

**NOTICE OF MEETING**  
**Tuesday, April 24, 2018**  
**6:00 p.m.**

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

---

**REGULAR MEETING AGENDA**

- 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 27, 2018 Regular Board Meeting
  - B. Minutes from the April 11, 2018 Workshop Meeting
  - C. Approval of the 2018 Sunset Valley Golf Club Halfway House Renovation Project Bid
  - D. Approval Highland Park Country Club - Hey & Associates Proposal
  - E. Bills and Payroll in the amount of \$2,606,880.62
- VI. UNFINISHED BUSINESS
  - A. Approval of Sole Source Purchase of GPS Navigation System for Sunset Valley Golf Club Golf Carts from EZ-GO
- VII. TREASURER'S REPORT
- VIII. NEW BUSINESS
  - A. Foundation Check Presentation
  - B. Parks Foundation Update
  - C. Director's Report
  - D. 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.
- XI. ACTION FROM CLOSED SESSION IF ANY

**NOTICE OF MEETING**  
**Tuesday, April 24, 2018**  
**6:00 p.m.**

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

---

**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 27, 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

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

**ADDITIONS TO THE AGENDA** – None

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

**CONSENT AGENDA**

Minutes of March 6, 2018 Regular Board Meeting; Minutes of March 13, 2018 Workshop Meeting; 2018 Hidden Creek AquaPark Pool Shell Painting Bid; 2018 Kennedy Park Play Area Renovation Project Bid; 2018 Safety Surface Project Bid; 2018 Park Avenue Dredging Bid; 2018 Routine Grounds Maintenance Services Bid; 2018 Landscape Maintenance Services Bid; Resolution 18-03 – Emergency Repairs to the Boiler System; Bills and Payroll in the amount of \$1,325,477.80.

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

Roll Call:

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

**Nay:** None

**Absent:** Commissioner Flores Weisskopf

**Abstain:** None

**Motion Carried.**

**UNFINISHED BUSINESS** - None

**TREASURER'S REPORT**

Director Curtis reported that the auditors were at the Park District the week of March 12. Lauderbach and Amen will present their report at the Finance Committee Meeting which is scheduled for May 9 at 8:00 a.m. There will be a final presentation of the 2017 report at the Board Meeting on May 22.

**NEW BUSINESS**

**A. Kennedy Park Play Area Renovation Project Bid**

Assistant Director Smith shared that work on the Kennedy Park Play Area is projected to begin mid-April and be completed by Memorial Day weekend. 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. There will be a rubberized safety surface which we be two different colors; separating the elementary and tot areas.

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 budgeted within the 2018 Capital Projects Program.

Commissioner Bernstein asked if there had been any community feedback in recent months. Assistant Director Smith stated that there had not been any further feedback. Commissioner Bernstein explained his full support for the project by stating that the Lutz Center has its own playground and that there is a real need for this play area for the rest of the community.

Motion was made by Commissioner Bernstein; seconded by Vice President Ruttenberg to approve the 2018 Kennedy Park Play Area Renovation Project Bid.

Roll Call:

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

Nay: None

Absent: Commissioner Flores Weisskopf

Abstain: None

**Motion Carried.**

**B. Resolution 18-03 – Emergency Repairs to the Boiler System**

Assistant Director Carr reported that 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. On January 25<sup>th</sup>, 2018 notification was received that repairs needed to be immediately addressed.

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 the Recreation Center of Highland Park and the Highland Park Country Club.

Commissioner Bernstein asked the members of the Corporation Council who were at the meeting if the Park District had followed proper procedure to waive the bidding process. It was determined that the District had followed procedure and could proceed. Commissioner Bernstein stated that because the Park District may be terminating its lease at the Highland Park Country Club effective the end of the year, he wanted to be sure this was a necessary repair. He said that Staff assured him this repair was necessary and that the Recreation Center's use of the hot water tank is 80% and the Highland Park Country Club uses 20% of the tank's hot water. Commissioner Bernstein agreed on the condition that the City be responsible for the cost of 20% of the repair.

Motion was made by Commissioner Bernstein; seconded by Vice President Ruttenberg to approve Resolution 18-03 – Emergency Repair to the Boiler System conditioned upon the payment of the repairs split 80% to the Park District of Highland Park and 20% to the City.

Roll Call:

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

**Motion Carried.**

**C. Parks Foundation**

Commissioner Grossberg reported on the recent activities of the Parks Foundation. Restaurant week was a success with 50 people attending the Shrimp Boil at Bluegrass with

Jim Lederer of Blue grass donating a share of the proceeds. The week's net was \$2,420.00. Commissioner Grossberg stated that another fundraiser for SMILE will be occurring over the July 4<sup>th</sup> weekend; the annual 5K Fun Run. He also shared that the Foundation has hired a pro bono local marketing group to increase awareness of the Foundation as well as help with the creation of a web page and assist with social media. Commissioner Grossberg stated that in late June some members of the Parks Foundation, along with Executive Director McElroy, will be meeting with some local Foundations to share information about their foundations.

#### **D. Director's Report**

Executive Director McElroy reported on the Grand Opening and ribbon cutting of the POGO Building. She thanked the Commissioners for working to make this happen and explained that the new building will be a positive environment for the people who work year-round and will better serve the community. Executive Director McElroy announced that Rosewood Beach recently received a national award from the American Institute of Architects. There will be a press release on this soon.

Executive Director McElroy announced that NSSRA and the Northbrook Park District continue to explore the construction of a joint facility. Craig Culp, Executive Director for NSSRA, will be attending an upcoming meeting with updates on the new venture, as well as an overview of all the services NSSRA provides for the Park District of Highland Park. Executive Director McElroy shared some upcoming events at the Park District which include: "Eggstravaganza" at Sunset Woods Park, the opening of the Learning Center/Driving Range, April 6, Golf Clinics at the end of April, Earth Day at the Heller Nature Center April 21 from 10:00 a.m.-Noon, Tennis Camps at Deer Creek Racquet Club during Spring Break, gyms will be open at the Recreation Center of Highland Park during Spring Break and "A Race the Rec Triathlon at the Recreation Center of Highland Park on April 22 for ages 13 and older. Check the website for more details.

#### **E. Board Comments - None**

#### **OPEN TO PUBLIC TO ADDRESS BOARD**

A couple from the Legacy Club asked about the Rosewood Beach erosion.

#### **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

Board Regular Meeting Minutes

March 27, 2018

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 6:36 p.m.

