

# **NOTICE OF REGULAR MEETING**

**Tuesday, April 27, 2021**

**6:00 p.m.**

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

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## **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, April 27 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 can attend the virtual meeting so they may have the opportunity to speak during the public comment period.

If you wish to speak during the virtual meeting you will need to register at the link below.

[https://us02web.zoom.us/webinar/register/WN\\_OAEqoxdVTY-FyXE3qS-tKg](https://us02web.zoom.us/webinar/register/WN_OAEqoxdVTY-FyXE3qS-tKg)

Registrants will receive an email with meeting access information from [it@pdhp.org](mailto:it@pdhp.org).

Anyone wishing to speak during the public comment period of the virtual meeting will need to use the "Raise Hand" function in Zoom to indicate that they would like to speak. The Board President or Board Secretary will call on registrants who have activated the "Raise Hand" feature in alphabetical order.

### **V. CONSENT AGENDA**

- A. Approval of the Minutes from the March 9, 2021 Workshop Meeting**
- B. Approval of the Minutes from the March 30, 2021 Regular Board Meeting**
- C. Approval of the Park Avenue Gate Non-Exclusive Special License Agreement with the City of Highland Park**
- D. Bills and Payroll in the amount of \$1,081,552.37**

### **VI. FINANCIAL FORECASTS TREASURER'S REPORT**

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**VII. UNFINISHED BUSINESS**

**A. Hidden Creek AquaPark Update**

**VIII. NEW BUSINESS**

**A. Approval of Resolution 2021-03 A Declaration Honoring Lori Flores Weisskopf**

**B. Parks Foundation Update**

**C. Director's Report**

**a. Summer Special Events Update**

**D. Board Comments**

**IX. OPEN TO PUBLIC TO ADDRESS THE BOARD**

**X. CLOSED SESSION PURSUANT TO THE FOLLOWING SECTIONS OF THE OPEN**

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

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

**XII. ADJOURNMENT**

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
MARCH 9, 2021**

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 6:01 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; Manager Johnson, Manager Schwartz; Coordinator Hejnowski

**ADDITIONS TO THE AGENDA**

A motion was made by Commissioner Grossberg and seconded by Vice President Kaplan to add the Ravinia Fire Station and Brown Park to the agenda.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

Executive Director Romes reported that the City of Highland Park recently approved design and engineering documents for the renovation of the Ravinia Fire Station and has requested to lease Brown Park during construction to provide a temporary space for emergency responders and their vehicles beginning November of this year through late Spring of 2023. The City will place the temporary structures, provide utilities, insurance, and maintenance during the lease agreement. Afterward, the City will restore Brown Park to its original state. He shared an aerial image of Brown Park, the adjacent Fire Station, the temporary living quarters, and the vehicle bay. Executive Director Romes reported that staff are seeking consensus from the Park Board of Commissioners for the use of Brown Park during the Ravinia Fire Station

Renovation. If the Park Board of Commissioners provides consensus, staff seek approval of the lease agreement at an upcoming public meeting.

Commissioner Bernstein would like to know why the City of Highland Park proposed a lease agreement vs. a license agreement and requested that the Park District's legal counsel review the lease agreement before seeking approval from the Park Board of Commissioners.

Commissioner Grossberg, Commissioner Flores-Weisskopf, and Vice President Kaplan support the use of Brown Park during the Ravinia Fire Station Restoration.

President Ruttenberg requested that some of the utilities remain at the site even after the lease expires, such as power, that the lease agreement includes extension rights, and that the City of Highland Park covers the Park District's fees from legal counsel to review the lease agreement.

Commissioner Flores Weisskopf and Vice President Kaplan requested that the City of Highland Park split the costs of the legal fees with the Park District.

Commissioner Bernstein requested that a City Engineer from Public Works review and sign off on the lease agreement.

The Park Board of Commissioners support the use of Brown Park during the Ravinia Fire Station Renovation and asked staff to present the lease agreement at an upcoming public meeting.

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA** – None

**CONSENT AGENDA**

A motion was made by Commissioner Bernstein and seconded by Vice President Kaplan to approve the 2021 Rosewood Park Drainage-Grading Improvements Project and the Sunset Valley Golf Club Bridge Replacement and Removal Project.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

### **BEACH MANAGEMENT PLAN UPDATE**

Manager Schwartz reported that the Beach Management Plan was based on a grant awarded from the Illinois Coastal Management program to develop a plan to identify practical management strategies for lakefront properties so that they are more resilient to climate change. As a result, SmithGroup has developed custom strategies tailored to each site. After tonight's presentation, a video will be posted on the Park District website so that the community will have the opportunity to provide feedback. Additionally, the grant intends to develop a plan that guides responses to event-related maintenance and strategies to guide stewardship for those lakefront properties. She reminded the Park Board of Commissioners that this plan does not cover amenities nor activities, it is primarily a maintenance and operations document.

Executive Director Romes reported that the plan addresses bluffs and natural aspects to improve the environmental health of the lakefront properties.

#### ***Purpose***

Mr. Blue of SmithGroup reported that the purpose of the Beach Management Plan is to preserve and protect long term access and use of the Park District's beaches, establish guidance for responses to significant storm events, identify routine management strategies for sand, shorelines, beaches, and ecological habitats at the beaches, and outline expected agency approvals and permitting for beach management.

#### ***Identified Issues***

He identified that the shoreline along all four lakefront properties has diminished and the toe of the bluffs at Moraine Park, Millard Park, and Park Avenue Beach has eroded which will cause the bluff face to subside and eventually collapse.

##### ***A. Moraine Park***

The trail leading to the beach washed out so the damages will need to be repaired before the beach can re-open and available for dogs and passive recreation. Additionally, the shoreline has diminished and narrowed which led to waves eroding the toe of the bluff. If the bluff were to fail and collapse, there are no structures located atop of the ravine that would be at risk.

##### ***B. Park Avenue Boating Facility***

The north and south beaches are used for passive recreation and the launching of watercrafts. As for the current conditions, the north beach shoreline is much wider since the projection from the water treatment plant is helping to prevent sand loss, however, this beach is experiencing ravine outfall after significant storm events. Whereas the south beach relies on protection from the barge. If the barge were removed, the south beach would disappear and the bluffs near the south parking lot will continue to erode from significant storm impacts and an abundance of vegetation along the bluff face.

***C. Millard Park***

The north and south beaches are used for passive recreation; however, the north beach has disappeared leaving the toe of the bluff exposed and susceptible to wave impacts. As a result, a portion of the bluff along the north beach failed and scared last summer. Mr. Blue reported that the failure was likely a result of subsurface lateral runoff from the top of the bluff and erosion and undermining of the toe.

***D. Rosewood Beach***

Mr. Blue reminded the Park Board of Commissioners that Rosewood Beach was renovated in 2014 and 2015, which included the placing of stone revetments 200ft into the lake, which has protected the shorelines from significant sand loss and bluff erosion. Erosion at the site is a result of the ravine outfall near the Interpretive Cove which caused undermining of the boardwalk. Most erosion in the int cove. He reported that this is a direct result of the high lake water levels, significant storm events, and climate change.

He reported that climate change and human development have forever changed the beaches along Lake Michigan, causing all the Park District's beaches to require some engineered solutions to maintain the existing conditions. All of the beaches are dependent upon groins or stone revetment structures placed into the lake water to maintain the shorelines and prevent sand loss. As the lake levels recede the submerged shorelines will emerge and some of the sand loss will decrease. However, the bluffs that have been impacted cannot be healed in the same fashion as shorelines and beaches, so it is recommended that the Park District work with SmithGroup to identify protection strategies to salvage the bluffs, especially the ones where structures are located atop the bluffs.

***Recommendations***

***A. Moraine Park***

This beach is expected to stay in a natural condition, so SmithGroup does not have significant recommendations relative to how the beach should be maintained or protected. When the trail is repaired and access to the beach reopens, SmithGroup recommends the Park District creates a schedule to regularly monitor the bluffs and visit the site after significant storm events. If in the future there is evidence of significant erosion at the toe of the bluff, SmithGroup recommends closing the beach and preventing access to the site until the bluff has been surveyed.

***B. Park Avenue Boating Facility***

The first step is to repair some of the existing buried revetment that was impacted by significant waves and deep run-up which pulled some of the revetment away from the north beach parking lot. There is also an opportunity for planting and establishing desirable native habitats as the lake water levels continue to recede. Overall, SmithGroup recommends that the Park District periodically reviews and evaluates the water quality near the large ravine outfall structure which is located north of the water plant. Additionally, SmithGroup recommends that the Park District repairs or replace

the barge in order to maintain the south beach and repair the south parking lot which has been significantly impacted by wave scour.

***C. Millard Park***

This site has the largest subsidence of the bluff face, so SmithGroup recommends the Park District receives a geotechnical review of the bluff which will identify areas of bluff instability. SmithGroup also recommends the Park District relocate structures and park furnishings away from the head of the bluff, so if there is additional subsidence that those structures will not be threatened or pose a safety risk. If structures and park furnishings cannot be relocated, SmithGroup recommends fencing off areas to prohibit access and use should these areas become dangerous. Additionally, since the beach is dependent upon the groins to survive, SmithGroup recommends that the Park District conduct annual inspections of the current groins. Lastly, SmithGroup recommends placing coarse sand over the sanitary sewer line which runs through the groins for protection.

***D. Rosewood Beach***

SmithGroup recommends that the Park District restore undermined areas along the boardwalk and provide armored protection to prevent undermining from occurring in the future along with developing a beach renourishment program and implementing ecological improvements to restore habitats.

Mr. Blue reported that regulatory permitting is expected for the recommended improvements in the lake, adjacent to, or within creeks, streams, and shoreline. The US Army Corps of Engineers will require permitting for changes or improvements made to existing or new structures. Likewise, the Illinois Department of Natural Resources (IDNR) will require permitting for changes or improvements made to existing or new structures, as well as sand nourishments. He reported there are a couple types of funding sources that could be leveraged to exercise and complete some of the recommendations, including state and federal grants, private funding sources, the District could explore user fees, or develop partnerships with other units of government.

***Next Steps***

First, SmithGroup recommends that the Park District begins to implement this Beach Management Plan by establishing a bluff monitoring program that will routinely examine the bluff face and toe at Moraine Park, Park Avenue Boating Facility, and Millard Park. Additionally, the bluff should be inspected after significant storm events, and a geotechnical analysis of the bluffs at Millard Park be conducted. SmithGroup recommends that the Park District works with the City Forestry Department to establish a bluff vegetation management plan to manage the vegetation along the bluff faces.

Second, SmithGroup recommends that the Park District identifies protection strategies for existing infrastructures at Park Avenue Boating Facility and Rosewood Beach to prevent further erosion and undermining along with developing a plan for water quality monitoring at the beaches.

Lastly, SmithGroup recommends the Park District conducts annual groin repair or replacement studies at Moraine Park, Park Avenue Boating Facility, and Millard Park along with establishing a budget and plan for beach nourishments at Rosewood Beach.

Commissioner Bernstein is confident that staff can take recommendations from SmithGroup to develop plans and address the issues along all four lakefront properties, however, he would like to know if the neighbors atop the bluff at Millard Park are at risk from the bluff subsidence.

Ms. Boshek reported that the bluffs at Millard Park are going to fail to stabilize since the toe of the bluff along the north beach has fully eroded. As a result, SmithGroup recommends the Park District conduct a geotechnical analysis of the bluffs since neither she nor Mr. Blue can estimate how severe the failure will be. She reported if the failure is severe along the north end, it could extend and impact the private residents. A geo-technical analysis will determine how severe the failure will be which will allow the Park District to develop a repair plan.

Commissioner Bernstein requested that the Park District conduct a geotechnical analysis as recommended by SmithGroup so the Park District can determine liability. Additionally, he requested that staff contact PDRMA, and the Park District's legal counsel based on the results from the geotechnical analysis.

President Ruttenberg requested that staff contact the neighbors who could potentially be impacted by a severe bluff failure.

Commissioner Bernstein agreed with President Ruttenberg suggesting it is a team effort to examine the bluff, and potentially repair based on the results from the geotechnical analysis.

Ms. Boshek reported that bluffs can remain unstable for several years.

Commissioner Bernstein would like to know how much the geotechnical analysis will cost and if the Park District has funds available.

Ms. Boshek reported the analysis could cost up to \$25,000.

Executive Director Romes reported that the Park District did not budget for such assessments and repairs.

Commissioner Bernstein and President Ruttenberg requested staff to follow up with the Water Reclamation regarding the additional sand being placed along the sanitary lines.

Commissioner Bernstein requested that staff schedule a follow-up meeting to discuss how the Park District plans to implement the recommendations from SmithGroup.

Commissioner Grossberg asked Ms. Boshek and Mr. Blue to rate the bluffs along Moraine and Millard Parks relative to stability.



Ms. Boshek reported that the Park District of Highland Park like many other lakefront communities has experienced bluff erosion and undermining, however, this is a natural process of the ecosystem as it helps to provide sand along the beaches. Regarding Moraine Park, since there are no structures or furnishings atop the bluff subsidence will not pose any risk, so SmithGroup recommends that staff develop a schedule to regularly evaluate the area. Whereas Millard Park is a priority since the bluff is going to fail and depending on the severity it could impact private residents along the north end and Park District structures. A geo-technical analysis will determine how severe the failure will be which will allow the Park District to develop a repair plan around public safety and continual programming use.

Commissioner Grossberg thanked Ms. Boshek and Mr. Blue nothing that tonight's presentation is one of the most valued discussions regarding lakefront properties.

Vice President Kaplan reported that he supports implementing the recommendations provided by SmithGroup, regardless of costs.

President Ruttenberg thanked Ms. Boshek and Mr. Blue for highlighting the District's lakefront issues, and for providing recommendations to address those issues.

#### **PARK AVENUE BOATING FACILITY ACCESS GATE**

Director Smith reported that in an effort to control access at the Park Avenue Boating Facility boat launch area, and to reduce the need for an on-site attendant, installation of an access gate is planned for May 2021. This gate will limit vehicular access to the boat launch area to season pass holders while allowing access to the north parking lot for all vehicles. This system will also allow boat launch access with a daily pass, in addition to accommodating City, Park District, and other emergency vehicles through an access control system. The gate is anticipated to be installed and operational before Memorial Day and staff have been working with the City of Highland Park on logistics, as well as the development of a license agreement since it will be installed on City property.

Director Smith shared images of the proposed gate style and location, which is on Park Avenue Road near the north parking lot entrance and intersection of Egandale Road. A card reader, security camera, and signage will be installed along Park Avenue Road before entering adjacent to the north parking lot to minimize vehicle back up, and it provides the opportunity for a vehicle to enter the north parking lot or exist the site up the Egandale Road Staff conducted extensive research for the proposed location of the gate along with a turning analysis to determine how much space is needed for large vehicles and trailers to pass through the gate, however, if the Park Board of Commissioners does not support the proposed location, and alternative location is available and shared an image of the alternate location. Regardless of the location, the gate will be installed and operating before Memorial Day weekend.

As for operations, Director Smith reported that the schedule mimics the boat launch season, May 1 through October 15. The Park District will provide City Officials, Fire, EMS, Police, and water plant employees with access fobs, to not disrupt any operations, however, if any issues arise the system permits remote and

manual overrides, so Park District staff will be able to open the gate at any time. Currently, the Park District is selling annual passes, however, daily passes will be available at the Recreation Center of Highland Park. After the first year, staff has the option to install a pay station, like the one at Rosewood Beach. Overall, the installation of the access gate will not impact usage of the north parking lot or pedestrian access to the south beach.

As for financial impacts, Director Smith reported that staff received a proposal of \$24,999 for the gate system, plus a \$30,000 estimate for power and low voltage required to operate the system, another \$6,850 for the access control system, and \$1,000 to install a security camera. The total project is estimated at \$62,849, and the Park District budgeted \$75,000. When presented to the Finance Committee, staff received consensus from the liaisons to move forward with the project, so staff are seeking consensus from the rest of the Park Board of Commissioners.

Commissioner Bernstein would like to know if staff will still be on-site after the gate is installed and if the gate will prevent bikes from accessing the south beach. staff still need to present.

Director Smith reported that staff will still be on-site, however, the number of staff will be reduced, since staff will no longer need to check passes. As for bikes, they can utilize the sidewalk, however, staff are exploring other options.

Commissioner Bernstein would like to know if fisherman will be required to purchase a pass to utilize the south parking lot.

Director Smith reported that anyone wishing to utilize the south parking lot will need to purchase an annual or daily pass.

Commissioner Bernstein would like to know if yacht club rentals will need to purchase a daily pass.

Director Carr reported that yacht club rentals will be given daily passes which they can utilize during the duration of their rental.

Commissioner Grossberg reported there have been several questions posed over social media, so he would like to know why a gate is needed and if the Park District worked jointly with the boating community for the purchase of the proposed gate.

Director Smith reported that the boating community proposed an access gate, and the Park District supported this recommendation as it will help reduce staffing costs.

Executive Director Romes reported that the purchasing of the proposed gate was a collaborative effort with members of the North Shore Yacht Club and City Officials.

Commissioner Grossberg would like to know what roles the City of Highland Park has related to the access gate.

Executive Director Romes reported that the City does not have a role, as they no longer provide a police officer to monitor the site, however, the Park District worked collaboratively with City Officials regarding the proposed access gate as it impacts some of their employees.

Commissioner Grossberg would like to know what role the water treatment plant has related to the access gate.

Director Smith reported that the water treatment plant has no role.

Commissioner Grossberg would like to know if the access gate will change the general nature of the site and impact people using the site.

Director Carr reported that access to the north beach and passive recreation does not change. Before 2020, patrons were required to show proof of their pass to utilize the south parking lot Fridays, Saturdays, and Sundays. After the challenges faced last summer, Park District staff and members of the north shore yacht club who are on the Park Avenue Working Group Committee, feel there is a need for access control. Park District staff and the Park Avenue Working Group can evaluate weekday usage and implement changes.

Vice President Kaplan would like to know if the access gate prohibits pedestrian access to access the south beach.

Director Smith reported the access gate does not prohibit pedestrian access to the south beach.

Vice President Kaplan would like to know if staff received feedback from other communities using this system or something similar.

Director Carr reported that Waukegan, Evanston, Winthrop harbors have similar systems, however, he has yet to receive feedback. However, Wilmette provided feedback, and they recommended installing a security camera as the gate has been hit by vehicles passing through.

The Park Board of Commissioners provided consensus permitting staff to proceed with the Park Avenue Boating Facility Access Gate Project in the estimated amount of \$61,849.

**APPROVAL OF THE PARK AVENUE GATE NON-EXCLUSIVE SPECIAL LICENSE AGREEMENT WITH THE CITY OF HIGHLAND PARK**

Director Smith reported that staff has been working closely with the City of Highland Park to address access control at the Park Avenue Boating Facility boat launch area, and to reduce the need for an on-site attendant, installation of an access gate is planned for installation in May 2021, so both parties developed a license

agreement since the gate will be installed on City property. The license agreement has been reviewed by the Park District's legal counsel as well as PDRMA, so staff are recommending approval from the Park Board of Commissioners for the Executive Director to enter into the Park Avenue Gate Non-Exclusive Special License Agreement with The City of Highland Park.

A motion was made by Vice President Kaplan and seconded by Commissioner Grossberg to allow the Executive Director to enter into the Park Avenue Gate Non-Exclusive Special License Agreement with The City of Highland Park.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**REVIEW OF VOUCHERS**

President Ruttenberg reviewed the vouchers and had no questions or issues related to the vouchers.

**CLOSED SESSION**

A motion was made by Vice President Kaplan, seconded by Commissioner Bernstein to adjourn into Closed Session for discussion of 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; - for discussions between internal or external auditors and the Board.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 7:47 p.m.

Workshop Meeting Minutes  
March 9, 2021

The meeting reconvened into Open Session at 8:18: p.m.

**ACTION FROM CLOSED SESSION IF ANY**

No action was taken during 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 8:19 p.m.

Respectfully submitted,

Brian Romes, Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF REGULAR MEETING  
MARCH 30, 2021**

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 Grossberg, Commissioner Flores, President Ruttenberg

**Absent:** Commissioner Bernstein, 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; Manager Johnson; Manager Schwartz; Coordinator Hejnowski

Vice President Kaplan joined the meeting at 6:03 p.m.

Commissioner Bernstein joined the meeting at 6:43 p.m.

**ADDITIONS TO THE AGENDA**

None

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA** – None

**CONSENT AGENDA**

A motion was made by Vice President Kaplan and seconded by Commissioner Grossberg to approve the Minutes from the February 9, 2021 Workshop Meeting, Minutes from the February 23, 2021 Regular Board Meeting; The Hidden Creek AquaPark Slide Resurfacing Bid; The 2021 American Youth Soccer Organization (AYSO) Affiliate Group Agreement; The First Student Transportation Services Contract Extension for Summer Camp; The Renewal of the 2020 Routine Grounds Maintenance Services Bid; Renewal of the V3 Seed Installation Monitoring and Management Agreement for the Preserve of Highland Park; Purchasing Two Capital Replacement Vehicles; and Bills and Payroll in the amount of \$1,082,449.80

**Roll Call:**

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

**FINANCIAL FORECASTS AND TREASURERS REPORT**

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

Director Peters presented the District's chart of 2021 operations which examines the General and Recreation Funds comparing the budgeted vs. projected cash on hand at the end of each month. There was a significant change in the Park District's cash flow from the previous month due to an unexpected property tax extension payment which was \$76,000 higher than anticipated. As a result, staff increased the budgeted cash flow figures by \$37,000 for July and November, which increased the Park District's budgeted cash on hand as of December 31, 2021, to \$12.6 million from \$12.2 million.

***Operations (General and Recreation Funds) Budget vs. Actual***

As of February 28, 2021, staff budgeted \$1.11 million in operating revenue. Due to the increased mitigation measures which were in effect until Mid-January the actual revenue was slightly less at \$1.01 million. Likewise, the actual expenses were less than budgeted by \$43,000, resulting in a year-to-date net surplus of \$322,869.52 compared to the budget. When comparing the District's current financial status to a three-year average pre-covid (2017 – 2019), the year-to-date monthly net difference is a \$554,411 shortfall.

***General Fund***

The actual revenue is slightly higher than budgeted, whereas, actual expenses are significantly less than budgeted, resulting in a year-to-date net surplus of \$144,746.40.

***Recreation Fund***

The actual revenue is \$100,000 less than budgeted which is due to programs being canceled or significantly reduced because of the COVID-19 Mitigation Measures which were in effect until mid-January. However, this led to reduced expenses which resulted in an overall year-to-date surplus of \$188,123.12.

***Special Recreation Fund***

Director Peters reported that this fund is trending as expected.

***Debt Service Fund***

Director Peters reported that this fund is trending as expected.

***Capital Fund***

The Park District budgeted \$5.7 million in expenditures. As of February 28, 2021, the District has spent \$13,000, however greater expenses will incur in March from the Sunset Woods Playgrounds Renovation.

***Cumulative Monthly Payroll Actual vs. Budget***

Director Peters reported that as of February 28, 2021, the Park District budgeted a little over \$1 million in expenditures. Due to the mitigation measures which reduced programming and services, the Park District has spent \$982,458.29 which is year-to-date difference of \$92,862.91 less than budgeted.

***Non-Cumulative Monthly Payroll Actual vs. Budget***

For the month of February, the Park District's actual expenses are \$24,619.92 less than budgeted.

***Conclusion***

Director Peters reported that several programs and services were canceled until mid-January due to COVID-19 mitigation measures. Fortunately, that allowed the Park District to significantly reduce expenses, which lead to a \$322,869 surplus in revenue. Additionally, the number of people being vaccinated is increasing, while positivity rates and hospitalizations are decreasing so the Park District has seen a significant increase in Spring and Summer registrations. Furthermore, the Park District is continuing to receive unbudgeted financial support, which includes a \$72,000 insurance rebate check from Park District Risk Management Agency (PDRMA), and \$18,000 check from the Illinois Environmental Protection Agency (IEPA), and with the passing of the American Rescue Plan, the federal government will provide relief for 75% of the Park District's unemployment costs and COVID related expenses, along with relief from Federal Emergency Management Agency (FEMA) funds.

Commissioner Grossberg asked Director Peters to explain the PDRMA rebate.

Director Peters reported that employees were postponing unnecessary medical visits due to the pandemic, so PDRMA issued rebates for those medical, vision, and dental expenses. This was unexpected and an unbudgeted rebate.

Commissioner Flores-Weisskopf asked Director Peters to further explain the additional relief opportunities.

Director Peters reported as for the American Rescue Plan, relief funds will be awarded to Lake County, and the county will determine how much if any funds are awarded to the Park District. Additionally, the federal government is providing relief for 75% of the Park District's unemployment costs, which staff was not anticipating, and the budget does not reflect such savings. Lastly, staff has been tracking COVID-related



costs to file with FEMA for reimbursement, which is another savings that the Park District did not budget for.

Vice President Kaplan congratulated Executive Director Romes and Director Peters as the financial forecasts are improving each month.

President Ruttenberg thanked staff for the efforts taken to make the District financially stronger during such unprecedented times.

### **UNFINISHED BUSINESS**

#### **A. Beach Management Plan**

Manager Schwartz reminded the Park Board of Commissioners that the Park District applied for the Illinois Coastal Management Program Grant to confirm existing strategies while building a new management plan to combat the challenges posed by climate change along lakefront properties. The beach management plan will provide guidance for responses to significant storm events, identify beaches, bluffs, and ecological habitats in need of routine maintenance, provide long-term solutions to preserve beaches and access sites, and provide a detailed review of expected permitting for those recommendations. However, the plan does not provide recommendations for lakefront amenities and activities.

Manager Grill reported that overall, this plan is an assessment for adaptation planning, which will provide guidance to combat challenges posed by the ever-changing climate and identify assets, stressors, and vulnerabilities so that the Park District can develop strategies and determine priorities before implementing solutions. One of those stressors and vulnerabilities outlines in the beach management plan are the Park District's clay lake bluffs. As SmithGroup mentioned at the March 9 Workshop Meeting, some of the Park District's bluffs are experiencing subsidence due to the high lake levels and erosion from significant storm events. While subsidences are natural and always occurring along clay bluffs the severity can range from slumps, superficial sliding, to bluff failure so SmithGroup recommended a monitoring schedule along all lakefront properties and a geotechnical review of the bluffs at Millard Park to identify areas of bluff instability due to the significant subsidence of the bluff face.

As for prioritizing actions, Park District staff developed an impact grid and implementation strategy to prioritize objectives and implement solutions. Currently, staff are grooming and regrading the beach at the beginning and end of each season to aerate the sand and remove debris. Additional grooming will occur throughout the open season to promote beach health. Staff will inspect the groins and monitor the bluffs after storms and erect fencing and post signage prohibiting users from accessing areas deemed unsafe. As for the next steps, staff are also gathering quotes so that an engineer could conduct a geotechnical review of failed bluffs so that a long-term bluff mitigation strategy plan can be developed.

As for items that can be implemented as time and money allow, this includes relocating park furnishes along the top of bluffs, additional plantings, placing coarser sand within the sanitary sewer channel to reduce the risk of pipe exposure, and exploring access control to parking lots and the installation of bike parking.

Vice President Kaplan would like to know how the beach management plan and staff's implementation strategy for those recommendations will tie into the plans being developed by the Lakota Group for Park Avenue Beach.

Manager Schwartz reported that the Lakota Group is developing plans to improve amenities and activities, whereas the beach management plan focuses on recommendations for maintenance and preservation of the site, so while both plans are addressing the same site, they have separate focuses.

Executive Director Romes reported that staff shared the beach management plan with the Lakota Group, even though they are addressing amenities.

Manager Schwartz reported that the Lakota Group will build on efforts which the District has already completed, so they will use the beach management plan to further develop a larger site plan for amenities and activities.

Vice President Kaplan would like to know the timeframe to implement strategies recommended in the beach management plan.

Manager Schwartz reported that implementation is ongoing, however, some solutions are currently in the 2022 budget, capital, and annual work plan.

Commissioner Grossberg would like to know if the health of the bluff relies on subsidences.

Manager Grill reported that the entire ecosystem is dependent on some subsidences. Overall, staff has been focused on Rosewood Beach since this site has assets, unlike Millard Park. As staff monitors the bluffs the focus is safety and are resources at risk. Staff have been and will continue to monitor and evaluate each subsidence to see if mitigation is needed.

## **NEW BUSINESS**

### **A. Parks Foundation Update**

Commissioner Grossberg reported that the Parks Foundation is thriving, which is thanks to the volunteers. A new initiative developed by the President of the Foundation is a student board called Kids Helping Kids and twelve students from the local high school are on the student board. The student board has been given a goal to raise \$3,000 this spring to help fund camp tuition for families in need. Additionally, the Parks Foundation is offering internship opportunities for college students.

**B. Deer Creek Racquet Club Update**

Manager Zullo reported that tennis significantly increased during the pandemic, so staff are focused on understanding their current customer's behaviors to retain their client base. As of today, junior, and adult programs are exceeding budget, there were 3,186.75 hours of private lessons taught in 2020 vs. 2,248.25 hours in 2019, and weekly tennis camps were highly sought after with 368 participants in 2020 vs. 135 in 2019. As for this summer, there are 145 participants currently registered, which staff anticipates those numbers to increase. Unfortunately, permanent court reservations have continued to decline, so staff began utilizing those courts for programs and private lessons to make up for lost revenue. Last year there were 35 groups with permanent court times vs. 59 groups in 2019.

As for pickleball, Manager Zullo is pleased to report that staff are offering drop-in drills, a new league, private lessons, and court rentals. Additionally, a national pickleball tournament will be hosted this summer at Deer Creek Racquet Club.

As for the facility, there have been several upgrades over the last few years, including the installation of a new roof, court-level HVAC replacement, and the ceiling being repainted. Lastly, a court resurfacing will occur before the start of the indoor season.

Commissioner Flores Weisskopf congratulated staff for enforcing the restrictions so that the highly sought-after programs at Deer Creek Racquet Club could be enjoyed during the pandemic.

Vice President Kaplan commended staff at Deer Creek Racquet Club, stating it is always a pleasure to visit the facility as it provides a “wow” factor.

President Ruttenberg would like to know if any junior tournaments are scheduled for this year.

Manager Zullo reported that she is meeting with USTA tomorrow to discuss scheduling a tournament in April or May.

President Ruttenberg would like to know many people the National Pickleball Tournament will attract.

Manager Zullo reported that the tournament is expected to attract a total of 500 people, 125 per day.

President Ruttenberg requested that staff promotes Deer Creek Racquet Club as a tournament venue, heavily promote the upcoming tournament, and remind the community of the upcoming solar panel installation at the facility.

Commissioner Bernstein commended patrons for adhering to the rules as he understands it is difficult to wear a mask and play tennis.

