park District

A. For and in consideration of the mutual covenants described herein and other good and valuable consideration, the Park District agrees to purchase from the City and the City agrees to sell to the Park District the Transfer Property.

B. The City will transfer to the Park District all of the City’s right, title, and interest in and to the Transfer Property by delivering to the Park District a fully executed, recordable special warranty deed subject only to the Transfer Property Permitted Exceptions as defined in Section 4 of this Agreement and the lease defined in paragraph G below.

C. The closing date for the conveyance of the Transfer Property to the District will be no later than _____, 2018 , or such other date as may be mutually agreed by the Parties (“Closing Date”).

D. The purchase price for Transfer Property shall be Five Hundred Thousand Dollars (\$500,000.00), and shall be delivered at Closing by immediately available funds.

E. The sale of the Transfer Property and any other transactions contemplated hereby shall be consummated by a deed and money escrow at the office of the Title Company. Possession will be delivered by City to Park District at Closing.

F. Personal Property. Upon Closing, and in consideration for \$10.00, the City will convey by bill of sale to the Park District all personal property located on the Transfer Property, as more specifically described in **Exhibit C** attached hereto and incorporated by reference (the “Personal Property”).

G. Lease Back. The District shall lease back at no cost to the City a territory in the northwest portion of Lot 1 of the Transfer Property and immediately south of and adjacent to the City’s Public Services Center, in a specific location, for use by the City as a forestry nursery (the “Nursery Property”), pursuant to and as shown in **Exhibit F**. If either party requests a survey, the cost shall be borne by the City. The lease shall commence on the date of Closing for a term of 99 years except as otherwise provided in the Lease Agreement executed by the Parties.

Section 3. Contingencies. The City will have no obligation to convey the Transfer Property to the District, and the District shall have no obligation to purchase the Transfer Property from the City, prior to the satisfaction of each and all of the following conditions:

A. The Park District has taken all necessary and appropriate actions under the Property Transfer Act to purchase the Transfer Property and grant the City authority to convey and warrant to the Park District the Transfer Property.

B. The City has taken all necessary and appropriate actions under the Property Transfer Act to authorize the sale of the Transfer Property to the Park District.

C. The District has, at its cost and expense, completed an All Appropriate Inquiry Phase I Environmental Assessment, consistent with ASTM Standard 1527-05, which provides an opinion that does not identify conditions indicative of releases or threatened releases of hazardous substances on, at, in, or to the Transfer Property.

D. The District shall deliver to the City a restrictive covenant or some appropriate document to be recorded against the Transfer Property at Closing, in a form attached hereto as Exhibit _____, containing the following four provisions:

1. Restriction on Sale or Transfer. A provision that provides that, subject to the limitations herein, title to the Transfer Property will, upon written demand from City and failure to cease its attempt by District, revert to the City in the event that the District attempts to convey, lease, license, or assign any portion of the Transfer Property to either (a) a governmental entity without the prior written consent of the City, which consent shall not be unreasonably withheld, or (b) a non-governmental third party entity without the prior written consent of the City, which consent may be withheld in the sole discretion of the Corporate Authorities of the City. In the event of such automatic reversion, the City shall pay back to the District an amount that is the exact amount of the Purchase Price.
2. Storm Water Management. A provision that memorializes the respective obligations of the Parties set forth in Section 9 of this Agreement concerning future storm water management on the Transfer Property.

3. Future Use of Existing Golf Holes 13 and 14. A provision that acknowledges the right of the District to use the property on which Golf Holes 13 and 14 are located as part of the “Enterprise Property” as defined in the Lot 3 lease agreement referenced in Section 3.E of this Agreement.
4. Vendor Contracts. A provision that acknowledges the right of the District to enter into contracts with third parties to provide services on the Transfer Property.
- E. The Parties shall have entered into a lease agreement attached as Exhibit _____, effective as of the Closing Date, for the lease by the District from the City of Lot 3 of the Resubdivision of the Highland Park Country Club.
- F. The Parties shall have entered into a Shared Facilities Agreement, effective as of the Closing Date, for the building and facilities on Lot 4 of the Resubdivision of the Highland Park Country Club attached as Exhibit _____.
- G. The Parties shall have entered into an agreement by which the County Club Lease is terminated, effective as of the Closing Date.
- H. The Parties shall have entered into a lease agreement, effective as of the Closing Date, for the lease by the City from the District of the Nursery Property attached as Exhibit _____.
- I. The City shall have provided or cause to be provided a permanent easement and right-of-way across any property over, through and across which the bicycle and pedestrian path currently runs from Park Avenue West through Highland Park Woods (Lot 2) to Half Day Road/Illinois Route 22, attached as Exhibit _____. In regard to the golf cart and pedestrian easement described on the Plat of Subdivision for The Hybernia Club (now

known as The Legacy Club), recorded as document number 4277501 (the “Legacy Easement”), the City shall (i) cause the Title Company to insure that the use of the Legacy Easement can continue after the Transfer Property is no longer used for golf course purposes, and (ii) record or cause to be recorded a covenant providing that the City shall not grant consent to any rules and regulations related to the use of the Legacy Easement without first obtaining the written consent of the Park District, which consent may be granted or denied in the Park District’s sole discretion.

J. The City shall not have impressed the Transfer Property with any use or zoning restrictions or encumbrances, without the District’s prior written consent, which did not exist on and before December 14, 2017.

K. A permanent blanket utility easement, attached hereto as Exhibit _____, shall have been recorded against the Transfer Property for the purpose of allowing the continued existence and operation of public and private water, sewer, cable, electrical, gas, and telecommunication equipment and facilities, including maintenance, repair, and replacement, running to the benefit of the City, and others who have placed facilities under the Transfer Property under an agreement, permit, license or franchise. Notwithstanding the foregoing the blanket utility easement shall also include the right of the City and its contractors to install, maintain, repair and replace a new fiber optic cable under the Transfer Property on or around the location described in **Exhibit G**. The blanket utility easement shall not allow for the installation of any above ground utilities without the prior written consent of the District, which consent shall not be unreasonably withheld. The blanket utility easement shall include standard provisions for the performance of

restoration work in connection with the installation, repair, replacement, or removal of any equipment or facilities

Section 4. Title Insurance; Survey

A. The City has obtained and delivered to the District, at the City's sole expense, a title commitment (and will cause subsequent issuance of an Owner's Title Policy) from Chicago Title Insurance Company (Title Company) dated after the Execution Date for an ALTA Commitment Form for the Transfer Property in the amount of the Purchase Price, together with copies of all recorded documents referred to therein ("Transfer Property Title Commitment"). If, not less than 10 days prior to the Closing, the Park District notifies the City in writing about exceptions to title disclosed by the Transfer Property Title Commitment that are objectionable, then the parties will promptly take all necessary actions to have those title defects cured or insured over, and the City and the Park District will extend the date of the closing until the exceptions have been removed or the Title Company has agreed to insure over those title defects. If the City determines that it is not able to, or that it is not in the best interest of the City to, cure or insure over those title defects, the City shall have the right to terminate this Agreement. All exceptions to title disclosed by the Transfer Property Title Commitment to which the Park District fails to object or to which it acquiesces after objecting shall be considered "Transfer Property Permitted Exceptions." The Transfer Property Permitted Exceptions shall include, but not be limited to, those exceptions described in **Exhibit D**, attached hereto and incorporated by reference.

B. The City has obtained and delivered to the District, at the City's expense, a survey of the Transfer Property. If, not less than 10 days prior to the Closing, the Park

District notifies the City in writing about exceptions to title disclosed by the survey that are objectionable, then the parties will promptly take all necessary actions to have those title defects cured or insured over, and the City and the Park District will extend the date of the closing until the exceptions have been removed or the Title Company has agreed to insure over those title defects. If the City determines that it is not able to, or that it is not in the best interest of the City to, cure or insure over those title defects, the City shall have the right to terminate this Agreement All exceptions to title disclosed by the survey to which the Park District fails to object or to which it acquiesces after objecting shall be considered “Transfer Property Permitted Exceptions.”

Section 5. Closing; Costs

The City and the Park District each will execute and deliver to the other such documents as may be reasonably requested to consummate the Closing, including but not limited to execution of all necessary forms from the Title Company to effectuate a closing, including without limitation an ALTA Statement and PTAX-203. The costs relating to the Closing will be borne equally both parties, and the Park District will bear the cost of recording the deed. All documents described in Section 3 which are intended to be recorded shall be delivered to Closing and be recorded together with the special warranty deed, and the recording cost shall be shared by the Parties.

Section 6. Real Estate Taxes and Assessments

The City represents that the Transfer Property currently is exempt from real estate taxes because of its ownership by the City. The City further represents that, as of the date of Closing, no real estate taxes or assessments should be due or payable at the Closing. Nothing in this Agreement shall be taken as the District’s or the City’s consent or approval

for any such taxes or assessments to ever be imposed except as may be required of public entities by State or federal law.

Section 7. Representations and Warranties of City

The City represents and warrants to the Park District that, as of the date of this Agreement and the date of the Closing:

- A. The City owns fee simple title to the Transfer Property;
- B. The persons executing this Agreement on behalf of the City, and executing and delivering any other agreement or other item contemplated by this Agreement or otherwise required to fulfill the City's obligations hereunder, have full authority to bind the City to such obligations and to so act on behalf of the City;
- C. There are no persons in possession of, or having a right to possession of, any part of the Transfer Property other than the City;
- D. The City has the authority and the legal right to make, deliver, and perform this Agreement and has taken all necessary actions and obtained all required consents and approvals to authorize the execution, delivery, and performance of this Agreement;
- E. The City has not entered into any options, purchase and sale agreements, leases, service contracts, or other contracts affecting the Transfer Property other than this Agreement;
- F. The execution, delivery, and performance of this Agreement is not prohibited by any requirement of law or under any contractual obligation of the City, will not result in a breach or default under any agreement to which

the City is a party or to which the City is bound, and will not violate any restriction, court order, or agreement to which the City is subject;

- G. The City has not received any violation notices from any governmental authority with respect to the Transfer Property that have not been corrected.

Section 8. Representations and Warranties of Park District

The Park District represents and warrants to the City that, as of the date of this Agreement and the date of the Closing:

- A. The persons executing this Agreement on behalf of the Park District, and executing and delivering any other agreement or other item contemplated by this Agreement or otherwise required to fulfill the Park District's obligations hereunder, have full authority to bind the Park District to such obligations and to so act on behalf of the Park District ;
- B. The Park District has the authority and the legal right to make, deliver, and perform this Agreement and has taken all necessary actions and obtained all required consents and approvals to authorize the execution, delivery, and performance of this Agreement; and
- C. The execution, delivery, and performance of this Agreement are not prohibited by any requirement of law or under any contractual obligation of the Park District, will not result in a breach or default under any agreement to which the Park District is a party or to which the Park District is bound, and will not violate any restriction, court order, or agreement to which the Park District is subject.

Section 9. Stormwater Management

Following the closing, if the United States Army Corp of Engineers or other agencies are engaged in Phase 1 or Phase 2 engineering to develop specific plans for a regional storm water management program, the District and the City will be made a party to all planning undertaken by the United States Army Corp of Engineers, Lake County and/or other agencies (collectively “Agencies”) to allow portions of Lot 1 and Lot 2 of the Transfer Property to be used for regional storm water management purposes, subject to following limitations and conditions:

1. Storm water management improvements shall be constructed at no expense to the Park District.
2. In the event required stormwater management improvements do significantly adversely impact the Park District’s use of any portion of the Property, the Park District shall be entitled to seek compensation from the appropriate Agency of all damages to which the Park District is reasonably entitled under any then effective state or federal laws.
3. In the event storm water management improvements cause the need to relocate, repair or replace any trails in a way which does not destroy connectivity, the cost for relocating, raising or replacing the trails and any other physical improvements shall not be borne by the Park District, but by the Agency requesting the change.

Section 10. Development and Construction of Passive Natural Area. It is the District’s intent to plan, develop and use the Transfer Property as a Passive Natural Area . The District has represented to the City that it intends to invest approximately \$1.4 Million

Dollars to transform the Transfer Property into the Passive Natural Area, and the City relied on such representation in entering into this Agreement and in causing the Transfer Property to be conveyed to the District for the Purchase Price. Such investment may be from cash on hand, grants, bequests, in-kind services or other valuable sources. The District agrees that the construction of the Passive Natural Area will be complete and fully operational within four years after the Closing Date, subject to force majeure. Within one year after the Closing Date, the District shall present to the City, for its review and comment, a status report on the progress of the development and construction of the Passive Natural Area.

Section 11. Accuracy of Representations as of Closing; Survival

As a condition to the Closing for the benefit of each party, the representations and warranties of each party in Sections 7, 8, 9, and 10 of this Agreement must be true and correct at the time of the Closing. Each party must promptly notify the other in the event that either party has actual knowledge that a representation or warranty of that party set forth in Section 7 or 8 is not true and correct. The representations, warranties and agreements in Sections 7, 8, 9 and 10 of this Agreement will survive and shall not merge with the deed after Closing.

Section 12. Default/Remedy

A. **City Default.** In the event of a default by City in the performance or observance of any of City's duties or obligations herein contained, and upon the failure of City to cure such default within ten (10) days following written notice thereof from Park District (or such longer period of time as may be necessary to cure such default by applying

consistent, uninterrupted diligence), Park District may pursue all available legal and equitable remedies.

B. Park District Default. In the event of a default by Park District in the performance or observance of any of Park District's duties or obligations herein contained, and upon the failure of Park District to cure such default within ten (10) days following written notice thereof from City (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), City may pursue all available legal and equitable remedies.

Section 13. General Provisions

A. Notice. Any notice or communication required or permitted to be given under this Agreement must be in writing and be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by other electronic means. Notices will be deemed delivered on the date of actual receipt during normal business hours. By notice complying with the requirements of this Section, each party has the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address will be effective until actually received.

Notices and communications to the Park District must be addressed to, and delivered at, the following address:

Park District of Highland Park
Attention: Liza McElroy, Executive Director
636 Ridge Road
Highland Park, IL 60035
email: lmcElroy@pdhp.org

With a copy to:

Ancel, Glink
140 South Dearborn, Suite 600

Chicago, IL 60603
Attention: Robert Bush
email: rbush@ancelglink.com

Notices and communications to the City must be addressed to, and delivered at, the following address:

City of Highland Park
Attention: Ghida S. Neukirch, City Manager
1707 St. Johns Avenue
Highland Park, IL 60035
email: gneukirch@cityhpil.com

With a copy to:
Holland & Knight LLP
131 S. Dearborn Street, 30th Floor
Chicago, IL 60603
Attention: Steven Elrod
Email; steven.elrod@hklaw.com

B. Time of the Essence. Time is of the essence in the performance of all terms and provisions of this Agreement.

C. Governing Law. This Agreement is governed by and enforced in accordance with the internal laws of, but not the conflicts of laws rules of, the State of Illinois.

D. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the acquisition by the Park District of the Transfer Property, and this Agreement supersedes every prior agreement and negotiation between the parties, whether written or oral, relating to the subject matter of this Agreement.

E. Incorporation of Exhibits. Exhibits A through G attached to this Agreement are incorporated into and made a part of this Agreement by this reference.

F. Amendments and Modifications. No amendment or modification to this Agreement will be effective unless and until it is reduced to writing and approved and

executed by all parties to this Agreement in accordance with all applicable statutory procedures.

G. Calendar Days and Time. Any reference herein to a “day” or to “days” means a calendar day or days and not a business day or days.

H. No Third-Party Beneficiaries. No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation may be made, or be valid, against any of the parties.

I. Force Majeure. Neither party shall be held in default under, or in noncompliance with, the provisions of the Agreement, nor suffer any enforcement or penalty relating to noncompliance or default (including liquidated damages, termination, cancellation or revocation), where such noncompliance or alleged defaults occurred or were caused by “Force Majeure,” defined as a strike, riot, war, earthquake, flood, tidal wave, unusually severe rain or snow storm, hurricane, tornado or other catastrophic act of nature, labor disputes, or other event that is reasonably beyond the party’s ability to anticipate or control. Non-compliance or default attributable to Force Majeure shall be corrected as soon as practicable. The party suffering the Force Majeure shall send notice as soon as reasonably practicable following the onset and conclusion of the Force Majeure.

J. As-Is, Where-Is. THE DISTRICT, HAVING BEEN IN POSSESSION OF THE TRANSFER PROPERTY FOR THE PAST THREE YEARS, AND IN CONSIDERATION OF THE PURCHASE PRICE, AGREES TO ACCEPT THE SUBJECT PROPERTY IN ITS "AS-IS", “WHERE IS” CONDITION, WITH ALL FAULTS, AS OF THE CLOSING DATE. OTHER THAN MAY BE SPECIFICALLY SET FORTH IN THIS AGREEMENT, THE CITY HAS NOT MADE, OR AUTHORIZED

ANYONE TO MAKE, ANY WARRANTY OR REPRESENTATION ABOUT THE PRESENT OR FUTURE PHYSICAL OR ENVIRONMENTAL CONDITION, DEVELOPMENT POTENTIAL, ZONING, OPERATION, INCOME GENERATED BY, OR ANY OTHER MATTER OR THING AFFECTING OR RELATING TO THE TRANSFER PROPERTY OR ANY MATTER OR THING PERTAINING TO THIS AGREEMENT AND NO SUCH REPRESENTATION OR WARRANTY SHALL BE IMPLIED OR ARISE BY OPERATION OF LAW, INCLUDING ANY WARRANTY OF CONDITION, HABITABILITY, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE DISTRICT EXPRESSLY ACKNOWLEDGES THAT (A) OTHER THAN MAY BE SPECIFICALLY SET FORTH IN THIS AGREEMENT, NO SUCH WARRANTY OR REPRESENTATION HAS BEEN MADE AND THAT THE DISTRICT IS NOT RELYING ON ANY WARRANTY OR REPRESENTATION WHATSOEVER OTHER THAN MAY BE SPECIFICALLY SET FORTH OF THIS AGREEMENT, AND (B) THE DISTRICT, HAVING HAD THE OPPORTUNITY TO MAKE AN INDEPENDENT INVESTIGATION AND EXAMINATION OF THE TRANSFER PROPERTY AND ALL MATTERS RELATED THERETO, IS RELYING SOLELY ON ITS OWN INVESTIGATION THEREOF. THE TERMS OF THIS SECTION 13.J SHALL SURVIVE THE CLOSING OR TERMINATION OF THIS AGREEMENT. THE ACCEPTANCE OF THE PROPERTY BY THE PARK DISTRICT IN "AS-IS" CONDITION AND "SUBJECT TO ALL FAULTS" DOES NOT CONSTITUTE AN INDEMNIFICATION OF THE CITY OR A HOLD HARMLESS PROVISION IN FAVOR OF THE CITY AND EACH PARTY SHALL BEAR THEIR

OWN RESPONSIBILITY FOR ANY ENVIRONMENTAL LIABILITIES CREATED BY EACH SUCH PARTY.

