

NOTICE OF MEETING
Tuesday, December 15, 2020
6:00 p.m.

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

REGULAR MEETING AGENDA

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

Members of the public may view a live stream of the Regular Board Meeting by clicking the Tuesday, December 15 Meeting Video link found at <https://www.pdhp.org/park-board/meetings/>

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ADDITIONS TO THE AGENDA**
- IV. **PUBLIC COMMENT FOR ITEMS ON AGENDA**
For public comment, members of the public should email Brian Romes, Executive Director, at bromes@pdhp.org. Emails should be sent between Friday, December 11 at 5:00 p.m. until 5:45 p.m. on Tuesday, December 15 and should have "Public Comment for December 15" in the subject line of the email. Comments will be read aloud during the meeting.
- V. **CONSENT AGENDA**
 - A. **Minutes from the November 10, 2020 Workshop Meeting**
 - B. **Minutes from the November 17, 2020 Regular Board Meeting**
 - C. **Minutes from the Continuation of the November 17, 2020 Regular Board Meeting**
 - D. **Approval of the Extension to the Tolling Agreement**
 - E. **Approval of the 2021 Affiliate and Sponsored Group Agreements**
 - F. **Approval of the 2021 License Agreement with the North Shore Yacht Club**
 - G. **Approval of the First Amendment to the Highland Park Country Club Lot 3 Lease Agreement**
 - H. **Approval of the First Amendment to the IGA between NSSD112 and PDHP for Use and Maintenance of Property**
 - I. **Bills and Payroll in the amount of \$2,112,725.05**
- VI. **TREASURER'S REPORT**
 - A. **Financial Forecast Update**
- VII. **UNFINISHED BUSINESS**
 - A. **Approval of Ordinance 2020-05 – Tax Levy**

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VIII. NEW BUSINESS

- A. Approval of Resolution 2020-14 to Amend the Fiscal Year 2020 Operating Budget and Allow for an Interfund Loan**
- B. Parks Foundation Update**
- C. Director's Report**
 - a. 2020 Season Ending Report for Sunset Valley Golf Club & the Golf Learning Center**
 - b. 2020 Lakefront Report**
- D. Board Comments**

IX. CLOSED SESSION PURSUANT TO THE FOLLOWING SECTIONS OF THE OPEN MEETINGS

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

X. ACTION FROM CLOSED SESSION IF ANY

XI. ADJOURNMENT

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

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
NOVEMBER 10, 2020**

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

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

ROLL CALL

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

Absent: None

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

ADDITIONS TO THE AGENDA

President Ruttenberg removed the Preserve of Highland Park Project Update and the Review of Vouchers from the Agenda since the roof of West Ridge Center suffered weather-related damages from the current storm, and water is currently leaking into the facility.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

DRAFT OF THE TRUTH IN TAXATION RESOLUTION

Director Peters reported that the District is preparing for the 2020 Tax Levy which affects the District’s 2021 financial statements and tax extension. She reported that this presentation has been shared and adjusted based on recommendations at the October 22 and November 5 Finance Committee Meetings.

2020 Tax Revenue vs. Operating Revenue

Director Peters reported that in 2019 property taxes accounted for 53% of the District’s revenue vs. operations which was 47%. She was pleased to report, that these figures nearly mirrored the 2011 ratio, so the tax revenue vs. operating revenue has not changed over the last 10 years, however, staff are anticipating property taxes to make up a much larger percentage of the District’s revenue for 2020 due to the significant reduction and cessation of operations because of COVID-19. Director Peter’s reported that as of October 31, property taxes account for 65% of the District’s revenue vs. operations which is 35%. She reported that this shift is important to recognize since operational revenue feeds the capital budget.

Tax Refresher

Director Peters reported that property taxes provide critical funding to support the Park District’s mission to maintain the community’s assets, which includes repairs and replacements of the District’s \$68 million

of insured assets, parks, and properties that support the general fund's operational maintenance of 45 parks, 4 lakefront properties, and nearly 800 acres of open space and 11 facilities, and \$30 million in capital projects which are scheduled to occur over the next five-years. Additionally, Director Peters reported that the Park District has a tax cap, which is unlike most cities and municipalities. The Park District's Tax Cap law indicates that the recreation and general funds are subject to a tax cap and current law restricts park district to limit increasing their levy by the CPI of 2.3% and new growth which is estimated at \$25 million for this year.

Special Recreation Fund

Director Peters reported that the special recreation fund is unique since it is solely funded through the tax levy which can be taxed up to .04% of the total EAV of property throughout the District and it is a non-capped tax fund. She reported that the difference between the recreation fund and the special recreation fund is that the recreation fund offers programs for fees in addition to the tax levy it receives whereas the special recreation fund is only funded by the tax levy and most of the revenue collected for that fund is distributed to the North Suburban Special Recreation Association (NSSRA). When examining spending from the special recreation fund the Park District has NSSRA obligations which include an annual member agency contribution of \$162,000, \$90,000 a year for inclusion companions which are provided by NSSRA to support program participants with special needs, and unique to this year, a one-time capital building contribution to support the development of NSSRA's new facility. Unfortunately, Director Peters reported that the need for inclusion companions has been significantly reduced this year due to the pandemic, so the District has only contributed \$11,000 of the \$90,000 budgeted for and NSSRA predicts the cost for inclusion companions will be reduced in 2021, to an estimated \$50,000, assuming that the state will remain in Phase 4 of the governor's restorative plan. Additionally, the pandemic put the construction of NSSRA's new facility on hold, so the District's one-time capital building contribution of \$361,125 has been deferred until 2021. In addition to NSSRA obligations, the Special Recreation Fund also supports the District's capital projects, including ADA improvements and accommodations.

Tax Levy Considerations

Director Peters provided a summary of things to consider when making decisions regarding the tax levy, such as uncollected tax revenue cannot be recaptured, increasing the levy by the CPI and new growth avoids a negative impact on all future levies and long-term funding for capital repair and replacement which in years past when taxes were frozen left millions in uncollected tax revenue. Levying the full allowable amount for the special recreation fund allows funding for the Park District to comply with ADA facility standards and supports ADA services. The tax cap already limits the District's ability to keep up with inflation because the cost to deliver services is rising at a higher rate than the CPI, for example, Director Peters reported that the District's technology costs have increased well over 100% over the past several years vs. the CPI which has only increased by 6%. Another example is minimum wage, which the District is increasing by \$1 in 2021 at that wage threshold, which will increase far beyond the CPI's increase over the next several years. If the District does not levy the full allowable amounts for all funds, the District will be giving up necessary revenue that supports mission-critical facilities and services without an alternative source to replace it. Not levying the allowable increase will decrease the District's fund reserves, which could harm the District's Triple-A bond rating, thus costing the District more to borrow money and not being good stewards of community assets. The Park District is roughly 7% of a resident tax bill and a full levy would increase the average homeowner's taxes by \$26. Finally, Director Peters reported that during the pandemic, levy considerations must evaluate taxpayer's savings vs. benefits supported by tax funding for park and recreation services which is the difference between a flat levy vs. a full levy.

Full Tax Levy vs. Flat Tax Levy

Director Peters reported that a full levy would allow the Park District to request a full CPI increase of 2.3% for tax capped funds which impacts the general and recreation funds, a full increase of .04% for the special recreation fund which is an anticipated \$975,000, anticipates 0% change in EAV, and an estimated \$25 million in new growth. She reported that the effect would be a truth in taxation increase of 3.68% with a net levy increase of \$432,439. Whereas a flat tax levy would allow the Park District to request a full CPI increase of 2.3% for tax capped funds which impacts the general and recreation funds, anticipates 0% change in EAV, and an estimated \$25 million in new growth. However, the Park District would reduce the levy in the special recreation fund from .04% to .0245%, which would be a \$385,000 reduction in tax. In this case, the truth in taxation would a 0% increase, which she reported is a true flat tax so long as a homeowner's EAV remains constant. This is a \$539 net levy increase.

President Ruttenberg would like to know if the effect of the flat tax levy indicates that if a homeowner paid \$100 in taxes to the Park District in 2019, they will pay the same amount to the Park District this year.

Director Peters reported the amount will remain the same so long as a homeowner's EAV remains the same.

Special Recreation Fund Flat Tax

Director Peters shared a graph comparing the 2020 fiscal year vs. the 2020 budget vs. the 2020 projected figures and the overall difference. She reported that the 2020 inclusion companion fees were budgeted for \$90,000 however the District has only provided \$11,780 due to the lack of participation from the virus. As for the one-time capital building contribution of \$344,251 budgeted for 2020, she reported that the contribution has been deferred until 2021. Overall, the most significant change is the fund balance as of December 31, indicating that the Park District budgeted \$346,928.38, however, the special recreation's projected fund balance will be \$682,550.32 as of December 31 vs. the 15% reserve policy of \$113,778.84. Director Peters reported that the 2020 special recreation fund balance is going to roll over into 2021 and the proposed tax reduction will not impact 2021 programming participants who benefit from the special recreation fund. Regarding the 2021 fiscal year, Director Peters reported that the District will receive \$480,000 from the reduced tax levy, \$300,000 will be transferred from capital to support ADA projects, and the estimated fund balance will be \$123,757.30 as of December 31, 2021, which the District will still be above the 15% reserve policy. Additionally, if the special recreation fund happens to be short come at the end of 2021, the District could fund necessary ADA capital projects from the capital project fund instead of the special recreation fund.

Commissioner Bernstein would like to know if the fund balance for the special recreation fund is high or overestimated due to the reduction in services from the pandemic.

Executive Director Romes reported that the one-time capital building payment to the development of NSSRA's new facility was deferred until 2021 since construction was placed on hold. NSSRA submitted a grant application to help fund most of the project, and unfortunately, the state will not be issuing grant funds anytime in the near future as a result of the pandemic. Regardless, of the grant funds, the Park District of Highland Park will make their contribution in 2021.

Director Peters reported that the District is rolling over the \$125,000 savings into the 2021 special recreation fund and since the District is proposing a reduced tax levy, the ending fund balance in the special recreation fund for 2021 will be closer to the 15% reserve policy.

Five-Year Funding Model

A. Flat Tax Levy (reduced special recreation levy) Spending Tiers 1-3 for Capital Projects

Director Peters reported that the Park District had \$7.1 million in the capital fund come the end of 2019. This past February a \$7.3 million bond issuance occurred; however, staff are reducing the transfer of funds to capital projects as a result of the pandemic; transferring \$1 million from the recreation fund and \$150,000 from the special recreation fund. Additionally, the capital fund spending was reduced from \$8 million to \$4.3 million, so there will be a balance of \$11.3 million in the capital fund come the end of this year.

In 2021 the District will transfer \$1.5 million from the recreation fund and \$300,000 from the special recreation fund. She reported that the District would be able to transfer \$600,000 from the recreation fund to the special recreation fund if the Park Board of Commissioners approved a full tax levy. Staff are projecting to spend \$5.2 million in capital projects, so the 2021 ending balance will be \$7.8 million in the capital fund.

Looking ahead, Director Peters reported that there will be a little over \$862,541 available in the capital fund come the end of 2023, however, there will be a \$5 million bond issuance in 2024, so the District will have \$2.1 million available in the capital fund come the end of 2024. By the end of 2025, the District will have \$1.9 million available in the capital fund.

Commissioner Bernstein would like to know how much was budgeted to be transferred into the capital fund.

Executive Director Romes reported that the District budgeted \$550,000 which included a payment of \$344,000 for the development of NSSRA's new facility.

Commissioner Bernstein would like to know how much the District typically transfers to the capital fund.

Executive Director Romes reported that the District typically transferred an average \$450,000 per year, however the amount depends on projects.

Commissioner Bernstein would like to know what the net effect will be for 2020.

Executive Director Romes reported that the net effect for 2020 will not change, since the District is not making that one-time capital building contribution, however the transfer from the special recreation fund will be cut in half in 2021, which is a \$300,000 short term loss of funding available for ADA projects.

Commissioner Bernstein would like to know if the one-time capital building contribution is included in the Five-Year Funding Model, Spending Tiers 1-3 for Capital Projects.

Executive Director Romes reported that the one-time capital building contribution is not included in this model, as this pertains strictly to the District's capital projects.

Commissioner Bernstein would like to know why the transfer is so low in 2020, if the District reduced programming expenses for the beneficiaries of the special recreation fund.

Executive Director Romes reported that staff planned and budgeted a significantly reduced transfer to the special recreation fund in 2020, since the District was making a \$344,251 one-time contribution for the development of NSSRA's new facility during the same year.

Commissioner Bernstein reported that even if the District reduced the special recreation levy, the District is still transferring more money than budgeted and will make the \$344,251 contribution to NSSRA.

B. Flat Tax Levy (reduced special recreation levy) Spending All Tiers for Capital Projects

Director Peters reported that the Park District had \$7.1 million in the capital fund come the end of 2019. This past February a \$7.3 million bond issuance occurred; however, staff are reducing the transfer of funds to capital projects as a result of the pandemic; transferring \$1 million from the recreation fund and \$150,000 from the special recreation fund. Additionally, the capital fund spending was reduced from \$8 million to \$4.3 million, so there will be a balance of \$11.3 million in the capital fund by the end of this year.

In 2021 the District will transfer \$1.5 million from the recreation fund and \$300,000 from the special recreation fund. Staff are projecting to spend \$5.4 million in capital projects, so the 2021 ending balance will be \$7.5 million in the capital fund.

In 2022, Director Peters reported that the District will have under \$500,000 in the capital fund come the end of the year, so the District will not be able to fund most capital projects in 2023. Unfortunately, she reported that the \$5 million bond issuance will not suffice, as the District will have a \$2.5 million deficit by the end of 2024.

Truth In Taxation Calculation with a Full Tax Levy

Director Peters reported that Lake County provided the Park District a \$5.5 million extension to the general fund, a \$5.2 million extension to the recreation fund, and \$953,381 to the special recreation fund, totaling an \$11.7 million extension in 2020. If the Park District proposes the full tax levy for 2021, the county would award \$5.7 million to the general fund, \$5.4 million to the recreation fund, and \$975,000 to the special recreation fund, totaling \$12.1 million. Additionally, the District is asking to tax new growth, so the total increase to revenue would be \$432,489, for a 3.68% change to the Truth in Taxation.

Truth In Taxation Calculation with a Flat Tax Levy

Director Peters reported that Lake County provided the Park District a \$5.5 million extension to the general fund, a \$5.2 million extension to the recreation fund, and \$953,381 to the special recreation fund, totaling an \$11.7 million extension in 2020. If the Park District proposes a flat tax levy for 2021, the county would award \$5.7 million to the general fund, \$5.4 million to the recreation fund, and \$590,000 to the special recreation fund, which is a decrease of \$363,000. The total levy would be reduced to \$11.7 million, which is a \$539 net difference resulting in a 0.00% calculation for the Truth in Taxation.

2021 Tax Revenue vs. Operating Revenue

Director Peters reported that based on the 2021 budget, if the Park Board of Commissioners approves a full tax levy staff are projecting property taxes will account for 62% of the District's revenue vs. operations which will be 38%. Whereas if the Park Board of Commissioners approves a flat tax levy staff are projecting property taxes will account for 61% of the District's revenue vs. operations which will be 39%, so the difference is very little.

Summary

Director Peters reported that staff are presenting two Truth in Taxation Resolutions, one proposes a full tax levy which the Park District would be requesting \$12.1 million from Lake County which is based on a 2.3% CPI for a 3.68% change to the Truth in Taxation; or a flat tax levy which the Park District would be requesting \$11.7 million which is based on a 2.3% CPI of the tax capped funds, however, the anticipated overall growth is 0.00%. In conclusion, Director Peters reported that staff are comfortable with either the full or flat tax levy, however, the full levy will help to better support the District's missions. The Park Board of Commissioners will be voting to pass one of these resolutions at the November 17 Board Meeting. Commissioner Grossberg would like to know if staff created a 5-Year Funding Model assuming the District will pivot to Phase 3 of the Governor's restorative plan.

Director Peters reported that staff has yet to create such a model, however, those projections can be discussed at a future meeting.

Executive Director Romes reported that the District entered Phase 3 of the Governor's restorative plan in June and transitioned into Phase 4 as of July. In Phase 3 programs were limited to 10 participants whereas Phase 4 permitted groups of 50 or less. Keep in mind, athletics has separate standards related to competitive play, as Phase 3 only allows for trainings whereas Phase 4 permits levels of competitive play. However, the guidelines have changed since the summer as the Governor introduced Mitigation Plans. Currently, our region is in Phase 4 and level One of the Mitigation Plan, which has little impact on programming. However, Phase 4 Mitigation Level 2 reduces operations. None the less, staff are focusing today on the Truth and Taxation Resolution vs. the Operating Budget, however, staff and our financial counsel recommend the conservative transfers.

Commissioner Grossberg would like to know what repercussions to expect since property taxes are supporting most of the District's revenue stream.

Executive Director Romes reported that staff would like to be less reliant on tax dollars and staff are hoping by 2022 the ratios will shift closer to a 50/50 split.

Commissioner Grossberg would like to know if there is a negative feeling from the community since the District is more dependent on property tax revenue.

Executive Director Romes reported that taxpayers will most likely be questioning if the Park District needs to issue a referendum or close facilities down the road. Most of the taxes will support the maintenance of properties, however, property taxes alone cannot support \$68 million in the Districts assets should this continue beyond 5 years.

Vice President Kaplan reported that the flat tax levy is a \$430,000 loss of revenue for next year. He would like to know how this loss will affect the Park District in future years.

Executive Director Romes reported that a flat tax levy does not have a compounding effect since the special recreation fund is a non-tax capped fund, so this is a one-time revenue loss for 2021.

President Ruttenberg reported that he is comfortable with the flat tax levy.

Commissioner Bernstein reported that the approved 2020 budget fund balance for the special recreation fund was \$346,928. He would like to know why the fund balance was so much higher than the 15% reserve policy.

Executive Director Romes reported that staff always try to aim higher than the 15% reserve policy.

Commissioner Bernstein would like to know if staff has a 5-Year Funding Model examining the special recreation fund and the impacts of a flat tax levy vs. a full tax levy.

Executive Director Romes reported that staff will prepare the requested model.

President Ruttenberg reported that approved ADA capital projects are fully funded, however, if the special recreation fund could not support some of those project costs, staff will transfer money from the recreation or general fund to support those projects, as none of those projects will be ignored as a result of the flat tax levy.

Commissioner Bernstein would like to review the 5-Year Funding Model examining the special recreation fund and the impacts of a flat tax levy vs. a full tax levy to ensure that the one-time reduction with a flat tax levy will not negatively impact programming or services that the District provides to the beneficiaries of the special recreation fund.

Executive Director Romes reported that the proposed reduction for the 2020 flat tax levy will provide much-needed relief to the taxpayers, however, the reduction of net funds in the special recreation fund will not negatively impact programs and services offered to individuals who benefit from the special recreation fund. Additionally, when staff request to levy the full amount next year, there will be a higher increase in the Truth in Taxation as the District is requesting to increase the levy by the full cpi for tax capped (general and recreation funds) and non-tax capped funds (special recreation fund).

Executive Director Romes reported that staff are happy to present both options at the November 17 Board Meeting, however, if the Park Board of Commissioners has a preference from tonight's discussion, they will not present both.

Workshop Meeting Minutes
November 10, 2020

President Ruttenberg and Commissioner Flores Weisskopf are in favor of the flat tax levy.

Commissioner Grossberg, Commissioner Bernstein, and Vice President Kaplan would like to better understand the long-term impacts the flat tax levy could pose on the special recreation fund and asked that both resolutions be presented at the November 17 Board Meeting.

REVIEW OF VOUCHERS

President Ruttenberg reviewed the vouchers reporting that all purchases align with the District's policy.

ADJOURNMENT

A motion was made by Vice President Kaplan and seconded by Commissioner Bernstein and approved by a unanimous vote. The Board Meeting adjourned at 7:06 p.m.

Respectfully submitted,

Brian Romes, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
NOVEMBER 17, 2020**

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

The meeting was called to order at 6:03 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, Coordinator Hejnowski

CLOSED SESSION

A motion was made by Commissioner Bernstein, seconded by Vice President Kaplan to adjourn into Closed Session for discussion of 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; - 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 6:06 p.m.

The meeting reconvened into Open Session at 7:05 p.m.

ACTION FROM CLOSED SESSION IF ANY

President Ruttenberg reported that the Park Board of Commissioners met in Closed Session under 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; - for discussions between internal or external auditors and the Board regarding the impacts from the Governors new restrictions and the local Order issued by the Mayor of Highland Park. President Ruttenberg welcomed Mayor Rotering and Councilman Blumberg to the meeting and reported that there is a pending motion to approve the Governors new restrictions which limit many of the Park District’s indoor facility operations however it permits health clubs/fitness centers to operate at no more than 25% capacity. Since the local order is more stringent, asking that indoor workout facilities and dance studios close due to the increased positivity rate and rate of hospitalization cases which occurred over the past weekend in Highland Park, President Ruttenberg proposed an amendment to the pending motion which complies with the Mayor’s local order requiring the Recreation Center of Highland Park to close. President Ruttenberg asked Mayor Rotering to provide a brief update as to why the City of Highland issued this order since it conflicts with the Governor’s restrictions.

Mayor Rotering reported that both the City of Highland Park and the Park District’s priorities are to keep our constituents safe and healthy, and while she recognizes recreation as a critical component, the Infectious Diseases Society of America, categorizes health clubs/fitness centers as high-risk establishments/activities. While she understands the importance of fitness, the positivity rate in our region is 17.1% vs. the 12.5% positivity rate of the state. More importantly, she reported that Highland Park had 177 new cases of COVID-19 over the weekend, vs. the 729 cases which accumulated over the past 8months, reporting that our region is averaging 91 cases per month. Mayor Rotering reported that our region is at a crisis level, suggesting that hospitals will meet or exceed capacity limits within 3 weeks if this region does not change its behavior, so she asked the Park Board of Commissioners and Park District staff to close the Recreation Center of Highland Park for 30days, as stated in the local order, to help flatten the curve. She reported that while her local order may be more stringent, the decision was made based on scientific data and with the best of intentions.

Commissioner Grossberg reported that he has two issues he would like to address, the first issue is regarding the scientific data presented by Mayor Rotering, as the Governor’s data reports that an individual is more likely to catch the virus from a family member vs. a 20,000 sq. foot health club/fitness center which is only permitting usage for 10 individuals at a time. The second issue is regarding freedom of choice, stating that the Park District is not mandating or forcing individuals to come and use the Recreation Center of Highland Park if they are uncomfortable. He reported that his highest priority is and always will be focused on health and safety, however, he does not support the Mayor’s decision and would prefer to follow the Governor’s restrictions.

Mayor Rotering reported that this is a matter of health and safety, and when an individual's actions can increase the spread of an infectious and deadly disease to the community, that’s where the Public Health Department and the Infectious Disease Society of America provide recommendations to the local

municipalities to help combat the spread of disease, regardless of how difficult these decisions and sacrifices may be.

Commissioner Grossberg would like to know if the City of Highland Park corresponded with Park District officials before issuing this local order since the order significantly impacts Park District operations and staffing.

Mayor Rotering reported that she had a conversation with President Ruttenberg, and a member of the City Council had a conversation with Executive Director Romes.

Commissioner Grossberg reported that the local order was issued before the Park Board of Commissioners were able to meet as a unit to discuss the operational and staffing impacts.

Executive Director Romes reported that he expressed his concerns to City Manager Neukirch regarding the impacts to Park District operations as a result of the local order, however, that was the extent of the conversation.

Commissioner Grossberg would like to know if a delay of the local order was proposed.

Executive Director Romes reported that informed City Manager Neukirch that the proposed local order would significantly impact operations and he would like to pursue the Governor's order, as their team of specialists deems health clubs/fitness centers as essential and safe environments permitted the recommended sanitation and social distancing guidelines are implemented. This evidence is also supported by the World Health Organization and the Center for Disease Control. While the Governor is permitting health clubs/fitness centers to operate at 25% capacity, Executive Director Romes and staff recommend reducing the capacity, to 10 people or less at a time by reservation only to current members.

Commissioner Grossberg asked if the Governor is requiring the Park District to close health clubs/fitness centers.

Executive Director Romes reported that the Park District of Highland Park is a separate unit of government, so the Park Board of Commissioners has the ability to govern our District separately, so long as it is consistent with the Park District's mission and the health and safety of the community. He and staff are recommending that the Park Board of Commissioners complies with the Governor's new restrictions, that of which Deer Creek Racquet Club and Centennial Ice Arena will only be open for one-on-one personalized training for organized sports. West Ridge Center, Heller Nature Center, and the Highland Park Field House will be closed until further notice. Programs will transition to virtual or outdoors. Sunset Valley Golf Club and the Highland Park Golf Learning Center will remain open so long as weather permits. Lastly, the Recreation Center of Highland Park would remain open by reservation only for current members, permitting no more than 10 people on the fitness floor at a time. Additionally, one-on-one personal training sessions and organized sports will be permitted and occur in a separate space of the facility, lap swim reservations

will be reduced to 3 lanes, and one-on-one swim lessons will be permitted. He reported that this decision was based on scientific data from the Center for Disease Control (CDC), the Illinois Department of Public Health (IDPH), and the World Health Organization (WHO) as their team of specialists deem health clubs/fitness centers as essential and safe environments permitted the recommended sanitation and social distancing guidelines are implemented, which he feels the Park District standards exceed those guidelines.

President Ruttenberg reported that unfortunately, the Park Board of Commissioners is receiving several conflicting opinions from the national and local levels, and the Park Board of Commissioners has the opportunity to assist in controlling a disease that is disseminating many lives, by following the local order, so he does not support the Governor's new restrictions which permit health clubs/fitness centers to remain open so he is in favor of closing the Recreation Center of Highland Park.

Commissioner Flores Weisskopf reported that 60% of residents do not have children enrolled in the School Districts, so there is a significant elderly population in Highland Park which is of high risk. While she understands the governor's stance, she is in favor of closing the Recreation Center of Highland Park to comply with the local order as it was issued to keep the community safe due to the increased spike of positivity rates throughout our region.

Vice President Kaplan is struggling to understand the local order as the scientific data from the Infectious Diseases Society of America conflicts with the data from the Illinois Department of Public Health. The Illinois Department of Public Health states that there is a 3.12% chance of a person contracting the disease while in the safety of their own home vs. a 1.75% chance of contracting the disease from a health club/fitness center. In this case, he feels the amendment is specific to health clubs/fitness centers and he does not feel comfortable making such decisions suggesting it should be an all or nothing mentality.

Mayor Rotering that such decisions are not made lightly, however, due to the significant spike in cases over the weekend, she felt drastic actions had to be taken and she is asking the Park Board of Commissioners to follow her local order and close the Recreation Center of Highland Park for 30days.

President Ruttenberg asked if home rule supersedes the Governor's order.

Mayor Rotering reported that Highland Park is a home rule municipality, so the City has the right to issue more stringent orders if the evidence supports the need.

President Ruttenberg reported that if the Park District decides to oppose the local order issued by the Mayor of Highland Park it poses a direct confrontation between two governmental agencies regardless of opinions from legal counsel.

Councilman Blumberg reported that the City of Highland Park is a home rule unit, which permits local home ruled municipalities to pass more stringent laws than those of the state. However, home rule municipalities cannot aggregate state laws if the state laws are more stringent.

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Vice President Kaplan reported that he understands how laws, statutes, and procedures work. He and Commissioner Grossberg are frustrated that Park District staff, the Park Board of Commissioners, and members of the City Council wasted time discussing a proposal which the Park District should by no means oppose as a violation of home rule order would ignite a litigation battle. He and Commissioner Grossberg reported that there was a fundamental lack of communication and understanding regarding the proposed question and the adherence to the Mayor's local order.

President Ruttenberg would like to know what was advised by the Park District's legal counsel regarding the adherence to the Mayor's local order.

Executive Director Romes that based on the Governor's order that the City of Highland Park or the Mayor of Highland Park would have the authority to close the Recreation Center of Highland Park. Regardless of advice from legal counsel, Executive Director Romes reported that the Park Board of Commissioners has the ability to decide whether to comply with or oppose the Mayor's local order, so long as the Governor's orders are followed.

President Ruttenberg reported that based on the advice from the Park District's legal counsel the Park Board of Commissioners is being asked to make a decision.

Commissioner Grossberg reported that while he disagrees with the Mayor's order, he is voting in favor of closing the Recreation Center of Highland Park so that the Park District does not violate the home rule order.

Executive Director Romes reported that the Mayor's Order only requires the fitness floor of the Recreation Center of Highland Park to close, so he would like to clarify, the Recreation Center of Highland Park will still be open as staff will teach virtual classes from the facility, outdoor group fitness classes will still be conducted, and so forth.

Commissioner Grossberg reported that he would hope in the future that the Park Board of Commissioners has the ability to meet as a unit before the City of Highland Park issuing local orders which significantly impact critical operations of the Park District as those decisions affect people's lives.

A motion was made by President Ruttenberg and seconded by Vice President Kaplan to approve the proposed Amendment which adheres to the Mayor's Local Order, requiring health clubs/fitness centers to close for 30days due to the increase of positivity and hospitalization rates in Highland Park.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

A motion was made by President Ruttenberg and seconded by Vice President Kaplan to approve the Governor's Executive Order, which goes into effect Friday, November 20, 2020, mandating the changes that Executive Director Romes outlined for Park District facilities and the cessation of indoor fitness activities at the Recreation Center of Highland Park to comply with the approved Amendment.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

ADDITIONS TO THE AGENDA

A motion was made by Vice President Kaplan and seconded by Commissioner Grossberg to approve the following changes to the agenda, removal of the Sunset Woods Park Playground Renovation Design and Master Plan Update, the Preserve of Highland Park Project Update, Financial Forecast Update, Parks Foundation Update, Director's Report, and the 2020 Season Ending Report for the Sunset Valley Golf Club and the Golf Learning Center.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

CONSENT AGENDA

A motion was made by Vice President Kaplan and seconded by Commissioner Grossberg to approve the Minutes from the October 13, 2020 Workshop Meeting; the Minutes from the October 27, 2020 Regular

Board Meeting Minutes
November 17, 2020

Board Meeting; the 2021 Board Meeting Calendar; the IAPD/IPRA Credentials Certificate; and the Bills and Payroll in the amount of \$1,064,198.54

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

CONTINUATION OF TONIGHTS MEETING

A motion was made by Vice President Kaplan and seconded by President Ruttenberg to differ Resolution 2020-12 Truth in Taxation until the continuation of tonight's Meeting which will be held on Thursday, November 19, 2020 at 6:00 p.m.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

ADJOURNMENT

A motion was made by Vice President Kaplan and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 8:49 p.m.

Respectfully submitted,

Brian Romes, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF THE CONTINUATION OF THE NOVEMBER 17, 2020
REGULAR BOARD MEETING
NOVEMBER 19, 2020**

The Continuation of the November 17, 2020, Regular Board Meeting of the Board of Park Commissioners of the Park District of Highland Park was conducted remotely on November 19, 2020, 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 Special 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; Coordinator Hejnowski

ADDITIONS TO THE AGENDA – None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

UNFINISHED BUSINESS

A. Resolution 2020-12 – Truth in Taxation

Director Peters reported that staff has prepared two (2) different resolutions for the Park Board of Commissioners to consider for approval. The first option is a Full Tax Levy which is a Truth in Taxation increase of 3.68% and the second option is a Flat Tax Levy which is a 0.00% Truth in Taxation increase. As a refresher staff will present the impacts from the proposed levy options since one of the resolutions needs to be approved this evening so the District can adopt the formal ordinance at the December 15 Board Meeting.

Truth in Taxation Calculation with a Full Tax Levy

Director Peters reported that in 2020 Lake County provided the Park District a \$5.5 million extension to the general fund, a \$5.2 million extension to the recreation fund, and \$953,381 to the special recreation fund, totaling \$11.7 million extension. If the Park District proposes the full tax levy for 2021, the county would award \$5.7 million to the general fund, \$5.4 million to the recreation fund, and \$975,000 to the special recreation fund which is a \$21,619 increase year-over-

year based on the .04% increase, totaling \$12.1 million. Additionally, the District is asking to tax new growth, so the total increase to revenue would be \$432,489, for a 3.68% change to the Truth in Taxation.

Truth in Taxation Calculation with a Flat Tax Levy

Director Peters reported that in 2020 Lake County provided the Park District a \$5.5 million extension to the general fund, a \$5.2 million extension to the recreation fund, and \$953,381 to the special recreation fund, totaling \$11.7 million extension. If the Park District proposes a flat tax levy for 2021, the county would award \$5.7 million to the general fund, \$5.4 million to the recreation fund, and \$590,000 to the special recreation fund which is a decrease of \$363,000 due to the reduced levy from .04% to .0245%. The total levy would be reduced to \$11.7 million, which is a \$539 net difference resulting in a 0.00% calculation for the Truth in Taxation. Overall, she reported the Flat Tax Levy would create a 0.00% change in property taxes.

Summary

If the full tax levy is approved by the Park Board of Commissioners the Park District would be requesting \$12.1 million from Lake County which is based on a 2.3% CPI for a 3.68% change to the Truth in Taxation; whereas if the Park Board of Commissioners approved a flat tax levy the Park District would be requesting \$11.7 million which is based on a 2.3% CPI of the tax capped funds, however, the Truth in Taxation would be 0.00%.

President Ruttenberg would like to know if under the flat tax levy, assuming that the EAV remains constant, the amount of real estate taxes paid by a homeowner to the Park District will not increase from the amount paid in 2020.

Director Peters reported that staff created the flat tax levy option to provide relief to the community, as the amount of real estate taxes paid by the homeowner to the Park District would not increase from 2020.

Commissioner Bernstein reported that he raised concerns at the last meeting concerning the reduced levy for the special recreation fund, however, after tonight's discussion, he supports the flat tax levy since it's only a one-year reduction which, will not have a negative impact on the 2021 special recreation budget as the Park District will still be able to maintain the required fund balance, provide inclusive services and programming to the community, and complete all scheduled ADA projects.

Director Peters provided a concluding statement on behalf of the District, reporting that staff are comfortable with the reduced special recreation levy since the 2020 capital projects and the one-time capital building contribution to the development of the North Suburban Special Recreation Association's (NSSRA) new facility were deferred, there was a significant reduction to the 2020 inclusion companion fees, resulting in the \$77,000 of funds being transferred into the 2021 special recreation budget, and the findings from the 5-Year Funding Model projections examining the

special recreation fund indicates the District will be able to meet all obligations assuming there is a full levy in future years.

A motion was made by Vice President Kaplan and seconded by Commissioner Grossberg to approve the Truth in Taxation Resolution 2020-12 which the Park District would request \$11.7 million from Lake County, which is based on a 2.3% CPI of the tax capped funds, and a reduced levy for the special recreation fund resulting 0.00% increase to the Truth in Taxation.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

TREASURER'S REPORT

Director Peters reported the District's general corporate fund is trending favorably when compared to the original budget which is largely due to the reduction in payroll and overall expenses because of the pandemic. Additionally, she reported there is a timing difference in health insurance expenses. As for the special recreation fund, the budgeted tax receipts are trending favorably as of October 31, however that variance is projected to diminish as the year continues. Additionally, the one-time capital building contribution has been postponed until January of 2021, and the companion inclusion fees were roughly \$77,000 less than budgeted. The recreation fund has a favorable variance when compared to the original budget due to an exceptional year at Sunset Valley Golf Club and the Highland Park Golf Learning Center and payroll reductions. As for the debt service fund, the budgeted tax receipts are also trending favorably due to timing differences, however, that variance is projected to diminish and any variance left at year-end will be used to make debt payments due December 15. Lastly, she reported that the capital projects fund is significantly under budget as several projects have been deferred or eliminated due to the pandemic.

NEW BUSINESS

A. Board Comments

Commissioner Bernstein would like to know what the December public meeting calendar looks like.

Executive Director Romes reported that there is a Finance Committee Meeting on Thursday, December 3 at 4:00 p.m., a Workshop Meeting on Tuesday, December 8 at 6:00 p.m., another Finance Committee Meeting on Thursday, December 10 at 4:00 p.m., and the final public meeting for the 2020 calendar year is a Regular Board Meeting on Tuesday, December 15 at 6:00 p.m.

Commissioner Grossberg is concerned and would like to know when the next meeting will be held to discuss the playground design renovation and master plan for Sunset Woods Park.

Executive Director Romes reported that a liaison meeting is scheduled for tomorrow, Friday, December 20 and a project update will be presented to the Park Board of Commissioners at the Tuesday, December 8 Workshop Meeting which staff will present an updated timeline.

Commissioner Grossberg would like to know if more than two Park Board liaisons can attend the Sunset Woods Playground Design Renovation and Master Plan project meetings.

Executive Director Romes reported that the working group meetings would have to be posted and available to the public if other members of the Park Board of Commissioners would like to attend those meetings aside from the appointed Park Board liaisons.

Commissioner Grossberg encouraged other members of the Park Board of Commissioners to attend a subsequent working group meeting scheduled anytime between November 23 and December 7 so they could provide their input prior to the formal presentation being shared at the December 8 Workshop Meeting.

Commissioner Bernstein would like to know if there are any COVID related updates.

Executive Director Romes reported that an email was shared with the community after the November 17 Board Meeting regarding the Mayor's local order and the impacts upon the Recreation Center of Highland Park, specifically the closure of indoor fitness (including use of the fitness floor, personal training, and indoor group fitness classes) and aquatics will be closed until further notice. On Wednesday, November 18 an email was distributed to the community regarding the impacts of the Governor's new mitigations causing most indoor activities and programs to pause in an effort to slow the spread of COVID-19. This email provided operational statuses of each facility, as many are temporarily closing as of 11:59 p.m. Friday, November 20. Lastly, he reported that an email will be distributed to the community on Friday, November 20 containing a link to the December Brochure as registration will be open for altered, virtual, and outdoor programming.

ADJOURNMENT

A motion was made by Commissioner Bernstein and seconded by Vice President Kaplan and approved by a unanimous vote. The Board Meeting adjourned at 6:21 p.m.

Respectfully submitted,

Brian Romes, Secretary

EXTENSION TO TOLLING AGREEMENT

This Extension to Tolling Agreement is made and entered into as of **January 31, 2021**, by and between Illinois Metropolitan Investment Fund (“IMET”), on the one hand, and the Park District of Highland Park on the other hand (collectively “the Parties”).

The Parties agree that Paragraph 7 of the tolling agreement by and between the Parties dated March 13, 2015 (the “Tolling Agreement”) shall be amended to read as follows: “If not terminated earlier as provided in the 30 Day Notice provision of Paragraph 6, the Tolling Agreement shall terminate on **May 1, 2021.**”

All of the other provisions of the Tolling Agreement remain unchanged.

Illinois Metropolitan Investment Fund

By: Randall M. Lending
One of its Attorneys

Dated: _____

Park District of Highland Park

By:

Dated: _____



Memorandum

To: Board of Park Commissioners

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

Date: December 15, 2020

Subject: **2021 Affiliate and Sponsored Group Agreements**

Summary

Park District Policy 6.05 regarding Relationships with Affiliated and Sponsored Groups recognizes that certain organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. At times it is in the best interest of the community that the Park District work with these outside Organizations in coordinating, integrating, and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible, and a public benefit may be derived. These organizations are separate and independent from the Park District and provide for their own leadership and operational structure. Approval of Affiliated and Sponsored Group Agreements must be approved annually by the Park Board of Commissioners.

Applications for 2021 Park District of Highland Park Affiliate and Sponsored Groups have been received and reviewed by staff for recommendation to the Park Board. Due to the COVID-19 pandemic, Affiliate and Sponsored Group services were significantly reduced in 2020. Like Park District programs, Affiliate and Sponsored Groups expect this to continue through the early part of 2021.

All proposed Affiliate and Sponsored Group Agreements are attached. In 2020 Sponsored Groups, “The Highland Park Players” and “The Highland Park Strings”, received financial assistance from the Park District. During the application review process for 2021, these Sponsored Groups were informed that due to the Pandemic, staff will be recommending to the Park Board that financial support be eliminated from the 2021 budget and will be reconsidered for 2022.

Recommendation

In accordance with Park District Policy 6.05 regarding sponsored and affiliate groups, staff recommends approval from the Park Board of Commissioners Affiliate agreements for the Highland Park Players, Highland Park Strings, Highland Park Pops, and Uptown Music Theater.



Affiliated Organization Agreement with the Highland Park Players

Memorandum of Understanding

PURPOSE

The Park District of Highland Park (hereafter “Park District”) recognizes that certain Affiliated Organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These Affiliated Organizations are separate and independent from the Park District and provide for their own leadership, Affiliated Organizational and operational structure. Although the stated missions of the Affiliated Organizations may differ, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside Affiliated Organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside Affiliated Organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of their individual responsibilities.

To this end, the Park District is willing to establish a working relationship and cooperative agreement with the Highland Park Players (hereafter “Affiliated Organization”). With this agreement, the parties will define the working relationship, mutual expectations, and individual responsibilities. However, this agreement cannot be considered absolute; but shall serve as a frame of reference. Standards outlined herein insure that the parties’ concept of joint planning, use, and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision and action in planning, developing and maintaining recreational programs.

I. Criteria and Conditions

- 1.** Affiliated Organization must have a constitution and/or bylaws which shall be submitted for review and approval by the District.
- 2.** The Affiliated Organization shall formulate a roster of staff, volunteer officers and/or board members, and designate a liaison and alternate liaison with the Park District. Telephone numbers and other contact information must be provided to the Park District on an annual basis.

3. At least 51% of the members/participants and/or activities of the Affiliated Organization must reside and/or serve residents of the Park District. A roster of members, participants, and/or list of program, events or activities must be provided to the Park District on an annual basis. Names and addresses must be included.
4. Activities, programs, and events conducted by the Affiliated Community Group must:
 - a. Be in accordance with the District's philosophy of recreation and be open for participation by any resident of the District.
 - b. Not, other than to adhere to specific membership guidelines, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, sexual orientation, disability, or any other characteristic protected by local, state, or federal law.
5. Affiliated Organization must provide an annual detailed budget to the Park District showing all anticipated revenue and expenditures by August 31 for the following fiscal year. Program planning and budgeting shall be done by the club in conjunction with the administrative staff of the District and completed by August 31.
 - a. Year-end balances of funds should not exceed the amount of finances needed for start-up services for the next program year. When excess funds are available in the Affiliated Organization's treasury, the District will identify special projects in which such funds may be donated to the District for program and/or facility improvements.
 - b. The Affiliated Organization acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials related to the Affiliated Organization activities and use of Park District property and facilities, unless otherwise specified and agreed to in writing.
 - c. Any work done by the Parks Department of the District on behalf of any Affiliated Organization will be restricted to District limits unless authorized. If the Affiliated Organization's need for maintenance standards are higher than District standards, that Affiliated Organization shall provide the additional maintenance to meet its own standard provided that approval is granted by the Executive Director for this voluntary maintenance work.
 - d. Costs for maintenance of equipment and/or facilities will be charged to the Affiliated Organization
6. If a fee for participation or membership is required to join the Affiliated Organization or attend an event, program or recreational function conducted by the Affiliated Organization, those fees may be deposited in a separate account under that Affiliated Organization's name. All revenues must be reported to the District. All fees shall be deposited in the Affiliated Organization's account in accordance with accepted District standards.
7. The District shall provide the following staff or administrative services to accommodate the activities of the Affiliated Organizations commensurate with existing programs offered by the District.
 - a. None

- 8.** All public mailings and publicity by the Affiliated Organizations must meet with District standards and must state their affiliation with or sponsorship by the Park District of Highland Park.
- 9.** The Affiliated Organization or members of the Affiliated Organization will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District.
- 10.** The Organization shall not to represent itself or members of the Affiliated Organization as employees, volunteers, or agents of the Park District.
- 11.** Fund-raising for the purpose of supporting an activity must be authorized by the Board. The manner in which fund-raising is to be conducted, the purposes for which the funds are collected and a budget for these funds must be submitted to the District for approval in advance of any fund-raising project. Proceeds from fund-raising may be placed in the Affiliated Organization's separate account.
- 12.** The Affiliated Organization agrees and understands that neither the Affiliated Organization nor its officials, officers, members, employees or volunteers (collectively "Affiliated Organization") are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Affiliated Organization will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and that any injury or property damage arising out of any Affiliated Organization activity will be the Affiliated Organization's sole responsibility and not the Park District's. Also, it is understood that the Affiliated Organization is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Affiliated Organization will be solely responsible for its own actions. The Park District will in no way defend the Affiliated Organization in matters of liability.
- 13.** Affiliated Organization shall fully cooperate with any investigation conducted by or on behalf of the Park District and/or the Park District Risk Management Agency "PDRMA". Failure to fully cooperate with any such investigation shall constitute a breach of agreement and in the sole discretion of the Park District, may result in revocation or suspension of any Group privileges under this Agreement
- 14.** Affiliated Organization agrees to conduct criminal background checks for all employees and volunteers eighteen years of age or older and who directly supervise individuals under the age of eighteen (18) years or age. The Affiliated Organization is solely responsible for determining whether any conviction disqualifies any employee/volunteer.
- 15.** Affiliated Organization agrees to cross-reference all staff, employees and volunteers with the federal and state of Illinois Child Offender Databases.
- 16.** Affiliated Organization understands and agrees that it solely responsible for determining whether any staff, employee, or volunteer is qualified and suitable for any Affiliated Organization position and/or activity and that the Park District is not responsible for any hiring or retention decision.
- 17.** Affiliated Organization shall comply with all applicable local, state, and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. The Affiliated Organization shall base employment, volunteer, and

participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, sexual orientation, sex (except as an appropriate division for athletics programming), national origin, age (except as an appropriate division of programming levels for youth athletics programming), marital status, or any other protected characteristic as established by law.

II. Facility Use

- 1.** The District will provide the following facility and/or storage space:
 - a. Use of a variety of rooms at West Ridge Center during weekday evenings for rehearsals. Room will be provided at no cost unless after hours and/or additional staff or other expenses are needed, which will be provided at the expense of the Affiliated Organization.
 - i. Requests shall be made at least 3 months in advance.
 - ii. Park District Programs take precedence.
 - iii. Facility hours of operations shall be enforced.
 - b. If the Affiliated Organization requests another facility of the Park District, the request will be considered under the following terms:
 - i. Requests shall be made at least 3 months in advance.
 - ii. Park District Programs take precedence.
 - iii. Facility hours of operations shall be enforced.
 - iv. If approved, the Affiliated Organization will receive a discount rate of 50% of the regular resident rental rate.
- 2.** It is the sole responsibility of the Affiliated Organization to determine whether any facility, field, or location is safe, suitable, and/or appropriate for any intended use.
- 3.** The Affiliated Organization shall inspect each facility, field, or other location prior to and subsequent to each use and shall promptly report any unsafe condition (holes in sports fields, broken equipment, etc.) to the Park District.
- 4.** The Affiliated Organization is solely responsible for providing supervision and security services, as needed, for any and all Affiliated Organization activities.
- 5.** The Affiliated Organization is solely responsible for the cost of repairs to facility or equipment damaged as a result of its usage.
- 6.** The Park District does not assume any responsibility, care, custody, or control of any Affiliated Organization property or equipment brought upon or stored upon Park District property. The Affiliated Organization is solely responsible for the safety and/or security of any property or equipment brought upon or stored on Park District property.

