

NOTICE OF MEETING
Tuesday, September 25, 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 August 28, 2018 Regular Board Meeting
 - B. Minutes from September 17, 2018 Workshop Meeting
 - C. First Student Transportation Services Contract Extension
 - D. Bills and Payroll in the amount of \$3,040,942.14
- VI. UNFINISHED BUSINESS
 - a. Highland Park Country Club Agreements
- VII. TREASURER'S REPORT
- VIII. NEW BUSINESS
 - A. IAPD Professional Services Agreement for Executive Director Search
 - B. Parks Foundation Update
 - C. Director's Report
 - D. 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
- XII. ADJOURNMENT

NOTICE OF MEETING
Tuesday, September 25, 2018
6:00 p.m.

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

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
AUGUST 28, 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 6:02 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; IT Manager Johnson; Director Romes; Assistant Director Carr; Director Voss; Director Gogola; Director Curtis

ADDITIONS TO THE AGENDA

The Board took a moment of silence and reflected on the loss of Michael and Billy Fischer. Michael was a Park Board member for 12 years, and Billy was a beloved figure in the Highland Park community and a long time NSSRA participant.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

CONSENT AGENDA

Minutes from July 24, 2018 Regular Board Meeting; Minutes from August 14, 2018 Workshop Meeting; Surplus Ordinance 18-04; Approval of the 2018 Sustainability Plan; Approval of the Land Management Plan; Bills and Payroll in the amount of \$2,641,507.73.

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

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried.

UNFINISHED BUSINESS

A. HPCC Agreements

Executive Director McElroy updated the Board on the status of the Highland Park Country Club Agreements. The only remaining issues and proposed changes were discussed.

- The City's Corporate Counsel is now reviewing the Master Agreement to determine if termination will result in any legal issues for the City.
- The City and Park District of Highland Park have agreed to eliminate the Exhibit D from the Tree Nursery Agreement.
- There remains disagreement with the Lot 3 agreement 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.

There was further discussion from the Board. President Kaplan recommended a 5% fee for 5 years. Commissioner Bernstein wanted to clarify that 5% is an accurate management fee. Vice President Ruttenberg noted the City can terminate the lease after 7 years and that there needs to be a commitment to the percentage for the management fee.

Executive Director McElroy confirmed the 2018 Operating Budget for Lot 3 was \$266,000. Commissioner Bernstein noted that this would not have a material effect on the budget. Vice President Ruttenberg recommended a 5% fee with a cap for the first 7 years. Commissioner Flores Weisskopf does not want to negotiate every year. The Board directed President Kaplan to reach out to the Mayor for further discussion. The final outstanding issue is the Parking Lot on Lot 4.

Both the City and the Park District of Highland Park agree to allocating 35 parking spaces for Seniors between the hours of 9:00 a.m. and 5:00 p.m. Vice President Ruttenberg is concerned that this will affect morning patrons, especially the mothers of young children with strollers, etc. Commissioner Bernstein expressed that safety was an issue in the Parking Lot. President Kaplan was concerned with the designated parking hours. Assistant Director Carr noted that the Recreation Center is busy until 10:30 a.m.

The recommendation to take back to the City was that all parties agree on the 35 spaces with the hours and location to be mutually agreed upon by the Park District of Highland Park and the City prior to the Senior Center moving to the Highland Park Country Club.

TREASURER’S REPORT

Director Curtis presented bills for checks written July 20, 2018 through August 3, 2018 for an amount totaling \$2,641,507.00. There were no questions from the Board.

NEW BUSINESS

A. Parks Foundation Update

Commissioner Grossberg shared that the Foundation is trying to create more sponsorship packages. He stated that raffle tickets sold at Sunset Valley Golf Course’s “First on the Turf” raised \$846.00. The Foundation has created subcommittees. One for communication & marketing and one for fundraising, grants and capital projects.

B. Director’s Report

a. Highland Park Country Club Advisory Committee

Executive Director McElroy explained that the Highland Park Country Club Advisory Committee received 25 applications. Executive Director McElroy presented the Board with the names of the 14 chosen to serve on the committee.

b. Ravinia Street Scape Project Update

The City Staff is in the process of working on some designs and construction drawings for Brown Park where they would like to create a public gathering place. The City will be meeting with the Ravinia Business District Association at the end of August.

C. Board Comments - None

OPEN TO PUBLIC TO ADDRESS BOARD - None

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein and seconded by Vice President Ruttenberg and approved by unanimous vote. The Board Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Liza McElroy, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
SEPTEMBER 17, 2018**

The Workshop 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 6:03 p.m. by President Kaplan.

ROLL CALL

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

Absent: Commissioner Bernstein

Staff Present: Executive Director McElroy; Deputy Director of Operations Donahue; Director Romes; Assistant Director Smith; Director Curtis; Superintendent Ochs; Director Voss; Assistant Director Carr

ADDITIONS TO THE AGENDA – None

HIGHLAND PARK COUNTRY CLUB AGREEMENTS

President Kaplan shared that the issues with the Parking Lot are close to being resolved with the City. He further stated that the Management Fee for Lot 3 has yet to be decided. The Park District had offered a 15% fee, then a 10% fee and finally a 5% fee but the City is still not in agreement. President Kaplan stated that the City would like to agree on a fee and revisit the decision in two years, but the District feels this is not enough time.

President Kaplan has a conference call with the City on Friday, September 21 and will report back after the call.

SUNSET VALLEY GOLF UPDATES

A. CLUB HOUSE

Director Romes shared that the feedback from the public has been very positive. On Friday, August 17, 2018 the newly renovated Sunset Valley Golf Club opened its doors for the “First on the Turf” Golf Outing. The course and clubhouse were both open to the public on Saturday, August 18. All major construction at the Sunset Valley Clubhouse has been completed and only a small punch list remains. Punch list items include minor HVAC repairs, exterior light, concrete and fence repair, office door installation, and electrical panel labeling.

Director Romes stated that while considerable construction was completed in the month of July and only minor punch list items remain, there are a variety of change orders that were initiated in the final two weeks of construction. These change orders and the final pay application are currently being reviewed with WTA and WBO.

B. GOLF COURSE

Superintendent Ochs reported that last week seven inches of rain flooded onto the course as it is intended to. He stated that all the drain lines are working, and the water collected in the proper location. There was some cosmetic damage to the course which has been repaired and the course is fully playable. Superintendent Ochs shared some photographs taken of the golf course.

Commissioner Grossberg asked if there was a place for suggestions for the public.

Superintendent Ochs shared that there will be a suggestion box placed in the Pro Shop. The tee markers were just placed on the course.

Commissioner Flores Weisskopf suggested a “First on the Turf” every year. Superintendent Ochs felt that a “First on the Turf” should be done each year to benefit Junior Golf.

Commissioner Flores Weisskopf also discussed after hours play at the end of the day with a pro to assist less experienced golfers.

REVIEW OF VOUCHERS

Director Curtis presented the vouchers for checks written August 24, 2018 through September 12, 2018 for an amount totaling \$1,264,947.00. There were no questions from the Board.

Vice President Ruttenberg asked Director Curtis about the energy audit and energy savings. He requested that Director Curtis report back to the Board.

OPEN TO PUBLIC TO ADDRESS BOARD

Andrew Marwick, 442 Kelburn, Deerfield discussed his concerns with the fans over the elliptical machines at the Recreation Center of Highland Park.

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 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.

Aye: Commissioner Grossberg, Vice President Ruttenberg, Commissioner Flores Weisskopf, President Kaplan

Workshop Meeting Minutes
September 17, 2018

Nay: None
Absent: Commissioner Bernstein
Abstain: None

Meeting was adjourned into closed session at 6:27 p.m.

Commissioner Bernstein Arrived at 6:49 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.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Grossberg and seconded by Vice President Ruttenberg and approved by unanimous vote. The Board Meeting adjourned at 9:08 p.m.

Respectfully submitted,

Liza McElroy, Secretary



Memorandum

To: Board of Park Commissioners

From: Mariana Henriques, Recreation Manager – Recreation & West Ridge Center
Brian Romes, Director of Facilities and Recreation
Kathy Donahue, Deputy Director of Operations
Liza McElroy, Executive Director

Date: 9/25/2018

Subject: **First Student Transportation Services Contract Extension**

BACKGROUND

Since 2015, First Student Inc has provided transportation services for both School District 112 and the Park District of Highland Park Summer Camps. The Park District’s initial contract with First Student was a three-year service agreement to provide the Park District with morning and afternoon pick up and drop off for Summer Camp resident participants. Additionally, services included transportation for campers to and from before/after care, day camp locations, field trips, off-site activities, and overnight trips. This contract was awarded to First Student by School District 112 after a competitive bidding process.

Both the School District and Park District have had a very satisfactory experience with First Student Inc. They are responsive to Park District requests, professional and easy to work with. As a result, their contract was extended in 2017 for two years, and was recently approved by the School District board to be extended again for two additional years.

FINANCIAL IMPACT

The proposed extension for the 2020 camp season will reflect a 2.75% increase in cost. This is less than the standard 3% increase we have received from year to year since the original agreement established in 2015. The pricing of our current contract with First Student Inc is \$285.61 per bus per day for the 2019 Camp Season, which reflects a 3% increase from our 2018 cost per bus per day (\$277.29). The current extension for the 2020 camp season will reflect a 2.75% increase from our 2019 cost, bringing the cost up to \$293.46 per bus per day.

The total annual cost of busing varies depending on the final number of registrations and corresponding buses needed. Based on the past two years, staff expects the total cost to be between \$140,000.00 and \$155,000.00. This total annual cost of bussing is included in each summer camp’s fiscal year budget and is offset by registration fees which are appropriately adjusted each year.

RECOMMENDATION

Staff recommends approval from the Board of Park Commissioners to extend our agreement with First Student Inc for the August portion of our 2019 Camp season and the 2020 camp season for the amount of \$293.46 per bus per day.



To: Board of Park Commissioners

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

Date: September 25, 2018

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written August 24, 2018 through September 20, 2018 to be presented to the Board for approval on September 25, 2018.

BILLS

DATE

AMOUNT

September 6, 2018	\$	5,188.49
September 7, 2018	\$	419,239.78
September 12, 2018	\$	426,818.76
September 20, 2018	\$	7,826.10
September 20, 2018	\$	586,440.56
Void Payments	\$	(863.42)
Bank Drafts	\$	93,560.03
P-Card	\$	327,940.88
TOTAL	\$	1,866,151.18

PAYROLL DISBURSEMENTS

August 3, 2018	\$	454,581.84
August 17, 2018	\$	405,549.18
August 31, 2018	\$	314,659.94
TOTAL	\$	1,174,790.96

GRAND TOTAL	\$	3,040,942.14
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To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 09-25-18 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: APPKT01719 - 09062018 3 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*	09/06/2018	Regular	0.00	575.05	182118
<u>0208254004 081</u>	Invoice	08/14/2018	Golf Learning 07/16/18-08/14/18	0.00	575.05	
17460	CONSTELLATION NEW ENERGY INC*	09/06/2018	Regular	0.00	4,400.14	182119
<u>12683526001</u>	Invoice	07/30/2018	1201 Park Ave W 06/26/18-07/24/18	0.00	4,400.14	
17461	OFFICE DEPOT*	09/06/2018	Regular	0.00	63.30	182120
<u>976271661001</u>	Invoice	11/01/2017	29-76 Office Supplies	0.00	63.30	
17074	THE OFFICE OF THE STATE FIRE MAI	09/06/2018	Regular	0.00	150.00	182121
<u>9591676</u>	Invoice	03/15/2018	29-76 Boiler Inspection/Certificate fee	0.00	50.00	
<u>9599728</u>	Invoice	08/09/2018	29-76 Boiler Inspection/Certificate fee	0.00	100.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	4	0.00	5,188.49
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	4	0.00	5,188.49



Park District of Highland Park, IL

Check Register

Packet: APPKT01721 - 20180907 2

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						
10006 <u>082218</u>	3301-NCPERS - IL IMRF Invoice	09/07/2018 08/22/2018	Regular NCPERS Group Life Insurance	0.00 0.00	32.00 32.00	182122
15147 <u>227619</u>	ABC PRINTING COMPANY Invoice	09/07/2018 08/20/2018	Regular 29-42 500 2018 Golf Guides	0.00 0.00	818.91 818.91	182123
16396 <u>AEI 0304907</u> <u>AEI 0305819</u> <u>AEI 0306089</u>	ACRES GROUP Invoice Invoice Invoice	09/07/2018 07/24/2018 07/31/2018 07/31/2018	Regular June 2018 Lawn Maintenance July 2018 Lawn Maintenance July 2018 Lawn Maintenance	0.00 0.00 0.00 0.00	17,963.37 832.00 4,852.00 12,279.37	182124
10055 <u>1087849</u>	AEREX PEST CONTROL Invoice	09/07/2018 08/16/2018	Regular 29-61 Service - August 2018	0.00 0.00	65.00 65.00	182125
10185 <u>20181028</u>	AQUATIC ECOSYSTEMS MANAGEMEN Invoice	09/07/2018 08/10/2018	Regular 70-11 4 Aeration system installs	0.00 0.00	16,986.00 16,986.00	182126
17472 <u>588169</u>	BERNARD HARRIS Invoice	09/07/2018 08/31/2018	Regular Refund	0.00 0.00	8.63 8.63	182127
16458 <u>583830</u>	BETH RICHTER Invoice	09/07/2018 08/27/2018	Regular Refund	0.00 0.00	50.00 50.00	182128
16940 <u>08292018</u>	BRIAN EDMONSON Invoice	09/07/2018 08/29/2018	Regular Refund	0.00 0.00	30.60 30.60	182129
17353 <u>583728</u>	CARLY KELLER Invoice	09/07/2018 08/27/2018	Regular Refund	0.00 0.00	43.20 43.20	182130
10420 <u>6893241R</u> <u>6932231</u> <u>6964351</u> <u>6964351 Cr</u> <u>6996411</u>	CENTERPOINT ENERGY SERVICES, IN Credit Memo Invoice Invoice Credit Memo Invoice	09/07/2018 06/29/2018 06/29/2018 07/30/2018 07/30/2018 08/28/2018	Regular 04/01/18-04/30/18 Billing Adjustment 04/01/18-04/30/18 Billing Revised Invoic 06/01/18-06/30/18 04/01/18-04/31/18 Credit balance 07/01/18-07/31/18	0.00 0.00 0.00 0.00 0.00 0.00	10,528.49 -6,475.52 6,405.52 6,032.87 -70.00 4,635.62	182131
17471 <u>584809</u> <u>584809-1</u>	CHANDRA ANTONATOS Invoice Invoice	09/07/2018 08/28/2018 08/28/2018	Regular Refund Refund	0.00 0.00 0.00	70.00 22.40 47.60	182132
10445 <u>594</u> <u>610</u>	CHICAGO DIST GOLF ASSOC Invoice Invoice	09/07/2018 08/01/2018 09/01/2018	Regular 29-42 Full-page Ad 29-42 Advertisement	0.00 0.00 0.00	7,490.00 5,490.00 2,000.00	182133
15873 <u>591176</u>	CHRISTINE ZEIFERT Invoice	09/07/2018 09/04/2018	Regular Refund	0.00 0.00	15.20 15.20	182134
10537 <u>1814767015 082</u> <u>7261044014 082</u>	COMED Invoice Invoice	09/07/2018 08/21/2018 08/22/2018	Regular Egandale Sec Light at Boat Beach,Cuniff 7 1240 Fredrickson 07/25/18-08/22/18	0.00 0.00 0.00	1,124.90 57.31 1,067.59	182135
16142 <u>12683526001</u>	CONSTELLATION NEWENERGY INC Invoice	09/07/2018 07/30/2018	Regular 1201 Park Ave W 06/26/18-07/24/18	0.00 0.00	4,400.15 4,400.15	182136
16142 <u>12293891501</u> <u>12293891501 08</u> <u>12293891501 08</u>	CONSTELLATION NEWENERGY INC Invoice Invoice Invoice	09/07/2018 08/20/2018 08/20/2018 08/20/2018	Regular April-May 2018 May-June 2018 June-July 2018	0.00 0.00 0.00 0.00	23,463.86 652.59 408.61 14,846.01	182137

