

**NOTICE OF MEETING**  
**Tuesday, March 27, 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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**REGULAR MEETING AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS TO THE AGENDA
- IV. PUBLIC COMMENT FOR ITEMS ON AGENDA
- V. CONSENT AGENDA
  - A. Minutes from the March 6, 2018 Regular Board Meeting
  - B. Minutes from the March 13, 2018 Workshop Meeting
  - C. 2018 Hidden Creek AquaPark Pool Shell Painting Bid
  - D. 2018 Kennedy Park Play Area Renovation Project Bid
  - E. 2018 Safety Surface Project Bid
  - F. 2018 Park Avenue Dredging Bid
  - G. 2018 Routine Grounds Maintenance Services Bid
  - H. 2018 Landscape Maintenance Services Bid
  - I. Resolution 18-03 – Emergency Repairs to the Boiler System
  - J. Bills and Payroll in the amount of \$1,325,477.80
- VI. UNFINISHED BUSINESS - NONE
- VII. TREASURER’S REPORT
- VIII. NEW BUSINESS
  - A. Parks Foundation Update
  - B. Director’s Report
  - C. Board Comments
- 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.

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**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.

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF REGULAR MEETING  
MARCH 6, 2018**

The Regular Meeting of the Board of Park Commissioners of the Park District of Highland Park, was held in the Board Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

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

**ROLL CALL**

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

**Absent:** Commissioner Flores Weisskopf – came at 6:26 p.m.

**Staff Present:** Executive Director McElroy; Deputy Director of Operations Donahue; Director Curtis, IT Manager Johnson; Director Romes; Director Gogola; Assistant Director Smith; Assistant Director Carr; Manager Pratscher; Superintendent Ochs; Director Voss

**ADDITIONS TO THE AGENDA** – None

**PUBLIC COMMENT FOR ITEMS ON AGENDA** - None

**CONSENT AGENDA**

Minutes of January 10, 2018 Workshop Meeting; Minutes of January 23, 2018 Regular Board Meeting; Minutes of February 13, 2018 Workshop Meeting; Surplus Ordinance 18-01; Resolution 18-02 – CIT Bank; Approval of the Purchase of Golf Course Maintenance Equipment; Approval of the 2018 Concessions License for HCAP & Rosewood Beach RFP; Approval of the Golf Course Maintenance Utility Cart Lease; Approval of the Sunset Valley Golf Course Restaurant/Bar Management Lease Agreement; Bills and Payroll in the amount of \$2,178,698.34.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Bernstein to approve the Consent Agenda.

Roll Call:

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

**Nay:** None

March 6, 2018

Absent: Commissioner Flores Weisskopf

Abstain: None

**Motion Carried.**

**UNFINISHED BUSINESS**

**A. Approval of the Sunset Valley Golf Club Clubhouse Renovation Bids -**

Director Romes explained that on January 23, 2018 the Park Board of Commissioners approved the agreement for *Construction Management As Contractor with Guaranteed Maximum* with W.B. Olson for the SVGC Clubhouse Renovation. Terms for that agreement include project consultation, preparation of project cost estimates, bidding and negotiations with subcontractors and equipment suppliers, preparation and implementation of construction schedule, cost control, and construction site management. Additionally, per this agreement, W.B. Olson is the “*CM as Contractor*” which specifically designates the CM to hold all subcontractor agreements and is responsible for their execution. The “*Guaranteed Maximum Price*” includes the total cost for construction, 5% contingency and the 4.5% CM Fee due to W.B. Olson.

Construction bids for the clubhouse renovation were opened on Tuesday, February 6. Pricing was significantly higher than the construction budget resulting in a higher GMP than projected. The overage was due to a combination of the following: an extremely conservative construction budget, a highly competitive bid market, and additional equipment/MEP (Mechanical, Electric, Plumbing) costs in the kitchen. After extensive value engineering the GMP was reduced. The goal of the value engineering was to not jeopardize the integrity of the building from both an aesthetic and mechanical perspective. The total approved budget for the GreenPrint Project renovation of the Sunset Valley Golf Club Course and Clubhouse is \$7,000,000. The total cost of the course renovation was \$4,896,393 leaving \$2,103,607 for the clubhouse renovation. With a proposed GMP for the clubhouse of \$2,192,552 the total Sunset Valley Golf Club course and clubhouse renovations will have an anticipated shortfall of \$88,945.

**Total SVGC Course and Clubhouse Renovation Budget \$7,000,000**

**Course Renovation \$4,896,393**

**Clubhouse Renovation \$2,103,607**

Clubhouse Soft Costs Sub Total (Contingency, Fees, FF&E) \$ 360,318

Clubhouse Hard Cost Subtotal (WB Olson GMP) \$1,832,234

**Total Clubhouse (Hard+Soft Actual) \$2,192,552**

***Difference -\$88,945***

Staff recommends approval for the Guaranteed Maximum Price of \$1,832,234 for the Sunset Valley Golf Clubhouse renovation and the attached Guaranteed Maximum Price Amendment to the AIA agreement with W.B. Olson.

Commissioner Bernstein thanked Staff for keeping the project on budget with value engineering. He thanked W.B. Olson for reducing their fee to keep the project on budget. Commissioner

Bernstein wanted to know if any changes had been made which would compromise the quality of the final product. Director Romes stated that no compromises had been made to the integrity of the renovation. Executive Director McElroy informed the Board that a letter had been sent to neighbors which outlined the scope and timetable of the Sunset Valley Golf Club Renovation. Commissioner Bernstein asked Superintendent Ochs about the condition of the golf course due to the heavy rain in February. Superintendent Ochs reported that the seeding was not washed away because of the hydro mulching that had been placed on the turf prior to the winter.

Motion was made by Commissioner Grossberg; seconded by Vice President Ruttenberg to approve for the Guaranteed Maximum Price of \$1,832,234 for the Sunset Valley Golf Clubhouse renovation and the Guaranteed Maximum Price Amendment to the AIA agreement with W.B. Olson.

Roll Call:

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

**Motion Carried.**

**TREASURER'S REPORT**

Director Curtis reported on the following items as of the first of the year. The activity in the Special Recreation Fund is limited to the agency contributions. There is no activity in the Debt Services Fund and the Capital Fund includes some lease mowers for Sunset Valley Golf Course.

Director Curtis shared that the audit will be starting next week. Once the audit is finalized, Lauderbach and Amen will present the final documents to the Finance Committee sometime in mid-May, the date has yet to be determined. Once that has occurred the document will be presented to the Board at the May Board Meeting.

**NEW BUSINESS**

**A. Approval of 2018 Golf Cart Lease – Sunset Valley Golf Club –**

Superintendent Ochs reported that Sunset Valley Golf Club previous golf cart lease agreement expired in 2017 and the Park District has solicited bids for a new lease agreement. Bids were accepted for 65 golf carts and 1 beverage cart. A variety of options were considered during the bidding process for golf carts which are listed below:

***1. Option 1: Lithium Ion Battery operated carts for a 5-year lease term and warranty***

Lithium Ion Battery operated carts are the newest technology requiring far less maintenance and include a full 5-year warranty compared to a maximum 4 years for all other battery-operated carts. These batteries are smaller and weigh a mere 49 lbs. compared to 328 lbs. for lead-acid batteries. They use less energy, charge in half the time and require less out of wall power than lead acid batteries. Off season maintenance does not require heat or ventilation as all other carts do. Battery operated carts are also quieter than gas operated carts.

**2. Option 2: Lead Acid Battery operated carts for a 4-year lease term and warranty**

Lead Acid Battery operated carts are quieter than gas operated carts. All battery-operated carts emit less emissions.

**3. Option 3: EFI Gas operated carts with the option for a 4 or 3-year lease term & Warranty**

EFI gas operated carts are the most economical cart. They are quieter, more efficient and emit less emissions than the traditional gas cart options, but do not fare as well as battery operated carts. They provide a longer warranty and require less maintenance than battery operated carts. Gas carts do not require a conversion of the current cart barn.

All carts included an alternate for GPS navigation. The navigation system will be supported by sponsorship funds and incorporated in the operation budget.

**BID RESULTS AND FINANCIAL IMPACT**

1. Lithium Ion **Battery operated** carts for a 5-year lease term and warranty o Only one manufacturer currently offers a lithium ion battery operated cart. EZ-GO provided an annual lease payment for the base bid of \$67,154. In addition to the base bid, EZ-GO provided a credit of \$20,000 to be used towards the renovation of the cart barn, or as a credit towards the annual payment (reducing the annual lease payment to \$63,154 per year).

- EZ-GO           \$63,154.00

2. Lead Acid **Battery operated** carts for a 4-year lease term and warranty. We received 3 bids for Lead Acid battery operated carts. The annual lease payments are as follows:

- Club Car       \$50,700.00
- Yamaha       \$58,792.50
- EZ-GO         \$60,966.10

3. EFI **Gas operated** carts with the option for a 4 or 3-year lease term and warranty. We received 3 bids for Lead Acid battery operated carts. The annual lease payments are as follows:

- Club Car       \$44,200.00
- Yamaha       \$49,221.90

4. Beverage Carts with a 4-year lease term and warranty for gas operated carts. The annual lease payments are as follows:

- EZ-GO         \$2,000.63
- Club Car       \$1,995.00
- Yamaha       \$1,732.68

Staff would recommend leasing the Lithium Ion Battery Operated Carts for the Sunset Valley Golf Club. This recommendation is based on the long-term benefits of this type of cart which include the sustainability impacts to the environment, reduced maintenance costs, the ability to control cart access, and a quieter ride. In addition, the weight of this cart will have the least impact on the new turf.

Staff recommends approval from the Park Board of Commissioners to enter a 5-year lease term with EZ-GO for 65 lithium ion battery operated golf carts and 1 gas operated beverage cart for a 5-year total of \$363,776.20. The current 4-year Capital Budget for Gas Golf Carts is \$236,140. If the Board approves this recommendation, the 5-Year Capital Budget will need to be adjusted by \$89,633 to accommodate the 5-year lease for the electric golf carts and the beverage cart.

Commissioner Bernstein asked if a partial year lease on the carts would be negotiated for this year. Superintendent Ochs stated that the plan was to do so. Vice President Ruttenberg wanted to know if the retrofit of the cart barn to provide power to the golf carts had been included in the budget. Executive Director McElroy stated that it had been a part of the budget.

Motion was made by Commissioner Grossberg; seconded by Vice President Ruttenberg to approve entering into a 5-year lease term with EZ-GO for 64 lithium ion battery operated golf carts and one (1) gas operated beverage cart for a 5-year total of \$363,776.20

Roll Call:

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

Nay: None

Absent: None

Abstain: None

**Motion Carried.**

**B. Director's Report**

Executive Director McElroy reported that the barge at Park Avenue Beach has incurred further damage because of the winter weather. Executive Director McElroy shared that an engineer will be assessing the issues with the barge. Following the inspection of the engineer, the District will meet with PDRMA and our engineers from WT to discuss short term and long-term solutions for the barge. Executive Director McElroy explained that one side of the dock may be used for boating this summer and that there would be an update next month regarding the barge.

Executive Director McElroy gave an update on what is going on at some of the facilities as well as upcoming events at the Park District of Highland Park. Early Bird registration for 2018 Hidden Creek AquaPark membership is underway. Student Spring Break Memberships are currently on sale at the Recreation Center of Highland Park from now until April 30. Heller Nature Center will be holding a Community Open House for Heller Nature Center and Rosewood Beach Interpretive Center which will be held on March 21 from 7:00-8:00 p.m.

Breakfast with the Bunny will be held March 24 from 9:30-11:00 a.m. at the Highland Park County Club. The Annual Egg-stravaganza is March 31 at 10:00 a.m. at Sunset Woods Park.

**C. Parks Foundation Update**

Commissioner Grossberg stated that Restaurant Week was followed by a successful Shrimp Boil at Bluegrass with the proceeds going to SMILE. Commissioner Grossberg also shared that the Champions Banquet will be held May 17 with Ozzie Guillen formerly of the Chicago White Sox as the guest speaker. There will be a check presentation between the Park District, the Parks Foundation Board and Bluegrass at an upcoming meeting.

**D. Board Comments**

Commissioner Flores Weisskopf complimented Cathy Fiori and her Staff on an outstanding Daddy Daughter Dance this year.

**OPEN TO PUBLIC TO ADDRESS BOARD**

Michael Stroz complimented the Park District, Parks Foundation and Bluegrass on the Fish Boil.

**CLOSED SESSION**

Motion was made by Vice President Ruttenberg, 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; 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.  
Roll Call:

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

Meeting was adjourned into closed session at 7:03 p.m.

**ACTION FROM CLOSED SESSION**

Board Regular Meeting Minutes  
March 6, 2018

President Kaplan reported that the Board met in Closed Session under Section 2(c)(1) – the appointment, employment, compensation, discipline of the District including legal counsel for the District; Section 2(c)11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent

No action was taken.

**ADJOURNMENT**

There being no further business, a motion was made by Commissioner Bernstein and seconded by President Kaplan and approved by unanimous vote. The Board Meeting adjourned at 8:04 p.m.

Respectfully submitted,

Liza McElroy, Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
MARCH 13, 2018**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Board Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:05 p.m. by President Kaplan.

**ROLL CALL**

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

**Absent:** Commissioner Flores Weisskopf

**Staff Present:** Executive Director McElroy; Deputy Director Donahue; Director Curtis; Manager Johnson; Assistant Director Carr; Assistant Director Smith; Director Romes; Manager Grill; Director Voss; Director Gogola; Superintendent Ochs

**ADDITIONS TO THE AGENDA** – None

**GOLF MECCA PROPOSAL**

Executive Director McElroy introduced Keith Bank, Dave Esler and Dave Fairman who gave the Board an overview of the proposed Golf Mecca. The group has asked the Park District to consider this venue as part of the phase for the Highland Park Country Club. Mr. Bank gave the initial presentation and Mr. Fairman took questions from the Board. Mr. Bank explained that the Golf Mecca had nine golf components learning and practice areas.

Commissioners Grossberg and Bernstein had questions and concerns regarding storm water management. Mr. Fairman stated that he and his team were aware of the storm water situation and would be willing to work with the Park District and be flexible on this issue. Commissioner Bernstein explained that there was a study occurring that would take up to five to ten years to complete and wanted to know how that would impact the plans for the Golf Mecca. Commissioner Grossberg raised the issue of parking and wanted to know how many parking spaces this project would require. Executive Director McElroy expressed a desire for connectivity between the Golf Mecca and open spaces for walking, biking, etc. President Kaplan discussed the surveys that had been done by the community regarding the plans for open spaces to be developed for this land. He stated that he had concerns with reconciling the Golf Mecca plan based on what the Park District has planned for the property. The Board thanked the group for the presentation and commented on the creativity of the plan.

## **PARKS OPERATIONS / GOLF OPERATIONS CONSTRUCTION UPDATE**

Jeff Smith reported that the building is nearing completion. Over the past month, the stairway, elevator, ceiling tiles, and cabinetry in the training room were completed. Door hardware, AV equipment, security cameras, phones, internet and appliances were installed. Final inspections are currently being completed. Staff have begun the process of moving into the building and expect to be completed by mid-March. Outstanding items yet to be completed include installation of the entrance gate, chemical loading station and expansion gap at the upper lot entrance. In the spring, the asphalt surface layer will be installed and landscaping will be completed. It has been decided that the recessed sections of the building exterior will not be painted as planned. However, this will be reevaluated at a future date.

Executive Director McElroy thanked the Board for making this project a reality. Commissioner Bernstein added that need and good planning was the reason this project became a priority for the District.

## **SUNSET VALLEY GOLF CLUB UPDATES**

### **A. CLUBHOUSE**

Director Romes reported that the demolition on the exterior of the building is scheduled to begin next week as well as the removal of some of the existing landscaping.

### **B. GOLF COURSE**

Superintendent Ochs shared that last month the District participated in the Chicagoland area Golf Show. Superintendent Ochs shared that holes 1 and 7, the last holes to be completed, were hydro mulched. As a result, the seed did not wash out and once temperatures begin to rise the seed will pop. He reviewed the planned landscaping, discussing some tree replacements and perennial plantings.