- (1) It is understood that a portion of the Transfer Property is located over a “capped” City landfill. Notwithstanding any language to the contrary elsewhere contained in this Agreement, or in any applicable law, the District shall not be liable to the City or any person, firm or corporation acting on behalf of the City or its contractors for any damage, loss, expense, response cost or liability, including consultant fees and attorneys’ fees, resulting from the presence of Hazardous Substances (as defined below) on, under or around the Transfer Property or resulting from Hazardous Substances being generated, stored, disposed of or transported to, on, under or around the Transfer Property by the City, its contractors, predecessors in title, or any other third party acting at the request or on behalf of the City (collectively, the “Transfer Property Hazardous Substances Condition”) unless caused by the acts of the District.
- (2) For purposes of this Agreement, “Hazardous Substances” shall mean (i) any substance which contains gasoline, diesel fuel or other petroleum hydrocarbons, (ii) any substance which is flammable, radioactive, corrosive or carcinogenic, (iii) any substance the presence of which the Transfer Property causes or threatens to cause a nuisance or health hazard affecting human health, the environment, the Transfer Property or property adjacent thereto, or (iv) any substance the presence of which on the Transfer Property requires investigation or remediation under any hazardous substance law, as the same may hereafter be amended. “Hazardous Substance Law” means the Comprehensive Environmental Response, Compensation, and

Liability Act, 42 U.S.C. 9601 et seq.; the Resource Conservation and Recovery Act, 42 U.S.C. 9601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1801 et seq.; the Clean Water Act, 33 U.S.C. 1251 et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; the Federal Insecticide, Fungicide, and Rodenticide Act, 7 U.S.C. 136 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Emergency Planning and Community Right to Know Act (SARA Title III) 42 U.S.C. 11001 et seq.; and any applicable state law or regulation.

- (3) The District shall defend, indemnify and hold harmless the City and its officers, officials, employees, volunteers and agents from and against all claims, damages losses and expenses, including, but not limited to investigation or remediation costs, legal fees (attorney's and paralegal's fees, expert fees and court costs), arising out of or resulting from the actions of the District with respect to the Transfer Property provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the Transfer Property itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the District or anyone for whose acts the District may be liable. Any such lawsuit or claim shall be tendered by the City and accepted for defense and indemnification by the District in a timely manner at no cost to the City. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the City would otherwise have. If a dispute arises as to whether or not the tendered lawsuit or claim is the obligation of the City or the District, the prevailing party shall be awarded all reasonable attorneys' fees,

expenses and administrative hearing and court costs incurred either directly or indirectly incurred by it in such disputes.

- (4) The City shall defend, indemnify and hold harmless the District and its officers, officials, employees, volunteers and agents from and against all claims, damages losses and expenses, including, but not limited to investigation or remediation costs, legal fees (attorney's and paralegal's fees, expert fees and court costs), arising out of or resulting from actions of the ~~Transfer Property Hazardous Substances Condition~~ City with respect to the Transfer Property provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the Transfer Property itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the City or anyone for whose acts the City may be liable. Any such lawsuit or claim shall be tendered by the District and accepted for defense and indemnification by the City in a timely manner at no cost to the District. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the District would otherwise have. If a dispute arises as to whether or not the tendered lawsuit or claim is the obligation of the City or the District, the prevailing party shall be awarded all reasonable attorneys' fees, expenses and administrative hearing and court costs incurred either directly or indirectly incurred by it in such disputes.

K. Execution of Other Documents. The Parties agree to cooperate in good faith to complete and execute any additional documents that may be necessary to effectuate the conveyance of the Transfer Property to the District or that may be required under

applicable federal, state, or local laws, statutes, regulations, or ordinances related to such conveyance. Specifically, and without limitation of the foregoing, prior to the Closing Date, the Parties shall adopt appropriate resolutions or ordinances approving the conveyances contemplated by this Agreement and as required by the Illinois Local Government Property Transfer Act, 50 ILCS 601/0.01, et seq.

L. No Real Estate Broker. The Parties acknowledge, warrant, and agree that neither Party has dealt with a broker or consultant in connection with the conveyance of the Transfer Property to the District, and that no person or entity is entitled to a broker's fee, finder's fees, or commission in connection with the conveyance of the Transfer Property to the District.

M. Casualty/Condemnation. City shall bear all risk of loss prior to Closing. In the event of any casualty or the commencement or threat of condemnation proceedings affecting the Transfer Property occurs prior to Closing, the City shall give the Park District notice of such event within five (5) days. Within five (5) days from receipt of notice, the Park District may elect to cancel this agreement and terminate the transfer of the Transfer Property.

Section 14. No Disqualifications

A. Patriot Act. The City and the Park District each represents and warrants that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or

indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.

B. **Debarment**. The Parties hereby certify that they are not barred from entering into this Agreement as a result of a violation of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that each Party has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4).

Section 15. Master Agreement.

To the extent there are any inconsistencies between the Master Agreement and this document, this document shall control.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Execution Date.

PARK DISTRICT OF HIGHLAND PARK

Signature: _____
Printed Name: _____
Title: President

Attest:

Signature: _____
Printed Name: _____
Title: Secretary

CITY OF HIGHLAND PARK

Signature: _____
Printed Name: _____
Title: Mayor

Attest:

Signature: _____
Printed Name: _____
Title: City Clerk

July ~~2~~22, 2018

EXHIBIT "A"--- Legal Description of the Property

July ~~2~~22, 2018

EXHIBIT "B"---Graphic depiction of Property and Lots

July ~~2~~22, 2018

EXHIBIT "C" --- Personal Property Schedule

EXHIBIT "D"---Permitted Exceptions

1. That certain Grant of Conservation Right and Easement by and between the City of Highland Park and the Lake County Forest Preserve District dated June 18, 2002 and recorded with the Lake Country Recorder of Deeds as document number 5080789.
2. That certain Grant of Conservation Right and Easement by and between the City of Highland Park and the Lake County Forest Preserve District dated June 19, 2002 and recorded with the Lake Country Recorder of Deeds as document number 5080790.
3. That certain First Amendment to Grant of Conservation Right and Easement by and between the City of Highland Park and the Lake County Forest Preserve District dated April 25, 2005 and recorded with the Lake Country Recorder of Deeds as document numbers 5776326 and 5776327.
4. [LIST OF MATTERS OF RECORD SET FORTH IN TITLE REPORT, IF ANY -
- TO BE ADDED]

EXHIBIT "E"---Insurance Requirements for Property

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001 7/98) or Insurance Services Offices form number GL 0002 covering Commercial General Liability.
2. Insurance Services Office Business Auto coverage form number CA 0001 1013 covering Automobile Liability, Code 1 "any auto."

B. Minimum Limits of Insurance

CITY shall maintain limits no less than:

1. General Liability/Excess Liability: \$3,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability/Excess Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage including coverages for owned, hired or non-owned vehicles as applicable.
3. If A.3 is applicable, liquor liability limits of \$3,000,000 per occurrence combined single limit.
4. The amount of coverage required hereby may be provided by any combination of primary and excess or umbrella liability insurance policies.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be approved by the Parties. The \$25,000 general liability deductible per occurrence must be approved.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. **General Liability, Automobile Liability and Liquor Liability**
 - a. District, its officers, officials, employees, and agents are to be covered as additional insureds as respects: liability.

- b. The insurance coverage provided under this Lease shall be primary insurance as respects the District, its officers, officials, employees, and agents. Any insurance or self-insurance maintained by District, its officers, officials, employees, or agents shall be excess of CITY's insurance and shall not contribute with it.
- c. Coverage shall state that the CITY's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A: VII and licensed to do business in Illinois. Alternatively, the insurance may be obtained from an intergovernmental self-insurance risk agency or pool.

F. Verification of Coverage

Prior to commencement of the Term, CITY shall furnish District with certificates of insurance and with original endorsements if applicable effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

July ~~2~~22, 2018

Exhibit F
—
Depiction of Nursery Property

July ~~2~~22, 2018

EXHIBIT G

LOCATION OF FIBER OPTIC CABLE EASEMENT

#58966632_v~~1~~2

**LEASE AGREEMENT
BY AND BETWEEN THE CITY OF HIGHLAND PARK AND
THE PARK DISTRICT OF HIGHLAND PARK**

(Tree Nursery)

This Intergovernmental Lease Agreement (the "*Lease*") is entered into as of _____, 2018, (the "~~effective date~~" Effective Date) between the City of Highland Park, an Illinois home rule municipality (the "*City*"), and the Park District of Highland Park, a unit of local government of the State of Illinois (the "*District*" or "*Park District*"). The City and the District are sometimes hereinafter referred to individually as a "Party" or jointly as the "Parties";

WITNESSETH:

WHEREAS, the City has sold to the District Lots 1, 2, 6 and 7 of the Resubdivision of the Highland Park Country Club (the "Transfer Property"); and

WHEREAS, pursuant to the purchase and sale agreement for the Transfer Property, the District shall lease back to the City a territory in the northwest portion of Lot 1 of the Transfer Property and immediately south of and adjacent to the City's Public Services Center, in the specific location depicted in **Exhibit A** (the "Nursery Property") for use by the City as a forestry nursery; and

WHEREAS, the City and the Park District have the authority to complete this transfer and lease under the Illinois Local Government Property Transfer Act, 50 ILCS 605/0.01, et seq. (Property Transfer Act) and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq.

WHEREAS, prior to the execution hereof each of the Parties has taken all action necessary under the Local Governmental Property Transfer Act to authorize its entry into this Lease.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained in this Lease, and for other valuable consideration the receipt and sufficiency of which are acknowledged hereby, the Parties agree as follows:

1. Nursery Property. The District leases to the City and the City leases from the District for the term stated in paragraph 2, the Nursery Property.
2. Term. Unless sooner terminated in accordance with paragraph 13, below, the term of this Lease shall be for a term commencing on the ~~“Effective Date”~~ and ending on December 31, 2116 (the "*Term*"). Upon the expiration date, the Term shall renew for successive ten (10) year renewal terms unless either Party gives notice of its intent not to renew no more than one (1) year and not less than 180 days prior to the expiration date for the Term or renewal term; provided, that if the City is still operating the Nursery Property consistent with Section 4 hereof the District may not terminate the Lease without the City's consent. The parties understand that during the term of this Lease circumstances may change so as to suggest alteration of the agreement to be in the best interests of the parties and the community. Therefore, during the year of every ten year anniversary of this agreement, the parties shall meet to discuss whether amending this Lease in any way would be in the best interests of the parties and the community. In the absence of any agreed upon changes, the Lease shall remain in full force and effect. In addition, if the parties shall mutually agree, such meetings may occur more frequently than every ten years.
3. Annual Rent. As rent for the Nursery Property, the City shall be responsible, at its sole expense, for all operation, maintenance, repair and replacement of any or all of the Nursery Property and the improvements located thereon or later added thereto. Without limiting the foregoing obligations, the general maintenance of the Nursery Property shall

include keeping the Nursery Property in a clean condition, free of accumulations of rubbish and unlawful obstructions as well as provide landscaping and maintenance of all of the grounds and complying with Exhibit B.

4. Use. Except as otherwise provided herein or with the District's prior written consent, which consent may be withheld in the District's sole discretion, the City shall operate the Nursery Property as a tree nursery, subject to the condition set forth below:
 - a. The terms and conditions of the City's use of the Nursery Property are set forth on attached Exhibit D;
 - b. The Nursery Property shall be available to the District, its officers, employees, invitees and guests for educational purposes in furtherance of the District's public recreational purpose and mission, provided such educational use shall not unreasonably interfere with the City's use of the Nursery Property;
 - c. The City shall not store or stage equipment on the Nursery Property when it is not needed for active nursery operations;
 - d. The City shall provide vehicular and pedestrian access, solely for maintenance purposes, from the Public Services Center across the Nursery Property to Lot 1 provided that notification of access is provided to the City a minimum of 24 hours in advance;
 - e. The City shall consult with the District to design the nursery so that it is aesthetically and functionally integrated into the passive natural area located around the Nursery Property; and

f. The City shall not operate the Nursery Property in a manner ~~which~~that is ~~not~~ inconsistent with the conservation easements and use restrictions described in **Exhibit C**.

5. **Condition**. The City has inspected the Nursery Property, is familiar with the present condition of the Nursery Property and agrees to accept the Nursery Property in an **AS-IS, WHERE-IS** condition at the commencement of the Term. THE CITY ACKNOWLEDGES THE DISTRICT HAS NOT MADE, OR AUTHORIZED ANYONE TO MAKE, ANY WARRANTY OR REPRESENTATION ABOUT THE PRESENT OR FUTURE PHYSICAL OR ENVIRONMENTAL CONDITION, DEVELOPMENT POTENTIAL, ZONING, OPERATION, INCOME GENERATED BY, OR ANY OTHER MATTER OR THING AFFECTING OR RELATING TO THE NURSERY PROPERTY OR ANY MATTER OR THING PERTAINING TO THIS LEASE AND NO SUCH REPRESENTATION OR WARRANTY SHALL BE IMPLIED OR ARISE BY OPERATION OF LAW, INCLUDING ANY WARRANTY OF CONDITION, HABITABILITY, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE CITY EXPRESSLY ACKNOWLEDGES THAT (A) NO SUCH WARRANTY OR REPRESENTATION HAS BEEN MADE AND THAT THE CITY IS NOT RELYING ON ANY WARRANTY OR REPRESENTATION WHATSOEVER, AND (B) THE CITY, HAVING HAD THE OPPORTUNITY TO MAKE AN INDEPENDENT INVESTIGATION AND EXAMINATION OF THE NURSERY PROPERTY AND ALL MATTERS RELATED THERETO, IS RELYING SOLELY ON ITS OWN INVESTIGATION THEREOF. THE TERMS OF THIS SECTION 5 SHALL SURVIVE THE CLOSING OR TERMINATION OF THIS AGREEMENT.

6. Surrender. On the termination date of this Lease, the City shall surrender the Nursery Property to the District in an as-is condition.
7. Utilities. On a timely basis, the City shall pay for all water, gas, heat, light, power, telephone and other utilities and services supplied to the Nursery Property. The District shall have no obligation to install or provide any utilities or services to the Nursery Property.
8. Taxes and Assessments. The Nursery Property currently is exempt from general real estate taxes. It is agreed by the Parties that the City shall pay all real estate taxes, special taxes or special assessments which may be assessed against the Nursery Property.
9. Access to Nursery Property. Notwithstanding the City's use and control of the Nursery Property, the District and its agents and employees and independent contractors designated by the District shall have the right to enter upon the Nursery Property and all portions thereof at any time during the term of the Lease provided notice is provided to the City in advance for the purpose of inspecting the Nursery Property for the enforcement of the Lease; provided, however, that in entering upon the Nursery Property the persons shall not unreasonably interfere with the City's use of the Nursery Property.
10. Alterations and Additions. The City shall be permitted to make new alterations and additions to the Nursery Property consistent with the terms of this Lease provided the City receives the prior written consent of the District for such new alternations or additions, which consent shall not be unreasonably withheld.

11. Insurance. The Parties shall obtain and maintain during the Term insurance coverages in accordance with **Exhibit C**. Each Party shall be added as an additional insured on all such insurance coverages of the other Party, at no cost to the Party named as an additional insured.
12. Default.
 - a. District Default. In the event of a default by District in the performance or observance of any of District's duties or obligations herein contained, and upon the failure of District to cure such default within ten (10) days following written notice thereof from City (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), City, at its option, may seek all available legal and equitable remedies.
 - b. City Default. In the event of a default by City in the performance or observance of any of City's duties or obligations herein contained, and upon the failure of City to cure such default within ten (10) days following written notice thereof from District (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), District, at its option, may seek all available legal and equitable remedies.
13. Termination.
 - a. ~~This~~Except as provided in this Section 13, this Lease shall terminate upon the expiration of the Term and may not be terminated early except for a pattern of repeated material breaches of this Lease by the City or the District or as otherwise permitted by this Lease.

