

**NOTICE OF MEETING**  
**WEDNESDAY, May 29, 2013**

**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 of April 23, 2013 Regular Meeting
  - B. Minutes of May 14, 2013 Workshop Meeting
  - C. Bills and Payroll in the amount of \$1,435,055.86
  - D. Signatory Resolution 13-6
  - E. 2013 Sand Trap Rake Bid in the amount of \$15,521.00
  - F. 2013 Turf Utility Vehicles Bid in the amount of \$33,600.00
  - G. 2013 Millard Park Ravine Drive Phase II Project Bid in the amount of \$42,400.00
  - H. 2013 Tree & Stump Removal Bid Contract
  - I. 2013 Core Aerator Bid in the amount of \$22,500.00
- VI. **UNFINISHED BUSINESS**
  - None
- VII. **TREASURER'S REPORT**
- VIII. **NEW BUSINESS**
  - A. Surplus Property Ordinance 13-5
  - B. Exemplary Staff Performance
  - C. Resolution #13-7 – Recognition for the Rosewood Beach Task Force – Chairman Dave Fairman
  - D. Resolution #13-8 – Recognition for the Rosewood Beach Task Force – Ben Kutscheid
  - E. Resolution #13-9 – Recognition for the Rosewood Beach Task Force – Jeff Orlove
  - F. Resolution #13-10 – Recognition for the Rosewood Beach Task Force – Barnett Ruttenberg
  - G. Resolution #13-11 – Recognition for the Rosewood Beach Task Force – Steven Sider
  - H. Resolution #13-12– Recognition for the Rosewood Beach Task Force – Eve Tarm
  - I. Resolution #13-13 – Recognition for the Rosewood Beach Task Force – Edmond Zisook
  - J. Resolution #13-14 – Recognition of outgoing Park Board Commissioner Elaine Waxman
  - K. Director Report
- IX. **COMMISSIONER/COMMITTEE/STAFF REPORTS**
- X. **OPEN TO PUBLIC TO ADDRESS BOARD**
- XI. **ADJOURNMENT**

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

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF REGULAR MEETING  
APRIL 23, 2013**

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

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

**ROLL CALL**

**Present:** Commissioner Bernstein, Commissioner Flores Weisskopf, President Meyers

**Absent:** Commissioner Waxman, Vice President Kaplan

**Staff Present:** Executive Director McElroy, Director Becker, Director Stumpf, Director Donahue, Director Behlow, Director Baker, Asst. Director Malartsik, Asst. Director Romes, Manager Naatz, Specialist Huegel, Coordinators Biang and Sanders

**Guests:** Residents Barnett Ruttenberg and Janet Bernstein

**ADDITIONS TO THE AGENDA** – None

**PUBLIC COMMENT FOR ITEMS ON AGENDA** - None

**CONSENT AGENDA**

Minutes of March 19, 2013 Regular Meeting, April 2, 2013 Workshop Meeting, and April 2, 2013 Special Meeting; Bills and Payroll in the amount of \$1,564,860.23; FOIA Policy; Ethics Policy; Comprehensive Needs Assessment Policy; 2013 Ice System Replacement Project Bid in the amount of \$152,000.00; 2013 Asphalt Project Bid in the amount of \$161,800.00; Payout #9 to W. B. Olson for Rosewood Development in the amount of \$1,080.00; Payout #1 to Smith Group JJR in the amount of \$12,750.00; Payout #3 to AT Group, Inc. in the amount of \$2,762.10; Payout #2 to Boller Construction Co., Inc. in the amount of \$132,768.00; Payout #7 to Cordogan Clark & Associates in the amount of \$2,300.00; Payout #1 to F. E. Moran, Inc. in the amount of \$40,500.00.

Motion was made by Commissioner Bernstein, seconded by Commissioner Flores Weisskopf, to accept the Consent Agenda.

**Roll Call:**

**Aye:** Commissioner Bernstein, Commissioner Flores Weisskopf, President Meyers

**Nay:** None

**Absent:** Commissioner Waxman, Vice President Kaplan

**Abstain:** None

**Motion carried.**

## **UNFINISHED BUSINESS**

### **Strategic Plan Annual Progress Evaluation**

Ms. McElroy stated that the Strategic Plan is updated and presented to the Board twice per year. The entire plan is also posted on the website. She said that all the short term initiatives have been met. She gave a brief overview and highlighted the themes of the Plan:

- Be Extraordinary
- Responsive, Intelligent, Ethical Financial Stewardship
- Operational Excellence
- Think Differently

Future initiatives include a system-wide approach for customer satisfaction, rewards programs, consistent pricing process, development of a review policy, customer service standards in place, consistency of the Park District brand.

### **GREENPRINT 2024 Update**

Ms. McElroy pointed out that the process has been organized into four phases: Engage, Analyze, Envision, and Confirm. The Lakota Group will hold two community meetings – one on May 2<sup>nd</sup> and the other in July. They will personally contact stakeholders and set up focus groups, interviews, and pop up sessions. One-on-one meetings will be held with the Commissioners.

Ms. McElroy said that a new informational website has been launched – [www.plan4pdhp.com](http://www.plan4pdhp.com) – and a promo video is currently in production to serve as an introduction to the plan. An in-depth program analysis is currently underway. The goal is to have the first draft ready in December.

### **Memo of Understanding Central Park Stairs**

Ms. McElroy explained that the contents of the Memorandum of Understanding for the Central Park Stairs, drafted by the City Attorney, are taken from the discussion that took place between the City Council and the Park Board at the April 2<sup>nd</sup> Workshop Meeting. The City Council approved the Memorandum on April 22<sup>nd</sup>. There will be a share in the cost of construction and project management and future maintenance will be the responsibility of the Park District. There is a \$500,000 cap in the agreement for each agency.

Director Stumpf said that he and Director Baker assembled a list of different types of construction material for the stairs and maintenance required.

Vice President Kaplan now present at 6:42 p.m.

President Meyers asked about insurance coverage, and Director Stumpf said he would get further information from PDRMA and private insurances and report back to the Board.

Commissioner Bernstein asked about the conceptual design and specifics. Director Stumpf said that they are looking at conceptual designs now and will look at specifics in the near future.

Motion was made by Commissioner Bernstein, seconded by Vice President Kaplan, to approve the Memorandum of Understanding Central Park Stairs subject to receiving Exhibit A – Depiction of Central Park and Central Avenue, and Exhibit B – Conceptual Design of New Staircase.

**Roll Call:**

**Aye:** Commissioner Bernstein, Vice President Kaplan, Commissioner Flores  
Weisskopf, President Meyers  
**Nay:** None  
**Absent:** Commissioner Waxman  
**Abstain:** None

**Motion carried.**

**Central Park Stairs – Phase II**

Ms. McElroy said that Legal Counsel, staff and Smithgroup JJR have come to terms through an Agreement for architectural and engineering services to complete the design of the Central Park Bluff Staircase Project. This Agreement is Phase II and needs to be approved by the Board.

Motion was made by Commissioner Bernstein, seconded by Vice President Kaplan, to approve the Central Park Stairs Agreement for Architectural and Engineering Services – Phase II.

**Roll Call:**

**Aye:** Commissioner Bernstein, Vice President Kaplan, Commissioner Flores  
Weisskopf, President Meyers  
**Nay:** None  
**Absent:** Commissioner Waxman  
**Abstain:** None

**Motion carried.**

**NEW BUSINESS**

**Directors Report – Communications & Marketing**

A presentation was given by the Communications & Marketing Team – Director Behlow, Sara Sanders and Emily Biang.

Director Behlow said the Team is working on an External Communication Plan which will strive to promote programs, facilities, and services, and “build the brand”. Marketing is directed toward specific user groups.

Ms. Biang explained that she is in charge of electronic communications and she gave a brief overview of the Park District website, eblasts, surveys, and social media.

Ms. Sanders said she handles the printing of brochures, flyers, poster, and signs, and noted the different colors and information used.

Regarding District-Wide Marketing, Director Behlow said that the following are used: electronic newsletters, news releases, press releases, annual report, sponsorships (especially with local businesses), and awards. She said each facility has a set of banners to show their individuality as well as being a part of the Park District.

Director Behlow stated that community input is very important, so they use community surveys, GREENPRINT 2024, Advisory Committees and Task Forces, open houses, special events, and community partnerships to get feedback and ideas.

Director McElroy gave information on Arbor Day and the annual tree sale.

### **GFOA Award**

Executive Director McElroy advised that the Park District has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA). She congratulated and thanked Director Becker and the Finance Department for achieving this highest form of recognition.

### **COMMISSIONER/COMMITTEE**

President Meyers thanked all staff members who responded to the recent weather related issues.

Commissioner Bernstein said there was a recent Baseball Sub-Committee Meeting and issues addressed included: house league, travel baseball, facilities, and new baseball facility construction behind West Ridge.

### **OPEN TO PUBLIC TO ADDRESS BOARD**

Mrs. Bernstein gave positive comments on the track and dog park. She noted that the word “seniors” is not used in any Park District marketing, and felt this was not helping to attract the senior population to Park District programs.

President Meyers suggested that a new Advisory Committee, relating to seniors, be formed and that Mrs. Bernstein be the chairman. All Commissioners were in favor.

**CLOSED SESSION**

Motion was made by Commissioner Flores Weisskopf, seconded by Vice President Kaplan, 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)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.

**Roll Call:**

**Aye:** Commissioner Bernstein, Commissioner Flores Weisskopf, Vice President Kaplan, President Meyers

**Nay:** None

**Absent:** Commissioner Waxman

**Abstain:** None

**Motion carried.**

Meeting was adjourned into Closed Session at 7:38 p.m.

**ACTION FROM CLOSED SESSION**

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

No action needs to be taken.

**ADJOURNMENT**

There being no further business, a motion was made by Vice President Kaplan, seconded by Commissioner Bernstein, and approved by unanimous voice vote. The Board Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Liza McElroy, Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
MAY 14, 2013**

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 Meyers.

**ROLL CALL**

**Present:** Commissioner Bernstein, Commissioner Waxman, Commissioner Flores Weisskopf, Vice President Kaplan, President Meyers

**Staff Present:** Executive Director McElroy, Director Becker, Director Stumpf, Director Baker, Director Behlow, Director Donahue, Asst. Director Malartsik, Asst. Director Romes, and Recording Secretary Jendreas

**Guests:** Attorney Rob Bush, and resident Barney Ruttenberg

**CLOSED SESSION**

Motion was made by Commissioner Bernstein, seconded by Commissioner Flores Weisskopf, 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)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.

**Roll Call:**

**Aye:** Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman, Vice President Kaplan, President Meyers

**Nay:** None

**Absent:** None

**Motion carried.**

Meeting was adjourned into Closed Session at 6:05 p.m.

The Board reconvened from Closed Session at 6:40 p.m.

**ADDITIONS/DELETIONS TO THE AGENDA** - None

**ROSEWOOD BEACH COVENANT**

Executive Director McElroy explained that on January 14, 2013, the City Council approved an Ordinance that permitted the Park District to go forward with the Rosewood Beach improvements. The improvements are to be constructed within the City's "Lake Michigan Protection Overlay Zone". She said the permit for the improvements is conditioned upon the execution and recordation by the owner of this Restrictive Covenant against the property. The covenant is designed to insure that the owner intends to maintain the property as planned. The Park District reserves the right to demolish or remove improvements with the requirements set forth in the Zoning Code.

Regarding the project, Ms. McElroy noted that a grant of \$26,000 was received from the Illinois Clean Energy Foundation for using geothermal heating and cooling. She said that there is a tight timeline both for the Army Corps and the Park District, regarding the GLFER project, and it is extremely important to stay within the budget of \$7.8 million. It is also very important that the project will cause no negative impact to littoral drift after it is built.

Ms. McElroy said that the plan going forward is to sign a partner agreement with the USACE which states that the Park District will provide 35% of cost for the project. Project plans will be available for review at the July 9<sup>th</sup> Board Meeting, and a meeting for the community will also be scheduled in July. Recreation components will go out for bid in late June or July, and are currently in the 50% construction drawing phase.

Commissioners were in favor of placing approval of the Restrictive Covenant on the May 29<sup>th</sup> Board Meeting Agenda.

**CENTRAL PARK STAIRS**

Director Stumpf explained that the insurance policy has been reviewed and PDRMA has been contacted regarding the coverage the District would hold on the Central Park bluff staircase, if and when constructed. The coverage would be equal to that of any other structure built on District property to the amount of \$1,000,000,000 per occurrence. However, land lost in a sudden and catastrophic bluff failure would not be included.

It was unknown if the stairway failure in 2007 was reported, but President Meyers stressed that any structural problems on Park District property should immediately be reported to PDRMA.

**IMRF RESOLUTION 13-5**

Director Becker stated that the Park District was randomly selected to be audited by IMRF in February, 2013, and one procedural deficiency was identified. The Park District has a history of including taxable allowances as earnings for IMRF members and, therefore, a resolution must be on file stating this fact.

**SIGNATORY RESOLUTION 13-6**

Director Becker explained that frequently, the Finance office is unable to take advantage of investment opportunities because they are subject to the Park Board's approval. The principal concern of the financial institution can be eliminated by providing blanket authority for any two of the designed individuals to sign on behalf of the Board. The individuals are: Board Commissioners, Executive Director, Finance Director, and the Accounting Manager. After each such decision is made, the Board will be able to ratify the decision at the next regularly scheduled Board Meeting.

After a short discussion, Commissioners felt that there should be Board involvement in any investment opportunity, and a signature should be obtained from either the President or a member of the Finance Committee before any investment is made. Director Becker said he would change the Resolution to reflect this and present it for approval at the May 29<sup>th</sup> Board Meeting.