## **PARK DISTRICT OF HIGHLAND PARK SIGNAGE PROGRAM**

Director Gogola explained that a planning initiative of the GreenPrint 2024 Master Plan calls for development and adoption of a standardized uniform park signage system. The Marketing Department has developed such a system that standardizes the District's signs within our parks.

The goal of the project was to develop a signage system that:

- Standardizes sign aesthetics, quality and messaging within our parks
- Easily, efficiently and clearly orients and directs visitors or alerts them to rules or hazards
- Consistently adheres to ADA, PDRMA and other regulations
- Is cost effective
- Consolidates messaging to reduce the number of signs within the parks
- Utilizes inspiration from the color palette and minimalistic signage at Rosewood Beach
- Extends the Park District of Highland Park brand to our parks

As part of this project, Woodhouse Tinucci Architects has developed three options for park and facility monument signs for the Board's consideration. Director Gogola presented the various signs and options for the monument signage. Vice President Ruttenberg suggested that some type of illumination be implemented for those signs used at facilities that are open after dark. Staff recommended that the blue/gray painted metal sign (option #3) be used for the monument signs. The Board concurred with the recommendation.

### **REVIEW OF VOUCHERS**

Director Curtis presented bills for checks written February 23, 2018 through March 8, 2018 for an amount totaling \$1,405,447.18. There were no questions from the Board.

### **OPEN TO PUBLIC ADDRESS TO ADDRESS BOARD** - None

### **CLOSED SESSION**

Motion was made by Vice President Ruttenberg, seconded by Commissioner Grossberg, to adjourn into Closed Session for discussion of Section 2(c)(1) – the appointment, employment, compensation, discipline of the District including legal counsel for the District; 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.  
Roll Call:

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

Meeting was adjourned into closed session at 8:05 p.m.

### **ACTION FROM CLOSED SESSION**

President Kaplan reported that the Board met in Closed Session under 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.

No action was taken.

**ADJOURNMENT**

There being no further business, a motion was made by Commissioner Grossberg, seconded by Commissioner Bernstein and approved by unanimous voice vote. The Board Meeting adjourned at 9:14 p.m.

Respectfully submitted,

Liza McElroy, Secretary



# Memorandum

**To:** Board of Park Commissioners  
**From:** Jon Pratscher, Manager of Aquatics and Fitness; Mitch Carr, Assistant Director of Facilities and Recreation; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director  
**Date:** March 27, 2018  
**Subject:** **RECOMMENDATION: AUTHORIZE PURCHASE OF HIDDEN CREEK AQUAPARK POOL SHELL REPAINTING PROJECT**

## Summary

The Park District of Highland Park received three bids on March 13, 2018 for the Pool Shell repainting project at Hidden Creek AquaPark. Please see below for bid proposal results.

Staff evaluated the proposals and corresponding bid documents to ensure all submission details were followed. Absolute Home Improvement and Cleaning Services, Inc. submitted the lowest bid. However, they submitted an incomplete proposal and staff have concerns that the bid price is not reflecting the full size, scope and quality needed for the application.

Alpha Paintworks, Inc. submitted the next lowest bid proposal and has multiple years of past project experience, including similar work provided at outdoor aquatics facilities such as Bolingbrook Park District, the Village of Clarendon Hills, and the Waukegan Park District. These agencies have each provided positive reference information on behalf of the company.

## Recommendation

Based upon the proposals, staff recommends awarding the bid to Alpha Paintworks, Inc. with the total project cost of \$39,050.00.

The project is planned to take place April 2 – May 4, which will provide enough time to prepare the facility to open as scheduled on May 26.

## Budget Impact

Total Available Budgeted Funds for Pool Shell Repainting Project	\$51,000.00
Bid Proposal Price	<u>\$39,050.00</u>
Anticipated Amount over/under budget	(\$11,950.00)

2018 Hidden Creek AquaPark Pool Shell Painting Project  
Bid Tabulation - Initial

3/13/2018

Company Name	Address	Base Bid Total	Bid Bond
Muscat Painting & Decorating	555 Ashland Ave, E Dundee, IL 60118	\$55,678.00	Yes
Absolute Home Improvement and Cleaning Services, Inc.	1001 Auburn Ave, Highland Park, IL 60035	\$19,500.00	Yes
Alpha Paintworks, Inc	6316 N. Cicero Ave, Chicago, IL 60646	\$39,050.00	Yes



# Memorandum

**To:** Board of Park Commissioners

**From:** Michael Evans, Landscape Architect; 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:** March 27, 2018

**Subject:** 2018 Kennedy Park Play Area Renovation Project Bid

## Summary

The Park District of Highland Park received six fully responsive bids on Friday, March 16, 2018 for the purchase of materials and services to install the Play Area, Site Amenities, Pathway, Seating Area, Landscaping, and Restoration at Kennedy Park.

## Recommendation

**Staff recommends the Park Board accept the Total Base Bid from D & J Landscape, 22803 West Renwick Road, Plainfield, IL in the total amount of \$99,594.** D & J Landscape has experience with similar work at multiple agencies including the Crystal Lake Park District, Western Springs Park District, Lockport Township Park District and City of Lemont. These agencies have each provided positive a reference on behalf of the company. This work is scheduled to take place beginning April 2018 and is budgeted within the 2018 Capital Projects Program.

## Budget Impact

Total Available Budgeted Funds for this project	\$350,000.00
Play Area Equipment Purchase Price	less \$ 79,860.00
<b>Equipment Installation and Site Work Bid Recommendation</b>	<b>less \$ 99,594.00</b>
Play Area Safety Surfacing Price	less \$122,366.40
Park Site Amenities Budgeted Funds	<u>less \$ 30,000.00</u>
Anticipated Amount over/ <u>under</u> budget for Kennedy Park	\$ 18,179.60

Company	Play Equipment (Labor)	Site Amenities (Labor)	Site Work (Labor/Materials)	Walk Replacement (Labor/Materials)	Restoration (Labor/Materials)	Total
D & J Landscaping	\$24,136.60	\$2,750.70	\$47,345.80	\$22,126.90	\$3,234.00	\$99,594.00
Hacienda Landscaping	\$27,000.00	\$3,000.00	\$79,800.00	\$22,000.00	\$5,400.00	\$137,200.00
Absolute Home Improvements	\$30,000.00	\$9,550.00	\$57,500.00	\$38,750.00	\$17,500.00	\$153,300.00
Innovation Landscape, Inc.	\$23,958.00	\$2,520.00	\$96,111.00	\$25,356.00	\$20,973.00	\$168,918.00
MAG Construction Company	\$22,900.00	\$25,700.00	\$96,600.00	\$36,200.00	\$7,300.00	\$188,700.00
Clauss Brothers, Inc.	\$34,650.00	\$3,660.00	\$167,680.00	\$25,415.00	\$22,970.00	\$254,375.00



# Memorandum

**To:** Board of Park Commissioners

**From:** Michael Evans, Landscape Architect, 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:** March 27, 2018

**Subject:** 2018 Safety Surface Project Bid

## Summary

The Park District of Highland Park received three bids on Friday, March 16, 2018 for the purchase of materials and labor to install Safety Surfacing at Kennedy Park as part of the Kennedy Park Play Area Replacement Project and at Hidden Creek Aqua Park as the final step in the Splash Pad Plumbing Repair Project that began in fall 2017.

## Recommendation

Products specified in low bid, from S. Bollinger & Associates, LLC, and the second lowest bid, from The Kenneth Company, did not meet the District’s required specifications. **Therefore, staff recommends the Park Board accept the Total Base Bid from Surface America, Inc. in the total amount of \$143,104.90.** The District has worked successfully with this contractor in past years. This work is scheduled to take place beginning April 2018 and is budgeted within the 2018 Capital Projects Program.

## Budget Impact

### **Kennedy Park**

Total Available Budgeted Funds for this project	\$350,000.00
Play Area Equipment Purchase Price	less \$ 79,860.00
Equipment Installation and Site Work Price	less \$ 99,594.00
<b>Play Area Safety Surfacing Bid Recommendation</b>	<b>less \$122,366.40</b>
Park Site Amenities Budgeted Funds	<u>less \$ 30,000.00</u>
Anticipated Amount over/ <u>under</u> budget for Kennedy Park	\$ 18,179.60

### **Hidden Creek Aqua Park**

The safety surface installation is part of the unbudgeted emergency Splash Pad Plumbing Repair Project.

Company	Kennedy Park	Hidden Creek Aqua Park	Total
S. Bollinger & Associates, LLC	\$120,161.60	\$6,291.00	\$126,452.60
The Kenneth Company	\$128,500.00	\$8,740.00	\$137,240.00
Surface America, Inc.	<b>\$122,366.40</b>	<b>\$20,738.50</b>	<b>\$143,104.90</b>



# Memorandum

**To:** Board of Park Commissioners

**From:** Michael Evans, Landscape Architect; 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:** March 27, 2018

**Subject:** 2018 Park Avenue Dredging Project Bid

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## Summary

The Park District of Highland Park received two fully responsive bids on Friday, March 16, 2018 for the Dredging Project at Park Avenue Boating Facility.

## Recommendation

**Staff recommends the Park Board accept the Total Base Bid from DK Contractors, Inc., 11013 122<sup>nd</sup> Street, Pleasant Prairie, WI in the total amount of \$31,600.** The District has worked successfully with this contractor in past years. This work is scheduled to take place beginning May 14, 2018, weather permitting, and is budgeted within the 2018 Capital Projects Program.

## Budget Impact

Total Available Budgeted Funds for this project	\$32,250.00
<b>Bid Recommendation</b>	<b><u>\$31,600.00</u></b>
Anticipated Amount over/ <u>under</u> budget	\$ 650.00

Company	Total
DK Contractors, Inc	\$31,600.00
John Keno & Company, Inc.	\$32,980.00



# Memorandum

**To:** Board of Park Commissioners  
**From:** Dan Voss, Director of Parks, Properties & Planning; Jeff Smith, Assistant Director of Parks, Properties & Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director  
**Date:** March 27, 2018  
**Subject:** **RECOMMENDATION: 2018 ROUTINE GROUNDS MAINTENANCE SERVICES BID**

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## Summary

The Park District of Highland Park received two bids on March 6, 2018 for the 2018 Routine Grounds Maintenance Services Bid. The bid proposal specifies weekly mowing at 29 park sites and six (6) alternate sites.

## Recommendation

Staff recommends acceptance of the base bid proposal and all six alternates from Acres Group in the amount of \$80,891.98.

Acres Group has previously worked for the District on this particular contract with satisfactory results.

## Budget Impact

Total Available Budgeted Funds for Landscape Maintenance Services	\$80,064.00
Bid Proposal Price	<u>\$80,891.98</u>
Anticipated Amount over/under budget	\$ 827.98

2018 Routine Grounds Maintenance Services Bid Tabulation  
March 6, 2018 @ 2:00pm

Contractor Name	Base Bid	Alternates 1 - 6	TOTAL
Acres Group 610 W. Liberty St. Wauconda, IL 60084	\$48,534.46	\$32,357.52	\$80,891.98
Fleck's Landscaping 210 Industrial Lane Wheeling, IL 60090	\$135,824.00	\$84,305.00	\$220,129.00



# Memorandum

**To:** Board of Park Commissioners  
**From:** Dan Voss, Director of Parks, Properties & Planning; Jeff Smith, Assistant Director of Parks, Properties & Planning; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director  
**Date:** March 27, 2018  
**Subject:** **RECOMMENDATION: 2018 LANDSCAPE MAINTENANCE SERVICES BID**

### Summary

The Park District of Highland Park received two bids on March 14, 2018 for the 2018 Landscape Maintenance Services Bid. The bid proposal specifies weekly mowing and additional landscaping tasks, including edging, pruning, mulching and perennials maintenance at eleven (11) park sites and three (3) alternate sites.

### Recommendation

Staff recommends acceptance of the base bid proposal from Acres Group in the amount of \$56,907.00 and alternates #1 (Memorial Park) and #2 (Old Elm Park) in the amount of \$13,704.00.

Staff recommends rejection of alternate #3 (West Ridge Park). This maintenance will continue to be performed by Park staff.

Acres Group has previously worked for the District on this particular contract with satisfactory results.

### Budget Impact

Total Available Budgeted Funds for Landscape Maintenance Services	\$79,030.00
Bid Proposal Price	<u>\$70,611.00</u>
Anticipated Amount over/under budget	(\$ 8,419.00)

2018 Landscape Maintenance Services Bid Tabulation  
 March 14, 2018 @ 2:00pm

Contractor Name	Base Bid	Alternates 1 - 2	Alternate 3 (recommend rejection)	Base Bid + Alternates 1 & 2
Fleck's Landscaping 210 Industrial Lane Wheeling, IL 60090	\$69,055.00	\$16,071.00	\$17,848.00	\$85,126.00
Acres Group 610 W. Liberty St. Wauconda, IL 60084	\$56,907.00	\$13,704.00	\$11,730.00	\$70,611.00



# Memorandum

**To:** Board of Park Commissioners

**From:** Mitch Carr, Assistant Director of Recreation & Facilities; Kathy Donahue, Deputy Director of Operations; Liza McElroy, Executive Director

**Date:** March 27<sup>th</sup>, 2018

**Subject:** **Resolution 18-03 Recreation Center of Highland Park and Highland Park Country Club  
Emergency Repairs to Boiler System**

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On December 5<sup>th</sup>, 2017 the Recreation Center of Highland Park (RCHP) and Highland Park Country Club (HPCC) Boiler Systems were inspected by the Illinois State Fire Marshal. At that time, it was noted that there was leaking in the piping behind the Boiler and that the expansion tank and hot water tanks were also leaking.

We were notified on January 25<sup>th</sup>, 2018 that repairs need to be immediately addressed. Since that time staff has been able to assess the scope of this project and has determined a certified HVAC and Plumbing contractor will be necessary to complete the work due to the size and complexity of the project.

Staff is requesting approval from the Board of Commissioners to waive the competitive bidding for procurement of an emergency repair. The request is considered an emergency because of the specialized nature of the work and time required to complete the work so that a Certificate of Inspection can be issued for the Boiler System of RCHP and HPCC.

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

**RESOLUTION 18-03**

**A RESOLUTION APPROVING THE WAIVING OF COMPETITIVE BIDDING FOR  
PROCUREMENT OF AN EMERGENCY REPAIR**

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

WHEREAS, Section 8-1 of the Code provides for the competitive bidding procedures by which the District is to procure goods and services when the estimated cost thereof exceeds \$25,000; and

WHEREAS, Section 8-1 of the Code further provides for circumstances when the District can waive competitive bidding for the procurement of goods and services exceeding \$25,000, including when the Board of Park Commissioners finds, by a three fourths majority vote, that emergency circumstances exist; and

WHEREAS, the District owns and operates the Recreation Center of Highland Park (the “RCHP”) and leases and operates the Highland Park Country Club (the “HPCC”); and

WHEREAS, the District has discovered material leaks in the Boiler Systems at the RCHP and HPCC that are in need of immediate repair which affect the District’s ability to operate the building(s); and

WHEREAS, failing to properly repair the leaks in the Boiler System could result in failure of the system, risk of additional damage to the HPCC and RCHP; and

WHEREAS, failing to properly repair the leaks could result in violation of Illinois Fire Codes risking public and employee safety and risking potential facility shut down by the State of Illinois Fire Marshall

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of the Park District of Highland Park, in exercise of the authority described in Section 8-1(c) of the Code, as follows:

**SECTION 1. Recitals.** The Board of Park Commissioners finds the foregoing recitals to be complete and accurate and hereby adopt them as the Board's findings of fact.

**SECTION 2. Declaration of Emergency.** Based on the findings of fact, the Board of Park Commissioners hereby declares that emergency circumstances exist which require the waiving of competitive bidding for the procurement of the goods and services necessary to repair the Boiler Systems at the RCHP and HPCC.

**SECTION 3. Performance of Repairs.** The Board of Park Commissioners hereby delegate, authorize and direct the Executive Director to award a contract for the repair of the Boiler Systems of the RCHP and HPCC to the contractor which provides the lowest responsible quote and which is in the best interest of the District. The contract for repairs shall comply with the Prevailing Wage Act and the Public Construction Bond Act, to the degree each is applicable, and the District shall give notice to the contractor of such requirements.

