

**Amended February 12, 2018**  
**NOTICE OF MEETING**  
**TUESDAY, FEBRUARY 13, 2018 6:00 p.m.**

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

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**WORKSHOP MEETING AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS TO THE AGENDA
- IV. SUNSET VALLEY GOLF COURSE CLUBHOUSE RENOVATION UPDATE
  - A. LANDSCAPE PLAN
- V. PARKS OPERATIONS / GOLF OPERATIONS CONSTRUCTION UPDATE
- VI. GREENPRINT UPDATE
- VII. HIGHLAND PARK COUNTRY CLUB PLANNING PROCESS
- VIII. REVIEW OF VOUCHERS
- IX. OPEN TO PUBLIC TO ADDRESS 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

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



# Memorandum

**To:** Board of Park Commissioners

**From:** Brian Romes, Director of Facilities and Recreation  
Kathy Donahue, Deputy Director of Operations  
Liza McElroy, Executive Director

**Date:** February 13, 2018

**Subject: SUNSET VALLEY GOLF CLUB – CLUBHOUSE RENOVATION UPDATE**

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Staff will present the landscaping plans for the clubhouse at Sunset Valley and provide an update on the renovation.



# Memorandum

**To:** Board of Park Commissioners

**From:** Jeff Smith, Assistant Director of Parks, Properties & Planning; Dan Voss, Director of Parks, Properties and Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director

**Date:** February 13, 2018

**Subject:** **PARK AND GOLF MAINTENANCE FACILITY PROJECT UPDATE**

## CONSTRUCTION PROGRESS

This past month, work on the exterior of the building included installation of the guardrail along the east side of the parking lot, installation of the overhead doors and testing of the fuel tanks. Work in the interior of the building included hanging of the doors and ceiling grid and installation of the light fixtures, lockers, signage, blinds and restroom fixtures. The stairway, elevator and cabinetry in the training room and door hardware are currently being installed and scheduled to be completed by the end of the week.

Inspections have begun and will continue over the next week. Ceiling tiles will be installed once inspections are complete. Upcoming work will include installation of the mesh partitions, sliding fence gate and chemical wash station. Painting of the exterior of the building is being evaluated.

## FINANCIAL REPORT

Below is the current project financial report. Expenses to date cover design, engineering, permitting, site testing, pre-construction management, construction administration, and construction since the approval of the Integrated Project Development Agreement in September 2016. Contingency dollars have been used for various changes to the project as real-time conditions present. The dollar amount reflected below also includes credits to the project identified through ongoing value engineering. In the last month, contingency dollars have been applied to painting of entrance hallway, drywall around golf maintenance skylight, vertical topography of the retaining wall and adjustments to HVAC, fire protection and plumbing to account for joist deflection.

<b>Park and Golf Maintenance Facility</b>	<b>Budget</b>	<b>- Project YTD</b>	<b>- Variance</b>
Total Lamp Construction (Base Bid and Alternates)	\$4,891,390.00	\$2,875,841.00	(\$2,015,549.00)
Total Soft Costs	\$863,530.00	\$674,782.91	(\$188,747.09)
Contingency	\$229,950.00	\$163,546.00	(\$66,404.00)
<b>Total Park and Golf Maintenance Facility Project</b>	<b>\$5,984,870.00</b>	<b>\$3,714,169.91</b>	<b>(\$2,270,700.09)</b>

**EMP: \$5,984,400**

## PROJECT TIMELINE

Estimated remaining project schedule is as follows:

- Estimated Grand Opening: Mid-March 2018



# Memorandum

**To:** Board of Park Commissioners

**From:** Jeff Smith, Assistant Director of Parks, Properties & Planning; Dan Voss, Director of Parks, Properties and Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director

**Date:** February 13, 2018

**Subject:** **GREENPRINT UPDATE**

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Staff will provide an update on GreenPrint Track 1 and Track 2 initiatives as well as planning initiatives. A tracking spreadsheet will be presented and staff will be available for comments and questions.



# Memorandum

**To:** Board of Park Commissioners

**From:** Rebecca Grill, Natural Areas Manager; Jeff Smith, Assistant Director of Parks, Properties & Planning; Dan Voss, Director of Parks, Properties and Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director

**Date:** February 13, 2018

**Subject:** **HIGHLAND PARK COUNTRY CLUB PLANNING PROCESS**

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Staff will provide an update on the process and timeline for the planning of the restoration of the Highland Park Country Club property. Staff will be available for comments and questions.



