

NOTICE OF MEETING
Tuesday, September 22, 2020
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

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 Regular Board Meeting by clicking the Tuesday, September 22 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. Emails should be sent between Friday, September 18 at 5:00 p.m. until 5:45 p.m. on Tuesday, September 22 and should have "Public Comment for September 22" in the subject line of the email. Comments will be read aloud during the meeting.
- V. **CONSENT AGENDA**
 - A. **Minutes from August 11, 2020 Workshop Meeting**
 - B. **Minutes from August 25, 2020 Regular Board Meeting**
 - C. **Approval of the 2020 Parks ADA Pathway Improvements Project**
 - D. **Bills and Payroll in the amount of \$1,487,290.77**
- VI. **TREASURER'S REPORT**
 - A. **Financial Forecast Update**
 - B. **Finance Calendar**
- VII. **UNFINISHED BUSINESS**
 - A. **Rosewood Beach Project Updates**
 - B. **Approval of Construction Bid for the Preserve of Highland Park**
- VIII. **NEW BUSINESS**
 - A. **Parks Foundation Update**
 - B. **Director's Report**
 - a. **Summer Recreation Usage Report**
 - C. **Board Comments**

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- IX. 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.
- X. ACTION FROM CLOSED SESSION IF ANY**
- XI. ADJOURNMENT**

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

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
AUGUST 11, 2020**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was conducted remotely due to the Governor’s Declaration of Emergency as a result of the COVID-19 Pandemic. Members of the public were able to view a live stream of the Workshop Board Meeting.

The meeting was called to order at 6:00 p.m. by President Ruttenberg.

ROLL CALL

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

Absent: None

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

ADDITIONS TO THE AGENDA – None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

**SUNSET VALLEY YOUTH GOLF DEVELOPMENT & SHORT GAME AREA
PROJECT UPDATE**

Manager Ochs provided a brief update and shared images of the construction occurring at Sunset Valley Golf Club for the Youth Golf Development and Short Game Center. Some of the images include conceptual project drawings, shaping of the bunkers, sod, and seed installation, laying of hydro-mulch, and germination of the site after all construction was completed in early August.

Commissioner Bernstein would like to know if a screen will be installed to act as a barrier between the short game area and the fairway.

Manager Ochs reported that staff are hoping the honey locust trees will act as a barrier, but if additional protection is needed, staff will re-evaluate and install additional protection.

Commissioner Grossberg would like to know if any of our benefactors have recently seen the site since construction began.

Manager Ochs reported that Joel Hirsch and Doug Myslinski, the Director of Wadsworth Golf Charities Foundation, have seen the recent construction.

Manager Ochs provided a brief financial update reporting that 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 and the Parks Foundation has received approximately \$178,583.64 in donations and grant funds for the Sunset Valley Youth Golf Development and Short Game Area and continues to accept donations for the necessary construction funding. Additionally, staff will be hosting an outing in the Spring of 2021 to raise donations to help cover the costs for the brick paver pathway. He provided a project timeline for the construction and completion of the brick paver pathway, reporting that the District will go out to Bid in the Fall of 2020, the installation will occur in the Spring of 2021, with an anticipated opening date in the late Spring of 2021.

Commissioner Grossberg would like to know if the Parks Foundation has been involved.

Executive Director Romes reported that the Parks Foundation conducted a groundbreaking ceremony and an article was written in the local paper.

Commissioner Grossberg would like the Parks Foundation to be more involved since the Youth Development and Short Game Center will be open to the public in the Spring of 2021.

President Ruttenberg would like to know if the community can donate engraved brick pavers.

Manager Ochs reported that staff and the Parks Foundation are promoting the engraved brick pavers donations.

Additionally, Executive Director Romes reported Joel Hirsch, who is a local amateur hall of famer donated \$129,000 to the project and he will be involved with the naming of the Youth Development and Short Game Center.

THE PRESERVE OF HIGHLAND PARK PRE-CONSTRUCTION UPDATE

Manager Grill reported that the Park District received the OSLAD Grant agreement on August 10th, so staff can begin the bidding process. The legal notice for the bid will be posted on August 18. Staff will present the construction face services proposal at the September 22nd Regular Board meeting, asking the Park Board of Commissioners to approve the proposal from Hey and Associates which includes construction work, engineering support, and review. The Park District is requiring on-call engineering support services in case additional work is needed. Once approved, construction will begin on October 1st. Manager Grill reported that if the Park District receives favorable bids than additional path work could be completed to enhance the project. Additionally,

the Park District received permits from the Stormwater Management Commission and are awaiting the and the final permit form the City of Highland Park. Manager Grill reported that the Illinois Department of Natural Resources (IDNR) has delayed the long-term schedule estimating that the project will be completed at the end of 2021 vs. the Fall.

Commissioner Bernstein would like to know if the cart paths and bridges will be ADA compliant.

Manager Grill reported that those projects are included in the alternate packages of the bid, so if the bids are favorable than the District can include ADA work for the cart paths and bridges.

Commissioner Grossberg would like to know what the site will look like a year from today.

Manager Grill reported that the amenities will be in place, the shoreline work will be completed, and new plants will be growing throughout the site.

Vice President Kaplan would like to know if the weeds will be eradicated along the paths.

Manager Grill reported that a substantial number of paths are being repaired, removed, and replaced which will eradicate the weeds.

Commissioner Grossberg reported that he would like the Parks Foundation to get involved.

Manager Grill reported that staff can revisit discussions shared with the Parks Foundation now that the project can commence.

MORaine PARK PATH IMPROVEMENT

Director Smith reported that the path that leads down the ravine to the District's dog beach closed last spring after record-setting heavy rainfall caused sections of the path to fail. Since that time, staff has worked with the US Army Corps of Engineers, the City of Highland Park, several other engineering firms, and contractors to better understand what could be done to repair the path. Unfortunately, he reported that staff found that the current condition of the path does not permit a quick fix. As a result, staff hired the engineering firm, Daniel Creaney Company, to develop preliminary site improvement plans. Director Smith reported that the proposal from Daniel Creaney Company will be reviewed this evening, but staff are not seeking approval of the proposal at this time, this is just a project update.

Director Smith shared images of the flagstone park path prior to failure, aerial images of the site which includes Sheridan Road, the parking lot, and the path from the parking lot to the beach. Additionally, he shared images of amenities along the path including the wooden staircase, the concrete bridge, and the flagstone staircase. He reported that the path failures occurred at the base

of the bridge before the flagstone staircase and several areas past the flagstone staircase leading to the beach. As a result, the District hired the Daniel Creaney Company to develop concepts to repair the path and improve the site. Daniel Creaney Company conducted a topography survey of the site, explored construction access possibilities, conducted geotechnical and structural assessments, and developed multiple repair concepts. Director Smith reported that the proposed plan addresses three components to repair the site as a whole, which includes the path repair, drainage improvements, and steel wall improvements along the toe of the ravine. Lastly, Director Smith reported that the proposed repair would remove some of the flagstone pavers and some of the stone walls, however, the removal will not impact the historic areas of the path.

Commissioner Bernstein would like to know received confirmation that the areas in which stones will be removed are not historic.

Director Smith reported that staff received confirmation from the City of Highland Park, so if approved, the stones could be removed from the proposed areas along the path.

Director Smith introduced Bob Hansen, Engineer from Daniel Creaney Company, to present repair options.

Mr. Hansen reviewed 4 options for path improvements, which is the first component of the project.

Option A:

Mr. Hansen reported that this option would rebuild the walls on each side of the path where the failure occurred, remove the current flagstone pavers, compact the area, and a drain tile behind the first wall to prevent further water erosion to the path. However, engineers, we are fearful that the failure could still occur in the future.

Option B:

Mr. Hansen reported that this option would introduce a gabion basket where the water is currently draining. He reported that the gabion basket would be filled with stone to support the toe and add a drain tile. However, this does not provide enough support upstream so the failure could still occur in the future.

Option C:

Mr. Hansen reported that this option would introduce 2 gabion baskets along the backside of the path to support the slope which will prevent it from overturning. Additionally, a gabion basket will be placed downstream to support the toe and a drain tile added. However, engineers felt the gabion baskets would not provide enough support to the slope so the water would still cause problems that could lead to future failure of the path.

Option D:

Mr. Hansen reported that this option would remove the current walls and flagstone pavers of the path. The area would be regraded to redirect where the water is slowing and a boardwalk would be built in place of the original path. The boardwalk would be supported by soldier piles and helical anchors. Director Smith shared images of what the 5ft proposed boardwalk would look like.

President Ruttenberg would like to know if the District is prepared to change the character of the natural path to a wooden boardwalk.

Director Smith reported that staff are trying to keep as much of the path intact since it is natural and historic and only repair the problematic areas.

As for the second component of the project, Mr. Hansen reported that Daniel Creaney Company proposes the installation of drainpipes along the table bed to redirect the water flowing along the ravine, which will prevent further slope erosion.

As for the third component of the project, Mr. Hansen reported that Daniel Creaney Company proposes the installation of steel walls along the toe of the ravine. He reported the fill in the current steel cribs has been washed out, so engineers would use the remnants from the removed flagstone to fill in those walls and large boulders would be placed to help redirect the water around the front side of those steel structures.

Director Smith reported that the cost to create construction access is \$364,000, Option D for the proposed path repair would cost \$185,172, the drainage improvements would cost \$30,000, and the steel wall improvements would cost \$79,795. With a 10% contingency, Director Smith reported that the estimated construction costs would be \$364,063.

As for the timeline, Director Smith reported that staff could request approval at the August 25 Regular Board Meeting, construction documents would be developed by Daniel Creaney Company, and the project would be bid in the Spring of 2021, with construction beginning in the Summer of 2021, with the path reopening in the Fall of 2021.

If approved, Director Smith reported that the estimated total costs for the project would increase to \$421,763 due to the \$35,300 for the construction document and the \$22,400 which the District has already spent. He reported that of that \$35,300, \$26,500 covers the supplemental topographic survey, permit application and review, structural construction, boardwalk design consultation, and the site improvement plan, and \$8,800 covers bid assistance, construction staking, and construction coordination and observation.

Director Smith reported that \$500,000 was budgeted for this project in the 2020 capital plan, however, this project was put on hold due to pandemic. If the Park Board of Commissioners would like the dog beach to open next year than the District will need to spend \$35,300 this year on the construction documents so actual construction can occur in the Summer of 2021.

Commissioner Bernstein would like to know if \$35,000 is spent on construction documents but the District decides to put the construction on hold, could the District use those documents 2-3years from now.

Mr. Hansen reported that those construction documents could be used 2-3year from today.

Commissioner Grossberg would like to know if the drainage pipes will be visible.

Mr. Hansen reported that the drainpipe would be buried, and vegetation was placed over it. Trees would not be disturbed to install the pipe.

Commissioner Grossberg supports the idea of repurposing the flagstone for the steel wall improvements.

Vice President Kaplan would like to know if this path provides access to anything more than a dog beach.

Director Smith reported that this path strictly provides access to the dog beach. Jeff – yes, this is strictly a path to the dog beach.

President Rutenberg would like to know if the pathway would have to be closed if the Park District commences with the Ravine 10 Project with the City of Highland Park and the US Army Corps.

Director Smith reported that staff spoke with the US Army Corps to confirm that none of the work would be undone if the Ravine 10 Project commences, however access to the path may be closed, he will follow up with the US Army Corps.

President Ruttenberg is concerned that the Park District is considering a \$400,000 project which is only a pathway to the dog beach, the Ravine 10 Project could close this path once that project begins, and lastly, the Park District does not have a masterplan for the site so he would like a masterplan which could benefit the community vs. just a pathway to a dog beach.

APPROVAL OF THE CARES ACT REIMBURSEMENT FROM LAKE COUNTY INTERGOVERNMENTAL AGREEMENT

Director Peters reported that Lake County received \$122,000,000 in CARES Act money to be distributed to governmental entities in response to COVID-19. As of August 3rd, 2020, \$105,630 is the maximum CARES Act allocation available from the \$122,000,000 to the Park District. Director Peters reported that in order for the Park District 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 proposed intergovernmental agreement must be approved by the Park Board of Commissioners which has been reviewed and approved by legal counsel.

A motion was made by Commissioner Bernstein and seconded by Commissioner Grossberg to approve the CARES Act Reimbursement from Lake County Intergovernmental Agreement.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

COVID-19 EMERGENCY OPERATIONS PLANNING UPDATE

Director Romes reported that the state is still in Phase 4 of *Restore Illinois*, so staff will provide updates for the Recreation Center of Highland Park and the Lakefront.

Recreation Center of Highland Park

Director Carr reported that the indoor pool will reopen as of August 17th, the purpose of which is to offer lap swimming, which will be available Monday through Thursday mornings from 6:00 a.m. to 8:00 a.m. and evenings from 5:00 p.m. to close, as well as Friday through Saturday mornings from 6:00 a.m. to 8:00 a.m. The Department of Commerce and Economic Opportunity (DCEO) allows one swimmer per lane, so the indoor pool can accommodate 6 swimmers per time slot. The time slots must be reserved in advance and will be 90minutes in length, which includes the use of the showers and changing rooms. The schedule will adjust as of September 14 when learn to swim programs and rentals resume. Director Carr reported the fees are \$5 for currently suspended members, \$7 for residents, and \$9 for non-residents. Additionally, the District is

offering a 30day pass that could be used for lap swim or use of the fitness floor. The fees are \$50 for suspended members, \$70 for residents & \$90 for non-residents.

Lakefront

Director Carr provided a brief update of the swim season and security at lakefront properties. Director Carr reported that the weekday swim season typically concludes August 16th, however, staff can extend that until August 23rd. As of August 24th, lifeguards will no longer be available to monitor Rosewood Beach weekdays for public swim, however, lifeguards will still be present during lap swim. He reported that a supervisor and Park Ambassador will still monitor the site weekdays, even though swimming is no longer permitted after lap swim concludes. As for weekends lap swim and public swim will be available through September 27th.

Director Carr reported that Advanced Security Solutions began staffing security officers on August 7th. Thankfully, Director Carr reported that several Park Ambassadors are still available, so they are helping train those security guards to better enforce policies and ordinances. Three security guards from Advanced Security Solutions will be scheduled daily, being stationed at Rosewood Beach and Park Avenue. The third security guard will be scheduled as a floater, so they can travel as needed when situations arise. The shifts will be Monday – Thursday from 3:00 p.m. to 10:00 p.m., Friday from 3:00 p.m. to 11:00 p.m., and 1:00 p.m. – 11:00 p.m. Saturday – Sunday. Additionally, staff has begun issuing citations and received 19 parking violations. Unfortunately, payments from those violations have yet to be received.

Commissioner Bernstein would like to know if the District is offering swim at your own risk when lifeguards are no longer present weekdays.

Director Carr reported that the community is no longer able to swim when lifeguards are not present, so signage is being updated and staff on-site will enforce these rules.

President Ruttenberg would like to know how many people the indoor pool can accommodate on a given day.

Director reported that the indoor pool permits 18 people per day.

President Ruttenberg would like to know how many people can use the fitness center while patrons are using the indoor pool.

Director Carr reported that up to 75people can use the fitness center while people utilize the indoor pool for lap swim, which is around 100 at a time.

President Ruttenberg would like to know if other communities allow swim at your own risk and what does PDRMA recommend.

Director Carr reported that other communities permit swimming at your own risk, and PDRMA does not have a stance, they just require those District to have proper signage at the sites.

President Ruttenberg suggests staff and the Park Board consider allowing swim at your own risk as it provides a service to the community.

President Ruttenberg would like to know if the City of Highland Park receives the revenue from citations.

Director Carr reported that citation revenue is generated to the Park District.

REVIEW OF VOUCHERS

Director Peters reported that the vouchers from the previous month was \$487,933.

President Ruttenberg would like to know if the \$9,000 purchase for hand sanitized can be reimbursed by the CARES Act policy.

Director Peters reported that the \$9,000 can be reimbursed and staff have already logged that expense.

ADJOURNMENT

A motion was made by Commissioner Bernstein and seconded by Vice President Kaplan and approved by a unanimous vote. The Board Meeting adjourned at 7:12 p.m.

Respectfully submitted,

Brian Romes, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
AUGUST 25, 2020**

The Regular Meeting of the Board of Park Commissioners of the Park District of Highland Park was conducted remotely due to the Governor’s Declaration of Emergency as a result of the COVID-19 Pandemic. Members of the public were able to view a live stream of the Regular Board Meeting.

The meeting was called to order at 6:00 p.m. by President Ruttenberg.

ROLL CALL

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

Absent: Vice President Kaplan

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

ADDITIONS TO THE AGENDA – None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

CONSENT AGENDA

President Ruttenberg asked staff to provide a brief update regarding the Memorandum of Understanding Between the Parks Foundation and the Park District. Director Peters reported that there is a proposed change in section 8 regarding the financial statement. The current Memorandum requires an annual audit of the Parks Foundation; however, the IRS only requires organizations to conduct an annual audit of the agency that generates more than \$300,000 per year. The Parks Foundation generated less than \$300,000 last year and the pandemic has significantly decreased revenue generation for the Parks Foundation, so the Parks Foundation Board does not want to conduct an audit; however the verbiage on the current memorandum needs to be amended, so the Parks Foundation is asking the Park Board of commissioners to approve the amended Memorandum which states that the conduction of yearly audits is at the discretion of the Parks Foundation Board based on applicable laws and requirements.

A motion was made by Commissioner Grossberg and seconded by Commissioner Bernstein to approve the Minutes from the July 14, 2020, Workshop Meeting; Minutes from the July 28, 2020, Regular Board Meeting; Hey and Associates Construction Services Proposal for the Preserve of

Highland Park, Memorandum of Understanding between the Parks Foundation and the Park District of Highland Park; Bills and Payroll in the amount of \$2,456,456.81.

Roll Call:

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

Nay: None

Absent: Vice President Kaplan

Abstain: None

Motion Carried

TREASURES REPORT & FINANCIAL FORECAST

Director Peters provided an update of the District's financial forecasts and presented a report from the July 31, 2020, Finance Committee.

Financial Forecast

Projected Cash Flow/Operations (Operations General and Recreation Fund)

Director Peters presented the District's chart of operations which examines the General and Recreation Funds comparing the budgeted cash on hand vs. the projected cash on hand at the end of each month. She reported that the District budgeted to have \$11.9 million in cash on hand as of December 31, 2020. She is pleased to report that staff are projecting to have \$11.2 million in cash on hand as of December 31, 2020, even with the impacts of COVID-19. Additionally, the District will remain in compliance with our board policy, maintaining a 25% reserve in the general and recreation funds, and she projects the District will have \$4.6 million as a reserve in both funds.

Budget vs. Actual vs. Projected (Operations General and Recreation Fund)

The next item reviewed was the 2020 Budget Comparison report of the General and Recreation Funds. This report provided a comparison of the 2020 budget approved in December of 2019 vs. the actual figures as of today, plus the projections for the end of the year. Director Peters reported that the District budgeted a \$3 million surplus for the end of the year. Due to the pandemic and its financial impacts, staff are projecting a \$1.8 million surplus end of the year based on the actual revenue and expenses generated as of July 31, 2020. She reported that the overall reduction between our original budget vs. the projections is a \$1.2 million deficit. However, these projections are based on the worst-case scenario and the District has generated \$8.8 million in revenue as of July 31, 2020, vs. the \$7.6 million projected. Additionally, the District has spent less than projected so the overall year-to-date net difference as of July 31, 2020, when comparing the District's actual vs. projected is a \$1.5 million surplus.

Budget vs. Actual vs. Projected No Taxes/transfers (Recreation Fund)

The next item reviewed was the 2020 Budget Comparison report of the Recreation Fund. This report provided a comparison of the 2020 budget approved in December of 2019 vs. the actual figures as of today, plus the projections for the end of the year without the support from property taxes and transfers from the general fund. Director Peters reported that the District budgeted a 2.4 million deficit for the end of the year, assuming revenues would be less than expenses. Due to the pandemic, staff are projecting the deficit to increase by \$1.3 million net difference. As of July 31, 2020, the District has generated \$3.6 million in actual revenue vs. the worst-case scenario projection of \$2.9 million. Additionally, our actual expenses are trending slightly below our projections, which gives the District a year to date net difference of \$710,821. She is pleased to report that staff has reduced the year-to-date net difference by \$300,000 from the original worst-case scenario projection.

Monthly Payroll Budget vs. Actual vs. Projection

Director Peters reported that the District budgeted around \$10 million in payroll expenses. However, by furloughing staff, reducing employee hours, and implementing a hiring/merit freeze, staff projected the expenses as of December 31 to be around \$7.5 million which reduces the overall projected net difference of the budgeted vs. projected to \$2.5 million. Unfortunately, the District's actual payroll expenses as of July came in higher than projected for a year-to-date net difference of \$70,569. She reported that this is a positive difference, of the actual and projected since the District has expanded programs and has been offering more services, which generated an additional \$1.5 million in revenue. Additionally, staff had budgeted the District would have spent \$5.7 million in payroll expenses as of today, whereas the District has only spent \$4.2 million.

COVID-19 Related Expenses

Director Peters reported that the District is projecting \$71,701 in year-end expenses for COVID-19 related supplies, a \$75,661 difference in lakefront expenses due to the additional staffing needed to address crowd control and safety, and a \$6.2million difference of lost operating revenue. Overall, staff are projecting a \$6.3 million year-end net difference due to COVID-19.

Commissioner Bernstein would like to know what the current financial status of the District is.

Director Peters reported that the District is doing better than the worst-case scenario financial projections and PMA, the District's financial advisors, are pleased with the District's financial status and the figures we are providing.

President Ruttenberg is pleased that the District is offering more programs and services to the community that projected.

Treasures Report

Director Peters reported that the Special Recreation Fund is trending favorably due to budgeted tax receipts and the District has yet to receive the \$350,000 bill in contractual services for the NSSRA building. As for the Capital Fund, it is significantly under budget due to the reduction of projects from the pandemic. As for the General Corporate Fund, it has a favorable variance due to reducing payroll, expenses, and a timing difference in health insurance. As for the Debt Service Fund, it has a favorable variance due to timing differences from tax receipts. Lastly, she reported that the Recreation Fund has an unfavorable variance which is due to the closure and reduction of services from the pandemic.

President Ruttenberg would like to know what is happening with the development of the NSSRA building.

Executive Director Romes reported that demolition was completed in February, however, construction has been delayed since the Illinois Department of Natural Resource (IDNR) has not awarded the park grant, so NSSRA is delaying construction till a grant recipient is selected. If awarded those grant dollars would be used for the construction of the new facility and will reduce some of the costs the Park District will provide in support of NSSRA.

UNFINISHED BUSINESS

A. Rosewood Beach Revetment Project

Director Smith reported that the Park District received three possible long term solutions from SmithGroup to further protect the coves and infrastructures at Rosewood Beach, which included an underwater weir, reducing the gap structure of the current coves, or the installation of revetments. After a thorough review, the Park Board of Commissioners agreed upon the installation of revetments and asked SmithGroup to prepare construction documents. Director Smith reported that Ms. Boshek is here today to provide an update on the proposed construction documents for the back of beach revetments which will be placed at the Interpretive Center, along the boardwalk, parking lot, and the concession facility.

Interpretive Cove

Ms. Boshek reported that the back of beach revetment is not intended to prevent erosion or hold the current sand in place, instead, its purpose is to function as a barrier to protect the Interpretive Center, boardwalk, and parking lot. She reported that the existing sheet pile wall in front of the Interpretive Center will remain intact, however, SmithGroup plans to extend that sheet pile another 100ft providing a barrier in front of the boardwalk and the parking lot and a revetment will be installed against the foundation of the sheet pile. Unfortunately, she reported that the additional sheet pile and revetment will not protect the bench due to its location within the cove and the challenges from erosion and the high water levels, however, even if all the sand within the Interpretive Cove were to erode, the sheet piles and revetments will remain intact protecting the Interpretive Center, boardwalk, and parking lot. If a significant sand loss

occurs during the Fall and Winter seasons the revetment could become exposed, however, most of the sand from the recent nourishment projects is still intact and the lake levels are receding so she does not anticipate the revetment to become exposed. As for the project cost, she estimates repair costs for the Interpretive Cove to be a little under \$600,000 with steel for the revetment and stones for the sheet pile contributing to most of the project cost.

Swimming Cove

As for the Swimming Cove, Ms. Boshek reported that the area closest to the boardwalk is where the revetment will be installed to protect the concession area, however, the barrier will not protect the surrounding features, but Ms. Boshek does not feel those features are at risk so she does not recommend additional protection. A 90ft revetment will be situated directly in front of the concessions facility which will be supported by a concrete curb wall and covered with excavated sand to conceal the protective structure. A stone sheet pile is not required or recommended for this area as it is not experiencing high levels of erosion. As for the project cost, she estimates repair costs for the Swimming Cove to be around \$255,000.

Ms. Boshek reported that the Park District can reduce the individual project cost by coupling construction. This will save the Park District around \$104,000 with an estimated combined project cost of \$a little under \$747,000. This project would require the Park District to submit a general permit request to the Illinois Department of Natural Resource (IDNR). She recommends submitting the permit request for both projects, even if the couple construction is not approved. The drawings discussed this evening are ready to be submitted in the general permit application for IDNR if approved. As for scheduling and timing, Ms. Boshek recommends installation prior to Memorial Day of 2021, so construction can occur during the Fall, Winter, or Spring seasons.

Commissioner Bernstein would like to know if there are temporary solutions that can be implemented to protect those structures and sand from further eroding over the Fall/Winter Season.

Ms. Boshek reported that the State of Illinois does not recognize small scale projects, so the only available temporary solution would be placing additional sand. The facilities are well protected by their foundations, however, the parking lot and boardwalk in the Interpretive Cove are only protected by the sand. Currently, there is a significant amount of sand protecting the parking lot, and the boardwalk for the time being. She recommends that the Park District utilize their sand permit to place more as a temporary solution and advised against utilizing sandbags.

Commissioner Bernstein would like to know why Ms. Boshek advised against sandbags as a temporary solution.

Ms. Boshek reported that if the sandbags are not large enough, they too will be pulled into the water during severe storms. Additionally, if the sandbags are too large SmithGroup would need approval from regulatory before those could be placed.

Commissioner Bernstein would like to know what the permit process is from regulatory should the Park District decide to implement the use of large sandbags as a temporary solution.

Ms. Boshek reported that the Park District would still have to submit a general permit application, cover the \$550 costs, then request emergency approval to expedite the process. The emergency approval typically takes two weeks.

President Ruttenberg would like to know if Commissioner Bernstein is exploring sandbags or trap bags as a temporary solution.

Commissioner Bernstein reported trap bags since small sandbags will fail to withstand the high waves, additionally, Commissioner would like to know what the estimated costs to implement trap bags would be and who would be responsible for filling and placing the trap bags.

Ms. Boshek reported that SmithGroup is completing a similar project in Evanston, so she could examine their project to better determine a rough estimate for the District. As for the placement and filling of the trap bags, she reported that a contractor excavates the site to fill and place the trap bag, suggesting it is a quick process.

Commissioner Bernstein asked Ms. Boshek if she feels the concessions and boardwalk in the Swimming Cove are in immediate danger?

Ms. Boshek does not feel the concession facility and the boardwalk in the Swimming Cove are in immediate danger.

Commissioner Bernstein would like to know if the current sheet pile in the Interpretive Cove can protect the Interpretive Center.

Ms. Boshek reported that the existing sheet pile has a strong foundation and will protect the facility's infrastructure, however, when water levels and waves are high the run-up could hit the facility and cause flooding. If the Park District is worried about the facility flooding, she recommends laying small sandbags in front of all the entrances. If the Park District is looking for erosion defense along the boardwalk and parking lot, she recommends filling and placing the large trap bags as a temporary solution for the Fall and Winter seasons.

Commissioner Bernstein would like to know if the sandbags could be installed by October 1st.

Ms. Boshek reported that the Park District has more than enough sand in place from the recent nourishments protecting all three coves, so she does not recommend the use of sandbags.

Commissioner Grossberg would like to know if there is any chance that the price of steel could drop?

Ms. Boshek reported that the most recent quotes received on steel include additional tariffs and associated risks. SmithGroup has yet to see contractors reducing those costs since they will never underestimate their risk.

Commissioner Grossberg and President Ruttenberg would like to know if the Park District should plan to conduct ongoing sand nourishments for erosion control in the coves and the conceal the proposed revetments.

Ms. Boshek reported that ongoing nourishments will be needed so long as the water levels remain high.

President Ruttenberg asked Ms. Boshek if she feels the Park District has an adequate amount of sand acting as a buffer between the Interpretive Center and the parking lot, so are trap bags needed.

Ms. Boshek reported that the Park District's current defense is the sand. If the sand disappears than the Park District will no longer have a defense, so while a trap bag will act as a larger barrier and can be installed, she advised against it reporting that the Park District would have to lose a significant amount of sand for the boardwalk and parking lot to become jeopardized. Currently, it is a low probability that will occur.

Director Smith asked Ms. Boshek to share the plan view of the Interpretive Cove from the PowerPoint so he could address the ongoing issue with the chaise lounge. He reported that the Park District could remove or relocate the lounge. If removed there is no additional cost vs. relocating it. Director Smith recommends addressing the lounge during the repairs for the Interpretive Cove.

Ms. Boshek reported that the chaise lounge will always be an issue if kept in its current location.

President Ruttenberg would like to know what the intention of tonight's meeting is.

Director Smith reported that the purpose of tonight's meeting is to provide the park Board of Commissioners a project update. The next step is would be to get direction on whether the Park District wanted to move forward with construction on one or both coves.

Director Smith asked Ms. Boshek if the goal is to have the project(s) completed by Memorial Day when would decision need to be made.

Ms. Boshek reported that the next step is to apply for a general permit for both coves. She reported that permit timing can take 2-4month so a decision would need to be made by the end of October for the project(s) to be completed by Memorial Day.

Director Smith would like to know if the permit expires.

Ms. Boshek reported that the permit is good for 2yeas.

President Ruttenberg asked the members of the Park Board if they would like staff and SmithGroup to submit the permit application.

Commissioner Bernstein would like to know if there are additional application expenses.

Ms. Boshek reported that unless the Environmental Protection Agency (EPA) wants a soil sample, then there is no additional cost.

Commissioner Bernstein would like to know if the Park Board of Commissioners decides to request an Emergency Permit how much would that cost.

Ms. Boshek estimated the emergency permit to cost an additional \$550.

Commissioner Bernstein, Commissioner Grossberg, Commissioner Flores Weisskopf, and President Ruttenberg would like the Park District and SmithGroup to submit the permit application.

B. Rosewood Beach Boardwalk Project

Director Smith reported that this portion of the presentation discussed proposed solutions for the portion of the boardwalk along the ravine that is leaning. At the June 23 Regular Board Meeting, the Park Board of Commissioners asked staff to enter into an agreement with SmithGroup to investigate the boardwalk where it has settled and shifted adjacent to the ravine as well as the pedestrian bridge which crosses over the existing ravine to develop potential solutions, so Adam Hamman of SmithGroup is here to discuss those findings.

Mr. Hamman provided a brief timeline overview of previous construction which has occurred at Rosewood Beach. In 2015 the US Army Corps of Engineers (USACE) constructed the beach coves, ravine, and parking lot. Under a separate contract, the boardwalk was constructed along the top of the ravine. At the time of construction in 2015, there was a sloped embankment, which is no longer present today. Mr. Hamman reported that between 2015 - 2018 heavy rains washed away the embankment, so the USACE stacked limestone rocks to repair the area. As of 2019, the Park District noticed the boardwalk settled and shifted.

As a result, SmithGroup reviewed the construction drawings for the boardwalk, which was supplied by David Woodhouse Architects, the record drawings for the construction of the ravine adjacent to the boardwalk and the parking lot which was supplied by the USACE, the 2018 repair drawings of the boardwalk supplied by the USACE, several record photographs from before, during, and after the construction work completed by the USACE, and finally conducted a site visit on July 14, 2020, to develop repair options.

Mr. Hamman reported that the David Woodhouse Architects drawings from 2015 indicate that the boardwalk sits onto of a concrete slab which has a downturned edge buried into the ravine embankment, so the parking lot slopes toward the boardwalk. Additionally, there is stone aggregate underneath the slab which is encased in a filter fabric for added support.

Mr. Hamman reported that the USACE construction plans of the ravine area and the parking lot adjacent to the boardwalk from 2015 indicates the boardwalk, the embankment condition of the ravine along the right side of the boardwalk, two gabion baskets filled with stone and sand placed underneath the boardwalk for support of the boardwalk.

After the heavy rains eroded the embankment it also undermined the concrete slab and the downturned edge so in 2018 the USACE excavated and installed limestone blocks that were embedded into the grade and stacked to the base of the downturned edge. Additionally, the gabion baskets were left intact for added support. Unfortunately, Mr. Hamman reported that void space was left beneath the concrete slab even after the limestones blocked were installed, which lead to settling in the Spring of 2019. As a result of the settling a gap was created between the boardwalk and the permeable pavement, and some of the pavers had shifted.

During the site visit SmithGroup found no issues with the pedestrian bridge, however, the boardwalk and the concrete slab are in poor condition since the concrete slab is no longer resting on aggregate for support, and as a result, the void space has caused the concrete slab to crack. In conclusion, Mr. Hamman reported that the concrete slab supporting the boardwalk became compromised from significant rains which eroded the slope. Additionally, the geotextile fabric which encased the aggregate is no longer there, which it could have washed away from the heavy rains of may never have been installed; however, this has left the

aggregate unconfined which will cause further undermining and settling. Additionally, the permeable pavement and underlying stone are sloping towards the boardwalk which allows rainfall to further wash away the aggregate and increase the amount of voided space underneath the concrete slab.

Mr. Hamman provided 3 repair options.

Option 1: Sheet Pile

Mr. Hamman reported that this option removes existing wood decking and railing, the concrete slab, and the two gabion baskets. A new sheet pile, aggregate, and a concrete slab with a downturned edge would be installed. To address the water draining from the parking lot, and drain would be installed underneath the permeable pavement. Lastly, an additional limestone block will be placed to further protect the edges from erosive water. He reported that this is a very stable option with a low risk of failure, however, it is the most costly and disruptive with a fair amount of excavation. The estimated cost is between \$160,000 - \$180,000 with a 50year lifespan.

Option 2: Concrete Slab

Mr. Hamman reported that this option would leave the limestone blocks and gabion baskets intact, however, the existing boardwalk and railing and the concrete slab would be removed. Aggregate would be placed underneath the slab, which will be encased in a geotextile fabric for added support and a drain would be placed underneath the permeable pavement. This option is far less intrusive than the first option and much less costly estimated between \$70,000 - \$80,000 with a 15 – 25year lifespan.

Option 3: Chemical Grout

Mr. Hamman reported that this option would remove the boardwalk and railing, however, the existing concrete slab would remain intact. A chemical grout will be injected into the subsurface to fill the voids and lift the existing slab to stabilize the area. Once complete, the boardwalk and railing would be replaced. He reported that this is the least intrusive and could be completed in a couple of days. The estimated cost is between \$45,000 - \$55,000, however, it does not address the water mitigation, so the design life is estimated between 5-15 years depending on the frequency of severe weather.

Commissioner Bernstein would like to know if the current conditions of the site are dangerous/hazardous.

Mr. Hamman reported that the boardwalk has a slight slope, so he would not consider it to be a hazard, however, if this is an ADA Route it no longer meets compliance.

Director Smith reported that there are 2 ADA parking stalls, and in both instances' patrons would not cross over this section of the boardwalk.

Commissioner Bernstein would like to know how much additional settling will occur if the project is differed.

Mr. Hamman reported that further undermining will occur from significant storms.

Commissioner Bernstein would like to know if there is a temporary solution to get through the Fall and Winter Season.

Mr. Hamman reported that Option 3, Chemical Grouting, is a temporary measure to fill the void space to support the concrete slab.

