

NOTICE OF REGULAR MEETING

Tuesday, June 22, 2021

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 Meeting by clicking the
Tuesday, June 22 Regular Board Meeting Video link found at**

<https://www.pdhp.org/park-board/meetings/>

I. CALL TO ORDER

II. ROLL CALL

III. ADDITIONS TO THE AGENDA

IV. PUBLIC COMMENT FOR ITEMS ON AGENDA

For public comment, members of the public can attend the virtual meeting so they may have the opportunity to speak during the public comment period.

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

https://us02web.zoom.us/webinar/register/WN_jtXh8a6vR-Ot755VOdHILA

Registrants will receive an email with meeting access information from it@pdhp.org.

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

V. CONSENT AGENDA

A. Approval of the Minutes from the May 11, 2021 Annual Meeting

B. Approval of the Minutes from the May 11, 2021 Workshop Meeting

C. Approval of the Minutes from the May 25, 2021 Regular Board Meeting

**D. Approval of Resolution 2021-04 Authorizing a Contract for Procurement of
Playground Equipment**

E. Approval of the 2021 Asphalt Project Bid

F. Bills and Payroll in the amount of \$1,936,294.25

VI. FINANCIAL FORECASTS TREASURER'S REPORT

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6:00 p.m.

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VII. UNFINISHED BUSINESS

A. Approval of the Park Avenue Boat Launch and Wave Protection Replacement Project Proposal

VIII. NEW BUSINESS

A. The Preserve of Highland Park Signage Standards

B. Parks Foundation Update

C. Director's Report

D. Board Comments

IX. OPEN TO PUBLIC TO ADDRESS THE BOARD

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

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

XI. ACTION FROM CLOSED SESSION IF ANY

XII. ADJOURNMENT

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF ANNUAL MEETING
MAY 11, 2021**

The Annual 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 Annual Meeting.

The meeting was called to order at 6:01 p.m. by President Ruttenberg.

OATH OF OFFICE

Executive Director Romes conducted the Oath of Office for Commissioner Re-Elect, Brian Kaplan, and Commissioner Elect, Jennifer Freeman.

Executive Director Romes asked Commissioner Re-Elect, Brian Kaplan, and Commissioner Elect, Jennifer Freeman, to raise their right hands and to solemnly swear or affirm, that he/she will support the Constitution of the United States, and the Constitution of the State of Illinois, and that he/she will faithfully discharge the duties of the Office of Park District Commissioner according to the best of his/her abilities.

Executive Director Romes congratulated Commissioner Kaplan and Commission Freeman and welcomed them to the Park Board of Commissioners for the Park District of Highland Park.

Commissioner Freeman reported that she is excited to be a part of the team and thanked everyone for their support.

Roll Call:

Present: Commissioner Bernstein, Commissioner Grossberg, Commissioner Freeman, Vice President Kaplan, President Ruttenberg

Absent: None

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

ELECTION OF OFFICERS

A. President

Executive Director Romes opened the floor for nominations for the office of President of the Board of Park Commissioners.

Commissioner Kaplan nominated Commissioner Ruttenberg for the office of President of the Board of Park Commissioners and Commissioner Bernstein seconded his nomination. There were no other nominations for the office of President of Park Commissioners.

There was no discussion regarding nominations for President.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, Commissioner Freeman, Commissioner Kaplan, Commissioner Ruttenberg

Nay: None

Absent: None

Motion carried.

A motion was made by Commissioner Bernstein and seconded by Commissioner Grossberg to elect Commissioner Ruttenberg to the office of President of the Board of Park Commissioners.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, Commissioner Freeman, Commissioner Kaplan, Commissioner Ruttenberg

Nay: None

Absent: None

Motion carried.

B. Vice President

President Ruttenberg opened the floor for nominations for the office of Vice President of the Board of Park Commissioners.

Commissioner Kaplan nominated Commissioner Grossberg for the office of Vice President of the Board of Park Commissioners and President Ruttenberg seconded his nomination. There were no other nominations for the office of Vice President of Park Commissioners.

There was no discussion regarding nominations for Vice President.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, Commissioner Freeman, Commissioner Kaplan, President Ruttenberg

Nay: None

Absent: None

Motion carried.

A motion was made by Commissioner Bernstein and seconded by Commissioner Kaplan to elect Commissioner Grossberg to the office of Vice President of the Board of Park Commissioners.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

APPOINTMENTS

A. Secretary/Executive Director – Brian Romes

A motion was made by Vice President Grossberg and seconded by Commissioner Kaplan to appoint Brian Romes to the office of Secretary/Executive Director.

President Ruttenberg commended Executive Director Romes for the laborious efforts throughout the pandemic.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

B. Assistant Secretary – Roxanne Hejnowski

A motion was made by Vice President Grossberg and seconded by Commissioner Freeman to appoint Roxanne Hejnowski as the Assistant Secretary acting under the general supervisor of the Secretary/Executive Director to the office of Assistant Secretary.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

C. Treasurer – Mari-Lynn Peters

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein to appoint Mari-Lynn Peters to the office of Treasurer.

Commissioner Bernstein commended Director Peters for her work, reporting she has done an outstanding job of managing the District's finances throughout the pandemic.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

D. IMRF Authorized Agent – Donna Dunn

A motion was made by Commissioner Bernstein and seconded by Commissioner Kaplan to appoint Director Dunn as the IMRF Authorized Agent.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

E. Auditor – Sikich LLP

A motion was made by Commissioner Bernstein and seconded by Commissioner Kaplan to appoint Sikich LLP as the auditor for the Park District of Highland Park.

Vice President Grossberg would like to know how many years Sikich LLP has been auditing the District.

Director Peters reported that Sikich LLP has been with the Park District for 2 years, and they are currently under a three-year contract.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

F. Attorney – Ancel Glink

A motion was made by Commissioner Kaplan and seconded by Commissioner Freeman to appoint Ancel Glink as the attorney for the Park District of Highland Park.

President Ruttenberg reported that Ancel Glink operates under an open contract so their services could be terminated at any time.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein and seconded by Commissioner Kaplan to adjourn the meeting.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Motion carried.

The Annual Meeting adjourned at 6:17 p.m.

Respectfully submitted,

Brian Romes, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
MAY 11, 2021**

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

The meeting was called to order at 6:19 p.m. by President Ruttenberg.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Absent: None

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

Guest Speakers: Rafael Labrador, Parks Foundation President, Bob Bernstein, Parks Foundation Board Member

ADDITIONS TO THE AGENDA - None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA - None.

REVIEW OF VOUCHERS

Director Peters reported that the vouchers from March 26 through April 8 totaled a little over \$450,000.

President Ruttenberg reported that he reviewed the vouchers and did not find anything extraordinary that would need to be discussed.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD – None

APPROVAL OF THE 2021 PARK AVENUE DREDGING PROJECT RE-BID

Director Smith reported that Park Avenue is typically dredged, removing sand that has settled in the channel and adjacent boat launch area, on annual basis to permit powerboats to utilize the concrete boat launch. Every year staff visits the site and conducts measures to determine if dredging is needed, and while 2020 was an exception due to the high lake water levels, staff determined that the area would need to be dredged

this year and held a bid opening in early May. The Park District received four bids, all of which came in over the \$30,000 budget. As a result, staff reduced the project scope and re-bid the project. Staff received one bid for the altered project from Kovilic Construction Company.

Director Smith provided a summary of the bid components reporting that the base bid for mobilization/demobilization is \$10,000 and the base bid to remove no more than 1,000 cubic yards of sand is \$25,000, for a total of \$35,000. While staff does not know how many cubic yards will be removed, staff are confident that the 1,000 maxima will not be met, so the project should stay within budget.

President Ruttenberg would like to know the water depth that needs to be reached so that powerboats may utilize the concrete boat ramp.

Director Smith reported that the water depth needs to be a minimum of 6ft, and in some areas, the water depths are 3ft or less, so the site must be dredged before powerboats can utilize the boat launch.

A motion was made by Commissioner Bernstein and seconded by Commissioner Kaplan to approve base bid items 1 & 2 from Kovilic Construction Co. Inc. for the Park Avenue Dredging Project and authorize the Executive Director to enter into an agreement in the amount not to exceed \$35,000.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, and President Ruttenberg

Nay: None

Absent: None

Motion carried.

THE PRESERVE OF HIGHLAND PARK PROJECT UPDATE

Manager Grill shared images of new developments and reported that the Preserve is currently under construction with substantial completion projected for December 2021. Designated Preserve trails are open to the public during construction. Grading and initial planting around the North Pond shoreline are complete. Work has begun on the Connector Trail that will link The Preserve property on both sides of the Skokie River. Overlooks for the North Pond and Gateway Path (on the west side of the river) have been manufactured off-site. All removals of redundant pathways have been completed and those areas restored with native plantings or turf. New internal connecting paths to create better access and more loop options for visitors have been built. Work has begun on amenities including the Sand Play Area and View Seating Area. Unique Park Signage is being developed in conjunction with the District's Communications Department and the community is kept updated on progress through social media and the district's website. Manager Grill reported that his project began in October of 2020, and since then the first and second phases have been completed. Phase One included shoreline grading, the gateway overlook, and trail

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preparations. Phase Two included ongoing trail work and further development of the gateway and site amenities. As of this month, the Park District entered Phase Three of the project which includes plantings, final trail work, and completion of amenities. Staff anticipates that final details and restoration will be completed in December of 2021, so staff are planning to host a sneak preview this October for stakeholders, Park Board Members, and City Officials. Furthermore, staff would like to host a community celebration in May of 2022 as an official opening of the completed site.

As for financials, Manager Grill reported that On September 22, 2020, the Park District of Highland Park Board of Commissioners awarded a construction contract in the amount of \$1,204,290 to Team REIL Inc. of Union IL for Construction of The Preserve of Highland Park. This work is supported by grants from the Illinois Department of Natural Resources OSLAD (\$400,000) and Illinois EPA Section 319 Grant funding, through the Lake County Stormwater Management Commission (\$144,672) for shoreline restoration and vegetative swales. The total Project Budget including grants is \$1,695,209. Year-to-date expenses are \$411,371 and the anticipated Project Cost is \$1,606,006.

President Ruttenberg would like to know if contingency costs are included in the anticipated project cost.

Manager Grill reported that the anticipated project costs include \$80,000 in contingency costs.

Vice President Grossberg would like to know how many trails are currently available for the public to use during construction.

Manager Grill reported that the east bike trails are open, a pathway to the legacy club along Route 22, and a trail in the southwest corner.

Vice President Grossberg would like to know if the existing golf paths will be removed.

Manager Grill reported that the existing golf paths were converted into walking trails along the short grass prairie.

Commissioner Bernstein would like to know if an analysis has been conducted so that emergency vehicles and first responders will have access throughout the site after construction is complete.

Manager Grill reported that there are two trails providing access for first responders and emergency vehicles.

Executive Director Romes reported that the City of Highland Park permitted the design. Additionally, the Park District's Emergency Action Plan was shared with the City and staff held a separate meeting with the Fire Chief. However, staff will follow up with the Fire Chief and City regarding progress and changes.

PARKS FOUNDATION OF HIGHLAND PARK UPDATE

Executive Director Romes reported that the Parks Foundation of Highland Park is a 501C-3 Not for Profit that exists to ensure everyone has access to Park District Programs, Services and Facilities, by providing

such things as SMILE scholarships for families with financial need, as well as raising funds for Park District infrastructure such as the new Sunset Valley Short Game Area. Essentially, their efforts are an essential conduit to the Park District reaching our Mission of enriching Community Life. As you also know, Vice President Grossberg is the Park Board Liaison to the Parks Foundation and typically provides a monthly update. Tonight, we welcome two members of the Parks Foundation of Highland Park, Past president Bob Bernstein, and newly elected President, Rafael Labrador as an opportunity for the Park Board and Community to meet them, as well as provide an update on the Foundation's progress.

Executive Director Romes reported that Mr. Bernstein embodies the true meaning of "community service and dedication". He joined the Parks Foundation Board in May 2017 and quickly offered his service as the Foundation's first President. At the time, Mr. Bernstein humbly admitted he did not have much of an idea of what it meant to be President of the Foundation, but he would do his best and learn along the way. He attended every event and worked tirelessly to recruit members, sponsors, and donors.

Mr. Bernstein's passion for providing opportunities to those less fortunate is often evident in his words and through his actions. Under Bob's guidance as President, the FYI Program providing scholarships for Highwood families and the Michael Goldman Golf Scholarship Program were initiated. He worked closely with NSSD 112 and the Nuestro Center and various City commissioners to successfully promote Park District programs and scholarships.

During his term, Mr. Bernstein also created numerous fundraising events including the Shrimp Boils at Bluegrass, Yoga at Ravinia, Funk Fest in Highwood, and many more. Not only did these events raise funds to benefit his community, but they also embodied the District's ideals of having fun and connecting the community.

Overall, he is a roll-up your sleeves guy. You may have seen him at Fourth Fest schlepping water at the beverage booth, participating in the Firecracker 5Ks, or even honorably representing the Foundation in the fourth Fest Pie eating contest. He volunteered at information tables at numerous events, attending Chamber of Commerce meetings and events, and much more.

Under his leadership as President, all eight seats on the foundation Board were filled including three officer positions. The Foundation's Strategic Plan was developed along with key working committees including governance, marketing, fundraising, and finance.

Mr. Bernstein is a hard-working, motivating, fun, humble man who loves his community, which we could ask no more from our Foundation President. On behalf of the Park District of Highland Park, the Parks Foundation, and the Highland Park community, Executive Director Romes reported the Park District is lucky to have you and thanked him for his service.

Lastly, Executive Director Romes reported that the Park District is excited to have Mr. Labrador as the newly elected President and are more than confident that he will take the Foundation to another level.

President Ruttenberg welcomed Rafael and invited him to attend future meetings.

Vice President Grossberg commended Mr. Bernstein for his year's servings as the president of the Foundation, reporting that he has built a strong foundation.

Commissioner Bernstein commended Mr. Bernstein for bringing fun to the Parks Foundation and developing wonderful events.

Commissioner Freeman commended Mr. Bernstein for his services.

Mr. Bernstein reported that he has built lasting friendships and the events he developed over the past five years were fun, the intentions were to recruit and showcase the Park District and the Parks Foundation to the community. He is pleased to report that during his presidency the Parks Foundation created a board manual with governance info and a junior board in addition to several successful events.

Mr. Labrador commended Mr. Bernstein for instilling passion into the Foundation. Moving forward, Mr. Rafael reported that the Parks Foundation has engaged with a consulting firm to better understand and develop key tactics to raise money. The firm has offered a series of trainings to improve prospecting since the Parks Foundation cannot afford to spend a lot of time on events and projects, instead, the team needs to recruit regular donors. As a result, the Parks Foundation has been focused on learning how to connect with members of the community with a stretch goal to raise \$25,000 more than 2020. Furthermore, Mr. Labrador reported that he is pleased to hear that the Park Board of Commissioners have a desire to engage with the Parks Foundation since our missions align, and our goals are aiming in the same direction. He requested that the Park Board of Commissioners meet with members of the Parks Foundation and provide three names of people who may be interested in supporting the Foundation's goals.

President Ruttenberg reported that the Park Board of Commissioners will share recommendations with Executive Director Romes.

RECREATION FACILITIES UPDATE

A. Centennial Ice Arena

Manager Sassorossi provided a recap of 2020 programming and facility operations, reporting that the year started strong, but once the pandemic hit, staff decided to take advantage of the closure and replaced the ice compressor. As a result, the ice rink was closed until September. As of September, skating classes were able to resume along with rentals, but games and spectators were not permitted due to the restrictions outlined in the COVID mitigation measures. The restrictions remained in effect through mid-January, so the 2021 hockey season had a delayed start.

As for gymnastics, the team was able to compete and placed 2nd in the state competition, several youth and preschool age classes were added to accommodate children on waitlists, and 132 private lessons were conducted. As a result, staff exceeded the budgeted revenue for gymnastics.

As for ice programming, staff offered a scaled-down version of the ice show, developed the ASPIRE figure skating program, created additional basic skill classes to accommodate children on waitlists, drop-in ice slots resumed, 237 private lessons were conducted, and hockey rentals were able to resume.

As for special events, staff offered a tri-skating and gymnastics day last October, Winter and Spring skating exhibition.

Commissioner Bernstein, Commissioner Kaplan, and President Ruttenberg thanked manager Sassorossi, indicating it was a great report.

B. Heller Nature Center

Manager Reyes reported that staff developed a one-way trail system so that the trails could be used throughout the pandemic including the winter for walkers and cross-country skiers, along with unique programs such as Story Walk, and a mile-long art exhibit along the red trail with 60 exhibits.

Manager Reyes is pleased to report that 2021 programming participants significantly increased so additional staff were recruited to expand programs and class offerings. In the fall of 2019, there were 56 participants enrolled in Heller programs and 43 participants enrolled in Rosewood Interpretive Center programs. Last winter, there were 157 participants enrolled in Heller programs and 13 participants enrolled in Rosewood Interpretive Center programs. Currently, Heller has 364 participants in spring programs and the Rosewood Interpretive Center has 136 participants.

As for special events the Maple Syrup Harvest, Digging the Outdoors, and the Enchanted Forest quickly sold out, so staff expanded the rosters.

As for after-school classes were in high demand, so staff expanded the class offerings. Ravine Rangers added three more classes and the Heller Nature Center offered two more classes. In the fall of 2019, there were 13 children enrolled in after-school classes. As of this spring, there were 68 children enrolled in after-school classes at Heller and 82 children enrolled in classes at the Rosewood Interpretive Center. Regarding summer camps, Into the Wild, is almost full and High-Tide/Low-Tide maxed out and had 20 children on the waitlist. To accommodate those children on the waitlist, staff developed Camp Driftwood. Additionally, most mini-camps and popular post camps are full.

Furthermore, staff are eager to offer the teams course this summer which will be utilized by camps and outside organizations, such as New Trier High School.

President Ruttenberg is pleased to hear that the community has been taking advantage of the outdoor programming.

Commissioner Bernstein, Commissioner Kaplan, and Vice President Kaplan thanked Manager Reyes and her staff.

WATER SAFETY PROCLAMATIONS

A. Adoption of the Beach Safety Week Proclamation and the Safe Boating Week Proclamation

Director Gogola reported that the water safety campaign started after meeting with aquatics department to discuss marketing of the lakefront and the Hidden Creek AquaPark. The aquatics department requested that communications shared with the community should focus on beach safety, specifically that guests visiting the lakefront cannot swim at unguarded beaches. Director Gogola reported that the goal of the campaign, is to grab people's attention while sharing fact-based knowledge stressing why it is important to only swim at a guarded beach. As a result, staff

connected with the Great Lakes Organization, the Red Cross, and the US Life Saving Association, and the Great Lakes Water Safety Consortium. The corner stone of the campaign, is a sign with a red shark, signifying that swimming is prohibited at this lakefront property since the beach is not guarded. Director Gogola reported that the campaign was shared with the City of Highland Park who supports the messaging.

President Ruttenberg supports the campaign, and he likes the shark signage.

Commissioner Bernstein supports the campaign however he would like to know what the Park District policy regarding swimming and how will staff enforce the District's policy.

Executive Director Romes reported that swimming is prohibited at unguarded beaches and Park Ambassadors are scheduled 7-days a week from 7:00 a.m. to midnight who will be enforcing the District's policy.

President Ruttenberg read the Beach Safety Week and Safe Boating Week Proclamations.

A motion was made by Commissioner Kaplan and seconded by Commissioner Freeman to adopt the Beach Safety Proclamation declaring May 24 - 31 Highland Park Beach Safety Week and to adopt the Safe Boating Proclamation declaring May 22 - 28 Highland Park Safe Boating Week.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, and President Ruttenberg

Nay: None

Absent: None

Motion carried.

COVID-19 EMERGENCY OPERATIONS PLANNING UPDATE

Executive Director Romes reported that the Governor announced that our State will move into the Bridge Phase starting this Friday. This phase will allow the Park District to increase capacities in programs, services, and facilities, most notably Hidden Creek Aqua Park.

Starting with the Hidden Creek, with these new guidelines staff are able to increase capacity from 50 bathers or 50% of facility capacity to 100 bathers or 60% of facility capacity, thereby increasing our total capacity to 200 visitors per available time slot. This will not change our process for reserving a timeslot.

Executive Director Romes reported that if the state enters Phase 5 this summer, which essentially eliminates capacity standards, staff will permit further increased capacities, and even sell a more economic season pass

to the community. Staff will provide further details once there is clarification from IDPH on Aquatic Center Standards.

In other areas of the Park District, Indoor Recreation programming is not significantly impacted in this phase, however, outdoor recreation increases from a maximum group size of 50 to a maximum group size of 100.

Summer Camp groups are a little different, but capacity per group has increased to 30 participants, which allows us to accommodate more campers, which will now allow us to accommodate almost the entire waitlist at this time.

Private Rentals for Social Events have increased capacities from a lesser of 50 people or 50% capacity to 250 people indoors or 500 people. Social distancing guidelines for tables and seating do remain in place for seated events. This means that all rental facilities can have normal capacities, keeping in mind that social distancing guidelines may reduce that capacity for seated events or meetings.

From an employee perspective, Executive Director Romes reported that while many staff are getting vaccinated, the vaccination benefits you see from the CDC do not apply to staff, or to our facilities at this time.

As you know, staff's number one goal is delivering essential programs and services that enrich community life is the health and safety of our community and employees. Therefore, staff is closely following the Restore Illinois Plan, (DCEO) guidelines, (CDC) recommendations, and the Occupational Health and Safety Administration (OHSA) guidance

Last year the Park District created a Homecoming Committee in an effort to create a welcoming and safe return of patrons and staff to our facilities and programs. The Homecoming Committee developed a robust Return to Work Plan, which provides a detailed outline of workplace procedures for staff, as well as General Recreation and Facility Safety Guidelines, regarding COVID-19.

As the guidelines change, this plan is updated to ensure the Park District is always adhering to current restrictions and in addition to requiring all staff to be formally trained on this manual, it is now a part of our new employee onboarding process. In addition to internal efforts staff are continuing to maintain the dedicated COVID-19 web page and Communications are regularly shared on social media outlets, through the email database, and in collaboration with the City and their communication outlets.

Executive Director Romes reported that the District is very fortunate to have had very few COVID cases with both staff and patrons, and we believe this is due to our pro-active approach and strict adherence to recommended guidelines.

REVIEW OF VOUCHERS

President Ruttenberg reported that the Park Board of Commissioners reviewed the vouchers and there are no questions.

CLOSED SESSION

A motion was made by Commissioner Kaplan, seconded by Vice President Grossberg to adjourn into Closed Session for discussion of Section 2(c)1 – the appointment, employment, compensation, discipline

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of the District including legal counsel for the District; – the setting of a price for sale or lease of property owned by the District; - for discussions between internal or external auditors and the Board.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, and President Ruttenberg

Nay: None

Absent: None

Motion carried.

The meeting adjourned into Closed Session at 7:44 p.m.

The meeting reconvened into Open Session at 8:20 p.m.

ACTION FROM CLOSED SESSION IF ANY

No action was taken during closed session.

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein and approved by a unanimous vote. The Board Meeting adjourned at 8:21 p.m.

Respectfully submitted,

Brian Romes, Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
MAY 25, 2021**

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

The meeting was called to order at 6:04 p.m. by President Ruttenberg.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Absent: None

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

ADDITIONS TO THE AGENDA - None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

CONSENT AGENDA

A motion was made by Commissioner Grossberg and seconded by Vice President Kaplan to approve the Minutes from the April 13, 2021 Workshop Meeting, the Minutes from the April 27, 2021 Regular Board Meeting, Ordinance 2021-02 Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property, and Bills and Payroll in the amount of \$1,356,025.64

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Abstain: None

Motion Carried

FINANCIAL FORECASTS AND TREASURERS REPORT

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

Director Peters presented the District's chart of 2021 operations which examines the General and Recreation Funds comparing the budgeted vs. projected cash on hand at the end of each month. As of December 31, 2020, the Park District budgeted to have about \$12.2 million in cash on hand. However, as of April 30, staff are projecting that to increase to \$14.4 million. She reminded the Finance Committee Liaisons that the General and Recreation Funds have a 25% reserve policy, which based on the 2021 expenditures is about a \$4.1 million reserve balance.

Operations (General and Recreation Funds) Budget vs. Actual

Director Peters reported that as of April 30, 2021, staff budgeted \$2.06 million in operating revenue and she is pleased to report the actual revenue is \$2.66 million, surpassing the budgeted amount. Additionally, the actual expenses are significantly less than the budgeted amount. The actual expenses as of April 30, were \$3.45 million vs. the budgeted \$4.46 million, resulting in a year-to-date net surplus of \$1.6 million. When comparing the District's current financial status to a three-year average pre-covid (2017 – 2019) period, the year-to-date monthly net difference is a \$505,121.05 surplus.

General Fund

As of April 30, 2021, the District's actual revenue is \$260,875.75 which is significantly higher than the budgeted amount of \$109,850.47. Whereas actual expenses are significantly less than the budgeted amount. The actual expenses as of April 30, were \$1.16 million vs. the budgeted \$1.56 million, which contributed to the resulting year-to-date net surplus of \$552,224.77. When compared to 2019, the District is at \$222,061.96 surplus.

Recreation Fund

As of April 30, 2021, staff budgeted \$1.95 million in revenue, whereas the actual revenue is significantly higher at \$2.39 million. Much like the general fund, actual expenses are less than the budgeted amount. The actual expenses were \$2.28 million vs. the budgeted \$2.99 million, resulting in a year-to-date net surplus of \$1.05 million. Also, important to note, Director Peters reported that the District's revenues are exceeding expenses, which was not budgeted to occur until May. When compared to 2019, the District is at \$263,541.73 surplus due to the reduction in expenses, since actual revenue is slightly behind 2019.

Special Recreation Fund

Director Peters reported that this fund is trending as expected.

Debt Service Fund

Director Peters reported that this fund is trending as expected.

Capital Fund

Director Peters reported that expenses are increasing each month, however, there is a \$432,321.81 year-to-date net difference due to projects coming in under budget and delays.

Cumulative Monthly Payroll Actual vs. Budget

Director Peters reported that as of April 30, the Park District budgeted \$2.33 million in expenditures, and she is pleased to report that the actual expenses are slightly less at \$2.09 million, resulting in a year-to-date savings of \$234,094.30. When compared to 2019, the District had \$2.79 million in expenditures which is \$400,000 more than this year's actual.

Non-Cumulative Monthly Payroll Actual vs. Budget

Director Peters reported that for the month of April, the Park District budgeted \$637,807.44 in expenditures, whereas the actual expenses are slightly less at \$551,924.25, resulting in a month-to-date savings of \$85,883.19. When compared to 2019, the District had \$615,343.32 in expenditures.

Conclusion

Director Peters reported that several programs and services were canceled until mid-January due to COVID-19 mitigation measures. Fortunately, that allowed the Park District to significantly reduce payroll expenses resulting in a \$234,094 savings. This permitted a \$1.60 million surplus above the budgeted net revenue. Additionally, the number of people being vaccinated is increasing, while positivity rates and hospitalizations are decreasing so the Park District has seen a significant increase in Spring and Summer registrations. Furthermore, when comparing the 2021 actuals to the pre-COVID 3-year average the Park District has a \$505,121 surplus. Additionally, Indoor tennis had a \$249,605 surplus vs. budgeted and golf has a \$221,394 surplus. Overall, all but two of the Park District's cost centers are operating at a surplus.

Vice President Grossberg would like to know what staff is doing to accommodate the tennis requests.

Director Carr reported that staff only offered outdoor classes over the summer season. Due to the pandemic, staff expanded outdoor operations, so that classes and lessons could be offered spring through the fall. Since there are more courts available outdoors the Park District has been able to offer additional classes and lessons.

President Ruttenberg would like to know if staff are developing plans to retain and expand the current audience.

Executive Director Romes that staff are developing plans and will have updates during the review of the 2022 budget.

UNFINISHED BUSINESS

A. Sunset Woods Playground Renovation Update

Manager Schwartz shared renderings of the newly proposed playgrounds reporting that the 5-12 age solar system play area includes a rocket ship play structure, a group spinner, embankment swings, and a net climber; and the 2-5 age nature-inspired play area includes a primary structure with slides, balance activities and tunnels, sand play features, and several types of swings. In addition to the playground improvements, Manager Schwartz reported that Hitchcock Design Group developed an improved pathway system throughout the site and entry points into the playgrounds and shared a rendering of the

newly proposed circular pathway located in between the play areas. Furthermore, staff was asked to gather blueprints for a plaza, which is an amenity from the site master plan, since the installation of a brick paver patio with tables in the center of the circular pathway complements the pathway system improvements acting as a central gathering place between the play areas. She shared examples of neighboring park districts with a plaza or central gathering space, which included Jackman Park and Friends Park in downtown Glenview, Hubbard Park in Winnetka, and Village Green Park in downtown Northbrook.

As for the budget, Manager Schwartz reported that the current cost estimates are coming in over-budget, so staff are working with Hitchcock to try and reduce costs. Currently, the site construction estimates increased from February due to the increase of material costs for concrete, steel, and pour in place and the play equipment costs have slightly increased. Overall, the project is currently estimated at \$1,266,516, so it's coming in \$116,516 over budget.

As for the project timeline, staff plans for construction to begin in August and anticipates the project will be completed by the spring of 2022.

Commissioner Bernstein would like to know if the costs for the plaza are included in the most recent cost estimates.

Manager Schwartz reported that the costs for the plaza are not included in the most recent cost estimates. The plaza is an additional \$39,000.

Commissioner Bernstein would like to know why the costs have increased since the February estimates.

Manager Schwartz reported that the cost of materials has significantly increased, especially steel.

Commissioner Bernstein is in favor of the plaza so long as staff can reduce the costs.

Commissioner Freeman would like to know if there are opportunities for donor bricks to reduce costs.

Executive Director Romes reported that there is potential for the Parks Foundation to help raise funds.

Commissioner Freeman strongly supports the plaza.

President Ruttenberg would like to know the distance between the plaza and the 2-5 play area, suggesting relocating the plaza if the distance is 30ft or more from the 2-5 play area.

Manager Schwartz reported that she will measure the distance and follow up.

NEW BUSINESS

A. Approval of the Brown Park Ground Lease Agreement for a Temporary Fire Station

Executive Director Romes reported that the City of Highland Park recently approved the redevelopment of a new Ravinia Fire Station on the existing property of the current Ravinia Fire Station.

In an effort to ensure continuity of vital fire and emergency medical services during construction, the City has requested approval from the Park District to construct a temporary fire station and related temporary structures on the Park District's property at Brown Park.

As a result, staff presented and received full consensus from the Park Board of Commissioners to support the general lease terms provided by the City for a temporary fire station at Brown Park. Since then, the City drafted a lease agreement, which was reviewed by attorneys, so staff are recommending approval from the Park Board of Commissioners to enter into an agreement with the City of Highland Park for the Brown Park Ground Lease Agreement for a Temporary Fire Station.

Commissioner Bernstein reported that he reviewed the lease, and he is pleased that the recommendation from President Ruttenberg was incorporated into the lease terms, such as that the utilities would remain for the Park District to utilize after the City of Highland Park terminates the agreement.

A motion was made by Commissioner Freeman and seconded by Commissioner Kaplan permitting Executive Director Romes to enter into an agreement with the City of Highland Park for the Brown Park Ground Lease Agreement for a Temporary Fire Station.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Abstain: None

Motion Carried

B. COVID-19 Emergency Operations Planning Update

Executive Director Romes reported that the CDC, as well as Governor Pritzker, updated the state's guidelines regarding face masks for fully vaccinated individuals. With this guidance, businesses such as the Park District are still required to continue following other DCEO guidelines consistent with the Bridge Phase 4 of the Restore Illinois Plan, and communications were shared with the community indicating that fully vaccinated Individuals are not required to wear a face mask or social distance when outdoors, whereas individuals not fully vaccinated are encouraged to wear a face mask when social distancing is not possible when outdoors. When indoors, fully vaccinated Individuals are not required to wear a mask or social distance during classes, lessons, and activities unless participating with individuals under the age of 12 or traveling through common areas, such as entries/exits, lobbies, locker rooms, common restrooms, spectator areas, and hallways. If individuals are not fully vaccinated, they should continue to wear a mask and social distance when indoors.

As for employees, they are following the previous guidelines which require a mask be worn at all times except when outdoors so long as 6ft of distance is maintained or when working independently indoors. Staff anticipates these guidelines to change as Phase 5 approaches.

C. Sunset Valley Golf Club Youth Golf Development Center Outing and Short Game Area Grand Opening

Manager Ochs thanked the Park Board of Commissioners, Parks Foundation, and staff who contributed to the success of this sold-out event, reporting that the Parks Foundation raised over \$45,000 to cover the final expenses for the youth golf development center. He reported that this amenity will be used for many generations to come and help grow the game of golf. He provided a special thanks to Joel Hirsch, for his generosity allowed the Park District to bring his vision to life and shared images of the completed short game area and walkway.

Commissioner Kaplan commended everyone who contributed to the event.

Commissioner Bernstein commended everyone who organized and hosted the event and reported he is looking forward to more events in the near future.

President Ruttenberg and Commissioner Kaplan requested that a plaque be placed in the clubhouse indicating that Sunset Valley Golf Club is home to the Highland Park High School Giants.

Vice President Grossberg loved the recommendation, as did Manager Ochs.

D. Director's Report

Executive Director Romes reported that summer begins this weekend, with the opening of the Hidden Creek AquaPark, swimming at Rosewood Beach, and boating at Park Avenue. Staff are excited to kick off a safe summer.

President Ruttenberg would like to know if residents can access Rosewood Beach free of charge.

Executive Director Romes reported that residents may access Rosewood beach free of charge and will receive 10 free guest passes in addition to their beach pass. As for non-residents, there is a nominal fee to access the beach.

President Ruttenberg would like to know where residents can get their beach passes.

Executive Director Romes reported that they are available at the Recreation Center of Highland Park.

Vice President Grossberg would like to know the maximum capacity for Hidden Creek AquaPark.

Executive Director Romes reported that the maximum capacity is 200 bathers, so guests will need to make a 2-hour reservation.

Commissioner Bernstein would like to know when in-person meetings will resume.