**C. Director's Report**

Executive Director Rome reported that the governor released new details on March 18 for the Phase 4 guidelines along with updated metrics for future phases including a Bridge Phase once 70% of those age 65 and older have received at least one vaccination. As of today, the state is at 69.4%. Additionally, the state will enter Phase 5 once 50% of those 16 years or older receive at least one vaccination. Currently, the state is at 36%. Once the state enters Phase 5 of the Restore Illinois Plan there are no longer capacity limits, but staff assumes there may be other guidelines still required. Today, the state remains in Phase 4, however, the Park District's spring, summer, and fall registrations are significantly increasing. The spring has 2,888 registrations, which is 50% higher than 2019 pre-covid, which accounts for 1,000 additional registrations. This is thanks to a 129% increase in baseball registrations, which is 250 additional participants, 53% increase in ice skating registration, which accounts for 153 additional participants, 24% increase in tennis registration, which accounts for 141 additional participants, and a 556% increase in nature programming registration, which accounts for 523 additional participants. Summer camp is still under strict capacity limitations, so many camps are full and wait-listed. Currently, there are 633 children registered, with an additional 100 children on the waitlist, so staff will be working over the next few weeks to try and accommodate those on the waitlist by offering additional opportunities or alternative options such as sports and tennis camps. As for the fall, ParkSchool registration has 285 registrations vs. 235 in 2019 pre-covid. then 2019, pre-covid.

As for 4th of July activities hosted by the City of Highland Park, those will be rescheduled to Labor Day weekend. The City will provide official details in the upcoming future. With this being said, the District's traditional 4th Fest will not take place, instead, staff are developing a variety of safe smaller-scale events to provide to the community over the holiday, some that are currently confirmed include the Annual Summer Firecracker Baseball Tournament, Virtual 5k Race, and Virtual Fireworks at Hidden Creek AquaPark.

Vice President Kaplan would like to know if the current capacity for camps is based on COVID restrictions.

Executive Director Rome reported that the capacities are based on the COVID restrictions, so staff is offering additional weekly options for camps with the largest waitlists.

Commissioner Flores Weisskopf would like to know if the District will be offering before and after camp.

Assistant Director Maliszewski reported that the District will be hosting after camp at each location, so long as minimums are met. Before will not be offered.

#### **D. Board Comments**

None.

**CLOSED SESSION**

A motion was made by Vice President Kaplan, seconded by Commissioner Grossberg to adjourn into Closed Session for discussion of Section 2(c) 21 – the appointment, employment, compensation, discipline of the District including legal counsel for the District; - for discussions between internal or external auditors and the Board.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 7:12 p.m.

The meeting reconvened into Open Session at 7:47 p.m.

**ACTION FROM CLOSED SESSION IF ANY**

No action was taken during closed session.

**ADJOURNMENT**

A motion was made by Commissioner Grossberg and seconded by Vice President Kaplan and approved by a unanimous vote. The Board Meeting adjourned at 7:48 p.m.

Respectfully submitted,

Brian Romes, Secretary



# Memorandum

**To:** Park Board of Commissioners

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

**Date:** April 27, 2021

**Subject:** **Approval of Park Avenue Gate Non-Exclusive Special License Agreement with The City of Highland Park**

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## **Summary**

To address access control at the Park Avenue Boating Facility boat launch area, and to reduce the need for an on-site attendant, installation of an access gate is planned for this spring. As part of this project, staff worked with the City of Highland Park on the development of a license agreement since the gate is being installed on City property.

This agreement was approved by the Park Board of Commissioners on March 9, 2021 and went to the Highland Park City Council for approval on April 12, 2021. Due to concerns expressed by the City Council, the following language has been added to the agreement:

## **Operation**

*The Licensee will operate the Improvements and lakefront access in a manner that is mindful of the needs of the community while consistent with the safety of the facility and the users and in accordance with Park District policies and procedures.*

## **Recommendation**

Staff recommends approval from the Park Board of Commissioners for the Executive Director to enter into the revised Park Avenue Gate Non-Exclusive Special License Agreement with The City of Highland Park.

## **NON-EXCLUSIVE SPECIAL LICENSE AGREEMENT**

**THIS NON-EXCLUSIVE SPECIAL LICENSE AGREEMENT ("Agreement")**, dated as of this \_\_\_\_ day of \_\_\_\_\_, 2021 ("**Effective Date**"), is by and between the **CITY OF HIGHLAND PARK**, an Illinois home rule municipal corporation ("**City**"), and the **PARK DISTRICT OF HIGHLAND PARK**, an Illinois special district organized and existing under the Illinois Park District Code, 70 ILCS 1205 et seq. ("**Licensee**").

**NOW THEREFORE**, in consideration of the recitals, mutual covenants, and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby mutually agree as follows:

### **SECTION 1. RECITALS.**

**A.** The City is the owner of the property and public right-of-way that abuts and runs along the Park Avenue Boating Facility and City's Water Treatment Plant ("**City Property**").

**B.** The Licensee plans to improve the City Property with an access gate and miscellaneous appurtenances ("**Improvements**").

**C.** The Improvements will be approximately located within those portions of the City Property depicted in **Exhibit A ("**Plan Property**")** to this Agreement.

**D.** The City and the Licensee desire to enter into this Agreement to set forth their respective rights and responsibilities regarding the maintenance of the Improvements within the City Property.

### **SECTION 2. GRANT AND TERM OF LICENSE.**

**A. Grant of License.** Subject to the terms and conditions set forth in this Agreement, the City hereby grants to the Licensee, and the Licensee hereby accepts, a non-exclusive revocable license, for the benefit of the Property, for the installation and maintenance of the Improvements within the Plan Property, pursuant to and in strict accordance with the terms and provisions of this Agreement ("**License**"). The Licensee acknowledges and agrees that nothing in this Agreement is to be interpreted to provide a license to the Licensee to alter the Plan Property in any way other than for the installation and maintenance of the Improvements in accordance with this Agreement.

**B. Limitation of Interest.** Except for the License granted pursuant to this Agreement, the Licensee does not, and will not, have legal, beneficial, or equitable interest, whether by adverse possession or prescription or otherwise, in the Plan Property.

### **SECTION 3. INSTALLATION AND MAINTENANCE OF IMPROVEMENTS AND THE CITY PROPERTY.**

**A. Installation.** The Licensee must install the Improvements in a good and workmanlike manner, all at the sole expense of the Licensee and subject to inspection and approval by the City, and in accordance with the following:

1. The Improvements must be installed, and maintained at all times, in compliance with the Plan.

2. During the period of installation, the Licensee must maintain the Plan Property and all streets, sidewalks, and other public property in and adjacent to the Plan Property in a safe, good and clean condition without hazard to public use at all times.

3. Throughout the installation of the Improvements, the Licensee must: (a) promptly clean all mud, dirt, or debris deposited on any street, sidewalk, or other public property by the Licensee or any agent of or contractor hired by, or on behalf of, the Licensee; and (b) repair any damage that may be caused by the activities of the Licensee or any agent of or contractor hired by, or on behalf of, the Licensee in connection with the installation of the Improvements. If the Licensee fails to clean, or undertake with due diligence to clean, any street, sidewalk, or other public property within four hours after the City gives the Licensee notice to clean all mud, dirt, snow, ice or debris deposited on such property by the Licensee or any agent of or contractor hired by, or on behalf of, the Licensee, then the City will have the right, but not the obligation, to cause the affected public property to be cleaned and to recover from the Licensee all costs incurred by the City in the performance of such work.

**B. Maintenance.**

1. Acknowledgment of Licensee Obligations. The Licensee acknowledges and agrees that the Licensee, and not the City, is and will be solely responsible at all times for the maintenance, repair, and replacement of the Improvements.

2. Maintenance in Proper and Working Condition.

a. At all times during the License Term, the Licensee must keep the Improvements and the Plan Property reasonably free of any dangerous natural condition so as to avoid and prevent any and all hazards to the public.

b. At all times during the License Term, the Licensee must, in addition to its obligations set forth in Section 3.B.2.a of this Agreement, keep the Improvements in their proper and working condition.

3. Repair of City Improvements. The Licensee must repair any City-owned improvement (including, without limitation, trees) in the Plan Property that is damaged by, or as a result of the location, or by the maintenance by the Licensee, of the Improvements.

4. City Employees Access. The Licensee must see that City employees have unlimited and unrestricted access to operating the access gate. The Licensee shall provide all necessary entry/exit access cards or equipment for 24/7 access to enter through the access gate. The City will provide the Licensee with the names and job titles of any City employee authorized to have an entry/exit access card no less than 48 hours before such card is so issued.



**C. Operation**

The Licensee will operate the Improvements and lakefront access in a manner that is mindful of the needs of the community while consistent with the safety of the facility and the users and in accordance with Park District policies and procedures.

**D. Alteration of Design Prohibited.** The Licensee may not alter the design of the Improvements as depicted in the Plans, except upon the prior written consent of the City.

**E. Compliance with Laws.** The Licensee must keep the Improvements and the Plan Property in compliance at all times with all applicable federal, state and City laws, statutes, codes, ordinances, resolutions, rules, and regulations, as the same have been or may be amended from time to time.

**F. Abatement of Dangerous Condition.** In the event the Improvements threaten the public health and safety, the Licensee agrees that: (a) the City will have the right, but not the obligation, to take all necessary action to abate such dangerous condition; and (b) the Licensee, as the case may be, must reimburse the City for all costs incurred by the City in the performance of such abatement. Before taking any such remedial action, the City shall make a reasonable effort to notify the Licensee of such dangerous condition in order to allow the Licensee to abate the dangerous condition in an appropriate manner.

**SECTION 4. RESERVATION OF RIGHTS.**

The City hereby reserves the right to use the Plan Property in any manner that will not prevent, impede, or interfere in any way with the exercise by Licensee of the rights granted pursuant to this Agreement. The City has the right to grant other non-exclusive licenses or easements, including, without limitation, licenses or easements for utility purposes, over, along, upon, or across the Plan Property. The City further reserves its right of full and normal access to the Plan Property for the maintenance of any existing or future utility located thereon. The City, before issuing any subsequent licenses or easements to other parties, shall give the Licensee no less than 30 days written notice of such other licenses, easements or other uses and shall provide the Licensee of a copy of any and all documents which memorialize said license, easement or use.

**SECTION 5. LIENS.**

The Licensee hereby represents and warrants that it will take all necessary action to keep all portions of the City Property free and clear of all liens, claims, and demands, including without limitation mechanic's liens, in connection with any work performed by the Licensee or its agents on the City Property.

**SECTION 6. LIABILITY AND INDEMNITY OF CITY.**

**A. Maintenance of Plan Property by City.** The Licensee acknowledges and agrees that the City is not, and will not be, liable for any damage that may occur to the Improvements as a result of the City's necessary maintenance responsibilities with regard to the Plan Property, except to the extent such damage is caused by the negligent acts or omissions of the City. Any maintenance, repair or replacement of the Improvements necessary as a result of such City

maintenance or other work, except to the extent such damage is caused by the negligent acts or omissions of the City, will be at the sole cost and expense of the Licensee.

**B. City Review.** The Licensee acknowledges and agrees that the City is not, and will not be, in any way liable for any damages or injuries that may be sustained as the result of the City's review and approval of any plans for the Improvements, or the issuance of any approvals, permits, certificates, or acceptances for the installation, or maintenance of the Improvements, and that the City's review and approval of any such plans and the Improvements and issuance of any such approvals, permits, certificates, or acceptances does not, and will not, in any way, be deemed to insure the Licensee or any of its successors, assigns, tenants and licensees, or any third party, against damage or injury of any kind at any time.

**C. Indemnity.** The Licensee agrees to, and does hereby, hold harmless and indemnify the City and all City elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with: (i) the installation, maintenance, repair or replacement of any portion of the Improvements or the Plan Property; or (ii) the Licensee's performance of, or failure to perform, its obligations under this Agreement (collectively, "***Indemnified Claims***"), whether or not any such Indemnified Claim is due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or willful misconduct or fault of the Licensee; provided, however, that this indemnity does not and will not apply where the claims or damages so alleged are asserted to have caused, in whole or part, by either the negligent acts or omissions, or the willful misconduct on the part of the City.

**D. Defense Expense.** The Licensee, only as to its own acts or omissions, must, and does hereby agree to, pay all expenses, including legal fees and administrative expenses, incurred by the City in defending itself with regard to any and all of the Indemnified Claims.

## **SECTION 7. TERM, TERMINATION AND RESTORATION.**

**A. Term.** This License is for a term commencing on the Effective Date of this Agreement and ending on the occurrence of a terminating event as described in Section 7.B.1 of this Agreement ("***License Term***").

### **B. Termination of License; Restoration of Plan Property.**

1. **Termination Event.** Notwithstanding anything to the contrary in this Agreement, and without prejudice to any other rights and remedies available pursuant to Section 8 of this Agreement, either the Licensee or the City may terminate this Agreement at any time and for any reason, with or without cause, by providing the other parties with 30 days prior written notice. In the event the City chooses to terminate this License without reasonable cause before January 1, 2036, the City shall, within 120 days of being provided with an invoice by the Licensee, reimburse the Licensee for all costs and expenses of removing the Improvements, all costs and expenses for restoring the Plan Property as described in Section 7(B)(2) herein, and a pro rata share of the total original costs of the purchase and installation of the Improvements.

2. Restoration of Plan Property.

a. Licensee Obligation. Upon termination of this Agreement or upon Licensee no longer seeks to utilize the Improvements, the Licensee, at its sole cost and expense, must restore the Plan Property as nearly as practicable to its condition as of the Effective Date, including, without limitation: (1) replacement and grading of all topsoil removed by the Licensee; (2) restoration of all fences, plantings, landscaping, and improvements as nearly as practicable to the condition immediately preceding the installation of the Improvements, if disturbed, damaged, or removed by the Licensee; (3) replacement of any and all sod removed by the Licensee with sod of like quality; and (4) replacement of any and all natural grass removed by the Licensee by seeding with a good quality seed.

b. Failure to Restore. In the event that the Licensee fails or refuses to repair, replace and/or restore the Plan Property or any City-owned property that is disturbed, damaged, or removed by the Licensee, in accordance with Section 7 of this Agreement, the City will have the right, but not the obligation, to perform and complete the repair, restoration, and/or replacement, and to charge the Licensee for all costs and expenses, including legal and administrative costs incurred by the City, for such work. The rights and remedies provided in this Section 7.B.2.b are in addition to, and not in limitation of, any other rights and remedies otherwise available to the City.

C. Survival of Obligations. All obligations of the Licensee pursuant to this Agreement that have not been fully performed as of the termination of this Agreement will survive such termination, including, without limitation, the liability and indemnity obligations set forth in Section 6 of this Agreement, and the restoration obligations set forth in Section 7.B of this Agreement.

**SECTION 8. ENFORCEMENT.**

A. Enforcement. The City and the Licensee may, in law or in equity, by suit, action, mandamus or any other proceeding, including, without limitation, specific performance, enforce or compel the performance of this Agreement;

**SECTION 9. GENERAL PROVISIONS.**

A. Notices. All notices required or permitted to be given under this Agreement must be given by the parties by: (i) personal delivery; (ii) deposit in the United States mail, enclosed in a sealed envelope with first class postage thereon; or (iii) deposit with a nationally recognized overnight delivery service, addressed as stated in this Section 9.A. The address of any party may be changed by written notice to the other parties. Any mailed notice will be deemed to have been given and received within three days after the same has been mailed and any notice given by overnight courier will be deemed to have been given and received within 24 hours after deposit. Notices and communications to the parties must be addressed to, and delivered at, the following addresses:

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

with a copy to: Elrod Friedman LLP  
325 North LaSalle Street, Suite 450  
Chicago, IL 60654  
Attention: Steven M. Elrod, Corporation Counsel

If to the Licensee: Park District of Highland Park  
636 Ridge Road  
Highland Park, IL 60035  
Attention: Executive Director

with a copy to: Ancel Glink  
140 South Dearborn 6<sup>th</sup> Floor  
Chicago, IL 60603  
Attention: Robert Bush and Adam Simon

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

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

**D. Authority to Execute.** The City hereby warrants and represents to the Licensee that the persons executing this Agreement on its behalf have been properly authorized to do so by the City. The Licensee hereby warrants and represents to the City that the Licensee has the full and complete right, power, and authority to enter into this Agreement and to agree to the terms, provisions, and conditions set forth in this Agreement.

**E. Rights Cumulative.** Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement are cumulative and are not exclusive of any other such rights, remedies, and benefits allowed by law.

**F. Non-Waiver.** The City is not, and will not be, under any obligation to exercise any of the rights granted to it in this Agreement. The failure of the City to exercise at any time any right granted to the City is not to be deemed or construed to be a waiver of that right, nor will the failure void or affect the City's right to enforce that right or any other right.

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

**H. Severability.** If any provision of this Agreement is construed or held to be void, invalid, illegal, or unenforceable in any respect, the remaining part of that provision and the remaining provisions of this Agreement is not to be affected, impaired, or invalidated thereby, but

is to remain in full force and effect. The unenforceability of any provision of this Agreement will not affect the enforceability of that provision in any other situation.

**I. Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes any and all prior agreements and negotiations between the parties, whether written or oral, relating to the License granted pursuant to this Agreement.

**J. Interpretation.** This Agreement is to be construed without regard to the identity of the party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement is to be construed as though all parties participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party is not applicable to this Agreement.

**K. Exhibits.** Exhibits A attached hereto is, by this reference, incorporated in and made a part of this Agreement. In the event of a conflict between an exhibit and the text of this Agreement, the text of this Agreement will control.

**L. No Third-Party Beneficiaries.** No claim as a third-party beneficiary under this Agreement by any person may be made, or be valid, against the City or the Licensee.

**M. Counterparts.** This Agreement may be executed in counterparts, each of which will be deemed to constitute a duly authorized original.

**IN WITNESS WHEREOF** the parties hereto have caused this Agreement to be executed, effective as of the date first written above.

ATTEST:

**THE CITY OF HIGHLAND PARK**

By: \_\_\_\_\_  
Ashley Palbitska, Deputy City Clerk

By: \_\_\_\_\_  
Ghida S. Neukirch, City Manager

**PARK DISTRICT OF HIGHLAND  
PARK**

By: \_\_\_\_\_

**ACKNOWLEDGMENTS**

STATE OF ILLINOIS        )  
                                      )  
COUNTY OF LAKE        )        SS

This instrument was acknowledged before me on \_\_\_\_\_, 2021  
by Ghida Neukirch, the City Manager of the **CITY OF HIGHLAND PARK**, an Illinois municipal  
corporation, and by Ashley Palbitska, the Deputy City Clerk of said municipal corporation.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Notary Public

My Commission Expires:

(SEAL)

STATE OF \_\_\_\_\_        )  
                                      )  
COUNTY OF \_\_\_\_\_        )        SS

I, \_\_\_\_\_, a Notary Public in and for said County, in the State aforesaid,  
do hereby certify that this instrument was acknowledged before me on \_\_\_\_\_,  
2021, by **PARK DISTRICT OF HIGHLAND PARK**.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Signature

Notary Public

My Commission Expires:

(SEAL)



## DEPICTION OF THE PLAN PROPERTY AND IMPROVEMENTS





## Memorandum

To: Board of Park Commissioners

From: Scott Rosen - Accounts Payable Administrator  
Mari-Lynn Peters - Finance Director  
Brian Romes - Executive Director

Date: April 27, 2021

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written April 9, 2021 through April 22, 2021 to be presented to the Board for approval on April 27, 2021

### **BILLS**

<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
March 26, 2021	\$ 10,649.01
April 8, 2021	\$ 307,093.00
April 22, 2021	\$ 85,948.07
Void Payments	\$ (507.00)
Bank Drafts	\$ 60,314.68
P-Card	\$ 77,422.96
<b>TOTAL</b>	<b>\$ 540,920.72</b>

### **PAYROLL DISBURSEMENTS**

March 26, 2021	\$ 279,511.73
April 9, 2021	\$ 261,119.92

<b>TOTAL</b>	<b>\$ 540,631.65</b>
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<b>GRAND TOTAL</b>	<b>\$ 1,081,552.37</b>
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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 4-27-21 and you are hereby authorized to release the checks from the appropriate funds.

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

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





By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16344	PARKS FOUNDATION OF HIGHLAND P/	03/26/2021	Regular	0.00	10,649.01	186447
<a href="#">032621</a>	Invoice	03/26/2021	Revenue collected on behalf of Parks Founda..	0.00	10,649.01	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	10,649.01
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	10,649.01



# Park District of Highland Park, IL

# Check Register

Packet: APPKT02723 - 040821 Packet for Workshop Meeting

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
11541	LANER MUCHIN, LTD	04/08/2021	Regular	0.00	276.55	
<a href="#">601202</a>	Invoice	04/01/2021	Professional services thru 03/20/21	0.00	276.55	
12460	STEVE FRANKLIN	04/08/2021	Regular	0.00	400.00	
<a href="#">03/29/21</a>	Invoice	03/29/2021	Referee fees- March 5th,7th & 14th	0.00	400.00	
12393	SMITHGROUP, INC.	04/08/2021	Regular	0.00	350.00	
<a href="#">0153301</a>	Invoice	03/30/2021	Prof Services 01/30/21-03/19/21	0.00	350.00	
17076	KACE COMMUNICATIONS LLC	04/08/2021	Regular	0.00	767.40	
<a href="#">PDH033121</a>	Invoice	03/31/2021	Repair Broken Fiber & Connectors	0.00	767.40	
16124	TOM UGOLINI	04/08/2021	Regular	0.00	137.50	
<a href="#">1238070</a>	Invoice	03/26/2021	Refund	0.00	50.00	
<a href="#">1238070-1</a>	Invoice	03/26/2021	Refund	0.00	87.50	
17301	WILSON SPORTING GOODS	04/08/2021	Regular	0.00	60.11	
<a href="#">4533723432</a>	Invoice	03/11/2021	4 Tennis rackets	0.00	60.11	
11194	ILLINOIS SHOTOKAN KARATE CLUBS	04/08/2021	Regular	0.00	1,394.11	
<a href="#">342</a>	Invoice	03/26/2021	2021 Winter class fee	0.00	1,394.11	
17515	WINDSTREAM	04/08/2021	Regular	0.00	2,610.80	
<a href="#">73630141</a>	Invoice	03/31/2021	March 2021	0.00	2,610.80	
12703	UNITED WAY OF METRO CHICAGO	04/08/2021	Regular	0.00	36.00	
<a href="#">032521</a>	Invoice	03/30/2021	United Way	0.00	36.00	
19402	GARRY WEINER	04/08/2021	Regular	0.00	368.00	
<a href="#">1242221</a>	Invoice	04/04/2021	Refund	0.00	368.00	
16895	312 COMMUNICATIONS INC	04/08/2021	Regular	0.00	4,152.78	
<a href="#">062632</a>	Invoice	03/30/2021	PA Speaker System-Rosewood Beach	0.00	4,152.78	
16255	VIDEO AND SOUND SERVICE, INC	04/08/2021	Regular	0.00	429.39	
<a href="#">93975</a>	Invoice	02/24/2021	Installation of Audio Converter to Amp	0.00	429.39	
10006	NCPERS GROUP LIFE INSURANCE	04/08/2021	Regular	0.00	80.00	
<a href="#">3301042021</a>	Invoice	03/30/2021	NCPERS Group Life Insurance	0.00	80.00	
19403	TINA BLUMENTHAL	04/08/2021	Regular	0.00	189.00	
<a href="#">1242224</a>	Invoice	04/04/2021	Refund	0.00	189.00	
17354	MEGAN GEELHOED	04/08/2021	Regular	0.00	36.00	
<a href="#">1238827</a>	Invoice	03/29/2021	Refund	0.00	36.00	
16459	SANTO SPORT STORE	04/08/2021	Regular	0.00	19,131.30	
<a href="#">705444</a>	Invoice	03/04/2021	106 Caps	0.00	1,404.50	
<a href="#">705445</a>	Invoice	03/04/2021	45 Caps	0.00	596.25	
<a href="#">705448</a>	Invoice	03/29/2021	23 Backpacks	0.00	1,265.00	
<a href="#">705450</a>	Invoice	03/11/2021	38 Winter hats	0.00	399.00	
<a href="#">705458</a>	Invoice	03/29/2021	48 Practice Jerseys	0.00	355.00	
<a href="#">705459</a>	Invoice	03/08/2021	29 Jackets	0.00	658.00	
<a href="#">705463</a>	Invoice	03/10/2021	74 Masks	0.00	514.30	
<a href="#">705475</a>	Invoice	03/04/2021	89 Socks, 76 Pants	0.00	2,187.75	
<a href="#">705476</a>	Invoice	03/04/2021	75 Belts, 145 Socks	0.00	638.25	
<a href="#">705477</a>	Invoice	03/29/2021	46 Shorts	0.00	690.00	
<a href="#">705478</a>	Invoice	03/04/2021	21 Caps	0.00	278.25	

## Check Register

Packet: APPKT02723-040821 Packet for Workshop Meeting

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	
<a href="#">705479</a>	Invoice	03/29/2021	93 Shirts	0.00	1,395.00	
<a href="#">705480</a>	Invoice	03/04/2021	90 Long Sleeve Shirts	0.00	1,575.00	
<a href="#">705558</a>	Invoice	03/04/2021	83 Jerseys	0.00	3,213.50	
<a href="#">705559</a>	Invoice	03/04/2021	94 Jerseys	0.00	3,641.50	
<a href="#">705684</a>	Invoice	03/04/2021	Uniform Packing	0.00	320.00	
16949	ANDERSON LOCK	04/08/2021	Regular	0.00	633.00	
<a href="#">7091764</a>	Invoice	04/05/2021	Replaced Card/Fob Reader	0.00	633.00	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	04/08/2021	Regular	0.00	1,910.79	
<a href="#">0004654624</a>	Invoice	03/31/2021	Garbage & Recycling 04/01/21-04/30/21	0.00	74.11	
<a href="#">0004654746</a>	Invoice	03/31/2021	Garbage & Recycling 04/01/21-04/30/21	0.00	74.11	
<a href="#">0004654748</a>	Invoice	03/31/2021	Trash Removal 04/01/21-04/30/21	0.00	46.46	
<a href="#">0004654750</a>	Invoice	03/31/2021	Garbage & Recycling 04/01/21-04/30/21	0.00	194.69	
<a href="#">0004654752</a>	Invoice	03/31/2021	Garbage & Recycling 4/1/21-4/30/21 & Loos...	0.00	187.43	
<a href="#">0004654753</a>	Invoice	03/31/2021	2 Roll Off Containers Sled Hill & POGO	0.00	838.36	
<a href="#">0004654754</a>	Invoice	03/31/2021	Garbage & Recycling for POGO 4/1/21-4/30/...	0.00	360.63	
<a href="#">PS362678</a>	Invoice	03/30/2021	1 ADA Unit Every Week	0.00	135.00	
13544	JULIE KAPLAN	04/08/2021	Regular	0.00	41.00	
<a href="#">1238007</a>	Invoice	03/26/2021	Refund	0.00	41.00	
12284	RYDIN DECAL	04/08/2021	Regular	0.00	966.58	
<a href="#">377654</a>	Invoice	03/30/2021	Beach Decals, Boat Storage Permits	0.00	966.58	
17734	MELISSA HALPERIN	04/08/2021	Regular	0.00	15.00	
<a href="#">1243618</a>	Invoice	04/06/2021	Refund	0.00	15.00	
17122	DYNEGY ENERGY SERVICES	04/08/2021	Regular	0.00	19,244.58	
<a href="#">331665721031</a>	Invoice	03/29/2021	February-March 2021	0.00	19,244.58	
19392	NANCY FERTIG	04/08/2021	Regular	0.00	17.00	
<a href="#">1237983</a>	Invoice	03/26/2021	Refund	0.00	17.00	
17719	CONSTELLATION NEWENERGY - GAS D	04/08/2021	Regular	0.00	10,483.24	
<a href="#">3141867</a>	Invoice	04/05/2021	02/01/21-02/28/21	0.00	7,939.19	
<a href="#">3142343</a>	Invoice	04/06/2021	February 2021	0.00	2,544.05	
19394	DAVID SCHWARTZ	04/08/2021	Regular	0.00	217.48	
<a href="#">1238058</a>	Invoice	03/26/2021	Refund	0.00	217.48	
18139	AMERICAN BACKFLOW & FIRE PREVEN	04/08/2021	Regular	0.00	7,720.00	
<a href="#">34452</a>	Invoice	03/31/2021	HCAP Damage Repair	0.00	7,720.00	
18904	QUADIENT FINANCE USA, INC	04/08/2021	Regular	0.00	604.97	
<a href="#">03/28/21 790004...</a>	Invoice	03/28/2021	Rental Equipment & Postage	0.00	604.97	
19393	STEVEN KENZER	04/08/2021	Regular	0.00	44.00	
<a href="#">1238008</a>	Invoice	03/26/2021	Refund	0.00	44.00	
10111	AMALGAMATED BANK OF CHICAGO	04/08/2021	Regular	0.00	475.00	
<a href="#">1855170000 0401...</a>	Invoice	04/01/2021	Annual Administrative Fee	0.00	475.00	
19395	GREG VAN DUZER	04/08/2021	Regular	0.00	24.00	
<a href="#">1238073</a>	Invoice	03/26/2021	Refund	0.00	24.00	
11860	MUTUAL ACE HARDWARE	04/08/2021	Regular	0.00	32.33	
<a href="#">1191 033121</a>	Invoice	03/31/2021	Supplies	0.00	32.33	
10974	GEWALT HAMILTON ASSOCIATES INC	04/08/2021	Regular	0.00	1,900.00	
<a href="#">3743.910-1</a>	Invoice	03/17/2021	PDHP Beach Park Autoturn - Gate Design	0.00	1,900.00	
18562	DAVIS BANCORP INC	04/08/2021	Regular	0.00	1,288.00	
<a href="#">95320</a>	Invoice	03/31/2021	March 2021	0.00	1,288.00	
18410	SIKICH LLP	04/08/2021	Regular	0.00	12,000.00	