- b. This Lease may be terminated by the City for any reason and at any time upon providing the District no less than 60 days' written notice of such termination. The City shall, within such 60 days, remove any buildings, equipment or other personal property from the Nursery Property at the City's sole cost and expense.
 - c. This Lease may be terminated by the District if, in the District's reasonable determination, the Nursery Property has not been, for a period of at least twelve (12) consecutive months, used by the City for the specific purposes described in this Lease. The District shall give the City no less than ~~sixty (60)~~ days' written notice of its intent to so terminate during which time the City shall remove any buildings, equipment or other personal property remaining on the Nursery Property ~~after which.~~ After termination, the District may remove and dispose ~~of any such items at its sole discretion and~~ at the City's ~~cost and~~ expense. ~~d. any items not previously removed by the City.~~
14. Assignment. The City may not sublet or assign all or any portion of its interest in this Lease. For purposes of this paragraph the short-term use of the Nursery Property by organizations or other persons under activity permits granted by the City shall not constitute a sublet or assignment. Notwithstanding the foregoing, the City may execute management/operations agreements with third parties for the operation and maintenance of the nursery, provided that such management agreements shall not release the City from its obligations under this Lease.
15. CONTRACTOR INSURANCE. The Park District and City shall cause each contractor employed by them for the purpose of conducting any work on the Nursery Property, to purchase and maintain commercial general liability insurance, workers' compensation and

employer's liability insurance, and automobile liability insurance in amounts and from companies mutually acceptable to the City and the Park District. When requested by either party, the Park District and City shall furnish copies of certificates of insurance evidencing coverage for each contractor. The Parties shall require each contractor employed by either the Park District or the City to name the other party as an additional insured on all required coverages.

16. Notices. Any notice or communication required or permitted to be given under this Lease must be in writing and be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by other electronic means. Notices will be deemed delivered on the date of actual receipt during normal business hours. By notice complying with the requirements of this Section, each party has the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address will be effective until actually received.

Notices and communications to the Park District must be addressed to, and delivered at, the following address:

Park District of Highland Park
Attention: Executive Director
636 Ridge Road
Highland Park, IL 60035

Notices and communications to the City must be addressed to, and delivered at, the following address:

City of Highland Park
Attention: City Manager
1707 St. Johns Avenue
Highland Park, IL 60035

17. Governing Law. This Lease is governed by and enforced in accordance with the internal laws of, but not the conflicts of laws rules of, the State of Illinois.
18. Entire Agreement. This Lease constitutes the entire agreement between the parties with respect to the lease of the Nursery Property, and this Lease supersedes every prior agreement and negotiation between the parties, whether written or oral, relating to the subject matter of this Lease.
19. Incorporation of Exhibits. Exhibits A through D attached to this Lease are incorporated into and made a part of this Lease by this reference.
20. Amendments and Modifications. No amendment or modification to this Lease will be effective unless and until it is reduced to writing and approved and executed by all parties to this Lease in accordance with all applicable statutory procedures.
21. No Third-Party Beneficiaries. No claim as a third-party beneficiary under this Lease by any person, firm, or corporation may be made, or be valid, against any of the Parties.
22. Force Majeure. Neither party shall be held in default under, or in noncompliance with, the provisions of the Lease, nor suffer any enforcement or penalty relating to noncompliance or default (including liquidated damages, termination, cancellation or revocation), where such noncompliance or alleged defaults occurred or were caused by "Force Majeure," defined as a strike, riot, war, earthquake, flood, tidal wave, unusually severe rain or snow storm, hurricane, tornado or other catastrophic act of nature, labor disputes, or other event that is reasonably beyond the party's ability to anticipate or control. Non-compliance or default attributable to Force Majeure shall be corrected as soon as practicable. The party suffering the Force Majeure shall send notice as soon as reasonably practicable following the onset and conclusion of the Force Majeure.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by its authorized officers as of the date first above written.

CITY OF HIGHLAND PARK

PARK DISTRICT OF

Nancy Rotering, Mayor

Brian Kaplan, President

ATTEST:

ATTEST:

City Clerk

Secretary

~~June 27~~, July 22, 2018

EXHIBIT "A"

LEGAL DESCRIPTION AND DEPICTION OF THE NURSERY PROPERTY

EXHIBIT "B"

CONSERVATION EASEMENTS

1. That certain Grant of Conservation Right and Easement by and between the City of Highland Park and the Lake County Forest Preserve District dated June 18, 2002 and recorded with the Lake Country Recorder of Deeds as document number 5080789.
2. That certain Grant of Conservation Right and Easement by and between the City of Highland Park and the Lake County Forest Preserve District dated June 19, 2002 and recorded with the Lake Country Recorder of Deeds as document number 5080790.
3. That certain First Amendment to Grant of Conservation Right and Easement by and between the City of Highland Park and the Lake County Forest Preserve District dated April 25, 2005 and recorded with the Lake Country Recorder of Deeds as document numbers 5776326 and 5776327.

EXHIBIT "C"

INSURANCE COVERAGES

A. Minimum Limits of Insurance

Each Party shall maintain limits no less than:

1. Commercial general liability insurance coverage insuring against bodily injury and death, personal injury, and for all damage or injury to or destruction of property occurring in, on, or about the premises or upon the sidewalks adjacent to the premises with limits of not less than \$3,000,000 combined single limit per occurrence, subject to inflationary increases in subsequent years.
2. Automobile Liability/Excess Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage including coverages for owned, hired or non-owned vehicles as applicable.
3. The amount of coverage required hereby may be provided by any combination of primary and excess or umbrella liability insurance policies.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be approved by both Parties.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability, Automobile Liability and Liquor Liability

- a. Each Party, its officers, officials, employees, and agents are to be covered as additional insureds on all coverages/policies of the other Party.
- b. Coverage shall state that each respective Parties' insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A: VII and licensed to do business in Illinois. Alternatively, the insurance may be obtained from an intergovernmental self-insurance risk agency or pool.

F. Verification of Coverage

Prior to commencement of the Term, each Party shall furnish the other Party with certificates of insurance and with original endorsements if applicable effecting coverage

~~June 27,~~July 22, 2018

required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

4813-7950-5516, v. 1-6305-6236, v. 1
[#58966780_v2](#)

**LEASE AGREEMENT
BY AND BETWEEN THE CITY OF HIGHLAND PARK AND
THE PARK DISTRICT OF HIGHLAND PARK**

(Lot 3 of Highland Park Country Club)

This Intergovernmental Lease Agreement (the "*Lease*") is entered into as of _____, 2018 between the City of Highland Park, an Illinois home rule municipality (the "*City*"), and the Park District of Highland Park, a Unit of Local Government of the State of Illinois (the "*District*" or "*Park District*"). The City and the District are sometimes hereinafter referred to individually as a "Party" or jointly as the "Parties";

WITNESSETH:

WHEREAS, the City is the fee simple owner of record of Lot 3 of the property commonly known as the Highland Park Country Club, and legally described in **Exhibit A** attached hereto ("Property"); and

WHEREAS, the Property is subdivided into seven lots pursuant to the Highland Park Golf Course Plat of Resubdivision recorded November 10, 2004 as document number 5679534, in Lake County, Illinois ("Plat") (for purposes of this Agreement, any references to Lots 1 through 7 in this Agreement shall mean Lots 1 through 7 as identified on the Plat). A depiction of the Property and the respective Lots is attached hereto as **Exhibit B**; and

WHEREAS, upon Lot 3 of the Property (the "*Enterprise Property*") is located a monument sign, dome, golf driving range, miniature golf facility, learning center, driveways, and parking areas, all of which provide for the recreational needs of the City; and

WHEREAS, the dome, golf learning center, driving range and miniature golf facilities and, possibly, ~~all or portions of~~ that portion of Lot 1 of the Property on which golf holes 13 and

14 of the Highland Park Country Club (~~Lot 1~~)are located, are referred to collectively as the "*Enterprises*"; and

WHEREAS, the operation and maintenance of the Enterprise Property is currently governed by that certain Intergovernmental Lease & Management of Real Estate (Enterprise Properties) Agreement dated October 31, 1996 between the City and the District ("Existing Management Agreement"); and

WHEREAS, the operation and maintenance of the dome is currently governed by that certain First Amended and Restated Concession and Site Agreement, dated August 26, 2009, by and between the City, the District and HP Indoor Facility, LLC ("Dome Agreement"); and

WHEREAS, each of the Parties has determined that it is appropriate and in its best interest that the District be given the rights and assume the obligations for the planning, establishing, managing, operating and maintaining of the Enterprise Property, including the Enterprises, for public park and recreational purposes, and in furtherance thereof the Parties desire to enter into a formal written agreement; and

WHEREAS, the Parties have the authority to complete this transfer and lease under the Illinois Local Government Property Transfer Act, 50 ILCS 605/0.01, et seq. (Property Transfer Act) and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq; and

WHEREAS, prior to the execution hereof each of the Parties has taken all action necessary under the Local Governmental Property Transfer Act to authorize its entry into this Lease.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained in this Lease, and for other valuable consideration the receipt and sufficiency of which are acknowledged hereby, the Parties agree as follows:

1. Enterprise Property.
 - a. The City leases to the District and the District leases from the City for the term stated in paragraph 2 of this Lease, the Enterprise Property, together with all improvements and other assets real and personal located thereon.
 - b. Except as otherwise indicated in this Lease, for purposes of this Lease the word "*Enterprise Property*" shall mean the Enterprise Property together with all improvements and other assets real and personal located thereon.
 - c. The Lease shall be subject to the Dome Agreement. The City hereby assigns to the District all of its rights described in the Dome Agreement and shall take all actions necessary under the Dome Agreement to cause the Grantee to make payments directly to the District.
2. Term. Unless sooner terminated in accordance with paragraph 18 of this Lease, the term of this Lease shall be for a term commencing on January 1, 2019 (the "*Effective Date*") and ending December 31, 2118 (the "*Term*").
3. Annual Rent. The District shall pay the City as rent for the Enterprise Property, for each year during the Term, a sum of money equal to the product of the "Revenue Share" (as hereinafter defined) multiplied by the "Net Revenue" (as hereinafter defined). The annual rent shall be payable within thirty (30) days after District has received from its independent auditor its certified report of the District's financial statements including a

separate statement of the Net Revenue of the Enterprises for the District's prior fiscal year. Provided, however, that in recognition and consideration of the benefit derived by the City and the public from the District's planning, establishing, managing, operating and maintaining the Enterprise Property and the Enterprises, in the event there is no Net Revenue in a given year, the inability of the District to derive any Net Revenue for that year, and inability of the City to receive rent for that year, shall not constitute a default under or breach by District of its obligation to pay rent under this Agreement. There shall be no minimum rent required for any part of the term of this Lease.

4. Net Revenue. For purposes of this Lease the term "*Net Revenue*" is defined as the positive difference between Revenues and Expenses, as described below:
 - a. "Revenues" shall include all revenue derived by the District from the use of the Enterprises, including membership fees, season, daily and other admission passes or fees; sales of merchandise, food and beverages; rental of facilities, Dome rental and District programs. All money received directly by non-District independent contractors, vendors or other third parties performing District permitted activities directly to others shall not be considered Revenue. Any fees, rents, commission or other monies paid by such persons/entities to the District for use of District property shall be considered Revenue.
 - b. "Expenses" shall include the actual reasonable and necessary costs and expenses incurred by the District in operating, conducting, managing and maintaining the Enterprise Property, including but not limited to all costs and expenses paid by District in connection with actions required or

permitted to be taken by District under this Lease, the cost of staff salaries, benefits and expense reimbursement, program expenses, the cost of alterations and maintenance, the cost of goods, equipment and materials, the cost of independent contractor, management and professional services contracts, reasonable general administrative costs, capital depreciation, deductions for refunds, returns and uncollectible accounts receivable, and the cost of insurance, risk management services, utilities, taxes and other assessments and miscellaneous charges (collectively, the "*Expenses*" and individually, an "*Expense*"). For each of the first two years of the Term, the Parties agree that the District shall be paid an annual management fee equal to an amount that is equal to 5% of the annual Expenses. The annual management fee ~~for year three shall be the average of the management fees paid in years one and two. Thereafter, the management fee shall increase by the CPI used for tax cap limitation purposes or some other index agreed to by the Parties.~~ thereafter shall be determined collectively by the Parties based on performance during the first two years.

- c. All major or minor Capital Expenses which exceed annual Net Revenues in any year, may be carried over to future years and operate as a charge against future positive annual Net Revenues as set out in Section 5 below. For the purpose of this Lease, "Capital Expenses" shall be as defined in Section 8.f below)

5. Revenue Share.

- a. For any year during the term of this lease when the District has outstanding obligations related to Minor or Major Capital Projects (as defined in Section 8.e and 8.f below) made at any time to the Enterprise Property or the Enterprises, the Revenue Share shall be equal to 25% of Net Revenues. For all other periods during the term of the lease the Revenue Share shall be equal to 50% of Net Revenues. For confirmation of the Revenue Share for each year of the term, the District shall deliver to the City a certified report prepared by its independent auditor of the District's financial statements including a separate statement of the Net Revenue of the Enterprises for the District's prior fiscal year. Such report shall describe whether the District has outstanding obligations related to Minor or Major Capital Projects. For any year in which the District has outstanding major and/or minor Capital Expenses and there is a positive Annual Net Revenue, not including a consideration for major and/or minor Capital Expenses, the City shall receive 25% of said Net Revenue, the District 25% of said Net Revenue, and 50% of the said Net Revenue shall be allocated to pay down the outstanding major and/or minor Capital Expenses until paid in full.
6. Accounting. For the purpose of calculating Net Revenue, the Parties agree to rely on the accounting methods adopted from time to time by the District, provided they are not inconsistent with generally accepted accounting principles.
7. Use.

a. The District shall use the Enterprise Property only for purposes connected with the provision of park and recreational services and programs determined appropriate by the District and which are not inconsistent with any applicable land use covenants and zoning regulations.

b. Except as limited by ~~the foregoing sentence~~ subparagraph 7.b, the District shall exercise sole discretion to determine what activities are operated on the Enterprise Property and may add, remove, replace or substitute programs and activities, including the Enterprises.

c. In the event that the District desires or intends to assign the operation of any activity on the Enterprise Property to an outsider vendor, or enter into a management agreement for the performance of any activity on the Enterprise Property, the District shall first engage in a “request for proposal” process with qualified bidders, prospects, or applicants.

8. Condition; Maintenance; Improvements.

a. The District has inspected the Enterprise Property, is familiar with the present condition of the Enterprise Property and agrees to accept the Enterprise Property in that condition at the commencement of the Term.

b. The District shall provide general property maintenance service for the Enterprise Property which shall include keeping the Enterprise Property in a clean condition, free of accumulations of dirt, rubbish and unlawful obstructions as well as provide landscaping and exterior maintenance of all of the grounds including those immediately adjacent to all of the buildings and the parking lots

located on the Enterprise Property. All costs incurred by the District pursuant to this subparagraph b shall be considered to be “Expenses.”

- c. The District shall keep in good condition the interiors and exteriors of all of the buildings on the Enterprise Property and all entranceways and sidewalks leading thereto. To that end, the District shall provide customary maintenance to all of the Enterprise Property, as reasonably required under the circumstances.
- d. The cost for the comprehensive repair and replacement of the parking areas, including but not limited to lights, shall be evenly split between the Parties. The District shall invoice the City for the City’s share of said cost within 30 days of any project completion, and the City shall pay its share promptly upon receipt of such invoice. No costs associated with the comprehensive replacement of the parking area as described in this subparagraph d shall be considered to be “Expenses.”
- e. Minor Capital Projects. Subject to the limitations otherwise described herein, District may exercise discretion to design and construct capital improvements or capital repairs to the Enterprise Property and Enterprises so long as a good faith estimate of the cost for such improvements or repairs is less than \$25,000, adjusted annually by the percentage change in the Consumer Price Index (“Minor Capital Projects”). Upon the District giving notice to the City of its intent to perform and complete Minor Capital Projects by delivering a copy of the

design plans and cost estimate therefor, the City shall be granted thirty (30) days to request additions to the District's design for capital improvements or capital repairs, but the City may not prevent the District from performing Minor Capital Projects. If the City's additions to the District's design for Minor Capital Projects result in an incremental change in the cost for design or construction, all incremental costs resulting from the City additions shall be borne solely by the City and shall be paid within thirty (30) days of demand therefor. Minor Capital Projects for which the cost exceeds \$25,000 due to the City's additions shall nonetheless remain Minor Capital Projects.

- f. Major Capital Projects. For capital improvements or capital repairs for which a good faith estimate of the cost exceeds \$25,000, adjusted annually by the percentage change in the Consumer Price Index ("Major Capital Projects"), the cost shall be shared evenly by the Parties unless otherwise agreed to in writing. All expenses related to Capital Projects shall be "Capital Expenses." Before commencing a Major Capital Project, the Parties shall meet and agree on the project schedule and design, but the City may not prevent the District from performing a Major Capital Project if the District elects to pay for it itself. The District does not have any obligation to perform Major Capital Projects at its own expense. The Parties agree to replace the monument identification sign located on the frontage of U.S. Route 41 within the

first 24 months of the term and to evenly share all costs therefor, which costs shall not be considered to be “Expenses”.

g. Notwithstanding the provisions of subparagraphs (d), (e) and (f) herein above, the District shall perform emergency repairs, the cost for which shall be considered an Expense.

9. Surrender. On the termination date of this Lease, the District shall surrender the Enterprise Property except for any portion of Lot 1 which was ever included in the Enterprise Property to the City in the then prevailing condition and additions or alterations made by the District, notwithstanding any investment into such alternations paid for by the City.

10. Utilities. On a timely basis, the District shall pay for all water, gas, heat, light, power, telephone and other utilities and services supplied to the Enterprise Property. The cost for utilities shall be considered an Expense.

11. Taxes and Assessments. The Enterprise Property currently is exempt from general real estate taxes. It is agreed by the Parties that the District shall pay all real estate taxes, special taxes or special assessments, but only such taxes or special assessments which shall be imposed by State law on a local public entity, which may be assessed against the Enterprise Property as an Expense.