7. The Affiliated Organization shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.
8. The use of Park District meeting rooms is based on availability and Park District scheduling concerns. The Park District retains the right to move, cancel or reschedule meetings based upon Park District needs.

III. Insurance and Indemnification

The Affiliated Organization shall procure and maintain for the duration of this agreement, the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with any of Affiliated Organization activities:

1. Commercial General and Umbrella Liability Insurance

Affiliated Organization shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.

If the Affiliated Organization intends on distributing, selling, serving or furnishing alcoholic beverages, liquor liability coverage (including Dram Shop coverage) shall also be provided with a limit of not less than \$1,000,000 per occurrence.

The Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the Affiliated Organization insurance and shall not contribute with it.

The CGL policy must include individuals for athletic participation.

2. Business Auto and Umbrella Liability Insurance

If applicable, the Affiliated Organization shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If

necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

3. Workers Compensation Insurance

If applicable, the Affiliated Organization shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

4. Other

If the Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General and Umbrella Liability Insurance required in this agreement, the Affiliated Organization waives all rights against the Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Affiliated Organization use of any Park District property or facility.

5. General Insurance Provisions

a. Evidence of Insurance

Prior to exercising any rights under this Agreement, the Affiliated Organization shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to Agency prior to the cancellation or material change of any insurance referred to therein. Written notice to Agency shall be by certified mail, return receipt requested.

Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Affiliated Organization obligation to maintain such insurance.

The Park District shall have the right, but not the obligation, of prohibiting the Affiliated Organization from using the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Park District.

Failure to maintain the required insurance may result in termination of this agreement at Park District's option.

The Affiliated Organization shall provide certified copies of all insurance policies required above within 10 days of the Park District's written request for said copies.

b. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

c. Cross-Liability Coverage

If the Affiliated Organization liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

d. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Affiliated Organization may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

6. Indemnification

The Affiliated Organization shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Affiliated Organization or any of the Affiliated Organization partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Affiliated Organization shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Affiliated Organization breach of any of its obligations under, or the Affiliated Organization default of, any provision of this agreement.

IV. No Third Party Beneficiary

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

V. Termination and Duration

1. The initial term of this Agreement shall commence on the date hereof and end on December 31, 2021. Thereafter, this Agreement shall be deemed automatically renewed for successive one year periods unless either party shall advise the other party in writing of its intention not to renew the Agreement at least 30 days prior to the annual renewal date, or unless the Parties otherwise mutually agree to terminate the Agreement.
2. The Park District retains the right to alter the terms and conditions of this agreement or to terminate this agreement at any time and for any reason, including, but not limited to misconduct of the Affiliated Organization or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of Park District residents, or because the Affiliated Organization has breached any of its obligations under this Agreement.
3. The Affiliated Organization may terminate this agreement by providing a minimum of 30 days written notice.
 - a. The Affiliated Organization will have financial responsibility to the Park District for any outstanding fees and/or money owed to the Park District and shall promptly reimburse the Park District. Any money owed to the Affiliated Organization by the Park District shall be promptly reimbursed.
 - b. The Agreement may be amended by the written approval of both Parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.

Bradley A. Rose
Authorized Officer – Highland Park Players

Director of Recreation and Facilities

12/2/20
Date

Date

Highland Park Players

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



Affiliated Organization Agreement with the Highland Park Strings

Memorandum of Understanding

PURPOSE

The Park District of Highland Park (hereafter “Park District”) recognizes that certain Affiliated Organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These Affiliated Organizations are separate and independent from the Park District and provide for their own leadership, Affiliated Organizational and operational structure. Although the stated missions of the Affiliated Organizations may differ, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside Affiliated Organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside Affiliated Organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of their individual responsibilities.

To this end, the Park District is willing to establish a working relationship and cooperative agreement with the Highland Park Strings (hereafter “Affiliated Organization”). With this agreement, the parties will define the working relationship, mutual expectations, and individual responsibilities. However, this agreement cannot be considered absolute; but shall serve as a frame of reference. Standards outlined herein insure that the parties’ concept of joint planning, use, and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision and action in planning, developing and maintaining recreational programs.

I. Criteria and Conditions

- 1.** Affiliated Organization must have a constitution and/or bylaws which shall be submitted for review and approval by the District.
- 2.** The Affiliated Organization shall formulate a roster of staff, volunteer officers and/or board members, and designate a liaison and alternate liaison with the Park District. Telephone numbers and other contact information must be provided to the Park District on an annual basis.

3. At least 51% of the members/participants and/or activities of the Affiliated Organization must reside and/or serve residents of the Park District. A roster of members, participants, and/or list of program, events or activities must be provided to the Park District on an annual basis. Names and addresses must be included.
4. Activities, programs, and events conducted by the Affiliated Community Group must:
 - a. Be in accordance with the District's philosophy of recreation and be open for participation by any resident of the District.
 - b. Not, other than to adhere to specific membership guidelines, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, sexual orientation, disability, or any other characteristic protected by local, state, or federal law.
5. Affiliated Organization must provide an annual detailed budget to the Park District showing all anticipated revenue and expenditures by August 31 for the following fiscal year. Program planning and budgeting shall be done by the club in conjunction with the administrative staff of the District and completed by August 31.
 - a. Year-end balances of funds should not exceed the amount of finances needed for start-up services for the next program year. When excess funds are available in the Affiliated Organization's treasury, the District will identify special projects in which such funds may be donated to the District for program and/or facility improvements.
 - b. The Affiliated Organization acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials related to the Affiliated Organization activities and use of Park District property and facilities, unless otherwise specified and agreed to in writing.
 - c. Any work done by the Parks Department of the District on behalf of any Affiliated Organization will be restricted to District limits unless authorized. If the Affiliated Organization's need for maintenance standards are higher than District standards, that Affiliated Organization shall provide the additional maintenance to meet its own standard provided that approval is granted by the Executive Director for this voluntary maintenance work.
 - d. Costs for maintenance of equipment and/or facilities will be charged to the Affiliated Organization
6. If a fee for participation or membership is required to join the Affiliated Organization or attend an event, program or recreational function conducted by the Affiliated Organization, those fees may be deposited in a separate account under that Affiliated Organization's name. All revenues must be reported to the District. All fees shall be deposited in the Affiliated Organization's account in accordance with accepted District standards.
7. The District shall provide the following staff or administrative services to accommodate the activities of the Affiliated Organizations commensurate with existing programs offered by the District.
 - a. None

- 8.** All public mailings and publicity by the Affiliated Organizations must meet with District standards and must state their affiliation with or sponsorship by the Park District of Highland Park.
- 9.** The Affiliated Organization or members of the Affiliated Organization will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District.
- 10.** The Organization shall not to represent itself or members of the Affiliated Organization as employees, volunteers, or agents of the Park District.
- 11.** Fund-raising for the purpose of supporting an activity must be authorized by the Board. The manner in which fund-raising is to be conducted, the purposes for which the funds are collected and a budget for these funds must be submitted to the District for approval in advance of any fund-raising project. Proceeds from fund-raising may be placed in the Affiliated Organization's separate account.
- 12.** The Affiliated Organization agrees and understands that neither the Affiliated Organization nor its officials, officers, members, employees or volunteers (collectively "Affiliated Organization") are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Affiliated Organization will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and that any injury or property damage arising out of any Affiliated Organization activity will be the Affiliated Organization's sole responsibility and not the Park District's. Also, it is understood that the Affiliated Organization is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Affiliated Organization will be solely responsible for its own actions. The Park District will in no way defend the Affiliated Organization in matters of liability.
- 13.** Affiliated Organization shall fully cooperate with any investigation conducted by or on behalf of the Park District and/or the Park District Risk Management Agency "PDRMA". Failure to fully cooperate with any such investigation shall constitute a breach of agreement and in the sole discretion of the Park District, may result in revocation or suspension of any Group privileges under this Agreement
- 14.** Affiliated Organization agrees to conduct criminal background checks for all employees and volunteers eighteen years of age or older and who directly supervise individuals under the age of eighteen (18) years or age. The Affiliated Organization is solely responsible for determining whether any conviction disqualifies any employee/volunteer.
- 15.** Affiliated Organization agrees to cross-reference all staff, employees and volunteers with the federal and state of Illinois Child Offender Databases.
- 16.** Affiliated Organization understands and agrees that it solely responsible for determining whether any staff, employee, or volunteer is qualified and suitable for any Affiliated Organization position and/or activity and that the Park District is not responsible for any hiring or retention decision.
- 17.** Affiliated Organization shall comply with all applicable local, state, and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. The Affiliated Organization shall base employment, volunteer, and

participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, sexual orientation, sex (except as an appropriate division for athletics programming), national origin, age (except as an appropriate division of programming levels for youth athletics programming), marital status, or any other protected characteristic as established by law.

II. Facility Use

1. The District will provide the following facility and/or storage space:
 - a. Use of a variety of rooms at West Ridge Center (or other mutually agreeable facility) during weekday evenings for rehearsals. Room will be provided at no cost unless after hours and/or additional staff or other expenses are needed, which will be provided at the expense of the Affiliated Organization.
 - i. Requests shall be made at least 3 months in advance.
 - ii. Park District Programs take precedence.
 - iii. Facility hours of operations shall be enforced.
2. It is the sole responsibility of the Affiliated Organization to determine whether any facility, field, or location is safe, suitable, and/or appropriate for any intended use.
3. The Affiliated Organization shall inspect each facility, field, or other location prior to and subsequent to each use and shall promptly report any unsafe condition (holes in sports fields, broken equipment, etc.) to the Park District.
4. The Affiliated Organization is solely responsible for providing supervision and security services, as needed, for any and all Affiliated Organization activities.
5. The Affiliated Organization is solely responsible for the cost of repairs to facility or equipment damaged as a result of its usage.
6. The Park District does not assume any responsibility, care, custody, or control of any Affiliated Organization property or equipment brought upon or stored upon Park District property. The Affiliated Organization is solely responsible for the safety and/or security of any property or equipment brought upon or stored on Park District property.
7. The Affiliated Organization shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.
8. The use of Park District meeting rooms is based on availability and Park District scheduling concerns. The Park District retains the right to move, cancel or reschedule meetings based upon Park District needs.

III. Insurance and Indemnification

The Affiliated Organization shall procure and maintain for the duration of this agreement, the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with any of Affiliated Organization activities:

1. Commercial General and Umbrella Liability Insurance

Affiliated Organization shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.

If the Affiliated Organization intends on distributing, selling, serving or furnishing alcoholic beverages, liquor liability coverage (including Dram Shop coverage) shall also be provided with a limit of not less than \$1,000,000 per occurrence.

The Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the Affiliated Organization insurance and shall not contribute with it.

The CGL policy must include individuals for athletic participation.

2. Business Auto and Umbrella Liability Insurance

If applicable, the Affiliated Organization shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

3. Workers Compensation Insurance

If applicable, the Affiliated Organization shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

4. Other

If the Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General and Umbrella Liability Insurance required in this agreement, the Affiliated Organization waives all rights against the Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Affiliated Organization use of any Park District property or facility.

5. General Insurance Provisions

a. Evidence of Insurance

Prior to exercising any rights under this Agreement, the Affiliated Organization shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to Agency prior to the cancellation or material change of any insurance referred to therein. Written notice to Agency shall be by certified mail, return receipt requested.

Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Affiliated Organization obligation to maintain such insurance.

The Park District shall have the right, but not the obligation, of prohibiting the Affiliated Organization from using the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Park District.

Failure to maintain the required insurance may result in termination of this agreement at Park District's option.

The Affiliated Organization shall provide certified copies of all insurance policies required above within 10 days of the Park District's written request for said copies.

b. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

c. Cross-Liability Coverage

If the Affiliated Organization liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

d. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Affiliated Organization may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

6. Indemnification

The Affiliated Organization shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Affiliated Organization or any of the Affiliated Organization partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Affiliated Organization shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Affiliated Organization breach of any of its obligations under, or the Affiliated Organization default of, any provision of this agreement.

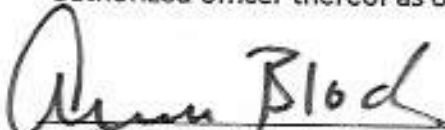
IV. No Third Party Beneficiary

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

V. Termination and Duration

1. The initial term of this Agreement shall commence on the date hereof and end on December 31 2021. Thereafter, this Agreement shall be deemed automatically renewed for successive one year periods unless either party shall advise the other party in writing of its intention not to renew the Agreement at least 30 days prior to the annual renewal date, or unless the Parties otherwise mutually agree to terminate the Agreement.
2. The Park District retains the right to alter the terms and conditions of this agreement or to terminate this agreement at any time and for any reason, including, but not limited to misconduct of the Affiliated Organization or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of Park District residents, or because the Affiliated Organization has breached any of its obligations under this Agreement.
3. The Affiliated Organization may terminate this agreement by providing a minimum of 30 days written notice.
 - a. The Affiliated Organization will have financial responsibility to the Park District for any outstanding fees and/or money owed to the Park District and shall promptly reimburse the Park District. Any money owed to the Affiliated Organization by the Park District shall be promptly reimbursed.
 - b. The Agreement may be amended by the written approval of both Parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.



Authorized Officer – Highland Park Strings

12-1-20

Date

Highland Park Strings

Director of Recreation and Facilities

Date

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



Affiliated Organization Agreement with the Highland Park Pops

Memorandum of Understanding

PURPOSE

The Park District of Highland Park (hereafter "Park District") recognizes that certain Affiliated Organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These Affiliated Organizations are separate and independent from the Park District and provide for their own leadership, Affiliated Organizational and operational structure. Although the stated missions of the Affiliated Organizations may differ, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside Affiliated Organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside Affiliated Organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of their individual responsibilities.

To this end, the Park District is willing to establish a working relationship and cooperative agreement with the Highland Park Pops (hereafter "Pops" or "Affiliated Organization"). With this agreement, the parties will define the working relationship, mutual expectations, and individual responsibilities. However, this agreement cannot be considered absolute; but shall serve as a frame of reference. Standards outlined herein insure that the parties' concept of joint planning, use, and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision and action in planning, developing and maintaining recreational programs.

I. Criteria and Conditions

1. Affiliated Organization must have a constitution and/or bylaws which shall be submitted for review and approval by the District.
2. The Affiliated Organization shall formulate a roster of staff, volunteer officers and/or board members, and designate a liaison and alternate liaison with the Park District. Telephone numbers and other contact information must be provided to the Park District on an annual basis.

3. At least 51% of the members/participants and/or activities of the Affiliated Organization must reside and/or serve residents of the Park District. A roster of members, participants, and/or list of program, events or activities must be provided to the Park District on an annual basis. Names and addresses must be included.
4. Activities, programs, and events conducted by the Affiliated Community Group must:
 - a. Be in accordance with the District's philosophy of recreation and be open for participation by any resident of the District.
 - b. Not, other than to adhere to specific membership guidelines, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, sexual orientation, disability, or any other characteristic protected by local, state, or federal law.
5. Affiliated Organization must provide an annual detailed budget to the Park District showing all anticipated revenue and expenditures by August 31 for the following fiscal year. Program planning and budgeting shall be done by the club in conjunction with the administrative staff of the District, and completed by August 31.
 - a. The Affiliated Organization acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials related to the Affiliated Organization activities and use of Park District property and facilities, unless otherwise specified and agreed to in writing.
 - b. Any work done by the Parks Department of the District on behalf of any Affiliated Organization will be restricted to District limits unless authorized. If the Affiliated Organization's need for maintenance standards are higher than District standards, that Affiliated Organization shall provide the additional maintenance to meet its own standard provided that approval is granted by the Executive Director for this voluntary maintenance work.
 - c. Costs for maintenance of equipment and/or facilities will be charged to the Affiliated Organization
6. If a fee for participation or membership is required to join the Affiliated Organization or attend an event, program or recreational function conducted by the Affiliated Organization, those fees may be deposited in a separate account under that Affiliated Organization's name. All revenues must be reported to the District. All fees shall be deposited in the Affiliated Organization's account in accordance with accepted District standards.
7. The District shall provide the following staff or administrative services to accommodate the activities of the Affiliated Organizations commensurate with existing programs offered by the District.
 - a. None
8. All public mailings and publicity by the Affiliated Organizations must meet with District standards and must state their affiliation with or sponsorship by the Park District of Highland Park.
9. The Affiliated Organization or members of the Affiliated Organization will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District.

10. The Organization shall not to represent itself or members of the Affiliated Organization as employees, volunteers, or agents of the Park District.
11. Fund-raising for the purpose of supporting an activity must be authorized by the Board. The manner in which fund-raising is to be conducted, the purposes for which the funds are collected and a budget for these funds must be submitted to the District for approval in advance of any fund-raising project. Proceeds from fund-raising may be placed in the Affiliated Organization's separate account.
12. The Affiliated Organization agrees and understands that neither the Affiliated Organization nor its officials, officers, members, employees or volunteers (collectively "Affiliated Organization") are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Affiliated Organization will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and that any injury or property damage arising out of any Affiliated Organization activity will be the Affiliated Organization's sole responsibility and not the Park District's. Also, it is understood that the Affiliated Organization is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Affiliated Organization will be solely responsible for its own actions. The Park District will in no way defend the Affiliated Organization in matters of liability.
13. Affiliated Organization shall fully cooperate with any investigation conducted by or on behalf of the Park District and/or the Park District Risk Management Agency "PDRMA". Failure to fully cooperate with any such investigation shall constitute a breach of agreement and in the sole discretion of the Park District, may result in revocation or suspension of any Group privileges under this Agreement
14. Affiliated Organization agrees to conduct criminal background checks for all employees and volunteers eighteen years of age or older and who directly supervise individuals under the age of eighteen (18) years or age. The Affiliated Organization is solely responsible for determining whether any conviction disqualifies any employee/volunteer.
15. Affiliated Organization agrees to cross-reference all staff, employees and volunteers with the federal and state of Illinois Child Offender Databases.
16. Affiliated Organization understands and agrees that it solely responsible for determining whether any staff, employee, or volunteer is qualified and suitable for any Affiliated Organization position and/or activity and that the Park District is not responsible for any hiring or retention decision.
17. Affiliated Organization shall comply with all applicable local, state, and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. The Affiliated Organization shall base employment, volunteer, and participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, sexual orientation, sex (except as an appropriate division for athletics programming), national origin, age (except as an appropriate division of programming levels for youth athletics programming), marital status, or any other protected characteristic as established by law.

II. Facility Use

1. The District will provide the following facility and/or storage space:
 - a. Use of a variety of rooms at West Ridge Center (or other mutually agreeable facility) during weekday evenings for rehearsals. Room will be provided at no cost unless after hours and/or additional staff or other expenses are needed, which will be provided at the expense of the Affiliated Organization.
 - i. Requests shall be made at least 3 months in advance.
 - ii. Park District Programs take precedence.
 - iii. Facility hours of operations shall be enforced.
 - b. Storage closet is provided at West Ridge Center for Musical Equipment.
 - c. If the Affiliated Organization requests another facility of the Park District, the request will be considered under the following terms:
 - i. Requests shall be made at least 3 months in advance.
 - ii. Park District Programs take precedence.
 - iii. Facility hours of operations shall be enforced.
 - iv. If approved, the Affiliated Organization will receive a discount rate of 50% of the regular resident rental rate.
2. It is the sole responsibility of the Affiliated Organization to determine whether any facility, field, or location is safe, suitable, and/or appropriate for any intended use.
3. The Affiliated Organization shall inspect each facility, field, or other location prior to and subsequent to each use and shall promptly report any unsafe condition (holes in sports fields, broken equipment, etc.) to the Park District.
4. The Affiliated Organization is solely responsible for providing supervision and security services, as needed, for any and all Affiliated Organization activities.
5. The Affiliated Organization is solely responsible for the cost of repairs to facility or equipment damaged as a result of its usage.
6. The Park District does not assume any responsibility, care, custody, or control of any Affiliated Organization property or equipment brought upon or stored upon Park District property. The Affiliated Organization is solely responsible for the safety and/or security of any property or equipment brought upon or stored on Park District property.
7. The Affiliated Organization shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.

8. The use of Park District meeting rooms is based on availability and Park District scheduling concerns. The Park District retains the right to move, cancel or reschedule meetings based upon Park District needs.

III. Insurance and Indemnification

The Affiliated Organization shall procure and maintain for the duration of this agreement, the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with any of Affiliated Organization activities:

1. Commercial General and Umbrella Liability Insurance

Affiliated Organization shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.

If the Affiliated Organization intends on distributing, selling, serving or furnishing alcoholic beverages, liquor liability coverage (including Dram Shop coverage) shall also be provided with a limit of not less than \$1,000,000 per occurrence.

The Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the Affiliated Organization insurance and shall not contribute with it.

The CGL policy must include individuals for athletic participation.

2. Business Auto and Umbrella Liability Insurance

If applicable, the Affiliated Organization shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

3. Workers Compensation Insurance

If applicable, the Affiliated Organization shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

4. Other

If the Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General and Umbrella Liability Insurance required in this agreement, the Affiliated Organization waives all rights against the Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Affiliated Organization use of any Park District property or facility.

5. General Insurance Provisions

a. Evidence of Insurance

Prior to exercising any rights under this Agreement, the Affiliated Organization shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to Agency prior to the cancellation or material change of any insurance referred to therein. Written notice to Agency shall be by certified mail, return receipt requested.

Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Affiliated Organization obligation to maintain such insurance.

The Park District shall have the right, but not the obligation, of prohibiting the Affiliated Organization from using the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Park District.

Failure to maintain the required insurance may result in termination of this agreement at Park District's option.

The Affiliated Organization shall provide certified copies of all insurance policies required above within 10 days of the Park District's written request for said copies.

b. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating

is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

c. Cross-Liability Coverage

If the Affiliated Organization liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

d. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Affiliated Organization may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

6. Indemnification

The Affiliated Organization shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Affiliated Organization or any of the Affiliated Organization partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Affiliated Organization shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Affiliated Organization breach of any of its obligations under, or the Affiliated Organization default of, any provision of this agreement.

IV. No Third Party Beneficiary

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

V. Termination and Duration

1. The initial term of this Agreement shall commence on the date hereof and end on December 31 2021. Thereafter, this Agreement shall be deemed automatically renewed for successive one year periods unless either party shall advise the other party in writing of its intention not to renew the Agreement at least 30 days prior to the annual renewal date, or unless the Parties otherwise mutually agree to terminate the Agreement.
2. The Park District retains the right to alter the terms and conditions of this agreement or to terminate this agreement at any time and for any reason, including, but not limited to misconduct of the Affiliated Organization or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of Park District residents, or because the Affiliated Organization has breached any of its obligations under this Agreement.
3. The Affiliated Organization may terminate this agreement by providing a minimum of 30 days written notice.
 - a. The Affiliated Organization will have financial responsibility to the Park District for any outstanding fees and/or money owed to the Park District and shall promptly reimburse the Park District. Any money owed to the Affiliated Organization by the Park District shall be promptly reimbursed.
 - b. The Agreement may be amended by the written approval of both Parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.

Highland Park Pops
By Mark V. Ju

Authorized Officer - Highland Park Pops

12/1/2020

Date

Highland Park Pops

Director of Recreation and Facilities

Date

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



Affiliated Organization Agreement with the Uptown Music Theater of Highland Park

Memorandum of Understanding

PURPOSE

The Park District of Highland Park (hereafter “Park District”) recognizes that certain Affiliated Organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These Affiliated Organizations are separate and independent from the Park District and provide for their own leadership, Affiliated Organizational and operational structure. Although the stated missions of the Affiliated Organizations may differ, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside Affiliated Organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside Affiliated Organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of their individual responsibilities.

To this end, the Park District is willing to establish a working relationship and cooperative agreement with the Uptown Music Theater of Highland Park (hereafter “Affiliated Organization”). With this agreement, the parties will define the working relationship, mutual expectations, and individual responsibilities. However, this agreement cannot be considered absolute; but shall serve as a frame of reference. Standards outlined herein insure that the parties’ concept of joint planning, use, and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision and action in planning, developing and maintaining recreational programs.

I. Criteria and Conditions

- 1.** Affiliated Organization must have a constitution and/or bylaws which shall be submitted for review and approval by the District.
- 2.** The Affiliated Organization shall formulate a roster of staff, volunteer officers and/or board members, and designate a liaison and alternate liaison with the Park District. Telephone numbers and other contact information must be provided to the Park District on an annual basis.

3. At least 51% of the members/participants and/or activities of the Affiliated Organization must reside and/or serve residents of the Park District. A roster of members, participants, and/or list of program, events or activities must be provided to the Park District on an annual basis. Names and addresses must be included.
4. Activities, programs, and events conducted by the Affiliated Community Group must:
 - a. Be in accordance with the District's philosophy of recreation and be open for participation by any resident of the District.
 - b. Not, other than to adhere to specific membership guidelines, program requirements, or minimum residency standards, discriminate against or exclude any individual, for participation for reasons of race, color, creed, national origin, sex, sexual orientation, disability, or any other characteristic protected by local, state, or federal law.
5. Affiliated Organization must provide an annual detailed budget to the Park District showing all anticipated revenue and expenditures by August 31 for the following fiscal year. Program planning and budgeting shall be done by the club in conjunction with the administrative staff of the District and completed by August 31.
 - a. Year-end balances of funds should not exceed the amount of finances needed for start-up services for the next program year. When excess funds are available in the Affiliated Organization's treasury, the District will identify special projects in which such funds may be donated to the District for program and/or facility improvements.
 - b. The Affiliated Organization acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials related to the Affiliated Organization activities and use of Park District property and facilities, unless otherwise specified and agreed to in writing.
 - c. Any work done by the Parks Department of the District on behalf of any Affiliated Organization will be restricted to District limits unless authorized. If the Affiliated Organization's need for maintenance standards are higher than District standards, that Affiliated Organization shall provide the additional maintenance to meet its own standard provided that approval is granted by the Executive Director for this voluntary maintenance work.
 - d. Costs for maintenance of equipment and/or facilities will be charged to the Affiliated Organization
6. If a fee for participation or membership is required to join the Affiliated Organization or attend an event, program or recreational function conducted by the Affiliated Organization, those fees may be deposited in a separate account under that Affiliated Organization's name. All revenues must be reported to the District. All fees shall be deposited in the Affiliated Organization's account in accordance with accepted District standards.
7. The District shall provide the following staff or administrative services to accommodate the activities of the Affiliated Organizations commensurate with existing programs offered by the District.
 - a. None

- 8.** All public mailings and publicity by the Affiliated Organizations must meet with District standards and must state their affiliation with or sponsorship by the Park District of Highland Park.
- 9.** The Affiliated Organization or members of the Affiliated Organization will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District.
- 10.** The Organization shall not to represent itself or members of the Affiliated Organization as employees, volunteers, or agents of the Park District.
- 11.** Fund-raising for the purpose of supporting an activity must be authorized by the Board. The manner in which fund-raising is to be conducted, the purposes for which the funds are collected and a budget for these funds must be submitted to the District for approval in advance of any fund-raising project. Proceeds from fund-raising may be placed in the Affiliated Organization's separate account.
- 12.** The Affiliated Organization agrees and understands that neither the Affiliated Organization nor its officials, officers, members, employees or volunteers (collectively "Affiliated Organization") are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Affiliated Organization will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and that any injury or property damage arising out of any Affiliated Organization activity will be the Affiliated Organization's sole responsibility and not the Park District's. Also, it is understood that the Affiliated Organization is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Affiliated Organization will be solely responsible for its own actions. The Park District will in no way defend the Affiliated Organization in matters of liability.
- 13.** Affiliated Organization shall fully cooperate with any investigation conducted by or on behalf of the Park District and/or the Park District Risk Management Agency "PDRMA". Failure to fully cooperate with any such investigation shall constitute a breach of agreement and in the sole discretion of the Park District, may result in revocation or suspension of any Group privileges under this Agreement
- 14.** Affiliated Organization agrees to conduct criminal background checks for all employees and volunteers eighteen years of age or older and who directly supervise individuals under the age of eighteen (18) years or age. The Affiliated Organization is solely responsible for determining whether any conviction disqualifies any employee/volunteer.
- 15.** Affiliated Organization agrees to cross-reference all staff, employees and volunteers with the federal and state of Illinois Child Offender Databases.
- 16.** Affiliated Organization understands and agrees that it solely responsible for determining whether any staff, employee, or volunteer is qualified and suitable for any Affiliated Organization position and/or activity and that the Park District is not responsible for any hiring or retention decision.
- 17.** Affiliated Organization shall comply with all applicable local, state, and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. The Affiliated Organization shall base employment, volunteer, and

participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, sexual orientation, sex (except as an appropriate division for athletics programming), national origin, age (except as an appropriate division of programming levels for youth athletics programming), marital status, or any other protected characteristic as established by law.

II. Facility Use

- 1.** The District will provide the following facility and/or storage space:
 - a.** Use of a variety of rooms at West Ridge Center during weekday evenings for rehearsals. Room will be provided at no cost unless after hours and/or additional staff or other expenses are needed, which will be provided at the expense of the Affiliated Organization.
 - i.** Requests shall be made at least 3 months in advance.
 - ii.** Park District Programs take precedence.
 - iii.** Facility hours of operations shall be enforced.
 - b.** If the Affiliated Organization requests another facility of the Park District, the request will be considered under the following terms:
 - i.** Requests shall be made at least 3 months in advance.
 - ii.** Park District Programs take precedence.
 - iii.** Facility hours of operations shall be enforced.
 - iv.** If approved, the Affiliated Organization will receive a discount rate of 50% of the regular resident rental rate.
- 2.** It is the sole responsibility of the Affiliated Organization to determine whether any facility, field, or location is safe, suitable, and/or appropriate for any intended use.
- 3.** The Affiliated Organization shall inspect each facility, field, or other location prior to and subsequent to each use and shall promptly report any unsafe condition (holes in sports fields, broken equipment, etc.) to the Park District.
- 4.** The Affiliated Organization is solely responsible for providing supervision and security services, as needed, for any and all Affiliated Organization activities.
- 5.** The Affiliated Organization is solely responsible for the cost of repairs to facility or equipment damaged as a result of its usage.
- 6.** The Park District does not assume any responsibility, care, custody, or control of any Affiliated Organization property or equipment brought upon or stored upon Park District property. The Affiliated Organization is solely responsible for the safety and/or security of any property or equipment brought upon or stored on Park District property.

7. The Affiliated Organization shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.
8. The use of Park District meeting rooms is based on availability and Park District scheduling concerns. The Park District retains the right to move, cancel or reschedule meetings based upon Park District needs.

III. Insurance and Indemnification

The Affiliated Organization shall procure and maintain for the duration of this agreement, the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with any of Affiliated Organization activities:

1. Commercial General and Umbrella Liability Insurance

Affiliated Organization shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.

If the Affiliated Organization intends on distributing, selling, serving or furnishing alcoholic beverages, liquor liability coverage (including Dram Shop coverage) shall also be provided with a limit of not less than \$1,000,000 per occurrence.

The Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the Affiliated Organization insurance and shall not contribute with it.

The CGL policy must include individuals for athletic participation.

2. Business Auto and Umbrella Liability Insurance

If applicable, the Affiliated Organization shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If

necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

3. Workers Compensation Insurance

If applicable, the Affiliated Organization shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

4. Other

If the Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General and Umbrella Liability Insurance required in this agreement, the Affiliated Organization waives all rights against the Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Affiliated Organization use of any Park District property or facility.

5. General Insurance Provisions

a. Evidence of Insurance

Prior to exercising any rights under this Agreement, the Affiliated Organization shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to Agency prior to the cancellation or material change of any insurance referred to therein. Written notice to Agency shall be by certified mail, return receipt requested.

Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Affiliated Organization obligation to maintain such insurance.

The Park District shall have the right, but not the obligation, of prohibiting the Affiliated Organization from using the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Park District.

Failure to maintain the required insurance may result in termination of this agreement at Park District's option.

The Affiliated Organization shall provide certified copies of all insurance policies required above within 10 days of the Park District's written request for said copies.

b. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

c. Cross-Liability Coverage

If the Affiliated Organization liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

d. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Affiliated Organization may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

6. Indemnification

The Affiliated Organization shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Affiliated Organization or any of the Affiliated Organization partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Affiliated Organization shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Affiliated Organization breach of any of its obligations under, or the Affiliated Organization default of, any provision of this agreement.


IV. No Third Party Beneficiary

This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

V. Termination and Duration

1. The initial term of this Agreement shall commence on the date hereof and end on December 31 2021. Thereafter, this Agreement shall be deemed automatically renewed for successive one year periods unless either party shall advise the other party in writing of its intention not to renew the Agreement at least 30 days prior to the annual renewal date, or unless the Parties otherwise mutually agree to terminate the Agreement.
2. The Park District retains the right to alter the terms and conditions of this agreement or to terminate this agreement at any time and for any reason, including, but not limited to misconduct of the Affiliated Organization or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of Park District residents, or because the Affiliated Organization has breached any of its obligations under this Agreement.
3. The Affiliated Organization may terminate this agreement by providing a minimum of 30 days written notice.
 - a. The Affiliated Organization will have financial responsibility to the Park District for any outstanding fees and/or money owed to the Park District and shall promptly reimburse the Park District. Any money owed to the Affiliated Organization by the Park District shall be promptly reimbursed.
 - b. The Agreement may be amended by the written approval of both Parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.



Authorized Officer - Uptown Music Theater
of Highland Park

11/27/2020
Date

Uptown Music Theater of Highland Park

Director of Recreation and Facilities

Date

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



Memorandum

To: Board of Park Commissioners

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

Date: December 15, 2020

Subject: **2021 License Agreement with the North Shore Yacht Club**

Background

The North Shore Yacht Club (NSYC) is a not-for-profit organization that promotes and encourages safe boating techniques and has a long history of providing boating education for its members, and the Highland Park community. The NSYC provides recreational program opportunities in the area of non-motorized boating to the general public for which the Park District of Highland Park (PDHP) does not otherwise provide. The attached License Agreement allows the NSYC to exclusively use Park District of Highland Park property during certain identified times as outline in the agreement, as well as the ability to store NSYC equipment on the property for purposes of delivering programming to the boating community.

Financial Impact

The license fee for the North Shore Yacht Club in 2021 is \$6,800, which is a 4.6% increase from the non-prorated fee budgeted for 2020.

Recommendation

Staff recommends approval from the Park Board of Commissioners authorization for the Executive Director to enter into the 2021 License Agreement with the North Shore Yacht Club.

2021 LICENSE AGREEMENT

This License Agreement (“Agreement”) is made as of this 15th day of December 2020, by and between the PARK DISTRICT OF HIGHLAND PARK, an Illinois park district and unit of local government (“District”) and NORTH SHORE YACHT CLUB an Illinois not-for-profit corporation (“NSYC”). District and NSYC are hereinafter sometimes referred to individually as a “Party” and together as the “Parties.”

Recitals

WHEREAS, District is the lessee of certain property owned by the City of Highland Park located at 8 Park Avenue, Highland Park, IL (the “Property”) and the owner of certain personal property and buildings located on the Property which is maintained and operated by District as a public boating and fishing facility; and

WHEREAS, NSYC is a not-for-profit corporation that promotes and encourages boating and safe boating techniques and has a history of providing boating education and activities related to boating for its members and the general public; and

WHEREAS, NSYC has for many years been an affiliate organization of the District and as such provides recreational program opportunities to the general public which the District is permitted to but might not otherwise provide; and

WHEREAS, NSYC has warranted to the District that its membership and activities are open and available to all persons on an equal basis; and

WHEREAS, District has for many years permitted NSYC to use various portions of the Property to conduct activities consistent with NSYC’s charter and the District’s recreational mission, including the provision of boating lessons for NSYC program participants, NSYC business related to its boating activities, and social events related to its boating activities (collectively, the “Licensed Activities”) during days and times as agreed to by the District; and

WHEREAS, NSYC desires to be able to continue to conduct the Licensed Activities including the provision of boating lessons for NSYC program participants, at and from the Property, and District has determined that permitting such continued use on and subject to the terms and conditions hereinafter set forth in this Agreement is in the District’s and the public’s interest.

NOW, THEREFORE, in consideration of the mutual promises hereinafter contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. The foregoing recitals are hereby incorporated into this Agreement, and made part hereof, and all covenants, terms, conditions and provisions hereinafter contained shall be interpreted and construed in accordance therewith.

2. Term. This Agreement shall commence effective the date signed and authorized by the Park Board President and, unless sooner terminated as provided in this Agreement, shall expire at midnight on December 31, 2021. If the Park District elects not to renew, or a new agreement is not approved prior to December 31, 2021 the Park District shall permit NSYC to holdover for not more than 120 days, but only for the purpose of storing personal property and not for operating any programs.

3. Licenses and Permission. District hereby grants NSYC and NSYC accepts from the District, subject to the terms, covenants and agreements herein contained 1) a non-exclusive, non-assignable license to use the building and deck collectively known as the “Clubhouse” and 2) an exclusive, non-assignable license to use following portions of the Property: A) designated space in the “garage” building located immediately south of the Clubhouse (“Garage”); B) the room adjacent to the Clubhouse containing storage lockers (“Locker Room”); C) 18 spaces in the District’s boat storage racks located on the tarmac proximate to the Clubhouse (“Boat Rack”); D) designated spaces on the cable lock-up fixture located on the beach proximate to the Clubhouse (“Cable Lock-Up”); E) space number 102 on the south parking pad (“Space 102”); F) two storage spaces (“Spaces 103 and 104) suitable for storing an 18-foot sailboat on a trailer and one additional empty trailer; and G) if available, additional storage space for the NSYC committee boat on the south pad or, if unavailable, the use of the 50/50 lot behind the reclamation building (the “Alternative Storage Spaces”), all as more specifically depicted on Schedule F. The licenses granted herein are collectively referred to as the “License” and the portions of the Property for which the License is granted is sometimes collectively referred to as the “Licensed Facilities” or individually as a “Licensed Facility”. NSYC may not use any other areas of the Property for storage purposes without prior written approval of the Park District. In addition, the NSYC agrees and covenants to comply with the maximum Yacht Club building occupancy, posted by the Highland Park Fire Department, of 60 members/guests at any given time. The District reserves the right, but shall be under no obligation, to enter upon the Licensed Facilities at any time(s) to inspect them for compliance by NSYC with the provisions of this Agreement, to make such repairs as the District shall deem necessary or advisable, and for all other lawful reasons.

4. Fee. In consideration of the License granted NSYC under this Agreement, NSYC shall pay a fee to District (“License Fee”). The fee shall be in the amount of Six Thousand Eight Hundred Dollars (\$6,800) per year. The License Fee shall be paid in two equal installments each as follows:

2021 Payment Schedule:

First Payment of \$3,400 Due on or before: April 1, 2021

Second Payment of \$3,400 Due on or before: August 1, 2021

If NSYC is delinquent in any payment more than ten (10) days past the date for payment specified above, a notice will be sent to NSYC at the physical address and email address set forth in this Agreement (“Notice of Non-Payment”). If the NSYC does not satisfy any delinquent payment within five (5) business days after receipt of the Notice of Non-

Payment, the District shall have the option to suspend the License or terminate this Agreement immediately upon notice to NSYC.

5. No Assignments/Agreements without District Consent. NSYC shall not license or grant to third parties, in whole or in part, its rights under this agreement other than to rent lockers in the Locker Room to NSYC members. Further, NSYC shall permit only members, their guests, and program participants to use the Licensed Facilities. In particular, neither NSYC nor its members shall use any portion of the Licensed Facilities to store any equipment or personal property (including but not limited to sails, Stand Up Paddle masts, oars, rudders or life jackets) that is not owned by NSYC, its members, or the District. Further, NSYC shall not enter into any agreements concerning the Licensed Facilities or teaching programs which compete with similar Park District programs with any person, entity, contractor or subcontractor (other than the locker rentals) without the express prior written consent of the District.
6. Use of Licensed Facilities/Specified Times. NSYC shall have use of the Clubhouse at the times specified in Schedule "A" attached to and incorporated in this Agreement. NSYC shall have the use of Garage, Locker Room, Boat Rack, Cable Lock- Up, Spaces 102, 103, and 104, as depicted in Schedule "F" and, if available, the Alternative Storage Spaces, at all times. District reserves the right to use or permit third parties to use the Clubhouse at any time or times when not in use by NSYC pursuant to the schedule set forth in Schedule "A". Any requests for alterations of the set schedule for the NSYC must be in writing to the District at least 10 (10) business days prior to the NSYC committing to the use of the facility. NSYC must receive prior approval from District prior to scheduling any activity on dates/times not identified on Schedule "A". Schedule "A" may be modified in writing by agreement of NSYC and District. The Parties acknowledge that NSYC may decide to cancel a scheduled use of the Clubhouse. In that event, it is essential that the Clubhouse be available for use by the District or other persons. Accordingly, NSYC shall inform District immediately if it will not be using the Clubhouse for a Social Event Date on any of the dates/times scheduled for NSYC's use, but not later than ten (10) business days before the scheduled event. District acknowledges that other reserved dates/times for the use of the Clubhouse are weather dependent and that advance notice of non-use may not be feasible. In response to the Covid -19 Pandemic and in accordance with Local and State officials, safety guidelines outlined in Schedule G must always be adhered to. The NSYC shall instruct its membership to adhere to these guidelines. Access to the Clubhouse will be closed if both Local and State guidelines do not allow such access and will not be re-opened until Local and State guidelines allow such access and the District deems it is safe to open the building. Access to storage garage and exterior bathrooms will be permitted if social distancing guidelines are adhered to. The District may revise these guidelines as necessary for the health and safety of facility patrons and may revoke this license if guidelines are not followed by the NSYC and their membership.
7. Condition of Licensed Facilities. As of the date hereof, NSYC is aware of the following condition issues identified in Schedule E and, subject to the terms of this section, accepts the Licensed Facilities in an as-is, where-is condition, with all faults. The District shall

perform the repairs as listed in Schedule E. Within five (5) days from discovery, NSYC shall advise District of any additional safety or repair issues in written format to District.

NSYC shall not use extension cords in the Licensed Facilities except in compliance with manufacturer recommendations and for Temporary Use (“Temporary Use” being defined as an extension cord being plugged in for no more than 12 consecutive hours and no more than 40 total hours out of any 72-consecutive hour time period) unless such use is approved by the District.

8. Insurance. NSYC shall obtain and maintain the insurance as set forth on Schedule “B”. All liability insurance maintained by NSYC shall name the District, its officers, agents, and employees and volunteers as an additional insured. It shall be a condition of the License that Licensee shall provide District with certificates of insurance demonstrating compliance with the minimum insurance requirements set forth in Schedule “B”. A copy of the certificate of insurance must be provided to the District upon renewal of each term of the Agreement. Upon NSYC’s failure to obtain or maintain the required insurance, the District shall have the option to suspend the License or terminate the agreement immediately upon notice to the NSYC. Alternatively, the District has the option, but not the obligation, to obtain such insurance for NSYC and charge NSYC 110% of the cost thereof, which amount shall be paid on demand.

9. Maintenance. Maintenance responsibilities shall be shared by the Parties as follows:

a. Except for damage or misuse caused by NSYC or its members or as otherwise provided in this License Agreement, District shall be responsible for maintaining the Licensed Facilities and its systems in good repair and for cleaning the Licensed Facilities (except as noted in the attached Schedule C and Section 9 herein”).

Maintenance required because of breakage, vandalism or other unanticipated circumstances must be directed by NSYC to District’s Park Avenue Manager. Action on such requests will be at the reasonable discretion of the District, subject to budgetary and appropriation constraints. In the event District determines not to perform any repair/replacement for which it receives notice from NSYC in a reasonable time, NSYC shall have the option to terminate the License by giving no less than 14 days prior written notice thereof to District and, except for accrued obligations of the Parties under this License, the Agreement shall thereupon cease.

b. Except as otherwise provided in subparagraph 9.a above, NSYC shall at all times be responsible for maintaining in a clean, neat and sanitary condition the Licensed Facilities, including the storage areas reserved for use by NSYC and/or its members in the Clubhouse. NSYC shall, after any licensed use, remove all food waste and other garbage from the Clubhouse by placing same in the dumpsters located on the

south parking pad. The NSYC may hire, for purposes of maintaining a cleaning standard for the Licensed Facilities, a third-party cleaning service at their cost. A copy of the third-party Certificate of Insurance shall be provided to the Park District

- c. A maintenance checklist form as provided by District shall be used for establishing standards for clean-up and evaluating the Licensed Facilities' condition following licensed usage. If it is determined by the Park District staff, that the Yacht Club building was not cleaned properly, as described above, the NSYC will be subject to an additional \$50 cleaning fee for each occurrence. The Park District will be responsible for the cleaning of Licensed Facilities after the utilization by a contracted private party. The NSYC shall provide documentation of Park District not meeting cleaning standards upon their usage of the facility after a contracted private party
10. Items of Personal Property. The District shall have no liability to NSYC, its members, guests or other NSYC patrons regarding any stolen, missing, lost or broken items of personal property. NSYC, its members, guests or other NSYC patrons shall have no claim for loss of value, loss of use, consequential damages, or any other claim against the District for any item of personal property. NSYC shall indemnify and hold the District harmless against any claim by its members, patrons or guests arising or resulting from any stolen, missing, lost or broken items of personal property. Nothing herein shall be construed to characterize the District as a bailee or NSYC, and its members, patrons and guests, as bailors.
 11. Rules and Regulations. Except as otherwise expressly provided in this License Agreement, both NSYC and any member(s) of NSYC reserving a Licensed Facility for their own use, shall comply with and adhere to the general procedures, rules and regulations of the District governing application for use of Licensed Facility. NSYC shall comply with all other applicable laws, ordinances, rules and regulations in the conduct of its activities at and its use of the Property. District reserves the right to revise its current rules and regulations pertaining to the Licensed Facilities and to promulgate such other and additional rules and regulations as in its reasonable judgment may from time to time be needed for safety, care, cleanliness and reputation of the Property, including without limitation the Licensed Facilities, and for the preservation of good order therein and to ensure that its use is in conformity with all applicable laws. All rules and regulations shall be binding upon the Parties with the same force and effect as if they had been inserted herein at the time of the execution of this License Agreement.
 12. Hold Harmless. To the fullest extent permitted by law, NSYC shall defend, indemnify and hold harmless District, its officers, employees and agents and their successors and assigns, from and against any and all claims or demands of whatsoever nature, including without limitation claims or demands for loss of, or damage to property or for injury or death to any person from any cause whatsoever directly or indirectly arising from, related to or connected with NSYC's use of the Licensed Facilities, or the conduct by NSYC of its organized activities or events on the Property and/or Licensed Facilities, or the grant of the License

hereunder. NSYC shall pay all costs and expenses, including without limitation court costs and attorney's fees, which shall be incurred by or imposed on District either in enforcing the terms of this License or in any litigation or other proceeding to which District may be made a party relating to the License or NSYC's use of the Property (other than proceedings brought by District or NSYC to enforce the provisions of this License Agreement where judgment is entered on all counts in favor of NSYC). Provided, however, that NSYC shall have no liability hereunder for bodily injuries sustained or property damage suffered by, or the death of, any person where such injury, death or damage resulted from an intentional wrongful act of willful and wanton conduct of the District or its employees or agents. Further provided that NSYC shall have no liability for bodily injuries sustained or property damage suffered by, or the death of any member of the general public using the Licensed Facilities, unless such injuries, damage or death occurred by reason of damage to the Property or Licensed Premises caused by NSYC, its officers, members, invitees or guests, or during an activity sponsored, organized or supervised by NSYC. Nothing herein provided is intended to waive nor shall it waive any of the immunities afforded District under the "Local Government and Governmental Employees Tort Immunity Act" and District shall continue to have all of the protections and immunities provided by said Act as now or hereafter amended. The scope of the indemnity herein described shall not be limited by the insurance coverage required herein, the parties agreeing and acknowledging that such coverage being only a minimum amount reasonably necessary to cover the risks for the activities permitted under this License.