Check Register

Packet: APPKT01721-20180907 2

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>12293891501 82</u>	Invoice	08/20/2018	July-August 2018	0.00	7,556.65	
17480	GOLF CHICAGO	09/07/2018	Regular	0.00	2,790.00	182138
<u>2018-506</u>	Invoice	08/16/2018	29-42 Print Ad	0.00	2,790.00	
17195	DAVID KAPLAN	09/07/2018	Regular	0.00	16.17	182139
<u>591227</u>	Invoice	09/04/2018	Refund	0.00	16.17	
17477	DEBBIE SMITH	09/07/2018	Regular	0.00	6.40	182140
<u>591224</u>	Invoice	09/04/2018	Refund	0.00	6.40	
17476	ELIJAH HANDELSMAN	09/07/2018	Regular	0.00	6.25	182141
<u>591207</u>	Invoice	09/04/2018	Refund	0.00	6.25	
16075	EVAN KANE	09/07/2018	Regular	0.00	252.50	182142
<u>PDHP20180818</u>	Invoice	08/18/2018	01-22 Beach,Pool,Driving Range,Mini-Gol	0.00	252.50	
10957	GARY MANN	09/07/2018	Regular	0.00	226.00	182143
<u>080318</u>	Invoice	08/03/2018	325 Stuffed animal prizes reimbursed	0.00	226.00	
17473	GLENCOE JUNIOR KINDERGARTEN	09/07/2018	Regular	0.00	100.00	182144
<u>587857</u>	Invoice	08/31/2018	Refund	0.00	100.00	
17478	GUY STEINBERG	09/07/2018	Regular	0.00	14.98	182145
<u>592758</u>	Invoice	09/05/2018	Refund	0.00	14.98	
17474	HALF DAY BREWING COMPANY	09/07/2018	Regular	0.00	300.00	182146
<u>08162018</u>	Invoice	08/16/2018	805 08/16/18 Event	0.00	300.00	
15888	HEARTLAND BUSINESS SYSTEMS LLC	09/07/2018	Regular	0.00	42,000.01	182147
<u>265507-H</u>	Invoice	06/07/2018	1 year warranty	0.00	21,244.37	
<u>273725-H</u>	Invoice	08/10/2018	Maginfo license	0.00	4,601.16	
<u>273726-H</u>	Invoice	08/10/2018	Switch	0.00	14,955.10	
<u>275243-H</u>	Invoice	08/14/2018	Power supply for switch	0.00	1,199.38	
11170	IL FORNO PIZZA	09/07/2018	Regular	0.00	20.00	182148
<u>070418</u>	Invoice	07/04/2018	823 07/04/18 meal ticket reimbursement	0.00	20.00	
11189	ILLINOIS GIRLS LACROSSE ASSOC.	09/07/2018	Regular	0.00	262.00	182149
<u>1079</u>	Invoice	08/17/2018	165 2018 Summer Camp	0.00	262.00	
11192	ILLINOIS PUMP, INC.	09/07/2018	Regular	0.00	14,486.00	182150
<u>S-11833</u>	Invoice	07/18/2018	70-11 Pump project - WRC	0.00	14,486.00	
11194	ILLINOIS SHOTOKAN KARATE CLUBS	09/07/2018	Regular	0.00	900.00	182151
<u>1002</u>	Invoice	08/23/2018	320 Summer camp fee	0.00	900.00	
11427	K H KIM TAEKWONDO	09/07/2018	Regular	0.00	2,695.55	182152
<u>080818</u>	Invoice	08/08/2018	417 2018 Summer class fee	0.00	2,695.55	
17468	KATHERINE LICUP	09/07/2018	Regular	0.00	74.80	182153
<u>584782</u>	Invoice	08/28/2018	Refund	0.00	74.80	
17475	KEITH HOLZMUELLER	09/07/2018	Regular	0.00	15.00	182154
<u>591190</u>	Invoice	09/04/2018	Refund	0.00	15.00	
12886	LA CASA DE ISAAC	09/07/2018	Regular	0.00	42.00	182155
<u>070418</u>	Invoice	07/04/2018	823 07/04/18 meal ticket reimbursement	0.00	42.00	
11609	LIONS CLUB OF H.P. & HIGHWOOD	09/07/2018	Regular	0.00	32.00	182156
<u>070418</u>	Invoice	07/04/2018	823 07/04/18 meal ticket reimbursement	0.00	32.00	
16589	LISA LEW	09/07/2018	Regular	0.00	70.30	182157
<u>583998</u>	Invoice	08/27/2018	Refund	0.00	70.30	
11620	LIZA MCELROY	09/07/2018	Regular	0.00	157.25	182158

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>083118</u>	Invoice	08/31/2018	01-11 Repalrs reimbursed	0.00	157.25	
17341	LORI KAY PADEN	09/07/2018	Regular	0.00	1,255.00	182159
<u>200</u>	Invoice	08/27/2018	FC Trainings	0.00	1,255.00	
17467	LUCAS LANTZY	09/07/2018	Regular	0.00	18.09	182160
<u>584778</u>	Invoice	08/28/2018	Refund	0.00	18.09	
11650	MAD SCIENCE OF NORTHERN ILL.	09/07/2018	Regular	0.00	1,890.00	182161
<u>12641</u>	Invoice	08/16/2018	320 Jr/Sr Crew camp class fees	0.00	1,890.00	
16875	MARIANA HENRIQUES - PETTY CASH	09/07/2018	Regular	0.00	127.94	182162
<u>083018</u>	Invoice	08/30/2018	Petty cash reimbursed	0.00	127.94	
17466	MARK STANWOOD	09/07/2018	Regular	0.00	8.56	182163
<u>584752</u>	Invoice	08/28/2018	Refund	0.00	8.56	
16647	MELISSA COOK	09/07/2018	Regular	0.00	450.00	182164
<u>090618</u>	Invoice	09/06/2018	190 Softball league winnings	0.00	450.00	
16709	MG MECHANICAL SERVICE	09/07/2018	Regular	0.00	32,250.00	182165
<u>60253</u>	Invoice	08/07/2018	70-11 4 Furnace and A/C Installs	0.00	32,250.00	
16928	E-QUANTUM CONSULTING, LLC	09/07/2018	Regular	0.00	165.00	182166
<u>4732</u>	Invoice	09/01/2018	01-11 Natural Gas Consulting Services	0.00	165.00	
11797	MIDCO	09/07/2018	Regular	0.00	390.00	182167
<u>326039</u>	Invoice	06/12/2018	01-11 Work Order Announcement messa	0.00	390.00	
11901	NELS J JOHNSON TREE EXPERT INC	09/07/2018	Regular	0.00	10,522.50	182168
<u>123059</u>	Invoice	08/10/2018	70-11 Teams course tree removals	0.00	6,887.50	
<u>123060</u>	Invoice	08/10/2018	70-11 Hazard tree removals	0.00	3,635.00	
11998	PARK DISTRICT RISK MGMT AGCY	09/07/2018	Regular	0.00	30,537.26	182169
<u>0818133</u>	Invoice	08/31/2018	Property/Liability/Workers Comp/Emp	0.00	30,537.26	
11998	PARK DISTRICT RISK MGMT AGCY	09/07/2018	Regular	0.00	2,040.92	182170
<u>090118</u>	Invoice	09/01/2018	Health Invoice	0.00	2,040.92	
11998	PARK DISTRICT RISK MGMT AGCY	09/07/2018	Regular	0.00	152,742.55	182171
<u>0818133H</u>	Invoice	08/31/2018	Health Invoice	0.00	152,742.55	
15146	PETER E HERNANDEZ	09/07/2018	Regular	0.00	251.25	182172
<u>0816180034</u>	Invoice	08/16/2018	01-22 08/16/18 photo shoot	0.00	251.25	
16993	POLSINELLI PC	09/07/2018	Regular	0.00	392.00	182173
<u>1562430</u>	Invoice	08/21/2018	Professional Services	0.00	392.00	
17464	PRATIXA PATEL	09/07/2018	Regular	0.00	30.60	182174
<u>583995</u>	Invoice	08/27/2018	Refund	0.00	30.60	
17295	RMC MECHANICAL	09/07/2018	Regular	0.00	16,325.00	182175
<u>512067830</u>	Invoice	08/21/2018	70-11 WRC Cooling/heating replacement	0.00	16,325.00	
12264	ROTARY CLUB OF HIGHLAND PARK	09/07/2018	Regular	0.00	160.00	182176
<u>7970</u>	Invoice	07/01/2018	Qtrly dues	0.00	160.00	
12307	SANTUCCI PLUMBING INC	09/07/2018	Regular	0.00	2,815.00	182177
<u>29010</u>	Invoice	08/10/2018	36 RPZ testings	0.00	2,815.00	
17462	SHAYNA HOLTZMAN	09/07/2018	Regular	0.00	50.00	182178
<u>583681</u>	Invoice	08/27/2018	Refund	0.00	50.00	
16539	SHRUTI PAREKH	09/07/2018	Regular	0.00	25.93	182179
<u>591225</u>	Invoice	09/04/2018	Refund	0.00	25.93	
17465	SONYA COHEN	09/07/2018	Regular	0.00	18.40	182180

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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	
<u>584747</u>	Invoice	08/28/2018	Refund	0.00	18.40	
17469	STACY MORRIS	09/07/2018	Regular	0.00	9.90	182181
<u>584786</u>	Invoice	08/28/2018	Refund	0.00	9.90	
17470	STEFANIE STEIN	09/07/2018	Regular	0.00	32.08	182182
<u>584797</u>	Invoice	08/28/2018	Refund	0.00	32.08	
17463	SUZANNE KENZER	09/07/2018	Regular	0.00	25.58	182183
<u>583739</u>	Invoice	08/27/2018	Refund	0.00	25.58	
12551	THE BRAVE WAY, LLC	09/07/2018	Regular	0.00	80.60	182184
<u>180818-01</u>	Invoice	08/18/2018	557 08/18/18 Class instructor fee	0.00	80.60	
12440	THE OFFICE OF THE STATE FIRE MAI	09/07/2018	Regular	0.00	50.00	182185
<u>9591676</u>	invoice	03/15/2018	29-49 Watertube Inspection and Certifica	0.00	50.00	
12440	THE OFFICE OF THE STATE FIRE MAI	09/07/2018	Regular	0.00	100.00	182186
<u>9599728</u>	Invoice	08/09/2018	29-49 Boiler inspection and Certificate fe	0.00	100.00	
12664	TYCO INTEGRATED SECURITY LLC	09/07/2018	Regular	0.00	18,680.16	182187
<u>30560373</u>	Invoice	06/01/2018	70-11 Security cameras installed	0.00	18,680.16	
12703	UNITED WAY OF METRO CHICAGO	09/07/2018	Regular	0.00	51.00	182188
<u>083018</u>	Invoice	08/30/2018	United Way	0.00	51.00	
17301	WILSON SPORTING GOODS	09/07/2018	Regular	0.00	186.94	182189
<u>4525839218</u>	Invoice	08/23/2018	29-55 Overgrips, racquets	0.00	186.94	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	68	0.00	419,239.78
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>84</u>	<u>68</u>	<u>0.00</u>	<u>419,239.78</u>



By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10034	ABSOLUTE HOME IMPROVEMENTS I	09/12/2018	Regular	0.00	58,665.00	182190
<u>182724</u>	Invoice	08/12/2018	70-11 2018 SVGC Landscaping	0.00	58,665.00	
10034	ABSOLUTE HOME IMPROVEMENTS I	09/12/2018	Regular	0.00	39,160.00	182191
<u>1 082518</u>	Invoice	08/25/2018	70-11 SVGC Building concrete pad,pavers	0.00	13,851.00	
<u>2 082718</u>	Invoice	08/27/2018	29-41 Remove trees,mulch,planting,retai	0.00	9,942.00	
<u>3 082718</u>	Invoice	08/27/2018	70-11 Install plants/annuals	0.00	12,867.00	
<u>4 082518</u>	Invoice	08/25/2018	70-11 Chainlink fence install,topsoil,seedi	0.00	2,500.00	
16344	PARKS FOUNDATION OF HIGHLAND	09/12/2018	Regular	0.00	4,371.00	182192
<u>091118</u>	Invoice	09/11/2018	01-11 Firecracker SK Revenue	0.00	4,371.00	
12732	W.B. OLSON, INC.	09/12/2018	Regular	0.00	305,140.00	182193
<u>589 5</u>	Invoice	08/07/2018	70-11 Sunset Valley Golf Club	0.00	305,140.00	
10650	WOODHOUSE TINUCCI ARCHITECTS	09/12/2018	Regular	0.00	19,482.76	182194
<u>114582</u>	Invoice	07/16/2018	70-11 Golf Clubhouse	0.00	4,560.00	
<u>114583</u>	Invoice	07/16/2018	70-11 Golf Clubhouse	0.00	422.76	
<u>12-4599</u>	Invoice	08/30/2018	70-11 Golf Clubhouse	0.00	5,000.00	
<u>12-4600</u>	Invoice	08/30/2018	70-11 Golf Clubhouse Cart Barn Parking L	0.00	9,500.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	11	5	0.00	426,818.76
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
	11	5	0.00	426,818.76



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						
17055	COMED*	09/20/2018	Regular	0.00	2,328.72	182195
<u>0203254004 091</u>	Invoice	09/13/2018	Golf Learning 08/14/18-09/13/18	0.00	584.57	
<u>2990529007 082</u>	invoice	08/22/2018	1201 Park Ave W 07/24/18-08/22/18	0.00	1,744.15	
17460	CONSTELLATION NEW ENERGY INC*	09/20/2018	Regular	0.00	4,551.42	182196
<u>12865571801</u>	Invoice	08/27/2018	1201 Park Ave W 07/24/18-08/22/18	0.00	4,551.42	
16972	CONSTELLATION NEWENERGY	09/20/2018	Regular	0.00	686.81	182197
<u>2399439</u>	Invoice	08/30/2018	July 2018	0.00	686.81	
17483	STEVE M KING*	09/20/2018	Regular	0.00	85.00	182198
<u>090718</u>	Invoice	09/07/2018	29-76 Piano Tuning	0.00	85.00	
17119	JOHNSON CONTROLS	09/20/2018	Regular	0.00	174.15	182199
<u>31163286</u>	Invoice	09/08/2018	29-76 Quarterly Billing 10/01/18-12/31/1	0.00	174.15	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	6	5	0.00	7,826.10
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
	6	5	0.00	7,826.10



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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						
17336	1000 DEERFIELD ROAD CONDO ASSC	09/20/2018	Regular	0.00	20.00	182200
<u>596798</u>	Invoice	09/10/2018	Refund	0.00	20.00	
15147	ABC PRINTING COMPANY	09/20/2018	Regular	0.00	717.99	182201
<u>227555</u>	Invoice	08/17/2018	29-42 1000 Golf Club labels	0.00	177.12	
<u>228258</u>	Invoice	09/07/2018	29-24 260 Childhood Enrichment brochur	0.00	427.95	
<u>228314</u>	Invoice	09/10/2018	29-29 1000 2" Park Dist circular labels	0.00	112.92	
10034	ABSOLUTE HOME IMPROVEMENTS I	09/20/2018	Regular	0.00	8,500.00	182202
<u>1-182927</u>	Invoice	08/31/2018	70-11 WRC Multi-Purpose Room floor re	0.00	8,500.00	
10034	ABSOLUTE HOME IMPROVEMENTS I	09/20/2018	Regular	0.00	2,735.00	182203
<u>2-182722</u>	Invoice	08/29/2018	2018 Painting final payment	0.00	2,735.00	
10034	ABSOLUTE HOME IMPROVEMENTS I	09/20/2018	Regular	0.00	2,450.00	182204
<u>1 051618</u>	Invoice	05/16/2018	29-31 HCAP Bath house repair and paint	0.00	2,450.00	
16396	ACRES GROUP	09/20/2018	Regular	0.00	38,401.89	182205
<u>AEI_0300276</u>	Invoice	05/31/2018	May 2018 Lawn Maintenance	0.00	15,643.74	
<u>AEI_0308959</u>	Invoice	08/31/2018	August 2018 Lawn Maintenance	0.00	15,556.15	
<u>AEI_0309245</u>	Invoice	08/31/2018	August 2018 Lawn Maintenance	0.00	7,202.00	
10049	ADP, INC.	09/20/2018	Regular	0.00	10,299.44	182206
<u>520838839</u>	Invoice	09/07/2018	August 2018 Payroll Services	0.00	10,299.44	
17497	ALAN HOCHMAN	09/20/2018	Regular	0.00	24.00	182207
<u>594835</u>	Invoice	09/07/2018	Refund	0.00	24.00	
17293	ALEKASANDRA MACYS	09/20/2018	Regular	0.00	90.00	182208
<u>600379</u>	Invoice	09/14/2018	Refund	0.00	90.00	
10100	ALLSTAR ASPHALT, INC	09/20/2018	Regular	0.00	214,000.00	182209
<u>4205 091018</u>	Invoice	09/10/2018	70-11 2018 Asphalt Project 1st payout	0.00	214,000.00	
10100	ALLSTAR ASPHALT, INC	09/20/2018	Regular	0.00	7,000.00	182210
<u>4205</u>	Invoice	09/10/2018	70-11 SVGC Seal Coat	0.00	7,000.00	
13966	BRIGITTE CARLSON ROQUET	09/20/2018	Regular	0.00	106.41	182211
<u>090918</u>	Invoice	09/09/2018	29-38 2018 iL Compete USA Series Awar	0.00	106.41	
17496	BRITTANIE GOLDSMITH	09/20/2018	Regular	0.00	14.88	182212
<u>594834</u>	Invoice	09/07/2018	Refund	0.00	14.88	
10378	CALL ONE	09/20/2018	Regular	0.00	3,749.71	182213
<u>1128095 091518</u>	Invoice	09/15/2018	September/October 2018	0.00	3,749.71	
17492	CASSEDY SMITH	09/20/2018	Regular	0.00	56.00	182214
<u>594827</u>	Invoice	09/07/2018	Refund	0.00	56.00	
17486	CHARLIE PENNINGTON	09/20/2018	Regular	0.00	36.07	182215
<u>594808</u>	Invoice	09/07/2018	Refund	0.00	36.07	
10472	CHICAGOLAND GOLF	09/20/2018	Regular	0.00	1,360.00	182216
<u>18702</u>	Invoice	09/10/2018	29-42 Full Page Ad Fall 2018	0.00	1,360.00	
17510	CHRISTINA GINTER - PETTY CASH	09/20/2018	Regular	0.00	250.00	182217
<u>091718</u>	Invoice	09/17/2018	29-11 10/12/18 event petty cash	0.00	250.00	
17513	CHRISTINE SKILLRUD	09/20/2018	Regular	0.00	250.00	182218

