

# **NOTICE OF WORKSHOP MEETING**

**Tuesday, August 11, 2020**

**6:00 p.m.**

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

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## **WORKSHOP MEETING AGENDA**

The Governor has issued a disaster declaration related to public health concerns because of COVID-19, and all or part of the jurisdiction the Park District of Highland Park is covered by the disaster area. The President of the Board of Park Commissioners has determined that an in-person meeting conducted under this Act is not practical or prudent because of said disaster. Likewise, in compliance with the capacity limitations caused by the disaster, public attendance at the meeting is not feasible. Therefore, the Board of Park Commissioners have made alternative arrangements in the manner described below to allow any interested member of the public access to contemporaneously hear all discussion, testimony, and roll call votes.

**Members of the public may view a live stream of the Workshop Meeting by clicking the Tuesday, August 11 Meeting Video link found at <https://www.pdhp.org/park-board/meetings/>**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ADDITIONS TO THE AGENDA**
- IV. PUBLIC COMMENT FOR ITEMS ON AGENDA**  
For public comment, members of the public should email Brian Romes, Executive Director, at [bromes@pdhp.org](mailto:bromes@pdhp.org). Emails should be sent between Friday, August 7 at 5:00 p.m. until 5:45 p.m. on Tuesday, August 11 and should have "Public Comment for August 11" in the subject line of the email. Comments will be read aloud during the meeting.
- V. SUNSET VALLEY GOLF CLUB YOUTH GOLF DEVELOPMENT & SHORT GAME AREA PROJECT UPDATE**
- VI. THE PRESERVE OF HIGHLAND PARK PRE-CONSTRUCTION UPDATE**
- VII. MORAINÉ PARK PATH IMPROVEMENT UPDATE**
- VIII. APPROVAL OF THE CARES ACT REIMBURSEMENT FROM LAKE COUNTY INTERGOVERNMENTAL AGREEMENT**
- IX. COVID-19 EMERGENCY OPERATIONS PLANNING UPDATE**
- X. REVIEW OF VOUCHERS**

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**XI. CLOSED SESSION PURSUANT TO THE FOLLOWING SECTIONS OF THE OPEN MEETINGS ACT:** Section 2(c)1 – the appointment, employment, compensation, discipline of the District including legal counsel for the District; Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired; Section 2(c)6 – the setting of a price for sale or lease of property owned by the District; Section 2(c)8 – security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; Section 2(c) 11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent; Section 2(c) 21 – the discussion of minutes lawfully closed under the Act, whether for the purposes of approval of said minutes or for conducting the semi-annual review of the minutes as set forth in section 2.06 of the Act.; Section 2(c) 29 - for discussions between internal or external auditors and the Board. Possible action by the Board on items discussed in closed session.

**XII. ACTION FROM CLOSED SESSION IF ANY**

**XIII. ADJOURNMENT**

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



# Memorandum

**To:** Park Board of Commissioners

**From:** Ryan Ochs, General Manager/Superintendent of Golf Operations Sunset Valley Golf Club; Brian Romes, Executive Director

**Date:** August 11, 2020

**Subject:** **Sunset Valley Golf Club Youth Golf Development and Short Game Area Project Update**

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## **Background**

The Parks Foundation of Highland Park, with significant contribution from Illinois Golf Hall of Famer Joel Hirsch, has been raising funds for a new state-of-the-art Youth Golf Development and Short Game Area at Sunset Valley Golf Club. This facility is designed to engage younger and newer golfers, as well as entice more seasoned golfers who wish to concentrate on their short game. This area will also be used by the Highland Park High School golf teams to warm up before they begin their matches. Golfers will be able to access the new “Youth Golf Development and Short Game Area” very easily as it will be adjacent to the south parking lot at Sunset Valley Golf Club. Staff contracted Rick Jacobson to design and develop the short game area. The project officially kicked off on July 6.

## **Financial Impact**

This project is solely funded by donations received by the Parks Foundation of Highland Park, and a grant from the Wadsworth Foundation. The estimated overall budget for the project is \$200,000. Current construction and architecture fees are \$141,578. The Parks Foundation has received approximately \$178,500 in donations and grant funds for the Sunset Valley Youth Golf Development and Short Game Area. The Parks Foundation continues to accept donations for the necessary construction funding. Staff is planning a golf outing/fundraiser grand opening celebration in May of 2021.

### Revenues

|              | <u>Budget</u>    | <u>YTD</u>          | <u>Projected</u> |
|--------------|------------------|---------------------|------------------|
| Donations    | \$150,000        | \$129,583.64        | \$150,000 +      |
| Grants       | \$50,000         | \$50,000            | \$50,000         |
| <b>Total</b> | <b>\$200,000</b> | <b>\$179,583.64</b> | <b>\$200,000</b> |

### Expenses

|                     | <u>Budget</u>    | <u>YTD</u>      | <u>Projected</u> |
|---------------------|------------------|-----------------|------------------|
| Architectural Fees  | \$18,000         | \$12,900        | \$18,000         |
| Construction        | \$135,000.00     | 0               | \$130,000        |
| Synthetic Turf      | \$15,000.00      | 0               | \$14,804         |
| Brick Paver Pathway | \$25,000         | 0               | \$25,000         |
| Contingency         | \$7,000          | 0               | \$12,196         |
| <b>Total</b>        | <b>\$200,000</b> | <b>\$12,900</b> | <b>\$200,000</b> |

### Project Timeline

- July 6 – Project Start
- August 4 – Construction Complete and Grow – In Begins
- September – Bidding for Brick Paver Pathway
- April/May 2021 – Installation of Brick Paver Pathway and Synthetic Turf Installation
- Late Spring 2021 – Sunset Valley Youth Golf and Short Game Area Opened

Staff will provide a project update on the progress of the Sunset Valley Youth Golf Development and Short Game Area.



# Memorandum

**To:** Park Board of Commissioners

**From:** Rebecca Grill, Natural Areas Manager; Dan Voss, Director of Parks; Jeff Smith, Director of Planning and Projects; Brian Romes, Executive Director

**Date:** August 11, 2020

**Subject:** **The Preserve of Highland Park Pre-Construction Update**

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## Summary

The Park District of Highland Park Board approved the OSLAD grant agreement on May 26, 2020. The agreement was forwarded to IDNR for the final signature on May 27. We have not received the executed grant agreement. Staff remains in touch with the IDNR grant manager who has kept us informed of progress in escalating the request for signature, for our project and many others across the State.

Meantime, the bid documents are in the final stages of review. Staff has explored additional path work that would enhance the final product and has included those items as alternates in the bid document. These alternates could be added if overall bid results are favorable.

Permitting is in progress. Watershed Development Ordinance (WDO) permitting was submitted to SMC on June 12. Drainage and Grading plans were submitted for review by the City of Highland Park on June 16. Staff has responded to requests for information from both agencies.

Hey and Associates has prepared a proposal for construction phase services for approval at a future Board meeting. The core of this proposal is for engineering support and review for technical aspects of the project (Gateway Path/Overlook, North Pond Overlook, and certain portions of the Connector trail). An option has been added for on-call services, at the Park District's discretion, for additional engineering support and review. If bid results allow, staff anticipates using these discretionary hours for assistance with the shoreline grading project.

## Financial Impact

Regarding the Construction Phase Services Proposal, the breakdown of fees is as follows:

|  |                     |
|--|---------------------|
| Core (Budgeted) Construction Phase Services: | \$ 21,614.00        |
| Discretionary Task 5 (On Call Services):     | \$ <u>20,636.00</u> |
| Total Construction Phase Services Proposal:  | \$ 42,250.00        |

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

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

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# Memorandum

**To:** Park Board of Commissioners  
**From:** Jeff Smith, Director of Planning and Projects; Brian Romes, Executive Director  
**Date:** August 11, 2020  
**Subject:** **Moraine Park Path Improvement Update**

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## **Summary**

Record-setting, heavy rainfall in spring 2019 caused portions of the path leading to Moraine Dog Beach to fail. For the safety of dog beach pass holders, and the community at large, the path, and access to Moraine Dog Beach are closed.

Since that time, staff have investigated numerous approaches to repairing and reopening the path and Dog Beach. Civil engineering firm Daniel Creaney Company was hired to develop preliminary site improvement plans. As part of this process, the firm conducted a geotechnical investigation, a topographic survey, and investigated construction access. Four preliminary repair options were developed. Staff worked with Daniel Creaney Company to investigate each option and determine the most appropriate solution.

Staff, along with a representative from Daniel Creaney Company, will present on the recommended approach. The attached proposal includes preparation of construction documents, the cost of permit applications, bidding assistance, and construction coordination/observation. Proceeding with this work at this time would allow construction to occur in summer 2021 and for the Moraine Dog Beach to reopen fall 2021.

## **Financial Impact**

|  |                  |
|--|------------------|
| <b>Total Project Funds in 2020 Capital Budget</b>        | <b>\$500,000</b> |
| Cost Incurred to Date                                    | \$22,400         |
| Construction Document/Construction Coordination Proposal | \$35,300         |
| Estimated Construction Cost                              | <u>\$365,000</u> |
| <b>Total Estimated Project Cost</b>                      | <b>\$422,700</b> |

## **Recommendation**

At the August 25 Regular Board Meeting, staff will recommend the Park Board of Commissioners authorize the Executive Director to enter into an agreement with Daniel Creaney Company for Moraine Park Pedestrian Path Engineering Services in an amount not to exceed \$35,300.