**SECTION 4.** Effective. This resolution shall be in full force and effect immediately upon passage and approval by at least three fourths of the Board of Park Commissioners.

SO RESOLVED this 27<sup>h</sup> Day of March, 2018, at Highland Park, Illinois.

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners



To: Board of Park Commissioners

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

Date: March 27, 2018

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written February 23, 2018 through March 22, 2018 to be presented to the Board for approval on March 27, 2018.

**BILLS**

<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
February 27, 2018	\$ 37.38
March 8, 2018	\$ 710.57
March 8, 2018	\$ 375,666.89
March 14, 2018	\$ 250.00
March 22, 2018	\$ 86,174.36
Void Payments	\$ (428.40)
Bank Drafts	\$ 19,648.64
P-Card	\$ 227,516.67
<b>TOTAL</b>	<b>\$ 709,576.11</b>

**PAYROLL DISBURSEMENTS**

February 2, 2018	\$ 305,275.41
February 16, 2018	\$ 310,626.28
<b>TOTAL</b>	<b>\$ 615,901.69</b>

**GRAND TOTAL** \$ **1,325,477.80**

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 03-27-18 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: APPKT01497 - 20180227 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						
11998	PARK DISTRICT RISK MGMT AGCY	02/27/2018	Regular	0.00	37.38	181294
<u>02012018</u>	Invoice	02/01/2018	Health Invoice balance due - Plotkin, Stu	0.00	37.38	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	37.38
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
	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>37.38</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01507 - 03082018 1 HCCC

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
<b>Bank Code: AP-AP BANK</b>						
16969 <u>0003827880</u>	LAKESHORE RECYCLING SYSTEMS, LI Invoice	03/08/2018 12/31/2017	Regular Trash Removal January 2018	0.00 0.00	110.57 110.57	181295
17074 <u>9590300</u>	THE OFFICE OF THE STATE FIRE MAR Invoice	03/08/2018 02/20/2018	Regular Boiler Inspection/Certificate Fee	0.00 0.00	100.00 100.00	181296
17075 <u>022118</u>	WENDY POSNOCK Invoice	03/08/2018 02/21/2018	Regular 09/29/18 Booking Cancellation	0.00 0.00	500.00 500.00	181297

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	710.57
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
	<u>3</u>	<u>3</u>	<u>0.00</u>	<u>710.57</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01509 - 03082018 3

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>022218</u>	3301-NCPERS - IL IMRF Invoice	03/08/2018 02/22/2018	Regular NCPERS Group Life Insurance	0.00 0.00	32.00 32.00	181298
10049 <u>509494332</u> <u>510289458</u>	ADP, INC. Invoice invoice	03/08/2018 02/22/2018 03/02/2018	Regular Payroll Services 01/05/18 W-2's Payroll Services 02/23/18	0.00 0.00 0.00	5,126.06 4,573.09 552.97	181299
17062 <u>391127</u> <u>391130</u>	ALINA POMIAN Invoice Invoice	03/08/2018 02/26/2018 02/26/2018	Regular Refund Refund	0.00 0.00 0.00	50.00 25.00 25.00	181300
17065 <u>395919</u> <u>395919-1</u>	ALLESSANDRA BACIC Invoice Invoice	03/08/2018 03/02/2018 03/02/2018	Regular Refund Refund	0.00 0.00 0.00	22.16 4.48 17.68	181301
17061 <u>391092</u> <u>391095</u>	AMEE HOWARD Invoice Invoice	03/08/2018 02/26/2018 02/26/2018	Regular Refund Refund	0.00 0.00 0.00	50.00 25.00 25.00	181302
16954 <u>395922</u>	AMIR BLOOM Invoice	03/08/2018 03/02/2018	Regular Refund	0.00 0.00	44.83 44.83	181303
10149 <u>61987</u>	ANCEL, GLINK, DIAMOND, BUSH, DICI Invoice	03/08/2018 02/12/2018	Regular Professional fees thru January 31, 2018	0.00 0.00	12,599.72 12,599.72	181304
16949 <u>0962910</u> <u>0964954</u> <u>0965151</u> <u>7072695</u> <u>7072696</u>	ANDERSON LOCK Invoice Invoice Invoice Invoice Invoice	03/08/2018 01/02/2018 01/22/2018 01/24/2018 02/28/2018 02/28/2018	Regular Hidden Creek Storeroom Lever Lock Hidden Creek Electric Strike/Latchbolt Loc POGO Wireless access control POGO Interior doors installed RCHP furnish & install door hardware	0.00 0.00 0.00 0.00 0.00 0.00	111,258.84 3,720.67 2,480.85 28,766.16 10,788.50 65,502.66	181305
17066 <u>392070</u>	ARTHUR SANDERS Invoice	03/08/2018 02/27/2018	Regular Refund	0.00 0.00	43.33 43.33	181306
17070 <u>394857</u>	CASSANDRA SPARKS Invoice	03/08/2018 03/01/2018	Regular Refund	0.00 0.00	25.90 25.90	181307
10420 <u>6780311</u>	CENTERPOINT ENERGY SERVICES, IN Invoice	03/08/2018 02/28/2018	Regular 01/01/18-01/31/18	0.00 0.00	13,817.62 13,817.62	181308
17063 <u>010518</u>	CHARLES QUIRK Invoice	03/08/2018 01/05/2018	Regular Refund	0.00 0.00	12.00 12.00	181309
17077 <u>401357</u>	CHERYL LEVIN Invoice	03/08/2018 03/07/2018	Regular Refund	0.00 0.00	431.30 431.30	181310
17078 <u>399933</u>	CLAUDE LERNER Invoice	03/08/2018 03/06/2018	Regular Refund	0.00 0.00	25.00 25.00	181311
10537 <u>1814767015 022</u> <u>7261044014 022</u>	COMED Invoice Invoice	03/08/2018 02/22/2018 02/23/2018	Regular Egandale Sec Light at Boat Beach, Cuniff 1 01/25/18-02/23/18	0.00 0.00 0.00	770.78 204.77 566.01	181312
16142 <u>0043740309</u> <u>0043740309 022</u>	CONSTELLATION NEWENERGY INC Invoice Invoice	03/08/2018 02/20/2018 02/20/2018	Regular January-February 2018 December 2017- January 2018	0.00 0.00 0.00	26,955.00 11,800.29 15,154.71	181313

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
17068 <u>394871</u>	COURTNEY WEINBERG Invoice	03/08/2018 03/01/2018	Regular Refund	0.00 0.00	25.90 25.90	181314
16328 <u>00016</u>	EXCEL AERIAL IMAGES, LLC Invoice	03/08/2018 02/22/2018	Regular Video/Photography	0.00 0.00	200.00 200.00	181315
17057 <u>386679</u>	ERIN VINE Invoice	03/08/2018 02/22/2018	Regular Refund	0.00 0.00	190.00 190.00	181316
17064 <u>022018</u>	FAYETTE AURELIA NICHOLS Invoice	03/08/2018 02/20/2018	Regular Speaker Ecological Gardening Series 2/25	0.00 0.00	50.00 50.00	181317
17059 <u>391043</u>	HALLE EICHNER Invoice	03/08/2018 02/26/2018	Regular Refund	0.00 0.00	32.20 32.20	181318
17071 <u>394479</u>	HILLARY MANASTER Invoice	03/08/2018 03/01/2018	Regular Refund	0.00 0.00	253.00 253.00	181319
16748 <u>391059</u> <u>391059-1</u>	JODY SCHRIMMER Invoice Invoice	03/08/2018 02/26/2018 02/26/2018	Regular Refund Refund	0.00 0.00 0.00	40.53 17.25 23.28	181320
17076 <u>PAR011618</u> <u>PDHP030518</u> <u>PDHP030518-1</u>	XACE COMMUNICATIONS LLC Invoice Invoice Invoice	03/08/2018 01/16/2018 03/05/2018 03/05/2018	Regular POGO cabinet & fan kit POGO Cabling Changes & Camera Installa POGO Installation & additional network d	0.00 0.00 0.00 0.00	11,060.00 671.00 7,789.00 2,600.00	181321
17069 <u>394860</u>	KERRI ECKERLING Invoice	03/08/2018 03/01/2018	Regular Refund	0.00 0.00	37.40 37.40	181322
11526 <u>030818</u> <u>03082018</u>	LAKE SHORE WOMEN'S TENNIS LEA Invoice Invoice	03/08/2018 03/08/2018 03/08/2018	Regular 1 summer team fee 1 summer team fee	0.00 0.00 0.00	150.00 75.00 75.00	181323
15913 <u>401344</u>	MARCIE KLEINMAN Invoice	03/08/2018 03/07/2018	Regular Refund	0.00 0.00	265.00 265.00	181324
16875 <u>022718</u>	MARIANA HENRIQUES - PETTY CAS Invoice	03/08/2018 02/27/2018	Regular Petty cash reimbursed	0.00 0.00	119.81 119.81	181325
17058 <u>386922</u>	MARY CARY Invoice	03/08/2018 02/22/2018	Regular Refund	0.00 0.00	27.20 27.20	181326
15060 <u>19618</u>	NORTH SHORE TROPHY Invoice	03/08/2018 02/28/2018	Regular Plaque	0.00 0.00	840.00 840.00	181327
16928 <u>4293</u>	E-QUANTUM CONSULTING, LLC Invoice	03/08/2018 03/01/2018	Regular Natural Gas Consulting Services	0.00 0.00	165.00 165.00	181328
11860 <u>1191 022818</u>	MUTUAL ACE HARDWARE Invoice	03/08/2018 02/28/2018	Regular Supplies	0.00 0.00	36.95 36.95	181329
13604 <u>0601145072-000</u>	NORTH SHORE GAS Invoice	03/08/2018 03/02/2018	Regular 1240 Fredrickson Pl 02/02/18-03/01/18	0.00 0.00	1,295.56 1,295.56	181330
11998 <u>030118</u>	PARK DISTRICT RISK MGMT AGCY Invoice	03/08/2018 03/01/2018	Regular Health Invoice	0.00 0.00	2,040.92 2,040.92	181331
11998 <u>0218133H</u>	PARK DISTRICT RISK MGMT AGCY Invoice	03/08/2018 02/28/2018	Regular Health invoice	0.00 0.00	147,245.91 147,245.91	181332
11998 <u>0218133</u>	PARK DISTRICT RISK MGMT AGCY Invoice	03/08/2018 02/28/2018	Regular Property/Liability/Workers Comp/Emp	0.00 0.00	30,537.26 30,537.26	181333
15146 <u>0206180030</u>	PETER E HERNANDEZ Invoice	03/08/2018 02/06/2018	Regular 02/03/18 photo shoot	0.00 0.00	756.00 543.50	181334

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>0305180031</u>	Invoice	03/05/2018	03/04/18 photo shoot	0.00	212.50	
12091	POSTMASTER OF HIGHLAND PARK	03/08/2018	Regular	0.00	225.00	181335
<u>PermitNum127</u>	Invoice	02/20/2018	Permit #127	0.00	225.00	
12124	PROSPECT HIGH SCHOOL	03/08/2018	Regular	0.00	680.00	181336
<u>022018</u>	Invoice	02/20/2018	2/11/18 Tournament fee	0.00	680.00	
14137	RESERVE ACCOUNT	03/08/2018	Regular	0.00	2,500.00	181337
<u>47958863 03071</u>	Invoice	03/07/2018	Postage deposit	0.00	2,500.00	
12211	RICOH USA, INC	03/08/2018	Regular	0.00	706.77	181338
<u>5052456363</u>	Invoice	02/14/2018	Copies 01/17/18-02/16/18	0.00	706.77	
17060	RITA PAPPAS	03/08/2018	Regular	0.00	21.67	181339
<u>391044</u>	Invoice	02/26/2018	Refund	0.00	21.67	
12362	SHEILA LONERGAN	03/08/2018	Regular	0.00	54.52	181340
<u>022818</u>	Invoice	02/28/2018	Reimbursement for t-Tunes for Ice Show	0.00	54.52	
16451	STEVEN MOORE	03/08/2018	Regular	0.00	50.00	181341
<u>391116</u>	Invoice	02/26/2018	Refund	0.00	25.00	
<u>391122</u>	Invoice	02/26/2018	Refund	0.00	25.00	
12532	TEMP-MASTER INC	03/08/2018	Regular	0.00	230.00	181342
<u>2244-37673</u>	Invoice	02/09/2018	02/08/18 Service call	0.00	230.00	
16409	TOTAL PARKING SOLUTIONS, INC	03/08/2018	Regular	0.00	1,800.00	181343
<u>104119</u>	Invoice	02/27/2018	5/1/18-4/30/19 prevent maint cleaning &	0.00	840.00	
<u>104120</u>	Invoice	02/27/2018	5/1/18-4/30/19-1yr WebOffice CMS moni	0.00	960.00	
12703	UNITED WAY OF METRO CHICAGO	03/08/2018	Regular	0.00	34.00	181344
<u>030118</u>	Invoice	03/01/2018	United Way	0.00	34.00	
16908	VALLADOLID USA	03/08/2018	Regular	0.00	180.00	181345
<u>401314</u>	Invoice	03/07/2018	Refund	0.00	80.00	
<u>401328</u>	Invoice	03/07/2018	Refund	0.00	100.00	
16823	WELLS FARGO EQUIPMENT FINANCI	03/08/2018	Regular	0.00	515.26	181346
<u>5004642020</u>	Invoice	03/04/2018	Walking green's mower lease	0.00	515.26	
16823	WELLS FARGO EQUIPMENT FINANCI	03/08/2018	Regular	0.00	515.26	181347
<u>5004570211</u>	Invoice	02/02/2018	Walking green's mower lease	0.00	515.26	
16823	WELLS FARGO EQUIPMENT FINANCI	03/08/2018	Regular	0.00	1,046.23	181348
<u>5004642019</u>	Invoice	03/04/2018	Walking green's mower lease	0.00	1,046.23	
17067	WELLS PARK 9 U GOLD	03/08/2018	Regular	0.00	475.00	181349
<u>394878</u>	Invoice	03/01/2018	Refund	0.00	475.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	70	52	0.00	375,666.89
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>70</b>	<b>52</b>	<b>0.00</b>	<b>375,666.89</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01511 - 03142018 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>						
11176	ILL LIQUOR CONTROL COMMISSION	03/14/2018	Regular	0.00	250.00	181350
<u>031418</u>	Invoice	03/14/2018	State liquor license for special events	0.00	250.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	250.00
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
	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>250.00</u>