To: Board of Park Commissioners

From: Karen Lakoske - Accounts Payable Administrator  
Annette Curtis - Finance Director  
Liza McElroy - Executive Director

Date: February 13, 2018

Subject: Bills presented for the Board's review on February 13, 2018.  
Checks written January 5, 2018 through February 8, 2018.

**BILLS**

<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
January 22, 2018	\$ 27,500.00
February 1, 2018	\$ 5,000.00
February 2, 2018	\$ 24,880.21
February 8, 2018	\$ 667,376.42
Void Payments	\$ (28.00)
Bank Drafts	\$ 72,875.38
P-Card	\$ 149,123.24
<b>TOTAL</b>	<b>\$ 946,727.25</b>

**PAYROLL DISBURSEMENTS**

**TOTAL**

**GRAND TOTAL** \$ **946,727.25**



Park District of Highland Park, IL

# Check Register

Packet: APPKT01454 - 20180122 3 HPCC

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	
16952	CATERED BY DESIGN	01/22/2018	Regular	0.00	27,500.00	181158
<u>011818</u>	Invoice	01/18/2018	1st qtr payment 2018 - Banquet Services	0.00	27,500.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	27,500.00
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
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>27,500.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01461 - 20180201 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16993	POLSINELLI PC	02/01/2018	Regular	0.00	5,000.00	181159
<u>02012018</u>	Invoice	02/01/2018	Retainer	0.00	5,000.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	5,000.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>5,000.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01464 - 20180202 3

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
16990	ADIDAS AMERICA	02/02/2018	Regular	0.00	458.22	181160
<u>32537321</u>	Invoice	05/17/2017	Shirts	0.00	734.37	
<u>6174649430</u>	Credit Memo	01/16/2018	Shirts returned	0.00	-276.15	
16959	AIRGAS USA, LLC	02/02/2018	Regular	0.00	39.50	181161
<u>9950055441</u>	Invoice	12/31/2017	Rent Cyl Ind Large Acetylene & Oxygen	0.00	39.50	
16961	AT & T	02/02/2018	Regular	0.00	89.15	181162
<u>010418</u>	Invoice	01/04/2018	Emergency Elevator Phone 12/05/17-01/	0.00	89.15	
16963	CINTAS CORPORATION	02/02/2018	Regular	0.00	59.22	181163
<u>5009022437</u>	Invoice	10/05/2017	1 Bag antiseptic wipes & 1 Box Ibuprofen	0.00	23.48	
<u>5009435717</u>	Invoice	11/30/2017	Bandages, alcohol swabs, antibiotic oint.	0.00	35.74	
16967	CITY OF HIGHLAND PARK	02/02/2018	Regular	0.00	5,994.10	181164
<u>013415 010118</u>	Invoice	01/01/2018	Water/Sewer 10/01/17-12/31/17	0.00	913.05	
<u>013416 010118</u>	Invoice	01/01/2018	Water/Sewer 10/01/17-12/31/17	0.00	4,338.79	
<u>016772 010118</u>	Invoice	01/01/2018	Water/Sewer 10/01/17-12/31/17	0.00	742.26	
16972	CONSTELLATION NEWENERGY GAS	02/02/2018	Regular	0.00	4,135.69	181165
<u>2198802</u>	Invoice	12/22/2017	October 2017	0.00	1,367.86	
<u>2209919</u>	Invoice	01/08/2018	November 2017	0.00	2,767.83	
16989	DIGITAL GOLF TECHNOLOGIES	02/02/2018	Regular	0.00	1,172.50	181166
<u>2014</u>	Invoice	06/30/2017	Rental Fee & Daily Play Fees	0.00	595.00	
<u>2114</u>	Invoice	07/31/2017	Rental Fee & Daily Play Fees	0.00	577.50	
16964	DYNEGY ENERGY SERVICES	02/02/2018	Regular	0.00	9,197.34	181167
<u>87360417121</u>	Invoice	12/26/2017	December 2017	0.00	9,197.34	
16965	FEDEX	02/02/2018	Regular	0.00	279.95	181168
<u>6-045-43224</u>	Invoice	01/03/2018	FedEx Ground Services	0.00	279.95	
16966	HALL'S RENTAL SERVICE, INC	02/02/2018	Regular	0.00	1,431.51	181169
<u>930453</u>	Invoice	01/02/2018	Plates, Cups, Saucers, Utensils & Glasses	0.00	1,272.06	
<u>930551</u>	Invoice	01/11/2018	65 Dinner Plates & 80 Forks	0.00	159.45	
16973	HOME DEPOT CREDIT SERVICES	02/02/2018	Regular	0.00	30.50	181170
<u>2014339</u>	Invoice	01/05/2018	Carpet Extractor & Murphy Oil	0.00	30.50	
16968	KEMPER SPORTS MANAGEMENT, IN	02/02/2018	Regular	0.00	37.84	181171
<u>00051382</u>	Invoice	01/19/2018	Fed Ex Corp-HC Delivery Charges	0.00	49.44	
<u>CREDIT6635</u>	Credit Memo	01/24/2018	Tee Off Commission November 2017	0.00	-11.60	
16969	LAKESHORE RECYCLING SYSTEMS, LI	02/02/2018	Regular	0.00	428.40	181172
<u>0003827880</u>	Invoice	12/31/2017	Trash Removal January 2018	0.00	428.40	
16962	BENT FORK BAKERY	02/02/2018	Regular	0.00	406.20	181173
<u>11417sol...</u>	Invoice	10/30/2017	Assorted Desserts	0.00	406.20	
16970	ONCE UPON A BAGEL, INC	02/02/2018	Regular	0.00	216.40	181174
<u>528589</u>	Invoice	10/02/2017	4 Dozen Bagels	0.00	20.80	
<u>528740</u>	Invoice	10/17/2017	8 Dozen Bagels	0.00	41.60	
<u>528987</u>	Invoice	10/15/2017	24 Dozen mini	0.00	86.40	
<u>529388</u>	Invoice	10/12/2017	10 Dozen Bagels	0.00	52.00	
<u>543963</u>	Invoice	11/28/2017	3 Dozen Bagels	0.00	15.60	
16960	PURCHASE POWER	02/02/2018	Regular	0.00	34.90	181175