**CLOVERDALE PARK – CELLULAR SITE**

Director Stumpf said that a site plan and lease draft has been received from AT&T Mobility Corporation, on behalf of New Cingular Wireless PCS, LLC, for installation of an 80 foot monopole antenna at Cloverdale Park, to improve cellular phone service. The plan proposes replacement of the existing wood 47 foot emergency services siren pole installed by the City of Highland Park in 2006. The petitioner would pay \$21,000 per year for rent with a 1.5% annual increase for a period of thirty years.

A discussion ensued and Commissioners did not feel a monopole belonged in a park and that it would be an eyesore. They were not in favor of pursuing it further.

**SENIOR AND YOUTH ADVISORY COMMITTEES**

Director Donahue said that staff is seeking approval from the Board to begin the formation of both Senior and Youth Advisory Committees. Currently, the District does not have advisory groups that represent these demographics. She said the Youth Advisory Committee would cover fifth through seventh graders, and staff and students would meet to discuss a group name. Regarding Seniors, a survey about their current facility would be sent out in June and results would be reviewed.

Commissioners were in favor of moving forward with the formation of the Senior and Youth Program Advisory Committees.

**REVIEW OF APRIL VOUCHERS**

Commissioners reviewed information provided on the May Vouchers and were in favor of placing the item on the May 29, 2013 Board Meeting Agenda.

**OPEN TO PUBLIC TO ADDRESS BOARD** - None

**ADJOURNMENT**

There being no further business, a motion was made by Commissioner Bernstein, seconded by Vice President Kaplan, and approved by unanimous voice vote. The Board Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Liza McElroy, Secretary



To: Executive Director/Board of Commissioners  
From: Director of Finance  
Date: May 29, 2013  
Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written April 19, 2013 through May 23, 2013 to be presented to the Board for approval on May 29, 2013.

**BILLS**

<b><u>DATE</u></b>		<b><u>AMOUNT</u></b>
April 30, 2013	\$	274,075.54
May 09, 2013	\$	328,773.41
May 23, 2013	\$	241,839.32
<b>TOTAL</b>	<b>\$</b>	<b>844,688.27</b>

**PAYROLL DISBURSEMENTS**

MAY 2013	\$	590,367.59
<b>TOTAL</b>	<b>\$</b>	<b>590,367.59</b>
<b>GRAND TOTAL</b>	<b>\$</b>	<b>1,435,055.86</b>

Schedule for Board Member review and recommended approval at Board Meeting of monthly vouchers payable. Also, contact for any checks needing Board Member signature prior to issuance.

2013

4/30/2013

From: Treasurer

To: Executive Director/Board of Commissioners

Subject: Bills and Payroll Disbursements authorized by Finance  
Committee Member(s). Checks written

From 19-Apr-13

To 30-Apr-13

For approval on 29-May-13

**Summary by Fund**

Corporate	\$157,804.13
Recreation	\$82,036.77
Special Recreation	\$0.00
Capital Projects	\$34,234.64
Debt Service	\$0.00
<b>Total</b>	<b>274,075.54</b>



5/9/2013

From: Treasurer

To: Executive Director/Board of Commissioners

Subject: Bills and Payroll Disbursements authorized by Finance  
Committee Member(s). Checks written

From 1-May-13

To 9-May-13

For approval on 29-May-13

**Summary by Fund**

Corporate	\$83,356.04
Recreation	\$193,681.37
Special Recreation	\$0.00
Capital Projects	\$51,736.00
Debt Service	\$0.00
<b>Total</b>	<b>328,773.41</b>

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV.DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
ADP, INC.	173142	52335	420069876	04-12-13	4,790.60	AUTOPAY II PROCESSING 03/29/13	
		52336	420410203	04-19-13	481.37	AUTOPAY II PROCESSING 04/12/13	
		52337	420410009	04-19-13	2,053.26	ADP HR/BENEFITS SOLUTION	
		52425	420840628	05-03-13	513.69	AUTOPAY II PROCESSING 04/26/13	
				TOTAL CHECK:	7,838.92		
ABSOLUTE HOME IMPROVEMENTS	173143	52443	13595-1	04-28-13	17,950.00	PAINT POOL SHELL HIDDEN CREEK	
		52444	13595-2	04-28-13	2,200.00	PAINT WATERSLIDE/FOUNTN HIDDEN CREEK	
				TOTAL CHECK:	20,150.00		
AEREX PEST CONTROL	173144	52339	913289	04-18-13	57.00	HELLER NATURE CENTER:SERVICE	
AMERICAN GASES CORP	173145	52340	80075	03-31-13	39.60	RCHP:03/15/13 - 03/14/14	
ARENA SERVICES AND PRODUCTS	173146	52338	2315	04-15-13	560.00	CENTENNIAL ICE ARENA:SERVICE	
THE BRAVE WAY, LLC	173147	52342	130420-01	04-23-13	220.00	WEST RIDGE CENTER:CLASS FEE	
CENTERPOINT ENERGY SERVICES	173148	52343	4381601	04-19-13	2,766.38	AQUATIC PARK NSG 0179425, RCHP	
ARTHUR CLESEN INC	173149	52341	06982/00	04-10-13	2,574.00	66 CASES ATHLETIC PAINT	
COMED	173150	52426	1898688000	04-30-13	19.80	RAVINE DR SEC APT	
		52427	1982062001	05-01-13	15.70	LAUREL AVE BANDSTAND	
		52428	1310498019	04-30-13	53.11	2501 SHERIDAN RD	
		52446	1821106004	04-30-13	412.55	1377 DEER CREEK PKWY(FINK BALLFIELD)	
				TOTAL CHECK:	501.16		
CRAFTWOOD LUMBER	173151	52344	764	04-30-13	15.96	SUPPLIES	
CREEKSIDE PRINTING	173152	52346	04161302	04-16-13	1,850.00	PUBLICATION:8-PAGE INSERT	
		52352	04161301	04-16-13	12,026.00	SUMMER 2013 BROCHURE	
				TOTAL CHECK:	13,876.00		
CURRIE MOTORS	173153	52345	H7134	04-24-13	29,798.00	2013 FORD F-250	
ENERSTAR, INC	173154	52348	041331	04-01-13	1,000.00	CENTENNIAL ICE ARENA:APR'13 - MAR'14	
ETC INSTITUTE	173155	52347	951293	12-19-12	800.00	CONSULTING FEES	
GILLIS PRODUCTS, INC.	173156	52349	36285	04-09-13	127.69	RCHP:SUPPLIES	
		52350	36290	04-11-13	897.02	RCHP:SUPPLIES	
		52351	36250	02-26-13	884.04	RCHP:SUPPLIES	
				TOTAL CHECK:	1,908.75		
DAN HEUSER	173157	52431		04-23-13	75.00	ADMIN:PROFESSIONAL FEE 04/23/13	

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
HIGHLAND PARK COUNTRY CLUB	173158	52432	042613	04-26-13	4,899.68	RCHP:UTILITIES MARCH 2013	_____
HIGHLAND PARK PLAYERS	173159	52353		04-18-13	5,000.00	SPECIAL EVENTS:2013-2014 STIPEND	_____
HIGHLAND PARK STRINGS	173160	52355		04-16-13	7,500.00	SPECIAL EVENTS:2013-2014 STIPEND	_____
HIGHLAND PARK POPS	173161	52354		04-16-13	1,000.00	SPECIAL EVENTS:2013-2014 STIPEND	_____
LEAH HOLLOWAY - PETTY CASH	173162	52429		05-03-13	100.00	OUTDOOR ADVENTURE CAMP PETTY CASH	_____
	173164	52430		05-03-13	50.00	GIRLS OUTDOOR CHALLENGE PETTY CASH	_____
ILLINOIS DEPT OF AGRICULTURE	173165	52356		05-09-13	20.00	SVGC:LICENSE RENEWAL - B. GREEN	_____
		52358		04-22-13	20.00	PARKS:LICENSE RENEWAL - D. VOSS	_____
				TOTAL CHECK:	40.00		
ILL LIQUOR CONTROL COMMISSION	173163	52357	121A0020241	04-15-13	500.00	SVGC:LICENSE RENEWAL	_____
ILL CONSERVATION FOUNDATION	173068	VOID*		05-09-13	215.00	* CHECK VOIDED ON 05-09-13 *	_____
LIONS CLUB OF H.P. & HIGHWOOD	173166	52368	2017	04-25-13	103.00	ADMIN:QRTLY DUES	_____
GARY KANTOR	173167	52373		04-30-13	174.20	WEST RIDGE CENTER:CLASS FEE	_____
JEFF MANZ	173168	52372		04-25-13	500.00	ATHLETICS:06/15-06/16 TOURNY FEE	_____
MARKET ACCESS CORP.	173169	52374	ESE133801	05-01-13	175.00	SUPPLIES	_____
MILLCARE BY FLOOR INNOVATIONS	173170	52370	11314	02-01-13	695.00	RCHP:SERVICE	_____
HIDCO	173171	52440	269087	04-23-13	45.00	SERVICE	_____
SUE MONSEN	173172	52371		04-30-13	80.70	WEST RIDGE CENTER:REIMBURSEMENT	_____
MUTUAL ACE HARDWARE	173173	52375	1191	04-30-13	67.46	SUPPLIES	_____
3301-NCPERS - IL IMRF	173174	52376		04-23-13	160.00	NCPERS GROUP LIFE INSURANCE	_____
NSGEL, INC	173175	52442		05-08-13	750.00	CENTENNIAL ICE ARENA:JUN 8-9, 2013	_____
NORTH SHORE BASEBALL ACADEMY	173176	52388		05-01-13	1,048.68	ATHLETICS:SOFTBALL WINTER TRAINING	_____
NORTH SHORE GAS	173177	52377	150003984793	04-12-13	653.25	RCHP	_____
		52378	150002637128	04-12-13	1,049.12	AQUATIC PARK NSG 0179425	_____
		52379	350000631729	04-25-13	437.16	1240 FREDRICKSON	_____
		52380	150002637094	04-25-13	134.39	AQUATIC PARK NSG 0310037	_____
		52381	850000697456	04-25-13	272.46	1390 SUNSET RD	_____
		52382	850002716409	04-25-13	427.55	1390 SUNSET RD MAINT BLDG	_____
		52385	150002637034	04-24-13	122.78	3100 TRAIL WAY	_____

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
		52386	150002110177	04-24-13	142.44	2900 TRAIL WAY, CUNNIFF PARK SHELTER	
		TOTAL CHECK:			3,239.15		
STEVE OLSON PRINTING & DESIGN	173178	52411	7840	04-08-13	113.00	PUBLICATION: SUPPLIES	
		52412	7805	04-08-13	210.00	RCHP: SUPPLIES	
		52413	7712	03-27-13	288.00	RCHP: SUPPLIES	
		TOTAL CHECK:			611.00		
PARK DISTRICT RISK MGMT AGCY	173179	52391		04-30-13	26,903.84	PROPERTY/LIABILITY/WORKERS COMP/	
	173181	52392		04-30-13	105,785.67	HEALTH INVOICE	
INTEGRYS ENERGY SERVICES, INC.	173180	52367	1386209-01	04-16-13	10,163.57	WEST RIDGE, CENTENNIAL, LARRY FINK PRK	
INTEGRYS ENERGY SERVICES INC.	173182	52359	25778319-1	04-30-13	58.94	ROSEWOOD PARK	
		52360	25778269-1	04-30-13	394.33	YACHT CLUB	
		52361	25778268-1	04-30-13	19.76	NAVIGATION LIGHT, BOAT RAMP BLDG	
		52362	25778360-1	04-30-13	945.54	HIDDEN CREEK AQUA PARK	
		52363	25778270-1	04-30-13	237.17	EGANDALE SEC LIGHT AT BOATING BEACH	
		52364	25714681-1	04-29-13	39.26	WEST RIDGE BALLFIELD	
		52365	25778309-1	04-30-13	15.43	LINCOLN AVE BALLFIELD	
		52366	25714680-1	04-29-13	2,252.21	636 RIDGE RD(WEST RIDGE CENTER)	
		52434	25922669-1	05-02-13	8,605.12	3100 TRAIL WAY DR	
		52435	25778262-1	04-30-13	4,730.74	FINK PARK, MAINT BARN, INDOOR TENNIS	
		52436	25778272-1	04-30-13	167.03	RAVINE DR SEC APT	
		52437	25838523-1	05-01-13	857.40	1801 SUNSET RD	
		52438	25838425-1	05-01-13	8,522.46	3100 TRAIL WAY DR	
		52445	25714502-1	04-30-13	1,019.32	2821 RIDGE RD(HELLER NATURE CENTER)	
		TOTAL CHECK:			27,864.71		
	173183	52447	25714699-1	04-29-13	23.25	3452 KRENN AVE	
		52448	25778386-1	04-30-13	15.25	JENSON PARK	
		TOTAL CHECK:			38.50		
PING	173184	52389	11673272	03-08-13	75.08	SVGC: SUPPLIES	
POSTMASTER OF HIGHLAND PARK	173185	52393	70000, 70001	05-03-13	835.00	PERMITS RENEWED 70000 70001	
	173187	52394	127	05-03-13	200.00	PERMIT RENEWAL 127	
PRINCE AMERICAS, LLC	173188	52395	609724	04-09-13	242.78	DEER CREEK COURTS: SUPPLIES	
		52396	609723	04-09-13	597.12	DEER CREEK COURTS: SUPPLIES	
		52397	608159	04-03-13	143.87	DEER CREEK COURTS: SUPPLIES	
		TOTAL CHECK:			983.77		
PURCHASE POWER	173186	52390	800090900516	04-15-13	2,500.00	POSTAGE	