President Ruttenberg reported that he and Executive Director Romes are developing a timeline for in-person meetings to resume.

E. Board Comments - None

OPEN TO THE PUBLIC TO ADDRESS THE BOARD - None

CLOSED SESSION

A motion was made by Commissioner Kaplan, seconded by Commissioner Bernstein to adjourn into Closed Session for discussion of Section 2(c)1 – the appointment, employment, compensation, discipline of the District including legal counsel for the District; – the setting of a price for sale or lease of property owned by the District; - for discussions between internal or external auditors and the Board.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 7:09 p.m.

The meeting reconvened into Open Session at 7:32 p.m.

ACTION FROM CLOSED SESSION IF ANY

No action was taken during closed session.

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Vice President Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 7:32 p.m.



Memorandum

To: Park Board of Commissioners

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

Date: June 22, 2021

Subject: **Approval of Resolution 2021-04 Authorizing a Contract for Procurement of Playground Equipment**

Summary

In collaboration with staff, Board Liaisons, and the Highland Park community, Hitchcock Design Group has completed planning and design for the renovation of the Sunset Woods Park 21st Century Playland and Titanic Tides Tot Lot. Construction bids are currently being solicited and will be presented to the Park Board for approval at the Regular Meeting on July 27, 2021.

The keystone play component for the ages 5 to 12 playground, The Rocket Ship Tower, has a significantly longer lead time than other playground equipment. Therefore, to keep project construction on schedule, this equipment needs to be purchased in advance of the July 27, 2021 Park Board Meeting. The Rocket Ship Tower is being custom designed by GameTime who the exclusive manufacturer. Therefore, the procurement of this playground equipment is not adapted to competitive bidding. The total cost for the Rocket Ship Tower is \$245,785.60 which is within the project's allocated budget for playground equipment.

Recommendation

Staff recommended approval from the Park Board of Commissioners Resolution 2021-04, Authorizing a Contract for Procurement of Playground Equipment (The Rocket Ship Tower) from GameTime in the amount of \$245,785.60.

**PARK DISTRICT OF HIGHLAND PARK
RESOLUTION 2021-04**

**RESOLUTION AUTHORIZING A CONTRACT
FOR PROCUREMENT OF PLAYGROUND EQUIPMENT**

WHEREAS, the Park District of Highland Park (“Park District”) is an Illinois Park District governed by the Illinois Park District Code, 70 ILCS 1205/1 et seq. and other applicable laws; and

WHEREAS, Section 8-1(c) of the Park District Code governs contracts involving expenditures in excess of \$25,000.00 and generally requires that such contracts be let to the lowest responsible bidder after due advertisement of a competitive bid; and

WHEREAS, under the provisions of Section 8-1(c), contracts which by their nature are not adapted to award by competitive bidding are not subject to competitive bidding; and

WHEREAS, the Park District is in need of certain materials and work to renovate and replace the Sunset Woods Park Playground (“Project”) and

WHEREAS, GameTime, the original equipment manufacturer of the supplies or equipment needed for the Project makes custom designed playgrounds which are not fungible with broadly marketed playground equipment, resulting in procurement of such property not being well-adapted for competitive bidding; and

WHEREAS, the Park District’s Board of Park Commissioners (“Board”) finds it to be necessary and in the best interest of the Park District and its residents to award a contract for the Project without competitive bidding;

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

SECTION 1. The recitals set forth above are incorporated into this Resolution as the material legislative findings of the Board as though fully restated herein.

SECTION 3. The Board finds and determines that GameTime is the exclusive manufacturer of the “Sunset Woods Tower” needed for the Project, as more specifically described in Exhibit A attached hereto and incorporated by reference. The Board finds and determines that for the foregoing reasons the procurement of the Sunset Woods Tower for the

Project is by its nature not well adapted to award by competitive bidding and is therefore not subject to competitive bidding.

SECTION 4. The Executive Director or his designee is hereby authorized and directed to enter into a contract with GameTime in an amount not to exceed \$245,785.60 to acquire the Sunset Woods Tower necessary for the completion of the Project.

SECTION 5. All resolutions and ordinances that conflict with this Resolution are hereby waived to the extent of such conflict.

PRESENTED to and **PASSED** by the Park District of Highland Park Board of Park Commissioners, this ____ day of _____, 2021.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

APPROVED:

President

ATTEST:

Secretary

EXHIBIT A

SUNSET WOODS TOWER



GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

06/14/2021
Quote #156003-01-01

EXHIBIT A

Sunset Woods Tower

Park District of Highland Park
Attn: Dan Voss
1801 Sunset Road
Highland Park, IL 60035
Phone: 847-579-3130
dvoss@pdhp.org

Ship to Zip 60035

Quantity	Part #	Description	Unit Price	Amount
3	80001	GameTime - 49"Tri Punched Steel Deck	\$743.00	\$2,229.00
9	80021	GameTime - 14' Upright Assembly (Alum)	\$595.00	\$5,355.00
2	80078	GameTime - 6"Stepped Platform	\$1,544.00	\$3,088.00
1	80656	GameTime - Access Attachment 3'& 4'	\$671.00	\$671.00
3	81769	GameTime - Talk Tube Ground Level Attach 2-5	\$499.00	\$1,497.00
1	90031	GameTime - 5' Transfer Platform W/Barrier	\$5,690.00	\$5,690.00
1	90269	GameTime - 11' Upright, Alum	\$477.00	\$477.00
1	90270	GameTime - 12' Upright, Alum	\$517.00	\$517.00
2	90271	GameTime - 13' Upright, Alum	\$555.00	\$1,110.00
5	90272	GameTime - 14' Upright, Alum	\$595.00	\$2,975.00
1	90396	GameTime - 2' Rung Kickplate	\$636.00	\$636.00
1	90436	GameTime - Observation Window	\$1,450.00	\$1,450.00
1	90506	GameTime - 6' Single Wave Zip Slide	\$2,223.00	\$2,223.00
1	90700	GameTime - Single Entrance Wilderslide li	\$1,007.00	\$1,007.00
1	90703	GameTime - Straight Section Wilderslide li	\$451.00	\$451.00
2	90704	GameTime - Left Curve Section Wilderslide li	\$620.00	\$1,240.00
1	90709	GameTime - Support Wilderslide li	\$194.00	\$194.00
1	90762	GameTime - Long Exit (Use On 7' & 8' Slides)	\$845.00	\$845.00
1	91024	GameTime - Drivers Panel Above Deck	\$803.00	\$803.00
1	91243	GameTime - Roller Slide	\$12,485.00	\$12,485.00
1	91323	GameTime - Erratic Climber 7'0"-8'0"	\$760.00	\$760.00
1	91530	GameTime - Twisted Rail Climber 6'6"/7'	\$2,034.00	\$2,034.00
2	G80021	GameTime - 14' Upright Assembly (Galv)	\$618.00	\$1,236.00
1	178749	GameTime - Owner's Kit	\$60.00	\$60.00
1	PLX930	GameTime - Rocket Tower Base	\$27,036.00	\$27,036.00
1	PLX930	GameTime - External Tube Climber	\$9,504.00	\$9,504.00
1	PLX930	GameTime - Climbing Thruster	\$8,420.00	\$8,420.00
1	PLX930	GameTime - Net Climber	\$9,252.00	\$9,252.00
1	PLX930	GameTime - Rocket Tower Nose Cone Roof	\$29,300.00	\$29,300.00
1	PLX930	GameTime - Crawl Tube Panels	\$3,420.00	\$3,420.00
1	PLX930	GameTime - Slide with Panel	\$9,900.00	\$9,900.00



GameTime c/o Cunningham Recreation
 PO Box 240981
 Charlotte, NC 28224
 800.438.2780
 704.525.7356 FAX

06/14/2021
 Quote #156003-01-01

EXHIBIT A

Sunset Woods Tower

Quantity	Part #	Description	Unit Price	Amount
1	PLX930	GameTime - 13' Enclosure	\$1,684.00	\$1,684.00
1	PLX930	GameTime - 14' Bubble Panel	\$1,856.00	\$1,856.00
1	PLX930	GameTime - 17' Enclosure Panel	\$1,172.00	\$1,172.00
1	PLX930	GameTime - Scaffolding Roof	\$12,364.00	\$12,364.00
1	PLX930	GameTime - Custom Play Table	\$2,108.00	\$2,108.00
1	PLX930	GameTime - Command Station	\$13,900.00	\$13,900.00
1	PLX930	GameTime - Archway Panel	\$3,020.00	\$3,020.00
4	PLX608	GameTime - Geometric Entryway	\$1,340.00	\$5,360.00
1	PLX619	GameTime - Geometric Offset Entryway	\$1,420.00	\$1,420.00
1	PLX928	GameTime - Sky Bridge w Rubber Matting	\$10,156.00	\$10,156.00
1	PLX931	GameTime - Crane Spinner	\$7,652.00	\$7,652.00
1	8888	GameTime - 90314- Access Ladder 5'	\$2,000.00	\$2,000.00
1	GFRC	GameTime - Space Crate Climber	\$22,820.00	\$22,820.00
Contract: OMNIA			Sub Total	\$231,377.00
			Discount	(\$11,753.52)
			Material Surcharge	\$18,462.12
			Freight	\$7,700.00
			Total	\$245,785.60

Comments

Materials only quotation, pricing does not include installation or off-loading.

****A deposit in the amount \$15,000 will be required at time of order.****

This proposal includes custom components that currently have a longer than usual lead time. Current lead time is 12-16 weeks.



GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
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704.525.7356 FAX

06/14/2021
Quote #156003-01-01

EXHIBIT A

Sunset Woods Tower

GAMETIME - TERMS & CONDITIONS:

- **PRICING:** Pricing is subject to change. Request updated pricing when purchasing from quotes more than 30 days old.
- **TERMS OF SALE:** For equipment & material purchases, Net 30 days from date of invoice for governmental agencies and those with approved credit. All others, full payment for equipment, taxes and freight up front. Balance for services & materials due upon completion or as otherwise negotiated upon credit application review. Pre-payment may be required for equipment orders totaling less than \$5,000. Payment by VISA, MasterCard, or AMEX is accepted. Checks should be made payable to Playcore Wisconsin, Inc. d/b/a GameTime unless otherwise directed.
- **CREDIT APPLICATION:** Required for all non-governmental agencies and those entities who have not purchased from GameTime within the previous twelve calendar months.
- **FINANCE CHARGE:** A 1.5% monthly finance charge (or maximum permitted by law) will be added to all invoices over 30 days past due.
- **CASH WITH ORDER DISCOUNT:** Orders for GameTime equipment paid in full at time of order via check or electronic funds transfer (EFT) are eligible for a 3% cash-with-order (CWO) discount.
- **ORDERS:** All orders shall be in writing by purchase order, signed quotation or similar documentation. Purchase orders must be made out to Playcore Wisconsin, Inc. d/b/a GameTime.
- **FREIGHT CHARGES:** Shipments shall be F.O.B. destination. Freight charges prepaid and added separately.
- **SHIPMENT:** Standard Lead time is 4-6 weeks after receipt and acceptance of purchase order, credit application, color selections and approved drawings or submittals.
- **PACKAGING:** All goods shall be packaged in accordance with acceptable commercial practices and marked to preclude confusion during unloading and handling.
- **RECEIPT OF GOODS:** Customer shall coordinate, receive, unload, inspect and provide written acceptance of shipment. Any damage to packaging or equipment must be noted when signing delivery ticket. If damages are noted, receiver must submit a claim to Cunningham Recreation within 15 Days. Receiver is also responsible for taking inventory of the shipment and reporting any concealed damage or discrepancy in quantities received within 60 days of receipt.
- **RETURNS:** Returns are only available on shipments delivered within the last 60 days. A 25% (min.) restocking fee will be deducted from any credit due. Customer is responsible for all packaging & shipping charges. Credit is based on condition of items upon return. All returns must be in unused and merchantable condition. GameTime reserves the right to deduct costs associated with restoring returned goods to merchantable condition. Uprights & custom products cannot be returned.
- **TAXES:** Sales tax is shown as a separate line item when included. A copy of your tax exemption certificate must be submitted at time of order or taxes will be added to your invoice.

SUPPLY ONLY:

- All items are quoted supply only.
- Installation services are not included.
- Customer is responsible for coordinating delivery, receipt, unloading, and inventory equipment.
- Missing or damaged equipment must be reported within 60 days of delivery.

ACCEPTANCE OF QUOTATION:

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Accepted By (printed): _____ Title: _____

Telephone: _____ Fax: _____

P.O. Number: _____ Date: _____

Purchase Amount: **\$245,785.60**

SALES TAX EXEMPTION CERTIFICATE #: _____

(PLEASE PROVIDE A COPY OF CERTIFICATE)

Salesperson's Signature

Customer Signature



GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

06/14/2021
Quote #156003-01-01

EXHIBIT A

Sunset Woods Tower

BILLING INFORMATION:

Bill to: _____

Contact: _____

Address: _____

Address: _____

City, State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____

SHIPPING INFORMATION (IF DIFFERENT FROM ABOVE):

Ship to: _____

Contact: _____

Address: _____

Address: _____

City, State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____



Memorandum

To: Park Board of Commissioners

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

Date: June 22, 2021

Subject: **Approval of the 2021 Asphalt Project Bid**

Summary

The Park District of Highland Park received one (1) sealed bid on Friday, June 11, 2021, for materials and labor to complete the 2021 Asphalt Project. The scope of this project includes the patching, coloring, and striping of Deer Creek Racquet Club tennis courts, Sunset Woods tennis courts, West Ridge Park basketball court, and the coloring of Fink Park basketball court post footings and Woodridge Park tennis court fencing post footings. The project is scheduled to take place July 26, 2021, through September 3, 2021.

Bid Results

Company	<u>Base Bid Item #1</u> Deer Creek Tennis Courts	<u>Base Bid Item #2</u> Fink Park Basketball Court Post Footings	<u>Base Bid Item #3</u> Sunset Woods Tennis Courts	<u>Base Bid Item #4</u> West Ridge Basketball Court	<u>Base Bid Item #5</u> Woodridge Park Tennis Court Fence Footings	<u>Alternate #1</u> Sunset Woods Tennis Courts Add Pickleball lines to Courts 2 & 3	<u>Alternate #2</u> West Ridge Safety Village Improvements
U.S. Tennis Court Construction Co.	\$47,600.00	\$1,800.00	\$21,500.00	\$4,800.00	\$1,800.00	\$2,500.00	\$2,600.00

The bidder was U.S. Tennis Court Construction Company, Inc. This contractor had favorable references and experience working with Park District of Highland Park.

Financial Impact

Total Available Budgeted Funds for Project	\$130,000.00
Bid Recommendation	\$82,600.00
<hr/>	
Anticipated Amount Under Budget	\$47,400.00

Recommendation

Staff recommends the Park Board of Commissioners approve Base Bid Items 1-5 and Alternates 1 & 2 from U.S. Tennis Court Construction Company for the 2021 Asphalt Project and authorize the Executive Director to enter into an agreement in the amount of \$82,600.



Memorandum

To: Board of Park Commissioners

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

Date: June 22, 2021

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written May 21, 2021 through June 17, 2021 to be presented to the Board for approval on June 22, 2021

BILLS

<u>DATE</u>	<u>AMOUNT</u>
May 25, 2021	\$ 300.00
June 2, 2021	\$ 1,500.00
June 3, 2021	\$ 301,406.64
June 8, 2021	\$ 3,602.50
June 8, 2021	\$ 1,500.00
June 9, 2021	\$ 700.00
June 17, 2021	\$ 517,005.40
Void Payments	\$ -
Bank Drafts	\$ 365,105.19
P-Card	\$ 128,188.31
TOTAL	\$ 1,319,308.04

PAYROLL DISBURSEMENTS

May 21, 2021	\$ 298,222.99
June 4, 2021	\$ 318,763.22

TOTAL	\$ 616,986.21
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GRAND TOTAL	\$ 1,936,294.25
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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 6-22-21 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: APPKT02770 - HCAP Petty Cash 2021

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
17942	KARI ACEVEDO - PETTY CASH	05/25/2021	Regular	0.00	300.00	186655
052521	Invoice	05/25/2021	Change Bank - HCAP 2021 Season	0.00	300.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	300.00
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	300.00



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						
18411	STUDIO E 16, LLC	06/02/2021	Regular	0.00	1,500.00	186656
ROSEWOOD	Invoice	06/01/2021	PSA Safety Video - Rosewood Beach	0.00	1,500.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	1,500.00
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	1,500.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02778 - Workshop Packet 060821

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						
11196	ILLINOIS STATE POLICE	06/03/2021	Regular	0.00	2,500.00	
052021	Invoice	06/01/2021	Criminal background checks	0.00	2,500.00	
12460	STEVE FRANKLIN	06/03/2021	Regular	0.00	240.00	
052921	Invoice	06/01/2021	Umpire fees - May 2021	0.00	240.00	
18412	PATRICK GOSS	06/03/2021	Regular	0.00	60.00	
052521	Invoice	06/01/2021	Umpire fees - May 2021	0.00	60.00	
12015	PATCH 22 LTD.	06/03/2021	Regular	0.00	1,500.00	
052221	Invoice	06/01/2021	05/22/21 event pony rides	0.00	1,500.00	
12703	UNITED WAY OF METRO CHICAGO	06/03/2021	Regular	0.00	36.00	
052021	Invoice	06/01/2021	United Way	0.00	36.00	
17515	WINDSTREAM	06/03/2021	Regular	0.00	2,580.09	
73798389	Invoice	06/03/2021	May 2021	0.00	2,580.09	
11724	MATT ARBIT	06/03/2021	Regular	0.00	390.00	
052921	Invoice	06/01/2021	Umpire fees - April & May 2021	0.00	390.00	
15147	ABC PRINTING COMPANY	06/03/2021	Regular	0.00	648.80	
255263	Invoice	06/01/2021	#10 Regular Envelope	0.00	169.53	
255268	Invoice	06/01/2021	Business Cards - Liz V., Natalie W.	0.00	101.27	
255494	Invoice	06/03/2021	Yard Signs	0.00	378.00	
10868	FAULKES BROS. CONSTRUCTION, INC	06/03/2021	Regular	0.00	2,407.14	
349211	Invoice	06/03/2021	Topdressing Sand Golf Course	0.00	2,407.14	
12057	PHIL FOLINO	06/03/2021	Regular	0.00	660.00	
052921	Invoice	06/01/2021	Umpire fees - April & May 2021	0.00	660.00	
10006	NCPERS GROUP LIFE INSURANCE	06/03/2021	Regular	0.00	80.00	
3301062021	Invoice	06/01/2021	NCPERS Group Life Insurance	0.00	80.00	
19412	McScot Golf, Inc	06/03/2021	Regular	0.00	8,443.00	
051721	Invoice	06/01/2021	Practice Cage and Barrier Netting	0.00	8,443.00	
17708	ILM	06/03/2021	Regular	0.00	1,400.00	
INV11992	Invoice	06/03/2021	Nutrient Deactivation/Water Clarification	0.00	1,400.00	
19449	LANDMARK STUDIO, LTD	06/03/2021	Regular	0.00	784.35	
64607	Invoice	06/03/2021	Green Supplies	0.00	784.35	
16915	FALCONS HOCKEY ASSOCIATION	06/03/2021	Regular	0.00	1,289.60	
052621	Invoice	06/01/2021	Spring 2021 Hockey classes	0.00	1,289.60	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	06/03/2021	Regular	0.00	687.40	
0004684287	Invoice	06/03/2021	CIA Trash 05/01/21-05/31/21	0.00	309.74	
0004684291	Invoice	06/03/2021	Garbage Pickup for Sunset Park 04/20/21-05...	0.00	66.48	
0004709669	Invoice	06/03/2021	Garbage & Recycling 06/01/21-06/30/21 & L...	0.00	217.43	
PS371118	Invoice	06/01/2021	Standard Unit Rental WRC & Fink Park	0.00	93.75	
17590	V3 CONSTRUCTION GROUP LTD	06/03/2021	Regular	0.00	192,650.00	
421363	Invoice	06/01/2021	Millard Bluff Analysis	0.00	2,750.00	
CG21005 01	Invoice	06/03/2021	Rosewood Park Drainage	0.00	189,900.00	
17122	DYNEGY ENERGY SERVICES	06/03/2021	Regular	0.00	20,967.12	

Check Register

Packet: APPKT02778-Workshop Packet 060821

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	
331665721051	Invoice	06/03/2021	April-May 2021	0.00	20,967.12	
10624	DANIEL CREANEY COMPANY	06/03/2021	Regular	0.00	2,700.00	
43905	Invoice	06/01/2021	Golf Learning Center	0.00	2,700.00	
19448	CARYN ENGLE	06/03/2021	Regular	0.00	184.44	
052021	Invoice	06/01/2021	Reimbursement for Speaker	0.00	184.44	
17719	CONSTELLATION NEWENERGY - GAS D	06/03/2021	Regular	0.00	8,458.73	
3199121	Invoice	06/01/2021	04/01/21-04/30/21	0.00	6,716.72	
3204524	Invoice	06/01/2021	April 2021	0.00	1,742.01	
10446	CHICAGO DIST GOLF ASSOC	06/03/2021	Regular	0.00	2,000.00	
927	Invoice	06/01/2021	2021 CDGA Marketing 1st Installment	0.00	2,000.00	
10775	ED SOLGER	06/03/2021	Regular	0.00	65.00	
052921	Invoice	06/01/2021	Umpire fees - May 2021	0.00	65.00	
13863	ROBIN ALTSCHUL	06/03/2021	Regular	0.00	125.00	
1267874	Invoice	05/20/2021	Refund	0.00	125.00	
18562	DAVIS BANCORP INC	06/03/2021	Regular	0.00	1,288.00	
96577	Invoice	06/01/2021	May 2021	0.00	1,288.00	
12203	RICHMOND FISHERIES	06/03/2021	Regular	0.00	450.00	
042421	Invoice	06/01/2021	Cunniff Pond Stocking	0.00	450.00	
17710	MNJ TECHNOLOGIES DIRECT, INC	06/03/2021	Regular	0.00	901.95	
0003782912	Invoice	06/01/2021	Microsoft Office E2 license for camp staff	0.00	269.97	
0003782913	Invoice	06/01/2021	Microsoft Office E2 license for camp staff	0.00	179.98	
0003783534	Invoice	06/01/2021	Microsoft Office E3 license for staff	0.00	452.00	
11998	PARK DISTRICT RISK MGMT AGCY	06/03/2021	Regular	0.00	5,334.10	
052021	Invoice	06/01/2021	IMRF Retiree Insurance-June	0.00	5,334.10	
14987	BURRIS EQUIPMENT	06/03/2021	Regular	0.00	11,947.37	
ES1001135	Invoice	06/01/2021	HNC Kubota 1991776	0.00	11,947.37	
17948	MAJESTIC OAKS NURSERY LLC	06/03/2021	Regular	0.00	3,850.00	
132941	Invoice	06/01/2021	17 Trees	0.00	3,850.00	
11338	JOE FIDDLER	06/03/2021	Regular	0.00	310.00	
052921	Invoice	06/01/2021	Umpire fees - April & May 2021	0.00	310.00	
16928	E-QUANTUM CONSULTING, LLC	06/03/2021	Regular	0.00	330.00	
7678	Invoice	06/01/2021	Electronic Consulting Service	0.00	330.00	
13604	NORTH SHORE GAS	06/03/2021	Regular	0.00	3,151.44	
5/14/21 0601145...	Invoice	06/01/2021	Deer Creek 04/09/21-05/11/21	0.00	947.46	
5/14/21 0601145...	Invoice	06/03/2021	RCHP 04/09/21-05/11/21	0.00	996.75	
5/14/21 0601145...	Invoice	06/01/2021	1240 Fredrickson Pl 04/09/21-05/11/21	0.00	773.42	
5/14/21 0602225...	Invoice	06/01/2021	1390 Sunset 04/09/21/05/11/21	0.00	150.79	
5/14/21 0602405...	Invoice	06/01/2021	2900 Trailway Cunniff Park Shelter 4/10/21-...	0.00	87.65	
5/14/21 0602405...	Invoice	06/01/2021	1377 Clavey Rd 04/09/21-05/11/21	0.00	104.50	
5/14/21 0602405...	Invoice	06/01/2021	3100 Trailway 04/09/21-05/11/21	0.00	90.87	
18887	PETER SAVAS	06/03/2021	Regular	0.00	430.00	
052921	Invoice	06/01/2021	Umpire fees - April & May 2021	0.00	430.00	
19447	ANDREA LIEBERMAN	06/03/2021	Regular	0.00	100.00	
1269384	Invoice	05/23/2021	Refund	0.00	100.00	
18967	LINDA SAMSON	06/03/2021	Regular	0.00	342.00	
1267309	Invoice	05/20/2021	Refund	0.00	138.00	
1267309-1	Invoice	05/20/2021	Refund	0.00	138.00	

Check Register

Packet: APPKT02778-Workshop Packet 060821

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	
1267309-2	Invoice	05/20/2021	Refund	0.00	66.00	
10502	CITY OF HIGHLAND PARK	06/03/2021	Regular	0.00	8,028.10	
6/1/21 006468	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 0 Cloverda...	0.00	63.10	
6/1/21 007039	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 3420 Kren...	0.00	70.16	
6/1/21 007271	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 0 Kent Ave	0.00	25.50	
6/1/21 008032	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 636 Ridge ...	0.00	4,492.10	
6/1/21 008037	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 636 Ridge ...	0.00	657.74	
6/1/21 008912	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 150 Barbe...	0.00	144.26	
6/1/21 009261	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 2821 Ridge..	0.00	627.40	
6/1/21 024593	Invoice	06/03/2021	Water/Sewer 05/01/21-05/31/21 1755 St. J...	0.00	8.50	
6/1/21 026564	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 2755 Trail...	0.00	25.50	
6/1/21 026583	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 1556 Grov...	0.00	25.50	
6/1/21 026585	Invoice	06/03/2021	Water/Sewer 3/1/21-5/31/21 1240 Fredrick...	0.00	1,862.84	
6/1/21 026603	Invoice	06/03/2021	Water/Sewer 03/01/21-05/31/21 850 Clavey...	0.00	25.50	
18951	RONALD MACE	06/03/2021	Regular	0.00	240.00	
052921	Invoice	06/01/2021	Umpire fees - April & May 2021	0.00	240.00	
15146	PETER E HERNANDEZ	06/03/2021	Regular	0.00	231.25	
0522210041	Invoice	06/03/2021	05/22/21 photo shoot	0.00	231.25	
16142	EXELON	06/03/2021	Regular	0.00	7,444.76	
20262739701	Invoice	06/01/2021	1201 Park Ave W 04/23/21-05/24/21	0.00	7,444.76	
11201	IMPRESSIONS IN STONE	06/03/2021	Regular	0.00	1,886.00	
11482	Invoice	06/01/2021	66 Engraved pavers	0.00	1,886.00	
15818	PAUL BACH	06/03/2021	Regular	0.00	315.00	
052921	Invoice	06/01/2021	Umpire fees - April & May 2021	0.00	315.00	
10034	ABSOLUTE HOME IMPROVEMENTS	06/03/2021	Regular	0.00	3,970.00	
1 052221	Invoice	06/03/2021	Repaint Clubhouse Pergola & Patio Border	0.00	3,970.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	71	43	0.00	301,406.64
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
	71	43	0.00	301,406.64



By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16344	PARKS FOUNDATION OF HIGHLAND P/	06/08/2021	Regular	0.00	3,602.50	186700
060821	Invoice	06/08/2021	Ticket & Raffle Sales - Foundation Golf Outing	0.00	3,602.50	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	3,602.50
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	3,602.50



By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16344	PARKS FOUNDATION OF HIGHLAND P/	06/08/2021	Regular	0.00	1,500.00	186701
060821-1	Invoice	06/08/2021	Golf Outing Sponsorship for Foundation	0.00	1,500.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	1,500.00
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	1,500.00



By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16344	PARKS FOUNDATION OF HIGHLAND P/	06/09/2021	Regular	0.00	700.00	186702
060921	Invoice	06/09/2021	Sponsorship for Golf Outing-1st Bank Scorec...	0.00	700.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	700.00
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	700.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02796 - Vouchers 061721

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						
11860	MUTUAL ACE HARDWARE	06/17/2021	Regular	0.00	207.30	
1191 053121	Invoice	05/31/2021	Supplies	0.00	207.30	
19450	HR SOURCE	06/17/2021	Regular	0.00	2,500.00	
13889	Invoice	06/04/2021	DE&I Contract Survey	0.00	2,500.00	
19172	AQUAMOON LLC	06/17/2021	Regular	0.00	605.00	
21-0615	Invoice	05/31/2021	Aquarium Service	0.00	605.00	
14272	RUSSEL WALK	06/17/2021	Regular	0.00	76.00	
1282656	Invoice	06/07/2021	Refund	0.00	76.00	
12172	RED WING SHOE COMPANY INC	06/17/2021	Regular	0.00	169.99	
979-1-4174	Invoice	06/10/2021	Boots - J. Leguizamo	0.00	169.99	
12169	RECREONICS, INC	06/17/2021	Regular	0.00	65,390.84	
859856	Invoice	05/26/2021	HCAP Pool Heaters (Capital)	0.00	65,390.84	
19454	CHARLES RICKER	06/17/2021	Regular	0.00	9.52	
1289483	Invoice	06/13/2021	Refund	0.00	9.52	
17708	ILM	06/17/2021	Regular	0.00	342.00	
INV11871	Invoice	05/21/2021	Algae Control	0.00	175.00	
INV12170	Invoice	06/08/2021	Pond dye	0.00	167.00	
16459	SANTO SPORT STORE	06/17/2021	Regular	0.00	149.50	
706432	Invoice	06/01/2021	1 Tee, 1 Hoodie	0.00	56.50	
706448	Invoice	06/01/2021	Travel Baseball Bag	0.00	68.00	
706477	Invoice	06/01/2021	Travel Baseball Tee	0.00	25.00	
11060	HALLORAN & YAUCH, INC.	06/17/2021	Regular	0.00	9,920.00	
22550	Invoice	05/17/2021	Labor/Material-Repair Irrigation at Preserve	0.00	9,920.00	
18759	BALANCED ENVIRONMENTS, INC	06/17/2021	Regular	0.00	18,389.88	
96357	Invoice	06/07/2021	May Landscape Service Contract	0.00	8,415.57	
96358	Invoice	06/07/2021	May Turf Maintenance Contract	0.00	9,974.31	
19455	CHRISTENSEN COMPUTER COMPANY	06/17/2021	Regular	0.00	2,480.00	
124990	Invoice	05/25/2021	ID Printer & Ribbon	0.00	2,480.00	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	06/17/2021	Regular	0.00	2,157.98	
0004709544	Invoice	05/31/2021	Garbage & Recycling 06/01/21-06/30/21	0.00	74.11	
0004709663	Invoice	05/31/2021	Garbage & Recycling 06/01/21-06/30/21	0.00	74.11	
0004709664	Invoice	05/31/2021	Garbage Service 06/01/21-06/30/21	0.00	119.48	
0004709665	Invoice	05/31/2021	Trash Removal 06/01/21-06/30/21	0.00	46.46	
0004709666	Invoice	05/31/2021	Garbage & Recycling 06/01/21-06/30/21	0.00	129.43	
0004709667	Invoice	05/31/2021	Garbage & Recycling 06/01/21-06/30/21	0.00	194.69	
0004709668	Invoice	05/31/2021	CIA Trash 06/01/21-06/30/21 & Roll Off Con...	0.00	784.74	
0004709670	Invoice	05/31/2021	HCAP Trash & Recycling 05/23/21-6/30/21	0.00	304.65	
0004709672	Invoice	05/31/2021	Garbage Pickup for Sunset Park 06/01/21-06...	0.00	92.92	
0004709916	Invoice	05/31/2021	Garbage & Recycling 06/01/21-06/30/21	0.00	337.39	
17590	V3 CONSTRUCTION GROUP LTD	06/17/2021	Regular	0.00	10,600.00	
521301	Invoice	06/09/2021	Millard Bluff Slope Stability Analysis	0.00	10,600.00	
19286	EMILY PRAZAK	06/17/2021	Regular	0.00	82.33	
1277233	Invoice	06/03/2021	Refund	0.00	82.33	