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>80009090075445</u>	Invoice	01/02/2018	Postage/Supplies	0.00	34.90	
16988	ANDERSON PEST SOLUTIONS	02/02/2018	Regular	0.00	415.59	181176
<u>4531315</u>	Invoice	11/01/2017	Pest Management Services November 20	0.00	138.53	
<u>4553303</u>	Invoice	12/01/2017	Pest Management Services December 20	0.00	138.53	
<u>4593429</u>	Invoice	01/01/2018	Pest Management Services January 2018	0.00	138.53	
16971	SKOKIE VALLEY LAUNDRY AND DRY I	02/02/2018	Regular	0.00	410.40	181177
<u>#5369.304</u>	Invoice	01/06/2018	Laundry	0.00	410.40	
16974	SUNSET FOOD MART INC	02/02/2018	Regular	0.00	42.80	181178
<u>168577</u>	Invoice	10/22/2017	Food Supplies	0.00	42.80	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	33	19	0.00	24,880.21
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>33</b>	<b>19</b>	<b>0.00</b>	<b>24,880.21</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01473 - 02082018 5

By Check Number

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP BANK						
10006 <u>012318</u>	3301-NCPERS - IL IMRF Invoice	02/08/2018 01/23/2018	Regular NCPERS Group Life Insurance	0.00 0.00	32.00 32.00	181179
15147 <u>220415</u>	ABC PRINTING COMPANY Invoice	02/08/2018 01/22/2018	Regular 2000 Business Cards	0.00 0.00	191.61 191.61	181180
10049 <u>506796226</u> <u>507639848</u>	ADP, INC. Invoice Invoice	02/08/2018 01/12/2018 01/19/2018	Regular Workforce Now and Enterprise eTime Payroll Services 01/12/18	0.00 0.00 0.00	8,408.27 7,856.68 551.59	181181
10055 <u>1067747</u>	AEREX PEST CONTROL Invoice	02/08/2018 01/18/2018	Regular Service-January 2018	0.00 0.00	60.00 60.00	181182
10062 <u>135363</u> <u>137415</u> <u>139365</u>	Air Comfort Corp Invoice Invoice Invoice	02/08/2018 06/01/2017 09/06/2017 12/06/2017	Regular CIA Preventive Maint July/August CIA Preventive Maint September/October CIA Preventive Maint November/Decemb	0.00 0.00 0.00 0.00	9,615.00 3,205.00 3,205.00 3,205.00	181183
16954 <u>351710</u>	AMIR BLOOM Invoice	02/08/2018 01/22/2018	Regular Refund	0.00 0.00	6.40 6.40	181184
10149 <u>58643</u> <u>60823</u>	ANCEL, GLINK, DIAMOND, BUSH, DICU Invoice Invoice	02/08/2018 08/11/2017 12/11/2017	Regular Professional fees thru July 31, 2017 Professional fees thru November 30, 201	0.00 0.00 0.00	10,226.25 4,076.25 6,150.00	181185
16955 <u>351787</u>	ANNE SCHMIDT Invoice	02/08/2018 01/22/2018	Regular Refund	0.00 0.00	34.00 34.00	181186
14690 <u>328251</u>	ARTHUR CLESEN INC Invoice	02/08/2018 09/07/2017	Regular 5 bags Contec DG fertilizer	0.00 0.00	244.00 244.00	181187
10282 <u>293621</u>	BHFX LLC Invoice	02/08/2018 01/26/2018	Regular Inkjet service call	0.00 0.00	65.00 65.00	181188
10420 <u>6730441</u>	CENTERPOINT ENERGY SERVICES, IN Invoice	02/08/2018 01/30/2018	Regular 12/01/17-12/31/17	0.00 0.00	14,070.44 14,070.44	181189
10537 <u>1814767015 012</u> <u>7261044014 012</u>	COMED Invoice Invoice	02/08/2018 01/24/2018 01/25/2018	Regular Egandale Sec Light at Boat Beach, Cuniff 1 12/21/17-01/25/18	0.00 0.00 0.00	748.00 186.75 561.25	181190
16142 <u>0043302623</u> <u>0043302623 012</u>	CONSTELLATION NEWENERGY INC Invoice Invoice	02/08/2018 01/20/2018 01/20/2018	Regular December 2017- January 2018 November-December 2017	0.00 0.00 0.00	23,958.75 12,953.03 11,005.72	181191
16987 <u>356629</u>	DANLIE CUENCA Invoice	02/08/2018 01/26/2018	Regular Refund	0.00 0.00	18.70 18.70	181192
16992 <u>012318</u>	FAYE GROSSMAN Invoice	02/08/2018 01/23/2018	Regular Refund	0.00 0.00	7.25 7.25	181193
17006 <u>370105</u>	GLEN BERNFIELD Invoice	02/08/2018 02/07/2018	Regular Refund	0.00 0.00	176.30 176.30	181194
17003 <u>367914</u>	HOLLEB GROUP Invoice	02/08/2018 02/05/2018	Regular Refund	0.00 0.00	200.00 200.00	181195
16380	IHC CONSTRUCTION COMPANIES LL	02/08/2018	Regular	0.00	10,356.22	181196