## Check Register

Packet: APPKT02723-040821 Packet for Workshop Meeting

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	
<a href="#">496412</a>	Invoice	03/31/2021	Professional services thru 03/31/21	0.00	12,000.00	
17710	MNJ TECHNOLOGIES DIRECT, INC	04/08/2021	Regular	0.00	9,179.57	
<a href="#">0003774748</a>	Invoice	03/26/2021	10 Lenovo ThinkCentre M720s	0.00	7,200.00	
<a href="#">0003775107</a>	Invoice	03/31/2021	2 Zebra DS2208 Handheld Barcode Scanners	0.00	339.82	
<a href="#">0003775432</a>	Invoice	03/31/2021	Lenovo 3yr Warranty & Accident Warranty o...	0.00	919.75	
<a href="#">0003776209</a>	Invoice	04/06/2021	Lenovo ThinkCentre M720s	0.00	720.00	
11998	PARK DISTRICT RISK MGMT AGCY	04/08/2021	Regular	0.00	5,334.10	
<a href="#">032221</a>	Invoice	03/22/2021	IMRF Retiree Insurance-April 2021	0.00	5,334.10	
11998	PARK DISTRICT RISK MGMT AGCY	04/08/2021	Regular	0.00	145,980.40	
<a href="#">0321133H</a>	Invoice	03/31/2021	Health Invoice	0.00	145,980.40	
11998	PARK DISTRICT RISK MGMT AGCY	04/08/2021	Regular	0.00	27,522.15	
<a href="#">0321133</a>	Invoice	03/31/2021	Property/Liability/Workers Comp/Emp	0.00	27,522.15	
10292	BILL DORAN	04/08/2021	Regular	0.00	720.00	
<a href="#">032821</a>	Invoice	03/29/2021	Referee fees - March 2021	0.00	720.00	
18561	J MILLER MARKETING INC	04/08/2021	Regular	0.00	450.00	
<a href="#">14801</a>	Invoice	04/05/2021	Advertising	0.00	450.00	
19401	BORIS GOLUBCHIK	04/08/2021	Regular	0.00	322.00	
<a href="#">1241319</a>	Invoice	04/02/2021	Refund	0.00	322.00	
10502	CITY OF HIGHLAND PARK	04/08/2021	Regular	0.00	12,028.90	
<a href="#">4/1/21 000573</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1801 Suns...	0.00	1,618.20	
<a href="#">4/1/21 000592</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1801 Suns...	0.00	176.76	
<a href="#">4/1/21 000795</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1801 Suns...	0.00	176.76	
<a href="#">4/1/21 000810</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 2627 St Jo...	0.00	32.04	
<a href="#">4/1/21 001725</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 0 Ravine Dr	0.00	62.69	
<a href="#">4/1/21 002480</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 45 Roger ...	0.00	318.19	
<a href="#">4/1/21 005210</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 125 Centra..	0.00	330.34	
<a href="#">4/1/21 005211</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 125 Centra..	0.00	651.67	
<a href="#">4/1/21 005221</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1377 Deer...	0.00	313.33	
<a href="#">4/1/21 005222</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1377 Deer...	0.00	291.15	
<a href="#">4/1/21 005246</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1390 Suns...	0.00	471.65	
<a href="#">4/1/21 007491</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 3100 Trai...	0.00	713.73	
<a href="#">4/1/21 009806</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1390 Suns...	0.00	486.43	
<a href="#">4/1/21 015005</a>	Invoice	04/01/2021	Water/Sewer 1/1/21-3/31/21 486 Roger Will..	0.00	25.50	
<a href="#">4/1/21 015813</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 405 Prosp...	0.00	34.50	
<a href="#">4/1/21 016770</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1220 Fredr..	0.00	848.77	
<a href="#">4/1/21 016772</a>	Invoice	04/01/2021	Water/Sewer 1/1/21-03/31/21 2205 Skokie ...	0.00	693.13	
<a href="#">4/1/21 016883</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 19 St Johns..	0.00	27.25	
<a href="#">4/1/21 018000</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1055 St Jo...	0.00	34.50	
<a href="#">4/1/21 018647</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 3100 Trail...	0.00	605.03	
<a href="#">4/1/21 018829</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 2501 Sher...	0.00	299.82	
<a href="#">4/1/21 019308</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1377 Deer...	0.00	291.15	
<a href="#">4/1/21 021030</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 2900 Trail...	0.00	74.40	
<a href="#">4/1/21 022091</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1301 Hilar...	0.00	34.50	
<a href="#">4/1/21 024593</a>	Invoice	04/01/2021	Water/Sewer 03/01/21-03/31/21 1755 St Jo...	0.00	8.50	
<a href="#">4/1/21 025539</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1377 Deer...	0.00	353.98	
<a href="#">4/1/21 026407</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1207 Park...	0.00	293.29	
<a href="#">4/1/21 026425</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 31 Park Ave	0.00	276.70	
<a href="#">4/1/21 026451</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 335 Roger...	0.00	25.50	
<a href="#">4/1/21 029312</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 885 Sheri...	0.00	216.76	
<a href="#">4/1/21 032271</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1201 Park...	0.00	879.62	
<a href="#">4/1/21 032272</a>	Invoice	04/01/2021	Water/Sewer 01/01/21-03/31/21 1201 Park...	0.00	1,363.06	
10379	CALLAWAY GOLF SALES CO	04/08/2021	Regular	0.00	235.32	
<a href="#">932774853</a>	Invoice	03/17/2021	Rossie Slant Strokla/Grip	0.00	235.32	

## Check Register

Packet: APPKT02723-040821 Packet for Workshop Meeting

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	
14570	FRONTLINE EDUCATION	04/08/2021	Regular	0.00	953.42	
<a href="#">INVUS130470</a>	Invoice	02/11/2021	Applitrack subscription prorated 9/1/20 - 12...	0.00	953.42	
19404	BARNETT RUTTENBERG	04/08/2021	Regular	0.00	138.00	
<a href="#">1240286</a>	Invoice	03/31/2021	Refund	0.00	138.00	
19405	KORDICK ELECTRIC CO.	04/08/2021	Regular	0.00	878.00	
<a href="#">2488</a>	Invoice	02/02/2021	Removed & Replaced Contractor Box	0.00	878.00	
11427	K H KIM TAEKWONDO	04/08/2021	Regular	0.00	1,483.30	
<a href="#">032621</a>	Invoice	03/29/2021	2020 Winter class fee	0.00	1,483.30	
10762	DUNLOP SPORTS GROUP AMERICAS	04/08/2021	Regular	0.00	913.68	
<a href="#">60779870 SO</a>	Invoice	03/15/2021	Balls	0.00	913.68	
19396	ASSOCIATED TECHNICAL SERVICES, LTI	04/08/2021	Regular	0.00	808.50	
<a href="#">33356</a>	Invoice	03/30/2021	Heller Roadway Leak Detection	0.00	808.50	
16928	E-QUANTUM CONSULTING, LLC	04/08/2021	Regular	0.00	330.00	
<a href="#">7425</a>	Invoice	03/30/2021	Electric Consulting Service	0.00	330.00	
16142	EXELON	04/08/2021	Regular	0.00	6,554.75	
<a href="#">19770266601</a>	Invoice	03/30/2021	1201 Park Ave W 02/24/21-03/25/21	0.00	6,554.75	
15996	IBJI HEALTH PERFORMANCE INSTITUTI	04/08/2021	Regular	0.00	2,775.00	
<a href="#">1455690</a>	Invoice	03/26/2021	Indoor Travel Baseball-Space Rental 2nd Py...	0.00	2,775.00	
10034	ABSOLUTE HOME IMPROVEMENTS	04/08/2021	Regular	0.00	2,450.00	
<a href="#">1 032321</a>	Invoice	03/23/2021	Hidden Creek Sign	0.00	2,450.00	

## Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	111	53	0.00	307,093.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>111</b>	<b>53</b>	<b>0.00</b>	<b>307,093.00</b>



# Park District of Highland Park, IL

## Check Register

Packet: APPKT02733 - 042221 for April Board Meeting

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
10974	GEWALT HAMILTON ASSOCIATES INC	04/22/2021	Regular	0.00	2,630.00	
<a href="#">5121.250-1</a>	Invoice	04/06/2021	SVGC Bridge Replacement	0.00	2,630.00	
10624	DANIEL CREANEY COMPANY	04/22/2021	Regular	0.00	8,914.00	
<a href="#">43815</a>	Invoice	04/12/2021	HPGLC Pavement Report/Topographic Surve...	0.00	8,914.00	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	04/22/2021	Regular	0.00	58.40	
<a href="#">PS366817</a>	Invoice	04/08/2021	1 ADA Unit Every Week	0.00	58.40	
12211	RICOH USA, INC	04/22/2021	Regular	0.00	606.58	
<a href="#">5061843898</a>	Invoice	04/18/2021	Copies 03/17/21-04/16/21	0.00	606.58	
16949	ANDERSON LOCK	04/22/2021	Regular	0.00	873.00	
<a href="#">7091189</a>	Invoice	04/13/2021	Door Frame Repair at PGO	0.00	873.00	
19410	DEANE ELLIS	04/22/2021	Regular	0.00	690.00	
<a href="#">1250165</a>	Invoice	04/20/2021	Refund	0.00	690.00	
16459	SANTO SPORT STORE	04/22/2021	Regular	0.00	2,839.35	
<a href="#">705842</a>	Invoice	04/07/2021	17 Jerseys, 14 Pants, 17 Caps	0.00	548.30	
<a href="#">705875</a>	Invoice	04/01/2021	20 Equipment Bags	0.00	620.00	
<a href="#">705902</a>	Invoice	04/01/2021	3 Shirts, 3 Socks, 1 Short	0.00	56.05	
<a href="#">705967</a>	Invoice	04/07/2021	14 Catchers Sets	0.00	1,615.00	
19409	VICTOR VIZZUETT	04/22/2021	Regular	0.00	220.00	
<a href="#">1247754</a>	Invoice	04/15/2021	Refund	0.00	220.00	
19412	McScot Golf, Inc	04/22/2021	Regular	0.00	14,264.00	
<a href="#">042121</a>	Invoice	04/21/2021	Material-Hitting Cage & Safety Net Youth Ar...	0.00	14,264.00	
10868	FAULKS BROS. CONSTRUCTION, INC	04/22/2021	Regular	0.00	2,518.70	
<a href="#">347725</a>	Invoice	03/31/2021	Bunker Sand	0.00	1,300.51	
<a href="#">347804</a>	Invoice	03/30/2021	Tee & Fairway Divot Mix	0.00	1,218.19	
18512	ABBY DANIEL	04/22/2021	Regular	0.00	264.00	
<a href="#">1247657</a>	Invoice	04/15/2021	Refund	0.00	264.00	
16895	312 COMMUNICATIONS INC	04/22/2021	Regular	0.00	2,575.94	
<a href="#">41221v2</a>	Invoice	04/12/2021	InformaCast 1 Yr Subscription - Security Syst...	0.00	2,575.94	
19408	TEAM CENTRAL GYMNASTICS	04/22/2021	Regular	0.00	8.00	
<a href="#">041321</a>	Invoice	04/13/2021	AAU Central District Membership '20 - '21 S...	0.00	8.00	
11125	HITCHCOCK DESIGN GROUP	04/22/2021	Regular	0.00	12,613.34	
<a href="#">25912</a>	Invoice	04/01/2021	SW Playground Reno Final Design	0.00	12,613.34	
19172	AQUAMOON LLC	04/22/2021	Regular	0.00	1,970.00	
<a href="#">21-0316</a>	Invoice	04/01/2021	Aquarium Service & Addt'l Materials & Lives...	0.00	1,970.00	
18573	AMANDA MOR	04/22/2021	Regular	0.00	380.00	
<a href="#">1134251-R</a>	Invoice	04/21/2021	Refund - stale check replaced	0.00	380.00	
10762	DUNLOP SPORTS GROUP AMERICAS	04/22/2021	Regular	0.00	950.40	
<a href="#">6217228 SO</a>	Invoice	01/05/2021	Balls	0.00	950.40	
18337	LAURENT PERNOT	04/22/2021	Regular	0.00	80.70	
<a href="#">1247737</a>	Invoice	04/15/2021	Refund	0.00	80.70	
16823	WELLS FARGO EQUIPMENT FINANCE I	04/22/2021	Regular	0.00	515.26	

## Check Register

Packet: APPKT02733-042221 for April Board Meeting

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	
<a href="#">5014515075</a>	Invoice	04/02/2021	Walking green's mower lease	0.00	515.26	
10537	COMMONWEALTH EDISON COMPANY	04/22/2021	Regular	0.00	646.99	
<a href="#">0203254004</a>	Invoice	04/15/2021	HPGLC/Dog Park Lights 03/17/21-04/15/21	0.00	646.99	
16823	WELLS FARGO EQUIPMENT FINANCE II	04/22/2021	Regular	0.00	1,046.23	
<a href="#">5014515074</a>	Invoice	04/02/2021	Walking green's mower lease	0.00	1,046.23	
11998	PARK DISTRICT RISK MGMT AGCY	04/22/2021	Regular	0.00	5,334.10	
<a href="#">041421</a>	Invoice	04/14/2021	IMRF Retiree Insurance-May 2021	0.00	5,334.10	
16288	MILENA BRUNSTEIN	04/22/2021	Regular	0.00	13.00	
<a href="#">1247626</a>	Invoice	04/15/2021	Refund	0.00	13.00	
13604	NORTH SHORE GAS	04/22/2021	Regular	0.00	3,906.35	
<a href="#">4/13/21 0601145...</a>	Invoice	04/13/2021	Deer Creek 03/09/21-04/08/21	0.00	970.50	
<a href="#">4/13/21 0601145...</a>	Invoice	04/13/2021	RCHP 03/09/21-04/08/21	0.00	1,082.35	
<a href="#">4/13/21 0601145...</a>	Invoice	04/13/2021	1240 Fredrickson PI 03/09/21-04/08/21	0.00	873.38	
<a href="#">4/13/21 0602225...</a>	Invoice	04/13/2021	1390 Sunset 03/09/21-04/08/21	0.00	93.91	
<a href="#">4/13/21 0602405...</a>	Invoice	04/13/2021	2900 Trail Way,Cunniff Park Shelter3/10/21-...	0.00	99.38	
<a href="#">4/13/21 0602405...</a>	Invoice	04/13/2021	1377 Clavey Rd 03/09/21-04/08/21	0.00	115.51	
<a href="#">4/13/21 0602405...</a>	Invoice	04/13/2021	3100 Trail Way 03/09/21-04/08/21	0.00	103.62	
<a href="#">4/2/21 06081976...</a>	Invoice	04/02/2021	Sunset Rd N. of Bldg 03/01/21 - 04/01/21	0.00	254.46	
<a href="#">4/6/21 06024054...</a>	Invoice	04/06/2021	Aquatic Park 03/02/21 - 04/01/21	0.00	313.24	
19407	JOHN MALL	04/22/2021	Regular	0.00	44.85	
<a href="#">041121</a>	Invoice	04/11/2021	CPR Reimbursement	0.00	44.85	
19121	MICHELLE PARSON	04/22/2021	Regular	0.00	138.00	
<a href="#">1249675</a>	Invoice	04/19/2021	Refund	0.00	138.00	
14204	ENVIRONMENTAL SERVICES FIRM INC	04/22/2021	Regular	0.00	3,380.00	
<a href="#">18673</a>	Invoice	04/15/2021	Analyze on-site collection of material	0.00	3,380.00	
10502	CITY OF HIGHLAND PARK	04/22/2021	Regular	0.00	5.14	
<a href="#">033121</a>	Invoice	04/14/2021	Jan/Feb/March 2021 Food & Bev Tax	0.00	5.14	
16239	RICOH USA, INC.	04/22/2021	Regular	0.00	3,337.90	
<a href="#">104849590</a>	Invoice	04/06/2021	Ricoh Lease 04/25/21 - 05/24/21	0.00	3,337.90	
19413	LT TURF PROS LLC	04/22/2021	Regular	0.00	8,918.00	
<a href="#">1079</a>	Invoice	04/12/2021	Synthetic Turf - Youth Golf Area	0.00	8,918.00	
10149	ANCEL, GLINK, DIAMOND, BUSH,	04/22/2021	Regular	0.00	3,765.00	
<a href="#">81659</a>	Invoice	04/08/2021	March 2021 Legal	0.00	3,765.00	
19063	ZACHARY RICHARDSON	04/22/2021	Regular	0.00	60.00	
<a href="#">091520-R</a>	Invoice	04/21/2021	Umpire fee-Aug 2020 - lost check replaced	0.00	60.00	
11901	NELS J JOHNSON TREE EXPERT INC	04/22/2021	Regular	0.00	2,337.50	
<a href="#">1322088</a>	Invoice	04/07/2021	Tree trimming - SVGC	0.00	2,337.50	
19411	JAIME FLAHERTY	04/22/2021	Regular	0.00	43.34	

## Check Register

Packet: APPKT02733-042221 for April Board Meeting

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	
<a href="#">1249278</a>	Invoice	04/19/2021	Refund	0.00	43.34	

## Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	46	34	0.00	85,948.07
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>46</b>	<b>34</b>	<b>0.00</b>	<b>85,948.07</b>





Park District of Highland Park, IL

# Payment Reversal Register

APPKT02730 - Stale Vendor Check #1

## Canceled Payables

**Vendor Set:** 01 - Vendor Set 01

**Bank:** AP - AP BANK

Vendor Number	Vendor Name				Total Vendor Amount
<a href="#">19063</a>	ZACHARY RICHARDSON				-60.00
Payment Type	Payment Number	Original Payment Date	Reversal Date	Cancel Date	Payment Amount
Check	<a href="#">186011</a>	12/10/2020	04/21/2021	04/21/2021	-60.00
Payable Number:	Description	Payable Date	Due Date	Payable Amount	
<a href="#">091520-R</a>	Umpire fee - August 2020	09/15/2020	12/08/2020	60.00	



Park District of Highland Park, IL

# Payment Reversal Register

APPKT02731 - Stale Vendor Check #2

## Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name				Total Vendor Amount
<a href="#">18573</a>	AMANDA MOR				-380.00
Payment Type	Payment Number	Original Payment Date	Reversal Date	Cancel Date	Payment Amount
Check	<a href="#">184722</a>	05/07/2020	04/21/2021	04/21/2021	-380.00
Payable Number:	Description	Payable Date	Due Date	Payable Amount	
<a href="#">1134251-R</a>	Refund	04/29/2020	05/01/2020	380.00	



Park District of Highland Park, IL

# Payment Reversal Register

APPKT02732 - State Vendor Check #3

## Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name				Total Vendor Amount
<a href="#">18903</a>	MARI BERLIANT				-67.00
Payment Type	Payment Number	Original Payment Date	Reversal Date	Cancel Date	Payment Amount
Check	<a href="#">185578</a>	10/21/2020	04/21/2021	04/21/2021	-67.00
Payable Number:	Description	Payable Date	Due Date	Payable Amount	
<a href="#">1184848-R</a>	Refund	10/18/2020	10/20/2020		67.00



Park District of Highland Park, IL

# Check Register

Packet: APPKT02710 - Paying bank drafts for 3/26/21 payroll

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: PAYROLL-PAYROLL BANK</b>						
10058	AFLAC	03/26/2021	Bank Draft	0.00	642.60	DFT0002922
<a href="#">AFLAC 032621</a>	Invoice	03/25/2021	AFLAC 03/26/21	0.00	642.60	
11161	ICMA RETIREMENT TRUST #302037	03/26/2021	Bank Draft	0.00	3,408.96	DFT0002923
<a href="#">ICMA 457 032621</a>	Invoice	03/26/2021	Wire Transfer ICMA 457 Deferred Comp	0.00	3,408.96	
12825	ICMA RETIREMENT TRUST #705568	03/26/2021	Bank Draft	0.00	295.00	DFT0002924
<a href="#">ICMA Roth 032621</a>	Invoice	03/26/2021	Wire Transfer ICMA Roth	0.00	295.00	

## 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	4,346.56
EFT's	0	0	0.00	0.00
	<b>3</b>	<b>3</b>	<b>0.00</b>	<b>4,346.56</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT02712 - Payment for IMRF March 2021

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11177	ILL MUNICIPAL RETIREMENT FUND	03/29/2021	Bank Draft	0.00	44,357.52	DFT0002925
<a href="#">IMRF March 2021</a>	Invoice	03/29/2021	IMRF 03/29/21	0.00	44,357.52	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	44,357.52
EFT's	0	0	0.00	0.00
	1	1	0.00	44,357.52



Park District of Highland Park, IL

# Check Register

Packet: APPKT02716 - I.D.E.S. Payment - 4th Qtr 2020

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
15487	I.D.E.S.	03/31/2021	Bank Draft	0.00	7,673.00	DFT0002946
<a href="tel:2097121808">2-097-121-808</a>	Invoice	03/31/2021	Unemployment compensation 4th qtr 2020	0.00	7,673.00	

## 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	7,673.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>7,673.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT02725 - 040921 Bank Drafts

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	04/09/2021	Bank Draft	0.00	3,407.60	DFT0002960
<a href="#">ICMA 457 040921</a>	Invoice	04/09/2021	Wire Transfer ICMA 457 Deferred Comp	0.00	3,407.60	
12825	ICMA RETIREMENT TRUST #705568	04/09/2021	Bank Draft	0.00	280.00	DFT0002961
<a href="#">ICMA Roth 040921</a>	Invoice	04/09/2021	Wire Transfer ICMA Roth	0.00	280.00	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	3,687.60
EFT's	0	0	0.00	0.00
	2	2	0.00	3,687.60



Park District of Highland Park, IL

# Check Register

Packet: APPKT02728 - March 2021 Sales Tax

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	04/15/2021	Bank Draft	0.00	250.00	DFT0002962
<a href="#">March 2021</a>	Invoice	04/15/2021	March 2021	0.00	250.00	

## 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	250.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>250.00</b>



# P-Card Transactions

02/08/21 - 03/07/21

AAU	\$16.00	AAU -Membership
AEREX PEST CONTROL SER	\$65.00	AEREX PEST CONTROL
ALPHA PRIME WIRELESS C	\$235.00	Radio Repairs
AMAZON.COM 076X829V3 A	\$44.97	Class Supplies-Sap
AMAZON.COM 4980A2UT3 A	\$49.98	Logitech Wireless Keyboard Mouse - IT Department
AMAZON.COM 4980A2UT3 A	\$24.99	Logitech Wireless Keyboard Mouse - Centennial
AMAZON.COM 4980A2UT3 A	\$24.99	Logitech Wireless Keyboard Mouse - Heller
AMAZON.COM 8R0X21KP3 A	\$100.98	Office Supplies
AMAZON.COM AMZN.COM/BI	(\$49.00)	supplies return/exchane
AMAZON.COM G97YZ8423 A	\$25.97	Class Supplies-Sp
AMAZON.COM KF2VN99Z3 A	\$46.89	Batteries for virtual head set
AMAZON.COM U81UR1U53 A	\$39.96	AMAZON.COM office supplies wrc
AMAZON.COM WT58F4IO3 A	\$49.00	office supplies
AMAZON.COM YA0ML6RJ3 A	\$125.61	Hoppers
AMAZON.COM YA0ML6RJ3 A	\$125.60	Hoppers
AMAZON.COM YA0ML6RJ3 A	\$125.60	Hoppers
AMAZON.COM YA0ML6RJ3 A	\$125.60	Hoppers
AMZN MKTP US 179F55BP3	\$144.06	Steel toe shoes
AMZN MKTP US 268ZY1Z72	\$26.81	class supplies-sap
AMZN MKTP US 2V38E6DO3	\$39.88	class supplies-mo
AMZN MKTP US 4H3UX7L73	\$60.31	Class Supplies-MO
AMZN Mktp US 6N9ZU0BU3	\$219.99	UPS Battery Replacement - West Ridge
AMZN Mktp US 6N9ZU0BU3	\$219.99	UPS Battery Replacement - Hidden Creek
AMZN Mktp US 6N9ZU0BU3	\$219.99	UPS Battery Replacement - Centennial
AMZN MKTP US 7P1T45PM3	\$139.98	Tools
AMZN MKTP US 8I2194RX3	\$33.98	Class Supplies-Sap
AMZN MKTP US 909WD7223	\$41.67	outdoor lights
AMZN Mktp US AH8DP3PA3	\$61.30	Automotive supplies - snowblower repair
AMZN MKTP US AMZN.COM/	(\$5.99)	Class Supplies-Sap
AMZN MKTP US AMZN.COM/	(\$89.95)	Credit from Amazon for exercise balls
AMZN MKTP US AMZN.COM/	(\$200.18)	returned lanterns
AMZN MKTP US AMZN.COM/	(\$81.01)	returned firelights stars and chalk markers
AMZN MKTP US AMZN.COM/	(\$184.24)	returned tea lights curtain lights motion sens
AMZN Mktp US C733H4W83	\$183.21	Fan motor
AMZN Mktp US CR61830A3	\$59.99	Automotive supplies
AMZN MKTP US CW3H49SW3	\$54.70	Lenovo USB -C Charger - Stephanie
AMZN MKTP US EE3WD4MW3	\$113.46	class supplies-mo
AMZN MKTP US EN4WP9263	\$62.00	Carburetor for Echo Pole Saw
AMZN MKTP US I99XU69Q3	\$143.09	Balls for Barre & Pilates (in person classes)
AMZN MKTP US JR62767V3	\$46.51	AMZN MKTP US JR62767V3 Hardware wiring for WIX p
AMZN MKTP US K98K350E3	\$90.58	tablecloths
AMZN Mktp US KH09R4HI3	\$10.99	Chainsaw bar nuts for Echo
AMZN MKTP US L29PE53C3	\$933.36	lanterns lights markers batteries
AMZN MKTP US LS9ZS0X13	\$34.73	After School program supplies

# P-Card Transactions

02/08/21 - 03/07/21

AMZN MKTP US LT0KI6TM3	\$61.78	Automotive supplies
AMZN MKTP US LX3Z53VA3	\$29.98	Screwdriver/wrench set for chainsaw
AMZN MKTP US MI53A7633	\$30.98	Class Supplies-MO
AMZN Mktp US MQ6W52713	\$39.98	Automotive supplies
AMZN MKTP US NT3OU13O3	\$13.42	Class Supplies-NN
AMZN Mktp US OC04P45H3	\$69.49	Automotive sup[plies - plow deflector
AMZN MKTP US OW7SR0GA3	\$63.77	Chainsaw carburetor
AMZN MKTP US PL3YS1CB3	\$49.56	Class Supplies-Gen
AMZN MKTP US SB2MY81Y3	\$200.62	AMZN MKTP - office supplies wrc
AMZN MKTP US T200E74C3	\$82.19	Automotive supplies - Grease tube drill bits
AMZN MKTP US TO8N02VT3	\$13.98	RCA Adapter
AMZN Mktp US U08NW0JT3	\$59.75	Automotive Snow Plower
AMZN MKTP US VP3O120O3	\$79.98	Desk shields
AMZN MKTP US W528T1CL3	\$32.58	class supplies-mo
AMZN MKTP US ZE0RL6D33	\$69.99	Class Supplies-Ceramics
AMZN MKTP US ZE9C75343	\$69.49	Class Supplies-Sap
ANIMOTO INC	\$264.00	annual fee
ANNUVIA	\$85.15	AED replacement pads
ANNUVIA	\$347.96	AED replacement pads and batteries for Rosewood
ANNUVIA	\$230.10	AED replacement pads and batteries for SVGC
APPLE.COM/US	\$379.00	Kris - Macbook Pro Warranty
APPLE.COM/US	\$3,505.19	Kris - Macbook Pro
APPLE.COM/US	\$4,461.44	Ryca's iMac
APPLE.COM/US	\$169.00	Ryca's iMac Warranty
APPLE.COM/US	\$1,381.20	Display for MacBook Pro for Ryca
APPLE.COM/US	\$3,505.19	MacBook Pro for Ryca
APPLE.COM/US	(\$169.00)	Returned Ryca's iMac - warranty
APPLE.COM/US	(\$4,461.44)	Returned Ryca's iMac
AT&T PREMIER EBIL	\$52.01	Service 01/05/21-02/04/ 21
AT&T PREMIER EBIL	\$353.03	Service 01/05/21-02/04/ 21
AT&T PREMIER EBIL	\$148.11	Service 01/05/21-02/04/21
AT&T PREMIER EBIL	\$40.72	Service 01/05/21-02/04/ 21
AT&T PREMIER EBIL	\$40.72	Service 01/05/21-02/04/21
AT&T PREMIER EBIL	\$52.01	Service 01/05/21-02/04/ 21
AT&T PREMIER EBIL	\$73.14	Service 01/05/21-02/04/21
ATT BUS PHONE PMT	\$148.05	Emergency Elevator Phone 01/05/21-02/04/21
ATT BUS PHONE PMT	\$37.01	Emergency Elevator Phone 01/05/21-02/04/21
AVALON PETROLEUM	\$5,165.43	Fuel
BARNES & NOBLE #3310	\$6.99	class supplies-sp
BEACON ATHLETICS	\$528.74	Steel Drag Mat and Base Pegs
BHFX #10	\$30.00	Canon 8400 Lease February 2021
BHFX #10	\$65.00	Inkjet Service call 01/01/21-01/31/21
BHFX #10	\$450.00	Plotter Printhead
BLN SPAMTITAN	\$195.72	Spam Filter - Monthly

P-Card Transactions

02/08/21 - 03/07/21

BLN SPAMTITAN	(\$195.72)	Spam Filter - Canceled
BURRIS EQUIPMENT CO.	\$170.40	Shoes for Big Snow Blower
BURRIS EQUIPMENT CO.	\$362.16	Idler for Kubota Track Loader
BURRIS EQUIPMENT CO.	\$428.86	Equipment Repair
CHEMCRAFT INDUSTRIES I	\$632.80	Gloves
CKO WWW.ISTOCKPHOTO.CO	\$103.50	Photos for TV Commercial
CLIFFORD WALD AND COMP	\$389.97	Vinyl Order
COMCAST BUSINESS	\$1,093.34	01/15/21-02/14/21
COMCAST BUSINESS	\$485.50	01/15/21-02/14/21
COMCAST BUSINESS	\$1,070.03	01/15/21-02/14/21
COMCAST BUSINESS	\$517.53	01/15/21-02/14/21
COMCAST BUSINESS	\$1,508.42	01/15/21-02/14/21
COMCAST BUSINESS	\$485.50	01/15/21-02/14/21
COMCAST BUSINESS	\$485.50	01/15/21-02/14/21
COMCAST BUSINESS	\$347.13	01/15/21-02/14/21
COMCAST BUSINESS	\$46.12	01/15/21-02/14/21
COMCAST BUSINESS	\$307.81	01/15/21-02/14/21
COMCAST BUSINESS	\$569.50	01/15/21-02/14/21
COMCAST BUSINESS	\$569.50	01/15/21-02/14/21
COMCAST BUSINESS	\$322.84	01/15/21-02/14/21
COMCAST BUSINESS	\$353.93	01/15/21-02/14/21
COMCAST BUSINESS	\$353.93	01/15/21-02/14/21
COMCAST BUSINESS	\$904.78	01/15/21-02/14/21
COMCAST BUSINESS	\$393.84	01/15/21-02/14/21
COMCAST BUSINESS	\$301.59	01/15/21-02/14/21
COMCAST BUSINESS	\$1,277.37	01/15/21-02/14/21
COMCAST BUSINESS	\$1,323.49	01/15/21-02/14/21
COMCAST BUSINESS	\$138.38	01/15/21-02/14/21
COMCAST CHICAGO	\$261.20	Admin: TV/WiFi Service 02/13/21-03/12/21
COMCAST CHICAGO	\$108.35	Parks Maint/Fink: WiFi Service 01/20/21-02/19/21
COMCAST CHICAGO	\$293.35	Centennial Ice Arena: WiFi Service 02/09/21-03/0
COMCAST CHICAGO	\$148.35	SVGC: WiFi Service 02/07/21-03/06/21
COMCAST CHICAGO	\$57.77	Deer Creek Courts: TV Service 02/01/21-02/28/21
COMCAST CHICAGO	\$238.10	Golf Learning: WiFi Service 01/14/21-02/13/21
COMCAST CHICAGO	\$237.56	Golf Learning: WiFi Service 02/14/21-03/13/21
CRAFTWOOD LUMBER & HAR	\$9.39	Gorilla Tape
CRAFTWOOD LUMBER & HAR	\$4.58	Keys - SVGC washroom
CRAFTWOOD LUMBER & HAR	\$15.49	Tree removal supplies
CRAFTWOOD LUMBER & HAR	\$299.75	Cold Patch for Potholes
CRAFTWOOD LUMBER & HAR	\$239.80	Asphalt repair
CRAFTWOOD LUMBER & HAR	\$167.90	Asphalt repair - Dog Park entrance
CRAFTWOOD LUMBER & HAR	\$16.99	Tool - snow shovel
CRAFTWOOD LUMBER & HAR	\$56.47	Velcro and Zip Ties - Signage materials
CRAFTWOOD LUMBER & HAR	\$20.98	Velco for HPGLC Banner