Commissioner Bernstein would like to know if costs for option 1 or option 2 will increase should the projects be differed for a year or two.

Mr. Hamman reported that the Park District may need more grout or aggregate, however, this will not be a significant increase to the overall costs provided this evening.

Commissioner Bernstein would like to know if further complications occur will the Park District needs to close off this section of the boardwalk.

Mr. Hamman reported that the Limestone blocks are stable, unfortunately, so the boardwalk will not collapse and fall into the ravine.

Commissioner Bernstein would like to know why nothing was done by David Woodhouse Architects or USACE to fill the void to support the boardwalk.

Director Smith reported that the settling did not present itself during the USACE repair in 2018. He is waiting to hear back from both parties to discuss the current situation.

Commissioner Grossberg and Flores Weisskopf are frustrated with the USACE and their projects.

President Ruttenberg would like to know if the area is unsafe.

Mr. Hamman reported that the area will continue to settle but it will not collapse into the ravine.

Director Smith reported that the only challenge identified is it no longer compliances with ADA, thankfully patrons can access the beach from other areas that are compliant, so Park District staff feel this section of the boardwalk is safe to use.

President Ruttenberg would like to know how the parking lot will be impacted if the project is differed.

Mr. Hamman reported that permeable pavement always requires maintenance, so more settling will occur. Leaving the boardwalk at this sloped condition will result in increased maintenance for the parking lot.

Director Smith reported that if the Park Board of Commissioners selects option 1, Sheet Pile, there would a significant value to complete this while the revetment is being installed since the same contractor can be used for both projects to reduce costs.

President Ruttenberg asked to further discuss this project at the upcoming Finance Committee Meeting and asked Executive Director Romes to follow up with the Park Board of Commissioners if staff hear back from David Woodhouse Architects or USACE.

COVID-19 EMERGENCY OPERATIONS PLANNING UPDATE

Director Romes reported that the recreation team will provide a brief update regarding response efforts for the delivery of services and communication to the community as they navigate through the challenges of the virus.

Facilities

Director Carr reported the Department of Commerce and Economic Opportunity (DCEO) guidelines have recently changed so the Park District is quickly adapting and adjusting to those changes. The most recent change includes patrons and staff are required to wear a facial covering at all times when entering a facility, traveling through common areas, and while exercising or participating in indoor activities. The only exception is indoor adult tennis, which does not require participants to wear a facial covering during play, however, children will be required to wear a facial covering at all times when indoors.

Recreation Center of Highland Park

Director Carr reported that the indoor pool at the Recreation Center of Highland Park opened August 17 for lap swimming, with limited hours. Staff are pleased to report that lap swimming has been operating at 95% capacity, which was 94 visits, 44 of which were unique users), during the last week. Staff are exploring the possibility of offering another 6 timeslots per day to accommodate more swimmers, so staff are finding creative ways to schedule lap swim around learn to swim programs and rentals.

Rosewood Beach

Director Carr reported that legal counsel and the Park District Risk Management Agency (PDRMA) have adjusted their stance and will permit patrons to enter the water and swim at their own risk at Rosewood Beach during the postseason. Signage has been updated as well as the website. Park Ambassadors and Security will still be present; however, lifeguards will not be on-site weekdays. Park Ambassadors and Security will monitor the beach weekdays from 6:30 a.m. – 10:00 p.m. Full operations and lifeguards will be present over the weekends. Park Ambassadors and Security will monitor the beach weekends from 6:30 a.m. – 11:00 p.m.

Special Events

Director Carr reported that the Park District offered three drive-in movies, all of which were sold out, so there were 111 cars at the Recreation Center parking lot each event. These events had the ability to accommodate up to 500 residents, which is 5 people per vehicle. Due to the success of these events, Sunset Valley Golf Course will be screening Caddyshack. Participants can enjoy food and alcoholic beverages from 13Nintey Restaurant during the feature. Participants can purchase tables or lounges with fire pits. Additionally, the Park District is offering a Halloween Event on Friday, October 23, which will be held at Larry Fink Park. Registered families will drive from Debbie Gottlieb Beitler Dog Park to Deer Creek Racquet Club, where they will find many haunting scenes and zombies lurking throughout the woods. Every 15 minutes 15 cars will be released to drive through the scenery. Director Carr reported that Polar Express will not be offered this year due to the virus, however, staff are excited to offer “Meet Santa” which families can register for a personalized zoom visit with Santa and Mrs. Claus. Lastly and a “Polar Parade” December 12, where Mr. and Mrs. Claus will take a horse-drawn carriage through the community to deliver presents to registered children.

Commissioner Flores Weisskopf thanked staff for their creativity and loves the “Polar Express” substitute.

Programming Update

Assistant Director Maliszewski reported that in light of pandemic staff as it relates to recreation and facilities have faced several creativity challenges while remaining fiscally responsible and he is proud of their hard work. He reported that Tony Matzke has offered many creative solutions for cleaning procedures and facility projects. Kari Acevedo has done a fantastic job managing the lakefront, while also prepping for Fall learn to swim programs. Athletics led by Mike Divincenzo has continued to grow and is pleased to report that there are 55 participants registered in the half-day mini sports camps. Ice skating programs, which are led by Carol Sassorossi, have seen a significant bounce back, reporting that the Park District is at 70% of registration and the ice contracts are on par with 2019. Heller programming, which is led by Jessica Reyes, has been focused on after school programs and supplement education throughout the course of the school

day. Tennis led by Robyn Zullo and Chris Visconti, are doing extremely well. The first session of Fall Programs will begin next week which is operating at 80% year-to-date. As for the second session of Fall Programming registration is slow since these programs will transition indoors, however, staff are confident those numbers will increase. He reported that the Recreation Center of Highland Park which is led by Debbie Pierce and Jodi DiTomasso, are doing everything possible to assure members and residents that the indoor facility is safe and clean while offering outdoor group exercise classes. The Recreation team, which is led by Cathy Fiori, has been focused on ParkSchool, afterschool programming, and has taken the lead on special events. Golf which is led by Ryan Ochs has been doing a tremendous job maintaining the course and generating rounds. Lastly, he reported that the entire staff has been challenged with putting together a catalog and offering District 112 supplemental programming, whether that be new and creative mini-camps throughout the day to accommodate home and micro schoolers as well as mid-day programs when school is out.

Commissioner Bernstein reported that the aquatics staff has done a tremendous job under these trying conditions as well as the Golf Staff.

NEW BUSINESS

A. Parks Foundation Update

Commissioner Grossberg reported that the Parks Foundation is working with Michael Goldman's wife to set up a memorial golf scholarship program, and he is pleased to report that 6 of the 10 potential spots have been filled for this scholarship opportunity. Lessons are currently underway, and he recognized Mr. Bernstein for his efforts to get families involved. Additionally, there are two upcoming invitations, "Bike the Parks" which allows participants to bike a 5 or 10mile route through several of the District's parks. He is pleased to report that this is a free event, which is a great way to get families out and exercising safely. The second initiative is the "annual Appeal."

Executive Director Romes reported that staff are working on the development of a passport, which is a punch pass for donors allowing them to visit facilities, such as a free pass to utilize the fitness center or a free bucket of balls at the Golf Learning Center.

Commissioner Grossberg reported that the Parks Foundation is asking for support from the rest of the Park Board to help generate donations.

B. Director's Report

Sunset Valley Golf Club

Manager Ochs presented the 2020 Mid-Season Usage Report for Sunset Valley Golf Club reporting that golf shop sales are slightly down, due to the delayed opening of the Proshop. Likewise, golf cart rentals are slightly down since carts were not available for use until

June. He is pleased to report that golf green fees are up by 2,000 rounds, and the course has had 261 rounds per day since May 29. Additionally, the Sapphire Loyalty Club is up by 15 members, for a total of 149 members for 2020 vs. 134 members in 2019. Lastly, there were 14 more players registered for the 2020 North Shore Amateur Tournament, for a total of 115 players vs. 101 in 2019.

Manager Ochs reported that additional highlights include that the course at Sunset Valley Golf Club opened March 7, and unfortunately had to close the course a few days later March 13, due to the pandemic. The course remained closed until April 30. As of May 1, the course was able to reopen under the Phase 2 Reopened May 1 with phase 2 DCEO restrictions which permitted twosomes to walk the course, carts were not permitted at this time, reservations had to be made online or over the phone, in person was no longer permitted, tee time intervals were 15minutes apart, and lastly the Club House and Proshop remained closed. As of May 29, the DCEO restrictions permitted foursomes and the use of golf carts with individual riders, reservations could be made in person but online and by phone were encouraged, tee time intervals were 10minutes apart, lastly, the restaurant was able to permit outdoor dining. As of June 26, the DCEO restrictions permitted the use of dual rider motorized carts and the restaurant could offer limited indoor dining in addition to the patio.

Manager Ochs reported that golf is in very high demand due to the pandemic and he is pleased to report that the course has had record rounds, with 7,482 rounds in June and 8,264 rounds in July.

Additionally, leagues began in June. The SVGC Women's League has 29 members, the Men's Northbrook League has 48 members, the Gals on the Green League has 24 members, and the United Oil Products league has 20 members.

Unfortunately, Manager Ochs reported that the Illinois Junior Golf Association Tournament, Josselyn Center Outing were canceled due to the pandemic.

Manager Ochs provided a brief financial update comparing 2020 vs. 2019 revenue. He reported that golf shop sales are currently at \$26,164 vs. \$32,330 in 2019. Golf rentals are currently at \$155,624 vs. \$159,398. He is pleased to report that green fees are higher, currently at \$698,090 vs. \$546,174. Likewise, rounds played are higher, currently at 18,950 vs. 17,149. Lastly, he reported that the average dollar per round is \$36.84 vs. \$31.85, so that has increased by \$5.00 per round.

Commissioner Bernstein reported that staff are doing an outstanding job considering how different of a year it has been, but he is pleased that the weather has been cooperating. He

reported that the course is in fantastic shape even with the lack of rain and a high volume of players. He is looking forward to hearing the year-end numbers. He also congratulated Rob Saunders for his hard work at the Golf Learning Center.

Commissioner Grossberg congratulated Rob Saunders as well and he is proud to showcase our course.

Golf Learning Center

Manager Saunders presented the 2020 Mid-Season Usage Report for the Golf Learning Center reporting that as of July 31, there have been over 1700 more participants at the driving range vs. 2019. While mini golf is down, this is due to the delayed opening on May 29, so the mini-golf course lost the ability to generate revenue during April and May. Overall attendance is up over 1500 people vs. 2019. As for golf camp, the revenue and enrollments are down, however, this is due to the strict DCEO guidelines only permitting 10campers per group and eliminating weekly camp enrollments. As for clinics, he is pleased to report that registration has significantly increased from 52 participants in 2019 to 130 participants in 2020.

Manager Saunders reported that additional highlights include the Dome/Filed House closed on March 13 and was not able to reopen till May 29, which permitted the use of every other station on the range, so it operated at half capacity. As of June 26, the driving range was able to operate at full capacity. He is pleased to report that several players from Sportsman Golf Course have been utilizing the Golf Learning Center.

Manager Saunders provided a brief financial update comparing 2020 vs. 2019 revenue. He reported that range ball sales are significantly higher at \$103,547 as of July 31 vs. \$60,597 in 2019. Miniature golf sales are slightly less currently t \$18,354 vs. \$19,113 in 2019. As for Golf Lessons, those figures have increased currently at \$11,306 as of July 31 vs. \$9,242 in 2019. Lastly, revenue from golf camp is slightly down currently at \$33,642 vs. \$38,745 in 2019.

District Highlights

Executive Director Romes reported that despite the pandemic the Heller Nature Center harvested 1,000lbs of honey and jars will be sold online for \$11 per jar.

C. Board Comments – None.

CLOSED SESSION

Motion was made Commissioner Bernstein, seconded by Commissioner Grossberg 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 - for discussions between internal or external auditors and the Board. Possible action by the Board on items discussed in closed session.

Roll Call:

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

Nay: None

Absent: Vice President Kaplan

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 8:30 p.m.

The meeting reconvened into Open Session at 8:52 p.m.

ACTION FROM CLOSED SESSION IF ANY

President Ruttenberg reported that the Park Board of Commissioners met in Closed Session under - for discussions between internal or external auditors and the Board. Possible action by the Board on items discussed in closed session.

ADJOURNMENT

A motion was made by Commissioner Bernstein and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 8:52 p.m.

Respectfully submitted,

Brian Romes, Secretary



Memorandum

To: Park Board of Commissioners

From: Mike Evans, Landscape Architect; Amalia Schwartz, Planning and Projects Manager; Jeff Smith, Director of Planning and Projects; Brian Romes, Executive Director

Date: September 22, 2020

Subject: **2020 Parks ADA Pathway Improvements Project**

Summary

The Park District of Highland Park received four (4) sealed bids on Tuesday, September 15, 2020 for materials and labor to complete the 2020 Parks ADA Pathway Improvements Project. The objective of this project is to improve ADA access pathways and features at Cloverdale Park, Devonshire Park, and Woodridge Park. This work is necessary to meet ADA requirements.

Bid Results

Company	Base Bid Cloverdale Park	Base Bid Devonshire Park	Alternate Woodridge Park	GRAND TOTAL
Continental Construction Co.	\$142,074	\$35,010	\$51,495	\$228,579
Emerald Site Services, Inc.	\$145,800	\$49,450	\$64,250	\$259,500
Absolute Home Improvement	\$167,950	\$45,300	\$60,990	\$274,240
Lorusso Cement Contractors	\$221,000	\$101,175	\$113,850	\$436,025

The lowest bidder was Continental Construction Company, Evanston, Illinois. This contractor had favorable references and experience working with Park Districts.

Budget Impact

Available Special Recreation Funds \$450,000

Bid Recommendation **\$228,579**

Remaining Special Recreation Funds

\$221,421

Timeline

This work is anticipated to take place September 28 through October 16, 2020.

Recommendation

Staff recommends approval from the Park Board of Commissioners the Base Bid for Cloverdale and Devonshire Park, and Alternate for Woodridge Park from Continental Construction Company in the total amount of \$228,579.



To: Board of Park Commissioners

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

Date: September 22, 2020

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written August 21, 2020 through September 16, 2020 to be presented to the Board for approval on September 22, 2020.

BILLS

<u>DATE</u>	<u>AMOUNT</u>
September 2, 2020	\$ 409,496.02
September 3, 2020	\$ 350.00
September 16, 2020	\$ 260,864.91
Void Payments	\$ (1,411.75)
Bank Drafts	\$ 56,921.33
P-Card	\$ 130,766.23
TOTAL	\$ 856,986.74

PAYROLL DISBURSEMENTS

August 14, 2020	\$ 329,094.91
August 28, 2020	\$ 301,209.12
TOTAL	\$ 630,304.03

GRAND TOTAL	\$ 1,487,290.77
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To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 09-22-20 and you are hereby authorized to release the checks from the appropriate funds.

Finance Committee Member

ATTEST: _____
Secretary



Park District of Highland Park, IL

Check Register

Packet: APPKT02473 - 20200902 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	
Bank Code: AP-AP BANK						
15685	ABSOLUTE SERVICE INC	09/02/2020	Regular	0.00	520.00	185328
<u>5440</u>	Invoice	07/04/2020	Performance test & maintenance in pum	0.00	520.00	
18842	ALAN MALKUS	09/02/2020	Regular	0.00	384.96	185329
<u>1169358</u>	Invoice	08/31/2020	Refund	0.00	138.00	
<u>1169358-1</u>	Invoice	08/31/2020	Refund	0.00	246.96	
18812	ALEX SHAKHNIS	09/02/2020	Regular	0.00	45.21	185330
<u>1164719</u>	Invoice	08/19/2020	Refund	0.00	45.21	
18841	AMBER SMITH	09/02/2020	Regular	0.00	33.11	185331
<u>1169335</u>	Invoice	08/31/2020	Refund	0.00	10.57	
<u>1169335-1</u>	Invoice	08/31/2020	Refund	0.00	22.54	
18139	AMERICAN BACKFLOW & FIRE PREV	09/02/2020	Regular	0.00	5,365.00	185332
<u>24026</u>	Invoice	06/25/2020	Annual Fire Sprinkler System Inspections	0.00	1,925.00	
<u>25937</u>	Invoice	08/12/2020	Annual backflow inspections	0.00	845.00	
<u>26079</u>	Invoice	08/17/2020	RPZ Repairs post-inspections	0.00	2,595.00	
18830	ANDREA KROLL	09/02/2020	Regular	0.00	17.81	185333
<u>1164971</u>	Invoice	08/19/2020	Refund	0.00	17.81	
17606	ANN SHAFER	09/02/2020	Regular	0.00	99.55	185334
<u>1164720</u>	Invoice	08/19/2020	Refund	0.00	99.55	
18829	ARNOLD LEVINSON	09/02/2020	Regular	0.00	32.95	185335
<u>1164955</u>	Invoice	08/19/2020	Refund	0.00	32.95	
18759	BALANCED ENVIRONMENTS, INC	09/02/2020	Regular	0.00	10,565.64	185336
<u>85354</u>	Invoice	08/06/2020	July contracted mowing	0.00	10,565.64	
18815	BARRY RUSTIN	09/02/2020	Regular	0.00	33.48	185337
<u>1164738</u>	Invoice	08/19/2020	Refund	0.00	33.48	
18840	BENJAMIN BASS	09/02/2020	Regular	0.00	6.93	185338
<u>1169321</u>	Invoice	08/31/2020	Refund	0.00	6.93	
17496	BRITTANIE GOLDSMITH	09/02/2020	Regular	0.00	5.25	185339
<u>1169512</u>	Invoice	09/01/2020	Refund	0.00	5.25	
10378	CALL ONE	09/02/2020	Regular	0.00	67.51	185340
<u>1210674 081520</u>	Invoice	08/15/2020	08/15/20-09/14/20	0.00	67.51	
18816	CARL ROSENTHAL	09/02/2020	Regular	0.00	24.05	185341
<u>1164744</u>	Invoice	08/19/2020	Refund	0.00	24.05	
18823	CARY NUSBAUM	09/02/2020	Regular	0.00	31.65	185342
<u>1164866</u>	Invoice	08/19/2020	Refund	0.00	31.65	
10446	CHICAGO DIST GOLF ASSOC	09/02/2020	Regular	0.00	1,350.00	185343
<u>2114-202</u>	Invoice	09/01/2020	Member dues paid	0.00	1,350.00	
10502	CITY OF HIGHLAND PARK	09/02/2020	Regular	0.00	4,427.33	185344
<u>006468 090120</u>	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 0 Clove	0.00	63.10	
<u>007039 090120</u>	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 3420 Kr	0.00	62.77	
<u>007271 090120</u>	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 0 Kent	0.00	25.50	
<u>008032 090120</u>	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 636 Rid	0.00	666.74	
<u>008037 090120</u>	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 636 Rid	0.00	672.12	

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>008912</u> 090120	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 150 Bar	0.00	240.10	
<u>009261</u> 090120	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 2821 Ri	0.00	639.38	
<u>026564</u> 090120	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 2755 Tr	0.00	25.50	
<u>026583</u> 090120	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 1556 G	0.00	25.50	
<u>026585</u> 090120	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 1240 Fr	0.00	1,981.12	
<u>026603</u> 090120	Invoice	09/01/2020	Water/Sewer 06/01/20-08/31/20 850 Cla	0.00	25.50	
10502	CITY OF HIGHLAND PARK	09/02/2020	Regular	0.00	789.26	185345
<u>258951</u>	Invoice	08/18/2020	Extra Duty Police 07/26/20	0.00	789.26	
18828	COLLEEN LEVY	09/02/2020	Regular	0.00	41.85	185346
<u>1164943</u>	Invoice	08/19/2020	Refund	0.00	41.85	
14477	COMMERCIAL RECREATION SPECIAL	09/02/2020	Regular	0.00	80.00	185347
<u>0016014</u>	Invoice	08/11/2020	Strikeguard antenna cable	0.00	80.00	
10537	COMMONWEALTH EDISON COMPAI	09/02/2020	Regular	0.00	548.94	185348
<u>0203254004</u> 081	Invoice	08/13/2020	HPGLC/Dog Park Lights 07/15/20-08/13/2	0.00	548.94	
13946	COURTNEY MIDANEK	09/02/2020	Regular	0.00	13.72	185349
<u>1164908</u>	Invoice	08/19/2020	Refund	0.00	13.72	
10624	DANIEL CREANEY COMPANY	09/02/2020	Regular	0.00	675.00	185350
<u>43333</u>	Invoice	08/19/2020	Moraine Park Path	0.00	675.00	
18817	DAVID SAMETZ	09/02/2020	Regular	0.00	345.48	185351
<u>1164750</u>	Invoice	08/19/2020	Refund	0.00	345.48	
18562	DAVIS BANCORP INC	09/02/2020	Regular	0.00	1,288.00	185352
<u>90914</u>	Invoice	08/31/2020	August 2020	0.00	1,288.00	
10775	ED SOLGER	09/02/2020	Regular	0.00	130.00	185353
<u>082520</u>	Invoice	08/25/2020	Umpire fees - July/August 2020	0.00	130.00	
18827	GARRETT FLYNN	09/02/2020	Regular	0.00	400.00	185354
<u>1164931</u>	Invoice	08/19/2020	Refund	0.00	400.00	
15888	HEARTLAND BUSINESS SYSTEMS LLC	09/02/2020	Regular	0.00	44,009.46	185355
<u>391976-H</u>	Invoice	08/10/2020	Firewall/Extended Services/License Rene	0.00	35,775.46	
<u>392686-H</u>	Invoice	08/14/2020	Cortex Xdr Endpoint Protection	0.00	8,234.00	
18833	IGOR KOURKINE	09/02/2020	Regular	0.00	13.72	185356
<u>1164985</u>	Invoice	08/19/2020	Refund	0.00	13.72	
18826	IRA MOLTZ	09/02/2020	Regular	0.00	32.95	185357
<u>1164902</u>	Invoice	08/19/2020	Refund	0.00	32.95	
11247	JACOBSON GOLF COURSE DESIGN IN	09/02/2020	Regular	0.00	6,151.70	185358
<u>INV-0089</u>	Invoice	08/13/2020	Short Game area deslgn services	0.00	6,151.70	
18819	JAMIE PORT	09/02/2020	Regular	0.00	27.44	185359
<u>1164764</u>	Invoice	08/19/2020	Refund 2@ \$13.72 ea	0.00	27.44	
18813	JEFF SEIDEN	09/02/2020	Regular	0.00	58.77	185360
<u>1164722</u>	Invoice	08/19/2020	Refund	0.00	58.77	
18409	JENNIFER MASTROLONARDO	09/02/2020	Regular	0.00	250.00	185361
<u>012820</u>	Invoice	01/28/2020	IPRA Conference 01/23/20-01/25/20 roo	0.00	250.00	
18821	JOSEPH PAPPO	09/02/2020	Regular	0.00	24.76	185362
<u>1164779</u>	Invoice	08/19/2020	Refund	0.00	24.76	
18844	KATHY BASSICK	09/02/2020	Regular	0.00	38.79	185363
<u>1169516</u>	Invoice	09/01/2020	Refund	0.00	38.79	
18834	KEVIN JOYCE	09/02/2020	Regular	0.00	1,051.55	185364

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>1167578</u>	Invoice	08/26/2020	Refund 4@ \$156.60 ea	0.00	626.40	
<u>1167578-1</u>	Invoice	08/26/2020	Refund	0.00	425.25	
18822	LIANA OSHIN	09/02/2020	Regular	0.00	17.81	185365
<u>1164783</u>	Invoice	08/19/2020	Refund	0.00	17.81	
18843	LISA MATREJEK	09/02/2020	Regular	0.00	12.78	185366
<u>1169506</u>	Invoice	09/01/2020	Refund	0.00	12.78	
18449	LIZ DRUMMOND	09/02/2020	Regular	0.00	15.00	185367
<u>1164669</u>	Invoice	08/19/2020	Refund	0.00	15.00	
18838	MATT KIESLING	09/02/2020	Regular	0.00	17.27	185368
<u>1169319</u>	Invoice	08/31/2020	Refund	0.00	17.27	
18824	MELVIN NEWMAN	09/02/2020	Regular	0.00	50.76	185369
<u>1164874</u>	Invoice	08/19/2020	Refund	0.00	17.81	
<u>1164874-1</u>	Invoice	08/19/2020	Refund	0.00	32.95	
10006	NCPERS GROUP LIFE INSURANCE	09/02/2020	Regular	0.00	96.00	185370
<u>3301092020</u>	Invoice	08/13/2020	NCPERS Group Life Insurance	0.00	96.00	
18342	NEIL RUBENSTEIN	09/02/2020	Regular	0.00	363.00	185371
<u>1167864</u>	Invoice	08/27/2020	Refund	0.00	330.00	
<u>1167864-1</u>	Invoice	08/27/2020	Refund	0.00	33.00	
13604	NORTH SHORE GAS	09/02/2020	Regular	0.00	1,306.47	185372
<u>0601145072-000</u>	Invoice	08/14/2020	Deer Creek 07/15/20-08/10/20	0.00	350.37	
<u>0601145072-000</u>	Invoice	08/04/2020	RCHP 07/10/20-08/12/20	0.00	519.14	
<u>0601145072-000</u>	Invoice	08/14/2020	1240 Fredrickson Pl 07/10/20-08/10/20	0.00	177.73	
<u>0602225773-000</u>	Invoice	08/14/2020	1390 Sunset Rd 07/10/20-08/10/20	0.00	134.36	
<u>0602405421-000</u>	Invoice	08/13/2020	2900 Trail Way,Cunniff Park Shelter 7/11-	0.00	38.58	
<u>0602405421-000</u>	Invoice	08/14/2020	1377 Clavey Rd 07/10/20-08/10/20	0.00	45.12	
<u>0602405421-000</u>	Invoice	08/14/2020	3100 Trail Way 07/10/20-08/09/20	0.00	41.17	
11998	PARK DISTRICT RISK MGMT AGCY	09/02/2020	Regular	0.00	4,327.14	185373
<u>090120</u>	Invoice	09/01/2020	Health Invoice	0.00	4,327.14	
11998	PARK DISTRICT RISK MGMT AGCY	09/02/2020	Regular	0.00	155,331.85	185374
<u>0820133H</u>	Invoice	08/31/2020	Health Invoice	0.00	155,331.85	
11998	PARK DISTRICT RISK MGMT AGCY	09/02/2020	Regular	0.00	30,797.77	185375
<u>0820133</u>	Invoice	08/31/2020	Property/Liability/Workers Comp/Emp	0.00	30,797.77	
16344	PARKS FOUNDATION OF HIGHLAND	09/02/2020	Regular	0.00	3,637.00	185376
<u>082520</u>	Invoice	08/25/2020	Revenue collected on behalf of Parks Fou	0.00	3,637.00	
18825	PAUL MORTON	09/02/2020	Regular	0.00	58.77	185377
<u>1164884</u>	Invoice	08/19/2020	Refund	0.00	58.77	
18836	PAYNE SOD FARM INC	09/02/2020	Regular	0.00	3,630.00	185378
<u>20-763</u>	Invoice	07/30/2020	Sod	0.00	2,250.00	
<u>20-788</u>	Invoice	08/04/2020	Sod	0.00	1,380.00	
18831	RANDI KRIOZERE	09/02/2020	Regular	0.00	33.48	185379
<u>1164973</u>	Invoice	08/19/2020	Refund	0.00	33.48	
18839	RICK WISSIG	09/02/2020	Regular	0.00	18.66	185380
<u>1159320</u>	Invoice	08/31/2020	Refund	0.00	18.66	
12211	RICOH USA, INC	09/02/2020	Regular	0.00	515.45	185381
<u>5060035454</u>	Invoice	07/17/2020	Copies 06/17/20-07/16/20	0.00	515.45	
12211	RICOH USA, INC	09/02/2020	Regular	0.00	236.27	185382
<u>5059816296</u>	Invoice	06/17/2020	Copies 05/17/20-06/16/20	0.00	236.27	

Check Register

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
12211 <u>5060230488</u>	RICOH USA, INC Invoice	09/02/2020 08/17/2020	Regular Copies 07/17/20-08/16/20	0.00 0.00	372.82 372.82	185383
16239 <u>103986050</u>	RICOH USA, INC. Invoice	09/02/2020 08/06/2020	Regular Ricoh Lease 08/25/20-09/24/20	0.00 0.00	3,337.90 3,337.90	185384
18837 <u>1169314</u>	ROBYN SCHUSTER Invoice	09/02/2020 08/31/2020	Regular Refund	0.00 0.00	88.50 88.50	185385
18814 <u>1164731</u>	SANFORD SCHMIDT Invoice	09/02/2020 08/19/2020	Regular Refund	0.00 0.00	58.77 58.77	185386
16459 <u>704774</u> <u>704857</u> <u>704858</u> <u>704888</u> <u>704896</u>	SANTO SPORT STORE Invoice Invoice Invoice Invoice Invoice	09/02/2020 08/10/2020 08/12/2020 08/10/2020 08/18/2020 08/19/2020	Regular Backpacks Helmet decals 58 Youth & Adult tees Pants Youth Tee	0.00 0.00 0.00 0.00 0.00	1,426.75 122.00 221.25 1,025.00 31.00 27.50	185387
18832 <u>1164979</u>	SHARON KRAKOWSKY Invoice	09/02/2020 08/19/2020	Regular Refund	0.00 0.00	32.95 32.95	185388
18820 <u>1164777</u>	SHEETAL PATEL Invoice	09/02/2020 08/19/2020	Regular Refund	0.00 0.00	17.81 17.81	185389
12460 <u>082520</u>	STEVE FRANKLIN Invoice	09/02/2020 08/25/2020	Regular Umpire fees - July/August 2020	0.00 0.00	740.00 740.00	185390
18835 <u>1167948</u>	TAMARA HEAD Invoice	09/02/2020 08/27/2020	Regular Refund	0.00 0.00	180.00 180.00	185391
12440 <u>9609754</u>	THE OFFICE OF THE STATE FIRE MAF Invoice	09/02/2020 03/01/2019	Regular Boiler inspections and certificate fees - CI	0.00 0.00	210.00 210.00	185392
18818 <u>1164757</u>	TOM ROEMER Invoice	09/02/2020 08/19/2020	Regular Refund	0.00 0.00	32.95 32.95	185393
12703 <u>082720</u>	UNITED WAY OF METRO CHICAGO Invoice	09/02/2020 08/27/2020	Regular United Way	0.00 0.00	44.00 44.00	185394
17590 <u>3 073120</u>	V3 CONSTRUCTION GROUP LTD Invoice	09/02/2020 07/31/2020	Regular HPCC Golf Course Conversion	0.00 0.00	5,309.64 5,309.64	185395
16348 <u>434-80</u>	WADSWORTH GOLF CONST CO Invoice	09/02/2020 08/29/2020	Regular SVGC Youth Short Game	0.00 0.00	117,504.03 117,504.03	185396
12737 <u>IN363296</u>	WAREHOUSE DIRECT INC Invoice	09/02/2020 06/29/2020	Regular Floor scrubber repairs	0.00 0.00	692.50 692.50	185397

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	99	70	0.00	409,496.02
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
	99	70	0.00	409,496.02



Park District of Highland Park, IL

Check Register

Packet: APPKT02476 - 20200903 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						
16076	SARAH KOKES	09/03/2020	Regular	0.00	350.00	185398
<u>03242020</u>	Invoice	03/24/2020	Photographic fee	0.00	193.75	
<u>081020</u>	Invoice	08/10/2020	Photographic fee	0.00	156.25	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	1	0.00	350.00
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
	2	1	0.00	350.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02489 - 20200916 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	
Bank Code: AP-AP BANK						
18886	ADVANCED SECURITY SOLUTIONS IA	09/16/2020	Regular	0.00	14,899.50	185399
<u>114979</u>	Invoice	08/17/2020	Security agent 08/10/20-08/16/20	0.00	4,352.00	
<u>114980</u>	Invoice	08/03/2020	Security Agent 08/07/20-08/09/20	0.00	2,205.25	
<u>114988</u>	Invoice	08/24/2020	Security agent 08/17/20-08/23/20	0.00	4,285.25	
<u>115053</u>	Invoice	08/31/2020	Security agent 08/24/20-08/30/20	0.00	4,057.00	
18849	ALISA BAY	09/16/2020	Regular	0.00	10.00	185400
<u>1165153</u>	Invoice	08/20/2020	Refund	0.00	10.00	
18139	AMERICAN BACKFLOW & FIRE PREV	09/16/2020	Regular	0.00	2,221.60	185401
<u>26667</u>	Invoice	08/31/2020	Install new fire panel	0.00	2,221.60	
10149	ANCEL, GLINK, DIAMOND, BUSH,	09/16/2020	Regular	0.00	7,148.75	185402
<u>77846</u>	Invoice	09/11/2020	Professional fees thru August 31, 2020	0.00	7,148.75	
18850	BARBARA HINDE	09/16/2020	Regular	0.00	11.00	185403
<u>1165459</u>	Invoice	08/20/2020	Refund	0.00	11.00	
18851	CHARLES ALEXANDER	09/16/2020	Regular	0.00	32.95	185404
<u>1165137</u>	Invoice	08/20/2020	Refund	0.00	32.95	
10446	CHICAGO DIST GOLF ASSOC	09/16/2020	Regular	0.00	2,000.00	185405
<u>845</u>	Invoice	09/01/2020	2020 CDGA Marketing 4th installment	0.00	2,000.00	
14371	CHILDREN'S THEATRE COMPANY	09/16/2020	Regular	0.00	1,150.50	185406
<u>090220</u>	Invoice	09/02/2020	Summer 2020 Theatre class fee	0.00	702.00	
<u>09022020</u>	Invoice	09/02/2020	Summer 2020 Dance class fee	0.00	448.50	
13945	CHRIS ENGELMAN	09/16/2020	Regular	0.00	13.72	185407
<u>1165298</u>	Invoice	08/20/2020	Refund	0.00	13.72	
16445	CINDY CLAMAGE	09/16/2020	Regular	0.00	33.48	185408
<u>1165229</u>	Invoice	08/20/2020	Refund	0.00	33.48	
10502	CITY OF HIGHLAND PARK	09/16/2020	Regular	0.00	8.50	185409
<u>024593 090120</u>	Invoice	09/01/2020	Water/Sewer 08/01/20-08/31/20 1755 St	0.00	8.50	
16142	CONSTELLATION NEWENERGY INC	09/16/2020	Regular	0.00	7,111.73	185410
<u>18181287501</u>	Invoice	08/24/2020	1201 Park Ave W 07/23/20-08/21/20	0.00	7,111.73	
18324	CORINNE BASKIN	09/16/2020	Regular	0.00	24.76	185411
<u>1165345</u>	Invoice	08/20/2020	Refund	0.00	24.76	
18487	DAN PROCACCIO	09/16/2020	Regular	0.00	425.00	185412
<u>090920</u>	Invoice	09/09/2020	On site video service-Rec Center Promo	0.00	425.00	
18852	DAVID FRISCH	09/16/2020	Regular	0.00	45.21	185413
<u>1165345</u>	Invoice	08/20/2020	Refund	0.00	45.21	
18853	DAVID GOLDSTEIN	09/16/2020	Regular	0.00	45.21	185414
<u>1165368</u>	Invoice	08/20/2020	Refund	0.00	45.21	
18854	DEBRA KANTER	09/16/2020	Regular	0.00	27.44	185415
<u>1165354</u>	Invoice	08/20/2020	Refund 2 @ \$13.72 ea.	0.00	27.44	
18855	DENNIS KESSLER	09/16/2020	Regular	0.00	24.76	185416
<u>1165319</u>	Invoice	08/20/2020	Refund	0.00	24.76	
18783	DRAINS MADE SIMPLE INTERNATIOI	09/16/2020	Regular	0.00	1,710.00	185417