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>38437</u>	invoice	12/31/2017	Fiber optic project#17-1-11200	0.00	10,356.22	
11184	ILLINOIS DEPT OF AGRICULTURE	02/08/2018	Regular	0.00	40.00	181197
<u>000TQM 002DQS</u>	invoice	01/24/2018	2018-2019 Pest Control Lic Renewal- B. R	0.00	40.00	
11184	ILLINOIS DEPT OF AGRICULTURE	02/08/2018	Regular	0.00	20.00	181198
<u>000TQM 002NQ1</u>	Invoice	01/24/2018	2018 Pest Control Lic Renewal- D.Voss	0.00	20.00	
17004	JEN OSIOL	02/08/2018	Regular	0.00	5.00	181199
<u>368000</u>	Invoice	02/05/2018	Refund	0.00	5.00	
11333	JODI DITOMASSO	02/08/2018	Regular	0.00	82.50	181200
<u>363267</u>	Invoice	02/01/2018	Refund	0.00	82.50	
16943	KERANA KRAFT	02/08/2018	Regular	0.00	28.80	181201
<u>338225</u>	invoice	01/11/2018	Refund	0.00	28.80	
16119	LAMP INC	02/08/2018	Regular	0.00	367,221.00	181202
<u>8</u>	Invoice	01/11/2018	POGO-HP General Construction	0.00	367,221.00	
16957	LINDSAY GADBOIS	02/08/2018	Regular	0.00	13.00	181203
<u>345717</u>	Invoice	01/17/2018	Refund	0.00	13.00	
17002	MAGGIE PASALICH	02/08/2018	Regular	0.00	100.00	181204
<u>368097</u>	invoice	02/05/2018	Refund	0.00	100.00	
16875	MARIANA HENRIQUES - PETTY CASH	02/08/2018	Regular	0.00	440.04	181205
<u>013118</u>	invoice	01/31/2018	Petty Cash reimbursed	0.00	440.04	
16928	E-QUANTUM CONSULTING, LLC	02/08/2018	Regular	0.00	165.00	181206
<u>4223</u>	Invoice	02/01/2018	Natural Gas Consulting Services	0.00	165.00	
11797	MIDCO	02/08/2018	Regular	0.00	375.00	181207
<u>321982</u>	Invoice	01/16/2018	Work Order Ext 4161 from Rec Center to	0.00	375.00	
16953	MINDY BENJAMIN	02/08/2018	Regular	0.00	20.00	181208
<u>350922</u>	Invoice	01/22/2018	Refund	0.00	20.00	
11860	MUTUAL ACE HARDWARE	02/08/2018	Regular	0.00	57.68	181209
<u>1191 013118</u>	Invoice	01/31/2018	Copper for Pipe Repairs	0.00	57.68	
14914	NORTH SHORE WATER RECLAMATIC	02/08/2018	Regular	0.00	239.59	181210
<u>3703277</u>	Invoice	01/20/2018	0 Cavell Ave 07/12/17-10/23/17	0.00	7.22	
<u>3704501</u>	Invoice	01/20/2018	750 Lincoln Ave West 07/12/17-10/23/17	0.00	6.02	
<u>3724612</u>	Invoice	01/27/2018	636 Ridge Rd 08/17/17-11/17/17	0.00	226.35	
14203	NORTHWOOD JR HIGH	02/08/2018	Regular	0.00	165.00	181211
<u>367917</u>	invoice	02/05/2018	Refund	0.00	165.00	
11959	NSSRA	02/08/2018	Regular	0.00	1,799.91	181212
<u>56</u>	Invoice	01/11/2018	2017 Inclusion Year-end adjustment	0.00	1,799.91	