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>						
10049	ADP, INC.	03/22/2018	Regular	0.00	8,462.90	181351
<u>510991107</u>	Invoice	03/16/2018	Workforce Now and Enterprise eTime	0.00	8,462.90	
10055	AEREX PEST CONTROL	03/22/2018	Regular	0.00	60.00	181352
<u>1069801</u>	Invoice	02/22/2018	Service - February 2018	0.00	60.00	
10111	AMALGAMATED BANK OF CHICAGO	03/22/2018	Regular	0.00	475.00	181353
<u>1856444008 030</u>	Invoice	03/01/2018	Annual Administrative Fee	0.00	475.00	
10111	AMALGAMATED BANK OF CHICAGO	03/22/2018	Regular	0.00	475.00	181354
<u>1856069002 030</u>	Invoice	03/01/2018	Annual Administrative Fee	0.00	475.00	
10149	ANCEL, GLINK, DIAMOND, BUSH, DIC/	03/22/2018	Regular	0.00	6,416.25	181355
<u>62489</u>	Invoice	03/06/2018	Professional fees thru February 2018	0.00	6,416.25	
16904	APPLIED ECOLOGICAL SERVICES, INC	03/22/2018	Regular	0.00	9,735.00	181356
<u>48167</u>	Invoice	02/28/2018	Clearing of target species & herbicide tre	0.00	9,735.00	
14858	BETSY GOLDBERG	03/22/2018	Regular	0.00	51.00	181357
<u>408970</u>	Invoice	03/14/2018	Refund	0.00	51.00	
10295	BILL HORGAN	03/22/2018	Regular	0.00	499.00	181358
<u>03132018</u>	Invoice	03/13/2018	Referee fees-Jan/Feb 2018	0.00	499.00	
14987	BURRIS EQUIPMENT	03/22/2018	Regular	0.00	10,731.64	181359
<u>W133666</u>	Invoice	03/07/2018	Kubota Utility Vehicle	0.00	10,731.64	
10378	CALL ONE	03/22/2018	Regular	0.00	6,168.27	181360
<u>1128095 031518</u>	Invoice	03/15/2018	March/April 2018	0.00	6,168.27	
10387	CAREY DOWDLE	03/22/2018	Regular	0.00	183.00	181361
<u>031318</u>	Invoice	03/13/2018	Referee fees- Jan/Feb 2018	0.00	183.00	
17107	CIRCLE OF STILLNESS	03/22/2018	Regular	0.00	100.00	181362
<u>413706</u>	Invoice	03/19/2018	Refund	0.00	100.00	
14826	COMMERCIAL CAPITAL COMPANY, I	03/22/2018	Regular	0.00	276.00	181363
<u>58801</u>	Invoice	02/28/2018	Lease scanner station	0.00	276.00	
10624	DANIEL CREANEY COMPANY	03/22/2018	Regular	0.00	1,765.00	181364
<u>41343</u>	Invoice	03/08/2018	Rosewood Beach Park Proj Mgt Deslgn CA	0.00	1,765.00	
15485	DAVID MANNA	03/22/2018	Regular	0.00	356.00	181365
<u>031218</u>	Invoice	03/13/2018	Referee fees- Jan/Feb 2018	0.00	356.00	
10643	DAVID MENSCH	03/22/2018	Regular	0.00	888.00	181366
<u>031318</u>	Invoice	03/13/2018	Referee fees - January/February 2018	0.00	888.00	
17103	DAVID SCHRAUB	03/22/2018	Regular	0.00	120.00	181367
<u>403941</u>	Invoice	03/09/2018	Refund	0.00	50.00	
<u>403944</u>	Invoice	03/09/2018	Refund	0.00	70.00	
10665	DEBBIE YAKIMISKY	03/22/2018	Regular	0.00	510.00	181368
<u>010818</u>	Invoice	01/08/2018	Referee fees December 2017	0.00	220.00	
<u>031318</u>	Invoice	03/13/2018	Referee fees- Jan/Feb 2018	0.00	290.00	
10756	DRUE HOFFMAN	03/22/2018	Regular	0.00	976.00	181369
<u>031318</u>	Invoice	03/13/2018	Referee fees- Jan/Feb 2018	0.00	976.00	

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
16915 <u>031218</u>	FALCONS HOCKEY ASSOCIATION Invoice	03/22/2018 03/12/2018	Regular Winter 2018 Hockey classes	0.00 0.00	5,880.42 5,880.42	181370
15486 <u>031318</u>	GARY DYSON Invoice	03/22/2018 03/13/2018	Regular Referee fees- Jan/Feb 2018	0.00 0.00	185.00 185.00	181371
10954 <u>030818</u>	MAGIC OF GARY KANTOR Invoice	03/22/2018 03/08/2018	Regular 03/08/18 class fee	0.00 0.00	95.55 95.55	181372
17112 <u>010818</u> <u>031318</u>	GEORGE JIMENEZ Invoice Invoice	03/22/2018 01/08/2018 03/13/2018	Regular Referee fees - December 2017 Referee fees - January/February 2018	0.00 0.00 0.00	220.00 146.00 74.00	181373
17108 <u>413677</u>	HENNA KOLEHMAINEN Invoice	03/22/2018 03/19/2018	Regular Refund	0.00 0.00	7.66 7.66	181374
11192 <u>S-11590</u> <u>S-11592</u>	ILLINOIS PUMP, INC. Invoice Invoice	03/22/2018 03/09/2018 03/08/2018	Regular Rental pump Pump repair	0.00 0.00 0.00	4,669.62 480.00 4,189.62	181375
11274 <u>031318</u>	JAY BACH Invoice	03/22/2018 03/13/2018	Regular Referee fees- Jan/Feb 2018	0.00 0.00	127.00 127.00	181376
11276 <u>031318</u>	JAY ZIMMERMAN Invoice	03/22/2018 03/18/2018	Regular Referee fees- Jan/Feb 2018 & Assignor fe	0.00 0.00	2,122.00 2,122.00	181377
13389 <u>031318</u>	JIM PAZIK Invoice	03/22/2018 03/13/2018	Regular Referee fees- Jan/Feb 2018	0.00 0.00	37.00 37.00	181378
11357 <u>031318</u>	JOHN DORAN Invoice	03/22/2018 03/18/2018	Regular Referee fees- Jan/Feb 2018	0.00 0.00	185.00 185.00	181379
11427 <u>031118</u>	K H KIM TAEKWONDD Invoice	03/22/2018 03/11/2018	Regular 2018 Winter class fee	0.00 0.00	4,943.25 4,943.25	181380
17109 <u>413653</u>	LISA SCHAFFER Invoice	03/22/2018 03/19/2018	Regular Refund	0.00 0.00	10.20 10.20	181381
17100 <u>403766</u>	MARDAH WEINFELD Invoice	03/22/2018 03/09/2018	Regular Refund	0.00 0.00	60.00 60.00	181382
11774 <u>031318</u>	MICHAEL FISHBAIN Invoice	03/22/2018 03/18/2018	Regular Referee fees- Jan/Feb 2018	0.00 0.00	111.00 111.00	181383
11805 <u>010818</u> <u>031318</u>	MIKE CORRIGAN Invoice Invoice	03/22/2018 01/08/2018 03/18/2018	Regular Referee fees December 2017 Referee fees- Jan/Feb 2018	0.00 0.00 0.00	210.00 60.00 150.00	181384
17106 <u>030518</u>	MISS CATHY MUSIC INC Invoice	03/22/2018 03/05/2018	Regular 2018 Winter class fee	0.00 0.00	837.20 837.20	181385
14914 <u>3734448</u> <u>3734449</u> <u>3734758</u> <u>3736632</u> <u>3736636</u> <u>3736990</u> <u>3737025</u> <u>3737027</u> <u>3737181</u> <u>3737202</u> <u>3737252</u>	NORTH SHORE WATER RECLAMATIC Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	03/22/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018 03/10/2018	Regular 1377 Deer Creek Pkwy(Maint)09/21/17-1 1377 Deer Creek Pkwy(Deer Creek) 09/21 1220 Fredrickson Place 09/21/17-12/20/1 2205 Skokie Valley Rd 09/21/17-12/20/17 1390 Sunset Rd 09/21/17-12/20/17 8 Park Ave 09/21/17-12/20/17 1390 Sunset Rd 09/21/17-12/20/17 1801 Sunset Rd(Sunset Woods)09/21/17- 3100 Trail Way 09/21/17-12/20/17 2700 Trailway 09/21/17-12/20/17 1377 Deer Creek Pkwy 09/21/17-12/20/1	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	608.01 14.45 9.63 235.98 21.67 18.06 36.12 18.06 63.81 91.50 12.04 86.69	181386
11947	NORTHSHORE OMEGA	03/22/2018	Regular	0.00	432.00	181387

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>011676699-0613</u>	Invoice	06/13/2017	Omega onsite RN	0.00	210.00	
<u>211930490-1024</u>	Invoice	10/24/2017	Omega preplacement evaluation	0.00	222.00	
13818	PAMELA MASON	03/22/2018	Regular	0.00	35.00	181388
<u>031318</u>	Invoice	03/18/2018	Referee fees- Jan/Feb 2018	0.00	35.00	
12057	PHIL FOLINO	03/22/2018	Regular	0.00	989.00	181389
<u>031318</u>	Invoice	03/18/2018	Referee fees- Jan/Feb 2018	0.00	989.00	
17114	RICHARD FELDSTEIN	03/22/2018	Regular	0.00	17.98	181390
<u>416621</u>	Invoice	03/21/2018	Refund	0.00	17.98	
16239	RICOH USA, INC.	03/22/2018	Regular	0.00	3,337.90	181391
<u>100244973</u>	Invoice	03/06/2018	Ricoh Lease 03/25/18-04/24/18	0.00	3,337.90	
12223	ROB SAUNDERS, PETTY CASH	03/22/2018	Regular	0.00	800.00	181392
<u>032118</u>	Invoice	03/21/2018	Drawer Start-up	0.00	800.00	
12230	ROBERT DELEONARDIS	03/22/2018	Regular	0.00	185.00	181393
<u>031318</u>	Invoice	03/13/2018	Referee fees - Jan/Feb 2018	0.00	185.00	
12252	RON KATZ	03/22/2018	Regular	0.00	111.00	181394
<u>031318</u>	Invoice	03/13/2018	Referee fees- Jan/Feb 2018	0.00	111.00	
16092	RONI BEN-YOSEPH	03/22/2018	Regular	0.00	738.40	181395
<u>1070</u>	Invoice	03/14/2018	Children's yoga February classes	0.00	738.40	
12264	ROTARY CLUB OF HIGHLAND PARK	03/22/2018	Regular	0.00	292.00	181396
<u>7819</u>	Invoice	01/01/2018	Qtrly dues	0.00	292.00	
17101	SARA LUBEZNY	03/22/2018	Regular	0.00	32.53	181397
<u>403771</u>	Invoice	03/09/2018	Refund	0.00	32.53	
16393	SHRUTI SHAH	03/22/2018	Regular	0.00	37.00	181398
<u>403770</u>	Invoice	03/09/2018	Refund	0.00	37.00	
16845	TAMY JACOBS	03/22/2018	Regular	0.00	5.10	181399
<u>416620</u>	Invoice	03/21/2018	Refund	0.00	5.10	
17111	TELECOM & DATA INC.	03/22/2018	Regular	0.00	156.00	181400
<u>47792</u>	Invoice	11/30/2017	Maint for Dec 2017 - 2205 Skokie Valley R	0.00	39.00	
<u>47941</u>	Invoice	12/29/2017	Maint for Jan 2018 - 2205 Skokie Valley R	0.00	39.00	
<u>48123</u>	Invoice	02/01/2018	Maint for Feb 2018 - 2205 Skokie Valley R	0.00	39.00	
<u>48261</u>	Invoice	03/01/2018	Maint for March 2018 - 2205 Skokie Valle	0.00	39.00	
12549	THE ATHLETIC EQUIPMENT SOURCE	03/22/2018	Regular	0.00	3,477.00	181401
<u>30415</u>	Invoice	02/22/2018	U-base quick release single bar & 4 floor	0.00	3,477.00	
12551	THE BRAVE WAY, LLC	03/22/2018	Regular	0.00	80.60	181402
<u>180303-01</u>	Invoice	03/05/2018	03/03/18 Class instructor fee	0.00	80.60	
17102	THOMAS BRANDSTADER	03/22/2018	Regular	0.00	12.40	181403
<u>403772</u>	Invoice	03/09/2018	Refund	0.00	12.40	
12606	TIM GALASSINI	03/22/2018	Regular	0.00	777.00	181404
<u>031318</u>	Invoice	03/13/2018	Referee fees- Jan/Feb 2018	0.00	777.00	
12631	TONY ROSS	03/22/2018	Regular	0.00	1,146.00	181405
<u>031318</u>	Invoice	03/13/2018	Referee fees - January/February 2018	0.00	1,146.00	
12655	TRIMARK MARLINN LLC	03/22/2018	Regular	0.00	4,500.00	181406
<u>2398018</u>	Invoice	02/26/2018	Design Agreement - SVGC Clubhouse	0.00	4,500.00	
17007	UPCURVE, INC.	03/22/2018	Regular	0.00	435.48	181407
<u>100066567</u>	Invoice	03/02/2018	Display	0.00	435.48	
17104	VALERIE ARCHAMBEAU	03/22/2018	Regular	0.00	20.00	181408

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	
405963	Invoice	03/12/2018	Refund	0.00	20.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	77	58	0.00	86,174.36
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
	<u>77</u>	<u>58</u>	<u>0.00</u>	<u>86,174.36</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01500 - 03062018 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 16969	LAKESHORE RECYCLING SYSTEMS, LI	02/02/2018	Regular	0.00	-428.40	181172

**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	-428.40
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<u>0</u>	<u>1</u>	<u>0.00</u>	<u>-428.40</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01499 - 02282018 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: PAYROLL-PAYROLL BANK						
10058	AFLAC	02/28/2018	Bank Draft	0.00	1,309.01	DFT0001724
<u>AFLAC 022318</u>	invoice	02/23/2018	AFLAC 02/23/18	0.00	1,309.01	

**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	1,309.01
EFT's	0	0	0.00	0.00
	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>1,309.01</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01502 - 03062018 5

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	03/06/2018	Bank Draft	0.00	8,917.25	DFT0001725
<u>ICMA 457 03011</u>	Invoice	03/01/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,917.25	
12825	ICMA RETIREMENT TRUST #705568	03/06/2018	Bank Draft	0.00	350.00	DFT0001726
<u>ICMA Roth 03011</u>	Invoice	03/01/2018	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	9,267.25
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>2</b>	<b>0.00</b>	<b>9,267.25</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01515 - 03202018 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: PAYROLL-PAYROLL BANK</b>						
11161	ICMA RETIREMENT TRUST #302037	03/20/2018	Bank Draft	0.00	8,672.38	DFT0001732
<u>ICMA 457 03161</u>	Invoice	03/16/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,672.38	
12825	ICMA RETIREMENT TRUST #705568	03/20/2018	Bank Draft	0.00	325.00	DFT0001733
<u>ICMA Roth 03161</u>	Invoice	03/16/2018	Wire Transfer ICMA Roth	0.00	325.00	

**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	8,997.38
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>2</b>	<b>0.00</b>	<b>8,997.38</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01516 - 03202018 5

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>						
11188	ILLINOIS DEPT. OF REVENUE	03/20/2018	Bank Draft	0.00	75.00	DFT0001734
<u>February 2018</u>	Invoice	03/20/2018	February 2018	0.00	75.00	

**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	75.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>75.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01480 - 20180221 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						
10313	BOA P-CARD STATEMENTS	02/21/2018	Bank Draft	0.00	36,130.66	DFT0001713
<u>020718</u>	Invoice	02/08/2018	P-Card with PA	0.00	36,130.66	

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	36,130.66
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>36,130.66</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01481 - 20180221 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						
Payment Type: Bank Draft						
10313	BOA P-CARD STATEMENTS	02/21/2018	Bank Draft	0.00	191,386.01	DFT0001714
<u>02062018</u>	Invoice	02/06/2018	P-Card with PA	0.00	191,386.01	
<b>Total Bank Draft:</b>					<b>191,386.01</b>	

**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	191,386.01
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>191,386.01</b>

## P-Card Transactions

01/08/18 - 02/07/18

Vendor Name	Transaction Count	Amount Total
2XL CORP/CARE-GYMWIPES	2	\$1,471.91
32364 - CHICAGO HILTON	5	\$180.00
72403 - 55 EAST MONROE	1	\$44.00
72823 - MILLENNIUM PAR	1	\$31.00
72827 1001 S STATE	1	\$10.00
ABC BUSINESS FORMS INC	1	\$78.70
ADAZON INC.	1	\$887.35
AIR CON REFRIGERATION	1	\$2,120.50
AliExpress	1	\$64.98
ALL GOALS INC	1	\$739.20
ALLSTATE ARENA	1	\$1,795.00
AMAZON MKTPLACE PMTS	21	\$1,924.51
AMAZON MKTPLACE PMTS W	15	\$982.27
Amazon.com	2	\$102.30
AMAZON.COM AMZN.COM/BI	7	\$509.93
ANDERSON LOCK CO	1	\$8,936.00
ANDERSON PEST SOLUTION	1	\$415.58
ANTHONY'S BALLOONS, LL	1	\$1,234.00
AQUA VISIONS AQUATIC S	1	\$182.78
AQUATIC COUNCIL	1	\$365.00
ASCAP LICENSE FEE	1	\$362.53
AT&T PREMIER EBIL	1	\$1,612.03
ATT BUS PHONE PMT	3	\$2,189.11
AVALON PETROLEUM	1	\$6,350.11
BANNER PLUMBING SUPPLY	1	\$19.65
BARNABYS OF NORTHBROOK	1	\$217.75
BARNES & NOBLE #2020	1	\$28.91
BED BATH & BEYOND #32	1	\$155.69
BLS SPAMTITAN	1	\$180.00
Bluegrass	1	\$30.86
BORNQUIST, INC.	1	\$519.00
BSN SPORT SUPPLY GROUP	1	\$467.98
BULBS.COM INC	1	\$167.70
BURRIS EQUIPMENT CO	3	\$914.99
BUYSEASONS ENTERPRISES	1	\$179.16
CANTEEN COFFEE78052560	3	\$814.00
CareerBuilder	1	\$375.00
CERAMIC SUPPLY CHICAGO	1	\$837.30
CHICAGO SKY	1	\$278.00
CITGO R & S PETROLEUM	1	\$15.00
CITY OF HIGHLAND PARK	31	\$10,388.78
CITY OF HIGHLAND PARK	2	\$285.00
CLUCKERS CHARCOAL CH	2	\$167.28
COE FINANCIAL GROUP	1	\$1,000.00
COMCAST CHICAGO	1	\$144.85
COMCAST CHICAGO CS 1X	9	\$1,976.00
COSTUME GALLERY	4	\$5,035.70
CRAFTWOOD LUMBER & HAR	24	\$2,496.94
CUSTOMINK LLC	1	\$263.28
CVS/PHARMACY #04787	2	\$39.16
CYGANY INC	1	\$547.50