13. Alcohol. NSYC shall not make available for consumption on the Property any alcoholic beverages unless NSYC shall have first acquired host liquor/liquor liability insurance and complied with any and all other ordinances, rules or regulations, as modified from time to time by District as otherwise modified by the terms of this License Agreement, as the same relate to sale, delivery, or consumption of alcoholic beverages (See attached Schedule "D"). If the District permits NSYC to deliver alcohol on the Property, NSYC will be solely responsible for compliance with all applicable State and local licensing requirements. All alcohol must be consumed on the deck or in the building. Any violations of the above outlined agreements regarding Alcoholic Consumption may result in revocation of this portion of the agreement or the agreement in its entirety.
14. Alterations to Licensed Facility. NSYC shall make no alterations in or additions to the Licensed Facilities or any other part of the Property without District's prior written consent. Any alterations permitted by the District shall become the property of the District and NSYC shall have no claim for payment or reimbursement for any costs related thereto.
15. Property Loss. If the Clubhouse is made unusable or untenable by fire or other casualty, District may elect to terminate the License as of the date of the fire or casualty by giving notice to NSYC within forty-five (45) days after that date. If District elects to repair, restore or rehabilitate the Clubhouse at District's expense within one hundred twenty (120) days after District is enabled to take possession of the Clubhouse and undertake reconstruction or repairs, this License shall not terminate, but the License Fee shall be abated on a per diem basis while the Clubhouse is unusable or untenable. District shall advise NSYC promptly in writing of the date District was enabled to take possession of the Clubhouse and undertake

reconstruction or repairs. If District elects to repair, restore or rehabilitate the Premises and does not substantially complete the work within the one hundred twenty (120) day period, NSYC may terminate the License as of the date of the fire or casualty provided NSYC gives written notice to District no later than one hundred thirty (130) days after District is enabled to take possession of the Clubhouse and undertake reconstruction or repairs. In the event of termination of the License pursuant to this paragraph, the License Fee shall be apportioned on a per diem basis and be paid to the date of such fire or casualty. If District elects not to repair NSYC may terminate the License by giving written notice to District within thirty (30) days after NSYC is advised by District of its election not to repair. Notwithstanding the foregoing, in order to continue to use portions of the Licensed Facilities to perform its Licensed Activities, NSYC may elect to terminate this License as to that part of the Licensed Facilities that are so damaged, and the Licensed Fee shall be adjusted in a reasonable manner.

With respect to any loss generally covered under the classification “Fire and Extended Coverage Insurance,” the one suffering said loss releases the other of and from any and all claims and they further mutually agree that their respective insurance companies shall have no right of subrogation against the other on account thereof.

16. State of Imminent Danger of Loss of Life or Property. In the event of a bona fide emergency (which for purposes of this paragraph shall mean reasonably perceived state of imminent danger of loss of life or property), District may, but shall not be obligated to, cure without notice any uncured default by NSYC under this License and whenever District so elects, all costs and expenses incurred, including attorneys’ fees, shall be paid by NSYC to District on demand. Alternatively, in the event of a bona fide emergency, as herein defined, District shall have the option to suspend the License or terminate this Agreement immediately upon notice to NSYC.
17. Damage to Property. NSYC shall be responsible for all damage caused by NSYC, its members or its or their invitees done to any of the District’s furniture, fixtures and equipment located in or about the Licensed Facilities, ordinary wear and tear and loss by fire or other casualty not the fault of NSYC excepted. NSYC shall also be responsible for any and all damage done to all or any part of the Licensed Facilities or Property by NSYC, its employees, agents, members and invitees, and NSYC shall promptly reimburse District for the full cost for repair of all such damages or replacement. NSYC shall return the Licensed Facilities fixtures and equipment to District at the termination of the License in as good a condition as it received same, reasonable wear and tear and damage by fire or other casualty not the fault of NSYC and poor condition cause by failure of the District to carry out its repair and maintenance obligations under this Agreement excepted.

18. Written Notices. All notices, requests, demands, payments, donations, or other communications with respect to this Agreement shall be in writing and shall be deemed to have been duly given upon delivery or refusal of addressee to accept delivery, addressed as follows (or to such other persons or addressees as may be designated by notice given to the other Party in accordance with this Paragraph 13): Notice may be sent by personal delivery, fax or email notice is deemed received with proof of receipt by the intended recipient.

A. NORTH SHORE YACHT CLUB
PO BOX 12
Highland Park, IL 60035

And to:

Attention: Laura Knapp, NSYC Commodore
700 College Place
Highland Park, IL 60035
laura@studiohp.net
847-757-0480

B. PARK DISTRICT OF HIGHLAND PARK
636 Ridge Road
Highland Park, IL 60035
Attention: Brian Romes, Executive Director
bromes@pdhp.org

With Copy to:

Adam Simon
Ancel, Glink 140 S. Dearborn 6th Floor
Chicago, Illinois 60603
asimon@ancelglink.com

19. Miscellaneous Provisions

- A. This Agreement sets forth the entire understanding of the Parties with respect to the subject matter hereof, and supersedes any and all previous communications and understandings, oral or written, between the Parties. This Agreement cannot be modified or amended unless in writing signed by both Parties and dated a date subsequent to the date of this Agreement.
- B. The headings of the paragraphs of this Agreement are for convenience and reference only, do not form any part of the Agreement, and in no way modify, interpret or construe the meaning of any provision of this Agreement, or the intent of the Parties.
- C. Nothing contained in this Agreement is intended, or shall be interpreted or construed, as creating any partnership or joint venture between the Parties, or as either expressly or implicitly providing any right, privilege or benefit of any kind whatsoever to any person or entity that is not a Party to this Agreement, or as acknowledging, establishing or imposing any legal duty or obligation on the part of either Party to any third party.
- D. This Agreement shall inure to the benefit of, and be binding upon the Parties and their respective permitted successors and assigns, provided however that neither this Agreement nor any right, interest or obligation of NSYC under this Agreement may be assigned in whole or in part by NSYC to any third party without the prior written consent of the District which the District may grant or withhold in its sole discretion, other than as provided in Section 5.
- E. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Venue for any dispute arising under this Agreement shall be exclusively in the Circuit Court of Lake County, Illinois.
- F. Survival. All repair and restoration, insurance and indemnification obligations, and all releases and waivers, described herein shall survive the expiration or earlier termination of this Agreement.
- G. CONTRACT CONSTRUCTION.
The rule of contract law that any ambiguity in an agreement shall be construed against the party drafting the Agreement shall not be applicable to construction of this Agreement, as the Parties acknowledge they have been represented by counsel in regard to the negotiation and finalizing of this Agreement.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof, as of the year and date first above written.

NORTH SHORE YACHT CLUB PARK DISTRICT OF HIGHLAND PARK

By: 

By: _____

Its: Commodore of NSYC

Its: Park Board President

Attest: _____
Secretary, Board of Park Commissioners

SCHEDULE "A"

Clubhouse: Following written notice from the Park District, and subject to Section 6 below, The North Shore Yacht Club shall have use of the clubhouse during the boating season at the following times:

1. **NSYC Reserved Time:** These are the times reserved at the beginning of the season for regular club activities.

Tuesday: 5:00 p.m. - 10:00p.m.

Thursday: 5:00 p.m. - 10:00p.m

Saturday: 8:00 a.m. - 2:00 p.m.

Sunday: 8:00a.m. - 10:00 p.m.

Friday and Saturday Evenings: The PARK DISTRICT shall reserve the Clubhouse for NSYC Events one Friday Evening and one Saturday evening per month for the months of June, July, September, October, and November, and for two Saturday evenings in August. These Dates may be reserved in advance of the public reservations which begin on February 1 of each year. The Saturday evening must be used for NSYC activities. Reserved time not used by NSYC will be made available to the PARK DISTRICT. The Clubhouse must be cleaned up (beginning 30 minutes prior to departure) and vacated Friday and Saturday nights by 10:00 p.m. unless previously approved by the PARK DISTRICT.

2. **Open Time:** All times not listed above are available and must be scheduled individually through the PARK DISTRICT. The PARK DISTRICT may reserve time for other activities in the Clubhouse. Open times not reserved will be made available to the North Shore Yacht Club at the discretion of the PARK DISTRICT. The availability of Open Time not reserved by the public may be reserved three weeks or less prior to the date desired and must be done through the PARK DISTRICT by a designated NSYC representative. If attendance for this request will exceed 15 individuals, normal rental procedures and fees may be required as determined by the PARK DISTRICT. The PARK DISTRICT will set its policies for making reservations.
3. **Material Distribution:** The NSYC will provide, upon request, the PARK DISTRICT with all membership and promotional material available for distribution. The PARK DISTRICT must be informed of proposed promotions, events and advertisements.
4. **Season Parking Decals:** PARK DISTRICT season parking decals are available through the PARK DISTRICT and are required for access to parking at the south property for both residents and non-residents. Season parking decals will be made available to non-resident NSYC members at the resident rate. Non-NSYC members attending Club events may request a complimentary one-day parking pass *on-site* through the NSYC Commodore or NSYC event manager.

5. General: The PARK DISTRICT representative and NSYC Commodore will meet to arrange for day-to-day building usage items including, but not limited to: closets in the clubhouse, kitchen, locks, closing time, daily sweeping of the building and furniture.

6. NSYC must provide a list of active members by May 1, 2021 and/or by request, indicating the number of residents and nonresidents as well as an annual detailed budget showing all anticipated revenue and expenditures for the upcoming fiscal year, as well as a year-end financial report by December 31, 2021 from the previous year.

SCHEDULE B

NOT-FOR-PROFIT ORGANIZATIONS/COMMUNITY GROUPS

- I. **Commercial General Liability Including: *Limits:***
- Bodily injury \$1,000,000 per occurrence
 - Property damage \$2,000,000 annual aggregate
 - Personal injury Occurrence Form
 - Advertising injury
 - Medical payments
 - Marine
 - ATHLETIC PARTICIPATION EXCLUSION DELETED (for athletic groups, programs, leagues)
1. **Coverage to be considered if these exposures exist as a result of the group's operations:**
- Ownership, use or maintenance of property
 - Incidental medical malpractice
 - Sexual abuse and molestation (for the group, not the individual)
 - Consumption or use of food products
 - Liquor liability
 - Workers Compensation
2. **Accident Medical Insurance:**
Sports groups should also consider purchasing Accident Medical Insurance that pays the medical bills of an injured participant or staff member as excess coverage after benefits are paid under any other collectible insurance. This coverage is often required in many sports liability insurance programs.
- II. **Directors and Officers Liability** *Limits:*
- Wrongful acts \$1,000,000 per occurrence
 - Errors and omissions \$2,000,000 annual aggregate Claims-made Form
- III. **Liquor Liability** *Limits:*
- Host liquor liability (serve liquor) \$1,000,000 or statutory
 - Dram shop liability (sell liquor)
 - Workers Compensation

SCHEDULE C

The PARK DISTRICT shall assign fixed rates regarding utility expenses incurred at the Clubhouse. The NSYC portion will be determined by using the expenses from November 2019 – October 2020 to the current license agreement.

The PARK DISTRICT will provide season opening and closing services for the beach areas including parking lot and landscaping areas. These services include the installation of the beach cables, sand ramp for small craft vessel launching and the boat racks. The PARK DISTRICT will also provide weekly grooming and debris removal services, so long as there is sufficient beach area and access for the beach grooming equipment. These services should be considered customary for all small craft vessel patrons and not specific to NSYC. In the event that a severe weather event or large lake waves cause damage to any of the beach area, the PARK DISTRICT will conduct repairs, debris removal and grooming services as soon as administratively possible for boating patrons. If the NSYC is in need of emergency repair services for their programs the PARK DISTRICT can provide these services. Direct costs for these services will be billed to the NSYC.

Electrical

\$ 565.80 NSYC usage: 30% (\$1,886) utility expense from previous year)

\$565.80 **NSYC Total Portion** (this fixed amount will be added to annual payments).

This fee must be paid in full by August 1, 2021.

SCHEDULE D

Park District of Highland Park Application to Serve Alcoholic Beverages and Acquire Host Liquor/Liquor Liability Insurance

Serving

Anyone serving alcoholic beverages at a Park District facility must fill out the attached forms and obtain Host Liquor/Liquor Liability Insurance. This insurance is available through the Park District Risk Management Agency (PDRMA) Policy #ESE010658 for a fee of \$195 per event (maximum of 100 attendees) (\$215 per event for over 100 attendees). Fill out the attached form with payment and check made out to the Park District of Highland Park or credit card information. Application must be made a minimum of 10 business days before the event.

Selling

Anyone selling alcoholic beverages, even if by tickets, or as part of a paid meal, must obtain a license from the City of Highland Park. Authorization for a 48-hour "Class D" liquor license may be obtained from the City by sending a copy of the approved Park District of Highland Park's Special Permit for Serving Alcoholic Beverages at Functions to:

Mayor Nancy R. Rotering City of
Highland Park 1707 St. Johns
Avenue Highland Park, IL 60035

Include a check in the amount of \$25 per day made payable to the City of Highland Park.

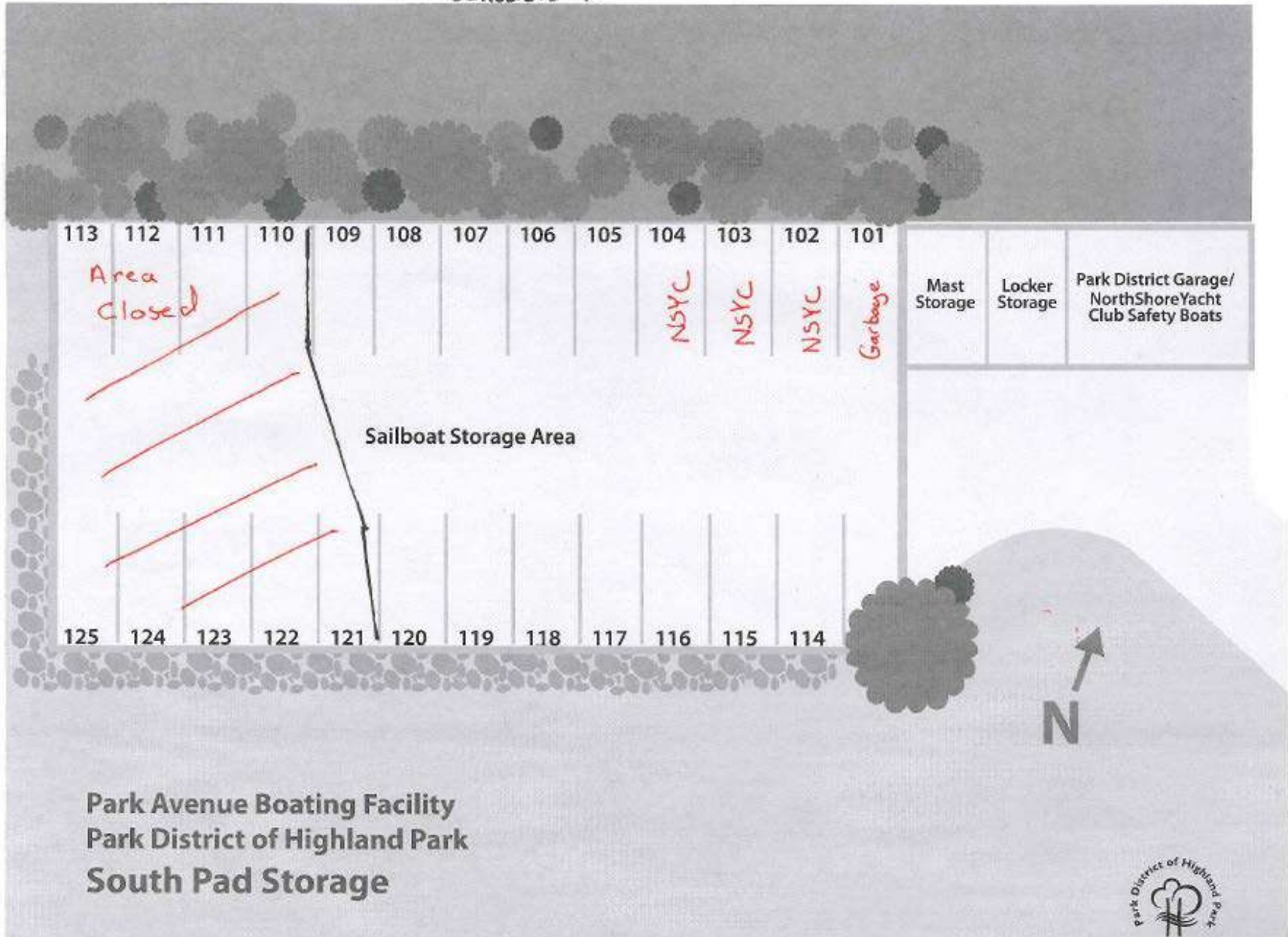
Dram Insurance in addition to the Host Liquor/Liquor Liability Insurance is required for any event where alcoholic beverages are sold. Total insurance cost for events of up to 100 people is \$365

SCHEDULE E

Items for repair and timing of those repairs as discussed in meetings between Park District of Highland Park and North Shore Yacht Club between November 11, 2020 and December 8, 2020.

1. Deck Condition. District will maintain the deck for safety purposes. As times allows aesthetic updates that do not impact safety or performance, including refinishing and repainting. Or striping the existing paint and re-staining may occur.
2. Gutters. District will ensure all gutters are cleaned and repaired, if required, prior to the start of season and will regularly check and clear debris throughout the season.
3. Lighting. District will ensure the navigation light by the hut is operational and repair and optimize light fixtures on and around the NSYC grounds prior to start of season.
4. Dampness. District will regularly inspect the clubhouse for dampness and dehumidify as needed. District will maintain as much clearance above the foundation on the rear of the clubhouse as possible.
5. Fireplace. District will clean the flue of the clubhouse fireplace prior to start of season.
6. Bathrooms. District will ensure clubhouse toilets are operational and do not “run”, showers and shower heads are operational, and stall locks are working prior to start of season.
7. Doors. District will maintain exit doors and door hardware for proper operation.
8. Window Screens. District will repair any torn or missing screens and install on all windows, prior to start of season.
9. Kitchen locks. District will ensure the locking cabinet hardware is secure and operable. NSYC will provide keys, if required.
10. Firepit. District will maintain firepit enclosure and metal cover, as needed.
11. Trees. District will evaluate and address any hazardous trees, as needed.
12. Beach Storage. District will tighten storage cables and replace space markers prior to start of season. District will replace broken rollers on tiered racks prior to start of season.
13. Sand Ramp. District will provide a complete installation of the entire ramp, including all tiles, steel grates, and will maintain at start of season, throughout season, and subject to provisions outlined in schedule C.
14. Locker Room. District will repair locker latch hardware and door hinges to make sure doors open, close, and can be locked securely.

Schedule F



**Park Avenue Boating Facility
Park District of Highland Park
South Pad Storage**



SCHEDULE G

2021 Boating Guidelines due to COVID – 19

Observe the following practices while recreating and boating outdoors to protect yourself and others and slow the spread of COVID-19 while federal, state, and local COVID-19 related orders or guidelines are in place.

General Social Distancing Guidelines:

1. Follow State of Illinois Executive orders and *Restore Illinois* plan regarding COVID-19.
2. Maintain social distancing of at least six feet from any other person, at all times. If this distance is not possible to maintain, wear a face covering.
3. Wash hands with soap and water for at least twenty seconds as frequently as possible or use hand sanitizer. Bring your own alcohol-based hand sanitizer (containing at least 60% alcohol).
4. Cover coughs or sneezes (into the sleeve or elbow, not hands).
5. Regularly clean high-touch surfaces and do not shake hands.
6. Anyone with symptoms consistent with COVID-19 (including fever, cough, or difficulty breathing) should stay home and not engage in outdoor activities.
7. If you have a medical emergency call 9-1-1. Put on a mask or face covering before medical help arrives.

Specific Boating Guidelines for Park Avenue Boating Beach:

1. **Avoid carpooling** to outdoor recreational sites with people other than those in your immediate household. If you cannot avoid carpooling with people other than those in your immediate household, wear a face covering.
2. **Avoid congregating in common areas** like parking area, lake wall, beach or boat launch. If necessary, form a line and wait your turn. Pack your gear and supplies ahead of time and don't spend extra time at the beach or near your car.
3. Only **two persons** may be in the locker room at a time and must wear face coverings.
4. When launching or loading and unloading your boat, **give those ahead of you plenty of time and space (6 feet minimum)** to finish launching or loading and unloading before you approach.
5. **Face coverings must be worn** in indoor spaces. They must be worn outdoors when a six foot distance from others cannot be maintained. On the water and for safety, face coverings should be removed and stowed in a dry bag for safety purposes.
6. After touching an item someone else may have touched, like a lock, door handle, railing, picnic table, or marina gate, **wash your hands or use hand sanitizer** as soon as possible (**supplies are limited, please bring your own**).
7. When on the water, **do not "raft up"** with other boats, kayaks, or paddleboards or pull up onto a beach close to other people, as that could put you in close proximity with others.
8. It is best to use your own equipment, but if you are sharing equipment –before use - you need to **wipe down the boat and any accessories with disinfectant** before you touch them. NSYC-provided disinfectant will be located in the locker room.



Memorandum

To: Park Board of Commissioners

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

Date: December 15, 2020

Subject: **First Amendment to the Highland Park Country Club Lot 3 Lease Agreement**

Summary

In 2018 the Park District and the City of Highland Park executed a lease agreement for Lot 3 of the Highland Park Country Club, the parcel property known as the Highland Park Golf Learning Center and referred to as the “Enterprise Property”. The terms of the lease agreement indicate that the Park District is responsible for planning, establishing, managing, operating, and maintaining such property, and that the costs of capital improvements and repairs over \$25,000 will be shared evenly between both parties. In 2020 and 2021, the Park District plans to complete the following proposed capital improvement projects on Lot 3, all exceeding \$25,000:

- Update the restrooms to ensure ADA compliance
- Resurface the parking lot
- Replace the monument sign

While the City of Highland Park is responsible for making a prompt payment back to the Park District for their share of the proposed capital improvement costs to Lot 3, they have indicated to the Park District that City funding will not be available until 2024, when the City plans capital improvements to Lot 4, which includes renovating the parking lot, monument sign and HPCC/Senior Center Building. The Park District is also responsible for sharing these costs evenly per the Lot 4 shared use agreement, executed in 2018.

Since the Lot 3 proposed improvements are critical repair and replacement items for Park District operations in 2021, the Park District and the City have agreed to payment alternatives. The attached First Amendment to the HPCC Lot 3 lease agreement addresses the City’s payment share of the above improvements to Lot 3 by specifying that the Park District will be responsible for covering the full expenses on Lot 3 in 2020-2021, and the City will credit their share (50%) to the Park District in 2024 when said improvements are completed on Lot 4.

Park District will pay the full cost of the Proposed Improvements to the Enterprise Property. The City will credit one-half of the full and final cost of the Proposed Improvements toward that portion of the costs of the Scheduled Parking Lot Resurfacing and Replacement Monument Sign for which the Park District will be responsible pursuant to the Lot 4 Shared Use Agreement. If the

Park District's cost share of the Scheduled Parking Lot Resurfacing and Replacement Monument Sign for Lot 4 is less than the City's cost share of the Proposed Improvements to the Enterprise Property, the City will pay that difference to the Park District.

The approved Lot 3 agreement and First Amendment documents are attached and have been reviewed by Park District counsel at Ancel Glink. The City plans to approve the First Amendment on December 14 and staff will seek approval from the Park Board on December 15.

Recommendation

Staff recommends approval from the Park Board of Commissioners the First Amendment to the Lot 3 Lease Agreement between the City of Highland Park and the Park District.

**FIRST AMENDMENT TO THE
LOT 3 LEASE AGREEMENT
BETWEEN THE CITY OF HIGHLAND PARK AND
THE PARK DISTRICT OF HIGHLAND PARK**

THIS IS A FIRST AMENDMENT ("*First Amendment*"), dated as of _____, 2020, to a Lot 3 Lease Agreement ("*Agreement*")**,** dated as of December 14, 2018, between the **CITY OF HIGHLAND PARK**, an Illinois home rule municipal corporation ("*City*"), and the **PARK DISTRICT OF HIGHLAND PARK**, an Illinois park district ("*Park District*").

RECITALS

WHEREAS, the Highland Park Country Club ("Property") is subdivided into seven lots pursuant to the Highland Park Golf Course Plat of Resubdivision recorded November 10, 2004 as document Number 5679534, in Lake County, Illinois ("*Plat*") (any references to Lots 1 through 7 in this First Amendment shall mean Lots 1 through 7 as identified on the Plat); and

WHEREAS, the City is the fee simple owner of record of Lot 3 of the Property.

WHEREAS, the City is also the fee simple owner of Lot 4 of the Property, and the Park District is the fee simple owner of Lot 5 of the Property; and

WHEREAS, the City and the Park District entered into the Lease Agreement in 2018 to provide for the lease by the City to the Park District of Lot 3, and for the planning, establishing, managing, operating and maintaining of the Enterprise Property, including the Enterprises, for public park and recreational purposes; and

WHEREAS, pursuant to Section 8.f of the Lease Agreement, the City and the Park District are to share evenly the cost of capital improvements and capital repairs to the Enterprise Property that cost in excess of \$25,000; and

WHEREAS, the Park District desires to: (i) renovate and upgrade the restrooms within the Golf Learning Center located on Lot 3 to comply with the Americans with Disabilities Act; (ii) resurface the parking lot on Lot 3; and (iii) replace signage on Lot 3 (collectively, the "*Proposed Improvements*"); and

WHEREAS, the estimate cost of the Proposed Improvements is \$420,000.00; and

WHEREAS, the Park District desires to complete the Proposed Improvements by December 31, 2021; and

WHEREAS, the City does not have sufficient funds budgeted in 2020, and will not have sufficient funds budgeted in 2021 to pay for its share of the cost of the Proposed Improvements; and

WHEREAS, there are certain common areas and common mechanical systems that serve both the City's clubhouse building on Lot 4 of the Property and the Park District's recreation center building on Lot 5 of the Property; and

WHEREAS, the City and the Park District have also entered into that certain Lot 4 Shared Use Agreement to provide for the shared use and maintenance of the common areas and mechanical systems on Lots 4 and 5 of the Property (“**Lot 4 Shared Use Agreement**”); and

WHEREAS, pursuant to Sections 3.g and 5 of the Lot 4 Shared Use Agreement, the City and the Park District will share evenly the cost of resurfacing the parking lot located on Lot 4 (“**Scheduled Parking Lot Resurfacing**”) and of the replacement of the existing monument sign located on Lot 4 of the Property (“**Replacement Monument Sign**”); and

WHEREAS, the City and the Park District currently anticipate that the Scheduled Parking Lot Resurfacing and the Replacement Monument Sign will be completed in 2024; and

WHEREAS, the City and the Park District now desire to amend the Lease Agreement to provide that: (i) the Park District will pay the full cost of the Proposed Improvements to Lot 3 of the Property; and (ii) one-half of the final cost of the Proposed Improvements will be credited toward the Park District’s share of the costs of the Scheduled Parking Lot Resurfacing and the Replacement Monument Sign on Lot 4;

NOW, THEREFORE, in consideration of the mutual covenants set forth in this First Amendment, the receipt and sufficiency of which are hereby acknowledged, the City and Contractor agree as follows:

SECTION ONE: RECITALS. The foregoing recitals are hereby incorporated into, and made a part of, this First Amendment as if fully set forth therein.

SECTION TWO. DEFINITIONS; RULES OF CONSTRUCTION.

A. Definitions. All capitalized words and phrases used throughout this First Amendment shall have the meanings set forth in the various provisions of this First Amendment. If a word or phrase is not specifically defined in this First Amendment, it shall have the same meaning as in the Lease Agreement.

B. Rules of Construction. Except as specifically provided in this First Amendment, all terms, provisions and requirements contained in the Lease Agreement shall remain unchanged and in full force and effect. In the event of a conflict between the text of the Lease Agreement and the text of this First Amendment, the text of this First Amendment shall control.

SECTION THREE. PAYMENT FOR COSTS OF PROPOSED IMPROVEMENTS.

A. Notwithstanding Section 8.f of the Lease Agreement, the Park District will pay the full cost of the Proposed Improvements to the Enterprise Property. The City will credit one-half of the full and final cost of the Proposed Improvements toward that portion of the costs of the Scheduled Parking Lot Resurfacing and Replacement Monument Sign for which the Park District will be responsible pursuant to the Lot 4 Shared Use Agreement. If the Park District’s cost share of the Scheduled Parking Lot Resurfacing and Replacement

Monument Sign for Lot 4 is less than the City's cost share of the Proposed Improvements to the Enterprise Property, the City will pay that difference to the Park District.

SECTION FOUR. REPRESENTATIONS.

A. By the City. The City hereby represents and warrants that: (1) the persons executing this First Amendment on its behalf have been properly authorized to do so by the City Council; (2) it has full power and authority to execute and deliver this First Amendment and to perform all of its obligations imposed pursuant to this First Amendment; and (3) this First Amendment constitutes a legal, valid and binding obligation of the City enforceable in accordance with its terms.

B. By the Park District. The Park District hereby represents and warrants that: (1) the persons executing this First Amendment on its behalf have been properly authorized to do so by the Board of Commissioners of the Park District; (2) it has full power and authority to execute and deliver this First Amendment and to perform all of its obligations imposed pursuant to this First Amendment; and (3) this First Amendment constitutes a legal, valid and binding obligation of the Park District enforceable in accordance with its terms.

IN WITNESS WHEREOF, the City and the Park District have executed this First Amendment as of the date first stated on the first page of this First Amendment.

ATTEST:

CITY OF HIGHLAND PARK,
an Illinois home rule municipal corporation

Ashley Palbitska, Deputy City Clerk

By: _____
Ghida S. Neukirch, City Manager

ATTEST:

PARK DISTRICT OF HIGHLAND PARK,
an Illinois park district

By: _____

By: _____

Its: _____

Its: _____

**LOT 3 LEASE AGREEMENT
BY AND BETWEEN THE CITY OF HIGHLAND PARK AND
THE PARK DISTRICT OF HIGHLAND PARK**

(Lot 3 of Highland Park Country Club)

This intergovernmental Lot 3 Lease Agreement (this "*Lease*") is entered into as of the Effective Date (hereinafter defined) between the City of Highland Park, an Illinois home rule municipality (the "*City*"), and the Park District of Highland Park, a Unit of Local Government of the State of Illinois (the "*Park District*"). The City and the Park District are sometimes hereinafter referred to individually as a "Party" or jointly as the "Parties".

WITNESSETH:

WHEREAS, the City is the fee simple owner of record of Lot 3 of the property commonly known as the Highland Park Country Club, and legally described in Exhibit A attached hereto ("Property"); and

WHEREAS, the Property is subdivided into seven lots pursuant to the Highland Park Golf Course Plat of Resubdivision recorded November 10, 2004 as document number 5679534, in Lake County, Illinois ("Plat") (any references to Lots 1 through 7 in this Lease shall mean Lots 1 through 7 as identified on the Plat). A general depiction of the Property and the respective Lots is attached hereto as Exhibit B; and

WHEREAS, upon Lot 3 of the Property (the "*Enterprise Property*") is located a monument sign, dome, golf driving range, miniature golf facility, learning center, driveways, and parking areas, all of which provide for the recreational needs of the City; and

WHEREAS, the dome, golf learning center, driving range and miniature golf facilities and, possibly, that portion of Lot 1 of the Property, north of Lot 3, which was previously occupied by holes 13 and 14 of the golf course known as the Highland Park Country Club (the "Lot 1 Property"), are referred to collectively as the "*Enterprises*"; and

WHEREAS, the operation and maintenance of the Enterprise Property is currently governed by that certain Intergovernmental Lease & Management of Real Estate (Enterprise Properties) Agreement dated October 31, 1996 between the City and the Park District (“Existing Management Agreement”); and

WHEREAS, the operation and maintenance of the dome is currently governed by that certain First Amended and Restated Concession and Site Agreement, dated August 26, 2009, by and between the City, the Park District and HP Indoor Facility, LLC (“Dome Agreement”); and

WHEREAS, in connection with that certain Intergovernmental Agreement for Transfer of Property dated as of November 20, 2018 by and between the City and the Park District (the “Transfer Agreement”), each of the Parties has determined that it is appropriate and in its best interest that the Park District be given the rights and assume the obligations for the planning, establishing, managing, operating and maintaining of the Enterprise Property, including the Enterprises, for public park and recreational purposes, and in furtherance thereof the Parties desire to enter into a formal written agreement; and

WHEREAS, the Parties have the authority to complete this transfer and lease under the Illinois Local Government Property Transfer Act, 50 ILCS 605/0.01, et seq. (Property Transfer Act) and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq; and

WHEREAS, prior to the execution hereof each of the Parties has taken all action necessary under the Local Governmental Property Transfer Act to authorize its entry into this Lease.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained in this Lease, and for other valuable consideration the receipt and sufficiency of which are acknowledged hereby, the Parties agree as follows:

1. Enterprise Property.

- a. The City leases to the Park District and the Park District leases from the City, for the Term stated in paragraph 2 of this Lease, the Enterprise Property, together with all improvements and other assets, real and personal, located thereon.
- b. Except as otherwise indicated in this Lease, any references in this Lease to the term "*Enterprise Property*" shall be deemed to refer to the Enterprise Property, together with all improvements and other assets, real and personal, located thereon.
- c. This Lease shall be subject to the Dome Agreement. The City hereby assigns to the Park District all of its rights described in the Dome Agreement and shall take all actions necessary under the Dome Agreement to cause the Grantee to make payments directly to the Park District.

2. Term. Unless sooner terminated in accordance with paragraph 18 of this Lease, the term of this Lease shall be for a term commencing on the later of (i) Closing Date (as defined in the Transfer Agreement), or (ii) January 1, 2019 (the "*Effective Date*") and ending December 31, 2118 (the "*Term*").

3. Annual Rent. The Park District shall pay the City as rent for the Enterprise Property, for each year during the Term, a sum of money equal to the product of the "Revenue Share" (as hereinafter defined) multiplied by the "Net Revenue" (as hereinafter defined). The annual rent shall be payable within thirty (30) days after the Park District has received from its independent auditor its certified report of the Park District's financial statements, including a separate statement of the Net Revenue of the Enterprises for the Park District's prior fiscal year; provided, however, that in recognition and consideration of the benefit derived by the City and the public from the Park District's planning, establishing, managing, operating and maintaining the Enterprise Property and the Enterprises, in the event there is no Net Revenue in a given year,

the inability of the Park District to derive any Net Revenue for that year, and inability of the City to receive rent for that year, shall not constitute a default under or breach by the Park District of its obligation to pay rent under this Lease and, accordingly, there shall be no minimum rent required for any part of the Term of this Lease.

4. Net Revenue. For purposes of this Lease, the term "*Net Revenue*" is defined as the positive difference between Revenues and Expenses, as described below:

a. "Revenues" shall include all revenue derived by the Park District from the use of the Enterprises, including membership fees, season, daily and other admission passes or fees, sales of merchandise, food and beverages, rental of facilities, Dome rental and Park District programs. All money received directly by non-Park District independent contractors, vendors or other third parties performing Park District permitted activities directly to others shall not be considered Revenue; provided, however, that any fees, rents, commission or other monies paid by such persons/entities to the Park District for use of Park District property shall be considered Revenue.

b. "Expenses" shall include the actual reasonable and necessary costs and expenses incurred by the Park District in operating, conducting, managing and maintaining the Enterprise Property, including, but not limited to, the following, all related to the operation of the Enterprise Property: all costs and expenses paid by the Park District in connection with actions required or permitted to be taken by the Park District under this Lease; the cost of staff salaries, benefits and expense reimbursement; program expenses; the cost of alterations and maintenance; the cost of goods, equipment and materials; the cost of independent contractor, management and professional services contracts; deductions for refunds, returns

and uncollectible accounts receivable; and the cost of insurance, risk management services, utilities, taxes and other assessments (collectively, the "*Expenses*" and individually, an "*Expense*").

- c. The Parties agree that the Park District shall be paid an annual management fee so long as the Park District is managing and operating the Enterprise Property. During the first five years of the Term of this Lease (the "Initial Management Period"), the annual management fee shall be an amount that is equal to 5% of the annual Expenses; provided, however, that if, at any time during the Initial Management Period, the Park District enters into, or has entered into, an arrangement pursuant to Section 7.c of this Lease to assign the management and operations of the Enterprise Property to another entity, then the Parties shall collectively reevaluate what amount, if any, should be paid as the annual management fee for the remainder of the Initial Management Period after the effective date of the assigned management or operations agreement. In no event shall the annual management fee in any year during the Initial Management Period exceed \$20,000.00. The percentage amount of the annual management fee, if any, after the Initial Management Period shall be determined collectively by the Parties based on performance during such Initial Management Period.
- d. All major or minor Capital Expenses which exceed annual Net Revenues in any year, may be carried over to future years and operate as a charge against future positive annual Net Revenues as set out in Section 5 below. For the purpose of this Lease, "*Capital Expenses*" shall be as defined in Section 8.f below.

5. Revenue Share.

a. For any year during the Term of this Lease when the Park District has outstanding obligations related to Minor or Major Capital Projects (as defined in Section 8.e and 8.f below, respectively) made at any time to the Enterprise Property or the Enterprises, the Revenue Share shall be equal to 25% of Net Revenues. For all other periods during the Term of this Lease, the Revenue Share shall be equal to 50% of Net Revenues. For confirmation of the Revenue Share for each year of the Term, the Park District shall deliver to the City a certified report, prepared by its independent auditor, of the Park District's financial statements for the Park District's prior fiscal year, which report shall include a separate statement of the Net Revenue of the Enterprises for such fiscal year. Such report shall describe whether the Park District has outstanding obligations related to Minor or Major Capital Projects. For any year in which the Park District has outstanding major and/or minor Capital Expenses and there is a positive annual Net Revenue, without taking into consideration any such major and/or minor Capital Expenses, the City shall receive 25% of said Net Revenue, the Park District 25% of said Net Revenue, and 50% of the said Net Revenue shall be allocated to pay down the outstanding major and/or minor Capital Expenses until such Capital Expenses are paid in full.

6. Accounting. For the purpose of calculating Net Revenue, the Parties agree to rely on the accounting methods adopted from time to time by the Park District, provided they are not inconsistent with generally accepted accounting principles.

7. Use.

a. The Park District shall use the Enterprise Property only for purposes connected with the provision of park and recreational services and programs determined appropriate by the

Park District and which are not inconsistent with any applicable land use covenants and zoning regulations.

- b. Except as limited by subparagraph 7.a, the Park District shall exercise sole discretion to determine what activities are operated on the Enterprise Property and may add, remove, replace or substitute programs and activities, including the Enterprises.
- c. In the event that the Park District desires or intends to assign the operation of any activity on the Enterprise Property to an outside vendor, or enter into a management agreement for the performance of any activity on the Enterprise Property, the Park District shall first engage in a "request for proposal" process with qualified bidders, prospects, or applicants.

8. Condition; Maintenance; Improvements.

- a. The Park District has inspected the Enterprise Property, is familiar with the present condition of the Enterprise Property and agrees to accept the Enterprise Property in that condition at the commencement of the Term.
- b. The Park District shall provide general property maintenance service for the Enterprise Property which shall include keeping the Enterprise Property in a clean condition, free of accumulations of dirt, rubbish and unlawful obstructions as well as provide landscaping and exterior maintenance of all of the grounds including those immediately adjacent to all of the buildings and the parking lots located on the Enterprise Property. All costs incurred by the Park District pursuant to this subparagraph b shall be considered to be "Expenses."
- c. The Park District shall keep in good condition the interiors and exteriors of all of the buildings on the Enterprise Property and all entranceways and

sidewalks leading thereto. To that end, the Park District shall provide customary maintenance (including, without limitation, snow and ice removal) to all of the Enterprise Property, as reasonably required under the circumstances.

- d. The cost for the comprehensive repair and replacement of the parking areas, including, but not limited to, lights, shall be evenly split between the Parties. The Park District shall invoice the City for the City's share of said cost within 30 days of any project completion, and the City shall pay its share promptly upon receipt of such invoice. No costs associated with the comprehensive replacement of the parking area as described in this subparagraph 8.d shall be considered to be "Expenses."
- e. Minor Capital Projects. Subject to the limitations otherwise described herein, the Park District may exercise discretion to design and construct capital improvements or capital repairs to the Enterprise Property and Enterprises so long as a good faith estimate of the cost for such improvements or repairs is less than \$25,000, adjusted annually by the percentage change in the Consumer Price Index ("Minor Capital Projects"). Upon the Park District giving notice to the City of its intent to perform and complete Minor Capital Projects by delivering a copy of the design plans and cost estimate for capital improvements or capital repairs, the City shall be granted thirty (30) days to request additions to the Park District's design therefor, but the City may not prevent the Park District from performing any such Minor Capital Projects. If the City's additions to the Park District's design for Minor Capital Projects result in an incremental change in the cost for design or construction, all incremental costs resulting from the City additions shall be borne solely by

the City and shall be paid within thirty (30) days of demand therefor. Minor Capital Projects for which the cost exceeds \$25,000 due to the City's additions shall nonetheless remain Minor Capital Projects.

f. Major Capital Projects. For capital improvements or capital repairs for which a good faith estimate of the cost exceeds \$25,000, adjusted annually by the percentage change in the Consumer Price Index ("Major Capital Projects"), the cost shall be shared evenly by the Parties unless otherwise agreed to in writing. All expenses related to Capital Projects shall be considered "*Capital Expenses*." Before commencing a Major Capital Project, the Parties shall meet and agree on the project schedule and design, but the City may not prevent the Park District from performing a Major Capital Project if the Park District elects to pay for it itself. The Park District does not have any obligation to perform Major Capital Projects at its own expense. The Parties agree to replace the monument identification sign located on the frontage of U.S. Route 41 within the first 24 months of the Term and to evenly share all costs therefor, which costs shall not be considered to be "Expenses".

g. Notwithstanding the provisions of subparagraphs d, e and f herein above, the Park District shall perform emergency repairs, the cost for which shall be considered an Expense.

9. Surrender. On the termination date of this Lease, the Park District shall surrender the Enterprise Property, not to include any portion of the Lot 1 Property which was ever included in the Enterprises, to the City in the then prevailing condition and additions or alterations made by the Park District, notwithstanding any investment into such alterations paid for by the City.

10. Utilities. On a timely basis, the Park District shall pay for all water, gas, heat, light, power, telephone and other utilities and services supplied to the Enterprise Property. The cost for utilities shall be considered an "*Expense*".
11. Taxes and Assessments. The Enterprise Property currently is exempt from general real estate taxes. It is agreed by the Parties that the Park District shall pay all real estate taxes, special taxes or special assessments, but only such taxes or special assessments which shall be imposed by State law on a local public entity, which may be assessed against the Enterprise Property as an Expense.
12. Access to Enterprise Property and Access to Books and Records concerning Enterprise Property.
 - a. Notwithstanding the Park District's exclusive use and control of the Enterprise Property, the City and its agents and employees and independent contractors designated by the City shall have the right to enter upon the Enterprise Property and all portions thereof at any time during the Term of this Lease for the purpose of inspecting the Enterprise Property and for the enforcement of this Lease; provided, however, that in entering upon the Enterprise Property, the persons shall not unreasonably interfere with the Park District's use of the Enterprise Property.
 - b. The Park District shall make available to the City or its designated representatives, all books and records of the Park District pertaining to the Enterprises and the Enterprise Property to enable the City to determine compliance with the provisions of this Lease, and to enable the City to conduct an independent review of the calculation of Revenues and Expenses.

13. Alterations and Improvements. The Park District shall be permitted to make alterations and additions to the Enterprise Property consistent with the terms of this Lease without the consent of the City, provided that such alterations or additions do not substantially and permanently reduce (without considering Capital Expenses) the expected Net Revenue generated by the Enterprise Property. If such proposed alterations or additions are expected to substantially and permanently reduce the Net Revenue generated by such Enterprise Property, the Park District must receive the prior written consent of the City, which consent may be withheld at the City's sole discretion. Any alterations or additions made to the Enterprise Property by the Park District, except to Lot 1 Property, and not removed by the Park District upon the termination of this Lease, shall belong to and become the property of the City without cost to the City.
14. Title. The City warrants that it has title to the Enterprise Property, except any Lot 1 property, in fee simple, free and clear of any liens, claims or encumbrances of third parties, except as listed on **Exhibit C**.
15. Continued Access. During the Term of this Lease, the City will provide to the Park District continued access to Lot 3 from U.S. Route 41. Any relocation or reconstruction of the existing access to Lot 3 from U.S. Route 41, and the construction, maintenance and operation of any traffic controls related thereto, shall be performed at no expense to the Park District.
16. Insurance. The Park District shall obtain and maintain during the Term insurance coverages in accordance with **Exhibit D**. Cost for insurance shall be considered an Expense.
17. Default.
 - a. **City Default.** In the event of a default by City in the performance or observance of any of City's duties or obligations herein contained, and upon the failure of City to cure such

default within ten (10) days following written notice thereof from the Park District (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), the Park District, at its option, may seek all available legal and equitable remedies.

- b. **Park District Default.** In the event of a default by the Park District in the performance or observance of any of the Park District's duties or obligations herein contained, and upon the failure of the Park District to cure such default within ten (10) days following written notice thereof from the City (or such longer period of time as may be necessary to cure such default by applying consistent, uninterrupted diligence), the City, at its option, may seek all available legal and equitable remedies.

18. **Termination.** This Lease shall terminate upon the expiration of the Term and may not be terminated early except for a pattern of repeated material breaches of this Lease by the Park District or as provided in subparagraphs a-c below:

- a. If, at any time, after the first seven (7) years of the Term, annual Expenses, not including Capital Expenses, have exceeded annual Revenues for any period of at least three (3) consecutive years, the City shall be entitled to terminate this Lease, provided that written notice of such termination is given to the Park District no less than 180 days prior to the stated date of termination. In the event that the City terminates this Lease as set forth in this sub-paragraph, the City shall make the Park District whole for any outstanding Capital Expenses, net of any applicable depreciation (as presented by the Park District and verified by the City) within thirty (30) days after the stated termination date.