July 21, 2020

**Revised July 28, 2020**

Mr. Jeff Smith, Assistant Director of Parks, Properties and Planning  
PARK DISTRICT OF HIGHLAND PARK  
636 Ridge Road, Highland Park, IL 60035

RE **PROPOSAL FOR ENGINEERING SERVICES**  
**MORaine PARK – PEDESTRIAN PATH**  
**HIGHLAND PARK, ILLINOIS**

Dear Mr. Smith:

We are pleased to submit the following proposal for engineering services for the design of the pedestrian path repairs, boardwalk improvements, and backfilling of existing steel wall along ravine at Moraine Park in Highland Park, Illinois (hereafter PROJECT). For the purpose of this proposal, Highland Park Park District shall be identified as the CLIENT and Daniel Creaney Company as the ENGINEER.

**1. TOPOGRAPHIC SURVEY**

ENGINEER shall use the topographic survey previously prepared by the ENGINEER, and the additional supplemental table land topography information collected by the ENGINEER.

**2. SITE IMPROVEMENT PLANS**

The services required for the Site Improvement Plan will result in the preparation of plans, specifications and permit applications to the City of Highland Park. The services and documents provided by the ENGINEER shall be for the pedestrian path and boardwalk improvements (+/- 115 l.f.) as follows:

**1. General Layout**

This plan shall show the overall layout and proposed construction access point from the parking lot. This layout and access route shall be based upon the County's aerial topography.

**2. Existing Condition & Demolition Plan**

This plan shall show detail the limits and materials to be removed and the existing conditions along the pathway to be repaired or replaced with a boardwalk.

*Celebrating Over 40 Years of Service*

450 Skokie Boulevard, Suite 105  
847-480-5757

• Northbrook, IL 60062-7909  
• [www.dcreaneyco.com](http://www.dcreaneyco.com)

July 28, 2020

3. Grading and Drainage Plan

This plan shall show the original contours and elevations of the existing development area and the proposed grading improvements along the existing path and boardwalk.

4. General Notes and Details

Construction notes, details, and structural detail shall be shown to further clarify the Proposed improvements and their appurtenances.

3. PERMIT APPLICATIONS AND REVIEWS

ENGINEER shall assist the CLIENT in the preparation and submittal of applications and engineering information for a permit application to the City of Highland Park. ENGINEER shall address the City's review comments and re-submit for approval.

4. CONSTRUCTION STAKING (IF REQUESTED)

The ENGINEER shall provide construction layout services to assist the contractor with the grading of the pedestrian path and the location and elevation of the boardwalk.

5. SITE VISITS

ENGINEER shall visit the site during the construction as requested by the CLIENT in writing to help interpret the construction plans and to assist the CLIENT in the coordination of the project. Daniel Creaney Company shall not have control over, be in charge of, or be responsible for the construction means, methods, techniques, sequences, or procedures, or for the safety precautions and programs in connection with the work since these items are solely the responsibility of the contractor.

ENGINEER shall not be responsible for the contractor's schedule or failure to carry out the work in accordance with the contract documents, and ENGINEER shall not have control or be in charge of acts or omissions of the contractor, subcontractors or their agents or employees.

6. MEETINGS

Meetings as requested by the CLIENT shall be attended by ENGINEER, and shall be provided on an hourly basis.

7. BIDDING

The ENGINEER will assist the OWNER with bidding and prepare a bid tabulation.

**8. FEES**

ENGINEER shall provide the above services for the following approximate hourly fees as noted:

|   |          |                            |
|---|----------|----------------------------|
| SUPPLEMENTAL TOPOGRAPHY                                 | LUMP SUM | \$2,500.00                 |
| SITE IMPROVEMENT PLANS, PERMIT APPLICATIONS AND REVIEWS | HOURLY   | \$15,000.00(not to exceed) |
| CONST. STAKING  | HOURLY   | \$4,000.00(not to exceed)  |
| ASSISTANCE WITH BIDDING AND PRE BID MEETING             | HOURLY   | \$ 800.00(not to exceed)   |
| STRUCTURAL CONSULTATION                                 | HOURLY   | \$4,000.00(not to exceed)  |
| BOARDWALK DESIGN CONSULTATION                           | HOURLY   | \$5,000.00(not to exceed)  |
| CONSTRUCTION COORDINATION & OBSERVATION                 | HOURLY   | \$4,000.00(not to exceed)  |
| MEETINGS  | HOURLY   | AS REQUESTED               |

All additional services requested by the CLIENT including CDOT design and coordination shall be provided at ENGINEER's Current Schedule of Hourly Rates below:

**9. MUNICIPAL SCHEDULE FEES OF HOURLY RATES (2020)**

|                                  |                   |
|----------------------------------|-------------------|
| Principal engineer (testimony)   | \$280.00 per hour |
| Principal engineer               | \$190.00 per hour |
| Three-man field crew             | \$290.00 per hour |
| Two-man field crew               | \$250.00 per hour |
| One man field crew w/robotic     | \$175.00 per hour |
| Surveyor                         | \$140.00 per hour |
| Project manager                  | \$150.00 per hour |
| Crew chief                       | \$145.00 per hour |
| Engineering technician III       | \$140.00 per hour |
| Engineering technician II        | \$130.00 per hour |
| Engineering technician I         | \$115.00 per hour |
| Engineering technician           | \$ 90.00 per hour |
| CAD operator                     | \$135.00 per hour |
| Electronic survey equipment: GPS | \$ 50.00 per hour |

All reimbursable expenses, including printing and photocopying, shall be itemized separately.

**10 TERMS**

Invoices are due and payable upon receipt.

**11. LIMIT OF LIABILITY**

HIGHLAND PARK PARK DISTRICT (CLIENT) AGREES TO LIMIT DANIEL CREANEY COMPANY'S (ENGINEER) PROFESSIONAL LIABILITY TO THE CLIENT ARISING FROM THE ENGINEER'S NEGLIGENT ACTS, ERRORS OR OMISSIONS SUCH THAT THE TOTAL AGGREGATE LIABILITY OF THE ENGINEER TO ALL THOSE NAMED SHALL NOT EXCEED \$100,000.00. THE CLIENT AGREES TO REQUIRE OF THE CONTRACTOR A SIMILAR LIMITATION OF THE ENGINEER'S LIABILITY TO THE CONTRACTOR AND HIS SUBCONTRACTORS DUE TO THE ENGINEER'S NEGLIGENT ACT, ERRORS OR OMISSIONS. THE CLIENT ALSO AGREES TO INCLUDE THE ENGINEER AS AN ADDITIONAL INSURED ON ALL POLICIES REQUIRED OF THE CONTRACTOR(S) BY THE CLIENT.

**12. MEDIATION**

The parties shall endeavor to resolve all disputes by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures then in effect. The parties shall share the mediator's fee and any filing fees equally. The mediations shall be held in the place where the PROJECT is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. Any claim which remains unresolved within 30 days after mediation shall be decided by a court of competent jurisdiction.

Mr. Smith, we are looking forward to working with you again. If this proposal is acceptable, please sign and return the original to our office.

Sincerely,

CLIENT'S  
ACCEPTANCE: \_\_\_\_\_

TITLE: \_\_\_\_\_

Robert J. Hansen, CFM  
Senior Project Manager

DATE: \_\_\_\_\_

RJH:tz

Jeff Smith

[jsmith@pdhp.org](mailto:jsmith@pdhp.org)



# Memorandum

**To:** Park Board of Commissioners  
**From:** Mari-Lynn Peters, Director of Finance; Brian Romes, Executive Director  
**Date:** August 11, 2020  
**Subject:** **CARES Act Reimbursement from Lake County Intergovernmental Agreement**

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## **Summary**

Lake County received \$122,000,000 in CARES Act money to be distributed to governmental entities in response to COVID-19. In order to receive reimbursement for expenses related to COVID-19 for appropriate payroll expenses, sick and paid family and medical leave, costs related Personal Protective Equipment, sanitization, and disinfection, opening facilities, telework capabilities, legal and communications, the attached intergovernmental agreement must be approved. It has been reviewed and approved by legal counsel. A second claim will be filed with FEMA via LCEMA for public assistance sometime in 2021 for expenses not covered by the CARES Act.

## **Financial Impact**

\$105,630.72 is the maximum CARES Act allocation for the Park District of Highland Park as of August 3, 2020. To date, we have incurred at least \$59,750.83 in non-payroll expenses. Staff is determining the appropriate payroll, sick, paid family, and medical leave expenses. Our filing is not due until October 15 and we anticipate eligible expenses will continue to increase significantly.

## **Recommendation**

Staff recommends approval by the Park Board of Commissioners the attached intergovernmental agreement with Lake County in order to ensure reimbursement of COVID-19 costs under the CARES Act.

## INTERGOVERNMENTAL AGREEMENT

### COVID19 RELIEF FUND

THIS AGREEMENT made this 11th day of August, 2020, by and between the **County of Lake** (hereinafter referred to as "**COUNTY**") and Park District of Highland Park (hereinafter referred to as "**TAXING DISTRICT**," regardless of legal organization which may include a Home Rule unit of government). The COUNTY and the TAXING DISTRICT shall hereinafter be referred to jointly as the Parties.