**ACTION FROM CLOSED SESSION**

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 10:21 p.m.

Respectfully submitted,

Liza McElroy, Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
APRIL 11, 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, Commissioner Flores Weisskopf, President Kaplan

**Absent:** None

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

**ADDITIONS TO THE AGENDA** – None

**PARK OPERATIONS AND GOLF OPERATIONS UPDATES**

Assistant Director Smith reported that conditional occupancy was received, and Golf Operations and Parks Operations staff began occupying the building on March 12<sup>th</sup>. Over the past month, staff have continued to move in equipment and supplies. Punch list items are being completed. Once the weather allows, the asphalt surface layer will be installed, landscaping will be completed and the expansion gap at the upper lot entrance will be installed. Utilities are in the process of being disconnected at the former Parks Maintenance Garage. Once all disconnections are complete, permitting will be completed and demolition will begin.

Assistant Director Smith stated that expenses to date cover design, engineering, permitting, site testing, pre-construction management, construction administration, and construction since the approval of the Integrated Project Development Agreement in September 2016. Contingency dollars have been used for various changes to the project as real-time conditions present. The dollar amount reflected below also includes credits to the project identified through ongoing value engineering. In the last month, contingency dollars have been applied to the relocation and replacement electrical receptacles and additional conduit for security cameras. There was discussion about contacting neighbors before all the work is completed.

Estimated remaining project schedule is as follows: Parks Garage Demolition: Late April/Early May 2018.

### **PARK AVENUE BARGE**

Assistant Director Smith explained that due to structural concerns, access to the east side of the Park Avenue barge has been restricted since 2016. The barge's condition was continually monitored. After the winter thaw in mid-February, staff found the condition of the barge to have significantly deteriorated. The WT Group visited the site in March and documented that most of the steel side plates along the lakeside of the barge had collapsed, allowing water to enter the barge and erode the underlying gravel fill causing the concrete slabs to collapse.

After visiting the site in March, PDRMA recommended that all access to the barge be restricted. Staff will be placing 48-inch concrete barriers along the west side to the water's edge and along the entire north side. This action will eliminate pedestrian access to the west side for returning boats and will result in a one-lane boat launch. It was recommended by Staff to angle the final barrier to allow more space for backing up trailers.

Staff reported that the average number of boats that launch per month is 30. The Board had questions regarding boat rescues and usage. Vice President Ruttenberg and other Board members asked the North Shore Yacht Club Commodore about barge usage by the Yacht Club. The Commodore stated that their boats use the ramp and that she had some concerns for incoming boats due to a pending storm.

Staff are currently investigating options for a permanent solution and will be preparing a Request For Proposals to hire an engineering firm to develop specifications for this work. A presentation will be made by staff on the status of the Park Avenue Barge and the measures being taken to address its condition. It was suggested that the Highland Park Police be contacted for traffic configuration. For the short term, a letter will go out to the boating community. Commissioner Bernstein questioned the access to the barge. PDRMA recommends 12 feet. The long-term plan will consist of looking at options and costs as well as contacting the North Shore Yacht Club when this topic is on the Agenda. There was discussion of traffic flow and that it should be considered and reviewed.

### **HIGHLAND PARK COUNTRY CLUB PROPOSAL**

- **HEY AND ASSOCIATES PROPOSAL**

Assistant Director Smith reported as part of the process to convert the Highland Park Country Club property to a passive natural area, the Park District of Highland Park will select a firm to provide planning, design and engineering services. Staff is recommending entering into an agreement with Hey and Associates, Inc. Hey and Associates conducted the Master Planning for the adjacent Skokie River Woods property which included the design of the Gateway Path and development of a conceptual design for a path across Highland Park Country Club connecting Skokie River Woods to Highland park Woods.

This proposal includes the completion of the plans to construct the Gateway Pathway to provide public access to Skokie River Woods.

Below is a summary of the project approach and scope of services:

- Project Initiation and Data Review**
- Site Inventory and Analysis**
- Develop Design Program**
- Conceptual Planning**
- Design Development**
- Construction Documents**
- Permitting**
- Bidding**
- Construction (Optional, Fee TBD)**
- Demonstration Plantings**
- Additional Requested Services (Optional, Fee TBD)**

**Budget Impact**

Total Available HPCC Planning Budgeted Funds	\$170,000
Total Available Gateway Path Design/Engineering Budgeted Funds	\$ 60,000
<b>Hey and Associates Fees</b>	<b><u>\$188,900</u></b>
Anticipated Amount over/ <u>under</u> budget	(\$ 41,000)

**Recommendation**

Staff recommends approval for the Executive Director to enter into an agreement with Hey and Associates, Inc., for services relating to the Highland Park Country Club Conversion Project for a lump sum in the amount of \$188,900.00.

**SUNSET VALLEY GOLF UPDATES**

Director Romes shared that demolition of the Sunset Valley Golf Course clubhouse site began the week of Mach 12, 2018 and is nearing completion. To date, demolition has included the following:

Outside: Landscaping vegetation, bushes and trees have been removed including removal of the heritage tree and three key trees on the south side of the building. Asphalt, concrete pads and sidewalk surrounding the clubhouse have been removed. The starter hut and concrete slab has been removed and light bollards have been removed.

Inside: Existing drywall, plaster and gypsum on the walls and ceilings have been removed. Doors, windows framing and exterior wall for new storefront glazing has been removed and

boarded. Flooring has been removed. Existing locker rooms have been demolished. Electrical and plumbing fixtures have been removed and the structural beam has been removed to allow for a consistent ceiling height.

Additional progress includes installation of the footings, foundation and piers for the outside patio that wraps around the north, east and south of the building and installation of down spout drains. We have received the final permit for inside construction which is scheduled to begin the week of April 9. Executive Director McElroy reported that a letter to neighbors will be going out the first week in May to share what the Park District's plans are for the parking lot lights. Commissioner Bernstein asked if furniture had been selected; Director Romes stated that staff is currently involved in this process.

### **BOND COMPLIANCE**

Director Curtis presented the Post Issuance Compliance Report for Debt Certificate series 2012A & 2013, and General Obligation Limited Tax Park Bonds series 2016 & 2017. Per the Bond Record-Keeping Policy, annually until 3 years after maturity, a review of all contracts and other records related to the instruments will be completed to determine whether each issuance complies with federal tax requirements. Chapman and Cutler, the District's bond counsel provides a check list for the review. The District is currently in compliance with applicable requirements so the issuances retain tax exempt status. Commissioner Ruttenberg ask for the identity of the Compliance Officer. Director Curtis, indicated that she was appointed.