P-Card Transactions

02/08/21 - 03/07/21

CRAFTWOOD LUMBER & HAR	\$14.79	AED batteries
CRAFTWOOD LUMBER & HAR	\$16.99	Gutter
CRAFTWOOD LUMBER & HAR	\$11.99	Paint supplies
CRAFTWOOD LUMBER & HAR	\$6.88	Paint supplies
CRAFTWOOD LUMBER & HAR	\$25.97	Class Supplies-MO
CRAFTWOOD LUMBER & HAR	\$19.99	Clubhouse Cleaning Supplies
CVS/PHARMACY #04787	\$23.56	Clorox and Water
CVS/PHARMACY #04787	\$25.58	Wipes and Water
DISCOUNTSCH 8006272829	\$162.17	Class Supplies-NN
DISPLAYS2GO	\$453.62	A-Frames for New Lakefront Fees
DISPLAYS2GO	\$453.62	A-Frames for New Lakefront Fees
DOLLAR TREE	\$24.00	Class supplies-MO
DOLLAR TREE	\$46.00	Class Supplies-NN
DOLLARTREE	\$52.00	Class Supplies-Sp
DOLLARTREE	\$33.00	class supplies-sp
DOLLARTREE	\$53.00	Class Supplies-Sp
DOLLARTREE	\$27.00	After School program supplies
DOLLARTREE	\$29.00	After School program supplies
DOLLARTREE	\$41.00	After School program supplies
DOLLARTREE	\$3.00	After School program supplies
DOLLARTREE	\$23.00	After School program supplies
DOLLARTREE	\$1.00	After School program supplies
DOLLARTREE	\$9.00	After School program supplies
DOLLARTREE	\$51.00	After School Program Supplies
DOLLARTREE	\$29.00	After School program supply
DOLLARTREE	\$35.00	After school program supplies
DROPBOX MP29SY4NSB75	\$11.99	Monthly fee
DTV DIRECTV SERVICE	\$278.99	Cable TV
EIG FATCOW	\$192.39	Plan4pdhp Domain
EIG FATCOW	(\$179.40)	EIG FATCOW - Credit
EMPIRE COOLER SERVICE	\$150.00	monthly ice machine rental
EVANSVILLE SHEET METAL	\$540.25	Metal for Fitness Floor Wall.
FACEBK NVZYVZEFW2	\$250.00	Summer camp advertising
FACEBK XZS462FFW2	\$182.70	Facebook Advertising
FOREUP - BILLING - MOT	\$1,080.00	Point of Sale Software fee
G&O THERMAL SUPPLY	\$22.20	Transformer
G&O THERMAL SUPPLY	\$14.28	Fan sequencer
GOOGLE GSUITE PDHP.ORG	\$5.99	Google Apps - Monthly
GRAINGER	\$15.49	Contact Block - Grainger
GRAINGER	\$737.74	Rebuild kits for RCHP shared boiler pump
GRAINGER	\$140.00	us flags
GRAINGER	\$35.88	hand drum pumps
GRAINGER	\$105.60	RTU filters
GRAINGER	\$117.12	RTU filters

P-Card Transactions

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GRAINGER	\$146.48	RTU filters
GRAINGER	\$184.44	Rebuild kits for RCHP shared boiler pump
GRAYSLAKE FEED SALES	\$30.90	3 bags of oats for seeding
HALOGEN SUPPLY COMPANY	\$177.25	soda ash acid sodium bicarbonate
HALOGEN SUPPLY COMPANY	\$535.39	acid pulsar tabs nutlizer
HARBOR FREIGHT TOOLS 5	\$143.89	Tools couplers socket sets 3 Gal McGraw Comp.
HEY AND ASSOCIATES INC	\$513.74	HEY construction phase services
HEY AND ASSOCIATES INC	\$895.63	HEY construction phase services IEPA
HEY AND ASSOCIATES INC	\$895.63	HEY construction phase services IEPA
HORNUNG S GOLF PRODS	\$1,009.42	Club regripping supplies
HOSTEK.COM	\$19.99	Website Hosting-Foundation
IDLEWOOD ELECTRIC SUPP	\$29.37	Ballasts
IDLEWOOD ELECTRIC SUPP	\$239.34	Park Avenue Gate panel
IDLEWOOD ELECTRIC SUPP	\$9.40	RCHP-HPCC shared area supplies for pump
IDLEWOOD ELECTRIC SUPP	\$86.00	Power Supply for Lighting Control
IDLEWOOD ELECTRIC SUPP	\$2.36	RCHP-HPCC shared area supplies for pump
IL FIRE MARSHAL FEE	\$214.73	IL FIRE MARSHAL FEE - Boiler inspection at CIA
ILIPRA.ORG	\$165.00	Digital Marketing Specialist Job Posting
ILIPRA.ORG	\$265.00	Digital Marketing Specialist job posting and ema
ILIPRA.ORG	(\$165.00)	Refund of double charge for Marketing job postin
ILIPRA.ORG	\$265.00	Job posting and email blast for Recreation Super
IN NATIONAL DRUG SCRE	\$300.00	Quarterly random drug screen subscription
IN SOUND OF MUSIC SYS	\$38.00	Music for Fitness Floor
IN THE LOCAL MOMS NET	\$500.00	North Shore Moms Camp Listings
IPRA	\$579.00	CPSI training & testing - Voss
IPRA	\$704.00	CPSI training & testing - Gross
IPRA	\$704.00	CPSI training & testing - Picchietti
IPRA	\$704.00	CPSI training & testing - White
J2 EFAX SERVICES	\$16.95	Donna Dunn Fax Solution
JEWEL OSCO 3459	\$65.73	JEWEL OSCO 3459 - assorted cards for staff
JEWEL OSCO 3459	\$13.26	Class Supplies-Sap
JEWEL OSCO 3459	\$12.97	Class Supplies-Sap
JEWEL OSCO 3459	\$18.43	Class Supplies-Sap
JEWEL OSCO 3459	\$41.42	Class Supplies-Sap
JEWEL OSCO 3459	\$16.97	Class supplies-Sap
JEWEL OSCO 3459	\$36.72	Class Supplies-Sap
JEWEL OSCO 3459	\$28.81	Class Supplies-Sap
JEWEL OSCO 3459	\$6.99	Class Supplies-Sap
JEWEL OSCO 3459	\$13.45	Class Supplies-Sap
JEWEL OSCO 3459	\$2.50	After School program supplies
JEWEL OSCO 3459	\$28.21	Milk food coloring baking sode
JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening
JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening
JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening

P-Card Transactions

02/08/21 - 03/07/21

JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening
JW TURF INC	\$106.53	Temperature Switch
KELLYS APPLIANCES HIGH	\$379.00	New Vacuum for WRC
KELLYS APPLIANCES HIGH	\$206.75	vacuum repair
LEGO NORTHBROOK COUR	\$30.98	Class Supplies-MO
LEGO NORTHBROOK COUR	\$61.96	Class Supplies-MO
LIFEGUARD STORE - ONLI	\$129.00	Rosewood Beach supplies
MailChimp	\$260.00	monthly fee
MAILCHIMP MISC	\$9.02	Mail chimp for Foundation
MARATHON SPORTSWEAR	\$319.94	MARATHON SPORTSWEAR - RC OTG Virtual Fitness t
MARK VEND CO.	\$27.56	Vending for POGO - Parks
MARK VEND CO.	\$9.19	Vending for POGO - Golf
MEETMAKER COM	\$740.03	Entry Fee Gymnastics Meet
MENARDS 3327	\$59.91	2cycle fuel
MENARDS 3327	\$83.06	Gutters
MENONI & MOCOgni INC.	\$362.50	Salt for Truck 191
MICHAELS STORES 2037	\$17.94	class supplies-Sap
MICHAELS STORES 2037	\$78.35	After School program supplies
MICHAELS STORES 2037	\$88.62	After School program supplies
MICHAELS STORES 5018	\$20.14	class supplies-sp
MICHAELS STORES 5018	\$33.06	Class Supplies-sp
MID TOWN PETROLEUM ACQ	\$631.65	Drum Oil 5w 30
MUTUAL ACE HARDWARE &	\$9.24	Custodial Supples
MUTUAL ACE HARDWARE &	\$10.17	Chemical sprayer
MUTUAL ACE HARDWARE &	\$131.41	facility supplies
MUTUAL ACE HARDWARE &	\$73.95	facility supplies
MUTUAL ACE HARDWARE &	\$83.20	facility supplies
MUTUAL ACE HARDWARE &	\$195.95	facility supplies
MUTUAL ACE HARDWARE &	\$55.51	facility supplies
MUTUAL ACE HARDWARE &	\$21.83	Power line for sump pump
MUTUAL ACE HARDWARE &	\$4.97	Hose attachment
MUTUAL ACE HARDWARE &	\$55.45	Oil Degreaser Joint Tape & wallboard compound
MUTUAL ACE HARDWARE &	\$39.77	surge protector
MUTUAL ACE HARDWARE &	\$85.05	cable ties 7.7 11.8 14.5 aa bayyery
MUTUAL ACE HARDWARE &	\$94.17	const adhsv clr trus toggle washer walldogg
MUTUAL ACE HARDWARE &	\$3.56	tube poly
MUTUAL ACE HARDWARE &	\$28.64	cleaning supplies
MUTUAL ACE HARDWARE &	\$45.77	PVC pipes
NAPA AUTO PRts HIGHLAN	\$204.87	Automotive supplies
NAPA AUTO PRts HIGHLAN	\$35.98	Printer supplies
NAPA AUTO PRts HIGHLAN	\$55.25	Automotive Supplies - Wash Brush
NAPA AUTO PRts HIGHLAN	\$34.15	supplies
NAPA AUTO PRts HIGHLAN	\$46.00	Automotive supplies - snow brushes
NAPA AUTO PRts HIGHLAN	\$155.74	Automotive supplies - light bulbs

P-Card Transactions

02/08/21 - 03/07/21

NAPA AUTO PRTS HIGHLAN	\$42.32	Automotive Supplies - windshield wash
NAPA AUTO PRTS HIGHLAN	\$45.05	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$45.92	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$69.98	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$53.08	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$17.99	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$53.25	Automotive supplies - wiper blades
NAPA AUTO PRTS HIGHLAN	\$34.19	Windshield Washer Pump Battery Terminal - 840
NAPA AUTO PRTS HIGHLAN	\$33.58	Automotive supplies - exhaust pipe
NAPA AUTO PRTS HIGHLAN	\$70.82	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$59.84	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$333.86	EGR Cooler for Truck 190
NAPA AUTO PRTS HIGHLAN	\$87.24	Automotive supplies - V-belts
NAPA AUTO PRTS HIGHLAN	\$87.24	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$5.82	Automotive supplies - V-belts
NAPA AUTO PRTS HIGHLAN	\$18.42	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$42.64	Automotive supplies - Snowblower belts
NAPA AUTO PRTS HIGHLAN	\$70.44	Lightbulbs for Backhoe
NAPA AUTO PRTS HIGHLAN	\$79.96	Oil for Backhoe
NAPA AUTO PRTS HIGHLAN	\$140.84	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$105.12	Automotive supplies - filters
NAPA AUTO PRTS HIGHLAN	\$100.69	Automotive supplies - Filters for chippers
NAPA AUTO PRTS HIGHLAN	\$122.41	Automotive supplies - filter for chipper
NAPA AUTO PRTS HIGHLAN	\$26.00	Automotive Supplies - spark plugs
NAPA AUTO PRTS HIGHLAN	\$45.02	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$36.49	Plow Light for 127
NAPA AUTO PRTS HIGHLAN	\$120.96	Filters for Trucks 124 126 130
NAPA AUTO PRTS HIGHLAN	\$92.88	Filters for Truck 123
NAPA AUTO PRTS HIGHLAN	\$99.81	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$57.20	Filters for 870
NAPA AUTO PRTS HIGHLAN	\$32.85	Automotive supplies - fuel filter
NAPA AUTO PRTS HIGHLAN	\$103.92	Automotive supplies - Heavy duty oil
NAPA AUTO PRTS HIGHLAN	\$66.73	Automotive Supplies - filters
NAPA AUTO PRTS HIGHLAN	\$58.37	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$52.96	Automotive supplies - Antifreeze
NAPA AUTO PRTS HIGHLAN	\$10.66	Automotive supplies - Toro Z V-belt
NAPA AUTO PRTS HIGHLAN	\$41.30	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$54.09	Automotive supplies
NAPA AUTO PRTS HIGHLAN	\$47.61	Greens Roller Repair Parts
NAPA AUTO PRTS HIGHLAN	\$93.26	Oil Filters 10W40 QT Oil
NAPA AUTO PRTS HIGHLAN	\$60.85	Oil Filter & 10W30 Qt Oil
NAPA AUTO PRTS HIGHLAN	\$102.96	NAPA 10W40 QT Oil
NAPA AUTO PRTS HIGHLAN	\$52.56	10W40 QT Oil
NAPA AUTO PRTS HIGHLAN	(\$102.96)	10W40 Qt Oil

P-Card Transactions

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NAPA AUTO PRTS HIGHLAN	\$17.16	Fuses
NAPA AUTO PRTS HIGHLAN	\$145.60	Cleaner Rags Oil Gloves Oil Filters
NAPA AUTO PRTS HIGHLAN	\$30.98	Oil Filters
NBF NATL BIZ FURNITURE	\$225.59	Office chair
NOR NORTHERN TOOL	\$310.90	Chainsaw Chaps
NORTHSHORE PHYSICIAN	\$119.00	Pre-Employment Screenings for new FT employee in
OFFICESUPPLY.COM	\$200.69	OFFICESUPPLY.COM - Green works cleaner and Paper
OFFICESUPPLY.COM	\$37.60	Lysol Multi surface cleaner
OFFICESUPPLY.COM	\$32.24	Urinal screens
OFFICESUPPLY.COM	\$62.97	Paper towels
OFFICESUPPLY.COM	\$200.34	OFFICESUPPLY.COM - Pine-Sole and trash and Can L
OFFICESUPPLY.COM	\$227.63	OFFICESUPPLY.COM -GOJO hand wash and can liners
OFFICESUPPLY.COM	\$237.80	OFFICESUPPLY.COM - Lysol cleaner and Greenworks
OFFICESUPPLY.COM	\$179.70	OFFICESUPPLY.COM - Clorox Wipes
OFFICESUPPLY.COM	\$244.65	OFFICESUPPLY.COM -Lysol wipes
OFFICESUPPLY.COM	(\$77.00)	OFFICESUPPLY.COM - Gloves Credit
OFFICESUPPLY.COM	\$149.88	OFFICESUPPLY.COM -Glass and surface spray clean
OFFICESUPPLY.COM	\$99.83	Gym Wipes
OFFICESUPPLY.COM	\$58.48	Office supplies pens post it's
OFFICESUPPLY.COM	\$60.28	Binders Pens
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	PO S Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARTY CITY 168	\$12.00	class supplies-sap
PARTY CITY 168	\$43.93	Class Supplies-NN
PAYPAL RAINOUTLINE	(\$399.00)	Credit for double billing
PELLA ENGRAVING COMP	\$166.26	Donation Plaque - Peterson (Sunset Woods)
PROCTORU INC.	\$12.00	Illinois General Standards Exam - Ryan Ochs
PROCTORU INC.	\$12.00	Illinois Turf License Exam - Ryan Ochs
PROCTORU INC.	\$12.00	Staff Pesticide Testing
PROCTORU INC.	\$12.00	Staff Pesticide Testing
PROCTORU INC.	\$12.00	Staff Pesticide Testing
rconthegofitness.org	\$5.00	rconthegofitness.org - RCHP Team account
rconthegofitness.org	\$10.00	rconthegofitness.org - Purchase House Account Me
READYREFRESH BY NESTLE	\$69.90	drinking water
REINDERS SUSSEX CUSTOM	\$1,794.35	New Reels - Golf Course Triplex
REINDERS SUSSEX CUSTOM	\$20.05	Golf Course Equipment Repair
REINDERS SUSSEX CUSTOM	\$186.52	Golf Course Equipment Winter Maintenance Repair
REVDANCE.TENTH HOUSE	\$403.55	Skating Costumes
REVDANCE.TENTH HOUSE	\$63.95	Ice show costumes
REVDANCE.TENTH HOUSE	\$918.95	Skating Costumes
S&S WORLDWIDE INC.	\$183.54	Class Supplies-MO



P-Card Transactions

02/08/21 - 03/07/21

SALLY BEAUTY 10603	\$6.69	Hydrogen Peroxide
SHERWIN WILLIAMS 70190	\$35.78	Paint supplies
SITEONE LANDSCAPE SUPP	\$675.00	For 2020 Budget Year - White Paint for Fields
SITEONE LANDSCAPE SUPP	\$450.00	For 2020 Budget Year - Rye Grass Seed
SP FATHEAD LLC	\$34.52	ice show cut-out sample
SQ LAKESIDE GLASS & M	\$164.80	Plexi Glass for Warming House
STAPLES 00116616	\$96.00	Danger Signage - Shoreline
STAPLES 00116616	\$49.99	Class Supplies-Sp
STAPLES 00116616	\$7.29	Clubhouse Cleaning Supplies
STOREYOURBOARD.COM	\$1,099.99	New SUP storage system
TARGET 00010363	\$20.97	Class Supplies-Sp
TARGET 00010702	\$38.72	Class Supplies-MO
TARGET 00011684	\$8.08	Class Supplies-Sap
TARGET 00011684	\$11.52	class supplies-sap
TARGET 00011684	\$8.66	Class Supplies-Sap
TARGET 00011684	\$12.88	Class Supplies-Sap
TARGET 00011684	\$33.96	Class Supplies-Sp
TARGET 00011684	\$23.63	After School program supplies
TARGET 00011684	\$89.26	After School program supplies
TARGET 00011684	\$3.29	Clubhouse Cleaning Supplies
TARGET 00019125	\$15.94	class supplies-sp
TARGET 00019125	\$17.08	class supplies-sp
TEACHERSPAYTEACHERS.CO	\$6.00	Class Supplies-MO
TEC #130	\$617.68	Blower assembly for POGO HVAC
THE HOME DEPOT #1902	(\$37.66)	Cancelled Home Depot Order
THE HOME DEPOT #1902	\$37.66	Cancelled Order
THE HOME DEPOT #1926	\$45.41	Copper pipe
THE HOME DEPOT #1926	\$68.70	Fence pickets - Brown Park
THE HOME DEPOT #1926	\$325.00	Water heater for Cunniff
THE HOME DEPOT #1926	\$28.97	Copper elbows
THE HOME DEPOT #1926	\$11.44	Gutter seamer
THE HOME DEPOT #1926	\$8.84	Gutter elbows
THE HOME DEPOT #1926	\$35.88	Paint supplies
THE HOME DEPOT #1926	\$13.26	Spackling
THE HOME DEPOT #1926	\$99.69	custodial supplies
THE HOME DEPOT #1926	\$48.16	Winter Boot Trays
THE HOME DEPOT #1926	\$11.55	black pipe caps
THE HOME DEPOT #1941	\$114.34	Vinyl Mats Acrylic sheet tape measure markers
U OF I CROP SCIENCE	\$45.00	General Standards Training
U OF I CROP SCIENCE	\$25.00	Illinois Turf Training
USPS PO 1615850261	\$8.55	Postage for IEPA Reimbursement
USPS PO 1636060035	\$17.55	Certified mail for ACA forms
WAREHOUSE DIRECT	\$159.95	Vital Oxide for POGO
WAREHOUSE DIRECT	\$113.95	Custodial Supplies

P-Card Transactions

02/08/21 - 03/07/21

WAREHOUSE DIRECT	\$5.30	Office supplies
WAREHOUSE DIRECT	\$30.25	cleaningl supplies
WAREHOUSE DIRECT	\$242.12	cleaning supplies
WAREHOUSE DIRECT	\$157.69	cleaning supplies
WAREHOUSE DIRECT	\$124.51	cleaning supplies
WAREHOUSE DIRECT	\$7.69	office supplies
WAREHOUSE DIRECT	\$152.08	lysol all purpose cleaner
WAREHOUSE DIRECT	\$146.08	copy and receipt paper
WAREHOUSE DIRECT	\$239.98	WAREHOUSE DIRECT - Lysol spray
WAREHOUSE DIRECT	\$229.26	WAREHOUSE DIRECT -Lysol all purpose cleaner
WAREHOUSE DIRECT	\$219.98	WAREHOUSE DIRECT -Lysol Desinfectant spray
WAREHOUSE DIRECT	\$99.84	Coffee Machine Broke - Maintenance
WAREHOUSE DIRECT	\$270.98	Hand sanitizer lysol microban
WAREHOUSE DIRECT	\$70.10	Latex gloves
WHOLEFDS DRF 10116	\$28.71	After School program supplies
WINNETKA PARK TENNIS	\$136.00	Travel Team Match
WM SUPERCENTER #3893	\$81.03	Class Supplies-MO
WM SUPERCENTER #3893	\$15.94	Class Supplies-NN
WWP ROSE PEST SOLUTION	\$110.00	pest control
WWW.32COUNTFITNESS.COM	\$34.95	WWW.32COUNTFITNESS.COM -Virtual Music subscripti
YOUR ADVANTAGE II LT	\$165.00	Stringing Service
ZOHO-MANAGEENGINE SER	\$239.50	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$95.80	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$263.45	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$143.70	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$455.05	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$95.80	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$95.80	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$23.95	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$23.95	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$23.95	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$23.95	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$23.95	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$167.65	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$47.90	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$47.90	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$143.70	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$95.80	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$47.90	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$119.75	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$143.70	Service Desk Plus - PDHP Request System (Parks
ZOHO-MANAGEENGINE SER	\$71.85	Service Desk Plus - PDHP Request System (Parks
ZOOM.US 888-799-9666	\$84.97	Zoom Monthly
ZOOM.US 888-799-9666	\$14.99	Zoom membership

Total \$77,422.96



Park District of Highland Park, IL

## DISTRICT WIDE

# Income Statement

Current Period Ending 03/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	330,527.54	115,721.03	897,785.61	755,503.17	142,282.44	2,088,527.25	234,854.30	1,218,448.53
110 - CAMPS	4,210.00	5,390.00	4,290.00	5,390.00	-1,100.00	896,688.50	2,421.44	4,753.94
120 - LESSONS	48,099.85	25,144.90	169,732.20	84,377.44	85,354.76	345,711.50	12,895.50	89,877.33
130 - SPECIAL EVENTS	1,217.00	1,350.98	1,241.00	2,293.59	-1,052.59	58,605.00	11,886.10	23,571.10
410 - TAX	9,711.18	10,000.00	36,589.80	35,000.00	1,589.80	13,298,989.98	5,082.17	30,646.18
420 - FEES & CHARGES	101,213.26	36,773.11	160,750.65	101,273.70	59,476.95	1,897,384.00	35,548.83	131,912.76
440 - MEMBERSHIPS	35,479.39	44,845.47	112,858.26	135,141.32	-22,283.06	562,158.00	76,995.07	309,734.20
450 - RENTALS	77,958.03	117,925.19	193,630.62	315,339.37	-121,708.75	1,319,596.35	69,234.15	266,301.51
460 - MERCHANDISING	3,346.26	4,292.47	4,214.54	12,192.65	-7,978.11	108,388.99	1,704.41	21,469.79
470 - INTEREST INCOME	905.07	1,000.00	2,900.79	6,000.00	-3,099.21	15,000.00	35,470.34	87,791.64
480 - MISCELLANEOUS INCOME	7,877.36	10,635.38	42,196.92	234,069.70	-191,872.78	526,768.43	35,028.31	76,194.85
510 - OTHER INCOME	18,540.79	1,666.00	19,678.42	4,998.00	14,680.42	64,633.68	0.00	955,327.45
520 - BOND/DEBT PROCEEDS	163.94	0.00	563.10	0.00	563.10	0.00	7,060.29	6,453,729.89
Total Revenue:	639,249.67	374,744.53	1,646,431.91	1,691,578.94	-45,147.03	21,182,451.68	528,180.91	9,669,759.17
Expense								
100 - PROGRAMS	135,077.16	134,640.07	265,032.65	359,821.42	94,788.77	1,239,095.11	148,297.70	411,120.79
110 - CAMPS	0.00	12,426.50	7,735.81	12,426.50	4,690.69	599,700.52	3,088.84	22,305.33
120 - LESSONS	29,626.79	14,910.46	80,575.64	45,319.38	-35,256.26	187,418.51	15,996.63	49,060.18
130 - SPECIAL EVENTS	5,280.72	5,030.57	10,263.91	15,043.46	4,779.55	106,709.71	9,454.91	55,450.53
610 - SALARIES & WAGES	456,054.26	516,964.94	1,280,173.03	1,417,071.26	136,898.23	7,464,738.70	514,847.37	1,489,253.68
620 - CONTRACTUAL SERVICES	102,110.38	128,423.18	585,014.92	757,924.05	172,909.13	2,653,605.40	140,019.04	659,122.34
630 - INSURANCE	88,833.41	230,341.03	231,173.53	396,343.31	165,169.78	2,453,152.89	166,900.66	313,838.13
640 - MATERIALS & SUPPLIES	24,376.09	29,017.24	38,864.02	70,954.80	32,090.78	480,618.40	27,460.95	63,418.04
650 - MAINTENANCE & LANDSCAPING CONTRACTS	27,596.43	37,573.91	43,250.51	88,756.55	45,506.04	452,572.05	31,634.76	52,601.82
660 - UTILITIES	71,507.03	70,021.68	135,181.99	177,182.67	42,000.68	848,776.67	81,181.65	129,008.93
670 - PENSION CONTRIBUTIONS	47,750.98	56,494.00	135,598.25	155,555.92	19,957.67	795,846.79	56,898.70	165,945.49
680 - COST OF GOODS SOLD	1,316.67	7,632.50	2,324.60	9,617.10	7,292.50	40,766.50	526.57	1,483.68
710 - DEBT RETIREMENT	475.00	0.00	950.00	0.00	-950.00	3,177,997.24	851.04	851.04
720 - CAPITAL OUTLAY	42,243.48	250,064.60	52,900.94	304,836.60	251,935.66	5,672,010.00	16,422.27	65,007.44
Total Expense:	1,032,248.40	1,493,540.68	2,869,039.80	3,810,853.02	941,813.22	26,173,008.49	1,213,581.09	3,478,467.42
Report Total:	-392,998.73	-1,118,796.15	-1,222,607.89	-2,119,274.08	896,666.19	-4,990,556.81	-685,400.18	6,191,291.75

## Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
01 - GENERAL CORPORATE	-302,827.36	-439,684.77	-776,275.02	-1,057,878.83	281,603.81	145,968.47	-268,845.48	-741,351.11
25 - SPECIAL RECREATION	0.00	0.00	-346,768.16	-344,251.00	-2,517.16	-254,793.02	0.00	-162,455.01
29 - RECREATION	-61,857.61	-427,338.78	-58,028.36	-611,632.65	553,604.29	2,085,993.55	-365,093.52	-60,697.41
60 - DEBT SERVICE	-475.00	0.00	-950.00	0.00	-950.00	-1,556,288.24	-851.04	-851.04
70 - CAPITAL PROJECTS	-27,838.76	-251,772.60	-40,586.35	-105,511.60	64,925.25	-5,411,437.57	-50,610.14	7,156,646.32
<b>Report Total:</b>	<b>-392,998.73</b>	<b>-1,118,796.15</b>	<b>-1,222,607.89</b>	<b>-2,119,274.08</b>	<b>896,666.19</b>	<b>-4,990,556.81</b>	<b>-685,400.18</b>	<b>6,191,291.75</b>

General - Fund is trending favorably due to salaries, wages and insurance being under budget due to unfilled budgeted positions.

Recreation - Tracking favorably while having had reduced operations in January, with even greater reduction in expenses, especially payroll. Additionally, Deer Creek is performing well over budget (\$254,000), as is Sunset Valley (\$110,000).

Debt Service/Special Recreation - Actual vs. budget is tracking for March.

Capital - Fund is trending favorably as capital project spending and the billing thereof is lagging.



Park District of Highland Park, IL

## 01 - GENERAL FUND

# Income Statement

Current Period Ending 03/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	9,711.18	10,000.00	36,589.80	35,000.00	1,589.80	5,833,349.00	5,082.17	30,646.18
420 - FEES & CHARGES	1,381.97	1,710.00	4,161.99	5,045.40	-883.41	20,600.00	2,258.52	6,769.56
460 - MERCHANDISING	35.53	38.43	89.95	94.28	-4.33	420.00	0.00	77.72
470 - INTEREST INCOME	905.07	1,000.00	2,900.79	6,000.00	-3,099.21	15,000.00	35,470.34	87,791.64
480 - MISCELLANEOUS INCOME	0.00	3,378.00	10,800.00	9,693.40	1,106.60	64,401.00	35,259.77	40,759.25
510 - OTHER INCOME	0.00	0.00	568.82	0.00	568.82	7,930.00	0.00	0.00
Total Revenue:	12,033.75	16,126.43	55,111.35	55,833.08	-721.73	5,941,700.00	78,070.80	166,044.35
Expense								
610 - SALARIES & WAGES	172,191.05	195,659.94	494,278.53	543,562.42	49,283.89	2,692,016.27	173,238.75	523,483.21
620 - CONTRACTUAL SERVICES	34,590.74	75,929.99	92,584.12	213,056.44	120,472.32	1,018,312.45	35,016.73	95,251.49
630 - INSURANCE	57,592.20	135,469.53	134,061.94	222,240.03	88,178.09	1,330,334.61	85,158.55	161,255.25
640 - MATERIALS & SUPPLIES	12,575.18	8,664.18	18,930.55	27,135.44	8,204.89	214,713.40	13,403.92	27,871.13
650 - MAINTENANCE & LANDSCAPING CONTRACTS	4,890.93	6,094.71	11,612.49	22,393.35	10,780.86	109,095.05	8,477.93	19,740.89
660 - UTILITIES	14,702.93	12,472.74	26,594.99	25,603.50	-991.49	136,321.87	11,875.02	19,818.90
670 - PENSION CONTRIBUTIONS	18,318.08	21,520.11	53,323.75	59,720.73	6,396.98	294,937.88	19,745.38	59,974.59
Total Expense:	314,861.11	455,811.20	831,386.37	1,113,711.91	282,325.54	5,795,731.53	346,916.28	907,395.46
Report Total:	-302,827.36	-439,684.77	-776,275.02	-1,057,878.83	281,603.81	145,968.47	-268,845.48	-741,351.11

Salaries, wages and insurance are under budget due to unfilled budgeted positions. Contractual services are under budget largely due to many not attending virtual IPRA conference and reallocation of computer and police expense. Materials and supplies have been reduced across the board with reductions in operations due to the pandemic. Maintenance and landscaping are trending low as many items continue to be completed in house.



Park District of Highland Park, IL

## 25 - SPECIAL RECREATION

# Income Statement

Current Period Ending 03/31/2021

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
<b>Revenue</b>								
410 - TAX	0.00	0.00	0.00	0.00	0.00	480,000.00	0.00	0.00
<b>Total Revenue:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>480,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense</b>								
620 - CONTRACTUAL SERVICES	0.00	0.00	346,768.16	344,251.00	-2,517.16	734,793.02	0.00	162,455.01
<b>Total Expense:</b>	<b>0.00</b>	<b>0.00</b>	<b>346,768.16</b>	<b>344,251.00</b>	<b>-2,517.16</b>	<b>734,793.02</b>	<b>0.00</b>	<b>162,455.01</b>
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-346,768.16</b>	<b>-344,251.00</b>	<b>-2,517.16</b>	<b>-254,793.02</b>	<b>0.00</b>	<b>-162,455.01</b>

Actual to budget is tracking for March.