#### RECITALS

WHEREAS, the Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220/ *et. seq*) authorize units of local government, including counties and municipalities, to contract or otherwise associate among themselves in any manner not prohibited by law and to jointly exercise any power, privilege or authority conferred upon them by law; and

WHEREAS, Article 7, Section 10 of the Illinois Constitution of 1971 and the Illinois Intergovernmental Cooperation Act 5 ILCS 220/1 *et seq.* allow units of public entities to enter into intergovernmental agreements in the furtherance of their governmental purposes; and

WHEREAS, pursuant to the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") the COUNTY received approximately one hundred twenty-two million dollars from the United States Government ("CARES Act Funds"); and

WHEREAS, the CARES Act provides for payments to local governments navigating the impact of the COVID-19 outbreak via the Coronavirus Relief Fund; and

WHEREAS, the CARES Act provides that payments from the Coronavirus Relief Fund may only be used to cover expenses which: (1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (2) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the local government; and (3) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020; and

WHEREAS, the COUNTY was eligible to receive payments under the CARES Act, as it is a unit of local government in excess of 500,000 residents; and

WHEREAS, the United States Department of Treasury ("Treasury") has issued guidelines with regards to the authorized use of funds allocated to local governments under the CARES Act; and

WHEREAS, this Agreement is intended to promote the most efficient distribution of financial resources which have been made available to the COUNTY to benefit the citizens of the COUNTY; and

WHEREAS, under the CARES Act, should the Office of the Inspector General determine that the funds were used in a manner contrary to the intent of the Act or contrary to the United States' Department of Treasury guidelines, the CARES Act provides that the federal government may recoup the improperly spent funds from the COUNTY; and

WHEREAS, the COUNTY and the TAXING DISTRICT within Lake County, and its residents, have suffered secondary effects of the coronavirus emergency; and

WHEREAS, the COUNTY, as the jurisdiction responsible for disbursement of funds under the CARES Act, finds that it is appropriate to use these funds to defray certain costs incurred by the TAXING DISTRICT related to the coronavirus emergency; and

WHEREAS, pursuant to guidance and interpretations of Treasury, the COUNTY as recipient of CARES Act funds may distribute a portion of those funds to other responsible entities within the COUNTY to assist in distributing CARES Act funds to those most in need of such funds to be administered in compliance with the CARES Act, current and amended Treasury guidance and interpretations, and this Agreement; and

WHEREAS, the COUNTY may provide direct reimbursement to a TAXING DISTRICT that has eligible reimbursements per the Treasury guidance, both current and as amended; and

NOW, THEREFORE, the COUNTY and the TAXING DISTRICT hereby agree as follows:

## **1.0 Recitals, Definitions, and Purpose.**

**1.1 Recitals Incorporated.** The recitals set forth above are incorporated in this Agreement by reference and made a part of this Intergovernmental Agreement (“IGA”).

### **1.2 Definitions.**

**1.2.1 “CARES ACT funds”** shall refer to funds which have been allocated to the COUNTY under the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) of which the COUNTY is responsible for the disposition.

**1.2.2 “Forms”** shall refer to forms or application documents used to seek reimbursement of coronavirus related expenses under this agreement.

**1.2.3** All other words used in this agreement which are not specifically defined shall have their normal and ordinary meaning.

**1.3 Purpose.** The purpose of this Agreement is to establish a contractual relationship between the COUNTY and TAXING DISTRICT with regards to the proposed reimbursement of municipal expenses associated with the coronavirus emergency from federal CARES ACT funds which the United States Federal Government has disbursed to the COUNTY. The COUNTY has, by resolution, created the Lake COUNTY Local Government COVID-19 Reimbursement program. This agreement shall remain in effect between the parties to govern the form of applications for reimbursement, the review of applications, the criteria for reimbursable expenses, the retention of documents, and other material terms governing the processing of reimbursement applications as outlined in the guidelines provided by the COUNTY to the TAXING DISTRICT.

## **2.0 Obligations of the COUNTY**

**2.1 Generally.** The COUNTY, by and through its Finance Department, shall process requests for reimbursement received from TAXING DISTRICT subject to the requirements set forth herein.

**2.2 Submittal does not guarantee approval.** The COUNTY, by receiving and processing the reimbursement requests of TAXING DISTRICT, does not guarantee approval of

the reimbursement requests by the COUNTY, the United States Department of Treasury, or the Office of the Inspector General.

**2.3 No further obligations.** The COUNTY shall have no further obligations under this IGA other than those expressly set forth.

### **3.0 Obligations of the TAXING DISTRICT**

**3.1 Generally.** In order to submit requests for reimbursement of coronavirus emergency related expenditures, TAXING DISTRICT agrees to submit the forms, certifications and documentation as may be required by the COUNTY for any expense for which TAXING DISTRICT seeks reimbursement under this Agreement. TAXING DISTRICT agrees that the sole and exclusive decision as to whether or not TAXING DISTRICT's request is granted lies within the discretion of the COUNTY, and that submission of expenses for reimbursement does not obligate the COUNTY to agree to reimburse those expenses. TAXING DISTRICT agrees that the COUNTY, through its Finance Department, may deny reimbursement for expenses which, in the discretion of the Chief Financial Officer, are not permitted uses for CARES ACT funds. The parties also agree that expenses that may be otherwise eligible for reimbursement may be rejected by the COUNTY in its sole discretion, that the COUNTY is under no obligation to approve any particular reimbursement request, and that reimbursement is also subject to the availability of funds.

### **4.0 Form of Expense Submittals, Certification, failure to use form or comply with criteria**

**4.1 Generally.** The Parties agree that expenses for which TAXING DISTRICT seeks reimbursement shall be submitted upon the forms and in the manner as may be required by the COUNTY. TAXING DISTRICT agrees to utilize these forms exclusively in seeking reimbursement of expenses related to the coronavirus emergency.

**4.2 Certification.** By entering into this IGA the Mayor, President, CFO or City Manager or other authorized official certifies that the expenses for which TAXING DISTRICT seeks reimbursement: (i) are necessary expenditures incurred due to the public health emergency with response to the Coronavirus Disease 2019, (ii) were not accounted for in the most recently approved budget of the TAXING DISTRICT, as of March 27, 2020, (iii) were incurred during the period between March 1, 2020 and December 30, 2020, and (iv) meet the criteria set forth in the United States Department of Treasury guidelines and interpretations, both current and as they may be amended and supplemented in the future.

**4.3 Failure to use form or attach certification.** The failure by TAXING DISTRICT to use the required forms or to accompany each and every reimbursement request with a completed certification, shall lead to the summary rejection of that submittal by the COUNTY.

**4.4 Failure to comply with Department of Treasury Guidelines and Interpretations.** The COUNTY reserves the right to reject any reimbursement which it determines, in its sole and exclusive discretion, does not meet the criteria of the CARES ACT or United States Department of Treasury guidelines and interpretations, both current and as may be amended and supplemented in the future, associated with disbursement of funds under the CARES ACT.

**4.5** TAXING DISTRICT shall not submit for reimbursement to the COUNTY any expense which the TAXING DISTRICT has submitted or will submit to any other entity, whether public or private, for reimbursement. Should TAXING DISTRICT at any time receive reimbursement for any expense for which the COUNTY has already

reimbursed the MUNICIPALITY under this IGA, the TAXING DISTRICT shall within 14 days or at the next scheduled municipal meeting occurring thereafter authorize and refund that reimbursement to the COUNTY.

## **5.0 Reimbursement guidelines; prohibition on duplicate reimbursement.**

**5.1** Reimbursement guidelines will be provided to TAXING DISTRICT that will include details specific to maximum reimbursement funding and allocation method, allowable expenses, required documentation and format of submittal, submission deadlines, reporting requirements, compliance audit information, and records retention, among other guidance.

5.1.1 The reimbursement guidelines may be updated based on additional information received by COUNTY, or if additional funding is allocated.

**5.2** TAXING DISTRICT shall not be entitled to reimbursement of expenses on application to the County for which it has sought and received reimbursement from any other entity, whether public or private, as described in 4.2, above.

## **6.0 Cooperation**

**6.1** The COUNTY shall assist TAXING DISTRICT in complying with the requirements of the CARES Act and the United States Department of Treasury guidelines by preparing sample forms and providing feedback and guidance with regards to the type and quality of information required to complete such forms.

**6.2** TAXING DISTRICT agrees to abide by the terms of the CARES Act and all United States Department of Treasury guidelines and interpretations, both current and as may be amended and supplemented in the future.

**6.3** TAXING DISTRICT shall, at the COUNTY's request, supply COUNTY with all relevant information for the COUNTY to evaluate whether a request for reimbursement meets the criteria under the CARES Act and United States Department of Treasury guidelines, both current and as may be amended and supplemented in the future.

## **7.0 Records**

**7.1** TAXING DISTRICT shall maintain all records relating to the expenses which TAXING DISTRICT seeks to have reimbursed by COUNTY from CARES Act funds for a period of at least ten (10) years or the period of time required by other state or federal law, whichever is longer.

**7.2** At any time, the COUNTY may request that the TAXING DISTRICT provide records relating to the expenses which TAXING DISTRICT seeks to have reimbursed. TAXING DISTRICT agrees to provide records within 14 days in response to such requests.

**7.3** Failure to provide records may result in the denial of the reimbursement request. In circumstances where the reimbursement request has been granted and the records are needed to justify the reimbursement to the Office of the Inspector General or any other office, official, or department which may later become responsible for auditing disbursements of CARES Act funds, failure by TAXING DISTRICT to provide these records, for any reason including the prior destruction of these records, shall constitute a breach of this Agreement. The sole and exclusive remedy for such a breach is that TAXING DISTRICT shall be responsible for repayment of any disbursement which the Office of Inspector General, or its successor, finds improper, unsupported, or unable

to be verified within the time limit set by the Office of Inspector General. The TAXING DISTRICT shall make said repayment on or before the COUNTY is required to reimburse the federal government for such improper, unsupported, or unverified expense. Additionally, TAXING DISTRICT agrees to indemnify the COUNTY or make the COUNTY whole for any penalty assessed against the COUNTY based upon TAXING DISTRICT's failure to retain or provide records.

## **8.0 Timeliness.**

**8.1** The Parties agree that time is of the essence in the processing of applications for reimbursement. The COUNTY shall use all reasonable speed and diligence in the processing of applications for reimbursement.

**8.2** The Parties agree that time is of the essence in communications seeking supporting documents or requesting records under this agreement. The Parties agree that they shall use all reasonable speed and diligence in responding to requests for records or supporting documents.