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
RICOH USA, INC	173189	52398	5025924286	04-26-13	135.11	RICOH 03/30/13 - 04/29/13	_____
		52399	5025826062	04-18-13	216.79	RICOH 03/20/13 - 04/19/13	_____
		52400	5025826061	04-18-13	213.74	RICOH 03/20/13 - 04/19/13	_____
		52401	5025759328	04-11-13	388.75	RICOH 03/11/13 - 04/10/13	_____
		52402	5025854354	04-22-13	261.13	RICOH 03/23/13 - 04/22/13	_____
		52403	5025870088	04-23-13	213.55	RICOH 03/24/13 - 04/23/13	_____
		52404	5025907162	04-25-13	37.23	RICOH 03/29/13 - 04/28/13	_____
		52405	5025907160	04-25-13	141.43	RICOH 03/29/13 - 04/28/13	_____
		52406	5025907179	04-25-13	483.66	RICOH 03/24/13 - 04/23/13	_____
		52407	5025729593	04-09-13	27.54	RICOH 03/09/13 - 04/08/13	_____
		52408	5025698156	04-04-13	101.62	RICOH 03/04/13 - 04/03/13	_____
			TOTAL CHECK:		2,220.55		
ROTARY CLUB OF HIGHLAND PARK	173190	52409	6674	04-01-13	255.00	ADMIN:QTRLY DUES AND MEALS	_____
JENETTE RUNGE	173191	52410	HPPD1304	04-16-13	145.00	PUBLICATION:04/12/13 EVENT	_____
JESSICA SOTO - PETTY CASH	173192	52416		05-07-13	346.00	SUMMER CAMP PETTY CASH	_____
SOIL AND MATERIAL CONSULTANTS	173193	52415	37198	04-19-13	2,988.00	ROSEWOOD BEACH CAPITAL PROJECT	_____
MICHAEL STANLEY LANDSCAPES, INC	173194	52439	8449	04-22-13	10,396.75	WEEKLY MAINTENANCE	_____
		52441	8469	05-08-13	1,123.50	WEEKLY MAINTENANCE	_____
			TOTAL CHECK:		11,520.25		
SUNSET FOOD MART INC	173195	52414	16200	04-30-13	19.98	DEER CREEK COURTS:SUPPLIES	_____
TARGET BANK	173196	52419	00028951205	04-18-13	393.03	SUPPLIES	_____
	173198	52420	00028951204	04-18-13	87.70	SUPPLIES	_____
TEAM SPORT PRO	173197	52418	2-7193	04-11-13	1,562.50	ATHLETICS:SUPPLIES	_____
UH/NORTH SHORE/HIGHLAND PK/HW	173199	52421		04-19-13	80.00	UNITED WAY	_____
VISION INTERNET PROVIDERS, INC	173200	52422	24486	04-19-13	200.00	WEB HOSTING MONTHLY FEE	_____
W-T MECHANICAL/ELECTRICAL	173201	52424	M12258-2	04-22-13	1,000.00	CENTENNIAL ICE EQUIPMENT REPLACEMENT	_____
WILSON SPORTING GOODS	173202	52423	4513448983	04-25-13	2,229.12	DEER CREEK COURTS:SUPPLIES	_____
LAKE COUNTY EDUCATION SERVICES	173203	52369	J. SOTO	04-22-13	55.00	HELLER NATURE CENTER:WORKSHOP4/22/13	_____
SOUND STRUCTURES, INC	173204	52417	187	04-18-13	300.00	HELLER NATURE CENTER:FINAL REPORT	_____
HIGHLAND PARK FIELD HOUSE	173205	52433	1049	04-25-13	18,156.00	ATHLETICS:NOVEMBER 2012 - MARCH 2012	_____
<u>REFUNDS</u>							
CENTRAL AVE SYNOGOGUE	173123		REFUND	05-01-13	45.00		_____

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
DONNA CIANCIO	173124		REFUND	04-24-13	470.50		_____
KATHERINE DAUK	173125		REFUND	04-30-13	50.00		_____
KATHY GOLDBERG	173126		REFUND	04-30-13	50.00		_____
STEVEN GOLDISH	173127		REFUND	05-06-13	25.00		_____
LIZZIE GOLDSMITH	173128		REFUND	04-30-13	300.00		_____
BONNIE KEIDAN	173129		REFUND	05-06-13	216.00		_____
ANARKHAN KHUDAYBERDIEVA	173130		REFUND	04-30-13	85.00		_____
ANARKHAN KHUDAYBERDIEVA	173131		REFUND	04-30-13	150.00		_____
KRISTEN KUPPERMAN	173132		REFUND	05-01-13	810.00		_____
ERICA LIEBERMAN	173133		REFUND	04-24-13	175.00		_____
HARTY MAX	173134		REFUND	04-30-13	50.00		_____
JOSE MENDEZ	173135		REFUND	04-30-13	45.00		_____
MICHAEL MORAN	173136		REFUND	04-30-13	50.00		_____
TOM SAKOS	173137		REFUND	04-18-13	275.00		_____
CARMEN SANCHEZ	173138		REFUND	04-24-13	32.00		_____
KRISTINA SCHWARTZ	173139		REFUND	05-01-13	75.00		_____
KATHLEEN WARREN	173140		REFUND	04-30-13	251.00		_____
MAUREEN WELLS	173141		REFUND	04-30-13	6.00		_____

TOTAL: REFUNDS

3,160.50

GRAND TOTAL ALL CHECKS:

328,773.41

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 05-09-13 and you are hereby authorized to release the checks from the appropriate funds.

ATTEST:

\_\_\_\_\_  
Finance Committee Member

\_\_\_\_\_  
Secretary

5/23/2013

From: Treasurer

To: Executive Director/Board of Commissioners

Subject: Bills and Payroll Disbursements authorized by Finance  
Committee Member(s). Checks written

From 10-May-13

To 23-May-13

For approval on 29-May-13

**Summary by Fund**

Corporate	\$41,121.88
Recreation	\$48,098.94
Special Recreation	\$3,200.00
Capital Projects	\$149,418.50
Debt Service	\$0.00
<b>Total</b>	<b>241,839.32</b>

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
AEROTECHTURE INTERNATIONAL	173215	52459		04-30-13	675.00	HELLER:SOLAR DISPLAY REPAIR	
CALL ONE	173254	52499	101076530000	05-15-13	4,596.32	MAY/JUNE 2013	
COMED	173255	52502	1821106004	04-02-13	81.78	1377 DEER CREEK PKWY(FINK BALLFIELD)	
		52518	1898688000	04-02-13	146.46	RAVINE DR SEC APT	
				TOTAL CHECK:	228.24		
COMCAST	173216	52462	877110056021	05-02-13	131.90	CENTENNIAL ICE ARENA:SERVICE	
		52465	877110056000	04-20-13	10.63	DEER CREEK COURTS:SERVICE	
		52466	877110056000	04-20-13	82.96	CENTENNIAL ICE ARENA:SERVICE	
		52467	877110056002	04-20-13	40.44	SVGC:SERVICE	
		52468	877110056021	05-01-13	131.90	DEER CREEK COURTS:SERVICE	
				TOTAL CHECK:	397.83		
	173256	52501	877110056007	04-08-13	91.42	RCHP:SERVICE	
	173217	52463	877110056032	04-24-13	134.85	HELLER NATURE CENTER:SERVICE	
		52464	877110056032	04-22-13	134.85	PLANNING:SERVICE	
				TOTAL CHECK:	269.70		
	173257	52500	877110056007	05-08-13	91.42	RCHP:SERVICE	
CORDOGAN CLARK	173218	52460	13899	05-10-13	3,200.00	SPECIAL RECREATION:ADA IMPROVEMENTS	
CREEKSIDE PRINTING	173219	52461	05101310	05-10-13	1,774.00	CENTENNIAL ICE ARENA:SHOW PROGRAM	
DAVID WOODHOUSE ARCHITECTS LLC	173220	52483	3734	04-27-13	30,000.00	ROSEWOOD BEACH CAPITAL PROJECT	
ENERSTAR, INC	173221	52469	041331R	04-01-13	2,000.00	CENTENNIAL ICE ARENA:APR'13 - MAR'13	
EXPERT CHEMICAL & SUPPLY INC	173222	52470	823803	05-07-13	337.17	WEST RIDGE CENTER:SUPPLIES	
	173258	52504	823862	05-11-13	157.91	WEST RIDGE CENTER:SUPPLIES	
		52505	823856	05-11-13	106.00	WEST RIDGE CENTER:HOT CUPS	
				TOTAL CHECK:	263.91		
GAMETIME-PLAYCORE CO.	173223	52482	819660	04-29-13	85,993.92	OLSON PARK CAPITAL PROJECT	
DAN HEUSER	173224	52450		05-17-13	200.00	WEST RIDGE CENTER:05/04/13 FEE	
HIGHLAND PARK HIGH SCHOOL BAND	173225	52451		05-14-13	600.00	SPECIAL EVENTS:05/11/13	
ILLINOIS SHOTOKAN KARATE	173226	52452		05-10-13	3,922.80	WEST RIDGE CENTER:2013 WINTER FEE	
LAKE COUNTY COLLECTOR	173259	05107		05-07-13	16,220.10	2012 TAX YEAR	
ELIZABETH MANTYNBAND	173260	52509		05-17-13	300.00	RAVINE EDUCATION GUIDE	

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
MARK VEND COMPANY	173261	52510	314601	05-14-13	14.18	DEER CREEK COURTS:SUPPLIES	_____
NORTH SHORE BASEBALL ACADEMY	173227	52453		05-01-13	1,550.00	ATHLETICS:BASEBALL/SOFTBALL LEAGUES	_____
		52454		05-09-13	346.50	ATHLETICS:SPRING TRAINING CLINIC	_____
				TOTAL CHECK:	1,896.50		
NORTH SHORE GAS	173228	52473	150000614524	04-25-13	63.72	1377 CLAVEY RD	_____
		52474	150000697475	04-25-13	258.83	1390 SUNSET RD	_____
		52475	550000697448	04-25-13	290.54	SUNSET RD N OF BLDG	_____
				TOTAL CHECK:	613.09		
NORTH SHORE SANITARY DISTRICT	173262	52512	2513236	05-11-13	266.60	636 RIDGE RD	_____
W.B. OLSON, INC.	173229	52493	393-10	04-30-13	1,856.00	ROSEWOOD BEACH CAPITAL PROJECT	_____
JEFFREY A. OLSON	173230	52476		05-16-13	202.80	DEDUCTIBLE REIMBURSABLE	_____
STEVE OLSON PRINTING & DESIGN	173231	52488	7982	05-08-13	113.00	BUSINESS CARDS - RENEE BRAINERD	_____
		52489	7984	05-08-13	188.00	WEST RIDGE CENTER:FORMS	_____
				TOTAL CHECK:	301.00		
INTEGRYS ENERGY SERVICES, INC.	173263	52506	1391188-01	05-14-13	7,244.92	WEST RIDGE,CENTENNIAL,LARRY FINK PRK	_____
INTEGRYS ENERGY SERVICES INC.	173264	52519	26154782-1	05-08-13	2,014.72	1390 SUNSET RD	_____
PNC EQUIPMENT FINANCE	173232	52478	155850000	05-06-13	6,118.44	RENTAL	_____
		52479	162325000	05-06-13	192.02	RENTAL	_____
		52480	155849000	05-06-13	2,135.15	RENTAL	_____
				TOTAL CHECK:	8,445.61		
POSSIBILITY PLACE NURSERY, INC	173233	52477	00110121	04-23-13	725.00	PARKS:SUPPLIES	_____
PURCHASE POWER	173265	52513	800090900516	05-15-13	2,500.00	POSTAGE	_____
RICOH AMERICAS CORP	173234	52494	5000026007	05-04-13	2,134.70	RICOH 05/01/13 - 05/31/13	_____
	173267	52514	5000080124	05-10-13	269.00	RICOH 05/06/13 - 06/05/13	_____
RICOH USA, INC	173235	52485	5026004512	05-02-13	86.11	RICOH 04/04/13 - 05/03/13	_____
		52486	5026056075	05-06-13	221.37	RICOH 04/11/13 - 05/10/13	_____
		52487	5026039031	05-07-13	24.27	RICOH 04/09/13 - 05/08/13	_____
				TOTAL CHECK:	331.75		
JULIE RIVI - PETTY CASH	173236	52449		05-14-13	800.00	HIDDEN CREEK AQUA PARK PETTY CASH	_____
JENETTE RUNGE	173237	52481	HPPD1305	05-15-13	185.00	SPECIAL EVENTS:05/11/13 FEE	_____