11998	PARK DISTRICT RISK MGMT AGCY	02/08/2018	Regular	0.00	147,246.05	181213
<u>0118133H</u>	Invoice	01/31/2018	Health Invoice	0.00	147,246.05	
11998	PARK DISTRICT RISK MGMT AGCY	02/08/2018	Regular	0.00	30,537.26	181214
<u>0118133</u>	Invoice	01/31/2018	Property/Liability/Workers Comp/Emp	0.00	30,537.26	
12211	RICOH USA, INC	02/08/2018	Regular	0.00	840.81	181215
<u>5052032324</u>	Invoice	01/15/2018	Copies 12/17/17-01/16/18	0.00	840.81	
12211	RICOH USA, INC	02/08/2018	Regular	0.00	30.00	181216
<u>1074213965</u>	Invoice	01/14/2018	Manual meter collection charge	0.00	30.00	
16956	ROBERT RATCLIFFE	02/08/2018	Regular	0.00	6.40	181217
<u>351785</u>	Invoice	01/22/2018	Refund	0.00	6.40	

Check Register

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
16994 6378	AMERICAN LEAK DETECTION Invoice	02/08/2018 08/31/2017	Regular HCAP Leak Detection	0.00 0.00	500.00 500.00	181218
16715 359760	SARAH SCHROEDER Invoice	02/08/2018 01/29/2018	Regular Refund	0.00 0.00	26.40 26.40	181219
12396 42660	SOIL AND MATERIAL CONSULTANTS Invoice	02/08/2018 01/15/2018	Regular Maintenance Service Center	0.00 0.00	737.50 737.50	181220
17001 368086	SRGIAN PAITICH Invoice	02/08/2018 02/05/2018	Regular Refund	0.00 0.00	54.00 54.00	181221
14722 1258	RAINOUP LINE Invoice	02/08/2018 01/14/2018	Regular Rainout line annual subscription	0.00 0.00	399.00 399.00	181222
16958 345508	STEPHEN STOLARICK Invoice	02/08/2018 01/17/2018	Regular Refund	0.00 0.00	27.00 27.00	181223
16986 359362	SUSAN WULFSTAT Invoice	02/08/2018 01/29/2018	Regular Refund	0.00 0.00	100.00 100.00	181224
17000 29522	SYNERCOMM Invoice	02/08/2018 12/31/2017	Regular Penetration Testing	0.00 0.00	20,075.00 20,075.00	181225
14060 1-326380	TOTAL PROMOTIONS, INC Invoice	02/08/2018 01/08/2018	Regular 12 Jackets	0.00 0.00	588.00 588.00	181226
17005 368005	TRACY HAGEN Invoice	02/08/2018 02/05/2018	Regular Refund	0.00 0.00	5.10 5.10	181227
12703 013018	UNITED WAY OF METRO CHICAGO Invoice	02/08/2018 01/30/2018	Regular United Way	0.00 0.00	34.00 34.00	181228
17007 100056449	UPCURVE, INC. Invoice	02/08/2018 02/01/2018	Regular Display	0.00 0.00	500.00 500.00	181229
10650 11-4470 11-4471	WOODHOUSE TINUCCI ARCHITECTS Invoice Invoice	02/08/2018 01/11/2018 01/11/2018	Regular HP Maintenance Building HP Maintenance Building	0.00 0.00 0.00	16,451.19 16,250.00 201.19	181230
16417 116236-1	YIRUI SHAO Invoice	02/08/2018 05/22/2017	Regular State check replaced	0.00 0.00	28.00 28.00	181231