### **REVIEW OF VOUCHERS**

Director Curtis presented bills for checks written March 23, 2018 through April 11, 2018 for an amount totaling \$1,272,113.00. There were no questions from the Board.

### **OPEN TO PUBLIC ADDRESS TO ADDRESS BOARD**

A resident at the Legacy Club had some questions regarding the newsletter on the Park District of Highland Park website.

### **CLOSED SESSION**

Motion was made by Commissioner Grossberg, seconded by Vice President Ruttenberg, 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

Board Workshop Minutes

April 11, 2018

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 7:05 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 Bernstein, seconded by Commissioner Grossberg and approved by unanimous voice vote. The Board Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Liza McElroy, Secretary



# 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 SVGC Halfway House Renovation Project Bid**

---

## Summary

The Park District of Highland Park received eight proposals on April 17, 2018 for the 2018 SVGC Halfway House Renovation Project Bid. A bid summary is shown on the following page. The Bid proposal is for renovation of the ADA accessible washrooms and painting of the building trim and columns. Additional improvements being made as part of this project include new water service to building, new restroom flooring, new restroom doors, new roll door and new asphalt walk.

## Recommendation

Staff recommends acceptance of the base bid proposal from Absolute Home Improvements and Cleaning Services, Inc. in the amount of \$12,500. The District has worked successfully with this contractor in past years.

## Budget Impact

Total Available Budgeted Funds for this Project	\$100,000
<b>Restroom Renovation and Painting Bid Recommendation</b>	<b>less \$ 12,500</b>
New Water Service to Building Price	less \$ 17,500
Roll Door Replacement Budgeted Funds	less \$ 5,000
Door and Hardware Replacement Budgeted Funds	less \$ 20,000
Fixture Purchase Price	less \$ 5,722
Floor Replacement Price	less \$ 1,995
Asphalt Walk Replacement Price	<u>less \$ 3,850</u>
Anticipated Amount over/under budget for this project	\$ 33,433

<b>Company</b>	<b>Total</b>
Absolute Home improvements and Cleaning Service, Inc.	\$12,500
Builders Land, Inc.	\$22,900
Integral Construction, Inc.	\$25,432
MAG Construction Company	\$25,500
Reef, LLC.	\$26,700
ATP Enterprise Group, Inc.	\$28,100
Orbis Construction Company, Inc.	\$29,550
CCDS	\$34,680



# Memorandum

**To:** Board of Park Commissioners

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

**Date:** April 24, 2018

**Subject:** **Highland Park Country Club Proposal from Hey and Associates, Inc.**

---

As part of the process of to convert the Highland Park Country Club property to a passive natural area, the Park District of Highland Park will select a firm to provide planning, design and engineering services. Staff is recommending entering into an agreement with Hey and Associates, Inc. Hey and Associates conducted the Master Planning for the adjacent Skokie River Woods property which included the design of the Gateway Path and development of a conceptual design for a path across Highland Park Country Club connecting Skokie River Woods to Highland park Woods. This proposal includes the completion of the plans to construct the Gateway Pathway to provide public access to Skokie River Woods.

Attached is the recommended Hey and Associates Proposal in full. Below is a summary of the project approach and scope of services:

#### **Project Initiation and Data Review**

- Internal Planning Committee Meeting - Initiate project and review project schedule
- Data Review
- Advisory Committee Meeting -Discuss stakeholder interests, concerns and project goals

#### **Site Inventory and Analysis**

- Field Reconnaissance
- Wetland Delineation and Jurisdictional Determination
- Tree Inventory
- Topographic Survey
- Bathymetric Survey
- Geotechnical Investigation
- Path Condition Assessment
- Drainage Inventory
- Flood Inundation/Duration Analysis
- Assemble Base Files

#### **Develop Design Program**

- Advisory Committee Meeting - Review existing site inventory and refine project scope
- Identify Components to be Included in Concept Design

#### **Conceptual Planning**

- Concept Designs
- Advisory Committee Meeting - Present two concept plans
- Internal Planning Committee Meeting – Review Advisory Committee feedback
- Internal Planning Committee and Park Board Meeting - Present revised concept plans

- Public Meeting - Present concept plans
- Internal Planning Committee -Review feedback from the Public Meeting

**Design Development**

- Finalize Design
- Design Development Documents (DDD)
- Cost Opinion
- Advisory Committee Meeting - Review 100% DDD
- Internal Planning Committee Meeting - Review Advisory Committee feedback
- Internal Planning Committee IPC and Park Board Meeting - Present 100% DDD
- Public Meeting - Present 100% DDD

**Construction Documents**

- Construction Documents – Gateway Path and HPCC Connector Path
- Gateway Path Boardwalk Systems
- Detention, Compensatory Storage and Water Quality
- Construction Documents – Native Plantings and Site Amenities

**Permitting**

- Pre-Permit Correspondence
- Permit Submittals

**Bidding**

- Bidding Assistance
- Bid Evaluation

**Construction (Optional, Fee TBD)**

- Construction Administration
- Construction Observation

**Demonstration Plantings**

- Demonstration Plantings – Turf Islands to Native Plantings
- Demonstration Plantings – Shoreline Plantings

**Additional Requested Services (Optional, Fee TBD)**

- Additional meetings and project coordination beyond the scope outlined above
- Tree inventory for the remainder of the HPCC site
- Topographic survey for the remainder of the HPCC site
- Supplemental interior drainage inventory (if needed)
- Bathymetric survey of the remaining two ponds (add \$1,500 if performed concurrently with 10.b. above)
- As-built survey
- IGA / Easement support

**Budget Impact**

Total Available HPCC Planning Budgeted Funds	\$170,000
Total Available Gateway Path Design/Engineering Budgeted Funds	\$60,000
<b>Hey and Associates Fees</b>	<b><u>\$188,900</u></b>
Anticipated Amount over/ <u>under</u> budget	(\$41,000)

**RECOMMENDATION**

**Staff recommends approval for the Executive Director to enter into an agreement with Hey and Associates, Inc., for services relating to the Highland Park Country Club Conversion Project for a lump sum in the amount of \$188,900.00.**



To: Board of Park Commissioners

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

Date: April 24, 2018

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written March 23, 2018 through April 20, 2018 to be presented to the Board for approval on April 24, 2018.