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV. DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
SMITHGROUP JJR	173238	52490	0094781	04-25-13	2,550.00	CENTRAL PARK BLUFF STAIRS	_____
SOIL AND MATERIAL CONSULTANTS	173239	52495	37187	04-12-13	1,109.00	MILLARD PARK CAPITAL PROJECT	_____
S.U.A.	173240	52457	8	05-08-13	1,891.00	ATHLETICS:UMPIRE FEES	_____
KENNETH R SWAN	173241	52455		05-16-13	670.00	DEDUCTIBLE REIMBURSABLE	_____
		52456		05-16-13	800.00	DEDUCTIBLE REIMBURSABLE	_____
				TOTAL CHECK:	1,470.00		
MARK TULLOSS	173242	52458		05-08-13	1,200.00	SPECIAL EVENTS:04/07/13 FEE	_____
VISION INTERNET PROVIDERS, INC	173266	52517	24630	05-15-13	655.00	WEB HOSTING MONTHLY FEE	_____
W. F. BAIRD & ASSOCIATES LTD.	173268	52497	70237	05-03-13	9,798.06	ROSEWOOD BEACH CAPITAL PROJECT	_____
HOWARD L. WHITE & ASSOC.	173243	52471	213176	05-01-13	5,515.00	OLSON PARK CAPITAL PROJECT	_____
		52472	213177	05-02-13	5,515.00	MOONEY PARK CAPITAL PROJECT	_____
				TOTAL CHECK:	11,030.00		
ALL-IN-ONE HOPPER, LLC	173269	52496	7	05-13-13	480.00	DEER CREEK COURTS:SUPPLIES	_____
JOHN F. CAHOOD III	173270	52498	001	05-06-13	6,781.52	RAVINE EDUCATION PROGRAM SERVICES	_____
THE LAKOTA GROUP, INC.	173271	52508	13006-01	04-04-13	9,703.10	PROFESSIONAL FEES	_____
	173274	52520	13006-02	05-09-13	8,901.16	PROFESSIONAL FEES	_____
RAY MCNAMARA	173272	52511		05-14-13	1,200.00	SPECIAL EVENTS:06/14/13 EVENT	_____
DIGRIGHTIN LANDSCAPING	173273	52503	DRI2718	05-13-13	250.00	PARKS:ORGANIC FERTILIZATION	_____
<u>REFUNDS</u>							
MICHAEL MORAN	173136	VOID*		05-20-13	50.00-	* CHECK VOIDED ON 05-20-13 *	_____
JULIE COSTABILER	173206		REFUND	04-30-13	50.00		_____
RAYMOND FIOCCHI	173207		REFUND	05-10-13	299.78		_____
CHARLES GONZALEZ	173208		REFUND	05-14-13	1,789.00		_____
VIOLETTA KOLCAN	173209		REFUND	05-10-13	75.00		_____
KENNETH KRAMER	173210		REFUND	05-10-13	50.00		_____
JULIA LEVIN	173211		REFUND	05-10-13	75.00		_____
KEVIN MARTIN	173212		REFUND	05-13-13	475.00		_____

VENDOR NAME	CHECK#	VCHR#	INVOICE #	INV.DATE	AMOUNT PAID	DESCRIPTION	APPROVAL
EOIN O'DONOVAN	173213		REFUND	05-09-13	25.00		_____
KEN WIESELMAN	173214		REFUND	05-13-13	20.00		_____
JOHN BAREISS	173244		REFUND	05-16-13	125.00		_____
KRISTIN BRADFORD	173245		REFUND	05-21-13	600.00		_____
EDWARD L. DEAM	173246		REFUND	05-16-13	42.00		_____
JENNIFER DEUTCH	173247		REFUND	05-16-13	8.00		_____
ROBIN GOULD	173248		REFUND	05-21-13	50.00		_____
KENNETH MATHERLY	173249		REFUND	05-21-13	59.00		_____
KIMBERLY PRESTON	173250		REFUND	05-16-13	50.00		_____
JEANNIE RYAN	173251		REFUND	05-21-13	45.00		_____
KRITIKA STORER	173252		REFUND	05-16-13	20.00		_____
CHRISTINE WIEDHAYER	173253		REFUND	05-21-13	50.00		_____
TOTAL: REFUNDS						<u>3,857.78</u>	
GRAND TOTAL ALL CHECKS:							<u>241,839.32</u>

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 05-23-13 and you are hereby authorized to release the checks from the appropriate funds.

\_\_\_\_\_  
 Finance Committee Member

ATTEST: \_\_\_\_\_  
 Secretary



# MEMORANDUM

To: Board of Commissioners

From: Elliott Becker, Finance Director

C: Liza McElroy, Executive Director

Date: May 29, 2013

Re: Designated Signatories-RESOLUTION 13-6

## **Background/Explanation**

At its May 14, 2013 workshop meeting, staff requested that the Board of Commissioners allow staff to enter into agreements with financial institutions prior to formal Board approval. This request was based on the opportunity to purchase investments with unapproved investment companies to take advantage of opportunities that arise between meetings.

The Board requested that the resolution be amended to guarantee board oversight. The resolution, which is attached, now provides that the signature of the Board President or a member of the Finance Committee must be one of the two signatures along with either the Executive Director, Finance Director, or accounting manager.

Staff would recommend approval of the Designated Signatories-Resolution 13-6.

**Park District of Highland Park  
BOARD OF COMMISSIONERS  
RESOLUTION 13-6**

**A RESOLUTION DESIGNATING SIGNERS WITH ALL FINANCIAL INSTITUTIONS**

**WHEREAS**, the Board of Commissioners deems it to be in the best interest of the Park District of Highland Park for its Treasurer to make use, from time to time, of investments which are legal under the applicable State statutes; and

**WHEREAS**, the Board of Commissioners deem it to further be in the best interest of the Park District of Highland Park to execute trades and establish relationships with financial institutions in a timely manner not subject to the Board of Commissioners Meeting Schedule; and

**WHEREAS**, the principal need of the financial institutions is to identify proper signatories; and

**WHEREAS**, the Board of Commissioners may ratify staff decisions at the next legal meeting

**NOW, THEREFORE, BE IT RESOLVED** by this Board:

1. That the signature of the Board President or a member of the Finance Committee and;
2. The signature of one of the following staff positions;
  - a. Executive Director
  - b. Finance Director
  - c. Accounting Manager

is necessary to approve any agreement with a financial institution or execute a trade with those institutions and, .

3. That Park staff will bring all such transactions to the next Board meeting for ratification.

Liza McElroy, Secretary  
Name \_\_\_\_\_

\_\_\_\_\_  
Signature

Elliott F. Becker, Treasurer  
Name \_\_\_\_\_

\_\_\_\_\_  
Signature

Commissioner \_\_\_\_\_ moved, seconded by Commissioner \_\_\_\_\_,  
that Resolution be adopted. Roll call being taken, the following Commissioners voted:

Commissioner Bernstein \_\_\_\_\_  
Commissioner Flores Weiskopf \_\_\_\_\_  
Commissioner Kaplan \_\_\_\_\_

Commissioner Meyers \_\_\_\_\_  
Commissioner Waxman \_\_\_\_\_

Adopted this 29th day of May, 2013 by the Board of Commissioners of the Park District of Highland Park.

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Scott Meyers, President

ATTEST:

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Liza McElroy, Secretary



# MEMORANDUM

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To: Board of Park Commissioners

From: Assistant Director Malartsik

Date: May 29, 2013

Re: **RECOMMENDATION: ACCEPTANCE OF THE 2013 SAND TRAP  
RAKE BID FROM BURRIS EQUIPMENT**

C: Liza McElroy, Executive Director

## SUMMARY

The Park District of Highland Park received two qualified sealed bids on May 21, 2013 for the 2013 Sand Trap Rake bid at Sunset Valley Golf Course. This purchase is identified in our 2013-2014 Capital Program. The total budgeted amount includes the purchase of one sand trap rake. Request for Bid packets were sent out to four local area equipment vendors. Additionally, all references have been checked and they prove to be a quality contractor.

## RECOMMENDATION

*Staff recommends acceptance of the low total qualified bid from Burris Equipment in the total amount of \$15,521.00.*

## BUDGET IMPACT

Total Available Budgeted Capital Funds this project \$22,000.00  
**Bid Recommendation \$15,521.00**

<u>Bidder/Vendor</u>	<u>Bid Bond</u>	<u>Price</u>
Burris Equipment (Smithco)	Yes	\$15,521.00
Reinders (Toro 5040)	Yes	\$19,035.00



# MEMORANDUM

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To: Board of Park Commissioners

From: Assistant Director Malartsik

Date: May 29, 2013

Re: **RECOMMENDATION: ACCEPTANCE OF THE 2013 TURF UTILITY VEHICLES BID FROM BURRIS EQUIPMENT**

C: Liza McElroy, Executive Director

## SUMMARY

The Park District of Highland Park received three qualified sealed bids on May 21, 2013 for the 2013 Turf Utility Vehicles bid at Sunset Valley Golf Course. This purchase is identified in our 2013-2014 Capital Program. The total budgeted amount includes the purchase of two turf utility vehicles. Request for Bid packets were sent out to four local area equipment vendors. Additionally, all references have been checked and they prove to be a quality contractor.

## RECOMMENDATION

*Staff recommends acceptance of the low total qualified bid from Burris Equipment in the total amount of \$33,600.00.*

## BUDGET IMPACT

Total Available Budgeted Capital Funds this project \$37,500.00  
**Bid Recommendation \$33,600.00**

<u>Bidder/Vendor</u>	<u>Bid Bond</u>	<u>Price</u>
Burris Equipment (Jacobsen)	Yes	\$33,600.00
JW Turf (John Deere)	Yes	\$34,154.77
Reinders (Toro)	Yes	\$37,118.00



## MEMORANDUM

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To: Board of Park Commissioners  
From: Director Stumpf  
Date: May 22, 2013  
Re: **RECOMMENDATION: MILLARD RAVINE PHASE III PROJECTS BID**  
C: Executive Director McElroy, Managers Grill, Meyers

### SUMMARY

The Park District received three sealed bids on May 14, 2013 for the purchase of contracted services to complete Phase III of the Millard Park Ravine Restoration Project. Funding comes entirely from the Great Lakes Restoration Initiative (GLRI) grant received in 2011. Work includes:

- construction of an infiltration trench adjacent to Ravine Drive including SESC measures
- construction of a permeable pathway & seating area for public education/ADA access benefits
- control of invasive herbaceous and woody plant species
- installation of native seeds and necessary erosion control blanketing on the stream bank
- installation of a below-grade steel sheet retaining wall

### RECOMMENDATION

***Staff recommends acceptance of the low total bid from V3 Companies, Woodridge IL in the amount of \$42,400.<sup>00</sup>***

### BUDGET IMPACT

Total Available Budgeted Funds these projects	\$ 76,000 <sup>00</sup>
<b>Bid Recommendation Total</b>	<b><u>-\$ 42,400<sup>00</sup></u></b>
Anticipated Amount over/ <u>under</u> budget	\$ 33,600 <sup>00</sup>

This project will be reimbursed in full by the EPA through the GLRI grant program

**BID OPENING SHEET:**

Date: Tuesday, May 14, 2013  
Time: 10:00 a.m.  
Meeting Location: 636 Ridge Rd, Highland Park, IL  
Project Title: PHASE III RAVINE DRIVE

OWNER: Park District of Highland Park  
PDHP Project Manager: Rebecca F Grill

ENGINEER/ARCHITECT: Park District of Highland Park  
Representatives: Michael Evans ALA

<b>Company</b>	<b>Addendum Acknow.</b>	<b>Bid Bond</b>	<b>Base Bid</b>	<b>Alt A</b>
Conservation Land Stewardship	x	x	41,805.00	3,155
V3 Companies	x	x	36,400.00	6,000
Continental Construction Company	x	x	49,000.00	6,000



## MEMORANDUM

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To: Board of Park Commissioners

From: Director Baker

Date: May 23, 2013

Re: **RECOMMENDATION: 2013 UNIT PRICE TREE & STUMP  
REMOVAL BID**

C: Executive Director McElroy

On Tuesday, May 21, 2013 the Park District received six submittals for the 2013 Unit Price Tree & Stump Removal bid. The proposal request specifies removal of dead, diseased, or hazardous trees along with stump grinding. The proposed contract is based on a per inch cost of 4 tree class sizes. Estimated quantities were used for bidding purposes. Removals will be on an as needed basis throughout the year.

The capital budget established for EAB removals is \$135,678.00. . Staff is requesting approval of the proposal from Nels J. Johnson Tree Experts, Inc., not to exceed the budgeted amount for tree removals.

A bid summary table is attached for your review.



## 2013 UNIT PRICE TREE & STUMP REMOVAL BID SUMMARY

TUESDAY, MAY 21, 2013 @ 2:00p.m.

COMPANY	PRICE PER INCH CLASS SIZE 1	PRICE PER INCH CLASS SIZE 2	PRICE PER INCH CLASS SIZE 3	PRICE PER INCH CLASS SIZE 4	CLASS SIZE 1 ESTIMATED TOTAL	CLASS SIZE 2 ESTIMATED TOTAL	CLASS SIZE 3 ESTIMATED TOTAL	CLASS SIZE 4 ESTIMATED TOTAL	TOTAL SUM OF ALL CLASS SIZES
Nels J. Johnson Tree Experts, Inc.	\$ 6.00	\$ 12.00	\$ 18.00	\$ 24.00	\$ 6,000.00	\$ 13,200.00	\$ 39,600.00	\$ 12,000.00	\$ 70,800.00
Landscape Concepts Management, Inc.	\$ 10.00	\$ 13.25	\$ 18.50	\$ 21.23	\$ 10,000.00	\$ 14,575.00	\$ 40,700.00	\$ 10,615.00	\$ 75,890.00
Continental Construction Co., Inc.	\$ 8.00	\$ 15.00	\$ 30.00	\$ 45.00	\$ 8,000.00	\$ 16,500.00	\$ 66,000.00	\$ 22,500.00	\$ 113,000.00
McGinty Bros., Inc.	\$ 10.00	\$ 24.00	\$ 34.00	\$ 39.00	\$ 10,000.00	\$ 26,400.00	\$ 74,800.00	\$ 19,500.00	\$ 130,700.00
Clean Cut Tree Service, Inc.	\$ 15.00	\$ 25.00	\$ 35.00	\$ 40.00	\$ 15,000.00	\$ 27,500.00	\$ 77,000.00	\$ 20,000.00	\$ 139,500.00
Robert Kinnucan Tree Experts and Landscaping Co., Inc.	\$ 28.00	\$ 30.00	\$ 35.00	\$ 40.00	\$ 28,000.00	\$ 33,000.00	\$ 77,000.00	\$ 20,000.00	\$ 158,000.00



## MEMORANDUM

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To: Board of Park Commissioners

From: Director Baker

Date: May 23, 2013

Re: **RECOMMENDATION: 2013 CORE AERATOR BID**

C: Executive Director McElroy

On Tuesday, May 21, 2013 the Park District received four submittals for the 2013 Core Aerator Bid.