- b. Either Party shall have the right to terminate this Lease prior to the expiration of the Term once every ten (10) years, on each 10th anniversary of the Effective Date, provided that written notice of such termination is given to the other Party no less than 180 days prior to the 10th year anniversary date. In the event that the City terminates this Lease at any 10th year anniversary date as set forth in this sub-paragraph, the City shall make the Park District whole for any outstanding Capital Expenses, net of any applicable depreciation (as presented by the Park District and verified by the City), within thirty (30) days after the stated termination date. No Capital Expenses shall be incurred at any time after the date on which a written notice of termination is given pursuant to this sub-paragraph.
- c. The City shall have the right to terminate this Lease prior to the expiration of the Term if, in the City's reasonable judgment, the Park District has, for a period of not less than twenty four (24) consecutive months, abandoned all recreational and park uses of the Enterprise Property. The City shall give the Park District no less than 120 days' notice to so terminate this Lease, and the Park District may stop the proposed termination by curing the alleged abandonment within said 120 days.

19. Hazardous Substances.

- a. It is understood the Enterprise Property is located over a "capped" City landfill. Notwithstanding any language to the contrary elsewhere contained in this Lease or in any applicable law, the Park District shall not be liable to the City or any person, firm or corporation acting on behalf of the City or its contractors for any damage, loss, expense, response cost or liability, including consultant fees and attorneys' fees, resulting from the presence of Hazardous Substances (as defined below) on, under or around the

Enterprise Property or resulting from Hazardous Substances being generated, stored, disposed of or transported to, on, under or around the Enterprise Property by the City, its contractors, predecessors in title, or any other third party acting at the request or on behalf of the City (collectively, the "Transfer Property Hazardous Substances Condition") unless caused by the acts of the Park District.

- b. For purposes of this Lease, "Hazardous Substances" shall mean (i) any substance which contains gasoline, diesel fuel or other petroleum hydrocarbons, (ii) any substance which is flammable, radioactive, corrosive or carcinogenic, (iii) any substance the presence of which the Enterprise Property causes or threatens to cause a nuisance or health hazard affecting human health, the environment, the Enterprise Property or property adjacent thereto, or (iv) any substance the presence of which on the Enterprise Property requires investigation or remediation under any hazardous substance law, as the same may hereafter be amended. For the purposes of this Lease, "Hazardous Substance Law" means the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. 9601 et seq.; the Resource Conservation and Recovery Act, 42 U.S.C. 9601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1801 et seq.; the Clean Water Act, 33 U.S.C. 1251 et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; the Federal Insecticide, Fungicide, and Rodenticide Act, 7 U.S.C. 136 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Emergency Planning and Community Right to Know Act (SARA Title III) 42 U.S.C. 11001 et seq.; and any applicable state law or regulation.
- c. The Park District shall defend, indemnify and hold harmless the City and its officers, officials, employees, volunteers and agents from and against all claims, damages losses

and expenses, including, but not limited to, legal fees (attorney's and paralegal's fees, expert fees and court costs), arising out of or resulting from the actions of the Park District with respect to the Enterprise Property provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the Enterprise Property itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the Park District or anyone for whose acts the Park District may be liable. Any such lawsuit or claim shall be tendered by the City and accepted for defense and indemnification by the Park District in a timely manner at no cost to the City. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the City would otherwise have. If a dispute arises as to whether or not the tendered lawsuit or claim is the obligation of the City or the Park District, the prevailing Party shall be awarded all reasonable attorneys' fees, expenses and administrative hearing and court costs incurred either directly or indirectly incurred by it in such disputes.

- d. The City shall defend, indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages losses and expenses, including, but not limited to, investigation or remediation costs, legal fees (attorney's and paralegal's fees, expert fees and court costs), arising out of or resulting from the actions of the City with respect to the Enterprise Property provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the Enterprise Property itself, including the loss of use resulting therefrom, to the extent it is caused in whole or in part

by any wrongful or negligent act or omission of the City or anyone for whose acts the City may be liable. Any such lawsuit or claim shall be tendered by the Park District and accepted for defense and indemnification by the City in a timely manner at no cost to the Park District. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the Park District would otherwise have. If a dispute arises as to whether or not the tendered lawsuit or claim is the obligation of the City or the Park District, the prevailing Party shall be awarded all reasonable attorneys' fees, expenses and administrative hearing and court costs incurred either directly or indirectly incurred by it in such disputes.

20. Assignment. The Park District may not sublet or assign all or any portion of its interest in this Lease. For purposes of this paragraph, the short-term use of the Enterprise Property by organizations or other persons under activity permits granted by the Park District shall not constitute a sublet or assignment. Notwithstanding the foregoing, the Park District may execute management agreements with third parties for the operation and maintenance of the Enterprises, provided that such management agreements shall not release the Park District from its obligations under this Lease. The Parties acknowledge and agree that the Dome Agreement, and any successor similar agreement, shall not represent a violation of this paragraph.
21. Notices. Any notice or communication required or permitted to be given under this Lease must be in writing and be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by other electronic means. Notices will be deemed delivered on the date of actual receipt during normal business hours. By notice complying with the requirements of this Section, each Party has the right to change the address or the addressee, or both, for all future notices and communications to

such Party, but no notice of a change of addressee or address will be effective until actually received.

Notices and communications to the Park District must be addressed to, and delivered at, the following address:

Park District of Highland Park
Attention: Executive Director
636 Ridge Road
Highland Park, IL 60035

Notices and communications to the City must be addressed to, and delivered at, the following address:

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

22. Certifications. The Parties certify hereby that they are not barred from entering into this Lease as result of violation of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that each Party has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4) and 5 ILCS 430/70-5. The Parties each represent and warrant that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.
23. Casualty/Condemnation. Subject to the protections provided by the Park District's insurance purchased pursuant to Paragraph 16 of this Lease, City and Park District shall equally bear all risk

of loss. In the event of any casualty or the commencement or threat of condemnation proceedings affecting the Enterprise Property, the City shall give the Park District notice of such event within five (5) days. Within five (5) days from receipt of such notice of such event, the Park District may elect to cancel this Lease and terminate the leasing of the Enterprise Property by the Park District in accordance herewith.

24. Governing Law. This Lease is governed by and enforced in accordance with the internal laws of, but not the conflicts of laws rules of, the State of Illinois.
25. Entire Agreement. This Lease constitutes the entire agreement between the Parties with respect to the leasing and operation by the Park District of the Enterprise Property and the Enterprises, and this Lease supersedes every prior agreement and negotiation between the Parties, whether written or oral, relating to the subject matter of this Lease.
26. Incorporation of Exhibits. Exhibits A through D attached to this Lease are incorporated into and made a part of this Lease by this reference.
27. Amendments and Modifications. No amendment or modification to this Lease will be effective unless and until it is reduced to writing and approved and executed by all Parties to this Lease in accordance with all applicable statutory procedures.
28. No Third-Party Beneficiaries. No claim as a third-party beneficiary under this Lease by any person, firm, or corporation may be made, or be valid, against any of the Parties.
29. Force Majeure. Neither Party shall be held in default under, or in noncompliance with, the provisions of this Lease, nor suffer any enforcement or penalty relating to noncompliance or default (including liquidated damages, termination, cancellation or revocation), where such noncompliance or alleged defaults occurred or were caused by "Force Majeure," which, for the purposes of this Lease, is defined as a strike, riot, war, earthquake, flood, tidal wave, unusually

severe rain or snow storm, hurricane, tornado or other catastrophic act of nature, labor disputes, or other event that is reasonably beyond the Party's ability to anticipate or control. Non-compliance or default attributable to Force Majeure shall be corrected as soon as practicable. The Party suffering the Force Majeure shall send notice as soon as reasonably practicable following the onset and conclusion of the Force Majeure.

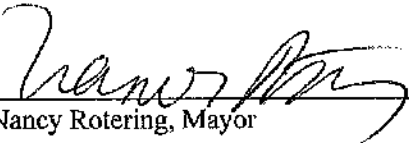
30. Existing Management Agreement. The Existing Management Agreement shall remain in effect until the Effective Date and shall, without further action of either Party, terminate at 11:59 P.M. Central Time on the day immediately preceding the Effective Date.

[SIGNATURE PAGE TO FOLLOW]

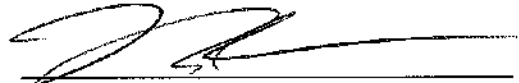
IN WITNESS WHEREOF, each of the Parties has caused this Lease to be executed by its authorized officers as of the date first above written.

CITY OF HIGHLAND PARK

PARK DISTRICT OF HIGHLAND PARK




Nancy Rotering, Mayor



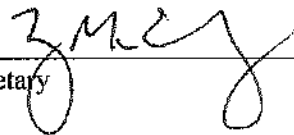
Brian Kaplan, President

ATTEST:

ATTEST:



City Clerk



Secretary

EXHIBIT "A"

LEGAL DESCRIPTION OF THE PROPERTY

Lots 1, 2, 3, 4, 6 and 7 as identified on the Highland Park Golf Course Plat of Resubdivision recorded November 10, 2004 as document number 5679534, in Lake County, Illinois.

EXHIBIT "B"

GRAPHIC DEPICTION OF PROPERTY AND LOTS

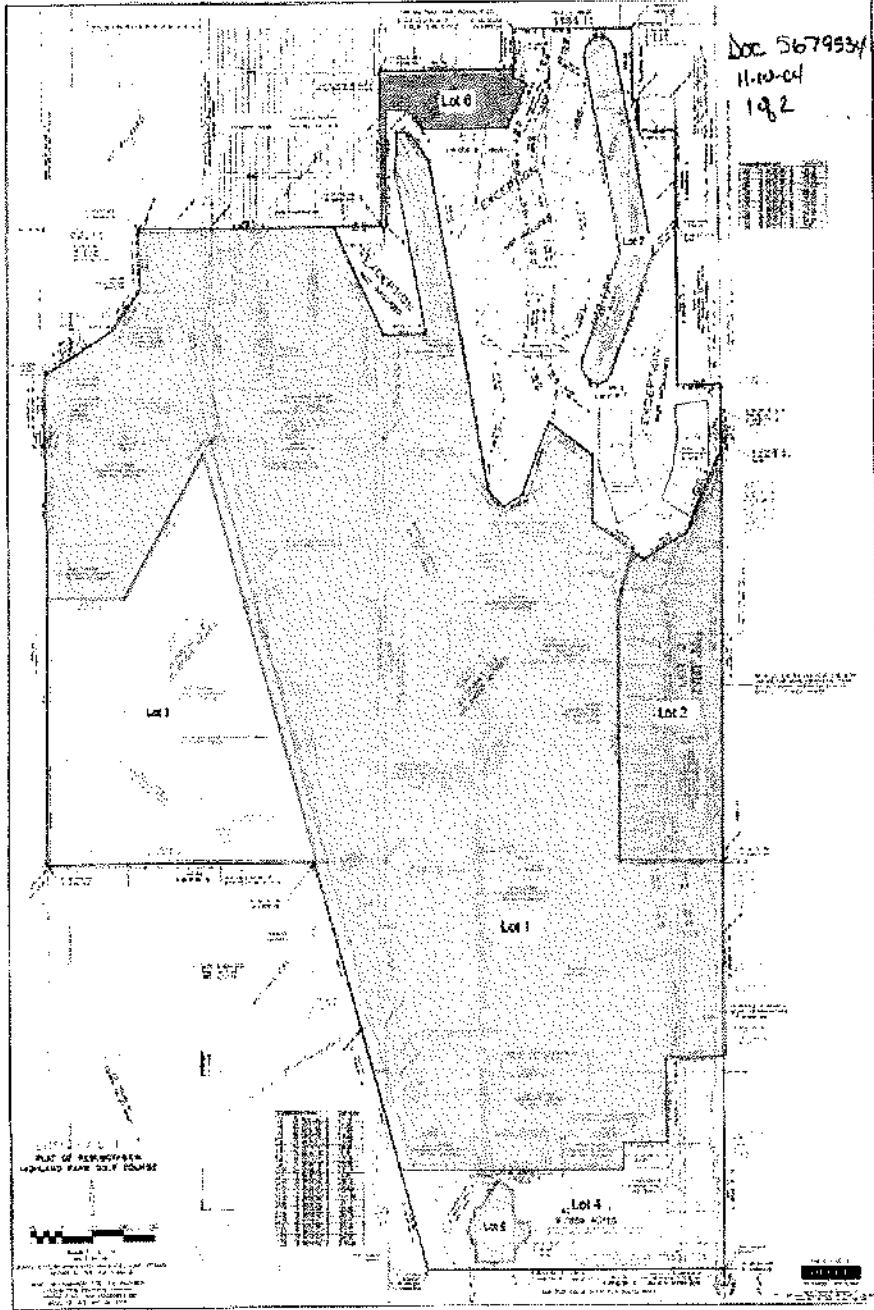


EXHIBIT "C"

PERMITTED ENCUMBRANCES

- 1) Rights of the East Skokie Drainage District, Lake County, Illinois, in and to that part of the land herein used or acquired by said District for drainage purposes as disclosed by proceedings had in the Circuit Court of Lake County, Illinois in the matter of the organization of said District on petition filed October 1, 1919 (General No. 8547) 66.
- 2) Right of North Shore Sanitary District in and to a strip 30 Feet wide lying easterly of and adjacent to East Skokie Drainage Ditch Right of Way condemned for sewage purposes by proceedings had in the County Court Lake County, Illinois, as general 13649.
- 3) Covenants, conditions and restrictions contained in the Declaration of Protective Covenants made by Gerson I. Gluck and American National Bank and Trust Company of Waukegan as trustee under trust 38, as to land being acquired from the City of Highland Park as well as adjoining land owned by the Declarant, dated November 2, 1973 and recorded November 15, 1973 as document 1642879 relating to maintenance of a lake in Northwest 1/4 Northwest 1/4 of Section 22, east of East Skokie Drainage Ditch, limitation on structures in Northwest 1/4 Northwest 1/4 of Section 22, west of East Skokie Drainage Ditch, density computation limitation as to Northwest 1/4 Northwest 1/4 Section 22 west of East Skokie Drainage Ditch and grade restrictions as to Southwest 1/4 of Section 15 and Northwest 1/4 of Section 22 within 500 feet of the east line of the East Skokie Drainage Ditch South of Underwood Avenue and North of a line 450 feet North of and parallel to the North line of West Park Avenue.
- 4) Easement over, across, under and through the south 20 Feet of the Northwest 1/4 of the Northwest 1/4 of Section 22 west of the center line of the East Skokie Drainage Ditch, for the maintenance and operation of a storm drainage system as reserved in the Deed from the City Of Highland Park to Gerson I. Gluck as nominee, recorded November 15, 1973 as document 1642880 and in the Deed from Gerson I. Gluck as nominee, to Wheeling Trust And Savings Bank as trustee under trust number 73-260 recorded November 15, 1973 as document 1642882 and the terms and conditions therein.

Affects the south 20 feet.
- 5) Easement in favor of the Lake County Forest Preserve District, to assure that the land will be retained forever predominantly in its scenic and open space condition, operated as a golf course and with preservation of any plant and animal communities located on the land indigenous to northeastern Illinois, to the extent feasible, pursuant to 765 LCS 120/1-120/6 and pursuant to the Green Space Corridor and Greenways Plan and the Intergovernmental Agreement dated April 22, 2002, between the parties said easement as well as the Park District of Highland Park, and including associated rights granted to the grantee to safeguard said easement and including a list of prohibited uses, and including a right to notice prior to any transfer of interest by the City of Highland Park, as created by Grant of Conservation Right and Easement for Highland Park Golf Course Parcel, made by City of Highland Park to Lake County Forest Preserve District dated June 18, 2002 and recorded December 23, 2002 as document 5080789, and as adjusted by depictions on said on Plat of Resubdivision Highland Park Golf Course recorded November 10, 2004 as document 5679534, which were reflected on First Amendment do said Grant, dated April 25, 2005 and recorded May 5, 2005 as document 5776327 and as further amended by Second Amendment dated June 12, 2007 as document 6195879, and the terms and provisions therein.
- 6) Consequences, if any, of the depiction on the Plat of Highland Park Resubdivision recorded November 10, 2004 as document 5679534, as corrected by Certificate of Correction recorded February 14, 2005 as document 5734339 to use the stated scale of 1 inch equals 120 feet on the East to West lines and a smaller scale of one inch equals 156 feet more or less on the north to south lines.
- 7) Surveyor's notation as shown on Plat of Resubdivision Highland Park Golf Course recorded November 10, 2004 as document number 5679534:

"The property shown hereon is partially within a Special Flood Hazard area as identified by the Federal Emergency Management Agency community panel no. 17097CO279-F dated September 3, 1997."

- 8) Easements in favor of the City of Highland Park and the providers of telecommunications and public utilities, and its/their respective successors and assigns, to install, operate and maintain all equipment necessary for the purpose of serving the land and other property, together with the right of access to said equipment, and the provisions relating thereto contained in the Plat of Resubdivision Highland Park Golf Course recorded November 10, 2004 as document number 5679534, as amended by Certificate of Correction recorded February 14, 2005 document no. 5634338.

Affects any part of Lot 3 falling in platted easement areas on said plat.

- 9) Easements in favor of Commonwealth Edison company, Ameritech, 'Cable TV', and North Shore Gas Company, and their respective successors and assigns, to install, operate and maintain all equipment necessary for the purpose of serving the land and other property, together with the right of access to said equipment, and the provisions relating thereto contained in the Plat of Resubdivision Highland Park Golf Course recorded November 10, 2004 as document number 5679534, as amended by Certificate of Correction recorded February 14, 2005 document no. 5634338.

Affects any part of the Lot 3 falling in platted easement areas on said plat and any part of Lot 3 falling in private drives or common areas.

- 10) Rights of owners of land bordering on any stream flowing through the land, with respect to the water and use of the surface of said body of water.
- 11) Rights of Way for drainage tiles, ditches, feeders, laterals and underground pipes, if any.

EXHIBIT "D"

INSURANCE COVERAGES

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001 1185) or Insurance Services Offices form number GL 0002 covering Comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability, or the most recent revision.
2. Insurance Services Office Business Auto coverage form number CA 0001 0187 covering Automobile Liability, Code 1 "any auto" and endorsement CA 0029 1288.
3. If liquor is to be sold, distributed or provided, Liquor Liability coverage in accordance with Section 6-21 of the Illinois Liquor Control Act.

B. Minimum Limits of Insurance

The Park District shall maintain limits no less than:

1. General Liability: \$3,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this location using endorsement CG 25 04 11 85 or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage including coverages for owned, hired or non-owned vehicles as applicable.
3. If A.3 is applicable, liquor liability limits of \$3,000,000 per occurrence combined single limit.
4. The amount of coverage required hereby may be provided by any combination of primary and excess or umbrella liability insurance policies.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be approved by the Parties.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. **General Liability, Automobile Liability and Liquor Liability**

- a. City, its officers, officials, employees, and agents are to be covered as additional insureds as respects: liability arising out of the Enterprise Property and/or arising out of activities performed by or on behalf of City and/or the

Park District. The coverage shall contain no special limitations on the scope of protection afforded to City, its officers, officials, employees, or agents.

- b. The insurance coverage provided under this Lease shall be primary insurance as respects the City, its officers, officials, employees, and agents. Any insurance or self-insurance maintained by City, its officers, officials, employees, or agents shall be excess of the Park District's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to City, its officers, officials, employees, or agents.
- d. Coverage shall state that the Park District's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverages

Each insurance policy required by this clause shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the Park District.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A:VII and licensed to do business in Illinois. Alternatively, the insurance may be obtained from an intergovernmental self-insurance risk agency or pool.

F. Verification of Coverage

Prior to commencement of the Term, the Park District shall furnish City with certificates of insurance and with original endorsements if applicable effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.



Memorandum

To: Park Board of Commissioners

From: Brian Romes, Executive Director

Date: December 15, 2020

Subject: **First Amendment to the Intergovernmental Agreement between the North Shore School District 112 and the Park District of Highland Park for Use and Maintenance of Property**

Summary

In November of 2015, the Park District, and the North Shore School District 112 (NSSD112) executed a formal Intergovernmental Agreement for Use and Maintenance of Properties. This agreement permits the Park District to utilize school buildings and grounds at no charge when not in use by the School, so long as the Park District fulfills certain responsibilities concerning tuff maintenance at the School properties, such as mowing all grass areas on school grounds.

The American Youth Soccer Organization (AYSO), which is a not-for-profit corporation that provides Fall and Spring soccer programs for over 500 children in Highland Park and Highwood has requested to utilize NSSD112 grounds, specifically soccer fields at Northwood Middle School, Edgewood Middle School, Elm Place Middle School, Sherwood Middle School, and Oak Terrance Elementary School. As a result, a request has been made to amend the current intergovernmental Agreement between the Park District and NSSD112.

According to Exhibit A of the proposed First Amendment, a license agreement between AYSO and NSSD112, AYSO agrees to pay the NSSD112 50% of The School District's Soccer Field Improvement Plan which is anticipated to include field improvements at the following locations: Northwood Junior High School, Edgewood Middle School, and Sherwood School. The agreement also permits AYSO's use of said field. Therefore, the First Amendment between NSSD112 and PDHP agrees:

"AYSO's right to use the School's buildings and grounds on the dates and times provided in the License Agreement (including any extension or renewal thereof) shall have priority over the Park's right to use the School's buildings and grounds as granted in the Intergovernmental Agreement. Nothing herein shall disturb the Park's existing rights to use the School's buildings and grounds on any other dates or times. Notwithstanding anything in the Intergovernmental Agreement to the contrary, the Park also acknowledges and agrees that AYSO may mow and line the Soccer Fields (as defined in the License Agreement) and fill in holes in the Soccer Fields. Either Party may request a meeting prior to January 1 each year to discuss and negotiate in good faith about this Amendment.

Since the Park District does not use said properties in the proposed First Amendment and License Agreement during the dates and times listed, and this amendment does not take away the Park District's priority use of building and grounds for essential Park District programs and services such as youth basketball and Summer Camp, Park District staff recommends approval of this Amendment. The proposed First Amendment, which also addresses health and safety precautions necessitated by the COVID-19 pandemic, has been reviewed by Park District Counsel.

Recommendation

Staff recommends approval from the Park Board of Commissioners the First Amendment to the Intergovernmental Agreement between the North Shore School District 112 and the Park District of Highland Park for Use and Maintenance of Property along with the American Youth Soccer Organization (AYSO) License Agreement.

**FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT
DATED NOVEMBER 17, 2015, BY AND BETWEEN
NORTH SHORE SCHOOL DISTRICT NO. 112
AND
THE PARK DISTRICT OF HIGHLAND PARK
FOR THE USE AND MAINTENANCE OF PROPERTY**

This **FIRST AMENDMENT** is entered as of the date(s) executed below, by and between the BOARD OF EDUCATION OF NORTH SHORE SCHOOL DISTRICT 112, a body politic and corporate (“School”) and the BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF HIGHLAND PARK, a body politic and corporate (“Park”) (together, the “Parties”).

WHEREAS, the Parties entered into an intergovernmental agreement, dated November 17, 2015, for the mutual use and maintenance of their respective buildings and grounds (“Intergovernmental Agreement”); and

WHEREAS, the Paragraphs D(1) and D(5) of the Intergovernmental Agreement provide that the Park may use the School’s buildings and grounds when not in use by the School or for other educational purposes as determined by the School; and

WHEREAS, the School has a long-standing relationship with the American Youth Soccer Organization (“AYSO”), which is a not-for-profit corporation that provides fall and spring youth soccer programs for over 500 children in Highland Park and Highwood, Illinois (“AYSO Programs”); and

WHEREAS, AYSO desires to use certain fields on the School’s grounds for soccer practice and games in connection with the AYSO Programs; and

WHEREAS, the Parties agree that AYSO’s use of the School’s grounds for the AYSO Programs will benefit the communities of Highland Park and Highwood, Illinois; and

WHEREAS, to allow the School to enter into an agreement with AYSO for the use of the School’s grounds, the Parties desire to amend the terms of the Intergovernmental Agreement pursuant to Paragraph F(1) of the Intergovernmental Agreement; and

WHEREAS, the Parties also desire to amend the Intergovernmental Agreement to address health and safety precautions necessitated by the COVID-19 pandemic as well as subsequent health or safety concerns.

NOW, THEREFORE, in consideration of the terms and conditions contained in this First Amendment and other good and valuable consideration, the Parties agree as follows:

1. **Incorporation of Recitals.** The recitals set forth above are hereby incorporated into and made a part hereof as if fully stated herein.

2. **Use of School Grounds for AYSO Programs.** Notwithstanding anything in the Intergovernmental Agreement to the contrary (specifically including, but not limited to, Paragraphs D(1) and D(5)), the Park consents to the School entering into the License Agreement with the AYSO that is attached hereto as Exhibit A (“License Agreement”). The Park agrees that AYSO’s right to use the School’s buildings and grounds on the dates and times provided in the License Agreement (including any extension or renewal thereof) shall have priority over the Park’s right to use the School’s buildings and grounds as granted in the Intergovernmental Agreement. Nothing herein shall disturb the Park’s existing rights to use the School’s buildings and grounds on any other dates or times. Notwithstanding anything in the Intergovernmental Agreement to the contrary, the Park also acknowledges and agrees that AYSO may mow and line the Soccer Fields (as defined in the License Agreement) and fill in holes in the Soccer Fields. Either Party may request a meeting prior to January 1 each year to discuss and negotiate in good faith about this Amendment.

3. **Health and Safety Precautions.** While on School property, the Park, and its employees, volunteers, agents and invitees must comply with all School rules, procedures, and instructions relating to health and safety precautions (e.g., social distancing, face coverings, hand washing, sanitization, and symptom checks), and any guidance or requirements from federal, state, and local public health officials. Upon request of the School, the Park must submit a plan that addresses procedures for implementation of health and safety precautions for School approval. Such plan must be updated as necessary to address any subsequent revisions to public health guidance and requirements. If necessary for health or safety reasons, the School may temporarily suspend the Park’s use of the School property.

4. **Self-Certification Related to COVID-19.** Until notified by the School that such measures are no longer necessary, the Park must require all of its employees, volunteers, agents and invitees who will be present on the School’s property to self-certify every day that they are on School property that (1) they do not currently have a confirmed diagnosis of COVID-19, (2) they have not had close contact with or cared for someone diagnosed with COVID-19 within the prior 14 days, and (3) have not experienced COVID-19 symptoms in the prior 14 days. The Park must provide the School with documentation of such certifications. Absent such certification, the School must prohibit such individual from being present on School property.

5. **Remaining Terms.** All of the terms of the Intergovernmental Agreement that have not been revised herein shall remain in full force and effect as originally drafted.

6. **Representation of Authority.** Each of the persons executing this First Amendment represents and warrants to the other that he/she has the proper authority and power to execute this Amendment on behalf of his/her respective entity and to bind such entity to the terms and conditions hereof.

7. **Counterparts and Facsimile Signatures.** This First Amendment may be executed in counterparts each of which shall be an original and all of which shall constitute but one and the same instrument. Facsimile signatures shall be considered as original signatures.

Signature Page Follows

IN WITNESS WHEREOF, the parties to this First Amendment have entered into this First Amendment on the date(s) set forth below.

**BOARD OF COMMISSIONERS OF
THE PARK DISTRICT OF
HIGHLAND PARK**

**BOARD OF EDUCATION OF
NORTH SHORE SCHOOL
DISTRICT 112**

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

ATTEST:

ATTEST:

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

EXHIBIT A
LICENSE AGREEMENT WITH AYSO

680059_3

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
NORTH SHORE SCHOOL DISTRICT 112
AND
THE PARK DISTRICT OF HIGHLAND PARK
FOR THE USE AND MAINTENANCE OF PROPERTY**

THIS INTERGOVERNMENTAL AGREEMENT (the "Agreement") is entered into by and between North Shore School District 112 (the "School") and the Park District of Highland Park (the "Park"), collectively "the Parties" this 17th day of November 2015.

RECITALS

WHEREAS, the School and the Park are units of local government authorized to enter into this Intergovernmental Agreement by Article 7, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.); and

WHEREAS, the School and Park do currently own, and may acquire in the future, certain real property within the limits of and/or within two miles of its district boundaries in Lake County, Illinois; and

WHEREAS, the School and Park own certain buildings on said real property within the boundaries of Highland Park; and

WHEREAS, the School and the Park desire to enter into an Intergovernmental Agreement pursuant to which the School and Park will fulfill certain responsibilities with respect to maintenance and use of School and Park property that is within the boundaries of Highland Park; and

WHEREAS, the School and the Park further desire to enter into an Intergovernmental Agreement pursuant to which the School and Park will have permission to utilize each other's buildings and grounds that are within the boundaries of Highland Park for School and Park programs and activities, subject to certain restrictions and limitations.

NOW, THEREFORE, for consideration set out below in this Agreement and other valuable consideration the receipt and sufficiency of which is hereby acknowledged and in the spirit of good faith and intergovernmental cooperation, the School and the Park agree as follows:

A. Incorporation of Recitals

The above recitals are incorporated into and made a part of this Agreement.

B. Term of Agreement

1. Initial Term and Extensions. The initial term of this Agreement shall commence on January 1, 2016 and expire on December 31, 2026 unless otherwise terminated by the School or the Park pursuant to paragraph B.2 below.
2. Termination. This Agreement may be terminated by the School or the Park for any reason upon twelve (12) months prior notice to the other Party; provided, however, that prior to the effective date of any such termination, the Parties will meet to discuss the reasons for any such termination. Such termination notice shall be sent certified mail, return receipt requested, to the other Party at its address set forth below (or such other addresses as either Party may hereinafter designate to the other Party in writing) or by hand delivery evidenced by receipt. Upon termination of this Agreement, all obligations of the Parties shall cease except the indemnification obligations pursuant to Section E.1 of this Agreement.

C. Maintenance of School Property

1. Services. The School's responsibilities with respect to its grounds are outlined in Exhibit A "School Responsibilities With Respect to School Grounds", attached hereto and hereby incorporated herein (hereinafter "Exhibit A"). The Park's responsibilities with respect to the School's grounds are outlined in Exhibit B "Park Responsibilities With Respect to School Grounds", attached hereto and hereby incorporated herein (hereinafter "Exhibit B"). The areas of the School's grounds to be maintained by the Park are as detailed on aerial drawings approved by both Parties and attached hereto as Exhibit C and hereby incorporated herein. The services provided by the Park shall be provided at the Park's costs and expense, utilizing the Park's equipment and machinery. Notwithstanding the foregoing, the School and Park shall be responsible for the cost of water and utilities used on their own property in conjunction with either Party's fulfillment of its responsibilities.
2. Property Damage and Repairs. If, during the course of performing its responsibilities with respect to the School's grounds, the Park

observes any item needing repair, it will promptly advise the School. The Park shall bear no other responsibility for maintaining or making repairs of items or property of the School, other than regular turf care. Notwithstanding the foregoing, the Park shall be responsible for paying the costs of any damage, other than ordinary wear and tear, to the School's real or personal property or buildings caused negligently or intentionally and wrongfully inflicted by the Park or its employees in connection with fulfilling its responsibilities under this Agreement.

D. Use of Properties

1. Use of Buildings and Grounds. During hours when School buildings and grounds are not in use for educational purposes, the Park and the Park's Permittees shall have the right to use the School's buildings and grounds (except for the facility located at 1936 Green Bay Road) for supervised recreational programs and activities. During hours when Park buildings and grounds are not in use for recreational purposes, the School and the School's Permittees shall have the right to use the Park's buildings and grounds for supervised educational programs and activities. For purposes of this Agreement, "Permittees" shall be those groups or entities which are affiliates of the School or Park and other entities having a need to use the School or Park property for educational or recreational purposes as determined respectively by the School or Park. For purposes of the Agreement, the Permittees shall be those entities identified in Exhibit D "Park and School Permittees", attached hereto and hereby incorporated herein (hereinafter "Exhibit D") to the Agreement, as amended by the Parties from time to time as provided for in this Agreement.

An annual meeting of representatives of the School and Park shall be held to 1) determine the availability of School and Park buildings and grounds for the coming year and schedule use thereof, and 2) review and revise the lists of School and Park Permittees set forth in Exhibit D. In addition, the School and Park may hold periodic meetings to revise the schedule and to authorize uses by additional entities ("Temporary Permittees") not included on the Exhibit D lists of Permittees. Such Temporary Permittees may be allowed to use property of the School or Park by mutual agreement of the School and Park for specific scheduled uses, but shall not be added to the list of Exhibit D Permittees except at an annual meeting.

Temporary Permittees shall have the same responsibilities as Permittees under this Agreement, and shall be treated as Permittees for purpose of all responsibilities of the School and Park

under this Agreement, including, but not limited to, cleaning and indemnification.

2. **Supervision.** A Party shall have no responsibility for supervision of any of the programs or activities of the other Party, or for any of the other Party's Permittees' or Temporary Permittees' programs or activities, which take place in the buildings or on the grounds. Each Party shall provide adult supervision of its programs and activities and shall require, through policy, contract, or permit, that its Permittees and temporary Permittees provide adult supervision of their programs and activities which take place in the other Party's buildings or on the other Party's grounds.
3. **Cleaning.** Each Party is responsible for the cleaning procedures, outlined in Exhibit E "Daily Cleaning Procedures", attached hereto and hereby incorporated herein (hereinafter "Exhibit E"), whenever the Party or any of its Permittees or Temporary Permittees use any of the other Party's buildings or grounds.
4. **Use of Drives and Parking Lots.** Whenever a Party or its Permittees or Temporary Permittees use the other Party's buildings and grounds, employees of the Party or of the Party's Permittees or Temporary Permittees, as well as program or activity participants, shall be allowed to use the drives and parking lots.
5. **Scheduling.** Each Party shall be responsible for keeping a Master Schedule for use of its buildings and grounds. Scheduling will be done on the following priority basis for School buildings and property:
 - a. School educational use
 - b. Other educational use as determined by the School
 - c. Park and its Permittees and Temporary Permittees recreational use
 - d. Other recreational and additional uses as determined by the School

Scheduling will be done on the following priority basis for Park buildings and property:

- a. Park recreational use
- b. Other recreational use as determined by the Park
- c. School and its Permittees and Temporary Permittees educational use
- d. Other educational and additional uses as determined by the Park

Each Party shall make all requests on behalf of itself and its Permittees and Temporary Permittees via phone, fax or a computerized program. The School and the Park shall conduct scheduling meetings at mutually agreeable times and have periodic follow-up meetings as necessary.

6. Costs. The Parties shall not charge one another for use, nor for their Permittees' and Temporary Permittees' use, of the buildings and grounds, except as otherwise provided in this Agreement with respect to property damage or other liability. Each Party shall be responsible for the costs of its programs and activities, and shall require that its Permittees and Temporary Permittees be responsible for the costs of their programs and activities, including, but not limited to, the costs of employees, supervision and consumable supplies. The Parties may charge a fee to their own Permittees and Temporary Permittees, as appropriate, to offset costs associated with such programs and activities. Each Party shall be responsible for and bear all costs related to utilities for its buildings and grounds.
7. Property Damage. The Parties shall be responsible for and shall pay the costs of any property damage, except ordinary wear and tear, to the real or personal property that occurs during the use of the other Party's buildings and grounds by the Party or its Permittees or Temporary Permittees.
8. Board Policy. All use of School buildings, grounds and property under this Agreement shall be in accordance with School Board policies and applicable laws.

E. Indemnification and Insurance

1. Indemnification
 - a. Park Indemnification of School. The Park shall indemnify, defend and hold harmless the School, its board members, officers, employees, volunteers and agents from and against any and all claims, actions, causes of action, demands, liabilities, damages, costs and expenses (including, but not limited to, attorneys' fees) of whatever nature which the School may sustain or incur, including, without limitation, claims for personal injury or death or damage, destruction or loss of property, arising out of the Park's negligent or intentional wrongful performance of its responsibilities under this Agreement or the Park's or the Park's Permittees' or Temporary Permittees' use of the School's buildings,

grounds, equipment or personal property hereunder, except that the Park shall not indemnify the School for any claims, actions, causes of action, demands, liabilities, damages, costs or expenses arising out of the negligent or intentional wrongful acts of the School or arising out of the School's breach of its responsibilities under this Agreement.

Notwithstanding anything to the contrary in this paragraph, the Park shall not indemnify, defend or hold harmless the School from and against any claims relating to supervision, nor shall the Park indemnify, defend or hold harmless any School Permittees, Temporary Permittees or program participants.

- b. School Indemnification of Park. The School shall indemnify, defend and hold harmless the Park, its board members, officers, employees, volunteers and agents from and against any and all claims, actions, causes of action, demands, liabilities, damages, costs and expenses (including, but not limited to, attorneys' fees) of whatever nature which the Park may sustain or incur, including, without limitation, claims for personal injury or death or damage, destruction or loss of property arising out of the School's negligent or intentional wrongful performance of its responsibilities under this Agreement or the School's or School's Permittees' or Temporary Permittees' use of the Park's buildings, grounds equipment or personal property hereunder, except that the School shall not indemnify the Park for any claims, actions, causes of action, demands, liabilities, damages, costs or expenses arising out of the negligent or intentional wrongful acts of the Park or arising out of the Park's breach of its responsibilities under this Agreement. Notwithstanding anything to the contrary in this paragraph, the School shall not indemnify, defend or hold harmless the Park from and against any claims relating to supervision, nor shall the School indemnify, defend or hold harmless any Park Permittees, Temporary Permittees or program participants.

2. Insurance

- a. Coverage. The School and the Park each shall acquire and keep in full force and effect at its own cost and expense for the term of this Agreement and any extensions thereof, Commercial General Liability Insurance specifically including bodily injury, personal injury, and property damage limits of not less than \$3 million per occurrence, written on an occurrence basis. The insurance shall also contain

contractual liability coverage. Each Party's policy shall name the other Party, its commissioners or board members, employees and agents as additional named insured. If the School or the Park is self-insured, is a member of an intergovernmental risk pool or insures against its risk by means other than commercial insurance, such Party shall keep in full force and effect at its own cost and expense, for the term of this Agreement and any extensions thereof, General Liability coverage in the amounts, on the terms, and with the additional insurance described above.

b. Certificates. The School and the Park shall provide to each other certificates of insurance evidencing the coverage described in Section E.2(a) prior to the commencement of services, programs or activities under this Agreement. Such certificates shall provide that the additional insured shall receive ninety (90) days notice prior to the cancellation or reduction of such policy coverage or limits.

3. Tort Immunity. No provision in this Agreement shall be construed as a waiver of immunity or defense under the *Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 et. seq.*, or any other law, and the Park and the School specifically preserve such immunities and defenses.

F. Miscellaneous

1. Entire Agreement. This Agreement, including Exhibits A, B, C, D and E, constitutes the entire agreement between the Parties pertaining to the subject, and supersedes all prior or contemporaneous agreements and understandings between the Parties whether written or oral. The terms and conditions of this Agreement shall remain in full force and effect during the initial term of this Agreement and any extensions thereof, unless modified by a written document signed by both the School and the Park. Notwithstanding the foregoing, nothing in this Agreement shall affect the validity of any Agreement between the School and any other Party, or of the Lease Agreement between the School and the Park for use of the School's property comprising a portion of Kennedy Park, said Lease Agreement being entered into by the Parties September 12, 1995 and recorded with the office of the Lake County Recorder as document number 3841931.

2. Governing Law. This Agreement shall be interpreted in accordance with and governed by the laws of the State of Illinois.

November 17, 2015

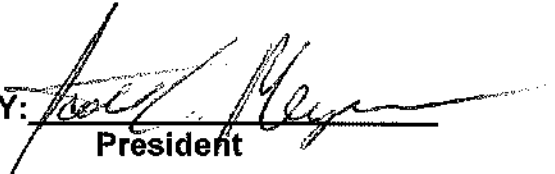
3. Nondiscrimination. The Park agrees to comply with all applicable nondiscrimination laws, regulations and ordinances in the provision of its services, programs, and activities on School property.
4. Beneficiaries. Third parties are not intended beneficiaries of this Agreement.
5. Assignment. Neither Party may assign its rights or responsibilities under this Agreement without the prior written consent of the other Party.

**NORTH SHORE SCHOOL
DISTRICT NO. 112
1936 GREEN BAY ROAD
COUNTY OF LAKE
HIGHLAND PARK, ILLINOIS**

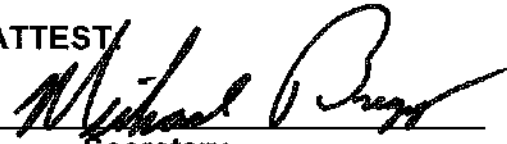
**PARK DISTRICT OF
HIGHLAND PARK
636 RIDGE ROAD
COUNTY OF LAKE
HIGHLAND PARK, ILLINOIS**

BY: 

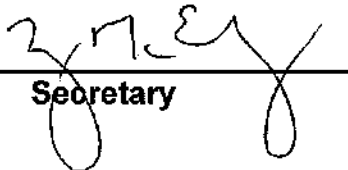
President

BY: 

President

ATTEST:


Secretary

ATTEST:


Secretary

DATED:
11-17-15

DATED:
11-17-15

November 17, 2015

EXHIBIT A

SCHOOL RESPONSIBILITIES WITH RESPECT TO SCHOOL GROUNDS

LANDSCAPING MAINTENANCE

The School will be responsible for all landscape maintenance on and around the perimeter of school buildings.

EXHIBIT B

PARK RESPONSIBILITIES WITH RESPECT TO SCHOOL GROUNDS

The Park will be responsible for turf management of all large open areas on School property as depicted on the aerial drawings referenced in paragraph C.1 of the Agreement. Agreement Drawings (Exhibit C). Tree and ornamental maintenance is not the responsibility of the Park.

Debris such as paper, cans, bottles, large tree limbs and any foreign material that would interfere with mowing and organic fertilizing or shall be removed by the Park prior to any work starting on each visit to the site.

All mowing, trimming and organic fertilizing equipment used should be kept in good condition, with blades and cutting edges kept sharp, in order to prevent tears to grass blades.

MOWING AND TRIMMING

All grass areas are to be cut and trimmed minimally once a week during the growth season (normally April through November of each year).

All grass areas are to be cut to a minimum standard height of between 2" – 2 1/2" (inches) and are not to exceed the height of 3" (inches) at any time during the mowing season. No more than 1/3 of the leaf tissue should be removed at any one mowing.

The mowing pattern will be completed in a manner that is uniform and does not readily show uneven rows or cuts.

Trimming around and along all structures, sidewalks, trees, shrubs, and flowerbeds is to be completed during every visit to the site and shall be at a height even with or below adjacent mower cut.

Grass clippings may remain as mulch if evenly dispersed in order not to create a turf management problem. No dumping of grass clippings shall be done in the Red Oak site savannah.

ORGANIC FERTILIZING AND HERBICIDING/AERATING

The Park will furnish all materials and equipment and perform all the labor necessary for the completion of organic fertilization.

- All areas of Park responsibility will be aerated a minimum of one time per year. The aerating schedule will be coordinated through the Buildings and Grounds Department of the School.
- Organic fertilizer will be applied at a minimum of one application per season (fall).
- Organic fertilizer will be applied.

The Park shall report immediately to the School any vandalism or damages in any area of School property observed by the Park or its employees.

EXHIBIT D

PARK AND SCHOOL PERMITTEES

An affiliate of the School or Park may need a facility for its programs or activities, which the sponsoring party is unable to provide. The School and Park agree it is in the best interest of the community to provide public space to house these programs or activities and the School and Park agree to accommodate such use under the terms of this Agreement.

Entities permitted to use the School's or Park's buildings and grounds, by mutual agreement of the School and the Park, shall be referred to as "permittees."

A. **List of School Permittees**

- North Suburban Special Education Department (NSSED)
- High School District 113
- Jewish Council of Youth Services (JCYS)
- American Youth Soccer Organization (AYSO)
- Developing Child, Inc.
- Children's Montessori House
- Any other entities mutually agreed upon by the School and the Park

B. **List of Park Permittees**

- North Suburban Special Recreation Association (NSSRA)
- Other Voices
- Falcons Hockey Association
- Highland Park Figure Skating Club
- Highland Park Tennis Association
- Illinois Audubon Society
- Landmark Preservation
- North Shore Yacht Club
- Sunset Valley Men's Tee Club
- Sunset Valley Women's Golf
- High Steppers Square Dance Club
- Highland Park Players
- Highland Park Pops
- Highland Park Strings
- Highland Park Symphonic Winds
- Any other entities mutually agreed upon by the School and the Park

The School and the Park shall review and revise this list of permittees on an annual basis.

EXHIBIT E

DAILY CLEANING PROCEDURES

The Park is responsible for cleaning all areas of School buildings and grounds as needed following use by the Park or its permittees. The School is responsible for cleaning all areas of the Park buildings and grounds as needed following use by the School and its permittees.