**BILLS**

**DATE**

**AMOUNT**

March 23, 2018	\$	250.00
March 26, 2018	\$	850,497.00
March 27, 2018	\$	1,500.00
April 2, 2018	\$	15,088.00
April 3, 2018	\$	15,088.00
April 5, 2018	\$	14,765.77
April 5, 2018	\$	329,122.68
April 11, 2018	\$	24,061.28
April 16, 2018	\$	3,075.00
April 19, 2018	\$	5,436.69
April 20, 2018	\$	396,929.90
Void Payments	\$	(15,470.50)
Bank Drafts	\$	95,737.00
P-Card	\$	174,488.57
<b>TOTAL</b>	<b>\$</b>	<b>1,710,569.39</b>

**PAYROLL DISBURSEMENTS**

March 2, 2018	\$	304,789.66
March 16, 2018	\$	300,528.87
March 30, 2018	\$	290,992.70
<b>TOTAL</b>	<b>\$</b>	<b>896,311.23</b>

**GRAND TOTAL** \$ **2,606,880.62**

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 04-24-18 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: APPKT01524 - 20180323 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						
11176	ILL LIQUOR CONTROL COMMISSION	03/23/2018	Regular	0.00	250.00	181409
<u>03142018</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>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01527 - 20180326 2

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
16119	LAMP INC	03/26/2018	Regular	0.00	581,993.00	181410
<u>10</u>	invoice	02/28/2018	POGO-HP General Construction	0.00	581,993.00	
11539	LANDMARK FORD INC	03/26/2018	Regular	0.00	68,504.00	181411
<u>10282017</u>	Credit Memo	03/26/2018	Trade-2004 Ford Ranger,2008 F-250 w/pl	0.00	-6,200.00	
<u>161593</u>	Invoice	03/12/2018	2018 Ford Truck F250	0.00	35,220.00	
<u>161594</u>	Invoice	03/12/2018	2018 Ford Truck F250	0.00	39,484.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	2	0.00	650,497.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>4</b>	<b>2</b>	<b>0.00</b>	<b>650,497.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01531 - 20180327 3

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16379	NORTH SHORE GAS COMPANY	03/27/2018	Regular	0.00	1,500.00	181412
<u>N201057</u>	Invoice	03/26/2018	Disconnection fee - Meter# N201057	0.00	750.00	
<u>N432221</u>	Invoice	03/26/2018	Disconnection fee - Meter# N432221	0.00	750.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	1	0.00	1,500.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>1</b>	<b>0.00</b>	<b>1,500.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01534 - EMERGENCY CHECK 4.2.2018

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>						
11048	ZINGARI LLC	04/02/2018	Regular	0.00	15,088.00	181413
<u>2.18.2018</u>	Invoice	04/02/2018	Deposit for Horse Riding Lessons	0.00	5,088.00	
<u>3.15.208</u>	Invoice	04/02/2018	Deposit for Tent Rental	0.00	10,000.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	1	0.00	15,088.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>1</b>	<b>0.00</b>	<b>15,088.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01536 - 20180403 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						
11048	ZINGARI LLC	04/03/2018	Regular	0.00	15,088.00	181414
<u>031618</u>	Invoice	03/16/2018	Deposit for horse riding lessons	0.00	5,088.00	
<u>031618</u>	Invoice	03/16/2018	Deposit for circus tent rental	0.00	10,000.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	1	0.00	15,088.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>1</b>	<b>0.00</b>	<b>15,088.00</b>



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>						
16972	CONSTELLATION NEWENERGY GAS I	04/05/2018	Regular	0.00	3,457.78	181415
<u>2258779</u>	Invoice	03/02/2018	January 2018	0.00	3,457.78	
16964	DYNEGY ENERGY SERVICES*	04/05/2018	Regular	0.00	9,098.97	181416
<u>87360418011</u>	Invoice	03/06/2018	January 2018	0.00	5,009.32	
<u>87360418021</u>	Invoice	03/06/2018	February 2018	0.00	4,089.65	
17118	INDIA BULLETIN INC.*	04/05/2018	Regular	0.00	190.00	181417
<u>7175</u>	Invoice	11/17/2017	29-76 HPCC Quarter Page Color Ad	0.00	190.00	
17121	NORTH SHORE WATER RECLAMATIC	04/05/2018	Regular	0.00	1,344.87	181418
<u>3735772</u>	Invoice	03/10/2018	1163 Park Ave W 09/21/17-12/20/17	0.00	15.65	
<u>3737013</u>	Invoice	03/10/2018	1201 Park Ave W 09/21/17-12/20/17	0.00	1,329.22	
17120	SVET RUSSIAN MEDIA*	04/05/2018	Regular	0.00	500.00	181419
<u>63970</u>	Invoice	01/01/2017	29-76 January 2017	0.00	500.00	
17119	TYCO INTEGRATED SECURITY LLC*	04/05/2018	Regular	0.00	174.15	181420
<u>30219994</u>	Invoice	03/10/2018	29-76 Quarterly Billing 04/01/18-06/30/1	0.00	174.15	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	6	0.00	14,765.77
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>8</b>	<b>6</b>	<b>0.00</b>	<b>14,765.77</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01548 - 20180405 2