Check Register

Packet: APPKT02796-Vouchers 061721

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	
19459	JUSTIN BHARDWAJ - PETTY CASH	06/17/2021	Regular	0.00	500.00	
061621	Invoice	06/16/2021	Petty Cash for West Ridge Center	0.00	500.00	
14914	NORTH SHORE WATER RECLAMATION	06/17/2021	Regular	0.00	203.50	
4567626	Invoice	06/12/2021	636 Ridge Rd 05/27/20-02/22/21	0.00	203.50	
14270	CLUB MOMENTUM ATHLETICS	06/17/2021	Regular	0.00	1,344.69	
045	Invoice	06/09/2021	2021 Spring Volleyball Clinics	0.00	1,344.69	
17719	CONSTELLATION NEWENERGY - GAS D	06/17/2021	Regular	0.00	1,480.50	
3219004	Invoice	06/14/2021	May 2021	0.00	1,480.50	
19338	PUMPSTATION PROFESSIONALS	06/17/2021	Regular	0.00	16,670.00	
17814	Invoice	05/26/2021	2021 VFD Replacement Project	0.00	16,670.00	
19453	POLLY REESE	06/17/2021	Regular	0.00	5.00	
1284643	Invoice	06/09/2021	Refund	0.00	5.00	
17720	ALAN SPECTOR	06/17/2021	Regular	0.00	120.00	
060721	Invoice	06/07/2021	Umpire fees - June 2021	0.00	120.00	
18783	DRAINS MADE SIMPLE INTERNATIONAL	06/17/2021	Regular	0.00	737.91	
229	Invoice	05/31/2021	Disinfectant	0.00	737.91	
10762	DUNLOP SPORTS GROUP AMERICAS	06/17/2021	Regular	0.00	1,015.20	
6403739 SO	Invoice	05/13/2021	Balls	0.00	1,015.20	
11205	INDECOR, INC	06/17/2021	Regular	0.00	330.00	
34547	Invoice	03/26/2021	Service call - motorized blind repair	0.00	330.00	
11959	NSSRA	06/17/2021	Regular	0.00	155,857.21	
480	Invoice	06/02/2021	1st Installment 2021 Member Agency Contri...	0.00	155,857.21	
16823	WELLS FARGO EQUIPMENT FINANCE I	06/17/2021	Regular	0.00	515.26	
5015395229	Invoice	06/05/2021	Walking green's mower lease	0.00	515.26	
16823	WELLS FARGO EQUIPMENT FINANCE I	06/17/2021	Regular	0.00	1,046.23	
5015395228	Invoice	06/05/2021	Walking green's mower lease	0.00	1,046.23	
19457	JOHN DEERE AG & TURF CORPORATE	06/17/2021	Regular	0.00	20,830.32	
08039801	Invoice	06/04/2021	2 John Deere Gator TE Trucks	0.00	20,830.32	
19452	PATRICK SHAVER	06/17/2021	Regular	0.00	302.04	
1277253	Invoice	06/03/2021	Refund	0.00	302.04	
11998	PARK DISTRICT RISK MGMT AGCY	06/17/2021	Regular	0.00	144,581.96	
0521133H	Invoice	05/31/2021	Health Invoice	0.00	144,581.96	
11998	PARK DISTRICT RISK MGMT AGCY	06/17/2021	Regular	0.00	5,334.10	
061621	Invoice	06/16/2021	IMRF Retiree Insurance-July 2021	0.00	5,334.10	
11998	PARK DISTRICT RISK MGMT AGCY	06/17/2021	Regular	0.00	27,522.15	
0521133	Invoice	05/31/2021	Property/Liability/Workers Comp/Emp	0.00	27,522.15	
10034	ABSOLUTE HOME IMPROVEMENTS	06/17/2021	Regular	0.00	700.00	
1 052321	Invoice	05/23/2021	Furnish Gravel	0.00	700.00	
13604	NORTH SHORE GAS	06/17/2021	Regular	0.00	359.85	
06/02/21 060819...	Invoice	06/02/2021	Sunset Rd N. of Bldg 05/01/21-06/01/21	0.00	142.56	
6/8/21 06024054...	Invoice	06/08/2021	Aquatic Park 5/2/21-6/1/21	0.00	217.29	
19451	LAURA BONAMARTE	06/17/2021	Regular	0.00	32.64	
1277249	Invoice	06/03/2021	Refund	0.00	32.64	
17425	PNC EQUIPMENT FINANCE	06/17/2021	Regular	0.00	10,561.00	
1158011	Invoice	05/28/2021	Lease July 2021 Golf Carts	0.00	10,561.00	

Check Register

Packet: APPKT02796-Vouchers 061721

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	
17425	PNC EQUIPMENT FINANCE	06/17/2021	Regular	0.00	1,309.70	
1158010	Invoice	05/28/2021	Lease July 2021 Utility Costs	0.00	1,309.70	
18561	J MILLER MARKETING INC	06/17/2021	Regular	0.00	250.00	
15427	Invoice	06/04/2021	Golf Campaign	0.00	250.00	
19458	DIFFUSION SALES COMPANY, INC.	06/17/2021	Regular	0.00	3,050.00	
1291	Invoice	06/08/2021	POGO Co2/No2 Detection	0.00	3,050.00	
15821	JOHN ANDERSON	06/17/2021	Regular	0.00	130.00	
060721	Invoice	06/07/2021	Umpire fees - May 2021	0.00	130.00	
19456	JAIME EDWARDS	06/17/2021	Regular	0.00	81.00	
1291648	Invoice	06/15/2021	Refund	0.00	81.00	
10149	ANCEL, GLINK, DIAMOND, BUSH,	06/17/2021	Regular	0.00	4,105.89	
82483	Invoice	06/08/2021	May 2021 Legal	0.00	4,105.89	
11427	K H KIM TAEKWONDO	06/17/2021	Regular	0.00	2,281.50	
060921	Invoice	06/09/2021	2021 Spring class fee	0.00	2,281.50	
11901	NELS J JOHNSON TREE EXPERT INC	06/17/2021	Regular	0.00	2,612.50	
1324092	Invoice	05/26/2021	Tree removal - Heller	0.00	2,612.50	
11333	JODI DITOMASSO	06/17/2021	Regular	0.00	54.91	
052821	Invoice	05/28/2021	Employee Going Away - P Card Not in Use	0.00	54.91	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	60	46	0.00	517,005.40
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
	60	46	0.00	517,005.40



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	05/21/2021	Bank Draft	0.00	4,571.64	DFT0003003
ICMA 457 052121	Invoice	05/21/2021	Wire Transfer ICMA 457 Deferred Comp	0.00	4,571.64	
12825	ICMA RETIREMENT TRUST #705568	05/21/2021	Bank Draft	0.00	280.00	DFT0003004
ICMA Roth 052121	Invoice	05/21/2021	Wire Transfer ICMA Roth	0.00	280.00	

Bank Code PAYROLL Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	4,851.64
EFT's	0	0	0.00	0.00
	2	2	0.00	4,851.64



Park District of Highland Park, IL

Check Register

Packet: APPKT02767 - IMRF May 2021

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11177	ILL MUNICIPAL RETIREMENT FUND	05/24/2021	Bank Draft	0.00	44,460.08	DFT0003005
IMRF May 2021	Invoice	05/24/2021	IMRF 05/24/2021	0.00	44,460.08	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	44,460.08
EFT's	0	0	0.00	0.00
	1	1	0.00	44,460.08



Park District of Highland Park, IL

Check Register

Packet: APPKT02773 - AFLAC May 2021

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
10058	AFLAC	05/26/2021	Bank Draft	0.00	642.60	DFT0003007
AFLAC 052521	Invoice	05/25/2021	AFLAC 05/25/21	0.00	642.60	

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	642.60
EFT's	0	0	0.00	0.00
	1	1	0.00	642.60



Park District of Highland Park, IL

Check Register

Packet: APPKT02780 - ICMA for 06/04/21 Payroll

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	06/04/2021	Bank Draft	0.00	4,472.44	DFT0003008
ICMA 457 060421	Invoice	06/04/2021	Wire Transfer ICMA 457 Deferred Comp	0.00	4,472.44	
12825	ICMA RETIREMENT TRUST #705568	06/04/2021	Bank Draft	0.00	280.00	DFT0003009
ICMA Roth 060421	Invoice	06/04/2021	Wire Transfer ICMA Roth	0.00	280.00	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	4,752.44
EFT's	0	0	0.00	0.00
	2	2	0.00	4,752.44



Park District of Highland Park, IL

Check Register

Packet: APPKT02782 - State Liquor License Renewal

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						
11176	ILL LIQUOR CONTROL COMMISSION	06/07/2021	Bank Draft	0.00	600.00	DFT0003022
060721	Invoice	06/07/2021	State Liquor License Renewal	0.00	600.00	

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	600.00
EFT's	0	0	0.00	0.00
	1	1	0.00	600.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02788 - Quadient Postage Payment

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						
18904	QUADIENT FINANCE USA, INC	06/09/2021	Bank Draft	0.00	600.00	DFT0003023
05/27/21 790004...	Invoice	06/09/2021	Postage Meter	0.00	600.00	

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	600.00
EFT's	0	0	0.00	0.00
	1	1	0.00	600.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02792 - Bond Interest Payments

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						
10111	AMALGAMATED BANK OF CHICAGO	06/14/2021	Bank Draft	0.00	308,243.75	DFT0003024
4944 061121	Invoice	06/11/2021	Debt Series 2012A Refunding	0.00	36,075.00	
5170 061121	Invoice	06/11/2021	Debt Series 2013	0.00	59,568.75	
6444 061121	Invoice	06/11/2021	Tax Park Bond Series 2017	0.00	98,450.00	
7181 061121	Invoice	06/11/2021	Tax Park Bonds Series 2020	0.00	114,150.00	

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	4	1	0.00	308,243.75
EFT's	0	0	0.00	0.00
	4	1	0.00	308,243.75



Park District of Highland Park, IL

Check Register

Packet: APPKT02793 - Nike Bank Drafts

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16898	NIKE USA, INC	06/14/2021	Bank Draft	0.00	348.68	DFT0003025
9990400818	Invoice	06/07/2021	Polos for Pro Shop	0.00	348.68	
16898	NIKE USA, INC	06/14/2021	Bank Draft	0.00	606.00	DFT0003026
9988932096	Invoice	05/25/2021	Shirts for Pro Shop	0.00	606.00	

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	2	2	0.00	954.68
EFT's	0	0	0.00	0.00
	2	2	0.00	954.68

P-Card Transactions

04/08/21 - 05/07/21

<u>Vendor Name</u>	<u>Item Total</u>	<u>Item Description</u>
13 NINETY BY OPEN KITC	\$12.80	Orientation
ACUSHNET BILLTRUST	\$242.06	golf bag for pro shop
ACUSHNET BILLTRUST	\$82.32	golf hats for pro shop
ACUSHNET BILLTRUST	\$1,140.49	outerwear for pro shop
ACUSHNET BILLTRUST	\$307.35	golf club for pro shop
ACUSHNET BILLTRUST	\$60.91	special order - golf shoes for pro shop
ACUSHNET BILLTRUST	\$121.03	golf bag for pro shop
ACUSHNET BILLTRUST	\$123.48	golf gloves for pro shop
ACUSHNET BILLTRUST	\$121.03	golf bag for pro shop
ACUSHNET BILLTRUST	\$65.59	shoes for golf shop
ACUSHNET BILLTRUST	\$1,717.28	Golf Balls
ACUSHNET BILLTRUST	\$232.00	golf balls for pro shop
ACUSHNET BILLTRUST	\$747.57	giveaway for youth development golf center outing - golf balls
ACUSHNET COMPANY	\$740.88	gloves
ADAZON INC.	\$1,368.09	Scan Cards for Lakefront
ADOBE ACROPRO SUBS	\$35.75	Adobe Pro - Jenn Voss
ADOBE ACROPRO SUBS	\$31.28	Adobe Pro - Liz R
AEREX PEST CONTROL SER	\$65.00	Pest Control
AMAZON.COM 0L4ZV3AY3 A	\$349.68	Mic system for outdoor fitness due to COVID
AMAZON.COM 1A02535D3 A	\$16.98	Parkschool
AMAZON.COM 1E6RN7SW3 A	\$127.36	Zone valves
AMAZON.COM 2L1287371 A	\$59.86	office supplies wrc
AMAZON.COM 2L65T5091 A	\$62.94	Do not enter signs - RWB
AMAZON.COM 463TF5GA3 A	\$57.33	First Aid for Travel Baseball Purchase
AMAZON.COM 4M98B0HH3 A	\$8.99	Parkschool
AMAZON.COM 4P4RQ3D83 A	\$56.77	POGO - water filters
AMAZON.COM 4P4RQ3D83 A	\$56.77	POGO - water filters
AMAZON.COM 575AY4JA3 A	\$42.52	Supplies for lakefront pass mailings
AMAZON.COM GJ0RS7KJ3 A	\$8.49	Antiseptic Wipes - HCAP
AMAZON.COM GJ0RS7KJ3 A	\$8.49	Antiseptic Wipes - RWB
AMAZON.COM GJ0RS7KJ3 A	\$8.49	Antiseptic Wipes - RCHP pool
AMAZON.COM GX9GK9RI3 A	\$62.79	Supplies for lakefront sales
AMAZON.COM JI58G2LE3 A	\$43.61	Pad locks. Mast sail/ north pad
AMAZON.COM JS1MX4MM3 A	\$6.99	Class Supplies-Sp
AMAZON.COM K80D53O43 A	\$82.97	Tire for trailer
AMAZON.COM RY3EQ3G63 A	\$7.95	Parkschool
AMAZON.COM VZ7FB5BF3 A	\$283.80	hand dryers for halfway house
AMAZON.COM YE4LF86A3 A	\$11.99	PArkschool
AMERICAN TEST CENTER I	\$150.00	Vehicle Lift - Parks
AMERICAN TEST CENTER I	\$460.00	Hi Ranger Inspection
AMERICAN TEST CENTER I	\$125.00	Vehicle Lift - Golf
AMZN Mktp US 0U5XT1XK3	\$712.65	3 New String Trimmers
AMZN Mktp US 1N77P8HG3	\$119.86	Automotive supplies
AMZN MKTP US 2389Z1921	\$420.93	Garden Spades, Hula Hoes, Pick Axe, Garden Rake
AMZN MKTP US 2B0667XU3	\$55.92	Carburetor and sensor
AMZN MKTP US 2J7HW3XC3	\$65.94	Carburetor for Echo
AMZN Mktp US 2L0F57ZF0	\$25.38	Saline eye wash - HCAP
AMZN Mktp US 2L0F57ZF0	\$25.38	Saline eye wash - RWB
AMZN Mktp US 2L0F57ZF0	\$25.38	Saline eye wash - RCHP pool
AMZN MKTP US 2L0LZ7AP1	\$124.49	Outdoor Stereo Supplies
AMZN Mktp US 2L3GW6TN1	\$19.98	office supplies wrc
AMZN MKTP US 2L3UR4P11	\$6.99	Parkschool
AMZN Mktp US 2L5YN4NW1	\$50.39	AMZN MKTP - office supplies wrc
AMZN Mktp US 2L71B51O1	\$27.58	Spring torsion for Deflector
AMZN Mktp US 2L8IR0061	\$32.94	Gauze pads & ice packs - HCAP
AMZN Mktp US 2L8IR0061	\$32.94	Gauze pads & ice packs - RWB
AMZN Mktp US 2L8IR0061	\$32.94	Gauze pads & ice packs - RCHP pool
AMZN Mktp US 2L9LS6VM1	\$183.88	#901 Blades - Toro 5910
AMZN MKTP US 2Q8UZ1482	\$57.14	Class Supplies-Sp
AMZN MKTP US 3N69W5TS3	\$125.82	ice show decor
AMZN MKTP US 3S45X3V23	\$81.96	Computer Screens

		P-Card Transactions
		04/08/21 - 05/07/21
AMZN Mktp US 485N93QF3	\$108.85	RWB Traffic Cones
AMZN MKTP US 4I2N50F63	\$14.95	Parkschool
AMZN MKTP US 4N7SW1883	\$24.86	Parkschool
AMZN Mktp US 6507S9HI3	\$123.76	Equipment supplies
AMZN MKTP US 6A8ET1FP3	\$13.48	Parkschool
AMZN MKTP US 7D5RF1IE3	\$64.22	ParkSchool
AMZN MKTP US 8X47S1BC3	\$11.95	Parkschool
AMZN MKTP US 8Z99560Q3	\$43.96	Toy Washing Bags
AMZN Mktp US 948SQ2A03	\$19.68	Fuses - Golf
AMZN MKTP US 974X32CC3	\$25.88	Parkschool supply
AMZN Mktp US AH4P453F3	\$59.85	Drive belts - Toro Z
AMZN MKTP US AMZN.COM/	(\$7.99)	Class Supplies-Sp
AMZN MKTP US CH5WR0003	\$17.99	Parkschool
AMZN Mktp US DR5P36RU3	\$26.39	Ice show costumes
AMZN Mktp US DW3VT1JX3	\$31.02	Hex screws for deflector
AMZN Mktp US EZ73T00T3	\$28.75	Tanaka blowers carburetor
AMZN MKTP US G10157643	\$51.01	Hot Surface Ignitor & filter
AMZN Mktp US GQ21Q2BJ3	\$17.99	Flag Football Cones
AMZN MKTP US HH8HQ6EI3	\$58.35	Carburetor SRM 2100
AMZN MKTP US J86ZH7VN3	\$14.99	Parkschool
AMZN MKTP US JS58M4LP3	\$83.32	Pens, Notebooks,Bins
AMZN MKTP US KK4XN4N03	\$119.64	tablecloths
AMZN MKTP US LB2GS6DR3	\$72.93	whittling equipment
AMZN MKTP US LO6ZV6683	\$44.97	Carburetor for Echo
AMZN MKTP US MA25271U3	\$16.09	Gas Primer bulb pumps
AMZN MKTP US N06C44NL3	\$7.99	Parkschool
AMZN MKTP US O95O15Q13	\$15.99	ParkSchool supplies
AMZN MKTP US P797W2DP3	\$104.97	Flag Football Pylons
AMZN MKTP US PQ46K3PM3	\$36.31	Parkschool
AMZN MKTP US PR70K2M63	\$8.99	Parkschool
AMZN MKTP US SG96I7Q53	\$90.00	Water filter
AMZN Mktp US TV0BU9ID3	\$18.84	office supplies wrc
AMZN MKTP US TX78P8JP3	\$37.93	Class Supplies-Sp
AMZN Mktp US UE7JY8VV3	\$45.99	Toro Z Rubber Deflector
AMZN MKTP US UR8DW7PG3	\$110.62	Outdoor Fitness Equipment
AMZN Mktp US UU2SA31H3	\$59.99	Shop Vacuum for garage shop
AMZN MKTP US VA0HU0BY3	\$29.97	Class Supplies-Gen
AMZN MKTP US VF3VV8V13	\$10.89	Parkschool
AMZN Mktp US W993U2GV3	\$12.87	Bee sting swabs - HCAP
AMZN Mktp US W993U2GV3	\$12.87	Bee sting swabs - RWB
AMZN Mktp US WA7CY8KM3	\$20.66	office supplies wrc
AMZN MKTP US YH0ZU3WI3	\$10.99	Class Supplies-Sp
AMZN Mktp US ZA2FLOHZ3	\$128.76	Leaf Rakes
ANNUVIA	\$542.10	replacement AED pads
ANNUVIA	\$199.90	AED replacement pads for GLC and CIA
ANTIGUA CREDIT DEPARTM	\$463.92	Staff Shirts
ARTHUR CLESEN- LINCOLN	\$151.52	Triclopyr 3A (Garlon) herbicide
AT&T PAYMENT	\$148.17	Emergency Elevator Phone 03/05/21-04/04/21
AT&T PAYMENT	\$37.04	Emergency Elevator Phone 03/05/21-04/04/21
AT&T PREMIER EBIL	\$52.05	Service 03/05/21-04/04/21
AT&T PREMIER EBIL	\$353.28	Service 03/05/21-04/04/21
AT&T PREMIER EBIL	\$148.24	Service 03/05/21-04/04/21
AT&T PREMIER EBIL	\$40.76	Service 03/05/21-04/04/21
AT&T PREMIER EBIL	\$40.76	Service 03/05/21-04/04/21
AT&T PREMIER EBIL	\$52.05	Service 03/05/21-04/04/21
AT&T PREMIER EBIL	\$73.21	Service 03/05/21-04/04/21
ATT BUS PHONE PMT	\$4.38	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$1.75	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$4.82	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$2.63	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$8.32	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$1.75	E911 Service 03/17/21-04/16/21

P-Card Transactions

04/08/21 - 05/07/21

ATT BUS PHONE PMT	\$1.75	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.44	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.44	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.44	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.44	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.44	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$3.07	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.88	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.88	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$2.63	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$1.75	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$0.88	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$2.19	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$2.60	E911 Service 03/17/21-04/16/21
ATT BUS PHONE PMT	\$1.31	E911 Service 03/17/21-04/16/21
AVALON PETROLEUM	\$4,859.53	Fuel
BANNER PLUMBING SUPPLY	\$1,700.25	Replacement Expansion Tank for HCAP
BANNER PLUMBING SUPPLY	\$59.49	2 inch Union
BANNER PLUMBING SUPPLY	\$107.80	Flange
BCCREDITS CONTINUING E	\$42.95	Required sexual harassment training course in reference to State of Illinois license
BESTBUYCOM806436441413	(\$3.50)	BESTBUYCOM806436441413 - Credit
BHFX #10	\$20.00	Canon 8400 Lease April 2021
BUCK BROS INC LIBERTYV	\$77.64	Ignition Switch & keys
BURRIS EQUIPMENT CO.	\$155.52	Kubota Tractor - switch
CALL ONE	\$71.33	04/15/21-05/14/21
CAMPWORLD/GANDER/OVERT	\$209.10	Floating dock - edge bumpers
CHICAGO DOGS I	\$100.00	GPS Field trip deposit
CHICAGO TRIB SUBSCRIPT	\$104.00	Pioneer Press - BO Subscription
Claim ADJ/TEAMSNAPE	(\$69.99)	Claim ADJ/TEAMSNAPE - Credit
COMCAST BUSINESS	\$1,093.34	03/15/21-04/14/21
COMCAST BUSINESS	\$1,106.27	04/15/21-05/14/21
COMCAST BUSINESS	\$485.50	03/15/21-04/14/21
COMCAST BUSINESS	\$491.24	04/15/21-05/14/21
COMCAST BUSINESS	\$1,070.03	03/15/21-04/14/21
COMCAST BUSINESS	\$1,082.69	04/15/21-05/14/21
COMCAST BUSINESS	\$517.53	03/15/21-04/14/21
COMCAST BUSINESS	\$523.67	04/15/21-05/14/21
COMCAST BUSINESS	\$1,508.42	03/15/21-04/14/21
COMCAST BUSINESS	\$1,526.27	04/15/21-05/14/21
COMCAST BUSINESS	\$485.50	03/15/21-04/14/21
COMCAST BUSINESS	\$491.24	04/15/21-05/14/21
COMCAST BUSINESS	\$485.50	03/15/21-04/14/21
COMCAST BUSINESS	\$491.24	04/15/21-05/14/21
COMCAST BUSINESS	\$347.13	03/15/21-04/14/21
COMCAST BUSINESS	\$351.24	04/15/21-05/14/21
COMCAST BUSINESS	\$46.12	03/15/21-04/14/21
COMCAST BUSINESS	\$46.67	04/15/21-05/14/21
COMCAST BUSINESS	\$307.81	03/15/21-04/14/21
COMCAST BUSINESS	\$311.45	04/15/21-05/14/21
COMCAST BUSINESS	\$569.50	03/15/21-04/14/21
COMCAST BUSINESS	\$576.24	04/15/21-05/14/21
COMCAST BUSINESS	\$569.50	03/15/21-04/14/21
COMCAST BUSINESS	\$576.24	04/15/21-05/14/21
COMCAST BUSINESS	\$322.84	03/15/21-04/14/21
COMCAST BUSINESS	\$326.66	04/15/21-05/14/21
COMCAST BUSINESS	\$353.93	03/15/21-04/14/21
COMCAST BUSINESS	\$358.12	04/15/21-05/14/21
COMCAST BUSINESS	\$353.93	03/15/21-04/14/21
COMCAST BUSINESS	\$358.12	04/15/21-05/14/21
COMCAST BUSINESS	\$904.78	03/15/21-04/14/21
COMCAST BUSINESS	\$915.49	04/15/21-05/14/21
COMCAST BUSINESS	\$393.84	03/15/21-04/14/21

		P-Card Transactions
		04/08/21 - 05/07/21
COMCAST BUSINESS	\$398.49	04/15/21-05/14/21
COMCAST BUSINESS	\$301.59	03/15/21-04/14/21
COMCAST BUSINESS	\$305.16	04/15/21-05/14/21
COMCAST BUSINESS	\$1,277.37	03/15/21-04/14/21
COMCAST BUSINESS	\$1,292.48	04/15/21-05/14/21
COMCAST BUSINESS	\$1,323.49	03/15/21-04/14/21
COMCAST BUSINESS	\$1,339.15	04/15/21-05/14/21
COMCAST BUSINESS	\$138.38	03/15/21-04/14/21
COMCAST BUSINESS	\$140.00	04/15/21-05/14/21
COMCAST CHICAGO	\$258.50	Admin: TV/WiFi Service 04/13/21-05/12/21
COMCAST CHICAGO	\$108.35	Park Maint/Fink WiFi Service 04/20/21-05/19/21
COMCAST CHICAGO	\$293.35	Centennial Ice Arena: WiFi Service 04/09/21-05/08/21
COMCAST CHICAGO	\$148.35	SVGC: WiFi Service 04/07/21-05/06/21
COMCAST CHICAGO	\$57.77	Comcast
COMCAST CHICAGO	\$238.10	Golf Learning: WiFi Service 04/14/21-05/13/21
COUNTY MATERIALS OAK C	\$13.56	bricks for engraving (Youth Golf Walkway Project)
CRAFTWOOD LUMBER & HAR	\$25.49	Donation bench refinishing
CRAFTWOOD LUMBER & HAR	\$17.98	Custodial supplies
CRAFTWOOD LUMBER & HAR	\$26.74	Paint & Wire brush
CRAFTWOOD LUMBER & HAR	\$16.08	MARKING PAINT/BATTERIES
CRAFTWOOD LUMBER & HAR	\$9.16	Key cutting
CRAFTWOOD LUMBER & HAR	\$43.74	Striping paint for North lot
CRAFTWOOD LUMBER & HAR	\$41.76	Irrigation hardware for Clay Courts
CRAFTWOOD LUMBER & HAR	\$31.99	Hardware for speed bumps
CRAFTWOOD LUMBER & HAR	\$79.80	Hardware for Speed bumps
CRAFTWOOD LUMBER & HAR	\$41.88	Speed bump bolts
CRAFTWOOD LUMBER & HAR	\$6.58	Quick link for RW Playground
CRAFTWOOD LUMBER & HAR	\$61.38	Picnic table repairs
CRAFTWOOD LUMBER & HAR	\$52.95	Picnic Table repairs
CRAFTWOOD LUMBER & HAR	\$16.30	Old Elm Picnic table seat
CRAFTWOOD LUMBER & HAR	\$39.58	Rock Garden Bench repair
CRAFTWOOD LUMBER & HAR	\$4.49	Class Supplies-Sap
CRAFTWOOD LUMBER & HAR	\$24.27	Brackets for pre-school
CRAFTWOOD LUMBER & HAR	\$40.38	Garden Plot Supply
CRAFTWOOD LUMBER & HAR	\$6.87	Community Garden - wood for flower beds
CRAFTWOOD LUMBER & HAR	\$63.54	buckets
CRAFTWOOD LUMBER & HAR	\$39.98	Buckets
CRAFTWOOD LUMBER & HAR	\$200.00	Storage Bins
CRAFTWOOD LUMBER & HAR	\$15.96	KEYS
CRAFTWOOD LUMBER & HAR	\$39.64	Supplies for HCAP washrooms
CRAFTWOOD LUMBER & HAR	\$28.28	copper reducer
CRAFTWOOD LUMBER & HAR	\$7.79	Batteries for Rosewood Boardwalk washrooms
CRAFTWOOD LUMBER & HAR	\$23.92	Rosewood Beach buoy clamps
CRAFTWOOD LUMBER & HAR	\$23.92	RWB buoy clamps
CRAFTWOOD LUMBER & HAR	\$20.58	Supplies for Park Ave shed
CRAFTWOOD LUMBER & HAR	\$86.53	Floating dock
CRAFTWOOD LUMBER & HAR	\$14.99	SVGC - Batteries for Door
CRAFTWOOD LUMBER & HAR	\$10.18	Lighting for School in the woods
CRAFTWOOD LUMBER & HAR	\$60.99	Plywood
CRAFTWOOD LUMBER & HAR	\$117.93	Park Ave gate supplies
CRAFTWOOD LUMBER & HAR	\$9.17	Park Ave - New shed electric materials
CRAFTWOOD LUMBER & HAR	\$3.99	Supplies for Gate shed
CVS/PHARMACY #04787	\$16.56	office supplies
CVS/PHARMACY #04787	\$17.42	office supplies
CVS/PHARMACY #04787	(\$17.42)	CVS/PHARMACY #04787 - Credit
CVS/PHARMACY #04787	\$16.58	Bags for Uniforms
D&K	\$81.65	laminator repair
DECO-CRETE SUPPLY INC	\$58.70	OSLAD Fossil Dig Materials
DECO-CRETE SUPPLY INC	\$58.70	OSLAD Fossil Dig Materials
DICK'S SPORTING GOODS	\$83.95	Flag Football Game Balls
DOLLAR TREE	\$3.50	Class Supplies-MO
DOLLARTREE	\$24.00	Parkschool

		P-Card Transactions
		04/08/21 - 05/07/21
DOLLARTREE	\$66.00	After School program supplies
DOLLARTREE	\$29.00	After school supplies
DOLLARTREE	\$43.00	After School program supplies
DROPBOX ZXWHCDDL96G7	\$11.99	monthly fee
DTV DIRECTV SERVICE	\$189.33	Direct TV
DTV DIRECTV SERVICE	\$278.99	Cable TV Service
EASYKEYSCOM INC	\$163.09	New locks for Park Ave cabinets
EMPIRE COOLER SERVICE	\$150.00	ice machine rental
EXTREME TOWING & RECOV	\$145.00	Towing service
FACEBK AQX644KFW2	\$36.91	Camp Counselor recruitment ads
FACEBK AQX644KFW2	\$231.77	summer camp registration ads
FACEBK AQX644KFW2	\$36.92	Lifeguard recruitment ads
FACEBK AQX644KFW2	\$94.40	Golf Tee Time Booking ads
FACEBK ZNZUR33GW2	\$206.73	summer camp ads
FACEBK ZNZUR33GW2	\$127.33	Sunset Valley ads
FEDEX 786305965728	\$14.45	Foundation annual 990 Postage
FH LEGACY PAINTBALL A	\$630.00	LEGACY PAINTBALL
FOREUP - BILLING - MOT	\$630.00	POS software monthly payment
FOREUP - BILLING - MOT	\$630.00	POS software monthly payment
FSP GO APE BEMIS WOODS	\$970.40	GO APE Ziplining
G&O THERMAL SUPPLY	\$204.25	Thermostat
GLENVIEW PARK DISTRICT	\$102.00	Travel Team Match
GOOGLE GSUITE_pdhp.or	\$6.00	Google Apps - Monthly
GRAINGER	\$115.30	Plumbing hardware
GRAINGER	\$148.20	Relief Valve for HCAP
H AND E SOD NURSERY IN	\$2,166.00	Sod - Golf Course
H AND E SOD NURSERY IN	\$1,694.00	Sod - Golf Course
HARRELLS LLC	\$924.00	Greens Granular Fertilizer
HARRELLS LLC	\$1,625.00	Plant Protectant - Golf Course Greens
HARRELLS LLC	\$2,536.40	Golf Course Fertilizer - Fairways
HEY AND ASSOCIATES INC	\$381.25	Hey Construction Phase Services _ SRW
HIGHWOOD RENTAL & PART	\$225.00	Chair rental for YGDC Outing - 50% deposit
HOSTEK.COM	\$19.99	Website Hosting-Foundation
ID WHOLESALER	\$243.33	Printer Ink, Badge Holders
IDLEWOOD ELECTRIC SUPP	\$29.37	ballast
IDLEWOOD ELECTRIC SUPP	\$243.58	HCAP - LED bulbs for Pool area
IDLEWOOD ELECTRIC SUPP	\$223.48	HCAP LED Lamps
IDLEWOOD ELECTRIC SUPP	\$249.12	HCAP Light bulbs
IDLEWOOD ELECTRIC SUPP	\$25.46	Ballast
IDLEWOOD ELECTRIC SUPP	\$395.85	Wire for Park Ave. Gate
IDLEWOOD ELECTRIC SUPP	\$79.17	Park Ave Gate ground wiring
IDLEWOOD ELECTRIC SUPP	\$88.21	Electrical supplies for electric gate
IDLEWOOD ELECTRIC SUPP	\$79.56	Park Avenue gate electric material
IDLEWOOD ELECTRIC SUPP	\$195.39	Park Ave gate electric control supplies
ILIPRA.ORG	\$165.00	Recreation Coordinator - Tennis Job Posting
ILLINOIS ASSOC OF PARK	\$6.00	IAPD - B. Romes Webinar
ILLINOIS ASSOC OF PARK	\$176.00	ILLINOIS ASSOC OF PARK - B. Romes & J. Freeman
ILLINOIS BASSET COURS	\$13.95	ILLINOIS BASSET COURS - Purchase
IN SOUND OF MUSIC SYS	\$38.00	Music for Fitness Floor
J2 EFAX SERVICES	\$16.95	monthly e-fax charges for secure HR fax
JEWEL OSCO 3459	\$5.78	Class Supplies-Sap
JEWEL OSCO 3459	\$58.79	Class Supplies-Sap
JEWEL OSCO 3459	\$13.48	ParkSchool
JEWEL OSCO 3459	\$11.97	Parkschool
JEWEL OSCO 3459	\$38.59	Parkschool
JEWEL OSCO 3459	\$9.98	Parkschool
JEWEL OSCO 3459	\$19.46	After school program supply
JEWEL OSCO 3459	\$12.56	After School program supplies
JEWEL OSCO 3459	\$3.99	Water
JEWEL OSCO 3459	\$24.44	marshmallows,chocolate, glue, lighters
JEWEL OSCO 3464	\$63.66	ParkSchool
JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening

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JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening
JORSON AND CARLSON COM	\$35.76	Zamboni blade sharpening
JORSON AND CARLSON COM	\$35.76	JORSON AND CARLSON COM - Purchase - Zam blade sharpening.
K & M PRINTING	\$280.00	2 Baseball Fence Banner
K & M PRINTING	\$370.00	WR Mission Statement Signs
K & M PRINTING	\$110.00	Welcome Sign - Janet Bernstein Garden
K & M PRINTING	\$285.00	WR Pole Pocket Banners
K & M PRINTING	\$190.00	Baseball Fence Banners
K & M PRINTING	\$190.00	Baseball Fence Banners
K & M PRINTING	\$190.00	Baseball Fence Banners
K & M PRINTING	\$1,175.00	HCAP 2021 Signage
KANKAKEE NURSERY COMPA	\$198.00	Trees for Watts
KANKAKEE NURSERY COMPA	\$150.00	Trees for Foleys _ Shipping
KANKAKEE NURSERY COMPA	\$603.00	Trees for Foleys (10)
LCHD FINANCE	\$284.00	Food Service License Renewal
LIFEGUARD STORE - ONLI	\$388.91	Hidden Creek Whistles, Pocket Masks, Hipsacks
LIFEGUARD STORE - ONLI	\$1,418.43	Rescue Equipment for Hidden Creek
LIFEGUARD STORE - ONLI	\$580.47	Hidden Creek Summer Swim Suits
LIFEGUARD STORE - ONLI	\$388.91	Rosewood Whistles, Pocket Masks, Hipsacks
LIFEGUARD STORE - ONLI	\$580.47	Rosewood Summer Swim suits
MailChimp	\$280.00	monthly fee
MAILCHIMP MISC	\$9.02	Mailchimp for Foundation
MANN LAKE LTD EC	\$372.60	Bottom boards, metal covers, honey bandit
MARK VEND CO.	\$24.63	Vending Machines - Parks
MARK VEND CO.	\$8.22	Vending Machines - Golf
MARK VEND CO.	\$293.63	drinks and snacks for sale
MARK VEND CO.	\$205.76	drinks and snacks for sale
MEETMAKER COM	\$98.33	Meet Entry Fee
MENARDS 3327	\$94.99	2 inch ball valve
MENARDS 3327	\$235.06	Floating dock repair supplies
MENARDS 3327	\$131.45	Floating dock repair supplies
MENARDS 3327	\$362.89	Floating Dock Repair Decking & Boards
MENARDS 3327	\$98.41	Copper fittings
MENARDS 3327	\$962.29	Shed for Park Ave.
MENONI & MOCOgni, INC.	\$28.86	Dirt for Community Garden
MENONI & MOCOgni, INC.	\$84.60	leak stopper 5 gal 2
MENONI & MOCOgni, INC.	\$133.96	Hardwood Mulch 3.94 yards
MENONI & MOCOgni, INC.	\$106.08	Hardwood Mulch 3.12 yards
MENONI & MOCOgni, INC.	\$63.44	Black Dirt 2.44 yards
MENONI & MOCOgni, INC.	\$166.05	Landscape Fabric & 1.8 yards Black Dirt
MENONI & MOCOgni, INC.	\$141.44	Hardwood Mulch 4.16 yards
MENONI & MOCOgni, INC.	\$1,020.16	Topdressing Sand Approaches
MENONI & MOCOgni, INC.	\$560.70	Topdressing Sand Tee's
MENONI & MOCOgni, INC.	\$53.13	Crushed stone - Gate shed
MICHAELS STORES 5018	\$20.38	Class Supplies-Sp
MICHAELS STORES 5018	\$59.71	Glue, tiny figurines, carving knife, wood and ribbon
MICHAELS STORES 9961	\$54.50	Class Supplies-MO
MIDWEST GROUNDCOVERS L	\$788.28	Arbor Day/Rosewood
MUTT MITT	\$131.94	MUTT MITT - Dog bags.
MUTUAL ACE HARDWARE &	\$29.56	Cleaner & Graffiti remover
MUTUAL ACE HARDWARE &	\$9.24	Floor Cleaner
MUTUAL ACE HARDWARE &	\$9.24	Custodial Supplies
MUTUAL ACE HARDWARE &	\$32.33	Striping paint for parking lot
MUTUAL ACE HARDWARE &	\$18.50	Fasteners for Picnic Tables
MUTUAL ACE HARDWARE &	\$105.34	Washroom repair supplies
MUTUAL ACE HARDWARE &	\$12.45	lawn and leaf bags
MUTUAL ACE HARDWARE &	\$11.52	top soil x5
MUTUAL ACE HARDWARE &	\$24.48	Sunset Woods celandine repairs
MUTUAL ACE HARDWARE &	\$13.86	tap, fasteners, extractor
MUTUAL ACE HARDWARE &	\$22.14	adapter pvc, battery c
MUTUAL ACE HARDWARE &	\$4.16	HCAP Washroom Supplies
MUTUAL ACE HARDWARE &	\$10.17	3/4 union

P-Card Transactions

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MUTUAL ACE HARDWARE &	\$27.73	Supplies to repair RWB Washroom
MUTUAL ACE HARDWARE &	\$11.36	Rosewood Beach buoy clamps
MUTUAL ACE HARDWARE &	\$15.72	Batteries for washroom
MUTUAL ACE HARDWARE &	\$27.63	RWB buoy rope clamps
MUTUAL ACE HARDWARE &	\$86.66	MUTUAL ACE HARDWARE & - Purchase
MUTUAL ACE HARDWARE &	\$88.78	facility supplies
MUTUAL ACE HARDWARE &	\$90.92	facility supplies
MUTUAL ACE HARDWARE &	\$59.44	facility supplies
MUTUAL ACE HARDWARE &	\$105.56	facility supplies
MUTUAL ACE HARDWARE &	\$37.89	facility supplies
MUTUAL ACE HARDWARE &	\$62.98	Aerification Brushes
MUTUAL ACE HARDWARE &	\$16.62	ant combat 6pk 2
MUTUAL ACE HARDWARE &	\$44.38	bulb led mr16 2
MUTUAL ACE HARDWARE &	\$4.14	misc fasteners
MUTUAL ACE HARDWARE &	\$16.09	Deer Creek - fuses for Grinder control panel board
MUTUAL ACE HARDWARE &	\$13.80	dowel rods
MUTUAL ACE HARDWARE &	\$9.08	liquid nails, clay pots
NAMETAGCOUNTRY.COM	\$73.88	Updated name plates for board members
NAPA AUTO PRTS HIGHLAN	\$87.96	Gas for chainsaw
NAPA AUTO PRTS HIGHLAN	\$144.00	Welding helmet
NAPA AUTO PRTS HIGHLAN	\$32.50	Tool - Bottle Jack
NAPA AUTO PRTS HIGHLAN	\$39.83	Welding wire brush
NAPA AUTO PRTS HIGHLAN	\$37.98	Welding nozzle
NAPA AUTO PRTS HIGHLAN	\$39.99	Grease gun
NAPA AUTO PRTS HIGHLAN	\$52.49	Tools - screwdriver
NAPA AUTO PRTS HIGHLAN	\$56.97	Welding wire
NAPA AUTO PRTS HIGHLAN	\$6.62	Automotive supplies - oil filter
NAPA AUTO PRTS HIGHLAN	\$71.51	Automotive supplies - light blubs
NAPA AUTO PRTS HIGHLAN	\$49.80	Automotive supplies - lights
NAPA AUTO PRTS HIGHLAN	\$55.20	Brake fittings
NAPA AUTO PRTS HIGHLAN	\$106.13	Brake lines
NAPA AUTO PRTS HIGHLAN	\$86.57	Brakeline
NAPA AUTO PRTS HIGHLAN	\$18.98	Brake fluid
NAPA AUTO PRTS HIGHLAN	\$39.53	Brake lines
NAPA AUTO PRTS HIGHLAN	\$55.40	Tractor hitch pins
NAPA AUTO PRTS HIGHLAN	\$8.96	Weedeater spark plugs
NAPA AUTO PRTS HIGHLAN	\$61.96	Tire repair supplies
NAPA AUTO PRTS HIGHLAN	\$96.75	Fuel Cleaner for Toro Z
NAPA AUTO PRTS HIGHLAN	\$25.98	Toro Z Oil pump
NAPA AUTO PRTS HIGHLAN	\$63.48	Oil for Toro Z
NAPA AUTO PRTS HIGHLAN	\$106.76	Battery - Toro Z
NAPA AUTO PRTS HIGHLAN	\$79.56	Automotive supplies - filters
NAPA AUTO PRTS HIGHLAN	\$25.98	Automotive supplies - oil
NAPA AUTO PRTS HIGHLAN	\$73.34	Automotive supplies - filters
NAPA AUTO PRTS HIGHLAN	\$159.25	Oil, Exact fit Blade & Ring Pliers
NASP INC	\$41.00	String, cable, and arrow rests for archery bows
NATIVE RESTORATION ...	\$2,473.35	Highmoor restoration
NEOPOST	\$233.26	Postage Machine Ink
NORTHSHORE PHYSICIAN	\$666.00	Preemployment physicals and drug screens (x3 maint)
NORTHSHORE PHYSICIAN	\$545.00	Pre-employment screenings for new hires
NORTHSHORE PHYSICIAN	\$323.00	Pre-employment screenings for new hires
OFFICESUPPLY.COM	(\$44.49)	Credit for Pine Sol
OFFICESUPPLY.COM	\$61.98	All Purpose cleaner Pine-Sol
OFFICESUPPLY.COM	\$101.96	Paper Towels
OFFICESUPPLY.COM	\$41.98	Multifold Paper Towels
OFFICESUPPLY.COM	\$72.72	Ant Traps and Sanitary Disposal Wax Liners
OFFICESUPPLY.COM	\$83.99	Multifold Paper Towels
OFFICESUPPLY.COM	\$227.70	Fold Towel Dispensers
OFFICESUPPLY.COM	\$132.40	Sanitary Napkin Receptacle
OFFICESUPPLY.COM	\$207.20	Fold Towel Dispenser and Sanitary Napkin Receptacle
OFFICESUPPLY.COM	\$21.51	Roll Towel Dispenser
OFFICESUPPLY.COM	\$125.19	Lysol Spray Cleaner and Gloves

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OFFICESUPPLY.COM	(\$125.19)	Lysol Spray Cleaner and Gloves
OFFICESUPPLY.COM	\$122.21	2XL Gym Wipes
OFFICESUPPLY.COM	\$132.24	Gym Wipes
OFFICESUPPLY.COM	\$115.94	Paper towles
OFFICESUPPLY.COM	\$185.98	Gym Wipes
OFFICESUPPLY.COM	\$13.47	Coffee
OFFICESUPPLY.COM	\$94.57	Toilet paper and Can liners
ONCOURT OFFCOURT	\$501.40	Roll Dries - Outdoor Courts
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PARTYCITY.COM	\$118.55	Ice show decor
PELLA ENGRAVING COMP	\$464.78	Donation Plaques (Auslander,Goodman,McIntenney)
PGA OF AMERICA MEMBERS	\$736.00	PGA membership dues
PORTER PIPE & SUPPLY	\$11,930.21	RCHP Replacement Boiler
PRC QUICKSCORES LLC	\$56.00	Schedule Triple A/Majors
PRC QUICKSCORES LLC	\$14.00	schedule pony
PRC QUICKSCORES LLC	\$7.00	Scheudle Softball
PRO-AM TEAM SPORTS SCH	\$1,491.40	baseballs
PRO-AM TEAM SPORTS SCH	\$938.60	Baseballs
PRO-AM TEAM SPORTS SCH	\$1,440.00	Baseballs
PRO-AM TEAM SPORTS SCH	\$1,440.00	Baseballs
rconthegofitness.org	\$5.00	rconthegofitness.org - Purchase
READYREFRESH BY NESTLE	\$73.90	Building Drinking Water
RED'S GARDEN CENTER	\$740.00	replacement Shrubs
REINDERS SUSSEX CUSTOM	\$1,984.50	Irrigation Parts
REINDERS SUSSEX CUSTOM	\$230.08	Bedknife Reel - Mower
REINDERS SUSSEX CUSTOM	\$172.71	25qnty. Tine-Solid 3/4mtx 6.5L
REINDERS SUSSEX CUSTOM	\$186.51	2 Tires 19x10 .58 smooth
REINDERS SUSSEX CUSTOM	\$390.46	Aerification Tines
REVDANCE.TENTH HOUSE	\$123.31	Costumes Skating Show
REVDANCE.TENTH HOUSE	\$68.95	Ice show costumes
RME THE GOLFWORKS	\$254.49	Grips for resale
RME THE GOLFWORKS	\$78.92	Golf grips
SCHOOLSIN	\$508.04	Safety Village Trikes
SCW FITNESS EDUCATION	\$134.50	SCW FITNESS AQUA Fitness Summit Training
SIGNSONTHECHEAP.COM	\$123.55	Ice Show Yard Signs
SIGNSONTHECHEAP.COM	(\$9.15)	Signs On The Cheap Sales Tax Refund
SITEONE LANDSCAPE SUPP	\$253.27	Spray Supplies
SITEONE LANDSCAPE SUPP	\$826.80	Golf Course Greens Supplies - Cups, Stakes
SITEONE LANDSCAPE SUPP	\$1,985.37	Golf Course Fairway Manganese
SITEONE LANDSCAPE SUPP	\$800.50	Golf Course Flags
SMARTSHEET INC.	\$50.40	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$20.16	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$55.44	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$30.24	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$95.76	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$20.16	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$20.16	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$5.04	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$5.04	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$5.04	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$5.04	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$5.04	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$35.28	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$10.08	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$10.08	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$30.24	Smartsheet - Team Plan Renewal

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SMARTSHEET INC.	\$20.16	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$10.08	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$25.20	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$30.24	Smartsheet - Team Plan Renewal
SMARTSHEET INC.	\$15.12	Smartsheet - Team Plan Renewal
SOUTHWEST BINDING & LA	\$252.08	laminate
SP BATTING CAGES INC	\$920.55	Pitching Machine
SP DIAMONDCORE TOOLS	\$62.95	Class Supplies-Ceramics
SP EFAVORMART.COM	\$222.89	Face shield Mask and Mask
SP FATHEAD, LLC	\$188.93	Audience cutouts ice show
SQ ROBBIE GOLD MUSIC	\$225.00	Contracted vendor deposit for International Day of Yoga Event
STAPLES 00116616	(\$5.49)	Return pens - credit
STAPLES 00116616	\$8.98	Pens
STAPLES 00116616	\$17.99	USB-C Charger
STAPLES 00116616	\$27.99	fasteners for outside fitness due to COVID
STAPLES 00116616	\$14.98	office supplies
STAPLES DIRECT	\$31.86	STAPLES DIRECT - Light lenses for Robyns office
STEINER ELEC ROCKFORD	\$192.00	Contact for Ct 5
TARGET 00010702	\$9.49	Parkschool
TARGET 00010702	\$17.42	Class Supplies-NN
TARGET 00011684	\$14.15	Pogo kitchen supplies - utensils/dishsoap
TARGET 00011684	\$32.47	Class Supplies-Sap
TARGET 00011684	\$6.05	Parkschool
TEACHERSPAYTEACHERS.CO	\$10.10	Class Supplies-MO
TEACHERSPAYTEACHERS.CO	\$8.00	Class Supplies-MO
TEACHERSPAYTEACHERS.CO	\$9.00	parkschool
TEACHERSPAYTEACHERS.CO	\$2.50	Birding pamphlet
THE GRAPHIC EDGE INC	\$838.18	Shirt for Sluggers
THE GRAPHIC EDGE INC	\$791.70	Tshirt Tball
THE GRAPHIC EDGE INC	\$12.18	Extra Tball shirts
THE HOME DEPOT #1926	\$16.98	Batteries for POGO doors
THE HOME DEPOT #1926	\$5.75	Key for Truck
THE HOME DEPOT #1926	\$26.98	Paint for striping
THE HOME DEPOT #1926	\$149.00	Drill
THE HOME DEPOT #1926	\$59.88	Shovels
THE HOME DEPOT #1926	\$25.96	Garden Plot Supply
THE HOME DEPOT #1926	\$55.34	Materials for floating deck repair
THE HOME DEPOT #1926	\$206.06	Hardware for floating dock repairs
THE HOME DEPOT #1926	\$51.30	Copper reducers
THE HOME DEPOT #1926	\$23.98	2 inch pipe cutter
THE HOME DEPOT #1926	(\$1,315.21)	gate shed refund
The Webstaurant Store	\$179.95	Sunset Woods - Baby Changing Station for washroom
TRELLO.COM, ATLISSIAN	\$50.00	Trello business class for lakefront online sales
TRELLO.COM, ATLISSIAN	\$9.58	Subscription for lakefront online sales tracking
TRIBUNE PUBLISHING COM	\$66.86	2021 Park Avenue Dredging Project BID # 6915368
TRIBUNE PUBLISHING COM	\$48.86	2021 Landscape Services BID #6895562
TRIBUNE PUBLISHING COM	\$44.57	2021 AquaPark Pool Heater BID #6910577
TST NOTHING BUNDT CAK	\$42.00	Bethany going away treats
U OF I ONLINE PAYMENT	\$7.50	Illinois Monarch Virtual Summit 5/4
ULINE SHIP SUPPLIES	\$84.85	Adult Ceramics supplies (pails & lids)
ULINE SHIP SUPPLIES	\$10.50	Adult Ceramics supplies
USPS PO 1636060035	\$5.00	Foundation federal tax postage
USPS PO 1636060035	\$6.49	USPS - Certified Mail R. Bova Letter
USTA.COM	\$25.00	Tournament Entry- USTA
USTA.COM	\$25.00	Tournament Entry- USTA
USTA.COM	\$25.00	Tournament Entry- USTA
WAL-MART #1489	\$34.98	Class Supplies-Sp
WAL-MART #3893	\$25.34	Parkschool
WAREHOUSE DIRECT	\$165.09	BO - Office supplies, calculator, file folders, tape
WAREHOUSE DIRECT	\$159.95	Vital Oxide Cleaning Solution
WAREHOUSE DIRECT	\$399.32	Custodial Supplies for Park Sites
WAREHOUSE DIRECT	\$86.15	Mop Ringer for Bucket

P-Card Transactions

04/08/21 - 05/07/21

WAREHOUSE DIRECT	\$160.94	Custodial Supplies
WAREHOUSE DIRECT	\$56.67	Glass Cleaner
WAREHOUSE DIRECT	\$199.54	Custodial supplies - paper towels/foam wash/T-paper
WAREHOUSE DIRECT	\$47.19	Office supplies
WAREHOUSE DIRECT	\$170.77	RB IC cleaning supplies
WAREHOUSE DIRECT	\$137.15	Cleaning supplies
WAREHOUSE DIRECT	\$53.72	cleaning supplies
WAREHOUSE DIRECT	\$116.16	cleaning supplies
WAREHOUSE DIRECT	\$128.33	cleaning supplies
WAREHOUSE DIRECT	\$24.13	supplies
WAREHOUSE DIRECT	\$33.34	supplies
WAREHOUSE DIRECT	\$135.23	Shop Supplies
WAREHOUSE DIRECT	\$96.66	Shop Supplies
WAREHOUSE DIRECT	\$204.92	can liners
WAREHOUSE DIRECT	\$11.58	Pencils
WAREHOUSE DIRECT	\$123.75	card stock, pens, kraft envelopes
WAREHOUSE DIRECT	\$80.20	latex gloves
WAREHOUSE DIRECT	\$126.40	receipt paper
WCI ACCURATEDOCDEST	\$53.62	Shred Pick Up - Accurate Document Destruction
WHOLESALEMARINE.COM	\$36.95	Rosewood - Rope for Buoy Lines
WM SUPERCENTER #3893	\$49.44	PAarkschool
WRISTBANDS MEDTECH USA	\$146.62	Camp Wristbands for HCAP
WRISTBANDS MEDTECH USA	\$146.63	Camp Wristbands for RWB
WWP ROSE PEST SOLUTION	\$110.00	pest control
WWP SMITHEREEN PEST MA	\$62.00	pest control
WWW.32COUNTFITNESS.COM	\$34.95	WIX music
WWW.YOURCOURTS.COM	\$93.00	WWW.YOURCOURTS.COM - Scheduling
YOUR ADVANTAGE II LT	\$180.00	Stringing Service
ZOOM.US 888-799-9666	\$84.97	Zoom Monthly
ZOOM.US 888-799-9666	\$14.99	Zoom membership
Total	\$128,188.31	



Park District of Highland Park, IL

DISTRICT WIDE

Income Statement

Current Period Ending 05/31/2021

Typ...	Month		Year To Date			Prior Year		
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)	Annual Budget	Month	YTD
Revenue								
100 - PROGRAMS	85,560.33	80,407.43	1,132,511.09	1,001,912.77	130,598.32	2,088,527.25	8,259.30	878,353.14
110 - CAMPS	450.00	0.00	5,350.00	5,390.00	-40.00	896,688.50	0.00	2,382.50
120 - LESSONS	38,622.50	26,897.50	255,984.75	140,482.47	115,502.28	345,711.50	14,965.75	102,758.62
130 - SPECIAL EVENTS	2,325.00	951.12	15,162.25	24,225.50	-9,063.25	58,605.00	0.00	10,850.00
410 - TAX	873,465.69	229,836.68	1,261,139.00	289,836.68	971,302.32	13,298,989.98	639,320.46	705,058.52
420 - FEES & CHARGES	397,288.79	231,495.29	827,196.78	430,008.91	397,187.87	1,897,384.00	140,060.95	265,544.86
440 - MEMBERSHIPS	39,190.08	45,563.08	187,816.54	225,549.87	-37,733.33	562,158.00	30,820.97	372,876.11
450 - RENTALS	146,295.47	104,126.00	513,800.35	572,787.48	-58,987.13	1,319,596.35	52,197.80	337,487.62
460 - MERCHANDISING	11,906.06	11,026.38	39,537.34	30,053.36	9,483.98	108,388.99	18,169.31	40,200.44
470 - INTEREST INCOME	650.38	1,000.00	4,712.80	8,000.00	-3,287.20	15,000.00	21,178.97	56,012.81
480 - MISCELLANEOUS INCOME	7,792.69	9,706.18	77,524.78	275,032.07	-197,507.29	526,768.43	-19,168.30	85,856.61
510 - OTHER INCOME	23,829.58	1,666.00	67,340.03	8,330.00	59,010.03	64,633.68	0.00	958,993.31
520 - BOND/DEBT PROCEEDS	140.26	0.00	881.39	0.00	881.39	0.00	3,780.82	6,462,833.12
Total Revenue:	1,627,516.83	742,675.66	4,388,957.10	3,011,609.11	1,377,347.99	21,182,451.68	909,586.03	10,279,207.66
Expense								
100 - PROGRAMS	115,569.57	119,365.10	456,867.80	580,607.27	123,739.47	1,239,095.11	29,213.67	505,240.55
110 - CAMPS	2,487.67	33,555.17	12,561.81	70,320.35	57,758.54	599,700.52	-1,048.68	21,924.55
120 - LESSONS	20,833.50	17,245.96	121,518.46	77,392.85	-44,125.61	187,418.51	0.00	52,972.21
130 - SPECIAL EVENTS	8,722.94	19,184.13	23,861.26	41,951.52	18,090.26	106,709.71	276.77	58,735.80
610 - SALARIES & WAGES	486,361.35	594,941.16	2,231,770.20	2,547,866.27	316,096.07	7,464,738.70	434,286.10	2,431,320.73
620 - CONTRACTUAL SERVICES	123,810.02	218,831.25	818,987.71	1,138,669.27	319,681.56	2,653,605.40	85,903.32	848,787.46
630 - INSURANCE	156,821.80	192,841.03	536,638.74	782,025.37	245,386.63	2,453,152.89	161,287.58	600,891.55
640 - MATERIALS & SUPPLIES	31,795.44	60,082.73	92,305.71	170,352.12	78,046.41	480,618.40	18,612.17	105,856.08
650 - MAINTENANCE & LANDSCAPING CONTRACTS	32,685.03	59,355.16	107,977.46	213,511.45	105,533.99	452,572.05	24,755.38	101,836.29
660 - UTILITIES	72,642.12	63,406.00	272,440.52	319,018.54	46,578.02	848,776.67	58,295.88	271,639.40
670 - PENSION CONTRIBUTIONS	50,287.97	60,971.06	234,334.45	275,076.14	40,741.69	795,846.79	49,139.06	271,520.18
680 - COST OF GOODS SOLD	6,855.87	8,612.10	24,206.09	19,721.50	-4,484.59	40,766.50	4,427.14	5,910.82
710 - DEBT RETIREMENT	0.00	0.00	1,425.00	0.00	-1,425.00	3,177,997.24	0.00	1,326.04
720 - CAPITAL OUTLAY	312,886.24	503,763.60	349,666.94	1,176,498.80	826,831.86	5,672,010.00	401,967.98	482,778.82
Total Expense:	1,421,759.52	1,952,154.45	5,284,562.15	7,413,011.45	2,128,449.30	26,173,008.49	1,267,116.37	5,760,740.48
Report Total:	205,757.31	-1,209,478.79	-895,605.05	-4,401,402.34	3,505,797.29	-4,990,556.81	-357,530.34	4,518,467.18

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
01 - GENERAL CORPORATE	58,088.07	-380,036.98	-844,710.16	-1,835,059.98	990,349.82	145,968.47	-41,197.96	-1,117,990.03
25 - SPECIAL RECREATION	35,611.54	24,000.00	-289,325.69	-320,251.00	30,925.31	-254,793.02	44,090.88	-118,364.13
29 - RECREATION	322,364.77	-357,121.93	432,529.41	-1,298,486.28	1,731,015.69	2,085,993.55	-26,260.33	-1,035,926.36
60 - DEBT SERVICE	99,674.75	21,568.72	134,846.60	21,568.72	113,277.88	-1,556,288.24	73,831.26	72,505.22
70 - CAPITAL PROJECTS	-309,981.82	-517,888.60	-328,945.21	-969,173.80	640,228.59	-5,411,437.57	-407,994.19	6,718,242.48
Report Total:	205,757.31	-1,209,478.79	-895,605.05	-4,401,402.34	3,505,797.29	-4,990,556.81	-357,530.34	4,518,467.18

General - Fund is trending favorably due to salaries, wages and insurance being under budget due to unfilled budgeted positions as well as an unbudgeted receipt of \$209,000 of 2020 property taxes being collected in April of 2021. Additionally, another \$200,000 of taxes were collected sooner than budgeted.

Recreation - Tracking favorably while having had reduced operations in January, with even greater reduction in expenses, especially payroll. Every cost center is running a surplus, most notably, Rosewood Beach (\$137,934), Recreation Maintenance (\$105,256) Deer Creek (\$230,004), and Sunset Valley (\$366,820). Additionally, unbudgeted 2020 property taxes at \$120,000 came in in April and will not be accrued back to 2020. Finally, another \$200,000 of taxes came in sooner than anticipated.

Debt Service/Special Recreation - Both trending favorably due to 2020 taxes collected in April and 2021 taxes coming in more quickly than budgeted.

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



Park District of Highland Park, IL

01 - GENERAL FUND

Income Statement

Current Period Ending 05/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	407,630.89	106,866.42	616,708.41	166,866.42	449,841.99	5,833,349.00	278,910.63	344,648.69
420 - FEES & CHARGES	3,663.93	2,258.80	9,513.60	9,025.00	488.60	20,600.00	1,695.11	10,448.82
460 - MERCHANDISING	50.86	38.34	167.56	180.41	-12.85	420.00	45.99	134.36
470 - INTEREST INCOME	650.38	1,000.00	4,712.80	8,000.00	-3,287.20	15,000.00	21,178.97	56,012.81
480 - MISCELLANEOUS INCOME	1,525.50	3,148.80	42,727.12	39,091.00	3,636.12	64,401.00	0.00	49,200.01
510 - OTHER INCOME	711.53	0.00	1,280.35	0.00	1,280.35	7,930.00	0.00	0.00
Total Revenue:	414,233.09	113,312.36	675,109.84	223,162.83	451,947.01	5,941,700.00	301,830.70	460,444.69
Expense								
610 - SALARIES & WAGES	175,872.35	209,453.54	841,956.94	956,437.50	114,480.56	2,692,016.27	161,681.89	862,951.30
620 - CONTRACTUAL SERVICES	51,665.50	134,772.61	178,343.25	438,340.38	259,997.13	1,018,312.45	62,808.70	216,958.51
630 - INSURANCE	82,549.20	97,969.53	293,892.83	418,179.09	124,286.26	1,330,334.61	81,328.88	286,813.48
640 - MATERIALS & SUPPLIES	11,240.12	12,315.34	40,982.08	51,272.35	10,290.27	214,713.40	5,238.42	43,743.14
650 - MAINTENANCE & LANDSCAPING CONTRACTS	5,260.79	6,345.80	24,064.99	36,900.54	12,835.55	109,095.05	4,868.10	26,343.60
660 - UTILITIES	10,874.24	9,646.96	50,335.52	52,199.44	1,863.92	136,321.87	8,753.45	43,189.85
670 - PENSION CONTRIBUTIONS	18,682.82	22,845.56	90,244.39	104,893.51	14,649.12	294,937.88	18,349.22	98,434.84
Total Expense:	356,145.02	493,349.34	1,519,820.00	2,058,222.81	538,402.81	5,795,731.53	343,028.66	1,578,434.72
Report Total:	58,088.07	-380,036.98	-844,710.16	-1,835,059.98	990,349.82	145,968.47	-41,197.96	-1,117,990.03

2020 taxes of \$209,000 were collected in April of 2021 and the auditors would not allow us to accrue back to 2020. Additionally, taxes are coming in more quickly than budgeted for. Salaries, wages, pension contributions and insurance are under budget due to unfilled budgeted positions. Contractual services are under budget largely due to many not attending virtual IPRA conference and reallocation of computer and police expense. Additionally, May mowing contract expense will not be recorded until June. Materials and supplies for trees and annuals are also not yet reflected in the income statement. Maintenance and landscaping are trending low as many items continue to be completed in house.



Park District of Highland Park, IL

Income Statement

Current Period Ending 05/31/2021

25 - SPECIAL RECREATION FUND

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	36,049.17	24,000.00	57,880.10	24,000.00	33,880.10	480,000.00	44,090.88	44,090.88
Total Revenue:	36,049.17	24,000.00	57,880.10	24,000.00	33,880.10	480,000.00	44,090.88	44,090.88
Expense								
620 - CONTRACTUAL SERVICES	437.63	0.00	347,205.79	344,251.00	-2,954.79	734,793.02	0.00	162,455.01
Total Expense:	437.63	0.00	347,205.79	344,251.00	-2,954.79	734,793.02	0.00	162,455.01
Report Total:	35,611.54	24,000.00	-289,325.69	-320,251.00	30,925.31	-254,793.02	44,090.88	-118,364.13

Tax revenue is trending favorably due to \$22,000 in taxes from 2020 being received in April. Additionally, taxes are coming in more rapidly than budgeted for 2021.



Park District of Highland Park, IL

29 - RECREATION FUND

Income Statement

Current Period Ending 05/31/2021

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	85,560.33	80,407.43	1,132,511.09	1,001,912.77	130,598.32	2,088,527.25	8,259.30	878,353.14
110 - CAMPS	450.00	0.00	5,350.00	5,390.00	-40.00	896,688.50	0.00	2,382.50
120 - LESSONS	38,622.50	26,897.50	255,984.75	140,482.47	115,502.28	345,711.50	14,965.75	102,758.62
130 - SPECIAL EVENTS	2,325.00	951.12	15,162.25	24,225.50	-9,063.25	58,605.00	0.00	10,850.00
410 - TAX	330,110.88	77,401.54	450,278.89	77,401.54	372,877.35	5,363,931.98	242,487.69	242,487.69
420 - FEES & CHARGES	393,624.86	229,236.49	817,683.18	420,983.91	396,699.27	1,876,784.00	138,365.84	255,096.04
440 - MEMBERSHIPS	39,190.08	45,563.08	187,816.54	225,549.87	-37,733.33	562,158.00	30,820.97	372,876.11
450 - RENTALS	146,295.47	104,126.00	513,800.35	572,787.48	-58,987.13	1,319,596.35	52,197.80	337,487.62
460 - MERCHANDISING	11,855.20	10,988.04	39,369.78	29,872.95	9,496.83	107,968.99	18,123.32	40,066.08
480 - MISCELLANEOUS INCOME	6,267.19	6,557.38	34,797.66	30,691.07	4,106.59	107,195.00	-19,168.30	36,510.58
510 - OTHER INCOME	2,608.64	1,666.00	3,177.45	8,330.00	-5,152.55	56,703.68	0.00	8,512.81
Total Revenue:	1,056,910.15	583,794.58	3,455,931.94	2,537,627.56	918,304.38	12,783,870.25	486,052.37	2,287,381.19
Expense								
100 - PROGRAMS	115,569.57	119,365.10	456,867.80	580,607.27	123,739.47	1,239,095.11	29,213.67	505,240.55
110 - CAMPS	2,487.67	33,555.17	12,561.81	70,320.35	57,758.54	599,700.52	-1,048.68	21,924.55
120 - LESSONS	20,833.50	17,245.96	121,518.46	77,392.85	-44,125.61	187,418.51	0.00	52,972.21
130 - SPECIAL EVENTS	8,722.94	19,184.13	23,861.26	41,951.52	18,090.26	106,709.71	276.77	58,735.80
610 - SALARIES & WAGES	310,489.00	385,487.62	1,389,813.26	1,591,428.77	201,615.51	4,772,722.43	272,604.21	1,568,369.43
620 - CONTRACTUAL SERVICES	53,961.64	69,808.64	245,906.08	323,827.89	77,921.81	765,499.93	13,131.59	252,880.37
630 - INSURANCE	74,272.60	94,871.50	242,745.91	363,846.28	121,100.37	1,122,818.28	79,958.70	314,078.07
640 - MATERIALS & SUPPLIES	20,555.32	47,767.39	51,323.63	119,079.77	67,756.14	265,905.00	13,373.75	62,112.94
650 - MAINTENANCE & LANDSCAPING CONTRACTS	27,424.24	53,009.36	83,912.47	176,610.91	92,698.44	343,477.00	19,887.28	75,492.69
660 - UTILITIES	61,767.88	53,759.04	222,105.00	266,819.10	44,714.10	712,454.80	49,542.43	228,449.55
670 - PENSION CONTRIBUTIONS	31,605.15	38,125.50	144,090.06	170,182.63	26,092.57	500,908.91	30,789.84	173,085.34
680 - COST OF GOODS SOLD	6,855.87	8,612.10	24,206.09	19,721.50	-4,484.59	40,766.50	4,427.14	5,910.82
720 - CAPITAL OUTLAY	0.00	125.00	4,490.70	34,325.00	29,834.30	40,400.00	156.00	4,055.23
750 - TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	2,433,772.80	0.00	0.00
Total Expense:	734,545.38	940,916.51	3,023,402.53	3,836,113.84	812,711.31	13,131,649.50	512,312.70	3,323,307.55
Report Total:	322,364.77	-357,121.93	432,529.41	-1,298,486.28	1,731,015.69	-347,779.25	-26,260.33	-1,035,926.36

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	322,364.77	-357,121.93	432,529.41	-1,298,486.28	1,731,015.69	-347,779.25	-26,260.33	-1,035,926.36
Report Total:	322,364.77	-357,121.93	432,529.41	-1,298,486.28	1,731,015.69	-347,779.25	-26,260.33	-1,035,926.36

Program and lesson revenue are greater than budgeted largely due to \$32,000 in spring registration for gymnastics and skating, and \$172,000 at Deer Creek, and athletics by \$29,000. \$120,000 of all tax received was unbudgeted as it is due to late collections from 2020 that the auditors want booked in 2021. The rest is largely a timing difference. Fees & Charges are also better than budget with \$209,000 at Sunset Valley, with the very dry weather and Northbrook still closed, another \$44,000 at golf learning, \$16,000 at CIA, and \$130,000 at Rosewood Beach. Fitness memberships are still lagging behind budget with people still afraid to return to the gym with a hit of \$43,000. Rentals are below budget with the field house-lease payment not yet being received \$33,000, CIA behind by \$50,000 due to winter restrictions with Falcons and Giants not using the ice in January. Program expenses are under budget due to program wages at CIA being under budget by \$31,000. Additionally, general program expenses were below budget due to skating classes, athletics (basketball), art, and others being unavailable through January 23 due to the pandemic. Camp expenses are lagging as supplies purchased in 2020, before the pandemic, are going to be utilized in 2021. Lesson expenses were over budget due to the large number of lessons being provided and the expenses associated with those lessons. Special events salaries and wages, as well as operational expenses savings contributed to the majority of the positive variance. Salary and wages, insurance and pension contributions are operating under budget, primarily due to several open full time positions (Assistant AD, Recreation Supervisor, Recreation Custodians, Recreation Coordinator) and also some part-time positions that are dictated by operational utilization, such as membership coordinators at RCHP through May 31. Contract expenses are operating under budget primarily due to May mowing contract invoices not arriving yet. Sunset Valley is \$7,000 under budget for contractual services, fitness is \$10,000 under budget, largely in advertising, CIA is under budget by \$8,000, largely for maintenance contracts, and \$6,500 at Heller. Materials and supplies have been reduced across the board with reductions in programs offered in January due to the pandemic. Golf learning is under budget by \$13,000, largely due to timing of invoices. Sunset Valley is \$26,000 under budget in this category due to timing of invoices. Maintenance and landscaping are trending low as many items continue to be completed in house. Specifically, CIA is \$7,000 under budget, golf learning is \$13,000 under budget, West Ridge is \$14,000 under budget, Deer Creek is \$7,000 under budget and Sunset Valley is \$59,000 under budget due to timing of invoices. Utilities are under budget due to timing of invoices and reduced usage with less programs being run earlier in the year. Capital outlay is also running under budget with less expenditures occurring thus far.