12. Access to Enterprise Property and Access to Books and Records concerning Enterprise Property.

a. Notwithstanding the District's exclusive use and control of the Enterprise Property, the City and its agents and employees and independent contractors

designated by the City shall have the right to enter upon the Enterprise Property and all portions thereof at any time during the term of the Lease for the purpose of inspecting the Enterprise Property for the enforcement of the Lease; provided, however, that in entering upon the Enterprise Property the persons shall not unreasonably interfere with the District's use of the Enterprise Property.

b. The District shall make available to the City or its designated representatives, all books and records of the District pertaining to the Enterprises and the Enterprise Property to enable the City to determine compliance with the provisions of this Lease, and to enable the City to conduct an independent review of the calculation of Revenues and Expenses.

13. Alterations and Improvements. The District shall be permitted to make alterations and additions to the Enterprise Property consistent with the terms of this Lease without the consent of the City provided that such alterations or additions do not substantially and permanently reduce (without considering Capital Expenses) the expected Net Revenue generated by the Enterprise Property. If such proposed alterations or additions are expected to substantially and permanently reduce the Net Revenue generated by such Enterprise Property, the District must receive the prior written consent of the City, which consent ~~shall not~~may be ~~unreasonably~~ withheld at the City's sole discretion. Any alterations or additions made to the Enterprise Property by the District, except to Lot 1 Property, and not removed by the District upon the termination of this Lease, shall belong to and become the property of the City without cost to the City.

14. Title. The City warrants that it has title to the Enterprise Property, except any Lot 1 property, in fee simple, free and clear of any liens, claims or encumbrances of third parties, except as listed on **Exhibit C**.
15. Continued Access. During the term of this Lease the City will provide to the District continued access to the Lot 3 from U.S. Route 41. Any relocation or reconstruction of the existing access to Lot 3 from U.S. Route 41, and the construction, maintenance and operation of any traffic controls related thereto, shall be performed at no expense to the District.
16. Insurance. The District shall obtain and maintain during the Term insurance coverages in accordance with **Exhibit D**. Cost for insurance shall be considered an Expense.
17. Default.
 - ~~A~~a. City Default. In the event of a default by City in the performance or observance of any of City's duties or obligations herein contained, and upon the failure of City to cure such default within ten (10) days following written notice thereof from the District (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), the District, at its option, may seek all available legal and equitable remedies.
 - Bb. District Default. In the event of a default by the District in the performance or observance of any of the District's duties or obligations herein contained, and upon the failure of the District to cure such default within ten (10) days following written notice thereof from the City (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence),

the City, at its option and as its sole remedy, may seek specific performance of this Agreement.

18. Termination. ~~a.~~—This Lease shall terminate upon the expiration of the Term and may not be terminated early except for a pattern of repeated material breaches of this Lease by the District or as ~~otherwise permitted by this Agreement.~~ provided in sub-paragraphs a- c below:

~~a.~~ ~~b.~~—If, at any time, after the first ~~ten~~seven (~~10~~7) years of this Lease, Annual Expenses, not including Capital Expenses, have exceeded Annual Revenues for ~~five~~three (~~5~~3) consecutive years, the City shall be entitled to terminate this Lease provided that written notice of such termination is given to the District no less than 180 days prior to the stated date of termination. In the event that the City terminates the Lease as set forth in this sub-paragraph, the City shall make the District whole for any outstanding Capital Expenses, net of any applicable depreciation (as presented by the District and verified by the City) within thirty (30) days after the stated termination date.

~~b.~~ ~~c.~~ ~~Notwithstanding the foregoing, either~~ Either party shall have the right to terminate this Lease prior the expiration of the Term once every ten (10) years, on each 10th anniversary of the Effective Date, provided that written notice of such termination is given to the other party no less than 180 days prior the 10th year anniversary date. In the event that the City terminates the Lease at any 10th year anniversary date as set forth in this sub-paragraph, the City shall make the District whole for any outstanding Capital Expenses, net of any applicable

depreciation (as presented by the District and verified by the City) within thirty (30) days after the stated termination date. No Capital Expenses shall be incurred at any time after the date on which a written notice of termination is given pursuant to this sub-paragraph.

~~c. d. Notwithstanding the foregoing, the~~The City shall have the right to terminate this Lease prior to the expiration of the Term if, in the City's reasonable judgment, the District has, for a period of not less than twenty four (24) consecutive months, abandoned all recreational and park uses of the Enterprise Property. The City shall give the District no less than 120 days' notice to so terminate the Lease, and the District may stop the proposed termination by curing the alleged abandonment within said 120 days.

19. Hazardous Substances.

- a. It is understood the Enterprise Property is located over a "capped" City landfill. Notwithstanding any language to the contrary elsewhere contained in this Agreement or in any applicable law, the District shall not be liable to the City or any person, firm or corporation acting on behalf of the City or its contractors for any damage, loss, expense, response cost or liability, including consultant fees and attorneys' fees, resulting from the presence of Hazardous Substances (as defined below) on, under or around the Enterprise Property or resulting from Hazardous Substances being generated, stored, disposed of or transported to, on, under or around the Enterprise Property by the City, its contractors, predecessors in title, or any other third party acting at the request or on behalf of the City

(collectively, the “Transfer Property Hazardous Substances Condition”) unless caused by the acts of the District.

- b. For purposes of this Agreement, “Hazardous Substances” shall mean (i) any substance which contains gasoline, diesel fuel or other petroleum hydrocarbons, (ii) any substance which is flammable, radioactive, corrosive or carcinogenic, (iii) any substance the presence of which the Enterprise Property causes or threatens to cause a nuisance or health hazard affecting human health, the environment, the Enterprise Property or property adjacent thereto, or (iv) any substance the presence of which on the Enterprise Property requires investigation or remediation under any hazardous substance law, as the same may hereafter be amended. “Hazardous Substance Law” means the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. 9601 et seq.; the Resource Conservation and Recovery Act, 42 U.S.C. 9601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1801 et seq.; the Clean Water Act, 33 U.S.C. 1251 et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; the Federal Insecticide, Fungicide, and Rodenticide Act, 7 U.S.C. 136 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Emergency Planning and Community Right to Know Act (SARA Title III) 42 U.S.C. 11001 et seq.; and any applicable state law or regulation.
- c. The District shall defend, indemnify and hold harmless the City and its officers, officials, employees, volunteers and agents from and against all claims, damages losses and expenses, including, but not limited to, legal fees (attorney’s and

paralegal's fees, expert fees and court costs), arising out of or resulting from the actions of the District with respect to the Enterprise Property provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the Enterprise Property itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the District or anyone for whose acts the District may be liable. Any such lawsuit or claim shall be tendered by the City and accepted for defense and indemnification by the District in a timely manner at no cost to the City. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the City would otherwise have. If a dispute arises as to whether or not the tendered lawsuit or claim is the obligation of the City or the District, the prevailing party shall be awarded all reasonable attorneys' fees, expenses and administrative hearing and court costs incurred either directly or indirectly incurred by it in such disputes.

- d. The City shall defend, indemnify and hold harmless the District and its officers, officials, employees, volunteers and agents from and against all claims, damages losses and expenses, including, but not limited to, investigation or remediation costs, legal fees (attorney's and paralegal's fees, expert fees and court costs), arising out of or resulting from the ~~Transfer Property Hazardous Substances Condition~~ actions of the City with respect to the Enterprise Property provided that any such claim, damage, loss or expense is attributable to bodily injury.

sickness, disease or death, or injury to or destruction of property, other than the Enterprise Property itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the City or anyone for whose acts the City may be liable Any such lawsuit or claim shall be tendered by the District and accepted for defense and indemnification by the City in a timely manner at no cost to the District. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the District would otherwise have. If a dispute arises as to whether or not the tendered lawsuit or claim is the obligation of the City or the District, the prevailing party shall be awarded all reasonable attorneys' fees, expenses and administrative hearing and court costs incurred either directly or indirectly incurred by it in such disputes.

20. Assignment. The District may not sublet or assign all or any portion of its interest in this Lease. For purposes of this paragraph the short-term use of the Enterprise Property by organizations or other persons under activity permits granted by the District shall not constitute a sublet or assignment. Notwithstanding the foregoing, the District may execute management agreements with third parties for the operation and maintenance of the Enterprises, provided that such management agreements shall not release the District from its obligations under this Lease. The Parties acknowledge and agree that the Dome Agreement, and any successor similar agreement, shall not represent a violation of this paragraph.

21. Notices. Any notice or communication required or permitted to be given under this Lease must be in writing and be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by other electronic means. Notices will be deemed delivered on the date of actual receipt during normal business hours. By notice complying with the requirements of this Section, each party has the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address will be effective until actually received.

Notices and communications to the Park District must be addressed to, and delivered at, the following address:

Park District of Highland Park
Attention: Executive Director
636 Ridge Road
Highland Park, IL 60035

Notices and communications to the City must be addressed to, and delivered at, the following address:

City of Highland Park
Attention: City Manager
1707 St. Johns Avenue
Highland Park, IL 60035

22. Certifications. The Parties certify hereby that they are not barred from entering into this Lease Agreement as result of violation of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that each Party has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4) and 5 ILCS 430/70-5. The Parties each represent and warrant that it is not acting, directly or indirectly, for or on behalf of any

person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.

23. Casualty/Condemnation. Subject to the protections provided by the District's insurance purchased pursuant to Paragraph 14 of this Lease, City and District shall equally bear all risk of loss. In the event of any casualty or the commencement or threat of condemnation proceedings affecting the Enterprise Property, the City shall give the Park District notice of such event within five (5) days. Within five (5) days from receipt of such notice of such event, the Park District may elect to cancel this agreement and terminate the Lease of the Enterprise Property.

24. Governing Law. This Agreement is governed by and enforced in accordance with the internal laws of, but not the conflicts of laws rules of, the State of Illinois.

25. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the lease of the Enterprise Property and the Enterprises, and this Agreement supersedes every prior agreement and negotiation between the parties, whether written or oral, relating to the subject matter of this Agreement.

26. Incorporation of Exhibits. Exhibits A through D attached to this Agreement are incorporated into and made a part of this Agreement by this reference.

27. Amendments and Modifications. No amendment or modification to this Agreement will be effective unless and until it is reduced to writing and approved and executed by all parties to this Agreement in accordance with all applicable statutory procedures.

28. No Third-Party Beneficiaries. No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation may be made, or be valid, against any of the Parties.

29. Force Majeure. Neither party shall be held in default under, or in noncompliance with, the provisions of the Agreement, nor suffer any enforcement or penalty relating to noncompliance or default (including liquidated damages, termination, cancellation or revocation), where such noncompliance or alleged defaults occurred or were caused by “Force Majeure,” defined as a strike, riot, war, earthquake, flood, tidal wave, unusually severe rain or snow storm, hurricane, tornado or other catastrophic act of nature, labor disputes, or other event that is reasonably beyond the party’s ability to anticipate or control. Non-compliance or default attributable to Force Majeure shall be corrected as soon as practicable. The party suffering the Force Majeure shall send notice as soon as reasonably practicable following the onset and conclusion of the Force Majeure

30. Master Agreement. To the extent there are any inconsistencies between the Master Agreement and this document, this document shall control.

31. Existing Management Agreement. The Existing Management Agreement shall remain in effect until December 31, 2018 and shall, without further action of either Party, terminate at midnight on December 31, 2018.

IN WITNESS WHEREOF, each of the Parties has caused this Lease to be executed by its authorized officers as of the date first above written.

CITY OF HIGHLAND PARK

PARK DISTRICT OF HIGHLAND PARK

Nancy Rotering, Mayor

Brian Kaplan, President

ATTEST:

ATTEST:

City Clerk

Secretary

EXHIBIT "A"

LEGAL DESCRIPTION OF THE PROPERTY

EXHIBIT "B"

GRAPHIC DEPICTION OF PROPERTY AND LOTS

EXHIBIT "C"
PERMITTED ENCUMBRANCES

EXHIBIT "D"

INSURANCE COVERAGES

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001 1185) or Insurance Services Offices form number GL 0002 covering Comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability, or the most recent revision.
2. Insurance Services Office Business Auto coverage form number CA 0001 0187 covering Automobile Liability, Code 1 "any auto" and endorsement CA 0029 1288.
3. If liquor is to be sold, distributed or provided, Liquor Liability coverage in accordance with Section 6-21 of the Illinois Liquor Control Act.

B. Minimum Limits of Insurance

District shall maintain limits no less than:

1. General Liability: \$3,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this location using endorsement CG 25 04 11 85 or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage including coverages for owned, hired or non-owned vehicles as applicable.
3. If A.3 is applicable, liquor liability limits of \$3,000,000 per occurrence combined single limit.
4. The amount of coverage required hereby may be provided by any combination of primary and excess or umbrella liability insurance policies.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be approved by the Parties.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. **General Liability, Automobile Liability and Liquor Liability**

- a. City, its officers, officials, employees, and agents are to be covered as additional insureds as respects: liability arising out of the Enterprise Property and/or arising out of activities performed by or on behalf of City and/or District. The coverage shall contain no special limitations on the scope of protection afforded to City, its officers, officials, employees, or agents.
- b. The insurance coverage provided under this Lease shall be primary insurance as respects the City, its officers, officials, employees, and agents. Any insurance or self-insurance maintained by City, its officers, officials, employees, or agents shall be excess of District's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to City, its officers, officials, employees, or agents.
- d. Coverage shall state that the District's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. **All Coverages**

Each insurance policy required by this clause shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the District.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A:VII and licensed to do business in Illinois. Alternatively, the insurance may be obtained from an intergovernmental self-insurance risk agency or pool.

F. Verification of Coverage

Prior to commencement of the Term, District shall furnish City with certificates of insurance and with original endorsements if applicable effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

Prepared By and
After recording, return to:

Adam B. Simon, Esq.
Ancel, Glink, Diamond, Bush,
DiCianni & Krafthefer, P.C.
175 E. Hawthorn Pkwy., Suite 145
Vernon Hills, Illinois 60061

This space reserved for Recorder's use only.

**SHARED USE AGREEMENT
BY AND BETWEEN THE CITY OF HIGHLAND PARK AND
THE PARK DISTRICT OF HIGHLAND PARK**

(Lot 4 of Highland Park Country Club)

This Intergovernmental Shared Use Agreement (the "*Agreement*") is entered into as of _____, 2018 the "Effective Date" between the City of Highland Park, an Illinois home rule municipality (the "*City*"), and the Park District of Highland Park, a Unit of Local Government of the State of Illinois (the "*District*" or "*Park District*"). The City and the District are sometimes hereinafter referred to individually as a "Party" or jointly as the "Parties";

WITNESSETH:

WHEREAS, the City is the fee simple owner of record of lot 4 of the property commonly known as the Highland Park Country Club, and legally described in **Exhibit A** attached hereto ("Property"); and

WHEREAS, the Property is subdivided into seven lots pursuant to the Highland Park Golf Course Plat of Resubdivision recorded November 10, 2004 as document number 5679534, in Lake County, Illinois ("Plat") (for purposes of this Agreement, any references to Lots 1 through 7 in this Agreement shall mean Lots 1 through 7 as identified on the Plat). A depiction of the Property and the respective Lots is attached hereto as **Exhibit B**; and

WHEREAS, Lot 5 of the Property is comprised of the Recreation Center of Highland Park (the "RCHP") which is owned and operated by the Park District; and

WHEREAS, Lot 4 of the Property is comprised of an existing building which has been used primarily for banquets, locker rooms, and a Pro Shop (collectively referred to as the "Clubhouse"), a parking lot, points of ingress and egress from Park Avenue West, a monument sign with changeable copy (the "Monument Sign"), and a public path from Park Avenue West to Half Day Road; and

WHEREAS, the RCHP and the Clubhouse share certain common areas and common mechanical systems, including common driveways and entryways, lockers rooms and associated furnishings, elevators and associated entry areas, mechanical systems, public utilities, laundry room and related equipment, fire suppression and alarm monitoring systems and equipment; and

WHEREAS, each of the Parties has determined that it is appropriate and in its best interest that Lot 4 of the Property be shared in the manner described herein for the mutual use and benefit of their common residents, and in furtherance thereof the Parties desire to enter into this formal written agreement; and

WHEREAS, the City and District previously entered into that certain Intergovernmental Lease Agreement dated December 31, 2014 (the "Country Club Lease") which provided, inter alia, for the District's operation of banquets in the Clubhouse; and

WHEREAS, the City and the Park District have the authority to perform and execute this Agreement under the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained in this Shared Use Agreement, and for other valuable consideration the receipt and sufficiency of which are acknowledged hereby, the Parties agree as follows:

1. Term. Unless sooner terminated, the term of this Agreement shall commence on (the “*Effective Date*”) and end on December 31, 2116 (the “*Term*”). Upon the expiration date, the Term shall renew for successive ten (10) year renewal terms unless either Party gives notice of its intent not to renew no more than one (1) year and not less than 180 days prior to the expiration date for the Term or renewal term; provided, that if the District is still operating the RCHP the City may not terminate this Agreement without the District’s consent. The parties understand that during the term of this Agreement circumstances may change so as to suggest alteration of this Agreement to be in the best interests of the parties and the community. Therefore, during the year of every ten year anniversary of this Agreement, the parties shall meet to discuss whether amending this Agreement in any way would be in the best interests of the parties and the community. In the absence of any agreed upon changes, this Agreement shall remain in full force and effect. In addition, if the parties shall mutually agree, such meetings may occur more frequently than every ten years.