## **9.0 Indemnity.**

**9.1** The Parties agree that where the COUNTY may rely upon the certification of the TAXING DISTRICT that such expenses which TAXING DISTRICT sought to have reimbursed from CARES Act funds met the minimum requirements of the CARES Act, and where the Office of the Inspector General, or any other person, official, or department which is charged with the auditing and review of expenditures of CARES Act funds determines that such reimbursement was not permitted under the CARES Act, TAXING DISTRICT agrees to indemnify, reimburse and make whole the COUNTY for any funds which the United States Government or its agencies seeks to recoup or collect, either by litigation, or by withholding other federal funds owed to the COUNTY. TAXING DISTRICT further agrees to indemnify, reimburse, or make whole the COUNTY for any penalties associated with the federal government seeking to recoup the expended CARES Act funds which the COUNTY disbursed to TAXING DISTRICT including interest, attorneys fees or any penalty provided by law. Additionally, TAXING DISTRICT agrees to indemnify the COUNTY or make the COUNTY whole for any penalty assessed against the COUNTY based upon TAXING DISTRICT's duplication of reimbursements as provided in Article 5.2 above. TAXING DISTRICT also agrees to indemnify the COUNTY for any other loss or damage due to TAXING DISTRICT's violation of this IGA.

**9.2** TAXING DISTRICT agrees to hold COUNTY harmless for any evaluation or advice which the COUNTY provided to TAXING DISTRICT as to whether the requested reimbursement is a permissible use of the CARES Act funds.

## **10.0 Term and termination**

**10.1 Term.** This Agreement shall remain in effect until December 30, 2020 unless earlier terminated by either party provides written notice of termination to the other. Such notice shall be effective 14 days after receipt of the termination.

**10.2 Survival of Terms.** Those terms relating to the party's obligation to maintain records and provide records, and the TAXING DISTRICT's indemnification of the COUNTY shall survive the termination of this Agreement.

**11.0 General Terms and Conditions**

**11.1 Amendment.** Any revision to this Agreement shall be made by written amendment to this Agreement. This Agreement, including exhibits attached hereto and incorporated herein by reference, represents the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior communications, agreements, and understandings relating thereto.

**11.2 Assignment.** The performance covered by this Agreement shall not be assigned or delegated without the prior written consent of the COUNTY.

**11.3 Conflict of Interest.** No officer, employee, elected or appointed officials of the COUNTY or the TAXING DISTRICT (and no one with whom they have family or business ties) shall obtain any personal or financial benefit of the funds to be administered herein

**11.4 Notices.** Any notice under this IGA shall be sent by email to the following individuals at the indicated email addresses:

To the COUNTY:

Patrice Sutton, Chief Financial Officer, County of Lake at [psutton@lakecountyil.gov](mailto:psutton@lakecountyil.gov)

To the TAXING DISTRICT:

\_\_\_\_\_  
(name/title/email address)

IN WITNESS WHEREOF, the COUNTY and the TAXING DISTRICT have executed this Agreement as of the date first above written.

**COUNTY OF LAKE**

**(TAXING DISTRICT)**

\_\_\_\_\_  
County Administrator, Lake County

\_\_\_\_\_  
Authorized Signature

Barnett Ruttenberg  
Printed Name

President, Board of Park Commissioners  
Title

ATTEST:

ATTEST:

\_\_\_\_\_  
Lake County Clerk

\_\_\_\_\_  
Clerk



# Memorandum

**To:** Park Board of Commissioners  
**From:** Brian Romes, Executive Director  
**Date:** August 11, 2020  
**Subject:** **COVID-19 Emergency Operations Planning Update**

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## **Summary**

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



To: Board of Park Commissioners

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

Date: August 11, 2020

Subject: Bills presented for the Board's review on August 11, 2020.  
Checks written July 24, 2020 to August 5, 2020 .

**BILLS**

| <b><u>DATE</u></b> | <b><u>AMOUNT</u></b> |
|--------------------|----------------------|
| July 31, 2020      | \$ 9,200.11          |
| July 31, 2020      | \$ 1,987.00          |
| August 5, 2020     | \$ 273,177.37        |
| Void Payments      | \$ (22.11)           |
| Bank Drafts        | \$ 75,009.88         |
| P-Card             | \$ 128,581.42        |
| <b>TOTAL</b>       | <b>\$ 487,933.67</b> |

**PAYROLL DISBURSEMENTS**

|                    |                      |
|--------------------|----------------------|
| <b>TOTAL</b>       | <b>\$ -</b>          |
| <b>GRAND TOTAL</b> | <b>\$ 487,933.67</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02434 - 20200731 5

By Check Number

| Vendor Number                | Vendor DBA Name | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number |
|------------------------------|-----------------|--------------|---------------------|-----------------|----------------|--------|
| Payable #                    | Payable Type    | Payable Date | Payable Description | Discount Amount | Payable Amount |        |
| <b>Bank Code: AP-AP BANK</b> |                 |              |                     |                 |                |        |
| 18748                        | JOHANNA WELSH   | 07/31/2020   | Regular             | 0.00            | 22.11          | 185210 |
| <u>1149566</u>               | Invoice         | 07/09/2020   | Refund              | 0.00            | 22.11          |        |
| 18770                        | RESIN SALES LTD | 07/31/2020   | Regular             | 0.00            | 9,178.00       | 185211 |
| <u>5554</u>                  | invoice         | 07/30/2020   | Hand sanitizer      | 0.00            | 9,178.00       |        |

**Bank Code AP Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment         |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 2             | 2             | 0.00        | 9,200.11        |
| Manual Checks  | 0             | 0             | 0.00        | 0.00            |
| Voided Checks  | 0             | 0             | 0.00        | 0.00            |
| Bank Drafts    | 0             | 0             | 0.00        | 0.00            |
| EFT's          | 0             | 0             | 0.00        | 0.00            |
|                | <b>2</b>      | <b>2</b>      | <b>0.00</b> | <b>9,200.11</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02436 - 20200731 7

By Check Number

| Vendor Number         | Vendor DBA Name              | Payment Date | Payment Type                             | Discount Amount | Payment Amount | Number |
|-----------------------|------------------------------|--------------|--|-----------------|----------------|--------|
| Payable #             | Payable Type                 | Payable Date | Payable Description                      | Discount Amount | Payable Amount |        |
| Bank Code: AP-AP BANK |                              |              |  |                 |                |        |
| 16344                 | PARKS FOUNDATION OF HIGHLAND | 07/31/2020   | Regular                                  | 0.00            | 1,987.00       | 185212 |
| <u>073120</u>         | Invoice                      | 07/31/2020   | Revenue collected on behalf of Parks Fou | 0.00            | 1,987.00       |        |

**Bank Code AP Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment         |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 1             | 1             | 0.00        | 1,987.00        |
| Manual Checks  | 0             | 0             | 0.00        | 0.00            |
| Voided Checks  | 0             | 0             | 0.00        | 0.00            |
| Bank Drafts    | 0             | 0             | 0.00        | 0.00            |
| EFT's          | 0             | 0             | 0.00        | 0.00            |
|                | <b>1</b>      | <b>1</b>      | <b>0.00</b> | <b>1,987.00</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02451 - 20200805 5