## P-Card Transactions

01/08/18 - 02/07/18

DICK'S SPORTING GOODS	1	\$44.97
DIRECT FITNESS SOLUTIO	1	\$278.39
DOLLAR TREE	1	\$31.00
DOMESTIC UNIFORM IL	1	\$167.80
DONE DEAL PROMOTIONS	1	\$471.00
DRACMAN LLC	1	\$112.00
DROPBOX 8BNSK8PCKLBM	1	\$9.99
DTV DIRECTV SERVICE	3	\$733.11
DUNBAR ARMORED	1	\$1,058.32
ECOLAB INC MF	5	\$2,534.32
EIG FATCOW	1	\$194.39
EQUIPATRON	1	\$467.16
EREPLACEMENTPARTS.COM	1	\$14.73
ESSEX INN	1	\$97.97
FACEBK CV57BEN4D2	1	\$197.27
FACEBK DV57BEN4D2	1	\$25.44
FCC FRANKLINCYSEMINAR	2	\$4,221.36
FEDEX 258317380	1	\$24.86
FEDEXOFFICE 00036178	1	\$6.00
FEDEXOFFICE 00050526	1	\$0.22
FERGUSON ENT #1550	1	\$46.76
FIELDTEX PRODUCTS, INC	1	\$36.95
FISH TECH	3	\$21.52
FOX VALLEY FIRE AND SA	1	\$221.00
FUN EXPRESS	1	\$107.53
G&O THERMAL SUPPLY CO	6	\$580.71
GOOGLE SVCSAPPS_pdhp.	1	\$4.16
HALOGEN SUPPLY COMPANY	1	\$246.00
HARRELLS LLC	1	\$2,406.00
HERB N KITCHEN	5	\$39.09
HEY AND ASSOCIATES	1	\$2,616.75
HILTON 720 SOUTH GRILL	2	\$52.60
HILTON HOTELS CHICAGO	2	\$435.57
HILTON KITTY OSHEAS	1	\$18.62
HOME ICE HOCKEY	1	\$4.99
HOMEDEPOT.COM	2	\$1,821.73
IDLEWOOD ELECTRIC S-HP	7	\$770.50
IL CAMPING OR MUSEUM	1	\$170.00
IL TOLLWAY - WEB - UNP	1	\$7.60
ILLINOIS ASSOCIATION O	1	\$639.00
ILLINOIS LANDSCAP	1	\$119.00
IMPARK00220099U	2	\$52.00
IMPERIAL SURVEILLANCE,	5	\$56,505.99
INT IN ENERGY PRODUCT	1	\$350.00
INT IN EXTRACTOR CORP	1	\$1,250.00
INTEGRITY FITNESS	1	\$525.00
INTERNATIONAL TRANSACTION	1	\$1.44
IPRA	1	\$165.00
J2 EFAK SERVICES	1	\$33.90
JEWEL #3459	22	\$766.14
JOANN STORES #612	1	\$40.54
JORSON AND CARLSON COM	1	\$105.03

P-Card Transactions  
01/08/18 - 02/07/18

KEYTH TECHNOLOGIES	3	\$834.00
KEYTH TECHNOLOGIES	2	\$47.00
KONE, INC.	3	\$5,370.44
KRITZ VACUUM & ALLERGY	3	\$378.96
LAKE CO. POPULATION HE	1	\$457.00
LAKE FOREST ACUTE CARE	1	\$222.50
LAKESHORE IT SOLUTIONS	6	\$9,004.77
LAKESHORE RECYCLING SY	8	\$1,426.62
LAZ PARKING 600118	1	\$10.00
LENNYS FOOD N FUEL, LL	1	\$29.00
LIFE FITNESS	1	\$465.09
LIFEGUARD STORE - ONLI	2	\$189.30
LITTLE TOMMY'S PLU	1	\$2,830.00
MAILCHIMP MONTHLY	1	\$240.00
MARIANOS 00085316	1	\$38.00
MARK VEND CO.	1	\$120.00
MENARDS GURNEE IL	1	\$70.64
MICHAELS STORES 5018	1	\$13.97
MICHAELS STORES 8625	1	\$8.93
MICHAELS STORES 9961	1	\$12.17
MID TOWN PETROLEUM ACQ	1	\$445.75
MIDWEST ASSOC GCS	1	\$125.00
MONOPRICE, INC.	1	\$38.87
MUTUAL ACE HARDWARE	1	\$115.00
MUTUAL ACE HARDWARE &	34	\$1,623.81
NAPA AUTO PARTS	44	\$4,551.05
NAT DRUG SC	1	\$300.00
NATL ASSOC FOR INTERPR	1	\$75.00
NELS J JOHNSON TREE EX	2	\$3,245.00
NORTH SHORE POOL &	1	\$329.24
NORTHSHORE PHYSICIAN	2	\$424.00
NSC NORTHERN SAFETY CO	1	\$62.38
OFFICESUPPLY.COM	5	\$1,541.37
OTC BRANDS, INC.	4	\$232.78
PANERA BREAD #204027	1	\$168.97
PANERA BREAD #601763	4	\$120.85
PARK DISTRICT OF HIGHL	7	\$7.00
Park District Risk Man	4	\$150.00
PARKWHIZ, INC.	1	\$50.00
PARTY CITY	4	\$169.27
PAYPAL 1PARTYSPPLY	1	\$27.75
PAYPAL CMWIDUGER	1	\$186.00
PAYPAL EVERYEVENT	1	\$127.97
PAYPAL LOUITINGTING	1	\$129.99
PAYPAL SHINDIGZSTU	1	\$98.97
PEOPLES AUTO PARKING 2	1	\$16.00
PETRA 1	1	\$524.50
PIEROS PIZZA - MOTO	4	\$352.00
PITMAN	4	\$812.64
PITNEY BOWES PI	2	\$353.16
PIZANOS PIZZA	1	\$1,227.62
PRAIRIEMOON	1	\$68.03

P-Card Transactions  
01/08/18 - 02/07/18

QUALITY INN AND SUITES	2	\$384.16
RACETIMES 2018 RACE DI	1	\$76.23
RAL IN_DNR_CAMP	1	\$47.80
RAL WI STATE PARKS	1	\$189.65
READY CARE-PURE FIJI	1	\$399.80
READYREFRESH BY NESTLE	2	\$242.96
REINDERS - BUFFALO GRO	2	\$2,074.04
REVDANCE/TENTH HOUSE	3	\$3,192.30
RONDOUT SERVICE CENTER	1	\$23.50
S&S WORLDWIDE-ONLINE	1	\$24.94
SAMS CLUB #6228	1	\$70.48
SAMS CLUB #8184	2	\$290.31
SAMSCLUB.COM	2	\$130.76
SANTO SPORT STORE	7	\$9,474.40
SHRM ANNUAL700065352	1	\$1,445.00
SIP_DYBATOURNAMENTPAG	2	\$1,000.00
SMITHEREEN PEST MANAGE	2	\$108.00
SP_CARNIVALSOURCE	1	\$58.15
SPOTHERO 844-324-7768	2	\$43.00
SQ SQ JG'S REPTILE R	1	\$300.00
SQ SQ ROB OLDHAM 312	1	\$775.00
SQU SQ BENT FORK BAKE	1	\$1,100.00
STAPLES 00116616	1	\$37.91
STEINER ELEC ELK GROVE	1	\$415.21
STU SHINDIGZ DECORATIO	1	\$216.92
SUNNY CLEANERS	1	\$45.00
SUNSET FOODS #1	2	\$11.86
T C FURLONG INC	1	\$149.52
TARGET 00008375	1	\$11.49
TARGET 00011684	8	\$392.61
TAXI SVC CHICAGO	1	\$10.50
TEC #126	1	\$68.21
TERMINAL SUPPLY - TR	5	\$678.82
THE HOME DEPOT #1926	12	\$501.42
THE MORTON ARBORETUM -	1	\$112.00
THORNTONS #312	5	\$199.69
TLF FLORAL GARDENS INC	1	\$62.00
TME PEOPLE MAGAZINE	1	\$100.00
TRADER JOE'S #682 QPS	1	\$8.97
TST_REAL URBAN BBQ HP	2	\$128.94
TYCOINTEGRATEDSECURITY	1	\$1,239.00
UPS 1ZD8F35T0328906037	1	\$9.94
US KID GOLF FOUNDATION	1	\$195.00
USA WRESTLING	1	\$49.75
USPS PO 1636060035	2	\$14.37
VERMONT SYSTEMS INC	1	\$9,144.00
WALGREENS #3273	1	\$638.82
WAL-MART #3893	4	\$164.15
WALMART.COM	1	\$10.69
WAREHOUSE DIRECT	32	\$4,567.38
WEB NETWORKSOLUTIONS	3	\$28.95
WM SUPERCENTER #3893	2	\$89.56

P-Card Transactions  
01/08/18 - 02/07/18

WPRA	1	\$125.00
WSG WILSON SPTG GDS	5	\$2,394.26
WW GRAINGER	7	\$3,171.51
WWW.ISTOCK.COM	3	\$95.45
XO COMMUNICATIONS	1	\$283.24
YOUR ADVANTAGE II LTD	1	\$240.00
<b>TOTAL</b>		<b>\$227,516.67</b>



Park District of Highland Park, IL

# Income Statement

Current Period Ending 02/28/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
<b>Revenue</b>								
100 - PROGRAMS	52,934.18	148,831.39	910,130.87	814,661.88	95,468.99	3,034,811.59	55,649.41	940,688.06
110 - CAMPS	150.00	27,717.24	200.00	285,733.90	-285,533.90	1,549,078.00	-12,184.00	509,934.88
120 - LESSONS	30,785.25	33,319.62	60,966.40	64,639.24	-3,672.84	346,684.50	32,620.73	60,941.71
130 - SPECIAL EVENTS	10,125.00	3,128.09	10,632.00	6,047.16	4,584.84	108,288.00	-5,008.00	51,791.61
410 - TAX	0.00	427,166.66	15,981.99	854,333.32	-838,351.33	13,072,257.00	40.49	24,627.92
420 - FEES & CHARGES	22,552.21	26,787.12	46,373.59	58,509.57	-12,135.98	1,270,299.20	38,778.74	83,890.64
440 - MEMBERSHIPS	112,597.38	126,033.33	238,326.96	260,161.66	-21,834.70	1,717,654.00	138,355.67	264,916.46
450 - RENTALS	99,244.77	70,915.08	229,926.28	219,260.62	10,665.66	1,263,617.75	119,926.24	281,088.38
460 - MERCHANDISING	3,148.19	3,130.51	7,262.48	6,423.52	838.96	66,465.00	43,154.74	65,404.70
470 - INTEREST INCOME	2,293.26	8,750.00	13,379.29	17,500.00	-4,120.71	105,000.00	3,030.02	6,761.34
480 - MISCELLANEOUS INCOME	21,382.80	13,209.81	31,353.47	23,533.98	7,819.49	193,400.00	27,083.58	431,462.48
510 - OTHER INCOME	0.00	1,060.82	0.00	2,121.64	-2,121.64	37,380.00	0.00	0.00
520 - BOND/DEBT PROCEEDS	1,465.96	0.00	3,469.00	0.00	3,469.00	0.00	231.00	486.49
<b>Total Revenue:</b>	<b>356,679.00</b>	<b>890,049.67</b>	<b>1,568,002.33</b>	<b>2,612,926.49</b>	<b>-1,044,924.16</b>	<b>22,764,935.04</b>	<b>441,678.62</b>	<b>2,721,994.67</b>
<b>Expense</b>								
100 - PROGRAMS	142,904.52	153,270.31	222,563.39	315,953.45	93,390.06	1,647,113.91	150,648.80	236,131.15
110 - CAMPS	1,210.01	11,413.02	1,954.80	23,992.38	22,037.58	882,710.33	1,069.21	19,346.66
120 - LESSONS	15,509.70	15,557.77	21,003.35	30,916.54	9,913.19	159,167.83	11,483.03	15,490.24
130 - SPECIAL EVENTS	17,006.42	22,257.87	38,356.42	36,269.24	-2,087.18	214,264.61	24,880.40	40,636.09
610 - SALARIES & WAGES	498,532.25	567,647.25	745,702.95	1,128,589.53	382,886.58	7,537,251.09	494,188.65	746,352.67
620 - CONTRACTUAL SERVICES	139,463.50	195,137.29	370,678.80	550,441.14	179,762.34	2,896,927.79	203,737.17	540,247.65
630 - INSURANCE	178,372.85	174,888.80	179,207.86	349,777.60	170,569.74	2,099,502.41	178,023.95	354,442.52
640 - MATERIALS & SUPPLIES	36,154.23	42,064.48	38,726.54	81,953.00	43,226.46	588,970.66	35,661.11	40,826.53
650 - MAINTENANCE & LANDSCAPING CONTRACTS	18,426.62	23,803.04	19,102.07	48,492.15	29,390.08	435,352.52	25,525.70	36,834.56
660 - UTILITIES	52,444.19	82,156.41	50,621.65	156,023.68	105,402.03	980,619.05	59,599.21	92,814.41
670 - PENSION CONTRIBUTIONS	58,176.53	70,265.54	87,104.93	140,531.08	53,426.15	911,368.95	58,521.05	86,965.36
680 - COST OF GOODS SOLD	2,634.26	1,202.08	2,910.26	2,441.16	-469.10	26,546.00	12,090.62	17,731.74
710 - DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	3,077,362.50	0.00	0.00
720 - CAPITAL OUTLAY	559,808.22	1,185,194.92	563,281.20	2,486,685.84	1,923,404.64	8,560,614.00	141,005.63	123,992.78
<b>Total Expense:</b>	<b>1,720,643.30</b>	<b>2,544,858.78</b>	<b>2,341,214.22</b>	<b>5,352,066.79</b>	<b>3,010,852.57</b>	<b>30,017,771.65</b>	<b>1,396,434.53</b>	<b>2,351,812.36</b>
<b>Report Total:</b>	<b>-1,363,964.30</b>	<b>-1,654,809.11</b>	<b>-773,211.89</b>	<b>-2,739,140.30</b>	<b>1,965,928.41</b>	<b>-7,252,836.61</b>	<b>-954,755.91</b>	<b>370,182.31</b>

**Fund Summary**

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-376,546.13	-32,174.98	-465,451.93	-64,349.96	-401,101.97	-382,023.74	-310,866.44	-485,252.32
25 - SPECIAL RECREATION	0.00	0.00	-147,489.74	-147,489.50	-0.24	546,866.00	0.00	-150,298.96
29 - RECREATION	-429,566.41	-403,934.45	402,661.48	26,394.52	376,266.96	3,106,547.63	-492,533.36	752,021.38
60 - DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	-1,562,812.50	0.00	0.00
70 - CAPITAL PROJECTS	-557,851.76	-1,218,699.68	-562,931.70	-2,553,695.36	1,990,763.66	-8,961,414.00	-151,356.11	253,712.21
<b>Report Total:</b>	<b>-1,363,964.30</b>	<b>-1,654,809.11</b>	<b>-773,211.89</b>	<b>-2,739,140.30</b>	<b>1,965,928.41</b>	<b>-7,252,836.61</b>	<b>-954,755.91</b>	<b>370,182.31</b>