2. Common Areas and Common Facilities.

a. Common Areas. For purposes of this Agreement, the following areas shall be “Common Areas: ”(i) All joint party walls located between the Clubhouse located on Lot 4 and the RCHP located on Lot 5, (ii) the elevator and corresponding entry areas, (iii) the trash enclosure, (iv) the parking lot, (v) the points of ingress and egress from Park Avenue West, (vi) the Laundry Room, (vii) the Locker Rooms, subject to reasonable safety and security regulations established by the District, (viii) the porte cochere located over the common entryway to the Clubhouse and RCHP, and (ix) the monument sign with changeable copy. For illustrative

purposes, and not in limitation of the foregoing description, the Common Areas are depicted in the series of diagrams attached hereto as **Group Exhibit E** and incorporated by reference. Except as otherwise described in this Agreement, the City grants the District unrestricted and unconditional access and use of the Common Areas to the extent reasonably consistent with historical custom and practice.

- b. **Common Facilities.** The designated mechanical systems, public utilities, and fire suppression and alarm monitoring systems and equipment shall be considered “Common Facilities.” For illustrative purposes, and not in limitation of the foregoing description, the Common Facilities are depicted in the series of diagrams attached hereto as **Group Exhibit E** and incorporated by reference. The City grants the District unrestricted and unconditional access and use of the Common Facilities to the extent consistent with historical custom and practice.
- c. **Pool Hallway.** As depicted more specifically in **Group Exhibit E**, there is a hallway located in the Clubhouse which leads to the pool located in the RCHP (the “Pool Hallway”). The Pool Hallway, including family changing bathrooms, adjoining offices, storage closet and electrical room, shall not be considered a Common Area. The District shall have exclusive possession and control of the Pool Hallway located in the Clubhouse and shall be solely responsible for its maintenance and repair. The Park District agrees to grant the City access and use of the Pool Hallway to the extent consistent with historical custom and practice and subject to reasonable safety and security regulations established by the District;

provided that no such regulation shall cut off access by the City to the Pool Hallway altogether.

3. Maintenance of Common Areas and Common Facilities on Lot 4. The Parties agree the maintenance, operation, repair, and replacement of the Common Areas and Common Facilities shall be performed as described below:

- a. The District has inspected the Common Areas and Common Facilities and is familiar with, and accepts, their present condition at the commencement of the Term.
- b. The District shall provide general maintenance service for the Common Areas and Common Facilities which shall include keeping them in a good condition, clean, free of accumulations of dirt, rubbish and unlawful obstructions. Maintenance shall include routine landscaping around the buildings, the Monument Sign, and the parking lot islands on Lot 4 and Lot 5 of the Property, maintaining and updating the message on the Monument Sign, and snow removal for pedestrian walkways and the parking lot, provided if the parking lot is reconstructed or relocated by the City, the District shall not be required to perform maintenance or snow removal in the parking lot without a new written agreement between the Parties.
- c. The District and City agree that the cost for maintenance of the Common Areas and Common Facilities are attached hereto as **Exhibit F** and incorporated by reference. The District shall prepare an annual budget for the line items described in **Exhibit F** and deliver a copy thereof to the City prior to August 15 of each year during the Term (the "Budget"). The City shall remit semi-annual payments equal to one half of the annual Budget to the District on June 30 and December 31 each year. By not

later than March 31 each year, the District shall compare the annual Budget for the preceding year to the actual maintenance expenses, excluding the General Management Fee (as defined in Exhibit F). If the actual maintenance expenses, excluding the General Maintenance Fee, are greater or less than the annual budget by more than 3%, the District shall report such difference to the City and a true up amount shall be added or deducted from the remaining payments for that year.

- d. Except for emergency repairs, any separate repair or maintenance expenses for the Common Areas or Common Facilities exceeding \$5,000 and not identified in the Budget shall require prior approval from both parties. The City and District shall cooperate on capital improvements and repairs to the Common Areas or Common Facilities and shall establish a written agreement on project schedule, design, financing and the allocation of cost. Neither Party's cooperation or approval shall be unreasonably withheld. Emergency repairs shall be identified and performed by the District and the cost shall be allocated as per **Exhibit F**.
 - e. ~~Notwithstanding the foregoing, any capital improvements to the Locker Rooms, Laundry Room or Pool Hallway for which the District agrees to pay the entire cost, shall not require City input or approval.~~ For calendar year 2018, the District shall pay for all electric utility service supplied to the Common Facilities. From and after January 1, 2019, electric utility service shall be included in the Budget described in **Exhibit F**.
4. Designated District Office. The City shall designate an area on the lower level of the Clubhouse which shall be for the exclusive and uninterrupted use of the District, at no cost to the District, for an office for the District's Passive Nature Area.

5. Monument Sign. Possession and management of the Monument Sign more specifically depicted on Exhibit E, shall be jointly shared between the City and District during the Term of this Agreement. The Monument Sign may be requested to be replaced by either Party throughout the term of this Agreement. The Parties shall agree to the timing of the replacement, sign content and design, and agree to evenly share all costs therefor. The Parties shall evenly share the sign panels located on the Monument Sign and each Party shall have sole discretion and control over the content on its respective sign panels.
6. Banquets. The use of the Clubhouse for the operation of banquets and other assembly-type events shall be consistent with the following conditions:
 - a. Unless extended pursuant to subsection 6.b below, the Parties agree that the District shall continue to be responsible for general banquet operations until December 31, 2018. The District shall also continue to book banquets for 2019 and thereafter until it is agreed by the Parties that booking banquets shall no longer be a District responsibility. All banquet contracts considered for acceptance by District for after December 31, 2018 must first receive the approval of the City Manager. Such approval shall be acted upon within two (2) business days after such request is submitted in writing to the City Manager pursuant to the Notice provision of this Agreement. If the City Manager does not respond within said two (2) days, the request shall be deemed as approved.
 - b. The District shall have the right, but not the obligation, to extend its responsibility for general banquet operations after December 31, 2018 by providing written notice to the City of its intent to do so prior to October 31, 2018. Such extension shall include terms, conditions, and revenue sharing provisions that are mutually

acceptable to both the City and the District and set forth in a written document executed by both the City and the District, which document shall, upon execution, be deemed to be incorporated into and made a part of this Agreement.

- c. The Parties agree that during any year in which the District is responsible for general banquet operations, the City shall have the right, but not the obligation, to make cosmetic improvements to the banquet area of the Clubhouse, including but not limited to chandelier replacements, window treatments, new flooring and painting at the City's sole cost and expense. Such improvements, if performed at all, shall be performed at a time when it shall not unreasonably interfere with the operation of the banquet facilities and events located therein.
- d. Except for the booking operation described in subsection 6.a from and after January 1, 2019, the City acknowledges that the District shall have no obligation for the operation of banquets, unless the District shall have exercised its right to extend, and a written extension document is executed, pursuant to subsection 6.b.
- e. Minor Capital Projects. Subject to the limitations otherwise described herein, during any part of the term during which the District is operating the banquet facilities, the District may exercise discretion to design, construct, and pay for capital improvements or capital repairs to the banquet facilities so long as a good faith estimate of the cost for such improvements or repairs is less than \$10,000 ("Minor Capital Projects"). Upon the District giving notice to the City of its intent to perform and complete Minor Capital Projects by delivering a copy of the plans and cost estimate therefor, the City shall be granted thirty (30) days to request additions to the District's design for the Minor Capital Project. If the City's

additions to the District's design for Minor Capital Projects result in an incremental change in the cost for design or construction, all incremental costs resulting from the City additions shall be borne solely by the City and shall be paid within thirty (30) days of demand therefor. Minor Capital Projects for which the cost exceeds \$25,000 due to the City's additions shall nonetheless remain Minor Capital Projects.

- f. Major Capital Projects. During any part of the term during which the District is operating the banquet facilities, for capital improvements or capital repairs to the banquet facilities for which a good faith estimate of the cost exceeds \$10,000 ("Major Capital Projects"), the Parties shall meet and agree on the project schedule costs and design, but the City may not prevent the District from performing a Major Capital Project if the District elects to pay for it itself. The District does not have any obligation to perform Major Capital Projects at its own expense.
 - g. Notwithstanding the provisions of subparagraphs 6.e and 6.f, the District shall perform emergency repairs at all times during which the District is operating the banquet facilities. Written notification shall be provided to the City Manager or designee providing the scope of the work and cost of repair. The cost of such emergency repairs shall be shared equally by the Parties.
7. Golf Maintenance Shed. The City grants to the District, and the District accepts from the City, an exclusive license for the use of the golf maintenance shed located in the northeasterly portion of Lot 4 (collectively, the "Shed Property"), as more specifically depicted on Exhibit B. For and in consideration for the license of the Shed Property, the District shall pay to the City one-half (1/2) of the aggregate sales price for any personal

property described in the golf equipment inventory list described in **Exhibit D**, which the District actually sells. The District shall have the right to terminate the license on thirty (30) days advance notice. The City shall have the right to remove or relocate the Shed Property at any time provided that the City gives the District ninety (90) days advance notice.

8. Insurance. Each party shall purchase insurance or self-insurance protection as provided in **Exhibit G**.

9. Parking Lot.

a. Except as provided in Section 11 of this Agreement, the Parties acknowledge and agree that there shall be no less than 324 parking spaces (including 12 disabled-access parking spaces) at all times on Lot 4. Except as expressly provided herein, all such parking spaces will be available for multiple-shared uses, including, without limitation, in support of the District's RCHP on Lot 5 and the future Passive Natural Area to be constructed by the District on Lots 1 and 2. In anticipation of the Senior Center moving to the Highland Park Country Club, the City and the District shall mutually agree on the layout of the parking lot and any expansion, the location of designated spaces for all senior citizens, the hours for the designated spaces and the number of designated spaces. ~~This Agreement~~At a minimum, this agreement must provide that not more than 35 of the 324 spaces closest to the Clubhouse building shall be designated for use by senior citizens during the hours of 9 a.m. to 5 p.m. on Mondays – Fridays. This agreement must be completed before the Senior Center occupies the Highland Park Country Club. The staff of the respective Parties shall meet annually to reassess and, if they deem it

appropriate, to revise the number of parking spaces allotted for senior citizens and the hours such spaces shall be so reserved so as to maximize the optimal and convenient use of the District and City facilities located at the RCHP, the Clubhouse and the Natural Preserve Area.

- b. In the event the City ever intends to relocate the required parking spaces or build a multi-level parking deck because another structure or use will be constructed or operated on Lot 4, the 324 parking spaces available for use by the District, and its patrons, guests and invitees of Lots 1, 2 and 5, shall always be located adjacent to Lot 5. No portion of any multi-level parking deck or other structure will be located on the west half of Lot 4 (as shown on Exhibit X). In the event the parking is relocated at any time and for any reason, such relocation shall occur at no cost or expense to the District. The City shall seek out the comments and recommendations of the Park District with respect to the relocation of parking before any plans are publicly presented. For the purpose of this subsection, the west half of Lot 4 shall be depicted on **Exhibit B**.
- c. The City and District will work cooperatively on any proposals submitted by each Party if the parking or driveway areas located west of the current (2018) westerly most access point from Park Avenue West shown on Exhibit Y are proposed to be removed, redesigned or relocated. The cooperation anticipated by this provision shall not be unreasonably withheld by either Party. Any proposed change to existing access points shall not impede the District's appropriate access to Lot 5 and the driveway dropoff area for the RCHP.

- d. Any additional parking spaces required as result of programming, activities, businesses or other functions operated or approved by the City shall be solely the responsibility of the City to design and improve and shall not reduce any of the parking spaces which currently exist as set forth herein.
 - e. The District and its invitees, guests and customers shall not be charged any fee or expense for parking in the parking spaces required by this Agreement. Except as otherwise provided herein, ~~there shall be no City~~the City shall not adopt, without the prior written approval of the District, which approval shall not be unreasonably withheld, any regulations prohibiting or limiting District patrons from using any portion of the parking lot or requiring any District patrons to use any designated portion of the parking lot or requiring any specified vehicle identification system for patrons to use any portion of the parking lot.
 - f. Except for any parking deck which the City may construct, the City and the District shall share in all capital expenses relating to the reconstruction, resurfacing and/or resealing of the parking areas and lighting in parking lots. The City shall consult with and seek out the comments and recommendations of the Park District with respect to the design and specifications of the parking lot lights. All costs referenced in this subsection (f) shall be shared equally between the Parties.
10. Cross-Access to the Shed Property, Lot 1 and Lot 5.
- a. Except as provided in Section 11 of this Agreement, the City shall provide, at all times, reasonable and direct pedestrian and vehicular access across Lot 4, from and between the Park Avenue West right-of-way, the Shed Property, Lot 1 and Lot 5. Without limiting the generality of the preceding sentence, the City shall provide

direct access from Lot 4 to Lot 1 at the points identified on **Exhibit B** as “Entrance to Passive Natural Area.”

- b. Subject to the obligation described in subsection (a), the location of access point or points to Lot 4 from Park Avenue West will be determined, and can be changed, by the City in its reasonable discretion. In the event the City ever intends to relocate the access point or points, the City shall seek out the comments and recommendations of the Park District.
- c. The location of access point or points between Lot 4 and Lot 5 shall not be changed without the mutual, written agreement of the Parties, which agreement shall not be unreasonably withheld.
- d. In the event that access points to Lot 4 from Park Avenue West are relocated at any time and for any reason, the costs for such relocation shall be paid for by the Party which initiated such relocation. In the event such access points require the installation of additional traffic controls of any kind, such controls shall be constructed and installed at no cost or expense to the District.
- e. The District and its invitees, guests and customers shall not be charged any fee or expense for exercising the cross-access rights across Lot 4.
- f. The recording of this Agreement shall represent a parking and cross-access easement memorializing the City’s obligation to provide parking and cross-access on Lot 4 for the use and benefit of the Shed Property and Lots 1, 2 and 5, consistent with the terms of this Agreement. The covenants, including the termination and applicability provisions, herein described shall run with the land and be binding on the City’s successors and assigns.

11. Limitation of the Applicability of the Requirements in Sections 9 and 10. Sections 9 and 10 of this Agreement shall be applicable only for so long as the District uses at least a portion of Lot 5 for recreational purposes and portions of Lots 1 and 2 as a Natural Preservation Area.
12. Limitation on Use of Lot 4. The City shall not operate or permit to be operated any use on Lot 4 which dedicates more than 1000 square feet to any use which competes with the recreational uses operated by the District on Lot 5.
13. Taxes and Assessments. It is agreed by the Parties that the City and District shall pay pro-rata all real estate taxes, special taxes or special assessments which may be assessed against Lot 4 based on the amount of area used by each Party. Such agreement shall not be taken as the District's or the City's consent or approval for any such taxes or assessments to ever be imposed except as may be required of public entities by State or federal law.
14. Title. The City warrants that it has title to Lot 4 in fee simple, free and clear of any liens, claims or encumbrances of third parties, except as listed on **Exhibit C.**
15. Assignment. The District may not sublet or assign all or any portion of its interest in this Agreement. For purposes of this paragraph the short-term use of the RCHP or the Clubhouse by organizations or other persons for banquets or other recreational/assembly-type uses shall not constitute a sublet or assignment. Notwithstanding the foregoing, the District may execute management agreements with third parties for the operation of banquets, provided that such management agreements shall not release the District from its obligations under this Lease.
16. Default/Remedy

- a. City Default. In the event of a default by the City in the performance or observance of any of the City's duties or obligations herein contained, and upon the failure of City to cure such default within ten (10) days following written notice thereof from the District (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), the District may pursue all legal and equitable remedies.
 - b. District Default. In the event of a default by the District in the performance or observance of any of the District's duties or obligations herein contained, and upon the failure of the District to cure such default within ten (10) days following written notice thereof from the City (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), the City may pursue all legal and equitable remedies.
17. Notices. Any notice or communication required or permitted to be given under this Agreement must be in writing and be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by other electronic means. Notices will be deemed delivered on the date of actual receipt during normal business hours. By notice complying with the requirements of this Section, each party has the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address will be effective until actually received.

Notices and communications to the District must be addressed to, and delivered at, the following address:

Park District of Highland Park

Attention: Executive Director
636 Ridge Road
Highland Park, IL 60035

Notices and communications to the City must be addressed to, and delivered at, the following address:

City of Highland Park
Attention: City Manager
1707 St. Johns Avenue
Highland Park, IL 60035

18. Incorporation of Exhibits. Exhibits A through F attached to this Agreement are incorporated into and made a part of this Agreement by this reference.
19. Amendments and Modifications. No amendment or modification to this Agreement will be effective unless and until it is reduced to writing and approved and executed by all parties to this Agreement in accordance with all applicable statutory procedures.
20. Governing Law. This Agreement is governed by and enforced in accordance with the internal laws of, but not the conflicts of the laws rules of, the State of Illinois.
21. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and this Agreement supersedes every prior agreement and negotiation between the parties, whether written or oral, relating to the subject matter of this Agreement.
22. Force Majeure. Neither party shall be held in default under, or in noncompliance with, the provisions of the Agreement, nor suffer any enforcement or penalty relating to noncompliance or default (including liquidated damages, termination, cancellation or revocation), where such noncompliance or alleged defaults occurred or were caused by “Force Majeure,” defined as a strike, riot, war, earthquake, flood, tidal wave, unusually severe rain or snow storm, hurricane, tornado or other catastrophic act of nature, labor

disputes, or other event that is reasonably beyond the party's ability to anticipate or control. Non-compliance or default attributable to Force Majeure shall be corrected as soon as practicable. The party suffering the Force Majeure shall send notice as soon as reasonably practicable following the onset and conclusion of the Force Majeure.