By Check Number

| Vendor Number         | Vendor DBA Name                | Payment Date | Payment Type                               | Discount Amount | Payment Amount | Number |
|-----------------------|--------------------------------|--------------|--|-----------------|----------------|--------|
| Payable #             | Payable Type                   | Payable Date | Payable Description                        | Discount Amount | Payable Amount |        |
| Bank Code: AP-AP BANK |                                |              |  |                 |                |        |
| 16895                 | 312 COMMUNICATIONS INC         | 08/05/2020   | Regular                                    | 0.00            | 28,259.60      | 185213 |
| 052520                | Invoice                        | 06/25/2020   | Cisco 1yr Meraki renew enterprise svcs, li | 0.00            | 16,497.00      |        |
| 052620                | Invoice                        | 06/26/2020   | Cisco phone warranty and support           | 0.00            | 5,000.00       |        |
| 97676                 | Invoice                        | 07/16/2020   | Cisco umbrella 1yr renewal w/ security up  | 0.00            | 6,762.60       |        |
| 10034                 | ABSOLUTE HOME IMPROVEMENTS     | 08/05/2020   | Regular                                    | 0.00            | 1,650.00       | 185214 |
| 1 072120              | Invoice                        | 07/21/2020   | Concrete pad for bench - Old Elm Park      | 0.00            | 1,650.00       |        |
| 18139                 | AMERICAN BACKFLOW & FIRE PREV  | 08/05/2020   | Regular                                    | 0.00            | 1,300.00       | 185215 |
| 25231                 | Invoice                        | 07/23/2020   | Annual Backflow Inspections                | 0.00            | 1,300.00       |        |
| 16949                 | ANDERSON LOCK                  | 08/05/2020   | Regular                                    | 0.00            | 987.00         | 185216 |
| 7087758               | Invoice                        | 07/13/2020   | Card reader                                | 0.00            | 987.00         |        |
| 18782                 | ANDREA MONEK                   | 08/05/2020   | Regular                                    | 0.00            | 5.00           | 185217 |
| 1158611               | Invoice                        | 08/04/2020   | Refund                                     | 0.00            | 5.00           |        |
| 18736                 | AQUA BLUE POOLS, INC           | 08/05/2020   | Regular                                    | 0.00            | 17,946.00      | 185218 |
| 2029                  | Invoice                        | 06/22/2020   | Pool shell replacement - Final             | 0.00            | 17,946.00      |        |
| 10446                 | CHICAGO DIST GOLF ASSOC        | 08/05/2020   | Regular                                    | 0.00            | 2,000.00       | 185219 |
| 822                   | Invoice                        | 08/03/2020   | 2020 CDGA Marketing 3rd Installment        | 0.00            | 2,000.00       |        |
| 10502                 | CITY OF HIGHLAND PARK          | 08/05/2020   | Regular                                    | 0.00            | 285.20         | 185220 |
| 024593 080120         | Invoice                        | 08/01/2020   | Water/Sewer 07/01/20-07/31/20 1755 St      | 0.00            | 8.50           |        |
| 026425 070120         | Invoice                        | 07/01/2020   | Water/Sewer 04/01/20-06/30/20 31 Park      | 0.00            | 276.70         |        |
| 10537                 | COMMONWEALTH EDISON COMPAI     | 08/05/2020   | Regular                                    | 0.00            | 529.91         | 185221 |
| 0203254004 071        | invoice                        | 07/15/2020   | HPGLC/Dog Park Lights 06/16/20-07/15/2     | 0.00            | 529.91         |        |
| 16142                 | CONSTELLATION NEWENERGY INC    | 08/05/2020   | Regular                                    | 0.00            | 6,310.35       | 185222 |
| 17956212001           | invoice                        | 07/24/2020   | 1201 Park Ave W 06/25/20-07/23/20          | 0.00            | 6,310.35       |        |
| 18487                 | DAN PROCACCIO                  | 08/05/2020   | Regular                                    | 0.00            | 1,175.00       | 185223 |
| 072720                | invoice                        | 07/27/2020   | Rec Center Re-Opening                      | 0.00            | 900.00         |        |
| 073120                | invoice                        | 07/31/2020   | On site photography - Golf Tournament 2    | 0.00            | 275.00         |        |
| 17265                 | DANIEL ROSSEN                  | 08/05/2020   | Regular                                    | 0.00            | 24.60          | 185224 |
| 1158589               | Invoice                        | 08/04/2020   | Refund                                     | 0.00            | 24.60          |        |
| 18780                 | DAVID TEJEDA                   | 08/05/2020   | Regular                                    | 0.00            | 17.22          | 185225 |
| 1158593               | Invoice                        | 08/04/2020   | Refund                                     | 0.00            | 17.22          |        |
| 18562                 | DAVIS BANCORP INC              | 08/05/2020   | Regular                                    | 0.00            | 1,288.00       | 185226 |
| 90340                 | invoice                        | 07/31/2020   | July 2020                                  | 0.00            | 1,288.00       |        |
| 17719                 | CONSTELLATION NEWENERGY - GAS  | 08/05/2020   | Regular                                    | 0.00            | 1,666.85       | 185227 |
| BG-306015             | Invoice                        | 07/20/2020   | 06/01/20-06/30/20                          | 0.00            | 1,666.85       |        |
| 10868                 | FAULKS BROS. CONSTRUCTION, INC | 08/05/2020   | Regular                                    | 0.00            | 883.50         | 185228 |
| 337960                | Invoice                        | 07/14/2020   | Compost                                    | 0.00            | 883.50         |        |
| 11044                 | GROWING SOLUTIONS, INC.        | 08/05/2020   | Regular                                    | 0.00            | 2,953.00       | 185229 |
| 10163                 | Invoice                        | 06/23/2020   | Spring Start-Up - Injection System         | 0.00            | 2,625.00       |        |
| 10233                 | Invoice                        | 07/07/2020   | Service call - Pumpstation                 | 0.00            | 328.00         |        |
| 11060                 | HALLORAN & YAUCH, INC.         | 08/05/2020   | Regular                                    | 0.00            | 104.38         | 185230 |
| 19021                 | Invoice                        | 06/12/2020   | 40 pcs PVC pipe, 4 couplings               | 0.00            | 104.38         |        |

Check Register

| Vendor Number<br>Payable #  | Vendor DBA Name<br>Payable Type   | Payment Date<br>Payable Date   | Payment Type<br>Payable Description  | Discount Amount<br>Discount Amount   | Payment Amount<br>Payable Amount  | Number |
|---|---|--|--|--|---|--------|
| 18781<br><u>1158594</u>   | JAMIE SIEGEL<br>Invoice   | 08/05/2020<br>08/04/2020   | Regular<br>Refund  | 0.00<br>0.00   | 37.95<br>37.95  | 185231 |
| 18772<br><u>1157366</u>   | JEFFERY DUBOW<br>Invoice  | 08/05/2020<br>07/31/2020   | Regular<br>Refund  | 0.00<br>0.00   | 5.00<br>5.00  | 185232 |
| 18777<br><u>1158585</u>   | JEROME KALTMAN<br>Invoice   | 08/05/2020<br>08/04/2020   | Regular<br>Refund  | 0.00<br>0.00   | 182.76<br>182.76  | 185233 |
| 18773<br><u>1155600</u>   | JONATHAN SCHACHTER<br>Invoice   | 08/05/2020<br>07/27/2020   | Regular<br>Refund  | 0.00<br>0.00   | 24.76<br>24.76  | 185234 |
| 18776<br><u>1158584</u>   | LAURI HANSON<br>Invoice   | 08/05/2020<br>08/04/2020   | Regular<br>Refund  | 0.00<br>0.00   | 5.70<br>5.70  | 185235 |
| 18774<br><u>1158581</u>   | LINDSAY ALAND<br>Invoice  | 08/05/2020<br>08/04/2020   | Regular<br>Refund  | 0.00<br>0.00   | 31.84<br>31.84  | 185236 |
| 11612<br><u>1022-49734</u>  | LITTLE TOMMY'S PLUMBING SHOP I<br>Invoice   | 08/05/2020<br>06/17/2020   | Regular<br>Service call - rodded lines   | 0.00<br>0.00   | 420.70<br>420.70  | 185237 |
| 18474<br><u>0004465863</u>  | LAKESHORE RECYCLING SYSTEMS, LI<br>Invoice  | 08/05/2020<br>06/30/2020   | Regular<br>Trash removal 07/01/20-07/31/20   | 0.00<br>0.00   | 308.24<br>308.24  | 185238 |
| 17710<br><u>0003686053</u><br><u>0003702203</u><br><u>0003702281</u><br><u>0003706161</u><br><u>0003736166</u>  | MNI TECHNOLOGIES DIRECT, INC<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice   | 08/05/2020<br>08/30/2019<br>11/26/2019<br>11/30/2019<br>12/20/2019<br>07/14/2020   | Regular<br>Lenovo ThinkPad USB-C Dock<br>Lenovo ThinkPad USB-C Dock<br>Lenovo 4yr upgraded extended warranty/<br>Viewsonic 22" monitor<br>Microsoft Exchange Online Plan 2 Subscri   | 0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00   | 1,028.44<br>189.74<br>189.74<br>254.00<br>124.99<br>269.97                                    | 185239 |
| 10006<br><u>3301082020</u>  | NCPERS GROUP LIFE INSURANCE<br>Invoice  | 08/05/2020<br>07/13/2020   | Regular<br>NCPERS Group Life Insurance   | 0.00<br>0.00   | 96.00<br>96.00  | 185240 |
| 13604<br><u>0601145072-000</u><br><u>0601145072-000</u><br><u>0601145072-000</u><br><u>0602225773-000</u><br><u>0602405421-000</u><br><u>0602405421-000</u><br><u>0602405421-000</u><br><u>0602405421-000</u><br><u>0602405421-000</u><br><u>0608197647-000</u> | NORTH SHORE GAS<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice<br>Invoice | 08/05/2020<br>07/16/2020<br>07/24/2020<br>07/16/2020<br>07/16/2020<br>07/15/2020<br>07/16/2020<br>07/16/2020<br>07/16/2020<br>07/23/2020<br>07/21/2020 | Regular<br>Deer Creek 06/12/20-07/14/20<br>RCHP 06/12/20-07/09/20<br>1240 Fredrickson Pl 06/12/20-07/09/20<br>1390 Sunset Rd 06/12/20-07/09/20<br>2900 Trail Way,Cunniff Park Shelter 06/12<br>1377 Clavey Rd 06/12/20-07/09/20<br>3100 Trail Way 06/12/20-07/09/20<br>Aquatic Park 06/02/20-07/01/20<br>Sunset Rd N of Bldg 06/02/20-07/01/20 | 0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00<br>0.00 | 1,298.68<br>372.02<br>347.76<br>211.55<br>98.19<br>40.15<br>47.28<br>41.35<br>100.42<br>39.96 | 185241 |
| 14914<br><u>4312445</u>   | NORTH SHORE WATER RECLAMATIC<br>Invoice   | 08/05/2020<br>07/25/2020   | Regular<br>636 Ridge Rd 11/12/19-02/14/20  | 0.00<br>0.00   | 404.97<br>404.97  | 185242 |
| 11998<br><u>0720133</u>   | PARK DISTRICT RISK MGMT AGCY<br>Invoice   | 08/05/2020<br>07/31/2020   | Regular<br>Property/Liability/Workers Comp/Emp   | 0.00<br>0.00   | 30,797.77<br>30,797.77  | 185243 |
| 11998<br><u>0720133H</u>  | PARK DISTRICT RISK MGMT AGCY<br>Invoice   | 08/05/2020<br>07/31/2020   | Regular<br>Health Invoice  | 0.00<br>0.00   | 154,159.71<br>154,159.71  | 185244 |
| 18775<br><u>1158582</u>   | PIPER BARACANI<br>Invoice   | 08/05/2020<br>08/04/2020   | Regular<br>Refund  | 0.00<br>0.00   | 1,067.76<br>1,067.76  | 185245 |
| 17288<br><u>1157407</u>   | RACHEL MELTZER<br>Invoice   | 08/05/2020<br>07/31/2020   | Regular<br>Refund  | 0.00<br>0.00   | 10.00<br>10.00  | 185246 |
| 16459<br><u>704471</u><br><u>704492</u><br><u>704565</u><br><u>704631</u>   | SANTO SPORT STORE<br>Invoice<br>Invoice<br>Invoice<br>Invoice   | 08/05/2020<br>06/15/2020<br>06/11/2020<br>06/10/2020<br>06/29/2020   | Regular<br>3 Hoodies<br>48 Jerseys,48 caps,39 socks,39 belts,39 p<br>6 Socks<br>8 Jerseys  | 0.00<br>0.00<br>0.00<br>0.00<br>0.00   | 4,988.30<br>59.00<br>2,125.65<br>14.25<br>232.00  | 185247 |