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>136</u>	Invoice	09/03/2020	55 Gallons - Sanl Sprltz	0.00	1,710.00	
17122	DYNEGY ENERGY SERVICES	09/16/2020	Regular	0.00	17,523.27	185418
<u>331665720081</u>	Invoice	08/27/2020	July-August 2020	0.00	17,523.27	
18856	EDWARD ELINS	09/16/2020	Regular	0.00	32.95	185419
<u>1165293</u>	Invoice	08/20/2020	Refund	0.00	32.95	
18857	EDWARD GORDON	09/16/2020	Regular	0.00	58.77	185420
<u>1165391</u>	Invoice	08/20/2020	Refund	0.00	58.77	
18858	ELINOR KAUFMAN	09/16/2020	Regular	0.00	24.76	185421
<u>1165334</u>	Invoice	08/20/2020	Refund	0.00	24.76	
18859	EUGENE FRANK	09/16/2020	Regular	0.00	24.76	185422
<u>1165343</u>	Invoice	08/20/2020	Refund	0.00	24.76	
17719	CONSTELLATION NEWENERGY - GAS	09/16/2020	Regular	0.00	1,629.91	185423
<u>2995006</u>	Invoice	09/14/2020	August 2020	0.00	458.86	
<u>2995361</u>	Invoice	09/14/2020	08/01/20-08/31/20	0.00	1,171.05	
18860	GARY HAMITY	09/16/2020	Regular	0.00	24.76	185424
<u>1165449</u>	Invoice	08/20/2020	Refund	0.00	24.76	
14215	GARY HIRSCH	09/16/2020	Regular	0.00	24.76	185425
<u>1165450</u>	Invoice	08/20/2020	Refund	0.00	24.76	
16446	GLYNIS HIRSCH	09/16/2020	Regular	0.00	45.41	185426
<u>1165447</u>	Invoice	08/20/2020	Refund	0.00	45.41	
11062	HALOGEN SUPPLY COMPANY, INC.	09/16/2020	Regular	0.00	34,073.00	185427
<u>00555640</u>	Invoice	09/03/2020	Hidden Creek Pool Equipment	0.00	34,073.00	
11125	HITCHCOCK DESIGN GROUP	09/16/2020	Regular	0.00	7,130.84	185428
<u>25151</u>	Invoice	08/31/2020	Sunset Woods Playground Renovation	0.00	7,130.84	
11179	ILLINOIS ASSOC OF PARK DIST.	09/16/2020	Regular	0.00	100.00	185429
<u>JDPRAC20192</u>	Invoice	12/19/2019	JDPRAC plns	0.00	100.00	
17708	ILM	09/16/2020	Regular	0.00	827.00	185430
<u>INV9992</u>	Invoice	09/04/2020	Aquatic herbicide	0.00	660.00	
<u>INV9993</u>	Invoice	09/04/2020	Pond dye	0.00	167.00	
18861	IRA BECKER	09/16/2020	Regular	0.00	32.95	185431
<u>1165158</u>	Invoice	08/20/2020	Refund	0.00	32.95	
18862	IRA FROST	09/16/2020	Regular	0.00	24.76	185432
<u>1165353</u>	Invoice	08/20/2020	Refund	0.00	24.76	
18885	JAIME WERNER	09/16/2020	Regular	0.00	7.00	185433
<u>1174664</u>	Invoice	09/15/2020	Refund	0.00	7.00	
18848	JAMIE ZARANSKY	09/16/2020	Regular	0.00	178.65	185434
<u>1174217</u>	Invoice	09/14/2020	Refund	0.00	178.65	
18863	JAY GUTHMANN	09/16/2020	Regular	0.00	45.41	185435
<u>1165432</u>	Invoice	08/20/2020	Refund	0.00	45.41	
11276	JAY ZIMMERMAN	09/16/2020	Regular	0.00	65.00	185436
<u>091520</u>	Invoice	09/15/2020	Umpire fee - July 2020	0.00	65.00	
18864	JENNY KIM	09/16/2020	Regular	0.00	13.72	185437
<u>1165314</u>	Invoice	08/20/2020	Refund	0.00	13.72	
18865	JOELLE DIMBERT	09/16/2020	Regular	0.00	33.48	185438
<u>1165274</u>	Invoice	08/20/2020	Refund	0.00	33.48	

Check Register

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
15821 <u>090420</u>	JOHN ANDERSON Invoice	09/16/2020 09/04/2020	Regular Umpire fees - July/August 2020	0.00 0.00	305.00 305.00	185439
18847 <u>1172402</u>	JOHN WHITE Invoice	09/16/2020 09/09/2020	Regular Refund	0.00 0.00	457.50 457.50	185440
18866 <u>1165359</u>	JOYCE GERSTEIN Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	24.76 24.76	185441
18867 <u>1165372</u>	JUDY GOLSON Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	58.77 58.77	185442
16747 <u>1165232</u>	KAREN COLEMAN Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	13.72 13.72	185443
17992 <u>1165243</u>	KAREN COPLAN Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	33.48 33.48	185444
18868 <u>1165470</u>	KEN HEYMAN Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	24.76 24.76	185445
11472 <u>0029274-IN</u>	KIEFER USA Invoice	09/16/2020 08/06/2020	Regular Dinoflex flooring	0.00 0.00	5,848.00 5,848.00	185446
18869 <u>1165360</u>	LESLIE GLAZER Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	33.48 33.48	185447
18870 <u>1165410</u>	LESLIE JAFFE Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	24.76 24.76	185448
18871 <u>1165460</u>	LINDA HANSON Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	24.76 24.76	185449
11625 <u>11625</u>	LORETTA ANNEX Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	24.76 24.76	185450
18474 <u>0004503335</u> <u>0004503336</u> <u>0004503337</u> <u>0004503338</u> <u>0004503339</u> <u>0004503340</u> <u>0004503341</u> <u>0004503343</u> <u>0004503344</u> <u>0004503345</u>	LAKESHORE RECYCLING SYSTEMS, LI Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	09/16/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020 08/31/2020	Regular Trash & Recycling 09/01/20-09/30/20 Trash 05/04/20-09/30/20 & 09/01/20-09/ Trash 09/01/20-09/30/20 Trash & Recycling 09/01/20-09/30/20 Trash & Recycling 09/01/20-09/30/20 Trash 09/01/20-09/30/20 Trash & Recycling 09/01/20-09/30/20 Trash & Recycling 09/01/20-09/30/20 Landscape Roll Off Container August Trash & Recycling 9/1/20-9/30/20 & Roll- Trash 08/25/20-09/30/20	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	3,004.12 75.66 389.02 6.56 126.89 190.88 303.68 126.89 744.31 828.56 211.67	185451
18872 <u>1165331</u>	MERLE KAUFMAN Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	13.72 13.72	185452
16709 <u>60331-3</u> <u>60331-4</u>	MG MECHANICAL SERVICE Invoice Invoice	09/16/2020 09/01/2020 09/08/2020	Regular CIA HVAC Replacement RCHP HVAC Replacement	0.00 0.00 0.00	116,600.00 26,300.00 90,300.00	185453
18874 <u>1165341</u>	MICHAEL KATZ Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	21.10 21.10	185454
18875 <u>1165318</u>	MICHAEL KERN Invoice	09/16/2020 08/20/2020	Regular Refund	0.00 0.00	33.48 33.48	185455
11860 <u>1191 083120</u>	MUTUAL ACE HARDWARE Invoice	09/16/2020 08/31/2020	Regular Supplies	0.00 0.00	134.93 134.93	185456
15482	NAOMI BEN-ISRAEL OLIVE	09/16/2020	Regular	0.00	33.48	185457

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>1165169</u>	Invoice	08/20/2020	Refund	0.00	33.48	
13604	NORTH SHORE GAS	09/16/2020	Regular	0.00	134.85	185458
<u>0602405421-000</u>	Invoice	09/01/2020	Aquatic Park 06/02/20-07/31/20	0.00	100.06	
<u>0608197647-000</u>	Invoice	09/02/2020	Sunset Rd N of Bldg 08/01/20-08/31/20	0.00	34.79	
18492	NORTH SHORE RADIO CLUB	09/16/2020	Regular	0.00	360.00	185459
<u>1169951</u>	Invoice	09/02/2020	Refund 3 @ \$120.00 ea.	0.00	360.00	
14914	NORTH SHORE WATER RECLAMATIC	09/16/2020	Regular	0.00	1,780.65	185460
<u>4328451</u>	Invoice	08/29/2020	1240 Fredrickson 09/13/19-12/13/19	0.00	77.33	
<u>4328940</u>	Invoice	08/29/2020	1377 Deer Creek Pkwy(Maint) 12/13/19-0	0.00	16.28	
<u>4331058</u>	Invoice	08/29/2020	Golf Learning Center 12/13/19-03/16/20	0.00	36.63	
<u>4331072</u>	Invoice	08/29/2020	1390 Sunset Rd 12/13/19-03/16/20	0.00	18.32	
<u>4331439</u>	Invoice	08/29/2020	1201 Park Ave W 12/13/19-03/16/20	0.00	1,495.73	
<u>4331449</u>	Invoice	08/29/2020	1801 Sunset Rd(Sunset Woods) 12/13/19-	0.00	12.21	
<u>4331604</u>	Invoice	08/29/2020	3100 Trail Way 12/13/19-03/16/20	0.00	14.25	
<u>4331624</u>	Invoice	08/29/2020	2700 Trail Way 12/19/19-03/16/20	0.00	14.25	
<u>4331670</u>	Invoice	08/29/2020	1377 Deer Creek Pkwy 12/13/19-03/16/2	0.00	95.65	
18394	PULSE BOXING AND FITNESS	09/16/2020	Regular	0.00	200.00	185461
<u>090820</u>	Invoice	09/08/2020	July 2020 Ninja Warrior Virtual Class	0.00	200.00	
15818	PAUL BACH	09/16/2020	Regular	0.00	125.00	185462
<u>090420</u>	Invoice	09/04/2020	Umpire fees - August 2020	0.00	125.00	
18877	PAUL DE WOSKIN	09/16/2020	Regular	0.00	13.72	185463
<u>1165272</u>	Invoice	08/20/2020	Refund	0.00	13.72	
18887	PETER SAVAS	09/16/2020	Regular	0.00	60.00	185464
<u>091520</u>	Invoice	09/15/2020	Umpire fees - August 2020	0.00	60.00	
12057	PHIL FOLINO	09/16/2020	Regular	0.00	120.00	185465
<u>091520</u>	Invoice	09/15/2020	Umpire fees - August 2020	0.00	120.00	
17425	PNC EQUIPMENT FINANCE	09/16/2020	Regular	0.00	1,309.70	185466
<u>917094</u>	Invoice	08/31/2020	Lease October Utility Carts	0.00	1,309.70	
17425	PNC EQUIPMENT FINANCE	09/16/2020	Regular	0.00	10,561.00	185467
<u>917095</u>	Invoice	08/31/2020	Lease October Golf Carts	0.00	10,561.00	
18878	RENEE FAGMAN	09/16/2020	Regular	0.00	45.41	185468
<u>1165308</u>	Invoice	08/20/2020	Refund	0.00	45.41	
18879		09/16/2020	Regular	0.00	13.72	185469
<u>1165290</u>	Invoice	08/20/2020	Refund	0.00	13.72	
16239	RICOH USA, INC.	09/16/2020	Regular	0.00	3,337.90	185470
<u>104097263</u>	Invoice	09/04/2020	Ricoh Lease 09/25/20-10/24/20	0.00	3,337.90	
12218	ROB ENGELMAN	09/16/2020	Regular	0.00	45.41	185471
<u>1165299</u>	Invoice	08/20/2020	Refund	0.00	45.41	
18880	ROBERT KAMM	09/16/2020	Regular	0.00	24.76	185472
<u>1165361</u>	Invoice	08/20/2020	Refund	0.00	24.76	
18881	ROBERTA GOODMAN	09/16/2020	Regular	0.00	58.77	185473
<u>1165376</u>	Invoice	08/20/2020	Refund	0.00	58.77	
18044	RONIT KATZNELSON	09/16/2020	Regular	0.00	13.72	185474
<u>1165339</u>	Invoice	08/20/2020	Refund	0.00	13.72	
16459	SANTO SPORT STORE	09/16/2020	Regular	0.00	12,184.15	185475
<u>704701</u>	Invoice	07/01/2020	Jerseys,caps,socks,belts,pants	0.00	1,073.20	
<u>704758</u>	Invoice	07/15/2020	6 Catchers gear sets	0.00	576.00	
<u>704771</u>	Invoice	07/15/2020	Jersey	0.00	31.50	

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>704878</u>	Invoice	08/17/2020	8 Adult fleece hoodles	0.00	210.00	
<u>704910</u>	Invoice	08/20/2020	61 Youth t-shirts	0.00	850.95	
<u>704920</u>	Invoice	08/27/2020	32 Jerseys, 32 caps	0.00	910.00	
<u>704921</u>	Invoice	08/27/2020	76 Jerseys, 64 caps	0.00	1,873.60	
<u>704922</u>	Invoice	08/27/2020	68 Jerseys, 64 caps	0.00	1,379.60	
<u>704923</u>	Invoice	08/27/2020	68 Jerseys, 64 caps	0.00	1,375.60	
<u>704930</u>	Invoice	08/20/2020	10 dz soft baseballs	0.00	610.00	
<u>704934</u>	Invoice	08/27/2020	T-shirts & caps - Baseball	0.00	1,016.00	
<u>704971</u>	Invoice	09/01/2020	17 Jerseys, 16 caps	0.00	344.90	
<u>704972</u>	Invoice	09/01/2020	34 Jerseys, 32 caps	0.00	687.80	
<u>705012</u>	Invoice	08/31/2020	150 Masks	0.00	975.00	
<u>705017</u>	Invoice	09/02/2020	15 Scorebooks	0.00	270.00	
18882	SARA BLOCK	09/16/2020	Regular	0.00	58.77	185476
<u>1165211</u>	Invoice	08/20/2020	Refund	0.00	58.77	
14944	SARA DOWLATSHAHI	09/16/2020	Regular	0.00	27.44	185477
<u>1165284</u>	Invoice	08/20/2020	Refund 2 @ \$13.72 ea.	0.00	27.44	
18695	REAL DEAL SPORTS LLC	09/16/2020	Regular	0.00	1,478.75	185478
<u>090920</u>	Invoice	09/09/2020	Basketball camps August 2020	0.00	1,478.75	
18883	STEVEN DOLINS	09/16/2020	Regular	0.00	33.48	185479
<u>1165283</u>	Invoice	08/20/2020	Refund	0.00	33.48	
14625	SUE KENO	09/16/2020	Regular	0.00	5.00	185480
<u>1172358</u>	Invoice	09/09/2020	Refund	0.00	5.00	
18835	TAMARA HEAD	09/16/2020	Regular	0.00	180.00	185481
<u>1167948</u>	Invoice	08/27/2020	Refund	0.00	180.00	
18751	TOBI PINSKY	09/16/2020	Regular	0.00	329.00	185482
<u>1169944</u>	Invoice	09/02/2020	Refund	0.00	129.00	
<u>1170372</u>	Invoice	09/03/2020	Refund	0.00	200.00	
17420	TRI-STATE DOOR SOLUTIONS LLC	09/16/2020	Regular	0.00	170.00	185483
<u>15506</u>	Invoice	03/13/2020	Door repairs	0.00	170.00	
18884	WILLIAM FIELY	09/16/2020	Regular	0.00	24.76	185484
<u>1165321</u>	Invoice	08/20/2020	Refund	0.00	24.76	
17515	WINDSTREAM	09/16/2020	Regular	0.00	2,589.10	185485
<u>72961170</u>	Invoice	08/22/2020	August 2020	0.00	2,589.10	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	127	87	0.00	260,864.91
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
	127	87	0.00	260,864.91



By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP BANK						
17239	LISA BETH GANSBERG	08/25/2020	Regular	0.00	-59.74	181714
17439	JERRY JACOB	08/25/2020	Regular	0.00	-24.74	182092
17435	SARA MONSON	08/25/2020	Regular	0.00	-29.92	182106
17478	GUY STEINBERG	08/25/2020	Regular	0.00	-14.98	182145
16539	SHRUTI PAREKH	08/25/2020	Regular	0.00	-25.93	182179
17496	BRITTANIE GOLDSMITH	08/25/2020	Regular	0.00	-14.88	182212
17667	BECKY CHODES	08/25/2020	Regular	0.00	-9.67	182648
17666	TARA SYMONS	08/25/2020	Regular	0.00	-70.00	182704
17705	ALEJANDRA MARTINEZ	08/25/2020	Regular	0.00	-29.36	182717
17691	KELSEY GONZALEZ	08/25/2020	Regular	0.00	-8.50	182749
17728	LAUREL FREEMAN	08/25/2020	Regular	0.00	-13.60	182830
16775	AMY GILBERT	08/25/2020	Regular	0.00	-28.94	182868
17754	NANCY SHAFER	08/25/2020	Regular	0.00	-29.96	182915
17793	IRENE MINKOV	08/25/2020	Regular	0.00	-31.66	182970
17791	JULIE ABT	08/25/2020	Regular	0.00	-36.00	182977
17782	NICOLE SILVERMAN	08/25/2020	Regular	0.00	-34.00	182996
17858	ANDREW KRUPP-SHEMANO	08/25/2020	Regular	0.00	-20.00	183029
17875	SEAN GRADY	08/25/2020	Regular	0.00	-24.32	183110
17926	COLLEEN COLLINS	08/25/2020	Regular	0.00	-31.24	183238
17945	SUMMER SHAROBEEM	08/25/2020	Regular	0.00	-8.75	183320
18032	MATTHEW FISCHEL	08/25/2020	Regular	0.00	-18.00	183523
18056	LAUREN HAVRIN	08/25/2020	Regular	0.00	-20.86	183581
18054	LESLIE CROUCH	08/25/2020	Regular	0.00	-38.70	183582
18040	SARAH MABBERLEY	08/25/2020	Regular	0.00	-6.46	183594
18055	TANJA SCHARINGER	08/25/2020	Regular	0.00	-34.68	183597
17667	BECKY CHODES	08/25/2020	Regular	0.00	-9.11	183610

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	26	0.00	-674.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	26	0.00	-674.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02467 - 20200901 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
18409	JENNIFER MASTROLONARDO	09/01/2020	Regular	0.00	-250.00	184467

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	-250.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-250.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02474 - 20200903 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 16076	SARAH KOKES	09/03/2020	Regular	0.00	-193.75	184600

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	-193.75
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-193.75



Park District of Highland Park, IL

Check Register

Packet: APPKT02479 - 20200909 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 15868	TODD WEBER	09/09/2020	Regular	0.00	-114.00	184493

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	-114.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-114.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02480 - 20200909 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 18835	TAMARA HEAD	09/09/2020	Regular	0.00	-180.00	185391

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	-180.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-180.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02478 - 20200904 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						
11161	ICMA RETIREMENT TRUST #302037	09/04/2020	Bank Draft	0.00	33.87	DFT0002702
<u>ICMA 457 09032</u>	Invoice	09/03/2020	Wire Transfer ICMA 457 Deferred Comp	0.00	33.87	

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	33.87
EFT's	0	0	0.00	0.00
	1	1	0.00	33.87



Park District of Highland Park, IL

Check Register

Packet: APPKT02484 - 20200915 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
11188	ILLINOIS DEPT OF REVENUE	09/15/2020	Bank Draft	0.00	1,188.00	DFT0002709
<u>August 2020</u>	Invoice	09/14/2020	August 2020	0.00	1,188.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	1,188.00
EFT's	0	0	0.00	0.00
	1	1	0.00	1,188.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02485 - 20200915 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						
11161	ICMA RETIREMENT TRUST #302037	09/15/2020	Bank Draft	0.00	3,356.05	DFT0002710
<u>ICMA 457 09112</u>	Invoice	09/11/2020	Wire Transfer ICMA 457 Deferred Comp	0.00	3,356.05	

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	3,356.05
EFT's	0	0	0.00	0.00
	1	1	0.00	3,356.05

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	
Bank Code: PAYROLL-PAYROLL BANK						
12825	ICMA RETIREMENT TRUST #705568	09/15/2020	Bank Draft	0.00	270.00	DFT0002711
<u>ICMA Roth 09112</u>	Invoice	09/11/2020	Wire Transfer ICMA Roth	0.00	270.00	
11177	ILL MUNICIPAL RETIREMENT FUND	09/15/2020	Bank Draft	0.00	47,697.51	DFT0002712
<u>IMRF August 202</u>	Invoice	09/11/2020	IMRF 08/31/20	0.00	47,697.51	

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	47,967.51
EFT's	0	0	0.00	0.00
	2	2	0.00	47,967.51

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	51,323.56
EFT's	0	0	0.00	0.00
	3	3	0.00	51,323.56



Park District of Highland Park, IL

Check Register

Packet: APPKT02464 - 20200831 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
10058	AFLAC	08/31/2020	Bank Draft	0.00	785.20	DFT0002698
<u>AFLAC 082820</u>	Invoice	08/28/2020	AFLAC 08/28/20	0.00	785.20	
11161	ICMA RETIREMENT TRUST #302037	08/31/2020	Bank Draft	0.00	3,320.70	DFT0002699
<u>ICMA 457 08282</u>	Invoice	08/28/2020	Wire Transfer ICMA 457 Deferred Comp	0.00	3,320.70	
12825	ICMA RETIREMENT TRUST #705568	08/31/2020	Bank Draft	0.00	270.00	DFT0002700
<u>ICMA Roth 08282</u>	Invoice	08/28/2020	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	3	3	0.00	4,375.90
EFT's	0	0	0.00	0.00
	3	3	0.00	4,375.90



Park District of Highland Park, IL

Check Register

Packet: APPKT02466 - 20200831 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						
10313	BOA P-CARD STATEMENTS	08/31/2020	Bank Draft	0.00	130,766.23	DFT0002701
080720	Invoice	08/07/2020	P-Card with PA	0.00	130,766.23	

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	130,766.23
EFT's	0	0	0.00	0.00
	1	1	0.00	130,766.23

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

Vendor Name	Item Total	Item Description
1-800-FLOWERS.COM,INC.	\$79.67	Sympathy Flowers
1-800-FLOWERS.COM,INC.	(\$4.69)	Credit - tax exempt
13 NINETY BY OPEN KITC	\$114.00	promotional dinner for ladies league
24HOURWRISTBANDS.COM	\$103.41	face mask
24HOURWRISTBANDS.COM	\$513.63	North Shore AM Giveaway Facemask
4IMPRINT	\$555.43	North Shore AM Bag
4TE KEYTH SECURITY SYS	\$240.00	Door lever - exterior bathroom door
845 BOWLERO 8003425263	(\$99.90)	Camp Deposit Credit
845 BOWLERO 8003425263	(\$99.90)	Camp Deposit Credit
845 BOWLERO 8003425263	(\$79.92)	Camp Deposit Credit
ACORN NATURALISTS	\$66.75	fish printing kit
ACUSHNET BILLTRUST	\$681.78	Titleist Golf Balls
ACUSHNET BILLTRUST	\$667.60	Golf Bags
ACUSHNET BILLTRUST	\$268.86	Golf Balls
ACUSHNET BILLTRUST	\$900.21	Golf Gloves
ACUSHNET BILLTRUST	\$82.75	golf towels for sale in pro shop
ACUSHNET BILLTRUST	\$2,069.15	Golf Balls
ACUSHNET BILLTRUST	\$228.06	golf balls for pro shop
ACUSHNET BILLTRUST	\$266.56	Golf Balls
ACUSHNET BILLTRUST	\$938.83	Golf Balls - North Shore AM giveaway
ACUSHNET BILLTRUST	\$621.56	Golf Balls - Pro Shop
ACUSHNET BILLTRUST	\$470.26	Golf Balls - Pro Shop
ACUSHNET BILLTRUST	\$231.48	golf balls for pro shop
ACUSHNET BILLTRUST	\$166.90	golf bag for pro shop
ACUSHNET BILLTRUST	\$914.73	Golf Balls - Pro Shop
ACUSHNET BILLTRUST	\$663.48	Golf Balls - Pro Shop
ACUSHNET BILLTRUST	\$822.10	Golf Balls - Pro Shop
ACUSHNET BILLTRUST	\$938.83	Golf Balls - North Shore AM giveaway
ACUSHNET BILLTRUST	\$1,326.96	Golf Balls - Pro Shop
ACUSHNET BILLTRUST	\$326.40	Golf Hats - Pro Shop
ACUSHNET BILLTRUST	\$221.16	golf balls - north shore amateur giveaway
ACUSHNET BILLTRUST	\$228.06	golf balls - north shore amateur giveaway
ACUSHNET BILLTRUST	\$197.41	hats for golf shop
ACUSHNET BILLTRUST	\$231.48	golf balls for pro shop
ADOBE PRODUCTS	(\$179.98)	Tax Refund
ADOBE PRODUCTS	(\$38.23)	Tax Refund
ADOBE PRODUCTS	(\$12.74)	Tax Refund
ADOBE PRODUCTS	(\$38.23)	Tax Refund
AEREX PEST CONTROL SER	\$130.00	AEREX PEST CONTROL
AMAZON.COM MF0ME9SN1 A	\$13.98	Drive in movie night
AMAZON.COM MF3AK0GN1 A	\$11.99	Be Careful and Stay Safe
AMAZON.COM MF9ZE6JY0 A	\$183.94	2 Tires
AMAZON.COM MJ3GP2E32 A	\$241.62	Ice Packs
AMAZON.COM MJ4D14R30 A	\$38.27	drive in movie- movies
AMAZON.COM MJ70U2HX2 A	\$133.03	Camp Hometown COVID Mask Supplies
AMAZON.COM MJ9992B10 A	\$26.98	name tags for T-ball
AMAZON.COM MV0BR6D71 A	\$131.61	Cart for outdoor fitness
AMAZON.COM MV3YK1CQ1 A	\$35.88	#107 2 Turn signal sockets
AMAZON.COM MV79B6PK1 A	\$14.69	Damp Rids for Park Ave.
AMAZON.COM MV84Y9OS2 A	\$13.58	Trash can liners for bathroom stalls
AMAZON.COM MV9H01CD2 A	\$44.07	Damp Rids for Park Ave.

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

AMERICAN GASES CORP	\$6.62	Oxygen Tank Refill
AMERICAN RED CROSS	\$82.00	Lifeguard Certifications
AMS SERVICE FEE 102102	\$9.85	license fee RCHP pool
AMZN MKTP US AMZN.COM/	(\$3.00)	Credit
AMZN MKTP US AMZN.COM/	(\$2.99)	Credit
AMZN Mktp US MF4UA6LI2	\$719.29	American Flag - Golf Course Flag
AMZN Mktp US MF7HC0431	\$133.99	#710 2 Trailer tires
AMZN MKTP US MF88B5LZ1	\$25.99	baseball equipment pod - tryouts
AMZN MKTP US MJ2R089I0	\$33.96	2 3-packs 12" wood embroidery hoops,DIY dream cat
AMZN MKTP US MJ4LO72B2	\$108.87	Camp Hometown Activity Supplies
AMZN Mktp US MJ6TO2IY2	\$1,074.95	Stanchions for CIA lobby
AMZN Mktp US MJ8U819E2	\$29.98	Camp Hometown Activity Supplies - Group 2
AMZN Mktp US MJ9D97YO2	\$58.44	Outdoor Antenna for Donna to receive calls/texts in her office
AMZN MKTP US MJ9GY6U21	\$28.99	12 Building brick sets
AMZN Mktp US MJ9U67VA2	\$89.95	Rolling drum fan
AMZN MKTP US MV1HR9MY1	\$37.19	Water Balloons pkg
AMZN MKTP US MV22T46H1	\$17.97	12 Necklace supply kits
AMZN MKTP US MV2728W80	\$71.11	Trimmer heads
AMZN MKTP US MV2AT9542	\$30.88	Printer cartridge ink
AMZN Mktp US MV2DZ80R2	\$15.98	12 Erasers
AMZN MKTP US MV2FS0YM2	\$114.50	Camp Hometown General Supplies - Water Days
AMZN MKTP US MV2VY7052	\$37.81	Solar system stickers,Dinosaur fossil skeletons,Car toys
AMZN MKTP US MV3A75F80	\$22.98	Camp Hometown Camp Olympics Medals
AMZN MKTP US MV3C12ED1	\$111.51	TRX Hooks and caribeaners for Outdoor fitness
AMZN Mktp US MV3UN4BN0	\$72.56	em light bulbs
AMZN Mktp US MV3UR32R1	\$271.50	Storage boxes for personnel files
AMZN MKTP US MV4CM1YR1	\$56.71	Camp Hometown Activity Supplies - Group 1
AMZN MKTP US MV6HU3FW1	\$50.60	Masking tape,Minwax polyure fast dry,Freeze pops
AMZN MKTP US MV6ON1F71	\$27.63	soap dispenser bottles
AMZN MKTP US MV6QG69F2	\$57.88	Camp Hometown General Supplies - Cleaning
AMZN MKTP US MV6Z811K2	\$74.18	4 tablecloths for 8' tables
AMZN MKTP US MV6ZJ68M1	\$217.06	Outdoor event lights
AMZN Mktp US MV7E292U2	\$56.99	Safety Village Social Distance Tools
AMZN MKTP US MV8AV3512	\$596.41	Baseball Equipment - Additional Radar Guns - tryout supplies
AMZN MKTP US MV8BG4H11	\$133.12	Materials for sneeze guards, drum pump for disinfectant
AMZN Mktp US MV8HU6IM0	\$166.99	String trimmer line
AMZN MKTP US MV8Q52962	\$28.98	Drive in movie glow necklace
AMZN MKTP US MV90O2D81	\$22.98	Camp Hometown General Supplies - Decades Week
AMZN Mktp US MV96K1SR1	\$14.60	12 Water toys
AMZN MKTP US MV9OI7522	\$187.43	Wood coffee stirrers,32 Lip balms,12 firetruck toys
ANDERSON LOCK CO	\$333.05	Electric Strike Replacement - RWB Interp
APFS STAFFING, INC.	\$2,240.78	Payroll coordinator salary charges
APFS STAFFING, INC.	\$3,117.60	Payroll Coordinator wages
APFS STAFFING, INC.	\$3,117.60	Payroll coordinator wages
ARTHUR CLESEN- LINCOLN	\$46.00	One jug of Delux
AT&T PREMIER EBIL	\$38.42	06/05/20-07/04/20
AT&T PREMIER EBIL	\$258.89	06/05/20-07/04/20
AT&T PREMIER EBIL	\$27.18	06/05/20-07/04/20
AT&T PREMIER EBIL	\$54.36	06/05/20-07/04/20
AT&T PREMIER EBIL	\$785.61	06/05/20-07/04/20
AT&T PREMIER EBIL	\$38.46	06/05/20-07/04/20
AT&T PREMIER EBIL	\$18.24	06/05/20-07/04/20

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

AT&T PREMIER EBIL	\$73.59	06/05/20-07/04/20
AT&T PREMIER EBIL	\$38.46	06/05/20-07/04/20
AT&T PREMIER EBIL	\$30.61	06/05/20-07/04/20
AT&T PREMIER EBIL	\$27.18	06/05/20-07/04/20
ATT BUS PHONE PMT	\$128.47	Emergency Elevator Phone 06/05/20-07/04/20
ATT BUS PHONE PMT	\$32.12	Emergency Elevator Phone 06/05/20-07/04/20
AUTHENTIC BRAND	\$119.94	Camp Hometown Reusable Face Masks
AUTHENTIC BRAND	\$39.98	Camp Hometown General Supplies - Masks
AUTHENTIC BRAND	\$59.97	Youth and Adult Masks
AVALON PETROLEUM	\$7,632.37	Fuel
BATTERIES PLUS #0457	\$35.90	Battery
BATTERIES PLUS #0576	\$20.95	BATTERIES
BHFX #10	\$30.00	Canon 8400 Lease July 2020
BHFX #10	\$30.00	Canon 8400 Lease June 2020
BLN SPAMTITAN	\$195.72	Spam Filter - Monthly
BLN SPAMTITAN	(\$15.72)	Spam Filter - Tax Credit
CHEMCRAFT INDUSTRIES I	\$120.93	pump soap and gloves
CHEMCRAFT INDUSTRIES I	\$108.30	pump soap and gloves
CHEMCRAFT INDUSTRIES I	\$86.40	hand sanitizer
CHICAGO TRIB SUBSCRIPT	\$27.72	CHICAGO TRIB SUB. - monthly fee
CHICAGO TRIB SUBSCRIPT	\$27.72	CHICAGO TRIB monthly subscription
CHICAGO TRIB SUBSCRIPT	\$27.72	CHICAGO TRIB SUBSCRIPTION
CITY OF LAKE FOREST ON	\$1,600.00	Fall Baseball League Lake Forest
CLIFFORD WALD AND COMP	\$139.99	Paper and Vinyl
CLIFFORD WALD AND COMP	\$124.99	Paper and Vinyl
CLIFFORD WALD AND COMP	\$124.99	Paper and Vinyl
CLIFFORD WALD AND COMP	\$180.00	Large Plotter - ink
CLIFFORD WALD AND COMP	\$389.97	Banner Vinyl
COBRA-PUMA GOLF INC	\$603.00	Golf Shirts
COMCAST	\$1,232.97	07/15/20-08/14/20
COMCAST	\$468.46	07/15/20-08/14/20
COMCAST	\$720.96	07/15/20-08/14/20
COMCAST	\$410.37	07/15/20-08/14/20
COMCAST	\$1,143.97	07/15/20-08/14/20
COMCAST	\$468.46	07/15/20-08/14/20
COMCAST	\$468.46	07/15/20-08/14/20
COMCAST	\$423.96	07/15/20-08/14/20
COMCAST	\$386.01	07/15/20-08/14/20
COMCAST	\$638.52	07/15/20-08/14/20
COMCAST	\$594.02	07/15/20-08/14/20
COMCAST	\$222.51	07/15/20-08/14/20
COMCAST	\$475.02	07/15/20-08/14/20
COMCAST	\$1,095.54	07/15/20-08/14/20
COMCAST	\$246.51	07/15/20-08/14/20
COMCAST	\$380.01	07/15/20-08/14/20
COMCAST	\$1,277.04	07/15/20-08/14/20
COMCAST	\$1,232.52	07/15/20-08/14/20
COMCAST	\$386.01	07/15/20-08/14/20
COMCAST	\$133.51	07/15/20-08/14/20
COMCAST CHICAGO	\$57.95	Deer Creek Courts:TV Service 07/01/20-07/31/20
COMCAST CHICAGO	\$293.35	Centennial Ice Arena:WiFi Service 07/09/20-08/08/20
COMCAST CHICAGO	\$108.35	Parks Maint/Fink:WiFi Service 07/20/20-08/19/20