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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	
<u>603783</u>	Invoice	09/18/2018	Refund	0.00	250.00	
14752	CITY OF HIGHLAND PARK	09/20/2018	Regular	0.00	4,389.00	182219
<u>240937</u>	Invoice	09/05/2018	01-22 2018 Highlander Contribution	0.00	4,389.00	
14752	CITY OF HIGHLAND PARK	09/20/2018	Regular	0.00	42,600.00	182220
<u>090518</u>	Invoice	09/14/2018	29-78 Payment for 1/2 golf carts traded-i	0.00	42,600.00	
10502	CITY OF HIGHLAND PARK	09/20/2018	Regular	0.00	5,138.20	182221
<u>006468</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 0 Clove	0.00	63.10	
<u>007039</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 3420 Kr	0.00	78.47	
<u>007271</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 0 Kent	0.00	25.50	
<u>008032</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 636 Rid	0.00	1,304.16	
<u>008037</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 636 Rid	0.00	665.10	
<u>008912</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 150 Bar	0.00	304.34	
<u>009261</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 2821 Ri	0.00	741.27	
<u>024593 090118</u>	Invoice	09/01/2018	Water/Sewer 08/01/18-08/31/18 1755 St	0.00	10.34	
<u>026564</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 2755 Tr	0.00	25.50	
<u>026583</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 1556 G	0.00	25.50	
<u>026585</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 1240 Fr	0.00	1,869.42	
<u>026603</u>	Invoice	09/06/2018	Water/Sewer 06/01/18-08/31/18 850 Cla	0.00	25.50	
10537	COMED	09/20/2018	Regular	0.00	1,744.15	182222
<u>2990529007 082</u>	Invoice	08/22/2018	Rec Center 07/24/18-08/22/18	0.00	1,744.15	
14826	COMMERCIAL CAPITAL COMPANY L	09/20/2018	Regular	0.00	276.00	182223
<u>63793</u>	Invoice	08/31/2018	01-13 Lease scanner station	0.00	276.00	
16142	CONSTELLATION NEWENERGY INC	09/20/2018	Regular	0.00	4,551.42	182224
<u>12865571801</u>	Invoice	08/27/2018	1201 Park Ave W 07/24/18-08/22/18	0.00	4,551.42	
17479	ALL THE FUN IN 1	09/20/2018	Regular	0.00	4,380.00	182225
<u>740</u>	Invoice	08/13/2018	801 10/12/18 event	0.00	4,380.00	
17490	ELENA MARQUEZ	09/20/2018	Regular	0.00	46.80	182226
<u>594824</u>	Invoice	09/07/2018	Refund	0.00	46.80	
17514	ELIZABETH DAVIS	09/20/2018	Regular	0.00	112.00	182227
<u>579338</u>	Invoice	09/13/2018	Refund	0.00	112.00	
15916	EVANSTON BICYCLE CLUB	09/20/2018	Regular	0.00	50.00	182228
<u>602405</u>	Invoice	09/17/2018	Refund	0.00	50.00	
17504	FRED CHAN	09/20/2018	Regular	0.00	21.94	182229
<u>598871</u>	Invoice	09/12/2018	Refund	0.00	21.94	
10974	GEWALT HAMILTON ASSOCIATES, I	09/20/2018	Regular	0.00	4,019.50	182230
<u>5121.115-1</u>	Invoice	08/21/2018	70-11 SVGC Clubhouse curb staking	0.00	4,019.50	
11009	GRANDI BROS.	09/20/2018	Regular	0.00	1,072.18	182231
<u>1280350</u>	Invoice	08/30/2018	01-14 4 chains,4 bars,4 trimmer lines	0.00	347.56	
<u>1503803</u>	Invoice	09/10/2018	01-14 air filters,bar & chain combos,chok	0.00	310.45	
<u>1503804</u>	Invoice	09/11/2018	01-14 Weedeater heads, belt	0.00	280.07	
<u>1503822</u>	Invoice	09/14/2018	01-14 Chainsaw bar & oil	0.00	134.10	
17505	GYMNASTICS OF ILL JR ORGS	09/20/2018	Regular	0.00	50.00	182232
<u>090718</u>	Invoice	09/07/2018	29-38 Annual Membership Dues	0.00	50.00	
17512	HIGHLAND ENGINEERING, P.C.	09/20/2018	Regular	0.00	7,400.00	182233
<u>5727</u>	Invoice	08/31/2018	70-11 Retaining wall	0.00	7,400.00	
15374	HIGHLAND PARK HIGH SCHOOL	09/20/2018	Regular	0.00	400.00	182234
<u>091918</u>	Invoice	09/19/2018	145 Coaching services - Travel baseball tr	0.00	400.00	
17511	HUNZINGER WILLIAMS, INC	09/20/2018	Regular	0.00	4,310.00	182235

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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	
<u>19244</u>	Invoice	09/10/2018	70-11 Shade Structure Install	0.00	4,310.00	
11194	ILLINOIS SHOTOKAN KARATE CLUBS	09/20/2018	Regular	0.00	2,449.85	182236
<u>237</u>	Invoice	09/04/2018	417 2018 Summer class fee	0.00	2,449.85	
17495	IRA CHAPLIK	09/20/2018	Regular	0.00	22.10	182237
<u>594832</u>	Invoice	09/07/2018	Refund	0.00	22.10	
17506	JANET BERNSTEIN	09/20/2018	Regular	0.00	224.00	182238
<u>602752</u>	Invoice	09/17/2018	Refund	0.00	224.00	
17500	JENNIFER POLLAK	09/20/2018	Regular	0.00	18.70	182239
<u>597909</u>	Invoice	09/11/2018	Refund	0.00	18.70	
17489	JESSICA RUTSTEIN	09/20/2018	Regular	0.00	33.75	182240
<u>594822</u>	Invoice	09/07/2018	Refund	0.00	33.75	
17494	JOAN RESTKO	09/20/2018	Regular	0.00	19.01	182241
<u>594831</u>	Invoice	09/07/2018	Refund	0.00	19.01	
11340	AFTER U II CHARTERS	09/20/2018	Regular	0.00	1,150.00	182242
<u>081318</u>	Invoice	08/13/2018	29-61 08/07/18 Charter	0.00	1,150.00	
17487	JONATHAN KAMEN	09/20/2018	Regular	0.00	13.20	182243
<u>594815</u>	Invoice	09/07/2018	Refund	0.00	13.20	
17507	KARINE BEN-DROR	09/20/2018	Regular	0.00	42.50	182244
<u>600472</u>	Invoice	09/14/2018	Refund	0.00	42.50	
16723	KATHERINE WISWALD	09/20/2018	Regular	0.00	50.00	182245
<u>602447</u>	Invoice	09/17/2018	Refund	0.00	50.00	
16119	LAMP INC	09/20/2018	Regular	0.00	150,794.00	182246
<u>15</u>	Invoice	08/31/2018	POGO-HP General Construction	0.00	150,794.00	
17501	LESLIE KAUFMAN	09/20/2018	Regular	0.00	27.06	182247
<u>597936</u>	Invoice	09/11/2018	Refund	0.00	27.06	
17493	LISA MUTTERPERL	09/20/2018	Regular	0.00	56.10	182248
<u>594828</u>	Invoice	09/07/2018	Refund	0.00	56.10	
11612	LITTLE TOMMY'S PLUMBING	09/20/2018	Regular	0.00	591.00	182249
<u>1022-40499</u>	Invoice	07/25/2018	70-11 Outside drain clogged	0.00	591.00	
17502	MARGARET FRANK	09/20/2018	Regular	0.00	20.86	182250
<u>597944</u>	Invoice	09/11/2018	Refund	0.00	20.86	
17482	METRO DOOR AND DOCK INC	09/20/2018	Regular	0.00	5,285.00	182251
<u>57251</u>	Invoice	07/18/2018	70-11 Rolling steel door and install	0.00	5,285.00	
15297	MICHAEL BERKOFF	09/20/2018	Regular	0.00	229.00	182252
<u>597007</u>	Invoice	09/10/2018	Refund	0.00	229.00	
11797	MIDCO	09/20/2018	Regular	0.00	234.00	182253
<u>327901</u>	Invoice	08/21/2018	01-11 Work Order forward main # to Cisc	0.00	234.00	
17503	MONICA GLEYZER	09/20/2018	Regular	0.00	34.00	182254
<u>598870</u>	Invoice	09/12/2018	Refund	0.00	34.00	
16944	NANCY SAWLE-KNOBLOCH	09/20/2018	Regular	0.00	203.75	182255
<u>1-1</u>	Invoice	01/13/2018	01-22 Photographs on 01/13/18	0.00	203.75	
11901	NELS J JOHNSON TREE EXPERT INC	09/20/2018	Regular	0.00	16,345.00	182256
<u>062118</u>	Invoice	06/21/2018	70-11 SVGC Tree trimming & tree remov	0.00	2,495.00	
<u>070518</u>	Invoice	07/05/2018	70-11 Tree removal	0.00	2,495.00	
<u>122019</u>	Invoice	07/11/2018	70-11 Tree removal	0.00	2,495.00	
<u>122237</u>	Invoice	07/17/2018	70-11 Stump removal	0.00	1,375.00	

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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	
<u>122250</u>	Invoice	07/17/2018	70-11 Tree removal	0.00	2,495.00	
<u>122985</u>	Invoice	08/08/2018	70-11 Tree removal	0.00	2,495.00	
<u>123234</u>	Invoice	08/16/2018	70-11 Tree removal	0.00	2,495.00	
13604	NORTH SHORE GAS	09/20/2018	Regular	0.00	2,356.78	182257
<u>0601145072-000</u>	Invoice	05/03/2018	Deer Creek 04/01/18-05/01/18	0.00	623.62	
<u>0601145072-000</u>	Invoice	09/04/2018	Deer Creek 08/02/18-09/01/18	0.00	266.75	
<u>0601145072-000</u>	Invoice	05/03/2018	RCHP 04/01/18-05/01/18	0.00	580.13	
<u>0601145072-000</u>	Invoice	09/05/2018	1240 Fredrickson Pl 08/02/18-09/01/18	0.00	98.80	
<u>0602225773-000</u>	Invoice	09/05/2018	1390 Sunset Rd 08/02/18-09/01/18	0.00	71.06	
<u>0602405421-000</u>	Invoice	05/14/2018	2900 Trail Way,Cunniff Park Shelter 4/1/1	0.00	68.72	
<u>0602405421-000</u>	Invoice	09/13/2018	2900 Trail Way,Cunniff Park Shelter 8/2/1	0.00	33.38	
<u>0602405421-000</u>	Invoice	09/05/2018	1377 Clavey Rd 08/02/18-09/01/18	0.00	38.54	
<u>0602405421-000</u>	Invoice	05/07/2018	3100 Trail Way 04/01/18-05/01/18	0.00	61.01	
<u>0602405421-000</u>	Invoice	09/05/2018	3100 Trail Way 08/02/18-09/01/18	0.00	66.76	
<u>0602405421-000</u>	Invoice	05/07/2018	Aquatic Park 04/01/18-05/01/18	0.00	149.96	
<u>0602405421-000</u>	Invoice	09/07/2018	Aquatic Park 08/02/18-09/01/18	0.00	138.04	
<u>0608197647-000</u>	Invoice	05/07/2018	Sunset Rd N of Bldg 04/01/18-05/01/18	0.00	121.94	
<u>0608197647-000</u>	Invoice	09/12/2018	Sunset Rd N of Bldg 08/02/18-09/01/18	0.00	38.07	
14914	NORTH SHORE WATER RECLAMATIC	09/20/2018	Regular	0.00	212.97	182258
<u>3859537</u>	Invoice	09/15/2018	3420 Krenn Ave 02/16/18-05/17/18	0.00	7.95	
<u>3861167</u>	Invoice	09/15/2018	636 Ridge Rd 02/16/18-05/17/18	0.00	205.02	
17484	OPEN KITCHENS INC	09/20/2018	Regular	0.00	4,550.90	182259
<u>04043</u>	Invoice	08/22/2018	097 08/17/18 Event	0.00	4,050.90	
<u>04050</u>	Invoice	09/04/2018	29-42 Media Day supplies	0.00	500.00	
17488	ORN BACKSTROM	09/20/2018	Regular	0.00	31.81	182260
<u>594816</u>	Invoice	09/07/2018	Refund	0.00	31.81	
11998	PARK DISTRICT RISK MGMT AGCY	09/20/2018	Regular	0.00	35.00	182261
<u>1535032287</u>	Invoice	09/20/2018	01-13 10/04/18 Training - D. Juarez	0.00	35.00	
11998	PARK DISTRICT RISK MGMT AGCY	09/20/2018	Regular	0.00	35.00	182262
<u>1535032224</u>	Invoice	09/20/2018	01-13 10/04/18 Training - E. Ettelson	0.00	35.00	
17498	POOJA PANDEY	09/20/2018	Regular	0.00	133.00	182263
<u>597641</u>	Invoice	09/11/2018	Refund	0.00	133.00	
14137	RESERVE ACCOUNT	09/20/2018	Regular	0.00	2,500.00	182264
<u>47958863 09201</u>	Invoice	09/20/2018	Postage deposit	0.00	2,500.00	
12211	RICOH USA, INC	09/20/2018	Regular	0.00	1,027.84	182265
<u>5054272803</u>	Invoice	08/21/2018	Copies 07/17/18-08/16/18	0.00	1,027.84	
16239	RICOH USA, INC.	09/20/2018	Regular	0.00	3,337.90	182266
<u>101068788</u>	Invoice	09/06/2018	Ricoh Lease 09/25/18-10/24/18	0.00	3,337.90	
17508	RYAN MORGAN	09/20/2018	Regular	0.00	38.02	182267
<u>600365</u>	Invoice	09/14/2018	Refund	0.00	38.02	
17499	SAM KAMALI	09/20/2018	Regular	0.00	32.33	182268
<u>597905</u>	Invoice	09/11/2018	Refund	0.00	32.33	
12393	SMITHGROUP, INC.	09/20/2018	Regular	0.00	11,624.85	182269
<u>0133130</u>	Invoice	08/29/2018	Professional services 05/26/18-07/27/18	0.00	1,604.50	
<u>0133437</u>	Invoice	09/12/2018	Professional services 07/28/18-08/31/18	0.00	10,020.35	
12493	SUNSET FOOD MART INC	09/20/2018	Regular	0.00	185.83	182270
<u>16200 083118</u>	Invoice	08/31/2018	Supplies	0.00	185.83	
17491	SUSAN COHEN-GOLPER	09/20/2018	Regular	0.00	36.00	182271
<u>594825</u>	Invoice	09/07/2018	Refund	0.00	36.00	

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Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount	Payment Amount Payable Amount	Number
12510 <u>11048</u>	T.J. EMMERICH ASSOCIATES INC. Invoice	09/20/2018 05/09/2018	Regular 29-41 Irrigation consulting - SVGC Renov	0.00 0.00	500.00 500.00	182272
12532 <u>2244-37792</u>	TEMP-MASTER INC Invoice	09/20/2018 06/23/2018	Regular 06/23/18 Service call	0.00 0.00	589.00 589.00	182273
16124 <u>596836</u>	TOM UGOLINI Invoice	09/20/2018 09/10/2018	Regular Refund	0.00 0.00	275.00 275.00	182274
17485 <u>594456</u>	ULF BACKSTROM Invoice	09/20/2018 09/07/2018	Regular Refund	0.00 0.00	25.84 25.84	182275
16823 <u>5005204574</u>	WELLS FARGO EQUIPMENT FINANCI Invoice	09/20/2018 09/05/2018	Regular Walking green's mower lease	0.00 0.00	515.26 515.26	182276
16823 <u>5005204573</u>	WELLS FARGO EQUIPMENT FINANCI Invoice	09/20/2018 09/05/2018	Regular Walking green's mower lease	0.00 0.00	1,046.23 1,046.23	182277
17515 <u>70443348</u>	WINDSTREAM Invoice	09/20/2018 08/22/2018	Regular August 2018	0.00 0.00	1,310.99 1,310.99	182278
10650 <u>14-4613</u> <u>14-4614</u>	WOODHOUSE TINUCCI ARCHITECTS Invoice Invoice	09/20/2018 09/13/2018 09/13/2018	Regular HP Maintenance Building HP Maintenance Building	0.00 0.00 0.00	3,496.91 3,250.00 246.91	182279
17481 <u>0820</u>	YOUNG WARRIORS FOOTBALL Invoice	09/20/2018 08/23/2018	Regular 29-26 DF/HP Football partnership registra	0.00 0.00	4,077.64 4,077.64	182280

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	122	81	0.00	586,440.56
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
	122	81	0.00	586,440.56



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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	
11531	LAKESIDE GLASS AND MIRROR INC	08/29/2018	Regular	0.00	-552.79	179103

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	-552.79
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-552.79



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 16061	AGUEDA SEMRAD	08/29/2018	Regular	0.00	-33.00	179329

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	-33.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-33.00



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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						
16065	MOHAMAD SALAH	08/29/2018	Regular	0.00	-3.91	179423

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	-3.91
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-3.91



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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 16241	ARI TAITZ	08/29/2018	Regular	0.00	-5.40	179652

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	-5.40
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-5.40



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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 16242	EMILY SEGAL	08/29/2018	Regular	0.00	-7.00	179668

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	-7.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-7.00



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 16259	AMY ROBINSON	08/29/2018	Regular	0.00	-13.00	179732

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	-13.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-13.00



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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 16294	GEORGE STAMAS	08/29/2018	Regular	0.00	-4.51	179780

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	-4.51
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-4.51



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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 16591	MICHELLE SATTERWHITE	08/29/2018	Regular	0.00	-36.00	180337

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	-36.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-36.00



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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 15676	ANNE FISK	08/29/2018	Regular	0.00	-4.06	180521

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	-4.06
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-4.06



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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 16944	NANCY SAWLE-KNOBLOCH	01/18/2018	Regular	0.00	-203.75	181133

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	-203.75
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-203.75



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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: PAYROLL-PAYROLL BANK						
10058	AFLAC	08/31/2018	Bank Draft	0.00	2,006.16	DFT0001875
<u>AFLAC 083118</u>	Invoice	08/31/2018	AFLAC 08/31/18	0.00	2,006.16	
11161	ICMA RETIREMENT TRUST #302037	08/31/2018	Bank Draft	0.00	7,227.70	DFT0001876
<u>ICMA 457 08311</u>	Invoice	08/31/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	7,227.70	
12825	ICMA RETIREMENT TRUST #705568	08/31/2018	Bank Draft	0.00	325.00	DFT0001877
<u>ICMA Roth 08311</u>	Invoice	08/31/2018	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	3	3	0.00	9,558.86
EFT's	0	0	0.00	0.00
	<u>3</u>	<u>3</u>	<u>0.00</u>	<u>9,558.86</u>



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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: PAYROLL-PAYROLL BANK						
11177	ILL MUNICIPAL RETIREMENT FUND	09/12/2018	Bank Draft	0.00	76,200.71	DFT0001878
<u>IMRF August 201</u>	Invoice	09/10/2018	IMRF 09/10/18	0.00	76,200.71	