Room cleaning to include:

- Dust mop
- Wet mop
- Vacuum
- Wipe down chalkboard/tray or dry erase board
- Empty trash cans into designated exterior dumpster
- Straighten all furniture (desks, chairs, tables, etc.) moved for School or Park or permittee purposes
- Close and lock all windows and doors
- Turn off all lights and other electrical equipment used for School or Park or permittee purposes
- Report all damage or concerns to the Buildings and Grounds Office of the School or Park immediately

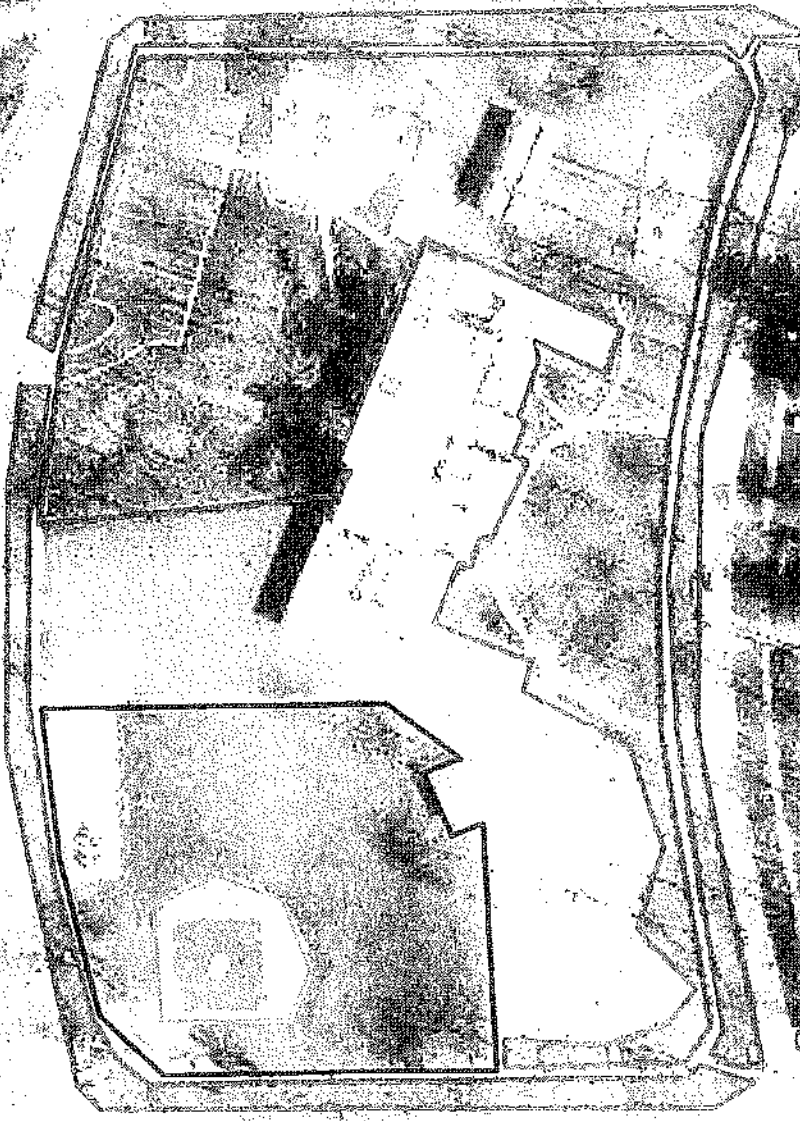
Common hallways/stairwells cleaning to include:

- Inspect all areas and remove debris
- Close/lock all windows and doors
- Replace and/or vacuum any area rugs/mats
- Report all damage or concerns to the Buildings and Grounds Office of the School or Park immediately

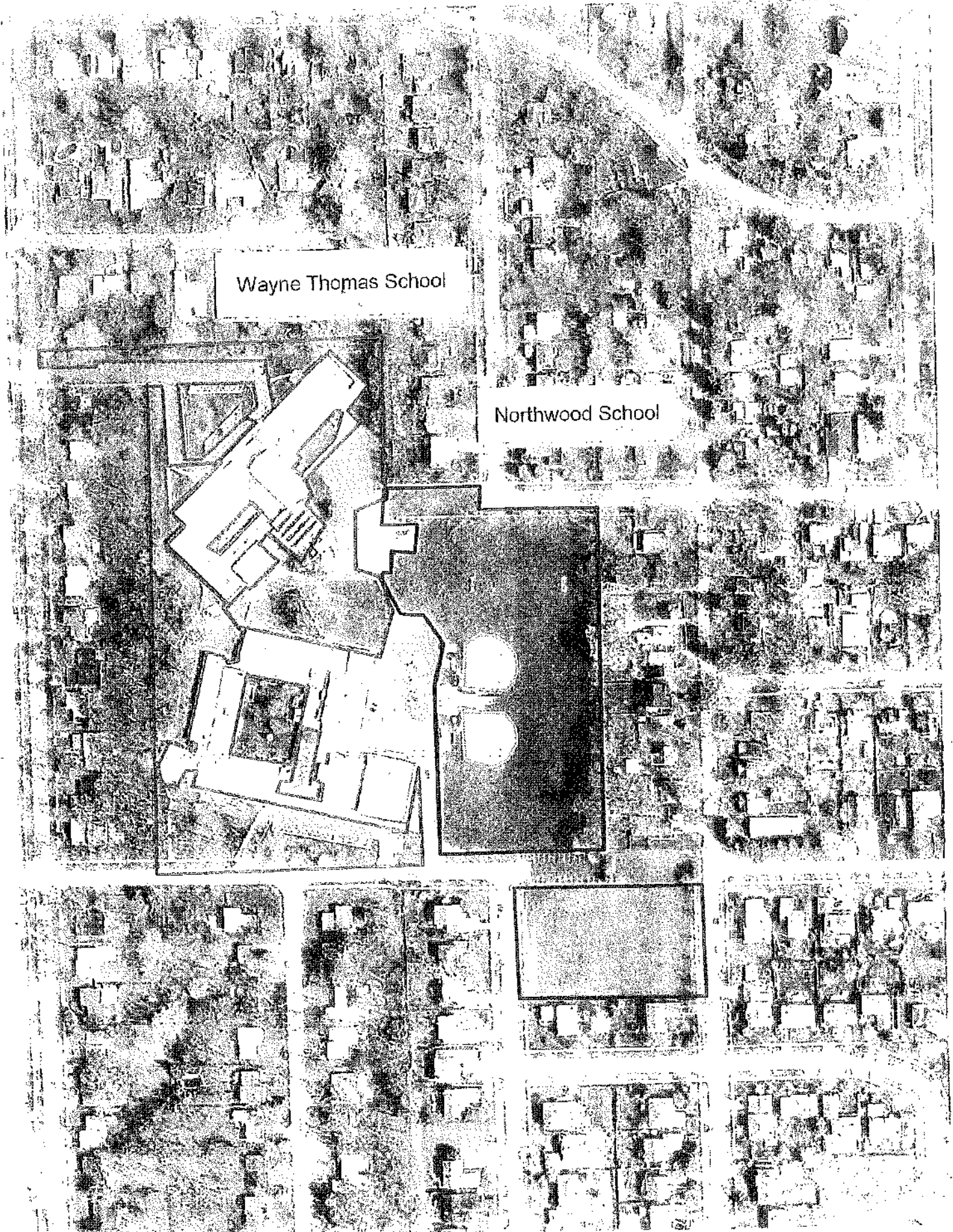
Gym, locker room, multipurpose room, auditorium cleaning to include:

- Dust mop
- Wet mop
- Close and lock all windows and doors
- Turn off all lights and other electrical equipment used for School or Park or permittee purposes
- Return divider curtains into original position
- Break down all setups used for School or Park or permittee purposes
- Empty trash cans into designated exterior dumpster
- Report all damage or concerns to the Buildings and Grounds Office of the School or Park immediately

Braeside School

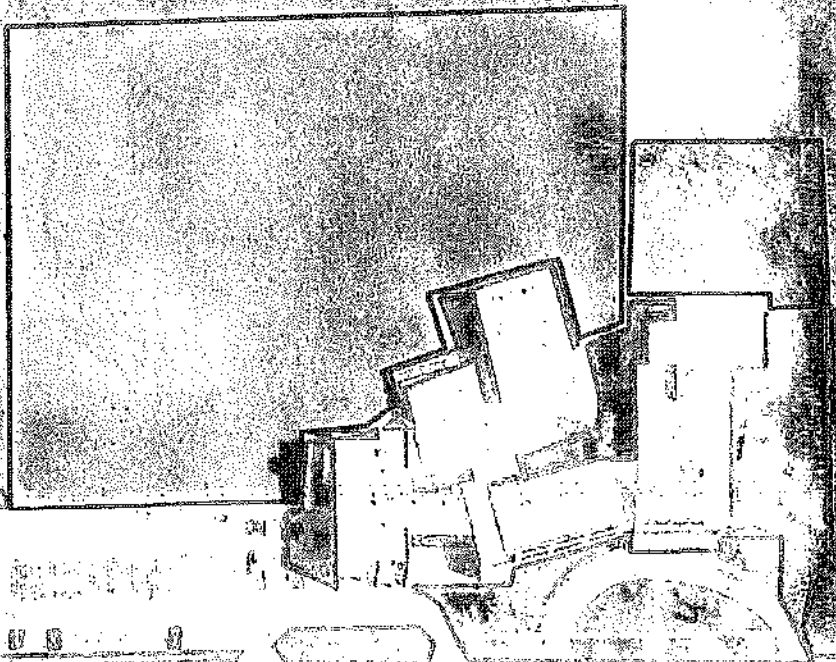


Red - School District's Responsibility
Blue- Park District's Responsibility



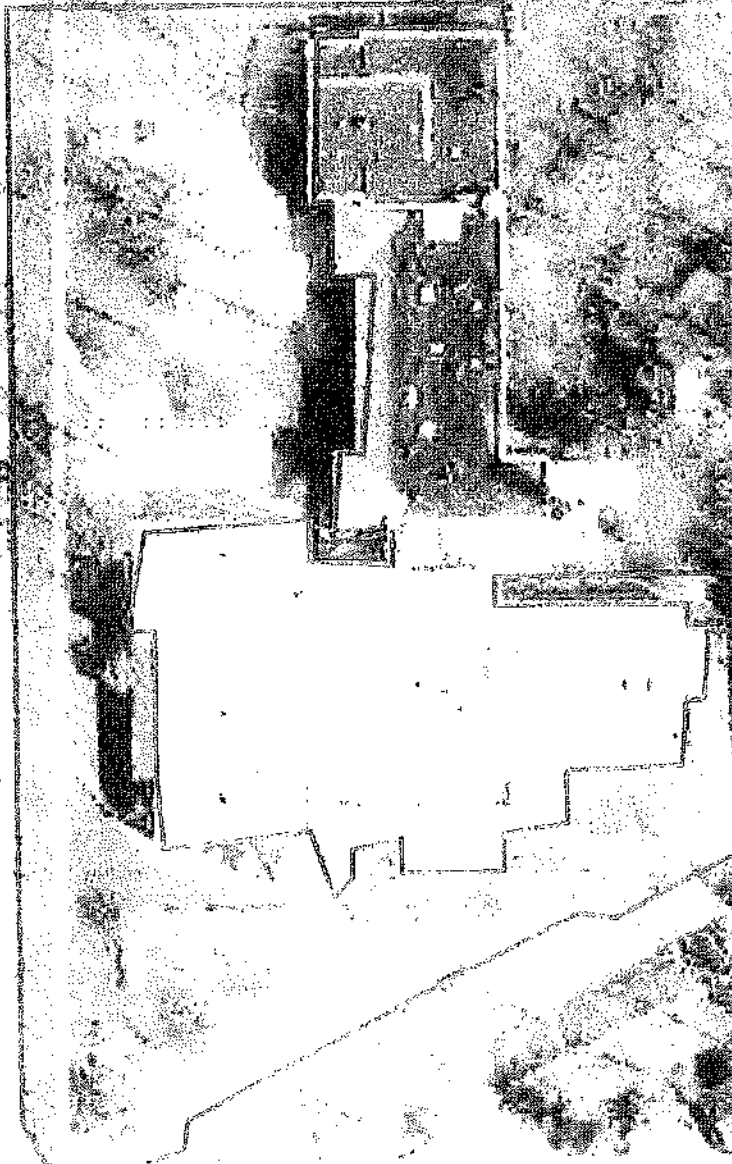
Red - School District's Responsibility
Blue- Park District's Responsibility

Edgewood School



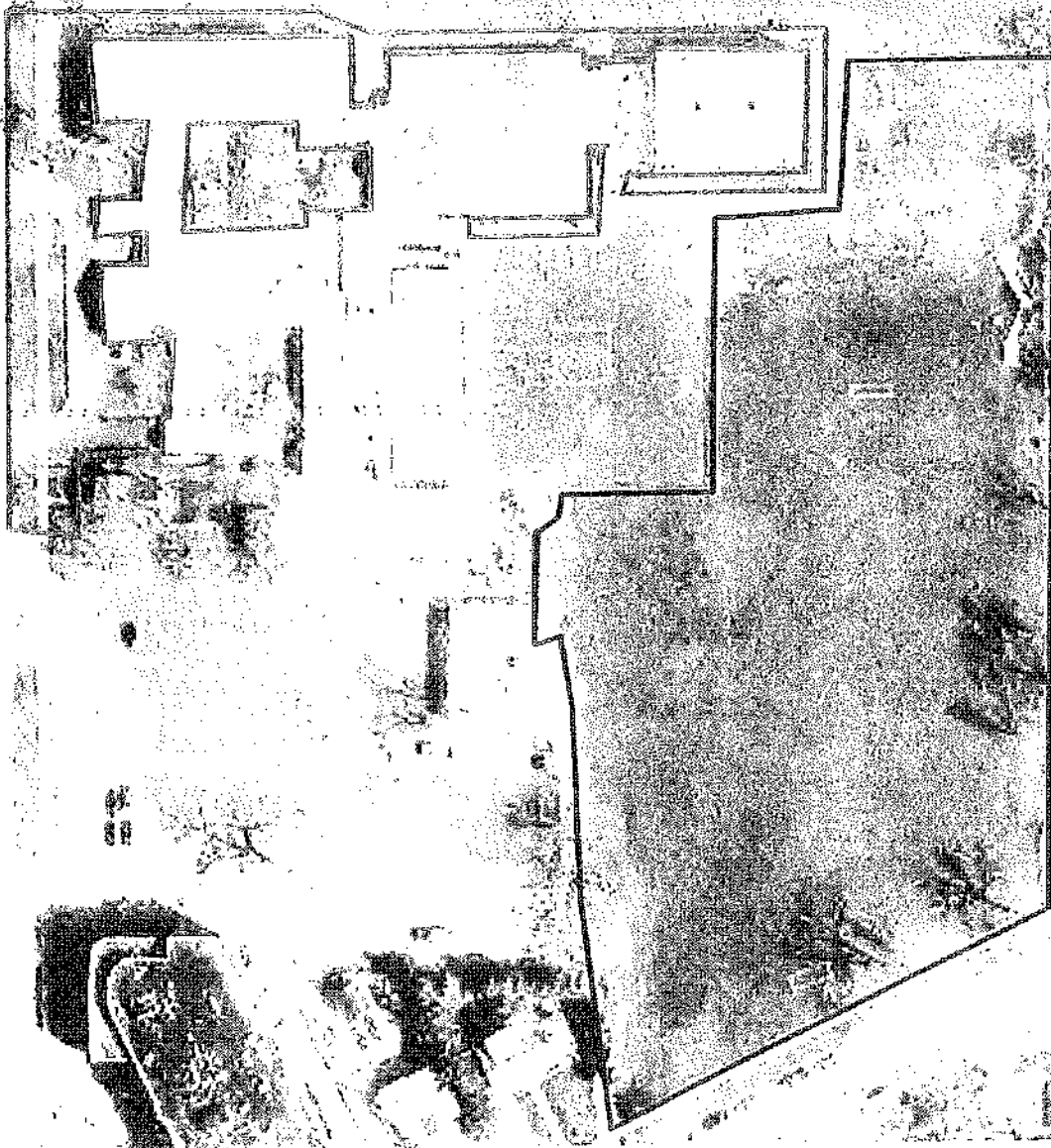
Red - School District's Responsibility
Blue - Park District's Responsibility

Elm Place School

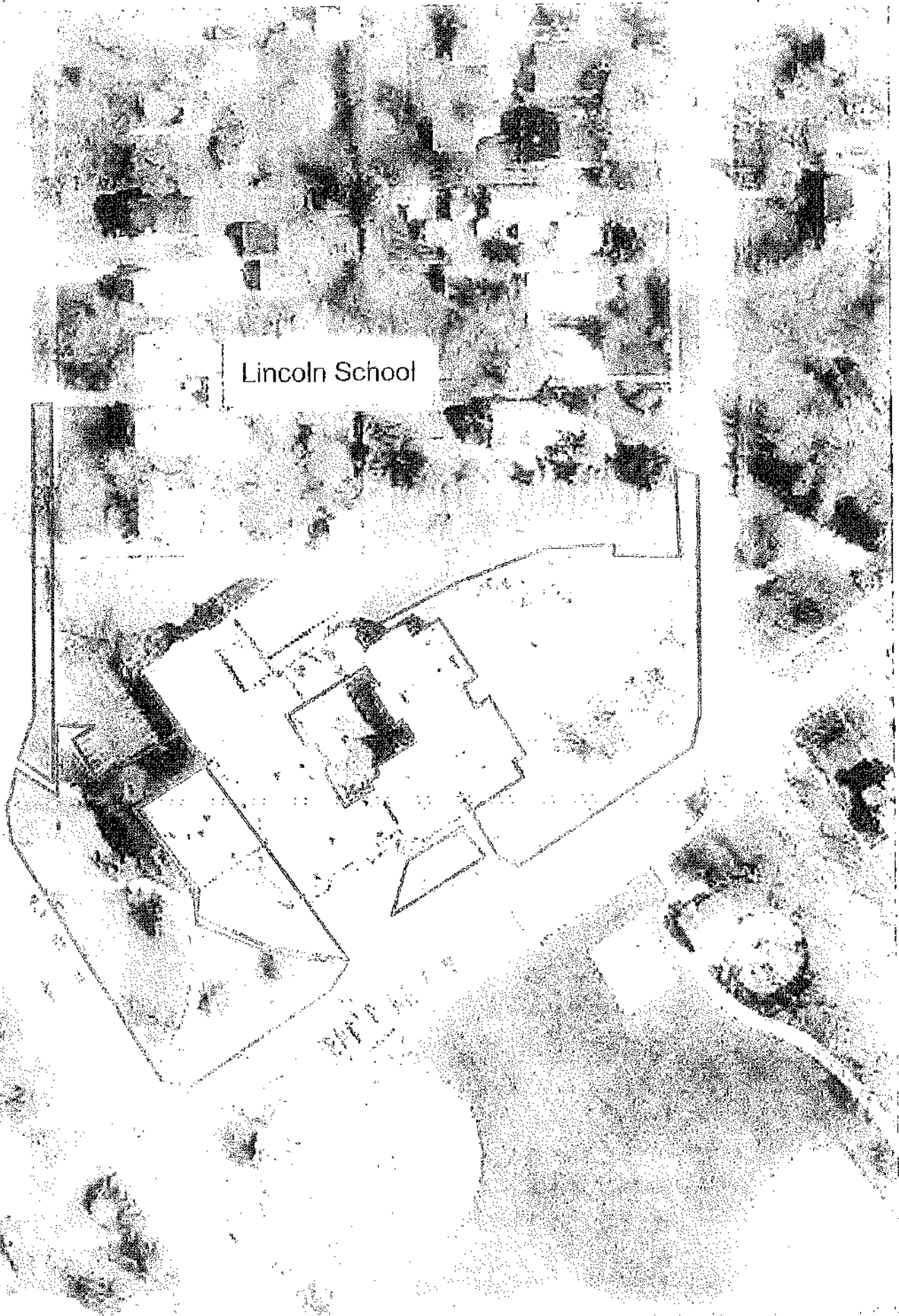


Red - School District's Responsibility
Blue- Park District's Responsibility

Indian Trail School

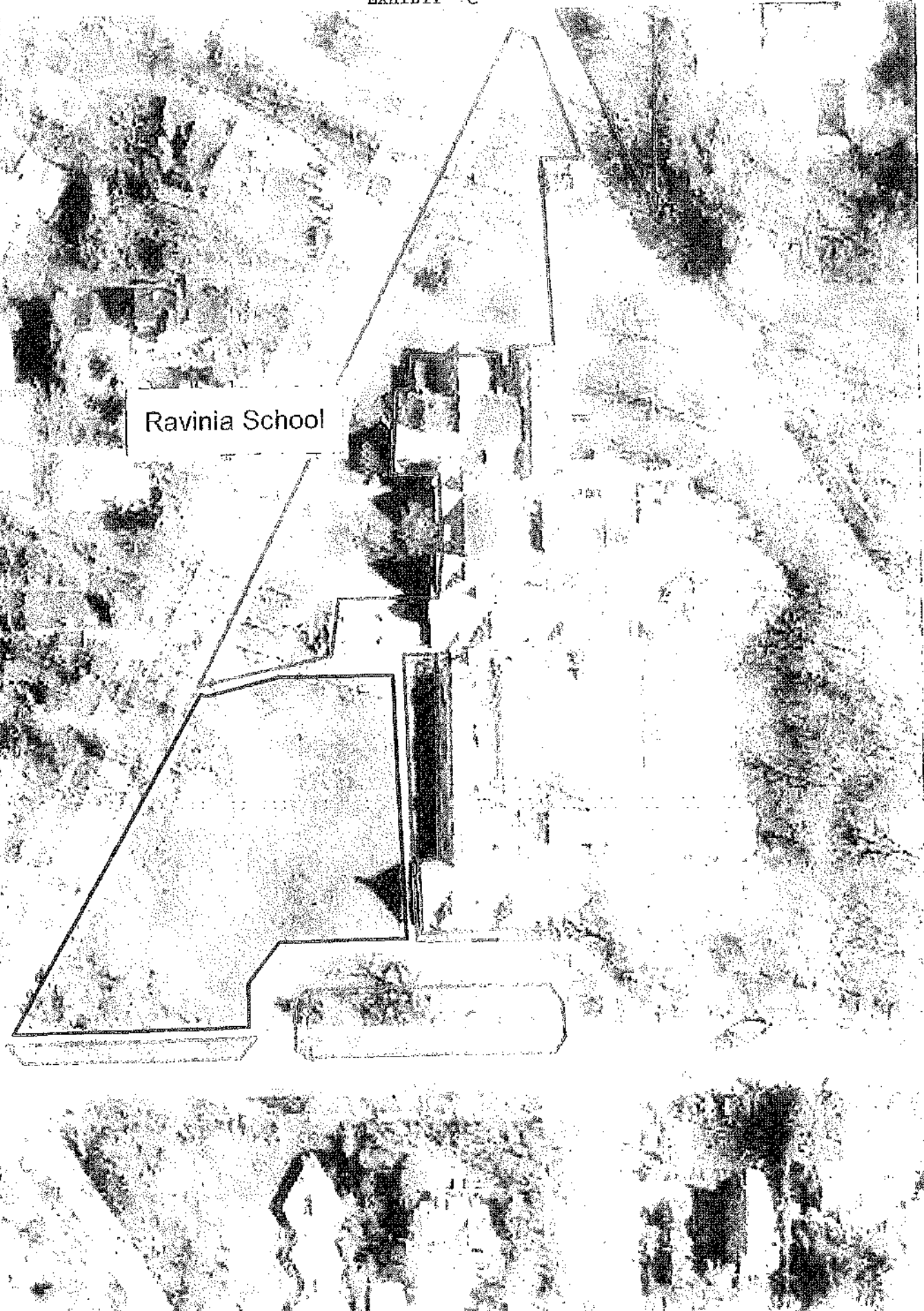


Red - School District's Responsibility
Blue- Park District's Responsibility



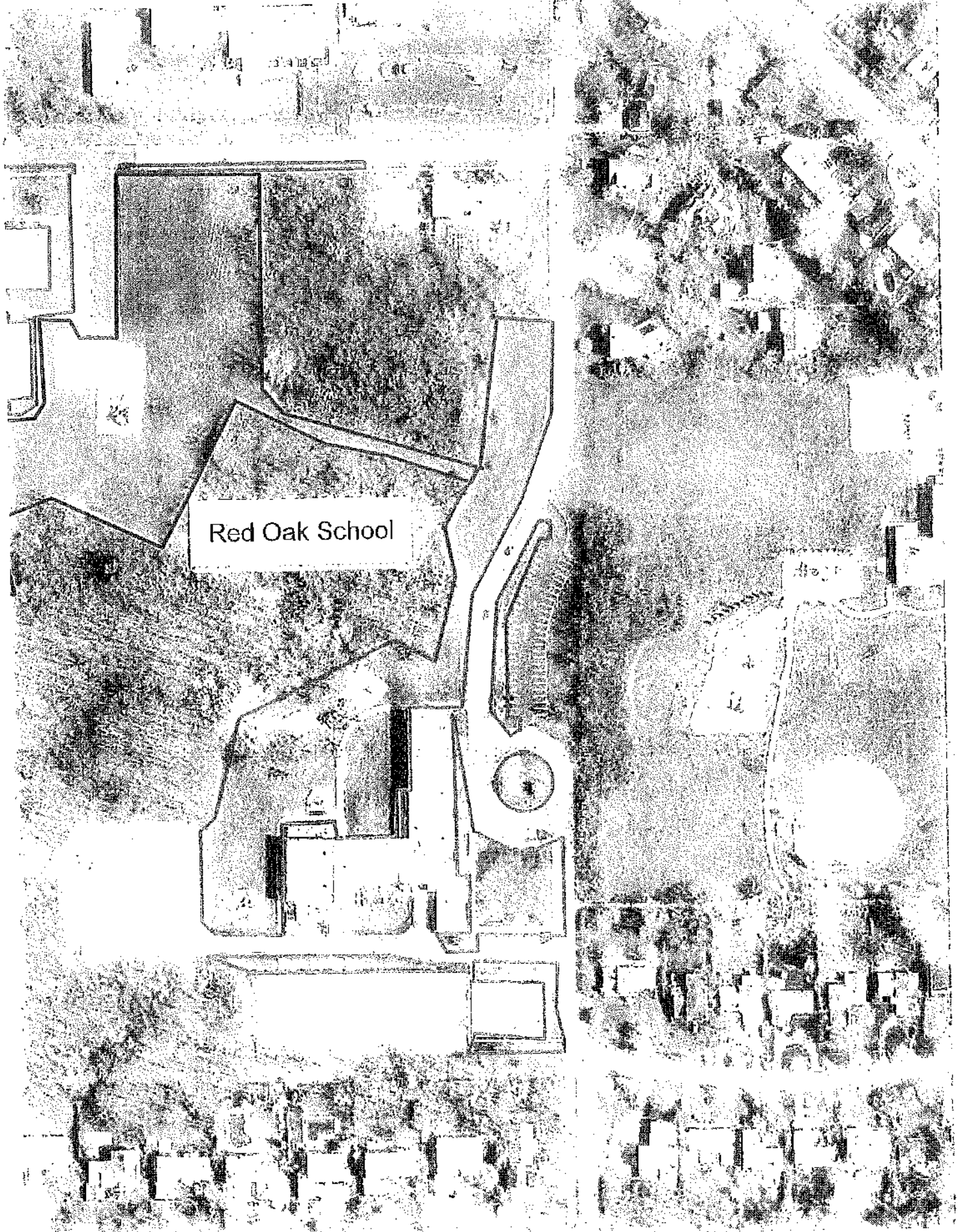
Lincoln School

Red - School District's Responsibility
Blue- Park District's Responsibility



Ravinia School

Red - School District's Responsibility
Blue- Park District's Responsibility



Red - School District's Responsibility
Blue - Park District's Responsibility



To: Board of Park Commissioners

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

Date: December 15, 2020

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written November 13, 2020 through December 10, 2020 to be presented to the Board for approval on December 15, 2020.

BILLS

<u>DATE</u>	<u>AMOUNT</u>
November 24, 2020	\$ 491.00
December 3, 2020	\$ 969,387.61
December 10, 2020	\$ 410,694.16
Void Payments	\$ (3,714.48)
Bank Drafts	\$ 56,977.02
P-Card	\$ 119,045.49
TOTAL	\$ 1,552,880.80

PAYROLL DISBURSEMENTS

November 6, 2020	\$ 275,980.64
November 20, 2020	\$ 283,863.61
TOTAL	\$ 559,844.25

GRAND TOTAL	\$ 2,112,725.05
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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 12-15-20 and you are hereby authorized to release the checks from the appropriate funds.

Finance Committee Member

ATTEST: _____
Secretary



Park District of Highland Park, IL

Check Register

Packet: APPKT02560 - 20201124 8

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	
16344	PARKS FOUNDATION OF HIGHLAND	11/24/2020	Regular	0.00	491.00	185679
<u>112420</u>	Invoice	11/24/2020	Revenue collected on behalf of Parks Fou	0.00	491.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	491.00
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
	1	1	0.00	491.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02570 - 20201203 1

By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount	Payment Amount Payable Amount	Number
19014 <u>1192407</u>	ABBA LESSING Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	349.15 349.15	185680
14502 <u>1196530</u>	AIMEE FOREMAN Invoice	12/03/2020 11/30/2020	Regular Refund	0.00 0.00	207.91 207.91	185681
18988 <u>1193727</u>	ALBERT FACCHINI Invoice	12/03/2020 11/16/2020	Regular Refund	0.00 0.00	672.90 672.90	185682
16849 <u>1194001</u>	ALISON SALZMAN Invoice	12/03/2020 11/17/2020	Regular Refund	0.00 0.00	359.51 359.51	185683
19013 <u>1192416</u>	ALISON SUTTER Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	12.74 12.74	185684
18335 <u>C2421201</u>	ALTORFER INDUSTRIES INC Invoice	12/03/2020 11/09/2020	Regular Irrigation Compressor Rental	0.00 0.00	1,624.00 1,624.00	185685
19015 <u>1192360</u>	ANA-MILENA RODAS Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	236.98 236.98	185686
18969 <u>1192887</u>	ANDREA TICK Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	33.14 33.14	185687
14821 <u>1193986</u>	ANDREW KASS Invoice	12/03/2020 11/17/2020	Regular Refund	0.00 0.00	51.40 51.40	185688
18971 <u>1192901</u>	ANDREW STONE Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	18.72 18.72	185689
19016 <u>1192410</u>	ANNE KATZ-ROSENSTROCK Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	163.55 163.55	185690
15741 <u>1192898</u>	ARLENE KLEMP Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	8.04 8.04	185691
11009 <u>2920267</u> <u>2920276</u>	GRANDI BROTHERS Invoice Invoice	12/03/2020 11/04/2020 11/06/2020	Regular Pole saw chains 4 Chain saw blades	0.00 0.00 0.00	188.65 68.85 119.80	185692
18955 <u>2718203</u>	BABOLAT VS NORTH AMERICA, INC Invoice	12/03/2020 11/18/2020	Regular Racquet	0.00 0.00	147.71 147.71	185693
19054 <u>111220</u>	BEN GLADSTONE Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	269.99 269.99	185694
13642 <u>6504</u> <u>6505</u>	BEST LIGHTS, INC Invoice Invoice	12/03/2020 10/14/2020 10/20/2020	Regular 24 Light bulbs - Tennis lights 23 Light bulbs - Tennis lights	0.00 0.00 0.00	3,290.00 1,680.00 1,610.00	185695
15742 <u>1192891</u>	BETH PIETI Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	31.20 31.20	185696
18960 <u>1192854</u>	BEVERLY GORDON Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	46.95 46.95	185697
15673 <u>112420</u>	BGRA BASEBALL Invoice	12/03/2020 11/24/2020	Regular 05/28/21-05/31/21 Tournament fees	0.00 0.00	2,975.00 2,975.00	185698

Check Register

Packet: APPKT02570-20201203 1

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
18989 <u>1193735</u>	BONNIE GARFIELD Invoice	12/03/2020 11/16/2020	Regular Refund	0.00 0.00	193.32 193.32	185699
18999 <u>1193787</u>	BRUCE SPITZER Invoice	12/03/2020 11/16/2020	Regular Refund	0.00 0.00	46.95 46.95	185700
10378 <u>1210674 111520</u>	CALL ONE Invoice	12/03/2020 11/15/2020	Regular 11/15/20-12/14/20	0.00 0.00	67.15 67.15	185701
18970 <u>1192890</u>	CARLOS SR HERRERA Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	54.15 54.15	185702
19019 <u>1192413</u>	CARMEN MONTALBONO Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	8.88 8.88	185703
19012 <u>1194078</u>	CAROL KOMEN Invoice	12/03/2020 11/17/2020	Regular Refund	0.00 0.00	207.90 207.90	185704
18996 <u>1193765</u>	CAROLYN METNICK Invoice	12/03/2020 11/16/2020	Regular Refund	0.00 0.00	44.38 44.38	185705
19059 <u>1196653</u>	CHARLOTTE BANK Invoice	12/03/2020 12/01/2020	Regular Refund	0.00 0.00	27.74 27.74	185706
18978 <u>1192961</u>	CHERYL BERGMAN Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	36.23 36.23	185707
19023 <u>1192372</u>	CHERYL RYAN Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	326.66 326.66	185708
10446 <u>797</u>	CHICAGO DIST GOLF ASSOC Invoice	12/03/2020 07/01/2020	Regular 2020 CDGA Marketing 2nd Installment	0.00 0.00	2,000.00 2,000.00	185709
19009 <u>1193984</u>	CHRIS FREEMAN Invoice	12/03/2020 11/17/2020	Regular Refund	0.00 0.00	33.48 33.48	185710
19027 <u>1192286</u>	CHUONG CHO LAY Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	3.95 3.95	185711
10502 <u>258478</u>	CITY OF HIGHLAND PARK Invoice	12/03/2020 04/15/2020	Regular Extra Duty Police May 2020	0.00 0.00	8,171.75 8,171.75	185712
10537 <u>0209254004 111</u>	COMMONWEALTH EDISON COMPAI Invoice	12/03/2020 11/12/2020	Regular HPGLC/Dog Park Lights 10/13/20-11/12/2	0.00 0.00	606.65 606.65	185713
16142 <u>18841250001</u>	CONSTELLATION NEWENERGY INC Invoice	12/03/2020 11/25/2020	Regular 1201 Park Ave W 10/22/20-11/20/20	0.00 0.00	7,033.10 7,033.10	185714
18958 <u>1192837</u>	COURTNEY MCBRIDE Invoice	12/03/2020 11/12/2020	Regular Refund	0.00 0.00	313.68 313.68	185715
19017 <u>1192404</u>	DAVID FREEDMAN Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	14.79 14.79	185716
18562 <u>92829</u>	DAVIS BANCORP INC Invoice	12/03/2020 11/30/2020	Regular November 2020	0.00 0.00	1,288.00 1,288.00	185717
18796 <u>1192370</u>	DEBORAH RUBENSTEIN Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	40.50 40.50	185718
19004 <u>1193904</u>	DENI MILLER Invoice	12/03/2020 11/17/2020	Regular Refund	0.00 0.00	25.00 25.00	185719
19026 <u>1192323</u>	DIANE GRAUER Invoice	12/03/2020 11/10/2020	Regular Refund	0.00 0.00	387.32 387.32	185720
18995	DONNA LEBOVITZ	12/03/2020	Regular	0.00	329.10	185721

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1193757</u>	Invoice	11/16/2020	Refund	0.00	329.10	
17966	DRINA NADLER	12/03/2020	Regular	0.00	86.79	185722
<u>1193768</u>	Invoice	11/16/2020	Refund	0.00	86.79	
10762	DUNLOP SPORTS GROUP AMERICAS	12/03/2020	Regular	0.00	950.40	185723
<u>5151529 SQ</u>	Invoice	10/28/2020	Balls	0.00	950.40	
19028	ELEANOR DERLETH	12/03/2020	Regular	0.00	16.57	185724
<u>1192214</u>	Invoice	11/10/2020	Refund	0.00	16.57	
18991	ELIZA GRANT	12/03/2020	Regular	0.00	292.34	185725
<u>1193741</u>	Invoice	11/16/2020	Refund	0.00	292.34	
19018	ELLIOT MOLK	12/03/2020	Regular	0.00	20.71	185726
<u>1192408</u>	Invoice	11/10/2020	Refund	0.00	20.71	
18004	ELSA ARCILA	12/03/2020	Regular	0.00	57.95	185727
<u>1196649</u>	Invoice	12/01/2020	Refund	0.00	57.95	
19060	ENRIQUE ZALDIVAR	12/03/2020	Regular	0.00	7.70	185728
<u>1196702</u>	Invoice	12/01/2020	Refund	0.00	7.70	
17057	ERIN VINE	12/03/2020	Regular	0.00	42.00	185729
<u>1192308</u>	Invoice	11/10/2020	Refund	0.00	42.00	
18981	EVE TARM	12/03/2020	Regular	0.00	100.87	185730
<u>1192985</u>	Invoice	11/12/2020	Refund	0.00	100.87	
17719	CONSTELLATION NEWENERGY - GAS	12/03/2020	Regular	0.00	5,666.48	185731
<u>3037210</u>	Invoice	11/10/2020	October 2020	0.00	1,094.13	
<u>3047440</u>	Invoice	11/18/2020	10/01/20-10/31/20	0.00	4,572.35	
10868	FAULKS BROS. CONSTRUCTION, INC	12/03/2020	Regular	0.00	1,043.39	185732
<u>345077</u>	Invoice	11/16/2020	Sand topdressing	0.00	1,043.39	
19022	GAIL ROTHEISER	12/03/2020	Regular	0.00	50.30	185733
<u>1192368</u>	Invoice	11/10/2020	Refund	0.00	50.30	
19020	GAYLE MORTON	12/03/2020	Regular	0.00	165.11	185734
<u>1192353</u>	Invoice	11/10/2020	Refund	0.00	165.11	
18993	GINGER JUSKO	12/03/2020	Regular	0.00	237.37	185735
<u>1193754</u>	Invoice	11/16/2020	Refund	0.00	237.37	
19052	GLENN WEINER	12/03/2020	Regular	0.00	32.95	185736
<u>1196560</u>	Invoice	11/30/2020	Refund	0.00	32.95	
11007	GRAINGER	12/03/2020	Regular	0.00	2,152.80	185737
<u>9523631928</u>	Invoice	05/05/2020	12 Replacement emergency lights	0.00	2,152.80	
18494	GREENBRIAR ELEMENTARY	12/03/2020	Regular	0.00	308.00	185738
<u>1130336 052720</u>	Invoice	04/07/2020	Refund - 05/27/20 Heller Nature Center	0.00	308.00	
18975	GREGORY GORDY	12/03/2020	Regular	0.00	288.00	185739
<u>1192926</u>	Invoice	11/12/2020	Refund	0.00	288.00	
11044	GROWING SOLUTIONS, INC.	12/03/2020	Regular	0.00	225.00	185740
<u>10511</u>	Invoice	10/28/2020	Winterize Injection System	0.00	225.00	
19006	HARRY POWELL	12/03/2020	Regular	0.00	250.25	185741
<u>1193959</u>	Invoice	11/17/2020	Refund	0.00	250.25	
19021	HEIDI PATZIK	12/03/2020	Regular	0.00	725.92	185742
<u>1192357</u>	Invoice	11/10/2020	Refund	0.00	725.92	
18372	HUGO ANAYA	12/03/2020	Regular	0.00	32.71	185743

Check Register

Packet: APPKT02570-20201203 1

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1196645</u>	Invoice	12/01/2020	Refund	0.00	32.71	
18368	I.B. STOREY US INC	12/03/2020	Regular	0.00	12,600.00	185744
<u>2020-10</u>	Invoice	01/09/2020	Rink engineering compressor replacemen	0.00	12,600.00	
18561	J MILLER MARKETING INC	12/03/2020	Regular	0.00	253.75	185745
<u>12910</u>	Invoice	09/22/2020	Advertising	0.00	253.75	
18965	JEFFRY PICKUS	12/03/2020	Regular	0.00	22.22	185746
<u>1192871</u>	Invoice	11/12/2020	Refund	0.00	22.22	
19000	JODIE SULLIVAN	12/03/2020	Regular	0.00	209.23	185747
<u>1193789</u>	Invoice	11/16/2020	Refund	0.00	209.23	
19024	JOEL SCHWARTZ	12/03/2020	Regular	0.00	326.96	185748
<u>1192379</u>	Invoice	11/10/2020	Refund	0.00	326.96	
14027	JUDY SOLOMON	12/03/2020	Regular	0.00	68.28	185749
<u>1192389</u>	Invoice	11/10/2020	Refund	0.00	68.28	
18979	JULIE MALEN	12/03/2020	Regular	0.00	165.70	185750
<u>1192976</u>	Invoice	11/12/2020	Refund	0.00	165.70	
18963	KATHRYN NAFTZGER	12/03/2020	Regular	0.00	63.25	185751
<u>1192868</u>	Invoice	11/12/2020	Refund	0.00	63.25	
16225	KATHRYN SHAFER	12/03/2020	Regular	0.00	623.08	185752
<u>1192381</u>	Invoice	11/10/2020	Refund	0.00	623.08	
19008	KEITH BERK	12/03/2020	Regular	0.00	30.14	185753
<u>1193983</u>	Invoice	11/17/2020	Refund	0.00	30.14	
18987	LAWRENCE DOLINS	12/03/2020	Regular	0.00	519.29	185754
<u>1193725</u>	Invoice	11/16/2020	Refund	0.00	519.29	
19025	LAWRENCE TEMPLER	12/03/2020	Regular	0.00	142.03	185755
<u>1192394</u>	Invoice	11/10/2020	Refund	0.00	142.03	
19058	LEA BACCI	12/03/2020	Regular	0.00	11.09	185756
<u>1196651</u>	Invoice	12/01/2020	Refund	0.00	11.09	
18961	LESLIE HERZOG	12/03/2020	Regular	0.00	248.55	185757
<u>1192863</u>	Invoice	11/12/2020	Refund	0.00	248.55	
18967	LINDA SAMSON	12/03/2020	Regular	0.00	59.18	185758
<u>1192874</u>	Invoice	11/12/2020	Refund	0.00	59.18	
18968	LINDA SKOMURSKI	12/03/2020	Regular	0.00	31.56	185759
<u>1192886</u>	Invoice	11/12/2020	Refund	0.00	31.56	
18962	LISA MILLER	12/03/2020	Regular	0.00	210.32	185760
<u>1192864</u>	Invoice	11/12/2020	Refund	0.00	210.32	
19002	LISA ZIRIN	12/03/2020	Regular	0.00	383.21	185761
<u>1193795</u>	Invoice	11/16/2020	Refund	0.00	11.21	
<u>1193795-1</u>	Invoice	11/16/2020	Refund	0.00	372.00	
16540	LORRI OTIS	12/03/2020	Regular	0.00	102.58	185762
<u>1192980</u>	Invoice	11/12/2020	Refund	0.00	102.58	
18984	LYNN CASPER	12/03/2020	Regular	0.00	144.72	185763
<u>1193714</u>	Invoice	11/16/2020	Refund	0.00	144.72	
19055	MARCOS CRUZ	12/03/2020	Regular	0.00	33.40	185764
<u>1196641</u>	Invoice	12/01/2020	Refund	0.00	33.40	
19057	MARIA ANDERSON	12/03/2020	Regular	0.00	51.61	185765

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1196646</u>	Invoice	12/01/2020	Refund	0.00	51.61	
13632	MARLENE KRAFT	12/03/2020	Regular	0.00	16.27	185766
<u>1192218</u>	Invoice	11/10/2020	Refund	0.00	16.27	
19031	MARSHALL DOLNICK	12/03/2020	Regular	0.00	154.78	185767
<u>1192292</u>	Invoice	11/10/2020	Refund	0.00	154.78	
19040	MARTHA MARTIN	12/03/2020	Regular	0.00	440.35	185768
<u>1192243</u>	Invoice	11/10/2020	Refund	0.00	440.35	
19007	MARVIN SABIDO	12/03/2020	Regular	0.00	171.00	185769
<u>1193972</u>	Invoice	11/17/2020	Refund	0.00	138.00	
<u>1193972-1</u>	invoice	11/17/2020	Refund	0.00	33.00	
18983	MARY BELMONTI	12/03/2020	Regular	0.00	253.44	185770
<u>1193711</u>	Invoice	11/16/2020	Refund	0.00	253.44	
19049	MARY BOXER	12/03/2020	Regular	0.00	35.50	185771
<u>1195911</u>	Invoice	11/25/2020	Refund	0.00	35.50	
19029	MARY M BARBER	12/03/2020	Regular	0.00	128.75	185772
<u>1192255</u>	Invoice	11/10/2020	Refund	0.00	128.75	
16709	MG MECHANICAL SERVICE	12/03/2020	Regular	0.00	5,700.00	185773
<u>29923</u>	Invoice	11/11/2020	Geothermal freeze protection	0.00	5,700.00	
19030	MICHAEL BENDER	12/03/2020	Regular	0.00	107.01	185774
<u>1192264</u>	Invoice	11/10/2020	Refund	0.00	107.01	
19010	MIKE GOLDFARB	12/03/2020	Regular	0.00	13.72	185775
<u>1193985</u>	Invoice	11/17/2020	Refund	0.00	13.72	
18994	MITCHELL KENTOR	12/03/2020	Regular	0.00	168.66	185776
<u>1193755</u>	Invoice	11/16/2020	Refund	0.00	168.66	
11901	NELS J JOHNSON TREE EXPERT INC	12/03/2020	Regular	0.00	14,191.75	185777
<u>1319922</u>	Invoice	09/15/2020	Pruning broken & dead tree limbs	0.00	695.00	
<u>1320334</u>	Invoice	10/09/2020	Tree removal	0.00	12,404.25	
<u>1320376</u>	Invoice	10/13/2020	Tree removal	0.00	1,092.50	
16898	NIKE USA, INC	12/03/2020	Regular	0.00	92.19	185778
<u>9968542689</u>	Invoice	11/18/2020	Shirts	0.00	92.19	
19035	NORMAN GREENBERG	12/03/2020	Regular	0.00	44.38	185779
<u>1192324</u>	Invoice	11/10/2020	Refund	0.00	44.38	
13604	NORTH SHORE GAS	12/03/2020	Regular	0.00	3,951.48	185780
<u>0601145072-000</u>	Invoice	11/16/2020	Deer Creek 10/10/20-11/10/20	0.00	1,373.30	
<u>0601145072-000</u>	Invoice	11/16/2020	RCHP 10/08/20-11/10/20	0.00	929.10	
<u>0601145072-000</u>	Invoice	11/16/2020	1240 Fredrickson Pl 10/08/20-11/10/20	0.00	753.21	
<u>0602225773-000</u>	Invoice	11/16/2020	1390 Sunset Rd 10/10/20-11/11/20	0.00	159.65	
<u>0602405421-000</u>	Invoice	11/16/2020	2900 Trail Way,Cunniff Park Shelter 10/09	0.00	86.74	
<u>0602405421-000</u>	Invoice	11/16/2020	1377 Clavey Rd 10/09/20-11/10/20	0.00	110.14	
<u>0602405421-000</u>	Invoice	11/16/2020	3100 Trail Way 10/08/20-11/10/20	0.00	89.20	
<u>0602405421-000</u>	Invoice	11/05/2020	Aquatic Park 10/01/20-10/31/20	0.00	136.26	
<u>0608197647-000</u>	Invoice	11/05/2020	Sunset Rd N of Bldg 10/01/20-10/31/20	0.00	156.16	
<u>0608197647-000</u>	Invoice	11/19/2020	Sunset Rd N of Bldg 10/02/20-11/01/20	0.00	157.72	
14914	NORTH SHORE WATER RECLAMATIC	12/03/2020	Regular	0.00	537.24	185781
<u>4380300</u>	Invoice	11/14/2020	636 Ridge Rd 02/14/20-05/27/20	0.00	537.24	
11959	NSSRA	12/03/2020	Regular	0.00	162,455.01	185782
<u>415</u>	Invoice	11/10/2020	2nd Installment 2020 Member Agency Co	0.00	162,455.01	
19062	PALATINE TRAVELERS	12/03/2020	Regular	0.00	2,250.00	185783