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

COMCAST CHICAGO	\$148.35	SVGC:WiFi Service 07/07/20-08/06/20
COMCAST CHICAGO	\$76.91	Deer Creek Courts:WiFi Service 07/08/20-07/17/20
COMCAST CHICAGO	\$217.60	Golf Learning:WiFi Service 07/14/20-08/13/20
COMCAST CHICAGO	\$307.54	Admin:TV/WiFi Service 07/13/20-08/12/20
CRAFTWOOD LUMBER & HAR	\$14.84	2 Plugs,PVC bushing,2 PVC plugs,gavanized bushing
CRAFTWOOD LUMBER & HAR	\$17.89	Doweled end round rail - Millard gazebo
CRAFTWOOD LUMBER & HAR	\$2.20	Screws/nuts/bolts - Old Elm donation plaque
CRAFTWOOD LUMBER & HAR	\$3.19	2 wood knobs - Sunset Woods book box
CRAFTWOOD LUMBER & HAR	\$10.98	Brass coupling,hose clamp - Cunniff
CRAFTWOOD LUMBER & HAR	\$15.69	Waterproof wire nuts,Screws/nuts/bolts - Cunniff soccer
CRAFTWOOD LUMBER & HAR	\$26.80	Wood filler,drill bit,screws/nuts/bolts - Sunset see-saw
CRAFTWOOD LUMBER & HAR	\$13.98	Pest block foam, Big gap great stuff - Safety Village
CRAFTWOOD LUMBER & HAR	\$44.98	2 bags hydraulic cement - Cunniff
CRAFTWOOD LUMBER & HAR	\$26.78	Adjustable showerhead,teflon tape - Foot sprayer
CRAFTWOOD LUMBER & HAR	\$15.98	Dap black silicone - Mooney tot playground
CRAFTWOOD LUMBER & HAR	\$47.97	3 Posts - Millard beach signs
CRAFTWOOD LUMBER & HAR	\$28.76	All-purpose cleaner,spray bottle,air freshner,disp gloves
CRAFTWOOD LUMBER & HAR	\$16.49	Pump house repair
CRAFTWOOD LUMBER & HAR	\$25.46	Chain link ties,rebar tie wire - backstop & fence repairs
CRAFTWOOD LUMBER & HAR	\$16.49	6' faucet extension - comm garden hose
CRAFTWOOD LUMBER & HAR	\$10.49	Zip ties for outdoor fitness
CRAFTWOOD LUMBER & HAR	\$13.49	Spiral spikes - baseball
CRAFTWOOD LUMBER & HAR	\$3.79	4" PVC cleanout plug - RecCenter
CRAFTWOOD LUMBER & HAR	\$4.58	Camp Hometown General Supplies
CRAFTWOOD LUMBER & HAR	\$38.93	Keys for outdoor storage for Outdoor Group Ex
CRAFTWOOD LUMBER & HAR	\$42.99	plumbing part
CRAFTWOOD LUMBER & HAR	\$27.48	Keys
CRAFTWOOD LUMBER & HAR	\$5.56	Screws/nuts/bolts
CRAFTWOOD LUMBER & HAR	\$33.98	Disposable gloves
CRAFTWOOD LUMBER & HAR	\$14.67	Mulch - Moraine
CRAFTWOOD LUMBER & HAR	\$39.60	Wood stakes - The Preserve electrical marking
CRAFTWOOD LUMBER & HAR	\$11.65	3/4 90 degree copper fitting
CRAFTWOOD LUMBER & HAR	\$32.53	Fasteners,12pc 8" star structural screws-Millard steps
CRAFTWOOD LUMBER & HAR	\$80.89	Facility supplies
CVS/PHARMACY #04787	\$14.00	Water for Volunteer Coahces
CVS/PHARMACY #04787	\$2.99	Snack for Basketball Camp
CVS/PHARMACY #04787	\$25.34	Camp Hometown Activity Supplies
CVS/PHARMACY #04787	\$8.29	Soap
CVS/PHARMACY #04787	\$21.29	medical supplies - reimbursing PDHP
CYGANY INC	\$570.00	dog bags
DADANT AND SONS INC	\$1,479.86	Honey bottling supplies
DAIRY QUEEN 18886	\$42.08	Ice cream
DAVEY RESOURCE	\$2,954.67	SRW,contracted invasives,reed canary grass,control
DICK'S CLOTHING&SPORTI	\$89.97	Bases for Sluggers Baseball
DICK'S CLOTHING&SPORTI	\$29.99	Bases for Tee Ball
DICK'S CLOTHING&SPORTI	\$29.99	Bases for Baseball
DICK'S CLOTHING&SPORTI	\$20.97	Scorebooks for Baseball
DICK'S SPORTING GOODS	\$179.99	Catchers Equipment
DICK'S SPORTING GOODS	\$19.98	Cones for Sluggers
DNR WS2 PRK PARKS EPAY	(\$187.75)	Refund Gov Dodge Campsite
DOLLAR TREE	\$5.00	Camp Hometown Activity Supplies - Group 3
DOLLAR TREE	\$34.00	Camp Hometown Activity Supplies - Group 3

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

DOLLARTREE	\$12.00	plastic bins, balloons, foam ball
DOLLARTREE	\$39.00	Camp Hometown Activity Supplies - Group 3
DOLLARTREE	\$36.00	Camp Hometown Cooking Supplies
DOLLARTREE	\$13.00	Camp Hometown General Supplies
DOLLARTREE	\$82.69	Camp Hometown Activity Supplies - All Groups
DOLLARTREE	\$38.00	Camp Hometown Activity Supplies - Group 2
DOLLARTREE	\$45.00	Camp Hometown Activity Supplies - Group 3
DOLLARTREE	\$13.00	Camp Hometown Activity Supplies - Group 2
DROPBOX 5MDR4DJSZQMC	\$11.99	monthly fee
DTV DIRECTV SERVICE	\$270.99	Cable TV Service
DTV DIRECTV SERVICE	\$277.40	Direct TV
DTV DIRECTV SERVICE	\$169.98	DirectTV
EMPIRE COOLER SERVICE	\$150.00	monthly ice machine rental
EXTREME TOWING & RECOV	\$425.00	Tow truck for 141
EXTREME TOWING & RECOV	\$125.00	#141 Towing
FELLERS INC	\$120.28	Grommets
FISH TECH	\$6.58	Fish food
FISH TECH	\$3.29	fish food
FULLIFE SAFETY CENTE	\$31.50	10 KN95 masks
G&O THERMAL SUPPLY	\$34.27	Acetylene
G&O THERMAL SUPPLY	\$44.44	Filter
G&O THERMAL SUPPLY	\$35.55	Nitrogen
GOLF CART GARAGE	\$179.90	Steering box assembly - Golf cart
GOOGLE GSUITE_pdhp.or	\$6.00	Google Apps - Monthly
GOVERNMENT FINANCE OFF	\$280.00	agency annual renewal
GRAINGER	\$237.12	main line killer - drains
GRAINGER	\$181.28	horticultural vinegar - weed killer
GRAINGER	\$415.35	New Light fixture for MPR @ West Ridge
GRAINGER	\$56.05	8 Light bulbs, ballast - Boardwalk bathroom
GRAPHIC MARKING SYSTEM	\$92.09	FX Edge Vinyl
GRIMCO INC	\$120.70	Metal Sign Blanks
GUITAR CENTER #337	\$457.96	Gymnasium mic system replaced due to outdoor fitness need
HARRELLS LLC	\$721.00	Herbicide - Nutsedge Treatment Fescue Areas
HARRELLS LLC	\$2,420.00	Phosphite - Golf Course Fairways
HARRELLS LLC	\$136.50	Grass Seed
HARRELLS LLC	\$1,160.84	Phosphite Fertilizer
HARRELLS LLC	\$502.00	Granular Fertilizer
HARRELLS LLC	\$136.50	Grass Seed - Fescue
HARRELLS LLC	\$220.00	Phospite - Golf Course Green's
HARRELLS LLC	\$102.00	Fungicide - Golf Course Greens
HARRELLS LLC	\$405.00	Fertilizer - Golf Course Greens
HARRELLS LLC	\$1,011.50	Acelypryn - Golf Course Insecticide Greens
HIGHLAND PARK FORD LIN	\$196.19	Heater and Air Conditioner Controls for Truck 820
HIGHLAND PARK FORD LIN	\$911.36	new valves for Truck 127
HOSTEK.COM	\$19.99	Parks Foundation website hosting
IDLEWOOD ELECTRIC SUPP	\$20.40	Light ballast
IDLEWOOD ELECTRIC SUPP	\$2.54	LED Lightbulb
IDLEWOOD ELECTRIC SUPP	\$17.22	Ballast
IDLEWOOD ELECTRIC SUPP	\$83.30	LED Lamp
IDLEWOOD ELECTRIC SUPP	\$31.34	Lighting fixture repair - Moraine sculpture
IDLEWOOD ELECTRIC SUPP	\$35.56	Light repair parts - Memorial
ILLINOIS ASSOC OF PARK	\$6.00	IAPD Webinar CEU Fee

P-Card Transactions

07/08/20 - 08/07/20

ILLINOIS ASSOC OF PARK	\$6.00	CEU Fee
IMPERIAL SURVEILLANCE,	\$477.00	Service call - exterior door near washrooms
IN GALLUS GOLF LLC	\$1,475.00	Sunset Valley Golf App
IN NATIONAL DRUG SCRE	\$300.00	Quarterly random drug screen service
INTERNATIONAL TRANSACTION	\$0.05	Donna Dunn Fax Solution
IPRA	\$16.00	Playground Surfacing webinar
IPRA	\$16.00	ADA Playground Webinar
JEWEL OSCO 3426	\$21.97	Camp Popsicles
JEWEL OSCO 3459	\$14.94	Cooler Ice for Camp
JEWEL OSCO 3459	\$37.87	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$14.39	Camp Hometown Cooking Supplies - HNC Group 1
JEWEL OSCO 3459	\$2.49	Camp Hometown Activity Supplies - Group 3
JEWEL OSCO 3459	\$64.20	Camp Hometown Cooking Supplies - Groups 1-3
JEWEL OSCO 3459	\$13.98	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$39.08	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$1.99	Camp Hometown Activity Supplies - Group 3
JEWEL OSCO 3459	\$10.97	Popsicles
JEWEL OSCO 3459	\$10.32	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$3.99	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$8.72	Snacks, fruit loops, rice cakes
JEWEL OSCO 3459	\$21.22	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$0.99	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$10.00	bottle water for golfers
JEWEL OSCO 3459	\$67.58	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$9.77	icing, marshmallows
JEWEL OSCO 3459	\$23.13	Hula Palooza Experiment Supplies
JEWEL OSCO 3459	\$18.46	Camp Hometown Activity Supplies
JEWEL OSCO 3459	\$61.12	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$43.06	Camp Hometown Cooking Supplies - Group 2
JEWEL OSCO 3459	\$7.72	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$50.72	oil,vinegar,flour,baking soda,candy,sandwich bags,batteries
JEWEL OSCO 3459	\$25.90	Camp Hometown Activity Supplies - Group 2
JEWEL OSCO 3459	\$18.85	Goldfish, rice cakes, gummy worms
JEWEL OSCO 3481	\$9.27	glue, cinnamon, lemon juice
JEWEL OSCO 3515	\$12.97	Camp Hometown Activity Supplies - Group 2
JOHNSTONE SUPPLY OF NI	\$64.24	Filter drier
JOHNSTONE SUPPLY OF NI	\$64.50	filter drier
JOHNSTONE SUPPLY OF NI	\$128.00	410A
JW TURF INC	\$177.50	Tine
K & M PRINTING	\$125.00	Clay Court Signage
K & M PRINTING	\$325.00	Story Trail Signs
KIRBY BUILT PRODUCTS	\$1,000.33	Donation Bench - Old Elm (Scholnick)
LAKESHORE IT SOLUTIONS	\$99.87	Small PoE 4 Port Switch
LAKESHORE RECYCLING SY	\$194.70	Trash Removal
LAKESHORE RECYCLING SY	\$220.93	LAKESHORE RECYCLING/GARBAGE
LAKESHORE RECYCLING SY	\$61.94	LAKESHORE RECYCLING/GARBAGE
LAKESHORE RECYCLING SY	\$194.70	Garbage service -WRC
LC WEB PERMITS/LICENSE	\$334.00	RCHP indoor pool license
LEARN TO SKATE USA	\$17.25	membership - Stephanie
LIFEGUARD STORE - ONLI	\$234.37	Uniforms for additional staff
LIFEGUARD STORE - ONLI	(\$18.87)	Additional Staff Apparel (Tax refunded0
LOGMEIN Central	\$1,049.98	LogMeIn Renewal - Yearly

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

LOGMEIN Central	\$300.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$300.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$300.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$899.99	LogMeIn Renewal - Yearly
LOGMEIN Central	\$300.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$300.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$225.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$225.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$225.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$150.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$375.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$225.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$375.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$824.99	LogMeIn Renewal - Yearly
LOGMEIN Central	\$75.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$300.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$450.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$375.00	LogMeIn Renewal - Yearly
LOGMEIN Central	\$225.00	LogMeIn Renewal - Yearly
MailChimp	\$285.81	MailChimp monthly fee
MARIANOS #533	\$48.50	Camp Hometown Cooking Supplies
MARIANOS #533	\$22.53	Camp Hometown General Supplies
MARIANOS #542	\$34.45	food for staff farewell
MARK VEND CO.	\$164.38	drinks and snacks for sale
MARK VEND CO.	\$54.20	Vending - Golf
MARK VEND CO.	\$162.60	Vending - Parks
MARK VEND CO.	\$464.06	drinks/snacks for sale
MENARDS 3327	\$17.48	Valve
MENARDS 3327	\$79.47	Angle grinder for district wide repairs
MENARDS 3327	\$11.88	Spray paint
MENARDS 3327	\$43.80	Orbital sander
MENARDS 3327	\$108.90	Extra strength screens
MENARDS 3327	\$30.75	Trim for screens
MENARDS 3327	\$32.35	led emergency light fixture
MENONI & MOCOJNI, INC.	\$6.60	Sierra Hollandstone bricks (12) - for engraving
MENONI & MOCOJNI, INC.	\$144.50	Hardwood mulch
MICHAELS STORES 2037	\$13.38	5 bubble wands,ribbon,jewelry wire
MICHAELS STORES 2037	\$48.74	Camp Hometown Activity Supplies - Group 1
MICHAELS STORES 2717	\$81.28	Camp craft supplies-toys, shells, Popsicle sticks, stickers
MICHAELS STORES 9048	\$39.94	colored sand
MICHAELS STORES 9048	\$26.95	paracord and glow sticks
MID TOWN PETROLEUM ACQ	\$520.70	Oil for Fleet
MORTON SUGGESTION COMP	\$2,310.56	Foundation Ponchos for Champions Banquet
MUTUAL ACE HARDWARE &	\$76.67	Janitorial supplies, Facility parts
MUTUAL ACE HARDWARE &	\$53.96	aaa battery,pad lock,tape measure,fasteners
MUTUAL ACE HARDWARE &	\$5.08	Hammer bit,fasteners - Tree donation
MUTUAL ACE HARDWARE &	\$14.69	marking paint
MUTUAL ACE HARDWARE &	\$4.62	Union brass comp
MUTUAL ACE HARDWARE &	\$3.79	Fasteners - Cunniff fence
MUTUAL ACE HARDWARE &	\$80.85	Facility supplies
MUTUAL ACE HARDWARE &	\$8.01	yard bags (x2) and Clamp hose's (x2)
MUTUAL ACE HARDWARE &	\$39.20	air exhust fan

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

MUTUAL ACE HARDWARE &	\$36.96	Batteries,fuse mdgt time delay 15A, knife
MUTUAL ACE HARDWARE &	\$7.38	Floor cleaner
MUTUAL ACE HARDWARE &	\$9.24	Led light bulbs
MUTUAL ACE HARDWARE &	\$95.20	air exhaust fan with tube
MUTUAL ACE HARDWARE &	\$46.51	Janitorial supplies, Facility parts
MUTUAL ACE HARDWARE &	\$9.27	#107 Self-drill screws
MUTUAL ACE HARDWARE &	\$1.32	Misc fasteners - Strike guard antenna
MUTUAL ACE HARDWARE &	\$28.29	hasp, damprid - outside equip storage
MUTUAL ACE HARDWARE &	\$165.51	Facility supplies - exit sign
MUTUAL ACE HARDWARE &	\$93.33	pump utility,hose,misch fasteners
MUTUAL ACE HARDWARE &	\$8.13	led bulb
MUTUAL ACE HARDWARE &	\$53.26	Facility supplies
MUTUAL ACE HARDWARE &	\$32.28	Key supplies,soap,hook,swiffer refills
MUTUAL ACE HARDWARE &	\$5.54	Sawzall blade
MUTUAL ACE HARDWARE &	\$17.57	Panel access - Sunset field house repair
MUTUAL ACE HARDWARE &	\$107.05	supplies for disinfecting gym
MUTUAL ACE HARDWARE &	\$12.79	tube cutter,3/4 couples
MUTUAL ACE HARDWARE &	\$22.14	batteries
MUTUAL ACE HARDWARE &	\$10.17	Marking flags - The Preserve electrical marking
MUTUAL ACE HARDWARE &	\$47.20	Facility supplies
MUTUAL ACE HARDWARE &	\$57.61	Facility supplies
NAPA AUTO PRTS HIGHLAN	\$53.37	6 Electronic cleaners,dielect silicone comp
NAPA AUTO PRTS HIGHLAN	\$37.70	10 Spark plugs
NAPA AUTO PRTS HIGHLAN	\$40.72	#859 4 Halogen bulbs
NAPA AUTO PRTS HIGHLAN	\$37.70	10 Spark plugs
NAPA AUTO PRTS HIGHLAN	\$168.79	#820 Brake pads, coolant leak repair
NAPA AUTO PRTS HIGHLAN	\$104.61	#820 Brake caliper
NAPA AUTO PRTS HIGHLAN	(\$34.73)	#820 Credit
NAPA AUTO PRTS HIGHLAN	\$116.74	#820 2 Brake rotors
NAPA AUTO PRTS HIGHLAN	\$63.98	#820 2pc long ratchet
NAPA AUTO PRTS HIGHLAN	\$82.72	#820 2 Brake rotors
NAPA AUTO PRTS HIGHLAN	\$88.22	#820 2 Brake rotors
NAPA AUTO PRTS HIGHLAN	\$44.99	Work light
NAPA AUTO PRTS HIGHLAN	\$27.98	Antifreeze
NAPA AUTO PRTS HIGHLAN	(\$88.22)	Credit
NAPA AUTO PRTS HIGHLAN	\$77.75	2 Tire rep probes,tire repair strips,2 needles
NAPA AUTO PRTS HIGHLAN	\$36.99	#145 Disc brake pads
NAPA AUTO PRTS HIGHLAN	\$35.57	#145 Brake rotor
NAPA AUTO PRTS HIGHLAN	\$193.92	#840 2 Brake calipers
NAPA AUTO PRTS HIGHLAN	\$39.96	4 Tubes
NAPA AUTO PRTS HIGHLAN	\$53.30	2 Lower ball joints
NAPA AUTO PRTS HIGHLAN	\$30.87	Oil dry
NAPA AUTO PRTS HIGHLAN	\$59.81	#146 Oil filter,air filter,6 qts 5W20
NAPA AUTO PRTS HIGHLAN	\$16.88	4 batteries - testing equipment
NAPA AUTO PRTS HIGHLAN	\$132.04	2 oil filters, oil
NAPA AUTO PRTS HIGHLAN	\$97.28	#145 2 Control arms and balls
NAPA AUTO PRTS HIGHLAN	(\$94.44)	Credit
NAPA AUTO PRTS HIGHLAN	\$52.95	C-clamps, 2 probes
NAPA AUTO PRTS HIGHLAN	\$29.88	#142 4 oil filters
NAPA AUTO PRTS HIGHLAN	\$44.98	Grease gun - chipper
NAPA AUTO PRTS HIGHLAN	\$53.20	20 Spark plugs
NAPA AUTO PRTS HIGHLAN	\$95.94	Brake fluid

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

NAPA AUTO PRTS HIGHLAN	\$61.99	Battery
NAPA AUTO PRTS HIGHLAN	\$15.81	3 Thread rods
NAPA AUTO PRTS HIGHLAN	\$68.76	#124 Oil filter, air filter,ceramic wax
NAPA AUTO PRTS HIGHLAN	\$130.60	#859 Air filter,oil filter, upper & lower ball joints
NAPA AUTO PRTS HIGHLAN	(\$102.40)	Credit
NAPA AUTO PRTS HIGHLAN	\$143.21	#141 Reman starter
NAPA AUTO PRTS HIGHLAN	\$49.96	Tire repair strips-string-probes, ceramic wax
NAPA AUTO PRTS HIGHLAN	(\$44.00)	Credit
NAPA AUTO PRTS HIGHLAN	\$57.98	2 pair pliers
NAPA AUTO PRTS HIGHLAN	\$101.98	7pc hex screwdriver set, oil - Air compressor
NAPA AUTO PRTS HIGHLAN	\$35.80	Wheel nuts, WD-40
NAPA AUTO PRTS HIGHLAN	\$26.10	10 spark plugs
NAPA AUTO PRTS HIGHLAN	\$102.40	#859 4 ball joints
NAPA AUTO PRTS HIGHLAN	\$19.95	#145 U-Boits
NATIONAL LIFT TRUCK	\$1,464.48	Scissor lift repairs per inspection
NBX 110%	(\$300.00)	Credit/Cancellation
NBX 110% 7203042167	\$259.00	Cost Recovery Master Class
NIKEGOLF	\$59.23	special order shoes for golf shop
NIKEGOLF	\$483.94	Golf Shirts
NIU OUTREACH	(\$60.00)	Credit for cancelled KPI class - mari-lynn
NIU OUTREACH	(\$60.00)	Credit for cancelled KPI class - STEPHANIE
OFFICESUPPLY.COM	\$96.55	LegalPads, Tape, Correction Tape, Pens
OFFICESUPPLY.COM	\$58.58	paper towels - per Cathy Fiori
OFFICESUPPLY.COM	\$179.00	wipes
OFFICESUPPLY.COM	\$122.73	Green works cleaner
OFFICESUPPLY.COM	\$240.82	greenworks and wipes - per Cathy Fiori
OFFICESUPPLY.COM	\$229.40	hand sanitizer
P & W GOLF SUPPLY LLC	\$309.97	range supplies
P & W GOLF SUPPLY LLC	\$319.85	putters, range supplies
P & W GOLF SUPPLY LLC	\$2,999.99	Ball Washer - Driving Range
PARTY CITY 168	\$5.00	Camp Hometown Activity Supplies - Group 1
PARTY CITY 168	\$12.98	Gold medals and trophies
PELLA ENGRAVING COMP	\$358.86	Tree Plaque - Yuster
PELLA ENGRAVING COMP	\$189.04	Donation Plaque - Simon- Millard Park
PETCO 1941 63519417	\$4.99	Fishing Bait
PETCO 1941 63519417	\$11.98	Worms Bait for Fishing
PETSMART # 0431	\$8.98	Fishing bait
PICMONKEY LLC	\$47.88	annual fee
PORTABLE COMMUNICATION	\$136.00	Radio Batteries
PORTABLE COMMUNICATION	\$2,167.00	Staff Radios
PROFESSIONAL TENNIS RE	\$77.00	PTR re-certification
QUICKSCORES COM	\$56.00	Quickscores Sluggers
QUICKSCORES COM	\$35.00	Quickscores Double A
QUILL CORPORATION	\$4.77	Hand Wipes
READYREFRESH BY NESTLE	\$240.69	Camp Water- Covid (no drinking fountain)
REINDERS SUSSEX CUSTOM	\$37.44	Spacers, washers
REINDERS SUSSEX CUSTOM	\$133.45	Spacers,shroud,tank cap
REINDERS SUSSEX CUSTOM	\$240.51	Aerification Tine Parts - Golf Course Equipment
REINDERS SUSSEX CUSTOM	\$41.16	Equipment Repair
REINDERS SUSSEX CUSTOM	\$2.06	Equipment Repair
REINDERS SUSSEX CUSTOM	\$761.61	New gearbox for Toro Z
REINDERS SUSSEX CUSTOM	\$283.02	Equipment Repair

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

REINDERS SUSSEX CUSTOM	\$81.83	Equipment Repair
REINDERS SUSSEX CUSTOM	\$214.96	Equipment Repair
REINDERS SUSSEX CUSTOM	\$251.59	Z turn mower Tie Rod and Rocker Switch.
REINDERS SUSSEX CUSTOM	\$201.08	Equipment Repair
REINDERS SUSSEX CUSTOM	\$379.46	Equipment Repair
REINDERS SUSSEX CUSTOM	\$190.06	Equipment Repair
REINDERS SUSSEX CUSTOM	\$191.46	Equipment Repair
RONDOUT SERVICE CENTER	\$23.50	#855 Vehicle inspection
SALLY BEAUTY 10603	\$16.98	Camp Hometown Activity Supplies - All Groups
SIGNSONTHECHEAP.COM	\$119.53	Movie Night - direction signs
SIPLAY (TM)-TOURNEYFEE	(\$600.00)	Credit
SITEONE LANDSCAPE SUPP	\$3,680.00	Systemic Fungicide - Golf Course Fairways
SITEONE LANDSCAPE SUPP	\$2,682.84	Systemic Fungicide - Golf Course Tee's
SITEONE LANDSCAPE SUPP	\$4,006.80	Systemic Fungicide - Golf Course Greens
SMARTSIGN	\$65.85	park ave. signage
SMARTSIGN	\$184.50	bulk no swimming signs
SN GLENVIEW YOUTH BAS	\$2,775.00	league Fee Glenview Fall
SOCIETYFORHUMANRESOURC	\$219.00	SHRM Membership for 2020 - 2021
SOS TECHNOLOGIES	\$43.55	Adult smart defibrillator pads cartridge
SOS TECHNOLOGIES	\$104.78	1 Battery-AED
SOS TECHNOLOGIES	\$43.55	Adult AED pads cartridge
SP CREATIVITY INSTIT	\$39.55	MyRider Pedal & Handgrip set
SP CUREUV	\$499.98	RCHP Air purifiers
SRFAX	\$6.73	Donna D Fax Solution
STAPLES 00116616	\$61.98	labels
STAPLES 00116616	\$21.64	Note pads
STAPLES 00116616	\$8.98	sharpies
STAPLES 00116616	\$73.92	Labels,folders,mailing seals
STAPLES DIRECT	\$35.05	printer ink - color ME
SUNSET FOODS #1	\$11.58	Popsicles
SUNSET FOODS #1	\$5.99	Camp Hometown Ice Cream
SWANK MOTION PICTURES	\$395.00	Drive in movie rights
SWANK MOTION PICTURES	\$395.00	Drive in movie rights
TARGET 00011676	\$80.97	Movie Supplies
TARGET 00011676	\$109.90	Camp Hometown Activity Supplies - All Groups
TARGET 00011676	(\$9.98)	Credit Return - Camp Hometown Activity Supplies
TARGET 00011684	\$33.51	Camp Hometown Activity Supplies - Group 3
TARGET 00011684	\$29.54	Baking Soda and vinegar
TARGET 00011684	\$33.00	Camp Hometown Activity Supplies
TARGET 00011684	\$18.00	Camp Hometown Bins for Supplies
TARGET 00011684	\$123.43	Camp Hometown Activity and Cooking Supplies
TARGET 00011684	\$23.99	Baskets for mic on outdoor music cart
TARGET 00011684	\$55.47	Snacks, alka seltzer, craft supplies
TARGET 00011684	\$4.00	picture frame for gift - employee Inga
TEAMSNAP KENILWORTHWI	(\$599.00)	KENILWORTHWI Tournamnet - Credit
TEAMSNAP KENILWORTHWI	(\$599.00)	KENILWORTHWI Tournament - Credit
TECH CARE LLC	\$29.99	iPhone Battery
TERMINAL SUPPLY TROY 1	\$32.85	#855 5 Marker lights
THE HOME DEPOT #1926	\$1.98	Hinge - Sunset tot gate
THE HOME DEPOT #1926	\$33.96	Batteries
THE HOME DEPOT #1926	\$213.82	painting supplies
THE HOME DEPOT #1926	\$61.92	Hand cleaner,Swiffer pads,glue,sponge,dish detergent

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

THE HOME DEPOT #1926	\$56.52	T12 lights
THE HOME DEPOT #1926	\$13.30	Check valve
THE HOME DEPOT #1926	\$36.21	Bridge Repair material.
THE HOME DEPOT #1926	\$16.98	AA Batteries - POGO
THE HOME DEPOT #1926	\$29.97	smoke alarm
THE HOME DEPOT #1926	\$90.39	Armaflex
TONY'S FRESH MKT #567	\$8.82	Camp Hometown Activity Supplies - Group 2
TRIBUNE PUBLISHING COM	\$21.74	Public Notice Ad# 6692141
TRIBUNE PUBLISHING COM	\$70.29	2020 Rec Center Roof Improvements Ad# 6701524
TRIBUNE PUBLISHING COM	\$71.14	2020 DCRC Roof Improvements Ad# 6701533
U S KIDS GOLF OUTLE	\$52.40	clubs for kids in clinics
USA BLUE BOOK	\$1,140.59	New Canal Pump
USPS KIOSK 1636069550	\$16.50	stamps
WAL-MART #1735	\$41.16	Camp Hometown Activity Supplies - Group 3
WAL-MART #3893	\$63.92	Class Supplies
WALGREENS #1438	\$1.20	photo for gift
WALGREENS #3273	\$10.16	Graham crackers, marshmallows, chocolate
WALMART.COM	(\$125.72)	Neon Straws bulk
WALMART.COM	(\$247.04)	Ziplock freezer bags - Bulk
WALMART.COM	(\$268.26)	Ziplock bags and cups - Bulk refund
WALMART.COM AT	\$204.00	Wheeling Wagons - Camp Hometown
WALMART.COM AV	\$79.00	Camp Hometown General Supplies
WAREHOUSE DIRECT	\$214.97	hand towels, toilet paper
WAREHOUSE DIRECT	\$99.00	Soap
WAREHOUSE DIRECT	\$125.01	2 wall clocks
WAREHOUSE DIRECT	\$115.91	hand sanitizers and gloves
WAREHOUSE DIRECT	\$104.39	trash bags
WAREHOUSE DIRECT	\$144.22	Restroom and Bleach Cleaner
WAREHOUSE DIRECT	\$89.99	Liquid sanitizer to refill sport bottles
WAREHOUSE DIRECT	\$68.93	Office supplies for HR
WAREHOUSE DIRECT	\$82.20	Garbage Bags
WAREHOUSE DIRECT	\$274.00	Garbage Bags
WAREHOUSE DIRECT	\$49.78	toilet paper
WAREHOUSE DIRECT	\$270.58	Custodial Supplies, Paper Towels and Disinfectant
WAREHOUSE DIRECT	\$229.92	hand sanitizers
WAREHOUSE DIRECT	\$54.36	Paper towels for cleanup after camp
WAREHOUSE DIRECT	\$58.41	Paper Towels
WAREHOUSE DIRECT	\$89.90	Disinfectant Wipes
WAREHOUSE DIRECT	\$99.57	Disinfectant cleaner
WAREHOUSE DIRECT	\$205.98	receipt paper for POS printer
WAREHOUSE DIRECT	\$38.12	paper towels
WAREHOUSE DIRECT	\$41.50	disinfecting wipes
WAREHOUSE DIRECT	\$128.44	General Custodial Supplies
WAREHOUSE DIRECT	(\$99.57)	Credit for Items unavailable
WAREHOUSE DIRECT	\$179.98	hand sanitizer
WAREHOUSE DIRECT	\$34.77	floor cleaner
WAREHOUSE DIRECT	\$31.29	toilet cleaner
WAREHOUSE DIRECT	\$43.95	paper towels and toilet paper
WAREHOUSE DIRECT	\$208.89	Bathroom cleaner, toilet tissue, paper towels, liners
WAREHOUSE DIRECT	\$92.87	toilet paper
WAREHOUSE DIRECT	\$48.17	cleaning/maintenance supplies
WAREHOUSE DIRECT	\$24.89	toilet paper

P-Card Transactions

07/08/20 - 08/07/20

WAREHOUSE DIRECT	\$195.00	Disposable gloves
WAREHOUSE DIRECT	\$22.68	latex gloves
WAREHOUSE DIRECT	\$39.58	File folders, paper towels, forks, spoons
WAREHOUSE DIRECT	\$93.74	cleaning supplies
WAREHOUSE DIRECT	\$134.18	Disinfectant wipes
WAREHOUSE DIRECT	\$41.50	disinfecting wipes
WAREHOUSE DIRECT	\$79.20	Bath tissue, 2 brooms
WAREHOUSE DIRECT	\$27.40	cleaning supplies
WATERTECH OF AMERICA	\$988.00	Q2 water Treatment.
WCI ACCURATEDOCDEST	\$51.61	Shredding - Accurate Destruction
WM SUPERCENTER #3893	\$41.49	Experiment kits
WM SUPERCENTER #3893	\$71.29	Ziploc bags, flags, sticks, poster frames, 100ct shtpro
WWP ROSE PEST SOLUTION	\$220.00	pest control - 2 months
WWP SMITHEREEN PEST MA	\$62.00	pest control
WWP SMITHEREEN PEST MA	\$46.00	Smithereen
YA YA E FAVORMART	\$339.98	Disinfecant wipes
ZOOM.US	\$84.97	Zoom Monthly
	TOTAL \$130,766.23	

The background of the slide is a dense field of 3D-rendered numbers in various shades of blue and white. The numbers are of different sizes and are scattered across the frame, creating a sense of depth and movement. Some numbers are in the foreground, appearing larger and more detailed, while others are in the background, appearing smaller and more blurred. The overall effect is a dynamic and modern representation of data and finance.

UPDATED FINANCIAL FORECASTS

Due to Covid-19

SPECIAL DISCLAIMER REGARDING RESEARCH AND FORECASTS

Research and forecasts are based on current information as of August 31, 2020, that we consider reliable, but we do not represent it as accurate or complete, and it should not be relied on as such. The information, opinions, estimates, and forecasts contained herein are also as of the date hereof and are subject to change without prior notification.