Staff is recommending approval of the proposal from Redexim Turf Products in the amount of \$22,500.00. The capital budget for this equipment purchase is \$30,000.00.

<b>Company</b>	<b>Model Proposed</b>	<b>Base Bid Proposal</b>
Redexim Turf Products	Redexim Verti-Drain 7117	\$22,500.00
Reinders, Inc.	Toro Pro Core 864	\$24,848.79
J.W. Turf, Inc.	John Deere Aercore 2000	\$25,075.84
Commercial Turf & Tractor	Weidenmann GXI 8 HD	\$33,825.00

**PARK DISTRICT OF HIGHLAND PARK  
BUDGET SUMMARY BY FUND  
MARCH 31, 2013 (as of April 30, 2013)**

**\*\*THESE FIGURES ARE UNAUDITED\*\***

TYPE	REVENUE/EXPENSE		VARIANCE	PRIOR YEAR
	YEAR TO DATE	ANNUAL BUDGET	FAVORABLE (UNFAVORABLE)	YEAR TO DATE
<b>CORPORATE FUND</b>				
<b>OPERATING</b>				
<b>REVENUES</b>				
TAX RECEIPTS	4,541,322	4,548,390	(7,068)	4,540,991
RENTALS	3,158	6,300	(3,142)	5,775
MERCHANDISING	256	200	56	175
INVESTMENT INCOME	44,109	75,971	(31,862)	68,035
OTHER INCOME	127,935	20,140	107,795	65,454
PROGRAM FEES	8,913	7,700	1,213	6,314
TOTAL OPERATING REVENUES	4,725,693	4,658,701	66,992	4,686,744
<b>EXPENDITURES</b>				
SALARIES & WAGES	2,276,525	2,346,282	69,757	1,845,206
CONTRACTUAL SERVICES	753,712	802,005	48,293	518,570
INSURANCE	884,372	884,659	287	739,643
MATERIALS & SUPPLIES	220,121	205,247	(14,874)	169,106
MAINTENANCE & LANDSCAPING	96,111	101,700	5,589	145,808
UTILITIES	98,491	98,013	(478)	84,807
PENSION CONTRIBUTIONS	7,308,620	7,337,471	28,851	399,138
TOTAL OPERATING EXPENDITURES	11,637,951	11,775,377	137,426	3,902,278
TOTAL OPERATING SURPLUS (DEFICIT)	(6,912,258)	(7,116,676)	204,418	784,465.10
<b>NON-OPERATING</b>				
TRANSFERS IN	6,217,370	6,216,370	1,000	1,828,620
TOTAL NON-OPERATING REVENUES	6,217,370	6,216,370	1,000	1,828,620
TRANSFERS OUT	5,491,925	5,491,925	-	1,828,620
TOTAL NON-OPERATING EXPENDITURES	5,491,925	5,491,925	-	1,828,619.54
TOTAL NON-OPERATING SURPLUS (DEFICIT)	725,445	724,445	1,000	-
NET SURPLUS (DEFICIT)	(6,186,813)	(6,392,231)	205,418	784,465

**Notes:**

- Operating surplus exceeded budget by \$204,418.
- Investment income is down due to interest rate environment being weak.
- Other income is primarily made up of a contribution for the Dorothy Gotlieb Beitler Dog Park.
- Wages and related pension expenditures show a reduction of \$97,000 relative to budget.

<u>Fund Balance Analysis</u>	Year to Date	Budgeted
Fund Balance, April 1, 2012	7,328,836	7,328,836
Net Income (Loss) from above	<u>(6,186,813)</u>	<u>(6,392,231)</u>
Fund Balance, YTD	1,142,023	936,605

\*\*\*UNAUDITED\*\*\*

TYPE	REVENUE/EXPENSE		VARIANCE	PRIOR YEAR
	YEAR TO DATE	ANNUAL BUDGET	FAVORABLE (UNFAVORABLE)	YEAR TO DATE
<b>SPECIAL RECREATION FUND</b>				
<u>OPERATING</u>				
<u>REVENUES</u>				
TAX RECEIPTS	655,944	658,056	(2,112)	669,379
INVESTMENT INCOME	2,312	-	2,312	6,912
OTHER INCOME	-	-	-	-
<b>TOTAL REVENUES</b>	<b>658,256</b>	<b>658,056</b>	<b>200</b>	<b>676,291</b>
<u>EXPENDITURES</u>				
CONTRACTUAL SERVICES	640,338	356,673	(283,665)	366,491
<b>TOTAL OPERATING EXPENDITURES</b>	<b>640,338</b>	<b>356,673</b>	<b>(283,665)</b>	<b>366,491</b>
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>17,917</b>	<b>301,383</b>	<b>(283,486)</b>	<b>309,799.78</b>
<u>NON-OPERATING</u>				
TRANSFERS OUT	-	798,200	798,200	-
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>-</b>	<b>798,200</b>	<b>798,200</b>	<b>-</b>
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	<b>-</b>	<b>(798,200)</b>	<b>798,200</b>	<b>-</b>
<b>SURPLUS (DEFICIT)</b>	<b>17,917</b>	<b>(496,817)</b>	<b>514,734</b>	<b>309,800</b>

Notes:

- Items originally budgeted as Capital expenditures are now included as operating.
- Additional Capital expenditures are anticipated before the books are closed.

<u>Fund Balance Analysis</u>	Year to Date	Budgeted
Fund Balance, April 1, 2012	1,002,807	1,002,807
Net Income (Loss) from above	17,917	(496,817)
<b>Fund Balance, YTD</b>	<b>1,020,724</b>	<b>505,990</b>

\*\*\*UNAUDITED\*\*\*

TYPE	REVENUE/EXPENSE		VARIANCE	PRIOR YEAR
	YEAR TO DATE	ANNUAL BUDGET	FAVORABLE (UNFAVORABLE)	YEAR TO DATE
<b>RECREATION FUND</b>				
<b>OPERATING REVENUES</b>				
TAX RECEIPTS	4,544,752	4,661,231	(116,479)	4,685,652
DAILY FEES	1,176,226	1,098,810	77,416	1,153,479
NON-RESIDENT MEMBERSHIPS	-	-	-	-
RESIDENT MEMBERSHIPS	1,221,832	1,351,956	(130,124)	1,206,633
RENTALS	1,168,633	1,188,236	(19,603)	1,112,091
MERCHANDISING	71,660	79,092	(7,432)	62,464
INVESTMENT INCOME	67,218	129,356	(62,138)	112,631
OTHER INCOME	161,056	92,885	68,171	113,233
PROGRAM FEES	4,626,016	4,816,211	(190,195)	4,643,190
TOTAL OPERATING REVENUES	13,037,392	13,417,777	(380,385)	13,089,372
<b>EXPENDITURES</b>				
SALARIES & WAGES	4,619,159	4,733,271	114,112	4,712,960
CONTRACTUAL SERVICES	1,075,905	1,279,878	203,973	1,116,590
INSURANCE	749,404	957,745	208,341	729,493
MATERIALS & SUPPLIES	307,132	342,250	35,118	336,408
MAINTENANCE & LANDSCAPING	278,731	317,773	39,042	277,609
UTILITIES	566,681	634,337	67,656	563,473
PENSION CONTRIBUTIONS	488,084	497,493	9,409	1,092,703
COST OF GOODS SOLD	39,493	31,219	(8,274)	35,287
PROGRAM EXPENSES	2,470,411	2,555,667	85,256	2,490,249
TOTAL OPERATING EXPENDITURES	10,595,001	11,349,633	754,632	11,354,772
TOTAL OPERATING SURPLUS (DEFICIT)	2,442,392	2,068,144	374,248	1,734,599
<b>NON-OPERATING</b>				
BOND/DEBT PROCEEDS	-	-	-	-
TRANSFERS IN	-	-	-	2,167,273
TOTAL NON-OPERATING REVENUES	-	-	-	2,167,273
CAPITAL OUTLAY	96,388	151,410	55,022	125,202
DEBT RETIREMENT	-	-	-	912,581
TRANSFERS OUT	9,933,735	11,433,735	1,500,000	1,867,273
TOTAL NON-OPERATING EXPENDITURES	10,030,123	11,585,145	1,555,022	2,905,036
TOTAL NON-OPERATING SURPLUS (DEFICIT)	(10,030,123)	(11,585,145)	1,555,022	(737,763)
SURPLUS (DEFICIT)	(7,587,731)	(9,517,001)	1,929,270	996,836

**Notes:**

- Deer Creek (Indoor) net surplus of \$283,908 exceeds prior year surplus by \$222,367. Revenues have increased by \$96,000. Administrative Costs and IMRF Pension have been taken out of current year operations and moved to the Corporate Fund
- CIA turned a \$66,446 deficit into a \$196,347 surplus. \$108,000 increase in revenues. Administrative Costs and IMRF Pension have been taken out of current year operations and moved to the Corporate Fund
- HCAP reduced its loss by \$114,314 to \$68,160 in large part due to good weather conditions which provided year over year revenue increase of \$98,255.
- Overall Golf bottom line improved by \$222,000.  
In addition to administrative and Pension costs being taken out, a tremendous amount of savings was realized on the golf maintenance side. For instance landscaping costs are down \$86,000 year over year.
- Heller Nature Center is continuing to steadily increase revenues from programs (an increase of \$22,000 from prior year) while essentially keeping expenditures flat.
- Net Program revenue decreased slightly at the West Ridge Center but is generally flat, an excellent sign in this environment.
- The Camp program showed a net surplus of just under \$300,000 on \$938,000 in revenues.

**Fund Balance Analysis**

	Year to Date	Budgeted
Fund Balance, April 1, 2012	12,248,512	12,248,512
Net Income (Loss) from above	(7,587,731)	(9,517,001)
Fund Balance, YTD	4,660,781	2,731,511

\*\*\*UNAUDITED\*\*\*

TYPE	REVENUE/EXPENSE		VARIANCE	PRIOR YEAR
	YEAR TO DATE	ANNUAL BUDGET	FAVORABLE (UNFAVORABLE)	YEAR TO DATE
<b>DEBT SERVICE FUND</b>				
<b>OPERATING REVENUES</b>				
TAX RECEIPTS	-	-	-	-
INVESTMENT INCOME	837	-	837	2,783
TOTAL OPERATING REVENUES	837	-	837	2,783
<b>EXPENDITURES</b>				
CONTRACTUAL SERVICES	-	-	-	496
TOTAL OPERATING EXPENDITURES	-	-	-	496
TOTAL OPERATING SURPLUS (DEFICIT)	837	-	837	2,287
<b>NON-OPERATING</b>				
BOND / DEBT PROCEEDS	7,358,909	-	7,358,909	-
TRANSFERS IN	907,857	-	907,857	-
TOTAL NON-OPERATING REVENUES	8,266,766	-	8,266,766	-
DEBT RETIREMENT	8,267,603	864,685	(7,402,918)	1,545
TRANSFERS OUT	-	-	-	-
TOTAL NON-OPERATING EXPENDITURES	8,267,603	864,685	(7,402,918)	1,545
TOTAL NON-OPERATING SUPRLUS (DEFICIT)	(837)	(864,685)	863,848	(1,545)
FUND SURPLUS (DEFICIT)	(0)	(864,685)	864,685	742

Notes:

- Debt proceeds pertain to the refunding of the 2005 series A and B Debt Certificates.
- \$7,203,762 of Debt Retirement was a payment to an escrow agent for the refunding above. The remainder relates to Debt Service Payments on the 2005 A and 2005 B Debt Certificates and bond issuance costs on the refunding.

Fund Balance Analysis	Year to Date	Budgeted
Fund Balance, April 1, 2012	340,537	340,537
Net Income (Loss) from above	(0)	(909,755)
Fund Balance, YTD	340,537	(569,218)

\*\*\*UNAUDITED\*\*\*

TYPE	REVENUE/EXPENSE		VARIANCE	PRIOR YEAR
	YEAR TO DATE	ANNUAL BUDGET	FAVORABLE (UNFAVORABLE)	YEAR TO DATE
<b>CAPITAL PROJECTS FUND</b>				
<b>OPERATING REVENUES</b>				
INVESTMENT INCOME	40,511	-	40,511	38,304
OTHER INCOME	80,417	424,000	(343,583)	227,126
TOTAL OPERATING REVENUES	120,928	424,000	(303,072)	265,430
<b>EXPENDITURES</b>				
CONTRACTUAL SERVICES	122,734	-	(122,734)	102,086
TOTAL OPERATING EXPENDITURES	122,734	-	(122,734)	102,086
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>(1,806)</b>	<b>424,000</b>	<b>(425,806)</b>	<b>163,344</b>
<b>NON-OPERATING</b>				
TRANSFERS IN	15,425,660	17,723,860	(2,298,200)	-
TOTAL NON-OPERATING REVENUES	15,425,660	17,723,860	(2,298,200)	-
DEBT RETIREMENT	-	-	-	-
CAPITAL OUTLAY	1,596,856	2,583,096	986,240	1,579,635
TRANSFERS OUT	7,125,227	6,216,370	(908,857)	-
TOTAL NON-OPERATING EXPENDITURES	8,722,083	8,799,466	77,383	1,579,635
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	<b>6,703,577</b>	<b>8,924,394</b>	<b>(2,220,817)</b>	<b>(1,579,635)</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>6,701,772</b>	<b>9,348,394</b>	<b>(2,646,622)</b>	<b>(1,416,291)</b>

**Notes:**

- Revenues are lower than anticipated as Rosewood grant revenues were not received in 2013 fiscal year.
- Transfers in relate to the excess fund balances in the Corporate and Recreation Funds.
- Transfers Out pertain to the payoff of the District's unfunded accrued actuarial liability.