Check Register

| Vendor Number    | Vendor DBA Name               | Payment Date | Payment Type                              | Discount Amount | Payment Amount | Number |
|------------------|-------------------------------|--------------|---|-----------------|----------------|--------|
| Payable #        | Payable Type                  | Payable Date | Payable Description                       | Discount Amount | Payable Amount |        |
| <u>704632</u>    | Invoice                       | 06/25/2020   | 4 Shirts,4 pants,4 belts, 4 socks         | 0.00            | 172.40         |        |
| <u>704661</u>    | Invoice                       | 06/18/2020   | Baseballs                                 | 0.00            | 300.00         |        |
| <u>704696</u>    | Invoice                       | 06/30/2020   | Baseballs, 6 catchers sets                | 0.00            | 1,893.00       |        |
| <u>704698</u>    | Invoice                       | 06/30/2020   | 2 Catchers sets                           | 0.00            | 192.00         |        |
| 18695            | REAL DEAL SPORTS LLC          | 08/05/2020   | Regular                                   | 0.00            | 1,852.50       | 185248 |
| <u>072820</u>    | Invoice                       | 07/28/2020   | Basketball camps, clinics                 | 0.00            | 1,852.50       |        |
| 18778            | SCOTT MEIER                   | 08/05/2020   | Regular                                   | 0.00            | 31.96          | 185249 |
| <u>1158586</u>   | Invoice                       | 08/04/2020   | Refund                                    | 0.00            | 5.08           |        |
| <u>1158586-1</u> | Invoice                       | 08/04/2020   | Refund                                    | 0.00            | 26.88          |        |
| 16847            | SHARON MEITIN                 | 08/05/2020   | Regular                                   | 0.00            | 5.88           | 185250 |
| <u>1158587</u>   | Invoice                       | 08/04/2020   | Refund                                    | 0.00            | 5.88           |        |
| 18410            | SIKICH LLP                    | 08/05/2020   | Regular                                   | 0.00            | 3,800.00       | 185251 |
| <u>441300</u>    | Invoice                       | 05/06/2020   | Professional services thru 04/30/20       | 0.00            | 3,000.00       |        |
| <u>451402</u>    | Invoice                       | 07/07/2020   | Professional services thru 07/06/20       | 0.00            | 800.00         |        |
| 17465            | SONYA COHEN                   | 08/05/2020   | Regular                                   | 0.00            | 43.62          | 185252 |
| <u>1158583</u>   | Invoice                       | 08/04/2020   | Refund 2@\$13.72                          | 0.00            | 27.44          |        |
| <u>1158583-1</u> | Invoice                       | 08/04/2020   | Refund                                    | 0.00            | 16.18          |        |
| 12455            | STERNBERG LANTERNS, INC.      | 08/05/2020   | Regular                                   | 0.00            | 304.00         | 185253 |
| <u>56218</u>     | Invoice                       | 07/22/2020   | Replacement parts                         | 0.00            | 304.00         |        |
| 17292            | STUART GORDON                 | 08/05/2020   | Regular                                   | 0.00            | 5.00           | 185254 |
| <u>1156362</u>   | Invoice                       | 07/29/2020   | Refund                                    | 0.00            | 5.00           |        |
| 18769            | THE LOCAL MOMS NETWORK        | 08/05/2020   | Regular                                   | 0.00            | 750.00         | 185255 |
| <u>4965</u>      | Invoice                       | 03/11/2020   | Social Media-Tennis, ParkSchool, RecCente | 0.00            | 500.00         |        |
| <u>4966</u>      | Invoice                       | 03/11/2020   | Newsletter - ParkSchool, Tennis           | 0.00            | 250.00         |        |
| 18771            | TOM REIMAN                    | 08/05/2020   | Regular                                   | 0.00            | 5.00           | 185256 |
| <u>1157561</u>   | Invoice                       | 07/31/2020   | Refund                                    | 0.00            | 5.00           |        |
| 12664            | JOHNSON CONTROLS SECURITY SOL | 08/05/2020   | Regular                                   | 0.00            | 1,500.23       | 185257 |
| <u>10454290</u>  | Invoice                       | 06/30/2020   | Qtrly Fire Alarm Monitoring 07/01/20-09   | 0.00            | 1,500.23       |        |
| 12703            | UNITED WAY OF METRO CHICAGO   | 08/05/2020   | Regular                                   | 0.00            | 66.00          | 185258 |
| <u>073020</u>    | Invoice                       | 07/30/2020   | United Way                                | 0.00            | 66.00          |        |
| 18779            | VICTOR RUTSTEIN               | 08/05/2020   | Regular                                   | 0.00            | 8.82           | 185259 |
| <u>1158590</u>   | Invoice                       | 08/04/2020   | Refund                                    | 0.00            | 8.82           |        |
| 17515            | WINDSTREAM                    | 08/05/2020   | Regular                                   | 0.00            | 2,550.17       | 185260 |
| <u>72863876</u>  | Invoice                       | 07/22/2020   | July 2020                                 | 0.00            | 2,550.17       |        |

Bank Code AP Summary

| Payment Type   | Payable Count | Payment Count | Discount    | Payment           |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 76            | 48            | 0.00        | 273,177.37        |
| Manual Checks  | 0             | 0             | 0.00        | 0.00              |
| Voided Checks  | 0             | 0             | 0.00        | 0.00              |
| Bank Drafts    | 0             | 0             | 0.00        | 0.00              |
| EFT's          | 0             | 0             | 0.00        | 0.00              |
|                | <b>76</b>     | <b>48</b>     | <b>0.00</b> | <b>273,177.37</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02431 - 20200731 2

By Check Number

| Vendor Number                  | Vendor DBA Name | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number |
|--------------------------------|-----------------|--------------|---------------------|-----------------|----------------|--------|
| Payable #                      | Payable Type    | Payable Date | Payable Description | Discount Amount | Payable Amount |        |
| Bank Code: AP-AP BANK<br>18748 | JOHANNA WELSH   | 07/31/2020   | Regular             | 0.00            | -22.11         | 185182 |

**Bank Code AP Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment       |
|----------------|---------------|---------------|-------------|---------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00          |
| Manual Checks  | 0             | 0             | 0.00        | 0.00          |
| Voided Checks  | 0             | 1             | 0.00        | -22.11        |
| Bank Drafts    | 0             | 0             | 0.00        | 0.00          |
| EFT's          | 0             | 0             | 0.00        | 0.00          |
|                | <b>0</b>      | <b>1</b>      | <b>0.00</b> | <b>-22.11</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02432 - 20200731 3

By Check Number

| Vendor Number                          | Vendor DBA Name               | Payment Date | Payment Type                         | Discount Amount | Payment Amount | Number     |
|--|-------------------------------|--------------|--------------------------------------|-----------------|----------------|------------|
| Payable #                              | Payable Type                  | Payable Date | Payable Description                  | Discount Amount | Payable Amount |            |
| <b>Bank Code: PAYROLL-PAYROLL BANK</b> |                               |              |                                      |                 |                |            |
| 11161                                  | ICMA RETIREMENT TRUST #302037 | 07/31/2020   | Bank Draft                           | 0.00            | 3,447.08       | DFT0002668 |
| <u>ICMA 457 07312</u>                  | Invoice                       | 07/31/2020   | Wire Transfer ICMA 457 Deferred Comp | 0.00            | 3,447.08       |            |
| 12825                                  | ICMA RETIREMENT TRUST #705568 | 07/31/2020   | Bank Draft                           | 0.00            | 270.00         | DFT0002669 |
| <u>ICMA Roth 07312</u>                 | Invoice                       | 07/31/2020   | Wire Transfer ICMA Roth              | 0.00            | 270.00         |            |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment         |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00            |
| Manual Checks  | 0             | 0             | 0.00        | 0.00            |
| Voided Checks  | 0             | 0             | 0.00        | 0.00            |
| Bank Drafts    | 2             | 2             | 0.00        | 3,717.08        |
| EFT's          | 0             | 0             | 0.00        | 0.00            |
|                | <b>2</b>      | <b>2</b>      | <b>0.00</b> | <b>3,717.08</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02439 - 20200804 6

By Check Number

| Vendor Number                          | Vendor DBA Name | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number     |
|--|-----------------|--------------|---------------------|-----------------|----------------|------------|
| Payable #                              | Payable Type    | Payable Date | Payable Description | Discount Amount | Payable Amount |            |
| <b>Bank Code: PAYROLL-PAYROLL BANK</b> |                 |              |                     |                 |                |            |
| 10058                                  | AFLAC           | 08/04/2020   | Bank Draft          | 0.00            | 1,178.16       | DFT0002670 |
| <u>AFLAC 073020</u>                    | Invoice         | 07/30/2020   | AFLAC 07/30/20      | 0.00            | 1,178.16       |            |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment         |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00            |
| Manual Checks  | 0             | 0             | 0.00        | 0.00            |
| Voided Checks  | 0             | 0             | 0.00        | 0.00            |
| Bank Drafts    | 1             | 1             | 0.00        | 1,178.16        |
| EFT's          | 0             | 0             | 0.00        | 0.00            |
|                | <b>1</b>      | <b>1</b>      | <b>0.00</b> | <b>1,178.16</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02441 - 20200804 7