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	76,200.71
EFT's	0	0	0.00	0.00
	1	1	0.00	76,200.71



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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						
11188	ILLINOIS DEPT. OF REVENUE	09/20/2018	Bank Draft	0.00	315.00	DFT0001884
<u>August 2018</u>	Invoice	09/18/2018	August 2018	0.00	315.00	

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	315.00
EFT's	0	0	0.00	0.00
	1	1	0.00	315.00



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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: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	09/20/2018	Bank Draft	0.00	7,160.46	DFT0001885
<u>ICMA 457 09141</u>	Invoice	09/14/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	7,160.46	
12825	ICMA RETIREMENT TRUST #705568	09/20/2018	Bank Draft	0.00	325.00	DFT0001886
<u>ICMA Roth 09141</u>	Invoice	09/14/2018	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	7,485.46
EFT's	0	0	0.00	0.00
	2	2	0.00	7,485.46



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						
10313	BOA P-CARD STATEMENTS	08/07/2018	Bank Draft	0.00	327,940.88	DFT0001869
<u>080718</u>	Invoice	08/07/2018	P-Card with PA	0.00	327,940.88	

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	327,940.88
EFT's	0	0	0.00	0.00
	1	1	0.00	327,940.88

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

Vendor Name	Transaction Count	Amount Total
2XL CORP/CARE-GYMWIPES	1	\$840.00
4IMPRINT	3	\$1,499.17
802 - BOWLERO - EC - B	1	\$123.97
845 - BRUNSWICK ZONE -	6	\$481.37
9640 AMC ONLINE	1	\$70.80
ABC BUSINESS FORMS INC	1	\$54.12
ACT ILHF prod INTERNET	1	\$15.61
ACT Mundelein Parks	2	\$332.00
ACUSHNET COMPANY	1	\$764.34
AIR COMFORT CORPORATIO	2	\$3,542.00
AMAZON DIGITAL SVCS AM	1	\$6.45
AMAZON MKTPLACE PMTS	9	\$1,274.30
AMAZON MKTPLACE PMTS W	11	\$1,345.98
AMAZON VIDEO ON DEMAND	1	\$2.99
AMAZON.COM AMZN.COM/BI	10	\$2,074.58
AMC HAWTHORN 12 #0134	2	\$218.96
AMC NORTHBROOK 14 #082	2	\$290.97
AMC VILLAGE CR 18 #687	4	\$1,293.74
AMERICAN CHAIRS, INC.	1	\$291.11
AMERICAS ACTION TERRIT	2	\$1,659.20
AMZN Mktp US	5	\$342.51
AMZN MKTP US AMZN.COM/	4	\$377.67
AQUAVISIONS	2	\$325.22
ARC SERVICES/TRAINING	2	\$180.00
ARTTOFRAMES INC	1	\$67.13
Associated Electrical	1	\$10,100.00
AT&T PREMIER EBIL	1	\$1,438.68
ATT BUS PHONE PMT	3	\$2,186.71
AUTOMATIC ICEMAKERS	1	\$300.00
AVALON PETROLEUM	1	\$6,292.20
BACKYARD GRILL	1	\$320.00
BAG BOY COMPANY LLC	1	\$2,282.00
BANNER PLUMBING SUPPLY	3	\$185.58
BEST BUY MHT 00008490	1	\$79.99
BEST BUY MHT 00011650	1	\$22.47
BEST WESTERN DODGEVILL	1	\$382.77
BHFX #10	2	\$95.00
BLS SPAMTITAN	1	\$180.00
BP#5759006TURNER'S QPS	1	\$107.38
BP#6250104INTERSTATQPS	1	\$50.08
BP#6295000RED PINE QPS	1	\$100.00
BP#6295000RED PINE QPS	4	\$94.15
BP#8556532GATEWAY BQPS	1	\$100.00
BP#8975070SKOKIE BPQPS	1	\$16.01
BURRIS EQUIPMENT CO	4	\$2,204.17
CARDIAC LIFE PRODUCTS	1	\$1,017.35
CASTAWAYS BAR & GRILL	1	\$2.51
CAVE OF THE MOUNDS INC	1	\$132.00
CERAMIC SUPPLY CHICAGO	2	\$722.70
CHICAGO PADDLE COMPANY	1	\$735.00
CHICAGO SHAKESPEARE TH	1	\$68.00

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

CHICAGO SKY	2	\$86.00
CHUCK E CHEESE 342	1	\$199.34
CITY OF HIGHLAND PARK	2	\$21,700.45
CITY OF HIGHLAND PARK	2	\$367.00
CLIFFORD WALD AND COMP	1	\$180.00
COMCAST	1	\$11,670.79
COMCAST CHICAGO	1	\$144.85
COMCAST CHICAGO CS 1X	8	\$1,681.53
COMPLIANCE SIGNS.COM	1	\$412.16
CONTAINERSTORENORTHBRO	2	\$49.79
CRAFTWOOD LUMBER & HAR	53	\$1,118.17
CRAIGSLIST.ORG	3	\$135.00
CROWN TROPHY	1	\$452.50
CRUTCHFIELD.COM	1	\$1,084.97
CVS/PHARMACY #04787	5	\$307.59
CVS/PHARMACY #05960	2	\$26.49
CYGANY INC	1	\$570.00
DAVE & BUSTERS #76	3	\$2,897.12
DAVEBUSTERS	1	\$116.94
DEERFIELD AUTO AND TIR	1	\$281.60
DEERPATH GOLF COURSE (1	\$5.48
DIGILOCK	3	\$338.61
DIRECT FITNESS SOLUTIO	1	\$2,391.89
DISCOUNTMUGS.COM	2	\$904.47
DLX FOR BUSINESS	1	\$40.58
DNR GOVERNOR DODGE	1	\$48.00
DNR KOHLER ANDRAE ST P	1	\$35.00
DOG WASTE DEPOT	1	\$149.97
DOLLAR GENERAL #19102	1	\$25.50
DOLLAR TREE	5	\$111.00
DOMESTIC UNIFORM IL	1	\$177.00
DOMINO'S 2765	2	\$60.76
DROP ZONE	1	\$135.00
DROPBOX S3K337TZJJZL	1	\$9.99
DTV DIRECTV SERVICE	2	\$452.95
DUNBAR ARMORED	1	\$1,888.78
DUNKIN #352356	2	\$131.94
DUNKIN #352991	1	\$16.98
DUNLOP SPORTS	1	\$972.00
EAGLE CAVE RESORT	1	\$1,105.00
EDIBLE ARRANGEMENTS 14	1	\$53.99
EINSTEIN BROS BAGELS11	1	\$29.99
ELEPHANT STOCK	1	\$139.12
EMERGENCY MEDICAL PROD	2	\$266.47
EMPIRE COOLER SERVICE	1	\$300.00
ESSCOE, LLC	1	\$467.94
EXTENDEDSTAY #9651	1	\$83.62
EXXONMOBIL 97473045	1	\$20.00
FACEBK 9LWLFG25D2	1	\$255.63
FACEBK ALWLFG25D2	1	\$82.44
FACEBK P8SGUFJQ62	1	\$15.83
FACTORY CLEANING EQUIP	1	\$962.78

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

FEDEX 388225248	1	\$25.15
FEDEX 388341719	1	\$20.62
FEDEX 388893741	1	\$20.62
FEDEX 389706550	1	\$20.53
FISH TECH	2	\$20.67
FOX VALLEY FIRE AND SA	3	\$1,891.00
FRIENDS OF GOVERNOR DO	1	\$40.00
FROST GELATO HIGHLAND	1	\$320.00
G&O THERMAL SUPPLY CO	2	\$158.26
GARDNER 8005216535	1	\$12.20
GCI MUSICIAN'S FRIEND	1	\$9.99
GIGSALAD	1	\$419.00
GIH GLOBALINDUSTRIALEQ	1	\$162.81
GLOBAL SPECIALTIES DIR	1	\$160.00
GOLF CENTER	2	\$164.00
GOOGLE GSUITE_pdhp.or	1	\$4.16
GRAINGER	4	\$1,092.67
GRAPHIC MARKING SYSTEM	1	\$120.43
GROWER EQUIPMENT & SUP	1	\$311.20
GUITAR CENTER #337	1	\$56.98
HALFMOON EDUCATION	1	\$279.00
HALL SIGNS INC	1	\$54.03
HARRELLS LLC	11	\$15,313.09
HEY AND ASSOCIATES	1	\$46,050.00
HIGHLAND PARK FORD LIN	1	\$1,553.94
HORNUNG S GOLF PRODS	3	\$2,239.76
HOUSTON PROTECTION & I	1	\$1,041.25
HP CHAMBER OF COMMERCE	1	\$295.00
IDLEWOOD ELECTRIC SUPP	7	\$430.37
IL TOLLWAY-WEB	1	\$100.00
ILIPRA.ORG	1	\$165.00
ILLINOIS BASSET COURSE	1	\$13.99
IMPERIAL SURVEILLANCE,	3	\$8,490.00
INT IN IRELAND HEATIN	2	\$255.00
INT IN MEADOWRIDGE, I	1	\$2,411.25
INT IN NATIONAL DRUG	1	\$42.00
INT IN SOUND OF MUSIC	1	\$860.28
INT IN TGF FORESTRY &	1	\$1,969.50
INTERNATIONAL TRANSACTION	3	\$4.96
INTUIT IN BEANSTALK	1	\$13.98
IPRA	2	\$2,691.00
J2 EFAX SERVICES	1	\$33.90
JENSENS PLUMBING & HEA	1	\$1,129.00
JEWEL-OSCO	54	\$3,036.66
JEWEL-OSCO # 3475	1	\$22.10
JIMMY JOHNS - 488	2	\$178.68
JIMMY JOHNS # 533 - E	1	\$169.91
JOANN STORES #2113	1	\$58.43
JOHNSON OUTDOORS-BINGH	1	\$34.38
JOHNSTONE SUPPLY OF VH	5	\$404.87
JORSON AND CARLSON COM	1	\$70.02
JUDY'S PIZZERIA	1	\$272.50

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

JUKE BOX PRINT	1	\$161.94
K & M PRINTING	2	\$370.00
KD KANOPY	1	\$1,796.83
KEGWORKS	1	\$1,230.71
KEYTH TECHNOLOGIES	2	\$9.00
KIWANIS CONCESSION STA	1	\$10.00
KWIK TRIP 13900001396	1	\$34.01
KWIK TRIP 34000003400	1	\$20.20
LA CASA DE ISAAC/MOISH	1	\$83.01
LAKE CTY BLDG & ENGR	1	\$266.00
LAKE GENEVA CANOPY TOU	1	\$646.95
LAKESHORE IT SOLUTIONS	2	\$3,193.46
LAKESHORE RECYCLING SY	9	\$2,505.60
LIFE FITNESS	1	\$155.00
LIFEGUARD STORE - ONLI	2	\$269.25
LIGHTSABER PROMOTIONS,	1	\$457.00
LINKSOUL	1	\$1,206.69
LITTLE TOMMY S PLUMBIN	2	\$4,671.00
LOGMEIN Central	1	\$7,500.00
LOGMEIN JoinMe	1	\$239.88
LOWES #02728	1	\$299.99
MAILCHIMP MONTHLY	1	\$240.00
MARCOS NORTHSIDE GRILL	1	\$24.47
MARIANOS #501	1	\$8.15
MARIANOS #524	1	\$62.08
MARIANOS #533	1	\$10.00
MARIANOS #542	9	\$570.32
MARK VEND CO.	3	\$499.08
MASTER CLEANERS	1	\$20.00
MCDONALD'S F33824	1	\$178.99
MCDONALD'S F5870	2	\$10.27
MEIJER #228 Q01	1	\$23.07
MEIJER STORE #281	2	\$26.20
MENARDS 3327	1	\$83.92
MENONI AND MOCOJNI	17	\$3,503.80
METAVANTE-TDS CONV FEE	2	\$3.90
MICHAELS STORES 2037	6	\$357.14
MICHAELS STORES 3849	1	\$203.81
MICHAELS STORES 5018	1	\$11.98
MIDWEST GROUNDCOVERS L	2	\$8,548.70
MILWAUKEE BREWERS BOX	1	\$260.00
MIRROR LAKE RENTAL	1	\$353.43
MOBILE MINI	1	\$1,148.00
Mobile Room Escape	2	\$475.00
MUSKEGON WINTERSPOR	1	\$300.00
MUTUAL ACE HARDWARE	1	\$36.98
MUTUAL ACE HARDWARE &	29	\$1,698.88
NAPA AUTO PARTS	44	\$3,250.66
NATIONAL PEN CO LLC	1	\$1,569.90
NATIONAL RECREATION &	1	\$550.00
NBF NATL BIZ FURNITURE	1	\$1,982.00
NELS J JOHNSON TREE EX	1	\$1,340.00

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

NICHOL KNOLL GOLF CLUB	2	\$145.00
NIKEGOLF	3	\$2,433.93
NORTH AVENUE BEACH NEW	2	\$9.00
NORTHSHORE PHYSICIAN	2	\$1,608.00
ODYSSEY FUN WORLD	2	\$874.75
OFFICESUPPLY.COM	5	\$1,196.69
ORIGINAL WISCONSIN	1	\$121.81
OTC BRANDS, INC.	1	\$79.88
P & W GOLF SUPPLY LLC	1	\$238.58
PALOS SPORTS	4	\$1,163.35
PAPA JOHN'S #4792	4	\$282.62
PARK DISTRICT OF HIGHL	1	\$1.00
PARTY CITY	3	\$79.83
PARTY CITY 168	2	\$14.94
PAYPAL ANCA	1	\$80.00
PAYPAL FOXVALLEYFI	1	\$2,379.60
PAYPAL SIXFLAGSENT	1	\$1,648.49
PELLA CHICAGO	1	\$202.68
PERSONALIZATION MALL	1	\$401.35
PETCO 1941 63519417	2	\$33.21
PETRA 1	1	\$692.20
PICMONKEY LLC	1	\$47.88
PIEROS PIZZA - MOTO	6	\$1,875.25
PILOT 00003244	1	\$25.00
PITMAN	1	\$228.70
PLAYGROUND GAMES	1	\$1,740.00
POS REMARKETING GROUP	1	\$520.00
POTBELLY #42	1	\$310.00
PP JENSEN ENT.	1	\$750.00
PP TWOR	2	\$600.00
PRO TOWING INC	1	\$125.00
QUICKSCORES COM	1	\$150.00
READY CARE-PURE FIJI	3	\$399.80
READYREFRESH BY NESTLE	2	\$532.05
REINDERS - SUSSEX AR	1	\$222.20
REINDERS - SUSSEX CS	4	\$1,545.70
REJUVENATION - 5876	1	\$445.91
RELIANCE FOUNDRY CO LT	1	\$237.00
RELY MEDIA	1	\$910.00
RINK SIDE SPORTS & FAM	1	\$359.80
RIVER TRAILS PARK DIST	1	\$372.00
ROSATIS PIZZA - BANNOG	3	\$395.99
RWD WORX YARD TOOLS	1	\$37.99
SAFARI LAND	2	\$450.00
SAMS CLUB #6228	1	\$124.62
SAMS CLUB #8184	3	\$37.18
SANTO SPORT STORE	11	\$2,046.61
SARAH'S PONY RIDES INC	1	\$900.00
SCREENCAST-O-MATIC.COM	1	\$115.00
SERVICE SANITATION	1	\$485.00
SHELL OIL 57444115208	1	\$54.98
SHERWIN WILLIAMS 70342	1	\$146.13

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

SITEONE LANDSCAPE S	1	\$7,107.33
SITEONE LANDSCAPE SUPP	2	\$1,670.76
SIX FLAGS GREAT AMERIC	4	\$3,632.30
SIX FLAGS GREAT AMERIC	3	\$70.22
SLE EQUIPMENT	1	\$100.49
SMITHEREEN PEST MANAGE	4	\$226.00
SN GLENVIEW YOUTH BA	1	\$1,900.00
SOUP TO NUTS INC	1	\$160.34
SP LINKSOUL	2	(\$8.95)
SP PERSONAL DOORMATS	1	\$612.36
SPORTSMAN COUNTRY CLUB	2	\$150.99
SPRING GROVE NURSERY	1	\$1,680.00
SQ SQ CHICAGO SU	2	\$2,303.00
SQ SQ WEST ROCK	1	\$420.00
STA KLEEN	1	\$425.00
STAPLES 00116616	3	\$58.54
STARBUCKS STORE 02543	1	\$30.00
STARBUCKS STORE 17751	1	\$20.00
SUNSET FOODS #1	10	\$398.19
SUNSET FOODS #4	1	\$20.24
SUNSET VALLEY GOLF COU	4	\$0.00
SWANK MOTION PICTURES	1	\$350.00
T C FURLONG INC	1	\$48.00
TARGET 00007534	1	\$24.12
TARGET 00011676	1	\$75.25
TARGET 00011684	17	\$593.52
TARGET 00013854	1	\$39.14
TARGET 00028605	2	\$39.44
TDS PAYMENT	2	\$1,236.96
TEAMSNAP	1	\$9.99
TEC 101	1	\$570.42
TEE-SIGNS.COM	1	\$408.00
TERRA SOUNDS	1	\$550.00
THE HOME DEPOT #1926	24	\$1,208.56
THE WEBSTAIRANT STORE	4	\$624.59
THORNTONS #0312	4	\$198.52
TICKETS CHICAGO DOGS	1	\$160.00
TONY'S FRESH MARKE	1	\$114.47
TRADER JOE'S #682 QPS	2	\$57.39
TRIBUNE PUBLISHING COM	1	\$21.89
TURF VENTURES	7	\$6,835.27
TYCOINTEGRATEDSECURITY	4	\$2,021.05
ULTIMATE NINJAS LIBERT	1	\$670.00
UNDERWATER SAFARIS	2	\$750.00
USPS PO 1620160015	1	\$6.91
VERIZON ONETIMEPAYMENT	2	\$566.48
VERMONT SYSTEMS INC	1	\$75.00
VERTICAL ENDEAVORS-GLE	1	\$592.00
WALGREENS #0039	1	\$22.04
WALGREENS #1438	1	\$120.00
WALGREENS #3273	2	\$9.83
WALGREENS #5045	1	\$6.45

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

WALGREENS #5428	2	\$44.63
WAL-MART #1228	1	\$194.88
WAL-MART #1276	1	\$37.75
WAL-MART #1396	1	\$97.75
WAL-MART #1668	3	\$63.79
WAL-MART #3505	1	\$36.41
WAL-MART #3725	1	\$100.17
WAL-MART #3893	1	\$74.80
WALMART.COM	1	\$79.96
WAREHOUSE DIRECT	29	\$5,538.77
WAYFAIR WAYFAIR	3	\$826.94
WEB NETWORKSOLUTIONS	1	\$11.98
WHEELING PARK DISTRICT	5	\$2,219.50
WHIRLYBALL VERNON	1	\$250.00
WINNETKA GOLF CLUB	1	\$140.00
WISCONSIN RIVERSID	2	(\$33.76)
WM SUPERCENTER #1007	1	\$31.43
WM SUPERCENTER #1668	1	\$34.17
WM SUPERCENTER #1735	1	\$7.26
WM SUPERCENTER #3893	1	\$102.69
WM SUPERCENTER #847	1	\$31.63
YOUR ADVANTAGE II LTD	1	\$150.00
TOTAL		\$327,940.88



Memorandum

To: Board of Park Commissioners
From: Liza McElroy, Executive Director
Date: September 25, 2018
Subject: **HIGHLAND PARK COUNTRY CLUB AGREEMENTS**

President Kaplan will provide an update on the Highland Park Country Club agreements.