**Fund Balance Analysis**

	Year to Date	Budgeted
Fund Balance, April 1, 2012	4,265,763	4,265,763
Net Income (Loss) from above	6,701,772	9,348,394
Fund Balance, YTD	10,967,535	13,614,157

\*\*\*UNAUDITED\*\*\*

TYPE	REVENUE/EXPENSE		VARIANCE	PRIOR YEAR
	YEAR TO DATE	ANNUAL BUDGET	FAVORABLE (UNFAVORABLE)	YEAR TO DATE
<b>DISTRICT-WIDE</b>				
<b>REVENUES</b>				
TAX RECEIPTS	9,742,017	9,867,677	(125,660)	9,896,022
DAILY FEES	1,176,226	1,098,810	77,416	1,153,479
NON-RESIDENT MEMBERSHIPS	-	-	-	-
RESIDENT MEMBERSHIPS	1,221,832	1,351,956	(130,124)	1,206,633
RENTALS	1,171,791	1,194,536	(22,745)	1,117,866
MERCHANDISING	71,916	79,292	(7,376)	62,639
INVESTMENT INCOME	154,986	205,327	(50,341)	228,664
OTHER INCOME	369,409	537,025	(167,616)	405,813
PROGRAM FEES	4,634,929	4,823,911	(188,982)	4,649,504
TOTAL OPERATING REVENUES	18,543,106	19,158,534	(615,428)	18,720,620
<b>EXPENDITURES</b>				
SALARIES & WAGES	6,895,685	7,079,553	183,868	6,558,166
CONTRACTUAL SERVICES	2,592,689	2,438,556	(154,133)	2,104,234
INSURANCE	1,633,775	1,842,404	208,629	1,469,136
MATERIALS & SUPPLIES	527,253	547,497	20,244	505,515
MAINTENANCE & LANDSCAPING	374,842	419,473	44,631	423,417
UTILITIES	665,173	732,350	67,177	648,280
PENSION CONTRIBUTIONS	7,796,704	7,834,964	38,260	1,491,841
COST OF GOODS SOLD	39,493	31,219	(8,274)	35,287
PROGRAM EXPENSES	2,470,411	2,555,667	85,256	2,490,249
TOTAL OPERATING EXPENDITURES	22,996,024	23,481,683	485,659	15,726,124
TOTAL OPERATING SURPLUS (DEFICIT)	(4,452,918)	(4,323,149)	(129,769)	2,994,495
BOND/DEBT PROCEEDS	7,358,909	-	7,358,909	-
TRANSFERS IN	22,550,887	23,940,230	(1,389,343)	3,995,892
TOTAL NON-OPERATING REVENUES	29,909,796	23,940,230	5,969,566	3,995,892
DEBT RETIREMENT	8,267,603	864,685	(7,402,918)	914,106
CAPITAL OUTLAY	1,693,244	2,734,506	1,041,262	1,704,837
TRANSFERS OUT	22,550,887	23,940,230	1,389,343	3,695,892
TOTAL NON-OPERATING EXPENSES	32,511,734	27,539,421	(4,972,313)	6,314,836
TOTAL NON-OPERATING SURPLUS (DEFICIT)	(2,601,938)	(3,599,191)	997,253	(2,318,943)
TOTAL SURPLUS (DEFICIT)	(7,054,856)	(7,922,340)	867,484	675,552

**Notes:**

- Operating revenues fell short of expectations by \$615,428 and are less than the prior year by \$177,514, most of which is property tax related.
- Operating expenditures were \$485,659 less than budgeted. Operating expenditures have shown a modest increase, and an increase in pension expenditures over prior year is specific to payoff of unfunded actuarial accrued IMRF liability.
- As a result, the operating deficit was \$129,769 greater than expected. This was somewhat mitigated by the Capital Projects Fund spending \$1,041,262 less than anticipated.
- Overall, the District performed greater than anticipated, as can be seen by the \$867,484 favorable budget variance.

<u>Fund Balance Analysis</u>	Year to Date	Budgeted
Fund Balance, April 1, 2012	25,186,455	25,186,455
Net Income (Loss) from above	<u>(7,054,856)</u>	<u>(7,922,340)</u>
Fund Balance, YTD	18,131,599	17,264,115

**PARK DISTRICT OF HIGHLAND PARK  
BUDGET SUMMARY BY FUND  
04/30/13**

TYPE	REVENUE/EXPENDITURE			PRIOR YEAR	
	THIS MONTH	YEAR TO DATE	ANNUAL BUDGET	THIS MONTH	YEAR TO DATE
<b>CORPORATE FUND</b>					
<b><u>OPERATING</u></b>					
<b><u>REVENUES</u></b>					
TAX RECEIPTS	32,839	32,839	5,766,533	31,017	31,017
RENTALS	-	-	-	525	525
MERCHANDISING	-	-	200	-	-
INVESTMENT INCOME	1,381	1,381	900	3,728	3,728
OTHER INCOME	9,357	9,357	30,340	7,019	7,019
PROGRAM FEES	550	550	7,700	60	60
<b>TOTAL OPERATING REVENUES</b>	<b>44,127</b>	<b>44,127</b>	<b>5,805,673</b>	<b>42,349</b>	<b>42,349</b>
<b><u>EXPENDITURES</u></b>					
SALARIES & WAGES	88,163	88,163	2,571,774	76,070	76,070
CONTRACTUAL SERVICES	19,829	19,829	1,047,297	9,394	9,394
INSURANCE	79,072	79,072	902,700	31,770	31,770
MATERIALS & SUPPLIES	7,439	7,439	200,363	9,011	9,011
MAINTENANCE & LANDSCAPING	8,613	8,613	198,211	1,131	1,131
UTILITIES	1,475	1,475	100,143	2,041	2,041
PENSION CONTRIBUTIONS	76,902	76,902	1,078,417	28,229	28,229
<b>TOTAL OPERATING EXPENDITURES</b>	<b>281,492</b>	<b>281,492</b>	<b>6,098,905</b>	<b>157,645</b>	<b>157,645</b>
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>(237,366)</b>	<b>(237,366)</b>	<b>(293,232)</b>	<b>(115,296)</b>	<b>(115,296)</b>
<b><u>NON-OPERATING</u></b>					
TRANSFERS IN	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
TRANSFERS OUT	-	-	-	-	-
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>(237,366)</b>	<b>(237,366)</b>	<b>(293,232)</b>	<b>(115,296)</b>	<b>(115,296)</b>

**Notes:**

- Revenues, primarily tax revenues are consistent with prior year.
- Increases to contractual service are specific to Districtwide analysis of facility security needs. Cost \$9,000.
- Salary increases are specific to positions that were not hired until mid April 2012 and did not appear on Financials until May 2012.

TYPE	REVENUE/EXPENDITURE			PRIOR YEAR	
	THIS MONTH	YEAR TO DATE	ANNUAL BUDGET	THIS MONTH	YEAR TO DATE
<b>SPECIAL RECREATION FUND</b>					
<b><u>OPERATING</u></b>					
<b><u>REVENUES</u></b>					
TAX RECEIPTS	-	-	380,297	-	-
INVESTMENT INCOME	768	-	-	-	-
OTHER INCOME	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>768</b>	<b>-</b>	<b>380,297</b>	<b>-</b>	<b>-</b>
<b><u>EXPENS DITURES</u></b>					
CONTRACTUAL SERVICES	131,304	131,304	752,608	127,336	127,336
<b>TOTAL OPERATING EXPENDITURES</b>	<b>131,304</b>	<b>131,304</b>	<b>752,608</b>	<b>127,336</b>	<b>127,336</b>
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>(130,536)</b>	<b>(131,304)</b>	<b>(372,311)</b>	<b>(127,336)</b>	<b>(127,336)</b>
<b><u>NON-OPERATING</u></b>					
TRANSFERS OUT	-	-	609,000	-	-
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>609,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	<b>-</b>	<b>-</b>	<b>(609,000)</b>	<b>-</b>	<b>-</b>
<b>SURPLUS (DEFICIT)</b>	<b>(130,536)</b>	<b>(131,304)</b>	<b>(981,311)</b>	<b>(127,336)</b>	<b>(127,336)</b>

**Notes:**

- Contractual Services are relative to NSSRA payment. (50%) and are consistent with prior year.

TYPE	REVENUE/EXPENDITURE			PRIOR YEAR	
	THIS MONTH	YEAR TO DATE	ANNUAL BUDGET	THIS MONTH	YEAR TO DATE
<b>RECREATION FUND</b>					
<b><u>OPERATING</u></b>					
<b><u>REVENUES</u></b>					
TAX RECEIPTS	-	-	3,723,847	-	-
DAILY FEES	71,938	71,938	1,152,805	58,491	58,491
NON-RESIDENT MEMBERSHIPS	-	-	-	-	-
RESIDENT MEMBERSHIPS	112,293	112,293	1,303,904	105,502	105,502
RENTALS	92,584	92,584	1,171,359	107,409	107,409
MERCHANDISING	5,124	5,124	86,279	5,325	5,325
INVESTMENT INCOME	2,427	2,427	50,000	7,386	7,386
OTHER INCOME	27,674	27,674	78,313	22,656	22,656
PROGRAM FEES	1,893,713	1,893,713	4,803,423	1,936,972	1,936,972
<b>TOTAL OPERATING REVENUES</b>	<b>2,205,753</b>	<b>2,205,753</b>	<b>12,369,930</b>	<b>2,243,741</b>	<b>2,243,741</b>
<b><u>EXPENDITURES</u></b>					
SALARIES & WAGES	156,011	156,011	4,517,847	160,463	160,463
CONTRACTUAL SERVICES	69,190	69,190	1,289,559	106,133	106,133
INSURANCE	64,449	64,449	916,359	-	-
MATERIALS & SUPPLIES	6,319	6,319	349,769	8,364	8,364
MAINTENANCE & LANDSCAPING	2,761	2,761	321,354	4,106	4,106
UTILITIES	4,514	4,514	639,584	3,037	3,037
PENSION CONTRIBUTIONS	15,245	15,245	492,342	58,778	58,778
COST OF GOODS SOLD	1,295	1,295	33,300	7,426	7,426
PROGRAM EXPENSES	118,744	118,744	2,663,060	118,003	118,003
<b>TOTAL OPERATING EXPENDITURES</b>	<b>438,528</b>	<b>438,528</b>	<b>11,223,174</b>	<b>466,311</b>	<b>466,311</b>
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>1,767,225</b>	<b>1,767,225</b>	<b>1,146,756</b>	<b>1,777,430</b>	<b>1,777,430</b>
<b><u>NON-OPERATING</u></b>					
TRANSFERS IN	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
CAPITAL OUTLAY	1,329	1,329	134,900	-	-
TRANSFERS OUT	-	-	-	-	-
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>1,329</b>	<b>1,329</b>	<b>134,900</b>	<b>-</b>	<b>-</b>
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	<b>(1,329)</b>	<b>(1,329)</b>	<b>(134,900)</b>	<b>-</b>	<b>-</b>
<b>SURPLUS (DEFICIT)</b>	<b>1,765,896</b>	<b>1,765,896</b>	<b>1,011,856</b>	<b>1,777,430</b>	<b>1,777,430</b>

**Notes:**

- Increase in daily fees is attributable to the RCHP operations, specifically personal training. Increase of \$16,800.
- Camp registration is ongoing and we will provide a more detailed comparison next month.

TYPE	REVENUE/EXPENDITURE			PRIOR YEAR	
	THIS MONTH	YEAR TO DATE	ANNUAL BUDGET	THIS MONTH	YEAR TO DATE
<b>DEBT SERVICE FUND</b>					
<b><u>OPERATING</u></b>					
<b><u>REVENUES</u></b>					
TAX RECEIPTS	-	-	-	-	-
INVESTMENT INCOME	1,663	1,663	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>1,663</b>	<b>1,663</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>EXPENDITURES</u></b>					
CONTRACTUAL SERVICES	-	-	-	-	-
<b>TOTAL OPERATING EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>1,663</b>	<b>1,663</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>NON-OPERATING</u></b>					
BOND / DEBT PROCEEDS	9,078,524	9,078,524	8,955,000	-	-
TRANSFERS IN	-	-	855,894	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>9,078,524</b>	<b>9,078,524</b>	<b>9,810,894</b>	<b>-</b>	<b>-</b>
DEBT RETIREMENT	257,796	257,796	1,687,425	-	-
TRANSFERS OUT	-	-	-	-	-
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>257,796</b>	<b>257,796</b>	<b>1,687,425</b>	<b>-</b>	<b>-</b>
<b>TOTAL NON-OPERATING SUPRLUS (DEFICIT)</b>	<b>8,820,728</b>	<b>8,820,728</b>	<b>8,123,469</b>	<b>-</b>	<b>-</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>8,822,391</b>	<b>8,822,391</b>	<b>8,123,469</b>	<b>-</b>	<b>-</b>

**Notes:**

- Revenues represent the proceeds from the Bond Issuance passed earlier this year (ordinance 13-3).