23. Casualty.

- a. The City shall obtain and maintain throughout the term of this Agreement property and casualty insurance coverage equal to the full replacement value of the Clubhouse, including but not limited to the Common Areas and Common Facilities. The City shall cause the District to be named as a co-loss payee on such property and casualty insurance coverage. In the event of a casualty event which results in the loss of use of any Common Areas or Common Facilities or any portion of the Clubhouse, the City agrees to use the proceeds of the property and casualty insurance coverage to promptly repair or replace all affected Common Areas or Common Facilities and the affected portion of the Clubhouse unless otherwise agreed by both Parties. The District shall have the right, but not the obligation, to use any insurance proceeds to construct permanent or temporary improvements on, over and across Lot 4 to replace the Common Areas or Common Facilities and their functionality affected by the casualty event.
- b. The District shall also purchase and keep in place general liability and property insurance coverages adequate to protect its interests in this Agreement, such coverages shall be in amounts acceptable to the City.

24. Condemnation. The City covenants not to exercise the power of eminent domain for the purpose of removing the City's warranties and obligations to the District related to Lot 4.

25. Certifications. The Parties certify hereby that they are not barred from entering into this Lease Agreement as result of violation of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that each Party has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4) and 5 ILCS 430/70-5. The Parties each represent and warrant that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.
26. Master Agreement. To the extent there are any inconsistencies between the Master Agreement and this document, this document shall control.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Execution Date.

PARK DISTRICT OF HIGHLAND PARK

Signature: _____
Printed Name: Brian Kaplan
Title: President

Attest:

Signature: _____
Printed Name: _____
Title: Secretary

CITY OF HIGHLAND PARK

Signature: _____
Printed Name: Nancy R. Rotering
Title: Mayor

Attest:

Signature: _____
Printed Name: Ghida S. Neukirch
Title: City Manager/City Clerk

~~June 27,~~July 22, 2018

EXHIBIT "A"--- Legal Description of the Property

~~June 27,~~ July 22, 2018

EXHIBIT "B" ---Graphic depiction of Property and Lots

EXHIBIT "C" --- Permitted Title Exceptions

~~June 27,~~July 22, 2018

EXHIBIT "D" --- Golf Equipment Inventory List

GROUP EXHIBIT "E" --- Common Areas and Common Facilities Diagrams

EXHIBIT F – COSTS

The City and Park District shall select an independent professional accounting, auditing or other appropriate entity to perform a study as to the relative expected use of all Common Areas and Common Facilities described in this Agreement and recommend a formula or method for distributing the costs of all maintenance and capital improvements of said Common Areas and Common Facilities. The cost of such a study shall be borne equally by the parties and such study shall be binding on the parties. A new study may be requested by either party but no more often than every 10 year anniversary of the Effective Date.

EXHIBIT "G"---Insurance Requirements

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001 7/98) or Insurance Services Offices form number GL 0002 covering Commercial General Liability.
2. Insurance Services Office Business Auto coverage form number CA 0001 1013 covering Automobile Liability, Code 1 "any auto."

B. Minimum Limits of Insurance

1. General Liability/Excess Liability: \$3,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability/Excess Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage including coverages for owned, hired or non-owned vehicles as applicable.
3. Liquor liability limits of \$3,000,000 per occurrence combined single limit.
4. The amount of coverage required hereby may be provided by any combination of primary and excess or umbrella liability insurance policies.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be approved by the Parties.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. **General Liability, Automobile Liability and Liquor Liability**
 - a. City/District, (as applicable) its officers, officials, employees, and agents are to be covered as additional insureds as respects: liability.
 - b. The insurance coverage provided under this Lease shall be primary insurance as respects the City/District, (as applicable) its officers, officials, employees, and agents. Any insurance or self-insurance maintained by City/District, (as applicable) its officers, officials, employees, or agents shall be excess of CITY's/DISTRICT's insurance and shall not contribute with it.

- c. Coverage shall state that the CITY's/DISTRICT's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A: VII and licensed to do business in Illinois. Alternatively, the insurance may be obtained from an intergovernmental self-insurance risk agency or pool.

F. Verification of Coverage

Prior to commencement of the Term, CITY/DISTRICT shall furnish City/District with certificates of insurance and with original endorsements if applicable effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

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Park District of Highland Park, IL

Income Statement

Current Period Ending 07/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year		
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD	
Revenue									
100 - PROGRAMS	76,894.46	108,227.70	1,716,409.39	1,750,278.48	-33,869.09	3,034,811.59	61,147.13	1,822,859.51	
110 - CAMPS	250,683.37	232,321.29	1,519,225.12	1,462,991.63	56,233.49	1,549,078.00	213,220.42	1,404,457.59	
120 - LESSONS	47,732.60	20,544.62	211,404.15	198,819.84	12,584.31	346,684.50	15,818.80	165,958.74	
130 - SPECIAL EVENTS	11,257.00	2,919.07	67,337.50	62,580.63	4,756.87	108,288.00	15,519.20	63,977.05	
410 - TAX	107,353.47	1,089,089.86	7,833,339.03	6,300,577.27	1,532,761.76	13,072,257.00	237,664.30	6,556,850.41	
420 - FEES & CHARGES	142,349.18	167,145.52	411,258.72	508,723.00	-97,464.28	1,270,299.20	234,337.16	768,345.76	
440 - MEMBERSHIPS	159,758.53	165,495.08	933,899.56	1,059,128.31	-125,228.75	1,717,654.00	169,394.34	1,038,040.63	
450 - RENTALS	37,555.68	105,557.84	696,642.13	737,593.34	-40,951.21	1,263,617.75	106,085.30	842,204.81	
460 - MERCHANDISING	2,211.04	8,664.32	32,962.41	33,732.90	-770.49	66,465.00	108,692.77	544,459.62	
470 - INTEREST INCOME	18,961.24	8,750.00	87,938.03	61,250.00	26,688.03	105,000.00	5,313.27	48,606.71	
480 - MISCELLANEOUS INCOME	2,875.85	11,524.17	136,261.49	85,919.83	50,341.66	193,400.00	17,457.96	589,763.45	
510 - OTHER INCOME	28,070.31	1,060.82	44,749.09	23,360.74	21,388.35	37,380.00	0.00	450,117.97	
520 - BOND/DEBT PROCEEDS	0.00	0.00	5,500.42	0.00	5,500.42	0.00	7,312.91	8,666,255.42	
Total Revenue:	885,702.73	1,921,300.29	13,696,927.04	12,284,955.97	1,411,971.07	22,764,935.04	1,191,963.56	22,961,897.67	
Expense									
100 - PROGRAMS	102,322.19	88,605.48	949,274.69	984,859.26	35,584.57	1,647,113.92	97,643.92	952,936.40	
110 - CAMPS	276,276.43	299,092.27	380,194.00	596,808.00	216,614.00	882,710.33	261,019.37	356,486.15	
120 - LESSONS	21,183.18	7,212.66	114,130.71	91,271.07	-22,859.64	159,167.83	17,800.40	88,810.56	
130 - SPECIAL EVENTS	19,010.66	5,932.65	153,510.69	130,144.60	-23,366.09	214,264.61	7,908.43	113,394.49	
610 - SALARIES & WAGES	630,265.51	984,024.62	3,709,933.63	4,759,130.12	1,049,196.49	7,537,251.07	591,762.77	3,597,414.81	
620 - CONTRACTUAL SERVICES	342,285.45	215,787.33	1,817,430.78	1,802,158.36	-15,272.42	2,896,927.79	285,586.05	2,472,740.83	
630 - INSURANCE	178,252.94	174,888.80	1,065,712.78	1,224,256.79	158,544.01	2,099,502.41	1,280.34	1,051,669.76	
640 - MATERIALS & SUPPLIES	77,293.64	47,352.11	280,236.04	360,096.46	79,860.42	588,970.66	47,212.19	285,469.36	
650 - MAINTENANCE & LANDSCAPING CONTRACTS	80,144.39	42,824.02	229,811.57	273,710.25	43,898.68	435,352.52	31,802.04	195,156.00	
660 - UTILITIES	103,528.96	78,932.00	474,917.28	553,915.07	78,997.79	980,619.05	48,188.31	447,460.72	
670 - PENSION CONTRIBUTIONS	71,777.57	70,268.65	431,104.85	511,059.36	79,954.51	911,368.95	65,750.31	414,777.02	
680 - COST OF GOODS SOLD	2,575.25	7,743.75	10,914.09	20,314.57	9,400.48	26,546.00	40,097.15	175,482.71	
710 - DEBT RETIREMENT	475.00	0.00	296,181.25	296,181.25	0.00	3,077,362.50	475.00	255,573.61	
720 - CAPITAL OUTLAY	700,928.97	516,950.67	3,693,678.76	6,270,957.47	2,577,278.71	8,560,614.00	9,702.95	1,255,719.38	
Total Expense:	2,606,320.14	2,539,615.01	13,607,031.12	17,874,862.63	4,267,831.51	30,017,771.64	1,506,229.23	11,663,091.80	
Report Total:	-1,720,617.41	-618,314.72	89,895.92	-5,589,906.66	5,679,802.58	-7,252,836.60	-314,265.67	11,298,805.87	

Fund Summary

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-386,960.89	-31,861.34	554,936.77	-221,595.94	776,532.71	-382,023.74	-186,344.98	380,558.02
25 - SPECIAL RECREATION	-180,596.65	78,444.19	237,531.25	56,112.13	181,419.12	546,866.00	16,006.10	335,777.79
29 - RECREATION	-467,784.68	-238,659.90	2,805,135.03	738,370.93	2,066,764.10	3,106,547.64	-162,010.57	2,352,233.12
60 - DEBT SERVICE	9,655.33	126,162.01	632,720.48	334,780.27	297,940.21	-1,562,812.50	25,124.76	521,845.38
70 - CAPITAL PROJECTS	-694,930.52	-552,399.68	-4,140,427.61	-6,497,574.05	2,357,146.44	-8,961,414.00	-7,040.98	7,708,391.56
Report Total:	-1,720,617.41	-618,314.72	89,895.92	-5,589,906.66	5,679,802.58	-7,252,836.60	-314,265.67	11,298,805.87



Park District of Highland Park, IL

F01- General Fund

Income Statement

Current Period Ending 07/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	55,483.14	427,166.66	3,077,085.34	2,990,166.62	86,918.72	5,126,000.00	112,278.49	2,749,107.44
420 - FEES & CHARGES	5,107.50	3,275.87	26,640.19	22,931.09	3,709.10	39,326.20	3,871.65	25,813.68
450 - RENTALS	0.00	5,000.00	0.00	35,000.00	-35,000.00	60,000.00	0.00	38,700.00
460 - MERCHANDISING	77.14	9.99	220.65	69.93	150.72	120.00	21.28	43.02
470 - INTEREST INCOME	18,961.24	8,750.00	87,938.03	61,250.00	26,688.03	105,000.00	5,313.27	48,606.71
480 - MISCELLANEOUS INCOME	1,699.99	8,308.26	90,203.32	58,157.82	32,045.50	99,700.00	641.40	61,550.44
510 - OTHER INCOME	335.23	1,060.82	2,520.96	7,425.74	-4,904.78	12,735.00	0.00	331.22
Total Revenue:	81,664.24	453,571.60	3,284,608.49	3,175,001.20	109,607.29	5,442,881.20	122,126.09	2,924,152.51
Expense								
610 - SALARIES & WAGES	208,835.81	228,809.83	1,328,584.05	1,600,235.37	271,651.32	2,744,517.07	204,387.89	1,280,733.51
620 - CONTRACTUAL SERVICES	81,427.36	83,436.22	386,808.19	584,053.54	197,245.35	1,001,399.70	52,101.04	325,557.88
630 - INSURANCE	102,272.42	101,187.22	613,657.84	708,310.54	94,652.70	1,214,729.83	0.00	583,255.06
640 - MATERIALS & SUPPLIES	25,060.33	20,682.40	107,862.87	144,776.80	36,913.93	248,263.36	12,491.15	100,348.56
650 - MAINTENANCE & LANDSCAPING CONTRACTS	10,523.48	9,597.95	55,096.51	67,185.65	12,089.14	115,197.52	7,028.62	38,873.40
660 - UTILITIES	14,470.75	10,303.57	73,645.11	72,124.99	-1,520.12	123,662.61	8,528.88	57,308.54
670 - PENSION CONTRIBUTIONS	26,034.98	31,415.75	164,017.15	219,910.25	55,893.10	377,134.85	23,933.49	157,517.54
Total Expense:	468,625.13	485,432.94	2,729,671.72	3,396,597.14	666,925.42	5,824,904.94	308,471.07	2,543,594.49
Report Total:	-386,960.89	-31,861.34	554,936.77	-221,595.94	776,532.71	-382,023.74	-186,344.98	380,558.02

The General Fund is the general operating fund of the District. It accounts for all revenues and expenditures of the District which are not accounted for by other funds. This fund accounts for administrative, planning and park expenditures.

Fund Balance 1/1/2018 \$ 2,886,931

YTD Activity \$ 554,937

Fund Balance 7/31/2018 \$ 3,441,868

Revenue remained relatively flat during July. Due to the budget timing of property taxes, interest income and miscellaneous income, YTD revenue is 3% or \$109,607 favorable to budget. While expenditures are favorable to budget by \$666,925.



Park District of Highland Park, IL
Fund 25 Special Recreation

Income Statement

Current Period Ending 07/31/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	6,236.48	78,444.19	571,854.12	392,315.13	179,538.99	941,707.00	16,006.10	486,076.75
Total Revenue:	6,236.48	78,444.19	571,854.12	392,315.13	179,538.99	941,707.00	16,006.10	486,076.75
Expense								
620 - CONTRACTUAL SERVICES	186,833.13	0.00	334,322.87	336,203.00	1,880.13	394,841.00	0.00	150,298.96
Total Expense:	186,833.13	0.00	334,322.87	336,203.00	1,880.13	394,841.00	0.00	150,298.96
Report Total:	-180,596.65	78,444.19	237,531.25	56,112.13	181,419.12	546,866.00	16,006.10	335,777.79

The Special Recreation Fund is used to account for revenues derived from a special annual property tax levy and the expenditures of these monies to Northern Suburban Recreation Association for recreation services for the disabled.

Fund Balance 1/1/2018 \$ 294,333

Year to Date Activity \$ 237,531

Fund Balance 7/31/2018 \$ 531,864

July's activity included the second installment Member Contribution and first installment Inclusion Fees.



Park District of Highland Park, IL

Fund 29 Recreation

Income Statement

Current Period Ending 07/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	76,894.46	108,227.70	1,716,409.39	1,750,278.48	-33,869.09	3,034,811.59	61,147.13	1,822,859.51
110 - CAMPS	250,683.37	232,321.29	1,519,225.12	1,462,991.63	56,233.49	1,549,078.00	213,220.42	1,404,457.59
120 - LESSONS	47,732.60	20,544.62	211,404.15	198,819.84	12,584.31	346,684.50	15,818.80	165,958.74
130 - SPECIAL EVENTS	11,257.00	2,919.07	67,337.50	62,580.63	4,756.87	108,288.00	15,519.20	63,977.05
410 - TAX	35,503.52	457,317.00	3,255,497.84	2,287,134.00	968,363.84	5,490,000.00	83,779.95	2,544,247.23
420 - FEES & CHARGES	137,241.68	163,869.65	384,618.53	485,791.91	-101,173.38	1,230,973.00	230,465.51	742,532.08
440 - MEMBERSHIPS	159,758.53	165,495.08	933,899.56	1,059,128.31	-125,228.75	1,717,654.00	169,394.34	1,038,040.63
450 - RENTALS	37,555.68	100,557.84	696,642.13	702,593.34	-5,951.21	1,203,617.75	106,085.30	803,504.81
460 - MERCHANDISING	2,133.90	8,654.33	32,741.76	33,662.97	-921.21	66,345.00	108,671.49	544,416.60
480 - MISCELLANEOUS INCOME	1,175.86	3,215.91	46,058.17	27,762.01	18,296.16	93,700.00	16,816.56	110,813.01
510 - OTHER INCOME	27,735.08	0.00	37,760.13	15,935.00	21,825.13	24,645.00	0.00	0.00
Total Revenue:	787,671.68	1,263,122.49	8,901,594.28	8,086,678.12	814,916.16	14,865,796.84	1,020,918.70	9,240,807.25
Expense								
100 - PROGRAMS	102,322.19	88,605.48	949,274.69	984,859.26	35,584.57	1,647,113.92	97,643.92	952,936.40
110 - CAMPS	276,276.43	299,092.27	380,194.00	596,808.00	216,614.00	882,710.33	261,019.37	356,486.15
120 - LESSONS	21,183.18	7,212.66	114,130.71	91,271.07	-22,859.64	159,167.83	17,800.40	88,810.56
130 - SPECIAL EVENTS	19,010.66	5,932.65	153,510.69	130,144.60	-23,366.09	214,264.61	7,908.43	113,394.49
610 - SALARIES & WAGES	421,429.70	755,214.79	2,381,349.58	3,158,894.75	777,545.17	4,792,734.00	387,374.88	2,316,681.30
620 - CONTRACTUAL SERVICES	71,548.96	96,085.60	622,581.59	633,876.00	11,294.41	1,071,187.09	227,023.16	1,416,758.22
630 - INSURANCE	75,980.52	73,701.58	452,054.94	515,946.25	63,891.31	884,772.58	1,280.34	468,414.70
640 - MATERIALS & SUPPLIES	52,233.31	26,669.71	172,373.17	215,319.66	42,946.49	340,707.30	34,721.04	185,120.80
650 - MAINTENANCE & LANDSCAPING CONTRACTS	69,620.91	33,226.07	174,715.06	206,524.60	31,809.54	320,155.00	24,773.42	156,282.60
660 - UTILITIES	89,058.21	68,628.43	401,272.17	481,790.08	80,517.91	856,956.44	39,659.43	390,152.18
670 - PENSION CONTRIBUTIONS	45,742.59	38,852.90	267,087.70	291,149.11	24,061.41	534,234.10	41,816.82	257,259.48
680 - COST OF GOODS SOLD	2,575.25	7,743.75	10,914.09	20,314.57	9,400.48	26,546.00	40,097.15	175,482.71
720 - CAPITAL OUTLAY	8,474.45	816.50	17,000.86	21,409.24	4,408.38	28,700.00	1,810.91	10,794.54
Total Expense:	1,255,456.36	1,501,782.39	6,096,459.25	7,348,307.19	1,251,847.94	11,759,249.20	1,182,929.27	6,888,574.13
Report Total:	-467,784.68	-238,659.90	2,805,135.03	738,370.93	2,066,764.10	3,106,547.64	-162,010.57	2,352,233.12

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-467,784.68	-238,659.90	2,805,135.03	738,370.93	2,066,764.10	3,106,547.64	-162,010.57	2,352,233.12
Report Total:	-467,784.68	-238,659.90	2,805,135.03	738,370.93	2,066,764.10	3,106,547.64	-162,010.57	2,352,233.12

The Recreation Fund is used to account for the operations of the facilities and programs. Financing is provided primarily from an annual property tax levy and from fees charged for programs and activities.