Park District of Highland Park, IL

Income Statement

Current Period Ending 08/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	333,637.50	356,526.30	2,050,046.89	2,106,804.78	-56,757.89	3,034,811.59	270,326.15	2,093,185.66
110 - CAMPS	34,865.03	36,176.05	1,554,090.15	1,499,167.68	54,922.47	1,549,078.00	29,560.70	1,434,018.29
120 - LESSONS	28,692.90	21,184.62	240,097.05	220,004.46	20,092.59	346,684.50	26,820.49	192,779.23
130 - SPECIAL EVENTS	525.00	2,919.07	67,862.50	65,499.70	2,362.80	108,288.00	0.00	63,977.05
410 - TAX	393,406.36	1,089,089.86	8,226,745.39	7,389,667.13	837,078.26	13,072,257.00	366,988.65	6,923,839.06
420 - FEES & CHARGES	169,344.42	338,400.71	580,603.14	847,123.71	-266,520.57	1,270,299.20	210,603.41	978,949.17
440 - MEMBERSHIPS	154,329.95	128,940.33	1,088,229.51	1,188,068.64	-99,839.13	1,717,654.00	158,238.60	1,196,279.23
450 - RENTALS	96,426.18	76,487.21	793,068.31	814,080.55	-21,012.24	1,263,617.75	113,550.89	955,755.70
460 - MERCHANDISING	4,746.10	11,156.48	37,708.51	44,889.38	-7,180.87	66,465.00	130,689.06	675,148.68
470 - INTEREST INCOME	27,567.21	8,750.00	115,505.24	70,000.00	45,505.24	105,000.00	3,747.87	52,354.58
480 - MISCELLANEOUS INCOME	8,362.17	11,124.17	144,623.66	97,044.00	47,579.66	193,400.00	32,628.82	622,392.27
510 - OTHER INCOME	0.00	9,770.82	44,749.09	33,131.56	11,617.53	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	6,594.24	8,672,849.66
Total Revenue:	1,251,902.82	2,090,525.62	14,948,829.86	14,375,481.59	573,348.27	22,764,935.04	1,349,748.88	24,311,646.55
Expense								
100 - PROGRAMS	79,996.98	98,416.60	1,029,271.67	1,083,275.86	54,004.19	1,647,113.92	84,143.07	1,037,079.47
110 - CAMPS	429,465.05	227,997.27	809,659.05	824,805.27	15,146.22	882,710.33	242,949.09	599,435.24
120 - LESSONS	23,474.60	7,148.89	137,605.31	98,419.96	-39,185.35	159,167.83	19,148.03	107,958.59
130 - SPECIAL EVENTS	19,544.05	14,053.12	173,054.74	144,197.72	-28,857.02	214,264.61	18,503.59	131,898.08
610 - SALARIES & WAGES	913,391.49	393,245.71	4,623,325.12	5,152,375.83	529,050.71	7,537,251.07	561,558.22	4,158,973.03
620 - CONTRACTUAL SERVICES	230,729.90	208,889.77	2,048,160.68	2,011,048.13	-37,112.55	2,896,927.79	1,059,026.94	3,531,767.77
630 - INSURANCE	183,559.05	174,888.80	1,249,271.83	1,399,145.59	149,873.76	2,099,502.41	173,793.74	1,225,463.50
640 - MATERIALS & SUPPLIES	62,023.63	53,107.78	342,055.92	413,204.24	71,148.32	588,970.66	68,093.57	353,562.93
650 - MAINTENANCE & LANDSCAPING CONTRACTS	64,839.18	38,324.45	294,650.75	312,034.70	17,383.95	435,352.52	52,501.76	247,657.76
660 - UTILITIES	59,794.09	77,274.66	534,711.37	631,189.73	96,478.36	980,619.05	119,269.88	566,730.60
670 - PENSION CONTRIBUTIONS	71,837.60	89,447.46	502,942.45	600,506.82	97,564.37	911,368.95	62,086.71	476,863.73
680 - COST OF GOODS SOLD	3,534.26	1,302.08	14,448.35	21,616.65	7,168.30	26,546.00	49,508.26	224,990.97
710 - DEBT RETIREMENT	0.00	0.00	296,181.25	296,181.25	0.00	3,077,362.50	475.00	256,048.61
720 - CAPITAL OUTLAY	850,502.28	459,032.69	4,544,181.04	6,729,990.16	2,185,809.12	8,560,614.00	1,422,909.50	2,678,628.88
Total Expense:	2,992,692.16	1,843,129.28	16,599,519.53	19,717,991.91	3,118,472.38	30,017,771.64	3,933,967.36	15,597,059.16
Report Total:	-1,740,789.34	247,396.34	-1,650,689.67	-5,342,510.32	3,691,820.65	-7,252,836.60	-2,584,218.48	8,714,587.39

Fund Summary

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-350,789.33	-31,861.34	204,351.19	-253,457.28	457,808.47	-382,023.74	-278,756.12	101,801.90
25 - SPECIAL RECREATION	28,963.60	78,444.19	266,494.85	134,556.32	131,938.53	546,866.00	-140,265.41	195,512.38
29 - RECREATION	-563,582.82	567,021.16	2,241,552.21	1,305,392.09	936,160.12	3,106,547.64	-248,691.26	2,103,541.86
60 - DEBT SERVICE	47,047.56	126,162.01	679,768.04	460,942.28	218,825.76	-1,562,812.50	43,781.37	565,626.75
70 - CAPITAL PROJECTS	-902,428.35	-492,369.68	-5,042,855.96	-6,989,943.73	1,947,087.77	-8,961,414.00	-1,960,287.06	5,748,104.50
Report Total:	-1,740,789.34	247,396.34	-1,650,689.67	-5,342,510.32	3,691,820.65	-7,252,836.60	-2,584,218.48	8,714,587.39



Park District of Highland Park, IL

F01 General

Income Statement

Current Period Ending 08/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	152,508.83	427,166.66	3,229,594.17	3,417,333.28	-187,739.11	5,126,000.00	150,224.09	2,899,331.53
420 - FEES & CHARGES	5,379.11	3,275.87	32,019.30	26,206.96	5,812.34	39,326.20	3,338.24	29,151.92
450 - RENTALS	0.00	5,000.00	0.00	40,000.00	-40,000.00	60,000.00	0.00	38,700.00
460 - MERCHANDISING	50.45	9.99	271.10	79.92	191.18	120.00	0.00	43.02
470 - INTEREST INCOME	27,567.21	8,750.00	115,505.24	70,000.00	45,505.24	105,000.00	3,747.87	52,354.58
480 - MISCELLANEOUS INCOME	9,241.51	8,308.26	99,444.83	66,466.08	32,978.75	99,700.00	3,890.99	65,441.43
510 - OTHER INCOME	0.00	1,060.82	2,520.96	8,486.56	-5,965.60	12,735.00	0.00	331.22
Total Revenue:	194,747.11	453,571.60	3,479,355.60	3,628,572.80	-149,217.20	5,442,881.20	161,201.19	3,085,353.70
Expense								
610 - SALARIES & WAGES	291,436.68	228,809.83	1,620,020.73	1,829,045.20	209,024.47	2,744,517.07	189,216.69	1,469,950.20
620 - CONTRACTUAL SERVICES	66,205.78	83,436.22	453,013.97	667,489.76	214,475.79	1,001,399.70	88,608.65	414,166.53
630 - INSURANCE	106,836.95	101,187.22	720,494.79	809,497.76	89,002.97	1,214,729.83	96,516.41	679,771.47
640 - MATERIALS & SUPPLIES	36,178.98	20,682.40	143,838.10	165,459.20	21,621.10	248,263.36	22,455.35	122,803.91
650 - MAINTENANCE & LANDSCAPING CONTRACTS	11,262.56	9,597.95	66,359.07	76,783.60	10,424.53	115,197.52	7,414.04	46,287.44
660 - UTILITIES	10,097.42	10,303.57	83,742.53	82,428.56	-1,313.97	123,662.61	13,914.32	71,222.86
670 - PENSION CONTRIBUTIONS	23,518.07	31,415.75	187,535.22	251,326.00	63,790.78	377,134.85	21,831.85	179,349.39
Total Expense:	545,536.44	485,432.94	3,275,004.41	3,882,030.08	607,025.67	5,824,904.94	439,957.31	2,983,551.80
Report Total:	-350,789.33	-31,861.34	204,351.19	-253,457.28	457,808.47	-382,023.74	-278,756.12	101,801.90

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 \$ 204,351

Fund Balance 8/31/2018 \$ 3,091,282

Revenue continues to lag behind budget due to budget timing of property taxes, this will adjust during September. Expenditures are favorable to budget due to a later than budgeted hiring season for Parks.



Park District of Highland Park, IL

Fund 25 Special Recreation

Income Statement

Current Period Ending 08/31/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	28,963.60	78,444.19	600,817.72	470,759.32	130,058.40	941,707.00	27,671.04	513,747.79
Total Revenue:	28,963.60	78,444.19	600,817.72	470,759.32	130,058.40	941,707.00	27,671.04	513,747.79
Expense								
620 - CONTRACTUAL SERVICES	0.00	0.00	334,322.87	336,203.00	1,880.13	394,841.00	167,936.45	318,235.41
Total Expense:	0.00	0.00	334,322.87	336,203.00	1,880.13	394,841.00	167,936.45	318,235.41
Report Total:	28,963.60	78,444.19	266,494.85	134,556.32	131,938.53	546,866.00	-140,265.41	195,512.38

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 \$ 266,494

Fund Balance 8/31/2018 \$ 560,827

August's activity, receipt of Property Tax revenue



Park District of Highland Park, IL
Fund 29 Recreation

Income Statement

Current Period Ending 08/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	333,637.50	356,526.30	2,050,046.89	2,106,804.78	-56,757.89	3,034,811.59	270,326.15	2,093,185.66
110 - CAMPS	34,865.03	36,176.05	1,554,090.15	1,499,167.68	54,922.47	1,549,078.00	29,560.70	1,434,018.29
120 - LESSONS	28,692.90	21,184.62	240,097.05	220,004.46	20,092.59	346,684.50	26,820.49	192,779.23
130 - SPECIAL EVENTS	525.00	2,919.07	67,862.50	65,499.70	2,362.80	108,288.00	0.00	63,977.05
410 - TAX	164,886.37	457,317.00	3,420,384.21	2,744,451.00	675,933.21	5,490,000.00	144,837.15	2,689,084.38
420 - FEES & CHARGES	163,965.31	335,124.84	548,583.84	820,916.75	-272,332.91	1,230,973.00	207,265.17	949,797.25
440 - MEMBERSHIPS	154,329.95	128,940.33	1,088,229.51	1,188,068.64	-99,839.13	1,717,654.00	158,238.60	1,196,279.23
450 - RENTALS	96,426.18	71,487.21	793,068.31	774,080.55	18,987.76	1,203,617.75	113,550.89	917,055.70
460 - MERCHANDISING	4,695.65	11,146.49	37,437.41	44,809.46	-7,372.05	66,345.00	130,689.06	675,105.66
480 - MISCELLANEOUS INCOME	-879.34	2,815.91	45,178.83	30,577.92	14,600.91	93,700.00	28,737.83	139,550.84
510 - OTHER INCOME	0.00	8,710.00	37,760.13	24,645.00	13,115.13	24,645.00	0.00	0.00
Total Revenue:	981,144.55	1,432,347.82	9,882,738.83	9,519,025.94	363,712.89	14,865,796.84	1,110,026.04	10,350,833.29
Expense								
100 - PROGRAMS	79,996.98	98,416.60	1,029,271.67	1,083,275.86	54,004.19	1,647,113.92	84,143.07	1,037,079.47
110 - CAMPS	429,465.05	227,997.27	809,659.05	824,805.27	15,146.22	882,710.33	242,949.09	599,435.24
120 - LESSONS	23,474.60	7,148.89	137,605.31	98,419.96	-39,185.35	159,167.83	19,148.03	107,958.59
130 - SPECIAL EVENTS	19,544.05	14,053.12	173,054.74	144,197.72	-28,857.02	214,264.61	18,503.59	131,898.08
610 - SALARIES & WAGES	621,954.81	164,435.88	3,003,304.39	3,323,330.63	320,026.24	4,792,734.00	372,341.53	2,689,022.83
620 - CONTRACTUAL SERVICES	111,590.93	89,188.04	734,172.52	723,064.04	-11,108.48	1,071,187.09	258,510.04	1,675,268.26
630 - INSURANCE	76,722.10	73,701.58	528,777.04	589,647.83	60,870.79	884,772.58	77,277.33	545,692.03
640 - MATERIALS & SUPPLIES	25,844.65	32,425.38	198,217.82	247,745.04	49,527.22	340,707.30	45,638.22	230,759.02
650 - MAINTENANCE & LANDSCAPING CONTRACTS	53,576.62	28,726.50	228,291.68	235,251.10	6,959.42	320,155.00	45,087.72	201,370.32
660 - UTILITIES	49,696.67	66,971.09	450,968.84	548,761.17	97,792.33	856,956.44	105,355.56	495,507.74
670 - PENSION CONTRIBUTIONS	48,319.53	58,031.71	315,407.23	349,180.82	33,773.59	534,234.10	40,254.86	297,514.34
680 - COST OF GOODS SOLD	3,534.26	1,302.08	14,448.35	21,616.65	7,168.30	26,546.00	49,508.26	224,990.97
720 - CAPITAL OUTLAY	1,007.12	2,928.52	18,007.98	24,337.76	6,329.78	28,700.00	0.00	10,794.54
Total Expense:	1,544,727.37	865,326.66	7,641,186.62	8,213,633.85	572,447.23	11,759,249.20	1,358,717.30	8,247,291.43
Report Total:	-563,582.82	567,021.16	2,241,552.21	1,305,392.09	936,160.12	3,106,547.64	-248,691.26	2,103,541.86

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-563,582.82	567,021.16	2,241,552.21	1,305,392.09	936,160.12	3,106,547.64	-248,691.26	2,103,541.86
Report Total:	-563,582.82	567,021.16	2,241,552.21	1,305,392.09	936,160.12	3,106,547.64	-248,691.26	2,103,541.86

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 \$ 2,241,552

Fund Balance 8/31/2018 \$ 6,347,859

Final Camp programming occurred in August, YTD revenue of \$1,554,090 was favorable to budget by \$5,012, and favorable to PYTD by \$120,072. Deer Creek's fall operation began in August with a 9.7% increase in Youth and Adult Tennis compared to 2017. Centennial ICE's fall operation began, however programming revenue will be recorded in September. Golf Learning YTD revenue of \$167,997 is slightly unfavorable to budget, but 16% or \$23,000 favorable to PYTD.



Park District of Highland Park, IL

Fund 60 Debt Service

Income Statement

Current Period Ending 08/31/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	47,047.56	126,162.01	975,949.29	757,123.53	218,825.76	1,514,550.00	44,256.37	821,675.36
Total Revenue:	47,047.56	126,162.01	975,949.29	757,123.53	218,825.76	1,514,550.00	44,256.37	821,675.36
Expense								
710 - DEBT RETIREMENT	0.00	0.00	296,181.25	296,181.25	0.00	3,077,362.50	475.00	256,048.61
Total Expense:	0.00	0.00	296,181.25	296,181.25	0.00	3,077,362.50	475.00	256,048.61
Report Total:	47,047.56	126,162.01	679,768.04	460,942.28	218,825.76	-1,562,812.50	43,781.37	565,626.75

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 \$ 679,768

Fund Balance 8/31/2018 \$ 836,298

August's activity includes receipt of Property Tax revenue.



Park District of Highland Park, IL

Fund 70 Capital

Income Statement

Current Period Ending 08/31/2018

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	6,594.24	8,672,849.66
Total Revenue:	0.00	0.00	9,968.42	0.00	9,968.42	0.00	6,594.24	9,540,036.41
Expense								
620 - CONTRACTUAL SERVICES	52,933.19	36,265.51	526,651.32	284,291.33	-242,359.99	429,500.00	543,971.80	1,124,097.57
720 - CAPITAL OUTLAY	849,495.16	456,104.17	4,526,173.06	6,705,652.40	2,179,479.34	8,531,914.00	1,422,909.50	2,667,834.34
Total Expense:	902,428.35	492,369.68	5,052,824.38	6,989,943.73	1,937,119.35	8,961,414.00	1,966,881.30	3,791,931.91
Report Total:	-902,428.35	-492,369.68	-5,042,855.96	-6,989,943.73	1,947,087.77	-8,961,414.00	-1,960,287.06	5,748,104.50

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 \$(5,042,856)

Fund Balance 8/31/2018 \$7,758,430

Activity during August includes, play ground surface work at Kennedy, additional work at POGO, SV, Heller teams course, RCHP indoor pool painting, and Park signs.