Source: Public Financial Management (PFM)

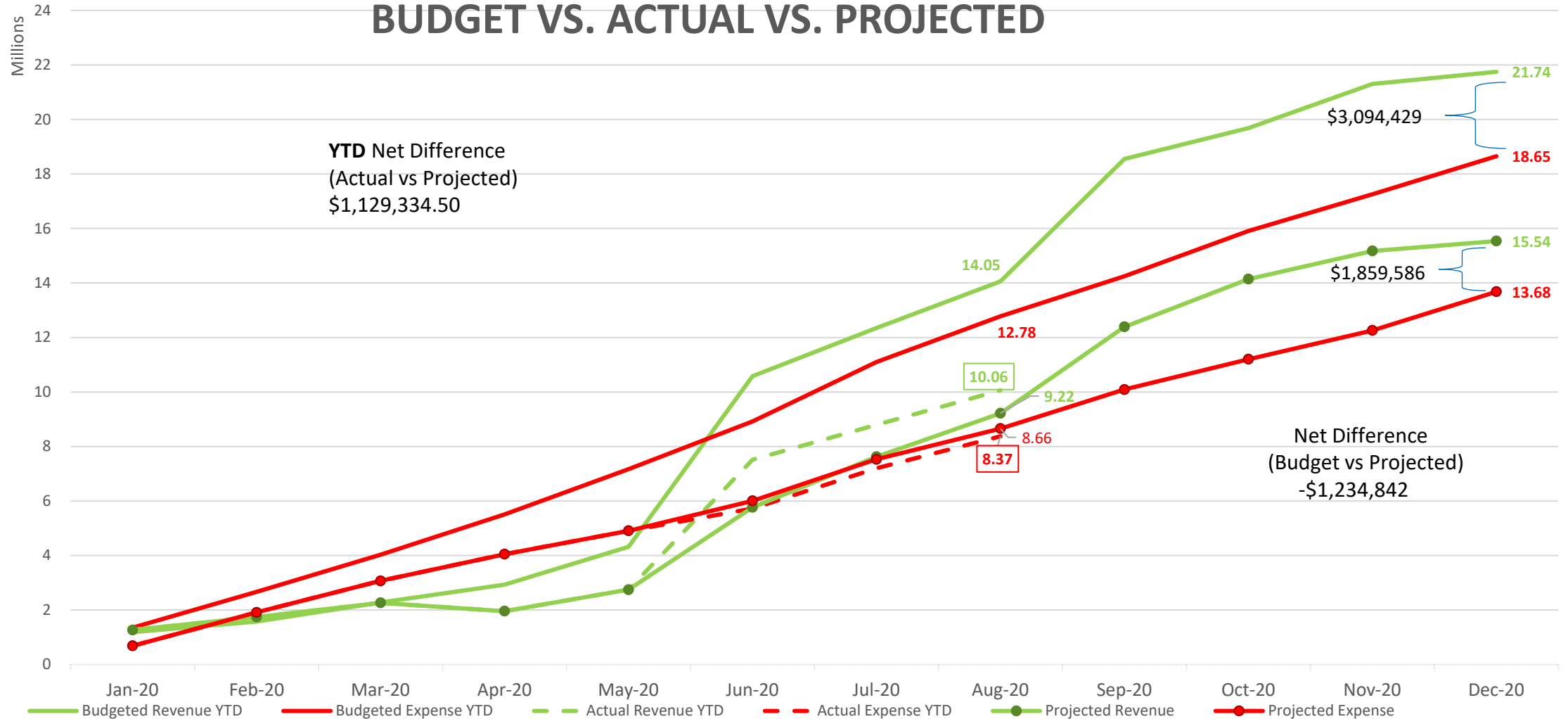
OPERATIONS (GENERAL AND RECREATION FUNDS)

PROJECTED CASH FLOW/OPERATIONS

	PROJECTED	PROJECTED	PROJECTED	PROJECTED
	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
MONTH END PROJECTED CASH ON HAND	\$ 12,714,242.36	\$ 13,357,070.27	\$ 13,333,335.15	\$ 10,830,671.57
ORIGINAL BUDGETED CASH ON HAND	\$ 14,715,904.14	\$ 14,182,780.83	\$ 14,460,389.40	\$ 11,950,825.24
25% RESERVE PER BUDGET (End of Year)	\$ 4,662,551.00	\$ 4,662,551.00	\$ 4,662,551.00	\$ 4,662,551.00

OPERATIONS (GENERAL AND RECREATION FUNDS)

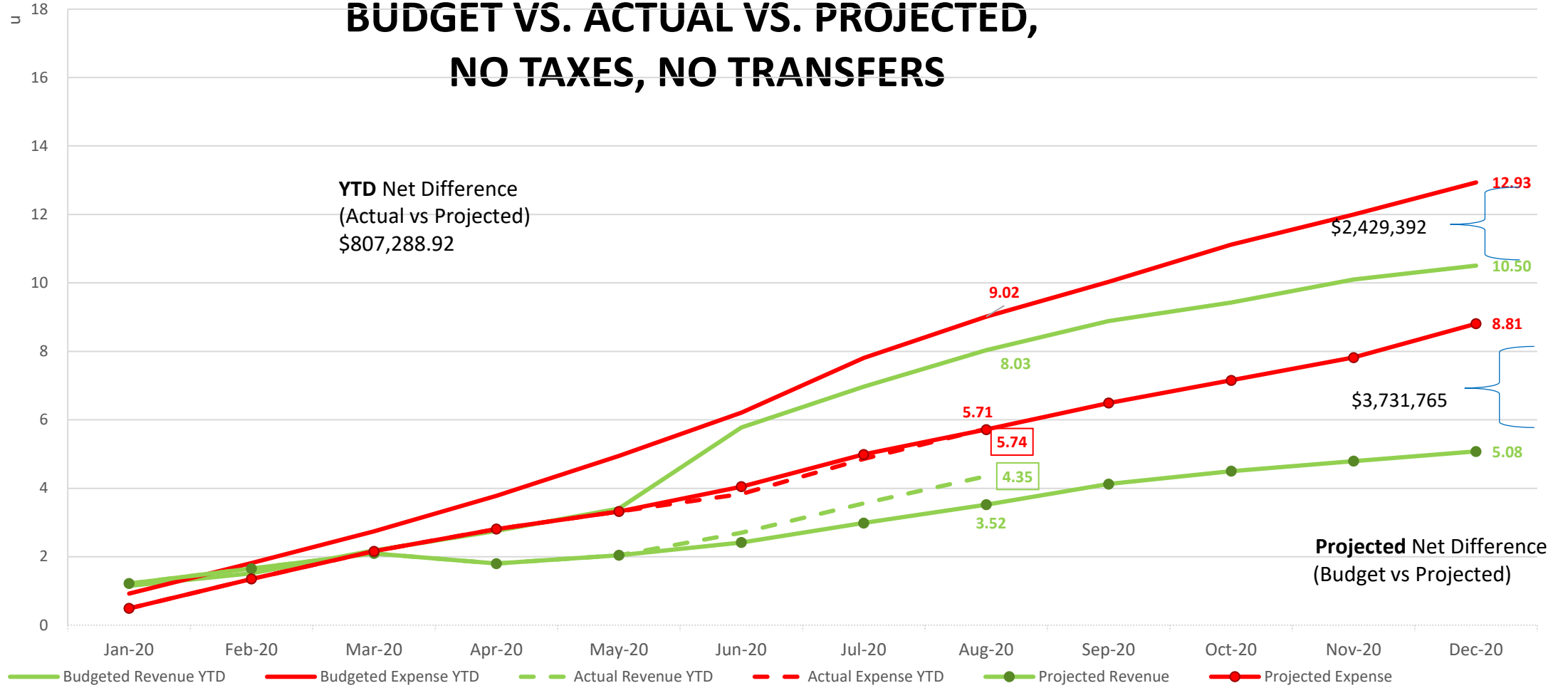
BUDGET VS. ACTUAL VS. PROJECTED



Budgeted Revenue YTD	1,188,294.13	1,575,195.97	2,280,462.98	2,927,603.82	4,314,417.76	10,576,659.18	12,345,363.37	14,054,602.59	18,552,446.55	19,679,220.39	21,297,789.22	21,744,635.46
Budgeted Expense YTD	1,353,093.79	2,668,619.84	4,029,485.33	5,511,507.99	7,169,117.86	8,916,565.52	11,098,300.23	12,776,144.10	14,249,861.43	15,909,758.58	17,250,718.34	18,650,205.74
Projected Revenue	1,267,006.47	1,744,428.16	2,265,402.76	1,959,942.81	2,747,825.88	5,764,849.80	7,624,576.02	9,216,976.42	12,391,589.96	14,143,550.54	15,176,378.01	15,538,124.04
Projected Expense	684,323.94	1,912,537.68	3,067,451.28	4,046,400.91	4,907,674.16	6,005,541.12	7,529,406.27	8,657,328.87	10,091,869.55	11,201,001.55	12,257,564.14	13,678,537.74
Actual Revenue YTD	1,267,006.47	1,744,428.16	2,265,402.76	1,959,942.81	2,747,825.88	7,518,873.47	8,797,264.32	10,060,458.46				
Actual Expense YTD	684,323.94	1,912,537.68	3,067,451.28	4,046,400.91	4,907,674.16	5,722,755.49	7,200,143.80	8,371,476.41				

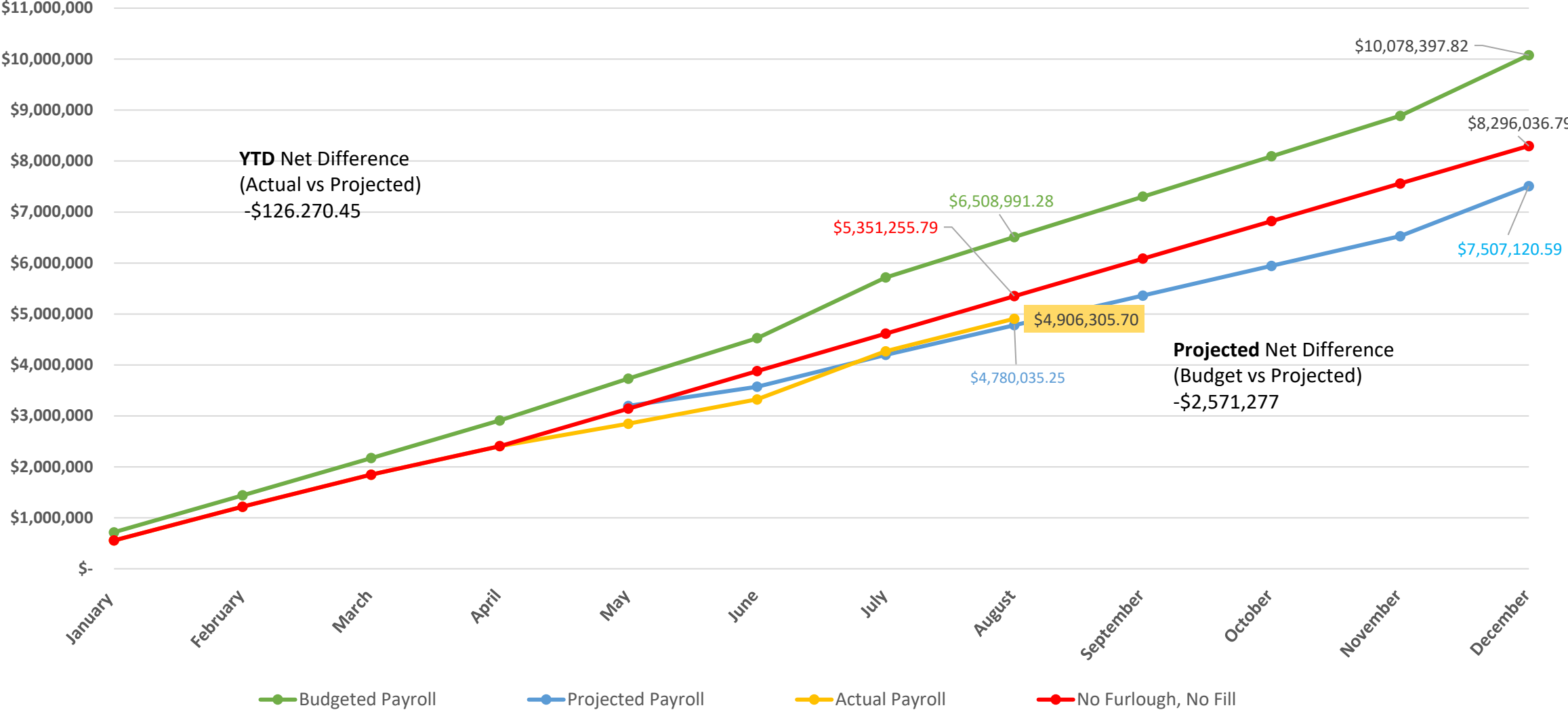
RECREATION FUND

BUDGET VS. ACTUAL VS. PROJECTED, NO TAXES, NO TRANSFERS



	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Budgeted Revenue YTD	1,147,386.38	1,517,683.06	2,180,490.99	2,756,054.01	3,408,016.71	5,775,708.13	6,970,607.75	8,034,511.12	8,888,541.22	9,427,525.10	10,097,449.50	10,502,488.46
Budgeted Expense YTD	924,796.93	1,819,651.35	2,740,629.74	3,779,965.74	4,946,734.96	6,211,173.22	7,806,770.80	9,015,285.16	10,033,695.35	11,117,850.93	11,996,920.65	12,931,881.22
Projected Revenue	1,218,772.72	1,656,454.61	2,099,358.41	1,801,328.82	2,044,893.50	2,417,700.28	2,984,941.09	3,522,247.62	4,126,282.13	4,501,858.24	4,794,314.35	5,078,223.98
Projected Expense	493,448.53	1,352,058.50	2,160,055.82	2,810,994.85	3,323,307.55	4,048,036.56	4,989,444.72	5,714,823.48	6,493,104.62	7,155,695.56	7,818,574.79	8,809,989.11
Actual Revenue YTD	1,218,772.72	1,656,454.61	2,099,358.41	1,801,328.82	2,044,893.50	2,704,019.93	3,563,434.90	4,354,488.77				
Actual Expense YTD	493,448.53	1,352,058.50	2,160,055.82	2,810,994.85	3,323,307.55	3,833,127.99	4,857,117.53	5,739,775.71				

Monthly Payroll Budget vs. Actual vs. Projection



Payroll 1	204,640.90	327,113.84	318,306.17	289,424.80	223,508.09	221,652.18	293,577.02	331,095.78				
Payroll 2	352,310.49	334,665.68	311,451.44	268,561.47	217,804.64	254,553.97	315,751.73	307,021.33				
Payroll 3							334,866.17					
Total	\$ 556,951.39	\$ 661,779.52	\$ 629,757.61	\$ 557,986.27	\$ 441,312.73	\$ 476,206.15	\$ 944,194.92	\$ 638,117.11	- \$	- \$	- \$	-

The background is a dark gray gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance. The text is centered in the upper half of the page.

FALL/WINTER FINANCE SCHEDULE

2020/2021

SCHEDULE SUMMARY

2019:

- Budget Presentation (Lay down budget): 11/5
- Budget Approval: 12/12

2020:

- CARES ACT filing: 10/15
- HP Field House Pro Forma and RCHP Business Plan: 12/8
- FEMA filing: 12/21
- Budget Presentation (Lay down budget): 1/12
- Budget Approval: 2/23

FALL/WINTER FINANCE SCHEDULE - DRAFT

DATE - 2020	MEETING	DESCRIPTION
9/10/2020	Finance Committee	2021 Capital Budget Presented to Finance Committee, Fall Finance Schedule
9/17/2020	Finance Committee	Financial Forecast, 5- Year Capital Plan Review
9/14-10/2	Various	Individual Budgets presented to Exc. Director
10/8/2020	Finance Committee	Capital Budget Presented to Finance Committee
10/5-10/16	Business Office	Implements recommended changes
10/13/2020	Workshop	Capital Budget Presented to Board
10/15/2020	Cares Act	Filing due
10/22/2020	Finance Committee	Financial Forecast, Truth in Taxation Resolution, Levy Presentation
10/27/2020	Board Meeting	
11/5/2020	Finance Committee	Financial Forecast
11/10/2020	Workshop	Truth in Taxation Resolution
11/12/2020	Budget Completed	Reviewed by Exc. Director and Staff
11/17/2020	Board Meeting	Pass Truth in Taxation Resolution
11/19/2020	Finance Committee	Budget Presentation
12/3/2020	Finance Committee	Budget Presentation
12/8/2020	Workshop	Tax Levy Ordinance
12/10/2020	Finance Committee	Financial Forecast
12/17/2020	Board Meeting	Pass Tax Levy Ordinance
12/21/2020	FEMA	Filing due
12/28/2020	Taken to County	Tax Levy Filed with County (due last Tuesday of December)
DATE - 2021	MEETING	DESCRIPTION
1/7/2021	Finance Committee	Budget 2021 Presentation
1/12/2021	Workshop	Budget 2021 Presentation
1/26/2021	Board Meeting	
2/9/2021	Workshop	
2/11/2021	Publication	Budget 2021 hearing
2/23/2021	Board Meeting	Budget public hearing/Budget 2021 Approved
2/26/2021	Taken to County	File Budget 2021 to County



Park District of Highland Park, IL

DISTRICT WIDE

Income Statement

Current Period Ending 08/31/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	237,934.73	275,660.83	1,398,751.95	2,071,734.01	-672,982.06	2,927,414.43	326,942.38	1,894,597.51
110 - CAMPS	24,145.60	85,415.11	148,134.05	1,835,893.98	-1,687,759.93	1,911,333.50	45,873.50	1,679,238.47
120 - LESSONS	36,430.63	26,882.74	216,956.63	263,562.45	-46,605.82	374,985.50	26,086.79	240,187.47
130 - SPECIAL EVENTS	0.00	0.00	10,592.00	78,295.00	-67,703.00	112,105.00	35.00	82,836.65
410 - TAX	562,716.87	834,656.46	6,922,014.11	7,109,123.13	-187,109.02	13,523,199.00	209,331.19	7,082,365.00
420 - FEES & CHARGES	364,559.02	330,804.95	1,384,903.11	1,480,356.90	-95,453.79	1,870,237.00	317,153.74	1,351,425.72
440 - MEMBERSHIPS	21,515.70	164,434.71	434,336.28	1,121,829.67	-687,493.39	1,635,001.20	146,181.53	1,058,845.22
450 - RENTALS	79,086.10	123,423.25	601,016.98	911,078.42	-310,061.44	1,361,334.70	137,579.39	938,892.72
460 - MERCHANDISING	15,530.85	26,311.94	74,728.31	140,039.71	-65,311.40	175,519.00	12,353.74	91,836.40
470 - INTEREST INCOME	10,625.84	14,161.00	87,257.28	113,288.00	-26,030.72	170,000.00	-110,146.50	95,126.36
480 - MISCELLANEOUS INCOME	11,117.11	19,056.53	634,350.90	173,820.54	460,530.36	306,117.43	1,531.51	112,336.68
510 - OTHER INCOME	3,787.06	21,200.00	993,573.24	42,376.56	951,196.68	73,978.13	25,866.10	42,188.48
520 - BOND/DEBT PROCEEDS	582.87	591,430.00	6,467,180.05	4,731,440.00	1,735,740.05	7,100,000.00	0.00	0.00
Total Revenue:	1,368,032.38	2,513,437.52	19,373,794.89	20,072,838.37	-699,043.48	31,541,224.89	1,138,788.37	14,669,876.68
Expense								
100 - PROGRAMS	88,609.55	86,121.07	741,673.74	1,125,993.03	384,319.29	1,742,372.36	95,770.05	900,005.08
110 - CAMPS	29,863.63	226,039.60	99,552.47	977,390.79	877,838.32	1,036,564.89	299,165.52	700,036.94
120 - LESSONS	19,460.05	11,879.34	114,748.87	125,363.51	10,614.64	191,345.95	22,581.16	130,041.94
130 - SPECIAL EVENTS	1,896.51	13,793.72	65,880.92	158,083.51	92,202.59	236,312.08	20,681.47	172,373.47
610 - SALARIES & WAGES	525,095.97	716,616.18	4,190,025.59	5,468,892.62	1,278,867.03	8,154,729.26	929,496.86	4,753,080.89
620 - CONTRACTUAL SERVICES	90,444.38	210,925.56	1,186,000.66	2,012,356.41	826,355.75	2,838,273.67	478,041.42	1,831,722.97
630 - INSURANCE	163,595.02	188,434.66	1,077,439.07	1,538,367.02	460,927.95	2,323,922.96	146,206.54	1,144,113.71
640 - MATERIALS & SUPPLIES	23,034.87	73,181.92	178,674.88	431,066.07	252,391.19	602,514.61	56,925.96	315,778.24
650 - MAINTENANCE & LANDSCAPING CONTRACTS	35,689.46	29,850.55	204,171.44	336,212.73	132,041.29	425,817.47	45,998.36	234,385.60
660 - UTILITIES	49,917.41	81,535.96	428,072.07	564,716.54	136,644.47	920,634.66	60,044.79	495,614.38
670 - PENSION CONTRIBUTIONS	56,732.15	72,017.00	461,668.79	578,062.44	116,393.65	891,036.45	77,555.38	413,724.38
680 - COST OF GOODS SOLD	12,964.74	1,576.80	22,358.81	35,214.40	12,855.59	42,427.50	6,146.38	35,163.58
710 - DEBT RETIREMENT	0.00	8,871.45	228,182.29	354,860.85	126,678.56	3,379,544.50	0.00	264,431.25
720 - CAPITAL OUTLAY	1,119,820.56	638,713.65	2,536,011.37	5,145,201.60	2,609,190.23	7,694,927.00	109,847.77	863,479.12
Total Expense:	2,217,124.30	2,359,557.46	11,534,460.97	18,851,781.52	7,317,320.55	30,480,423.36	2,348,461.66	12,253,951.55
Report Total:	-849,091.92	153,880.06	7,839,333.92	1,221,056.85	6,618,277.07	1,060,801.53	-1,209,673.29	2,415,925.13

Fund Summary

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-30,863.71	-261,484.06	476,456.51	-341,764.65	818,221.16	312,539.98	-554,846.10	141,629.15
25 - SPECIAL RECREATION	38,927.22	80,906.20	353,602.24	116,259.73	237,342.51	556,988.38	-119,442.13	10,934.83
29 - RECREATION	122,725.24	277,631.22	1,212,525.54	1,539,028.67	-326,503.13	2,781,889.24	-416,849.10	2,711,240.82
60 - DEBT SERVICE	65,312.15	122,560.35	584,932.84	433,414.70	151,518.14	-1,798,890.50	24,280.25	553,811.04
70 - CAPITAL PROJECTS	-1,045,192.82	-65,733.65	5,211,816.79	-525,881.60	5,737,698.39	-791,725.57	-142,816.21	-1,001,690.71
Report Total:	-849,091.92	153,880.06	7,839,333.92	1,221,056.85	6,618,277.07	1,060,801.53	-1,209,673.29	2,415,925.13

General Corporate: Showing a favorable variance from budget due to reduced payroll, reduced expenses due to closing, and timing difference in health insurance. Also, due to another \$518,000 in miscellaneous income for two grants receivable.

Special Recreation: Budgeted tax receipts are trending favorably due to timing difference. Variance should diminish. Contractual services payment for the NSSRA building were budgeted for June but will not take place until billed after understanding granting opportunities better.

Recreation: Showing an unfavorable variance from budget due to closure and reduced activities related to COVID-19.

Debt Service: Budgeted tax receipts are trending favorably due to timing difference. Variance should continue to diminish. The favorable variance in debt retirement will be used in December when making debt certificate payments.

Capital Projects: Significantly under budget as projects have been delayed or eliminated due to COVID-19.



Park District of Highland Park, IL

01 - GENERAL FUND

Income Statement

Current Period Ending 08/31/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	244,131.95	187,982.00	2,953,233.20	3,228,300.00	-275,066.80	5,760,000.00	88,704.79	3,017,264.99
420 - FEES & CHARGES	1,534.38	4,291.68	14,297.74	26,286.54	-11,988.80	36,600.00	4,046.17	29,602.07
460 - MERCHANDISING	42.00	57.56	241.48	309.17	-67.69	540.00	44.30	358.02
470 - INTEREST INCOME	10,625.84	14,161.00	87,257.28	113,288.00	-26,030.72	170,000.00	-110,146.50	95,126.36
480 - MISCELLANEOUS INCOME	0.05	4,743.82	49,201.01	46,787.89	2,413.12	53,300.00	599.00	63,665.97
510 - OTHER INCOME	1,476.50	0.00	3,926.50	0.00	3,926.50	10,425.00	0.00	1,464.00
Total Revenue:	257,810.72	211,236.06	3,108,157.21	3,414,971.60	-306,814.39	6,030,865.00	-16,752.24	3,207,481.41
Expense								
610 - SALARIES & WAGES	126,370.25	203,862.40	1,417,001.11	1,820,001.81	403,000.70	2,795,046.32	277,172.54	1,600,420.07
620 - CONTRACTUAL SERVICES	44,956.41	79,618.97	324,955.19	684,384.85	359,429.66	1,012,140.62	115,991.00	487,916.64
630 - INSURANCE	82,472.74	94,767.81	528,596.11	758,142.48	229,546.37	1,137,666.82	78,216.29	603,864.27
640 - MATERIALS & SUPPLIES	7,585.53	39,154.86	70,052.40	140,582.74	70,530.34	234,973.90	23,435.15	107,534.47
650 - MAINTENANCE & LANDSCAPING CONTRACTS	5,126.85	11,456.73	58,839.36	62,849.65	4,010.29	98,817.47	8,339.28	44,408.79
660 - UTILITIES	7,381.13	7,149.54	70,412.81	69,903.98	-508.83	122,705.60	11,212.68	78,060.04
670 - PENSION CONTRIBUTIONS	14,781.52	20,122.03	161,843.72	198,424.30	36,580.58	316,974.29	23,726.92	143,647.98
Total Expense:	288,674.43	456,132.34	2,631,700.70	3,734,289.81	1,102,589.11	5,718,325.02	538,093.86	3,065,852.26
Report Total:	-30,863.71	-244,896.28	476,456.51	-319,318.21	795,774.72	312,539.98	-554,846.10	141,629.15

Fees and charges are lagging as fewer people purchased picnic permits and there were also a reduced number of dog park memberships sold due to COVID 19 and due to the path at Morrairie being washed away. Interest income is lagging as interest rates have plummeted since COVID 19. Salaries and pension contributions are down due to furloughing of staff, hiring freeze and open positions. Contractual services are down due to turf maintenance and landscape services contracts not being signed and work being performed in-house. Ecological restoration work was not completed. Also causing more than a \$180,000 variance in insurance is the absence of the Park District's Health and Risk Management Monthly Insurance premium payment to PDRMA. The August insurance was paid in September, while the budgeted amount is allocated evenly over the year. Additionally, there are less staff than originally budgeted for causing less insurance expense. Materials and supplies are trending favorably, as operations were ceased in March and reduced operations continue into August. Spending is on essential work and necessary repairs only. Annuals, trees, and athletic field supplies were not purchased.



Park District of Highland Park, IL

25 - SPECIAL RECREATION FUND

Income Statement

Current Period Ending 08/31/2020

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	38,943.22	80,906.20	557,853.30	485,534.35	72,318.95	971,263.00	15,221.87	512,975.87
Total Revenue:	38,943.22	80,906.20	557,853.30	485,534.35	72,318.95	971,263.00	15,221.87	512,975.87
Expense								
620 - CONTRACTUAL SERVICES	16.00	0.00	204,251.06	713,525.62	509,274.56	758,525.62	134,664.00	502,041.04
Total Expense:	16.00	0.00	204,251.06	713,525.62	509,274.56	758,525.62	134,664.00	502,041.04
Report Total:	38,927.22	80,906.20	353,602.24	-227,991.27	581,593.51	212,737.38	-119,442.13	10,934.83

Budgeted tax receipts are trending favorably due to timing difference. Variance should diminish. Contractual services payment for the NSSRA building were budgeted for June but will not take place until billed after understanding granting opportunities better.



Park District of Highland Park, IL

29 - RECREATION FUND

Income Statement

Current Period Ending 08/31/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	237,934.73	311,635.82	1,398,751.95	2,087,808.85	-689,056.90	2,927,414.43	326,942.38	1,894,597.51
110 - CAMPS	24,145.60	61,657.55	148,134.05	1,905,293.50	-1,757,159.45	1,911,333.50	45,873.50	1,679,238.47
120 - LESSONS	36,430.63	26,522.89	216,956.63	263,405.25	-46,448.62	374,985.50	26,086.79	240,187.47
130 - SPECIAL EVENTS	0.00	0.00	10,592.00	78,295.00	-67,703.00	112,105.00	35.00	82,836.65
410 - TAX	214,329.55	434,099.79	2,597,812.48	2,605,119.87	-7,307.39	5,211,282.00	81,124.28	2,733,881.85
420 - FEES & CHARGES	363,024.64	326,513.27	1,370,605.37	1,454,070.36	-83,464.99	1,833,637.00	313,107.57	1,321,823.65
440 - MEMBERSHIPS	21,515.70	164,434.71	434,336.28	1,121,829.67	-687,493.39	1,635,001.20	146,181.53	1,058,845.22
450 - RENTALS	79,086.10	123,423.25	601,016.98	911,078.42	-310,061.44	1,361,334.70	137,579.39	938,892.72
460 - MERCHANDISING	15,488.85	26,254.38	74,486.83	139,730.54	-65,243.71	174,979.00	12,309.44	91,478.38
480 - MISCELLANEOUS INCOME	11,117.06	2,261.50	66,451.44	30,622.97	35,828.47	108,145.00	932.51	45,170.71
510 - OTHER INCOME	2,310.56	21,200.00	33,157.24	42,376.56	-9,219.32	63,553.13	25,866.10	40,724.48
Total Revenue:	1,005,383.42	1,498,003.16	6,952,301.25	10,639,630.99	-3,687,329.74	15,713,770.46	1,116,038.49	10,127,677.11
Expense								
100 - PROGRAMS	88,609.55	86,121.07	741,673.74	1,125,993.03	384,319.29	1,742,372.36	95,770.05	900,005.08
110 - CAMPS	29,863.63	226,039.60	99,552.47	977,390.79	877,838.32	1,036,564.89	299,165.52	700,036.94
120 - LESSONS	19,460.05	11,879.34	114,748.87	125,363.51	10,614.64	191,345.95	22,581.16	130,041.94
130 - SPECIAL EVENTS	1,896.51	13,793.72	65,880.92	158,083.51	92,202.59	236,312.08	20,681.47	172,373.47
610 - SALARIES & WAGES	398,725.72	487,544.69	2,773,024.48	3,572,260.27	799,235.79	5,359,682.94	652,324.32	3,152,660.82
620 - CONTRACTUAL SERVICES	116,271.97	94,769.88	454,954.47	693,901.98	238,947.51	1,006,607.43	194,438.98	656,317.11
630 - INSURANCE	81,122.28	93,666.85	548,842.96	780,224.54	231,381.58	1,186,256.14	67,990.25	540,249.44
640 - MATERIALS & SUPPLIES	15,449.34	34,027.06	108,622.48	290,483.33	181,860.85	367,540.71	33,490.81	208,243.77
650 - MAINTENANCE & LANDSCAPING CONTRACTS	30,562.61	18,393.82	145,332.08	273,363.08	128,031.00	327,000.00	37,659.08	189,976.81
660 - UTILITIES	42,536.28	74,386.42	357,659.26	494,812.56	137,153.30	797,929.06	48,832.11	417,554.34
670 - PENSION CONTRIBUTIONS	41,950.63	46,525.92	299,825.07	379,134.81	79,309.74	574,062.16	53,828.46	270,076.40
680 - COST OF GOODS SOLD	12,964.74	1,576.80	22,358.81	35,214.40	12,855.59	42,427.50	6,146.38	35,163.58
720 - CAPITAL OUTLAY	3,244.87	3,033.03	7,300.10	59,744.24	52,444.14	63,780.00	-21.00	43,736.59
Total Expense:	882,658.18	1,191,758.20	5,739,775.71	8,965,970.05	3,226,194.34	12,931,881.22	1,532,887.59	7,416,436.29
Report Total:	122,725.24	306,244.96	1,212,525.54	1,673,660.94	-461,135.40	2,781,889.24	-416,849.10	2,711,240.82

Fund Summary

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
29 - RECREATION	122,725.24	306,244.96	1,212,525.54	1,673,660.94	-461,135.40	2,781,889.24	-416,849.10	2,711,240.82
Report Total:	122,725.24	306,244.96	1,212,525.54	1,673,660.94	-461,135.40	2,781,889.24	-416,849.10	2,711,240.82

Programs, camps, lessons, and special events were largely reduced or eliminated due to COVID 19. Thus, revenues and expenses related to all are significantly reduced. \$549,000 of the unfavorable variance in memberships is due to the fitness center being closed due to COVID-19 and refunds. Rentals are unfavorable due to COVID-19, however golf cart rentals and Park Avenue rentals accounted for much of the \$79,000 figure in August. Merchandising is also unfavorable due to closure from COVID-19, which also reduced Cost of Goods Sold. Miscellaneous income is trending favorable due to several sponsorships, the North Shore Amateur Golf Tournament, parking violations and drive-in movies. Salaries and pension contributions are down due to furloughing of staff, hiring freeze and open positions.

Also causing more than a \$230,000 variance in the Recreation Fund is the absence of the Park District's Health and Risk Management Monthly Insurance premium payment to PDRMA. The August insurance was paid in September, while the budgeted amount is allocated evenly over 12 mo. Insurance premiums are also reduced due to less staff.

Contractual services, materials and supplies, utilities and maintenance & landscaping contracts are all significantly underbudget due to closure due to COVID 19. Capital outlay is favorable largely due to the \$37,000 for dredging that has not been spent.



Park District of Highland Park, IL
60 - DEBT SERVICE FUND

Income Statement

Current Period Ending 08/31/2020

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	65,312.15	131,668.47	813,115.13	790,168.91	22,946.22	1,580,654.00	24,280.25	818,242.29
Total Revenue:	65,312.15	131,668.47	813,115.13	790,168.91	22,946.22	1,580,654.00	24,280.25	818,242.29
Expense								
710 - DEBT RETIREMENT	0.00	0.00	228,182.29	283,889.25	55,706.96	3,273,044.50	0.00	264,431.25
Total Expense:	0.00	0.00	228,182.29	283,889.25	55,706.96	3,273,044.50	0.00	264,431.25
Report Total:	65,312.15	131,668.47	584,932.84	506,279.66	78,653.18	-1,692,390.50	24,280.25	553,811.04

Budgeted tax receipts are trending favorably due to timing difference. Variance should continue to diminish. The favorable variance in debt retirement will be used in December when making debt certificate payments.



Park District of Highland Park, IL
70 - CAPITAL FUND

Income Statement

Current Period Ending 08/31/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	0.00	12,051.21	518,698.45	96,409.68	422,288.77	144,672.43	0.00	3,500.00
510 - OTHER INCOME	0.00	0.00	956,489.50	0.00	956,489.50	0.00	0.00	0.00
520 - BOND/DEBT PROCEEDS	582.87	0.00	6,467,180.05	7,100,000.00	-632,819.95	7,100,000.00	0.00	0.00
Total Revenue:	582.87	12,051.21	7,942,368.00	7,196,409.68	745,958.32	7,244,672.43	0.00	3,500.00
Expense								
620 - CONTRACTUAL SERVICES	-70,800.00	18,871.45	201,839.94	372,367.60	170,527.66	511,751.00	32,947.44	185,448.18
720 - CAPITAL OUTLAY	1,116,575.69	793,418.60	2,528,711.27	3,235,731.80	707,020.53	7,631,147.00	109,868.77	819,742.53
Total Expense:	1,045,775.69	812,290.05	2,730,551.21	3,608,099.40	877,548.19	8,142,898.00	142,816.21	1,005,190.71
Report Total:	-1,045,192.82	-800,238.84	5,211,816.79	3,588,310.28	1,623,506.51	-898,225.57	-142,816.21	-1,001,690.71

The \$400,000 favorable variance in miscellaneous income is the recording of the receipt of the OSLAD grant for The Preserve. The Capital Outlay is significantly under budget as projects have been delayed or eliminated due to COVID-19. Contractual services are largely underbudget due to consultant costs for various potential projects being delayed, underbudget and not used. The negative for the month is due to transferring some services to projects in capital outlay.