Park District of Highland Park, IL

60 - DEBT SERVICE FUND

Income Statement

Current Period Ending 05/31/2021

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	99,674.75	21,568.72	136,271.60	21,568.72	114,702.88	1,621,709.00	73,831.26	73,831.26
Total Revenue:	99,674.75	21,568.72	136,271.60	21,568.72	114,702.88	1,621,709.00	73,831.26	73,831.26
Expense								
710 - DEBT RETIREMENT	0.00	0.00	1,425.00	0.00	-1,425.00	3,177,997.24	0.00	1,326.04
Total Expense:	0.00	0.00	1,425.00	0.00	-1,425.00	3,177,997.24	0.00	1,326.04
Report Total:	99,674.75	21,568.72	134,846.60	21,568.72	113,277.88	-1,556,288.24	73,831.26	72,505.22

\$36,000 of favorable variance is due to receipt of taxes from 2020 in April that could not be accrued back to 2021, per the auditors. The rest of the favorable difference is a timing difference from budget.



Park District of Highland Park, IL

70 - CAPITAL FUND

Income Statement

Current Period Ending 05/31/2021

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	0.00	0.00	0.00	205,250.00	-205,250.00	355,172.43	0.00	146.02
510 - OTHER INCOME	20,509.41	0.00	62,882.23	0.00	62,882.23	0.00	0.00	950,480.50
520 - BOND/DEBT PROCEEDS	140.26	0.00	881.39	0.00	881.39	0.00	3,780.82	6,462,833.12
Total Revenue:	20,649.67	0.00	63,763.62	205,250.00	-141,486.38	355,172.43	3,780.82	7,413,459.64
Expense								
620 - CONTRACTUAL SERVICES	17,745.25	14,250.00	47,532.59	32,250.00	-15,282.59	135,000.00	9,963.03	216,493.57
720 - CAPITAL OUTLAY	312,886.24	503,638.60	345,176.24	1,142,173.80	796,997.56	5,631,610.00	401,811.98	478,723.59
Total Expense:	330,631.49	517,888.60	392,708.83	1,174,423.80	781,714.97	5,766,610.00	411,775.01	695,217.16
Report Total:	-309,981.82	-517,888.60	-328,945.21	-969,173.80	640,228.59	-5,411,437.57	-407,994.19	6,718,242.48

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



RECREATION BY CENTER

Park District of Highland Park, IL

Y-T-D MAY 2021

Account Type	2020 Total Budget	2020 YTD Activity	2021 Total Budget	2021 YTD Activity
Fund: 29 - RECREATION				
Center: 11 - ADMINISTRATIVE				
Revenue	5,271,282.00	258,987.69	5,389,431.98	450,850.70
Expense	5,569,944.00	651,648.42	4,665,661.35	689,540.60
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	(298,662.00)	(392,660.73)	723,770.63	(238,689.90)
Net Revenue:	-5.67%	-151.61%	13.43%	-52.94%
Center: 24 - WEST RIDGE CENTER				
Revenue	525,565.96	143,278.92	405,688.00	195,677.49
Expense	875,789.65	267,364.94	701,597.81	205,859.41
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	(350,223.69)	(124,086.02)	(295,909.81)	(10,181.92)
Net Revenue:	-66.64%	-86.60%	-72.94%	-5.20%
Center: 26 - ATHLETICS				
Revenue	955,092.97	304,491.59	655,670.00	389,934.13
Expense	914,819.32	224,069.70	681,023.30	272,005.95
Center: 26 - ATHLETICS Surplus (Deficit):	40,273.65	80,421.89	(25,353.30)	117,928.18
Net Revenue:	4.22%	26.41%	-3.87%	30.24%
Center: 28 - CAMPS				
Revenue	987,541.00	100.50	359,345.00	1,070.00
Expense	657,076.00	36,884.83	344,057.02	27,829.10
Center: 28 - CAMPS Surplus (Deficit):	330,465.00	(36,784.33)	15,287.98	(26,759.10)
Net Revenue:	33.46%	-36,601.32%	4.25%	-2,500.85%
Center: 29 - SPECIAL EVENTS				
Revenue	64,285.00	23,490.00	29,200.00	3,608.25
Expense	190,993.66	52,773.71	113,562.03	7,506.24
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	(126,708.66)	(29,283.71)	(84,362.03)	(3,897.99)
Net Revenue:	-197.10%	-124.66%	-288.91%	-108.03%
Center: 31 - HIDDEN CREEK AQUAPARK				
Revenue	427,880.00	2,760.09	269,500.99	3,985.10
Expense	563,474.68	52,715.81	413,114.97	49,807.34
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	(135,594.68)	(49,955.72)	(143,613.98)	(45,822.24)
Net Revenue:	-31.69%	-1,809.93%	-53.29%	-1,149.84%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER				
Revenue	143,640.50	3,696.17	84,460.00	20,758.50
Expense	134,451.45	23,678.27	103,900.95	15,070.87
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	9,189.05	(19,982.10)	(19,440.95)	5,687.63
Net Revenue:	6.40%	-540.62%	-23.02%	27.40%

Account Type	2020	2020	2021	2021
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 33 - ROSEWOOD BEACH				
Revenue	86,515.00	30.00	104,600.00	156,517.00
Expense	144,011.88	23,276.16	198,218.76	36,289.34
Center: 33 - ROSEWOOD BEACH Surplus (Deficit):	(57,496.88)	(23,246.16)	(93,618.76)	120,227.66
Net Revenue:	-66.46%	-77,487.20%	-89.50%	76.81%
Center: 34 - PARK AVENUE				
Revenue	104,681.00	75,452.91	116,586.00	107,074.99
Expense	120,079.51	15,836.81	124,209.44	20,563.36
Center: 34 - PARK AVENUE Surplus (Deficit):	(15,398.51)	59,616.10	(7,623.44)	86,511.63
Net Revenue:	-14.71%	79.01%	-6.54%	80.80%
Center: 38 - ICE ARENA				
Revenue	1,236,655.20	323,774.79	1,033,532.85	427,846.19
Expense	1,078,636.25	344,412.75	880,069.25	260,664.04
Center: 38 - ICE ARENA Surplus (Deficit):	158,018.95	(20,637.96)	153,463.60	167,182.15
Net Revenue:	12.78%	-6.37%	14.85%	39.08%
Center: 41 - MAINTENANCE				
Expense	776,887.19	202,781.50	755,106.50	194,368.42
Center: 41 - MAINTENANCE Total:	776,887.19	202,781.50	755,106.50	194,368.42
Net Revenue:				
Center: 42 - PRO SHOP				
Revenue	1,439,530.00	202,499.17	1,523,335.00	602,349.84
Expense	502,375.52	98,636.47	536,701.89	159,781.57
Center: 42 - PRO SHOP Surplus (Deficit):	937,154.48	103,862.70	986,633.11	442,568.27
Net Revenue:	65.10%	51.29%	64.77%	73.47%
Center: 49 - RECREATION CENTER ADMIN				
Revenue	173,222.00	44,052.73	53,972.00	8,402.01
Expense	1,208,314.98	355,030.24	571,214.56	166,206.15
Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	(1,035,092.98)	(310,977.51)	(517,242.56)	-157,804.14
Net Revenue:	-597.55%	-705.92%	-958.35%	-1,878.17%
Center: 51 - RECREATION CENTER FITNESS				
Revenue	1,839,560.20	401,931.82	760,761.00	232,246.27
Expense	875,679.55	251,619.56	698,385.79	179,326.23
Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	963,880.65	150,312.26	62,375.21	52,920.04
Net Revenue:	52.40%	37.40%	8.20%	22.79%
Center: 53 - RECREATION CENTER AQUATICS				
Revenue	230,067.50	44,613.78	101,951.00	75,570.85
Expense	370,015.39	111,052.81	239,462.32	82,667.80
Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	(139,947.89)	(66,439.03)	(137,511.32)	(7,096.95)
Net Revenue:	-60.83%	-148.92%	-134.88%	-9.39%

Account Type	2020	2020	2021	2021
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 55 - INDOOR TENNIS				
Revenue	1,274,182.50	388,559.82	966,750.50	630,986.07
Expense	1,124,363.62	341,097.77	941,006.58	379,940.29
Center: 55 - INDOOR TENNIS Surplus (Deficit):	149,818.88	47,462.05	25,743.92	251,045.78
Net Revenue:	11.76%	12.21%	2.66%	39.79%
Center: 56 - OUTDOOR TENNIS				
Revenue	247,742.50	-	261,680.25	1,300.00
Expense	171,679.04	4,239.81	192,786.66	11,919.90
Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	76,063.46	(4,239.81)	68,893.59	(10,619.90)
Net Revenue:	30.70%	0.00%	26.33%	-816.92%
Center: 61 - HELLER NATURE CENTER				
Revenue	305,280.00	10,846.78	186,872.00	36,844.25
Expense	662,626.22	177,738.74	494,471.27	140,785.24
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	(357,346.22)	(166,891.96)	(307,599.27)	(103,940.99)
Net Revenue:	-117.06%	-1,538.63%	-164.60%	-282.11%
Center: 74 - HPCC LEARNING CENTER				
Revenue	358,694.00	58,814.43	443,830.00	110,910.30
Expense	382,463.71	80,340.38	440,395.37	114,346.52
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	(23,769.71)	(21,525.95)	3,434.63	(3,436.22)
Net Revenue:	-6.63%	-36.60%	0.77%	-3.10%
Center: 76 - HPCC BUILDING				
Revenue	42,353.13	-	36,703.68	-
Expense	42,353.10	8,108.87	36,703.68	8,924.16
Center: 76 - HPCC BUILDING Surplus (Deficit):	0.03	(8,108.87)	-	(8,924.16)
Net Revenue:	0.00%	0.00%	0.00%	0.00%



Sunset Valley Golf Course

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,439,530.00	202,499.17	1,523,335.00	602,349.84
Expense	1,279,262.71	301,417.97	1,291,808.39	354,149.99
Report Surplus (Deficit):	160,267.29	(98,918.80)	231,526.61	248,199.85

Recreation Center of HP

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	2,242,849.70	490,598.33	916,684.00	316,219.13
Expense	2,454,009.92	717,702.61	1,509,062.67	428,200.18
Report Surplus (Deficit):	(211,160.22)	(227,104.28)	(592,378.67)	(111,981.05)

Deer Creek Raquet Club

	2020 Budget	2020 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,521,925.00	388,559.82	1,228,430.75	632,286.07
Expense	1,296,042.66	345,337.58	1,133,793.24	391,860.19
Report Surplus (Deficit):	225,882.34	43,222.24	94,637.51	240,425.88