By Check Number

| Vendor Number                   | Vendor DBA Name | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number     |
|---------------------------------|-----------------|--------------|---------------------|-----------------|----------------|------------|
| Payable #                       | Payable Type    | Payable Date | Payable Description | Discount Amount | Payable Amount |            |
| Bank Code: PAYROLL-PAYROLL BANK |                 |              |                     |                 |                |            |
| 10058                           | AFLAC           | 08/04/2020   | Bank Draft          | 0.00            | -1,178.16      | DFT0002670 |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment          |
|----------------|---------------|---------------|-------------|------------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00             |
| Manual Checks  | 0             | 0             | 0.00        | 0.00             |
| Voided Checks  | 0             | 0             | 0.00        | 0.00             |
| Bank Drafts    | 0             | 1             | 0.00        | -1,178.16        |
| EFT's          | 0             | 0             | 0.00        | 0.00             |
|                | <b>0</b>      | <b>1</b>      | <b>0.00</b> | <b>-1,178.16</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02443 - 20200804 9

By Check Number

| Vendor Number                          | Vendor DBA Name | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number     |
|--|-----------------|--------------|---------------------|-----------------|----------------|------------|
| Payable #                              | Payable Type    | Payable Date | Payable Description | Discount Amount | Payable Amount |            |
| <b>Bank Code: PAYROLL-PAYROLL BANK</b> |                 |              |                     |                 |                |            |
| 10058                                  | AFLAC           | 07/31/2020   | Bank Draft          | 0.00            | 1,178.16       | DFT0002672 |
| <u>AFLAC 073020</u>                    | Invoice         | 07/30/2020   | AFLAC 07/30/20      | 0.00            | 1,178.16       |            |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment         |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00            |
| Manual Checks  | 0             | 0             | 0.00        | 0.00            |
| Voided Checks  | 0             | 0             | 0.00        | 0.00            |
| Bank Drafts    | 1             | 1             | 0.00        | 1,178.16        |
| EFT's          | 0             | 0             | 0.00        | 0.00            |
|                | <b>1</b>      | <b>1</b>      | <b>0.00</b> | <b>1,178.16</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02444 - 20200804 9

By Check Number

| Vendor Number                   | Vendor DBA Name               | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number     |
|---------------------------------|-------------------------------|--------------|---------------------|-----------------|----------------|------------|
| Payable #                       | Payable Type                  | Payable Date | Payable Description | Discount Amount | Payable Amount |            |
| Bank Code: PAYROLL-PAYROLL BANK |                               |              |                     |                 |                |            |
| 12825                           | ICMA RETIREMENT TRUST #705568 | 07/08/2020   | Bank Draft          | 0.00            | -225.00        | DFT0002651 |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment        |
|----------------|---------------|---------------|-------------|----------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00           |
| Manual Checks  | 0             | 0             | 0.00        | 0.00           |
| Voided Checks  | 0             | 0             | 0.00        | 0.00           |
| Bank Drafts    | 0             | 1             | 0.00        | -225.00        |
| EFT's          | 0             | 0             | 0.00        | 0.00           |
|                | <b>0</b>      | <b>1</b>      | <b>0.00</b> | <b>-225.00</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02446 - 20200804 11

By Check Number

| Vendor Number                   | Vendor DBA Name               | Payment Date | Payment Type            | Discount Amount | Payment Amount | Number     |
|---------------------------------|-------------------------------|--------------|-------------------------|-----------------|----------------|------------|
| Payable #                       | Payable Type                  | Payable Date | Payable Description     | Discount Amount | Payable Amount |            |
| Bank Code: PAYROLL-PAYROLL BANK |                               |              |                         |                 |                |            |
| 12825                           | ICMA RETIREMENT TRUST #705568 | 07/08/2020   | Bank Draft              | 0.00            | 255.00         | DFT0002674 |
| <u>ICMA Roth 0703</u>           | Invoice                       | 07/03/2020   | Wire Transfer ICMA Roth | 0.00            | 255.00         |            |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment       |
|----------------|---------------|---------------|-------------|---------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00          |
| Manual Checks  | 0             | 0             | 0.00        | 0.00          |
| Voided Checks  | 0             | 0             | 0.00        | 0.00          |
| Bank Drafts    | 1             | 1             | 0.00        | 255.00        |
| EFT's          | 0             | 0             | 0.00        | 0.00          |
|                | <b>1</b>      | <b>1</b>      | <b>0.00</b> | <b>255.00</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02450 - 20200805 4

By Check Number

| Vendor Number                          | Vendor DBA Name               | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number     |
|--|-------------------------------|--------------|---------------------|-----------------|----------------|------------|
| Payable #                              | Payable Type                  | Payable Date | Payable Description | Discount Amount | Payable Amount |            |
| <b>Bank Code: PAYROLL-PAYROLL BANK</b> |                               |              |                     |                 |                |            |
| 11177                                  | ILL MUNICIPAL RETIREMENT FUND | 08/05/2020   | Bank Draft          | 0.00            | 70,084.64      | DFT0002675 |
| <u>IMRF July 2020</u>                  | Invoice                       | 08/05/2020   | IMRF 07/31/20       | 0.00            | 70,084.64      |            |

**Bank Code PAYROLL Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment          |
|----------------|---------------|---------------|-------------|------------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00             |
| Manual Checks  | 0             | 0             | 0.00        | 0.00             |
| Voided Checks  | 0             | 0             | 0.00        | 0.00             |
| Bank Drafts    | 1             | 1             | 0.00        | 70,084.64        |
| EFT's          | 0             | 0             | 0.00        | 0.00             |
|                | <b>1</b>      | <b>1</b>      | <b>0.00</b> | <b>70,084.64</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT02429 - 20200729 1

By Check Number

| Vendor Number                | Vendor DBA Name       | Payment Date | Payment Type        | Discount Amount | Payment Amount | Number     |
|------------------------------|-----------------------|--------------|---------------------|-----------------|----------------|------------|
| Payable #                    | Payable Type          | Payable Date | Payable Description | Discount Amount | Payable Amount |            |
| <b>Bank Code: AP-AP BANK</b> |                       |              |                     |                 |                |            |
| 10313                        | BOA P-CARD STATEMENTS | 07/30/2020   | Bank Draft          | 0.00            | 128,581.42     | DFT0002667 |
| <u>070720</u>                | Invoice               | 07/07/2020   | P-Card with PA      | 0.00            | 128,581.42     |            |

**Bank Code AP Summary**

| Payment Type   | Payable Count | Payment Count | Discount    | Payment           |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 0             | 0             | 0.00        | 0.00              |
| Manual Checks  | 0             | 0             | 0.00        | 0.00              |
| Voided Checks  | 0             | 0             | 0.00        | 0.00              |
| Bank Drafts    | 1             | 1             | 0.00        | 128,581.42        |
| EFT's          | 0             | 0             | 0.00        | 0.00              |
|                | <b>1</b>      | <b>1</b>      | <b>0.00</b> | <b>128,581.42</b> |

P-Card Transactions  
06/08/20-07/07/20

| Vendor Name            | Transaction Count | Amount Total |
|------------------------|-------------------|--------------|
| 2 XL CORPORATION       | 1                 | \$840.00     |
| 24HOURWRISTBANDS.COM   | 1                 | \$529.27     |
| 4TE KEYTH SECURITY SYS | 2                 | \$273.00     |
| ABADAK TARP CANOPY     | 1                 | \$116.94     |
| ACUSHNET BILLTRUST     | 4                 | \$1,958.74   |
| ADOBE CREATIVE CLOUD   | 1                 | \$4,575.98   |
| AMAZON.COM MJ3SR3NP2 A | 1                 | \$116.11     |
| AMAZON.COM MJ6EM13R1 A | 1                 | \$107.55     |
| AMAZON.COM MS1PM1EL2 A | 1                 | \$24.51      |
| AMAZON.COM MS3308EW2 A | 1                 | \$40.97      |
| AMAZON.COM MS3J40AW0 A | 1                 | \$72.98      |
| AMAZON.COM MY0M02SV1 A | 1                 | \$239.97     |
| AMAZON.COM MY41W67R0 A | 1                 | \$30.95      |
| AMAZON.COM MY4MX5SQ1 A | 1                 | \$239.97     |
| AMERICAN RED CROSS     | 2                 | \$538.00     |
| AMZN Mktp US           | 1                 | (\$100.90)   |
| AMZN MKTP US MJ0E65LN2 | 1                 | \$57.76      |
| AMZN MKTP US MJ18S1C80 | 1                 | \$297.48     |
| AMZN MKTP US MJ30T5C80 | 1                 | \$178.65     |
| AMZN MKTP US MJ3H03LG1 | 1                 | \$216.85     |
| AMZN MKTP US MJ58O4ZK2 | 1                 | \$38.89      |
| AMZN MKTP US MJ58W6P51 | 1                 | \$16.97      |
| AMZN Mktp US MJ8015NQ0 | 1                 | \$209.88     |
| AMZN MKTP US MJ8DH1EF1 | 1                 | \$109.99     |
| AMZN MKTP US MJ8PT9N21 | 1                 | \$31.50      |
| AMZN MKTP US MS0168CW2 | 1                 | \$105.99     |
| AMZN MKTP US MS2111KZ0 | 1                 | \$71.90      |
| AMZN MKTP US MS22R6RW0 | 1                 | \$28.56      |
| AMZN MKTP US MS2VT8GM0 | 1                 | \$231.96     |
| AMZN Mktp US MS3603YLO | 1                 | \$99.98      |
| AMZN Mktp US MS3GQ8WB2 | 1                 | \$193.97     |
| AMZN MKTP US MS3SL1Y22 | 1                 | \$77.18      |
| AMZN MKTP US MS4K30LI2 | 1                 | \$123.54     |
| AMZN MKTP US MS59K8ZW0 | 1                 | \$71.98      |
| AMZN MKTP US MS5ZR3LM2 | 1                 | \$239.76     |
| AMZN MKTP US MS6JB9A62 | 1                 | \$334.46     |
| AMZN Mktp US MS6X26FU2 | 1                 | \$52.00      |
| AMZN MKTP US MS78E9BH2 | 1                 | \$137.90     |
| AMZN Mktp US MS7HY4GA1 | 1                 | \$37.86      |
| AMZN Mktp US MS7MU0J42 | 1                 | \$124.95     |
| AMZN MKTP US MS85Q0J90 | 1                 | \$304.78     |
| AMZN Mktp US MS8HL2B02 | 1                 | \$68.00      |
| AMZN MKTP US MS8U84HE0 | 1                 | \$66.84      |
| AMZN MKTP US MS9O204Y0 | 1                 | \$413.79     |
| AMZN MKTP US MS9QB1UN0 | 1                 | \$166.63     |
| AMZN Mktp US MY0C79XV2 | 1                 | \$139.96     |
| AMZN Mktp US MY0RH42O0 | 1                 | \$54.69      |
| AMZN Mktp US MY10S4YA0 | 1                 | \$13.49      |
| AMZN MKTP US MY34R4MO0 | 1                 | \$30.78      |
| AMZN Mktp US MY3XY89O1 | 1                 | \$589.99     |
| AMZN MKTP US MY4060VK0 | 1                 | \$110.08     |