TYPE	REVENUE/EXPENDITURE			PRIOR YEAR	
	THIS MONTH	YEAR TO DATE	ANNUAL BUDGET	THIS MONTH	YEAR TO DATE
<b>CAPITAL PROJECTS FUND</b>					
<b><u>OPERATING</u></b>					
<b><u>REVENUES</u></b>					
INVESTMENT INCOME	19,419	19,419	75,000	8	8
OTHER INCOME	-	-	1,280,000	51,021	51,021
<b>TOTAL OPERATING REVENUES</b>	<b>19,419</b>	<b>19,419</b>	<b>1,355,000</b>	<b>51,029</b>	<b>51,029</b>
<b><u>EXPENDITURES</u></b>					
CONTRACTUAL SERVICES	1,080	1,080	257,678		
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,080</b>	<b>1,080</b>	<b>257,678</b>	<b>-</b>	<b>-</b>
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	<b>18,339</b>	<b>18,339</b>	<b>1,097,322</b>	<b>51,029</b>	<b>51,029</b>
<b><u>NON-OPERATING</u></b>					
TRANSFERS IN	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
CAPITAL OUTLAY	-	-	8,546,460	45,123	45,123
TRANSFERS OUT	-	-	-	-	-
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>8,546,460</b>	<b>45,123</b>	<b>45,123</b>
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	<b>-</b>	<b>-</b>	<b>(8,546,460)</b>	<b>(45,123)</b>	<b>(45,123)</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>18,339</b>	<b>18,339</b>	<b>(7,449,138)</b>	<b>5,907</b>	<b>5,907</b>

**Notes:**

- No activity of significance.

TYPE	REVENUE/EXPENDITURE			PRIOR YEAR	
	THIS MONTH	YEAR TO DATE	ANNUAL BUDGET	THIS MONTH	YEAR TO DATE
<b>DISTRICT-WIDE</b>					
<b>REVENUES</b>					
TAX RECEIPTS	32,839	32,839	9,870,677	31,017	31,017
DAILY FEES	71,938	71,938	1,152,805	58,491	58,491
NON-RESIDENT MEMBERSHIPS	-	-	-	-	-
RESIDENT MEMBERSHIPS	112,293	112,293	1,303,904	105,502	105,502
RENTALS	92,584	92,584	1,171,359	107,934	107,934
MERCHANDISING	5,124	5,124	86,479	5,325	5,325
INVESTMENT INCOME	25,659	24,891	125,900	11,123	11,123
OTHER INCOME	37,031	37,031	1,388,653	80,696	80,696
PROGRAM FEES	1,894,263	1,894,263	4,811,123	1,937,032	1,937,032
TOTAL OPERATING REVENUES	2,271,730	2,270,962	19,910,900	2,337,119	2,337,119
<b>EXPENDITURES</b>					
SALARIES & WAGES	244,174	244,174	7,089,621	236,533	236,533
CONTRACTUAL SERVICES	221,403	221,403	3,347,142	242,863	242,863
INSURANCE	143,521	143,521	1,819,059	31,770	31,770
MATERIALS & SUPPLIES	13,757	13,757	550,132	17,375	17,375
MAINTENANCE & LANDSCAPING	11,374	11,374	519,565	5,237	5,237
UTILITIES	5,989	5,989	739,727	5,078	5,078
PENSION CONTRIBUTIONS	92,147	92,147	1,570,759	87,007	87,007
COST OF GOODS SOLD	1,295	1,295	33,300	7,426	7,426
PROGRAM EXPENSES	118,744	118,744	2,663,060	118,003	118,003
TOTAL OPERATING EXPENDITURES	852,403	852,403	18,332,365	751,292	751,292
<b>TOTAL OPERATING SURPLUS (DEFICIT)</b>	1,419,327	1,418,559	1,578,535	1,585,827	1,585,827
BOND/DEBT PROCEEDS	9,078,524	9,078,524	8,955,000	-	-
TRANSFERS IN	-	-	855,894	-	-
TOTAL NON-OPERATING REVENUES	9,078,524	9,078,524	9,810,894	-	-
DEBT RETIREMENT	257,796	257,796	1,687,425	-	-
CAPITAL OUTLAY	1,329	1,329	8,681,360	45,123	45,123
TRANSFERS OUT	-	-	-	-	-
TOTAL NON-OPERATING EXPENSES	259,125	259,125	10,368,785	45,123	45,123
<b>TOTAL NON-OPERATING SURPLUS (DEFICIT)</b>	8,819,398	8,819,399	(557,891)	(45,123)	(45,123)
<b>TOTAL SURPLUS (DEFICIT)</b>	10,238,725	10,237,957	1,020,644	1,540,704	1,540,704

**Notes:**

- First month of fiscal year makes it challenging to draw any concrete conclusions on progress for this fiscal year. There were minimal changes relative to the prior fiscal year. Statements should be comparable.
- Decrease in other income relates to the one-time donation received for the Dorothy Beitler Dog Park
- Revenue is flat with the exception of grant revenue in the capital projects fund specific to the prior fiscal year.
- Insurance has increased substantially from the prior year. This increase is reflective of timing issues relative to health insurance.
- Decrease in operations reflective of the grant revenue received in the prior fiscal year and timing differences relative to health insurance.



## MEMORANDUM

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**To:** Board of Commissioners  
**From:** Elliott F. Becker, Finance Director  
**C.:** Liza J. McElroy, Executive Director  
**Date:** May 29, 2013  
**Re:** Ordinance 13-05: Declaration of surplus personal property and authorization for conveyance or sale.

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### **Background/Analysis**

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

### **Recommendation**

Approve Ordinance 13-05 authorizing the Park District of Highland Park to dispose of surplus property as indicated in Addendum 1 of the Ordinance.

**PARK DISTRICT OF HIGHLAND PARK  
ORDINANCE #13-05**

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

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

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

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

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

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

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

Sell the Property to the highest bidder.

or

Trade-In the Property

or

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

or

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

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

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

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

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

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

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Ayes: \_\_\_\_\_  
\_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Park Commissioners  
Park District of Highland Park

ATTEST:

Secretary, Board of Park Commissioners  
Park District of Highland Park

STATE OF ILLINOIS     )  
  )  
COUNTY OF LAKE        )     SS.

SECRETARY'S CERTIFICATE

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

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

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

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Park District, held at West Ridge Center, Highland Park, Illinois, in said District at 6:00 p.m. on the 29th day of May, 2013.

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

**IN WITNESS WHEREOF**, I hereunto affix my official signature and the seal of the Park District of Highland Park, Illinois this 29th day of May, 2013.

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

(SEAL)

**PARK DISTRICT OF HIGHLAND PARK  
ORDINANCE 13-05  
SURPLUS PROPERTY ORDINANCE  
ADDENDUM 1  
LIST OF SURPLUS PROPERTY**

Description	ID #	Resale Value (ea)
2001 DODGE 1-TON DUMP 4X4 W/PLOW	3B6MF36591M281397	\$ 4,000.00
1993 GMC TOPKICK 2.5 TON DUMP TRUCK	1GDP7H1J9PJ508273	\$ 6,000.00
2001 FORD VAN 15-PASSENGER	1FBSS31LX11HB61427	\$ 7,000.00
2000 GMC B350 CARGO VAN	1GTHG35RY1231330	\$ 2,800.00
2001 FORD F-450 XL 1-TON DUMP 4X4 W/PLOW	1FDXF47F11ED00645	\$ 4,000.00
2005 FORD Expedition SUV	1FMPU16575LBO4210	\$ 8,000.00
2010 EXMARK Z XP MOWER	730109	\$ 2,000.00
2010 EXMARK Z XP MOWER	730113	\$ 2,000.00
2010 EXMARK Z XP MOWER	730115	\$ 2,000.00
2010 EXMARK Z XP MOWER	730119	\$ 2,000.00
2005 EXMARK Z XP MOWER	543631	\$ 1,500.00
LG 42LB1DR UA 46" Flat Screen TV - NOT OPERABLE	611MXHB2C913	\$ -
Desk chair, black	N/A	\$ 5.00
(2) Desk chair, split-back	N/A	\$ 5.00
MAI Basic Four CPU/Keyboard/Monitor Set	N/A	\$ -
Shredmate Shredder	N/A	\$ 10.00
Sharp ER-A430 Cash Register	N/A	\$ 5.00
HON legal 2-drawer file charcoal	N/A	\$ 10.00
HON legal 2-drawer file beige	N/A	\$ 10.00
HON legal 3-drawer file beige	N/A	\$ 15.00
Security Labs quad distribution system monitor	N/A	\$ -
Corner table brown	N/A	\$ -
SEARS columnar floor fan	N/A	\$ -
MAJOR Safe	N/A	\$ 10.00
Dot Matrix Printer free-standing	N/A	\$ -
Computer table 2-pedestal brown	N/A	\$ -
(20) Legacy Lockers - 6 feet	N/A	\$ 200.00
(5) Legacy Lockers - 5 feet	N/A	\$ 200.00

# EXECUTIVE DIRECTOR'S MONTHLY

## MAY 24, 2013

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### UPCOMING MEETINGS AND DATES

- Wednesday, May 29, 2013 / 6:00 p.m. / West Ridge Center / Regular Meeting
- Tuesday, June 11, 2013 / 6:00 p.m. / West Ridge Center / Workshop Meeting

### FACILITIES

#### ▪ DEER CREEK

##### DCC -Total Registration Numbers - Adult Group Lessons

	<u>2012</u>	<u>2013</u>
Spring	215	216

##### DCC -Total Registration Numbers - Junior Group Lessons

	<u>2012</u>	<u>2013</u>
Spring	417	488

##### DDC -Total Registration Numbers - Spring Break Camp

	<u>2012</u>	<u>2013</u>
Spring	144	48

##### DCC -Total Spring Registration **776** **752**

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**Total Deer Creek Memberships** 577 648

#### News & Events:

- Registration continues for the Tennis Camp with the option of: Tennis Plus, Elite Camp; Little Swingers Golf & Tennis Academy.
- Juniors Match Play on Fridays & Hunger Games were a success.
- Friday Night Live has been a success with a minimum of 3 courts reserved weekly.
- Upcoming for Fall: Women's Travel Team 12noon-2pm on Fridays.
- Renovation begins in June: New front entrance, lobby, viewing area, court curtains, foundation cracks repaired and lobby fireplace.

### CENTENNIAL ICE ARENA

#### Skating School Spring Early Enrollment

	<b>2011</b>	<b>2012</b>	<b>2013</b>
Adults	9	27	21
Adult/Child	9	9	6
Preschool	114	137	70
Youth	166	143	120
Hockey	153	115	93
<b>TOTAL</b>	<b>451</b>	<b>431</b>	<b>310</b>

## Gymnastics Spring Early Enrollment

	2011	2012	2013
Adult/Child	127	128	96
Preschool	148	118	177
Youth	144	149	206
<b>TOTAL</b>	<b>419</b>	<b>395</b>	<b>479</b>

	2011	2012	2013
<b>Ice Show Enrollment</b>	<b>289</b>	<b>276</b>	<b>238</b>

### News & Events:

- "Bright Light City" Annual Ice show was held May 17-19, show times were Friday, 7:00pm; Saturday, 1:00pm & 7:00pm; Sunday, 1:00pm.
- Ice is done June 1 and will be removed beginning June 2.
- "Hit the Road Jack" Gymnastics show will be held on Sunday, June 9 and show times are 10:30am and 2:30pm.

## ▪ HIDDEN CREEK AQUAPARK

Membership Information	2011 (25%*)	2012 (15%*)	2013 (15%*)
Early Bird Discount*	463	388	320

### News & Events:

- Hidden Creek AquaPark maintenance is taking place daily in preparation for the opening of the pool on May 25.
- The Hidden Creek AquaPark pool shell is painted, and Kiddie Play is being painted.
- Lifeguard and staff training began May 4 and will continue through June 7.
- Opening Day is Saturday, May 25
- "Soak It Up", our annual season opening event, will be held on Sunday, June 9, 11:00am-2:00pm. A discounted rate of \$5.00 per person will be offered for the daily entrance fee, and season passes are valid.
- 48 new lounge chairs were purchased and are set up on deck.
- 6 new lane lines have been purchased.

### Marketing & Promotions:

- May - First Hidden Creek AquaPark e-newsletter for the season will go out to patrons
- May - "Make it Better" Full page ad
- June - Groupon daily fee coupon sale

## ▪ SUNSET VALLEY GOLF COURSE

Total Rounds comparison 2011 to 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
April	1,481	1,678	1,489
May	2,748	4,399	
June	4,952	5,796	
July	5,121	5,304	
August	5,483	5,559	

September	3,805	4,063	
October	2,319	2,061	
November	849	1,144	
December	672	694	
January	531	468	
February	596	0	
March	2,300	467	
Total	30,857	31,633	1,489

Round breakdown for pass holder rounds

	<u>2011</u>	<u>2012</u>	<u>2013</u>
April	660	724	596
May	1,233	1,498	
June	1,818	1,843	
July	1,706	1,520	
August	2,027	1,941	
September	1,675	1,514	
October	1,065	843	
November	445	516	
December	0	0	
January	0	0	
February	0	0	
March	429	106	
Total	11,058	10,505	596

Round breakdown for greens fee players

	<u>2011</u>	<u>2012</u>	<u>2013</u>
April	821	954	893
May	1,515	2,901	
June	3,134	3,953	
July	3,415	3,784	
August	3,456	3,618	
September	2,130	2,549	
October	1,254	1,218	
November	404	628	
December	672	694	
January	531	468	
February	596	0	
March	1,871	360	
Total	19,799	21,127	893

## News & Events:

- Staff has completed monthly newsletter.
- Staff is working on Park District Fall Brochure.
- Rain patterns for April have kept many golfers away for the start of the season.
- Sunset Valley hosted the third Wine and Paint program in April.
- Staff is being hired for the season.