Park District of Highland Park, IL

## 29 - RECREATION FUND

# Income Statement

Current Period Ending 03/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	330,527.54	115,721.03	897,785.61	755,503.17	142,282.44	2,088,527.25	234,854.30	1,218,448.53
110 - CAMPS	4,210.00	5,390.00	4,290.00	5,390.00	-1,100.00	896,688.50	2,421.44	4,753.94
120 - LESSONS	48,099.85	25,144.90	169,732.20	84,377.44	85,354.76	345,711.50	12,895.50	89,877.33
130 - SPECIAL EVENTS	1,217.00	1,350.98	1,241.00	2,293.59	-1,052.59	58,605.00	11,886.10	23,571.10
410 - TAX	0.00	0.00	0.00	0.00	0.00	5,363,931.98	0.00	0.00
420 - FEES & CHARGES	99,831.29	35,063.11	156,588.66	96,228.30	60,360.36	1,876,784.00	33,290.31	125,143.20
440 - MEMBERSHIPS	35,479.39	44,845.47	112,858.26	135,141.32	-22,283.06	562,158.00	76,995.07	309,734.20
450 - RENTALS	77,958.03	117,925.19	193,630.62	315,339.37	-121,708.75	1,319,596.35	69,234.15	266,301.51
460 - MERCHANDISING	3,310.73	4,254.04	4,124.59	12,098.37	-7,973.78	107,968.99	1,704.41	21,392.07
480 - MISCELLANEOUS INCOME	7,877.36	7,257.38	31,396.92	19,126.30	12,270.62	107,195.00	-377.48	35,289.58
510 - OTHER INCOME	0.00	1,666.00	568.81	4,998.00	-4,429.19	56,703.68	0.00	4,846.95
Total Revenue:	608,511.19	358,618.10	1,572,216.67	1,430,495.86	141,720.81	12,783,870.25	442,903.80	2,099,358.41
Expense								
100 - PROGRAMS	135,077.16	134,640.07	265,032.65	359,821.42	94,788.77	1,239,095.11	148,297.70	411,120.79
110 - CAMPS	0.00	12,426.50	7,735.81	12,426.50	4,690.69	599,700.52	3,088.84	22,305.33
120 - LESSONS	29,626.79	14,910.46	80,575.64	45,319.38	-35,256.26	187,418.51	15,996.63	49,060.18
130 - SPECIAL EVENTS	5,280.72	5,030.57	10,263.91	15,043.46	4,779.55	106,709.71	9,454.91	55,450.53
610 - SALARIES & WAGES	283,863.21	321,305.00	785,894.50	873,508.84	87,614.34	4,772,722.43	341,608.62	965,770.47
620 - CONTRACTUAL SERVICES	62,119.64	47,160.19	137,762.64	190,616.61	52,853.97	765,499.93	62,976.81	218,081.87
630 - INSURANCE	31,241.21	94,871.50	97,111.59	174,103.28	76,991.69	1,122,818.28	81,742.11	152,582.88
640 - MATERIALS & SUPPLIES	11,800.91	20,353.06	19,933.47	43,819.36	23,885.89	265,905.00	14,057.03	35,546.91
650 - MAINTENANCE & LANDSCAPING CONTRACTS	22,705.50	31,479.20	31,638.02	66,363.20	34,725.18	343,477.00	23,156.83	32,860.93
660 - UTILITIES	56,804.10	57,548.94	108,587.00	151,579.17	42,992.17	712,454.80	69,306.63	109,190.03
670 - PENSION CONTRIBUTIONS	29,432.90	34,973.89	82,274.50	95,835.19	13,560.69	500,908.91	37,153.32	105,970.90
680 - COST OF GOODS SOLD	1,316.67	7,632.50	2,324.60	9,617.10	7,292.50	40,766.50	526.57	1,483.68
720 - CAPITAL OUTLAY	1,099.99	3,625.00	1,110.70	4,075.00	2,964.30	40,400.00	631.32	631.32
Total Expense:	670,368.80	785,956.88	1,630,245.03	2,042,128.51	411,883.48	10,697,876.70	807,997.32	2,160,055.82
Report Total:	-61,857.61	-427,338.78	-58,028.36	-611,632.65	553,604.29	2,085,993.55	-365,093.52	-60,697.41

## Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-61,857.61	-427,338.78	-58,028.36	-611,632.65	553,604.29	2,085,993.55	-365,093.52	-60,697.41
Report Total:	-61,857.61	-427,338.78	-58,028.36	-611,632.65	553,604.29	2,085,993.55	-365,093.52	-60,697.41

Program revenue was greater than budgeted largely due to \$37,000 in spring registration for gymnastics and skating, \$9,000 in athletics, \$7,000 at Heller, with the rest sitting at Deer Creek. Lesson revenue is also greater than budget in athletics by \$15,000, private gymnastics lessons by \$9,000, and the rest is at Deer Creek. Fees & Charges are also better than budget with \$7,000 at CIA, and \$48,000 at Sunset Valley. Fitness memberships are still lagging behind budget with Phase 4 attendance prodacal and people still afraid to return to the gym. Rentals are below budget with the field house lease payment not yet being received (\$33,000), CIA behind by \$66,000 due to not having Glory Days in March and the Falcons not using the ice in January, and \$9,000 for soccer field rental. Miscellaneous income is largely over budget due to \$8,700 in sponsorships at Deer Creek.

Program expenses are under budget due to program wages at CIA being under budget by \$17,000, and \$9,000 at athletics. Additionally, general program expenses were below budget due to skating classes, athletics (basketball), art, and others being unavailable through January 23 due to the pandemic. Lesson expenses were over budget due to the large number of lessons being provided and the expenses associated with those lessons. Salary and wages, insurance and pension contributions are operating under budget, primarily due to several open full time positions (Assistant AD, Recreation Supervisor, Recreation Custodians, Recreation Coordinator) and also some part-time positions that are dictated by operational utilization, such as membership coordinators at RCHP. Contract expenses operating at under budget primarily due to computer expense, which was allocated in February and none has been purchased as of yet. Additionally, contractual services are under budget largely due to many not attending virtual IPRA conference and reallocation of police expense. Also, bank fees are reduced with less transactions. Materials and supplies have been reduced across the board with reductions in programs offered in January due to the pandemic. Utilities are under budget due to timing of invoices and reduced usage with less programs being run earlier in the year. Maintenance and landscaping are trending low as many items continue to be completed in house.





Park District of Highland Park, IL

## Income Statement

Current Period Ending 03/31/2021

### 60 - DEBT SERVICE

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
<b>Revenue</b>								
410 - TAX	0.00	0.00	0.00	0.00	0.00	1,621,709.00	0.00	0.00
<b>Total Revenue:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,621,709.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense</b>								
710 - DEBT RETIREMENT	475.00	0.00	950.00	0.00	-950.00	3,177,997.24	851.04	851.04
<b>Total Expense:</b>	<b>475.00</b>	<b>0.00</b>	<b>950.00</b>	<b>0.00</b>	<b>-950.00</b>	<b>3,177,997.24</b>	<b>851.04</b>	<b>851.04</b>
<b>Report Total:</b>	<b>-475.00</b>	<b>0.00</b>	<b>-950.00</b>	<b>0.00</b>	<b>-950.00</b>	<b>-1,556,288.24</b>	<b>-851.04</b>	<b>-851.04</b>

Actual to budget is tracking for March.



Park District of Highland Park, IL

## 70 - CAPITAL FUND

# Income Statement

Current Period Ending 03/31/2021

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	0.00	0.00	0.00	205,250.00	-205,250.00	355,172.43	146.02	146.02
510 - OTHER INCOME	18,540.79	0.00	18,540.79	0.00	18,540.79	0.00	0.00	950,480.50
520 - BOND/DEBT PROCEEDS	163.94	0.00	563.10	0.00	563.10	0.00	7,060.29	6,453,729.89
Total Revenue:	18,704.73	0.00	19,103.89	205,250.00	-186,146.11	355,172.43	7,206.31	7,404,356.41
Expense								
620 - CONTRACTUAL SERVICES	5,400.00	5,333.00	7,900.00	10,000.00	2,100.00	135,000.00	42,025.50	183,333.97
720 - CAPITAL OUTLAY	41,143.49	246,439.60	51,790.24	300,761.60	248,971.36	5,631,610.00	15,790.95	64,376.12
Total Expense:	46,543.49	251,772.60	59,690.24	310,761.60	251,071.36	5,766,610.00	57,816.45	247,710.09
Report Total:	-27,838.76	-251,772.60	-40,586.35	-105,511.60	64,925.25	-5,411,437.57	-50,610.14	7,156,646.32

Income will be under budget until the OSLAD grant is spent over the year. Capital Outlay is under budget year to date due to a variety of projects not occurring as early as anticipated or because invoices have yet to be received or processed.



# RECREATION BY CENTER

Park District of Highland Park, IL

## MARCH 2021 Y-T-D

Account Type	2020 Total Budget	2020 YTD Activity	2021 Total Budget	2021 YTD Activity
<b>Fund: 29 - RECREATION</b>				
<b>Center: 11 - ADMINISTRATIVE</b>				
Revenue	5,271,282.00	16,500.00	5,389,431.98	570.81
Expense	5,569,944.00	406,365.56	4,665,661.35	378,072.57
<b>Center: 11 - ADMINISTRATIVE Surplus (Deficit):</b>	<b>(298,662.00)</b>	<b>(389,865.56)</b>	<b>723,770.63</b>	<b>(377,501.76)</b>
<b>Net Revenue:</b>	<b>-5.67%</b>	<b>-2,362.82%</b>	<b>13.43%</b>	<b>-66,134.40%</b>
<b>Center: 24 - WEST RIDGE CENTER</b>				
Revenue	525,565.96	239,293.62	405,688.00	173,623.58
Expense	875,789.65	167,811.83	701,597.81	116,516.54
<b>Center: 24 - WEST RIDGE CENTER Surplus (Deficit):</b>	<b>(350,223.69)</b>	<b>71,481.79</b>	<b>(295,909.81)</b>	<b>57,107.04</b>
<b>Net Revenue:</b>	<b>-66.64%</b>	<b>29.87%</b>	<b>-72.94%</b>	<b>32.89%</b>
<b>Center: 26 - ATHLETICS</b>				
Revenue	955,092.97	316,036.09	655,670.00	255,616.28
Expense	914,819.32	163,674.31	681,023.30	169,983.65
<b>Center: 26 - ATHLETICS Surplus (Deficit):</b>	<b>40,273.65</b>	<b>152,361.78</b>	<b>(25,353.30)</b>	<b>85,632.63</b>
<b>Net Revenue:</b>	<b>4.22%</b>	<b>48.21%</b>	<b>-3.87%</b>	<b>33.50%</b>
<b>Center: 28 - CAMPS</b>				
Revenue	987,541.00	100.50	359,345.00	420.00
Expense	657,076.00	25,560.32	344,057.02	17,889.19
<b>Center: 28 - CAMPS Surplus (Deficit):</b>	<b>330,465.00</b>	<b>(25,459.82)</b>	<b>15,287.98</b>	<b>(17,469.19)</b>
<b>Net Revenue:</b>	<b>33.46%</b>	<b>-25,333.15%</b>	<b>4.25%</b>	<b>-4,159.33%</b>
<b>Center: 29 - SPECIAL EVENTS</b>				
Revenue	64,285.00	23,490.00	29,200.00	2,400.00
Expense	190,993.66	48,015.75	113,562.03	3,655.63
<b>Center: 29 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>(126,708.66)</b>	<b>(24,525.75)</b>	<b>(84,362.03)</b>	<b>(1,255.63)</b>
<b>Net Revenue:</b>	<b>-197.10%</b>	<b>-104.41%</b>	<b>-288.91%</b>	<b>-52.32%</b>
<b>Center: 31 - HIDDEN CREEK AQUAPARK</b>				
Revenue	427,880.00	2,138.42	269,500.99	455.86
Expense	563,474.68	31,431.78	413,114.97	22,362.97
<b>Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):</b>	<b>(135,594.68)</b>	<b>(29,293.36)</b>	<b>(143,613.98)</b>	<b>(21,907.11)</b>
<b>Net Revenue:</b>	<b>-31.69%</b>	<b>-1,369.86%</b>	<b>-53.29%</b>	<b>-4,805.67%</b>
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER</b>				
Revenue	143,640.50	4,150.17	84,460.00	8,442.00
Expense	134,451.45	15,680.18	103,900.95	7,360.28
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):</b>	<b>9,189.05</b>	<b>(11,530.01)</b>	<b>(19,440.95)</b>	<b>1,081.72</b>
<b>Net Revenue:</b>	<b>6.40%</b>	<b>-277.82%</b>	<b>-23.02%</b>	<b>12.81%</b>

Account Type	2020 Total Budget	2020 YTD Activity	2021 Total Budget	2021 YTD Activity
<b>Center: 33 - ROSEWOOD BEACH</b>				
Revenue	86,515.00	30.00	104,600.00	15,945.50
Expense	144,011.88	12,394.93	198,218.76	17,755.37
Center: 33 - ROSEWOOD BEACH Surplus (Deficit):	(57,496.88)	(12,364.93)	(93,618.76)	(1,809.87)
Net Revenue:	-66.46%	-41,216.43%	-89.50%	-11.35%
<b>Center: 34 - PARK AVENUE</b>				
Revenue	104,681.00	10,085.05	116,586.00	9,943.49
Expense	120,079.51	6,876.25	124,209.44	7,856.86
Center: 34 - PARK AVENUE Surplus (Deficit):	(15,398.51)	3,208.80	(7,623.44)	2,086.63
Net Revenue:	-14.71%	31.82%	-6.54%	20.98%
<b>Center: 38 - ICE ARENA</b>				
Revenue	1,236,655.20	397,526.98	1,033,532.85	263,769.54
Expense	1,078,636.25	253,263.87	880,069.25	140,481.03
Center: 38 - ICE ARENA Surplus (Deficit):	158,018.95	144,263.11	153,463.60	123,288.51
Net Revenue:	12.78%	36.29%	14.85%	46.74%
<b>Center: 41 - MAINTENANCE</b>				
Expense	776,887.19	103,968.87	755,106.50	88,993.15
Center: 41 - MAINTENANCE Total:	776,887.19	103,968.87	755,106.50	88,993.15
Net Revenue:				
<b>Center: 42 - PRO SHOP</b>				
Revenue	1,439,530.00	55,046.55	1,523,335.00	95,184.70
Expense	502,375.52	57,324.58	536,701.89	50,417.49
Center: 42 - PRO SHOP Surplus (Deficit):	937,154.48	(2,278.03)	986,633.11	44,767.21
Net Revenue:	65.10%	-4.14%	64.77%	47.03%
<b>Center: 49 - RECREATION CENTER ADMIN</b>				
Revenue	173,222.00	38,867.24	53,972.00	(534.99)
Expense	1,208,314.98	209,002.53	571,214.56	94,025.03
Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	(1,035,092.98)	(170,135.29)	(517,242.56)	(94,560.02)
Net Revenue:	-597.55%	-437.73%	-958.35%	17,675.10%
<b>Center: 51 - RECREATION CENTER FITNESS</b>				
Revenue	1,839,560.20	355,112.71	760,761.00	133,277.48
Expense	875,679.55	179,337.08	698,385.79	101,781.48
Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	963,880.65	175,775.63	62,375.21	31,496.00
Net Revenue:	52.40%	49.50%	8.20%	23.63%
<b>Center: 53 - RECREATION CENTER AQUATICS</b>				
Revenue	230,067.50	42,639.73	101,951.00	41,059.76
Expense	370,015.39	82,220.69	239,462.32	44,236.43
Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	(139,947.89)	(39,580.96)	(137,511.32)	(3,176.67)
Net Revenue:	-60.83%	-92.83%	-134.88%	-7.74%

Account Type	2020 Total Budget	2020 YTD Activity	2021 Total Budget	2021 YTD Activity
<b>Center: 55 - INDOOR TENNIS</b>				
Revenue	1,274,182.50	562,772.45	966,750.50	521,311.21
Expense	1,124,363.62	238,850.84	941,006.58	217,745.27
<b>Center: 55 - INDOOR TENNIS Surplus (Deficit):</b>	<b>149,818.88</b>	<b>323,921.61</b>	<b>25,743.92</b>	<b>303,565.94</b>
<b>Net Revenue:</b>	<b>11.76%</b>	<b>57.56%</b>	<b>2.66%</b>	<b>58.23%</b>
<b>Center: 56 - OUTDOOR TENNIS</b>				
Revenue	247,742.50	-	261,680.25	120.00
Expense	171,679.04	2,574.11	192,786.66	6,757.49
<b>Center: 56 - OUTDOOR TENNIS Surplus (Deficit):</b>	<b>76,063.46</b>	<b>(2,574.11)</b>	<b>68,893.59</b>	<b>(6,637.49)</b>
<b>Net Revenue:</b>	<b>30.70%</b>	<b>0.00%</b>	<b>26.33%</b>	<b>-5,531.24%</b>
<b>Center: 61 - HELLER NATURE CENTER</b>				
Revenue	305,280.00	11,052.78	186,872.00	25,142.48
Expense	662,626.22	110,681.19	494,471.27	81,454.08
<b>Center: 61 - HELLER NATURE CENTER Surplus (Deficit):</b>	<b>(357,346.22)</b>	<b>(99,628.41)</b>	<b>(307,599.27)</b>	<b>(56,311.60)</b>
<b>Net Revenue:</b>	<b>-117.06%</b>	<b>-901.39%</b>	<b>-164.60%</b>	<b>-223.97%</b>
<b>Center: 74 - HPCC LEARNING CENTER</b>				
Revenue	358,694.00	24,516.12	443,830.00	25,468.97
Expense	382,463.71	40,546.75	440,395.37	56,588.33
<b>Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):</b>	<b>(23,769.71)</b>	<b>(16,030.63)</b>	<b>3,434.63</b>	<b>(31,119.36)</b>
<b>Net Revenue:</b>	<b>-6.63%</b>	<b>-65.39%</b>	<b>0.77%</b>	<b>-122.19%</b>
<b>Center: 76 - HPCC BUILDING</b>				
Revenue	42,353.13	-	36,703.68	-
Expense	42,353.10	4,474.40	36,703.68	6,312.19
<b>Center: 76 - HPCC BUILDING Surplus (Deficit):</b>	<b>0.03</b>	<b>(4,474.40)</b>	<b>-</b>	<b>(6,312.19)</b>
<b>Net Revenue:</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>



Sunset Valley Golf Course

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,439,530.00	55,046.55	1,523,335.00	95,184.70
Expense	1,279,262.71	161,293.45	1,291,808.39	139,410.64
<b>Report Surplus (Deficit):</b>	<b>160,267.29</b>	<b>(106,246.90)</b>	<b>231,526.61</b>	<b>(44,225.94)</b>

Recreation Center of HP

	2019 Budget	2019 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	2,242,849.70	436,619.68	916,684.00	173,802.25
Expense	2,454,009.92	470,560.27	1,509,062.67	240,042.94
<b>Report Surplus (Deficit):</b>	<b>(211,160.22)</b>	<b>(33,940.59)</b>	<b>(592,378.67)</b>	<b>(66,240.69)</b>

Deer Creek Raquet Club

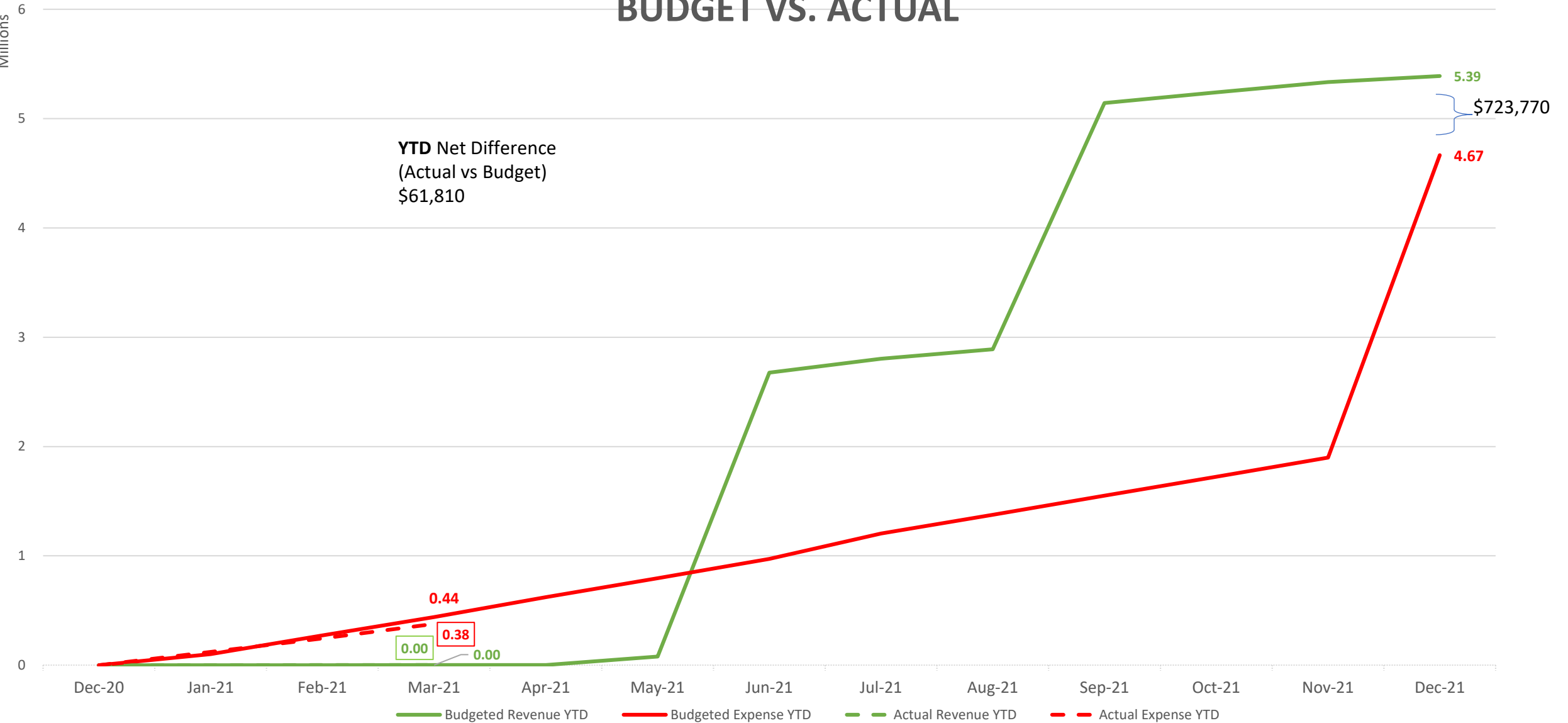
	2019 Budget	2019 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,521,925.00	562,772.45	1,228,430.75	521,431.21
Expense	1,296,042.66	241,424.95	1,133,793.24	224,502.76
<b>Report Surplus (Deficit):</b>	<b>225,882.34</b>	<b>321,347.50</b>	<b>94,637.51</b>	<b>296,928.45</b>