Park District of Highland Park, IL

F01 General

# Income Statement

Current Period Ending 02/28/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
<b>Revenue</b>								
410 - TAX	0.00	427,166.66	15,981.99	854,333.32	-838,351.33	5,126,000.00	40.49	24,627.92
420 - FEES & CHARGES	2,519.15	3,275.87	5,401.03	6,551.74	-1,150.71	39,326.20	183.24	14,168.24
450 - RENTALS	0.00	5,000.00	0.00	10,000.00	-10,000.00	60,000.00	29,100.00	37,100.00
460 - MERCHANDISING	14.85	9.99	28.54	19.98	8.56	120.00	0.00	21.74
470 - INTEREST INCOME	2,293.26	8,750.00	13,379.29	17,500.00	-4,120.71	105,000.00	3,030.02	6,761.34
480 - MISCELLANEOUS INCOME	5,351.22	8,308.26	5,412.73	16,616.52	-11,203.79	99,700.00	0.00	38.95
510 - OTHER INCOME	0.00	1,060.82	0.00	2,121.64	-2,121.64	12,735.00	0.00	0.00
<b>Total Revenue:</b>	<b>10,178.48</b>	<b>453,571.60</b>	<b>40,203.58</b>	<b>907,143.20</b>	<b>-866,939.62</b>	<b>5,442,881.20</b>	<b>32,353.75</b>	<b>82,718.19</b>
<b>Expense</b>								
610 - SALARIES & WAGES	184,766.86	229,123.47	276,855.49	458,246.94	181,391.45	2,744,517.07	172,129.17	262,248.73
620 - CONTRACTUAL SERVICES	53,216.25	83,436.22	65,955.06	166,872.44	100,917.38	1,001,399.70	24,690.33	48,850.91
630 - INSURANCE	97,976.50	101,187.22	98,811.51	202,374.44	103,562.93	1,214,729.83	99,095.70	196,586.02
640 - MATERIALS & SUPPLIES	18,150.87	20,682.40	18,767.31	41,364.80	22,597.49	248,263.36	14,732.29	15,870.04
650 - MAINTENANCE & LANDSCAPING CONTRACTS	4,923.62	9,597.95	5,070.18	19,195.90	14,125.72	115,197.52	3,693.44	3,988.09
660 - UTILITIES	5,614.98	10,303.57	7,102.91	20,607.14	13,504.23	123,662.61	7,833.32	9,261.31
670 - PENSION CONTRIBUTIONS	22,075.53	31,415.75	33,093.05	62,831.50	29,738.45	377,134.85	21,045.94	31,165.41
<b>Total Expense:</b>	<b>386,724.61</b>	<b>485,746.58</b>	<b>505,655.51</b>	<b>971,493.16</b>	<b>465,837.65</b>	<b>5,824,904.94</b>	<b>343,220.19</b>	<b>567,970.51</b>
<b>Report Total:</b>	<b>-376,546.13</b>	<b>-32,174.98</b>	<b>-465,451.93</b>	<b>-64,349.96</b>	<b>-401,101.97</b>	<b>-382,023.74</b>	<b>-310,866.44</b>	<b>-485,252.32</b>

The General Fund is the general operating fund of the District. It accounts for all revenues and expenditures of the District which are not accounted for by other funds. This fund accounts for administrative, planning, and park expenditures. The YTD deficit is \$465,451. This is greater than budget due to the budget allocation of property taxes. However, it is in line with 2017.



Park District of Highland Park, IL  
 F25 Special Recreation

# Income Statement

Current Period Ending 02/28/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
<b>Revenue</b>								
410 - TAX	0.00	0.00	0.00	0.00	0.00	941,707.00	0.00	0.00
<b>Total Revenue:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>941,707.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense</b>								
620 - CONTRACTUAL SERVICES	0.00	0.00	147,489.74	147,489.50	-0.24	394,841.00	0.00	150,298.96
<b>Total Expense:</b>	<b>0.00</b>	<b>0.00</b>	<b>147,489.74</b>	<b>147,489.50</b>	<b>-0.24</b>	<b>394,841.00</b>	<b>0.00</b>	<b>150,298.96</b>
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-147,489.74</b>	<b>-147,489.50</b>	<b>-0.24</b>	<b>546,866.00</b>	<b>0.00</b>	<b>-150,298.96</b>

The Special Recreation Fund is used to account for revenues derived from a special annual property tax levy and expenditures of these monies to Northern Suburban Recreation Association for recreation services for the disabled. There was no activity during the month. YTD activity relates to NSSRA Contribution.



Park District of Highland Park, IL

F29 Recreation

# Income Statement

Current Period Ending 02/28/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
<b>Revenue</b>								
100 - PROGRAMS	52,934.18	148,831.39	910,130.87	814,661.88	95,468.99	3,034,811.59	55,649.41	940,688.06
110 - CAMPS	150.00	27,717.24	200.00	285,733.90	-285,533.90	1,549,078.00	-12,184.00	506,599.88
120 - LESSONS	30,785.25	33,319.62	60,966.40	64,639.24	-3,672.84	346,684.50	32,865.73	60,721.71
130 - SPECIAL EVENTS	10,125.00	3,128.09	10,632.00	6,047.16	4,584.84	108,288.00	-5,008.00	51,791.61
410 - TAX	0.00	0.00	0.00	0.00	0.00	5,490,000.00	0.00	0.00
420 - FEES & CHARGES	20,033.06	23,511.25	40,972.56	51,957.83	-10,985.27	1,100,973.00	19,490.50	47,100.40
440 - MEMBERSHIPS	112,597.38	126,033.33	238,326.96	260,161.66	-21,834.70	1,717,654.00	127,955.67	254,516.46
450 - RENTALS	97,426.17	65,915.08	210,357.68	209,260.62	1,097.06	1,168,117.75	89,692.24	239,813.38
460 - MERCHANDISING	3,133.34	3,120.52	7,233.94	6,403.54	830.40	59,745.00	7,092.06	10,713.83
480 - MISCELLANEOUS INCOME	16,031.58	4,901.55	25,940.74	6,917.46	19,023.28	93,700.00	4,178.88	4,450.89
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	24,645.00	0.00	0.00
<b>Total Revenue:</b>	<b>343,215.96</b>	<b>436,478.07</b>	<b>1,504,761.15</b>	<b>1,705,783.29</b>	<b>-201,022.14</b>	<b>14,693,696.84</b>	<b>319,732.49</b>	<b>2,116,396.22</b>
<b>Expense</b>								
100 - PROGRAMS	142,904.52	153,270.31	222,563.39	315,953.45	93,390.06	1,647,113.91	150,648.80	236,131.15
110 - CAMPS	1,210.01	11,413.02	1,954.80	23,992.38	22,037.58	882,710.33	1,069.21	19,346.66
120 - LESSONS	15,509.70	15,557.77	21,003.35	30,916.54	9,913.19	159,167.83	11,353.85	15,361.06
130 - SPECIAL EVENTS	17,006.42	22,257.87	38,356.42	36,269.24	-2,087.18	214,264.61	24,880.40	40,636.09
610 - SALARIES & WAGES	306,120.77	338,523.78	458,091.67	670,342.59	212,250.92	4,729,176.02	312,531.47	468,552.24
620 - CONTRACTUAL SERVICES	80,589.70	67,692.05	121,725.79	148,936.16	27,210.37	946,318.98	69,826.36	138,257.14
630 - INSURANCE	76,420.71	73,701.58	76,420.71	147,403.16	70,982.45	884,772.58	73,839.24	147,678.48
640 - MATERIALS & SUPPLIES	17,948.85	21,382.08	19,904.72	40,588.20	20,683.48	306,247.30	14,481.38	15,756.75
650 - MAINTENANCE & LANDSCAPING CONTRACTS	10,170.33	12,330.10	10,681.23	25,546.27	14,865.04	280,655.00	8,706.44	11,625.16
660 - UTILITIES	26,947.19	58,586.89	32,351.41	108,572.04	76,220.63	688,597.06	40,671.57	56,680.13
670 - PENSION CONTRIBUTIONS	35,191.73	38,444.61	52,712.80	76,889.22	24,176.42	529,371.91	36,318.08	53,963.67
680 - COST OF GOODS SOLD	2,634.26	1,202.08	2,910.26	2,441.16	-469.10	22,896.00	1,633.33	1,971.67
720 - CAPITAL OUTLAY	490.50	816.50	490.50	1,633.00	1,142.50	28,700.00	0.00	0.00
750 - TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	1,885,407.80	0.00	0.00
<b>Total Expense:</b>	<b>733,144.69</b>	<b>815,178.64</b>	<b>1,059,167.05</b>	<b>1,629,483.41</b>	<b>570,316.36</b>	<b>13,205,399.33</b>	<b>745,960.13</b>	<b>1,205,960.20</b>
<b>Report Total:</b>	<b>-389,928.73</b>	<b>-378,700.57</b>	<b>445,594.10</b>	<b>76,299.88</b>	<b>369,294.22</b>	<b>1,488,297.51</b>	<b>-426,227.64</b>	<b>910,436.02</b>

**Fund Summary**

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-389,928.73	-378,700.57	445,594.10	76,299.88	369,294.22	1,488,297.51	-426,227.64	910,436.02
<b>Report Total:</b>	<b>-389,928.73</b>	<b>-378,700.57</b>	<b>445,594.10</b>	<b>76,299.88</b>	<b>369,294.22</b>	<b>1,488,297.51</b>	<b>-426,227.64</b>	<b>910,436.02</b>

The Recreation Fund is used to account for the operations of the facilities and programs. Financing is provided primarily from an annual property tax levy and from fees charged for programs and activities. A sponsorship agreement was achieved to benefit the June Splash into Camp Event. Overall operational revenue is lagging behind 2017 by \$105,035. Due to 2017 recording of camp revenue prior to the start date, this difference appears larger. Mainly due to timing expenditures are favorable to both budget and 2017 YTD.



Park District of Highland Park, IL

F60 Debt Service

# Income Statement

Current Period Ending 02/28/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
<b>Revenue</b>								
410 - TAX	0.00	0.00	0.00	0.00	0.00	1,514,550.00	0.00	0.00
<b>Total Revenue:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,514,550.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense</b>								
710 - DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	3,077,362.50	0.00	0.00
<b>Total Expense:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,077,362.50</b>	<b>0.00</b>	<b>0.00</b>
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,562,812.50</b>	<b>0.00</b>	<b>0.00</b>

The Debt Service Fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest. Services fees were incurred during March.



Park District of Highland Park, IL

F70 Capital

# Income Statement

Current Period Ending 02/28/2018

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
<b>Revenue</b>								
480 - MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00	17,400.00	417,400.00
520 - BOND/DEBT PROCEEDS	1,465.96	0.00	3,469.00	0.00	3,469.00	0.00	231.00	486.49
<b>Total Revenue:</b>	<b>1,465.96</b>	<b>0.00</b>	<b>3,469.00</b>	<b>0.00</b>	<b>3,469.00</b>	<b>0.00</b>	<b>17,631.00</b>	<b>417,886.49</b>
<b>Expense</b>								
620 - CONTRACTUAL SERVICES	0.00	34,321.26	3,610.00	68,642.52	65,032.52	429,500.00	27,981.48	40,181.50
720 - CAPITAL OUTLAY	559,317.72	1,184,378.42	562,790.70	2,485,052.84	1,922,262.14	8,531,914.00	141,005.63	123,992.78
<b>Total Expense:</b>	<b>559,317.72</b>	<b>1,218,699.68</b>	<b>566,400.70</b>	<b>2,553,695.36</b>	<b>1,987,294.66</b>	<b>8,961,414.00</b>	<b>168,987.11</b>	<b>164,174.28</b>
<b>Report Total:</b>	<b>-557,851.76</b>	<b>-1,218,699.68</b>	<b>-562,931.70</b>	<b>-2,553,695.36</b>	<b>1,990,763.66</b>	<b>-8,961,414.00</b>	<b>-151,356.11</b>	<b>253,712.21</b>

The Capital Projects Fund is used to account for financial resources acquired through bond issues and excess surpluses in the Recreation Fund per the District's Fund Balance Policy. These resources are to be used for improvements to existing park facilities, maintenance supplies and staff for the general upkeep of all parks within the District.

Interest received on the remaining bond proceeds is accounted for under bond/debt proceeds. As projects are completed these fund will be utilized, having a negative impact on interest income. Capital outlay relates to current building projects, POGO & SV.



Sunset Valley Golf Course

	2017 Total Budget	2017 YTD Activity	2018 Total Budget	2018 YTD Activity
Revenue	-00	173.00	599,017.00	-00
Expense	574,453.26	531,932.00	1,085,536.00	56,072.00
<b>Report Surplus (Deficit):</b>	<b>(574,453.26)</b>	<b>(531,759.00)</b>	<b>(486,519.00)</b>	<b>(56,072.00)</b>

Recreation Center of HP

	Total Budget	YTD Activity	Total Budget	YTD Activity
Revenue	2,248,608.20	2,297,202.00	2,332,264.00	323,720.00
Expense	2,225,616.52	2,027,798.00	2,223,108.00	244,636.00
<b>Report Surplus (Deficit):</b>	<b>22,991.68</b>	<b>269,404.00</b>	<b>109,156.00</b>	<b>79,084.00</b>

Deer Creek Raquet Club

	Total Budget	YTD Activity	Total Budget	YTD Activity
Revenue	1,452,829.00	1,430,239.00	1,436,889.00	320,952.00
Expense	1,181,276.00	1,143,818.00	1,149,399.00	128,649.00
<b>Report Surplus (Deficit):</b>	<b>271,553.00</b>	<b>286,421.00</b>	<b>287,490.00</b>	<b>192,303.00</b>

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# Y-T-D February 2018

Park District of Highland Park, IL  
Recreation Fund

For Fiscal: 2018 Period Ending: 02/28/2018

	2016	2017	2017	2018	2018
	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity
<b>Center: 11 - ADMINISTRATIVE</b>					
Revenue	4088850.02	4988000	4898698.69	5529000	7,598.00
Expense	3731447.31	3723325.86	3561825.37	3649089.19	209,498.81
<b>Center: 11 - ADMINISTRATIVE Surplus (Deficit):</b>	<b>357402.71</b>	<b>1264674.14</b>	<b>1336873.32</b>	<b>1879910.81</b>	<b>-201,900.81</b>
<b>Net Revenue:</b>	<b>8.74%</b>	<b>25.35%</b>	<b>27.29%</b>	<b>34.00%</b>	<b>-2,657.29%</b>
<b>Center: 24 - WEST RIDGE CENTER</b>					
Revenue	496429.3	475282	534939.03	540503	254,357.24
Expense	731339.91	713275.05	771435.36	849990.37	83,480.88
<b>Center: 24 - WEST RIDGE CENTER Surplus (Deficit):</b>	<b>-234910.61</b>	<b>-237993.05</b>	<b>-236496.33</b>	<b>-309487.37</b>	<b>170,876.36</b>
<b>Net Revenue:</b>	<b>-47.32%</b>	<b>-50.07%</b>	<b>-44.21%</b>	<b>-57.26%</b>	<b>67.18%</b>
<b>Center: 26 - ATHLETICS</b>					
Revenue	978018.43	1040734	964109.06	995801	226,351.99
Expense	900515.72	999216.03	886460.18	951805.08	94,125.32
<b>Center: 26 - ATHLETICS Surplus (Deficit):</b>	<b>77502.71</b>	<b>41517.97</b>	<b>77648.88</b>	<b>43995.92</b>	<b>132,226.67</b>
<b>Net Revenue:</b>	<b>7.92%</b>	<b>3.99%</b>	<b>8.05%</b>	<b>4.42%</b>	<b>58.42%</b>
<b>Center: 28 - CAMPS</b>					
Revenue	822693.52	905963	823752.55	893222	1,600.00
Expense	573287.63	658770.02	605891.05	650062.97	14,794.92
<b>Center: 28 - CAMPS Surplus (Deficit):</b>	<b>249405.89</b>	<b>247192.98</b>	<b>217861.5</b>	<b>243159.03</b>	<b>-13,194.92</b>
<b>Net Revenue:</b>	<b>30.32%</b>	<b>27.29%</b>	<b>26.45%</b>	<b>27.22%</b>	<b>-824.68%</b>
<b>Center: 29 - SPECIAL EVENTS</b>					
Revenue	75078.55	102303	50636.35	69033	19,108.00
Expense	224868.85	251186.42	189216.19	218607.1	34,219.64
<b>Center: 29 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-149790.3</b>	<b>-148883.42</b>	<b>-138579.84</b>	<b>-149574.1</b>	<b>-15,111.64</b>
<b>Net Revenue:</b>	<b>-199.51%</b>	<b>-145.53%</b>	<b>-273.68%</b>	<b>-216.67%</b>	<b>-79.09%</b>
<b>Center: 31 - HIDDEN CREEK AQUAPARK</b>					
Revenue	457278.58	469775.88	376920.41	457333	252
Expense	512339.54	629831.12	486259.75	480719.33	8,678.63
<b>Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):</b>	<b>-55060.96</b>	<b>-160055.24</b>	<b>-109339.34</b>	<b>-23386.33</b>	<b>-8,426.63</b>
<b>Net Revenue:</b>	<b>-12.04%</b>	<b>-34.07%</b>	<b>-29.01%</b>	<b>-5.11%</b>	<b>-3,343.90%</b>
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER</b>					
Revenue	109597.77	113943.5	112802.8	111565.55	7,799.00
Expense	100576.04	106036.52	102446.35	107342.88	6,008.56
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):</b>	<b>9021.73</b>	<b>7906.98</b>	<b>10356.45</b>	<b>4222.67</b>	<b>1,790.44</b>
<b>Net Revenue:</b>	<b>8.23%</b>	<b>6.94%</b>	<b>9.18%</b>	<b>3.78%</b>	<b>22.96%</b>
<b>Center: 33 - ROSEWOOD BEACH</b>					
Revenue	26249.79	57925	55773.38	72570	255
Expense	110926.27	156165.49	114075.82	116597	4,945.82