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>112420</u>	Invoice	11/24/2020	05/13/21 - 05/16/21 Tournament fees	0.00	2,250.00	
18990	PAM GILBERT	12/03/2020	Regular	0.00	707.77	185784
<u>1193740</u>	invoice	11/16/2020	Refund	0.00	707.77	
11998	PARK DISTRICT RISK MGMT AGCY	12/03/2020	Regular	0.00	4,327.14	185785
<u>120120</u>	Invoice	12/01/2020	Health Invoice	0.00	4,327.14	
18992	PATRICIA HANUS	12/03/2020	Regular	0.00	140.58	185786
<u>1193748</u>	Invoice	11/16/2020	Refund	0.00	140.58	
18985	PAUL COX	12/03/2020	Regular	0.00	343.27	185787
<u>1193716</u>	Invoice	11/16/2020	Refund	0.00	343.27	
18986	PAUL DAVIDSON	12/03/2020	Regular	0.00	59.10	185788
<u>1193721</u>	Invoice	11/16/2020	Refund	0.00	50.30	
<u>1193980</u>	Invoice	11/17/2020	Refund	0.00	8.80	
18836	PAYNE SOD FARM INC	12/03/2020	Regular	0.00	870.00	185789
<u>20-1462</u>	Invoice	11/11/2020	Sod	0.00	870.00	
19011	PENELOPE ROSENBLOOM	12/03/2020	Regular	0.00	13.72	185790
<u>1193990</u>	Invoice	11/17/2020	Refund	0.00	13.72	
18977	PETER EPSTEIN	12/03/2020	Regular	0.00	41.65	185791
<u>1192945</u>	Invoice	11/12/2020	Refund	0.00	41.65	
19003	PETER SUTTON	12/03/2020	Regular	0.00	244.60	185792
<u>1193798</u>	Invoice	11/16/2020	Refund	0.00	244.60	
12061	PHYLLIS ADAMS	12/03/2020	Regular	0.00	32.95	185793
<u>1193982</u>	Invoice	11/17/2020	Refund	0.00	32.95	
18242	PIPER MEAD	12/03/2020	Regular	0.00	268.27	185794
<u>1196507</u>	Invoice	11/30/2020	Refund	0.00	268.27	
12139	R&R SPECIALTIES OF WISCONSIN INC	12/03/2020	Regular	0.00	4,799.00	185795
<u>0071557-IN</u>	Invoice	11/10/2020	ice paint supplies & painting labor	0.00	4,799.00	
12184	REINDERS, INC.	12/03/2020	Regular	0.00	2,740.02	185796
<u>4061824-00</u>	Invoice	09/01/2020	Toro #5910 repairs	0.00	2,740.02	
18889	RICHARD A HANETHO	12/03/2020	Regular	0.00	2,000.00	185797
<u>5</u>	Invoice	11/13/2020	11/02/20-11/13/20	0.00	2,000.00	
12211	RICOH USA, INC	12/03/2020	Regular	0.00	796.11	185798
<u>5060842053</u>	Invoice	11/17/2020	Copies 10/17/20-11/16/20	0.00	796.11	
16239	RICOH USA, INC.	12/03/2020	Regular	0.00	3,337.90	185799
<u>104329061</u>	Invoice	11/06/2020	Ricoh Lease 11/25/20-12/24/20	0.00	3,337.90	
18974	RITA KANNE	12/03/2020	Regular	0.00	238.52	185800
<u>1192916</u>	Invoice	11/12/2020	Refund	0.00	238.52	
18658	ROBERT SCHWARTZ	12/03/2020	Regular	0.00	1.71	185801
<u>1193781</u>	Invoice	11/16/2020	Refund	0.00	1.71	
18997	ROBERTA MOCOJNI	12/03/2020	Regular	0.00	177.73	185802
<u>1193767</u>	Invoice	11/16/2020	Refund	0.00	177.73	
19005	ROGER HAND	12/03/2020	Regular	0.00	239.67	185803
<u>1193958</u>	Invoice	11/17/2020	Refund	0.00	239.67	
19032	ROSA DOYLE	12/03/2020	Regular	0.00	51.29	185804
<u>1192294</u>	Invoice	11/10/2020	Refund	0.00	51.29	
19061	ROXANNE HEJNOWSKI	12/03/2020	Regular	0.00	144.68	185805

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>112020</u>	Invoice	11/20/2020	Event supplies reimbursed	0.00	37.98	
<u>112120</u>	Invoice	11/21/2020	Event supplies reimbursed	0.00	106.70	
18964	RYAN NYE	12/03/2020	Regular	0.00	324.10	185806
<u>1192869</u>	Invoice	11/12/2020	Refund	0.00	324.10	
19041	SALLYAN WINDT	12/03/2020	Regular	0.00	14.47	185807
<u>1192400</u>	Invoice	11/10/2020	Refund	0.00	14.47	
18966	SAMUEL PIRO	12/03/2020	Regular	0.00	372.89	185808
<u>1192872</u>	Invoice	11/12/2020	Refund	0.00	372.89	
16459	SANTO SPORT STORE	12/03/2020	Regular	0.00	1,300.00	185809
<u>705228</u>	Invoice	11/11/2020	200 Masks w/ logo	0.00	1,300.00	
19037	SHELLY KAUFMANN	12/03/2020	Regular	0.00	819.68	185810
<u>1192329</u>	Invoice	11/10/2020	Refund	0.00	819.68	
18972	SHERI HENDRICKS	12/03/2020	Regular	0.00	70.20	185811
<u>1192903</u>	Invoice	11/12/2020	Refund	0.00	70.20	
19033	SHIRLEY EDELMAN	12/03/2020	Regular	0.00	259.92	185812
<u>1192295</u>	Invoice	11/10/2020	Refund	0.00	259.92	
12393	SMITHGROUP, INC.	12/03/2020	Regular	0.00	2,067.00	185813
<u>0150747</u>	Invoice	11/18/2020	Prof Services 08/29/20-10/30/20 Rosewo	0.00	2,067.00	
18694	STELLAR INDUSTRIAL SOLUTIONS, IN	12/03/2020	Regular	0.00	679,407.40	185814
<u>4</u>	Invoice	11/16/2020	Centennial Ice Arena Renovation	0.00	679,407.40	
15373	STEPHANIE GELB	12/03/2020	Regular	0.00	23.93	185815
<u>1193737</u>	Invoice	11/16/2020	Refund	0.00	23.93	
18973	STEVE SHEFFEY	12/03/2020	Regular	0.00	540.05	185816
<u>1192908</u>	Invoice	11/12/2020	Refund	0.00	540.05	
18959	STEVEN TURCK	12/03/2020	Regular	0.00	224.67	185817
<u>1192844</u>	Invoice	11/12/2020	Refund	0.00	224.67	
17292	STUART GORDON	12/03/2020	Regular	0.00	44.69	185818
<u>1192855</u>	Invoice	11/12/2020	Refund	0.00	44.69	
19034	SUSAN FINGER	12/03/2020	Regular	0.00	339.78	185819
<u>1192312</u>	Invoice	11/10/2020	Refund	0.00	339.78	
12836	SUSAN HAERY	12/03/2020	Regular	0.00	40.50	185820
<u>1192856</u>	Invoice	11/12/2020	Refund	0.00	40.50	
19036	SUSAN HOSEMAN	12/03/2020	Regular	0.00	54.97	185821
<u>1192326</u>	Invoice	11/10/2020	Refund	0.00	54.97	
18980	SUSAN RUDER	12/03/2020	Regular	0.00	248.68	185822
<u>1192982</u>	Invoice	11/12/2020	Refund	0.00	248.68	
18998	SUSAN SMITH	12/03/2020	Regular	0.00	34.72	185823
<u>1193785</u>	Invoice	11/16/2020	Refund	0.00	34.72	
19042	SUSAN ZWEIG	12/03/2020	Regular	0.00	353.59	185824
<u>1192401</u>	Invoice	11/10/2020	Refund	0.00	353.59	
18957	SUZANNE GRACE	12/03/2020	Regular	0.00	448.99	185825
<u>1192827</u>	Invoice	11/12/2020	Refund	0.00	448.99	
18787	SYBIL WINER	12/03/2020	Regular	0.00	429.21	185826
<u>1196543</u>	Invoice	11/30/2020	Refund	0.00	429.21	
19038	TAMMY LEZOTTE	12/03/2020	Regular	0.00	316.95	185827

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1192331</u>	Invoice	11/10/2020	Refund	0.00	316.95	
19056	TOMER AMRAM	12/03/2020	Regular	0.00	23.52	185828
<u>1196643</u>	Invoice	12/01/2020	Refund	0.00	23.52	
19053	TROY HOFFMANN	12/03/2020	Regular	0.00	72.57	185829
<u>111820</u>	Invoice	11/18/2020	Reimbursed-Baseball end-of-year snack	0.00	72.57	
17590	V3 CONSTRUCTION GROUP LTD	12/03/2020	Regular	0.00	4,339.44	185830
<u>6_103120</u>	Invoice	10/31/2020	HPCC Golf Course Conversion	0.00	4,339.44	
19051	VALERIE WROBLEWSKI	12/03/2020	Regular	0.00	402.51	185831
<u>1196515</u>	Invoice	11/30/2020	Refund	0.00	402.51	
18976	VENIAMIN FINKELSHEYN	12/03/2020	Regular	0.00	23.28	185832
<u>1192934</u>	Invoice	11/12/2020	Refund	0.00	23.28	
19039	WANDA MADDALOZZO	12/03/2020	Regular	0.00	153.86	185833
<u>1192338</u>	Invoice	11/10/2020	Refund	0.00	153.86	
16823	WELLS FARGO EQUIPMENT FINANCI	12/03/2020	Regular	0.00	515.26	185834
<u>5012578950</u>	Invoice	11/04/2020	Walking green's mower lease	0.00	515.26	
16823	WELLS FARGO EQUIPMENT FINANCI	12/03/2020	Regular	0.00	1,048.23	185835
<u>5012578949</u>	Invoice	11/04/2020	Walking green's mower lease	0.00	1,048.23	
19050	WILLIAM HAGERTY	12/03/2020	Regular	0.00	454.78	185836
<u>1196500</u>	Invoice	11/30/2020	Refund	0.00	454.78	
17301	WILSON SPORTING GOODS	12/03/2020	Regular	0.00	1,020.00	185837
<u>4532334905</u>	Invoice	10/28/2020	Range balls	0.00	102.00	
<u>4532425940</u>	Invoice	11/05/2020	Range balls	0.00	918.00	
19001	XUAN LIU	12/03/2020	Regular	0.00	308.58	185838
<u>1193792</u>	Invoice	11/16/2020	Refund	0.00	308.58	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	178	159	0.00	969,387.61
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
	178	159	0.00	969,387.61



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Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP BANK						
19068 <u>1196907</u>	ADAM BLONSKY Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	6.68 6.68	185839
19164 <u>1197494</u>	ADRIENNE LENTZ Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	14.84 14.84	185840
17720 <u>120320</u>	ALAN SPECTOR Invoice	12/10/2020 12/03/2020	Regular Umpire fees - October 2020	0.00 0.00	180.00 180.00	185841
19064 <u>101220</u>	ALFINIO CASTILLO Invoice	12/10/2020 10/12/2020	Regular Umpire fees - October 2020	0.00 0.00	120.00 120.00	185842
19090 <u>1197092</u>	ALLI STRAUS Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	12.15 12.15	185843
17329 <u>1197304</u>	AMY CURZI Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	12.47 12.47	185844
14281 <u>1197488</u>	AMY LEDERER Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	11.13 11.13	185845
17050 <u>1197545</u>	ANDREW LIVINGSTON Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	19.65 19.65	185846
19065 <u>1196812</u>	ANN BEREZ Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	30.49 30.49	185847
19094 <u>1197109</u>	ANNA SORENSEN Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	28.42 28.42	185848
19172 <u>20-1471</u>	AQUAMOON LLC Invoice	12/10/2020 11/30/2020	Regular Aquarium service	0.00 0.00	605.00 605.00	185849
19125 <u>1197310</u>	ARNOLD KAMEN Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	31.44 31.44	185850
18450 <u>1197441</u>	ASHLEY HEATON Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	35.28 35.28	185851
19161 <u>1197438</u>	ASHLEY MENESE Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	8.12 8.12	185852
19088 <u>1197087</u>	BARBARA TARR Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	31.19 31.19	185853
19158 <u>1197425</u>	BETTE GROSSMAN Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	13.44 13.44	185854
18891 <u>120820</u>	BLOOMINGDALE PARK DISTRICT Invoice	12/10/2020 12/08/2020	Regular Safety Coordinator - 08/15/20-11/20/20	0.00 0.00	9,601.00 9,601.00	185855
19093 <u>1197105</u>	BONNIE SPIROS Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	17.88 17.88	185856
19141 <u>1197390</u>	CAROL MORITZ Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	31.81 31.81	185857
18802	CAROL WILLIS	12/10/2020	Regular	0.00	6.37	185858

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1197015</u>	Invoice	12/02/2020	Refund	0.00	6.37	
18685	CATHERINE KIRSCH	12/10/2020	Regular	0.00	7.31	185859
<u>1197401</u>	Invoice	12/03/2020	Refund	0.00	7.31	
16209	CHRISTOPHER B. BURKE ENG. LTD	12/10/2020	Regular	0.00	3,098.00	185860
<u>162376</u>	Invoice	11/13/2020	Prof Services Bridge Inspections 09/27/20	0.00	3,098.00	
10502	CITY OF HIGHLAND PARK	12/10/2020	Regular	0.00	600.00	185861
<u>259516</u>	Invoice	11/17/2020	Removal of buoys in Lake Michigan	0.00	600.00	
10502	CITY OF HIGHLAND PARK	12/10/2020	Regular	0.00	4,236.08	185862
<u>006468 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 0 Clove	0.00	63.10	
<u>007039 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 3420 Kr	0.00	62.77	
<u>007271 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 0 Kent	0.00	25.50	
<u>008032 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 636 Rid	0.00	666.74	
<u>008037 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 636 Rid	0.00	669.72	
<u>008912 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 150 Bar	0.00	165.82	
<u>009261 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 2821 Ri	0.00	634.59	
<u>024593 120120</u>	Invoice	12/01/2020	Water/Sewer 11/01/20-11/30/20 1755 St	0.00	8.50	
<u>026564 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 2755 Tr	0.00	25.50	
<u>026583 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 1556 G	0.00	25.50	
<u>026585 120120</u>	Invoice	12/01/2020	Water/Sewer 9/1/20-11/30/20 1240 Fred	0.00	1,862.84	
<u>026603 120120</u>	Invoice	12/01/2020	Water/Sewer 09/01/20-11/30/20 850 Cla	0.00	25.50	
19133	COLLEEN FAHRNER	12/10/2020	Regular	0.00	42.29	185863
<u>1197346</u>	Invoice	12/03/2020	Refund	0.00	42.29	
19092	CONNIE STACHNIW	12/10/2020	Regular	0.00	12.08	185864
<u>1197098</u>	Invoice	12/02/2020	Refund	0.00	12.08	
19070	CORRINE BOYLE	12/10/2020	Regular	0.00	9.49	185865
<u>1196916</u>	Invoice	12/02/2020	Refund	0.00	9.49	
19102	CRAIG SCALISE	12/10/2020	Regular	0.00	40.80	185866
<u>1197141</u>	Invoice	12/02/2020	Refund	0.00	40.80	
16185	DAMEN WELLEN	12/10/2020	Regular	0.00	42.60	185867
<u>1197023</u>	Invoice	12/02/2020	Refund	0.00	42.60	
19140	DANIEL FROHMAN	12/10/2020	Regular	0.00	21.33	185868
<u>1197383</u>	Invoice	12/03/2020	Refund	0.00	21.33	
19099	DARLINE SCOTT	12/10/2020	Regular	0.00	37.51	185869
<u>1197131</u>	Invoice	12/02/2020	Refund	0.00	37.51	
17195	DAVID KAPLAN	12/10/2020	Regular	0.00	12.85	185870
<u>1197332</u>	Invoice	12/03/2020	Refund	0.00	12.85	
19157	DAVID MIGDAL	12/10/2020	Regular	0.00	38.30	185871
<u>1197423</u>	Invoice	12/03/2020	Refund	0.00	38.30	
19106	DAVID RUBENSTEIN	12/10/2020	Regular	0.00	57.14	185872
<u>1197156</u>	Invoice	12/02/2020	Refund	0.00	57.14	
18374	DEB SMITH	12/10/2020	Regular	0.00	6.29	185873
<u>1197117</u>	Invoice	12/02/2020	Refund	0.00	6.29	
19138	DEBORAH FOX	12/10/2020	Regular	0.00	57.95	185874
<u>1197365</u>	Invoice	12/03/2020	Refund	0.00	57.95	
19073	DEBORAH WINTON	12/10/2020	Regular	0.00	22.81	185875
<u>1197013</u>	Invoice	12/02/2020	Refund	0.00	22.81	
19113	DEBRA POSNER	12/10/2020	Regular	0.00	16.05	185876

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1197272</u>	Invoice	12/03/2020	Refund	0.00	16.05	
19004	DENI MILLER	12/10/2020	Regular	0.00	168.00	185877
<u>1198328</u>	Invoice	12/06/2020	Refund	0.00	168.00	
17882	DENISLAVA DOMINGUEZ	12/10/2020	Regular	0.00	24.45	185878
<u>1197333</u>	Invoice	12/03/2020	Refund	0.00	24.45	
19123	DEVIN DANIELSON	12/10/2020	Regular	0.00	8.07	185879
<u>1197306</u>	Invoice	12/03/2020	Refund	0.00	8.07	
18041	DEVIN POHN	12/10/2020	Regular	0.00	36.45	185880
<u>1197283</u>	Invoice	12/03/2020	Refund	0.00	36.45	
17661	DIEGO LARCO	12/10/2020	Regular	0.00	240.00	185881
<u>120320</u>	Invoice	12/03/2020	Umpire fees - Aug/Sept/Oct	0.00	240.00	
19111	DREW RASMUSSEN	12/10/2020	Regular	0.00	21.35	185882
<u>1197264</u>	Invoice	12/03/2020	Refund	0.00	21.35	
17122	DYNEGY ENERGY SERVICES	12/10/2020	Regular	0.00	21,455.71	185883
<u>331665720111</u>	Invoice	11/23/2020	October-November 2020	0.00	21,455.71	
18292	ELANA LAZARUS	12/10/2020	Regular	0.00	27.12	185884
<u>1197460</u>	Invoice	12/03/2020	Refund	0.00	27.12	
18588	ELISABETH STONE	12/10/2020	Regular	0.00	25.12	185885
<u>1197095</u>	Invoice	12/02/2020	Refund	0.00	25.12	
19148	ELIZABETH GAURIN	12/10/2020	Regular	0.00	19.50	185886
<u>1197406</u>	Invoice	12/03/2020	Refund	0.00	19.50	
15018	EMILY HALES	12/10/2020	Regular	0.00	61.61	185887
<u>1197432</u>	Invoice	12/03/2020	Refund	0.00	61.61	
19166	ERIC LEOPOLD	12/10/2020	Regular	0.00	100.94	185888
<u>1197501</u>	Invoice	12/03/2020	Refund	0.00	100.94	
19162	ERICKA LABEDZ	12/10/2020	Regular	0.00	52.85	185889
<u>1197455</u>	Invoice	12/03/2020	Refund	0.00	52.85	
19108	ERIN ROISER	12/10/2020	Regular	0.00	13.61	185890
<u>1197167</u>	Invoice	12/02/2020	Refund	0.00	13.61	
19124	ESRA OZDARYAL	12/10/2020	Regular	0.00	16.12	185891
<u>1197309</u>	Invoice	12/03/2020	Refund	0.00	16.12	
19167	FRAE LEVITON	12/10/2020	Regular	0.00	39.32	185892
<u>1197511</u>	Invoice	12/03/2020	Refund	0.00	39.32	
19159	GAIL TAXY	12/10/2020	Regular	0.00	27.00	185893
<u>1197430</u>	Invoice	12/03/2020	Refund	0.00	27.00	
19136	GARRY FELDMAN	12/10/2020	Regular	0.00	912.09	185894
<u>1197352</u>	Invoice	12/03/2020	Refund	0.00	912.09	
19120	GARY COUCH	12/10/2020	Regular	0.00	10.00	185895
<u>1197295</u>	Invoice	12/03/2020	Refund	0.00	10.00	
18137	GERALD ROGALA	12/10/2020	Regular	0.00	39.48	185896
<u>1197168</u>	Invoice	12/02/2020	Refund	0.00	39.48	
19078	GREGORY WEIGAND	12/10/2020	Regular	0.00	37.98	185897
<u>1197035</u>	Invoice	12/02/2020	Refund	0.00	37.98	
19098	GRETCHEN SEIDEL	12/10/2020	Regular	0.00	29.06	185898

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1197129</u>	Invoice	12/02/2020	Refund	0.00	29.06	
19086	HANNAH TOBAN	12/10/2020	Regular	0.00	19.80	185899
<u>1197076</u>	Invoice	12/02/2020	Refund	0.00	19.80	
18892	HELENE ZUKAS	12/10/2020	Regular	0.00	32.10	185900
<u>1198563</u>	Invoice	12/07/2020	Refund	0.00	32.10	
11125	HITCHCOCK DESIGN GROUP	12/10/2020	Regular	0.00	4,500.00	185901
<u>25517</u>	Invoice	11/30/2020	SW Playground Reno & Park Master Plan	0.00	4,500.00	
11194	ILLINOIS SHOTOKAN KARATE CLUBS	12/10/2020	Regular	0.00	1,127.66	185902
<u>202</u>	Invoice	12/07/2020	Fall 2020 class fee	0.00	1,127.66	
17708	ILM	12/10/2020	Regular	0.00	509.00	185903
<u>INV10395</u>	Invoice	09/30/2020	Algae control	0.00	175.00	
<u>INV10468</u>	Invoice	10/05/2020	Pond dye	0.00	167.00	
<u>INV10711</u>	Invoice	10/23/2020	Pond dye	0.00	167.00	
19101	ISABELA SCHMALTZ	12/10/2020	Regular	0.00	5.66	185904
<u>1197139</u>	Invoice	12/02/2020	Refund	0.00	5.66	
19100	JAIMEE SCHOR	12/10/2020	Regular	0.00	34.27	185905
<u>1197137</u>	Invoice	12/02/2020	Refund	0.00	34.27	
19097	JAMIE SHAPIRO	12/10/2020	Regular	0.00	35.58	185906
<u>1197123</u>	Invoice	12/02/2020	Refund	0.00	35.58	
18848	JAMIE ZARANSKY	12/10/2020	Regular	0.00	62.68	185907
<u>1197467</u>	Invoice	12/03/2020	Refund	0.00	62.68	
19145	JAMIL KHAN	12/10/2020	Regular	0.00	28.21	185908
<u>1197399</u>	Invoice	12/03/2020	Refund	0.00	28.21	
19143	JANENE KESSLER	12/10/2020	Regular	0.00	67.02	185909
<u>1197394</u>	Invoice	12/03/2020	Refund	0.00	67.02	
19079	JANICE WEBER	12/10/2020	Regular	0.00	35.21	185910
<u>1197036</u>	Invoice	12/02/2020	Refund	0.00	35.21	
11276	JAY ZIMMERMAN	12/10/2020	Regular	0.00	815.00	185911
<u>120620</u>	Invoice	12/06/2020	Assignor fees Baseball 2020	0.00	815.00	
19091	JEAN STERN	12/10/2020	Regular	0.00	18.82	185912
<u>1197097</u>	Invoice	12/02/2020	Refund	0.00	18.82	
19170	JEFF ALTSCHUL	12/10/2020	Regular	0.00	20.76	185913
<u>1198734</u>	Invoice	12/07/2020	Refund	0.00	20.76	
19165	JEFFREY MARX	12/10/2020	Regular	0.00	22.43	185914
<u>1197500</u>	Invoice	12/03/2020	Refund	0.00	22.43	
19110	JEFFREY RICHARDSON	12/10/2020	Regular	0.00	20.22	185915
<u>1197173</u>	Invoice	12/02/2020	Refund	0.00	20.22	
19154	JENNIFER MILLER	12/10/2020	Regular	0.00	6.10	185916
<u>1197418</u>	Invoice	12/03/2020	Refund	0.00	6.10	
19075	JENNIFER WEISS	12/10/2020	Regular	0.00	56.96	185917
<u>1197026</u>	Invoice	12/02/2020	Refund	0.00	56.96	
19173	JESSICA ANIXTER	12/10/2020	Regular	0.00	73.80	185918
<u>1199868</u>	Invoice	12/09/2020	Refund 3@24.60 ea,	0.00	73.80	
18048	JILL LESHTZ	12/10/2020	Regular	0.00	26.28	185919
<u>1197505</u>	Invoice	12/03/2020	Refund	0.00	26.28	

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19155	JOAN GREEN	12/10/2020	Regular	0.00	5.95	185920
<u>1197419</u>	Invoice	12/03/2020	Refund	0.00	5.95	
18847	JOHN WHITE	12/10/2020	Regular	0.00	20.19	185921
<u>1197020</u>	Invoice	12/02/2020	Refund	0.00	20.19	
19089	JUDITH SWARTZ	12/10/2020	Regular	0.00	28.35	185922
<u>1197089</u>	Invoice	12/02/2020	Refund	0.00	28.35	
19087	JULIE TIMMONS	12/10/2020	Regular	0.00	20.89	185923
<u>1197077</u>	Invoice	12/02/2020	Refund	0.00	20.89	
11427	K H KIM TAEKWONDO	12/10/2020	Regular	0.00	523.58	185924
<u>120820</u>	Invoice	12/08/2020	Fall 2 2020 class fee	0.00	523.58	
19151	KAREN GITLES	12/10/2020	Regular	0.00	27.01	185925
<u>1197410</u>	Invoice	12/03/2020	Refund	0.00	27.01	
19080	KAREN WASS	12/10/2020	Regular	0.00	30.55	185926
<u>1197037</u>	Invoice	12/02/2020	Refund	0.00	30.55	
19067	KATE BISHOFF	12/10/2020	Regular	0.00	17.14	185927
<u>1195901</u>	Invoice	12/02/2020	Refund	0.00	17.14	
19127	KERRIGAN MCNULTY	12/10/2020	Regular	0.00	23.47	185928
<u>1197312</u>	Invoice	12/03/2020	Refund	0.00	23.47	
19117	KREMENA CHROMAN	12/10/2020	Regular	0.00	30.49	185929
<u>1197286</u>	Invoice	12/03/2020	Refund	0.00	30.49	
19085	KRISTIN VALLALY	12/10/2020	Regular	0.00	39.01	185930
<u>1197064</u>	Invoice	12/02/2020	Refund	0.00	39.01	
17941	LARISA DRAKE	12/10/2020	Regular	0.00	50.91	185931
<u>1197337</u>	Invoice	12/03/2020	Refund	0.00	50.91	
19074	LAURIE WILLIAMS	12/10/2020	Regular	0.00	184.33	185932
<u>1197017</u>	Invoice	12/02/2020	Refund	0.00	17.16	
<u>1197018</u>	Invoice	12/02/2020	Refund	0.00	167.17	
19071	LAURIE ZELINSKI	12/10/2020	Regular	0.00	17.18	185933
<u>1197001</u>	invoice	12/02/2020	Refund	0.00	17.18	
15629	LEAH LEVY	12/10/2020	Regular	0.00	20.84	185934
<u>1197555</u>	Invoice	12/03/2020	Refund	0.00	20.84	
16353	LEEMOR KATZ	12/10/2020	Regular	0.00	13.14	185935
<u>1197339</u>	Invoice	12/03/2020	Refund	0.00	13.14	
19083	LESLEY WALLERSTEIN	12/10/2020	Regular	0.00	27.33	185936
<u>1197042</u>	Invoice	12/02/2020	Refund	0.00	27.33	
19150	LINDA KLEIN	12/10/2020	Regular	0.00	37.70	185937
<u>1197409</u>	Invoice	12/03/2020	Refund	0.00	37.70	
19142	LINDA MORIC	12/10/2020	Regular	0.00	45.20	185938
<u>1197393</u>	Invoice	12/03/2020	Refund	0.00	45.20	
19130	LINDA MUSKIN	12/10/2020	Regular	0.00	27.25	185939
<u>1197320</u>	Invoice	12/03/2020	Refund	0.00	27.25	
19104	LINDA RUKIN	12/10/2020	Regular	0.00	21.85	185940
<u>1197151</u>	Invoice	12/02/2020	Refund	0.00	21.85	
19144	LISA MORGENSAI	12/10/2020	Regular	0.00	22.80	185941
<u>1197395</u>	Invoice	12/03/2020	Refund	0.00	22.80	

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Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
19107 <u>1197166</u>	LISA ROSENBERG Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	27.73 27.73	185942
19105 <u>1197153</u>	LOIS RUBIN Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	30.33 30.33	185943
19129 <u>1197315</u>	LORETTA NEUBERGER Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	29.86 29.86	185944
18474 <u>0004565987</u> <u>0004565989</u> <u>0004565991</u> <u>0004565993</u> <u>0004565995</u>	LAKESHORE RECYCLING SYSTEMS, LI Invoice Invoice Invoice Invoice Invoice	12/10/2020 11/30/2020 11/30/2020 11/30/2020 11/30/2020 11/30/2020	Regular Trash & Recycling 12/01/20-12/31/20 Trash Removal 12/01/20-12/31/20 Trash & Recycling 12/01/20-12/31/20 Trash & Recycling 12/01/20-12/31/20 Trash & Recycling 12/01/20-12/31/20	0.00 0.00 0.00 0.00 0.00	802.37 72.66 45.55 193.88 131.42 358.86	185945
19163 <u>1197489</u>	LUCIA MAZZOCCHETTI Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	38.79 38.79	185946
19139 <u>1197380</u>	LYNN FRIEND Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	8.02 8.02	185947
13399 <u>1196890</u>	MARCIA BERNSTEIN Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	15.41 15.41	185948
17100 <u>1197030</u>	MARDAH WEINFELD Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	19.89 19.89	185949
19119 <u>1197290</u>	MARGARET COHN Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	59.84 59.84	185950
19084 <u>1197055</u>	MARIA VEGA Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	26.21 26.21	185951
19081 <u>1197038</u>	MATT WARSHAUER Invoice	12/10/2020 12/02/2020	Regular Refund	0.00 0.00	20.04 20.04	185952
19137 <u>1197363</u>	MELISSA FLEISHER Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	7.56 7.56	185953
19128 <u>1197314</u>	MELISSA NGUYEN Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	10.90 10.90	185954
17896 <u>1197442</u>	MEREDITH HELLEBUSCH Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	115.77 115.77	185955
19116 <u>1197282</u>	MICHAEL CHRISTENSEN Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	6.82 6.82	185956
19135 <u>1197350</u>	MICHAEL FEDERMAN Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	20.62 20.62	185957
19160 <u>1197434</u>	MICHAEL MENONI Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	16.82 16.82	185958
19122 <u>1197298</u>	MICHAEL PARADISO Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	49.15 49.15	185959
19118 <u>1197288</u>	MICHELLE CINQUI Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	71.34 71.34	185960
19121 <u>1197297</u>	MICHELLE PARSON Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	11.74 11.74	185961
19156 <u>1197422</u>	MINDY KOVCO Invoice	12/10/2020 12/03/2020	Regular Refund	0.00 0.00	12.65 12.65	185962

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19066	NAOMI BLOK	12/10/2020	Regular	0.00	22.80	185963
<u>1196899</u>	Invoice	12/02/2020	Refund	0.00	22.80	
10006	NCPERS GROUP LIFE INSURANCE	12/10/2020	Regular	0.00	80.00	185964
<u>3301122020</u>	Invoice	11/16/2020	NCPERS Group Life Insurance	0.00	80.00	
17998	NOELL VAUGHN	12/10/2020	Regular	0.00	11.91	185965
<u>1197062</u>	Invoice	12/02/2020	Refund	0.00	11.91	
13604	NORTH SHORE GAS	12/10/2020	Regular	0.00	190.43	185966
<u>0608197647-000</u>	Invoice	12/02/2020	Sunset Rd N of Bldg 10/02/20-11/30/20	0.00	190.43	
18310	PAOLA WISNER	12/10/2020	Regular	0.00	26.28	185967
<u>1197006</u>	Invoice	12/02/2020	Refund	0.00	26.28	
11998	PARK DISTRICT RISK MGMT AGCY	12/10/2020	Regular	0.00	146,484.00	185968
<u>1120133H</u>	Invoice	11/30/2020	Health Invoice	0.00	146,484.00	
11998	PARK DISTRICT RISK MGMT AGCY	12/10/2020	Regular	0.00	30,797.77	185969
<u>1120133</u>	Invoice	11/30/2020	Property/Liability/Workers Comp/Emp	0.00	30,797.77	
19076	PATRICIA LECHENKO	12/10/2020	Regular	0.00	12.74	185970
<u>1197028</u>	Invoice	12/02/2020	Refund	0.00	12.74	
19069	PATRICK BOILINI	12/10/2020	Regular	0.00	43.35	185971
<u>1196913</u>	Invoice	12/02/2020	Refund	0.00	43.35	
16431	PAULA BOILINI	12/10/2020	Regular	0.00	18.59	185972
<u>1196909</u>	Invoice	12/02/2020	Refund	0.00	18.59	
16818	PETER LEWY	12/10/2020	Regular	0.00	5.84	185973
<u>1197551</u>	Invoice	12/03/2020	Refund	0.00	5.84	
19112	RANDIE RABINOWITZ	12/10/2020	Regular	0.00	27.73	185974
<u>1197265</u>	Invoice	12/03/2020	Refund	0.00	27.73	
19134	RANDY FAKTOR	12/10/2020	Regular	0.00	15.16	185975
<u>1197348</u>	Invoice	12/03/2020	Refund	0.00	15.16	
19132	RAOUL ELLI	12/10/2020	Regular	0.00	37.65	185976
<u>1197344</u>	Invoice	12/03/2020	Refund	0.00	37.65	
16263	RHONDA HART	12/10/2020	Regular	0.00	10.96	185977
<u>1197437</u>	Invoice	12/03/2020	Refund	0.00	10.96	
12195	RICH WHEELER	12/10/2020	Regular	0.00	180.00	185978
<u>120320</u>	Invoice	12/03/2020	Umpire fees - July/Aug 2020	0.00	180.00	
18889	RICHARD A HANETHO	12/10/2020	Regular	0.00	2,875.00	185979
<u>6</u>	Invoice	11/25/2020	11/16/20-11/25/20	0.00	2,875.00	
19152	ROBERT GOLDBERG	12/10/2020	Regular	0.00	16.93	185980
<u>1197411</u>	Invoice	12/03/2020	Refund	0.00	16.93	
18658	ROBERT SCHWARTZ	12/10/2020	Regular	0.00	19.11	185981
<u>1197133</u>	Invoice	12/02/2020	Refund	0.00	19.11	
19082	ROBIN WARREN	12/10/2020	Regular	0.00	72.55	185982
<u>1197040</u>	Invoice	12/02/2020	Refund	0.00	72.55	
19077	ROSALIE WEINBERG	12/10/2020	Regular	0.00	34.90	185983
<u>1197034</u>	Invoice	12/02/2020	Refund	0.00	34.90	
17876	SAL MACASIEB	12/10/2020	Regular	0.00	19.66	185984
<u>1197534</u>	Invoice	12/03/2020	Refund	0.00	19.66	
19114	SARA CAVALLIN	12/10/2020	Regular	0.00	21.64	185985

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1197275</u>	Invoice	12/03/2020	Refund	0.00	21.64	
19115	SARA CHASE	12/10/2020	Regular	0.00	40.58	185986
<u>1197278</u>	Invoice	12/03/2020	Refund	0.00	40.58	
18205	SARAH KAPADIA	12/10/2020	Regular	0.00	40.58	185987
<u>1197327</u>	Invoice	12/03/2020	Refund	0.00	40.58	
17023	SARI ROTHBART	12/10/2020	Regular	0.00	23.51	185988
<u>1197159</u>	Invoice	12/02/2020	Refund	0.00	23.51	
16338	SHARON BELLOFF	12/10/2020	Regular	0.00	25.12	185989
<u>1196783</u>	Invoice	12/02/2020	Refund	0.00	25.12	
19103	SHERYL SACHMAN	12/10/2020	Regular	0.00	28.85	185990
<u>1197144</u>	Invoice	12/02/2020	Refund	0.00	28.85	
19147	SHIRA GAULE	12/10/2020	Regular	0.00	12.49	185991
<u>1197403</u>	Invoice	12/03/2020	Refund	0.00	12.49	
16393	SHRUTI SHAH	12/10/2020	Regular	0.00	35.79	185992
<u>1197126</u>	Invoice	12/02/2020	Refund	0.00	35.79	
19095	SILVIA SKRIPKAUSKAS	12/10/2020	Regular	0.00	7.41	185993
<u>1197114</u>	Invoice	12/02/2020	Refund	0.00	7.41	
12393	SMITHGROUP, INC.	12/10/2020	Regular	0.00	3,255.00	185994
<u>0150188</u>	Invoice	10/26/2020	Prof Services 08/29/20-09/25/20 Beach	0.00	3,255.00	
19169	STACY MEREL	12/10/2020	Regular	0.00	30.00	185995
<u>1198379</u>	Invoice	12/06/2020	Refund	0.00	15.00	
<u>1198388</u>	Invoice	12/06/2020	Refund	0.00	15.00	
19109	STEPHANIE BROWN	12/10/2020	Regular	0.00	18.40	185996
<u>1197170</u>	Invoice	12/02/2020	Refund	0.00	18.40	
16187	STEPHEN MARCUS	12/10/2020	Regular	0.00	10.02	185997
<u>1197510</u>	Invoice	12/03/2020	Refund	0.00	10.02	
17645	STEVE RHEINSTROM	12/10/2020	Regular	0.00	27.57	185998
<u>1197143</u>	Invoice	12/02/2020	Refund	0.00	27.57	
19096	STEVEN SHIFRIN	12/10/2020	Regular	0.00	30.87	185999
<u>1197118</u>	Invoice	12/02/2020	Refund	0.00	30.87	
18900	STUCKEY CONSTRUCTION CO., INC.	12/10/2020	Regular	0.00	119,716.50	186000
<u>2</u>	Invoice	11/30/2020	HCAP Filter Replacement	0.00	119,716.50	
19171	SUZANNE ZWEIG	12/10/2020	Regular	0.00	353.59	186001
<u>1192401</u>	Invoice	11/10/2020	Refund	0.00	353.59	
19149	TAMI GILBERT	12/10/2020	Regular	0.00	21.32	186002
<u>1197408</u>	Invoice	12/03/2020	Refund	0.00	21.32	
12521	TEAM REIL INC.	12/10/2020	Regular	0.00	29,454.02	186003
<u>1</u>	Invoice	11/30/2020	Community Park at Rec Center of HP	0.00	29,454.02	
19072	TOBY WOLLNER	12/10/2020	Regular	0.00	7.27	186004
<u>1197004</u>	Invoice	12/02/2020	Refund	0.00	7.27	
12703	UNITED WAY OF METRO CHICAGO	12/10/2020	Regular	0.00	44.00	186005
<u>112520</u>	Invoice	11/25/2020	United Way	0.00	44.00	
16094	VERMONT SYSTEMS, INC	12/10/2020	Regular	0.00	9,585.72	186006
<u>68165</u>	Invoice	12/01/2020	Rec Trac	0.00	9,585.72	
19168	VICTORIA MARCHIO	12/10/2020	Regular	0.00	8.86	186007

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>1197529</u>	Invoice	12/03/2020	Refund	0.00	8.86	
16348	WADSWORTH GOLF CONST CO	12/10/2020	Regular	0.00	13,056.02	186008
<u>434-81</u>	Invoice	10/28/2020	SVGC Youth Short Game Final Retainage P	0.00	13,056.02	
16823	WELLS FARGO EQUIPMENT FINANCI	12/10/2020	Regular	0.00	1,046.23	186009
<u>5012578949</u>	Invoice	11/04/2020	Walking green's mower lease	0.00	1,046.23	
19146	WENDY MOORE	12/10/2020	Regular	0.00	32.79	186010
<u>1197400</u>	Invoice	12/03/2020	Refund	0.00	32.79	
19063	ZACHARY RICHARDSON	12/10/2020	Regular	0.00	60.00	186011
<u>091520</u>	invoice	09/15/2020	Umpire fee - August 2020	0.00	60.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	192	173	0.00	410,694.16
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
	192	173	0.00	410,694.16



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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 18494	GREENBRIAR ELEMENTARY	11/24/2020	Regular	0.00	-308.00	184581

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-308.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-308.00



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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 18319	DAXKO, LLC	11/24/2020	Regular	0.00	-1,999.00	185508

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,999.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-1,999.00



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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19042	SUSAN ZWEIG	12/09/2020	Regular	0.00	-353.59	185824

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-353.59
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-353.59



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Check Register

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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 16823	WELLS FARGO EQUIPMENT FINANCI	12/03/2020	Regular	0.00	-1,048.23	185835

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,048.23
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-1,048.23



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Check Register

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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
18658	ROBERT SCHWARTZ	12/09/2020	Regular	0.00	-1.71	185801

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1.71
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-1.71



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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19027	CHUONG CHO LAY	12/09/2020	Regular	0.00	-3.95	185711

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-3.95
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	0	1	0.00	-3.95



Park District of Highland Park, IL

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By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	11/24/2020	Bank Draft	0.00	3,438.60	DFT0002784
<u>ICMA 457 11202</u>	Invoice	11/20/2020	Wire Transfer ICMA 457 Deferred Comp	0.00	3,438.60	
12825	ICMA RETIREMENT TRUST #705568	11/24/2020	Bank Draft	0.00	270.00	DFT0002785
<u>ICMA Roth 11202</u>	Invoice	11/20/2020	Wire Transfer ICMA Roth	0.00	270.00	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	3,708.60
EFT's	0	0	0.00	0.00
	2	2	0.00	3,708.60



Park District of Highland Park, IL

Check Register

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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
11188	ILLINOIS DEPT OF REVENUE	11/24/2020	Bank Draft	0.00	484.00	DFT0002786
<u>October 2020</u>	Invoice	11/20/2020	October 2020	0.00	484.00	

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	484.00
EFT's	0	0	0.00	0.00
	1	1	0.00	484.00



Park District of Highland Park, IL

Check Register

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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
10058	AFLAC	11/24/2020	Bank Draft	0.00	785.44	DFT0002787
<u>AFLAC 112420</u>	Invoice	11/24/2020	AFLAC 11/24/20	0.00	785.44	

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	785.44
EFT's	0	0	0.00	0.00
	1	1	0.00	785.44



Park District of Highland Park, IL

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By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
11177	ILL MUNICIPAL RETIREMENT FUND	11/24/2020	Bank Draft	0.00	48,479.51	DFT0002788
<u>IMRF November</u>	Invoice	11/23/2020	IMRF 11/23/20	0.00	48,479.51	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	48,479.51
EFT's	0	0	0.00	0.00
	1	1	0.00	48,479.51



Park District of Highland Park, IL

Check Register

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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	12/08/2020	Bank Draft	0.00	3,249.47	DFT0002801
<u>ICMA 457 12042</u>	Invoice	12/04/2020	Wire Transfer ICMA 457 Deferred Comp	0.00	3,249.47	
12825	ICMA RETIREMENT TRUST #705568	12/08/2020	Bank Draft	0.00	270.00	DFT0002802
<u>ICMA Roth 12042</u>	Invoice	12/04/2020	Wire Transfer ICMA Roth	0.00	270.00	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	3,519.47
EFT's	0	0	0.00	0.00
	2	2	0.00	3,519.47



Park District of Highland Park, IL

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By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10313	BOA P-CARD STATEMENTS	11/24/2020	Bank Draft	0.00	119,045.49	DFT0002783
<u>11072020</u>	Invoice	11/07/2020	P-Card with PA	0.00	119,045.49	

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	119,045.49
EFT's	0	0	0.00	0.00
	1	1	0.00	119,045.49

P-Card Transactions
10/08/20 - 11/07/20

Vendor Name	Item Total	Item Description
1-800-FLOWERS.COM,INC.	\$122.17	Funeral flowers for Tony Matzke
13 NINETY BY OPEN KITC	\$1,191.60	golfer appreciation promotion
4IMPRINT	\$852.89	uniforms
4IMPRINT	\$729.47	uniforms
ACUSHNET BILLTRUST	\$1,463.52	golf balls for pro shop
ACUSHNET BILLTRUST	\$260.14	winter hats for pro shop
ACUSHNET BILLTRUST	\$116.34	golf balls for pro shop
ACUSHNET BILLTRUST	\$245.82	golf gloves for pro shop
ACUSHNET BILLTRUST	\$232.50	golf balls - north shore amateur giveaway
ACUSHNET BILLTRUST	\$404.52	winter hats and towels for golf shop
ACUSHNET BILLTRUST	\$186.22	winter hats for golf shop
AEREX PEST CONTROL SER	\$65.00	AEREX PEST CONTROL
AMAZON.COM 280ZN38W0 A	\$21.37	Door latch
AMAZON.COM 285X78FL1 A	\$21.97	Trick or Treat event costume
AMAZON.COM 287NJ8ZJ2 A	\$132.00	WRC custodial unavailable at Warehouse direct.
AMAZON.COM 289D99BP0 A	\$23.97	Office Supplies
AMAZON.COM 2T3EM4TY2 A	\$59.99	baseball equipment pod
AMAZON.COM 2T3EM4TY2 A	\$59.99	baseball equipment pod
AMAZON.COM 2T3EM4TY2 A	\$59.99	baseball equipment pod
AMAZON.COM 2T3EM4TY2 A	\$60.00	baseball equipment pod
AMAZON.COM 2T4T74191 A	\$55.54	transformer relay
AMAZON.COM 2T6K47J51 A	\$18.06	Movie supplies
AMAZON.COM 2T7FC4V62 A	\$14.99	class supplies-MO
AMAZON.COM MK74T81I0 A	\$64.48	filing supplies
AMAZON.COM MK7LC5XV0 A	\$65.66	iPhone adapters-outdoor stereo,ziploc bags for masks
AMAZON.COM MK7N79SO0 A	\$65.47	Blinds for Jodi's office
AMAZON.COM MK8S18MR0 A	\$62.45	reverse trick or treat candy
AMAZON.COM MK9W15150 A	\$99.70	office supplies
AMERICAN AED CPR ASSOC	\$34.95	CPR First Aid class
AMERICAN RED CROSS	\$35.00	CPR Certification
AMZN DIGITAL 2T5H255W0	\$4.55	event digital sound track
AMZN DIGITAL 2T5ZN6XN2	\$3.16	Hauntings MP3
AMZN DIGITAL 2T7Z705V0	\$8.99	event digital sound track
AMZN MKTP US 280H23J20	\$91.12	3 Carburetors
AMZN MKTP US 280Y63M20	\$64.00	Pipe threader tool set - Salt truck hydraulics
AMZN Mktp US 280YY2PZ2	\$39.98	2 Carburetors - Generator
AMZN MKTP US 281UH4BS0	\$95.82	6 kid helmets Class Supplies-Covid
AMZN Mktp US 282150NR1	\$59.98	Basketball equipment
AMZN MKTP US 282YT7FH1	\$255.85	Lights for Tent/mask bracket giveaways
AMZN MKTP US 2834Q6MQ0	\$29.99	web camera for team meetings
AMZN MKTP US 283YX23K1	\$51.71	#835 Brass pipe fittings
AMZN MKTP US 2858Z4GD2	\$29.98	Flashlights
AMZN MKTP US 285H86JE0	\$32.96	Wrench & bit wrench set, Torx key set
AMZN MKTP US 2T0FV1IH2	\$23.83	AUX CORD for gym stereo- court 2
AMZN MKTP US 2T11N34Z2	\$91.78	2 Carburetors
AMZN Mktp US 2T11Q3AZ0	\$33.65	Transformer relays
AMZN Mktp US 2T1K47YJ2	\$23.97	#835 3 Hydraulic ball valves
AMZN Mktp US 2T29E6WH2	\$68.00	Rubber auger paddle set
AMZN MKTP US 2T36Y7FM1	\$54.87	18-pc Driver tool set
AMZN MKTP US 2T3S08EN2	\$100.52	Disp gloves & masks,hand warmers-Haunting Safety Supplies
AMZN Mktp US 2T3Y14YM1	\$217.90	Wipes for WRC
AMZN Mktp US 2T4HQ5YY0	\$59.80	4 chainsaw bar nut kits
AMZN MKTP US 2T6EF40F0	\$56.97	Electronic Whistles - Basketball House Equipment
AMZN Mktp US 2T87C2BN1	\$95.04	filing cabinet