Y-T-D August 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	3,435,948.77
Expense	1844629.31	1840018.06	1858469.58	1763681.39	1,099,611.14
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	2244220.71	3147981.94	3040229.11	3765318.61	2,336,337.63
Net Revenue:	54.89%	63.11%	62.06%	68.10%	68.00%
Center: 24 - WEST RIDGE CENTER					
Revenue	496429.3	475282	534939.03	540503	324,664.81
Expense	731339.91	713275.05	771435.36	849990.37	523,501.31
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	-234910.61	-237993.05	-236496.33	-309487.37	-198,836.50
Net Revenue:	-47.32%	-50.07%	-44.21%	-57.26%	-61.24%
Center: 26 - ATHLETICS					
Revenue	978018.43	1040734	964109.06	995801	810,189.09
Expense	900515.72	999216.03	886460.18	951805.08	590,464.30
Center: 26 - ATHLETICS Surplus (Deficit):	77502.71	41517.97	77648.88	43995.92	219,724.79
Net Revenue:	7.92%	3.99%	8.05%	4.42%	27.12%
Center: 28 - CAMPS					
Revenue	822693.52	905963	823752.55	893222	886,616.15
Expense	573287.63	658770.02	605891.05	650062.97	554,145.90
Center: 28 - CAMPS Surplus (Deficit):	249405.89	247192.98	217861.5	243159.03	332,470.25
Net Revenue:	30.32%	27.29%	26.45%	27.22%	37.50%
Center: 29 - SPECIAL EVENTS					
Revenue	75078.55	102303	50636.35	69033	34,481.00
Expense	224868.85	251186.42	189216.19	218607.1	142,589.43
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	-149790.3	-148883.42	-138579.84	-149574.1	-108,108.43
Net Revenue:	-199.51%	-145.53%	-273.68%	-216.67%	-313.53%
Center: 31 - HIDDEN CREEK AQUAPARK					
Revenue	457278.58	469775.88	376920.41	457333	329,145.21
Expense	512339.54	629831.12	486259.75	480719.33	342,168.66
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	-55060.96	-160055.24	-109339.34	-23386.33	-13,023.45
Net Revenue:	-12.04%	-34.07%	-29.01%	-5.11%	-3.96%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER					
Revenue	109597.77	113943.5	112802.8	111565.55	80,775.60
Expense	100576.04	106036.52	102446.35	107342.88	68,764.81
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	9021.73	7906.98	10356.45	4222.67	12,010.79
Net Revenue:	8.23%	6.94%	9.18%	3.78%	14.87%
Center: 33 - ROSEWOOD BEACH					
Revenue	26249.79	57925	55773.38	72570	62,537.25
Expense	110926.27	156165.49	114075.82	116597	79,637.71

Center: 33 - ROSEWOOD BEACH		Surplus (Deficit):	-84676.48	-98240.49	-58302.44	-44027	-17,100.46
		Net Revenue:	-322.58%	-169.60%	-104.53%	-60.67%	-27.34%
Center: 34 - PARK AVENUE							
Revenue			75423.67	88318.61	84015.44	93279.58	107,651.58
Expense			77233.72	88781.77	70334.33	72920.78	51,693.90
		Center: 34 - PARK AVENUE Surplus (Deficit):	-1810.05	-463.16	13681.11	20358.8	55,957.68
		Net Revenue:	-2.40%	-0.52%	16.28%	21.83%	51.98%
Center: 38 - ICE ARENA							
Revenue			1276453.64	1254735	1152872.37	1271588.73	769,656.53
Expense			961771.93	919115.54	978360.41	977945.77	625,931.53
		Center: 38 - ICE ARENA Surplus (Deficit):	314681.71	335619.46	174511.96	293642.96	143,725.00
		Net Revenue:	24.65%	26.75%	15.14%	23.09%	18.67%
Center: 41 - MAINTENANCE							
Revenue			886.25	0	175	0	817.41
Expense			578544.26	556842.9	508906.42	615250.76	361,089.78
		Center: 41 - MAINTENANCE Surplus (Deficit):	-577658.01	-556842.9	-508731.42	-615250.76	-360,272.37
		Net Revenue:	-65,180.03%	0.00%	-290,703.67%	0.00%	-44,074.87%
Center: 42 - PRO SHOP							
Revenue			874395.22	0	35.48	565017	76,683.29
Expense			355128.47	17610.36	31844.98	364520.68	163,947.12
		Center: 42 - PRO SHOP Surplus (Deficit):	519266.75	-17610.36	-31809.5	200496.32	-87,263.83
		Net Revenue:	59.39%	0.00%	-89,654.74%	35.49%	-113.80%
Center: 49 - RECREATION CENTER ADMIN							
Revenue			182132.54	179852	166799.31	190645	101,822.19
Expense			1112491.8	1193443.66	1068294.56	1145869.29	679,290.46
		Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	-930359.26	-1013591.66	-901495.25	-955224.29	-577,468.27
		Net Revenue:	-510.81%	-563.57%	-540.47%	-501.05%	-567.13%
Center: 51 - RECREATION CENTER FITNESS							
Revenue			1771299.16	1809907	1928487.89	1897881	1,123,387.01
Expense			639044.89	678982.77	679050.04	735656.88	464,258.16
		Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	1132254.27	1130924.23	1249437.85	1162224.12	659,128.85
		Net Revenue:	63.92%	62.49%	64.79%	61.24%	58.67%
Center: 53 - RECREATION CENTER AQUATICS							
Revenue			225398.07	258849.2	205900.37	243738	146,034.94
Expense			327472.4	353190.09	288021.08	341582.54	210,042.78
		Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	-102074.33	-94340.89	-82120.71	-97844.54	-64,007.84
		Net Revenue:	-45.29%	-36.45%	-39.88%	-40.14%	-43.83%
Center: 55 - INDOOR TENNIS							
Revenue			1203353.29	1235896.55	1247551.43	1248037.44	921,220.63
Expense			983930.08	989311.68	994041.7	1001713.47	630,067.95
		Center: 55 - INDOOR TENNIS Surplus (Deficit):	219423.21	246584.87	253509.73	246323.97	291,152.68
		Net Revenue:	18.23%	19.95%	20.32%	19.74%	31.61%
Center: 56 - OUTDOOR TENNIS							
Revenue			183700.21	216932	217443.11	188852	202,889.96
Expense			175109.23	191963.89	174846.09	147686.44	166,926.21
		Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	8590.98	24968.11	42597.02	41165.56	35,963.75
		Net Revenue:	4.68%	11.51%	19.59%	21.80%	17.73%

Center: 61 - HELLER NATURE CENTER

Revenue	275247.1	322406.34	257930.59	291630.54	243,911.79
Expense	646345.38	701240.46	615457.77	672273.55	407,611.91
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	-371098.28	-378834.12	-357527.18	-380643.01	-163,700.12
Net Revenue:	-134.82%	-117.50%	-138.61%	-130.52%	-67.11%

Center: 74 - HPCC LEARNING CENTER

Revenue	162904.91	233907.81	178788	206100	167,997.53
Expense	105853.82	143023.69	110121.71	266740.12	198,182.90
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	57051.09	90884.12	68666.29	-60640.12	-30,185.37
Net Revenue:	35.02%	38.85%	38.41%	-29.42%	-17.97%

Center: 76 - HPCC BUILDING

Revenue	1451.84	1134.39	938.95	0	56,308.09
Expense	503847.95	543948.51	560644.21	278282.8	234,206.66
Center: 76 - HPCC BUILDING Surplus (Deficit):	-502396.11	-542814.12	-559705.26	-278282.8	-177,898.57
Net Revenue:	-34,604.10%	-47,850.75%	-59,609.70%	0.00%	-315.94%



Sunset Valley Golf Course

	2017 Total Budget	2017 Total Activity	2018 Total Budget	2018 YTD Activity
Revenue	-00	350.00	565,017.00	77,500.00
Expense	574,453.26	540,575.00	979,772.00	525,036.00
Report Surplus (Deficit):	(574,453.26)	(540,225.00)	(414,755.00)	(447,536.00)

Recreation Center of HP

	Total Budget	YTD Activity	Total Budget	YTD Activity
Revenue	2,248,608.20	2,301,186.00	2,332,264.00	1,371,244.00
Expense	2,225,616.52	2,035,365.00	2,223,108.00	1,353,590.00
Report Surplus (Deficit):	22,991.68	265,821.00	109,156.00	17,654.00

Deer Creek Raquet Club

	Total Budget	YTD Activity	Total Budget	YTD Activity
Revenue	1,452,829.00	1,464,994.00	1,436,889.00	1,124,111.00
Expense	1,181,276.00	1,168,887.00	1,149,399.00	796,993.00
Report Surplus (Deficit):	271,553.00	296,107.00	287,490.00	327,118.00

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Park District of Highland Park
Investment Schedule
August 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 China, NY	CD	367	8/11/17	8/13/18	1.50%	1.50%	245,000.00	245,000.00	245,000.00	130.89	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	127.92	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	138.27	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
							13,141,000.00		13,141,000.00	18,897.38	336,352.04



Memorandum

To: Board of Park Commissioners
From: Brian Kaplan, President of Board of Park Commissioners
Date: September 25, 2018
Subject: **IAPD PROFESSIONAL SERVICES AGREEMENT FOR EXECUTIVE DIRECTOR SEARCH**

The Board solicited and received proposals from the Illinois Association of Park Districts (IAPD) and GovHR USA for assistance in search services for replacing the retiring Executive Director.

After reviewing both proposals, President Kaplan is recommending that the Park Board of Commissioners approve the agreement from IAPD for the Executive Director services search in the amount \$10,400.

Attached is a copy of the IAPD search proposal, professional services agreement, and timeline for the search services.

Director Search Proposal

Park District of Highland Park



www.pdhp.org

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Why IAPD is the Preferred Search Service

IAPD is your association. You are probably familiar with the broad array of specialized services that we have provided the Park District of Highland Park since 1931. One of the most important services we provide is the Director Search Service. From board self-evaluations to the Director Search Service, our niche is park districts and helping boards succeed.

Our goal is to make the highly challenging and time-consuming process of finding your agency's next chief executive as seamless and worry free as possible so that your board can focus on choosing the best candidate from a selection of outstanding finalists.

Experience

- For 24 years, the IAPD has been a leading provider for executive search solutions for park and recreation agencies. We specialize in providing unparalleled senior level executive search, management assessment and succession planning services which are tailored to the specific needs of our membership.
- IAPD's Director Search Service helps boards attract outstanding professionals to serve as the chief executive of park and recreation agencies. Initiated by the IAPD in 1992, the Director Search Service is a valuable and highly sought-after membership service that has resulted in 127 director searches in Illinois and a number of states throughout the country.

Cost

- The IAPD Director Search Service is much more cost effective than other search services. This savings to our members in no way diminishes the comprehensive nature of the IAPD search or the level of service that you and your agency will receive.
- IAPD's Director Search Service is more cost effective because other firms are primarily profit driven. IAPD is driven by the goal of attaining the best, most qualified candidates who will lead Illinois' park districts, forest preserves, conservation and recreation agencies into a successful future. Our interest is to find the best professionals possible to lead our member agencies, not to profit from this service.

Customization

- Unlike other search firms IAPD truly customizes its comprehensive search process and tailors it to the specific needs of each agency.
- IAPD's search service is also unique because we focus exclusively on park and recreation director searches, not school superintendents, city managers or other executive-level positions.

What People Are Saying About the IAPD Director Search Service

"Using IAPD to coordinate our search for a new Executive Director simplified our job and gave us the best choice of candidates. The person that we chose for the position was just what we wanted in a director but we would not have gone wrong with any of the applicants that IAPD selected for us to interview."

Deerfield Park District

"IAPD took a difficult and daunting process and made it easier for our board to find the director who's a perfect match for our agency."

Wheeling Park District

"IAPD did a great job in getting applicants, vetting them and providing us with a list and details of the top ones. We could not have done this on our own. In a timely manner, IAPD did all the hard work in finding and selecting candidates. The fee was lower than others and well spent."

River Trails Park District

"IAPD conducted the director search, narrowed down the candidates to only those that met our Park District's criteria and then presented all the candidates' information to our Board of Commissioners in a professional and easy to use format. The IAPD director search service made the process of hiring a new director a much easier process which was very helpful during our Park District's transition."

Plainfield Park District

"When our Executive Director of 39 years retired, our board of commissioners was at a loss on how to find a successor. The IAPD immediately provided us with the roadmap. Their Director Search Service guided our board through the process, advertising for and quickly finding numerous exceptional candidates for this critical position. The professionalism and knowledge displayed by the IAPD gave us the confidence to hire the right person."

Effingham Park District

The Search Process

Phase One – Identifying the Board’s Ideal Candidate

The first step in the director search process is to develop a leadership criteria matrix to define the characteristics that the agency seeks in a new director.

- This is accomplished through a board member survey which takes you through a step-by-step analysis of leadership qualities.
- The search team including IAPD’s President and CEO will review a detailed compilation of board responses. These responses and further discussion with the board will serve as a guide in determining the specific qualifications the board is looking for in the new executive director. This phase of the process is important in developing an understanding of what set of skills the board expects in their new executive director.
- The search team and/or IAPD’s President and CEO, at the board’s request, will also meet and/or survey with the agency’s management team and other stakeholders. Key personnel will receive specifically tailored interview questions. These responses will serve as a guide in determining the qualifications staff members are looking for in the new executive director.

As a result of this phase, we will generate subject to the Board’s approval:

- A list of qualifications, experience, salary limits and a job description.
- Board expectations of executive duties and responsibilities.
- Information for the announcement of vacancy brochure and other advertisement content.
- A board agreed upon timeline including specific deadlines for the selection process.

Phase Two – Development of the Announcement of Vacancy Brochure and Other Marketing Materials

Upon completion of the meetings described in phase one, IAPD will develop an announcement of vacancy brochure customized for your agency’s director search. The announcement of vacancy brochure is vital to identifying an executive director who will be a good fit for your agency. The IAPD will provide expertise and counsel to your board in developing this “blueprint” for the prospective executive director.

The brochure includes such topics as:

- List of qualifications/characteristics/requirements
- Description of your agency and your community
- Financial data about your agency
- Board member information
- Compensation range
- Application procedure
- Tentative timeline for the selection process

Phase Three - Advertising the Vacancy

IAPD will solicit applications for the position of executive director through a variety of methods which may include, but are not limited to:

- Mailing the announcement of vacancy brochure to every park district director and supervisory staff in the state of Illinois through the use of our exclusive membership database.
- Sending information to IAPD's proprietary potential job candidate listing.
- Posting the vacancy with established state, regional and national associations' websites which may include, but are not limited to, Illinois Association of Park Districts, Illinois Park and Recreation Association and the National Park and Recreation Association. This includes an exclusive posting in the Career Center on IAPD's website.
- Personally contacting prospective candidates who meet the criteria established by the board.
- Recruiting candidates for the position utilizing information generated from our 120 successful park district-specific director searches.
- Throughout the search process, placing information in IAPD's weekly electronic newsletter that is distributed to more than 2,700 individuals.
- Providing information about the vacancy to collegiate placement services.
- Sending the brochure to select IAPD mailing lists, including, but not limited to, select individuals interested in employment, and various regional (Southern Illinois Park and Recreation Association and the Central Illinois Recreation Council for Leisure Experience) park and recreation groups.
- Advertising in local, regional, statewide, or national newspapers (if requested).

Phase Four – Candidate Evaluation, Selection and Recommendation

Because the level of detail required, and the volume of information gathered from applicants could easily overwhelm a board, our expert screening committee conducts a confidential review. The screening committee is a group comprised of active and retired professionals and board members in the field of parks and recreation with extensive human resources experience.

This review by the screening committee narrows the pool of applicants ensuring only the most highly qualified professionals, who meet or exceed the requirements for the position, are selected as interview candidates. This and other tasks related to the recruitment of the new executive director will save your board and staff valuable time.

The IAPD search team will then carefully evaluate each candidate by:

- Personally interviewing references provided by the candidate.
- Expanding beyond the applicant's list of references by personally contacting individuals within IAPD's extensive park and recreation network, including individuals in the field who are familiar with or have worked with the applicant.
- Gathering additional information from candidates at the request of the board (questions about employment, etc.).
- Investigating each candidate through an extensive review of electronic data to gather additional in-depth information on each applicant.
- Personally interviewing all candidates that will be presented to the board for consideration.

Phase Five – IAPD Presents Candidates to the Board

Once IAPD's extensive background investigation has been completed and our search team has carefully evaluated each applicant, the IAPD team will develop a detailed report for review by the board. This report will include the recommended list of potential candidates.

The IAPD President/CEO will meet with the board and present each candidate the screening committee is recommending for the board's consideration. A Candidate Portfolio is developed for each board member that includes the following information on each candidate:

- Cover Letter
- Resume
- List of Accomplishments
- Employment History and Summary of References
- Reference Letters
- Responses to Management Questions
- Salary History
- Verification of Educational Degrees

Resource materials that are in the Candidate Portfolio will include:

- Potential interview questions that the IAPD has developed for the board to use during the selection process.
- Guidelines for interviews and tips for hiring the executive.
- A list of questions the IAPD search team asked when interviewing candidate references.
- A candidate ranking form that will aid the board in tracking responses the candidates provide during an interview.

From this Candidate Profile, the board will select specific candidates to interview.

Phase Six – Interviewing and Selection

Once the board has selected the final candidates it wishes to consider, the search team will make arrangements for and schedule all interviews requested by the board based on the Board's agreed upon availability and timeline.