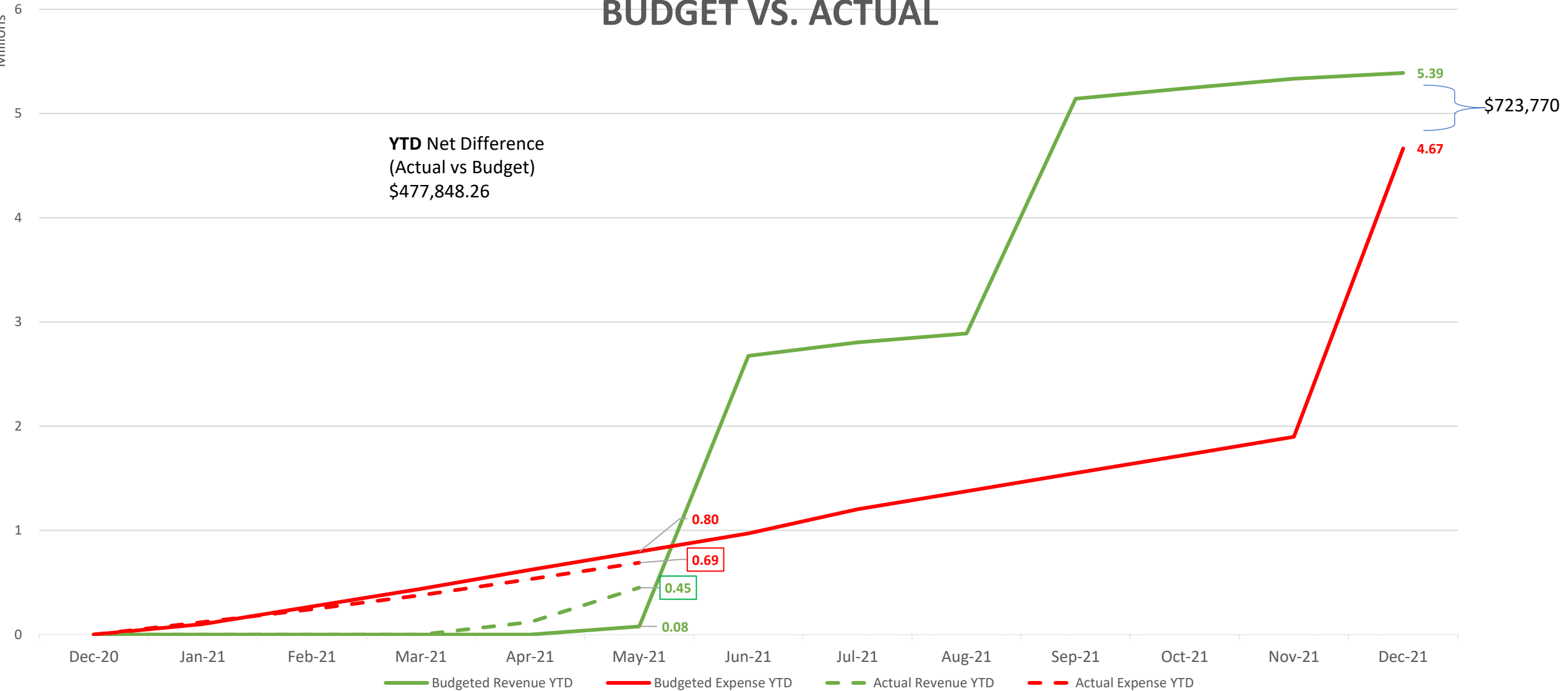


Revenue and Expense Charts by Center

RECREATION ADMINISTRATION 29-11

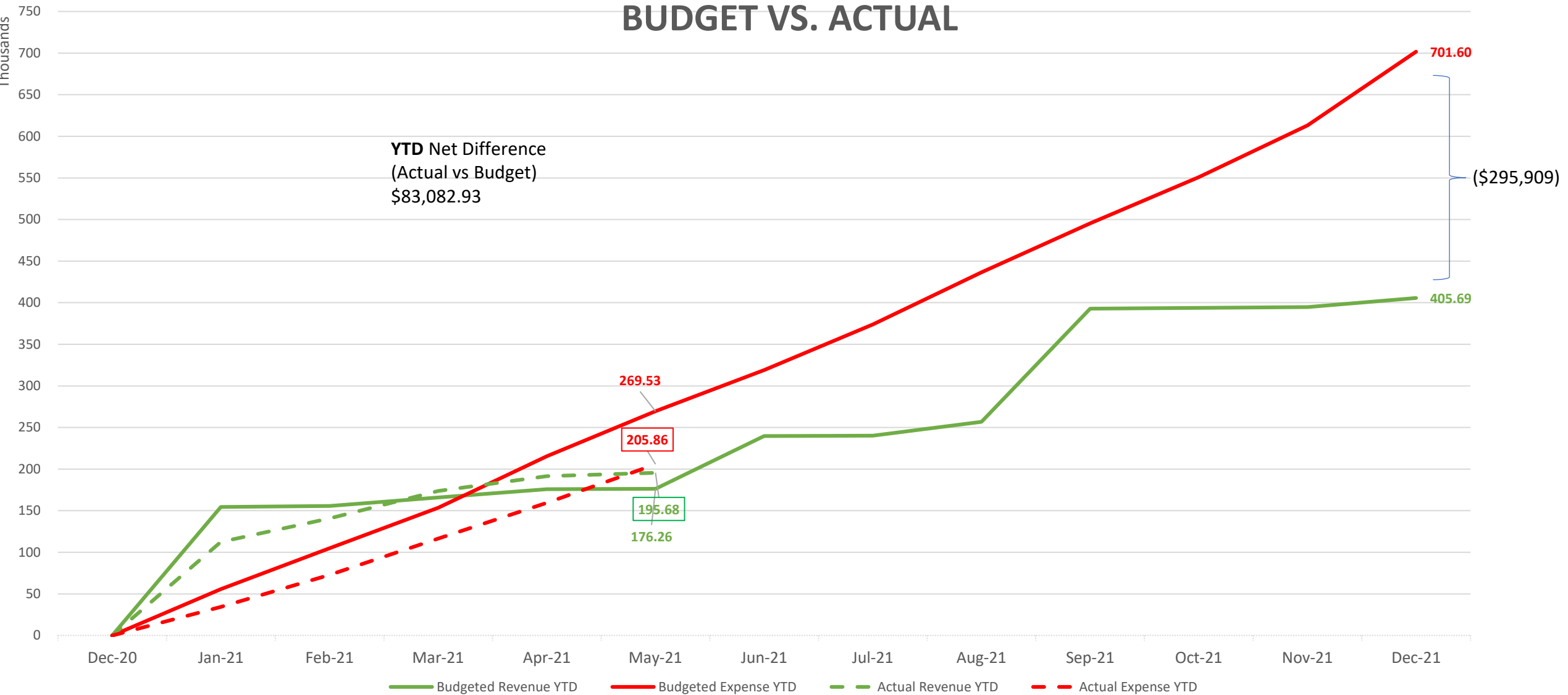
BUDGET VS. ACTUAL

Millions



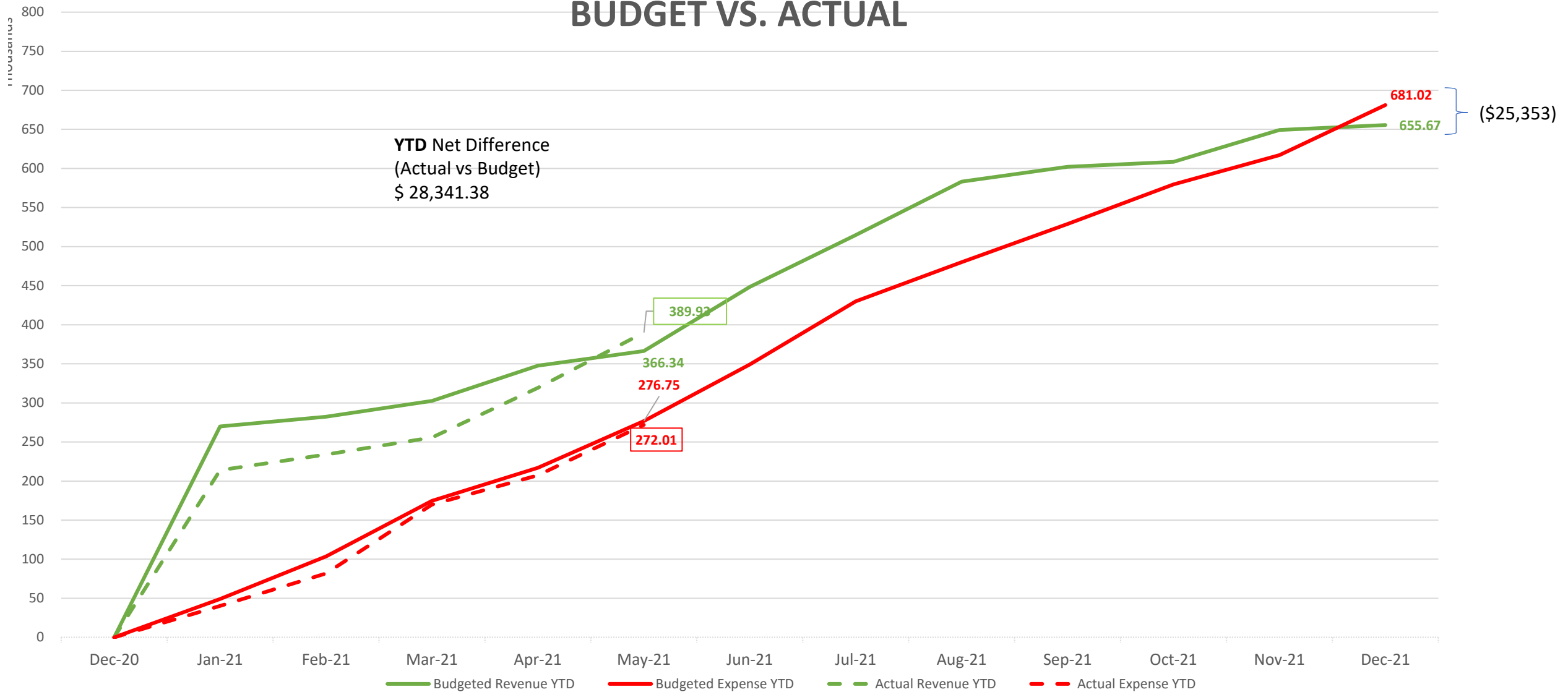
WEST RIDGE CENTER 29-24

BUDGET VS. ACTUAL



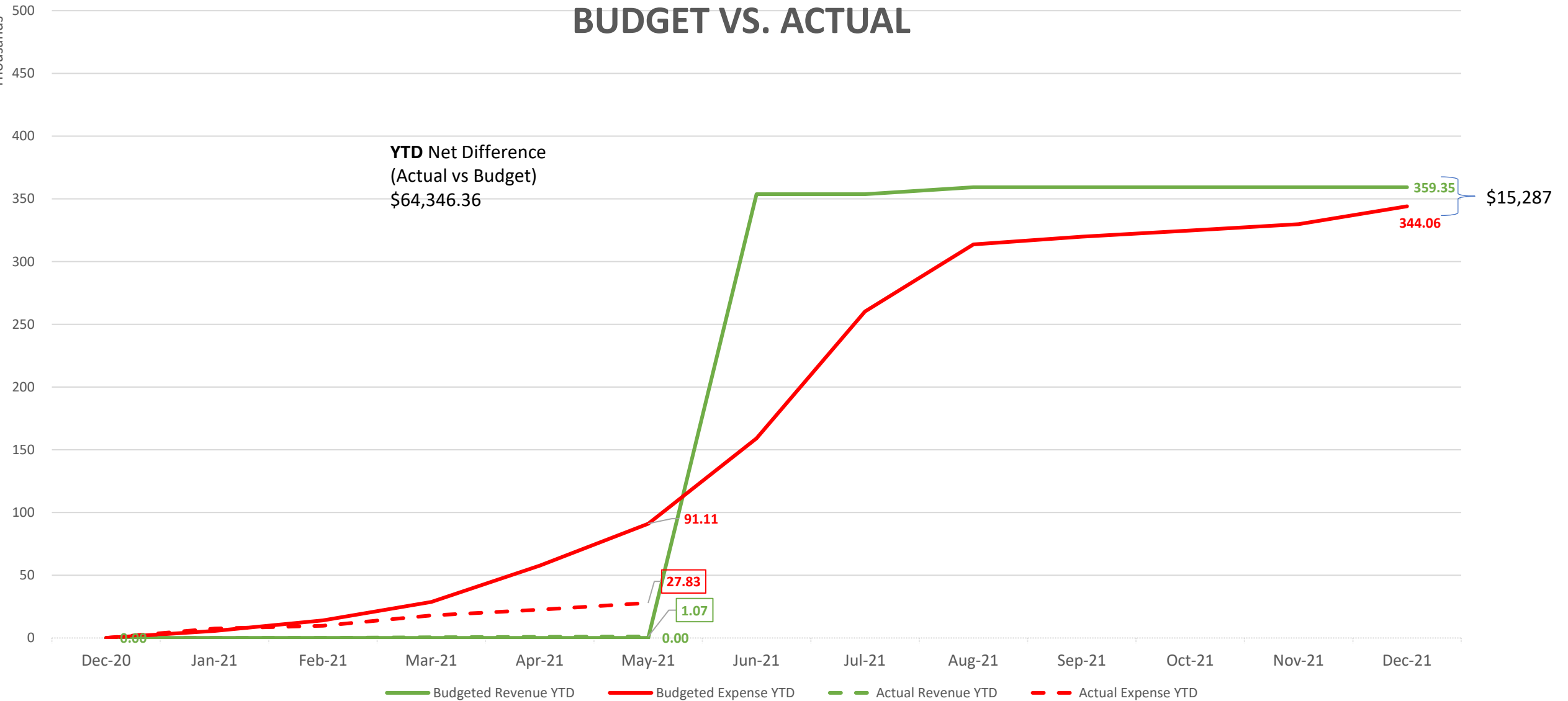
ATHLETICS 29-26

BUDGET VS. ACTUAL



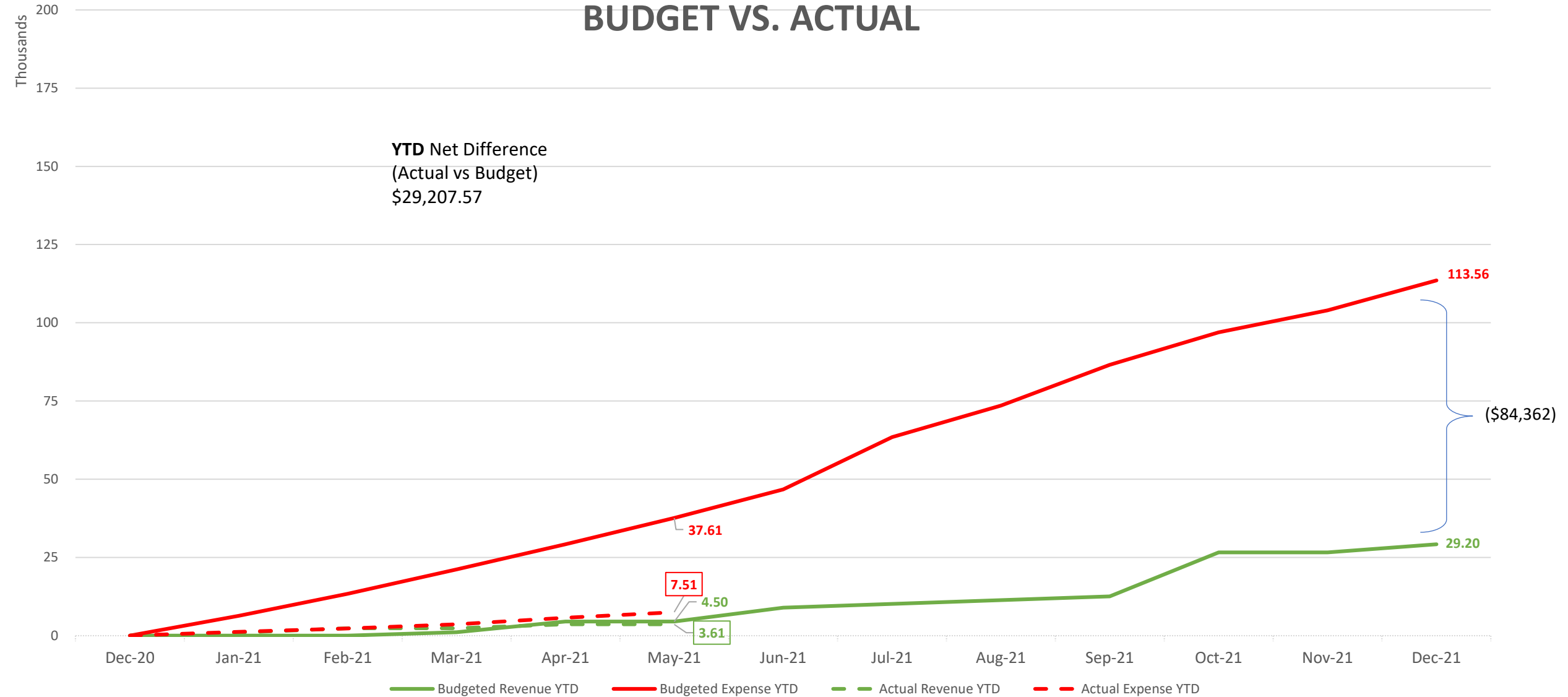
CAMP 29-28

BUDGET VS. ACTUAL



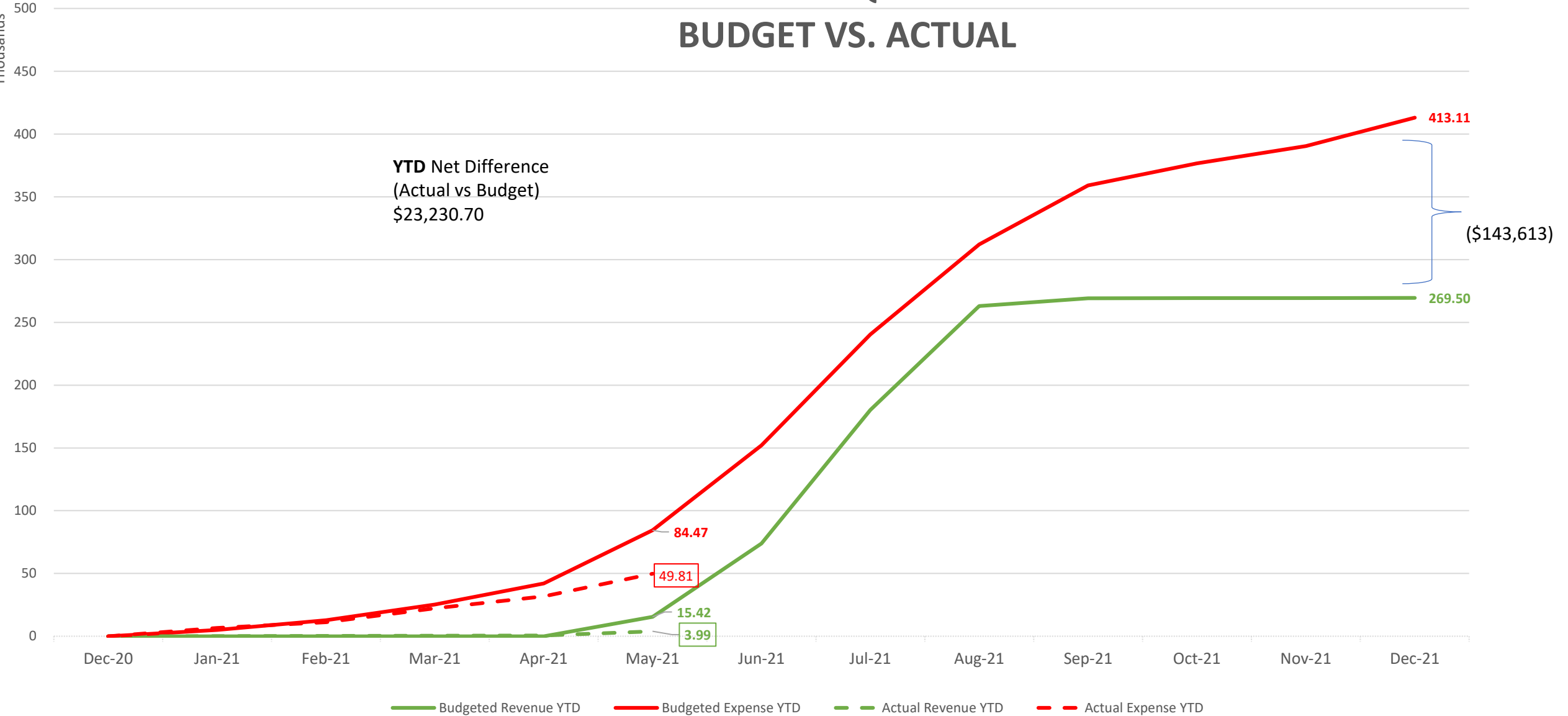
SPECIAL EVENTS 29-29

BUDGET VS. ACTUAL



HIDDEN CREEK AQUA PARK 29-31

BUDGET VS. ACTUAL



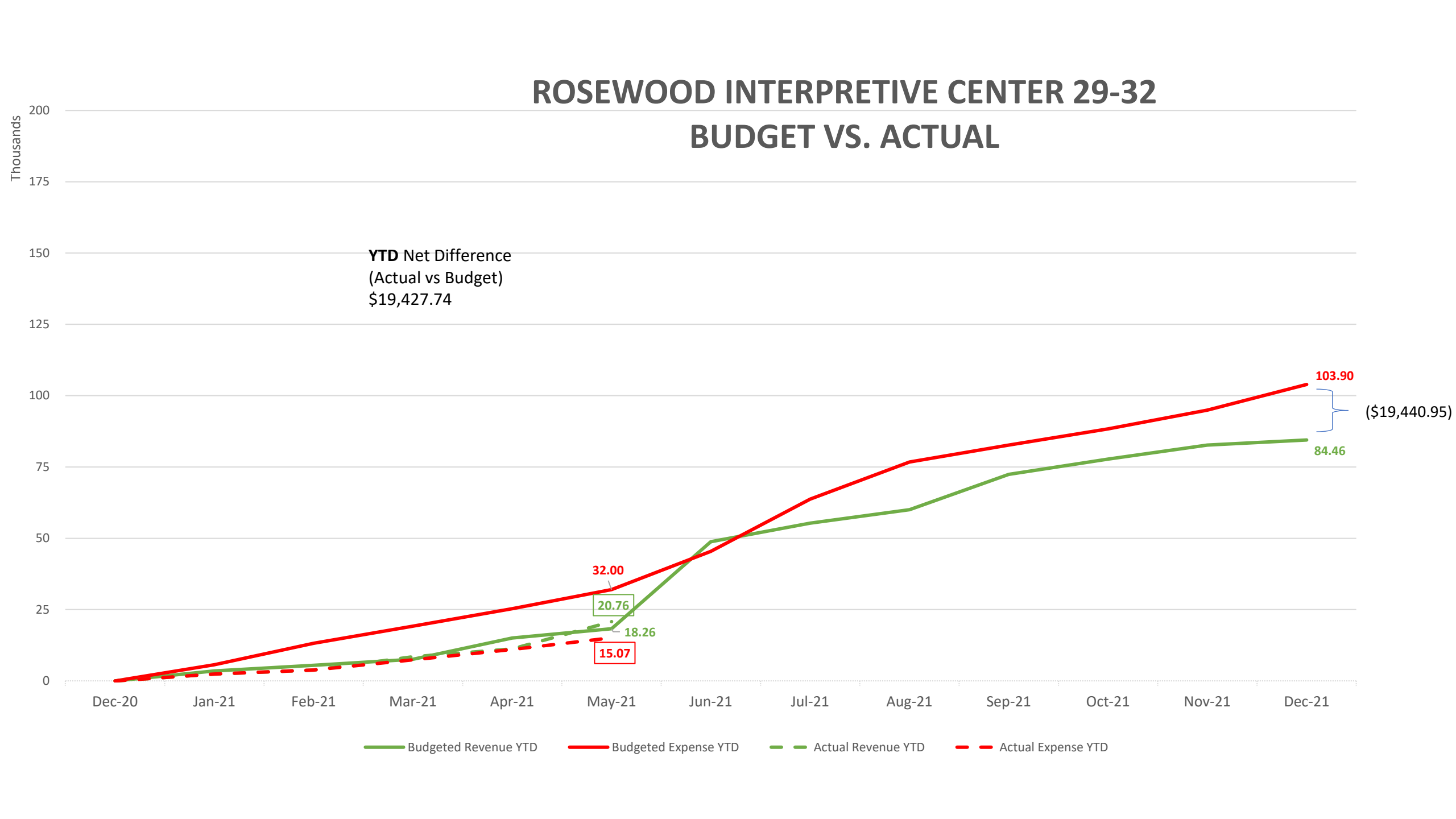
ROSEWOOD INTERPRETIVE CENTER 29-32

BUDGET VS. ACTUAL

Thousands

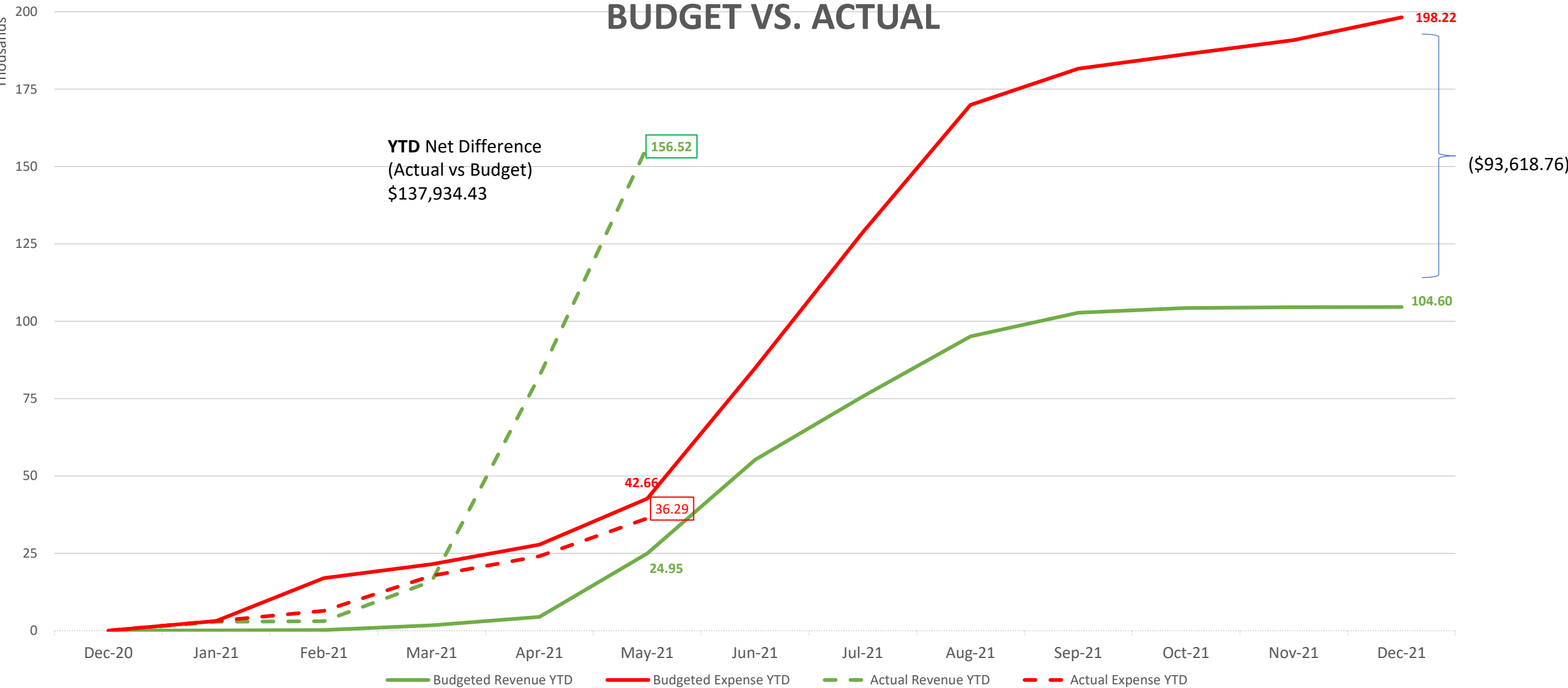
YTD Net Difference
(Actual vs Budget)
\$19,427.74

(\$19,440.95)