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>032318</u>	3301-NCPERS - IL IMRF Invoice	04/05/2018 03/23/2018	Regular NCPERS Group Life Insurance	0.00 0.00	32.00 32.00	181421
15147 <u>222110</u> <u>222474</u>	ABC PRINTING COMPANY Invoice Invoice	04/05/2018 03/14/2018 03/23/2018	Regular 29-32 1000 Door hangers Rosewood Beac 29-42 2000 Brochures 'Game On'	0.00 0.00 0.00	586.14 134.14 452.00	181422
10039 <u>032718</u>	ACME AWNING CO Invoice	04/05/2018 03/27/2018	Regular 01-14 Awning repair - Sunset Park	0.00 0.00	1,662.00 1,662.00	181423
16398 <u>842658</u> <u>845417</u>	ADDISON GROUP Invoice Invoice	04/05/2018 03/24/2018 03/31/2018	Regular 01-11 03/18-18-03/24/18 01-11 03/25/18-03/31/18	0.00 0.00 0.00	1,220.63 515.38 705.25	181424
10049 <u>511836957</u>	ADP, INC. Invoice	04/05/2018 03/30/2018	Regular Payroll Services 03/23/18	0.00 0.00	515.65 515.65	181425
10055 <u>1071771</u>	AEREX PEST CONTROL Invoice	04/05/2018 03/22/2018	Regular 29-61 Service - March 2018	0.00 0.00	65.00 65.00	181426
17048 <u>384630-1</u>	AMY GREGOR Invoice	04/05/2018 02/20/2018	Regular Refund	0.00 0.00	32.50 32.50	181427
10149 <u>61477</u>	ANCEL, GLINK, DIAMOND, BUSH, DICHA Invoice	04/05/2018 01/10/2018	Regular Professional fees thru December 31, 2017	0.00 0.00	10,813.75 10,813.75	181428
17126 <u>417751</u>	BEVERLY SEIFFERT Invoice	04/05/2018 03/22/2018	Regular Refund	0.00 0.00	24.00 24.00	181429
15673 <u>032318</u>	BGRA BASEBALL Invoice	04/05/2018 03/23/2018	Regular 29-26 05/26/18-05/29/18 Tournament fe	0.00 0.00	475.00 475.00	181430
10295 <u>040218</u>	BILL HORGAN Invoice	04/05/2018 04/02/2018	Regular 29-26 Referee fees - Feb/Mar 2018	0.00 0.00	360.00 360.00	181431
10420 <u>6820681</u>	CENTERPOINT ENERGY SERVICES, IN Invoice	04/05/2018 03/28/2018	Regular 02/01/18-02/28/18	0.00 0.00	13,714.49 13,714.49	181432
17131 <u>413706-1</u>	CHARLES WATHEN Invoice	04/05/2018 03/19/2018	Regular Refund	0.00 0.00	100.00 100.00	181433
16752 <u>40239-36</u>	COLUMBIA CASCADE COMPANY Invoice	04/05/2018 03/14/2018	Regular 01-14 3 sets bench replacement slats	0.00 0.00	2,665.00 2,665.00	181434
10537 <u>1814767015 032</u> <u>7261044014 032</u>	COMED Invoice Invoice	04/05/2018 03/28/2018 03/26/2018	Regular Egandale Sec Light at Boat Beach, Cuniff 2 02/23/18-03/26/18	0.00 0.00 0.00	906.80 52.90 853.90	181435
14477 <u>0011245</u>	COMMERCIAL RECREATION SPECIAL Invoice	04/05/2018 03/15/2018	Regular 01-11 1yr service contract - Lighting Deta	0.00 0.00	6,450.00 6,450.00	181436
16142 <u>0044107885</u> <u>0044107885 032</u>	CONSTELLATION NEWENERGY INC Invoice Invoice	04/05/2018 03/20/2018 03/20/2018	Regular January - February 2018 February - March 2018	0.00 0.00 0.00	21,618.71 11,443.89 10,174.82	181437
14938 <u>428225</u>	DAVE HARACZ Invoice	04/05/2018 04/02/2018	Regular Refund	0.00 0.00	475.00 475.00	181438
10737	DON CHRIST	04/05/2018	Regular	0.00	74.00	181439

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>031318</u>	Invoice	03/13/2018	29-26 Referee fees-Jan/Feb 2018	0.00	74.00	
17123	RYDIN	04/05/2018	Regular	0.00	916.86	181440
<u>341831</u>	Invoice	03/22/2018	29-34 353 Boat Permits, 459 Beach Permi	0.00	916.86	
10756	DRUE HOFFMAN	04/05/2018	Regular	0.00	180.00	181441
<u>040218</u>	Invoice	04/02/2018	29-26 Referee fees - Feb/Mar 2018	0.00	180.00	
10760	DUKE'S OIL SERVICE LLC	04/05/2018	Regular	0.00	75.00	181442
<u>85177</u>	Invoice	03/07/2018	29-41 Reclaim waste oil - service charge	0.00	75.00	
17122	DYNEGY ENERGY SERVICES	04/05/2018	Regular	0.00	9,098.97	181443
<u>2990529007</u>	Invoice	03/06/2018	Rec Center 01/25/18-02/22/18	0.00	4,089.66	
<u>2990529007 030</u>	Invoice	03/06/2018	Rec Center 12/21/17-01/24/18	0.00	5,009.31	
17127	EDMUND JR. TROPP	04/05/2018	Regular	0.00	13.60	181444
<u>423951</u>	Invoice	03/28/2018	Refund	0.00	13.60	
17115	GEVIK ANBARCHIAN	04/05/2018	Regular	0.00	111.00	181445
<u>031318</u>	Invoice	03/13/2018	29-26 Referee fees - Jan/Feb 2018	0.00	111.00	
17059	HALLE EICHNER	04/05/2018	Regular	0.00	64.53	181446
<u>426048</u>	Invoice	03/30/2018	Refund	0.00	64.53	
15888	HEARTLAND BUSINESS SYSTEMS LLC	04/05/2018	Regular	0.00	555.00	181447
<u>256373-H</u>	Invoice	03/16/2018	70-11 Labor - additional switch	0.00	555.00	
14814	HIGHLAND PARK COUNTRY CLUB	04/05/2018	Regular	0.00	1,858.75	181448
<u>15215</u>	Invoice	03/24/2018	29-29 03/24/18 event	0.00	1,858.75	
11276	JAY ZIMMERMAN	04/05/2018	Regular	0.00	300.00	181449
<u>040218</u>	Invoice	04/02/2018	29-26 Assignor fees & Umpire fees Feb/M	0.00	300.00	
17125	JESSICA LEVY	04/05/2018	Regular	0.00	27.00	181450
<u>418716</u>	Invoice	03/23/2018	Refund	0.00	27.00	
17128	JESSICA ROQUE	04/05/2018	Regular	0.00	60.00	181451
<u>423938</u>	Invoice	03/28/2018	Refund	0.00	60.00	
11332	JMS ENVIRONMENTAL ASSO	04/05/2018	Regular	0.00	3,062.50	181452
<u>2263000</u>	Invoice	03/06/2018	70-11 Golf Clubhouse asbestos consulting	0.00	1,212.50	
<u>2263001</u>	Invoice	03/15/2018	70-11 Golf Clubhouse asbestos removal	0.00	1,850.00	
11357	JOHN DORAN	04/05/2018	Regular	0.00	231.00	181453
<u>040218</u>	Invoice	04/02/2018	26-26 Referee fees - Feb/Mar 2018	0.00	231.00	
11575	LEIBOLD IRRIGATION, INC.	04/05/2018	Regular	0.00	2,351.76	181454
<u>0007498-IN</u>	Invoice	02/28/2018	29-41 Irrigation computer system moved	0.00	2,351.76	
16875	MARIANA HENRIQUES - PETTY CASH	04/05/2018	Regular	0.00	67.99	181455
<u>032718</u>	Invoice	03/27/2018	Petty cash reimbursed	0.00	67.99	
16928	E-QUANTUM CONSULTING, LLC	04/05/2018	Regular	0.00	165.00	181456
<u>4365</u>	Invoice	04/01/2018	01-11 Natural Gas Consulting Services	0.00	165.00	
11797	MIDCO	04/05/2018	Regular	0.00	1,178.50	181457
<u>323482</u>	Invoice	03/03/2018	01-14 Extensions from SVGC to HCAP app	0.00	351.00	
<u>323638</u>	Invoice	03/15/2018	29-41 Extensions from SVGC controller to	0.00	273.00	
<u>323693</u>	Invoice	03/19/2018	29-49 Women's locker room phone	0.00	554.50	
17117	MIKE PAVONE	04/05/2018	Regular	0.00	111.00	181458
<u>031318</u>	Invoice	03/13/2018	29-26 Referee fees - Jan/Feb 2018	0.00	111.00	
17132	MILA LOVE	04/05/2018	Regular	0.00	25.00	181459
<u>430132</u>	Invoice	04/04/2018	Refund	0.00	25.00	
17130	NEW TRIER FEEDER BASEBALL ASSO	04/05/2018	Regular	0.00	475.00	181460