RECREATION BY CENTER

Park District of Highland Park, IL

Y-T-D AUGUST 2020

Account Type	2019 Total Budget	2019 YTD Activity	2020 Total Budget	2020 YTD Activity
Center: 11 - ADMINISTRATIVE				
Revenue	5,240,000.00	2,749,530.13	5,271,282.00	2,616,633.04
Expense	5,162,801.24	1,030,993.04	5,569,944.00	1,076,587.76
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	77,198.76	1,718,537.09	(298,662.00)	1,540,045.28
Net Revenue:	1.47%	62.50%	-5.67%	58.86%
Center: 24 - WEST RIDGE CENTER				
Revenue	431,541.00	219,723.08	525,565.96	196,694.19
Expense	826,728.70	460,274.87	875,789.65	390,782.93
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	(395,187.70)	(240,551.79)	(350,223.69)	(194,088.74)
Net Revenue:	-91.58%	-109.48%	-66.64%	-98.68%
Center: 26 - ATHLETICS				
Revenue	958,379.00	772,413.66	955,092.97	462,247.78
Expense	922,942.28	530,803.16	914,819.32	390,917.38
Center: 26 - ATHLETICS Surplus (Deficit):	35,436.72	241,610.50	40,273.65	71,330.40
Net Revenue:	3.70%	31.28%	4.22%	15.43%
Center: 28 - CAMPS				
Revenue	808,416.00	881,387.38	987,541.00	85,605.50
Expense	587,252.22	470,115.20	657,076.00	135,663.69
Center: 28 - CAMPS Surplus (Deficit):	221,163.78	411,272.18	330,465.00	(50,058.19)
Net Revenue:	27.36%	46.66%	33.46%	-58.48%
Center: 29 - SPECIAL EVENTS				
Revenue	60,305.00	39,429.38	64,285.00	26,782.00
Expense	210,304.34	151,986.95	190,993.66	62,436.16
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	(149,999.34)	(112,557.57)	(126,708.66)	(35,654.16)
Net Revenue:	-248.73%	-285.47%	-197.10%	-133.13%
Center: 31 - HIDDEN CREEK AQUAPARK				
Revenue	387,467.00	312,478.19	427,880.00	3,884.10
Expense	471,161.18	347,303.34	563,474.68	83,769.50
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	(83,694.18)	(34,825.15)	(135,594.68)	(79,885.40)
Net Revenue:	-21.60%	-11.14%	-31.69%	-2,056.73%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER				
Revenue	121,237.50	77,111.75	143,640.50	9,556.17
Expense	99,583.28	65,674.92	134,451.45	37,507.99
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	21,654.22	11,436.83	9,189.05	(27,951.82)
Net Revenue:	17.86%	14.83%	6.40%	-292.50%

Account Type	2019 Total Budget	2019 YTD Activity	2020 Total Budget	2020 YTD Activity
Center: 33 - ROSEWOOD BEACH				
Revenue	75,271.00	73,149.10	86,515.00	79,640.00
Expense	124,067.86	94,551.90	144,011.88	165,502.27
Center: 33 - ROSEWOOD BEACH Surplus (Deficit):	(48,796.86)	(21,402.80)	(57,496.88)	(85,862.27)
Net Revenue:	-64.83%	-29.26%	-66.46%	-107.81%
Center: 34 - PARK AVENUE				
Revenue	106,068.00	114,167.89	104,681.00	120,146.16
Expense	112,812.05	89,210.48	120,079.51	44,610.41
Center: 34 - PARK AVENUE Surplus (Deficit):	(6,744.05)	24,957.41	(15,398.51)	75,535.75
Net Revenue:	-6.36%	21.86%	-14.71%	62.87%
Center: 38 - ICE ARENA				
Revenue	1,359,999.10	823,886.15	1,236,655.20	345,865.86
Expense	1,164,839.51	613,301.02	1,078,636.25	447,851.79
Center: 38 - ICE ARENA Surplus (Deficit):	195,159.59	210,585.13	158,018.95	(101,985.93)
Net Revenue:	14.35%	25.56%	12.78%	-29.49%
Center: 41 - MAINTENANCE				
Revenue	-	-	-	-
Expense	806,560.88	481,386.75	776,887.19	423,735.92
Center: 41 - MAINTENANCE Surplus (Deficit):	(806,560.88)	(481,386.75)	(776,887.19)	(423,735.92)
Net Revenue:	0.00%	0.00%	0.00%	0.00%
Center: 42 - PRO SHOP				
Revenue	1,518,909.00	1,079,203.55	1,439,530.00	1,321,017.02
Expense	562,921.88	349,135.08	502,375.52	299,926.00
Center: 42 - PRO SHOP Surplus (Deficit):	955,987.12	730,068.47	937,154.48	1,021,091.02
Net Revenue:	62.94%	67.65%	65.10%	77.30%
Center: 49 - RECREATION CENTER ADMIN				
Revenue	201,753.00	96,740.93	173,222.00	38,912.47
Expense	1,243,782.86	693,861.93	1,208,314.98	571,415.15
Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	(1,042,029.86)	(597,121.00)	(1,035,092.98)	(532,502.68)
Net Revenue:	-516.49%	-617.24%	-597.55%	-1,368.46%
Center: 51 - RECREATION CENTER FITNESS				
Revenue	1,877,352.00	1,161,857.35	1,839,560.20	519,359.13
Expense	739,066.44	481,319.28	875,679.55	369,106.49
Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	1,138,285.56	680,538.07	963,880.65	150,252.64
Net Revenue:	60.63%	58.57%	52.40%	28.93%
Center: 53 - RECREATION CENTER AQUATICS				
Revenue	231,370.00	149,195.41	230,067.50	43,436.89
Expense	313,329.26	237,461.87	370,015.39	146,317.80
Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	(81,959.26)	(88,266.46)	(139,947.89)	(102,880.91)
Net Revenue:	-35.42%	-59.16%	-60.83%	-236.85%

Account Type	2019	2019	2020	2020
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 55 - INDOOR TENNIS				
Revenue	1,314,678.60	881,501.45	1,274,182.50	525,741.46
Expense	1,055,274.71	581,142.89	1,124,363.62	442,880.68
Center: 55 - INDOOR TENNIS Surplus (Deficit):	259,403.89	300,358.56	149,818.88	82,860.78
Net Revenue:	19.73%	34.07%	11.76%	15.76%
Center: 56 - OUTDOOR TENNIS				
Revenue	215,880.00	240,175.36	247,742.50	227,578.88
Expense	166,066.75	134,857.55	171,679.04	147,072.83
Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	49,813.25	105,317.81	76,063.46	80,506.05
Net Revenue:	23.07%	43.85%	30.70%	35.38%
Center: 61 - HELLER NATURE CENTER				
Revenue	308,047.90	230,842.75	305,280.00	12,446.85
Expense	668,307.31	400,375.47	662,626.22	277,693.65
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	(360,259.41)	(169,532.72)	(357,346.22)	(265,246.80)
Net Revenue:	-116.95%	-73.44%	-117.06%	-2,131.04%
Center: 74 - HPCC LEARNING CENTER				
Revenue	248,750.00	212,944.11	358,694.00	295,577.20
Expense	278,349.19	186,975.21	382,463.71	206,472.78
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	(29,599.19)	25,968.90	(23,769.71)	89,104.42
Net Revenue:	-11.90%	12.20%	-6.63%	30.15%
Center: 76 - HPCC BUILDING				
Revenue	20,879.00	11,939.49	42,353.13	21,176.55
Expense	20,879.00	15,705.38	42,353.10	19,524.53
Center: 76 - HPCC BUILDING Surplus (Deficit):	-	(3,765.89)	0.03	1,652.02
Net Revenue:	0.00%	-31.54%	0.00%	7.80%



Sunset Valley Golf Course

	2019 Budget	2019 YTD Activity	2020 Budget	2020 YTD Activity
Revenue	1,518,909.00	1,079,203.55	1,439,530.00	1,321,017.02
Expense	1,369,482.76	830,521.83	1,279,262.71	723,661.92
Report Surplus (Deficit):	149,426.24	248,681.72	160,267.29	597,355.10

Recreation Center of HP

	2019 Budget	2019 YTD Activity	2020 Budget	2020 YTD Activity
Revenue	2,310,475.00	1,407,793.69	2,242,849.70	601,708.49
Expense	2,296,178.56	1,412,643.08	2,454,009.92	1,086,839.44
Report Surplus (Deficit):	14,296.44	(4,849.39)	(211,160.22)	(485,130.95)

Deer Creek Raquet Club

	2019 Budget	2019 YTD Activity	2020 Budget	2020 YTD Activity
Revenue	1,530,558.60	1,121,676.81	1,521,925.00	753,320.34
Expense	1,221,341.46	716,000.44	1,296,042.66	589,953.51
Report Surplus (Deficit):	309,217.14	405,676.37	225,882.34	163,366.83

Park District of Highland Park
Investment Schedule
August 31, 2020

Security	Type		Purchase Date	Maturity Date	Interest Rate	Effective Yield to Mat	Purchase Price	Amortized Book Value	Par Value	Monthly Interest	Expected Interest
Bank of China	CD	270	11/7/19	8/3/20	1.78%	1.78%	246,700.00	246,700.00	246,700.00	360.93	3,248.33
Prudential Bank	CD	270	11/7/19	8/3/20	1.64%	1.64%	246,900.00	246,900.00	246,900.00	332.81	2,995.27
TBK Bank, SSB, The Nat'l Bank Savanna, IL	CD	285	12/18/19	9/28/20	1.68%	1.68%	246,700.00	249,937.02	249,937.02	345.12	3,278.63
Wells Fargo National Bank West	CD	276	1/17/20	10/19/20	1.66%	1.66%	249,074.79	249,074.79	249,000.00	339.73	3,125.53
First National Bank of McGregor	CD	270	11/7/19	8/3/20	1.60%	1.60%	246,000.00	246,000.00	246,000.00	323.51	2,911.56
First Internet Bank of Indiana	CD	271	2/26/20	11/23/20	1.50%	1.50%	246,000.00	246,000.00	246,000.00	293.18	2,739.70
Gateway First Bank, Cherokee OK	CD	365	12/23/19	12/22/20	1.80%	1.80%	245,000.00	245,000.00	245,000.00	362.47	4,410.00
							1,726,374.79		1,729,537.02	2,357.73	22,709.01



Memorandum

To: Park Board of Commissioners

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

Date: September 22, 2020

Subject: **Rosewood Beach Project Update**

Summary

At the August 25, 2020 Park Board Meeting, Margaret Boshek of SmithGroup, provided an update on the Rosewood Beach Revetment Project, including a review of the construction documents and revised cost estimates. Additionally, Adam Hamman of SmithGroup reviewed findings from their investigation of the Rosewood Beach Boardwalk and presented repair options. Staff will provide an update on both projects.



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: September 22, 2020

Subject: **Approval of Construction Bid for the Preserve of Highland Park**

Background

On August 18, 2020, the Park District of Highland Park issued a bid request for the construction project at the Preserve of Highland Park. A pre-bid meeting was attended by nine vendors on August 25.

Bid Results

The Park District received three (3) sealed bids on September 10, 2020 for materials and labor to complete the project. Staff reviewed all bids for completeness and qualifications. A summary of bid results is listed below.

Company	Location	Base Bid	Alternates A1-A8	Alternate 9	Alternate 10	Total Bid (base + alternates A1-8)
Team REIL Construction	Union, IL	\$ 1,358,090.00	\$ 257,700.00	\$46.00 / \$42.00 / \$38.00	\$55,000.00	\$ 1,615,790.00
V3 Companies	Woodridge, IL	\$ 1,701,590.00	\$ 68,478.25	\$40.00 / \$39.50 / \$38.75	\$70.00	\$ 1,770,068.25
SemperFi Land Services	Aurora, IL	\$ 2,180,267.00	\$ 104,565.00	\$87.00 / \$75.00 / \$75.00	\$98.00	\$ 2,284,832.00

The lowest responsible bidder was Team REIL of Union, IL. A legal review of the Business Enterprise Utilization Plan (required by the OSLAD grant agreement) was conducted for Team REIL.

Upon review of Team REIL's bid, Park District staff worked with Team REIL representatives on specific line items to further reduce the base bid and cost of numerous alternates. Staff conducted four reference checks, which were favorable. The revised bid results are below.

Company	Location	Base Bid	Alternates A1-A8	Alternate 9	Alternate 10	Total Bid (base + alternates A1-8)
Team REIL Construction	Union, IL	\$ 1,172,690.00	\$ 109,900.00	\$46.00 / \$42.00 / \$38.00	\$44.00	\$ 1,282,590.00

The final Bid recommendation does not include Item L7 and Section N but does include the acceptance of alternates A3-A10. Below is a list of recommended base bid exclusions and accepted bid alternates.

Base Bid Item Exclusions	Item Description	Item Cost
L7	Sand Table	\$ 12,100.00
N	Site Preparation for Proposed Restroom	\$ 28,050.00

Total Base Bid Exclusions	\$ 40,150.00
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Alternate Item Additions	Item Description	Item Cost
A3	Additional path construction – 207LF	\$ 13,000
A4	Additional path construction – 277LF	\$ 16,800
A5	Additional path construction – 183LF	\$ 10,000
A6	Additional path construction – 50LF	\$ 3,950
A7	Additional path construction – 55LF	\$ 4,800
A8	Additional path construction – 203LF	\$ 23,200
A9.1	Type D path construction 100 – 999 LF	\$ 46.00 per linear foot
A9.2	Type D path construction 1000 – 9999 LF	\$ 42.00 per linear foot
A9.3	Type D path construction 10,000 – 19,999 LF	\$ 38.00 per linear foot
A10	Type C path construction 1 – 250 LF	\$ 44.00 per linear foot

Total Alternate Additions A3 – A 8	\$ 71,750
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Total Recommended Construction Bid	\$1,204,290
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Budget Impact

Construction Budget	\$1,130,537
Bid Recommendation (Base and Alternates A3-A10)	(\$1,204,290)
Hey Construction Phase Services	(\$42,000)
Recycle/Waste Containers	(\$12,800)
OSLAD Grant Funds	\$400,000
IEPA Grant Funds	\$144,672
Balance Remaining	\$416,119

Further expected costs to consider include tree protection fencing and the potential award of the Recreation Trails Program (RTP) Grant. Staff anticipates a possible cost of \$75,000 for these items.

Timeline

This work is anticipated to take place from October 2020 to December 2021.

Recommendation

Staff recommends approval from the Park Board of Commissioners the 2020 Preserve of Highland Park Project base bid (minus items L7 and section N) and alternates A3 – A10 from Team REIL in the amount of \$1,204,290.00.

Park District of Highland Park
 2020 Community Park at the Recreation Center of Highland Park

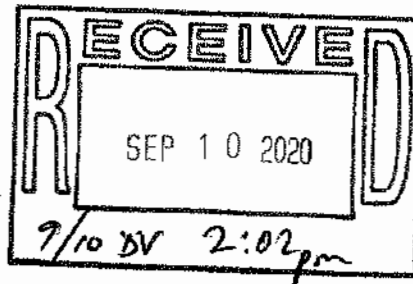
ACKNOWLEDGEMENT OF DOCUMENTS

1. Receipt of Documents: Contractor has received a complete set of specifications and plans and understands the meaning of their content, and shall willingly comply with the guidelines set forth in these documents.

Yes	No
<u>X</u>	___

2. Identification of Documents Received: The following is a checklist of documents that should appear in the Bid Documents. Please complete the checklist and contact Owner if any of the documents have been omitted.

	Yes	No
ADVERTISMENT FOR BID	<u>X</u>	___
INVITATION TO BID	<u>X</u>	___
INSTRUCTIONS TO BIDDERS	<u>X</u>	___
GENERAL TERMS	<u>X</u>	___
ACKNOWLEDGEMENT OF DOCUMENTS	<u>X</u>	___
BID FORM	<u>X</u>	___
REFERENCES	<u>X</u>	___
CONTRACTOR PROFILE AND QUALIFICATIONS	<u>X</u>	___
CERTIFICATION OF ELIGIBILITY	<u>X</u>	___
SAMPLE CONTRACT	<u>X</u>	___
LIST OF DRAWINGS	<u>X</u>	___
SCOPE OF WORK	<u>X</u>	___
BID PLAN SET	<u>X</u>	___
EXHIBIT A: SPECIFICATIONS	<u>X</u>	___
EXHIBIT B: BEP MFD UTILIZATION PLAN FORM	<u>X</u>	___



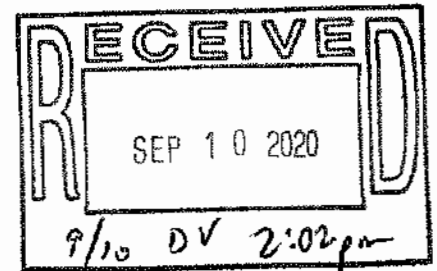
Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 1 of 11)

TO: Park District of Highland Park
 636 Ridge Road
 Highland Park, IL 60035

FROM: Team REIL, Inc.
 Company
17421 Marengo Road
 Street Address
Union, IL 60180
 City, State, Zip
815-923-4321
 Phone

tim@getreil.com
 Email



FOR: 2020 Community Park at the Recreation Center of Highland Park

BASE PROPOSAL		# OF UNITS	UNIT	PRICE
A	SITE PREPARATION AND PROTECTION			
A1	Mobilization, Layout, General Requirements	1	LS	\$14,000.00
A2	Silt Fence/Perimeter Erosion Barrier	1	LS	\$5,750.00
A3	Construction Entrances	1	LS	\$12,000.00
A4	Tree Protection Fencing (AS ORDERED BY OWNER)	1,000	LF	\$5,500.00
A5	DECI Services	1	LS	\$19,500.00
A6	As-Built Record Drawings	1	LS	\$4,450.00
SITE PREPARATION AND PROTECTION SUBTOTAL				\$61,200.00

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 2 of 11)

BASE PROPOSAL		# OF UNITS	UNIT	PRICE
B	DEMOLITION			
B1	Gateway Trail Demolition: Stump Removal, Saw Cut Pavement, Pavement Removal (Roadway), Aggregate Access Drive Removal, Pavement Removal (Trail), Curb Removal (South Access)	1	LS	\$33,200.00
B2	All Other Demolition: Stump Removal, Saw Cut Pavement, Pavement Removal (Roadway), Aggregate Base Removal (Path), Pavement Removal (Path), Aggregate Path Removal, Paver Removal, Curb Removal, Salvage and Relocate Sand, HMA Pavement Grind	1	LS	\$111,000.00
DEMOLITION SUBTOTAL				\$144,200.00

C	GATEWAY TRAIL (10' Width)			
C1	Trail Construction (Type A): Site Grading, Subgrade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$22,700.00
GATEWAY TRAIL SUBTOTAL				\$22,700.00

D	CONNECTOR TRAIL (8' Width)			
D1	Trail Construction (Type B/F- landfill): Site Grading; Subgrade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$26,800.00
D2	Trail Construction (Type C- floodplain): Site Grading; Subgrade Prep; Aggregate Base Course; HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$37,600.00
D3	HMA Sealcoat (Type E)	1	LS	\$6,550.00
CONNECTOR TRAIL SUBTOTAL				\$70,950.00

E	SECONDARY TRAILS (8' Width)			
E1	Trail Construction (Type C - new trail): Site Grading; Subgrade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$45,000.00
E2	Trail Construction (Type D - resurfaced): Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$24,900.00
E3	Accessible Parking: HMA Trail Surface Course, Mix "D", N50, 2"; Pavement Marking (Line, Letters and Symbols), HMA Pavement Patch	1	LS	\$5,400.00
E4	Sidewalk Construction: Aggregate Base Course, Concrete Pavement, Detectable Warnings	1	LS	\$18,800.00
SECONDARY TRAILS SUBTOTAL				\$94,100.00

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 3 of 11)

BASE PROPOSAL		# OF UNITS	UNIT	PRICE
F	GATEWAY TRAIL SOUTH ACCESS			
F1	Site Grading	1	LS	\$4,850.00
F2	PCC Sidewalk Construction: Subgrade Prep, Aggregate Base Course, Concrete Pavement, Detectable Warnings, Concrete Curb for Curb Ramp	1	LS	\$840.00
F3	HMA Parking and Driveway Construction: Aggregate Base Course, HMA Pavement, Mix "D" N50 1.5", HMA Pavement, IL-19.0 N50, 2.5", HMA Pavement Patch, Pavement Marking Lines, Letters and Symbols	1	LS	\$8,600.00
F4	Boulder Grade Transition	1	LS	\$47,500.00
GATEWAY TRAIL SOUTH ACCESS SUBTOTAL				\$61,790.00

G	GATEWAY TRAIL BOARDWALK/OVERLOOK			
G1	Site Grading	1	LS	\$4,750.00
G2	Boardwalk with Overlook, 5-ton, Steel Mesh Rails - Complete	1	LS	\$71,300.00
G3	Plaza Construction: Aggregate Base Course, Stabilized Decomposed Granite	1	LS	\$2,900.00
G4	Sidewalk Construction: Aggregate Base Course, Concrete Pavement	1	LS	\$1,050.00
G5	Stone Bench	1	LS	\$9,450.00
G6	Aggregate Access Drive	1	LS	\$4,650.00
G7	Perennials	1	LS	\$2,400.00
G8	Trees and Shrubs	1	LS	\$3,000.00
GATEWAY TRAIL BOARDWALK/OVERLOOK SUBTOTAL				\$99,500.00

H	VIEW SEATING AREA (North Pond)			
H1	Site Grading	1	LS	\$5,150.00
H2	Limestone seat wall	1	LS	\$20,000.00
H3	Trail Stub Construction: Sub grade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$6,550.00
VIEW SEATING AREA SUBTOTAL				\$31,700.00

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 4 of 11)

BASE PROPOSAL		# OF UNITS	UNIT	PRICE
I	POLLINATION (EXPLORATION) GARDEN			
I1	Site Grading	1	LS	\$4,900.00
I2	Granite Path Construction: Aggregate Base Course, Stabilized Decomposed Granite	1	LS	\$4,500.00
I3	Bee Berm (sand/soil)	1	LS	\$2,650.00
I4	Stone Benches	1	LS	\$14,800.00
I5	Ornamental Tree	1	LS	\$2,400.00
I6	Shrub	1	LS	\$2,400.00
I7	Perennial	1	LS	\$12,000.00
I8	Bulbs	1	LS	\$1,800.00
POLLINATION (EXPLORATION) GARDEN SUBTOTAL				\$45,450.00

J	NORTH POND OVERLOOK			
J1	Site Grading	1	LS	\$4,300.00
J2	Permeable Paver Plaza	1	LS	\$11,300.00
J3	Flush Concrete Curb	1	LS	\$2,100.00
J4	Outcropping Ledge	1	LS	\$19,500.00
J5	Riprap (RR3 and RR7)	1	LS	\$14,000.00
J6	Overlook, 5-ton, Steel Mesh Rails - Complete	1	LS	\$47,600.00
J7	Turtle Loafing Log	1	LS	\$2,650.00
J8	Shrubs and Trees	1	LS	\$4,800.00
NORTH POND OVERLOOK SUBTOTAL				\$106,250.00

K	COUNCIL RING/NATURE MAZE			
K1	Site Grading	1	LS	\$4,600.00
K2	Path Construction: Aggregate Base Course, Stabilized Decomposed Granite	1	LS	\$10,700.00
K3	Ornamental Trees	1	LS	\$1,200.00
K4	Shrubs	1	LS	\$14,800.00
K5	Stone Bench	1	LS	\$11,400.00
COUNCIL RING/NATURE MAZE SUBTOTAL				\$42,800.00

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 5 of 11)

BASE PROPOSAL		# OF UNITS	UNIT	PRICE
L	SAND PLAY/PICNIC AREA			
L1	Site Grading	1	LS	\$5,250.00
L2	Path and Picnic Area: Aggregate Base Course, Stabilized Decomposed Granite	1	LS	\$9,500.00
L3	Flush Concrete Curb	1	LS	\$1,850.00
L4	Shade Tree	1	LS	\$6,550.00
L5	Shrub	1	LS	\$1,800.00
L6	Turtle Play Mounds	1	LS	\$9,750.00
L7	Sand Table	1	LS	\$12,100.00
L8	Fossil Dig (concrete only)	1	LS	\$1,400.00
SAND PLAY/PICNIC AREA SUBTOTAL				\$48,200.00

M	ENTRY PLAZA			
M1	Site Grading	1	LS	\$4,950.00
M2	Flush Concrete Curb	1	LS	\$3,450.00
M3	Permeable Paver Plaza	1	LS	\$8,650.00
M4	PCC Sidewalk: Aggregate Base Course, Concrete Pavement	1	LS	\$2,050.00
M5	Shrubs	1	LS	\$1,200.00
M6	Stone Bench	1	LS	\$11,800.00
ENTRY PLAZA SUBTOTAL				\$32,100.00

N	SITE PREPARATION FOR PROPOSED RESTROOM			
N1	Trail Construction (Type C): Site Grading, Subgrade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$27,700.00
N2	Concrete Pad with Expansion Joint	1	LS	\$350.00
SITE PREPARATION FOR PROPOSED RESTROOM SUBTOTAL				\$28,050.00

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
(Page 6 of 11)

BASE PROPOSAL	# OF UNITS	UNIT	PRICE
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O NORTH POND SHORELINE/SWALE ENHANCEMENT

O1	Relocate sand to picnic area	1	LS	\$4,400.00
O2	Weed control/herbicide application	1	LS	\$6,000.00
O3	Strip topsoil from areas to be graded (6" depth)	1	LS	\$16,500.00 \$5,000.00
O4	Shoreline grading (flatten slopes to 5:1)	1	LS	\$4,800.00 \$4,300.00
O5	Wetland creation at North Pond Overlook	1	LS	\$4,650.00
O6	Topsoil respread (6" depth)	1	LS	\$14,400.00 \$5,000.00
O7	Dispose of excess soil from excavation	1	LS	\$198,000.00 \$24,000.00
O8	Short Grass Prairie Seeding	1	LS	\$38,200.00
O9	Shoreline Restoration and Wet Prairie Seeding	1	LS	\$40,600.00
O10	Erosion Control Blanket	1	LS	\$19,100.00
O11	Heavy Duty Erosion Control Blanket	1	LS	\$10,500.00
O12	Shoreline Live Plugs (Type A, B, C, D, E1 and E2)	1	LS	\$16,700.00
O13	Vegetated Swale Live Plugs (Areas #1-9)	1	LS	\$28,700.00
O14	Goose fence for plug planting	1	LS	\$4,800.00
NORTH POND SHORELINE/SWALE ENHANCEMENT SUBTOTAL				\$407,350.00 \$221,950.00

P RESTORATION

P1	Restoration Removed Cart Paths (Topsoil, Seeding, Hydromulch)	1	LS	\$25,700.00
P2	Restoration Trail Edges (Topsoil, Finish Grading, Seeding, Hydromulch)	1	LS	\$27,100.00
P3	Restoration Sand Trap (Topsoil, Seeding, Hydromulch)	1	LS	\$8,950.00
RESTORATION SUBTOTAL				\$61,750.00

TOTAL BASE PROPOSAL	\$1,358,000.00 \$1,172,690.00
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Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
(Page 7 of 11)

ALTERNATE PROPOSAL		# OF UNITS	UNIT	PRICE
A1	ALTERNATE #1: TRAFFIC CIRCLE			
A1-1	Site Grading	1	LS	\$6,150.00
A1-2	Construction: Subgrade Prep; Aggregate Base Course; HMA Trail Surface Course, Mix "D" N50 3"	1	LS	\$17,200.00
A1-3	Restoration: (Topsoil, Finish Grading, Turf Seeding, Hydromulch)	1	LS	\$1,600.00
ALTERNATE #1 Total				\$24,950.00

A2	ALTERNATE #2: ADDITIONAL SITE PREPARATION FOR PROPOSED RESTROOM			
A2-1	Contractor to excavate, backfill and provide coordination for installation of vault style restroom. Restroom building furnished, delivered, and placed by others.	1	LS	\$13,200.00
ALTERNATE #2 Total				\$13,200.00

A3	ALTERNATE #3: ADDITIONAL PATH CONSTRUCTION (8' Width)			
A3-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	\$41,700.00 \$13,000.00
ALTERNATE #3 Total				\$41,700.00 \$13,000.00

A4	ALTERNATE #4: ADDITIONAL PATH CONSTRUCTION (8' Width)			
A4-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	\$45,300.00 \$16,800.00
ALTERNATE #4 Total				\$45,300.00 \$16,800.00

A5	ALTERNATE #5: ADDITIONAL PATH CONSTRUCTION (8' Width)			
A5-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	\$10,000.00
ALTERNATE #5 Total				\$10,000.00

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
(Page 8 of 11)

ALTERNATE PROPOSAL		# OF UNITS	UNIT	PRICE
A6	ALTERNATE #6: ADDITIONAL PATH CONSTRUCTION (8' Width)			
A6-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	\$3,950.00
ALTERNATE #6 Total				

A7	ALTERNATE #7: ADDITIONAL PATH CONSTRUCTION (8' Width)			
A7-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	-\$35,500.00 \$4,800.00
ALTERNATE #7 Total				-\$35,500.00 \$4,800.00

A8	ALTERNATE #8: ADDITIONAL PATH CONSTRUCTION (8' Width)			
A8-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	-\$39,900.00 \$9,900.00
A8-2	Trail Construction (Type C): Pavement Removal (Path); Site Grading; Subgrade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1	LS	-\$43,300.00 \$13,200.00
ALTERNATE #8 Total				-\$83,100.00 \$23,200.00

A9	ALTERNATE #9: ADDITIONAL TYPE D PATH CONSTRUCTION (8' Width)			
A9-1	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	100-999	LF	\$46.00
A9-2	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1,000-9,999	LF	\$42.00
A9-3	Trail Construction (Type D - resurfaced): Pavement Removal (Path); Aggregate Base Course (top dress), HMA Trail Surface Course, Mix "D" N50 3"; Restoration	10,000-19,999	LF	\$38.00
ALTERNATE #9 Total				

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 9 of 11)

ALTERNATE PROPOSAL	# OF UNITS	UNIT	PRICE	
A10	ALTERNATE #10: ADDITIONAL TYPE C PATH CONSTRUCTION (8' Width)			
A10-1	Trail Construction (Type C): Pavement Removal (Path); Site Grading; Subgrade Prep, Aggregate Base Course, HMA Trail Surface Course, Mix "D" N50 3"; Restoration	1-250	LF	-\$55,000.00- \$44.00
ALTERNATE #10 Total			-\$55,000.00- \$44.00	

Type text here

Receipt of Addenda: The receipt of the following addenda is hereby acknowledged:

Addendum No. 1, Dated August 28, 2020
 Addendum No. 2, 3 & 4, Dated September 4, 2020
 Addendum No. _____, Dated _____

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

BID FORM
 (Page 10 of 11)

SUBCONTRACTORS: List Name, Address, Phone and Work Assignment

1. Paul Herrera Construction - Concrete - Marengo, IL 815-568-6375; McGinty Bro.- Landscaping
 Long Grove, IL 847-438-5161; Perry Brumm, -Pfie driving, Milwaukee, WI 414-881-4833; Harbour
 Engineering, Plainfield, IL, 815-254-5500; Superior Paving- Asphalt, Fox Lake, Il - 847-587-1292

2. _____

3. _____

Business Enterprise for Minorities, Females, and Persons with Disabilities Act

Contractor covenants and warrants it will comply with the business enterprise program practices for minority-owned businesses, female-owned businesses, and businesses owned by persons with disabilities of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/)(the "Act") and the equal employment practices of Section 2-105 of the Illinois Human Rights Act:(775 ILCS 5/2-105). See 30 ILCS 105/45. The Prime Contractor must submit a Utilization Plan which complies with the Act and provide the following information:

Certified Firms Identified in Submitted Utilization Plan	Bid Amount	% of Contract Award
1. Paul Hererra Construction	\$31,969	1%
2.		
3.		

Failure to complete and include a Utilization Plan, found as Exhibit B in this document, including documentation demonstrating good faith effort when requesting a waiver, shall render the bid or offer non-responsive.

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

REFERENCES

Contractor shall include at least three (3) references with which the Contractor has completed similar work of approximate magnitude required under this contract.

Please see attached Reference List

Project Name _____
Project Location _____
Contact Person _____
Telephone Number/E-Mail _____
Project Completion Date _____

Project Name _____
Project Location _____
Contact Person _____
Telephone Number/E-Mail _____
Project Completion Date _____

Project Name _____
Project Location _____
Contact Person _____
Telephone Number/E-Mail _____
Project Completion Date _____

Project Name _____
Project Location _____
Contact Person _____
Telephone Number/E-Mail _____
Project Completion Date _____

Project Name _____
Project Location _____
Contact Person _____
Telephone Number/E-Mail _____
Project Completion Date _____

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Sitework Experience & Reference List

Architect: Landtech Design Ltd.
John Vann (630) 554-9984

Sherman Gardens Parking Lot Carports

Contract Amount \$1,114,272.38
Remove and Replace Parking Lot and Carports
Completed Spring 2015
Percentage of Work 100%
General Contractor

Greeley Elementary School

Contract Amount \$305,996.98
New UPC Playground with Rubber Surface
Completed Spring 2015
Percentage of Work 100%
General Contractor
Owner: Winnetka Public School District 36
Susan Pingitore
Architect: Green Associates
George Reigle (847) 317-0852

Jones Island

Contract Amount \$413,904.12
Park Renovation
Completed Spring 2015
Percentage of Work 100%
General Contractor
Owner: Grayslake Park District
Jeff Nehila (847) 223-7529

Chicago Fire Talman Soccer Complex

Contract Amount \$289,711.39
Furnish and Install Stone base and Nailer Board
for turf Field
Completed Fall 2015
Percentage of Work 100%

Seasons 4 Park

Contract Amount \$73,096.40
Park Renovation Remove and Replace
Playground
Completed Spring 2015
Percentage of Work 100%
General Contractor
Owner: Bloomingdale Park District
Joe Potts (630) 529-3650

Wolters Field

Contract Amount \$723,410.41
Permeable Paver Parking Lot
Completed Summer 2015
Percentage of Work 100%
General Contractor
Owner: Township HS District 113
Barry Bolek (224) 765-1003
Architect: Daniel Creaney
Bob Hansen (847) 480-5757

Timber Trails Shelter

Contract Amount \$56,547.82
Construction of Steel Shelter
Completed Fall 2015
Percentage of Work 100%
General Contractor
Owner: Caruso Management Group
Laura Nicolini (630) 717-7188

Hamilton Estates Shelter

Contract Amount \$71,648.25
Construction of Steel Shelter
Completed Summer 2015
Percentage of Work 100%
General Contractor
Owner: Village of Deer Park
Architect: Gewalt Hamilton Associates, Inc.
Leo Morand (847) 478-9700

Elysian Way

Contract Amount \$539,731.27
New Subdivision Development
Completed Fall 2015
Percentage of Work 100%
General Contractor
Owner: Investcom, LLC
Jeff Rothbart (312) 620-2124
Architect: Daniel Creaney
Bob Hansen (847) 480-5757

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Triton College Turf Field

Contract Amount \$725,587.85
Furnish and Install Stone base for 3 turf Fields
Completed Fall 2015
Percentage of Work 100%
General Contractor: Walsh Construction
Hector Gutierrez (312) 656-4927

Chesak and Leggee Elementary School

Contract Amount \$153,600.00
Install New Playgrounds at 2 Schools
Completed Summer 2015
Percentage of Work 100%
General Contractor
Owner: Consolidated School District 158
Doug Renkosik (847) 659-6161

Bull Creek Connector Trail

Contract Amount \$834,663.00
Connection of Multiple Bike Trails
Completed Spring 2016
Percentage of Work 100%
General Contractor
Owner: Libertyville Township
Kathleen M. O'Conner
(847) 816-6800

Ben Allison Sledding Hill

Contract Amount \$118,270
Sledding Hill Improvements
Completed Spring 2016
Percentage of Work 100%
General Contractor
Owner: Elmhurst Park District
Ann Scheppele (630) 993-8941

Athletic Improvements

At Lincoln Elementary School
Contract Amount \$573,328.00
New Running Track and Detention Basin
Completed Summer 2016
Percentage of Work 100%
General Contractor
Architect: Arcon
Carl Goetz (630)495-1900

**Stadium and Track Renovation
At Plainfield Central and South**

Contract Amount \$1,087,300.00
New Artificial Turf Fields
Completed Fall 2016
Percentage of Work 100%
General Contractor
Architect: Healy, Bender, and Associates
Scott Anderle (630)904-4300

Wredling Drainage Improvements

Contract Amount \$274,768.80
Drainage Improvements
Completed Fall 2016
Percentage of Work 100%
General Contractor
Owner: St. Charles School Dist 303
John Baird (331)228-5197
Architect: ATS&R
Mark Hayes (763)545-3731

Bergman Point

Contract Amount \$163,088
Completion Date: Spring 2017
Playground and Shelter Installation
M/I Homes of Chicago, LLC,(Proberts, Chris)
(224) 828-1513

Spring Valley Nature Playground

Contract Amount \$2,493,761

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Completion Date: Spring 2017
Installation of Nature Themed playground
Owner: Schaumburg Park District
Todd King
Architect: Hitchcock Design Group
Eric Hornig (630) 961-1787

**Stadium and Track Renovation
At Plainfield North and East**

Contract Amount \$1,849,987.00
New Artificial Turf Fields
Completed Summer 2017
Percentage of Work 100%
General Contractor
Architect: Healy, Bender, and Associates
Scott Anderle (630)904-4300

St. Charles North High School Turf Field

Contract Amount: \$495,453.00
Synthetic Turf Field Installation
Completed Summer 2017
Percentage of Work: 100%
General Contractor
Owner: St. Charles School Dist 303
John Baird (331) 228-5197
Architect: Rettler Corp.
Mike Helmrick (715)347-2322

Julia Molloy Education Center

Contract Amount: \$781,742.00
Site Improvements: drainage, playground,
landscaping
Completed Summer 2018
Niles Township Dist. for Special Ed 3807
Kathy Gavin (847) 922-9642

Ray Franzen Bird Sanctuary

Contract Amount: \$701,246.11
Completed Spring 2018
Park Redevelopment
Itasca Park District (Hitchcock Design Group)
Eric Hornig (630) 961-1787

Lake Arlington Improvements

Contract Amount: \$1,041,105.50
Completion Date: Fall 2018
Park Redevelopment
Arlington Heights Park District
Scott Elman (847) 506-7144

St. Charles East Turf Field

Contract Amount: \$584,830.00
Completion Date: Summer 2018
Athletic Field Improvements
Community Unit School Dist 303 (Rettler Corp)
John Baird (331) 228-4000

Boncosky Athletic Fields

Contract Amount: \$105,372.00
Turf Field Replacement
Completed Fall 2018
Crystal Lake Park District
GeWalt Hamilton
Walter Graft
847-478-9700

MWRD Athletic Fields Improvements

Contract Amount \$391,752.87
Athletic Field Improvements
Completed Fall 2018
Percentage of work 100%
Prime Contractor
Owner: Village of Hanover Park
T.J. Moore (630) 823-5700
Architect: Gewalt Hamilton
Tom Rychlik (847) 478-9700

Bluff & Drainage Improvements

Contract Amount \$250,813.50
Improved drainage on lake bluff
Completed Spring 2019
Percentage of work 100%
Sub- Contractor
Owner: Quinn Stepan Jr.
Contractor: Scott Byron & Co.
Mike Larsen (847)417-5556

Oak Terrace Athletic Fields

Contract Amount \$139,690.00

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Athletic Field Improvements
Completed Spring 2019
Percentage of work 100%
Prime Contractor
Owner: North Shore SD
Kevin Liebe 224-765-3450
Architect: Eriksson Engineering
Kevin Camino 847-223-4804

**Minooka Central HS Track & Turf
Replacement**

Contract Amount \$1,391,156.00
Athletic Field Improvements
Completed Summer 2019
Percentage of work 100%
Sub Contractor
Owner: Minooka HS Dist 111
Contractor: Energy Systems Corp.
Contacts: Energy Systems Corp.
Mario Zotta 312-659-2893

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

CONTRACTOR PROFILE AND QUALIFICATIONS

(Page 1 of 2)

Name Team REIL, Inc.
Address 17421 Marengo Road
City, State, Zip Code Union, IL 60180
Contact Person Tim Cederlund
Telephone Number 815-923-4321 E-Mail tim@getreil.com

of Employees 22 Annual Sales # \$7,400.00
Contractor's organization has been in business under its present business name for 13 years.