## P-Card Transactions

06/08/20-07/07/20

|                        |    |             |
|------------------------|----|-------------|
| AMZN MKTP US MY4M21Y00 | 1  | \$267.72    |
| AMZN Mktp US MY4UZ9IQ2 | 1  | \$19.59     |
| AMZN Mktp US MY6KQ37V1 | 1  | \$89.04     |
| APFS STAFFING, INC.    | 3  | \$6,634.64  |
| APLOS SOFTWARE LLC     | 1  | \$540.00    |
| ARTHUR CLESEN- LINCOLN | 2  | \$151.52    |
| AT&T PREMIER EBIL      | 2  | \$2,501.46  |
| ATT BUS PHONE PMT      | 2  | \$204.10    |
| AVALON PETROLEUM       | 1  | \$5,824.11  |
| BLN SPAMTITAN          | 2  | \$180.00    |
| BURRIS EQUIPMENT - WAU | 1  | \$376.60    |
| CANOPIES AND TARPS.COM | 1  | \$257.63    |
| CANVA 02733-1259865    | 1  | \$10.00     |
| CANVA 02733-1263434    | 1  | \$10.00     |
| CHEMCRAFT INDUSTRIES I | 1  | \$267.59    |
| CHICAGO TRIB SUBSCRIPT | 2  | \$55.44     |
| CITY OF HIGHLAND PARK  | 1  | \$7,611.58  |
| CLIFFORD WALD AND COMP | 1  | \$515.97    |
| COBRA-PUMA GOLF INC    | 1  | \$86.23     |
| COMCAST                | 1  | \$11,915.05 |
| COMCAST CHICAGO        | 10 | \$2,186.07  |
| COMCAST CHICAGO CS 1X  | 2  | \$166.30    |
| COMPLIANCE SIGNS.COM   | 2  | \$55.00     |
| CRAFTWOOD LUMBER & HAR | 28 | \$716.06    |
| CVS/PHARMACY #04787    | 1  | \$2.49      |
| DOLLAR TREE            | 1  | \$20.00     |
| Dollar Tree, Inc.      | 3  | \$391.41    |
| DOLLARTREE             | 1  | \$42.00     |
| DOMYOWN.COM            | 1  | \$35.14     |
| DROPBOX VY84VP3RQ2YM   | 1  | \$11.99     |
| DTV DIRECTV SERVICE    | 2  | \$440.97    |
| EMPIRE COOLER SERVICE  | 1  | \$150.00    |
| FACEBK 8R5HKTNUL2      | 1  | \$25.00     |
| FISH TECH              | 2  | \$13.16     |
| FRIENDS OF THE FOREST  | 1  | \$300.00    |
| G&O THERMAL SUPPLY     | 5  | \$168.10    |
| GOKEYLESS              | 1  | \$123.67    |
| GOOGLE GSUITE PDHP.ORG | 1  | \$6.00      |
| GOVERNMENT FINANCE OFF | 1  | \$460.00    |
| GRAINGER               | 4  | \$171.06    |
| GRAPHIC MARKING SYSTEM | 1  | \$177.41    |
| GROWER EQUIPMENT & SUP | 1  | \$55.98     |
| GUITAR CENTER #337     | 2  | \$857.33    |
| GUITARCENTER.COM INTER | 1  | (\$1.11)    |
| HALOGEN SUPPLY COMPANY | 3  | \$1,953.22  |
| HARRELLS LLC           | 3  | \$9,295.60  |
| HEY AND ASSOCIATES INC | 1  | \$11,300.42 |
| HIGHLAND PARK FORD LIN | 1  | \$164.04    |
| HORNUNG S GOLF PRODS   | 1  | \$73.15     |
| ID WHOLESALER          | 1  | \$195.34    |
| IDLEWOOD ELECTRIC SUPP | 2  | \$140.51    |
| ILLINOIS ASSOC OF PARK | 1  | \$6.00      |

P-Card Transactions  
06/08/20-07/07/20

|                        |    |            |
|------------------------|----|------------|
| IN A TO Z GLOBAL MARK  | 1  | \$49.95    |
| IN BULLDOG SECURITY,   | 1  | \$1,050.00 |
| IN METRO TANK AND PUM  | 1  | \$230.00   |
| IN PALMFLEX, INC       | 1  | \$104.98   |
| IN THE MULCH CENTER L  | 2  | \$180.00   |
| JEWEL OSCO 3459        | 1  | \$57.96    |
| JOHNSTONE SUPPLY OF NI | 3  | \$1,290.00 |
| JORSON AND CARLSON COM | 1  | \$65.02    |
| K & M PRINTING         | 1  | \$360.00   |
| K M PRINTING CO INC    | 2  | \$1,080.00 |
| KEYTH TECHNOLOGIES     | 2  | \$54.00    |
| LAKESHORE RECYCLING SY | 2  | \$1,307.07 |
| LIFEGUARD STORE - ONLI | 1  | \$204.75   |
| LITANIA SPORTS GROUP   | 1  | \$244.08   |
| MAILCHIMP MONTHLY      | 1  | \$285.81   |
| MAIN EVENT HOF E-ECOMM | 1  | (\$283.16) |
| Marathon Sportswear, I | 2  | \$815.19   |
| MARIANOS #542          | 1  | \$19.94    |
| MARK VEND CO.          | 2  | \$394.79   |
| MENARDS 3327           | 2  | \$61.08    |
| MENONI & MOCOGNI, INC. | 4  | \$322.50   |
| MICHAELS STORES 2037   | 1  | \$43.91    |
| MICHAELS STORES 9048   | 1  | \$57.36    |
| MIDWEST COPIER         | 1  | \$365.90   |
| MIDWEST GROUNDCOVERS L | 1  | \$1,316.99 |
| MURNANE PAPER COMPANY  | 1  | \$4,772.00 |
| MUTUAL ACE HARDWARE &  | 36 | \$1,445.31 |
| NAPA AUTO PRTS HIGHLAN | 34 | \$2,046.49 |
| NATIONAL LIFT TRUCK    | 1  | \$328.64   |
| P & W GOLF SUPPLY LLC  | 1  | \$643.46   |
| PARK DISTRICT OF HIGHL | 1  | \$1.00     |
| PARTY CITY 168         | 2  | \$89.94    |
| PGA MEMBER INFO SRVCS  | 1  | \$736.00   |
| POS REMARKETING GROUP  | 1  | \$70.00    |
| QUICKSCORES COM        | 1  | \$112.00   |
| READYREFRESH BY NESTLE | 1  | \$28.97    |
| REINDERS SUSSEX CUSTOM | 5  | \$1,126.45 |
| RME THE GOLFWORKS      | 1  | \$169.78   |
| ROSEWOOD BEACH         | 1  | \$10.00    |
| S&S WORLDWIDE, INC.    | 1  | \$6,186.42 |
| SAMSCLUB.COM           | 1  | \$26.66    |
| SCHNEIDERELECTRIC IT C | 1  | (\$34.31)  |
| SITEONE LANDSCAPE SUPP | 5  | \$9,135.82 |
| SMARTSIGN              | 1  | \$66.84    |
| SP EXPRESS PAINT       | 1  | \$112.25   |
| STAPLES 00116616       | 2  | \$47.46    |
| TARGET 00011676        | 2  | \$132.30   |
| TARGET 00011684        | 5  | \$408.76   |
| TEC #130               | 1  | \$151.00   |
| TERMINAL SUPPLY TROY 1 | 1  | \$213.62   |
| THE HOME DEPOT #1926   | 3  | \$246.09   |
| THE HOME DEPOT #1980   | 1  | \$24.53    |

P-Card Transactions

06/08/20-07/07/20

|                        |    |                     |
|------------------------|----|---------------------|
| TRIBUNE PUBLISHING COM | 1  | \$54.86             |
| ULINE SHIP SUPPLIES    | 1  | \$134.31            |
| USPS PO 1636060035     | 5  | \$46.00             |
| WAL-MART #2204         | 1  | \$43.82             |
| WAL-MART #3893         | 1  | \$47.97             |
| WALMART.COM            | 3  | \$1,552.51          |
| WAREHOUSE DIRECT       | 23 | \$3,944.90          |
| WEB NETWORKSOLUTIONS   | 1  | \$385.89            |
| WM SUPERCENTER #1735   | 1  | \$121.96            |
| WRIST-BAND.COM         | 1  | \$274.50            |
| YA YA E FAVORMART      | 4  | \$1,869.52          |
| YOUR ADVANTAGE II LT   | 1  | \$171.00            |
| ZOOM.US                | 1  | \$84.97             |
| <b>TOTAL</b>           |    | <b>\$128,581.42</b> |