ROSEWOOD BEACH 29-33

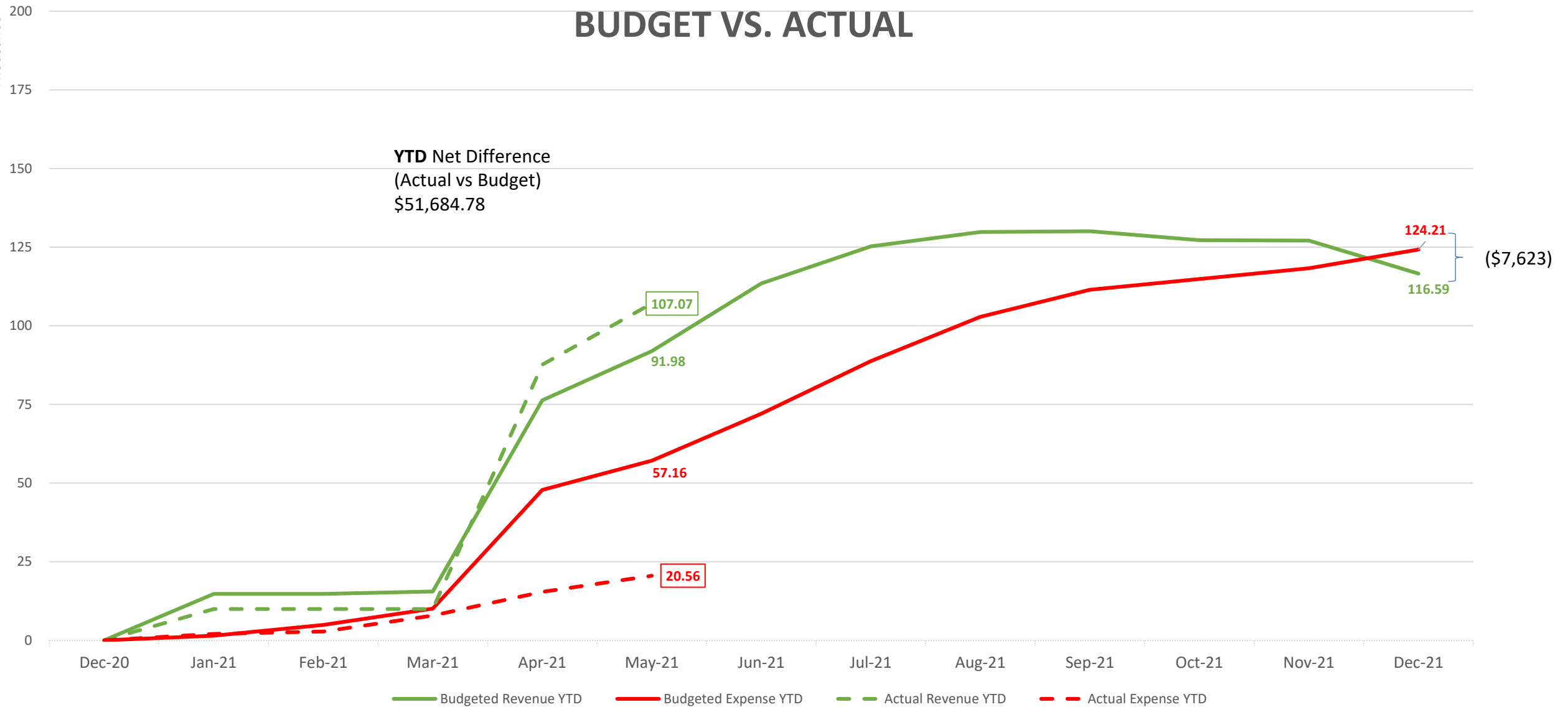
BUDGET VS. ACTUAL



PARK AVENUE 29-34

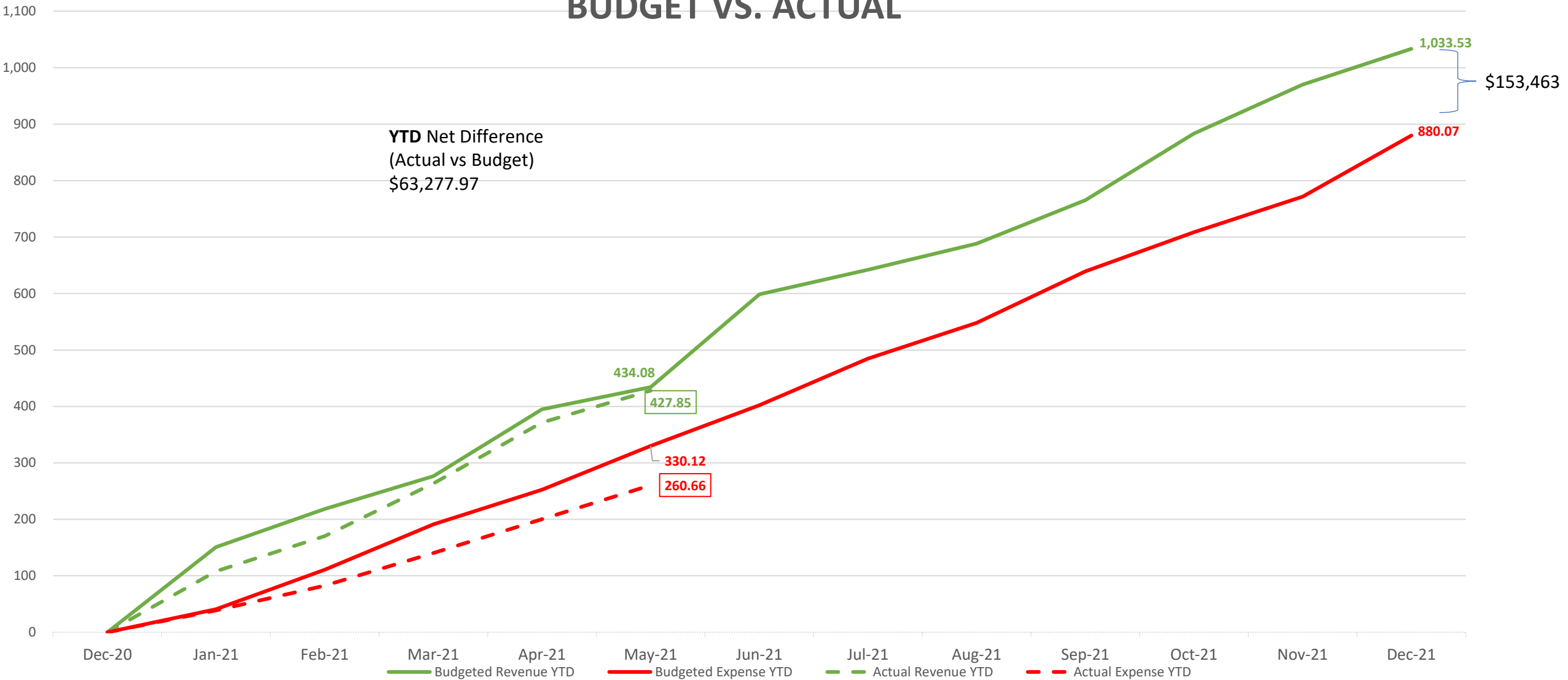
BUDGET VS. ACTUAL

YTD Net Difference
(Actual vs Budget)
\$51,684.78



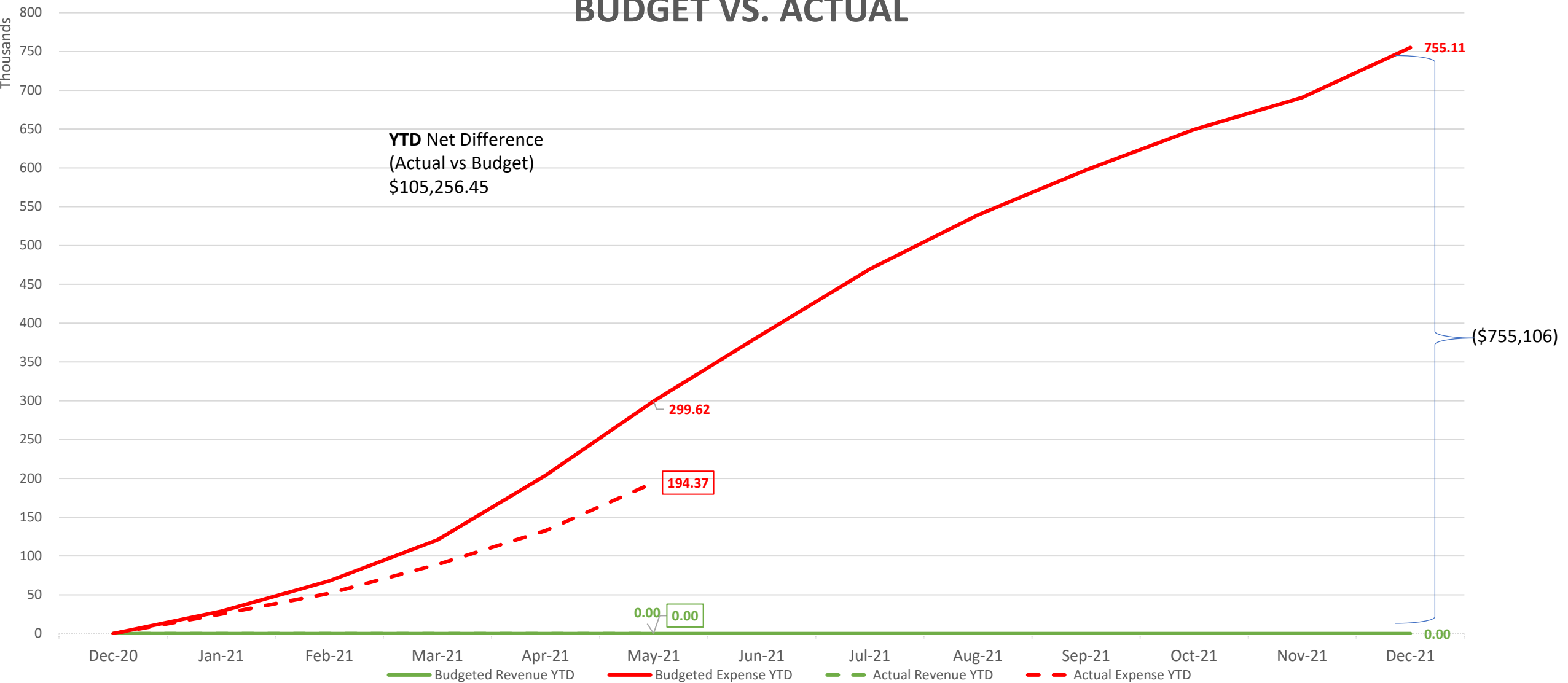
CENTENNIAL 29-38

BUDGET VS. ACTUAL



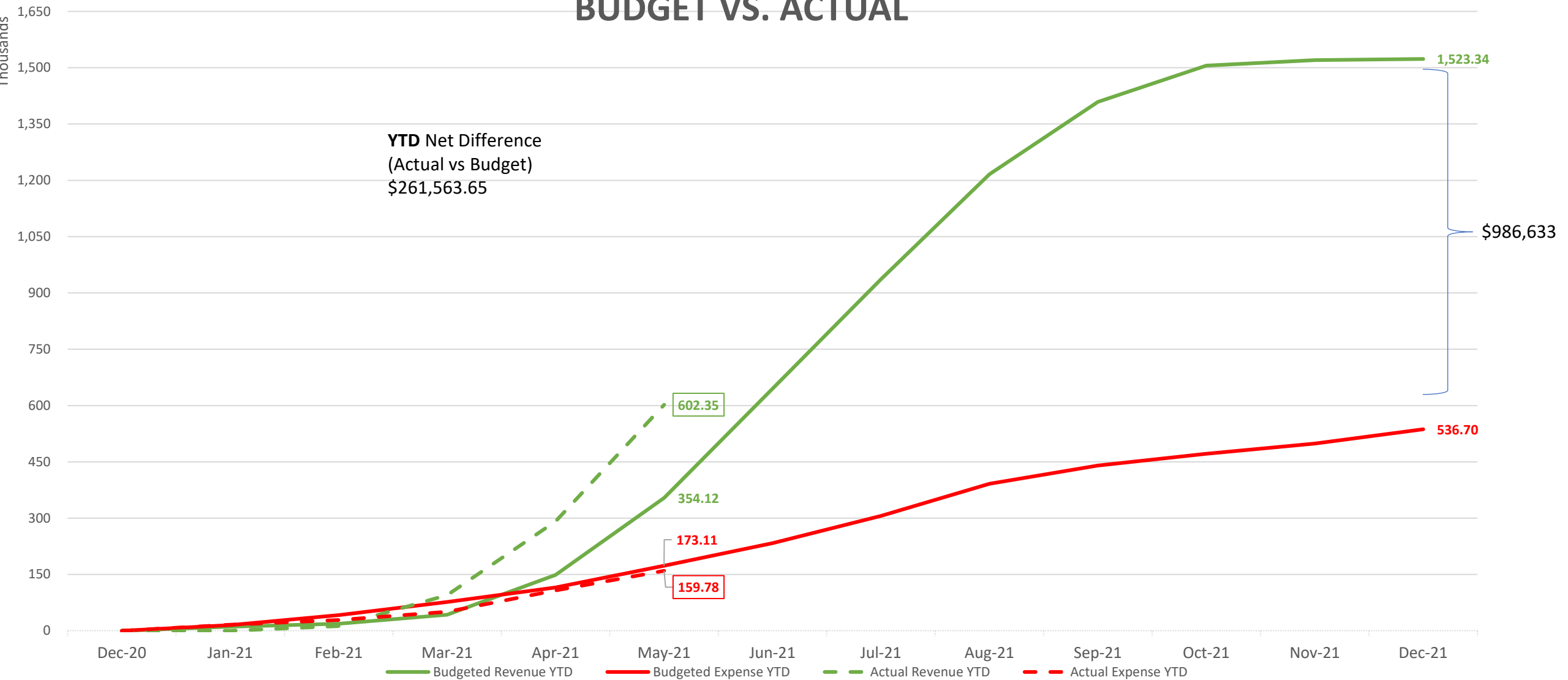
MAINTENANCE 29-41

BUDGET VS. ACTUAL



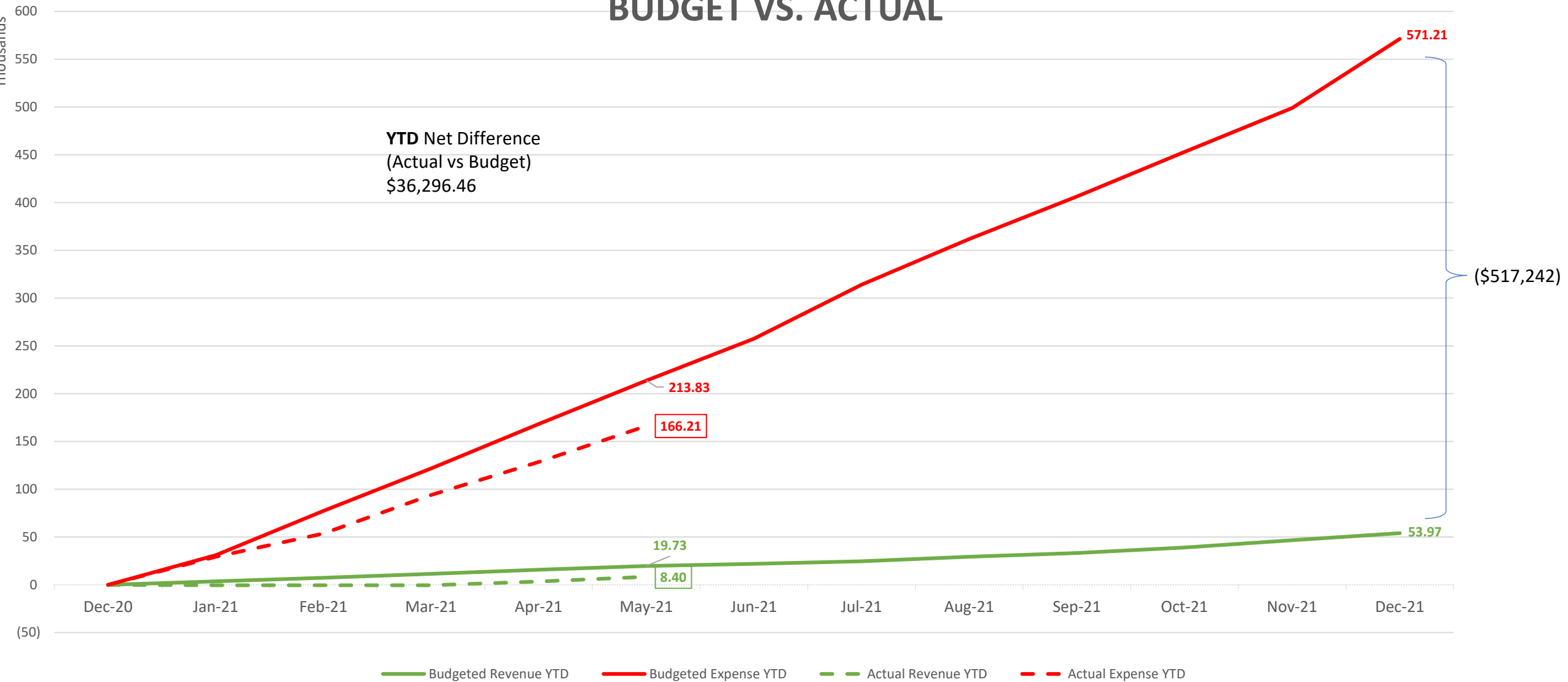
SUNSET VALLEY 29-42

BUDGET VS. ACTUAL



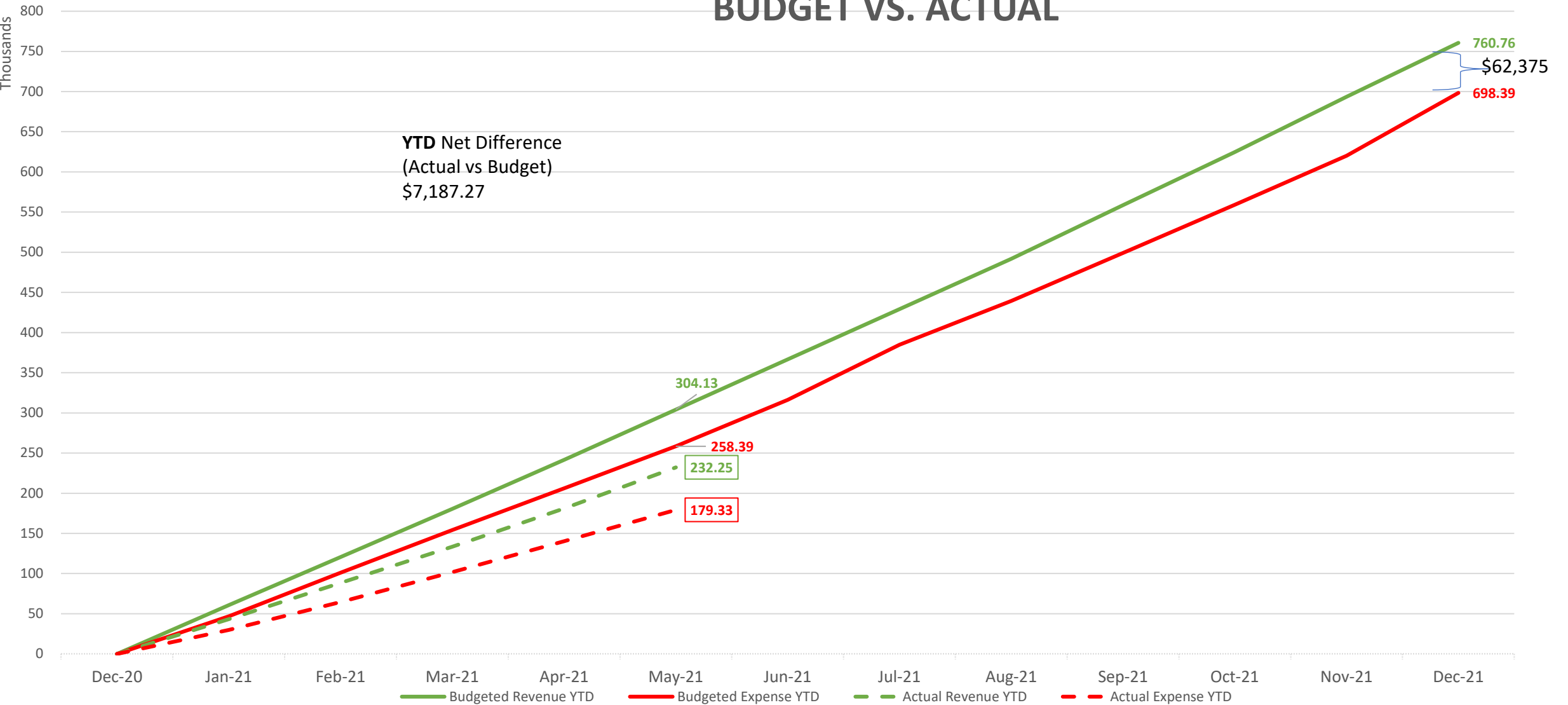
REC CENTER ADMIN 29-49

BUDGET VS. ACTUAL



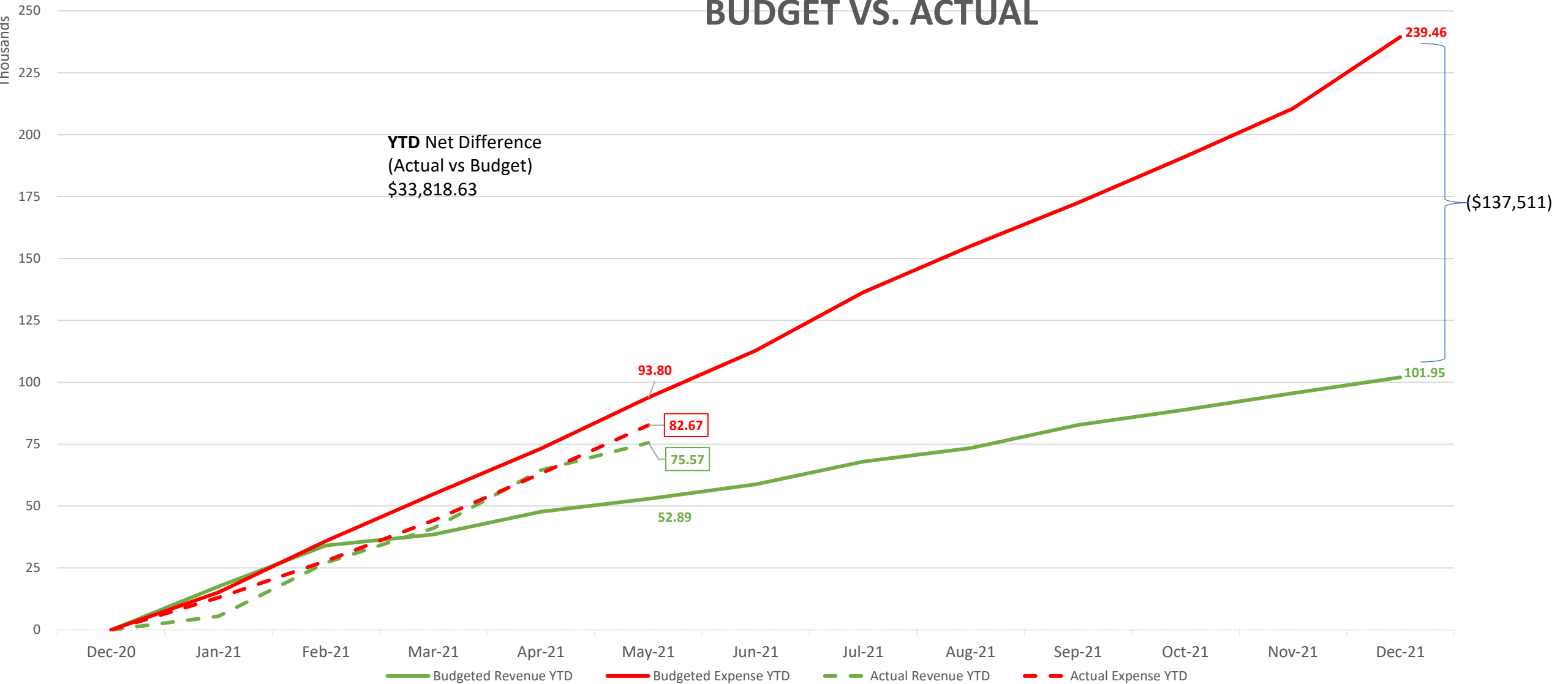
RECREATION CENTER FITNESS 29-51

BUDGET VS. ACTUAL



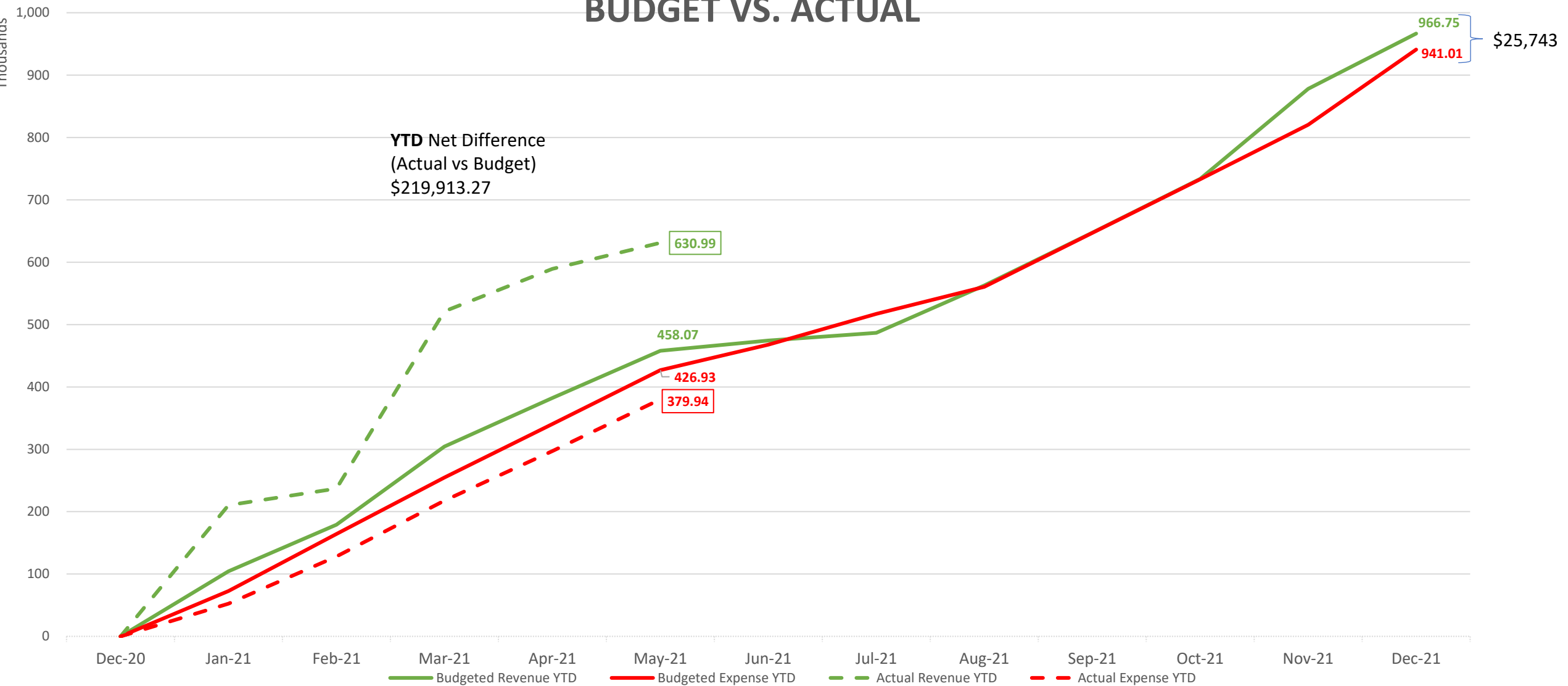
RECREATION CENTER AQUATICS 29-53

BUDGET VS. ACTUAL



INDOOR TENNIS 29-55

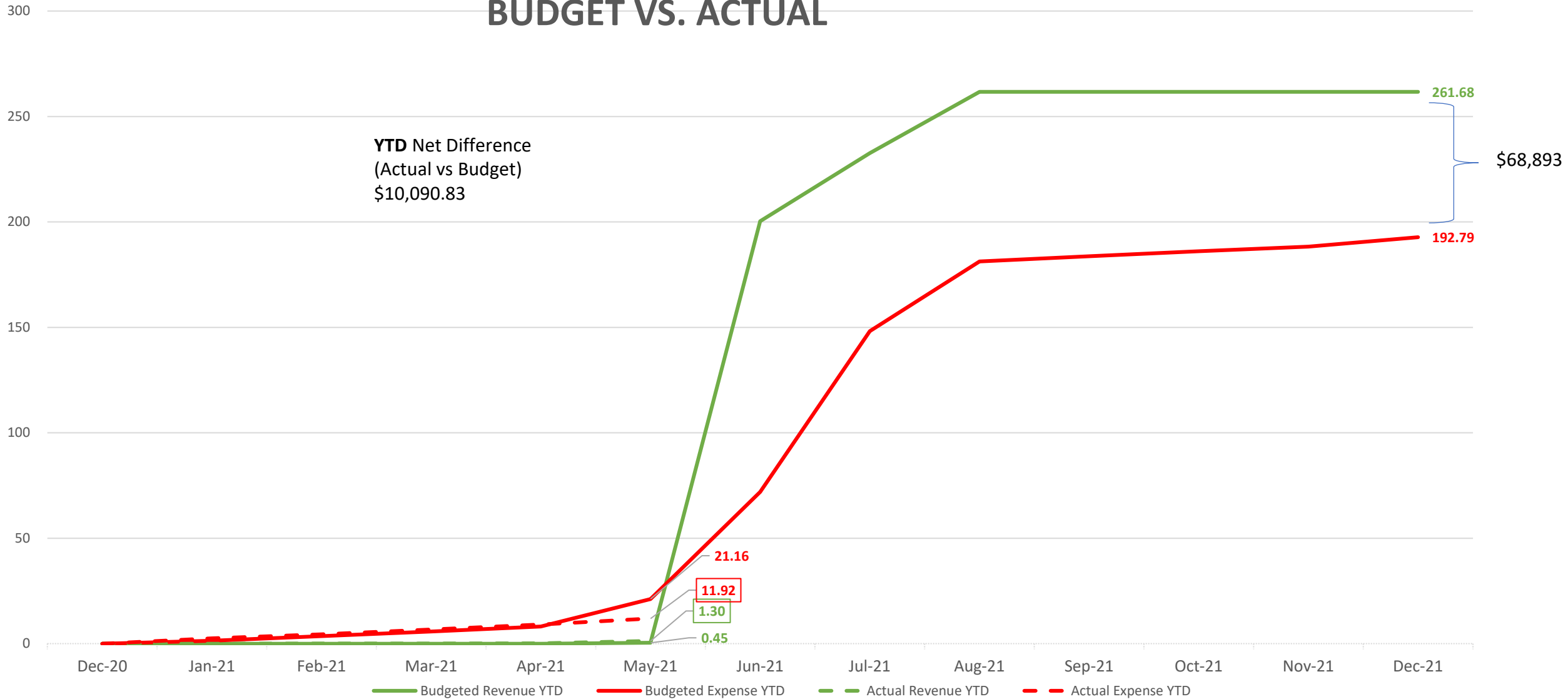
BUDGET VS. ACTUAL



OUTDOOR TENNIS 29-56

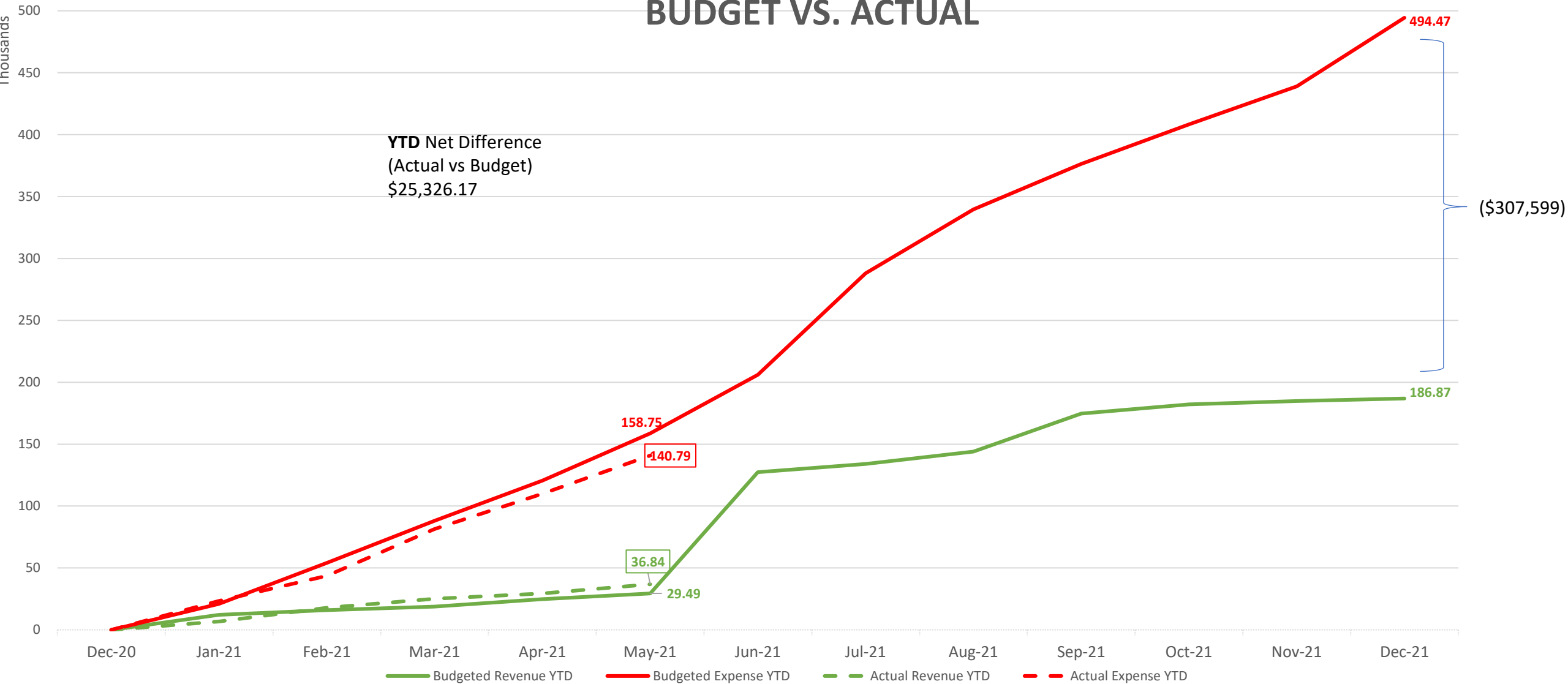
BUDGET VS. ACTUAL

Thousands



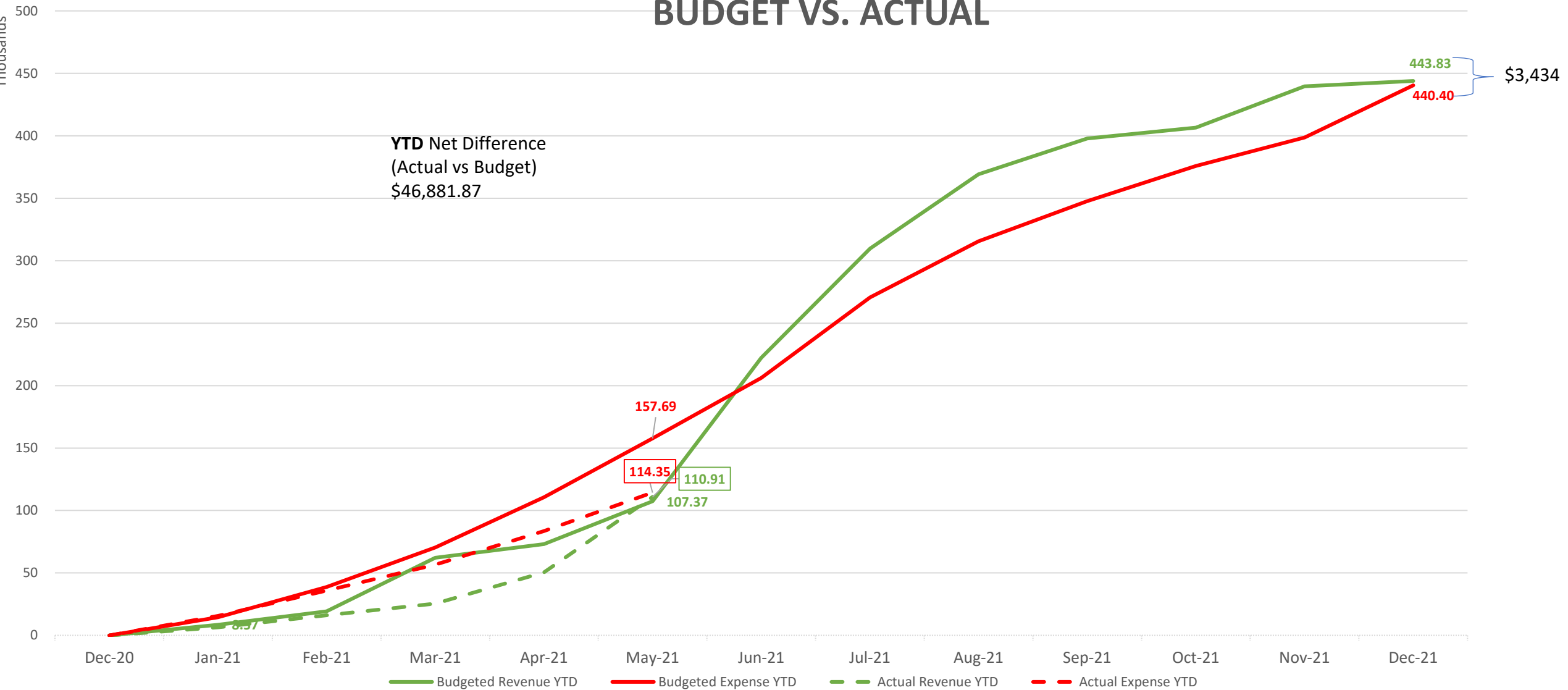
HELLER NATURE CENTER 29-61

BUDGET VS. ACTUAL



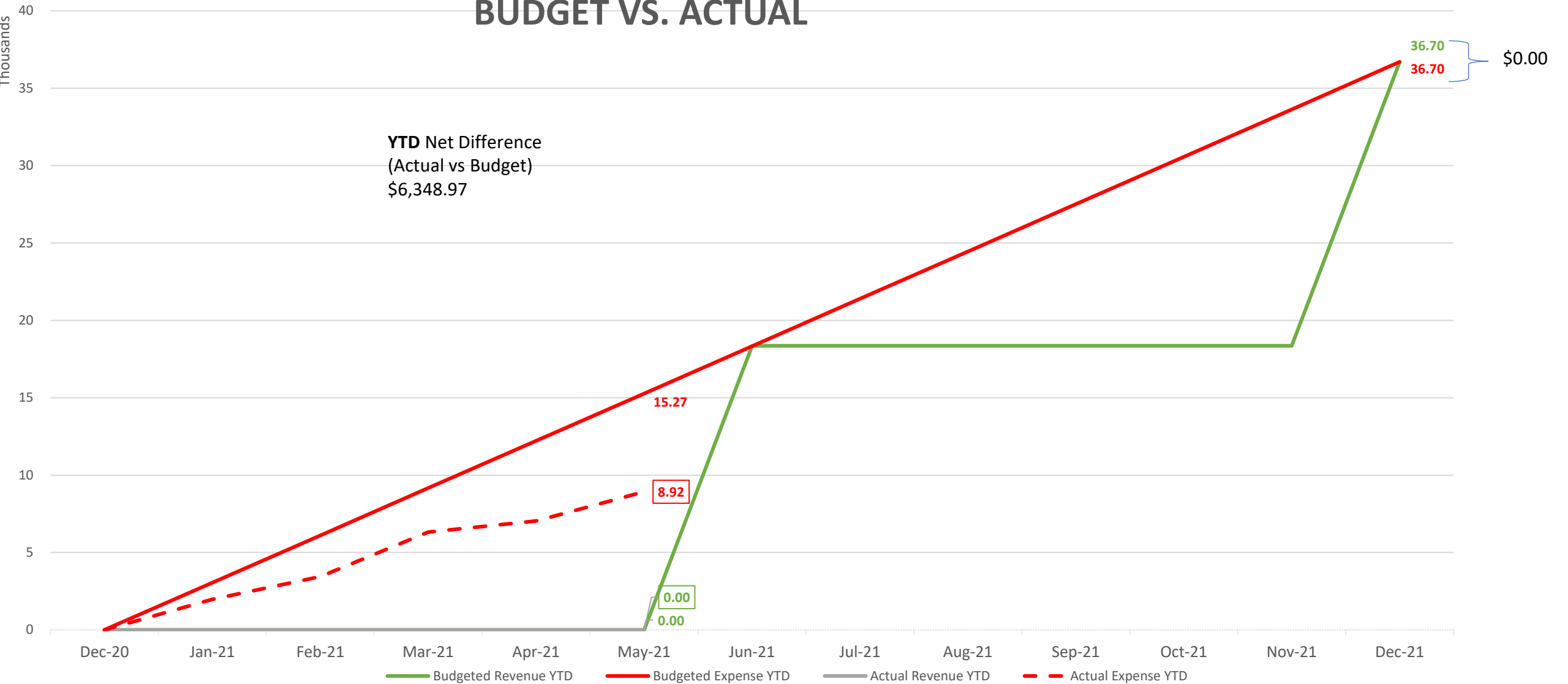
HPCC LEARNING CENTER 29-74

BUDGET VS. ACTUAL



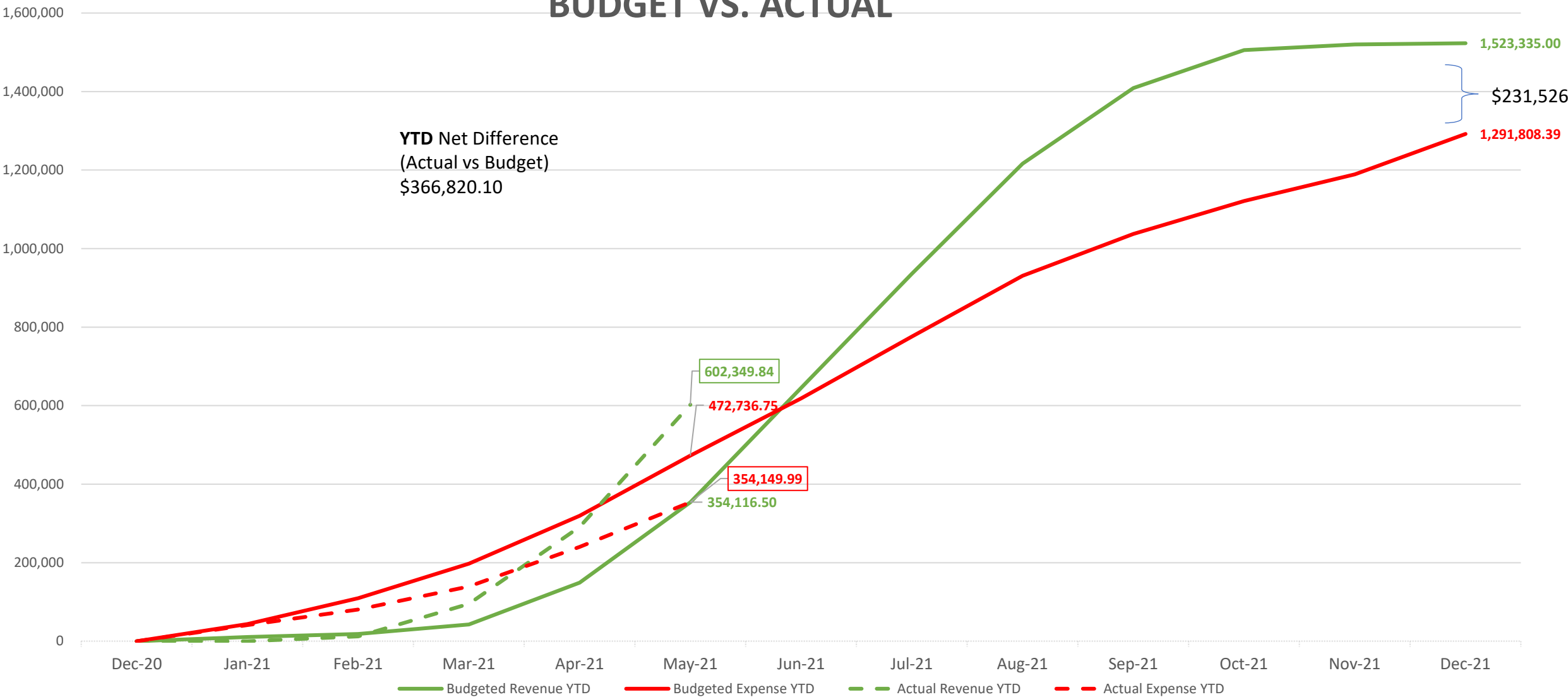
HPCC BUILDING 29-76

BUDGET VS. ACTUAL



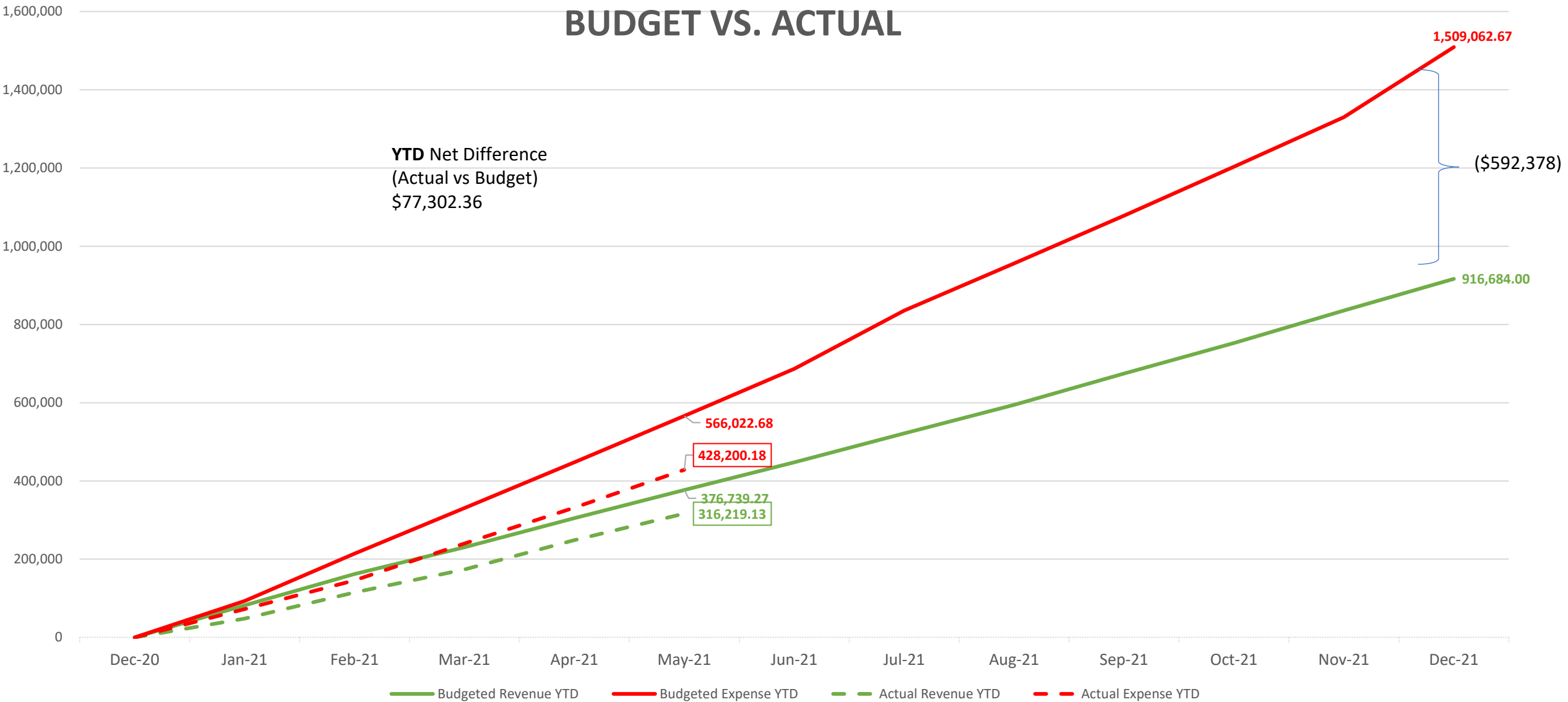
SUNSET VALLEY 29-41 and 42

BUDGET VS. ACTUAL



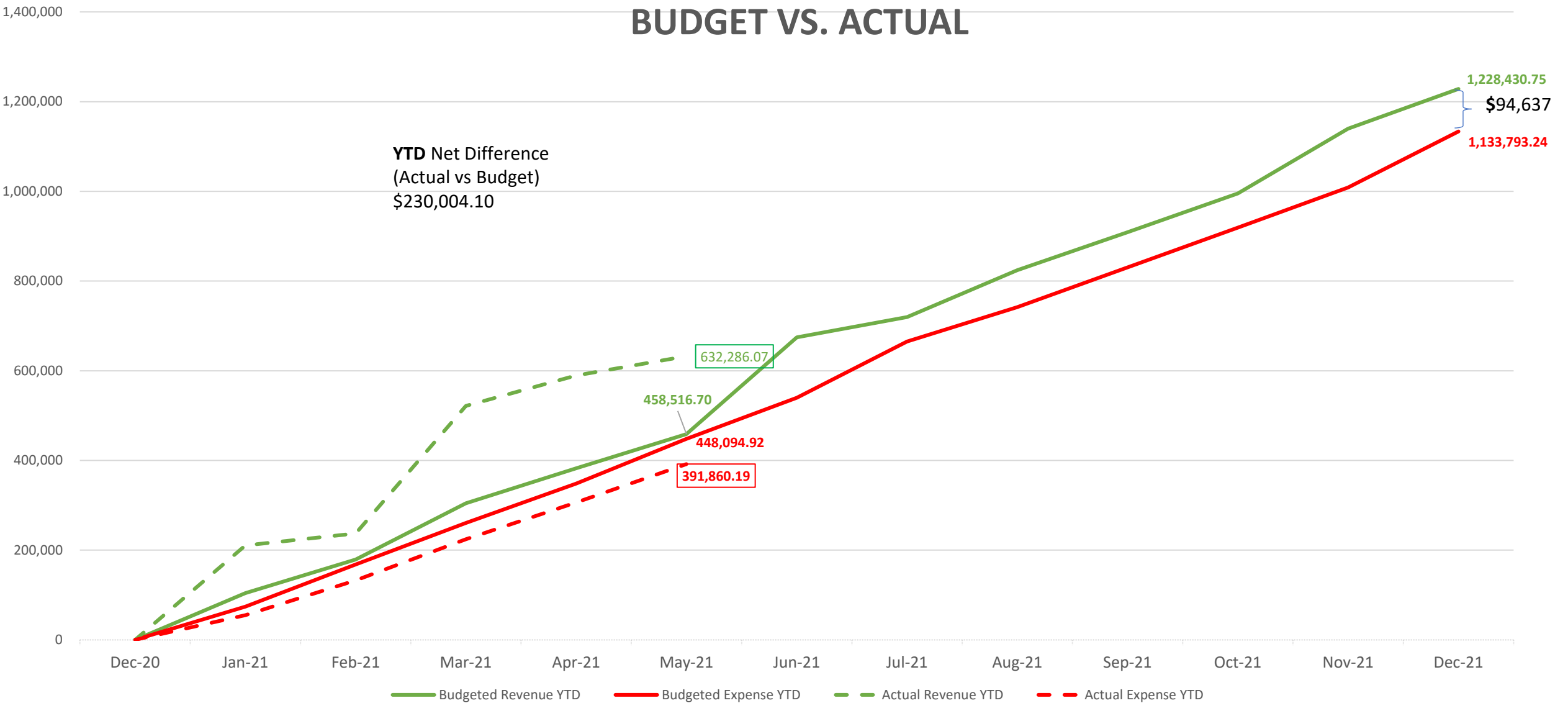
RECREATION 29-49, 29-51, 29-53

BUDGET VS. ACTUAL



DEER CREEK RAQUET CLUB 29-55 and 56

BUDGET VS. ACTUAL





Memorandum

To: Park Board of Commissioners

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

Date: June 22, 2021

Subject: **Approval of the Park Avenue Boat Launch and Wave Protection Replacement Project Proposal**

Summary

On June 1, 2021, there was a failure in the boat ramp at the Park Avenue Boating Facility. A section of concrete collapsed due to a void under this area. The void appears to have been created by the loss of material through a hole or holes in the west wall of the barge breakwater. Staff has worked with SmithGroup to assess the situation and explore repair options. Due to the unknown size of the void and unknown structural integrity of the launch ramp, a temporary repair is not recommended at this time.

In 2018, SmithGroup conducted a study for the repair or replacement of the barge breakwater developing numerous options. In 2020, the Park Avenue Working Group reviewed all options and recommended Option 7, which includes the removal of the existing barge and construction of a rubble breakwater with a pre-cast concrete walkway. On June 3, 2021, the Lakefront Committee provided consensus to direct staff to request a proposal from SmithGroup to develop engineering and construction documents for Option 7. At the June 8, 2021 Workshop Meeting, staff presented this proposal and the Park Board approved **Phase One: Data Collection**. Staff will review the remaining phases of the attached Park Avenue Boat Launch and Wave Protection Replacement Project Proposal.

Recommendation

Staff recommends the Park Board of Commissioners authorize the Executive Director to enter into an agreement with SmithGroup for **Phase 2: Preliminary Engineering** of the Park Avenue Boat Launch and Wave Protection Replacement Project Proposal in the amount of \$44,000.

SMITHGROUP

LETTER FORM PROPOSAL ("AGREEMENT")

Date: June 08, 2021 (REVISED)

Transmitted – Via eMail

Jeff Smith, Director of Planning and Projects
Park District of Highland Park
West Ridge Center
636 Ridge Road
Highland Park, IL. 60035

RE: Park Avenue Boat Launch and Wave Protection Replacement Project

Dear Mr. Smith:

On behalf of SmithGroup, Inc., ("SmithGroup") I am pleased to submit this proposal for the Park Avenue Boat Launch and Wave Protection Replacement Project. The following is our understanding of the services which are to be provided.

UNDERSTANDING OF THE PROJECT

The boat launch ramp at the Park Avenue Boating Facility in Highland Park, IL. recently sustained damage to the precast and cast-in-place portions of the ramp. Park District of Highland Park (PDHP) has been discussing with SmithGroup the viability of constructing temporary measures to reopen the ramp for the boating season. SmithGroup visited the launch ramp with PDHP staff to view the damage and discuss concerns around implementation of temporary measures, and participated in a discussion with the Lakefront Committee of the Park Board. SmithGroup has recommended to PDHP implementation of a replacement of the existing boat ramp and wave protection barge with a new ramp and breakwater. The barge has continued to suffer deterioration and offers increasingly less protection to the boat launch area, the adjacent beach, and the small parking area.

The new boat ramp is assumed to be a cast-in-place concrete structure and the new breakwater is based on PDHP's preferred alternative (Option 7 – precast concrete caisson and armor stone) from previous studies by SmithGroup on the replacement of the wave protection barge. The preferred alternative #7 selected by PDHP consisted of the removal of the existing barge and installation of a revetment, a concrete caisson walkway and an optional boarding dock. Provided below is a detailed scope of services to develop a preferred approach to the replacement of the ramp and wave protection barge and subsequent development of bid documents for the preferred approach.

SCOPE OF SERVICES

Phase 1: Data Collection

Upon receiving Notice to Proceed from PDHP, SmithGroup will provide the following tasks:

Task 1.1 – Survey

SmithGroup will procure the services of a surveying company to provide topographic and bathymetric survey services, for the purpose of creating a Digital Elevation Model (DEM) and Cross-Sections to be used to develop construction drawings and delineating the Ordinary High Water Mark (OHWM) for regulatory purposes. Cross-

Park Avenue Boat Launch and Wave Protection Replacement
Highland Park, IL

SMITHGROUP

sections will be prepared of the existing armor stone toe protection (lakeside of the barge), barge, boat ramp, landside sheet pile wall and shoreline to approximately 25 feet lakeward from the water's edge. Boundary survey work is not included in this scope. A Boundary Plat of Survey will be provided by PDHP. Survey will only proceed with PDHP's approval of the fees. Field work will be coordinated with PDHP staff upon authorization.

Task 1.2 – Site Visit

Due to the dynamic environment being subject to ongoing change, SmithGroup will visit the site to observe the current conditions of the launch ramp, barge and other related site elements. SmithGroup will advise PDHP of any concerns or changed conditions that may impact execution of the preferred stabilization concept. Additionally, this site visit will be used to photo document existing site conditions for regulatory agency permitting.

Task 1.3 – Develop Base Map

Using the DEM and cross-sections obtained in Task 1.1, SmithGroup will create base maps, supplemented by available aerial photography and other survey data, to be used throughout the remaining design and documentation tasks.

Phase 1 Deliverables – Topographic Data, Site Visit and Base Map to be used in subsequent tasks.

Phase 2: Preliminary Engineering

Task 2.1 – Project Initiation Meeting

SmithGroup will meet with PDHP staff to initiate the project's design process. Project objectives will be confirmed, the project schedule and key milestones will be established, and design considerations will be discussed with PDHP staff and documented.

Task 2.2 – Basis of Design Document

SmithGroup will review and update the existing coastal conditions analysis based on the results of the survey data collected in Task 1.1, as well as updated extreme water level data. High and low water level, wave runup and overtopping analysis, and wave loading for structural engineering are anticipated to be needed to inform the concept development in Task 2.3. Based on the overtopping analysis a top of breakwater elevation will be determined based on the risks associated with allowable overtopping rates. SmithGroup will provide a discussion of the overtopping risks associated with various top of wave protection heights to PDHP. Based on this discussion PDHP will select the level of allowable overtopping that is acceptable for the project site.

Informed by SmithGroup's coastal conditions assessment, preliminary structural analyses and discussions with PDHP, our team will prepare a Basis of Design Document that outlines the conditions at the site, the chosen design and performance criteria and limitations, the project goals and design drivers. This document serves as a clear understanding of the project and will help inform decision making during the design process. The Basis of Design is to be considered a living document with input from stakeholders until the design is finalized at the completion of the Preliminary Engineering phase.

Task 2.3 – Preliminary Engineering Documents and Client Review Meeting

SmithGroup will prepare Preliminary Engineering documents for one arrangement of the boat launch ramp and breakwater. The concept for assumes concurrent replacement of the damaged boat ramp and wave protection structure in a single construction contract.

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Preliminary structural analysis will be conducted for the structural improvements anticipated for the breakwater (sheet pile walls and precast caisson structure) and boat launch ramp. The geotechnical data previously collected at the project site will be utilized in the structural analysis. Structural analysis will focus on the potential for sliding and overturning, and buoyancy effects of the caisson structure, embedment of the sheet pile wall, and boat launch ramp. Results will be utilized to understand space constraints and layout of the boat ramp and breakwater. The level of this analysis will be consistent with the preliminary level of drawings to be produced for this task.

Preliminary engineering documents will also provide preliminary design level details on the stone sizing and dimensions of the breakwater.

SmithGroup will produce a draft set of drawings, outline of proposed technical specifications, and an initial Opinion of Probable Construction Costs for the arrangement and submit the documentation to PDHP staff prior to a client review meeting. The drawings and probable costs will be presented to PDHP staff to discuss the design and obtain the client's comments. SmithGroup will summarize the discussion with meeting minutes for PDHP staff's confirmation of their comments. The meeting can be virtual or in-person as needed due to COVID-19 protocols at the time of the meeting.

Task 2.4 – Engagement with Regulatory Agencies

With PDHP's authorization, SmithGroup will engage the US Army Corps of Engineers – Chicago District and the Illinois Department of Natural Resources/Office of Water Resources to the proposed work as it relates to the regulated waters of the U.S. Typically, a site walk with representatives of each agency is conducted to observe the conditions, discuss the proposed improvements, and obtain input from regulators on required permits and the review process. The site walk is an opportunity to gain client feedback at the same time. One site visit is included to meet with the regulators and PDHP staff. SmithGroup will summarize the on-site discussion with meeting notes and photos. Permit applications will not be prepared as a part of this task.

COVID-19 protocols may require the engagement process be amended to a document submittal and virtual meeting with agency representatives. If this scenario is needed, SmithGroup will conduct the site visit to document the conditions, coordinate the virtual meeting, and document the meeting outcomes.

The proposed fees cover either engagement scenario.

Task 2.5 – Park Board Meeting

SmithGroup will prepare for, attend, and document a meeting with the PDHP to review the preliminary engineering design and budgetary construction costs. SmithGroup will prepare electronic (PowerPoint) format visual aids illustrating the preliminary design with plans, sections, and typical details from the preliminary engineering plan set, updated to reflect comments from PDHP staff and regulatory agencies. The permitting requirements and probable construction costs will also be presented to inform the Board of Park Commissioners to solicit their input on how the project should move forward. Meeting objectives and content will be developed and reviewed with the PDHP prior to the meeting.