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>428227</u>	Invoice	04/02/2018	Refund	0.00	475.00	
11998 <u>0318133</u>	PARK DISTRICT RISK MGMT AGCY Invoice	04/05/2018 03/31/2018	Regular Property/Liability/Workers Comp/Emp	0.00 0.00	30,537.26 30,537.26	181461
11998 <u>040118</u>	PARK DISTRICT RISK MGMT AGCY Invoice	04/05/2018 04/01/2018	Regular Health Invoice	0.00 0.00	2,040.92 2,040.92	181462
11998 <u>0318133H</u>	PARK DISTRICT RISK MGMT AGCY Invoice	04/05/2018 03/31/2018	Regular Health Invoice	0.00 0.00	145,095.95 145,095.95	181463
12252 <u>040218</u>	RON KATZ Invoice	04/05/2018 04/02/2018	Regular 29-26 Referee fees - Feb/Mar 2018	0.00 0.00	60.00 60.00	181464
17129 <u>423972</u>	SARI ISAACSON Invoice	04/05/2018 03/28/2018	Regular Refund	0.00 0.00	70.00 70.00	181465
12409 <u>1798</u>	SPECIALTY FLOORS, INC Invoice	04/05/2018 03/14/2018	Regular 29-55 RB Courts sanded and lines painted	0.00 0.00	4,400.00 4,400.00	181466
12490 <u>16029</u>	SUNDEK OF ILLINOIS, INC. Invoice	04/05/2018 03/15/2018	Regular 01-14 HCAP vinyl flooring removal	0.00 0.00	1,200.00 1,200.00	181467
17124 <u>425966</u>	SYLVANA OSORIO Invoice	04/05/2018 03/30/2018	Regular Refund	0.00 0.00	153.00 153.00	181468
12606 <u>040218</u>	TIM GALASSINI Invoice	04/05/2018 04/02/2018	Regular 29-26 Referee fees - Feb/Mar 2018	0.00 0.00	111.00 111.00	181469
17116 <u>031318</u>	TIMOTHY KAUFFMAN Invoice	04/05/2018 03/13/2018	Regular 29-26 Referee fees - Jan/Feb 2018	0.00 0.00	202.00 202.00	181470
12631 <u>040218</u>	TONY ROSS Invoice	04/05/2018 04/02/2018	Regular 29-26 Referee fees Feb/Mar 2018	0.00 0.00	120.00 120.00	181471
12703 <u>040118</u>	UNITED WAY OF METRO CHICAGO Invoice	04/05/2018 04/01/2018	Regular United Way	0.00 0.00	51.00 51.00	181472
10650 <u>06-4436</u> <u>07-4473</u> <u>08-4494</u> <u>08-4508</u> <u>08-4509</u> <u>12-4493</u> <u>12-4506</u>	WOODHOUSE TINUCCI ARCHITECTS Invoice Invoice Invoice Invoice Invoice Invoice Invoice	04/05/2018 11/15/2017 01/11/2018 03/12/2018 03/12/2018 03/12/2018 03/12/2018 03/12/2018	Regular 70-11 Golf Clubhouse 70-11 Golf Clubhouse 70-11 Golf Clubhouse 70-11 Golf Clubhouse 70-11 HP Maintenance Building 70-11 HP Maintenance Building	0.00 0.00 0.00 0.00 0.00 0.00 0.00	62,362.42 94.82 908.35 203.96 2,850.00 45,000.00 305.29 13,000.00	181473

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	67	53	0.00	329,122.68
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>67</b>	<b>53</b>	<b>0.00</b>	<b>329,122.68</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01550 - 04112018 2 HPCC

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16952	CATERED BY DESIGN*	04/11/2018	Regular	0.00	24,061.28	181474
14604	invoice	04/06/2018	2nd qtr payment 2018 - Banquet Services	0.00	24,061.28	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	24,061.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>24,061.28</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01552 - 20180416 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						
17161	LITRONICX LTD	04/16/2018	Regular	0.00	3,075.00	181475
417	Invoice	03/23/2018	29-38 Lighting services - 2018 Ice Show	0.00	3,075.00	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	3,075.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>3,075.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01560 - 04192018 5 HPCC

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
16967	CITY OF HIGHLAND PARK*	04/19/2018	Regular	0.00	49.77	181476
<u>226361</u>	Invoice	04/18/2018	Billing Discrepancy-Meade Electric ck#31	0.00	49.77	
16972	CONSTELLATION NEWENERGY GAS I	04/19/2018	Regular	0.00	1,466.47	181477
<u>2281198</u>	Invoice	03/28/2018	February 2018	0.00	1,466.47	
16964	DYNEGY ENERGY SERVICES*	04/19/2018	Regular	0.00	3,920.45	181478
<u>87360418031</u>	Invoice	03/28/2018	March 2018	0.00	3,920.45	