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	62	53	0.00	667,376.42
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>62</b>	<b>53</b>	<b>0.00</b>	<b>667,376.42</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01466 - 02072018 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 16417	YIRUI SHAO	05/25/2017	Regular	0.00	-28.00	180072

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-28.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>-28.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01455 - 20180122 4

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: PAYROLL-PAYROLL BANK</b>						
11161	ICMA RETIREMENT TRUST #302037	01/22/2018	Bank Draft	0.00	9,736.78	DFT0001686
<u>ICMA 457 01181</u>	Invoice	01/18/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	9,736.78	
12825	ICMA RETIREMENT TRUST #705568	01/22/2018	Bank Draft	0.00	380.00	DFT0001687
<u>ICMA Roth 01181</u>	Invoice	01/18/2018	Wire Transfer ICMA Roth	0.00	380.00	
11177	ILL MUNICIPAL RETIREMENT FUND	01/22/2018	Bank Draft	0.00	48,289.71	DFT0001688
<u>IMRF January 201</u>	Invoice	01/18/2018	IMRF 011818	0.00	48,289.71	

**Bank Code PAYROLL Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	58,406.49
EFT's	0	0	0.00	0.00
	<b>3</b>	<b>3</b>	<b>0.00</b>	<b>58,406.49</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01457 - 20180126 1

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
10058	AFLAC	01/26/2018	Bank Draft	0.00	1,372.57	DFT0001699
<u>AFLAC 012518</u>	Invoice	01/25/2018	AFLAC 01/25/18	0.00	1,372.57	

**Bank Code PAYROLL Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	1,372.57
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>1,372.57</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01463 - 20180202 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
11188	ILLINOIS DEPT. OF REVENUE	01/31/2018	Bank Draft	0.00	3,771.00	DFT0001700
<u>December 2017</u>	Invoice	01/20/2018	December 2017	0.00	3,771.00	

**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	3,771.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>3,771.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01467 - 02072018 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: PAYROLL-PAYROLL BANK</b>						
11161	ICMA RETIREMENT TRUST #302037	02/07/2018	Bank Draft	0.00	8,975.32	DFT0001701
<u>ICMA 457 02021</u>	Invoice	02/02/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,975.32	
12825	ICMA RETIREMENT TRUST #705568	02/07/2018	Bank Draft	0.00	350.00	DFT0001702
<u>ICMA Roth 02021</u>	Invoice	02/02/2018	Wire Transfer ICMA Roth	0.00	350.00	

**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	9,325.32
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>2</b>	<b>0.00</b>	<b>9,325.32</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01435 - 20180116 3

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10313	BOA P-CARD STATEMENTS	01/05/2018	Bank Draft	0.00	145,023.45	DFT0001685
<u>01-05-18</u>	Invoice	01/05/2018	P-Card with PA	0.00	145,023.45	

**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	145,023.45
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>145,023.45</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01434 - 20180116 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10313	BOA P-CARD STATEMENTS	01/05/2018	Bank Draft	0.00	4,099.79	DFT0001684
<u>010518</u>	Invoice	01/05/2018	P-Card with PA	0.00	4,099.79	

**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	4,099.79
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>4,099.79</b>