Fund Balance 1/1/2018 \$ 4,106,307

Year to Date Activity \$ 2,805,135

Fund Balance 7/31/2018 \$ 6,911,442

At the half year mark, revenue is favorable to budget by 10% or \$814,916 due to Property Tax revenue. Operationally revenue is unfavorable to budget by \$153,447 or 2.6%. Expenditures continue to lag behind both budget and PYTD. RCHP is operating at a YTD surplus of \$71,999, this is attributed to staffing variances, & timing of certain payments. DCRC has seen a jump in revenue as the Club was open during the summer, while outdoor tennis camp is favorable to budget by 10%. WRC's Rental revenue reflects an increase of 63% compared to 2017 YTD. This increase is due to higher demand on Jammin Jungle and pre-school room rentals.



Park District of Highland Park, IL

Fund 60 Debt Service

Income Statement

Current Period Ending 07/31/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	10,130.33	126,162.01	928,901.73	630,961.52	297,940.21	1,514,550.00	25,599.76	777,418.99
Total Revenue:	10,130.33	126,162.01	928,901.73	630,961.52	297,940.21	1,514,550.00	25,599.76	777,418.99
Expense								
710 - DEBT RETIREMENT	475.00	0.00	296,181.25	296,181.25	0.00	3,077,362.50	475.00	255,573.61
Total Expense:	475.00	0.00	296,181.25	296,181.25	0.00	3,077,362.50	475.00	255,573.61
Report Total:	9,655.33	126,162.01	632,720.48	334,780.27	297,940.21	-1,562,812.50	25,124.76	521,845.38

The Debt Service Fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest.

Fund Balance 1/1/2018 \$ 156,530

Year to Date Activity \$ 632,720

Fund Balance 7/31/2018 \$ 789,250

July's activity includes receipt of Property Tax revenue, and Fees.



Park District of Highland Park, IL

Fund 70 Capital

Income Statement

Current Period Ending 07/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	417,400.00
510 - OTHER INCOME	0.00	0.00	4,468.00	0.00	4,468.00	0.00	0.00	449,786.75
520 - BOND/DEBT PROCEEDS	0.00	0.00	5,500.42	0.00	5,500.42	0.00	7,312.91	8,666,255.42
Total Revenue:	0.00	0.00	9,968.42	0.00	9,968.42	0.00	7,312.91	9,533,442.17
Expense								
620 - CONTRACTUAL SERVICES	2,476.00	36,265.51	473,718.13	248,025.82	-225,692.31	429,500.00	6,461.85	580,125.77
720 - CAPITAL OUTLAY	692,454.52	516,134.17	3,676,677.90	6,249,548.23	2,572,870.33	8,531,914.00	7,892.04	1,244,924.84
Total Expense:	694,930.52	552,399.68	4,150,396.03	6,497,574.05	2,347,178.02	8,961,414.00	14,353.89	1,825,050.61
Report Total:	-694,930.52	-552,399.68	-4,140,427.61	-6,497,574.05	2,357,146.44	-8,961,414.00	-7,040.98	7,708,391.56

The Capital Projects Fund is used to account for financial resources acquired through bond issues and excess surpluses in the Recreation Fund per the District's Fund Balance Policy. These resources are to be used for improvements to existing park facilities, maintenance supplies and staff for the general upkeep of all parks within the District.

Fund Balance 1/1/2018 \$12,801,286

Year to Date Activity \$(4,140,427)

Fund Balance 7/31/2018 \$8,660,859

Activity during July includes, asphalt work at Brown Park & Safety Village, Teams Course equipment at Heller, Park Ave dredging, professional services for Rosewood Beach path repair, POGO, SV Course and Club House.



Sunset Valley Golf Course

	2017 Total Budget	2017 YTD Activity	2018 Total Budget	2018 YTD Activity
Revenue	-00	173.00	565,017.00	2,317.00
Expense	574,453.26	531,932.00	979,772.00	379,320.00
Report Surplus (Deficit):	(574,453.26)	(531,759.00)	(414,755.00)	(377,003.00)

Recreation Center of HP

	Total Budget	YTD Activity	Total Budget	YTD Activity
Revenue	2,248,608.20	2,297,202.00	2,332,264.00	1,208,075.00
Expense	2,225,616.52	2,027,798.00	2,223,108.00	1,136,075.00
Report Surplus (Deficit):	22,991.68	269,404.00	109,156.00	72,000.00

Deer Creek Raquet Club

	Total Budget	YTD Activity	Total Budget	YTD Activity
Revenue	1,452,829.00	1,430,239.00	1,436,889.00	895,344.00
Expense	1,181,276.00	1,143,818.00	1,149,399.00	654,169.00
Report Surplus (Deficit):	271,553.00	286,421.00	287,490.00	241,175.00

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Y-T-D July 2018

Park District of Highland Park, IL

	2016	2017	2017	2018	2018
	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity
Center: 11 - ADMINISTRATIVE					
Revenue	4088850.02	4988000	4898698.69	5529000	3,271,110.22
Expense	1844629.31	1840018.06	1858469.58	1763681.39	924,806.63
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	2244220.71	3147981.94	3040229.11	3765318.61	2,346,303.59
Net Revenue:	54.89%	63.11%	62.06%	68.10%	71.73%
Center: 24 - WEST RIDGE CENTER					
Revenue	496429.3	475282	534939.03	540503	321,054.04
Expense	731339.91	713275.05	771435.36	849990.37	450,944.99
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	-234910.61	-237993.05	-236496.33	-309487.37	-129,890.95
Net Revenue:	-47.32%	-50.07%	-44.21%	-57.26%	-40.46%
Center: 26 - ATHLETICS					
Revenue	978018.43	1040734	964109.06	995801	714,059.79
Expense	900515.72	999216.03	886460.18	951805.08	465,746.38
Center: 26 - ATHLETICS Surplus (Deficit):	77502.71	41517.97	77648.88	43995.92	248,313.41
Net Revenue:	7.92%	3.99%	8.05%	4.42%	34.77%
Center: 28 - CAMPS					
Revenue	822693.52	905963	823752.55	893222	878,357.42
Expense	573287.63	658770.02	605891.05	650062.97	316,823.01
Center: 28 - CAMPS Surplus (Deficit):	249405.89	247192.98	217861.5	243159.03	561,534.41
Net Revenue:	30.32%	27.29%	26.45%	27.22%	63.93%
Center: 29 - SPECIAL EVENTS					
Revenue	75078.55	102303	50636.35	69033	33,956.00
Expense	224868.85	251186.42	189216.19	218607.1	119,851.64
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	-149790.3	-148883.42	-138579.84	-149574.1	-85,895.64
Net Revenue:	-199.51%	-145.53%	-273.68%	-216.67%	-252.96%
Center: 31 - HIDDEN CREEK AQUAPARK					
Revenue	457278.58	469775.88	376920.41	457333	230,790.87
Expense	512339.54	629831.12	486259.75	480719.33	231,174.27
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	-55060.96	-160055.24	-109339.34	-23386.33	-383.4
Net Revenue:	-12.04%	-34.07%	-29.01%	-5.11%	-0.17%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER					
Revenue	109597.77	113943.5	112802.8	111565.55	72,939.60
Expense	100576.04	106036.52	102446.35	107342.88	46,697.77
Budget Worksheet - Net Revenue					
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	9021.73	7906.98	10356.45	4222.67	26,241.83
Net Revenue:	8.23%	6.94%	9.18%	3.78%	35.98%
Center: 33 - ROSEWOOD BEACH					
Revenue	26249.79	57925	55773.38	72570	43,610.00
Expense	110926.27	156165.49	114075.82	116597	50,617.11

Ending: 07/31/2018

Center: 33 - ROSEWOOD BEACH		Surplus (Deficit):	-84676.48	-98240.49	-58302.44	-44027	-7,007.11
		Net Revenue:	-322.58%	-169.60%	-104.53%	-60.67%	-16.07%
Center: 34 - PARK AVENUE							
Revenue			75423.67	88318.61	84015.44	93279.58	103,332.65
Expense			77233.72	88781.77	70334.33	72920.78	43,064.50
		Center: 34 - PARK AVENUE Surplus (Deficit):	-1810.05	-463.16	13681.11	20358.8	60,268.15
		Net Revenue:	-2.40%	-0.52%	16.28%	21.83%	58.32%
Center: 38 - ICE ARENA							
Revenue			1276453.64	1254735	1152872.37	1271588.73	703,628.75
Expense			961771.93	919115.54	978360.41	977945.77	557,915.71
		Center: 38 - ICE ARENA Surplus (Deficit):	314681.71	335619.46	174511.96	293642.96	145,713.04
		Net Revenue:	24.65%	26.75%	15.14%	23.09%	20.71%
Center: 41 - MAINTENANCE							
Revenue			886.25	0	175	0	817.41
Expense			578544.26	556842.9	508906.42	615250.76	262,940.80
		Center: 41 - MAINTENANCE Surplus (Deficit):	-577658.01	-556842.9	-508731.42	-615250.76	-262,123.39
		Net Revenue:	-65,180.03%	0.00%	-290,703.67%	0.00%	-32,067.55%
Center: 42 - PRO SHOP							
Revenue			874395.22	0	35.48	565017	1,498.74
Expense			355128.47	17610.36	31844.98	364520.68	116,380.49
		Center: 42 - PRO SHOP Surplus (Deficit):	519266.75	-17610.36	-31809.5	200496.32	-114,881.75
		Net Revenue:	59.39%	0.00%	-89,654.74%	35.49%	-7,665.22%
Center: 49 - RECREATION CENTER ADMIN							
Revenue			182132.54	179852	166799.31	190645	92,132.07
Expense			1112491.8	1193443.66	1068294.56	1145869.29	570,344.33
		Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	-930359.26	-1013591.66	-901495.25	-955224.29	-478,212.26
		Net Revenue:	-510.81%	-563.57%	-540.47%	-501.05%	-519.05%
Center: 51 - RECREATION CENTER FITNESS							
Revenue			1771299.16	1809907	1928487.89	1897881	986,945.27
Expense			639044.89	678982.77	679050.04	735656.88	388,148.72
		Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	1132254.27	1130924.23	1249437.85	1162224.12	598,796.55
		Net Revenue:	63.92%	62.49%	64.79%	61.24%	60.67%
Center: 53 - RECREATION CENTER AQUATICS							
Revenue			225398.07	258849.2	205900.37	243738	128,998.34
Expense			327472.4	353190.09	288021.08	341582.54	177,582.71
		Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	-102074.33	-94340.89	-82120.71	-97844.54	-48,584.37
		Net Revenue:	-45.29%	-36.45%	-39.88%	-40.14%	-37.66%
Center: 55 - INDOOR TENNIS							
Revenue			1203353.29	1235896.55	1247551.43	1248037.44	717,276.36
Expense			983930.08	989311.68	994041.7	1001713.47	568,357.05
		Center: 55 - INDOOR TENNIS Surplus (Deficit):	219423.21	246584.87	253509.73	246323.97	148,919.31
		Net Revenue:	18.23%	19.95%	20.32%	19.74%	20.76%
Center: 56 - OUTDOOR TENNIS							
Revenue			183700.21	216932	217443.11	188852	178,068.35
Expense			175109.23	191963.89	174846.09	147686.44	85,812.42
		Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	8590.98	24968.11	42597.02	41165.56	92,255.93
		Net Revenue:	4.68%	11.51%	19.59%	21.80%	51.81%

Center: 61 - HELLER NATURE CENTER

Revenue	275247.1	322406.34	257930.59	291630.54	229,285.65
Expense	646345.38	701240.46	615457.77	672273.55	301,072.54
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	-371098.28	-378834.12	-357527.18	-380643.01	-71,786.89
Net Revenue:	-134.82%	-117.50%	-138.61%	-130.52%	-31.31%

Center: 74 - HPCC LEARNING CENTER

Revenue	162904.91	233907.81	178788	206100	142,101.66
Expense	105853.82	143023.69	110121.71	266740.12	150,515.04
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	57051.09	90884.12	68666.29	-60640.12	-8,413.38
Net Revenue:	35.02%	38.85%	38.41%	-29.42%	-5.92%

Center: 76 - HPCC BUILDING

Revenue	1451.84	1134.39	938.95	0	51,631.09
Expense	503847.95	543948.51	560644.21	278282.8	223,161.25
Center: 76 - HPCC BUILDING Surplus (Deficit):	-502396.11	-542814.12	-559705.26	-278282.8	-171,530.16
Net Revenue:	-34,604.10%	-47,850.75%	-59,609.70%	0.00%	-332.22%

Park District of Highland Park
Investment Schedule
July 31, 2018

Security	Type		Purchase Date	Maturity Date	Interest Rate	Effective Yield to Mat	Purchase Price	Amortized Book Value	Par Value	Monthly Interest	Expected Interest
Discover Bank (DE)	CD	365	1/31/18	1/31/19	1.80%	1.80%	246,000.00	246,000.00	246,000.00	376.08	4,428.00
Goldman Sachs Bank NY	CD	365	1/31/18	1/31/19	1.80%	1.80%	246,000.00	246,000.00	246,000.00	376.08	4,428.00
Safra National Bank of NY	CD	454	1/31/18	4/30/19	1.89%	1.89%	247,000.00	247,000.00	247,000.00	396.49	5,806.60
Southwest National Bank KS	CD	546	2/2/18	8/2/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	419.56	7,389.70
Live Oak Banking Co	CD	546	2/9/18	8/9/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	420.19	7,400.78
Bankvista, Sartell MN	CD	638	2/7/18	11/7/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	419.56	8,634.85
First Commerce Bank	CD	638	2/7/18	11/7/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	419.56	8,634.85
Bank of the Ozarks AZ	CD	592	12/1/16	7/16/18	0.99%	0.99%	245,000.00	245,000.00	245,000.00	106.32	3,933.96
Quontic Bank, Astoria NY	CD	365	7/24/17	7/24/18	1.52%	1.52%	245,000.00	245,000.00	245,000.00	244.87	3,724.00
Mainstreet Bank, Herndon VA	CD	365	7/24/17	7/24/18	1.50%	1.50%	245,000.00	245,000.00	245,000.00	241.64	3,675.00
Bank of China, NY	CD	367	8/11/17	8/13/18	1.50%	1.50%	245,000.00	245,000.00	245,000.00	312.12	3,695.14
Affiliated Bank, Arlington TX	CD	367	8/11/17	8/13/18	1.46%	1.50%	246,000.00	246,000.00	246,000.00	305.04	3,611.28
Valley National Bank OK	CD	627	12/1/16	8/20/18	1.03%	1.03%	245,000.00	245,000.00	245,000.00	214.32	4,334.89
American Bank of Missouri	CD	655	12/1/16	9/17/18	1.10%	1.10%	244,000.00	244,000.00	244,000.00	227.96	4,816.49
Granite Community Bank	CD	365	10/3/17	10/3/18	1.41%	1.40%	246,000.00	246,000.00	246,000.00	294.59	3,468.60
Landmark Community Bank TN	CD	365	10/3/17	10/3/18	1.40%	1.40%	246,000.00	246,000.00	246,000.00	292.50	3,444.00
Security State Bank, Wewoka OK	CD	365	10/5/17	10/5/18	1.40%	1.40%	246,000.00	246,000.00	246,000.00	292.50	3,444.00
Pacific Enterprises Bank CA	CD	690	12/1/16	10/22/18	1.11%	1.11%	244,000.00	244,000.00	244,000.00	230.03	5,119.99
CFG Community Bank, MD	CD	455	8/11/17	11/9/18	1.50%	1.50%	244,000.00	244,000.00	244,000.00	310.85	4,562.47
Longview Bank	CD	455	8/11/17	11/9/18	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	4,410.38
Exchange Bank, Gibbon NE	CD	1095	12/1/15	11/30/18	1.54%	1.54%	238,000.00	238,000.00	238,000.00	311.29	10,995.60
Stearns Bank NA St Cloud MN	CD	1095	12/1/15	11/30/18	1.45%	1.45%	239,000.00	239,000.00	239,000.00	294.33	10,396.50
Southside Bank Tyler TX	CD	1095	12/1/15	11/30/18	1.40%	1.40%	239,000.00	239,000.00	239,000.00	284.18	10,038.00
Great Midwe. Bank Ssb, Brookfield WI	CD	1095	12/1/15	11/30/18	1.35%	1.35%	240,000.00	240,000.00	240,000.00	275.18	9,720.00
Community West Bank NA Goleta CA	CD	1095	12/1/15	11/30/18	1.33%	1.33%	240,000.00	240,000.00	240,000.00	271.10	9,576.00
Gbc International Bank LA. CA.	CD	1095	12/1/15	11/30/18	1.30%	1.30%	240,000.00	240,000.00	240,000.00	264.99	9,360.00
First National Bank of McGregor, TX	CD	270	3/15/18	12/10/18	1.95%	1.95%	246,000.00	246,000.00	246,000.00	407.42	3,548.47
Western Alliance Bank, Phoenix	CD	365	12/14/17	12/14/18	1.65%	1.65%	245,000.00	245,000.00	245,000.00	343.34	4,042.50
T Bank, Tollway, TX	CD	365	12/14/17	12/14/18	1.61%	1.61%	245,000.00	245,000.00	245,000.00	335.01	3,944.50
United Bank of Iowa Ida Grove IA	CD	545	8/11/17	2/7/19	1.50%	1.50%	243,000.00	243,000.00	243,000.00	309.58	5,442.53
Native Amcn Bank CO	CD	545	8/11/17	2/7/19	1.45%	1.45%	243,000.00	243,000.00	243,000.00	299.26	5,261.12
Capital Bank , Jacinto City TX	CD	545	8/24/17	2/20/19	1.60%	1.60%	243,000.00	243,000.00	243,000.00	330.21	5,805.37
Mission National Bank, San Francisco CA	CD	545	8/23/17	2/19/19	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	5,282.77
Foresight Bank, Plainview MN	CD	455	12/14/17	3/14/19	1.57%	1.57%	244,000.00	244,000.00	244,000.00	325.36	4,775.38
Fieldpoint Private Bank & Trust CT	CD	528	10/3/17	3/15/19	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	5,117.98
Security Bank & Trust	CD	528	10/3/17	3/15/19	1.43%	1.43%	244,000.00	244,000.00	244,000.00	296.34	5,047.39
Bank Leuni USA, NY	CD	367	3/23/18	3/25/19	2.15%	2.15%	244,000.00	244,000.00	244,000.00	445.55	5,274.75
Orrstown Bank, Shippensburg PA	CD	556	10/3/17	4/12/19	1.49%	1.49%	243,000.00	243,000.00	243,000.00	307.51	5,515.37
Cibc(Acquired Private Bank & Trust Chgo	CD	556	10/3/17	4/12/19	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	5,389.39
Mound City Bank	CD	554	10/5/17	4/12/19	1.65%	1.65%	243,000.00	243,000.00	243,000.00	340.53	6,085.65
First National Bank Paragould AR	CD	554	10/5/17	4/12/19	1.44%	1.44%	244,000.00	244,000.00	244,000.00	298.42	5,332.97
Pacific Western Bank, LA	CD	365	4/25/18	4/25/19	2.20%	2.20%	244,000.00	244,000.00	244,000.00	455.91	5,368.00
Cornerstone Bank,	CD	365	5/24/18	5/24/19	2.35%	2.35%	243,000.00	243,000.00	243,000.00	485.00	5,710.50
American Metro Bank, Chicago	CD	365	5/24/18	5/24/19	2.35%	2.35%	243,000.00	243,000.00	243,000.00	485.00	5,710.50
First Exchange Bank of Alabama, Louisville AL	CD	545	12/14/17	6/12/19	1.75%	1.75%	243,000.00	243,000.00	243,000.00	361.17	6,349.62
Crestmark Bank, Troy MI	CD	545	12/14/17	6/12/19	1.60%	1.60%	243,000.00	243,000.00	243,000.00	330.21	5,805.37