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	5,436.69
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>3</b>	<b>3</b>	<b>0.00</b>	<b>5,436.69</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01562 - 20180420 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						
17167	AARON FERRER	04/20/2018	Regular	0.00	18.44	181479
<u>442363</u>	Invoice	04/16/2018	Refund	0.00	18.44	
15147	ABC PRINTING COMPANY	04/20/2018	Regular	0.00	1,035.23	181480
<u>222834</u>	Invoice	04/04/2018	29-33 1,600 Lakefront Parking Decals	0.00	608.91	
<u>223085</u>	Invoice	04/12/2018	01-11 3,000 Employee Ambassador Card	0.00	182.92	
<u>223086</u>	Invoice	04/12/2018	01-11 4,000 Employee Ambassador Card	0.00	243.40	
16398	ADDISON GROUP	04/20/2018	Regular	0.00	1,993.69	181481
<u>848536</u>	Invoice	04/07/2018	01-11 04/01/18-04/07/18	0.00	952.94	
<u>851362</u>	Invoice	04/14/2018	01-11 04/08/18-04/14/18	0.00	1,030.75	
10049	ADP, INC.	04/20/2018	Regular	0.00	7,248.82	181482
<u>512626935</u>	Invoice	04/13/2018	Workforce Now and Enterprise eTime	0.00	7,248.82	
10111	AMALGAMATED BANK OF CHICAGO	04/20/2018	Regular	0.00	475.00	181483
<u>1855170000 040</u>	Invoice	04/01/2018	Annual Administrative Fee	0.00	475.00	
10149	ANCEL, GLINK, DIAMOND, BUSH, DICHA	04/20/2018	Regular	0.00	9,712.50	181484
<u>63065</u>	Invoice	04/10/2018	Professional fees thru March 31, 2018	0.00	9,712.50	
16904	APPLIED ECOLOGICAL SERVICES, INC	04/20/2018	Regular	0.00	3,894.00	181485
<u>48356</u>	Invoice	03/31/2018	01-13 Clearing of target species & herbici	0.00	3,894.00	
17170	BCI BURKE COMPANY LLC	04/20/2018	Regular	0.00	79,860.00	181486
<u>87578</u>	Invoice	04/04/2018	Kennedy Park Playground equipment	0.00	79,860.00	
17165	BONNIE SCLAMBERG	04/20/2018	Regular	0.00	35.10	181487
<u>438210</u>	Invoice	04/12/2018	Refund	0.00	35.10	
10378	CALL ONE	04/20/2018	Regular	0.00	5,677.13	181488
<u>1128095 041518</u>	Invoice	04/15/2018	April/May 2018	0.00	5,677.13	
17051	CARLOS CERVANTES	04/20/2018	Regular	0.00	37.79	181489
<u>434970</u>	Invoice	04/09/2018	Refund	0.00	10.88	
<u>434970-1</u>	Invoice	04/09/2018	Refund	0.00	26.91	
13815	CAGCS	04/20/2018	Regular	0.00	115.00	181490
<u>041918</u>	Invoice	04/19/2018	29-41 Membership - Ryan Ochs	0.00	115.00	
14826	COMMERCIAL CAPITAL COMPANY, I	04/20/2018	Regular	0.00	276.00	181491
<u>59628</u>	Invoice	03/30/2018	01-13 Lease scanner station	0.00	276.00	
16142	CONSTELLATION NEWENERGY INC	04/20/2018	Regular	0.00	1,466.46	181492
<u>2281198</u>	Invoice	03/28/2018	February-March 2018	0.00	1,466.46	
10624	DANIEL CREANEY COMPANY	04/20/2018	Regular	0.00	2,320.00	181493
<u>41285</u>	Invoice	02/20/2018	Rosewood Beach Park Drafting & Review	0.00	820.00	
<u>41405</u>	Invoice	04/03/2018	Rosewood Beach Park Proj Mgt Design CA	0.00	1,500.00	
16057	DAYLE KOZLOWSKI	04/20/2018	Regular	0.00	29.33	181494
<u>438209</u>	Invoice	04/12/2018	Refund	0.00	29.33	
17122	DYNEGY ENERGY SERVICES	04/20/2018	Regular	0.00	3,920.45	181495
<u>87360418031</u>	Invoice	04/18/2018	Rec Center 02/23/18-03/25/18	0.00	3,920.45	
16075	EVAN KANE	04/20/2018	Regular	0.00	295.00	181496
<u>PDHP20180326</u>	Invoice	03/26/2018	01-22 Tennis photography	0.00	295.00	