# Revenue and Expense Charts by Center

# RECREATION ADMINISTRATION 29-11

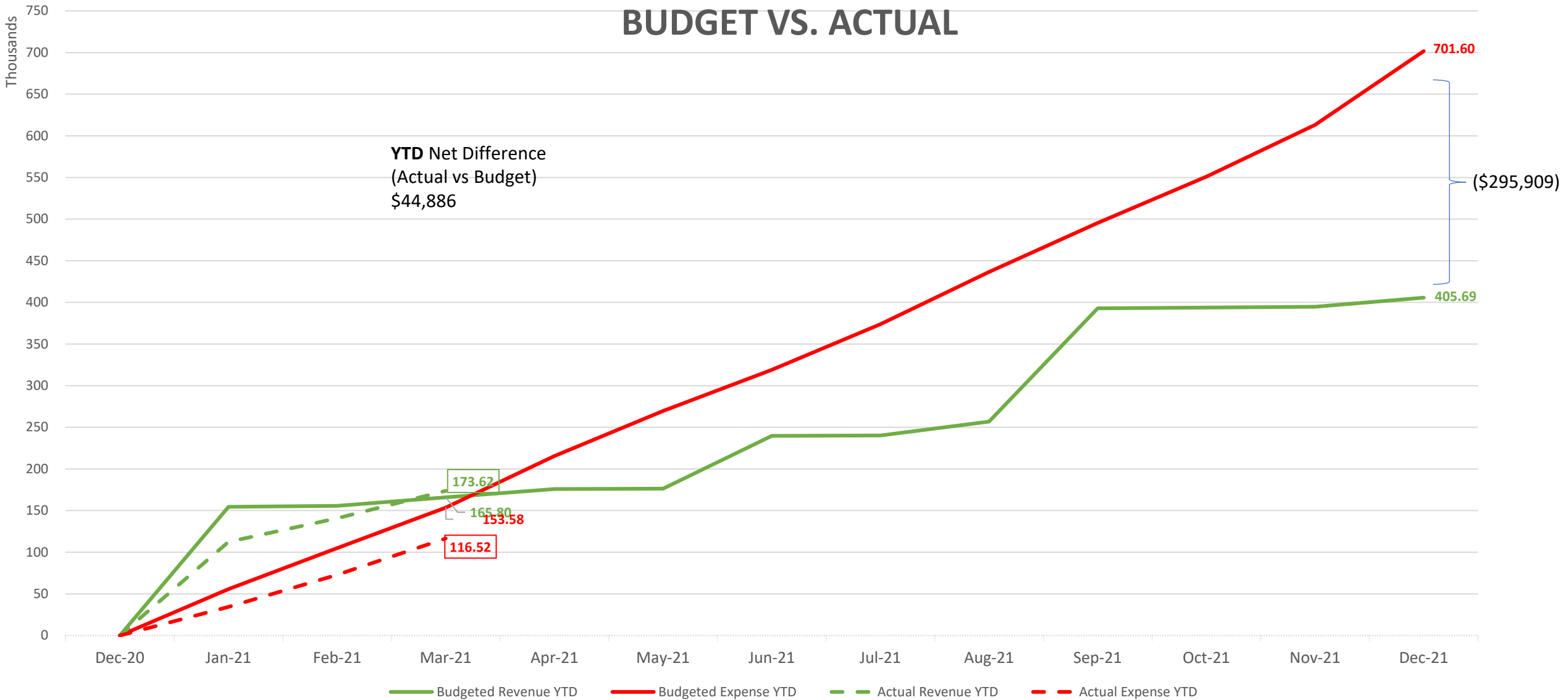
## BUDGET VS. ACTUAL





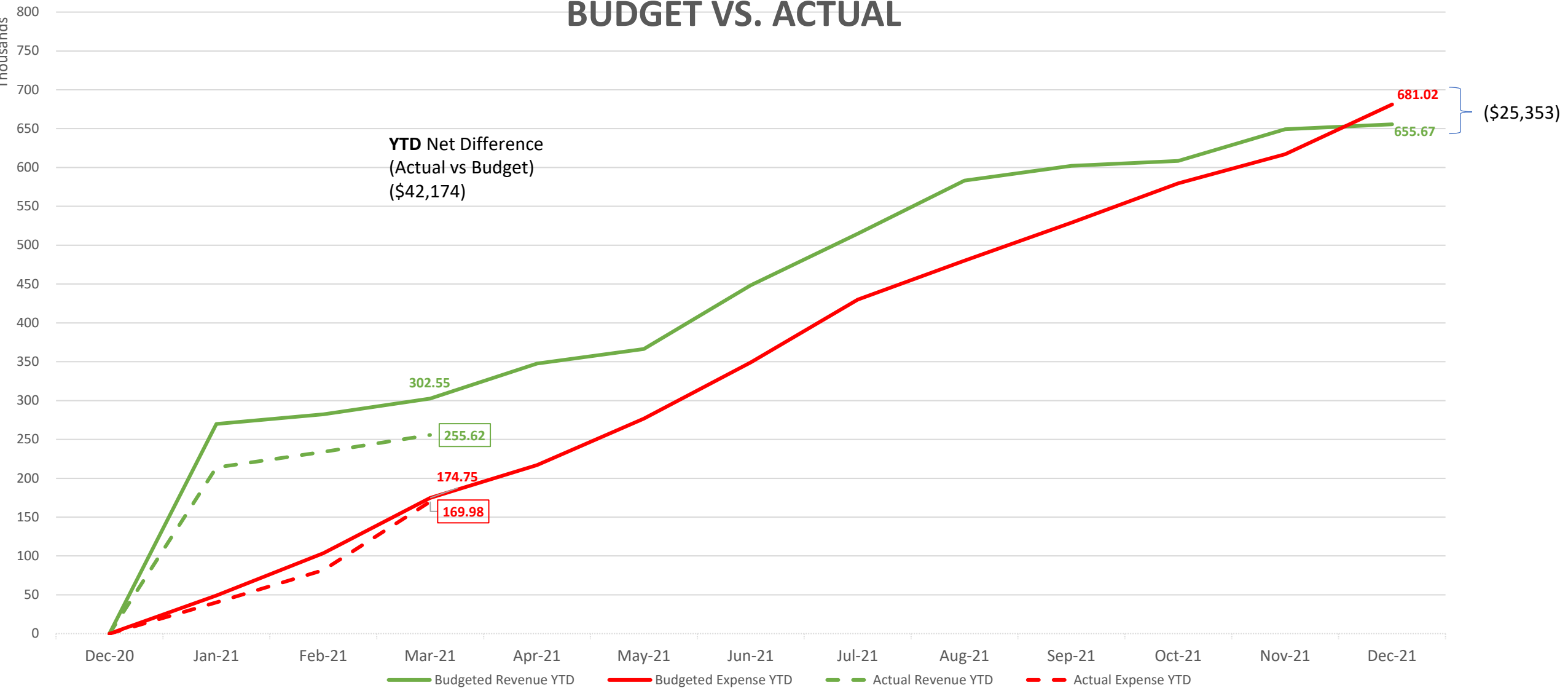
# WEST RIDGE CENTER 29-24

## BUDGET VS. ACTUAL



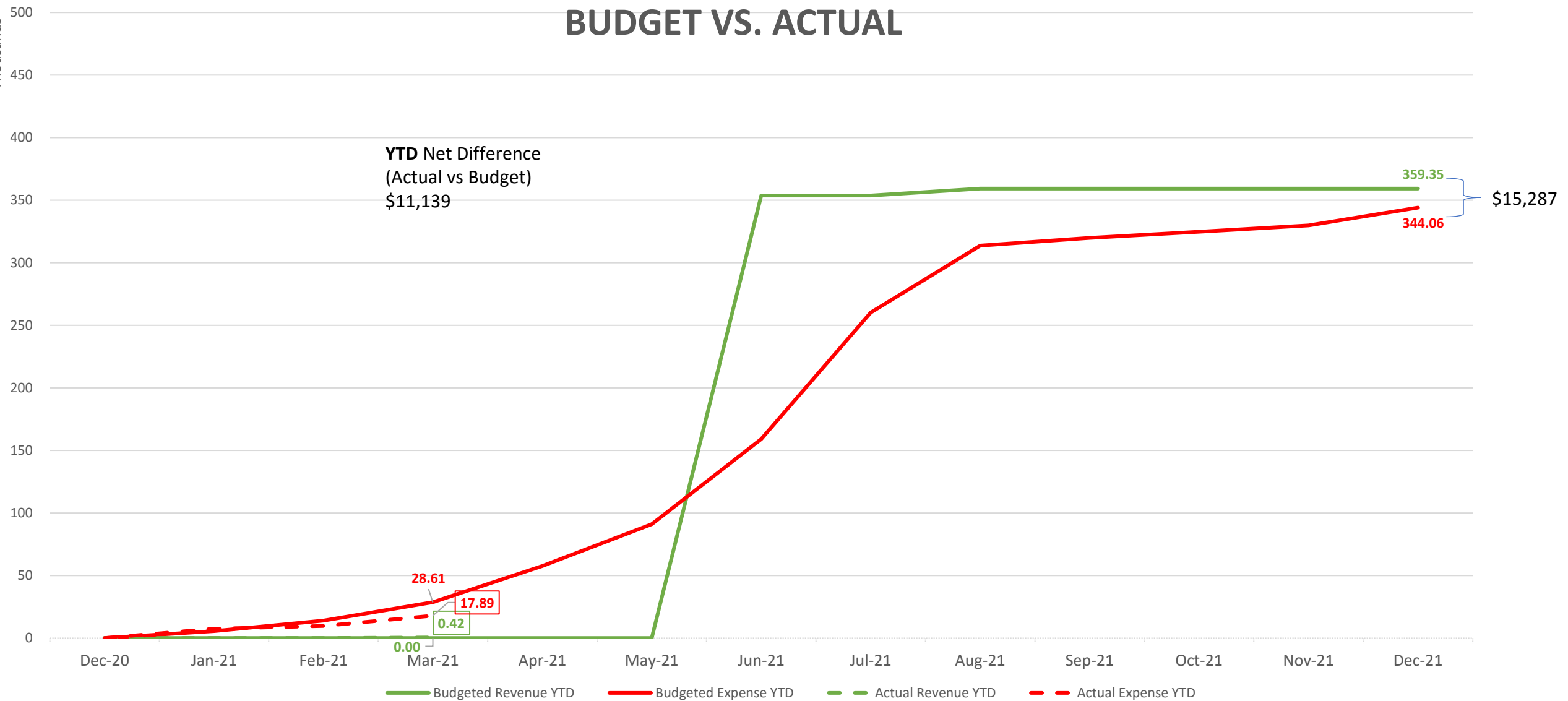
# ATHLETICS 29-26

## BUDGET VS. ACTUAL



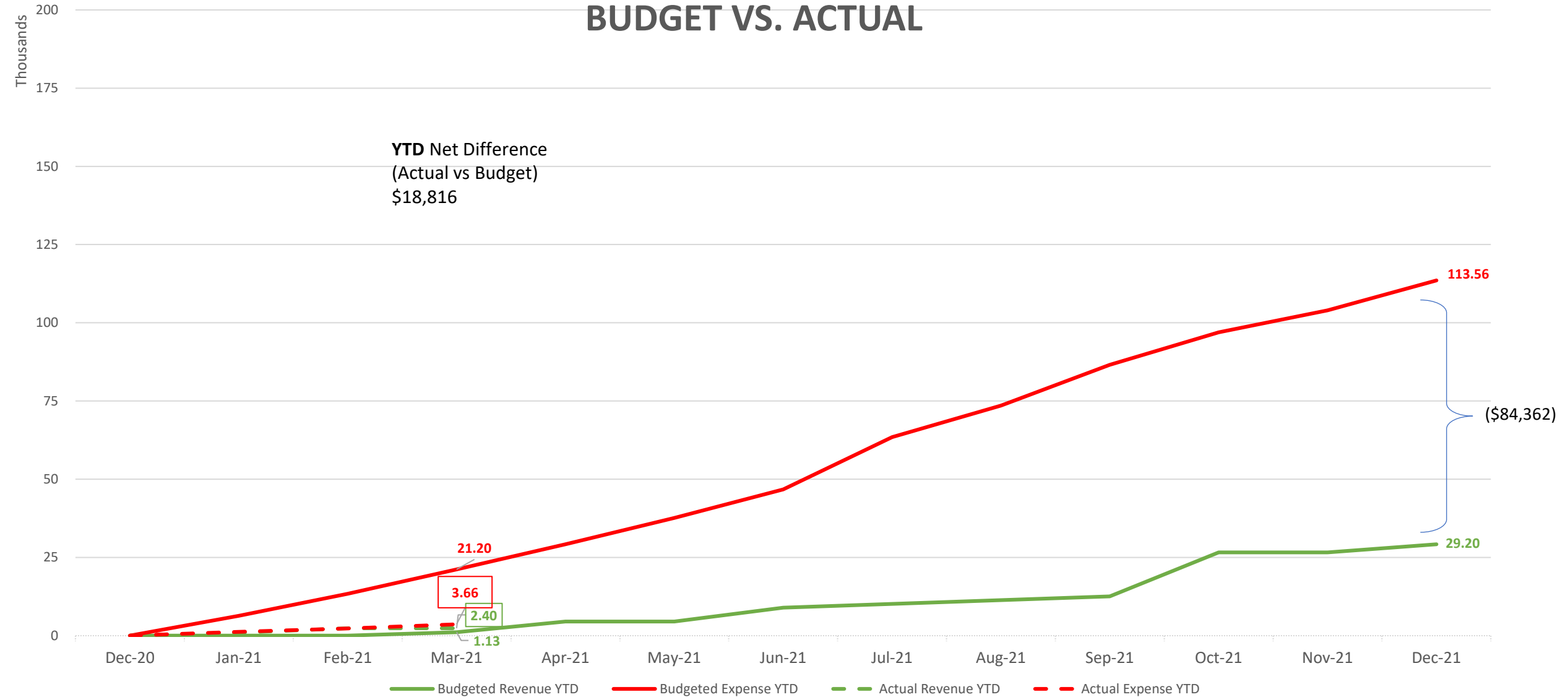
# CAMP 29-28

## BUDGET VS. ACTUAL



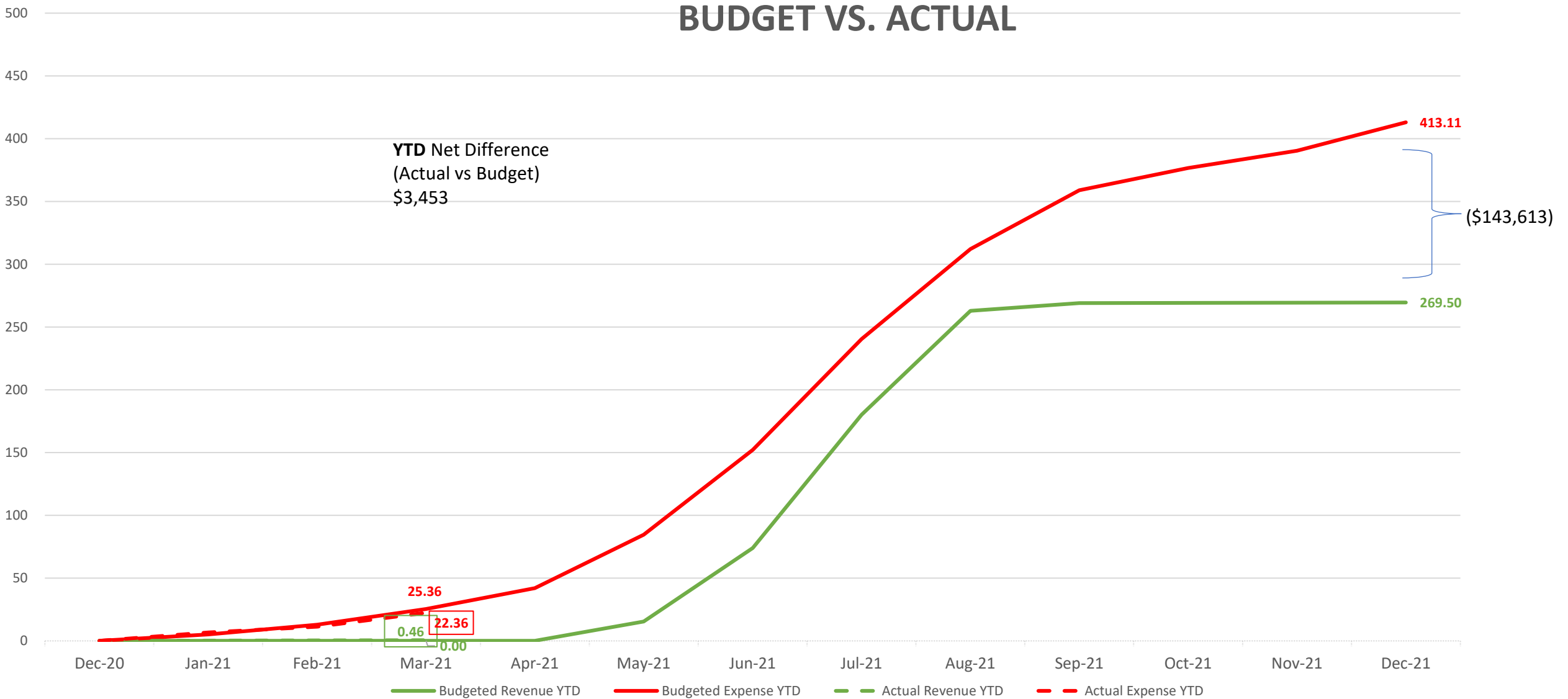
# SPECIAL EVENTS 29-29

## BUDGET VS. ACTUAL



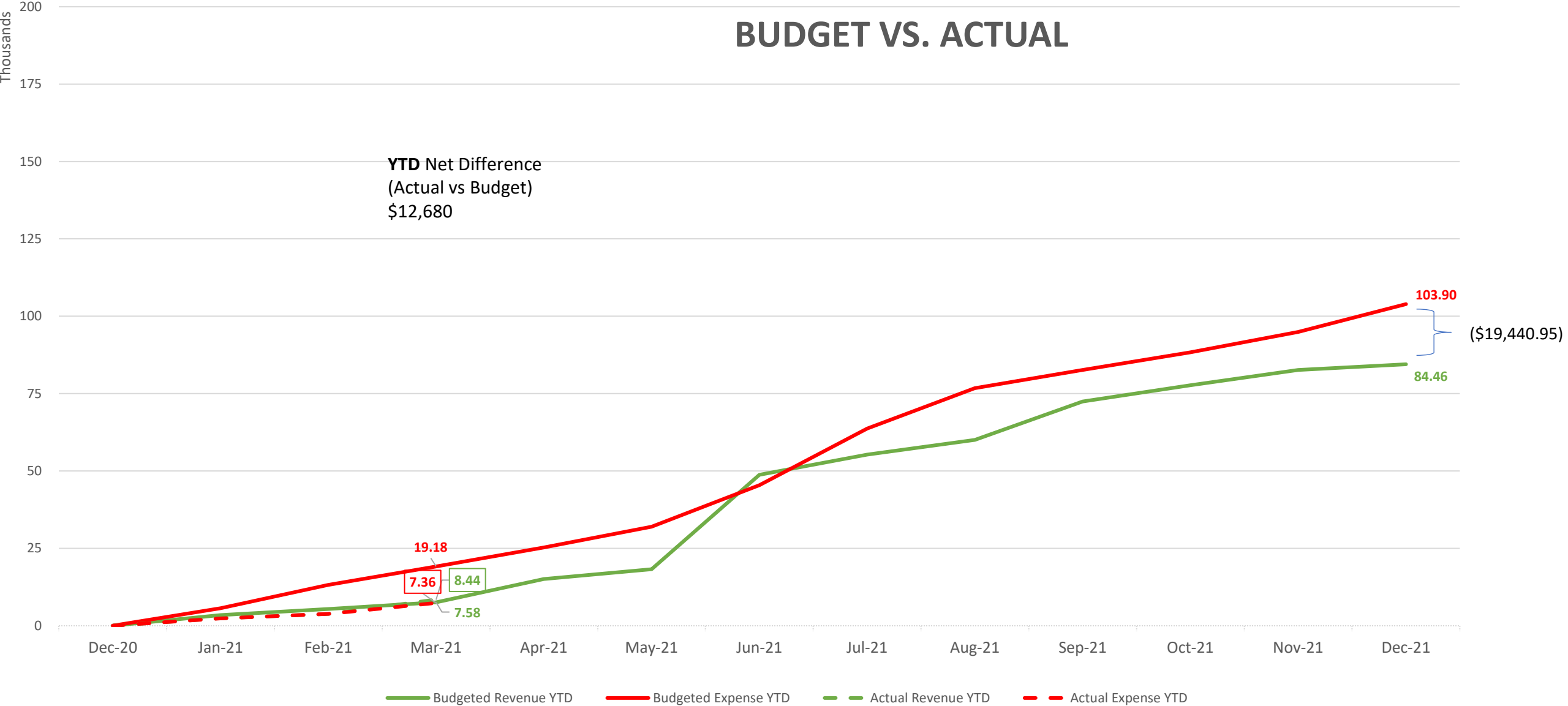
# HIDDEN CREEK AQUA PARK 29-31

## BUDGET VS. ACTUAL



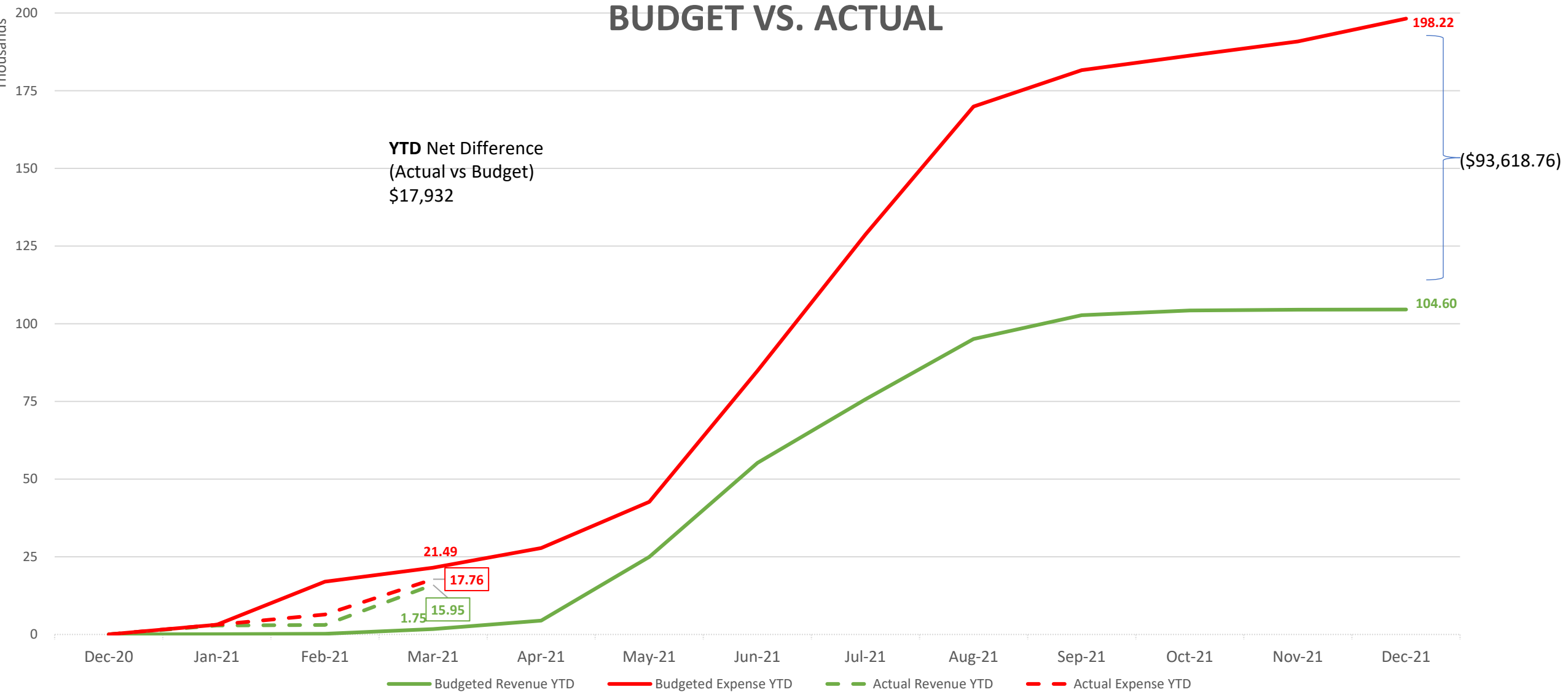
# ROSEWOOD INTERPRETIVE CENTER 29-32

## BUDGET VS. ACTUAL



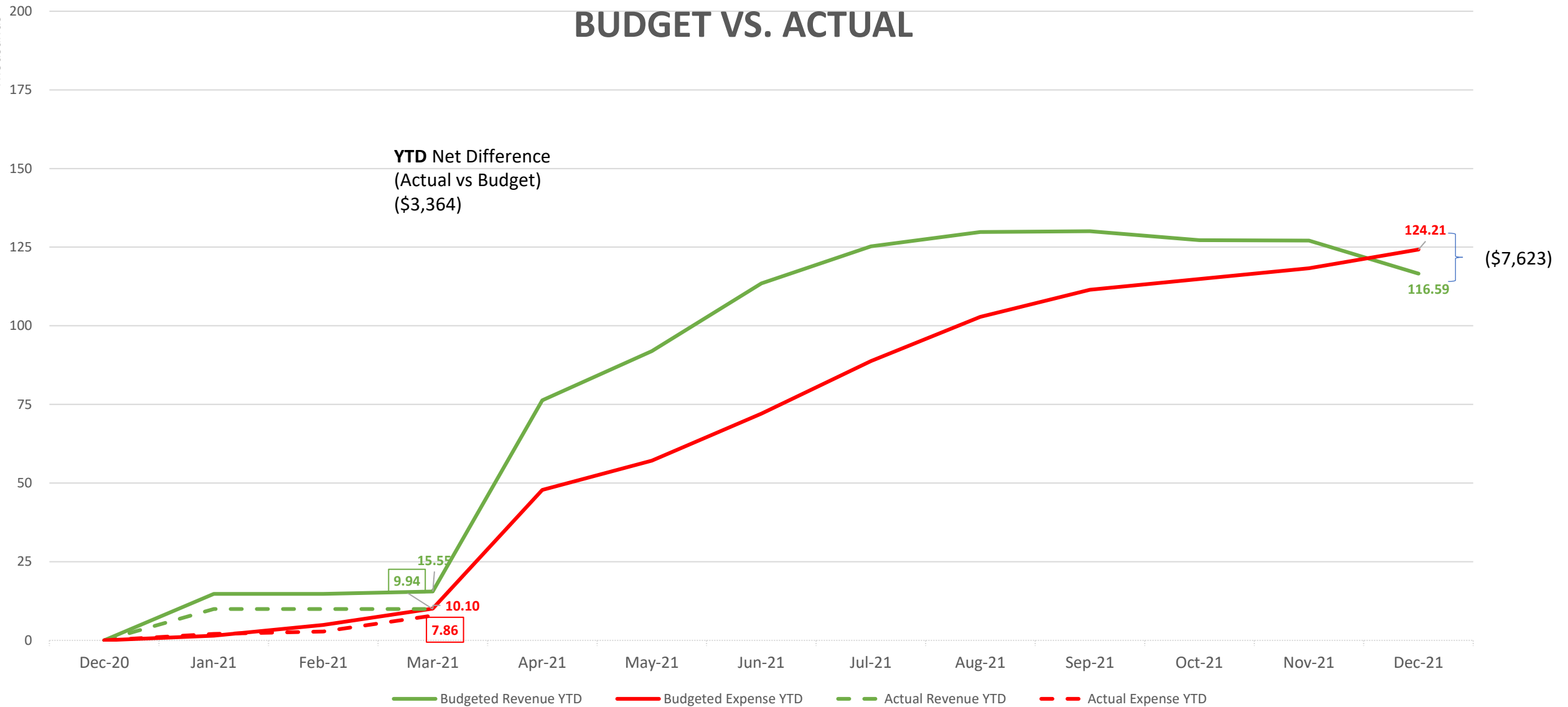
# ROSEWOOD BEACH 29-33

## BUDGET VS. ACTUAL



# PARK AVENUE 29-34

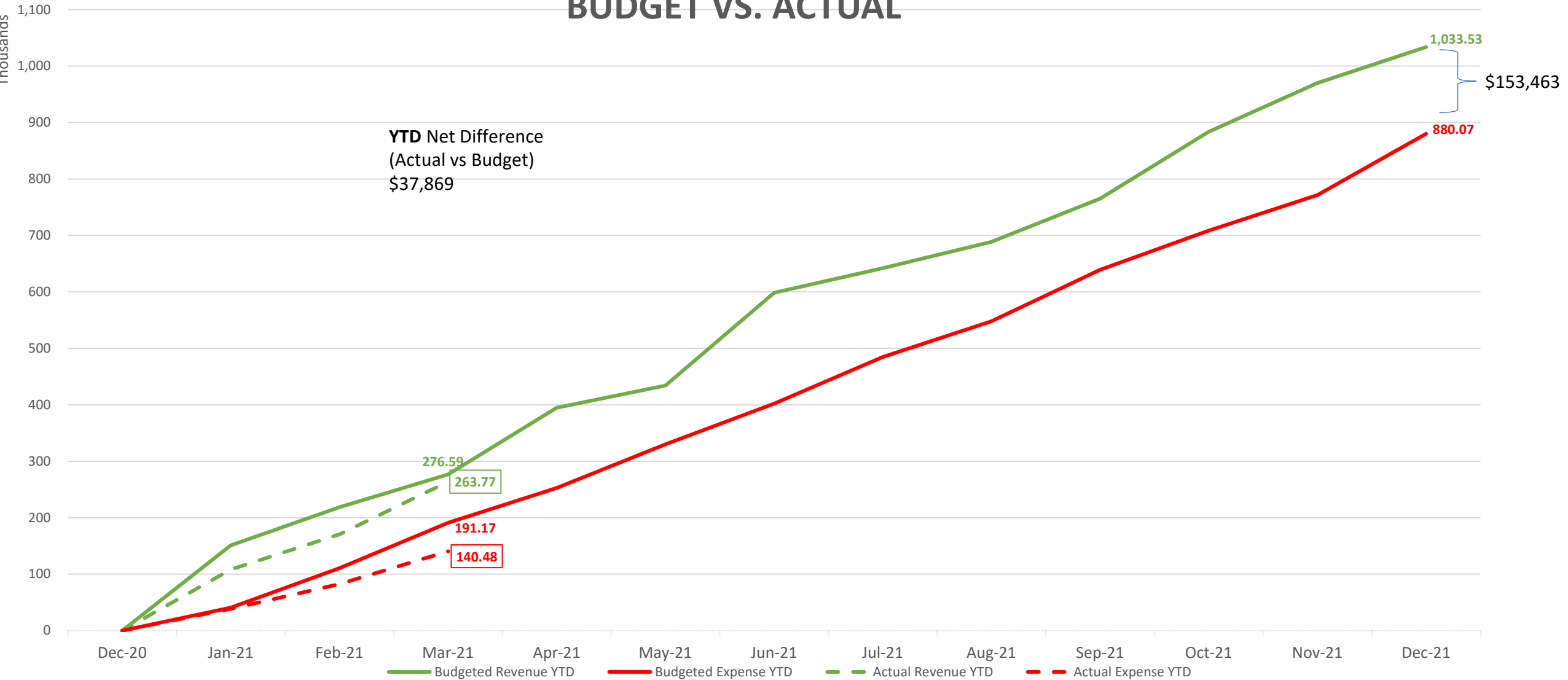
## BUDGET VS. ACTUAL





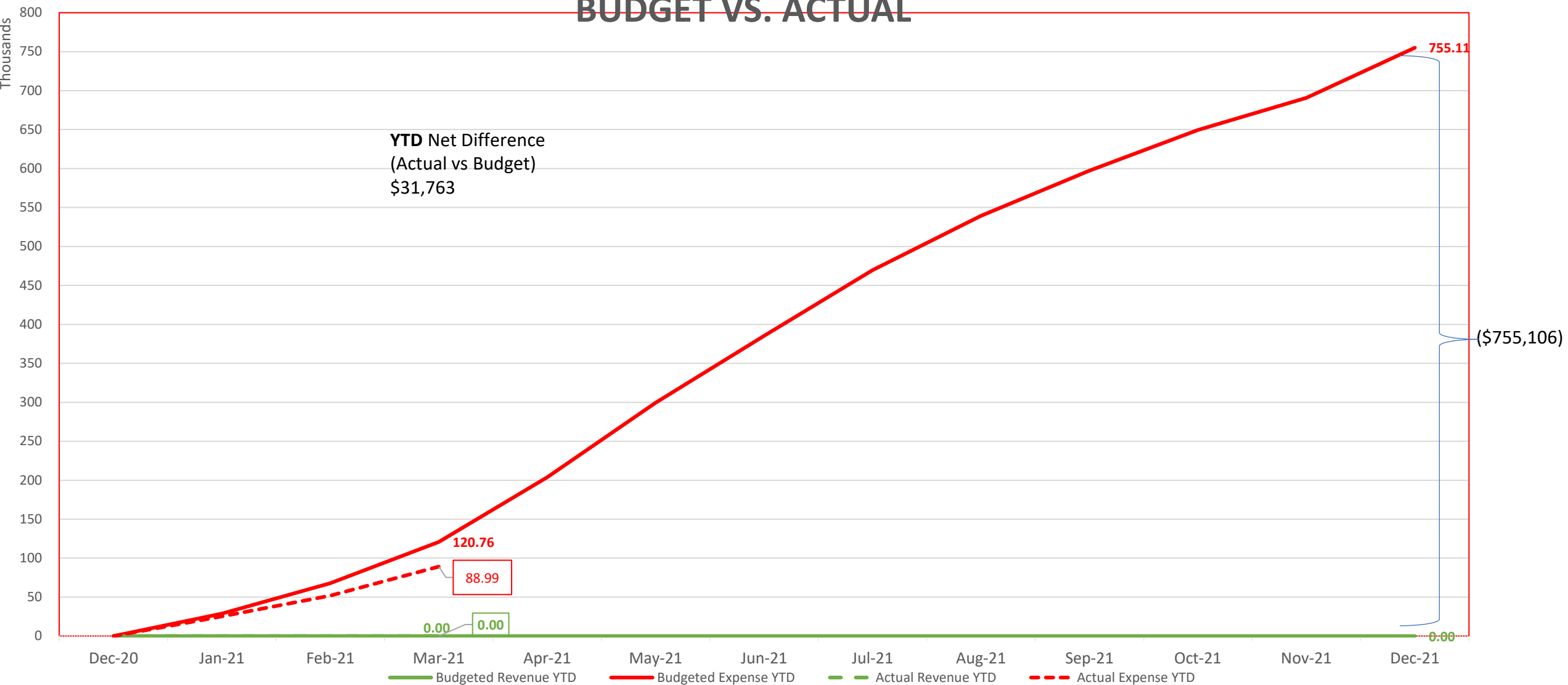
# CENTENNIAL 29-38

## BUDGET VS. ACTUAL



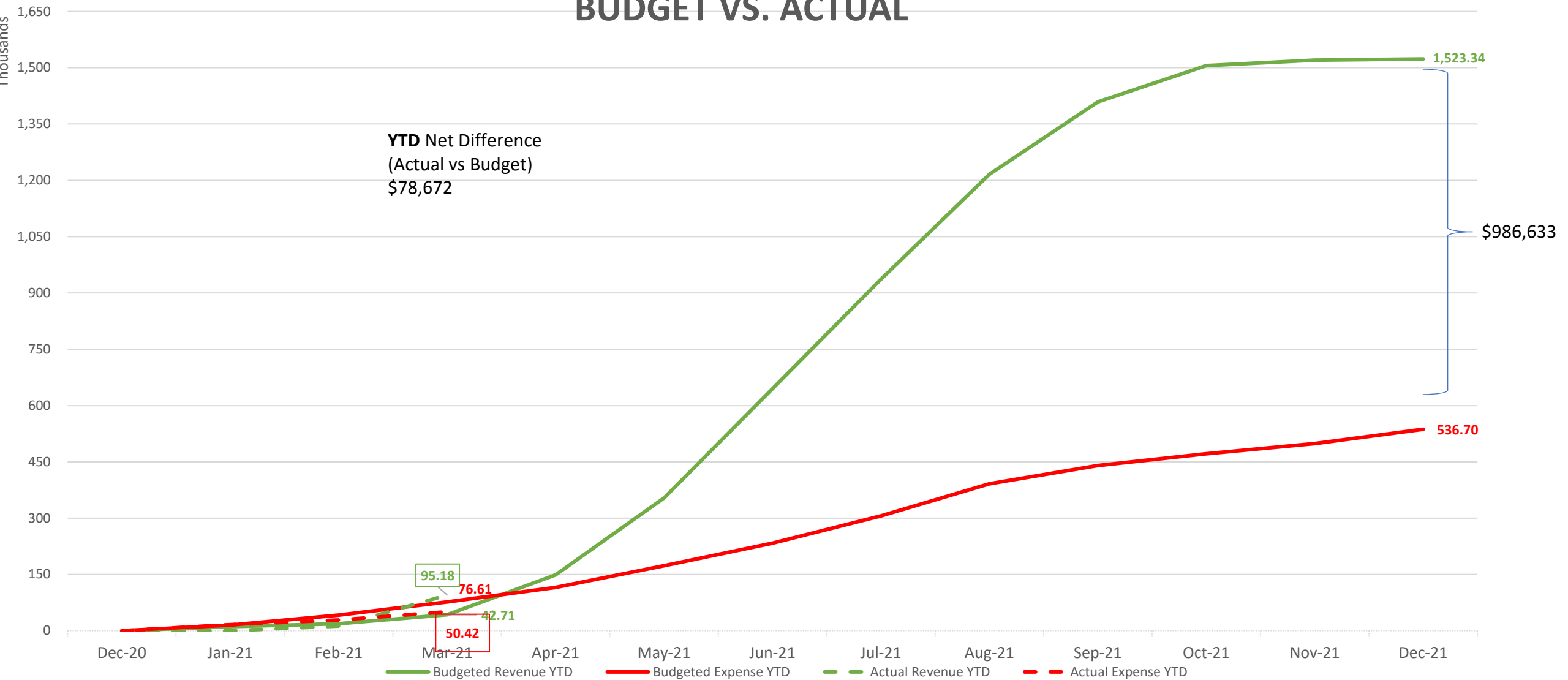
# MAINTENANCE 29-41

## BUDGET VS. ACTUAL



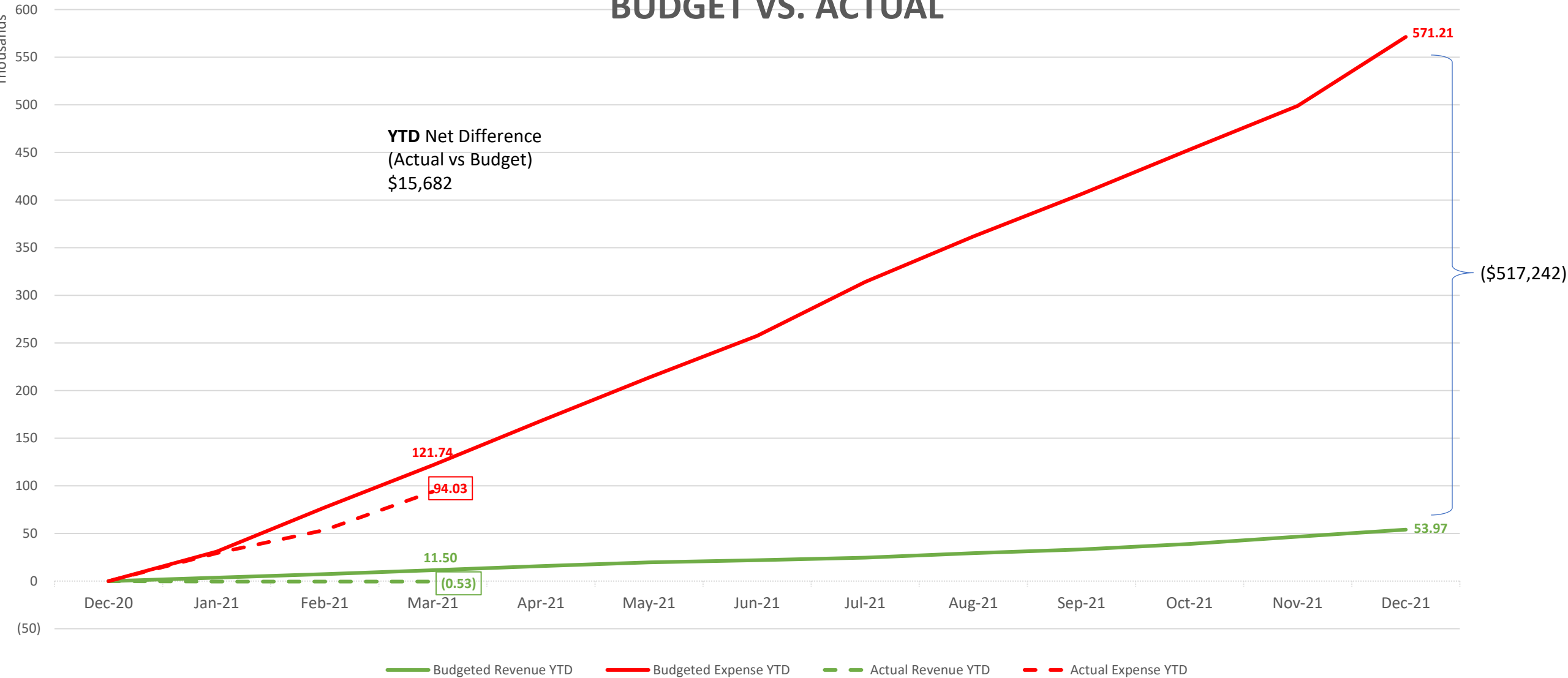
# SUNSET VALLEY 29-42

## BUDGET VS. ACTUAL



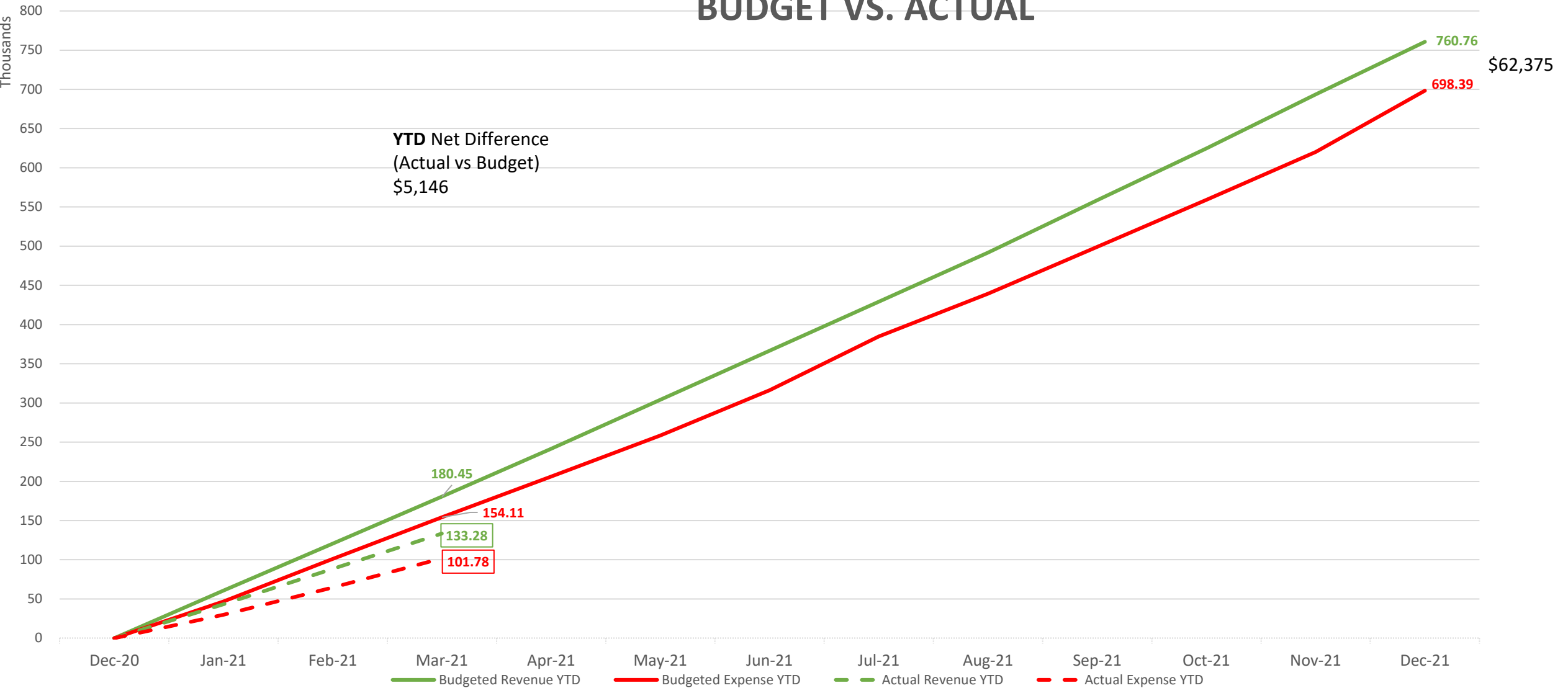
# REC CENTER ADMIN 29-49

## BUDGET VS. ACTUAL



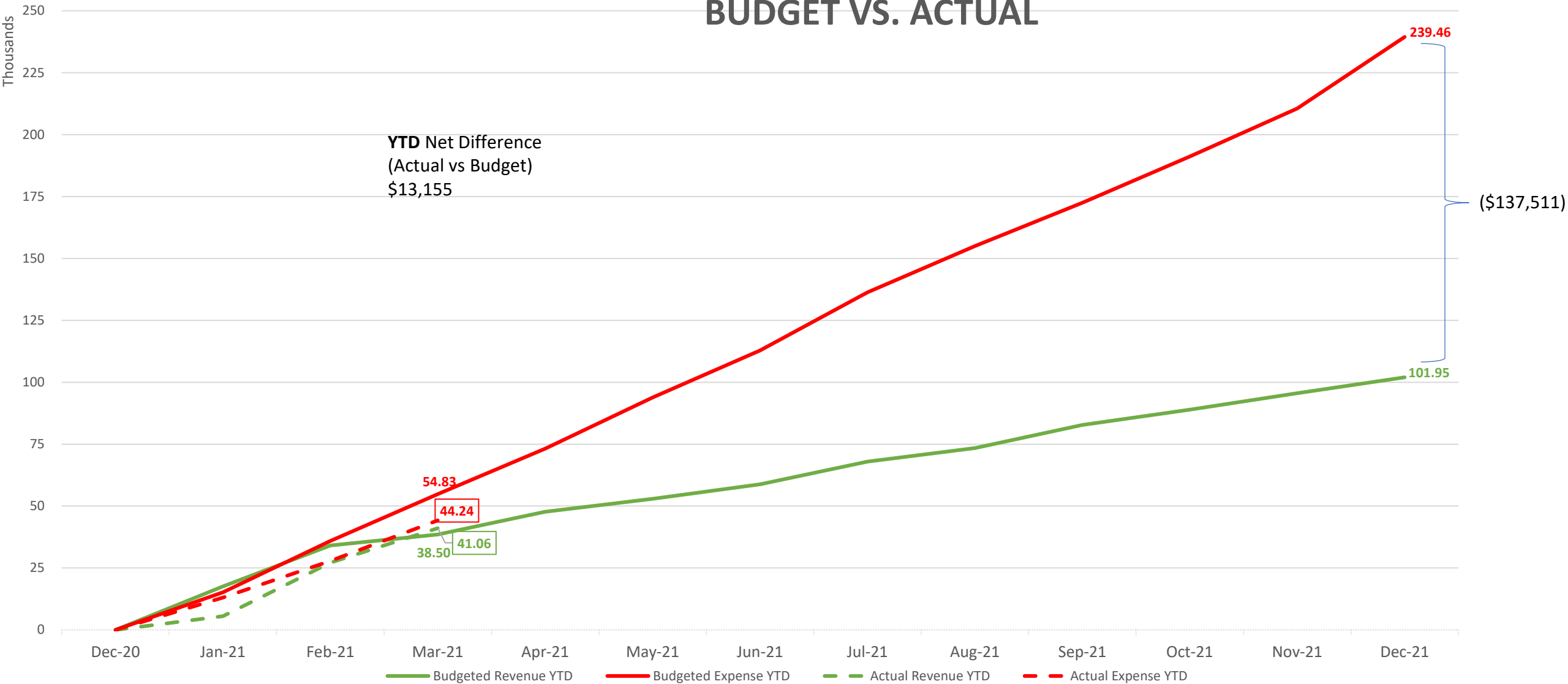
# RECREATION CENTER FITNESS 29-51

## BUDGET VS. ACTUAL



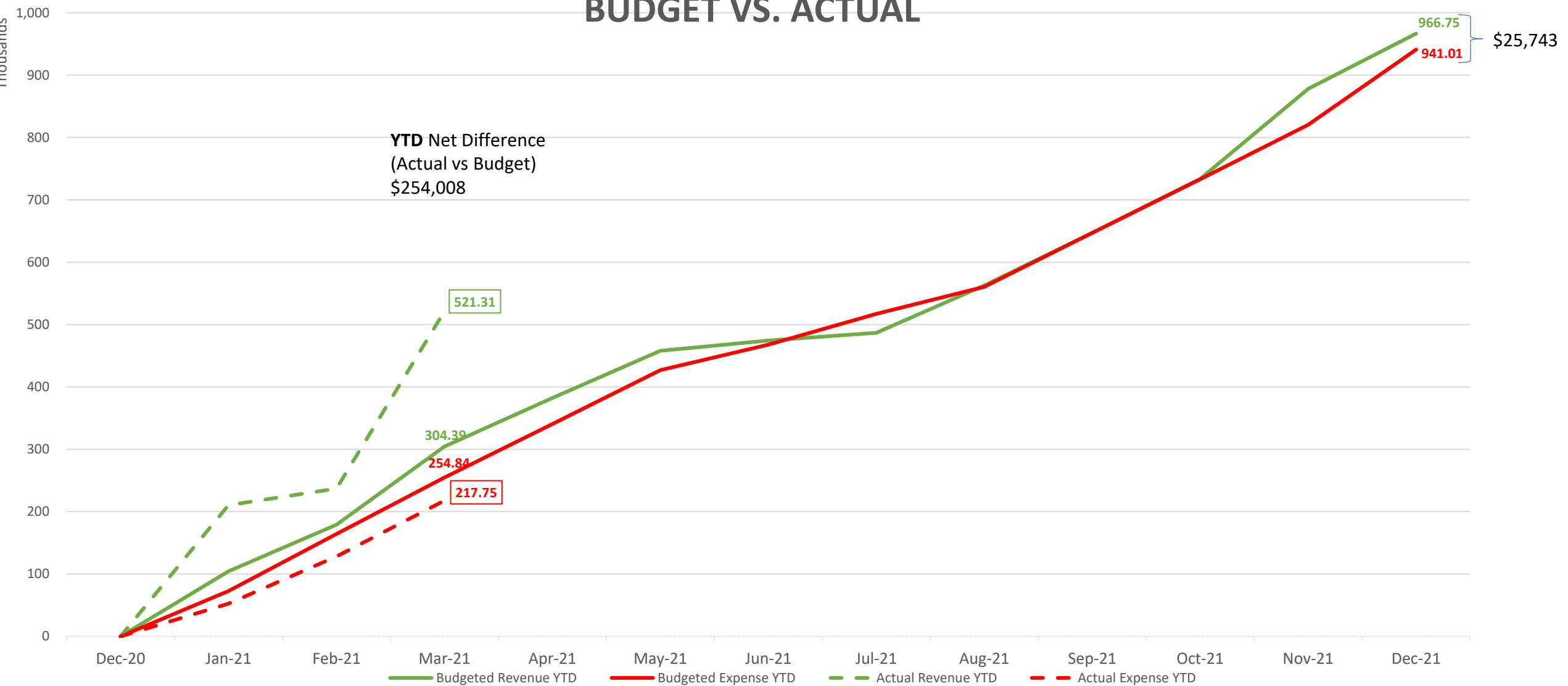
# RECREATION CENTER AQUATICS 29-53

## BUDGET VS. ACTUAL



# INDOOR TENNIS 29-55

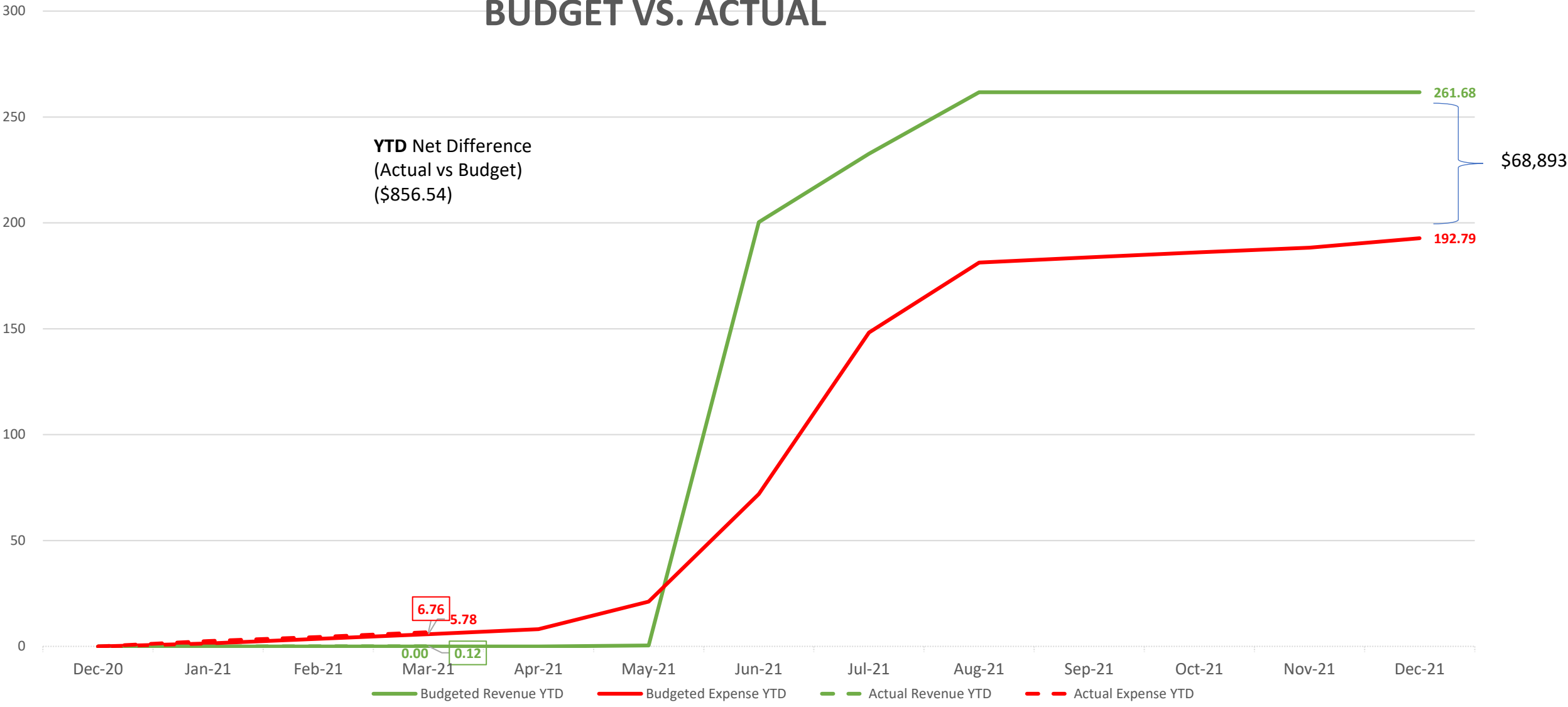
## BUDGET VS. ACTUAL



# OUTDOOR TENNIS 29-56

## BUDGET VS. ACTUAL

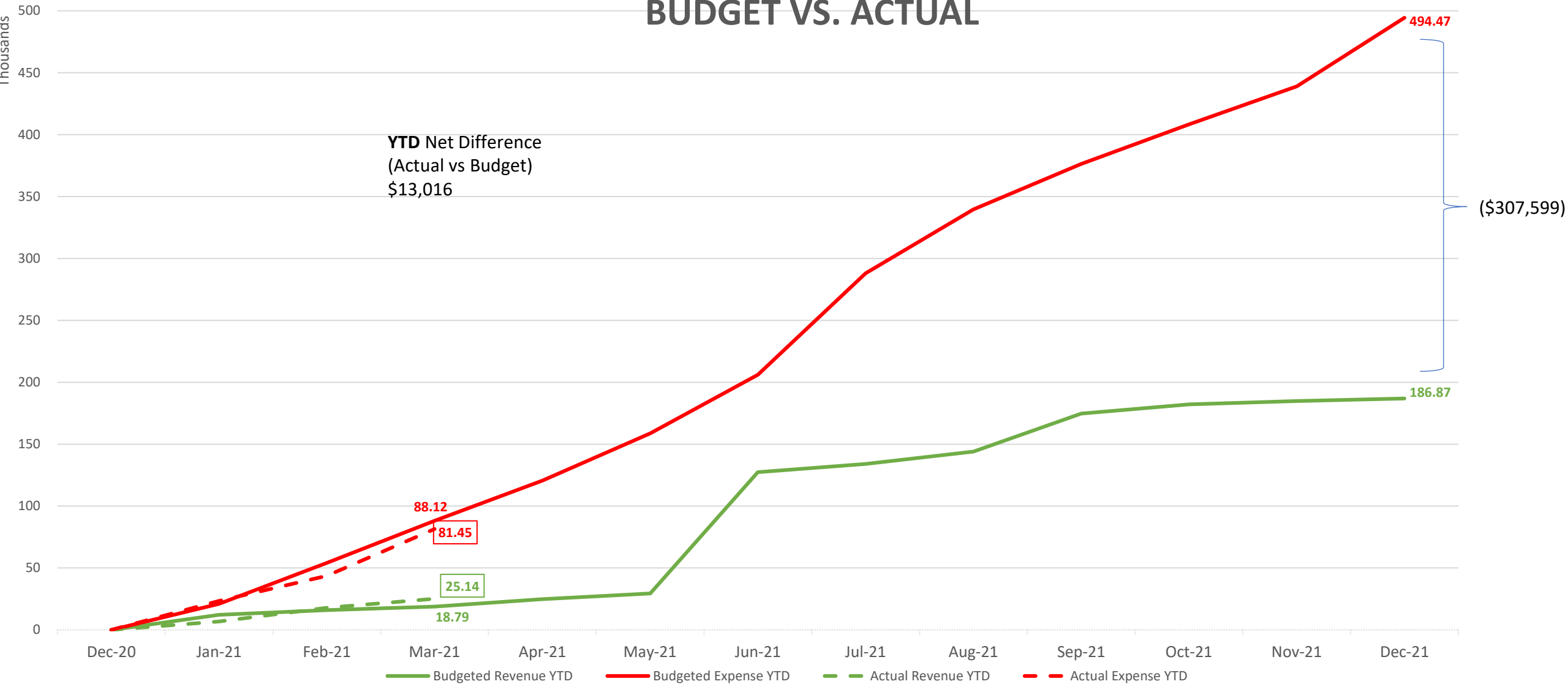
Thousands





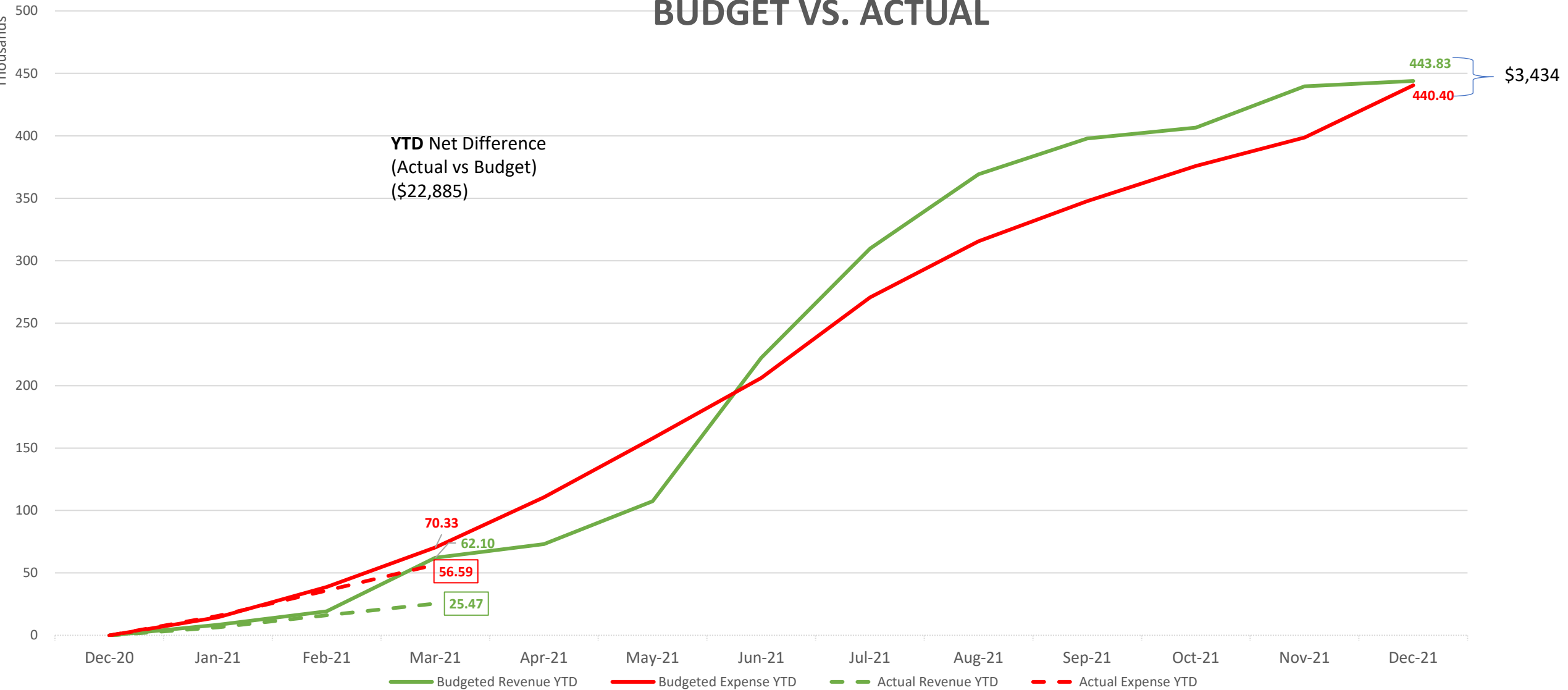
# HELLER NATURE CENTER 29-61

## BUDGET VS. ACTUAL



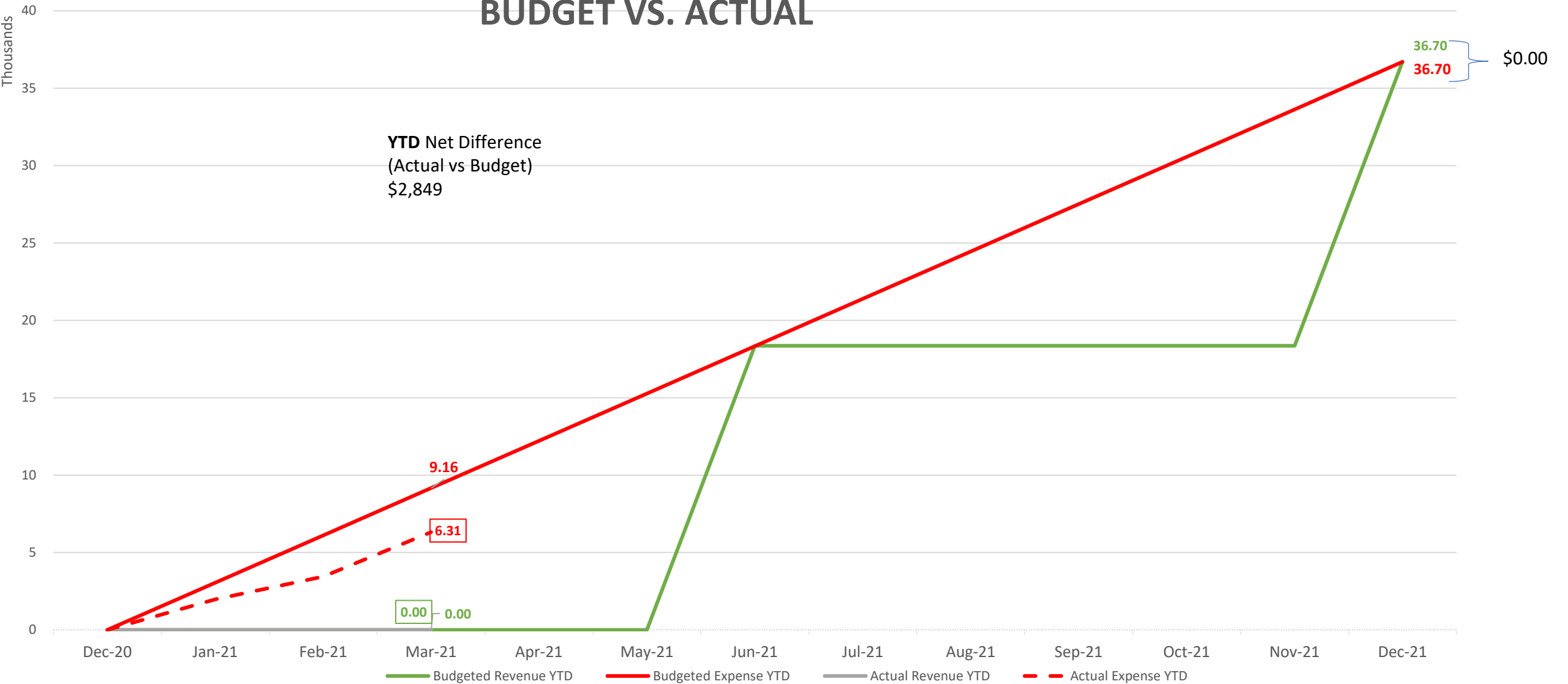
# HPCC LEARNING CENTER 29-74

## BUDGET VS. ACTUAL



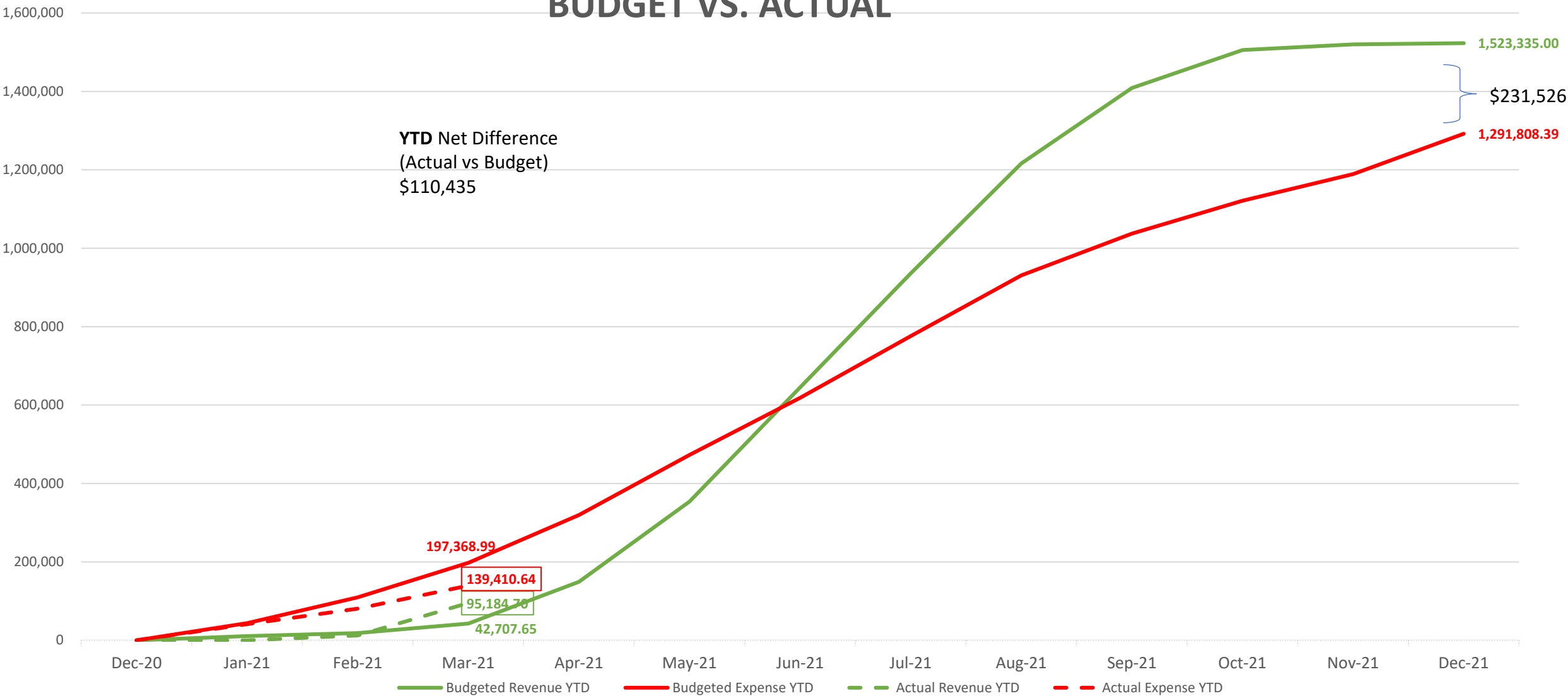
# HPCC BUILDING 29-76

## BUDGET VS. ACTUAL



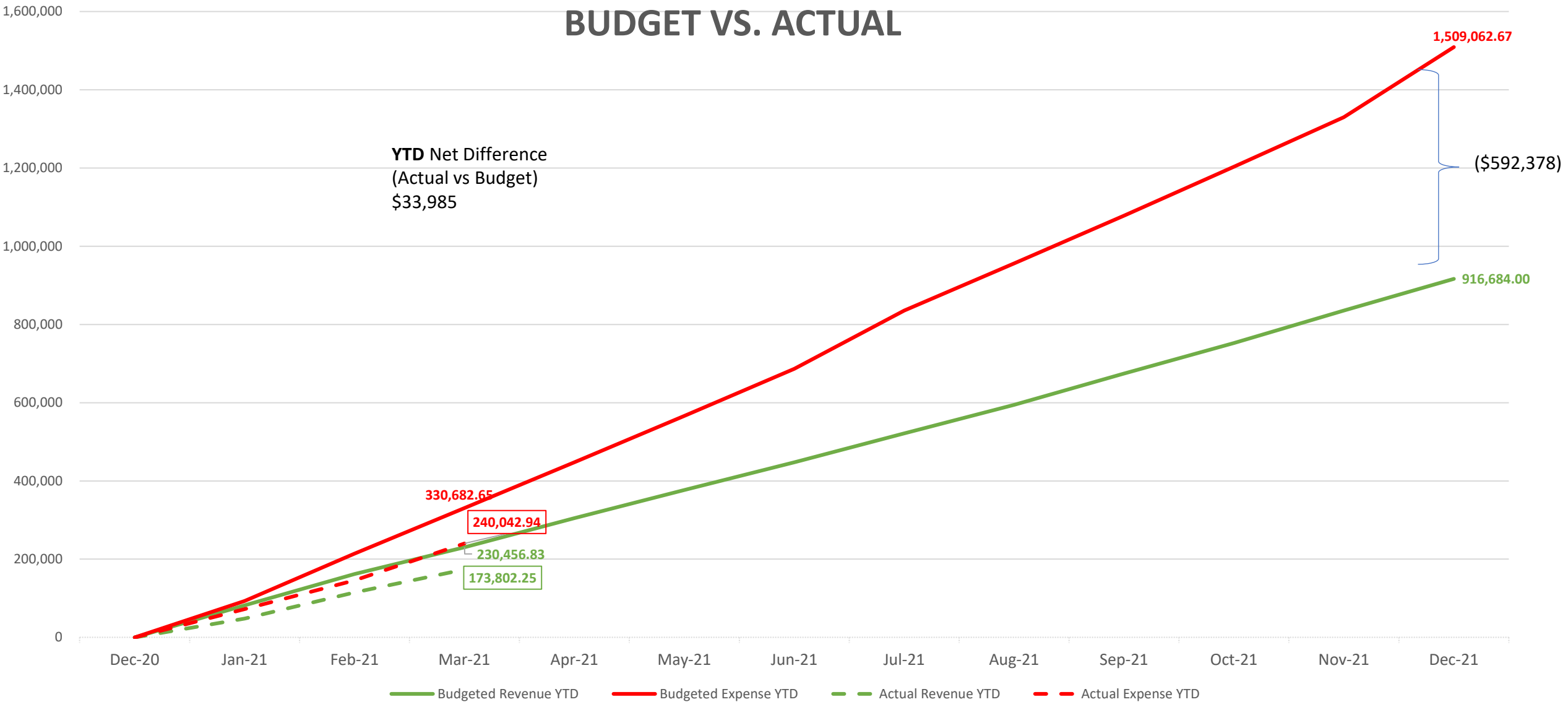
# SUNSET VALLEY 29-41 and 42

## BUDGET VS. ACTUAL



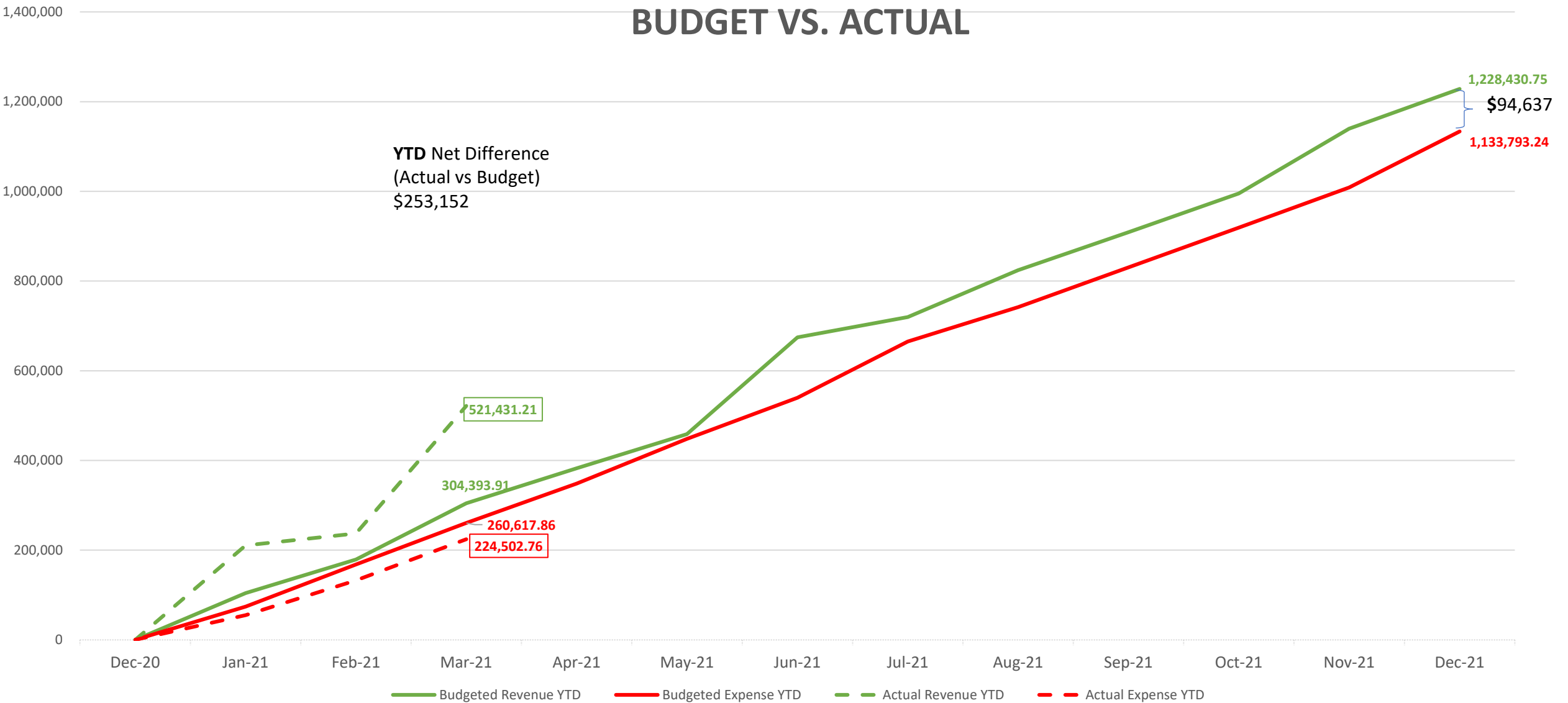
# RECREATION 29-49, 29-51, 29-53

## BUDGET VS. ACTUAL



# DEER CREEK RAQUET CLUB 29-55 and 56

## BUDGET VS. ACTUAL





# Memorandum

**To:** Park Board of Commissioners

**From:** Mitch Carr, Director of Recreation and Facilities, Brian Romes, Executive Director

**Date:** April 27, 2021

**Subject:** **Hidden Creek AquaPark Update**

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## **Summary**

Staff will provide an update on Hidden Creek AquaPark operations for summer 2021.



# Memorandum

To: Board of Park Commissioners

From: Brian Romes, Executive Director

Date: April 27, 2021

Subject: **Resolution 2021-03 A Declaration Honoring Lori Flores Weisskopf**

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## **Summary**

Attached find the Resolution 2021-03 A declaration honoring Lori Flores Weisskopf for her 10 years of service as a volunteer to the Park District of Highland Park.

## **Recommendation**

Staff recommends approval from the Park Board of Commissioners for Resolution 2021-03 A Declaration Honoring Lori Flores Weisskopf for her contributions to the Park District of Highland Park While serving as a Park Board Commissioner from May 2011 through April 2021.



# EXECUTIVE DIRECTOR'S MONTHLY REPORT

## APRIL 23, 2021

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### UPCOMING MEETINGS

- Thursday, May 6, 2021 /4:00 p.m. / Virtual Finance Committee Meeting
- Tuesday, May 11, 2021 /6:00 p.m. / Virtual Annual Meeting
- Tuesday, May 11, 2021 /6:30 p.m. / Workshop Meeting
- Thursday, May 20, 2021 /4:00 p.m. / Virtual Finance Committee Meeting
- Tuesday, May 25, 2021 /6:00 p.m. / Virtual Regular Board Meeting

### DEER CREEK RACQUET CLUB – MARCH 2021

March Activity	2019	2020	2021
Daily Court Rentals (Hours)			
Tennis	150.75	53.75	345
Racquetball	71	17	1
Private Lessons (Hours)	183.75	91.50	376.25
Drop-Ins			
Tennis	315	87	168
Pickleball		78	32
Memberships	582	600	285

### News & Events

- Spring Break camp had 87 participants.
- Spring Session began on March 8.

## CENTENNIAL ICE ARENA – MARCH 2021

	2019	2020	2021
<b>Daily Drop-in Fees</b>			
Public Skate	695	228	160 ( <i>Spring Break Only</i> )
Freestyle	52	23	729
Open Hockey	45	4	86 <i>with Spring Break</i>
Open Gymnastics	154	38	<i>Not Available due to COVID-19</i>
Skate Rental	472	131	10 (long-term rentals over Spring Session) 30 (rentals over Spring Break)
<b>Punch Passes</b>			
Public Skate	18	7	<i>Not Available due to COVID-19</i>
Freestyle	24	9	<i>Not Available due to COVID-19</i>
Skate Rental	4	2	<i>Not Available due to COVID-19</i>
<b>Facility Rentals</b>			
Total Hours	287.67	136.54	130.04

### News & Events

- Spring Break Public Skate and Open Hockey were pre-registered opportunities offered within the mitigation's guidelines.
- The Park District of Highland Park's Competitive Gymnastics Team participated in the Schaumburg Park District's Gymnastics Meet on March 6 and received all top 3 individual awards for each age group.
- Spring Session classes started March 29 in updated Phase 4 mitigations.
- Staff offered a new Spring Break Skating Camp, which had 40 participants, 15 of which were unique users.
- 38 individuals participated in the ASPIRE Skating clinics offered over Spring Break.

## RECREATION CENTER OF HIGHLAND PARK – MARCH 2021

RECREATION	FEBRUARY	MARCH	APRIL PROJECTED
Free Virtual Classes Conducted	4	2	1
Paid Classes Conducted	85	103	105
Free Group Exercise Participation/Visits	4,903 Views 1,949Engagement	NA	NA
Paid Group Exercise Participation	716	915	1000
Group Exercise Revenue	NA	NA	NA
Group Exercise 30 Day Pass Sales (Units)	4	NA No Longer Available	NA
Group Exercise 30 Day Pass Revenue	\$266.00	NA	NA
Personal Training Participation	313	350	385
Personal Training Sales (Units)	127	210.75	235
Personal Training Revenue	\$8,356.00	\$13,472.30	\$15,000.00
Private Swim Lesson Participation	101	124	125
Private Swim Lesson Sales (Units)	35	57	60
Private Swim Lesson Revenue	\$3,697.50	\$2,960.00	\$3,200.00
Aqua Lap Lane 30 Day Pass Sales (Units)	*41	NA	NA
Aqua Lap Lane 30 Day Pass Revenue	\$2,990.00	NA	NA
Fitness 30 Day Pass Sales (Units)	52	41	30
Month-Month (Units)	5	51	75
Fitness Center Reservations	3,229	2,818	NA
Aqua Lap Lane Reservations	832	1,007	900
Aqua Lap Lane Reservation Revenue	\$21.00	\$603.00	\$500.00
Reservation Revenue	\$21.00	\$0	\$0

MEMBERSHIPS	2019	2020	2021
Annual	1,902 as of 3/13 1941 as of 3/31	1,820 as of 3/13 Approx. 1,787 as of 3/31	657
Non-Annual	55 as of 3/13 53 as of 3/31	50 as of 3/13 Approx. 33 as of 3/31	92
Total Memberships	1,955 as of 3/13 1,995 as of 3/31	1,870 as of 3/13 Approx. 1,820 as of 3/31	749
Kid Fit Memberships	53 as of 3/31	50 as of 3/31	0
Wix Memberships	NA	NA	

MEMBERS	2019	2020	2021
Annual	3,171 as of 3/13 3,214 as of 3/31	2,912 as of 3/13 Approx. 2,862 as of 3/31	1,018
Non-Annual	55 as of 3/13 53 as of 3/31	50 as of 3/13 Approx. 33 as of 3/31	92
Total Members	3,225 as of 3/13 3,267 as of 3/31	2,962 as of 3/13 Approx. 2,895 as of 3/31	1,110
Kid Fit Members	92 as of 3/31	78 as of 3/13	NA

#### ***Memberships:***

- Month-to-Month memberships should see an increase as patrons switch from the 30-Day to Month-to-Month Membership as it is a lower cost.
- Both New Bridge Memberships, 30-Day, and Month-to-Month are now all-inclusive. This allows the patron access to the Fitness Floor and Pool and participation in Group Exercise classes.

#### ***Fitness Floor:***

- Fitness center reservations declined -12% due to Spring Break and warmer weather.

#### ***Group X:***

- Group Exercise participation increased by 27% as expected with vaccinations. As a result, staff introduced two more mind/body classes.
- Free Virtual Fitness classes were offered on Facebook to promote the facility, instructors, RC On the Go Fitness and to maintain engagement to our members and community.

***Personal Training:***

- Personal Training participation increased 11% and revenue by 61%. Staff predicts a continual increase in participation from the sales revenue and vaccinations.