P-Card Transactions
10/08/20 - 11/07/20

AMZN MKTP US 2T8TL3HW2	\$79.98	privacy screens for monitors
AMZN MKTP US 2T8VA6ZK2	\$67.93	Hitch pins, washers, 20pc mini wrench set
AMZN MKTP US 2T8ZZ5191	\$20.98	iPhone Earpiece - Bryant
AMZN MKTP US 2T99V0PM1	\$115.27	Class Supplies-NN
AMZN Mktp US 2T9M477X2	\$21.90	Trick or treat event costume
AMZN Mktp US 2T9O02A52	\$59.99	baseball equipment - Purchase
AMZN Mktp US 2T9O02A52	\$59.99	baseball equipment - Purchase
AMZN Mktp US 2T9O02A52	\$59.99	baseball equipment - Purchase
AMZN Mktp US 2T9O02A52	\$60.00	baseball equipment - Purchase
AMZN Mktp US MK0772SD1	\$14.95	Timmer support blade cpver
AMZN Mktp US MK0IA5U62	\$219.83	leaf vacuum
AMZN MKTP US MK1003QO1	\$323.72	Event Lighting
AMZN MKTP US MK23T8I41	\$69.65	Trimmer carburetors, 20" blades
AMZN MKTP US MK3L79R92	\$66.75	RCHP supplies
AMZN MKTP US MK4PC1XT0	\$9.98	Event Lighting
AMZN MKTP US MK5605IM1	\$235.93	Event Sound Equipment
AMZN MKTP US MK6108KR1	\$396.68	Event Lighting
AMZN MKTP US MK67R1SD2	\$96.04	Uniform shoes - B. Quirk
AMZN MKTP US MK67U3BQ0	\$211.03	Outdoor lights for Group Ex - COVID
AMZN Mktp US MK71L92M0	\$178.00	#129 2 Tires
AMZN MKTP US MK75W8SJ2	\$85.08	Wall clock, floor lamp, power strip office change-COVID
AMZN MKTP US MK7YX26S0	\$14.65	Office supplies
AMZN MKTP US MK9M02D32	\$271.02	laminator and sheets
AMZN MKTP US MK9UJ7QJ0	\$403.30	Halloween lighting prop and candy
ANTIOCH CHAMBER	\$160.00	Employee reimbursing PDHP
APFS STAFFING, INC.	\$3,117.60	Payroll Coordinator Wages (2 weeks)
APFS STAFFING, INC.	\$2,811.69	Payroll Coordinator Wages (2 weeks)
ARLINGTONPARKDIST	\$136.00	Travel Team Match
AT&T PREMIER EBIL	\$38.61	09/05/20-10/04/20
AT&T PREMIER EBIL	\$259.76	09/05/20-10/04/20
AT&T PREMIER EBIL	\$6.19	09/05/20-10/04/20
AT&T PREMIER EBIL	\$42.54	09/05/20-10/04/20
AT&T PREMIER EBIL	\$625.27	09/05/20-10/04/20
AT&T PREMIER EBIL	\$38.61	09/05/20-10/04/20
AT&T PREMIER EBIL	\$18.57	09/05/20-10/04/20
AT&T PREMIER EBIL	\$37.67	09/05/20-10/04/20
AT&T PREMIER EBIL	\$6.19	09/05/20-10/04/20
AT&T PREMIER EBIL	\$27.33	09/05/20-10/04/20
ATT BILL PAYMENT	\$162.26	Emergency Elevator Phone 09/05/20-10/04/20
ATT BILL PAYMENT	\$40.56	Emergency Elevator Phone 09/05/20-10/04/20
ATT BUS PHONE PMT	\$43.79	E911 Service 09/17/20-10/16/20
AVALON PETROLEUM	\$5,222.05	Fuel
BELNICK RETAIL, LLC	\$643.77	Class Supplies-desks
BHFX #10	\$65.00	Inkjet Service September 2020
BHFX #10	\$30.00	Canon 8400 Lease October 2020
BLN SPAMTITAN	\$195.72	Spam Filter - Monthly
BLN SPAMTITAN	(\$15.72)	Spam Filter - Tax Credit
BTSI	\$950.00	pesticides
BTSI	\$940.00	pesticides
BURRIS EQUIPMENT CO.	\$168.90	Chain saw.
BURRIS EQUIPMENT CO.	\$20.95	Chainsaw Chain
CHICAGO TRIB SUBSCRIPT	\$27.72	Monthly On-line Subscription
CLIFFORD WALD AND COMP	\$639.52	Vinyl and Paper for the Plotter
COMCAST BUSINESS	\$1,237.70	10/15/20-11/14/20
COMCAST BUSINESS	\$470.25	10/15/20-11/14/20

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COMCAST BUSINESS	\$723.73	10/15/20-11/14/20
COMCAST BUSINESS	\$411.94	10/15/20-11/14/20
COMCAST BUSINESS	\$1,148.35	10/15/20-11/14/20
COMCAST BUSINESS	\$470.25	10/15/20-11/14/20
COMCAST BUSINESS	\$470.25	10/15/20-11/14/20
COMCAST BUSINESS	\$425.58	10/15/20-11/14/20
COMCAST BUSINESS	\$387.49	10/15/20-11/14/20
COMCAST BUSINESS	\$640.97	10/15/20-11/14/20
COMCAST BUSINESS	\$596.30	10/15/20-11/14/20
COMCAST BUSINESS	\$223.36	10/15/20-11/14/20
COMCAST BUSINESS	\$476.84	10/15/20-11/14/20
COMCAST BUSINESS	\$1,099.74	10/15/20-11/14/20
COMCAST BUSINESS	\$247.45	10/15/20-11/14/20
COMCAST BUSINESS	\$381.47	10/15/20-11/14/20
COMCAST BUSINESS	\$1,281.94	10/15/20-11/14/20
COMCAST BUSINESS	\$1,237.26	10/15/20-11/14/20
COMCAST BUSINESS	\$387.49	10/15/20-11/14/20
COMCAST BUSINESS	\$134.03	10/15/20-11/14/20
COMCAST CHICAGO	\$293.35	Centennial Ice Arena:WiFi Service 10/09/20-11/08/20
COMCAST CHICAGO	\$217.59	Golf Learning:WiFi Service 10/14/20-11/13/20
COMCAST CHICAGO	\$148.35	SVGC:WiFi Service 10/07/20-11/06/20
COMCAST CHICAGO	\$254.26	Admin:TV/WiFi Service 10/13/20-11/12/20
COMCAST CHICAGO	\$108.35	Park Maint/Fink:WiFi Service 10/20/20-11/19/20
COMPLIANCE SIGNS.COM	(\$3.78)	Credit sales tax refund
CPRNATIONALCPR	\$14.95	On-line training for CPR
CRAFTWOOD LUMBER & HAR	\$10.98	Landscape black adhesive - Old Elm ridge cap
CRAFTWOOD LUMBER & HAR	\$3.49	Roof flashing sealant - Sherwood retaining wall
CRAFTWOOD LUMBER & HAR	\$13.95	S-clamps
CRAFTWOOD LUMBER & HAR	\$5.17	Screws/nuts/bolts
CRAFTWOOD LUMBER & HAR	\$40.45	Adhesive, blacktop repair
CRAFTWOOD LUMBER & HAR	\$10.79	Solder sweat plug
CRAFTWOOD LUMBER & HAR	\$11.49	Class Supplies-MO
CRAFTWOOD LUMBER & HAR	\$80.39	1/4x2 lattice, 12 pk 9v battery, coil cleaner
CRAFTWOOD LUMBER & HAR	\$15.58	Liquid Nails - POGO
CRAFTWOOD LUMBER & HAR	\$16.47	3 wood handles - hand weeders
CRAFTWOOD LUMBER & HAR	\$43.30	Special Events Supplies-duct tape
CRAFTWOOD LUMBER & HAR	\$11.79	1 Gal poly sprayer
CRAFTWOOD LUMBER & HAR	\$35.49	2 pairs of gloves
CRAFTWOOD LUMBER & HAR	\$6.49	Yellow marking spray
CRAFTWOOD LUMBER & HAR	\$8.48	Class Supplies-Ceramics
CRAFTWOOD LUMBER & HAR	\$62.67	Plywood
CRAFTWOOD LUMBER & HAR	\$39.98	facility supplies
CULVER S	\$4.34	Employee reimbursing PDHP
CUTLER WORKWEAR	\$150.00	Uniform boots - B. Rosdahl
CUTLER WORKWEAR	\$128.20	Uniform boots - A. Gross
CVS/PHARMACY #04787	\$8.79	Band Aids
CVS/PHARMACY #04787	\$9.38	Band Aids
DD/BR #306048	\$39.98	Coffee for Event Staff to keep warm
DLX FOR SMALLBUSINESS	\$957.20	A/P Checks
DOLLAR TREE	\$49.00	class supplies-MO
Dollar Tree, Inc.	\$61.32	Class Supplies-Covid-individual baskets for each child
DOLLARTREE	\$9.00	Class Supplies-Saplings
DROPBOX YV6XJ44RXKKJ	\$11.99	Monthly fee
DSW VILLAGE SQ OF NORT	\$109.99	Uniform boots - D. Winger
DTV DIRECTV SERVICE	\$232.98	monthly cable service

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DTV DIRECTV SERVICE	\$270.99	Cable TV
DTV DIRECTV SERVICE	\$232.98	monthly cable bill
EMPIRE COOLER SERVICE	\$150.00	ice machine rental
FACEBK 6C9P4XSF2	\$116.45	RCHP 30-90 Pass Advertising
FACEBK ZNYNPW6FW2	\$175.00	RCHP 30/90 advertising campaign
FACTORY CLEANING EQUIP	\$235.00	DCRC floor sweeper PM
FLOWERAMA 176	\$94.78	Flowers for Employee-cancelled
FLOWERAMA 176	(\$94.78)	Flower Return
FOX VALLEY FIRE AND SA	\$351.00	DCRC alarm troubleshoot
FOX VALLEY FIRE AND SA	\$500.40	DCRC Alarm Repairs
FOX VALLEY FIRE AND SA	\$86.10	Extinguisher service approved by Megan
FUN EXPRESS	\$206.27	Class Supplies-MO
FUNERAL FLOWERS/GIFTS	\$118.74	FUNERAL FLOWERS for Jose Antonio Marban
GOOGLE GSUITE_pdhp.or	\$6.00	Google Apps - Monthly
GRAINGER	\$136.42	Tool box kit - Lock out/Tag out per OSHA
GRAINGER	\$32.40	Lock out/Tag out control station board - per OSHA
HALOGEN SUPPLY COMPANY	\$1,728.50	3 valves and piping replacement for HCAP filtration
HARRELLS LLC	\$858.00	Golf Course Green's Fertilizer
HIGHLAND PARK FORD LIN	\$265.77	Exhaust heater for Truck 190
HORNUNG S GOLF PRODS	\$69.41	proximity markers
HORNUNG S GOLF PRODS	\$39.95	hand warmers
HORNUNG S GOLF PRODS	\$612.46	imprinted ball markers
HORNUNG S GOLF PRODS	\$900.32	divot repair tool
HORNUNG S GOLF PRODS	\$75.41	hand warmers for pro shop
HOSTEK.COM	\$19.99	Parks Foundation website host
IDLEWOOD ELECTRIC SUPP	\$157.70	Fuses, LED light - POGO pole lights
IDLEWOOD ELECTRIC SUPP	\$117.84	Light bulbs
IDLEWOOD ELECTRIC SUPP	\$198.38	Outlet changed to GFCI - Preserve pole barn
IDLEWOOD ELECTRIC SUPP	\$117.14	2 6-volt batteries, 6 bulbs - Preserve pole barn
IDLEWOOD ELECTRIC SUPP	\$7.16	Fluorescent bulb
IDLEWOOD ELECTRIC SUPP	\$111.00	10 Fluorescent light bulbs
IL FIRE MARSHAL FEE	\$194.28	CIA Pressure Vessel Inspection
IN SOUND OF MUSIC SYS	\$38.00	Music for Fitness Floor
IN THE MULCH CENTER L	\$2,400.00	Playground Surfacing
IN THE MULCH CENTER L	\$3,600.00	Mulch - Lincoln Park
INTERNATIONAL TRANSACTI	\$0.06	Donna Dunn Fax Solution
INTERNATIONAL TRANSACTI	\$5.53	Pulseway
IPRA	\$264.00	IPRA Member renewal Sara S. 2924000-620518
IPRA	\$15.00	IPRA -Training
IPRA	\$264.00	Member renewal A. Banner 2961000-620518
IPRA	\$264.00	Member renewal M. Carr 2911000-620518
IPRA	\$264.00	Member renewal J. DiTomasso 2951000-620518
IPRA	\$264.00	Member renewal M. Divincenzo 2926000-620518
IPRA	\$264.00	Member renewal B. Dumas 0114000-620518
IPRA	\$264.00	Member renewal D. Dunn 0111000-620518
IPRA	\$264.00	Member renewal M. Evans 0113000-620518
IPRA	\$264.00	Member renewal C. Fiori
IPRA	\$264.00	Member renewal L. Gogoia 0122000-620518
IPRA	\$264.00	Member renewal E. Golmon 2926000-620518
IPRA	\$264.00	Member renewal R. Grill 0114000-620518
IPRA	\$264.00	Member renewal R. Hejnowski 0111000-620518
IPRA	\$264.00	Member renewal T. Hoffman 2926000-620518
IPRA	\$264.00	Member renewal D. Johnson 0111000-620518
IPRA	\$264.00	Member renewal B. Koudelka 2955000-620518
IPRA	\$264.00	Member renewal K. Lakoske 0111000-620518

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IPRA	\$264.00	Member renewal C. Maliszewski 2911000-620518
IPRA	\$264.00	Member renewal J. Mastroionardo 2953000-620518
IPRA	\$264.00	Member renewal T. Matzke 2911000-620518
IPRA	\$264.00	Member renewal M. Meredith 2961000-620518
IPRA	\$264.00	Member renewal D. Pierce 2949000-620518
IPRA	\$264.00	Member renewal S. Rendler 2911000-620518
IPRA	\$264.00	Member renewal J. Reyes 2961000-620518
IPRA	\$264.00	Member renewal B. Romes 0111000-620518
IPRA	\$264.00	Member renewal I. Rosas 2949000-620518
IPRA	\$264.00	Member renewal S. Rosen 0111000-620518
IPRA	\$264.00	Member renewal K. Sanchez 0122000-620518
IPRA	\$264.00	Member renewal C. Sassorossi 2938000-620518
IPRA	\$264.00	Member renewal A. Schwartz 0113000-620518
IPRA	\$264.00	Member renewal R. Shih 0122000-620518
IPRA	\$264.00	Member renewal J. Smith 0113000-620518
IPRA	\$264.00	Member renewal S. Sylvester 2938000-620518
IPRA	\$264.00	Member renewal D. Voss 0114000-620518
IPRA	\$264.00	Member renewal R. Zullo 2955000-620518
IPRA	\$279.00	Member renewal L. Worthey 2951000-620518
IPRA	\$264.00	Member renewal K. Acevedo 2953000-620518
JEWEL OSCO 3459	\$8.78	class supplies-Saps
JEWEL OSCO 3459	\$28.06	Class Supplies-Saps
JEWEL OSCO 3459	\$52.88	After School program supplies
JEWEL OSCO 3459	\$12.57	Class Supplies-Saps
JEWEL OSCO 3459	\$19.30	Class Supplies-Saps
JEWEL OSCO 3459	\$88.80	Smores kits
JEWEL OSCO 3459	\$5.53	After School program supplies
JEWEL OSCO 3459	\$3.99	Class Supplies-Saps
JEWEL OSCO 3459	\$3.99	Class Supplies-Saps
JEWEL OSCO 3459	\$68.57	After School program supplies
JEWEL OSCO 3459	\$3.58	After School program supplies
JEWEL OSCO 3459	\$26.42	Class Supplies-Saplings
JEWEL OSCO 3459	\$13.96	Class Supplies-Saplings
JEWEL OSCO 3459	\$11.21	Class Supplies-Saplings
JORSON AND CARLSON COM	(\$65.00)	JORSON AND CARLSON COM - Credit Tax credit
JORSON AND CARLSON COM	\$143.04	Zamboni blade sharpening
K & M PRINTING	\$195.00	3x5' Construction signs - The Preserve
K & M PRINTING	\$255.00	DCRC Parking Lot Pole Banners
KANKAKEE NURSERY COMPA	\$1,142.00	Sunset tree replacements
KEYTH TECHNOLOGIES	\$12.00	Keys for WRC
KIRBY BUILT PRODUCTS	\$1,904.84	KIRBY BUILT benches - (2) Cloverdale
KIRBY BUILT PRODUCTS	\$952.41	KIRBY BUILT bench - (1) Woodridge
LAKESHORE RECYCLING SY	\$74.11	Garbage Service
MailChimp	\$285.81	MailChimp - monthly fee
MAILCHIMP MISC	\$8.49	Mail chimp for Foundation
MARIANOS #533	\$23.19	Cooking creations supplies
MARIANOS #533	\$14.97	After School program supplies
MARIANOS #542	\$6.59	mushrooms
MARIANOS #542	(\$0.11)	refund on tax for marianos
MARK VEND CO.	\$93.90	Vending for POGO - Parks
MARK VEND CO.	\$31.30	Vending for POGO - Golf
MENARDS 3327	\$24.95	towels for herb applicator, fuel
MENARDS 3327	\$7.02	Faucet cover
MENARDS 3327	\$59.94	raceway
MENARDS 3327	\$53.45	2 cycle fuel

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MENARDS 3327	\$32.99	Sheet metal
MENARDS 3327	\$112.12	String lights for tent.
MENARDS 3327	\$10.15	Hardware
MENONI & MOCOJNI, INC.	\$63.44	Dirt - Fink Park
MENONI & MOCOJNI, INC.	\$110.76	Dirt - Sunset Park
MENONI & MOCOJNI, INC.	\$78.00	Dirt - Sunset Park
MENONI & MOCOJNI, INC.	\$21.84	Dirt - Sunset Park
MENONI & MOCOJNI, INC.	\$78.00	Dirt - Sunset
MENONI & MOCOJNI, INC.	\$344.50	Silt Fencing for Preserve Path Project
MGMT ASSC OF IL	\$25.00	HR Webinar - Legal Issues (COVID-19)
MICHAELS STORES 2037	\$11.97	clothes pins - fairy craft
MIST COOLING	\$118.50	10x10 Tent Frame
MOR ELECTRIC HEATING A	\$40.69	GLC heater repair
MUTT MITT	\$131.94	Dog bags
MUTUAL ACE HARDWARE &	\$44.37	facility supplies
MUTUAL ACE HARDWARE &	\$25.88	Battery Alkin 2 8 pks
MUTUAL ACE HARDWARE &	\$14.95	Misc fasteners, u-bolts, pull handle
MUTUAL ACE HARDWARE &	\$31.44	Couplings
MUTUAL ACE HARDWARE &	\$30.21	facility supplies
MUTUAL ACE HARDWARE &	\$51.77	propane
MUTUAL ACE HARDWARE &	\$22.19	ball valve
MUTUAL ACE HARDWARE &	\$40.14	Outlet box repair parts
MUTUAL ACE HARDWARE &	\$43.48	New outlet cover
MUTUAL ACE HARDWARE &	\$10.88	New outlet cover
MUTUAL ACE HARDWARE &	(\$10.79)	Credit
MUTUAL ACE HARDWARE &	\$54.81	misc fasteners,battery 9v,battery aa battery hanger
MUTUAL ACE HARDWARE &	\$10.79	All purpose cleaner
MUTUAL ACE HARDWARE &	\$9.24	All purpose cleaner
MUTUAL ACE HARDWARE &	\$38.81	goo gone,bulb,slimplug
MUTUAL ACE HARDWARE &	\$29.16	facility supplies
MUTUAL ACE HARDWARE &	\$23.36	facility supplies
MUTUAL ACE HARDWARE &	\$29.22	Face masks
MUTUAL ACE HARDWARE &	\$15.58	Disp gloves
MUTUAL ACE HARDWARE &	\$28.72	caulk,washer,metal tape,cord ext,fasteners
MUTUAL ACE HARDWARE &	\$39.75	Ball valve
MUTUAL ACE HARDWARE &	\$9.24	All purpose cleaner - Fink
MUTUAL ACE HARDWARE &	\$9.24	All purpose cleaner
MUTUAL ACE HARDWARE &	\$25.88	Clippers and Batterys
MUTUAL ACE HARDWARE &	\$9.24	All purpose cleaner - Rosewood IC
MUTUAL ACE HARDWARE &	\$7.02	zip ties
MUTUAL ACE HARDWARE &	\$95.38	facility supplies
MUTUAL ACE HARDWARE &	\$44.57	disc 22-16g,ext tube2x6,exit tube 2x6 cp,plug,ptrap
MUTUAL ACE HARDWARE &	\$9.24	All purpose cleaner
MUTUAL ACE HARDWARE &	\$444.60	Halloween Generators
MUTUAL ACE HARDWARE &	\$50.84	poly rope
MUTUAL ACE HARDWARE &	\$32.71	Batteries - Park timers
MUTUAL ACE HARDWARE &	\$53.79	Irrigation supplies - West Ridge ballfield
MUTUAL ACE HARDWARE &	\$133.24	facility supplies
MUTUAL ACE HARDWARE &	\$12.42	S'more sticks
MUTUAL ACE HARDWARE &	\$43.59	Walplate,GFI receptacles
MUTUAL ACE HARDWARE &	\$24.03	facility supplies
NAPA AUTO PRTS HIGHLAN	\$9.53	#395 C-clamps, 3pc clamp set
NAPA AUTO PRTS HIGHLAN	\$33.45	Paint
NAPA AUTO PRTS HIGHLAN	\$58.76	#129 Disc brake lube,brake grease
NAPA AUTO PRTS HIGHLAN	\$44.33	WD-40, 3-in-One oil

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NAPA AUTO PRTS HIGHLAN	\$129.00	Battery
NAPA AUTO PRTS HIGHLAN	\$126.90	Battery
NAPA AUTO PRTS HIGHLAN	\$83.97	Rubber lubricant - tires
NAPA AUTO PRTS HIGHLAN	\$151.94	2 Oil filters, 10W30
NAPA AUTO PRTS HIGHLAN	\$47.48	#846 Threadlock
NAPA AUTO PRTS HIGHLAN	\$67.60	Fuel oil mix - chainsaw
NAPA AUTO PRTS HIGHLAN	\$32.58	Epoxy mixing nozzles - playground repairs
NAPA AUTO PRTS HIGHLAN	\$55.69	#855 Light bulbs
NAPA AUTO PRTS HIGHLAN	\$34.40	Paint
NAPA AUTO PRTS HIGHLAN	\$46.52	4 FHP Belts - Snow blowers
NAPA AUTO PRTS HIGHLAN	\$29.80	Light bulbs
NAPA AUTO PRTS HIGHLAN	\$140.66	#123 Battery
NAPA AUTO PRTS HIGHLAN	\$18.84	Spark plugs
NAPA AUTO PRTS HIGHLAN	\$56.98	Adhesive - playgrounds
NAPA AUTO PRTS HIGHLAN	\$35.61	3 Air guns
NAPA AUTO PRTS HIGHLAN	\$36.47	#145 Door lock actuator
NAPA AUTO PRTS HIGHLAN	\$30.74	#825 3 Air filters
NAPA AUTO PRTS HIGHLAN	\$108.03	Flashlight, 10W30, Brakleen, cleaner
NAPA AUTO PRTS HIGHLAN	\$58.49	Flashlight
NAPA AUTO PRTS HIGHLAN	\$53.98	#190 Fuel cap tool, Fuel filter wrench
NAPA AUTO PRTS HIGHLAN	\$65.93	#190 Oil filter, flashlight
NAPA AUTO PRTS HIGHLAN	\$36.04	#190 Oil filter, air filter, 100pc screwdriver set
NAPA AUTO PRTS HIGHLAN	\$43.49	#190 Fuel tank tool
NAPA AUTO PRTS HIGHLAN	\$40.75	#143 3 oil filters, 1 air filter
NAPA AUTO PRTS HIGHLAN	\$147.31	#395 Battery
NAPA AUTO PRTS HIGHLAN	(\$36.45)	Credit
NAPA AUTO PRTS HIGHLAN	\$87.96	Fuel oil mix - chainsaws
NAPA AUTO PRTS HIGHLAN	\$36.45	WD-40
NAPA AUTO PRTS HIGHLAN	\$36.79	#820 Light bulbs, grommets, wire connector
NORTHSHORE PHYSICIAN	\$608.00	OMEGA - Onsite Flu Shot Clinic (to be reimbursed)
NRPA OPERATING	\$65.00	CPRP renewal
OFFICESUPPLY.COM	\$219.03	Ajax and wipes
OFFICESUPPLY.COM	\$97.99	Green works cleaner and wipes
OFFICESUPPLY.COM	\$33.64	Coffee and cream
OFFICESUPPLY.COM	\$221.19	Custodial supplies
OFFICESUPPLY.COM	\$241.27	Desinfectant wipes
OFFICESUPPLY.COM	\$241.27	Desinfectant wipes
OFFICESUPPLY.COM	\$241.27	Desinfectant wipes
OFFICESUPPLY.COM	\$231.75	Desinfectant wipes
OFFICESUPPLY.COM	\$241.27	Sanitizing wipes
OFFICESUPPLY.COM	\$241.27	Sanitizing wipes
OFFICESUPPLY.COM	\$208.56	Sanitizing wipes
OTC BRANDS INC	\$164.20	Reverse Trick or Treat bucket supply
OTC BRANDS INC	\$61.36	Halloween supply
P & W GOLF SUPPLY LLC	\$247.90	mini golf golf balls
PARTY CITY 168	\$333.44	Hauntings Costume
PARTYCITY.COM	\$340.10	haunting prop
PAYPAL SPIRITHALLO	\$256.04	Haunting Prop
PELLA ENGRAVING COMP	\$159.04	Bench donation Plaque (Berkson)
PETCO 1941 63519417	\$5.99	Fishing bait
POTBELLY #42	\$372.00	No break for staff during event set up- meal for them
POWER EQUIP DIRECT	\$3,057.36	UV Equipment
POWER EQUIP DIRECT	\$2,891.20	UV Equipment for WRC
PRC QUICKSCORES LLC	\$70.00	Double A and Triple A Teams Quickscores
PRC QUICKSCORES LLC	\$56.00	Sluggers Teams Quickscores

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PULSEWAY SUBSCRIPTION	\$691.20	Pulseway
REACH SPORTS MARKETING	\$600.00	Reach Screen Annual
READYREFRESH BY NESTLE	\$91.88	Facility water cooler
RED'S GARDEN CENTER	\$36.00	Pallets
RED'S GARDEN CENTER	\$371.00	pallets of sod
RED'S GARDEN CENTER	(\$36.00)	returned pallet
RED'S GARDEN CENTER	\$371.00	Pallets of sod
REINDERS SUSSEX CUSTOM	\$716.76	Starter for Toro Z
REINDERS SUSSEX CUSTOM	\$278.91	Aerification Tines
REINDERS SUSSEX CUSTOM	\$78.28	Wheel grinding 24 grit
REINDERS SUSSEX CUSTOM	\$163.28	Equipment Repair - Ball bearing, O-Ring
REINDERS SUSSEX CUSTOM	\$336.49	Hardware for 5910
SERVING THE AMERICAN R	\$275.00	US Ice Rink Membership
SITEONE LANDSCAPE SUPP	\$470.00	Fertilizer
SITEONE LANDSCAPE SUPP	\$402.09	Pure Distinction Creeping Bentgrass Seed
SITEONE LANDSCAPE SUPP	\$2,011.92	Rough Granular Fertilizer
SITEONE LANDSCAPE SUPP	\$930.96	Green Tracker
SITEONE LANDSCAPE SUPP	\$132.03	Fairway Urea Fertilizer
SITEONE LANDSCAPE SUPP	\$295.00	Native Area Signage
SITEONE LANDSCAPE SUPP	\$1,094.75	Divot Mix - Golf Course
SITEONE LANDSCAPE SUPP	\$987.99	Fungicides
SITEONE LANDSCAPE SUPP	\$956.87	Fungicides
SITEONE LANDSCAPE SUPP	\$277.76	Rainbird Coupling Valve for Irrigation and Swivel Hose
SMK SURVEYMONKEY.COM	\$384.00	Annual PDHP subscription
SP CNW NETTING	\$6,010.00	COVID Batting Cage Materials DCRC
SP FOAMNOODLE	\$19.75	Pool Noodles
SPIRIT HALLOWEEN 60818	\$236.72	Hauntings Costume
SRFAX	\$6.95	Donna Dunn Fax Solution
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$14.00	Outdoor Covid Posters Laminated
STAPLES 00116616	\$36.99	Centennial - No Public Bathroom
SUNSET FOODS #1	\$14.35	Fax Ribbon - Business Office
SUNSET FOODS #1	\$28.42	class supplies-saps
SWANK MOTION PICTURES	\$600.00	After School program supplies
TARGET 00010702	\$39.99	Hocus Pocus Movie Rights
TARGET 00010702	\$58.69	class supplies-NN
TARGET 00011684	\$254.31	Class Supplies-NN
TARGET 00011684	\$68.93	Reverse Trick or Treat and Haunting Candy
TARGET 00011684	\$6.98	Halloween Event Candy
TARGET 00011684	\$26.95	class supplies-Saps
TARGET 00011684	\$18.93	Movie roasting sticks
TARGET 00011684	\$28.95	Hauntings Safety Supplies
TARGET 00011684	\$25.98	class supplies-saps
TARGET 00011684	\$6.98	Halloween Candy
TARGET 00011684	\$11.98	After School program supplies
TARGET 00013854	\$303.29	Class Supplies-Saplings
TERMINAL SUPPLY TROY 1	\$24.11	REVERSE TRICK Or treat candy
THE HOME DEPOT #1922	\$239.84	Lock nuts
THE HOME DEPOT #1926	(\$183.67)	Supplies
THE HOME DEPOT #1926	\$26.08	Halloween Haunting Prop Return
THE HOME DEPOT #1926	\$59.39	Compressor coupling
		Braided line - One-touch faucets install supplies

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THE HOME DEPOT #1926	\$23.99	Furniture rubber cups,wire mesh - Garbage cans
THE HOME DEPOT #1926	\$54.90	5 Straw bales
THE HOME DEPOT #1926	\$5.77	Jb weld
THE HOME DEPOT #1926	\$239.84	Supplies
THE HOME DEPOT #1926	\$31.94	Batteries
THE HOME DEPOT #1926	\$26.98	striping paint.
THE HOME DEPOT #1926	\$580.54	Silt Fencing for Preserve Path Project
THE HOME DEPOT #1926	\$719.46	Silt Fencing for Perserve
THE HOME DEPOT #1938	\$106.45	Antifreeze, 50pc driving impact set,batteries
THE HOME DEPOT #1941	\$239.84	Supplies
THE HOME DEPOT #1980	\$101.57	cleaning supplies
THE HOME DEPOT #1987	\$239.84	Supplies
THE HOME DEPOT 1922	(\$239.84)	Credit
THE HOME DEPOT 1926	(\$350.36)	Hp Haunting Prop Return
THE HOME DEPOT 1926	(\$239.84)	Credit
THE HOME DEPOT 1926	(\$719.46)	Credit
THE HOME DEPOT 1941	(\$239.84)	Credit
THE HOME DEPOT 1987	(\$239.84)	Credit
THE LEGO STORE	\$15.49	Class Supplies-MO
TLF FLORAL GARDENS INC	\$75.00	Sympathy Flowers for employee - family death
TRACTOR SUPPLY CO #550	\$332.00	T posts
TRACTOR SUPPLY CO #550	\$587.94	T posts & post caps
TRACTOR SUPPLY CO #550	\$498.00	T posts
TRADER JOE'S #682 QPS	\$15.41	cooking creations
TRIBUNE PUBLISHING COM	\$67.72	2020 Parks ADA Pathway Improve Ad#6756219
TURF VENTURES	\$2,935.80	Wetting Agent and Magnesium - Golf Course Fairways
U OF IL ONLINE PAYMENT	\$10.00	Monarch Project Webinar
WAL-MART #1735	\$226.44	Halfoween event candy
WAL-MART #1735	\$37.31	Class Supplies-AAA
WAL-MART #3893	\$17.96	Class Supplies-MO
WALGREENS #3273	\$5.98	Class Supplies-Saps
WALGREENS #3273	\$39.98	Tour Candy
WALGREENS #5045	\$5.98	class supplies-saps
WALMART.COM AA	\$187.42	Halloween Supply
WAREHOUSE DIRECT	\$305.52	XL Latex Gloves
WAREHOUSE DIRECT	\$22.68	latex gloves
WAREHOUSE DIRECT	\$16.25	Gloves for WRC Custodians
WAREHOUSE DIRECT	\$131.85	custodial supplies (soap,toilet paper,paper towels)
WAREHOUSE DIRECT	\$24.79	office supplies
WAREHOUSE DIRECT	\$249.90	Gloves
WAREHOUSE DIRECT	\$161.84	Handwash,antibiotic foam,refresh
WAREHOUSE DIRECT	\$91.64	cleaning supplies
WAREHOUSE DIRECT	\$32.76	latex gloves
WAREHOUSE DIRECT	\$195.88	disinfectant
WAREHOUSE DIRECT	\$64.09	Foam hand sanitizer - POGO entrance
WAREHOUSE DIRECT	\$58.44	WRC Custodial Supplies
WAREHOUSE DIRECT	\$138.68	paper supplies
WAREHOUSE DIRECT	\$99.90	hand sanitizer
WAREHOUSE DIRECT	\$58.41	Paper towels
WAREHOUSE DIRECT	\$47.32	Brooms
WAREHOUSE DIRECT	\$146.10	Garbage bags
WAREHOUSE DIRECT	\$89.99	Graffiti remover
WAREHOUSE DIRECT	\$206.77	trash bags, towels, calendar
WAREHOUSE DIRECT	\$23.78	Business Office supplies - WHD
WAREHOUSE DIRECT	\$346.85	WRC Custodial Supplies

P-Card Transactions
10/08/20 - 11/07/20

WAREHOUSE DIRECT	\$49.99	all purpose cleaner
WAREHOUSE DIRECT	\$170.80	Supplies
WAREHOUSE DIRECT	\$152.49	cleaning supplies
WAREHOUSE DIRECT	\$146.38	Paper towels, toilet paper, cleaner
WAREHOUSE DIRECT	\$131.97	Disinfectant foam - POGO
WAREHOUSE DIRECT	\$43.99	Disinfectant foam - POGO
WAREHOUSE DIRECT	\$37.62	Index cards and File Holders
WAREHOUSE DIRECT	\$87.98	Disinfectant foam - POGO
WAREHOUSE DIRECT	\$87.98	Disinfectant foam - POGO
WAREHOUSE DIRECT	\$46.89	Office supplies for HR
WCI ACCURATEDOCDEST	\$408.80	Annual Shredding - Accurate Destruction
WCI ACCURATEDOCDEST	\$174.98	Shredding Cabinet pick up - Accurate Document
WM SUPERCENTER #1735	\$195.74	ParkSchool
WM SUPERCENTER #1735	\$12.88	New computer mouse
WM SUPERCENTER #3893	\$75.47	Class Supplies-MO
WM SUPERCENTER #3893	\$31.53	class supplies-NN
WWP SMITHEREEN PEST MA	\$124.00	pest control
WWW.CPR.IO	\$19.95	CPR Class
WWW.EXITLIGHTCO.COM	\$114.00	Exit lights for RCHP Tent
YOUR ADVANTAGE II LT	\$135.00	Stringing
ZOOM.US	\$84.97	Zoom Monthly
TOTAL	\$119,045.49	



Park District of Highland Park, IL

DISTRICT WIDE

Income Statement

Current Period Ending 11/30/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	90,254.41	300,318.20	1,740,734.03	2,843,596.33	-1,102,862.30	2,927,414.43	191,099.66	2,623,276.04
110 - CAMPS	24.00	0.00	233,663.05	1,905,293.50	-1,671,630.45	1,911,333.50	0.00	1,679,238.47
120 - LESSONS	38,920.30	29,431.78	342,036.32	353,066.49	-11,030.17	374,985.50	36,535.70	347,019.27
130 - SPECIAL EVENTS	0.00	15,210.00	10,592.00	96,505.00	-85,913.00	112,105.00	9,372.00	90,271.65
410 - TAX	471,156.72	1,357,405.34	12,623,626.36	13,504,121.00	-880,494.64	13,523,199.00	175,923.06	12,961,951.92
420 - FEES & CHARGES	104,523.57	45,276.96	1,994,172.89	1,830,881.96	163,290.93	1,870,237.00	35,003.86	1,681,743.36
440 - MEMBERSHIPS	-96,007.38	127,432.49	386,743.03	1,506,902.88	-1,120,159.85	1,635,001.20	112,508.87	1,402,524.58
450 - RENTALS	84,351.48	101,421.29	941,085.33	1,283,064.90	-341,979.57	1,361,334.70	102,419.65	1,315,317.97
460 - MERCHANDISING	4,959.49	6,607.23	98,813.58	169,456.34	-70,642.76	175,519.00	2,939.54	111,161.48
470 - INTEREST INCOME	4,268.80	14,161.00	97,816.47	155,771.00	-57,954.53	170,000.00	25,086.15	152,914.10
480 - MISCELLANEOUS INCOME	-11.00	58,760.37	636,123.35	280,808.57	355,314.78	306,117.43	25,644.84	154,196.70
510 - OTHER INCOME	33,721.55	0.00	1,152,675.11	52,801.56	1,099,873.55	73,978.13	12,207.03	94,274.31
520 - BOND/DEBT PROCEEDS	329.91	0.00	6,468,039.90	7,100,000.00	-631,960.10	7,100,000.00	0.00	0.00
Total Revenue:	736,491.85	2,056,024.66	26,726,121.42	31,082,269.53	-4,356,148.11	31,541,224.89	728,740.36	22,613,889.85
Expense								
100 - PROGRAMS	86,468.19	143,184.60	930,568.37	1,583,617.03	653,048.66	1,742,372.36	113,191.80	1,257,020.88
110 - CAMPS	343.50	1,797.72	200,108.91	1,030,650.11	830,541.20	1,036,564.89	82,651.09	894,611.26
120 - LESSONS	20,074.99	16,102.85	172,378.04	174,665.50	2,287.46	191,345.95	19,041.28	171,743.70
130 - SPECIAL EVENTS	3,716.82	17,958.15	76,184.75	210,451.04	134,266.29	236,312.08	3,485.27	191,993.22
610 - SALARIES & WAGES	481,324.39	562,478.48	5,666,643.64	7,160,755.35	1,494,111.71	8,154,729.26	524,130.52	6,388,078.62
620 - CONTRACTUAL SERVICES	123,707.71	185,845.11	1,653,807.28	2,773,621.27	1,119,813.99	2,944,773.67	124,788.26	2,358,621.87
630 - INSURANCE	166,172.69	188,444.33	1,572,917.50	2,134,570.41	561,652.91	2,323,922.96	158,286.09	1,615,436.59
640 - MATERIALS & SUPPLIES	22,722.22	37,849.95	267,056.80	558,958.31	291,901.51	602,514.61	36,164.54	478,633.90
650 - MAINTENANCE & LANDSCAPING CONTRACTS	27,405.14	18,556.08	299,974.22	404,604.81	104,630.59	425,817.47	46,437.29	377,298.34
660 - UTILITIES	49,395.02	85,452.80	602,783.45	817,243.42	214,459.97	920,634.66	54,150.55	732,011.13
670 - PENSION CONTRIBUTIONS	53,523.93	68,187.72	624,874.48	801,605.77	176,731.29	891,036.45	43,602.14	547,894.27
680 - COST OF GOODS SOLD	3,233.88	1,176.80	45,090.04	41,244.80	-3,845.24	42,427.50	3,249.81	49,537.23
710 - DEBT RETIREMENT	0.00	0.00	228,182.29	283,889.25	55,706.96	3,273,044.50	0.00	264,431.25
720 - CAPITAL OUTLAY	25,163.34	369,617.63	3,009,400.01	4,855,549.93	1,846,149.92	7,694,927.00	383,277.08	2,085,874.64
Total Expense:	1,063,251.82	1,696,652.22	15,349,969.78	22,831,427.00	7,481,457.22	30,480,423.36	1,592,455.72	17,413,186.90
Report Total:	-326,759.97	359,372.44	11,376,151.64	8,250,842.53	3,125,309.11	1,060,801.53	-863,715.36	5,200,702.95

Fund Summary

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-158,672.71	-365,417.40	1,807,204.33	893,019.02	914,185.31	312,539.98	-283,277.60	1,439,592.37
25 - SPECIAL RECREATION	33,290.44	161,909.57	675,355.77	212,737.38	462,618.39	212,737.38	12,972.30	387,781.41
29 - RECREATION	-215,668.30	674,990.06	2,829,546.33	3,546,350.62	-716,804.29	2,781,889.24	-229,826.66	4,372,310.52
60 - DEBT SERVICE	56,399.03	263,495.05	1,264,784.71	1,296,764.75	-31,980.04	-1,692,390.50	20,691.98	1,240,413.31
70 - CAPITAL PROJECTS	-42,108.43	-375,604.84	4,799,260.50	2,301,970.76	2,497,289.74	-553,974.57	-384,275.38	-2,239,394.66
Report Total:	-326,759.97	359,372.44	11,376,151.64	8,250,842.53	3,125,309.11	1,060,801.53	-863,715.36	5,200,702.95

General Corporate: The general fund is favorable vs. the budget largely due to reduced payroll, reduced expenses due to closing, and timing difference in health insurance.

Special Recreation: Contractual services payment for the NSSRA building was budgeted for June but will not take place until 2021. Inclusion fees were nominal due to COVID 19. The second member contribution will be paid in December.

Recreation: Showing an unfavorable variance from budget due to COVID 19 closures and reductions in services and programs offered.

Debt Service: Budgeted tax receipts are trending unfavorably due to timing difference. Variance should continue to diminish; however, the final cash collection rate will be below budget due to slower than usual payments because of the pandemic. In fact, almost \$20,000 may need to be borrowed from the operating funds to pay obligations due December 15.

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



Park District of Highland Park, IL

01 - GENERAL FUND

Income Statement

Current Period Ending 11/30/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	195,996.05	63,280.00	5,336,701.63	5,740,922.00	-404,220.37	5,760,000.00	73,123.49	5,485,751.15
420 - FEES & CHARGES	1,651.75	2,299.08	20,138.53	34,244.88	-14,106.35	36,600.00	2,353.02	38,084.79
460 - MERCHANDISING	44.68	55.45	357.28	499.66	-142.38	540.00	42.32	487.75
470 - INTEREST INCOME	4,268.80	14,161.00	97,816.47	155,771.00	-57,954.53	170,000.00	25,086.15	152,914.10
480 - MISCELLANEOUS INCOME	0.00	128.18	51,757.47	47,195.18	4,562.29	53,300.00	25,312.00	89,046.77
510 - OTHER INCOME	0.00	0.00	8,705.56	10,425.00	-1,719.44	10,425.00	1,267.53	2,731.53
Total Revenue:	201,961.28	79,923.71	5,515,476.94	5,989,057.72	-473,580.78	6,030,865.00	127,184.51	5,769,016.09
Expense								
610 - SALARIES & WAGES	176,311.89	202,008.55	1,929,022.42	2,426,463.29	497,440.87	2,795,046.32	194,606.42	2,176,468.16
620 - CONTRACTUAL SERVICES	48,291.43	82,930.06	489,424.82	954,894.99	465,470.17	1,012,140.62	77,127.24	728,899.91
630 - INSURANCE	85,307.42	94,767.81	782,142.94	1,042,445.91	260,302.97	1,137,666.82	82,690.78	850,898.50
640 - MATERIALS & SUPPLIES	12,528.66	23,250.10	106,133.45	208,088.16	101,954.71	234,973.90	16,847.10	180,153.21
650 - MAINTENANCE & LANDSCAPING CONTRACTS	10,944.25	8,049.12	80,936.50	89,951.72	9,015.22	98,817.47	15,955.03	85,914.09
660 - UTILITIES	7,168.71	10,353.90	100,506.39	102,204.23	1,697.84	122,705.60	6,973.44	115,656.67
670 - PENSION CONTRIBUTIONS	20,081.63	23,981.57	220,106.09	271,990.40	51,884.31	316,974.29	16,262.10	191,433.18
Total Expense:	360,633.99	445,341.11	3,708,272.61	5,096,038.70	1,387,766.09	5,718,325.02	410,462.11	4,329,423.72
Report Total:	-158,672.71	-365,417.40	1,807,204.33	893,019.02	914,185.31	312,539.98	-283,277.60	1,439,592.37

Fees and charges are lagging as fewer people purchased picnic permits and there were also a reduced number of dog park memberships sold due to COVID 19 and due to the path at Moraine being washed away. Interest income is lagging as interest rates have plummeted since COVID 19. Salaries and pension contributions are down due to furloughing of staff, hiring freeze, wage freeze and open positions. Contractual services are down due to turf maintenance and landscape services contracts not being signed and work being performed in-house. Ecological restoration work was not completed. Also, causing more than a \$177,000 variance in insurance is the absence of the Park District's Health and Risk Management Monthly Insurance premium payment to PDRMA. The November insurance was paid in December, while the budgeted amount is allocated evenly over the year. Additionally, there are less staff than originally budgeted for causing less insurance expense. Materials and supplies are trending favorably, as operations were ceased in March and reduced operations continue into November. Spending is on essential work and necessary repairs only. Annuals, trees, and athletic field supplies were not purchased. Taxes are coming in slower than anticipated, as the due date for the second payment was moved to November. This lag should narrow in November.



Park District of Highland Park, IL

25 - SPECIAL RECREATION

Income Statement

Current Period Ending 11/30/2020

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	33,665.44	161,909.57	891,357.83	971,263.00	-79,905.17	971,263.00	12,972.30	943,423.43
Total Revenue:	33,665.44	161,909.57	891,357.83	971,263.00	-79,905.17	971,263.00	12,972.30	943,423.43
Expense								
620 - CONTRACTUAL SERVICES	375.00	0.00	216,002.06	758,525.62	542,523.56	758,525.62	0.00	555,642.02
Total Expense:	375.00	0.00	216,002.06	758,525.62	542,523.56	758,525.62	0.00	555,642.02
Report Total:	33,290.44	161,909.57	675,355.77	212,737.38	462,618.39	212,737.38	12,972.30	387,781.41

Budgeted tax receipts are trending unfavorably due to timing difference. Variance should continue to diminish; however, the final cash collection rate will be below budget due to slower than usual payments because of the pandemic. Staff anticipates more tax revenue to come in during early 2021 that will be accrued back to 2020. Contractual services payment for the NSSRA building and MAC payment were budgeted for June but will not take place until late 2020 and 2021. Inclusion fees were nominal due to COVID 19 closure.