IAPD will notify in writing all candidates who have not been chosen for an initial interview.

While IAPD prepares detailed information for the interview process including recommended interview questions, we do not participate in the interviews or in the selection of the executive director.

Selecting the executive director is ultimately the decision of the board and is one of the most important decisions the board will ever make. It affects not only your agency, but also the residents of your community for many years to come. IAPD's President and CEO will remain as a consultant to the board throughout the selection process.

Before the board chooses the desired candidates to interview, the IAPD will hire an independent investigative firm to perform a **comprehensive background check** on all finalists. This background check will include:

- driving record
- social security number trace
- criminal history search for federal, state and county

This will be in addition to the background check that the park district is required to do through the state police database after the offer of employment.

Phase Seven – Negotiations and Employment Agreement

IAPD's search team will assist the agency with negotiating with the preferred candidate (upon the board's request).

IAPD's search team is available to assist the agency and/or its attorney in developing an Employment Agreement (upon the board's request).

Phase Eight – Post Employment

After the hiring process has been completed, IAPD will contact the board liaison to review key aspects of the search process.

To make sure the newly chosen director begins employment with the proper tools, IAPD will provide complimentary copies of IAPD's publications and other membership resources. To properly introduce the hired director to the park and recreation community, we will include an announcement in the statewide *Illinois Park & Recreation* magazine.

IAPD Satisfaction Guarantee

If the board desires to see additional or different candidate's other than those presented, or in the unprecedented event the chosen Executive Director decides to not begin employment with the agency, IAPD will reopen the search process without any additional charge or cost to the agency.

If the appointed Executive Director departs from the position within one (1) year of employment, IAPD will assist the agency in hiring a new executive director without any additional charge or cost to the agency.

Consulting Fees

The consulting fees to conduct a Director Search for the Park District of Highland Park shall be an amount not to exceed \$10,400.00 for all costs and expenses reasonably incurred by IAPD in the performance of these services, which shall include, without limitation, the following:

- The cost of developing, printing, distributing and advertising the job vacancy brochure.
- The time necessary to conduct and analyze reference checks, establish personal contacts, review applications and interview candidates.
- Time and expenses to meet with the board to present the candidates.

Proposed Timeline

Below is a proposed expedited timeline to conduct a director search for the Park District of Highland Park *(based on signing of the contract)*:

5 days	Receive the information to develop the Announcement of Vacancy brochure.
5 days	Develop and finalize the Announcement of Vacancy brochure
2 days	Print, mail and electronically distribute the Announcement of Vacancy brochure. Place notices of vacancy with state and national organizations, as well as other agreed upon outlets
4 weeks	Deadline for receiving credentials and resumes
1 week	Screening committee reviews applications
1 week	Selection Team (Board) reviews slate of finalists
1 week	Selection Team (Board) interviews candidates
1 week	Selection of Director
2 to 4 weeks	Date of employment

Specific dates can be customized based on your agency's specific needs.

Search Team/Screening Committee

The IAPD search team is comprised of individuals with more than 150 years of experience in the field of park and recreation. Each member of the search team is currently **actively** working in the park and recreation field.

Peter M. Murphy, Esq., CAE, IOM

Mr. Murphy is an attorney and a Certified Association Executive. He joined the Illinois Association of Park Districts in 1980 as General Counsel. In his current capacity as President and CEO, he manages the association's operations and personnel. He works with the IAPD board of trustees to develop strategic plans and goals for the association and is responsible for establishing corporate and nonprofit partnerships. He directs all programs and services including the director search service, board member training, publications, education, public awareness, research and marketing. He works with more than 415 park districts, forest preserves, conservation, recreation and special recreation agencies throughout the state of Illinois that fall under the policy direction of more than 2,100 locally elected park and recreation board members.

Casey Wichmann

Ms. Wichmann is the Director of Marketing & Development for the Illinois Association of Park Districts and brings an extensive amount of human resource management experience to the search process; including recruitment, screening, reference checks, employee evaluations, staff development and hiring. She also has a long history of marketing, advertising, finance and fund development in both the public and private sector. Her communication and organizational skills play a key role in the entire search process.

Jason Anselment

Jason Anselment is the Legal/Legislative Counsel for the Illinois Association of Park Districts. He serves as the contact for legal questions and as the liaison to the General Assembly. He provides legal assistance throughout the director search process and if needed assistance with contract negotiation.

Screening Committee

The screening committee is a group comprised of active and retired professionals and board members in the field of parks and recreation with extensive human resources experience. They review the pool of applicants ensuring only the most highly qualified professionals, who meet or exceed the requirements for the position, are selected as interview candidates.

References from Prior IAPD Searches

Board Members/Commissioners

John Hemingway
Macomb Park District (2016)
309-255-4569 (cell)
J.Hemingway@macombparks.com

Alfred J.J. Hollis
Kankakee Valley Park District (2016)
(815) 216-7993 (cell)
alfred.hollis@gmail.com

Mary Kay Ludeman
Plainfield Park District (2014)
(815) 955-8853 (cell)
ludemann@plainfieldparkdistrict.com

George Longmeyer
Schaumburg Park District (2012)
630-330-4372 (cell)
glongmeyer@comcast.net

Dave McDevitt
Effingham Park District (2010)
217-273-2659 (cell)
mcdevittdavid1@gmail.com

Wally Frasier
Mundelein Park & Recreation District (2007)
847-946-2351 (cell)
wwfrasier@comcast.net

John Hoscheit
Forest Preserve District of Kane County (2004)
630-244-8547 (cell)
jh@hmcpc.com

Additional references from other searches can be provided upon request.

IAPD Searches

IAPD has assisted the following agencies in finding an executive director:

Addison Park District
Alsip Park District
Barrington Park District
Bedford Park District
Belvidere Park District
Bensenville Park District
Blue Island Park District
Bourbonnais Township Park District
Broadview Park District
Burr Ridge Park District
Butterfield Park District
Byron Forest Preserve District
Byron Park District
Carbondale Park District
Carol Stream Park District
Cary Park District
Champaign County Forest Preserve District
Clark County Park District
Community Park District of LaGrange Park
Deerfield Park District
DeKalb Park District
Des Plaines Park District
Dixon Park District
Downers Grove Park District
DuPage County, Forest Preserve District of
Effingham Park District
Elgin, City of
Flagg-Rochelle Park District
Forest Preserve District of Kane County
Fort Wayne IN Parks & Rec. Department
Frankfort Park District
Freeport Park District
Geneseo Park District
Genoa Township Park District
Glen Ellyn Park District
Glencoe Park District
Hoffman Estates Park District
Homewood-Flossmoor Park District
Ivanhoe Park District of Riverdale
Joliet Park District
Kankakee Valley Park District
Kingsbury Park District
Lake Bluff Park District
Lemont Park District
Lincoln Park District
Lincolnway Special Recreation Association
Lisle Park District
Lombard Park District
Look Memorial Park
Macomb Park District
Manhattan Park District
Marion Park District
Matteson, Village of
Maywood Park District
McHenry County Conservation District
Minneapolis MN Parks & Recreation
Mokena Community Park District
Mt. Prospect Park District
Mundelein Park & Recreation District
Naperville Park District
New Lenox Community Park District
North Jeffco Park & Recreation District
Oak Brook Park District
Oak Forest Park District
Oakbrook Terrace Park District
Olympia Fields Park District
Oregon Park District
Park Ridge Recreation & Park District
Pekin Park District
Peoria Park District
Plainfield Park District
Posen Park District
Princeton Park District
Prophetstown Park District
Prospect Heights Park District
Quincy Park District
River Forest Park District
River Trails Park District
Rockford Park District
Round Lake Area Park District
Salt Creek Rural Park District
Schaumburg Park District
Skokie Park District
South Barrington Park District
SportsTurf Managers Association
Springfield Park District
Streamwood Park District
Sugar Grove Park District
Summit Park District
Thornton Recreation Department
Tinley Park Park District
Urbana Park District
Vail Park and Recreation District
Vernon Hills Park District
Washington Park District
West Chicago Park District
Western Springs Park District
Wheaton Park District
Wheeling Park District
Winnebago County Forest Preserve District

IAPD PROFESSIONAL SERVICES AGREEMENT

WHEREAS, the position of Executive Director for the Park District of Highland Park (“District”) has become available; and

WHEREAS, the Board of Park Commissioners of the Park District of Highland Park (“Board”) desires to employ the best candidate available for the position of Executive Director; and

WHEREAS, the Illinois Association of Park Districts (“IAPD”) furnishes consultation services to assist park districts in hiring directors and other executive personnel on a not-for-profit basis;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is covenanted and agreed by and between the PARK DISTRICT OF HIGHLAND PARK and the ILLINOIS ASSOCIATION OF PARK DISTRICTS as follows:

1. The recitals contained in the preamble above shall be deemed terms, conditions and provisions of this Professional Services Agreement, and all covenants, terms, conditions and provisions hereinafter contained shall be interpreted and construed in accordance therewith.

2. IAPD agrees to furnish certain professional services to the District including, without limitation, the following:
 - a. After consultation with the Board, IAPD shall develop a job vacancy brochure for the position of Executive Director. The job vacancy may include, without limitation, the following items:
 - I. A description of the community the District serves.
 - A. Socio-economic
 - B. Industrial
 - C. Cultural aspects

 - II. A description of the District.
 - A. Geographic location
 - B. Board membership
 - C. Current staff
 - D. Facilities
 - E. Program offerings

- F. Special projects (current or projected)
- G. Financial data including budgets, bonded indebtedness, bonding power, assessed valuation, tax rates, referenda history and projected needs.

III. Position description.

- A. Board-director relationships and responsibilities
- B. Staff-community relations
- C. Business administration requirements
- D. Personnel
- E. Professional training and experience desired
- F. Personal qualities desired
- G. Evaluation procedures

IV. Expected salary range.

b. IAPD shall solicit applications for the position of Executive Director. Methods of solicitation shall include but shall not be limited to:

- I. Publication and distribution of the job vacancy brochure
- II. Posting of the vacancy with established state and national publications, collegiate placement services, and professional recreation associations.

c. IAPD shall pre-screen all applicants, and shall recommend to the Board the applicants who best meet the position description. IAPD shall maintain the confidentiality of all information concerning applicants not recommended by IAPD.

d. IAPD shall check the references of all applicants whom it recommends to the District.

e. IAPD shall furnish to the District a complete resume, all background information and the comments of all references concerning each candidate that it recommends to the District.

f. IAPD shall furnish to the Board the following materials to assist the Park Board in interviewing the candidates recommended by IAPD:

- I. Sample guidelines and format for initial and final interviews.
- II. Sample questions appropriate to interview sessions.
- III. Salary and fringe benefit package options.

IV. Analysis of the questionnaire that the Board intends to submit to each candidate.

3. In consideration for the foregoing services, the District agrees to compensate IAPD in the amount of \$10,400.00, which includes, but is not limited to, the following costs and expenses incurred by IAPD in the performance of these services:

- a. The cost of developing, printing, distributing and advertising the job vacancy brochure.
- b. The time necessary to establish personal contacts, review applications, conduct and analyze reference checks.
- c. Reasonable expenses to meet with the board to present the candidates.
- d. All other duties and responsibilities of IAPD as specified in the Director Search Proposal.

4. The District agrees to submit \$5,200.00, one-half of the above-mentioned fee, to the IAPD with this signed contract. The remaining balance of \$5,200.00 will be due once the District has selected a candidate.

5. The District may terminate this Agreement at will, by sending written notice to IAPD. The District shall reimburse IAPD for the costs and expenses described in Paragraph 3 above that were reasonably incurred prior to the date that IAPD receives the District's written notice of termination.

6. Any notices or other communications required by this Agreement shall be delivered or mailed, with postage pre-paid, and addressed as follows:

To the District:

Brian Kaplan, Board President
Park District of Highland Park
636 Ridge Road
Highland Park, IL 60035

To IAPD:

Peter Murphy, Esq., CAE, IOM
Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186

7. This Agreement is entered into in the State of Illinois and shall be construed, interpreted and applied in accordance with its laws.

8. This Agreement may be executed in counterparts.

9. If the District should terminate for cause the Executive Director whom the Board selects at the conclusion of IAPD's search and the termination occurs within the first year of said Director's employment, IAPD agrees to perform all of the services described in Paragraph 2 of this Agreement, in order to assist the District in hiring a new Executive Director, without charge or cost to the District.

Park District of Highland Park

Illinois Association of Park Districts

By: _____
Brian Kaplan, Board President

By: _____
Peter M. Murphy, President & CEO

Dated: _____, 2018

Dated: _____, 2018

Park District of Highland Park Director Search

Proposed Timeline

September 25, 2018	Park District of Highland Park approves hiring the Illinois Association of Park Districts to handle the search for a new Executive Director.
October 18, 2018	Mail Announcement of Vacancy Brochure and Place Job Announcements <i>(as soon as information is provided to IAPD)</i>
November 30, 2018	Deadline for Receiving Applications
December 14, 2018	Screening Committee Reviews Applications
January 9, 2019	Candidates Presented to the Board
January 21 - 25, 2019	Board Conducts Interviews <i>(IAPD sets up interviews)</i>
January 28 – February 1, 2019	Second Round of Interviews <i>(if needed)</i>
February 6, 2019	Board Hires Director
March 1, 2019	Start Date for New Director

EXECUTIVE DIRECTOR'S MONTHLY REPORT

SEPTEMBER 21, 2018

UPCOMING MEETINGS AND DATES

- October 9, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- October 23, 2018/6:00 p.m./West Ridge Center/Regular Meeting
- November 6, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- November 13, 2018/6:00 p.m./West Ridge Center/Regular Meeting

FACILITIES

DEER CREEK RACQUET CLUB

<u>August Activity</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Daily Court Rentals (Hours)			
<i>Tennis</i>	N/A	3.5	65
<i>Racquetball</i>	N/A	2	17.5
Private Lessons (Hours)	N/A	146.75	161
Drop-Ins	N/A	41	158
Memberships	550	497	444

News & Events

- The uptick in August court rental and drop-ins can be attributed to the summer hours this season. Summer hours have not been offered in prior years.
- The annual Summer Tennis Camp survey included valuable feedback such as:
 - 9.5 on a scale of 10 likelihood of recommending tennis camp to a friend or neighbor.
 - 71% most enjoyed playing tennis, followed by tennis instruction and tennis baseball at 14% each.
 - 75% thought their child's tennis skills advanced throughout the summer.
 - 87% learned about the camp via the Park District of Highland Park brochure and 37% also heard through Deer Creek Racquet Club staff.
- The new indoor season began August 27. 118 out of 151 classes and leagues are underway.

PARK AVENUE BOATING BEACH

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Season Launch Only Pass			
Power Boat	9	9	11
PWC	8	11	15
Season Boat Storage w/ Launch (34 Max)			
Power Boat	25	30	29
PWC	6	3	4
Season Boat Storage Non-Motorized			
Sailboat 18 Feet & Under	48	14	15
Board Boat/SUP Storage		39	45
Season Parking Decals	191	183*	180*
		<i>*88 NSYC Members</i>	<i>*89 NSYC Members</i>
Motorized Launch Totals			
August Weekdays	32 (2 daily avg)	N/A	N/A
August Weekends*	70 (5.8 daily avg)	N/A	104 (13 daily avg)

*August 2016 Weekends: Friday-Sunday

*August 2018 Weekends: Saturday and Sunday

News & Events

- The season wrapped up smoothly and preparations have now begun for winter storage. Space renters have until October 15 to clear out their vessels or elect to register for winter storage.
- Staff will meet with North Shore Yacht Club leaders in late September to review the season's operations and plan for next year.
- Labor Day weekend was the final weekend of formal operation. It was largely washed out due to the rainy weather.

CENTENNIAL ICE ARENA

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Daily Drop in Fees			
Public Skate	x	11	7
Freestyle	x	113	89
Open Hockey	x	0	0
Open Gymnastics	x	19	11
Skate Rental	x	0	0
Punch Passes			
Public Skate	x	0	0
Freestyle	x	0	31
Skate Rental	x	0	2
Facility Rentals			
Total Hours	x	140.3	151.8

RECREATION CENTER OF HIGHLAND PARK

<u>Memberships</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	1951	1985	1993
Non-Annual	62	45	57
NorthShore Grant	33	15	31
Total Memberships	2046	2045	2081
Kid Fit Memberships	70	77	55

<u>Active Members</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	3178	3210	3251
Non-Annual	62	45	57
NorthShore Grant	34	16	31
Total Members	3274	3271	3339
Kid Fit Members	122	118	147

<u>Punch Pass/Day Pass</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics Punch	45	26	19
Track Pass	-	-	1780
Open Gym Punch	7	3	4
Kid Fit Punch Pass	8	3	5
Facility Day Pass	140	108	108
Aquatics Day Pass	92	38	16
Open Gym Day Pass	248	282	285
Kid Fit Day Pass	53	40	33
Kid Fit Time Out	0	5	17

<u>Facility Usage</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics	13723	8258	10184
Track Pass	-	-	662
Kid Fit	901	464	548
Group Exercise		4010	4230
Water Aerobics (Per class)	16	18	18
Free Day Passes	206	128	123
Group Exercise Average		8.5	9

<u>Personal Training/Programs</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Personal Training Units Sold		507	436.25
Personal Training Visits			751
Small Group Units Sold	NA	NA	13
Rental Bookings (hours)	48	11	13.3

News & Events

- Memberships have increased .04% from August 2017 (1,993 in 2018 vs. 1,985 in 2017). There has been a 1.3% increase in total members (3,251 in 2018 vs. 3,210 in 2017). Total Memberships for August 2018 have increased from August 2017 by 1.8%.
- 1,780 Track Passes have been sold since we began recording. Track usage continues to be high at a total of 662.

- Facility Day Passes have stayed consistent from August 2017 (108 in 2018 vs. 108 in 2017), and open gym day passes have increased 1% from August 2017.
- Overall Fitness/Aquatics facility usage is up 23.3% compared to August 2017.
- Total Group Exercise participation has increased 5.5% from August 2017. Group Exercise average has also slightly increased from August 2017.
- Rental Bookings are up from August 2017 by 21%.