<b>Center: 33 - ROSEWOOD BEACH Surplus (Deficit):</b>		<b>-84676.48</b>	<b>-98240.49</b>	<b>-58302.44</b>	<b>-44027</b>	<b>-4,690.82</b>
<b>Net Revenue:</b>		<b>-322.58%</b>	<b>-169.60%</b>	<b>-104.53%</b>	<b>-60.67%</b>	<b>-1,839.54%</b>
<b>Center: 34 - PARK AVENUE</b>						
Revenue		75423.67	88318.61	84015.44	93279.58	12,189.66
Expense		77233.72	88781.77	70334.33	72920.78	5,507.32
<b>Center: 34 - PARK AVENUE Surplus (Deficit):</b>		<b>-1810.05</b>	<b>-463.16</b>	<b>13681.11</b>	<b>20358.8</b>	<b>6,682.34</b>
<b>Net Revenue:</b>		<b>-2.40%</b>	<b>-0.52%</b>	<b>16.28%</b>	<b>21.83%</b>	<b>54.82%</b>
<b>Center: 38 - ICE ARENA</b>						
Revenue		1276453.64	1254735	1152872.37	1271588.73	317,693.16
Expense		961771.93	919115.54	978360.41	977945.77	119,103.58
<b>Center: 38 - ICE ARENA Surplus (Deficit):</b>		<b>314681.71</b>	<b>335619.46</b>	<b>174511.96</b>	<b>293642.96</b>	<b>198,589.58</b>
<b>Net Revenue:</b>		<b>24.65%</b>	<b>26.75%</b>	<b>15.14%</b>	<b>23.09%</b>	<b>62.51%</b>
<b>Center: 41 - MAINTENANCE</b>						
Revenue		886.25	0	175	0	0
Expense		578544.26	556842.9	508906.42	615250.76	34,687.10
<b>Center: 41 - MAINTENANCE Surplus (Deficit):</b>		<b>-577658.01</b>	<b>-556842.9</b>	<b>-508731.42</b>	<b>-615250.76</b>	<b>-34,687.10</b>
<b>Net Revenue:</b>		<b>-65,180.03%</b>	<b>0.00%</b>	<b>-290,703.67%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>Center: 42 - PRO SHOP</b>						
Revenue		874395.22	0	35.48	599017	100
Expense		355128.47	17610.36	31844.98	470285.94	21,384.58
<b>Center: 42 - PRO SHOP Surplus (Deficit):</b>		<b>519266.75</b>	<b>-17610.36</b>	<b>-31809.5</b>	<b>128731.06</b>	<b>-21,284.58</b>
<b>Net Revenue:</b>		<b>59.39%</b>	<b>0.00%</b>	<b>-89,654.74%</b>	<b>21.49%</b>	<b>-21,284.58%</b>
<b>Center: 49 - RECREATION CENTER ADMIN</b>						
Revenue		182132.54	179852	166799.31	190645	33,327.91
Expense		1112491.8	1193443.66	1068294.56	1145869.29	122,231.43
<b>Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):</b>		<b>-930359.26</b>	<b>-1013591.66</b>	<b>-901495.25</b>	<b>-955224.29</b>	<b>-88,903.52</b>
<b>Net Revenue:</b>		<b>-510.81%</b>	<b>-563.57%</b>	<b>-540.47%</b>	<b>-501.05%</b>	<b>-266.75%</b>
<b>Center: 51 - RECREATION CENTER FITNESS</b>						
Revenue		1771299.16	1809907	1928487.89	1897881	258,611.42
Expense		639044.89	678982.77	679050.04	735656.88	91,697.78
<b>Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):</b>		<b>1132254.27</b>	<b>1130924.23</b>	<b>1249437.85</b>	<b>1162224.12</b>	<b>166,913.64</b>
<b>Net Revenue:</b>		<b>63.92%</b>	<b>62.49%</b>	<b>64.79%</b>	<b>61.24%</b>	<b>64.54%</b>
<b>Center: 53 - RECREATION CENTER AQUATICS</b>						
Revenue		225398.07	258849.2	205900.37	243738	31,780.52
Expense		327472.4	353190.09	288021.08	341582.54	30,703.86
<b>Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):</b>		<b>-102074.33</b>	<b>-94340.89</b>	<b>-82120.71</b>	<b>-97844.54</b>	<b>1,076.66</b>
<b>Net Revenue:</b>		<b>-45.29%</b>	<b>-36.45%</b>	<b>-39.88%</b>	<b>-40.14%</b>	<b>3.39%</b>
<b>Center: 55 - INDOOR TENNIS</b>						
Revenue		1203353.29	1235896.55	1247551.43	1248037.44	320,952.00
Expense		983930.08	989311.68	994041.7	1001713.47	127,439.03
<b>Center: 55 - INDOOR TENNIS Surplus (Deficit):</b>		<b>219423.21</b>	<b>246584.87</b>	<b>253509.73</b>	<b>246323.97</b>	<b>193,512.97</b>
<b>Net Revenue:</b>		<b>18.23%</b>	<b>19.95%</b>	<b>20.32%</b>	<b>19.74%</b>	<b>60.29%</b>
<b>Center: 56 - OUTDOOR TENNIS</b>						
Revenue		183700.21	216932	217443.11	188852	0
Expense		175109.23	191963.89	174846.09	147686.44	1,209.85
<b>Center: 56 - OUTDOOR TENNIS Surplus (Deficit):</b>		<b>8590.98</b>	<b>24968.11</b>	<b>42597.02</b>	<b>41165.56</b>	<b>-1,209.85</b>
<b>Net Revenue:</b>		<b>4.68%</b>	<b>11.51%</b>	<b>19.59%</b>	<b>21.80%</b>	<b>0.00%</b>

**Center: 61 - HELLER NATURE CENTER**

Revenue	275247.1	322406.34	257930.59	291630.54	12,785.25
Expense	646345.38	701240.46	615457.77	672273.54	49,449.94
<b>Center: 61 - HELLER NATURE CENTER Surplus (Deficit):</b>	<b>-371098.28</b>	<b>-378834.12</b>	<b>-357527.18</b>	<b>-380643</b>	<b>-36,664.69</b>
<b>Net Revenue:</b>	<b>-134.82%</b>	<b>-117.50%</b>	<b>-138.61%</b>	<b>-130.52%</b>	<b>-286.77%</b>

**Center: 74 - HPCC LEARNING CENTER**

Revenue	162904.91	233907.81	178788	172100	0
Expense	105853.82	143023.69	110121.71	160974.88	15,568.33
<b>Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):</b>	<b>57051.09</b>	<b>90884.12</b>	<b>68666.29</b>	<b>11125.12</b>	<b>-15,568.33</b>
<b>Net Revenue:</b>	<b>35.02%</b>	<b>38.85%</b>	<b>38.41%</b>	<b>6.46%</b>	<b>0.00%</b>

**Center: 76 - HPCC BUILDING**

Revenue	1451.84	1134.39	938.95	0	19,568.60
Expense	503847.95	543948.51	560644.21	278282.8	43,096.22
<b>Center: 76 - HPCC BUILDING Surplus (Deficit):</b>	<b>-502396.11</b>	<b>-542814.12</b>	<b>-559705.26</b>	<b>-278282.8</b>	<b>-23,527.62</b>
<b>Net Revenue:</b>	<b>-34,604.10%</b>	<b>-47,850.75%</b>	<b>-59,609.70%</b>	<b>0.00%</b>	<b>-120.23%</b>

Park District of Highland Park  
Investment Schedule  
February 28, 2018

Security	Type		Purchase Date	Maturity Date	Interest Rate	Effective Yield to Mat	Purchase Price	Amortized Book Value	Par Value	Monthly Interest	Expected Interest
CIT	CD	365	2/28/17	2/27/18	1.23%	1.23%	249,000.00	249,000.00	249,000.00	234.95	3,062.70
Discover Bank (DE)	CD	365	1/31/18	1/31/19	1.80%	1.80%	246,000.00	246,000.00	246,000.00	339.68	4,428.00
Goldman Sachs Bank NY	CD	365	1/31/18	1/31/19	1.80%	1.80%	246,000.00	246,000.00	246,000.00	339.68	4,428.00
Safra National Bank of NY	CD	454	1/31/18	4/30/19	1.89%	1.89%	247,000.00	247,000.00	247,000.00	358.12	5,806.60
Southwest National Bank KS	CD	546	2/2/19	8/2/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	351.89	7,389.70
Live Oak Banking Co	CD	546	2/9/18	8/9/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	257.54	7,400.78
Bankvista, Sartell MN	CD	638	2/7/18	11/7/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	284.22	8,634.85
First Commerce Bank	CD	638	2/7/18	11/7/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	284.22	8,634.85
CIT	CD	30	2/27/18	3/29/18	1.54%	1.54%	249,000.00	249,000.00	249,000.00	21.01	315.17
Solera National Bank Lakewood CO	CD	455	12/15/16	3/15/18	0.90%	0.90%	246,000.00	246,000.00	246,000.00	188.04	2,759.92
Asian Pacific National Bank CA	CD	473	12/1/16	3/19/18	0.80%	0.80%	246,000.00	246,000.00	246,000.00	167.15	2,550.31
First internet Bank of Indiana	CD	365	3/23/17	3/23/18	1.17%	1.17%	246,000.00	246,000.00	246,000.00	244.45	2,878.20
Cornerstone Bank, Nebraska	CD	365	3/23/17	3/23/18	1.15%	1.15%	246,000.00	246,000.00	246,000.00	240.27	2,829.00
Regent Bank, Nowata OK	CD	365	3/23/17	3/23/18	1.10%	1.10%	246,000.00	246,000.00	246,000.00	229.82	2,706.00
Franklin Synergy Bank TN	CD	365	4/25/17	4/25/18	1.16%	1.16%	246,000.00	246,000.00	246,000.00	242.36	2,853.60
Global Bank NY	CD	365	4/25/17	4/25/18	1.10%	1.10%	246,000.00	246,000.00	246,000.00	229.82	2,706.00
Prudential Savings Bank PA	CD	365	4/25/17	4/25/18	1.10%	1.10%	246,000.00	246,000.00	246,000.00	229.82	2,706.00
Third Coast Bank, TX	CD	365	5/24/17	5/24/18	1.30%	1.30%	246,000.00	246,000.00	246,000.00	271.61	3,198.00
American National Bank of MN	CD	365	5/24/17	5/24/18	1.25%	1.25%	246,000.00	246,000.00	246,000.00	261.16	3,075.00
Post Oak Bank, TX	CD	365	5/24/17	5/24/18	1.20%	1.20%	246,000.00	246,000.00	246,000.00	250.72	2,952.00
Industrial & Commercial Bank of China NY	CD	365	6/19/17	6/19/18	1.40%	1.40%	246,000.00	246,000.00	246,000.00	292.50	3,444.00
Savoy Bank, NY NY	CD	365	6/19/17	6/19/18	1.30%	1.30%	246,000.00	246,000.00	246,000.00	271.61	3,198.00
Bank of the Ozarks AZ	CD	592	12/1/16	7/16/18	0.99%	0.99%	245,000.00	245,000.00	245,000.00	206.00	3,933.96
Quontic Bank, Astoria NY	CD	365	7/24/17	7/24/18	1.52%	1.52%	245,000.00	245,000.00	245,000.00	316.28	3,724.00
Mainstreet Bank, Herndon VA	CD	365	7/24/17	7/24/18	1.50%	1.50%	245,000.00	245,000.00	245,000.00	312.12	3,675.00
Bank of China, NY	CD	365	8/11/17	8/13/18	1.50%	1.50%	245,000.00	245,000.00	245,000.00	312.12	3,675.00
Affiliated Bank, Arlington TX	CD	365	8/11/17	8/13/18	1.46%	1.50%	246,000.00	246,000.00	246,000.00	305.04	3,591.60
Valley National Bank OK	CD	627	12/1/16	8/20/18	1.03%	1.03%	245,000.00	245,000.00	245,000.00	214.32	4,334.89
American Bank of Missouri	CD	655	12/1/16	9/17/18	1.10%	1.10%	244,000.00	244,000.00	244,000.00	227.96	4,816.49
Granite Community Bank	CD	365	10/3/17	10/3/18	1.41%	1.40%	246,000.00	246,000.00	246,000.00	294.59	3,468.60
Landmark community Bank TN	CD	365	10/3/17	10/3/18	1.40%	1.40%	246,000.00	246,000.00	246,000.00	292.50	3,444.00
Security State Bank, Wewoka OK	CD	365	10/5/17	10/5/18	1.40%	1.40%	246,000.00	246,000.00	246,000.00	292.50	3,444.00
Pacific Enterprises Bank CA	CD	690	12/1/16	10/22/18	1.11%	1.11%	244,000.00	244,000.00	244,000.00	230.03	5,119.99
CFG Community Bank, MD	CD	455	8/11/17	11/9/18	1.50%	1.50%	244,000.00	244,000.00	244,000.00	310.85	4,562.47
Longview Bank	CD	455	8/11/17	11/9/18	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	4,410.38
Exchange Bank, Gibbon NE	CD	1095	12/1/15	11/30/18	1.54%	1.54%	238,000.00	238,000.00	238,000.00	311.29	10,995.60
Stearns Bank NA St Cloud MN	CD	1095	12/1/15	11/30/18	1.45%	1.45%	239,000.00	239,000.00	239,000.00	294.33	10,396.50
Southside Bank Tyler TX	CD	1095	12/1/15	11/30/18	1.40%	1.40%	239,000.00	239,000.00	239,000.00	284.18	10,038.00
Great Midwe. Bank Ssb, Brookfield WI	CD	1095	12/1/15	11/30/18	1.35%	1.35%	240,000.00	240,000.00	240,000.00	275.18	9,720.00
Community West Bank NA Goleta CA	CD	1095	12/1/15	11/30/18	1.33%	1.33%	240,000.00	240,000.00	240,000.00	271.10	9,576.00
Gbc International Bank LA. CA.	CD	1095	12/1/15	11/30/18	1.30%	1.30%	240,000.00	240,000.00	240,000.00	264.99	9,360.00
Western Alliance Bank, Phoenix	CD	365	12/14/17	12/14/18	1.65%	1.65%	245,000.00	245,000.00	245,000.00	343.34	4,042.50
T Bank, Tollway, TX	CD	365	12/14/17	12/14/18	1.61%	1.61%	245,000.00	245,000.00	245,000.00	335.01	3,944.50
United Bank of Iowa Ida Grove IA	CD	545	8/11/17	2/7/19	1.50%	1.50%	243,000.00	243,000.00	243,000.00	309.58	5,442.53
Native Amcn Bank CO	CD	545	8/11/17	2/7/19	1.45%	1.45%	243,000.00	243,000.00	243,000.00	299.26	5,261.12
Capital Bank , Jacinto City TX	CD	545	8/24/17	2/20/19	1.60%	1.60%	243,000.00	243,000.00	243,000.00	330.21	5,805.37