P-Card Transactions  
12/08/17 - 01/07/18

Vendor Name	Transaction Count	Amount Total
1-800-FLOWERS.COM,INC.	1	\$48.58
AMAZON MKTPLACE PMTS	1	\$119.78
AMAZON MKTPLACE PMTS W	3	\$139.01
AMAZON.COM AMZN.COM/BI	1	\$19.24
AMAZON.COM WWW.AMAZON.	1	(\$21.94)
AMERICAN VAN EQUIPMENT	1	\$171.20
ANDERSON LOCK CO	1	\$3,439.00
ANTHEM SPRT	1	\$568.14
AQUA VISIONS AQUATIC S	1	\$165.90
ARTHUR CLESEN - MA	1	\$52.00
AT&T PREMIER EBIL	1	\$1,766.42
ATT BUS PHONE PMT	2	\$1,875.81
BARNABYS OF NORTHBROOK	1	\$232.50
BEACON ATHLETICS	1	\$1,796.00
BHFX #10	3	\$160.00
BLP BUSINESS WEEK	1	\$40.00
BLS SPAMTITAN	1	\$180.00
BSN SPORT SUPPLY GROUP	1	\$273.47
CASCADE NETS INC	1	\$544.66
CELEBRATIONS PARTY REN	1	\$63.00
CHICAGO TRIB SUBSCRIPT	1	\$51.87
CITY OF HIGHLAND PARK	14	\$19,875.28
CITY OF HIGHLAND PARK	1	\$250.00
CLAIM ADJ/D & H REFRIGERA	2	(\$4,978.89)
CLIFFORD WALD AND COMP	1	\$675.00
CLUCKERS CHARCOAL CH	2	\$502.04
COMCAST	2	\$23,394.12
COMCAST CHICAGO	1	\$144.85
COMCAST CHICAGO CS 1X	8	\$2,025.68
COMPLIANCE POSTER COMP	1	\$39.04
CONSERV FS INC	1	\$1,951.41
CRAFTWOOD LUMBER & HAR	19	\$850.12
CVS/PHARMACY #04787	1	\$611.90
DD/BR #306048	2	\$41.98
DEERFIELD ITALIAN KITC	1	\$3,358.80
DOMESTIC UNIFORM IL	1	\$209.75
DROPBOX 37LFPW24QD2R	1	\$9.99
DTV DIRECTV SERVICE	1	\$167.97
DUNBAR ARMORED	1	\$1,058.32
DUNLOP SPORTS	1	\$1,944.00
EASTBAY TEAM SALES	1	(\$41.75)
EASTER EGG	1	\$2,070.00
ECOLAB INC MF	2	\$1,159.39
EDIBLE ARRANGEMENTS 12	1	\$83.99
FACEBK J4EVCEA4D2	1	\$138.37
FACEBK L4EVCEA4D2	1	\$11.63
FIELDTEX PRODUCTS, INC	1	\$263.70
FISH TECH	3	\$21.52
FORESTRY SUPPLIERS INC	1	\$328.68
FOX VALLEY FIRE AND SA	2	\$1,321.00
FTD.COM	1	\$90.69