SmithGroup will adjust the meeting content for a virtual or in-person format as determined at the time of the meeting.

Task 2.6 – Preliminary Engineering Documents Submittal

Based upon feedback from the Board of Park Commissioners and direction from PDHP staff, SmithGroup will revise the preliminary engineering documents, Basis of Design document, and Opinion of Probable Construction Costs statement. The updated documents will be issued to PDHP as a Preliminary Engineering package to establish the design intent and close Phase 2.

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Phase 2 Deliverables – Basis of Design document, Preliminary Engineering documents, Client Review Meeting, Regulatory Agency Meeting, and Board of Park Commissioners Meeting.

Phase 3: Final Engineering and Permitting (FOR INFORMATION ONLY - Fee not included in this proposal)

Task 3.1 – Final Engineering Documents and Client Review Meeting

With PDHP's authorization to proceed, SmithGroup will prepare Final Engineering documents (also referred to as Construction Documents) to provide comprehensive documentation of the proposed improvements approved under the Preliminary Engineering phase.

As done in Phase 2, SmithGroup will issue a draft set of drawings, technical specifications, and an updated Opinion of Probable Construction Costs to PDHP staff prior to a client review meeting. The draft Construction Drawings and probable costs will be presented to PDHP staff to obtain the client's comments. SmithGroup will summarize the discussion with meeting minutes for PDHP staff's confirmation of their comments. The meeting can be virtual or in-person as needed due to COVID-19 protocols at the time of the meeting.

Task 3.2 – Regulatory Permit Applications

Based on the scope of work, SmithGroup anticipates the project will require permits be obtained from the following agencies:

- USACE / IDNR / IEPA Joint Agency Permit Application – SmithGroup assumes work in or adjacent to Lake Michigan will be covered under the agencies' respective regional permits.

With PDHP's authorization, SmithGroup will prepare and submit permit applications to the respective agencies to assist PDHP in obtaining the noted permit approvals. The draft Construction Drawings from Task 3.1 will be utilized for the permit applications. Permit fees are not included in this proposal.

Given the complicated nature of the permitting for construction within Lake Michigan additional follow up and response to comments from the permitting agencies is not included in this contract. Additional scope of services related to additional permitting efforts required beyond the submission of permit applications will be identified following the engagement with regulatory agencies in Task 2.

Task 3.3 – Park Board Meeting

SmithGroup will prepare for, attend, and document a second meeting with the PDHP staff. This meeting will provide support to PDHP staff presenting to the Park Board the final engineering plans and budgetary construction costs. SmithGroup will prepare electronic (PowerPoint) format visual aids illustrating the final plans, sections, and typical details from the construction drawings, updated to reflect comments from PDHP staff. The status of permit applications, probable construction costs, and project schedule will also be presented to obtain input from the Park Board, and ultimately, approval to release the project for bidding. Meeting objectives and content will be developed and reviewed with the PDHP staff prior to the meeting.

SmithGroup will adjust the meeting content for a virtual or in-person format as determined at the time of the meeting.

Task 3.4 – Final Engineering Documents Submittal

Based upon feedback from the Park Board members, direction from PDHP staff and regulatory agency review comments, SmithGroup will revise the final engineering documents and Opinion of Probable Construction Costs

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statement. The updated documents will be issued to PDHP as a Final Engineering package suitable for bidding and to close Phase 3.

Phase 3 Deliverables – Final Engineering documents, Regulatory Permit Applications, Client Review Meeting, and Lakefront Committee Meeting.

Phase 4: Bidding Services (FOR INFORMATION ONLY - Fee not included in this proposal)

SmithGroup will provide the following bidding support services as authorized by PDHP:

- Attend a pre-solicitation “industry day” open house for local contractors prior to release of bid documents to inform industry of upcoming project and goals.
- Attend the Client's pre-bid conference to receive technical questions from the bidders and respond as appropriate by issuing addenda to the bid documents to clarify the design intent.
- Evaluate the bids, check contractor references, and make a recommendation to the PDHP for award.

Phase 4 Deliverables – Bid addendum package (assumed no more than 1) and recommendation for award memorandum.

Bid advertisement, pre-bid conference, bid opening and award shall be by PDHP.

PREPARATION OF DIGITAL DATA

In the event SmithGroup is requested to prepare digital data for transmission to the Owner's consultants, contractors or other Owner authorized recipients (“Digital Data”), the Owner acknowledges that due to the limitations of the digital data software, not all elements of SmithGroup's services may be represented in the Digital Data, this being in the sole discretion of SmithGroup. Accordingly, although SmithGroup will endeavor to represent all material elements of SmithGroup's services in the Digital Data, any use shall not relieve the Owner's consultants, contractors, or other Owner authorized recipients or their respective obligations. The Owner agrees that it will include this provision in any agreements with its consultants, contractors, or other Owner authorized recipients, in which Digital Data is provided.

OWNER RESPONSIBILITIES

Coordination with City of Highland Park (property owner)
Coordination with stakeholder groups and adjacent property owner(s)
Consolidated review comments, including resolution of contradictory and/or ambiguous direction
Site documents (staff photos, dredging records, plat of survey / legal description of site)
Site access for surveyor and SmithGroup personnel

SCHEDULE

Phase 1 – Data Collection: 4 weeks after NTP

Phase 2 – Preliminary Engineering (Tasks 2.1 – 2.4): 8 weeks after NTP (assuming authorized with Phase 1)

Phase 2 - Preliminary Engineering (Tasks 2.5 – 2.6): Subject to client / Park Board schedule. All Phase 2 deliverables to be provided 2 weeks after receipt of all client / Park Board comments.

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CONSULTANTS

SmithGroup anticipates using the following consultant(s) for this project and the costs will be borne by SmithGroup and are included in SmithGroup projected fee:

- *JSD Professional Services, Inc.*

PROFESSIONAL SERVICES FEE

Park District of Highland Park shall compensate SmithGroup for the scope of services outlined above a fixed fee lump sum of \$63,000, inclusive of reimbursable expenses.

Schedule of Values:

Phase 1 – Data Collection \$19k

Phase 2 – Preliminary Engineering \$44k

ADDITIONAL SERVICES

Requests for additional services or staff will be documented by SmithGroup (if given verbally), and the work will commence upon Park District of Highland Park approval of an estimated fee for that effort or, if not agreed otherwise, Park District of Highland Park shall reimburse SmithGroup on an hourly basis of SmithGroup's project staff actively engaged for all personnel hours worked on the project.

PAYMENTS

Invoices will be prepared monthly on the basis of percentage of completion.

All payments due to SmithGroup shall be made monthly upon presentation of the statement of services rendered. All payments due SmithGroup under this Agreement shall bear interest at one-and one-half (1½%) percent per month commencing thirty (30) days after the date of billing.

INTELLECTUAL PROPERTY

In rendering its Services, SmithGroup may create and provide to Park District of Highland Park documents which include (i) Park District of Highland Park internal data, analyses, recommendations, and similar items (collectively, "Client Data"), and (ii) data and/or recommendations that have been created by SmithGroup for the benefit of Park District of Highland Park as part of the Services (collectively, "SmithGroup Data"). In the development of SmithGroup Data, SmithGroup may use algorithms, software systems, plans, processes, tracking tools, contract assessment/ modeling tools, formulas, or data from third-party vendors, and other intellectual property owned by SmithGroup or which SmithGroup has the right to use as of or after the date hereof (including, without limitation, the format of SmithGroup's reports and any improvements or knowledge SmithGroup develops, whether alone or with others, in the performance of the Services) (collectively, "SmithGroup Tools"). Park District of Highland Park shall own, solely and exclusively, the Client Data delivered pursuant to this Agreement. Park District of Highland Park agrees that SmithGroup shall own, solely and exclusively, all SmithGroup Tools and all intellectual property rights therein whether or not registerable (including without limitation patents and inventions, trademarks, service marks, logos and domain names and all associated goodwill, copyrights and copyrightable works and rights in data and databases, and trade secrets, know-how and other confidential information). Park District of Highland Park acknowledges and agrees that SmithGroup may, and reserves the right to, use the Client Data and any information and data generated by the SmithGroup Tools solely in an aggregated, non-personally identifiable manner in order to create and improve

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the compilations, statistical analyses, or benchmarks provided by SmithGroup in any services (collectively, "Aggregate Data") as long as the resulting information does not identify Park District of Highland Park and Park District of Highland Park hereby grants to SmithGroup a perpetual, irrevocable, royalty-free license to use the Client Data, solely as described herein. All right, title and interest in and to the Aggregate Data shall inure to the sole and exclusive benefit of SmithGroup. With respect to any SmithGroup Data that is contained in any documents delivered by SmithGroup to Park District of Highland Park, SmithGroup grants Park District of Highland Park a royalty free, paid up, non-exclusive, perpetual license to use the SmithGroup Data solely in connection with Park District of Highland Park's internal use of the documents and for no other purpose. Park District of Highland Park acknowledges and agrees that all SmithGroup Data (including any advice, recommendations, information, or work product incorporated into the SmithGroup Data) provided to Park District of Highland Park by SmithGroup in connection with this Agreement is for the sole internal use of Park District of Highland Park, including all subsidiaries of Park District of Highland Park, and may not be used or relied upon by any third party; provided that Park District of Highland Park may incorporate into documents that Park District of Highland Park intends to disclose externally SmithGroup summaries, calculations or tables based on Park District of Highland Park information contained in Client Data, but not SmithGroup's recommendations or findings. SmithGroup retains all rights not expressly granted to Park District of Highland Park hereunder.

DELIVERY OF CADD GRAPHIC FILES

Any electronic/data/digital files (Files) from SmithGroup shall be deemed Instruments of Service, and/or Work Product, as the case may be, for the Project identified above. Park District of Highland Park covenants and agrees that: 1) the Files are Instruments of Service of SmithGroup, the author, and/or Work Product of SmithGroup, as the case may be; 2) in providing the Files, SmithGroup does not transfer common law, statutory law, or other rights, including copyrights; 3) the Files are not Contract Documents, in whole or in part; and 4) the Files are not As-Built files. Park District of Highland Park agrees to report any defects in the Files to SmithGroup, within 45 days of the initial Files transmittal date (Acceptance Period). It is understood that SmithGroup will correct such defects, in a timely manner, and retransmit the Files. Park District of Highland Park further agrees to compensate SmithGroup, as Additional Services, for the cost of correcting defects reported to SmithGroup after the Acceptance Period. Park District of Highland Park understands that the Files have been prepared to SmithGroup's criteria and may not conform to (Client's Name) drafting or other documentation standards. Park District of Highland Park understands that, due to the translation process of certain CADD formats, and the transmission of such Files to Park District of Highland Park that SmithGroup does not guarantee the accuracy, completeness or integrity of the data, and that the Park District of Highland Park will hold SmithGroup harmless for any data or file clean-up required to make these Files usable. Park District of Highland Park understands that even though SmithGroup may have computer virus scanning software to detect the presence of computer viruses, there is no guarantee that computer viruses are not present in the Files, and that Park District of Highland Park will hold SmithGroup harmless for such viruses and their consequences, as well as any and all liability or damage caused by the presence of a computer virus in the Files. Park District of Highland Park agrees, to the fullest extent permitted by law, to indemnify and hold SmithGroup harmless from any and all damage, liability, or cost (including protection from loss due to attorney's fees and costs of defense), arising from or in any way connected with and changes made to the Files by Park District of Highland Park. Under no circumstances shall transfer of Files to Park District of Highland Park be deemed a sale by SmithGroup. SmithGroup makes no warranties, express or implied, of merchantability or fitness for any particular purpose.

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LIMITATION OF LIABILITY

NOTWITHSTANDING ANYTHING TO THE CONTRARY AND TO THE FULLEST EXTENT PERMITTED BY LAW, Park District of Highland Park AGREES THAT THE TOTAL LIABILITY OF SMITHGROUP IN CONNECTION WITH THIS AGREEMENT, WHETHER IN CONTRACT, TORT, NEGLIGENCE, BREACH OR OTHERWISE, SHALL NOT EXCEED AND SHALL BE LIMITED TO THE TOTAL COMPENSATION RECEIVED BY SMITHGROUP UNDER THIS AGREEMENT.

MISCELLANEOUS PROVISIONS

SmithGroup will use reasonable professional efforts and judgment in responding in the design to applicable federal, state and local laws, rules, codes, ordinances and regulations. Park District of Highland Park acknowledges that certain state and local laws, rules, codes, ordinances and regulations may reference standards that are outdated and/or contrary with today's industry requirements. SmithGroup cannot and does not warrant or guarantee that the Project will comply with all such outdated and/or contrary federal, state and local laws, rules, codes, ordinances and regulations

Notwithstanding anything to the contrary, nothing contained herein shall be construed: i) to constitute a guarantee, warranty or assurance, either express or implied, that the SmithGroup's Services will yield or accomplish a perfect outcome for this Project; or ii) to obligate the SmithGroup to exercise professional skill or judgment greater than the standard of care exercised by other similarly situated design professionals currently practicing in the same locale as this Project, under the same requirements of this Agreement; or iii) as an assumption by the SmithGroup of liability of any other party.

SmithGroup will use reasonable professional efforts and judgment to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as applicable to this Project. Park District of Highland Park acknowledges that requirements of ADA, as well as other federal, state and local laws, rules, codes, ordinances and regulations, will be subject to various and possibly contradictory interpretations. SmithGroup cannot and does not warrant or guarantee that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local laws, rules, codes, ordinances and regulations

Notwithstanding anything to the contrary in this Agreement, the Parties acknowledge that there may be delays in the performance of this Agreement for the period that such delay is due to causes beyond a Party's reasonable control, including but not limited to Acts of God, government regulations, orders or controls (including, but not limited to, shelter-in-place orders and construction moratoriums), quarantine, epidemic or pandemic. Both parties shall make reasonable efforts to notify the other Party if a force majeure event will delay performance. In the event of such delay, neither Party shall be liable to the other Party for delay or damage caused. SmithGroup's fees for the remaining services and the time schedules shall be equitably adjusted as mutually agreed between the Parties before services are resumed.

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This document will serve as an agreement between us, and you may indicate your acceptance by signing in the space provided below and returning one (1) signed copy for our files.

SmithGroup (*Signature*)

Owner (*Signature*)

(*Printed name and title*)

(*Printed name and title*)

Date

Date

Park Avenue Boat Launch and Wave Protection Replacement
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Memorandum

To: Park Board of Commissioners

From: Liz Gogola, Director of Communications and Marketing; Brian Romes, Executive Director

Date: June 22, 2021

Subject: **The Preserve of Highland Park Signage Standards**

Summary

Based on the uniqueness of The Preserve and its attraction to Highland Park residents and the entire region, staff has developed a custom signage standards program for the new property. The program reflects the beauty and natural characteristics of the property and takes inspiration from famous historic design eras. The program intends to provide visitors with information and wayfinding at The Preserve and accentuate the tone and mood of this one-of-a-kind natural area. Staff will share the new signage program elements and a logo/wordmark for The Preserve of Highland Park with the Park Board of Commissioners.

EXECUTIVE DIRECTOR'S MONTHLY REPORT

JUNE 18, 2021

UPCOMING MEETINGS

- Thursday, Jul 8, 2021 / 4:00 p.m. / Lakefront Committee Meeting
- Tuesday, July 13, 2021 / 5:00 p.m. / Facility Committee Meeting
- Tuesday, July 13, 2021 / 6:00 p.m. / Workshop Meeting
- Thursday, July 15, 2021 / 4:00 p.m. / Policy Committee Meeting
- Tuesday, July 20, 2021 / 4:00 p.m. / Finance Committee Meeting
- Tuesday, July 27, 2021 / 6:00 p.m. / Regular Board Meeting

UPCOMING EVENTS

Drive-In Movie, Thursday, June 24

Our Drive-In Movie series has returned and the first summer feature is “The Goonies”. Before the movie premierers enjoy a dance party led by RCHP dance instructors. The movie premieres at 7:45 p.m. Fee is \$30 per vehicle.

Can-U-Canoe, Sunday, June 27

Spend your late afternoon with the Heller naturalists paddling in a canoe along the Skokie Lagoons. Event is from 4:00 – 6:00 p.m., fee is \$22 per person.

4th of July Weekend

Firecracker 5k Virtual Run, Walk, and Bike Event

Complete the Virtual 5K at your own pace in your neighborhood, on a path, on a treadmill, exercise bike or any place you can safely social distance! All proceeds benefit the Parks Foundation of Highland Park SMILE Grant-in-Aid Fund and all participants who complete the 5K are entered to win prizes! Event begins Friday, July 2 and runs through Monday, July 5. Fee is \$25 per household.

Firecracker Family Bootcamp

Join us Saturday, July 3 from 10:30 – 11:15 a.m. for a special family workout outside the Recreation Center of Highland Park. Families will complete a set of fitness challenges as a team and compete against other families for the best time or number of reps. Prizes will be awarded to challenge winners. This is a Free event.

Drive In-Move, Saturday, July 3

“The Sandlot” premieres at 7:45 p.m. in the parking lot of the Recreation Center of Highland Park. View the movie from inside your car or bring a lawn chair to sit outside of your vehicle. Fee is \$30 per vehicle.

Golf Specials, Sunday, July 4

- At the Golf Learning Center, mini golf is only \$4 per player.
- At Sunset Valley Golf Club, a foursome can play a round for \$40 any time after 4:00 p.m.

Virtual Fireworks and Float, Sunday, July 4

Relax at Hidden Creek AquaPark while enjoying the spectacular fireworks show on the big screen from 8:00 – 10:00 p.m.

Unplug Illinois Day, Saturday, July 10

Leave your devices at home and celebrate “Unplug Illinois Day” by getting outside in beautiful Sunset Woods Park to enjoy a day full of free activities for the whole family. The event will be physically distanced, but social as ever. This is a free event.

“ Firecracker Open” Tennis Tournament, Saturday, July 10 – Sunday, July 11

- Men’s singles tournament is Saturday, July 10 from 8:00 a.m. – noon at Danny Cunniff Park. Championship match will be held on Sunday, July 11. Fee is \$30.
- Women’s doubles tournament is Saturday, July 10 from 10:00 – 2:00 p.m. at Larry Fink Park. Fee is \$45.

USTA Single Day Tennis Showdown, Saturday, July 10

Tournament from 1:00 - 5:00 p.m. for boys and girls ages 10 and under at Danny Cunniff Park.

Night Hike, Saturday, July 10

Experience the sounds and feel of the forest at night as parents and children are guided through the trails at the Heller Nature Center. Event is from 8:30 – 9:30 p.m. and the fee is \$12 per person.

DEER CREEK RACQUET CLUB – MAY 2021

April Activity	2019	2020	2021
Daily Court Rentals (Hours)			
Tennis	85.5	0	146
Racquetball	31.5	0	1
Private Lessons (Hours)	181.75	0	288
Drop-Ins			
Tennis & Pickleball	548	0	194
Memberships	585	597	279

News & Events

- The facility was without power for two days (May 2 – 4); and there was a racquetball court lights outage throughout May.
- DCRC hosted a USTA Tournament May 8 with 16 boys 12 years and younger.
- As of this month the women's travel team matches were completed.

CENTENNIAL ICE ARENA – MAY 2021

April Activity	2019	2020	2021
Daily Drop-in Fees			
Public Skate	181	<i>Not Available due to COVID-19</i>	<i>Not Available due to COVID-19</i>
Freestyle	59	<i>Not Available due to COVID-19</i>	639
Open Hockey	5	<i>Not Available due to COVID-19</i>	0
Open Gymnastics	60	<i>Not Available due to COVID-19</i>	<i>Not Available due to COVID-19</i>
Skate Rental	143	<i>Not Available due to COVID-19</i>	10 long term rentals for Spring Session
Punch Passes			
Public Skate	7	<i>Not Available due to COVID-19</i>	<i>Not Available due to COVID-19</i>
Freestyle	19	<i>Not Available due to COVID-19</i>	<i>Not Available due to COVID-19</i>
Skate Rental	2	<i>Not Available due to COVID-19</i>	<i>Not Available due to COVID-19</i>
Facility Rentals			
Total Hours	54.00	<i>Not Available due to COVID-19</i>	141.89

News & Events

- The Park District of Highland Park Competitive Gymnastics Team participated in the AAU Central District State Gymnastics Meet on May 2 and received 2nd Place for our Level 3 Team.
- The Ice Show was held on Friday, May 14 and Saturday, May 15 with 107 registrations for skaters in 13 numbers, 45 of which were unique skaters. Two spectators per skater were permitted to attend the show.
- There has been an increase in facility rentals due to the Falcons Showcase rentals and additional hours of ice time reserved after the Ice Show performances.

RECREATION CENTER OF HIGHLAND PARK – MAY 2021

RECREATION	APRIL	MAY	JUNE (Projected)
Free Classes Conducted	1	0	1
Group Exercise Classes Conducted	103	116	119
Group Exercise Participation/Visits	966	1103	1600
Group Exercise Revenue	N/A	\$544.21	\$800.00
Personal Training Participation	405	423	450
Personal Training Sales (Units)	277.75	303	325
Personal Training Revenue	\$17,715.00	\$15,828.55	\$16,000.00
Private Swim Lesson Participation	97	96	110
Private Swim Lesson Sales (Units)	39	29	45
Private Swim Lesson Revenue	\$2,817.00	\$2,478.00	\$2,950.00
Fitness 30 Day Pass Sales (Units)	27	20	25
Month-Month (Units)	107	180	200
Fitness Daily Drop-In Revenue	\$861.00	\$370.80	\$500.00
Aqua Lap Lane Reservations	875	1,219	1,125
Aqua Lap Lane Reservation Revenue	\$861.00	\$1,038.00	\$1000.00

MEMBERSHIPS	2019	2020	2021
Annual	1,957	1,740	548
Non-Annual	56	34	200
Total Memberships	2,007	1,774	748
Kid Fit Memberships	51	41	N/A
Wix Memberships	NA	NA	85

MEMBERS	2019	2020	2021
Annual	3,203	2,771	859
Non-Annual	56	34	200
Total Members	3,515	2,805	1,059
Kid Fit Members	61	66	NA

Memberships:

- Month-to-Month memberships should see an increase as patrons switch from the 30-Day to the lower cost Month-to-Month Membership.
- Both New Bridge Memberships, 30-Day and Month-to-Month are all inclusive. This provides members access to the Fitness Floor, Pool, and Group Exercise classes.
- The “Get Back” Promotions began May 5, which offered a 7-Day promotional membership or a 90-Day membership for seniors and students. Sales for senior and student memberships ends on June 18.
- Outdoor Group Exercise classes began May 5.

Fitness:

- Five 7-day memberships and 71 90-day senior or student memberships were purchased in May generating \$9,402.18.
- Personal Training participation increased +4%, however, revenue declined -10% due to the Get Back Personal Training promotional sale that began on May 5.(valid one-time). Staff predicts participation will increase as more members of the community get vaccinated and the promotional package.
- Group Exercise participation increased by +14% and continues to grow. The outdoor classes are attracting new participants each day, several of which are nonmembers.
- Virtual RC on the Go subscriptions declined -6% with vaccinations and lifted restrictions. Staff expect to see a decrease in subscriptions each month as people return to in-person and outdoor fitness.

Aquatics:

- Private lesson participation has remained the same, but private lesson sales have declined slightly. With instructors participating in preseason training for the summer season, fewer people were available to teach lessons.
- New instructors will be trained on June 10, so staff anticipates an increase in private lesson participation and sales in the month of June.
- With the opening of Hidden Creek AquaPark for lap swim, staff anticipates a slight decrease in lap lane utilization at the Recreation Center of Highland Park.

HELLER NATURE CENTER AND ROSEWOOD INTERPRETIVE CENTER RENTALS – MAY 2021

April Activity	2019	2020	2021
Heller Nature Center			
Rentals	7	0	2
Birthday Party Package	5	0	0
Total	12	0	2
Rosewood Interpretive Center			
Rentals	17	0	12
Birthday Party Package	1	0	0
Total	18	0	12

HELLER NATURE CENTER AND ROSEWOOD INTERPRETIVE CENTER PROGRAMS – MAY 2021

	2019	2020	2021
Heller Nature Center			
Participants / Programs	8 / 1	0	125 / 9
Rosewood Interpretive Center			
Participants / Programs	10 / 1	0	78 / 4

News & Events

- Heller Nature Center had their first event of the year, the Enchanted Forest, on Saturday, May 22. Families were able to ride ponies, meet a unicorn, make floral crowns and wands, and enjoy music throughout the event. 132 tickets were sold.

SUNSET VALLEY GOLF CLUB – MARCH 2021

GOLF	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
Golf Shop Sales			
Golf Balls	73	336	634
Accessories	26	143	249
Combined Sales	99	479	883
Golf Rentals			
Carts	416	2,369	2,997
Golf Greens Fees			
Resident	1,420		2,378
Nonresident	1,367		2,812
Outing/Tournaments	50		0
Other	39		0
Combined Sales	2,876	4,098	5,190
Misc. Sales			
Sapphire Club	49	49	45
Permanent Tee Time	16	20	53
Combined Sales	65	49	98

News & Events

- Saturday, May 1 was the first weekend of Permanent Tee Times.
- Monday, May 3 the CDGA Mid-Am Qualifier Tournament was hosted at SVGC. It was a full field tournament with 84 players ages 25 and up.
- Tuesday, May 4 the Sunset Valley Women's Golf League started play.
- Thursday, May 20 the Senior Men's League started play.
- Monday, May 24 staff hosted the Youth Golf Development Center Outing and the grand opening of the short games area. It was a sold-out event with 130 players.
- Wednesday, May 26, and Thursday, 27 SVGC hosted the PFP Mini Tour Event. It was a 54-hole tournament, and the new course record was set by Brian Bullington, age 63.

HIGHLAND PARK LEARNING CENTER – MAY 2021

Driving Range Monthly Sales Report (buckets sold)

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
January	501	500	333
February	588	667	494
March	179	584	521
April	0	717	1,514
May	174	2,619	2,591
June	2,547	4,474	
July	3,133	5,472	
August	3,643	5,286	
September	2,459	2,086	
October	1,263	631	
November	590	125	
December	200	208	
Totals	15,277	23,369	5,453

Mini Golf Monthly Sales Report (rounds sold)

GOLF	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
March	-	-	-
April	0	167	680
May	59	717	1152
June	1,004	1,400	0
July	1,467	1,883	0
August	1,940	2,000	0
September	1,139	1,750	0
October	592	416	0
November	371		0
Totals	6,572	8,333	1,832

News & Events

- There were only a few days where the weather fell below average temperatures in May.
- Staff ran Free Golf Clinics and Free Video Golf Lessons during the month.

GRANT-IN-AID – MAY 2021

	2020	2021
Total YTD Subsidy	\$23,773	\$30,782
Households		
100% Subsidy YTD		
50% Subsidy YTD	40	29
Total YTD	4	3

News & Events:

- Scholarship use has increased 29% compared to 2020.
- 2021 camp registration began in early February. To date, there have been 21 camp enrollments using scholarship funds (\$26,663 in subsidy)

PARKS & NATURAL AREAS

News & Events

- The District's Contractor, V3, completed soil borings at Millard Park in preparation for the bluff stability analysis.
- Staff completed work to open Rosewood Beach including placing swimming buoys and lifeguard chairs, installing new signage, and painting lot lines.
- Staff completed work to open Park Ave. Boating Facility including placement of the boat launch, building the sand ramp, installing new signage, and painting lot lines.
- Staff completed power washing of the deck, beach chairs, and concessions patio area, and picnic tables at Hidden Creek Aquapark.
- Staff is planting annuals at designed monument signs and planter boxes.
- Beach grooming began and will occur throughout the summer.
- Staff continuing daily and weekly maintenance of playgrounds, ball fields, and soccer fields.
- **The Preserve: Construction of the amenities has begun.**
 - Stone benches have been placed at the north end of the large pond, the North Pond Overlook, the Council Ring & Nature Maze, and the Entry Plaza. Permeable pavers have been set at the North Pond Overlook and Entry Plaza.
 - Plant plugs have been planted around the large pond and in swale areas. Shrubs and native plants have been planted at the North Pond Overlook, Exploration Garden, and Council Ring & Nature Maze.
 - Additional clearing occurred on the Gateway Trail in preparation for the overlook.

PLANNING

News & Events

- Staff are currently working with Daniel Creaney Company to develop construction documents for repair of the ravine path at Moraine Park.
- Sports Management Group is working with staff, stakeholders, and Board Liaisons to conduct a site plan for the Highland Park Golf Learning Center. This effort will include a site analysis and optimization plan and is scheduled for completion by July.
- Staff, Board Liaisons, and the Park Avenue Working Group continue to work with the Lakota Group to conduct a site plan for the Park Avenue Boating Facility. A final plan is anticipated to be completed by July.
- Staff are currently working with Gewalt Hamilton Associates to investigate and develop possible solutions to address drainage issues in the northeast portion of the Centennial Ice Arena Building.
- Bids are currently being solicited for the Sunset Woods Park Playground Renovation. The work is being divided into five sperate contracts that will be managed by Park District staff. Bids will be opened on July 8th and staff will request Board approval for all contracts at the July 27 Regular Board Meeting.
- Rachel Sarow has joined the Planning and Projects Department this summer as the Planning and Projects Intern. Rachel's primary focus will be on the Park Site Plan Initiative, developing site plans for many of the District's community and neighborhood parks.

COMMUNICATIONS AND MARKETING

Marketing Board Report (May 10 – June 7)

SOCIAL MEDIA



EMAIL



29,310
TOTAL AUDIENCE

PDHP.ORG



19,639 VISITORS **29,051** VISITS **61,995** PAGEVIEWS

DIGITAL BROCHURE



1,178
VIEWS



268
CLICKS TO REGISTER

Updates

- Traffic to our website is up +67% in visitors and +65% in visits when compared to the same time in 2019. When compared to 2020, there was an increase of +25% in visitors and +29% in visits.
- The number of people reached through our Facebook efforts increased significantly to 15,128 people, an +87% increase since last month.
- The Sunset Valley TV commercial will air on “**The Match**” with Phil Mickelson and Tom Brady teaming up against Bryson DeChambeau and Aaron Rodgers on TNT on July 6.
- Work is beginning on a new app for the Park District. A demo version will be shared with senior management in the next month. The app will allow customers to upload their membership bar code on their phone and sign up for push notifications. The app will also allow the Park District to provide special offers and opportunities to our customers. The app will require approval for Apple and Google. That process could take several months, so a launch date is TBD.
- Work also began on strategy development for a potential redesign of the Park District website. The site is seven years old and there are new capabilities on the market that could make the website even more efficient and effective for the Park District. The strategy includes surveying our customers and staff for their input on what works and could be improved on our site. Staff are also researching the idea of integrating our new seasonal

information into the website as opposed to producing a separate digital brochure. This concept would also be researched with staff and customers. A new website is estimated to launch Q1 2022.

- The Marketing Team is assisting the Parks Foundation Student Board with development, promotion and running a Pickleball Tournament Fundraiser that will take place on Saturday, June 12 and Sunday, 13, as well as promotional support for the Foundation's free family fitness events and the Firecracker 5K.
- Communication has been developed to begin selling pool passes in response to the State moving to Phase 5 on June 11.
- A campaign will launch this month highlighting the upcoming replacement of the rocket ship playground. Video interviews are being conducted with HP residents to give their memories of playing on the rocket ship. These videos along with other nostalgia opportunities will be rolled out on the District's social media this summer for residents to participate in and share their memories.

Graphics



Page ?	Pageviews ? ↓
	62,139 % of Total: 100.01% (62,134)
1. /	11,508 (18.52%)
2. /rosewood-beach-2/	5,375 (8.65%)
3. /beaches/parking-2/	4,189 (6.74%)
4. /hidden-creek-aquatic-park-outdoor-pool/	4,076 (6.56%)
5. /recreation-center-highland-park-fitness-center-health-club-aquatics/	2,549 (4.10%)
6. /hidden-creek-aquatic-park-outdoor-pool/membership/	2,401 (3.86%)
7. /programs/	2,053 (3.30%)
8. /beaches/	1,659 (2.67%)
9. /golf-learning-center/	1,525 (2.45%)
10. /join-our-team/	943 (1.52%)
11. /deer-creek-racquet-club/	864 (1.39%)
12. /camps/	830 (1.34%)
13. /centennial-ice-arena/	789 (1.27%)
14. /2021/05/covid-19-community-health-preparedness/	764 (1.23%)
15. /heller-nature-center/	761 (1.22%)
16. /parties-rentals/	745 (1.20%)
17. /program-guides/	737 (1.19%)
18. /youth-sports/youth-baseball/	574 (0.92%)
19. /staff-directory/	484 (0.78%)
20. /recreation-center-highland-park-fitness-center-health-club-aquatics/indoor-aquatics/	447 (0.72%)

21. /millard-park-beach/	445 (0.72%)
22. /rosewood-beach-pass-lakefront-parking-faq/	440 (0.71%)
23. /moraine-park-beach/	435 (0.70%)
24. /parks/	421 (0.68%)
25. /recreation-center-highland-park-fitness-center-health-club-aquatics/membership-rec-center/	400 (0.64%)
26. /boating/	389 (0.63%)
27. /contact/	361 (0.58%)
28. /camps/general-information-camps/	359 (0.58%)
29. /events/	333 (0.54%)
30. /bids-rfps/	323 (0.52%)
31. /recreation-center-highland-park-fitness-center-health-club-aquatics/group-fitness/	311 (0.50%)
32. /find-listing/	305 (0.49%)
33. /park-school/	267 (0.43%)
34. /boating/2016-launch-pass-season-fees/	256 (0.41%)
35. /rainout-line-weather-cancellation-status-sign-up/	218 (0.35%)
36. /parks-facilities/danny-cunniff-park/	207 (0.33%)
37. /parks/dog-exercise-areas/	207 (0.33%)
38. /rosewood-beach-2/rosewood-interpretive-center-rentals/	206 (0.33%)
39. /deer-creek-racquet-club/adult-programs/	201 (0.32%)
40. /2021/05/sharks-spotted-at-highland-park-public-beaches/	199 (0.32%)