Contractor's organization has had experience in work comparable with that required under the proposed contract:

as a prime contractor 29 years;
as a subcontractor _____ years.

The following Contractor's employees will be involved with the proposed contract:

Name Tim Cederlund
Position Vice President
Years of Experience 29
Responsibility/Task Manages and oversees all aspects of the business.

Name Jonathan Poff
Position Project Manager
Years of Experience 20
Responsibility/Task Manges and oversees all aspects of the building process.

Name _____
Position _____
Years of Experience _____
Responsibility/Task _____

Contractor may attach additional project detail to demonstrate ability to successfully complete work comparable with that required under the proposed contract.

CONTRACTOR PROFILE AND QUALIFICATIONS

(Page 2 of 2)

1. Within the past ten (10) years, has your firm, any officer or other individual employed by your firm, been the subject of any administrative or judicial proceeding for alleged violations of any law, or any rule or regulation of any governmental body. If yes, please provide a detailed explanation of the proceeding, including the nature of the charge or claim, the disposition of the matter and the specific individuals/entities involved.

No.

2. Within the past ten (10) years, has your firm been the subject of any other type of claim, including by way of example and not limitation, for breach of contract? If yes, please provide a detailed explanation of the proceeding, including the caption, claimant, court or other dispute forum, nature and disposition of the claim.

No.

3. Has your firm ever been terminated prior to completion of its services from any project? If yes, please provide a detailed explanation, including the identities of all entities and individuals involved, the nature of the services which your firm was to provide, the individuals who were assigned to provide the services and the reason given for the termination

No.

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

CONTRACTOR'S CERTIFICATION OF ELIGIBILITY

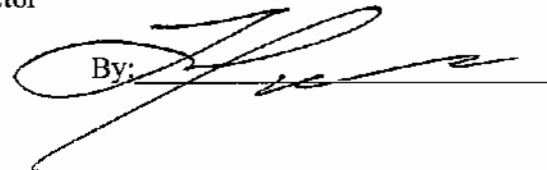
In Compliance 720 ILCS 5/33E-11:

Team REIL, Inc., a(n) Corporation
Print name of Contractor Individual, Partnership, Corporation

as part of his bid or proposal on the above referenced Contract, hereby certifies that the Contractor is not barred from bidding on the above referenced contract or entering into a contract with the Park District of Highland Park as a result of a violation of either Section 33E-3 Bid-rigging or 33E-4 Bid-stating of Article 33E of the Illinois Criminal Code, 720 ILCS 5/33E-1, *et. seq.*, as amended.

September 10, 2020
Date

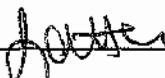
Contractor

By: 

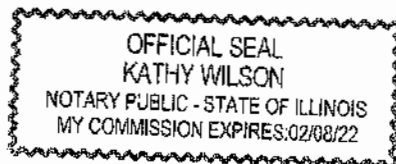
Its: Vice President
Title

STATE OF ILLINOIS)
) SS
COUNTY OF McHenry

I, the undersigned, a notary public in and for the State and County aforesaid, hereby certify that appeared before me this day in person and, being first duly sworn on oath, acknowledged that he/she is authorized to act on behalf of Contractor, and that he/she executed the foregoing certificate as his/her free act and deed and as the act and deed of Contractor.

DATED: September 10, 2020
Notary Public 

[Notary Seal]



STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN

UTILIZATION PLAN PART I: COMMITMENT AND SIGNATURE

The undersigned Vendor submits this Utilization Plan as part of its bid or offer in accordance with the requirements of solicitation # Comm. Park and the requirements of the Business Enterprise Program (BEP). The solicitation contains a goal that 20 % of the value of the contract will be performed by BEP certified vendors as defined by the Department of Central Management Services (CMS).

The Utilization Plan consists of the following parts, each of which must be completed and returned as instructed in this Commitment. No alterations of these forms will be permitted:

- Part I: Vendor Commitment (with Signature)
- Part II: Subcontractor Participation Agreement(s)
- Part III: Good Faith Effort (Checklist, Contact Log, and Documentation)
- Part IV: Utilization Plan Terms and Conditions (These terms and conditions apply to all options below but do not need to be returned).

The undersigned Vendor acknowledges that (1) Vendor has read, understands, and agrees to BEP policies, rules, and procedures as defined in the Terms and Conditions in Part IV of this document, and (2) Vendor hereby affirms (select one of the options below):

- Vendor is a BEP certified firm and plans to fully meet the goal through self-performance. (Return this Part I Signature Page only.)
- Vendor has identified BEP certified subcontractor(s) to fully meet the established goal. (Return this Part I Signature page and signed Part II Subcontractor Participation Agreement(s) to equal or exceed the goal.)
- Vendor cannot fully meet the goal but has made Good Faith Effort towards meeting the goal, and hereby requests a waiver or reduction of the goal to 1 % based on the completed Good Faith Effort. (If requesting a waiver, return this Part I Signature Page and completed Part III Good Faith Effort. If requesting a reduction, return this Part I Signature Page, Part II signed Subcontractor Participation Agreement(s), and completed Part III Good Faith Effort.)

The undersigned Vendor understands that all subcontractors identified in this Utilization Plan and Participation Agreement(s) must be certified with the Illinois Department of Central Management Services (CMS) BEP at the time of submission of all bids/offers and shall perform commercially useful functions as defined in Part IV of this Utilization Plan. **We understand that compliance with this Utilization Plan is a mandated part of this solicitation and that this Utilization Plan will become a part of the contract, if awarded.** Failure to carry out the requirements of this Utilization Plan is a material breach of the resulting contract, which may result in the termination of the contract or such other remedy as the Agency/University deems appropriate.

Vendor Name and d/b/a: Team REIL INC.

Signature: [Signature] Print: TIM CEDERHOLM Title: VP
Email Address: _____ Telephone: 815-923-4321

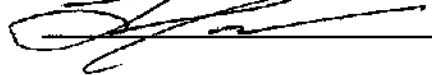
STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN

UTILIZATION PLAN PART II: PARTICIPATION AGREEMENT (Letter of Intent)

Instructions: The Prime Vendor is required to submit a separate, signed and fully completed Participation Agreement from each Business Enterprise Program (BEP) certified vendor or Veteran Small Business certified vendor (VSB). Once signed and submitted with the bid/offer, this Participation Agreement, along with the other Parts of this Utilization Plan, will become a mandated part of the contract, if awarded. The Prime Vendor shall not prohibit or otherwise limit the BEP/VSB certified vendor(s) from providing subcontractor quotes to other potential bidders/offerors.

2020 Community Park at
Project Name: the Recreation Center of Highland Park Project/Solicitation Number: 18-0054
Name of Prime Vendor: Team REIL, Inc.
Address: 17421 Marengo Road
City, State and Zip: Union, IL 60180
Telephone: 815-923-4321 Fax: 815-923-4303 Email: tim@getreil.com

Vendor's Contact responsible for compliance with this Participation Agreement:



Name of BEP/VSB Certified Vendor: _____
Type of Certified Vendor: BEP VSB
Address: _____
City, State and Zip: _____
Telephone: _____ Fax: _____ Email: _____

BEP/VSB Vendor's Contact responsible for compliance with this Participation Agreement:

Type of Agreement: Services Supplies Both Services and Supplies

(a) Proposed % of Contract to be performed by the BEP/VSB Certified Vendor _____%

NOTE: The Prime Vendor must indicate the percentage of the estimated contract award that will be subcontracted to the certified BEP/VSB Vendor.

(b) Anticipated start date of the Certified BEP/VSB Vendor: _____

(c) This participation agreement shall have a term of _____ to _____, with a total period of _____ years and _____ months, including renewals, change orders or extensions to the underlying contract.

(d) Description of work to be performed or goods/equipment to be provided by the BEP certified vendor. This description must include identified Institute for Public Procurement (NIGP) codes. All Participation Agreements shall be subject to Agency/University approval. Any changes involving or affecting the identified BEP certified vendor, scope(s) of work and NIGP Code(s) will

STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN

**UTILIZATION PLAN PART III: DEMONSTRATION OF GOOD FAITH EFFORTS TO
ACHIEVE GOAL AND REQUEST FOR WAIVER**

If the BEP/VSF participation goal will not be achieved in whole or part, the Good Faith Efforts Procedures outlined in Parts III and IV of this document will be used to evaluate submitted Utilization Plans. A Vendor providing Good Faith Effort documentation and a request for waiver must complete and submit Part III of this Utilization Plan in its entirety in addition to its bid/offer. Failure to submit the Good Faith Effort Contact Log, checklist, and supporting documentation in its entirety shall render Vendor's bid or offer non-responsive and cause it to be rejected.

Below is a checklist of actions that will be used to evaluate a Vendor's Demonstration of Good Faith Efforts and Request for Waiver. **Please check the actions which you have completed.** If any of the following actions are not completed, please attach a detailed written explanation indicating why such action was not completed. If any other efforts were made to obtain BEP certified vendor participation, in addition to the items listed below, attach a detailed description of such efforts.

- Utilize the website: <https://cms.diversitycompliance.com> to identify BEP certified vendors within the respective NIGP code(s) on the solicitation documents. At a minimum, email all listed vendors with project specifications sufficient to build a quote, then solicit quotes from all vendors who express an interest with follow-up emails and telephone calls. Documentation of these efforts must be submitted as evidence, including copies of all e-mails sent.
- Solicit through all reasonable and available means (e.g., attendance at a vendor conference, advertising, written notices) the interest of BEP certified vendors that have the capability to perform the work of the contract. Vendor must solicit this interest with sufficient advance time to allow the BEP certified vendors to respond to the solicitation. Vendor must determine with certainty if the BEP certified vendors are interested by taking appropriate steps to follow up initial solicitations and encourage them to submit a bid or proposal, providing them with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding promptly to the solicitation.
- Select portions of the work to be performed by BEP certified vendors to increase the likelihood that the goal will be achieved. This includes, where appropriate, unbundling contract work items into economically feasible units to facilitate BEP certified vendor participation, even when Vendor might otherwise prefer to perform these work items with its own forces.
- Make a portion of the work available to BEP certified vendors by selecting portions of the work or needed material based on the availability of BEP vendors.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

Negotiate in good faith with interested BEP certified vendors. Evidence of such negotiation must include the contacted names, mailing addresses, email addresses, and telephone numbers of BEP certified vendors that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for BEP certified vendors to perform the work. A Vendor using good business judgment may consider many factors in negotiating with BEP certified vendors and may take a firm's price and capabilities into consideration. The fact that there may be some additional costs involved in finding and using BEP certified vendors may not, in itself, be a sufficient reason for a Vendor's failure to meet the goal, as long as such costs are reasonable. Vendors are not required to accept higher quotes from BEP certified vendors if the price difference is excessive or unreasonable.

Thoroughly investigate the capabilities of BEP certified vendors and do not reject them as unqualified without documented reasons. BEP certified vendors' memberships in specific groups, organizations, associations or political/social affiliations are not legitimate causes for the rejection or non-solicitation of bids and proposals in Vendor's efforts to meet the goal.

Where subcontractor capacity and/or access to capital prevents participation, make efforts to assist in obtaining available resources such as State of Illinois lending programs and the prime's lending, capital and bonding networks.

Make efforts to assist interested BEP certified vendors in obtaining necessary equipment, supplies, materials, and related assistance or services.

Follow best practices when conducting a Good Faith Effort. Best practices can be found on the BEP website at https://www2.illinois.gov/cms/business/sell2/bep/Pages/Business_Resources.aspx.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

UTILIZATION PLAN PART IV: TERMS OF UTILIZATION

Definitions:

"Agency" shall be defined as any State Agency, Board, or Commission under the jurisdiction of the Governor of the State of Illinois.

"University" shall be defined as any public institution of higher education, meaning the University of Illinois, Southern Illinois University, Chicago State University, Eastern Illinois University, Governors State University, Illinois State University, Northeastern Illinois University, Northern Illinois University, Western Illinois University, the public community colleges of the State, and any other public universities, colleges, and community colleges now or hereafter established or authorized by the General Assembly

"Certification" means a determination made by the Council or by one delegated authority from the Council to make certifications, or by a State agency with statutory authority to make such a certification, that a business entity is a business owned by a minority, woman, or person with a disability for whatever purpose. A business owned and controlled by women shall be certified as a "woman owned business". A business owned and controlled by women who are also minorities shall be certified as both a "woman owned business" and a "minority owned business".

"Commercially Useful Function" is defined as detailed in Section IV: Terms of Utilization, 5.5 and in accordance with 49 CFR 26.55(c).

"Contractor" means any person or business entity that has entered into a contract with a State Agency/University.

"Control" means the exclusive or ultimate and sole control of the business including, but not limited to, capital investment and all other financial matters, property, acquisitions, contract negotiations, legal matters, officer-director-employee selection and comprehensive hiring, operating responsibilities, cost-control matters, income and dividend matters, financial transactions and rights of other shareholders or joint partners. Control shall be real, substantial and continuing, not pro forma. Control shall include the power to direct or cause the direction of the management and policies of the business and to make the day-to-day as well as major decisions in matters of policy, management and operations. Control shall be exemplified by possessing the requisite knowledge and expertise to run the particular business and control shall not include simple majority or absentee ownership.

"Council" means the Business Enterprise Council for Minorities, Women and Persons with Disabilities.

"Woman" shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender.

"Woman-owned business" or "WBE" means a business which is at least 51% owned by one or more women, or, in the case of a corporation, at least 51% of the stock in which is owned by one or more women; and the management and daily business operations of which are controlled by one or more of the women who own it.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

"Joint Venture" means an association of a diverse firm and one or more other firms to carry out a single, for-profit business enterprise, for which each joint venture partner contributes property, capital, efforts, skills and knowledge, and in which the diverse firm is responsible for a distinct, clearly defined portion of the work of the contract and whose share in the capital contribution, control, management, risks, and profits of the joint venture are commensurate with its ownership interest.

"Manufacturer" refers to a company that operates or maintains a factory or establishment that produces, on the premises, the materials, supplies, articles, or equipment required under the contract and of the general character described by the specifications.

"Minority-owned business" or "MBE" means a business concern which is at least 51% owned by one or more minority persons; or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.

"Minority person" shall mean a person who is a citizen or lawful permanent resident of the United States and who is any of the following:

(a) American Indian or Alaska Native (a person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment).

(b) Asian (a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, but not limited to, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).

(c) Black or African American (a person having origins in any of the black racial groups of Africa).

(d) Hispanic or Latino (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race).

(e) Native Hawaiian or Other Pacific Islander (a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands).

"PBE" means a business owned and controlled by persons with disabilities in accordance with the requirements of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act [30 ILCS 575].

"Qualified service-disabled veteran" means a veteran who has been found to have 10% or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.

"Qualified service-disabled veteran-owned small business" or "SDVOSB" means a small business (i) that is at least 51% owned by one or more qualified service-disabled veterans living in Illinois or, in the case of a corporation, at least 51% of the stock of which is owned by one or more qualified service-disabled veterans living in Illinois; (ii) that has its home office in Illinois; and (iii) for which items (i) and (ii) are factually verified annually by the Department of Central Management Services.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

"Qualified veteran-owned small business" or "VOSB" means a small business (i) that is at least 51% owned by one or more qualified veterans living in Illinois or, in the case of a corporation, at least 51% of the stock of which is owned by one or more qualified veterans living in Illinois; (ii) that has its home office in Illinois; and (iii) for which items (i) and (ii) are factually verified annually by the Department of Central Management Services.

"State contracts" means all contracts entered into by the State, any agency or department thereof, or any public institution of higher education, including community college districts, regardless of the source of the funds with which the contracts are paid, which are not subject to federal reimbursement. "State contracts" does not include contracts awarded by a retirement system, pension fund, or investment board subject to Section 1-109.1 of the Illinois Pension Code.

"Supplier" means any person or entity providing supplies, including, but not limited to, equipment, materials, printing, and insurance, and the financing of those supplies that can be procured regularly or are available on the commercial market.

"Utilization Plan" means a form and additional documentation included in all bids or proposals that demonstrates a vendor's proposed utilization of vendors certified by the Business Enterprise Program to meet the targeted goal. The Utilization Plan shall demonstrate that the Vendor has either: (1) met the entire contract goal or (2) requested a full or partial waiver and made Good Faith Efforts towards meeting the goal.

Business Enterprise Program Aspirational Goal:

The Business Enterprise for Minorities, Women, and Persons with Disabilities Act, 30 ILCS 575, establishes an aspirational goal of awarding not less than 20% of the total dollar amount of State contracts to businesses certified as owned and controlled by minorities, women, and persons with disabilities. 30 ILCS 575/4(a). This solicitation includes Business Enterprise Program (BEP) participation goals and, therefore, requires bidders and offerors to include a Utilization Plan. A "Utilization Plan" includes the form on page 1 of this document, with the Participation Agreement and Schedule(s); any additional documentation required in the instructions that demonstrates a commitment to utilizing certified BEP subcontractors to meet the targeted, contract-specific goal, described below; and documentation demonstrating Good Faith Effort when requesting a goal waiver or reduction.

A properly completed Utilization Plan is due at the time of bid or offer submission. Failure to complete and include a Utilization Plan shall render a bid or offer non-responsive. 30 ILCS 575/4(f). Non-responsive bids and offers will be rejected by the Agency/University.

In addition to the other award criteria established for this solicitation, the Agency/University will award this contract to a Vendor that meets the contract-specific goal or makes Good Faith Efforts to meet the goal. The goal is applicable to the contract, amendments, modifications, extensions, change orders, and allowances. The Vendor's Utilization Plan must indicate whether the goal will be met by self-performance or by subcontracting. If the prime Vendor is BEP certified, the entire goal can be met by Prime Vendor self-performance, without subcontracting with another certified BEP vendor. However, the prime Vendor must submit a Utilization Plan indicating that the goal will

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

be met by self-performance. If a prime Vendor subcontracts any portion of a contract to non-BEP certified subcontractors, the amount paid for goods or services delivered by those subcontractors will not be counted toward the goal.

Contract (Specific) Goal to be Achieved by Vendor:

This solicitation includes a contract-specific BEP participation goal based on certified BEP vendors available to perform anticipated services and/or provide supplies required by this solicitation. The availability of certified BEP vendors was determined using The Institute for Public Procurement (NIGP) codes listed in the Invitation for Bid (IFB), Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation documents.

Prime Vendors must only consider NIGP codes referenced in solicitation documents when selecting BEP subcontractors or completing a Good Faith Effort. Subject to State Agency/University approval, the Prime Vendor may utilize additional codes to identify BEP vendors that will be able to perform a commercially useful function under the resulting contract if the resulting utilization changes the overall goal percentage. The NIGP codes listed in the solicitation documents, as well as any additional codes selected by the Prime Vendor and approved by the contracting Agency/University, must be entered in Part II: Participation Agreement and Part III: Good Faith Effort Log sections of this Utilization Plan. Bidders seeking a Good Faith Effort waiver or goal reduction must contact all BEP vendors identified for respective NIGP commodity/service codes listed in the solicitation documents.

The Prime Vendor must also enter into the Participation Agreement its plan to utilize each BEP subcontractor, including: (a) the proposed percentage of the contract to be performed by each BEP subcontractor; (b) the anticipated start date for each BEP subcontractor; (c) the anticipated dates and time periods of utilization of each BEP subcontractor; and (d) a detailed description of the work to be performed by each BEP subcontractor, including identified NIGP commodity/service codes.

This Utilization Plan must demonstrate that the prime Vendor has either: (1) met the entire contract goal; or (2) requested a full waiver and made Good Faith Efforts towards meeting the entire goal; or (3) requested a goal reduction and made Good Faith Efforts towards meeting a portion of the goal. Submission of Good Faith Effort log and appropriate documentation by Vendor shall be considered as a request for a full or partial goal waiver.

For a Utilization Plan to be considered, at the time of bid or offer, the submitting prime BEP vendor, if self-performing, or non-BEP submitting prime Vendor's proposed BEP subcontractor(s), must be certified with the Illinois Department of Central Management Services (CMS) as a BEP certified vendor, and Sheltered Workshops must be registered with the State for procurements containing a State Use Program category.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

Terms:

- 1.** Where there is a **joint venture** between a certified and non-certified vendor, the Utilization Plan must include an executed Joint Venture Agreement specifying the terms and conditions of the relationship between the parties and their rights and responsibilities to the prospective contract. The Joint Venture Agreement must clearly evidence that the BEP certified vendor will be responsible for a defined portion of the work and its responsibilities, risks, profits, contributions of capital, and personnel are proportionate to its ownership/interest percentage, as well as identifying the appropriate and specific NIGP codes. It must include specific details related to the parties' contributions of capital, personnel, equipment, share of costs, insurance coverage, and other items; the scopes to be performed by BEP certified vendor(s) under its supervision; and the commitment of management, supervisory personnel, and operative personnel employed by the BEP certified vendor to be dedicated to the performance of the contract. Established Joint Venture Agreements will **only** be credited toward BEP goal achievements for specific work performed by the BEP Certified Joint Venture Vendor. **Each party to the Joint Venture Agreement must execute the bid or offer prior to submission of the bid or offer to the Agency/University.**

- 2.** An agreement between a prime Vendor and a BEP certified vendor in which a BEP certified vendor promises not to provide subcontracting or pricing quotations to other vendors is prohibited. The Agency/University may request additional information to demonstrate compliance. Vendor agrees to cooperate promptly with the Agency/University in submitting to interviews, allowing entry to business places, providing documentation, and to soliciting the cooperation of a proposed BEP certified vendor during investigation. Failure to cooperate by a Vendor and/or BEP certified vendor may render the bidder or offeror non-responsive or not responsible. **A contract will not be awarded to a Vendor unless that Vendor's Utilization Plan is found responsive.**

- 3.** **BEP Certified Vendor Locator References: Firms must be certified with CMS as BEP certified vendors at the time of bid or qualify for credit toward the goal through participation in the BEP Mentor/Protégé Program.** Vendors may consult CMS' BEP Vendor Directory at www.cms.DiversityCompliance.com.

- 4.** **Vendor Assurance:** Vendor shall not discriminate based on race, color, national origin, sexual orientation or sex in the performance of this contract. Failure by Vendor to carry out these requirements is a material breach of the contract, which may result in the termination of the contract or such other remedy, as the Agency/University deems appropriate. **This assurance must be included in each subcontract that Vendor signs with a subcontractor or supplier.**

- 5.** **Calculating BEP Certified Vendor Participation:** The Utilization Plan and Participation Agreement(s) identify work and/or goods/equipment anticipated to be provided by all BEP certified vendors and paid for upon satisfactory completion/delivery, based on NIGP Code(s) identified in the solicitation documents. **Only the value of payments made for services performed and/or actual supplies/goods/equipment provided by BEP certified vendors is counted toward the contract goal.** Applicable guidelines for counting payments attributable to contract goals are summarized below.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

- 5.1.** The value of performed work and/or goods/equipment provided by the BEP certified vendor for the resulting contract shall be counted towards the goal. The entire amount of that portion of the contract that is performed by the BEP certified vendor, including supplies purchased or equipment leased by the BEP certified vendor shall be counted, except supplies purchased and equipment rented from the Prime Vendor submitting this bid or offer.
- 5.2.** A BEP certified prime Vendor shall count the portion of the total dollar value of the contract equal to the distinct, clearly defined portion of the work of the contract that the BEP certified prime Vendor self-performs toward the goal. A BEP certified prime Vendor shall also count the dollar value of work subcontracted to other BEP certified vendors. **Work performed by non-BEP certified parties shall not be counted toward the goal, including work that a BEP certified vendor subcontracts to non-BEP certified vendors.**
- 5.3.** A Vendor shall count toward the goal 100% of its expenditures for materials and supplies required under the contract and obtained from a BEP certified vendor manufacturer, regular dealer, or supplier. A Vendor shall also count toward the goal the following expenditures to BEP certified vendors that are not manufacturers, regular dealers, or suppliers:
- 5.3.1.** The fees or commissions charged for providing a bona fide service, such as professional, technical, consultant or managerial services and assistance in the procurement of essential personnel, facilities, equipment, materials or supplies required for performance of the contract, provided that the fee or commission is determined by the Agency/University to be reasonable and not excessive as compared with fees customarily allowed for similar services.
- 5.3.2.** The fees charged for delivery of materials and supplies required by the contract (but not the cost of the materials and supplies themselves) when the hauler, trucker, or delivery service is not also the manufacturer or a supplier of the materials and supplies being procured, provided that the fee is determined by the Agency/University to be reasonable and not excessive as compared with fees customarily allowed for similar services. The BEP certified vendor's trucking firm must actually be responsible for the management and supervision of the entire trucking operation for which it is responsible on the contract; and must itself own and operate at least one fully licensed, insured and operational truck used on the contract.
- 5.3.3.** The fees or commissions charged for providing any bonds or insurance specifically required for the performance of the contract, provided that the fee or commission is determined by the Agency/University to be reasonable and not excessive as compared with fees customarily allowed for similar services.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

5.4. BEP certified vendors who are performing on a contract as second-tier subcontractors (i.e., subcontractors hired by first-tier subcontractors to perform on the contract) may be counted in meeting the established BEP goal for this contract where the Prime Vendor will provide monthly documentation indicating the utilization of these vendors by reporting the utilization to the BEP at www.cms.DiversityCompliance.com for State Agencies and by contacting the contract administrator for Universities.

5.5. A Vendor shall count towards the goal only expenditures to BEP firms that perform a commercially useful function constituting direct participation in the work of the contract.

5.5.1. A firm is considered to perform a commercially useful function when it is responsible for execution of a distinct element of the work of a contract and carries out its responsibilities by actually performing, managing, and supervising the work involved. The BEP certified vendor must also be responsible, with respect to materials or supplies used on the contract, for negotiating price, determining quality and quantity, ordering the materials or supplies, and installing the materials (where applicable) and paying for the materials or supplies. To determine whether a firm is performing a commercially useful function, the Agency/University shall evaluate the amount of work subcontracted, whether the amount the firm is to be paid under the contract is commensurate with the work it actually performs, the credit claimed for its performance of the work, industry practices, and other relevant factors.

5.5.2. A BEP certified vendor does not perform a commercially useful function if its role is limited to that of an extra participant in a transaction or contract through which funds are passed through to obtain BEP certified vendor participation. In determining whether a BEP certified vendor is such an extra participant, the Agency/University shall examine industry practices and similar transactions, particularly those in which BEP certified vendors actually participate in a meaningful way.

5.6. A Vendor shall not count towards the goal expenditures that are not direct, necessary and related to the work of the contract. Only the amount of services and/or goods that are directly attributable to the performance of the contract shall be counted. Ineligible expenditures include, but are not limited to, general office overhead and other Vendor support activities, unless allowed by the Agency/University.

6. Good Faith Effort Procedures: Prime Vendors must submit in their bid a Utilization Plan and Participation Agreement(s) that meet or exceed the published goal. If a Prime Vendor cannot meet the stated goal, it must fill out and attach Part III of this document, explaining the Good Faith Efforts it undertook to meet the goal, including contacting all certified BEP vendors that fall under the scope of work/NIGP codes. Utilization Plans and attached documentation are due at the time of bid or offer submission. The Business Enterprise Council ("Council") or its delegate will consider the quality, quantity, and intensity of the Vendor's efforts.

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

The Utilization Plan contains a checklist of actions that the Council or its delegate will consider as evidence of Vendor's Good Faith Efforts to meet the goal. Documentation that alters or replaces the Utilization Plan and/or Participation Agreement(s), other than supplemental documentation, will not be considered during the Utilization Plan review.

6.1. In evaluating Vendor's Good Faith Efforts, the Council or its delegate may consider whether the ability of other bidders or offerors to meet the contract goal suggests that Good Faith Efforts could have resulted in Vendor meeting the goal.

6.2. If the Council or its delegate determines that Vendor has made Good Faith Efforts to meet the goal, the Agency/University may award the contract provided that Vendor is otherwise eligible for award.

6.3. If the Council or its delegate determines that Good Faith Efforts have not been met, the bid or offer may be determined to be non-responsive by the Chief Procurement Officer.

7. Contract Compliance: Compliance with this section is an essential part of the contract. The following administrative procedures and remedies govern Vendor's compliance with the contractual obligations established by the Utilization Plan and Participation Agreement(s). **After approval of the Utilization Plan and Participation Agreement(s) as well as the award of the contract, the Utilization Plan, including all applicable Parts, becomes part of the contract.** If a Prime Vendor did not succeed in obtaining BEP certified vendor participation equal to or exceeding the goal, and the Utilization Plan was approved and contract awarded based upon a determination of Good Faith Effort, the total dollar value of BEP certified vendor work in the approved Utilization Plan, calculated as a percentage of the total awarded contract value, shall become the final contract goal.

7.1. The Utilization Plan and Participation Agreement(s) may not be amended after contract execution without Agency/University prior written approval.

7.2. Vendor may not make modifications to its contractual BEP certified vendor commitments or substitute BEP certified vendors without the prior written Agency/University approval. Unauthorized modifications or substitutions, including performing the work designated for a BEP certified vendor with Vendor's own forces, shall be a violation of the Utilization Plan and therefore a breach of the contract, cause to terminate the contract, and cause to seek other contract remedies or sanctions. For Agency/University approval of modifications or substitutions, the facts supporting the modifications or substitutions must not have been known nor reasonably should have been known by the parties prior to entering into the contract and/or subcontract. Vendor must negotiate with BEP certified vendors to resolve problems. Where there has been a mistake or disagreement about the scope of work and/or goods/equipment required by the contract, the BEP certified vendor can be substituted, but only where agreement cannot be reached for a reasonable price or schedule for the correct scope of work, goods and/or equipment. Any subsequent change **must** be submitted to the

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

soliciting Agency/University and BEP Secretary, in writing, and approved by the soliciting Agency/University.

7.3. Substitutions of a BEP certified vendor may be permitted under the following circumstances:

7.3.1. Unavailability after receipt of reasonable notice to proceed;

7.3.2. Failure of performance;

7.3.3. Financial incapacity;

7.3.4. Refusal by the BEP certified vendor to honor the bid or proposal price or scope;

7.3.5. Material mistake of fact or law about the elements of the scope of work of a contract where a reasonable price cannot be agreed upon;

7.3.6. Failure of the BEP certified vendor to meet insurance, licensing or bonding requirements;

7.3.7. The BEP certified vendor's withdrawal of its bid or offer; and/or

7.3.8. Failure of the BEP certified vendor to maintain certification.

7.4. If it becomes necessary to substitute a BEP certified vendor, the prime Vendor must notify the Agency/University and BEP Secretary, in writing, of the request to substitute a BEP certified vendor or otherwise modify the Utilization Plan and Participation Agreement(s). The request must state specific reasons for the substitution or modification. The Agency/University shall notify the Council or its delegate of the request to substitute a BEP certified vendor or change the Utilization Plan and Participation Agreement(s). The Agency/University will approve or deny a request for substitution or other change in the Utilization Plan and/or Participation Agreement(s) within five business days of receipt of the request or may request a BEP review of the documentation.

7.5. Where Vendor has established the basis for the substitution to the satisfaction of the Agency/University, it must make Good Faith Efforts to meet the contract goal by substituting one or more BEP certified vendors. Documentation of a replacement BEP certified vendor, or of Good Faith Efforts to replace the BEP certified vendor, must meet the requirements of the initial Utilization Plan. If the goal cannot be reached and Good Faith Efforts have been made, Vendor may substitute with a non-BEP certified vendor.

7.6. Prime Vendors are encouraged to utilize BEP certified firms. If a Vendor plans to hire a subcontractor for any scope of work that was not previously disclosed in the Utilization

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

Plan and this increases BEP participation, Vendor must obtain the approval of the Agency/University to modify the Utilization Plan and must make Good Faith Efforts to ensure that BEP certified vendors have a fair opportunity to submit a bid or offer on the new scope of work.

- 7.7.** If the Prime Vendor wishes to substitute its BEP certified subcontractor, a BEP certified vendor Utilization Plan and Participation Agreement must be executed and submitted to the Agency/University within five (5) business days of Vendor's receipt of the Agency/University approval for the substitution. The Agency/University must supply the new BEP Utilization Plan and Participation Agreement(s) to the BEP Secretary or their designee.
- 7.8.** Vendor shall maintain a record of all relevant data with respect to the utilization of BEP certified vendors including, but not limited to, payroll records, invoices, canceled checks and books of account for a period of at least three (3) years after the completion of the contract. If the contract administrator is an Agency, Vendor shall submit monthly reports to BEP via the B2G Now Diversity Contract Monitoring System (DCMS) reporting system. **If the contract administrator is a University, Vendor shall contact the contract administrator to obtain reporting requirements.** Full access to these records shall be granted by Vendor within 48 hours of a written demand by the Agency/University, BEP Secretary, or any duly authorized representative thereof, or to any municipal, county, State or federal authorities. The Agency/University shall have the right to obtain from Vendor any additional data reasonably related or necessary to verify any representations by Vendor. After the performance of the final item of work or delivery of material by the BEP certified vendor and final payment to the BEP certified vendor by Vendor, but not later than thirty (30) calendar days after such payment, Vendor shall submit a statement confirming the final payment and the total payments made to the BEP certified vendor under the contract at www.cms.DiversityCompliance.com for contracts administrated by Agencies. For contracts administered by Universities, Vendor shall submit a statement confirming the final payment and the total payments made to the BEP certified vendor under the contract in the manner prescribed by the University contract administrator. **Vendor's failure to submit monthly reports shall constitute a material breach of this contract and subject Vendor to the remedies and penalties described in Section 7.10. For contracts administrated by Agencies, The Prime Vendor and BEP subcontractors will receive notification and instructions after the start of the contract for reporting to BEP's DCMS. Failure to report contractual spend or lack of spend monthly reporting may result in a contractual breach.**
- 7.9.** The Agency/University will annually review Vendor's compliance with these provisions and the terms of its contract. Executive Order Number 2018-06 requires CMS to review contractual language regarding cancellation of contracts deemed not to be compliant with the BEP. Without limitation, Vendor's failure to comply with these provisions or its contractual commitments as contained in the Utilization Plan and Participation Agreement(s); failure to cooperate in providing information regarding its compliance with these provisions or its Utilization Plan; or provision of false or misleading

**STATE OF ILLINOIS BUSINESS ENTERPRISE PROGRAM
UTILIZATION PLAN**

information or statements concerning compliance, certification status or eligibility of a BEP certified vendor, Good Faith Efforts or any other material fact or representation shall constitute a material breach of this contract and entitle the Agency/University to declare a default, terminate the contract, and/or exercise those remedies provided for in the contract, law and equity.