Mission National Bank, San Francisco CA	CD	545	8/23/17	2/19/19	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	5,282.77
Foresight Bank, Plainview MN	CD	455	12/14/17	3/14/19	1.57%	1.57%	244,000.00	244,000.00	244,000.00	325.36	4,775.38
Fieldpoint Private Bank & Trust CT	CD	528	10/3/17	3/15/19	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	5,117.98
Security Bank & Trust	CD	528	10/3/17	3/15/19	1.43%	1.43%	244,000.00	244,000.00	244,000.00	296.34	5,047.39
Orrstown Bank, Shippensburg PA	CD	556	10/3/17	4/12/19	1.49%	1.49%	243,000.00	243,000.00	243,000.00	307.51	5,515.37
Cibc(Acquired Private Bank & Trust Chgo	CD	556	10/3/17	4/12/19	1.45%	1.45%	244,000.00	244,000.00	244,000.00	300.49	5,389.39
Mound City Bank	CD	554	10/5/17	4/12/19	1.65%	1.65%	243,000.00	243,000.00	243,000.00	340.53	6,085.65
First National Bank Paragould AR	CD	554	10/5/17	4/12/19	1.44%	1.44%	244,000.00	244,000.00	244,000.00	298.42	5,332.97
First Exchange Bank of Alabama, Louisville AL	CD	545	12/14/17	6/12/19	1.75%	1.75%	243,000.00	243,000.00	243,000.00	361.17	6,349.62
Crestmark Bank, Troy MI	CD	545	12/14/17	6/12/19	1.60%	1.60%	243,000.00	243,000.00	243,000.00	330.21	5,805.37
Luana Savings Bank, Luana IA	CD	545	12/14/17	6/12/19	1.55%	1.55%	243,000.00	243,000.00	243,000.00	319.89	5,623.95
Stearns Bank Holdingford NA	CD	545	12/14/17	6/12/19	1.55%	1.55%	243,000.00	243,000.00	243,000.00	319.89	5,623.95
							14,185,000.00		14,185,000.00	16,324.73	290,688.99

# EXECUTIVE DIRECTOR'S MONTHLY REPORT

## MARCH 23, 2018

### UPCOMING MEETINGS AND DATES

- April 10, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- April 24, 2018/6:00 p.m./West Ridge Center/Regular Meeting
- May 8, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- May 22, 2018/6:00 p.m./West Ridge Center/Regular Meeting

### FACILITIES

#### DEER CREEK RACQUET CLUB

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Total Memberships</b>	<b>748</b>	<b>708</b>	<b>684</b>

### News and Events

- Junior memberships are down since 2016. We are seeing a decrease in individual memberships by 21 and a small decrease in family memberships.
- Highland Park High School Boy's tennis started. Many of our Deer Creek participants made the team.
- Sign-ups are taking place for the Spring Break Tennis Camp scheduled for April 2-6.

#### CENTENNIAL ICE ARENA FEBRUARY

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Daily Drop in Fees</b>			
Public Skate	588	1056	709
Freestyle	21	43	150
Open Hockey	0	0	13
Open Gymnastics	90	100	40
Skate Rental	883	616	631
<b>Punch Passes</b>			
Public Skate	12	23	20
Freestyle	19	12	19
Skate Rental	26	21	20
<b>Facility Rentals</b>			
<b>Total Hours</b>			<b>177.62</b>

## RECREATION CENTER OF HIGHLAND PARK

<u>Memberships</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	2009	1954	1881
Non-Annual	57	61	63
NorthShore Grant	21	15	11
<b>Total Memberships</b>	<b>2012</b>	<b>2030</b>	<b>1955</b>
<b>Kid Fit Memberships</b>	<b>77</b>	<b>88</b>	<b>62</b>

<u>Active Members</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	3186	3178	3091
Non-Annual	57	61	63
NorthShore Grant	22	16	12
<b>Total Members</b>	<b>3265</b>	<b>3255</b>	<b>3166</b>
<b>Kid Fit Members</b>	<b>129</b>	<b>138</b>	<b>102</b>

<u>Punch Pass/Day Pass</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics Punch	54	69	39
Track Pass	0	0	1466
Open Gym Punch	6	25	7
Kid Fit Punch Pass	6	7	4
Facility Day Pass	112	210	190
Aquatics Day Pass	126	137	81
Open Gym Day Pass	352	510	221
Kid Fit Day Pass	49	52	16
Kid Fit Time Out	0	0	6

<u>Facility Usage</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness / Aquatic	14542	11373	14369
Track	0	0	2060
Kid Fit	1121	881	828

<b>Group Exercise (per class)</b>	<b>13</b>	<b>13.5</b>	<b>13.6</b>
<b>Total Group Exercise</b>	<b>5968</b>	<b>5736</b>	<b>5950</b>
<b>Water Aerobics (per class)</b>	<b>13</b>	<b>13.5</b>	<b>12.4</b>
<b>Free Day Passes</b>	<b>184</b>	<b>135</b>	<b>154</b>

<b>Personal Training/Programs</b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
<b>Personal Training Units Sold</b>	<b>687.25</b>	<b>586.5</b>	<b>349</b>
<b>Personal Training Usage</b>	<b>1138</b>	<b>1540</b>	<b>413</b>

<b>Rental Bookings</b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
	<b>121.8</b>	<b>101</b>	<b>112</b>

- Memberships are -3.7% from February 2017 (1,955 in 2018 vs 2,030 in 2017). We have also seen a 2.7% decrease in total members (3,166 in 2018 vs 3,255 in 2017). We are expecting our New Year's Resolution promotions and programs to cause a rebound within this category as the program concluded the end of February.
- Body Transformation Challenge (Non-Members program) registration increased 42% from 56 participants in 2017 to 80 participants in 2018. The success of this program was the result of creative marketing and promotional efforts, as well as increased internal communication between staff to empower all front-line staff and instructors to be "selling the program."
- Passport to a Better You (Member program) registration increased 52% from 138 participants in 2017 to 210 participants in 2018. This is due to an increase in the promotional personal training packages and the addition of four small group training programs.
- Total Group Exercise participation has increased 3.7% from February 2017.
- While Personal Training units sold have decreased 40% from February 2017, this is reflective of our Passport "Back to the Basics" packages sold to date and not yet utilized, which are 52% greater than 2017 (210 vs. 138). This is a primary reason why usage has decreased. Passport packages began on January 8 but were available for purchase up until February 18.
- 1,466 Track Passes have been sold in 2018, including the 180 sold in February; total number of track members = 1,123 Residents (free), 343 Non-Residents.
- Rental Bookings are up 10% from February 2017 due to the addition of new basketball groups and multiple larger events.

# HELLER NATURE CENTER

## Cross-Country Ski Rentals

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Number of Rentals	0	0	585
Revenue	\$0	\$0	\$7546

## School, Scout and Custom Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>HELLER NATURE CENTER</b>			
In-District Schools	0	0	6
Out-of-District Schools	8	14	4
<b>TOTAL</b>	8	14	10

## Facility Rentals

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>HELLER NATURE CENTER</b>			
Rentals	5	5	2
Birthday Party Package	0	1	0
<b>Total</b>	5	6	2
<b>ROSEWOOD INTERPRETIVE CENTER</b>			
Rentals	2	3	2
Birthday Party Package	0	0	0
<b>Total</b>	2	3	2

### News and Events

- Nature Discovery Day was a successful family event with 200 people.
- Claudia Cruz and Meghan Meredith attended a Round Table discussion on Team Building at Camp Henry Horner.

# PARKS AND PLANNING

## News and Events

- Staff continue to conduct focus groups for the development of the Sports Field Management Strategy. One additional focus group is scheduled for next month.
- Staff are in the process of developing a community outreach plan and recruiting Advisory Committee members for the Highland Park Country Club Conversion.
- Bids have been received and are currently being reviewed for the Kennedy Park Playground Installation, Hidden Creek AquaPark Splash Pad Replacement, Park Avenue Beach Dredging and Landscape Service Maintenance.
- Bids and RFP's are currently being prepared for the Sunset Valley Golf Club Halfway House Renovation, Hidden Creek Painting Project, and Annual Asphalt Project.
- Natural Areas and Parks staff are working with a local Girl Scout to plant a rain garden at Fink Park. The Scout is converting a section of turf that frequently floods to native plantings for her Gold Award Project.
- Parks and Golf Maintenance Staff are in the process of moving into the new Parks Operations and Golf Operations building.
- Contractor completed Winter Tree Removal RFP: removal of dead trees at Brown, Mooney, Upper Rosewood, and Sunset Parks.
- Bids and RFP's have been received for two contract services: Routine Landscape Services and Landscape Maintenance Services, and for R22 refrigerant for repair of the Recreation Center Dectron unit.
- RFP's are currently being prepared for a replacement pressure vessel domestic hot water boiler for Hidden Creek AquaPark and for a new electrical supply run to the Sunset Camp Shelter.
- Tennis nets being installed at outdoor courts.

## SMILE GRANT-IN-AID FEBRUARY 2018

	2017	2018
<b>Total YTD Subsidy</b>	<b>\$ 45,946</b>	<b>\$ 22,585</b>
<b>Households</b>		
<b>100% Subsidy YTD</b>	<b>39</b>	<b>44</b>
<b>50% Subsidy YTD</b>	<b>7</b>	<b>6</b>
<b>Total YTD</b>	<b>46</b>	<b>50</b>

### News and Events

- The number of households receiving a Grant-In-Aid scholarship has increased 9% compared to 2017.
- The variance in the YTD subsidy is due to changes in the way subsidized funds are distributed in Class versus RecTrac. Class recognizes a large portion of the subsidized funds in bulk at the start of the year; whereas RecTrac accounts for it as registrations are processed throughout the year.

## WEST RIDGE CENTER JANUARY 2018 RENTALS

	2017	2018	Variance
<b>Rental Bookings (hrs)</b>	<b>23</b>	<b>27.5</b>	<b>4.5</b>

### News and Events

- Overall rental booking hours are up due to a weekly gym rental for outside programming.

## 2018 CAMP REGISTRATION UPDATE (FEBRUARY 28)

	<u>2017</u>	<u>2018</u>	<u>Variance</u>
Before & After Camp	96	62	-34
CIT	33	34	1
Big Top Little Top	58	45	-13
Junior Spotlighters	19	17	-2
Senior Spotlighters	30	30	0
Golf Camps	6	9	3
Tennis Camps	28	32	4
Girls Play Strong	40	32	-8
Junior Varsity	27	24	-3
Varsity	30	30	0
Girls Outdoor Challenge	0	8	8
Hook Line and Sinker	8	9	1
Mini Crew	14	9	-5
Camp Sunshine	86	92	6
Coast Guardians	27	31	4
Junior Crew	49	69	20
Senior Crew	52	84	32
Mini Sunshine	0	1	1
Trekkers	21	25	4
OAC	13	19	6
Sand Trackers	21	17	-4
Swim N' Gym	N/A	28	28
<b>Total</b>	<b>658</b>	<b>707</b>	<b>49</b>

### News and Events

- The early bird campaign ended on February 28<sup>th</sup>.

## RECREATION AND EVENTS AS OF FEBRUARY 28, 2018

	<u>2017</u>	<u>2018</u>	<u>Variance</u>
Daddy Daughter Dance	173	199	26

### News and Events

- The Daddy Daughter Dance, “Under the Sea” was held on Saturday, February 3 at the Highland Park Country Club. The event maximum capacity was reached. We are researching the possibility of the addition of a second night for 2019.

## MARKETING AND COMMUNICATIONS *( Feb 14 – Mar 16)*

Social Media			
			
<b>3,286</b>	<b>797</b>	<b>462</b>	<b>27</b>
Likes	Followers	Followers	Views

Email			
<b>33,272</b>	<b>77,614</b>	<b>14,988</b>	<b>805</b>
Total Audience	Emails Delivered	Emails Opened	Clicks to pdhp.org

pdhp.org		
<b>11,724</b>	<b>18,128</b>	<b>42,172</b>
Visitors	Visits	Pageviews

Digital Brochures			
Spring		Camp	
<b>192</b>	<b>2</b>	<b>47</b>	<b>0</b>
Views	Clicks to Register	Views	Clicks to Register



Page ?	Pageviews ? ↓	Unique Pageviews ?	Avg. Time on Page ?
	<b>42,172</b> % of Total: 100.00% (42,172)	<b>33,065</b> % of Total: 100.00% (33,065)	<b>00:01:34</b> Avg for View: 00:01:34 (0.00%)
1. /	8,651 (20.51%)	6,489 (19.62%)	00:01:39
2. /recreation-center-highland-park-fitness-pool/	3,668 (8.70%)	2,870 (8.68%)	00:02:25
3. /centennial-ice-arena/	2,615 (6.20%)	2,022 (6.12%)	00:02:36
4. /programs/	2,408 (5.71%)	1,688 (5.11%)	00:00:27
5. /highland-park-country-club/	1,280 (3.04%)	934 (2.82%)	00:01:22
6. /camps/	1,244 (2.95%)	870 (2.63%)	00:03:10
7. /facilitiesparks/	1,222 (2.90%)	1,036 (3.13%)	00:00:21
8. /heller-nature-center/	960 (2.28%)	731 (2.21%)	00:01:54
9. /bids-rfps/	849 (2.01%)	619 (1.87%)	00:04:19
10. /join-our-team/	727 (1.72%)	593 (1.79%)	00:04:00
11. /parties-rentals/	724 (1.72%)	516 (1.56%)	00:00:46
12. /recreation-center-highland-park-fitness-pool/group-exercise/	685 (1.62%)	519 (1.57%)	00:02:02
13. /deer-creek-racquet-club/	639 (1.52%)	502 (1.52%)	00:02:12
14. /rosewood-beach-2/	562 (1.33%)	470 (1.42%)	00:01:46
15. /athletics/	533 (1.26%)	430 (1.30%)	00:00:30
16. /staff-directory/	503 (1.19%)	454 (1.37%)	00:03:13
17. /west-ridge-center/	486 (1.15%)	406 (1.23%)	00:02:32
18. /hidden-creek-aquatic-park-outdoor-pool/	466 (1.10%)	387 (1.17%)	00:02:52
19. /events/	434 (1.03%)	358 (1.08%)	00:01:15
20. /youth-sports/youth-baseball/	431 (1.02%)	287 (0.87%)	00:01:55
21. /find-listing/	304 (0.72%)	258 (0.78%)	00:01:45
22. /beaches/	258 (0.61%)	185 (0.56%)	00:00:44
23. /sunset-valley-golf-course-renovation/	254 (0.60%)	212 (0.64%)	00:03:13
24. /youth-sports/youth-basketball/	245 (0.58%)	183 (0.55%)	00:01:35
25. /recreation-center-highland-park-fitness-pool/indoor-aquatics/	238 (0.56%)	183 (0.55%)	00:00:45

## Social Media Campaigns

### Searching for Sasquatch Boosted Post Performance Results (2/8-2/15)

- Ad reached 697 people (unique views)
- 23 post engagements (liked, shared, or commented on the post)
- 22 link clicks to learn more
- Increased awareness Heller Programming
- Cost: \$30



### Spring Registration Boosted Post Performance Results (2/14-2/21)

- Ad reached 1,826 people (unique views)
- 241 post engagements (liked, shared, or commented on the post)
- 13 link clicks to learn more
- Increased awareness of Spring Registration/Online Registration
- Cost: \$30



### Camp Registration Presidents Day Boosted Video Post Performance Results (2/19-2/26)

- Ad reached 2,544 people (unique views)
- 2,263 video views
- 25 link clicks to learn more
- Continuous awareness of PDHP Camps
- Cost: \$50