Park District of Highland Park, IL

29 - RECREATION FUND

Income Statement

Current Period Ending 11/30/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	90,254.41	300,318.20	1,740,734.03	2,843,596.33	-1,102,862.30	2,927,414.43	191,099.66	2,623,276.04
110 - CAMPS	24.00	0.00	233,663.05	1,905,293.50	-1,671,630.45	1,911,333.50	0.00	1,679,238.47
120 - LESSONS	38,920.30	29,431.78	342,036.32	353,066.49	-11,030.17	374,985.50	36,535.70	347,019.27
130 - SPECIAL EVENTS	0.00	15,210.00	10,592.00	96,505.00	-85,913.00	112,105.00	9,372.00	90,271.65
410 - TAX	185,096.20	868,720.72	4,902,599.90	5,211,282.00	-308,682.10	5,211,282.00	69,135.29	5,027,932.78
420 - FEES & CHARGES	102,871.82	42,977.88	1,974,034.36	1,796,637.08	177,397.28	1,833,637.00	32,650.84	1,643,658.57
440 - MEMBERSHIPS	-96,007.38	127,432.49	386,743.03	1,506,902.88	-1,120,159.85	1,635,001.20	112,508.87	1,402,524.58
450 - RENTALS	84,351.48	101,421.29	941,085.33	1,283,064.90	-341,979.57	1,361,334.70	102,419.65	1,315,317.97
460 - MERCHANDISING	4,914.81	6,551.78	98,456.30	168,956.68	-70,500.38	174,979.00	2,897.22	110,673.73
480 - MISCELLANEOUS INCOME	-11.00	46,580.98	65,667.43	101,050.08	-35,382.65	108,145.00	332.84	61,649.93
510 - OTHER INCOME	24,001.55	0.00	60,194.32	42,376.56	17,817.76	63,553.13	10,939.50	91,542.78
Total Revenue:	434,416.19	1,538,645.12	10,755,806.07	15,308,731.50	-4,552,925.43	15,713,770.46	567,891.57	14,393,105.77
Expense								
100 - PROGRAMS	86,468.19	143,184.60	930,568.37	1,583,617.03	653,048.66	1,742,372.36	113,191.80	1,257,020.88
110 - CAMPS	343.50	1,797.72	200,108.91	1,030,650.11	830,541.20	1,036,564.89	82,651.09	894,611.26
120 - LESSONS	20,074.99	16,102.85	172,378.04	174,665.50	2,287.46	191,345.95	19,041.28	171,743.70
130 - SPECIAL EVENTS	3,716.82	17,958.15	76,184.75	210,451.04	134,266.29	236,312.08	3,485.27	191,993.22
610 - SALARIES & WAGES	305,012.50	360,469.93	3,737,621.22	4,734,292.06	996,670.84	5,359,682.94	329,524.10	4,211,610.46
620 - CONTRACTUAL SERVICES	48,046.28	84,043.60	678,753.35	922,614.71	243,861.36	1,006,607.43	45,156.72	865,470.70
630 - INSURANCE	80,865.27	93,676.52	790,774.56	1,092,124.50	301,349.94	1,186,256.14	75,595.31	764,538.09
640 - MATERIALS & SUPPLIES	10,193.56	14,599.85	160,923.35	350,870.15	189,946.80	367,540.71	19,317.44	298,480.69
650 - MAINTENANCE & LANDSCAPING CONTRACTS	16,460.89	10,506.96	219,037.72	314,653.09	95,615.37	327,000.00	30,482.26	291,384.25
660 - UTILITIES	42,226.31	75,098.90	502,277.06	715,039.19	212,762.13	797,929.06	47,177.11	616,354.46
670 - PENSION CONTRIBUTIONS	33,442.30	44,206.15	404,768.39	529,615.37	124,846.98	574,062.16	27,340.04	356,461.09
680 - COST OF GOODS SOLD	3,233.88	1,176.80	45,090.04	41,244.80	-3,845.24	42,427.50	3,249.81	49,537.23
720 - CAPITAL OUTLAY	0.00	833.03	7,773.98	62,543.33	54,769.35	63,780.00	1,506.00	51,589.22
Total Expense:	650,084.49	863,655.06	7,926,259.74	11,762,380.88	3,836,121.14	12,931,881.22	797,718.23	10,020,795.25
Report Total:	-215,668.30	674,990.06	2,829,546.33	3,546,350.62	-716,804.29	2,781,889.24	-229,826.66	4,372,310.52

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-215,668.30	674,990.06	2,829,546.33	3,546,350.62	-716,804.29	2,781,889.24	-229,826.66	4,372,310.52
Report Total:	-215,668.30	674,990.06	2,829,546.33	3,546,350.62	-716,804.29	2,781,889.24	-229,826.66	4,372,310.52

Programs, camps, and special events were largely reduced or eliminated due to COVID 19. Thus, revenues and expenses related to all are significantly reduced. Most of the unfavorable variance in memberships is due to the fitness center being closed due to COVID-19, refunds, and reluctance of guests to return. The negative memberships for the month are due to refunding of memberships that were temporarily turned back on. Rentals are unfavorable due to COVID-19, however golf cart rentals accounted for much of the revenue figure year to date. Merchandising is also unfavorable due to closure from COVID-19. Miscellaneous income is trending unfavorably due to less sponsorships and cancellation of the Champion's Banquet. With the cancellation, the usual receipt of SMILE funds went from \$40,000 to \$2,000.

Salaries and pension contributions are down due to furloughing of staff, hiring freeze, wage freeze and open positions. Also causing more than a \$177,000 variance in the Recreation Fund is the absence of the Park District's Health and Risk Management Monthly Insurance premium payment to PDRMA. The November insurance was paid in December, while the budgeted amount is allocated evenly over 12 months. Insurance premiums are also reduced due to less staff. Budgeted tax receipts are trending unfavorably due to timing difference. Variance should continue to diminish; however, the final cash collection rate will be below budget due to slower than usual payments because of the pandemic. Staff hopes that more taxes for 2020 will be collected in early 2021. Contractual services, materials and supplies, utilities and maintenance & landscaping contracts are all significantly underbudget due to closure due to COVID 19. Capital outlay is favorable largely due to the \$37,000 for dredging that has not been spent. Finally, fees & charges have a positive variance due to Sunset Valley having a great year despite the pandemic.



Park District of Highland Park, IL

60 - DEBT SERVICE

Income Statement

Current Period Ending 11/30/2020

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	56,399.03	263,495.05	1,492,967.00	1,580,654.00	-87,687.00	1,580,654.00	20,691.98	1,504,844.56
Total Revenue:	56,399.03	263,495.05	1,492,967.00	1,580,654.00	-87,687.00	1,580,654.00	20,691.98	1,504,844.56
Expense								
710 - DEBT RETIREMENT	0.00	0.00	228,182.29	283,889.25	55,706.96	3,273,044.50	0.00	264,431.25
Total Expense:	0.00	0.00	228,182.29	283,889.25	55,706.96	3,273,044.50	0.00	264,431.25
Report Total:	56,399.03	263,495.05	1,264,784.71	1,296,764.75	-31,980.04	-1,692,390.50	20,691.98	1,240,413.31

Budgeted tax receipts are trending unfavorably due to timing difference. Variance should continue to diminish; however, the final cash collection rate will be below budget due to slower than usual payments because of the pandemic. In fact, almost \$20,000 may need to be borrowed from the operating funds to pay obligations due December 15.



Park District of Highland Park, IL

70 - CAPITAL FUND

Income Statement

Current Period Ending 11/30/2020

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	0.00	12,051.21	518,698.45	132,563.31	386,135.14	144,672.43	0.00	3,500.00
510 - OTHER INCOME	9,720.00	0.00	1,083,775.23	0.00	1,083,775.23	0.00	0.00	0.00
520 - BOND/DEBT PROCEEDS	329.91	0.00	6,468,039.90	7,100,000.00	-631,960.10	7,100,000.00	0.00	0.00
Total Revenue:	10,049.91	12,051.21	8,070,513.58	7,232,563.31	837,950.27	7,244,672.43	0.00	3,500.00
Expense								
620 - CONTRACTUAL SERVICES	26,995.00	18,871.45	269,627.05	137,585.95	-132,041.10	167,500.00	2,504.30	208,609.24
720 - CAPITAL OUTLAY	25,163.34	368,784.60	3,001,626.03	4,793,006.60	1,791,380.57	7,631,147.00	381,771.08	2,034,285.42
Total Expense:	52,158.34	387,656.05	3,271,253.08	4,930,592.55	1,659,339.47	7,798,647.00	384,275.38	2,242,894.66
Report Total:	-42,108.43	-375,604.84	4,799,260.50	2,301,970.76	2,497,289.74	-553,974.57	-384,275.38	-2,239,394.66

The \$400,000 favorable variance in miscellaneous income is the recording of the receipt of the OSLAD grant for The Preserve. The Capital Outlay is significantly under budget as projects have been delayed or eliminated due to COVID-19. Contractual services are largely overbudget due to consultant costs for various potential projects not yet begun. Once projects are begun, the consultant costs get moved into capital outlay as part of the cost of the project.



RECREATION BY CENTER

Park District of Highland Park, IL

Y-T-D NOVEMBER

Account Type	2019	2019	2020	2020
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 11 - ADMINISTRATIVE				
Revenue	5,240,000.00	5,043,593.44	5,271,282.00	4,922,933.45
Expense	5,162,801.24	1,393,112.69	5,569,944.00	1,473,239.21
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	77,198.76	3,650,480.75	(298,662.00)	3,449,694.24
Net Revenue:	1.47%	72.38%	-5.67%	70.07%
Center: 24 - WEST RIDGE CENTER				
Revenue	431,541.00	390,517.63	525,565.96	269,091.02
Expense	826,728.70	631,660.01	875,789.65	551,909.03
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	(395,187.70)	(241,142.38)	(350,223.69)	(282,818.01)
Net Revenue:	-91.58%	-61.75%	-66.64%	-105.10%
Center: 26 - ATHLETICS				
Revenue	958,379.00	908,745.30	955,092.97	488,760.44
Expense	922,942.28	727,017.92	914,819.32	527,540.97
Center: 26 - ATHLETICS Surplus (Deficit):	35,436.72	181,727.38	40,273.65	(38,780.53)
Net Revenue:	3.70%	20.00%	4.22%	-7.93%
Center: 28 - CAMPS				
Revenue	808,416.00	881,387.38	987,541.00	85,629.50
Expense	587,252.22	585,676.08	657,076.00	168,439.69
Center: 28 - CAMPS Surplus (Deficit):	221,163.78	295,711.30	330,465.00	(82,810.19)
Net Revenue:	27.36%	33.55%	33.46%	-96.71%
Center: 29 - SPECIAL EVENTS				
Revenue	60,305.00	40,005.93	64,285.00	37,827.00
Expense	210,304.34	177,743.90	190,993.66	81,496.97
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	(149,999.34)	(137,737.97)	(126,708.66)	(43,669.97)
Net Revenue:	-248.73%	-344.29%	-197.10%	-115.45%
Center: 31 - HIDDEN CREEK AQUAPARK				
Revenue	387,467.00	319,488.61	427,880.00	2,619.79
Expense	471,161.18	431,627.65	563,474.68	112,199.03
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	(83,694.18)	(112,139.04)	(135,594.68)	(109,579.24)
Net Revenue:	-21.60%	-35.10%	-31.69%	-4,182.75%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER				
Revenue	121,237.50	91,826.94	143,640.50	17,078.17
Expense	99,583.28	89,667.22	134,451.45	50,269.55
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	21,654.22	2,159.72	9,189.05	(33,191.38)
Net Revenue:	17.86%	2.35%	6.40%	-194.35%

Account Type	2019	2019	2020	2020
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 33 - ROSEWOOD BEACH				
Revenue	75,271.00	77,600.60	86,515.00	90,430.00
Expense	124,067.86	113,682.79	144,011.88	188,417.04
Center: 33 - ROSEWOOD BEACH Surplus (Deficit):	(48,796.86)	(36,082.19)	(57,496.88)	(97,987.04)
Net Revenue:	-64.83%	-46.50%	-66.46%	-108.36%
Center: 34 - PARK AVENUE				
Revenue	106,068.00	112,100.79	104,681.00	118,627.78
Expense	112,812.05	105,526.93	120,079.51	96,243.81
Center: 34 - PARK AVENUE Surplus (Deficit):	(6,744.05)	6,573.86	(15,398.51)	22,383.97
Net Revenue:	-6.36%	5.86%	-14.71%	18.87%
Center: 38 - ICE ARENA				
Revenue	1,359,999.10	1,241,005.61	1,236,655.20	619,969.78
Expense	1,164,839.51	838,461.55	1,078,636.25	616,085.60
Center: 38 - ICE ARENA Surplus (Deficit):	195,159.59	402,544.06	158,018.95	3,884.18
Net Revenue:	14.35%	32.44%	12.78%	0.63%
Center: 41 - MAINTENANCE				
Revenue	-	-	-	-
Expense	806,560.88	663,958.22	776,887.19	611,084.10
Center: 41 - MAINTENANCE Surplus (Deficit):	(806,560.88)	(663,958.22)	(776,887.19)	(611,084.10)
Net Revenue:	0.00%	0.00%	0.00%	0.00%
Center: 42 - PRO SHOP				
Revenue	1,518,909.00	1,368,644.93	1,439,530.00	1,915,170.86
Expense	562,921.88	432,363.75	502,375.52	450,968.24
Center: 42 - PRO SHOP Surplus (Deficit):	955,987.12	936,281.18	937,154.48	1,464,202.62
Net Revenue:	62.94%	68.41%	65.10%	76.45%
Center: 49 - RECREATION CENTER ADMIN				
Revenue	201,753.00	136,963.89	173,222.00	38,561.33
Expense	1,243,782.86	971,823.99	1,208,314.98	752,572.16
Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	(1,042,029.86)	(834,860.10)	(1,035,092.98)	(714,010.83)
Net Revenue:	-516.49%	-609.55%	-597.55%	-1,851.62%
Center: 51 - RECREATION CENTER FITNESS				
Revenue	1,877,352.00	1,574,343.03	1,839,560.20	517,170.22
Expense	739,066.44	652,434.66	875,679.55	484,711.54
Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	1,138,285.56	921,908.37	963,880.65	32,458.68
Net Revenue:	60.63%	58.56%	52.40%	6.28%
Center: 53 - RECREATION CENTER AQUATICS				
Revenue	231,370.00	193,263.05	230,067.50	72,391.84
Expense	313,329.26	317,219.24	370,015.39	194,834.40
Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	(81,959.26)	(123,956.19)	(139,947.89)	(122,442.56)
Net Revenue:	-35.42%	-64.14%	-60.83%	-169.14%

Account Type	2019	2019	2020	2020
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 55 - INDOOR TENNIS				
Revenue	1,314,678.60	1,197,051.71	1,274,182.50	836,569.93
Expense	1,055,274.71	867,840.49	1,124,363.62	694,693.66
Center: 55 - INDOOR TENNIS Surplus (Deficit):	259,403.89	329,211.22	149,818.88	141,876.27
Net Revenue:	19.73%	27.50%	11.76%	16.96%
Center: 56 - OUTDOOR TENNIS				
Revenue	215,880.00	240,838.36	247,742.50	227,784.63
Expense	166,066.75	154,750.87	171,679.04	149,956.17
Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	49,813.25	86,087.49	76,063.46	77,828.46
Net Revenue:	23.07%	35.74%	30.70%	34.17%
Center: 61 - HELLER NATURE CENTER				
Revenue	308,047.90	272,725.59	305,280.00	29,911.39
Expense	668,307.31	549,946.19	662,626.22	377,044.27
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	(360,259.41)	(277,220.60)	(357,346.22)	(347,132.88)
Net Revenue:	-116.95%	-101.65%	-117.06%	-1,160.54%
Center: 74 - HPCC LEARNING CENTER				
Revenue	248,750.00	280,623.99	358,694.00	422,925.84
Expense	278,349.19	292,480.48	382,463.71	320,551.54
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	(29,599.19)	(11,856.49)	(23,769.71)	102,374.30
Net Revenue:	-11.90%	-4.23%	-6.63%	24.21%
Center: 76 - HPCC BUILDING				
Revenue	20,879.00	22,378.99	42,353.13	42,353.10
Expense	20,879.00	23,800.62	42,353.10	24,002.76
Center: 76 - HPCC BUILDING Surplus (Deficit):	-	(1,421.63)	0.03	18,350.34
Net Revenue:	0.00%	-6.35%	0.00%	43.33%



Sunset Valley Golf Course

	2019 Budget	2019 YTD Activity	2020 Budget	2020 YTD Activity
Revenue	1,518,909.00	1,368,644.93	1,439,530.00	1,915,170.86
Expense	1,369,482.76	1,096,321.97	1,279,262.71	1,062,052.34
Report Surplus (Deficit):	149,426.24	272,322.96	160,267.29	853,118.52

Recreation Center of HP

	2019 Budget	2019 YTD Activity	2020 Budget	2020 YTD Activity
Revenue	2,310,475.00	1,904,569.97	2,242,849.70	628,123.39
Expense	2,296,178.56	1,941,477.89	2,454,009.92	1,432,118.10
Report Surplus (Deficit):	14,296.44	(36,907.92)	(211,160.22)	(803,994.71)

Deer Creek Raquet Club

	2019 Budget	2019 YTD Activity	2020 Budget	2020 YTD Activity
Revenue	1,530,558.60	1,437,890.07	1,521,925.00	1,064,354.56
Expense	1,221,341.46	1,022,591.36	1,296,042.66	844,649.83
Report Surplus (Deficit):	309,217.14	415,298.71	225,882.34	219,704.73

Park District of Highland Park
Investment Schedule
November 30, 2020

Security	Type		Purchase Date	Maturity Date	Interest Rate	Effective Yield to Mat	Purchase Price	Amortized Book Value	Par Value	Monthly Interest	Expected Interest
First Internet Bank of Indiana	CD	271	2/26/20	11/23/20	1.50%	1.50%	246,000.00	246,000.00	246,000.00	293.18	2,739.70
Gateway First Bank, Cherokee OK	CD	365	12/23/19	12/22/20	1.80%	1.80%	245,000.00	245,000.00	245,000.00	362.47	4,410.00
							491,000.00		491,000.00	655.64	7,149.70



Memorandum

To: Board of Commissioners

From: Mari-Lynn Peters, Director of Finance; Brian Romes, Executive Director

Date: December 15, 2020

Subject: **Ordinance 2020-05 - Tax Levy**

Background:

On November 19, 2020, the Park Board passed the Truth in Taxation Resolution for the 2020 tax levy (2021 collections). By law, the Park District must wait for 20 days to officially pass the 2020 tax levy ordinance to formalize the estimated levy described in the resolution.

Attached to this memorandum is the levy ordinance which exactly reflects the Resolution. Upon passage of the ordinance, staff will deliver an executed copy to Lake County so that it may be recorded by the legal deadline of the last Tuesday of the year, which in 2020 falls on December 29.

The 2020 tax levy ordinance represents the District's request for property taxes and reflects an increase of 0.00% from the 2019 property taxes collected during 2020, based on a CPI increase of 2.3% for those funds which are under the property tax cap and .0245% per \$100 Equalized Assessed Valuation for the Special Recreation Fund. This levy focuses on capturing new growth within the District. The levy request, exclusive of debt service, totals \$11,743,050 (eleven million, seven hundred forty-three thousand, fifty dollars).

Recommendation:

Staff requests approval from the Park Board of Commissioners Ordinance 2020-05, Tax Levy Ordinance for 2020, representing the District's request for property taxes to be received in 2021. The amount of the levy is \$11,743,050 (eleven million, seven hundred forty-three thousand, fifty dollars), exclusive of debt service.

#2020-05

**AN ORDINANCE FOR THE LEVY OF TAXES
FOR THE PARK DISTRICT OF HIGHLAND PARK FOR
2020**

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE PARK DISTRICT
OF HIGHLAND PARK, COUNTY OF LAKE AND STATE OF ILLINOIS, AS FOLLOWS:**

SECTION 1: That the sum of Eleven Million, Seven Hundred Forty-Three Thousand, Fifty Dollars (\$11,743,050) being the total amount required to be raised by taxation for the year 2020 by the Park District of Highland Park, Illinois for all corporate purposes of said Park District and for purposes of providing for the Corporate Fund, a Recreation Fund, and a Special Needs Recreation Fund be and the same is hereby levied upon all taxable property within said Park District of Highland Park subject to taxation for said year in the amounts and for the uses and purposes itemized below:

- I. The amount to be raised by Tax Levy for Corporate Purposes: (Authority Sec. 5-1 Park District Code)

Salaries	\$2,794,012
Contractual Services	1,020,562
Utilities	123,727
Materials and Supplies	236,929
Insurance	1,147,132
Maintenance and Landscaping	90,883
Pension	<u>319,611</u>

Total Levy for Corporate Fund \$5,732,856

- II. The amount to be raised by Tax Levy for Recreation Purposes:

- A) Recreation Fund: (Authority Sec. 5-2a Park District Code)

Salaries and Wages	\$3,086,950
Contractual Services	599,786
Utilities	449,501
Materials and Supplies	215,532
Maintenance and Landscape	184,776
Insurance	628,782
Pension	<u>254,867</u>

Total Levy for Recreation Fund \$5,420,194

III. The amount to be raised by Tax Levy for Handicapped Recreation Purposes:
(Authority Sec. 5-8 Park District Code)

District's share of expenses
providing recreational programs
for individuals with special needs
under a joint agreement with the
members of the North Suburban
Special Recreation Association \$ 377,542
Capital Outlay 212,458

**Total Levy for Handicapped
Recreation Fund \$ 590,000**

TOTAL AMOUNT LEVIED \$ 11,743,050

SUMMARY

Total Tax Levy for General Corporate Purposes: \$ 5,732,856

Total Tax Levy for Recreation Purposes: \$ 5,420,194

Total Tax Levy for Handicapped Recreation Purposes: \$ 590,000

Total Amount Levied \$ 11,743,050

SECTION 2. That the total amount of Eleven Million, Seven Hundred Forty-Three Thousand, Fifty Dollars (\$11,743,050) itemized as aforesaid, be, and the same is hereby levied on all property subject to taxation within the Park District of Highland Park according to the value of said property as the same is assessed and equalized for State and County purposes for the year 2020.

SECTION 3. That there is hereby certified to the County Clerk of Lake County, Illinois, the several sums aforesaid constituting Eleven Million, Seven Hundred Forty-Three Thousand, Fifty Dollars (\$11,743,050) which said total amount the said Park District of Highland Park requires to be raised by taxation for the year 2020 of said Park District, and the Secretary of said District is hereby ordered and directed to file with the County Clerk of said County on or before the time required by law, a certified copy of this Ordinance, along with the certificate of the Park District's presiding officer pertaining to compliance with the Truth in Taxation Law.

CERTIFICATION

I, Brian Romes, the duly qualified and acting Secretary of the Park District of Highland Park and the keeper of the Official records thereof,

DO HEREBY CERTIFY, that the attached Ordinance is a true, correct and compared copy of an Ordinance entitled "An Ordinance for the Levy of Taxes for the Park District of Highland Park for the Year 2021," which was duly passed by the Board of Park Commissioners of the Park District of Highland Park at a regularly convened meeting held on the 15th day of December, A.D., 2020.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 15th day of December, A.D., 2020.

Brian Romes, Secretary
Board of Park Commissioners
Park District of Highland Park

CERTIFICATE OF PRESIDING OFFICER

I, BARNETT RUTTENBERG, hereby certify that I am the duly elected President of the Board of Park Commissioners of the Park District of Highland Park, Highland Park, Lake County, Illinois, and that as such President, I am the current presiding officer of the corporate authority of said Park District.

I further certify that the attached copy of an ordinance levying and assessing taxes of the Park District of Highland Park for the year 2020 was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-60 through 18-85 of The Truth in Taxation Law ("LAW").

The notice and hearing requirements of Sections 18-70 through 18-85 of the Law are applicable.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and current presiding officer of the Board of Park Commissioners of the Park District of Highland Park of Highland Park, Illinois this 15th day of December 2020.

Barnett Ruttenberg, President
Board of Park Commissioners
Park District of Highland Park



Memorandum

To: Park Board of Commissioners

From: Mari-Lynn Peters, Director of Finance; Brian Romes, Executive Director

Date: December 15, 2020

Subject: **Resolution 2020-14 to Amend the Fiscal Year 2020 Operating Budget and Allow for an Interfund Loan**

Summary

On January 21, 2020, The Park Board approved Resolution 2020-01 to amend the Fiscal Year 2020 Operating Budget. This amendment moved the \$7,100,000 budgeted bond proceeds from the Debt Service Fund to the Capital Fund. Recently, during preparation for the Park District's 2021 budget, it became apparent that the correlating bond issuance costs should also have been transferred.

Similar to Resolution 2020-01, staff recommends the Park Board of Commissioners ratify Resolution 2020-14 to amend the fiscal year 2020 Operating Budget again to move the issuance costs from the Debt Service Fund Budget to the Capital Projects Fund Budget. After this Resolution is executed, Resolution 2020-14 shall be filed in the permanent records of the District.

Additionally, due to the delayed receipt of tax revenues to the District, it may be necessary to loan funds to the Debt Service Fund from the Operating Funds in order to ensure a positive fund balance at year-end in the Debt Service Fund. Staff requests that no more than an additional \$8,000 from the General Fund and no more than \$12,000 from the Recreation fund be allowed to be transferred, as needed, to ensure a positive fund balance in the Debt Service Fund on December 31, 2020.

Recommendation

Staff recommends approval from the Park Board of Commissioners to ratify Resolution 2020-14 amending the Fiscal Year 2020 Operating Budget by moving the issuance costs budget from the Debt Service Fund Budget to the Capital Projects Fund Budget, in the amount of \$106,500.

Additionally, staff recommends approval from the Park Board of Commissioners an amount not to exceed \$8,000 from the General Fund and \$12,000 from the Recreation Fund be allowed to be borrowed, as needed, to ensure a positive fund balance in the Debt Service Fund on December 31, 2020.

**PARK DISTRICT OF HIGHLAND PARK
HIGHLAND PARK, ILLINOIS**

RESOLUTION 2020-14

A RESOLUTION TO AMEND THE FISCAL YEAR 2020 OPERATING BUDGET

WHEREAS, the Park District of Highland Park (the "District") is an Illinois park district organized and operating under the Illinois Park District Code, 70 ILCS 1205/1, et seq. (the "Code"), and all laws supplemental thereto;

WHEREAS, the District deems it necessary for the Park District of Highland Park to make an amendment to the 2020 budget, to move the budgeted bond issuance costs from the Debt Service Fund to the Capital Fund to match the Fund to which the bond proceeds were deposited; and

WHEREAS the Board of Park Commissioners approved the 2020 Operating Budget on December 12, 2019; and

WHEREAS, the District will amend the budget to reflect the bond issuance costs in the Capital Fund, versus the currently approved budget that reflects the expenditure in the Debt Service Fund in error; And

WHEREAS, the budget amendment will not result in any budget deficit in the Capital Fund; and

WHEREAS, the Park District has heretofore issued General Obligation Limited Tax Park Bonds, Series 2020, General Obligation Limited Tax Park Bonds, Series 2017, and General Obligation Limited Tax Park Bonds, Series 2016 (collectively, the "Bonds") for which the Park District has pledged certain ad valorem taxes unlimited as to rate but limited as to amount (the "Bond Taxes") and any legally available revenue from the Corporate and Recreation Funds to pay the annual debt service on the Bonds; and

WHEREAS, the Bonds have a principal and interest payment date on December 15, 2020; and

WHEREAS, because of delays in the payment of the Bond Taxes, the Debt Service Fund does not currently have sufficient funds to pay the principal and interest payment on the Bonds due December 15, 2020; and

WHEREAS, the Park District has sufficient unassigned fund balance in the Corporate and Recreation Funds to lend money to the Debt Service Fund in anticipation of the collection of the remainder of the Bond Taxes; and

WHEREAS, the amount of the loan from the Corporate and/or Recreation Funds is not more than the balance of the remainder of the Bond Taxes anticipated to be collected for the 2019 tax year; and

WHEREAS, the amount of the loan required from the Corporate and/or Recreation Funds is not more than 85% of the Bond Taxes levied and extended for the 2019 tax year and there are no other loans the Park District has made in anticipation of such Bond Taxes for the 2019 tax year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of the Park District of Highland Park, as follows:

SECTION 1. The Board of Commissioners hereby amends the fiscal year operating budget for the 2020 Fiscal Year. The bond issuance costs in the amount of \$106,500 to be moved from the Debt Service Fund to the Capital Fund. The budget amendment is hereby approved for all purposes.

SECTION 2. Interfund Loan. The Board does hereby authorize and ratify a short term interfund loan not to exceed \$20,000 from the Corporate and/or Recreation Fund to the Debt Service Fund. Said loan to be executed following the adoption of this Resolution.

A. The Finance Director of the Park District is authorized to make transfers of funds between Park District accounts and financial institutions as may be necessary to execute the loan.

B. The repayment of said loan shall be made out of the tax receipts from the Park District's 2019 Bond Taxes received by the Park District between the date of this Resolution and May 31, 2021. Payments shall be made within 30 days after receipt of such tax receipts or sooner until the total repayment of the funds borrowed.

C. Notwithstanding the above, in any event, the borrowed funds shall be repaid to the Corporate and/or Recreation Funds on or before December 1, 2021.

D. No interest shall accrue on such borrowed funds.

SECTION 3. The President and Secretary of the Board are hereby authorized and directed to execute this Resolution. After this Resolution is executed, an original Resolution shall be filed in the permanent records of the District.

RESOLVED, PASSED AND APPROVED this 15th Day of December 2020,
at Highland Park, Illinois.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED:

President, Barnett Ruttenberg, President

ATTEST:

Secretary, Board of Park Commissioners

EXECUTIVE DIRECTOR'S MONTHLY REPORT

DECEMBER 11, 2020

UPCOMING MEETINGS

- Thursday, December 17, 2020 /4:00 p.m. / Virtual Finance Committee Meeting
- Tuesday, January 12, 2021 /6:00 p.m. / Virtual Workshop Meeting
- Thursday, January 14, 2021 /4:00 p.m. / Virtual Finance Committee Meeting
- Thursday, January 21, 2021 /4:00 p.m. / Virtual Finance Committee Meeting
- Tuesday, January 26, 2021 /6:00 p.m. / Virtual Regular Board Meeting

DEER CREEK RACQUET CLUB

	2018	2019	2020
Daily Court Rentals (Hours)			
Tennis	167	166.50	307.5
Racquetball	59.50	35	10.5
Private Lessons (Hours)	202.50	230.50	348
Drop-Ins	329	477	0
Memberships	622	588	269

News & Events

- Current offerings since 11/20/20 are one on one privates and singles play. This explains the increased activity in both.

CENTENNIAL ICE ARENA

	2018	2019	2020
Daily Drop-in Fees			
Public Skate	347	290	<i>Not Available due to COVID-19</i>
Freestyle	39	94	391
Open Hockey	7	15	0
Open Gymnastics	33	62	<i>Not Available due to COVID-19</i>
Skate Rental	354	263	23 per Fall 2
Punch Passes			
Public Skate	29	10	<i>Not Available due to COVID-19</i>
Freestyle	29	27	<i>Not Available due to COVID-19</i>
Skate Rental	27	19	<i>Not Available due to COVID-19</i>
Facility Rentals			
Total Hours	190.1	180.5	134.40

News & Events

- On November 7 we introduced our new US Figure Skating ASPIRE program with 16 skaters. This program is designed to create a well-rounded skater through on and off-ice training, USFS curriculum sampling, and parent/skater education. The program will be transitioned to virtual off-ice classes under Tier 3 mitigations.
- Punch passes not being sold. All users must purchase and pre-register by day, as reflected in Freestyle drop-in increase.
- Open gymnastics and public skate are not offered during Phase 4.
- Freestyle now sold in 30-minute, pre-registered time slots only.
- Skate rentals are per session instead of daily for class.
- Fall 2 runs October 26 - December 19.
- Tier 3 mitigations began Friday, November 20. All programs paused.
- World Invite Hockey Tournament was cancelled November 6 - 8 and other hockey groups already had ice elsewhere.

RECREATION CENTER OF HIGHLAND PARK

RECREATION	OCT	NOV	DEC (Projected)
Free Virtual Classes Conducted	4	12	20
Paid Classes Conducted	139	106	95
Free Group Exercise Participation/Visits	2,715 views 1,879 engagement	4,365 views 3,431 engagement	4,700 views 3,800 engagement
Paid Group Exercise Participation	1,277	875	700
Group Exercise Revenue	\$4,665	\$2,763	\$3,500
Group Exercise 30 Day Pass Sales (Units)	20	4	NA
Group Exercise 30 Day Pass Revenue	\$1,040	\$240	NA
Personal Training Participation	414	235	170
Personal Training Sales (Units)	241.75	220.5	180
Personal Training Revenue	\$15,324	\$9,029	\$8,590
Private Swim Lesson Participation	82	86	81
Private Swim Lesson Sales (Units)	32	51	48
Private Swim Lesson Revenue	\$2,070	\$1,847	\$1,755
Aqua Lap Lane 30 Day Pass Sales (Units)	37	17	30
Aqua Lap Lane 30 Day Pass Revenue	\$2,260	\$910	\$1,880
Fitness 30 Day Pass Sales (Units)	60	6	
Fitness 90 Day Pass Sales (Units)	27	0	
Fitness 30 Day/90 Day Pass Revenue	\$6,170	\$360	
Fitness Center Reservations	1,370	961	0
Fitness Center Reservation Revenue	\$1,985	\$937	0
Aqua Lap Lane Reservations	787	580	580
Aqua Lap Lane Reservation Revenue	\$1,213	\$828	\$828
Aquatic Rental Days	27	14	*13 Potential numbers if started on 12/12
Aquatic Rental Revenue	\$10,136.25	\$4,912.50	*\$1,512 Based on tier 3 restrictions only lap reservations

Memberships	2018	2019	2020 (approximate)
Annual	2,023	1,795	725
Non-Annual	58	67	0
Total Memberships	2,102	1,862	725
Kid Fit Memberships	92	53	0

Members	2018	2019	2020 (approximate)
Annual	3,293	2,900	1300
Non-Annual	58	67	0
Total Members	3,372	2,967	1300
Kid Fit Members	169	86	0

Group Exercise

- With the notification of activating memberships 30-Day Group Exercises passes diminished.
- The Outdoor Group Fitness schedule consisted of 117 classes of 18 unique formats offered throughout the month of November. In total we had only 11 classes cancelled due to low attendance or weather-related circumstances. Tier 3 mitigations reduced the size of classes to 10 maximum beginning November 19. The tent heater was installed and operating on November 23.
- Free Virtual Fitness classes began on November 23 to compliment the limited outdoor class sizes. These virtual classes were offered on Facebook Live to maintain engagement and provide services to our members.
- Virtual Fitness will be transferring to our new WIX platform, RC On The Go Fitness. The launch date is December 21. The platform will consist of a library of Fitness video classes featuring Rec Center Group Ex Instructors with a variety of formats. The platform will start with a minimum of 20 fitness videos. A virtual filming schedule will continue weekly with instructors to build the library. Eventually the platform will move to live streaming of classes for better membership engagement. Streamed classes will also be available to members in the video library for future use. RC Fitness on the Go will be offered as a subscription for small fee.

Personal Training

- Personal Training has been shut down completely indoors. The heated tent has been offered to the personal trainers. No outdoor training has taken place in November. Virtual Zoom trainings have also been offered to the trainers. No virtual training has taken place in November. Personal Trainers are anxiously awaiting the return to indoor training with their clients.

Aquatics

- Private lesson sales increased by 59%, while private lesson revenue showed a decrease of 11%. This is likely because more people purchased private lesson packs but were unable to use them due to the facility closure at the end of November. We do not receive the revenue from private swim lesson packs until the lessons are used.
- Lap lane reservation revenue was misreported as \$2,793 in the previous board report. The actual revenue from October 2020 was \$1,213. It is possible that this is because participants made reservations in October that had to be refunded in November when the facility closed.
- Lap Lane Reservations decreased by 26%, and Lap Lane Revenue decreased by 32%. This is the result of refunding reservations for the last week of November during the facility closure.
- Private lesson participation and revenue is projected to decrease by 5% due to the limited space available during the facility closure. Private lessons are only available Mondays and Saturdays until December 17.
- Lap Swim participation and revenue is expected to remain approximately the same, since the Recreation Center will have been closed for 2 weeks in both November, and December.

HELLER NATURE CENTER PROGRAMS

RECREATION	OCT	NOV	DEC (projected)
Paid Virtual Classes Conducted	0	15 people/ 1 program	0
Total Virtual Classes Conducted	0	1	
Free In-Person Program Participation	0	0	0
Paid In-Person Program Participation	139 people / 12 programs	84 people / 7 programs	58 people / 4 programs
Total Participation	139	99	58
Virtual Programming Revenue	0	\$125	0
In-Person Programming Revenue	\$2,880.50	\$2073	\$332
Total Revenue	\$2,880.50	\$2198	\$332

*Includes After school, ParkSchool and Scout & Custom groups

ROSEWOOD INTERPRETIVE CENTER PROGRAMS

RECREATION	OCT	NOV	DEC (projected)
Paid In-Person Program Participation	80 people / 6 programs	14 people/ 2 programs	0
Total Participation	80	14	0
In-Person Programming Revenue	\$1,960	\$740	0
Total Revenue	\$1,960	\$740	0

*Includes After school, ParkSchool and Scout & Custom groups

HELLER NATURE CENTER & ROSEWOOD INTERPRETIVE CENTER RENTALS

RENTALS	2018	2019	2020*
Heller Nature Center Rentals	48	24	0
Heller Nature Center Birthday Party Package	19	14	0
Rosewood Interpretive Center Rentals	76	73	5

*As of November 2020

News & Events

- Heller's programs continue to run outdoors.
- Heller installed a new book on Constance's Story Trail. The book, A Walk in The Forest, will be up until January.

SUNSET VALLEY GOLF CLUB

GOLF	2019 Actual	2020 Budget	2020 Actual
Golf Shop Sales	39	85	323
Golf Balls	9	55	228
Accessories	28	30	95
Golf Rentals	213	180	1214
Carts	213		1214
Golf Greens Fees	454	303	2609
Resident	179		1401
Nonresident	200		1145
Outing/Tournaments	0		0
Other	75		63
Misc. Sales	0	0	0
Sapphire Club	0	0	0
Permanent Tee Time	0	0	0

News & Events

- Good weather for the entire month, average high temperature of 47 degrees.
- Through November 30 – 40,548 rounds played.

HIGHLAND PARK LEARNING CENTER

Driving Range Monthly Sales Report (buckets sold)

	2019 Actual	2020 Budget	2020 Actual
January	0	500	501
February	0	584	588
March	0	584	179
April	625	681	0
May	1,168	2,556	174
June	1,678	3,727	2,547
July	1,914	4,581	3,133
August	1,795	3,917	3,643
September	1,104	1,993	2,459
October	644	736	1,263
November	93	125	590
December	267	208	
Totals	9,288	20,192	15,077

Mini Golf Monthly Sales Report (rounds sold)

GOLF	2019 ACTUAL	2020 BUDGET	2020 ACTUAL
March	-	-	-
April	167	167	0
May	401	717	59
June	913	1,400	1,004
July	1,266	1,800	1,467
August	1,448	1,833	1,940
September	576	1,667	1,139
October	316	416	592
November			371
Totals	5,087	8,000	6,572

News & Events

- Warmer weather for the first week kept people coming out to the range. More seasonal weather came in and the attendance slowed down.
- Closed the grass tees the second week of November. Closed the outdoor range and miniature golf on November 30.

GRANT-IN-AID

	2018	2019	2020
Total YTD Subsidy	\$ 89,949	\$64,963	\$25,158
Households			
100% Subsidy YTD	74	52	44
50% Subsidy YTD	11	12	4
Total YTD	85	64	48

News & Events:

- Overall scholarship use has decreased due to COVID-related program cancellations.
- To date, 8 households have been approved for the 2021 scholarship.

PARKS & NATURAL AREAS

News & Events

- Work at The Preserve is beginning:
 - Path closures have begun. Staff added fencing and signage to closed sections.
 - Park Staff cleared debris, stumps, and abandoned fencing for a new path connection to the Highland Park Woods path.
 - The contractor has begun removing soil for the new path.
 - The contractor has marked grades around the north pond.
 - The contractor has done initial site prep clearing work for the north pond overlook.
- Contracted tree removals completed at Heller Nature Center, Magnolia, and Sleepy Hollow Parks.
- Staff is preparing Sunset Woods Park for outdoor ice.
- Staff set up fencing and signage at the Danny Cunniff sled hill.
- Staff continues to mulch leaves at park sites.
- Staff removed soccer goals from Danny Cunniff, Lincoln, and Olson fields and batting cages at Danny Cunniff, Larry Fink, and West Ridge Parks.
- Staff performed end of season ballfield work: eliminated lips, repaired edges, and sodded at Lincoln 1 and Larry Fink Park.

PLANNING

News & Events

- The Sunset Woods Park Playground Renovation and Master Plan Project continues to progress. Hitchcock Design Group is finalizing draft plans based on feedback heard from the community, staff, and board. Additional design time has been required to refine the concept drafts and coordinate with playground manufacturers to develop images to illustrate the conceptual vision for the play equipment. The community will have opportunities to comment on these initial draft plans once they are presented to the Park District Board.
- Staff continues to work with SmithGroup in the develop a Beach Management Plan which will provide management recommendations and strategies for the Park District's four lakefront locations. Funding for this plan was provided, in part, by a grant from the Illinois Department of Natural Resources Coastal Management Program.
- The Golf Learning Center ADA Restroom Improvements Project is underway and scheduled to be completed by the end of the year.
- Recreation Center of Highland Park Roof Repair Projects has been completed.
- The Sunset Woods Maintenance Fencing Extension Project has been completed.
- An Invitation for Bid is currently being developed for the Sunset Valley Golf Club Youth Golf Area Walkway Project.

COMMUNICATIONS AND MARKETING

Marketing Board Report (Nov 7 – Dec 3)

Social Media			
			
4,615	848	1,515	117
Followers	Followers	Followers	Views

Email
33,170
Total Audience

pdhp.org		
6,942	10,532	20,179
Visitors	Visits	Pageviews

Digital Brochures			
Dec		Winter	
164	19	353	87
Views	Clicks to Register	Views	Clicks to Register

Email

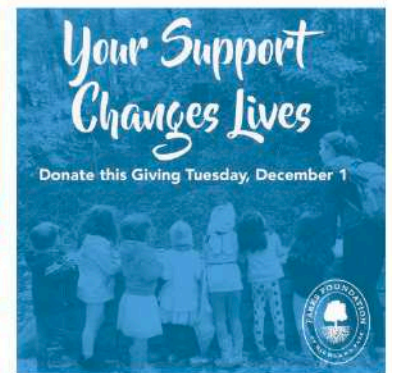
- Our email service provider has discontinued providing consolidated monthly analytics for our email programs, so those numbers will no longer be reported. In addition, you will notice that our total audience is significantly reduced from last month. We are archiving email lists that have not been used 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

- The dramatic +20% increase in website traffic we experienced in the summer and early fall has reversed because of the new Illinois Tier 3 Mitigations. Traffic over the last three weeks has fallen by 28% compared to the same period last year. Most visited pages include the RCHP, Heller, Centennial, Heller, and the COVID-19 update and resource page.

- In the past month, 17 emails were sent to our residents and customers to keep them informed of new PDHP information, news, and opportunities including the Tier 3 Mitigation facility and programming adjustments, the December brochure, and an announcement about summer camp 2021.
- We reverted to offering monthly brochures. The January brochure will go out to residents the week prior to the winter holiday break.
- A marketing plan was put in place to promote the Sunset Woods project survey that will launch on Dec 9.
- The marketing team is developing the new *On The Go Fitness* website and marketing launch plan for the RCHP. The site will allow customers to subscribe to on-demand high-quality fitness class videos and special streaming classes.

Graphics



PDHP.org

Page ?	Pageviews ? ↓
	20,179 % of Total: 100.00% (20,179)
1. /	5,219 (25.86%)
2. /recreation-center-highland-park-fitness-center-health-club-aquatics/	1,473 (7.30%)
3. /heller-nature-center/	956 (4.74%)
4. /centennial-ice-arena/	830 (4.11%)
5. /2020/07/covid-19-community-health-preparedness/	782 (3.88%)
6. /golf-learning-center/	656 (3.25%)
7. /programs/	587 (2.91%)
8. /deer-creek-racquet-club/	580 (2.87%)
9. /rosewood-beach-2/	508 (2.52%)
10. /2020/11/covid-19-community-health-preparedness/	444 (2.20%)
11. /recreation-center-highland-park-fitness-center-health-club-aquatics/group-fitness/	433 (2.15%)
12. /parks/	245 (1.21%)
13. /bids-rfps/	226 (1.12%)
14. /park-board/meetings/	221 (1.10%)
15. /program-guides/	219 (1.09%)
16. /pdhp-internal-staff-documents/	195 (0.97%)
17. /beaches/	181 (0.90%)
18. /parks/dog-exercise-areas/	180 (0.89%)
19. /find-listing/	164 (0.81%)
20. /staff-directory/	160 (0.79%)
21. /join-our-team/	155 (0.77%)
22. /park-board/	154 (0.76%)
23. /parties-rentals/	126 (0.62%)
24. /millard-park-beach/	123 (0.61%)
25. /youth-sports/youth-baseball/	121 (0.60%)
26. /contact/	119 (0.59%)
27. /hpcc2nature/	119 (0.59%)
28. /2020/06/recreation-center-of-highland-park-reopens-july-6/	117 (0.58%)
29. /moraine-park-beach/	108 (0.54%)
30. /events/	97 (0.48%)
31. /2020/11/recreation-center-fitness-closure/	86 (0.43%)



Memorandum

To: Board of Park Commissioners

From: Ryan Ochs, General Manager/Golf Course Superintendent; Cole Sangern, Golf Operations Manager/PGA Associate; Rob Saunders, Program and Services Manager/PGA Professional; Brian Romes, Executive Director

Date: December 15, 2020

Subject: **2020 Season Ending Report for Sunset Valley Golf Club & the HP Golf Learning Center**

Summary

Staff will provide an overview of the 2020 Season Ending Report including operational highlights, usage, camp and program participation, and financials for Sunset Valley Golf Club and The Highland Park Golf Learning Center.



Memorandum

To: Board of Park Commissioners

From: Mitch Carr, Director of Recreation and Facilities; Kari Acevedo, Aquatics Manager; Brian Romes, Executive Director

Date: December 15, 2020

Subject: **2020 Lakefront Operations Report**

Staff will present the 2020 Lakefront Operations Report including an overview of 2020 operations, statistics, season highlights and recommendations for 2021 at Rosewood Beach and Park Avenue. Staff will also highlight plans for 2021 at Hidden Creek Aquatic Park.