***RC On the Go Fitness:***

- Virtual RC On the Go Fitness grew to 110 subscribers in March with a library of over 140 videos.

***Aquatics:***

- Private lesson participation increased by 20%, and pass sales increased by 60%. With summer approaching, staff has received a significant increase in private lesson requests.
- Since instructors have reached their scheduling capacity for private lessons, staff anticipates these numbers will remain the same until the Park District is able to schedule more instructors.
- With the reintroduction of day passes, there was an increase in lap lane reservation revenue.
- Staff expects a decrease in lap lane reservations for the month of April as many members are canceling their reservations due to the colder temperatures with the lack of a pool heater. The replacement of the heater has been expedited to reduce further programming impacts.

## HELLER NATURE CENTER AND ROSEWOOD INTERPRETIVE CENTER RENTALS – MARCH 2021

	2019	2020	2021
<b>Heller Nature Center</b>			
Rentals	4	2	0
Birthday Party Package	1	2	0
Total	5	4	0
<b>Rosewood Interpretive Center</b>			
Rentals	2	0	3
Birthday Party Package	0	0	0
Total	2	0	3

## HELLER NATURE CENTER AND ROSEWOOD INTERPRETIVE CENTER PROGRAMS – MARCH 2021

	2019	2020	2021
<b>Heller Nature Center</b>			
Participants / Programs	71 / 7	0	204 / 13
<b>Rosewood Interpretive Center</b>			
Participants / Programs	39 / 3	0	62 / 3

### News & Events

- Every Spring Break Program that was offered ran at the Heller Nature Center and the Rosewood Interpretive Center.
- Due to high demand, Ravine Rangers has been expanded into three classes.
- The participant maximum for Stories in the Woods has been increased to accommodate children on the waitlist.

## SUNSET VALLEY GOLF CLUB – MARCH 2021

GOLF	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
<b>Golf Shop Sales</b>	76	45	156
Golf Balls	38	25	90
Accessories	38	20	66
<b>Golf Rentals</b>	140	153	369
Carts	140	0	369
<b>Golf Greens Fees</b>	327	255	1040
Resident	153	0	310
Nonresident	155	0	730
Outing/Tournaments	0	0	0
Other	19	0	0
<b>Misc. Sales</b>	59	66	221
Sapphire Club	34	33	88
Permanent Tee Time	25	23	133

### News & Events

- The course opened on March 20 and the restaurant opened on March 29.
- Illinois Junior Golf Association's (IJGA) Junior Golf Tournament was hosted at Sunset Valley Golf Club on April 3. Currently, there were 72 players registered between the ages of 14 – 16.
- There was a large volume of Sapphire Club and Permanent Tee Times sales in March.
- The new website and software installation went live on February 17.
- Youth Golf Development Center Outing on May 24 is currently sold out with 130 players.

## HIGHLAND PARK LEARNING CENTER – MARCH 2021

### Driving Range Monthly Sales Report (buckets sold)

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
January	501	500	333
February	588	667	494
March	179	584	521
April	0	717	
May	174	2,619	
June	2,547	4,474	
July	3,133	5,472	
August	3,643	5,286	
September	2,459	2,086	
October	1,263	631	
November	590	125	
December	200	208	
<b>Totals</b>	<b>15,277</b>	<b>23,369</b>	<b>1,348</b>

### Mini Golf Monthly Sales Report (rounds sold)

GOLF	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
March	-	-	-
April	0	167	0
May	59	717	0
June	1,004	1,400	0
July	1,467	1,883	0
August	1,940	2,000	0
September	1,139	1,750	0
October	592	416	0
November	371		0
<b>Totals</b>	<b>6,572</b>	<b>8,333</b>	<b>0</b>

#### News & Events

- The month started well with cool temperatures but as the weather warmed up, people went outside to play golf and participation for the indoor driving range decreased.



## SPECIAL EVENTS – MARCH 2021

	2019	2020	2021
Breakfast with the bunny	72	0	0
Spring Break Programs	0	0	15
Egg Drop	0	0	27 (households)
Egg Hunt	1,200	0	0

## GRANT-IN-AID – MARCH 2021

	2020	2021
<b>Total YTD Subsidy</b>	<b>\$28,774</b>	<b>\$23,056</b>
<b>Households</b>		
100% Subsidy YTD	40	23
50% Subsidy YTD	4	2
<b>Total YTD</b>	<b>44</b>	<b>25</b>

# PARKS & NATURAL AREAS

## News & Events

- Staff and Contractors conducted two prescribed burns at the Heller Nature Center.
- Staff has lined the soccer and baseball fields into ready and playable conditions for the spring season.
- Staff removed the Cunniff sled hill and Golf Learning Center winter dog park.
- Staff completed the initial beach debris clean-up for the north beach at Park Avenue.
- Staff repaired the path to the top of Millard.
- Staff continued working on shrub pruning at various neighborhood parks.

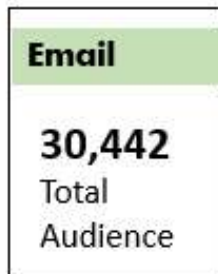
# PLANNING

## News & Events

- Staff and Board Liaisons are currently working with Hitchcock Design Group on the final design for the Sunset Woods Park Playground Renovation. An update will be provided to the Park District Board on May 25.
- Sports Management Group is working with staff and the Board Liaison to conduct a site plan for the Highland Park Golf Learning Center. This effort will include a site analysis and optimization plan and is scheduled for completion by June.
- Staff, Board Liaisons and the Park Avenue Working Group continue to work with Lakota Group to conduct a site plan for the Park Avenue Boating Facility. A final plan is anticipated to be completed by July.
- Staff are currently working with Gewalt Hamilton Associates to investigate and develop possible solutions to address drainage issues in the northeast portion of the Centennial Ice Arena Building.
- Construction is currently underway for the addition of an automated gate at Park Avenue Boating Facility to control access to the boat launch area. Installation of the gate is scheduled to be completed by Memorial Day.
- The Rosewood Park Drainage and Path Improvements Project is underway and scheduled to be completed by May 14. The ravine path will remain closed throughout the project. Beach access will be available via the bluff stairway.
- An Advertisement for Bid is currently being developed for the 2021 Asphalt Project. The project will include work on the Deer Creek Racquet Club tennis courts, Sunset Woods tennis courts, Fink Park basketball court, and West Ridge Park basketball court.

# COMMUNICATIONS AND MARKETING

## Marketing Board Report (Mar 9 – Apr 6)



### Email

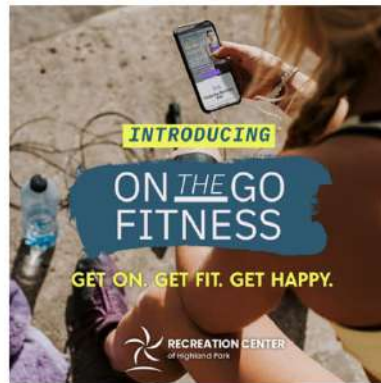
- Our email service provider has discontinued providing consolidated monthly analytics for our email programs, so those numbers will no longer be reported. In addition, you will notice that our total audience is significantly reduced from last month. We are archiving email lists that have not been used for the past two years. Archiving the lists will lower our monthly costs for our email service. These lists can be retrieved from the archive at any time if we chose to use them in the future.

### Updates

- In 2020, there was a +20% increase in website traffic with 162,396 total visitors. Top visited pages sections of the site are: Rosewood Beach, RCHP, CIA, COVID-19 Response, Golf Learning Center, Heller Nature Center. In 2020, we acquired 533 new followers to our Facebook page and 325 new followers to our Instagram page.
- During the month, 18 emails were distributed regarding MLK Day, Sunset Woods Survey, program updates due to Tier 3 Mitigations, Parks Foundation fundraising, launch of *On-the-Go Fitness*.
- The January brochure was released to residents the week prior to the winter holiday break and the February brochure was released last week.
- The Marketing team completed the build-out of the *On-the-Go Fitness* website and launched the new service to the public the first week of January.

- Final production work is being completed on the summer camp brochure scheduled for release at the end of January and the 3-month Spring brochure scheduled to release in early February.
- The marketing and sponsorship sales plans were completed for the Sunset Valley Youth Golf Development Center Grand Opening Outing on May 24.