## RECREATION CENTER OF HIGHLAND PARK

### MEMBERSHIPS

	2013	2012	Difference
Annual	1,372	1,228	144
Non Annual	56	58	-2
North Shore Health Grants	69	60	9
<b>TOTAL MEMBERSHIPS</b>	<b>1,497</b>	<b>1,346</b>	151

### NEW MEMBERSHIPS

	2013	2012	Difference
<b>New Annual Memberships</b>	<b>31</b>	<b>18</b>	13

### ACTIVE MEMBERS

	2013	2012	Difference
Annual	2,371	2,226	145
Non Annual	56	58	-2
North Shore Health Grants	102	112	-10
<b>TOTAL MEMBERS</b>	<b>2,529</b>	<b>2,396</b>	133

### KID FIT

	2013	2012	Difference
Kid-Fit Memberships	53	20	33
Kid-Fit Members	142	47	95

### MEMBER USAGE

	2013	2012	Difference
Membership Usage Fitness	11,500	10,048	1,452
Membership Usage Aquatics	2,113	1,739	374
Kid Fit Usage	828	745	83
Personal Training Usage	758	579	179
Group Exercise Usage/Class	14.3	11.43	3
Water Aerobics Usage/Class	13	11	2

### PERSONAL TRAINING

	2013	2012	Difference
Fitness	109	66	43
Private Swim Lessons	180	162	18
Master Swim Training	9	3	6

<b>PROGRAMS/RENTALS</b>	<b>2013</b>	<b>2012</b>	<b>Difference</b>
Learn to Swim	196	171	25
Rental Bookings	186	185	1

## ■ **HELLER**

### **Heller Nature Center April Adult, Family and Custom Programs**

	<b>April 2012</b>	<b>April 2013</b>
<b>Number of Programs</b>	12	11
<b>Number of Participants</b>	213	151

### **Heller Nature Center April School Programs**

	<b>April 2012</b>	<b>April 2013</b>
<b>In-District Schools</b>	8	5
<b>Out-of-District Schools</b>	8	3
<b>TOTAL</b>	16	8

### **Heller Nature Center Spring Early Childhood Programs**

	<b>Spring 2012</b>	<b>Spring 2013</b>
<b>Number of Classes</b>	9	8
<b>Number of Participants</b>	86	68

- Heller Nature Center participated in the Earth Day celebration at the Whole Foods Market in Deerfield on April 21.
- Staff and volunteers have been busy completing a variety of tasks at Heller's beehives in preparation for summer.
- Heller's Annual Earth Day Volunteer Workday was held on April 20. With 46 people in attendance, staff and volunteers were able to prepare the site of our new nature play space.
- Leah Holloway made a presentation on honeybees at the Environmental Education Association of Illinois Annual Conference in DeKalb, IL.

## ■ **PLANNING & PROJECTS DEPARTMENT**

- Playground replacement has begun at Mooney and Olson Parks.
- The Ravine Drive Building Demolition Permit request was reviewed by the CHP Historic Preservation Commission. An appearance will have to be made again in June for final determination.
- All facility fire suppression sprinkler system testing was completed in April.
- The final facility access security reports have been received and are under review.
- GreenPrint master planning progress included stakeholder meetings, a community input meeting and program assessments.

## ■ **PARK AVENUE**

	<u>End of last season:</u>	<u>Current:</u>
Total Storage Applications & Users	119	63
Total Parking decals	153	55

## **News & Events**

- The Parks Department repainted non-parking lanes. CPO will begin giving tickets Memorial Day weekend.
- NSYC moved their operations over to the North Beach storage compound the past two weekends.
- The Half Day Road Fire Tower Lot is filled to capacity with 14 motorized boaters.
- North Compound, Tiers & Cable storage options still have rental space available.

## ■ **GENERAL**

- The Highland Park Strings presented their final concert of the season this past Sunday at the Highland Park High School. Created and led by Larry Block, the Strings will be celebrating their 35<sup>th</sup> anniversary next year!
- The First Annual HP Hustle was a success. Fourteen people were registered. Teams completed obstacles such as walking on stilts while kicking a soccer ball, flipping a tire up the sled hill at Danny Cunniff, and completing mind teaser puzzles. This was a great family event, and we hope to see it grow!
- The 2013 Dance Recital was on Saturday, May 4. The theme was iDance. 368 tickets were sold this year as compared to 406 in 2012.
- West Ridge Center is continuing to receive summer registration for the 2013 season. In 2012, there were 38 children enrolled in our early childhood programming. There are 58 participants registered for the 2013 early childhood summer programming, an increase of 20 participants.
- Planning for 2013 Camp Season is coming to an end. This year the focus is on team building and safety in our trainings to ensure our staff has all of the tools possible for a great camp season.

## ■ ATHLETICS

<u>Program</u>	<u>2012</u>	<u>2013</u>	<u>Difference</u>
All Star Sports	17	0	-17
After School Sports	37	41	4
Boys Travel Baseball	95	95	0
Triple A Baseball	98	76	-22
Majors	51	53	2
Pony	26	12	-14
Jr. High Volleyball Clinic	0	9	9
Girls Spring Lacrosse	35	28	-7
Girls Spring/Summer Softball House League	43	51	8
Spring Training Baseball Clinic	4	5	1
Men's Softball League	17	19	2
NOVA High School Softball League	0	8	8
Spring Basketball League	45	58	13
Non Football Contact Clinic	12	7	-5
Total	480	462	-18

## News & Events

- Triple A baseball House League is down two teams. The 10u travel team was moved up to the Majors (5<sup>th</sup>/6<sup>th</sup>) House League to offer them a more competitive experience.
- Pony House League is down 1 team this season, which may be due to the continued popularity of Lacrosse and Spring Basketball Leagues.
- Jr. High Volleyball Clinic and NOVA Prep Softball league are two brand new programs offered this spring.
- Girls Softball participation is up. This could be due to the free clinics offered in March and joining the Northbrook Softball House League.
- Spring Basketball registration is up possibly due to the increase in popularity in Basketball from the past winter season.

## ■ PARKS

- Installed additional drainage in the Debbie Gottlieb Beitler Dog Park.
- Twenty-one Arbor Day Trees were sold last month.
- The Parks and Natural Areas staff planted approximately 175 new trees in various parks during April and on Arbor Day.
- Four baseball fields were initially prepared by the parks staff and grading finish was completed by a contractor.
- Repairing lights at Hidden Creek AquaPark
- Working on prepping baseball/softball fields. Painting and set up of soccer/lacrosse fields.
- Staff is busy with seasonal maintenance and repairs, and initiating camp preparations.
- Preparing Rosewood Beach for the annual high school graduation bonfire.

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## ▪ **GOLF MAINTENANCE**

- New staff are in training phase. Two crew members added, with no golf experience.
- Spring flush of turf growth is peaking following the flood and then warm temperatures.
- New amenities for the tees are being put out including new ball washers, trash receptacles and spike brushes.
- EAB (Emerald Ash Borer) has left many more trees dead along the course fence lines. An additional 50 trees will have to come down by next fall.
- Course conditioning is transitioning into summer maintenance programs, after a slow spring clean up and preparation.
- Five news articles concerning Sunset Valley during the last month included the topics of Emerald Ash Borer, flooding, safety programs and golf course choices.

# RESOLUTION 13-7 RECOGNIZING DAVE FAIRMAN

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Dave Fairman, a past Park Board Commissioner, Park District Treasurer, environmental advocate, and avid open water swimmer volunteered to chair the Rosewood Beach Task Force; and

**WHEREAS**, Dave Fairman led fifteen Task Force meetings, applying his financial background, leadership skills, community insight, and love for the lake guide the creation of a community inspired Rosewood Beach improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Dave Fairman for his strong leadership and due diligence in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Dave Fairman. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-8 RECOGNIZING BEN KUTSCHEID

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Ben Kutscheid, a registered landscape architect, past member of the Design Review Commission, and former Park Commissioner, volunteered to donate his time, energy, and environmental interests to serve on the Rosewood Beach Task Force; and

**WHEREAS**, Ben Kutscheid participated in fifteen Task Force meetings, applying his knowledge and insight to the development of the project, and worked collegiately with other members of the Task Force in creating an aesthetically appealing and environmentally conscientious improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was unanimously approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Ben Kutscheid for his due diligence and leadership in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Ben Kutscheid. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-9 RECOGNIZING JEFF ORLOVE

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Jeff Orlove, a long-time Highland Park resident, retired architect, and former member of the Plan Commission and the Environmental Commission volunteered to donate his time, energy, experience, and environmental interests to serve on the Rosewood Beach Task Force; and

**WHEREAS**, Jeff Orlove participated in fifteen Task Force meetings, applying his knowledge and insight to the development of the project, and worked collegiately with other members of the Task Force in creating an aesthetically appealing and environmentally conscientious improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Jeff Orlove for his due diligence and leadership in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Jeff Orlove. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-10 RECOGNIZING BARNETT RUTTENBERG

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Barnett Ruttenberg, a long-time Ravinia resident, attorney, avid sailor, and past Commodore of the North Shore Yacht Club volunteered to donate his time, energy, and environmental interests to serve on the Rosewood Beach Task Force; and

**WHEREAS**, Barnett Ruttenberg participated in fifteen Task Force meetings, applying his knowledge and insight to the development of the project, and worked collegiately with other members of the Task Force in creating an aesthetically appealing and environmentally conscientious improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was unanimously approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Barnett Ruttenberg for his due diligence and leadership in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Barnett Ruttenberg. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-11 RECOGNIZING STEVE SIDER

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Steve Sider, a long-time Braeside resident, licensed architect, and avid beach user volunteered to donate his time, energy, and love of beaches and boardwalks to serve on the Rosewood Beach Task Force; and

**WHEREAS**, Steve Sider participated in fifteen Task Force meetings, applying his knowledge and insight to the development of the project, and worked collegiately with other members of the Task Force in creating an aesthetically appealing and environmentally conscientious improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was unanimously approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Steve Sider for his due diligence and leadership in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Steve Sider. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-12 RECOGNIZING EVE TARM

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Eve Tarm, a long-time Ravinia resident and North Shore realtor volunteered to donate her time, energy, and environmental interests to serve on the Rosewood Beach Task Force; and

**WHEREAS**, Eve Tarm participated in fifteen Task Force meetings, applying her knowledge and insight to the development of the project, and worked collegiately with other members of the Task Force in creating an aesthetically appealing and environmentally conscientious improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Eve Tarm for her due diligence and leadership in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Eve Tarm. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-13 RECOGNIZING EDMOND ZISOOK

**WHEREAS**, the Park District of Highland Park holds as its mandate and mission both enriching community life through healthy leisure pursuits and inspiring environmental stewardship and education; and

**WHEREAS**, the Park District of Highland Park owns and operates Rosewood Beach, the community's only swimming beach, which residents indicated recreational improvements a top priority; and

**WHEREAS**, in addressing the facility needs at Rosewood Beach, the Park District assembled a volunteer Task Force on July 11, 2011 whose charge was to gather input from the community, select an architect, and work with the architect to create a conceptual design identifying form and function of the recreational facilities at Rosewood Beach; and

**WHEREAS**, Edmond Zisook, a long-time Ravinia resident, former Park Commissioner, retired architect, and past member of the Plan Commission volunteered to donate his time, energy, and interest in the preservation of Rosewood Beach for future generations to serve on the Rosewood Beach Task Force; and

**WHEREAS**, Edmond Zisook participated in fifteen Task Force meetings, applying his knowledge and insight to the development of the project, and worked collegiately with other members of the Task Force in creating an aesthetically appealing and environmentally conscientious improvement plan that included the construction of restrooms, concessions, interpretive center, lifeguard station, and boardwalk; and

**WHEREAS**, the Rosewood Beach Task Force recommendation was unanimously approved by the Park Board in June 2012, subsequent city commissions, and the community; and

**WHEREAS**, the Park District of Highland Park recognizes and honors Edmond Zisook for his due diligence and leadership in designing a plan for Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Edmond Zisook. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*

# RESOLUTION 13-14 RECOGNIZING ELAINE WAXMAN

**WHEREAS**, the Park District of Highland Park is an independent governmental body governed by five elected commissioners; and

**WHEREAS**, Elaine Waxman was elected to serve as a Park Commissioner for the Park District of Highland Park in May 2007 after building a successful business on the North Shore, raising her family in Highland Park, and upon retirement, deciding to give back to the community that has given her so much; and

**WHEREAS**, during her tenure on the Park Board, Elaine Waxman served as both President and Vice President, represented the Park Board on the Heller Nature Center and Recreation Center of Highland Park Advisory Committees, and served as an ex officio member of the Rosewood Beach Task Force; and

**WHEREAS**, Elaine Waxman's knowledge and sensitivity to the wants and needs of the community contributed to the development of the Park District's Strategic Plan, five year capital plan, and the launch of the GreenPrint 2024 master planning process; and

**WHEREAS**, Elaine Waxman has been a tireless supporter and advocate of the District's recreation and fitness programs, parks, and natural areas, as well as the numerous special events she has attended; and

**WHEREAS**, Elaine Waxman's commitment to the lakefront contributed to the development of the Lakefront Plan and the approval of major improvements at Rosewood Beach that will allow residents, both today and in the future, to more fully enjoy, study, appreciate, and respect the wonder and beauty of Highland Park's greatest natural resource, the Great Lake Michigan; and

**WHEREAS**, Elaine Waxman's six year term will expire in May 2013, the Board of Park Commissioners of the Park District of Highland Park recognizes the valuable contributions of Commissioner Waxman and expresses sincere gratitude for her steadfast service to the community demonstrated by her high standards for programming, facilities, services, and fiscal responsibility;

**NOW, THEREFORE, BE IT RESOLVED** that the Secretary is directed to have this resolution made a permanent record of this meeting as a public recognition of the contributions of Elaine Waxman. We affix our signatures as a memento of our appreciation.

*Dated this 29th day of May, 2013 in Highland Park, Illinois*

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Scott Meyers, President  
*Board of Park Commissioners  
Park District of Highland Park*

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Liza McElroy  
*Executive Director  
Park District of Highland Park*