HELLER NATURE CENTER & ROSEWOOD IC

Custom/Scout Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>
HELLER NATURE CENTER			
Number of Programs	8	7	4
ROSEWOOD INTERPRETIVE CENTER			
Number of Programs	0	0	0

Teams Course Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>
HELLER NATURE CENTER			
Number of Programs	2	4	4

Facility Rentals

	<u>2016</u>	<u>2017</u>	<u>2018</u>
HELLER NATURE CENTER			
Rentals	3	4	5
Birthday Party Package	1	3	1
Total	4	7	6
ROSEWOOD INTERPRETIVE CENTER			
Rentals	4	6	10

News & Events

- Staff and beekeeping volunteers conducted the annual honey harvest the week of August 21st with approximately 230 pounds extracted.
- Naturalist Meghan Meredith attended the International Wonders of the World Early Childhood Conference at Brookfield Zoo.

HIDDEN CREEK AQUAPARK

	<u>2017</u>		<u>2018</u>		<u>Difference</u>	
Memberships	Res	Non-Res	Res	Non-Res	Res	Non-Res
Individual	49	0	41	5	(8)	5
Family of 2	77	12	72	6	(5)	(6)
Family of 3	123	22	94	13	(29)	(9)
Family of 4	138	22	116	17	(22)	(5)
Family of 5	55	10	45	9	(10)	(1)
Family of 6+	25	5	22	3	(3)	(2)
Senior	16	2	22	2	6	0
Senior Couple	17	2	17	1	0	(1)
TOTAL MEMBERS	500	75	429	56	(71)	(19)
	<u>2017</u>		<u>2018</u>		<u>Difference</u>	
Admission	Res	Non-Res	Res	Non-Res	Res	Non-Res
Daily	2,132	1,661	2,698	2,322	566	661
Twilight	145	112	288	265	143	153
Lap Swim	56	10	48	72	(8)	62
Punch Pass	365	42	415	117	50	75
TOTAL ADMISSIONS	2,698	1,825	3,449	2,776	751	951

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	-	\$41,450	-	\$15,380
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	-	1,515	-	573
Revenue	-	\$9,420	-	\$15,150	-	\$5,730
Total Revenue	-	\$43,990	-	\$61,275	-	\$17,285

- The summer season concluded on Labor Day, September 3rd.

WEST RIDGE CENTER AUGUST RENTALS

News & Events:

- Rentals dropped from 2016 to 2017 due to a decrease in rentals of MPR and Preschool

	2015	2016	2017	2018
Rental Bookings (hrs)	29	28.5	15	16.5

rooms.

GRANT-IN-AID AUGUST 2018

	2017	2018
Total YTD Subsidy	\$105,838	\$81,980
Households		
100% Subsidy YTD	73	72
50% Subsidy YTD	15	10
Total YTD	88	82

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.

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		4,200	1,330
September			
October			
November			
Totals		17,000	6,055

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		1,600	1,116
September			
October			
November			
Totals		5,400	3,225

News & Events

- Weather was decent for the month. Participation in both the range and miniature golf were good until school began.
- The facility offered the following free events for the month; Try Golf, Glow Ball, Couples Night and Student Night. Movie Night on August 25 had 22 participants.

SUNSET VALLEY GOLF CLUB

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Greens Fees			
Resident	577	NA	810
Non-Resident	248	NA	746
Member	502	NA	NA
Others*	499	NA	274
Total	1826	NA	1830
Cart Fees			
Push Cart	71	NA	201
18 Hole Cart	310	NA	605
18 Hole Sr Cart	124	NA	139
9 Hole Cart	135	NA	66
9 Hole Sr Cart	80	NA	30

***These numbers are from August 18-31 (2016 & 2018)**

*Other rounds in 2016 include EZLink Trade Time and Web Specials which are not available in 2018. Other rounds in 2018 are HP High School and Comps.

News & Events

- Aug 17 - First on the Turf Grand Re-Opening Event
79 players
- Aug 22 - Media Day
20 Local Media
- 13ninety Restaurant and Bar
- New Electric Carts with GPS
- Cart Path Only Everyday
- 15-minute tee time intervals in 2018
- 8-9-minute tee time intervals in 2016

PARKS & PLANNING

News & Events

- Staff continue to work with Hey and Associates on planning for the Highland Park Country Club Conversion. Staff plan to start site preparation for seeding this fall. The first Advisory Committee meeting will be held Wednesday, September 26th.
- Staff are completing the community engagement phase of the Lakefront Master Plan Update this month and will begin to review feedback received and compile recommendations.
- The Annual District-Wide Asphalt project is underway. Tennis and basketball court replacements or recoloring include Cloverdale Park, Fink Park, Kennedy Park, Old Elm Park and Woodridge Park. In addition, the parking lot is being replaced at Hidden Creek Aqua Park and fencing is being replaced at the Sunset Woods Skate Park.
- An engineering firm is currently evaluating the current condition of the Danny Cunniff Pond Deck and developing a recommendation for repair.
- An engineering firm is currently evaluating the Danny Cunniff Park Tennis Courts and developing a plan for drainage improvements.
- Aerating over seeding and topdressing of Fink, West Ridge and Cunniff athletic fields.
- Began end-of-season closedown procedures at Hidden Creek Aquapark: removing Funbrellas, boarding windows and storing chairs. The closedown procedures at Rosewood Beach include: removal of buoys and lifeguard chairs.
- Repair exterior storm drainage line at West Ridge.
- Tree removals at Laurel and Mooney.
- Cleaned equipment for Touch-a-Truck.

Marketing & Communications (Aug 15-Sept 15)

Social Media			
			
3,446	849	717	134
Likes	Followers	Followers	Views

pdhp.org		
17,038	25,981	56,419
Visitors	Visits	Pageviews

Email			
36,804	49,089	9,697	932
Total Audience	Emails Delivered	Emails Opened	Clicks to pdhp.org

Digital Brochures	
FALL	
287	12
Views	Clicks to Register

Much of the work this month focused on promotion of fall events as well as the grand opening outing and media day for Sunset Valley Golf Club. Work is also wrapping up on the Winter Brochure and at the same time work is getting started on the 2019 Camp Brochure and marketing campaign.

Graphics

Childhood Enrichment Program
2018-19 Parent Handbook

PARK DISTRICT OF HIGHLAND PARK

BRING IT!
Small Group Training Series

BEGINS WEEK OF SEP 9

Personalized goal setting, training and attention in a small group training environment. Reach your goals in a team setting!

LOSE WEIGHT
GET FIT FASTER
FREE - GREAT

2018-2019 SEASON: \$150/mo (\$170/mo insurance)

100% MONEY BACK GUARANTEE: If you are not satisfied with your results, we will refund your money.

TO JOIN: Call or visit our website: www.bringit.com

BRING IT! FITNESS CENTERS

SUNSET VALLEY golf club
est. 1920

NOW Open for Play

Book your Tee Times Today at sunsetvalleygolfclub.org

GAME DAY SPECIALS

SATURDAYS
College Football
\$3.50 Miller like pints
\$5 hot dog & chips
\$7.50 queso/dito appetizer

BEARS GAME DAYS
\$3.50 Miller like pints
\$5.50 cheeseburger
\$7.50 queso/dito appetizer

13ninety

RYDER CUP

Sat Sep 29 - 1pm
\$130 per 2 player team

This year's Ryder Cup is being played in France, but we have our own version!

Two player teams play 6 holes alternate shot, 8 holes better ball and 8 holes singles matches. 1pm snack and drink with food and prizes to follow

PURCHASE TICKETS AT PDHPORG

SUNSET VALLEY GOLF CLUB

USTA Single Day SHOWDOWN TOURNAMENTS
Level 5 Midwest (Entry Level)

USTA

Beer Creek Racquet Club
Saturdays, 8-9pm
Non-elimination format

A great way to start getting competitive tournament experience!

Date	Classification	Tournament ID
10/20/18	Boys 10 & Under	256021114
11/10/18	Boys 12 & Under	850187613
12/09/18	Girls 12 & Under	850208813

\$36 / Enter online at tennislink.usta.com

Beer Creek Racquet Club
38 Beer Creek Parkway, Hickory Park, IL 60142
815.433.0508

SLIP and FALL

Falls are the leading cause of injury for seniors. Learn how to minimize your risk by:

- Improving gait
- Gaining strength & balance
- Setting realistic goals to increase activity
- Making changes to your environment
- Light weights, knee reduction, key lesson!

Reduce your Fear & Prevent a Fall
4-Week Series

Sep 25 - Oct 18

4101013-A Tue 12-1pm
Instructor: Zey Weisman

4101013-B Thu 12-1pm
Instructor: Sue Conner

548 members / 560 new members
former members

Register at pdhp.org

RECREATION CENTER
1000 S. HICKORY

Page ?	Pageviews ? ↓	Unique Pageviews ?	Avg. Time on Page ?
	56,419 % of Total: 100.00% (56,419)	44,773 % of Total: 100.00% (44,773)	00:01:38 Avg for View: 00:01:38 (0.00%)
1. /	10,187 (18.06%)	7,916 (17.68%)	00:01:32
2. /recreation-center-highland-park-fitness-pool/	3,728 (6.61%)	2,845 (6.35%)	00:02:27
3. /hidden-creek-aquatic-park-outdoor-pool/	3,005 (5.33%)	2,567 (5.73%)	00:03:35
4. /programs/	2,682 (4.75%)	1,882 (4.20%)	00:00:25
5. /rosewood-beach-2/	2,624 (4.65%)	2,213 (4.94%)	00:03:22
6. /facilitiesparks/	2,031 (3.60%)	1,661 (3.71%)	00:00:19
7. /highland-park-country-club/	1,665 (2.95%)	1,252 (2.80%)	00:01:23
8. /centennial-ice-arena/	1,508 (2.67%)	1,171 (2.62%)	00:02:25
9. /heller-nature-center/	1,296 (2.30%)	1,003 (2.24%)	00:01:47
10. /deer-creek-racquet-club/	992 (1.76%)	760 (1.70%)	00:02:34
11. /athletics/	976 (1.73%)	749 (1.67%)	00:00:15
12. /recreation-center-highland-park-fitness-pool/group-exercise/	929 (1.65%)	635 (1.42%)	00:01:47
13. /sunset-valley-golf-course-renovation/	894 (1.58%)	712 (1.59%)	00:02:30
14. /parties-rentals/	853 (1.51%)	595 (1.33%)	00:00:50
15. /youth-sports/youth-basketball/	809 (1.43%)	422 (0.94%)	00:03:13
16. /youth-sports/youth-baseball/	801 (1.42%)	560 (1.25%)	00:04:27
17. /join-our-team/	780 (1.38%)	662 (1.48%)	00:03:34
18. /beaches/	716 (1.27%)	581 (1.30%)	00:00:51
19. /find-listing/	600 (1.06%)	492 (1.10%)	00:02:13
20. /staff-directory/	559 (0.99%)	515 (1.15%)	00:03:36
21. /golf-learning-center/	480 (0.85%)	442 (0.99%)	00:03:06
22. /west-ridge-center/	475 (0.84%)	384 (0.86%)	00:02:08
23. /event/touch-a-truck-family/	472 (0.84%)	431 (0.96%)	00:03:33
24. /pdhp-internal-staff-documents/	445 (0.79%)	193 (0.43%)	00:02:44
25. /events/	430 (0.76%)	366 (0.82%)	00:01:12
26. /parks/dog-exercise-areas/	397 (0.70%)	326 (0.73%)	00:02:26
27. /moraine-park-beach/	384 (0.68%)	293 (0.65%)	00:00:36
28. /about-us/	349 (0.62%)	303 (0.68%)	00:00:41
29. /boating/	343 (0.61%)	280 (0.63%)	00:02:03
30. /centennial-ice-arena/gymnastics/	337 (0.60%)	264 (0.59%)	00:02:33
31. /parks/	337 (0.60%)	282 (0.63%)	00:00:48
32. /boating/park-avenue-boating/	334 (0.59%)	306 (0.68%)	00:03:07
33. /rainout-line-weather-cancellation-status-sign-up/	318 (0.56%)	256 (0.57%)	00:04:43
34. /find-parkfacility/	295 (0.52%)	243 (0.54%)	00:00:22
35. /event/parent-child-mini-golf-tournament/	285 (0.51%)	240 (0.54%)	00:01:14
36. /recreation-center-highland-park-fitness-pool/indoor-aquatics/	275 (0.49%)	215 (0.48%)	00:01:33

Social Media Campaigns

Childhood Enrichment Fall Programing Social Campaign Performance Results Facebook & Instagram (7/27-8/27)

- Ad reached 13,844 people (unique views)
- 6,374 post engagements (liked, shared, or commented on the post)
- 219 link clicks to learn more
- Increased awareness of the Childhood Enrichment programs being highlighted in the Summer Brochure instead of the Fall Brochure.
- Cost: \$185

Park District of Highland Park · Written by Emily Biang · July 27

Our unique programs turn everyday experiences and interactions into powerful opportunities for learning!
REGISTER TODAY!

[HTTPS://U00M.A9/ZVHY](https://u00m.a9/zvhy)
Expand Your Child's Learning Experience!
Turn everyday experiences and interactions into powerful opportunities for learning! [Sign Up](#)

7,798 People Reached	12 Engagements	238 Clicks
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[View Insights](#)

Colleen Netzer, Lisa Hamilton and 7 others · 1 Share · 2.4K Views

Heller Nature Center Summer Bees Program Boosted Post Performance Results Facebook & Instagram (8/15-8/18)

- Ad reached 3,647 people (unique views)
- 178 post engagements (liked, shared, or commented on the post)
- 42 link clicks to learn more
- Increased registration from 4 to over 14 people
- Cost: \$50

Park District of Highland Park is with Mark Schondorf and Sivan Schondorf at Heller Nature Center. · Sponsored (demo)

Buzz... Buzz 🐝 The Heller Nature Center honey bees have been working hard all summer and it's time to harvest the honey!

Join us this Saturday (8/18) at Heller to learn about honeybees, visit the apiary, extract honey from our bee boxes and then take home a small jar of our famous Heller Honey!

Register Today: <https://bit.ly/2OGc9yJ>... See More

Autumn Fest Event Post Performance Results Facebook & Instagram (9/12-9/21)

- Post Reached 1,269 people (unique views)
- 193 post engagements (liked, shared, or commented on the post)
- 14 click to get wristbands
- Increased awareness of our new wristband pre-purchasing system
- Cost: \$0 (completely organic audience built from our consistent messaging)

Join us for the changing of the season at Heller Nature Center! This family friendly event features live reptiles, campfire, crafts, games, self-guided nature walks, hayrides, pumpkin hunt, pony rides, and much more!

NEW THIS YEAR
Adult wristbands: \$6/person for unlimited hay rides and one pumpkin
Children wristbands: \$12/person for unlimited hay rides, pony rides, and one pumpkin... See More

FRI · SEP 21 AT 4 PM
Autumn Fest
Heller Nature Center · Highland Park [Interested](#)

You like Park District of Highland Park

Sunset Valley Golf Club Website Traffic

Day	Number of visits	Pages	Hits	Bandwidth
01 Aug 2018	327	2,140	11,250	697.49 MB
02 Aug 2018	402	2,807	18,131	1.21 GB
03 Aug 2018	299	2,348	10,938	708.57 MB
04 Aug 2018	258	1,665	9,247	531.16 MB
05 Aug 2018	262	1,834	10,321	621.44 MB
06 Aug 2018	320	2,072	11,684	771.92 MB
07 Aug 2018	296	1,941	11,193	739.15 MB
08 Aug 2018	274	2,200	11,960	779.36 MB
09 Aug 2018	275	1,884	9,624	599.64 MB
10 Aug 2018	419	2,728	16,115	883.71 MB
11 Aug 2018	340	2,301	13,216	528.04 MB
12 Aug 2018	314	2,064	10,705	423.07 MB
13 Aug 2018	370	2,821	14,643	696.33 MB
14 Aug 2018	389	2,806	16,091	711.59 MB
15 Aug 2018	417	3,134	18,247	808.49 MB
16 Aug 2018	450	3,016	16,418	707.75 MB
17 Aug 2018	501	3,569	20,381	879.99 MB
18 Aug 2018	471	3,386	19,789	826.46 MB
19 Aug 2018	392	2,825	18,156	770.44 MB
20 Aug 2018	479	3,588	22,109	1.08 GB
21 Aug 2018	440	2,937	19,919	892.25 MB
22 Aug 2018	486	3,397	20,819	910.35 MB
23 Aug 2018	548	3,781	24,518	1.10 GB
24 Aug 2018	424	2,920	17,553	771.71 MB
25 Aug 2018	384	2,546	15,941	640.93 MB
26 Aug 2018	400	2,561	14,306	661.49 MB
27 Aug 2018	466	3,235	17,524	821.14 MB
28 Aug 2018	419	2,819	16,071	664.17 MB
29 Aug 2018	413	2,885	15,826	818.93 MB
30 Aug 2018	450	2,964	16,597	796.12 MB
31 Aug 2018	390	2,555	14,474	674.52 MB
Average	389	2,700	15,605	767.98 MB
Total	12,075	83,729	483,766	23.25 GB

Sunset Valley Golf Club Press Coverage

Below is a collection of local and regional golf media coverage of the new course & club:

- [Chicago District Golfer Digital Issue September 2018](#)
- [Scorecard Radio Show August 25, 2018](#)
- [Chicagoland Golf August 2018 Cover Story](#)
- [Midwest Golfing Magazine August 22, 2018](#)
- [Windy City Public Golfers Guide \(Blog\)](#)
- [Chicago Golf Report August 12, 2018](#)
- [Sunset Valley 15 Second TV Spot](#)
- [Chicago District Golfer July 2018 Advertorial](#)
- [Chicago District Golfer May 2018 Cover Story](#)
- [Golf 360 May 28, 2018](#)