## Graphics



## PDHP.org

Page ?	Pageviews ?	↓
	32,978	% of Total: 100.00% (32,978)
1. /	7,544	(22.88%)
2. /recreation-center-highland-park-fitness-center-health-club-aquatics/	2,721	(8.25%)
3. /centennial-ice-arena/	2,228	(6.76%)
4. /heller-nature-center/	2,010	(6.09%)
5. /2020/12/covid-19-community-health-preparedness/	1,065	(3.23%)
6. /programs/	987	(2.99%)
7. /golf-learning-center/	817	(2.48%)
8. /deer-creek-racquet-club/	566	(1.72%)
9. /parks/	563	(1.71%)
10. /bids-rfps/	542	(1.64%)
11. /rosewood-beach-2/	517	(1.57%)
12. /parties-rentals/	403	(1.22%)
13. /recreation-center-highland-park-fitness-center-health-club-aquatics/group-fitness/	376	(1.14%)
14. /rainout-line-weather-cancellation-status-sign-up/	356	(1.08%)
15. /program-guides/	339	(1.03%)
16. /join-our-team/	336	(1.02%)
17. /parks/dog-exercise-areas/	303	(0.92%)
18. /staff-directory/	265	(0.80%)
19. /parks/sled-hilloutdoor-skating-rink/	255	(0.77%)
20. /find-listing/	252	(0.76%)
21. /camps/	223	(0.68%)
22. /beaches/	220	(0.67%)
23. /park-board/	214	(0.65%)
24. /park-school/	214	(0.65%)
25. /contact/	211	(0.64%)
26. /event/fire-and-ice-magic/	184	(0.56%)
27. /2020/12/summer-camp-brochure-coming-in-january/	172	(0.52%)
28. /2020/12/holiday-hours/	158	(0.48%)
29. /heller-nature-center/cross-country-skiing/	150	(0.45%)
30. /events/	140	(0.42%)
31. /hidden-creek-aquatic-park-outdoor-pool/	140	(0.42%)

# DEER CREEK RACQUET CLUB STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 ACTUAL	2021 BUDGET	20-2021 ACTUAL
<b>Adult Tennis</b>			
1.0 Drill & Play/Start ReStart	5	7	4
2.0 Drill & Play	12	6	2
2.5 Drill & Play	8	11	29
3.0 Drill & Play	55	33	42
3.5 Drill & Play	76	25	29
4.0 Drill & Play	16	12	21
4.5 Drill & Play	13	13	10
Leagues	32	17	20
<b>Total</b>	<b>217</b>	<b>124</b>	<b>157</b>
<b>Junior Tennis</b>			
Red Ball 1	47	37	42
Red Ball 2	40	32	60
Orange Ball 1		15	28
Green Dot 1		10	19
JDP 1	60	36	34
JDP 2	61	35	37
JDP 3	40	25	38
Tournament Prep 1	37	17	15
Tournament Prep 2	45	29	38
High School	38	46	14
Junior Excellence	29	26	38
High School Excellence	57	32	53
Matchplay	43	51	33
<b>Youth Tennis</b>	<b>497</b>	<b>391</b>	<b>449</b>
Family Tennis Night	30	0	0
Parent's Day Out	8	0	0
Holiday Break Camp	72	70	87
Tennis Events	110	70	87
<b>Total Tennis</b>	<b>824</b>	<b>585</b>	<b>693</b>

# CENTENNIAL ICE ARENA GYMNASTICS AND SKATING STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 ACTUAL	2021 BUDGET	20-2021 ACTUAL
Adult / Child Gymnastics	121	24	11
Early Childhood Gymnastics	117	31	40
Youth Gymnastics	149	40	67
<b>Total Gymnastics</b>	<b>387</b>	<b>95</b>	<b>118</b>
Beginner Hockey	31	26	15
Ice Show	276	130	104
Adult Skating	25	16	11
Basic Skills Skating	174	63	99
Early childhood Skating	127	52	31
Freestyle Skating	55	23	30
Specialty Skating	57	40	49
<b>Total Skating</b>	<b>745</b>	<b>350</b>	<b>339</b>
<b>Total Gymnastics and Skating</b>	<b>1,132</b>	<b>445</b>	<b>457</b>

# RCHP AQUATICS AND FITNESS

## STATUS REPORT FOR WINTER 2021 PROGRAMS

AQUATICS	2020 ACTUAL	2021 BUDGET	20-2021 ACTUAL
<b>Adult Aquatics</b>			
Adult Learn to Swim	0	0	0
Adult Group Training	0	0	0
Triathlon Training	0	0	0
<b>Total Adult Aquatics</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Early Childhood Aquatics</b>			
Paddlers 1	26	6	12
Paddlers 2	21	6	11
Paddlers 3	14	6	2
<b>Total Early Childhood Aquatics</b>	<b>61</b>	<b>18</b>	<b>25</b>
<b>Total Parent Tot Aquatics</b>	<b>39</b>	<b>3</b>	<b>11</b>
<b>Youth Aquatics</b>			
Little Swimmers 1	9	6	5
Little Swimmers 2	17	6	3
Little Swimmers 3	13	6	6
Junior Swim 1	8	6	1
Junior Swim 2	17	6	5
Stroke Development	14	4	8
<b>Total Youth Aquatics</b>	<b>78</b>	<b>34</b>	<b>28</b>
<b>Total Aquatics</b>	<b>178</b>	<b>55</b>	<b>64</b>



<b>FITNESS</b>	<b>2020 ACTUAL</b>	<b>2021 BUDGET</b>	<b>20-2021 ACTUAL</b>
<b>Adult Specialty</b>			
STRIDE!	N/A	N/A	0
TRIATHLON DRYLAND TRAIN	N/A	0	N/A
<b>Adult Specialty Total</b>	<b>N/A</b>	<b>N/A</b>	<b>0</b>
<b>Teen Fitness</b>			
WERQ	10	10	N/A
CYCLE	0	7	N/A
CROSS TRAIN	8	10	0
YOGA	0	7	0
KICKBOXING	N/A	10	0
STRIDE!	N/A	N/A	0
QUEENAX	0	N/A	N/A
<b>Teen Fitness Total</b>	<b>18</b>	<b>44</b>	<b>0</b>
<b>Fitness Total</b>	<b>18</b>	<b>44</b>	<b>0</b>

<b>AQUATICS AND FITNESS TOTAL</b>	<b>196</b>	<b>99</b>	<b>64</b>
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#### **Key Performance Highlights**

- Due to COVID-19 restrictions, Learn to Swim Winter Session 1 was canceled. Winter Session 2 had low participation since patrons were just starting to feel comfortable returning to a class setting. Private Swim Lessons continue to do well but due to limited space, lessons are only offered on Saturday and Sunday mornings and Monday afternoons.
- Aquatics has seen an increase in private lesson requests, including group lessons.
- Due to COVID-19 mitigations, all adult specialty and teen fitness programs were canceled.

## HELLER NATURE CENTER PROGRAM STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
Early Childhood	0	8	5
Public Programs	0	60	157
After School	0	8	39
Virtual Programs	7	0	0
<b>Total Heller Programs</b>	<b>7</b>	<b>76</b>	<b>201</b>

## ROSEWOOD INTERPRETIVE CENTER STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
Early Childhood	0	6	0
Public Programs	0	14	13
After School	0	0	25
New Programs	0	0	0
<b>Total Rosewood Programs</b>	<b>0</b>	<b>20</b>	<b>38</b>

# HIGHLAND PARK LEARNING CENTER

## STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
<b>Pre-Junior</b>			
Fieldhouse – January	0	0	0
Fieldhouse – February	0	0	1
<b>Total Pre-Junior</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Junior</b>			
Fieldhouse – January	1	4	0
Fieldhouse – February	1	4	0
Girls Only	2	8	0
<b>Total Junior</b>	<b>4</b>	<b>16</b>	<b>0</b>
<b>Adult</b>			
Fieldhouse – January	1	4	0
Fieldhouse - February	3	4	0
<b>Total Adult</b>	<b>4</b>	<b>8</b>	<b>0</b>
<b>Seniors</b>			
Fieldhouse – January	0	4	0
Fieldhouse – February	0	4	0
<b>Total Seniors</b>	<b>0</b>	<b>8</b>	<b>0</b>
<b>Total HPGLC Programs</b>	<b>6</b>	<b>24</b>	<b>3</b>

### Key Performance Highlights

- COVID-19 restrictions have kept people away since programs were inside. As a result, staff changed Junior programs to match when schools had breaks but the school changed their schedule which limited times for programs.

## RECREATION STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
Adult Art	35	22	19
Youth Art	13	8	9
Youth Dance	37	18	4
Childhood Enrichment Program	176	136	186
Variety	51	38	56
Performing Arts (includes show ticket sales)	102	28	6
District 112 After School	73	0	0
Virtual	0	0	6
Special Events (pre-registered)	697	0	0
<b>Total Recreation Programs</b>	<b>1,190</b>	<b>250</b>	<b>286</b>

### Key Performance Highlights

- Due to COVID-19, performing arts shows were not permitted so the Park district drastically decreased the dance and theatre participation and eliminated ticket sales. However, performing arts camp registration is strong, so staff are looking forward to leveraging that participation for Fall programs. In total, participation in Winter pre-registered programs has exceeded the Winter 2021 budget.

## ATHLETICS STATUS REPORT FOR WINTER 2021 PROGRAMS

	2020 Actual	2021 Budget	2021 Actual
<b>Basketball</b>			
Boys Travel	51	56	59
Boys Feeder	50	25	40
Parent/Tot Basketball Winter	15	8	5
Little Dribblers	15	8	10
Basketball Pre-K - 1	30	16	15
House Basketball Grades 1 - 6	152	82	44
<b>HP Fieldhouse</b>			
Football Winter Clinic	52	20	29
<b>Martial Arts</b>			
Tae Kwon Do	60	22	22
Karate	47	15	21
<b>Martial Arts Total</b>	<b>107</b>	<b>37</b>	<b>43</b>
<b>Softball Youth Clinic</b>			
Winter clinic	0	0	23
<b>Winter Hitting League</b>			
Youth	N/A	0	111
Adult	N/A	0	13
<b>Total Hitting League</b>	<b>N/A</b>	<b>0</b>	<b>124</b>
<b>Total Athletics</b>	<b>412</b>	<b>236</b>	<b>377</b>

### Key Performance Highlights

- The Hitting League took off the first season due to COVID-19.
- Softball Clinic led to strong enrollment for spring programming.
- Travel basketball thrives in the pandemic.