- 7.10.** The Agency/University reserves the right to withhold payment to Vendor to enforce these provisions and Vendor's contractual commitments. Final payment shall not be made pursuant to the contract until Vendor submits sufficient documentation demonstrating compliance with its Utilization Plan and Participation Agreement(s).

DBE BiddingReport.xlsx

Project Number	Company Name	Trades	Disadvantaged Business
B549	McGinty Bros. Inc.	Landscaping, Native Plantings	No
B549	Green Source, Inc.	Landscaping	No
B549	Fisher-Burton Company	Landscaping	No
B549	Breezy Hill Nursery Inc	Landscaping	No
B549	Troch McNeil Paving Co	Asphalt, Concrete	No
B549	Superior Paving	Asphalt	No
B549	Pena Group, Inc.	Asphalt	No
B549	Glander Paving Co	Asphalt	No
B549	Chicagoland Paving	Asphalt	No
B549	Elliot Construction Company	Concrete	No
B549	Homer Tree Service	Tree Removal	No
B549	Clean Cut Tree Service, Inc.	Tree Removal	No
B549	No Fault Sport Group LLC	Play Surfacing	No
B549	Lurvey Landscape Supply	Hardscape, Landscaping	No
B549	Pro Fence, LLC.	Fencing	No
B549	Pro Fence, LLC.	Fencing	No
B549	Peerless Fence, Inc.	Fencing	No
B549	MVP Site Works	Fencing	Yes
B549	Action Fence Contractors, Inc.	Fencing	No
B549	Harbour Engineering, Inc.	Surveying	No
B549	Toro Construction Corp.	Carpentry	No
B549	Northwest Contractors	Carpentry	No
B549	Pulse Design, Inc.	Landscaping	No
B549	Team REIL, Inc.		No
B549	Urban Roots Inc.	Landscaping, Native Plantings	Yes
B549	Urban Roots Inc.	Landscaping, Native Plantings	Yes
B549	Semper Fi Yard Services, Inc.	Landscaping, Native Plantings	Yes
B549	Semper Fi Yard Services, Inc.	Landscaping, Native Plantings	Yes
B549	Landscape Solutions, LLC	Landscaping, Native Plantings	Yes
B549	Landscape Solutions, LLC	Landscaping, Native Plantings	Yes

DBE BiddingReport.xlsx

B549	American Veteran Industries, LLC	Landscaping, Native Plantings	Yes
B549	American Veteran Industries, LLC	Landscaping, Native Plantings	Yes
B549	American Landscaping, Inc.	Irrigation, Landscaping, Native Plantings	Yes
B549	American Landscaping, Inc.	Irrigation, Landscaping, Native Plantings	Yes
B549	American Landscaping, Inc.	Irrigation, Landscaping, Native Plantings	Yes
B549	A & M General Contractor, Inc.	Landscaping, Native Plantings	Yes
B549	A & M General Contractor, Inc.	Landscaping, Native Plantings	Yes
B549	Paul Herrera Construction Company Ltd.	Concrete	Yes

DBE BiddingReport.xlsx

Not Submitted	Yes	No	No
Not Submitted	Yes	No	No
Not Submitted	Yes	No	Yes
Not Submitted	Yes	No	Yes
Not Submitted	Yes	No	Yes
Not Submitted	Yes	Yes	Yes
Not Submitted	Yes	Yes	Yes
Not Submitted	Yes	Yes	No

Park District of Highland Park
2020 Community Park at the Recreation Center of Highland Park

CONTRACTOR PROFILE AND QUALIFICATIONS

(Page 1 of 2)

Name Team REIL, Inc.
Address 17421 Marengo Road
City, State, Zip Code Union, IL 60180
Contact Person Tim Cederlund
Telephone Number 815-923-4321 E-Mail tim@getreil.com

of Employees _____ Annual Sales # _____
Contractor's organization has been in business under its present business name for 13 years.

Contractor's organization has had experience in work comparable with that required under the proposed contract:

as a prime contractor 29 years;
as a subcontractor _____ years.

The following Contractor's employees will be involved with the proposed contract:

Name Tim Cederlund
Position Vice President
Years of Experience 29
Responsibility/Task Manages and oversees all aspects of the business.

Name Jonathan Poff
Position Project Manager
Years of Experience 20
Responsibility/Task Manges and oversees all aspects of the building process.

Name _____
Position _____
Years of Experience _____
Responsibility/Task _____

Contractor may attach additional project detail to demonstrate ability to successfully complete work comparable with that required under the proposed contract.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/18/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in Heu of such endorsement(s).

PRODUCER HUB International Midwest Limited 1411 Opus Place, Suite 450 Downers Grove IL 60515	CONTACT NAME: Michelle Haskell, CISR PHONE (A/C, No, Ext): 815-215-4706 E-MAIL ADDRESS: michelle.haskell@hubinternational.com	FAX (A/C, No): 877-699-3316
	INSURER(S) AFFORDING COVERAGE	
INSURED Team Reil, Inc.; Reil Construction, Inc. 17421 MARENGO RD. UNION IL 60180	INSURER A: Cincinnati Specialty Underwriters Ins Co NAIC # 13037	
	INSURER B: Selective	
	INSURER C: Burlington Insurance Company NAIC # 23620	
	INSURER D: Accident Fund Insurance Company of America NAIC # 10166	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1143607171

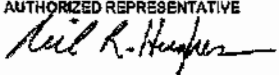
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			CSU0098437	3/20/2020	3/20/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			S2353189	3/20/2020	3/20/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			HFF0008953	3/20/2020	3/20/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WCV6184809	3/20/2020	3/20/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Leased/Rented Equipment			S2353189	3/20/2020	3/20/2021	Max Per Item Limit \$275,000 Deductible \$500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Proof of Insurance

CERTIFICATE HOLDER**CANCELLATION**

Team Reil, Inc. 17421 Marengo Rd Union IL 60180	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Memorandum

To: Park Board of Commissioners

From: Mitch Carr, Director of Recreation and Facilities; Chris Maliszewski, Assistant Director of Recreation and Facilities; Brian Romes, Executive Director

Date: September 22, 2020

Subject: **Summer Recreation Programming Report**

Summary

Staff will present to the Park Board of Commissioners a report of Summer Recreation Programs, Camps, and Special Events.

EXECUTIVE DIRECTOR'S MONTHLY REPORT

SEPTEMBER 18, 2020

UPCOMING EVENTS & HIGHLIGHTS

- **Bike the Parks**

The Parks Foundation is proud to offer Bike the Parks, which is a free event occurring Friday, September 25th through Sunday, September 27th. Participants will receive a route map and can choose from a 10-mile ride through seven parks or a 5-mile family friendly ride through three parks.

- **IJGA Tournament**

Sunset Valley Golf Club is hosting the Illinois Junior Golf Association Tournament Saturday, October 3rd through Sunday, October 4th.

Halloween Themed Events

- ***Fall Drive-In Movies***

Join us for an outdoor screening of Hocus Pocus this October at the Recreation Center of Highland Park. Tickets must be pre-purchased and allow admission for one vehicle with a maximum 4 people per vehicle. Each ticket includes two parking spots to allow for viewing the movie in your vehicle, or, in the spot next to your vehicle in a lawn chair or on a blanket. Get in the Halloween spirit, bring some snacks and sit back and relax! Chairs, blankets, and concessions not provided; we encourage you to bring your own. Alcohol prohibited.

- Thursday, Oct 15th – tickets still available
- Friday, Oct 16th - tickets & upgraded experience, which includes a firepit and smore's - **SOLD OUT**

- ***Highland Park Hauntings***

We are pleased to report that the Highland Park Hauntings Halloween Event, which is occurring **Friday, October 23rd, is sold out!** Staff added 60 additional timeslots Thursday morning, and almost immediately sold out, for a total of 266 reservations. Due to popularity, if anyone requests a refund, staff will honor refunds through Friday, October 9th, as those tickets will most likely be re-sold. Since the ticket feature cannot generate a waitlist, refunded tickets will be re-sold on Monday, October 12th, at 10:00 a.m. allowing everyone a fair to chance to purchase refunded tickets. As for the event, registered families will drive from Debbie Gottlieb Beitler Dog Park to Deer Creek Racquet Club, where they will find many haunting scenes and zombies lurking throughout the woods. Parental discretion advised as some scenes will be comparable to that of a PG-13 scary movie.

- ***Halloween Mini Golf***

Come for a frightfully good time Thursday, October 22nd through Sunday October 25th to play our mini- golf course which has been decorated for Halloween. Dress in costume to receive a discount of your round of golf.

- ***Halloween Costume Contest***

During the month of October families can send a photo dressed in their Halloween costumes to be entered to win a cauldron full of yummy Halloween candy. Winners will be chosen from ten frightful categories including "Best Costume", "Best Couple's Costume", "Best Group or Family Costume", "Best Homemade Costume", "Least Recognizable Costume", "Most Original Costume", "Funniest Costume", "Scariest Costume", "Prettiest Costume", and "Best Pet Costume". **Email your photos by Wednesday, October 28th. Winners will be selected on October 30th** and their images will be posted on the PDHP Facebook Page.

- ***Reverse Trick-or-Treating***

We're bringing the trick-or-treating to you! Have a safe Halloween with a visit from two very friendly monsters, Mike and Sully, from Monsters Inc, who will be dropping off a big ol' bucket of candy at your home and posing for a short photo if you like! Costumes encouraged! Provide your own camera for photos. Registrants will receive a window of time where Mike and Sully will arrive at your home between 9:30 a.m. - 12:30 p.m. on Halloween (Saturday, October 31st). **Registration deadline is Oct 1st. Patrons must wear a face covering and practice social distancing when receiving candy from/taking a photo with the characters. Must be a resident of Highland Park.**

DEER CREEK RACQUET CLUB

IN-PERSON RECREATION	JUNE	JULY	AUG	SEP (Fall 1)
Daily Court Rentals (Hours)				
Tennis	4	10.50	6	12
Racquetball	NA	NA	2	4
Private Lessons (Hours)	345.25	360.50	249.25	200
Weekly Camp Participants	88	224	144	NA
Drop-Ins	NA	NA	NA	NA
Memberships	601	601	260	300
Total Revenue	\$56,272	\$86,312	\$99,307	\$115,000

News & Events

- Fall 1 session began August 24th offering outdoor programs at Larry Fink Tennis Courts.
- August weekly camps were waitlisted each week.
- Memberships have been a slow start to the indoor season.

CENTENNIAL ICE ARENA

IN-PERSON RECREATION	JUNE	JULY	AUGUST	SEP (FALL 1)
Daily Drop-in Fees				
Public Skate	0	0	0	0
Open Freestyle	0	0	0	130
Packaged Freestyle	0	0	0	148
Open Hockey	0	0	0	0
Open Gymnastics	0	0	0	0
Skate Rental	0	0	0	0
Total Daily Drop in Revenue	0	0	0	\$10,894
Punch Passes				
Public Skate	0	0	0	0
Freestyle	0	0	0	0
Skate Rental	0	0	0	8
Facility Rentals (hours)	0	0	0	125.55 hours
Facility Rentals Revenue	0	0	0	\$42,328
Skating Program Participation	0	0	0	177
Skating Program Revenue	0	0	0	\$28,505
Gymnastics Program Participation	45	45	31	70
Gymnastics Programming Revenue	\$5,506	\$5,506	\$4,840	\$14,340
Total Revenue	\$5,506	\$5,506	\$4,840	\$96,067

News & Events

- Live gymnastics classes are running from Aug 3rd - 28th. Some schools are starting classes mid-August. We are offering indoor gymnastics classes, as well as conditioning and dance for gymnasts' classes. Continuing to offer gymnastics private lessons and semi-privates.
- Due to compressor replacement project there was no ice until the day after Labor Day
- Fall session 1 runs Sept 8th - Oct 24th. Registration began August 10th. Will be offering daytime skating and gymnastics classes, as well as typical after school classes. Adhering to new youth sports guidelines which limits class size.
- Based on State of Illinois COVID-19 guidelines, Gymnastics and Ice Skating are categorized as Lower Risk whereas Hockey is categorized as High Risk.
- Hockey Rental groups begin Sept 8th.

RECREATION CENTER OF HIGHLAND PARK

RECREATION	JUNE	JULY	AUG	SEP (Fall 1)
Free Virtual Classes Conducted	0	2	0	1
Paid Classes Conducted	110	116	145	150
Free Group Exercise Participation/Visits	1,940 views 6,600 engagement	960 views 5,351 engagement	527 views 3,502 engagement	395.25 views 2,626 engagement
Paid Group Exercise Participation	866	1,218	1,501	1,575
Group Exercise Revenue	\$8,660	\$7,941	\$8,704	\$10,237
Personal Training Participation	290	361	366	390
Personal Training Sales (Units)	211	144.75	230.25	240
Personal Training Revenue	\$12,084	\$9,359	\$15,319	\$15,840
Private Swim Lesson Participation	N/A	N/A	19	45
Private Swim Lesson Sales (Units)	N/A	N/A	11	25
Private Swim Lesson Revenue	N/A	N/A	\$690	\$1,575
Aqua Lap Lane 30 Day Pass Sales (Units)	N/A	N/A	9	13
Aqua Lap Lane 30 Day Pass Revenue	N/A	N/A	\$570	\$780
Fitness 30 Day Pass Sales (Units)	N/A	N/A	13	21
Fitness 30 Day Pass Revenue	N/A	N/A	\$810	\$1,050
Fitness Center Reservations	15	822	756	781
Fitness Center Reservation Revenue	\$14	\$3,892	\$3,294	\$3,905
Aqua Lap Lane Reservations	N/A	N/A	163	385
Aqua Lap Lane Reservation Revenue	N/A	N/A	\$654	\$1,925
Combined Reservation Revenue	\$34	\$3,892	\$3,948	\$5,830
Total Combined Revenue	\$20,778	\$23,306	\$30,041	\$35,312

Memberships	2018	2019	2020 (approximate)
Annual	1,906	1,882	1,603
Non-Annual	55	54	0
Total Memberships	1,961	1,936	1,603
Kid Fit Memberships	56	53	41

Members	2018	2019	2020 (approximate)
Annual	3,213	3,075	2,568
Non-Annual	55	54	0
Total Memberships	3,268	3,129	2,568
Kid Fit Memberships	97	93	69

News & Events

- Members and Memberships for 2020 are an approximation based on deducting the canceled memberships from our active membership base as March 13th, 2020. As of August 31st, there were 230 memberships/356 members canceled from 30 previous requests and 200 new requests, 36 of which were made in August. All cancellations and transfers were made effective March 13th and will continue to be until membership services resume. Most of our cancellations in August have come from Individuals and Seniors. The primary reason for cancellation was patrons citing they do not feel ready to come back into the facility until there is a vaccine and wanting to terminate their membership, despite membership services and billing suspended.
- On August 10th, we began offering a 30-day fitness pass in for the fitness floor, allowing patrons to have 30 days of fitness floor reservations at no additional cost. As of August 31st, we sold 13 30-Day Fitness Floor Passes (5 to suspended members and 8 to resident non-members) and expect more sales as patrons finish using their previously made reservations.
- Considering current increased visits to the fitness floor and feedback provided by many of our members who were previously frequent attendees, we predict an increase in 30-Day Fitness Floor Pass Sales to 21 sales in September and 30 sales in October, so we plan to slightly increase fitness floor hours and reopen the facility on Sundays. Based on the current users we can expect to purchase this pass, we predict that most of the revenue will come from the member fee.
- On August 17th, we began offering a 30-day aquatic pass, allowing patrons to have 30 days of aquatic lap lane reservations at no additional cost while memberships remain suspended. As of August 31st, we sold 9 30-Day Aqua Lap Lane Passes (5 to suspended members, 2 to resident non-members, and 2 to non-resident non-members), most of which were purchased by our past frequent pool users when the pool opened for lane reservations.
- As pool lap lane times continue to be more limited throughout September with an age requirement of 18+, we expect a slight increase in our 30-Day Aqua Lap Lane Pass sales to 13 sales in September based on who we frequently see utilizing our pool frequently in addition to the current pass holders. We plan to add a significant amount of lap lane times in October since the beach will be closed for the year, so we are expecting a greater increase of 20 sales in October. We expect to continue to have a mixture of members and non-member residents as our majority pass holders.
- Throughout August, we offered a 4 ½ hour morning reservation time Mondays-Saturdays and 3-hour evening reservation time Mondays-Thursdays to our fitness floor with masks mandatory for \$5 for members, \$7 for non-member residents, and \$10 non-member non-residents. We had an average of 34 visits per day Mondays-Thursdays and an average of 19 visits per day Fridays-Saturdays throughout August. We had 139 participants in total for 756 reservations, averaging 6 reservations per participant for August. 134 visits were from 30-Day Fitness Floor Pass Holders, averaging 10 visits/month and accounting for 10% of our participants. 72% of our revenue came from the \$5 member fee, 17% of our revenue came from the \$7 resident non-member fee, and 1% from the \$10 non-member non-resident fee.
- We are starting to see more community members show an active interest in using the facility, but only expect a slight rise in participation to an average of 36 visits per day Mondays-Thursdays and an average of 21 visits per day Fridays-Saturdays for September due to many families adjusting to the new school and work circumstances. In October, we plan to slightly increase our fitness floor reservation time period lengths and reopen for a short day on Sunday. These additional reservation opportunities in conjunction with colder weather approaching, we can predict an increase of 40 reservations/day Mondays-Thursdays and 25 reservations/day Fridays-Sundays. We expect to continue having most of our revenue come from the member fee of \$5/visit.
- Our indoor pool opened for lap swimming reservations on August 17th. We had a total of 168 lanes available with 6 lanes available for 2 90-minute morning time blocks Mondays-Saturdays and 3 lanes available for 1 evening 90-minute time block Mondays-Thursdays. There were 163 reservations from 49 unique users, averaging 3 visits per user for the portion of the month available. 48 of these visits were from 6 of our 9 30-Day Aqua Lap Lane Pass holders, which made up 12% of our participants. 41% of our lap lane revenue came

from the \$5 member fee, 39% of our revenue came from the \$7 non-member resident fee, and 8% of our revenue came from the \$10 non-member non-resident fee.

- As we confirm times when evening lap lanes are not being utilized for private swim lessons, we will be adding some additional lanes for the evening times when available. Due to this additional lane availability with growing interest from community members, we can expect a slight rise in our lap swimming reservations in September for a total of 385 lane reservations for the month. In October, we plan to adjust our lane reservations to shorter time blocks with shorter cleaning/ transition times to allow more lanes to be available with 6 lanes available for 4 60-minute morning time blocks, Mondays-Thursdays, 3 lanes available for 4 60-minute morning time blocks Fridays - Sundays, and 3 lanes available for 2 evening time blocks Mondays-Thursdays for a total of 678 lane reservations.
- Throughout August, we continued to modify our group exercise schedule and were able to offer a total of 18 formats as more group exercise staff were added to the schedule. Classes that did not reach the minimum of 7 participants were canceled the night prior and few refunds were issued to participants who did not want to transfer. 10 classes were canceled due to low attendance, with most participants choosing to transfer or receive an account credit for a different class. A total of 145 classes ran for a total of 1501 registrations, averaging 10.3 participants per class. We had a total of 321 participants, averaging 5 registrations per participant for August. 43% of our revenue came from the \$5 member fee, 38% came from the \$7 resident non-member fee, and 19% of our revenue came from the \$10 non-member non-resident fee.
- We plan to keep our schedule consistent at approximately 39 classes offered per week, excluding Labor Day, which will only have a couple of classes running, with a slight rise in participation to an average of 10.5 participants per class as many of our class participants will be affected by the start of the school year. In October, we plan to increase our offerings to approximately 42 classes/week. With the changes in weather and people being settled in their routines, we expect an average of 11 participants/class. We expect most of our revenue to come from members and residents.
- Free virtual classes were offered throughout April and May. New content creation and publication ceased when outdoor in-person classes were offered in June, but the videos remain on our social media for virtual viewing/engagement. 2 new virtual classes were posted over the holiday weekend for the Fourth of July. We will be offering a new Labor Day virtual class and have brought on new instructors with new participants. Additionally, we have recently began an Instagram page. We expect online views and engagement to continue decreasing as in-person participation increases. We predict a 25% decrease in September and a 50% decrease in October as in-person participation will likely increase more.
- Our personal training participation remained consistent from July to August, with only a slight increase due to additional space being utilized by trainers on the fitness floor and outdoors. We had more of an increase in sales as our training clients reinstated their consistent training routines and finished using packages left from January promotions.
- As more training clients continue to return for indoor, outdoor, and virtual training, we predict a 5% increase in personal training usage and sales in September, taking into account Labor Day Weekend and people's schedules changing for the school year. We expect a 10% increase in usage and sales in October as people have settled into more of a routine and as the weather gets colder.
- Private Swim Lessons resumed a few days after the pool reopened on August 17th with 1-2 lanes available in the weekday evenings and on the weekend mornings. There are currently 2 swim instructors working with clients. We began to have a few Private Swim Lesson sales at the end of the month as returning students finished using their previously purchased packages.
- Due to the limited availability of our private swim lesson instructors and students who all utilized private swim lessons consistently prior to our closure, we expect September to be at a slight decrease compared to September 2019 (49 visits and 26 sales in 2019 vs 45 visits and 25 sales expected for 2020), which is congruent with the attendance patterns we are seeing in our private swim utilization and sales. We predict that as hours expand and we reopen the facility on Sundays more students will show an interest in private lessons, however this will still be a decrease from 2019 (65 visits and 48 sales in 2019 vs 58 visits and 38 sales expected for 2020).

HELLER NATURE CENTER

RECREATION	JUNE	JULY	AUG	SEP (Fall 1)
Free Virtual Classes Conducted	0	0	0	0
Paid Virtual Classes Conducted	1	0	0	0
Total Virtual Classes Conducted	1	0	0	0
Free In-Person Program Participation	0	0	0	25 people / 1 program
Paid In-Person Program Participation	36 people / 4 programs	6 people / 2 programs	31 people / 3 programs	63 people / 6 programs
Total Participation	36	6	22	76
Virtual Programming Revenue	\$288	0	0	0
In-Person Programming Revenue	\$1,580	\$48	\$230	\$2,409
Total Revenue	\$1,868	\$48	\$230	\$1,758

*Includes After School and ParkSchool

ROSEWOOD INTERPRETIVE CENTER PROGRAMS

RECREATION	JUNE	JULY	AUG	SEP (projected)
In-Person Program Participation	0	34 people / 4 programs	20 people / 2 programs	45 people / 4 programs
In-Person Programming Revenue	0	\$1,825	\$1,700	\$1,144

HELLER NATURE CENTER & ROSEWOOD INTERPRETIVE CENTER RENTALS

RENTALS	2018	2019	2020
Heller Nature Center Rentals	48	24	11
Heller Nature Center Birthday Party Package	19	14	3
Rosewood Interpretive Center Rentals	76	73	3

*As of March 2020

News & Events

- Heller Harvested 975 pounds of Honey.
- The opening of Constance's Trail Walk was Sept 12th. Constance's Story Trail was made possible through a generous grant to the Parks Foundation by former Highland Park resident Marc Mar-Yohana and in collaboration with Heller Nature Center and the Highland Park Public Library. This is Mar-Yohana's touching tribute to his late daughter and to celebrate her love of nature and reading. Constance and her father had shared many joyous hours wandering among books posted on Heller's scenic trails before the display was severely damaged and removed last spring.

SUNSET VALLEY GOLF CLUB

GOLF	2019 Actual	2020 Budget	2020 Actual
Total Golf Shop Sales	751	500	1,100
Golf Balls	597	350	835
Accessories	154	150	265
Golf Cart Rentals	3,689	3,200	4,569
Total Golf Greens Fees	6,358	5,583	8,388
Resident	2,633		4,032
Nonresident	3,123		3,586
Outing/Tournaments	130		141
Other	472		629
Misc. Sales	0	0	0
Sapphire Club	0	0	0
Permanent Tee Time	0	0	0

News & Events

- Zero days closed due to weather.
- 8388 rounds in August.
- Highland Park High School golf season starts:
 - Tryouts August 10th – 12th
 - 256 golf rounds
- Club Championship August 15th – 16th:
 - Shawn Gordon was the champion.
 - Bob Lyman was the net champion.
- CDGA Scramble Qualifier is August 20th.
- Korn Ferry Tour Qualifier is September 7th.
- NSSRA Outing is September 11th.

HIGHLAND PARK LEARNING CENTER

Driving Range Monthly Sales Report (buckets sold)

GOLF	2019 ACTUAL	2020 BUDGET	2020 ACTUAL
January	0	500	501
February	0	584	588
March	0	584	179
April	625	681	0
May	1,168	2,556	174
June	1,678	3,727	2,547
July	1,914	4,581	3,133
August	1,795	3,917	3,643
September	1,104	1,993	
October	644	736	
November	93	125	
December	267	208	
Totals	9,288	20,192	10,765

Mini Golf Monthly Sales Report (rounds sold)

GOLF	2019 ACTUAL	2020 BUDGET	2020 ACTUAL
March	N/A	N/A	-
April	167	167	0
May	401	717	59
June	913	1,400	1,004
July	1,266	1,800	1,467
August	1,448	1,833	1,940
September	576	1,667	
October	316	416	
Totals	5,087	8,000	4,470

News & Events

- Facility was open every day in August. No rain days
- Great weather continued to bring record number of people to the range.
- Park District programs have continued to be very popular as most have filled to maximum amounts.

Park Avenue Boating Facility

BOATING	2018	2019	2020
Season Launch Only Pass			
Power Boat	11	12	15
Personal Watercraft (PWC)	15	12	23
Sailboat	0	0	1
Boat Storage w/ Launch Privileges			
Power Boat / PWC	29 / 4	34 / 3	25 / 4
Non-Motorized / Stand Up Paddleboard (SUP)	53 / 7	56 / 14	44 / 14
Seasonal Parking Decals	180	138	139

News & Events

- Launch only passes are very popular this year.
- Spaces are still available for motorized and non-motorized storage.

ROSEWOOD BEACH / AQUATIC PROGRAMS

AQUATICS	JUNE	JULY	AUGUST	SEP (Fall 1)
NON-RESIDENT				
Daily Fee Beach Access	\$4,150	\$30,875	\$1,600	\$360
Daily Parking Fee	\$17,025	\$13,375	\$10,840	\$2,930
Season Passes	N/A	447	N/A	N/A
Total Revenue	\$21,175	\$26,995	\$12,440	\$3,290

News & Events

- Post Season has been extended until September 27th. Labor Day weekend showed low numbers due to inclement weather and a beach hazard statement on both Sunday and Monday.
- Advanced Security continues to monitor the Lakefront through September 27th. Security has given a total of 178 parking violations since August 8th. As of September 18th, 41 violations have been paid. This has brought in an additional \$3,075 in revenue.

WEST RIDGE CENTER

RECREATION	JUNE	JULY	AUG	SEP (Fall 1)
Virtual Classes Conducted	5 (8-week curriculum)	5 (began in June)	5	0
In-Person Program Participation	0	12	43	156
Total Participation	5	17	48	156
Virtual Programming Revenue	\$2,213	Revenue recognized in June	Revenue recognized in June	no registration of offered virtual programs
In-Person Programming Revenue	\$0	\$7,934	\$20,279 <i>Includes ParkSchool which began 8/31</i>	\$71,034 <i>Includes remaining Fall revenue for ParkSchool</i>
Total Revenue	\$2,213	\$7,934	\$20,279	\$71,034

ATHLETIC PROGRAMS

ATHLETICS	JUNE	JULY	AUG	SEP (Fall 1)
Virtual Classes Conducted	1	1	No longer offering	No longer offering
Virtual Programming Revenue	\$274	\$100	No longer offering	No longer offering
In-Person Participation				
Youth Classes	23	31	30	0
Youth Camps	120	129	182	8
Youth Leagues	0	219	306	26
Adult Leagues	0	0	0	0
In-Person Revenue				
Youth Programming	\$25,466	\$66,314	\$103,179	\$2,757
Adult Programming	0	0	0	0
Total Revenue	\$25,740	\$66,414	\$103,179	\$2,757

News & Events:

- House Fall Baseball: Parent Tot Tee Ball, Sluggers, Double A, Triple A, Majors, Pony
- Fall Travel Baseball
- Camps: JV Mini Camps, GPS Mini Camps, Baseball Camps
- Flag Football Bubbles

SPECIAL EVENTS

MONTH	PARTICIPATION	REVENUE
JULY		
Drive-In Movie (Angels in the Outfield)	23 cars	\$440
AUGUST		
Drive-In Movie (Honey I Shrunk the kids)	44 cars	\$840
Drive-In Movie (Ferris Bueller's Day off)	43 cars	\$820
SEPTEMBER		
Sunset Screening (Caddyshack)	0	0
OCTOBER		
Drive-In Movie (Hocus Pocus Night 1)	43 cars	\$1,035
Drive-In Movie (Hocus Pocus Night 2)	40 cars	\$825
Highland Park Hauntings	288 cars	\$8,725
Reverse Trick-or-Treat	20 houses	\$1,200
Total Participation (Groups)	481	
Total Revenue		\$13,885

**** Group size: 2-6 people**

GRANT-IN-AID

	2019	2020
Total YTD Subsidy	\$60,431	\$21,161
Households		
100% Subsidy YTD	52	43
50% Subsidy YTD	12	4
Total YTD	64	47

News & Events:

- Overall scholarship use has decreased due to COVID-related program cancellations.
- There have been 40 registrations for summer programs using scholarship funds, including 3 Camp Hometown enrollments and 33 mini-camp enrollments.

PARKS & NATURAL AREAS

News & Events

- Staff completed detailed landscaping and general park clean up at West Ridge, Cloverdale, Sherwood, and Old Elm Parks.
- Staff removed dead trees at Magnolia Park and planted donation trees at Millard, Old Elm and Sleepy Hollow Parks.
- Staff working with arborist to evaluate and develop plan for trees to be treated for armillaria fungus and two chestnut borers at Sunset Woods Park.
- Staff and Contractors continuing restoration work at Rosewood Park, Skokie River Woods, Fink and Conniff Park rain gardens, and Heller Nature Center.
- Contractor treated a pond at The Preserve near Legacy Club and at Cunniff Park to promote water quality. Staff is developing a draft plan for pond maintenance in 2021.
- Staff held The Preserve pre-bid construction meeting. The final permit was received from Lake County SMC.
- Staff collecting seeds of native plants at The Preserve for Project Wingspan, a regional collaboration to promote habitat for pollinating insects.

PLANNING

News & Events

- The Centennial Ice Arena Compressor Replacement Project has been completed.
- The Deer Creek Racquet Club Roofing Project has been completed. The Recreation Center of Highland Park Roof Repairs Project is now underway.
- The Sunset Woods Park Playground Renovation and Master Plan Project continues to progress. Community outreach is currently being conducted. Hitchcock Design Group will use this feedback, along with staff and Board liaison feedback, to develop concept plans. These plans will be presented to the Park Board in late October.
- Staff are further investigating the repair options provided by SmithGroup for the portion of boardwalk at Rosewood Beach that has settled and is now tilted.
- Staff continue to work with SmithGroup in the develop a Beach Management Plan which will provide management recommendations and strategies for the Park District's four lakefront locations. Funding for this plan was provided, in part, by a grant from the Illinois Department of Natural Resources Costal Management Program.
- The District is currently requesting bids for the ADA Path Improvement Project. This project will create accessible porous pave paths at Cloverdale Park and Devonshire Park.
- An Invitation for Bid is currently being developed for the Golf Learning Center ADA Restroom Improvements Project.

COMMUNICATIONS AND MARKETING

Social Media			
			
4,054	855	1,470	63
Likes	Followers	Followers	Views

Email			
48,679	114,943	25,678	1,683
Total Audience	Emails Delivered	Emails Opened	Clicks to pdhp.org

pdhp.org		
19,425	28,656	56,082
Visitors	Visits	Pageviews

Digital Brochures	
Fall	
2,357	492
Views	Clicks to Register

Updates

- Traffic to our website continues to increase as the year progresses. Traffic jumped from a 22% last month to a 32% increase this month. Most visited pages include our beaches, homepage news posts, COVID-19 updates, Golf Learning Center, and programs.
- In the past 30 days, 17 emails were sent our residents and customers to keep them informed of new PDHP information, news, and opportunities. The marketing team is incorporating informational emails focusing on the Park District's story and response to COVID-19 including the success of our summer camps, and safety equipment and cleaning procedures at the RCHP. These emails also included customer testimonials.
- Two commercials were produced to promote our successful outdoor fitness classes. The first commercial was posted on social media, the website and in ParkLine last week and has received 553 views. View the commercial: <https://www.facebook.com/119265654280/videos/624522781536577> The second commercial will be released in the next week.
- Followers to our social media sites continue to stay strong as residents connect to their friends, family, and the community. This month, our social media messages reached 7,046 people.
- Based on the marketplace's excitement for the upcoming Halloween celebrations, our marketing team started promotion of our Halloween events earlier this year. The campaign includes promotion via special email blast, website homepage, and social media.

Graphics



Page	Pageviews	
	56,082	% of Total: 100.00% (56,082)
1. /	10,893	(19.42%)
2. /rosewood-beach-2/	7,871	(14.03%)
3. /golf-learning-center/	2,016	(3.59%)
4. /beaches/	1,976	(3.52%)
5. /recreation-center-highland-park-fitness-center-health-club-aquatics/	1,926	(3.43%)
6. /2020/07/covid-19-community-health-preparedness/	1,845	(3.29%)
7. /programs/	1,780	(3.17%)
8. /2020/08/beach-access-and-guidelines/	1,396	(2.49%)
9. /heller-nature-center/	1,232	(2.20%)
10. /deer-creek-racquet-club/	1,114	(1.99%)
11. /millard-park-beach/	1,030	(1.84%)
12. /moraine-park-beach/	875	(1.56%)
13. /hidden-creek-aquatic-park-outdoor-pool/	862	(1.54%)
14. /rainout-line-weather-cancellation-status-sign-up/	754	(1.34%)
15. /program-guides/	704	(1.26%)
16. /centennial-ice-arena/	695	(1.24%)
17. /bids-rfps/	635	(1.13%)
18. /rainout-line-weather-cancellation-status-sign-up/?mc_cid=6ec57f3c3f&mc_eid=[UNIQID]	529	(0.94%)
19. /boating/	506	(0.90%)
20. /youth-sports/youth-baseball/	493	(0.88%)
21. /recreation-center-highland-park-fitness-center-health-club-aquatics/group-fitness/	492	(0.88%)
22. /events/	479	(0.85%)
23. /find-listing/	475	(0.85%)
24. /parks/	442	(0.79%)
25. /pdhp-internal-staff-documents/	383	(0.68%)
26. /parties-rentals/	354	(0.63%)
27. /parks/dog-exercise-areas/	333	(0.59%)