P-Card Transactions  
12/08/17 - 01/07/18

G&O THERMAL SUPPLY CO	11	\$2,687.37
GEO SYNTHETICS INC	1	\$618.30
GOODWIN & ASSOCIATES H	2	\$148.00
GOOGLE SVCSAPPS_pdhp.	1	\$4.16
GROOT INDUSTRIES INCOR	1	\$46.02
HARBOR FREIGHT TOOLS 1	6	\$362.00
HARRELLS LLC	1	\$1,440.46
HIGHLAND PARK FORD LIN	1	\$2,174.86
HOMEDEPOT.COM	1	\$60.20
IDLEWOOD ELECTRIC S-HP	3	\$125.20
ILLINOIS ASSOCIATION O	1	(\$155.00)
ILLINOIS AUDUBON SOCIE	1	\$45.00
INT IN REACH SPORTS M	1	\$600.00
INT IN SE SPORTS & EN	1	\$1,500.00
INT IN TGF ENTERPRISE	1	\$2,000.00
INT IN THE MULCH CENT	6	\$525.00
INTERNATIONAL TRANSACTION	1	\$1.44
J2 EFAX SERVICES	1	\$33.90
JANOR SPORTS LLC	1	\$570.00
JEWEL #3459	7	\$120.15
JFP/ALESCO/SANDSTONE G	1	\$259.85
JIMMY JOHNS - 1032	1	\$31.94
JOANN STORES #612	1	\$27.96
JOHNSTONE SUPPLY OF GU	1	\$2.81
JORSON AND CARLSON COM	1	\$70.02
KEYTH TECHNOLOGIES	5	\$240.86
KOLLEGE TOWN SPORTS	1	\$726.00
KRITZ VACUUM & ALLERGY	1	\$21.33
LAKESHORE IT SOLUTIONS	1	\$564.66
LAKESHORE RECYCLING SY	10	\$3,117.38
MAILCHIMP MONTHLY	1	\$240.00
MARIANOS FRESH00085233	1	\$28.78
MARK VEND CO.	2	\$214.40
MENARDS GURNEE IL	1	\$121.87
MENONI AND MOCOJNI	6	\$1,266.31
MICHAELS STORES 2037	1	\$18.56
MICHAELS STORES 2717	1	\$22.28
MICHAELS STORES 5018	1	\$17.79
MUTUAL ACE HARDWARE &	9	\$666.87
NAPA AUTO PARTS	20	\$2,534.74
NBF NATL BIZ FURNITURE	1	\$4,627.54
NELS J JOHNSON TREE EX	3	\$18,585.00
NORTHSHORE PHYSICIAN	2	\$210.00
OFFICESUPPLY.COM	1	\$1,236.64
PANERA BREAD # 60176	1	\$14.30
PANERA BREAD #204019	1	\$51.36
PANERA BREAD #601763	1	\$66.26
PARK DISTRICT OF HIGHL	5	\$3.00
PARTSTREE COM	1	\$306.78
PARTY CITY	8	\$235.21
PETRA 1	1	\$474.50
PIEROS PIZZA - MOTO	1	\$87.00

P-Card Transactions  
12/08/17 - 01/07/18

PITNEY BOWES PI	1	\$926.64
PWS-LA, INC.	1	\$33.69
R&R SPECIALTIES OF WIS	1	\$660.64
READYREFRESH BY NESTLE	2	\$270.15
REINDERS - BUFFALO GRO	1	\$1,037.02
SANTO SPORT STORE	10	\$3,957.80
SCHOOLOUTLET.COM	1	\$1,564.19
SIGNSONTHECHEAP.COM	1	\$95.22
SKILLPATH / NATIONAL	1	\$149.00
SMITHEREEN PEST MANAGE	2	\$108.00
SPARK MODERN FIRES LLC	1	\$168.00
SQU SQ BENT FORK BAKE	1	\$270.00
SQU SQ CAROL FREEMAN	1	\$275.00
STANDEE	1	\$1,039.90
STAPLES 00116616	6	\$561.87
STARBUCKS STORE 02543	1	\$43.24
SUNSET FOODS #1	2	\$179.48
TARGET 00011684	9	\$745.89
TARGET 00028605	1	(\$24.00)
TARGET.COM	1	\$59.99
TEC #126	1	\$101.16
TELEPHONEONHOLD.COM	1	\$177.00
THE CONFECTION CONNECT	1	\$77.00
THE HOME DEPOT #1926	8	\$713.87
THE HOME DEPOT 1926	5	\$301.88
THE UPS STORE #1714	1	\$28.92
THORNTONS #312	4	\$156.95
TODAY'S CLASSROOM	1	\$2,832.64
TST REAL URBAN BBQ HP	1	\$119.80
TYCOINTEGRATEDSECURITY	2	\$7,588.70
UPS 1ZD8F35T0309904084	1	\$10.49
UPS 294C64P16A8	1	\$5.80
UPS ADJ00195105645171	1	\$2.44
WALGREENS #1438	1	\$5.28
WALKER BROS. ORIGINAL	2	\$251.29
WAL-MART #1228	1	(\$11.97)
WAL-MART #3893	1	\$12.44
WAREHOUSE DIRECT	21	\$2,814.71
WEB NETWORKSOLUTIONS	4	\$313.83
WSG WILSON SPTG GDS	2	\$1,767.73
WW GRAINGER	1	\$112.47
WWW.1877FLOORGUY.CO	1	\$204.87
WWW.ISTOCK.COM	1	\$95.45
XO COMMUNICATIONS	1	\$283.24
YLIGHTING YLIVING YBA	1	\$497.25
YOUR ADVANTAGE II LTD	1	\$276.00
<b>TOTAL</b>		<b>\$149,123.24</b>