Luana Savings Bank, Luana IA	CD	545	12/14/17	6/12/19	1.55%	1.55%	243,000.00	243,000.00	243,000.00	319.89	5,623.95
Stearns Bank Holdingford NA	CD	545	12/14/17	6/12/19	1.55%	1.55%	243,000.00	243,000.00	243,000.00	319.89	5,623.95
Platinum Bank, Oakdale MN	CD	455	3/23/18	6/21/19	2.20%	2.20%	242,000.00	242,000.00	242,000.00	452.18	6,636.77
Capital Community Bank, Provo UT	CD	455	3/23/18	6/21/19	1.96%	1.96%	243,000.00	243,000.00	243,000.00	404.51	5,937.19
Mid-America Bank, MO	CD	485	4/25/18	8/23/19	2.30%	2.30%	241,000.00	241,000.00	241,000.00	470.78	7,365.36
Farmers & Merchants Union Bank	CD	540	3/28/18	9/19/19	2.20%	2.20%	241,000.00	241,000.00	241,000.00	450.31	7,844.05
First Internet of Indiana, IN	CD	545	4/25/18	10/22/19	2.40%	2.40%	240,000.00	240,000.00	240,000.00	489.21	8,600.55
Financial Federal Savings Bank, TN	CD	545	5/24/18	11/20/19	2.50%	2.50%	240,000.00	240,000.00	240,000.00	509.59	8,958.90
Sonabank, McLean VA	CD	545	5/24/18	11/20/19	2.50%	2.50%	240,000.00	240,000.00	240,000.00	509.59	8,958.90
Uinta Bank, Mountain View WY	CD	545	6/19/18	12/16/19	2.55%	2.55%	240,000.00	240,000.00	240,000.00	519.78	9,138.08
Franklin Synergy Bank, Franklin TN	CD	545	6/19/18	12/16/19	2.55%	2.55%	240,000.00	240,000.00	240,000.00	519.78	9,138.08
							13,876,000.00		13,876,000.00	19,924.61	347,685.00

EXECUTIVE DIRECTOR'S MONTHLY REPORT

AUGUST 24, 2018

UPCOMING MEETINGS AND DATES

- September 11, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- September 25, 2018/6:00 p.m./West Ridge Center/Regular Meeting
- October 9, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- October 23, 2018/6:00 p.m./West Ridge Center/Regular Meeting

FACILITIES

DEER CREEK RACQUET CLUB

<u>July Activity</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Daily Court Rentals (Hours)			
<i>Tennis</i>	N/A	N/A	12.5
<i>Racquetball</i>	N/A	N/A	16
Private Lessons (Hours)	N/A	66	180
Drop-Ins	N/A	104	195
Memberships	335	307	210

News & Events

- Summer tennis camps continue to be a popular program. Between our season-long and mini-camp sessions this summer we received 134 registrations, up from 123 last summer.
- Weekly indoor cardio and senior drop-in classes have been extended two weeks beyond the end of the summer session (August 5) due to popular demand.
- Fall class registration began August 6, with the fall season beginning August 27. The first week of registration is in-person. Patrons with current Deer Creek Racquet Club memberships and/or those that have taken a summer class have priority. General and online registration begins August 15.

PARK AVENUE BOATING BEACH

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Season Launch "ONLY" Pass			
Power Boat	8	9	11
PWC	8	11	15
Season Boat Storage w/ Launch			
Power Boat & PWC's - 34 max.	29/4=33	30/3 = 33	28/5 = 33
Season Boat Storage Non-Motorized			
Sailboat 18 ft. or Under	14	14	15
Board Boat Storage/SUP	34	39	44
Season Parking Decals	191*	182*	179*
	<i>*68 NSYC members</i>	<i>*64 NSYC members</i>	<i>*89 NSYC members</i>
Motorized Launch Totals	2016	2017	2018
July Weekdays	58 = average 3.86 per day	N/A	N/A
July WeekENDS (Sat/Sun) + July 3 & 4	73 = average 5.61 per day	102 = average 8.5 per day	123 = avg 11.2 per day

News & Events

- Operations have been smooth and uneventful since working through some early challenges this summer. Storage is at near capacity and spots are all accounted for. The sand has maintained its even contour and the level of erosion has stabilized.
- Inclement weather resulted in zero launches on three different weekend days in July, yet overall launch volume still surpassed last July 2017.
- Garbage and recycling capacity was increased with the addition of several wheeled bins in the parking lot surrounding the North Shore Yacht Club clubhouse. This has resolved the issue of animals raiding the less sturdy cans that were formerly kept on the deck. An exterminator service was also called on to address a new problem with mice in and around the clubhouse.

CENTENNIAL ICE ARENA

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Daily Drop in Fees			
Public Skate	13	15	29
Freestyle	27	7	124
Open Hockey	0	0	7
Open Gymnastics	27	14	99
Skate Rental	30	56	54
Punch Passes			
Public Skate	0	1	3
Freestyle	15	9	18
Skate Rental	7	2	9
Facility Rentals			
Total Hours		117	122.5

RECREATION CENTER OF HIGHLAND PARK

<u>Memberships</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	1951	1887	1899
Non-Annual	62	45	68
NorthShore Grant	33	15	31
Total Memberships	2046	1947	1998
Kid Fit Memberships	69	77	60

<u>Active Members</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	3178	3112	3188
Non-Annual	62	45	68
NorthShore Grant	34	16	31
Total Members	3274	3173	3287

Kid Fit Members	122	118	170

<u>Punch Pass/Day Pass</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics Punch	45	26	34
Track Pass	-	-	1749
Open Gym Punch	7	3	2
Kid Fit Punch Pass	8	3	7
Facility Day Pass	140	108	136
Aquatics Day Pass	92	38	72
Open Gym Day Pass	248	282	248
Kid Fit Day Pass	53	40	32
Kid Fit Time Out	0	5	9

<u>Facility Usage</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics	13723	8258	12742
Track Pass	-	-	849
Kid Fit	901	464	608
Group Exercise		5044	5186
Water Aerobics (Per class)	16	18	16.7
Free Day Passes	206	128	180
Group Exercise Average	12.5	10	10.6

<u>Personal Training/Programs</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Personal Training Units Sold	545.25	466	522
Personal Training Usage	916	672	873
Rental Bookings (hours)	48	15.5	22.8

News & Events

- Memberships have increased .06 from July 2017 (1,899 in 2018 vs. 1,887 in 2017). There has been a 2.4% increase in total members (3,188 in 2018 vs. 3,112 in 2017). There was growth in our Kid Fit active members category from the previous year (45%). Total Memberships for July 2018 have increased from July 2017 by 3.6%.

- 1,749 Track Passes have been sold since we began recording. Track usage continues to be high at a total of 849.
- Facility Day Passes have increased 26% from July 2017 (136 in 2018 vs. 108 in 2017), and aquatics day passes have increased 89% from July 2017.
- Overall Fitness/Aquatics facility usage is up 54.3% compared to July 2017. Fitness/Aquatics punch passes are up 30.8% from July 2017.
- Total Group Exercise participation has increased 3% from July 2017. Group Exercise average is up 6% from July 2017.
- Personal Training units sold has increased by 12% compared to July 2017. PT usage has increased by 30% since July 2017.
- Rental Bookings are up from July 2017 by 47%.

HELLER NATURE CENTER

Custom/Scout Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>
HELLER NATURE CENTER			
Number of Programs	34	24	10

Teams Course Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>
HELLER NATURE CENTER			
Number of Programs	5	1	6

Facility Rentals

	<u>2016</u>	<u>2017</u>	<u>2018</u>
HELLER NATURE CENTER			
Rentals	5	3	3
Birthday Party Package	3	4	1
Total	8	7	4
ROSEWOOD INTERPRETIVE CENTER			
Rentals	2	6	5

News & Events

- Heller Teams Course is under construction adding new elements, crate steaking and ADA trails.

HIDDEN CREEK AQUAPARK

	<u>2017</u>		<u>2018</u>		<u>Difference</u>	
Memberships	Res	Non-Res	Res	Non-Res	Res	Non-Res
Individual	50	0	41	5	(9)	5
Family of 2	78	12	63	5	(15)	(7)
Family of 3	130	23	91	15	(39)	(8)
Family of 4	140	22	110	17	(30)	(5)
Family of 5	56	10	43	7	(13)	(4)
Family of 6+	26	5	22	3	(4)	(2)
Senior	17	2	22	2	(5)	0
Senior Couple	17	2	16	1	(1)	(1)
TOTAL MEMBERS	513	76	408	55	(116)	(22)
	<u>2017</u>		<u>2018</u>		<u>Difference</u>	
Admission	Res	Non-Res	Res	Non-Res	Res	Non-Res
Daily	2,580	2,111	2,872	1,720	292	(391)
Twilight	291	185	388	153	97	(32)
Lap Swim	63	18	67	25	4	7
Punch Pass	528	83	454	70	(74)	(13)
TOTAL ADMISSIONS	3,462	2,397	3,781	1,968	319	(429)

ROSEWOOD BEACH

	<u>2017</u>		<u>2018</u>		<u>Difference</u>	
Parking	Res	Non-Res	Res	Non-Res	Res	Non-Res
Daily Pass Revenue	-	\$26,070	-	\$38,130	-	\$12,060
Season Parking Pass	-	34	-	18	-	(16)
Season Parking Pass Revenue	-	\$8,500	-	\$4,675	-	(\$3,825)
Admissions	Res	Non-Res	Res	Non-Res	Res	Non-Res
Participants	-	942	-	1,438	-	496
Revenue	-	\$9,420	-	\$14,138	-	\$4,718
Total Revenue	-	\$43,990	-	\$56,943	-	\$12,953

News & Events

- The regular season ended on August 19th with the post season taking place August 20-September 3.

WEST RIDGE CENTER JULY RENTALS

	2016	2017	2018
Rental Bookings (hrs)	32	29	14

News & Events:

- Rental numbers for July 2018 reflect the high temperatures and good weather we experienced for the month of July, as well as the limited rental availability due to camp programs.

GRANT-IN-AID JULY 2018

	2017	2018
Total YTD Subsidy	\$103,963	\$80,550
Households		
100% Subsidy YTD	71	71
50% Subsidy YTD	15	10
Total YTD	86	81

News & Events:

- Overall scholarship usage is down approximately 23%. This is due in-part to a decrease in the total number of scholarship approved households, as well as variances in the way subsidized funds are distributed in Class vs. RecTrac.
- SMILE Grant-In-Aid scholarships were used to send 45 children to camp this summer, compared to 53 in 2017 and 47 in 2016.

RECREATION PROGRAMS BEGINNING JULY 2018

	<u>2017</u>	<u>2018</u>	<u>Variance</u>
Beach Events (movie)	N/A	42	42
Total Registrations	0	42	42

News & Events

- Fourth Fest was hosted on July 4 in Sunset Woods Park. This year's event featured new rides and crowd favorites. Overall revenue decreased 36% compared to 2017, due to extremely high temperatures.

CAMP REGISTRATION (AS OF AUGUST 15)

	<u>2017</u>	<u>2018</u>	<u>Variance</u>
Before/After Camp Care	132	101	-31
Camp Big/Little Top	76	59	-17
Camp Sunshine/More Sunshine	135	123	-12
Coast Guardians	35	35	0
Counselor in Training: Leadership Academy	45	37	-8
Girl's Outdoor Challenge	0	12	12
Girls Play Strong Camp	64	58	-6
Golf Camps	15	33	18
Hook, Line & Sinker	9	9	0
Jr/Sr Crew Camp	179	223	44
Jr/Sr Spotlighters	62	63	1
Junior Varsity Sports Camp	44	42	-2
Mini Crew	30	23	-7
Outdoor Adventure Camp	16	19	3
Sand Trackers	26	24	-2
Tennis Camps	255	135*	-120
Trekkers	28	34	6
Varsity Sports Camp	57	63	6
Swim N' Gym	N/A	41	41
Total	1208	1134	-74

News & Events

- *Tennis registration did not offer high school tennis camp in 2018, resulting in a large discrepancy in registration numbers.
- First Session Camp Ended on Friday, July 13.
- Second Session Began on Monday July 16.

HIGHLAND PARK LEARNING CENTER DRIVING RANGE MONTHLY SALES REPORT (BUCKETS SOLD)

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>
March			
April		400	327
May		2,400	1,167
June		5,000	1,468
July		5,000	1,763
August			
September			
October			
November			
Totals		12,800	4,725

MINI GOLF MONTHLY SALES REPORT (ROUNDS SOLD)

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>
March			
April		50	18
May		450	400
June		1,600	644
July		1,700	1,047
August			
September			
October			
November			
Totals		3,800	2,109

News & Events

- Weather improved in July. There were only a few days in the upper 90's which resulted in an increase in participation in both the range and miniature golf.
- The facility offered the Try Golf Event and had several people asking questions about their swings on July 11.
- Movie Night was cancelled due to rain on July 21.

PARKS & PLANNING

News & Events

- Staff continue to work with Hey and Associates planning for the Highland Park Country Club Conversion.
- Staff are nearing the end of the community engagement phase of the Lakefront Master Plan Update. Final Listening Sessions were held at Rosewood Beach on July 21st and Hidden Creek AquaPark on August 19th.
- RFPs have been received and are currently being reviewed for the Sunset Woods Park Athletic Lights Survey.
- An engineering firm is currently evaluating the Danny Cunniff Park Tennis Courts and developing a plan for drainage improvements.
- SmithGroup JJR is in the process of assessing the condition of the Park Avenue Barge and expected to provide a report to the Park District next month.
- Tree removals occurred at Heller Nature Center Teams Course, Kennedy, Sunset Woods and Memorial Parks.
- General park repairs and routine park landscaping maintenance is in progress throughout the District: backstop fencing repairs, weeding of shrub beds, pruning of overhanging branches, and repairing path washouts.
- Assistance to Golf Maintenance: overhanging branch pruning, shrub bed weeding, sodding, installation of new monument signs.
- Return of Circus Camp equipment to storage, removal of Legends ballfields, lining of fall soccer fields.