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
10974 <u>5121.200-22</u>	GEWALT HAMILTON ASSOCIATES, I	04/20/2018 02/21/2018	Regular SVGC DD Professional Services 12/18/17-	0.00 0.00	2,021.88 2,021.88	181497
16791 <u>04102018</u>	GOVERNMENT FINANCE OFFICERS A	04/20/2018 04/18/2018	Regular Certificate of Achievement Program	0.00 0.00	435.00 435.00	181498
11009 <u>A5837315</u> <u>A5837337</u> <u>A5837379</u>	GRANDI BROS.	04/20/2018 04/09/2018 04/04/2018 04/05/2018	Regular Chainsaw parts Honda Weedeater parts Stihl Weedeater parts	0.00 0.00 0.00 0.00	426.14 249.21 117.78 59.15	181499
15888 <u>HBS00559880</u> <u>HBS00560060</u>	HEARTLAND BUSINESS SYSTEMS LLC	04/20/2018 03/29/2018 03/30/2018	Regular POGO Cisco 48 port montable rack & exp POGO Extended service agreement	0.00 0.00 0.00	16,466.70 15,117.70 1,349.00	181500
17160 <u>431584</u> <u>431585</u>	HOWARD FEILER	04/20/2018 04/05/2018 04/05/2018	Regular Refund Refund	0.00 0.00 0.00	47.96 17.36 30.50	181501
15996 <u>040518</u>	IBJI HEALTH PERFORMANCE INSTITL	04/20/2018 04/05/2018	Regular 29-26 Indoor coaching services 01/22/18	0.00 0.00	6,250.00 6,250.00	181502
11184 <u>000TQM 002NQ</u>	ILLINOIS DEPT OF AGRICULTURE	04/20/2018 04/19/2018	Regular 29-41 3-Year Pest Control License - R. Oc	0.00 0.00	60.00 60.00	181503
11199 <u>13454</u> <u>13469</u>	IMAGES ALIVE, LTD	04/20/2018 03/23/2018 03/28/2018	Regular 29-49 21 Long sleeve shlrts - maintenanc 29-49, 29-51 54 short sleeve shirts,21 lon	0.00 0.00 0.00	1,601.36 665.61 935.75	181504
17175 <u>443162</u>	IOLANTA AGRAN	04/20/2018 04/17/2018	Regular Refund	0.00 0.00	6.00 6.00	181505
17169 <u>77198</u>	IRELAND HEATING & AIR CONDITON	04/20/2018 04/13/2018	Regular HPCC Replace leaking/holding/expansion	0.00 0.00	35,846.44 35,846.44	181506
11240 <u>3302018</u>	I.W. TURF, INC.	04/20/2018 03/30/2018	Regular 29-41 3 mower trailers	0.00 0.00	1,500.00 1,500.00	181507
17164 <u>438214</u>	JOANNE BLUMBERG	04/20/2018 04/12/2017	Regular Refund	0.00 0.00	13.60 13.60	181508
17162 <u>437012</u>	KAREN MEYER	04/20/2018 04/11/2018	Regular Refund	0.00 0.00	191.15 191.15	181509
17159 <u>434985</u>	KATHERINE LIN	04/20/2018 04/09/2018	Regular Refund	0.00 0.00	25.50 25.50	181510
17171 <u>14446</u> <u>14574</u>	CATERED BY DESIGN	04/20/2018 02/03/2018 03/24/2018	Regular Daddy Daughter Dance Dinner Breakfast w/ Bunny Catering	0.00 0.00 0.00	3,385.92 1,117.07 2,268.85	181511
11575 <u>0007511-IN</u>	LEIBOLD IRRIGATION, INC.	04/20/2018 03/28/2018	Regular 29-41 Irrigation computer system moved	0.00 0.00	2,541.10 2,541.10	181512
11583 <u>031318</u>	LEONARD PANION	04/20/2018 03/13/2018	Regular 29-26 Referee fees - January/February 20	0.00 0.00	111.00 111.00	181513
17163 <u>438213</u>	LISA JOHNSON	04/20/2018 04/12/2018	Regular Refund	0.00 0.00	28.80 28.80	181514
17161 <u>2812</u>	LITRONIX LTD	04/20/2018 04/10/2018	Regular 29-38 Lighting services balance due	0.00 0.00	3,075.00 3,075.00	181515
11620 <u>040618</u>	LIZA MCELROY	04/20/2018 04/06/2018	Regular 01-11 Auto repair reimbursement	0.00 0.00	321.11 321.11	181516

Check Register

Packet: APPKT01562-20180420 1

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
16812 <u>437049</u>	MAGGIE POTTS Invoice	04/20/2018 04/11/2018	Regular Refund	0.00 0.00	20.00 20.00	181517
14647 <u>24</u> <u>25</u>	MIDWEST FENCING CLUB Invoice Invoice	04/20/2018 03/07/2017 04/10/2018	Regular 557 2018 Winter session 01/05/18-02/09 557 2018 Winter session 02/16/18-03/23	0.00 0.00 0.00	1,708.20 585.00 1,123.20	181518
11860 <u>1191 033118</u>	MUTUAL ACE HARDWARE Invoice	04/20/2018 03/31/2018	Regular Supplies	0.00 0.00	47.50 47.50	181519
16944 <u>1 011318</u>	NANCY SAWLE-KNOBLOCH invoice	04/20/2018 01/13/2018	Regular 01-22 Photographs on 03/28/18	0.00 0.00	107.50 107.50	181520
17173 <u>568</u>	NEXPLORE LLC Invoice	04/20/2018 03/15/2018	Regular 326 06/22/18 Workshop	0.00 0.00	1,152.00 1,152.00	181521
13604 <u>0601145072-000</u>	NORTH SHORE GAS Invoice	04/20/2018 04/03/2018	Regular 1240 Fredrickson Pl 03/02/18-04/01/18	0.00 0.00	1,061.99 1,061.99	181522
16824 <u>438354</u>	OLIVIA CARREIRO Invoice	04/20/2018 04/12/2018	Regular Refund	0.00 0.00	40.80 40.80	181523
17176 <u>041918</u>	PERRY EDELMAN Invoice	04/20/2018 04/19/2018	Regular Refund	0.00 0.00	86.00 86.00	181524
16993 <u>1510970</u>	POLSINELLI PC Invoice	04/20/2018 03/27/2018	Regular Professional Services	0.00 0.00	5,231.00 5,231.00	181525
12140 <u>551156</u> <u>551157</u>	R.A. ADAMS ENTERPRISES, INC. Invoice Invoice	04/20/2018 04/15/2018 04/15/2018	Regular 2018 Redi Haul Trailer 2018 Redi Haul Trailer	0.00 0.00 0.00	13,116.00 5,548.00 7,568.00	181526
17166 <u>442332</u>	REINA CONNER Invoice	04/20/2018 04/16/2018	Regular Refund	0.00 0.00	100.00 100.00	181527
12211 <u>1075479951</u>	RICOH USA, INC Invoice	04/20/2018 03/28/2018	Regular 01-11 Manual meter collection charge	0.00 0.00	30.00 30.00	181528
12211 <u>5052966610</u>	RICOH USA, INC Invoice	04/20/2018 03/30/2018	Regular Copies 02/17/18-03/16/18	0.00 0.00	858.51 858.51	181529
16239 <u>100396736</u>	RICOH USA, INC. Invoice	04/20/2018 04/06/2018	Regular Ricoh Lease 04/25/18-05/24/18	0.00 0.00	3,337.90 3,337.90	181530
16076 <u>032518</u>	SARAH KOKES Invoice	04/20/2018 03/25/2018	Regular 01-22 Photographic fee	0.00 0.00	193.75 193.75	181531
12335 <u>031318</u>	SCOTT ZACHAR Invoice	04/20/2018 03/13/2018	Regular 29-26 Referee fees - January/February 20	0.00 0.00	74.00 74.00	181532
17174 <u>443184</u>	STEPHANIE CHIUVE Invoice	04/20/2018 04/17/2018	Regular Refund	0.00 0.00	44.00 44.00	181533
12493 <u>16200 033118</u>	SUNSET FOOD MART INC Invoice	04/20/2018 03/31/2018	Regular Supplies	0.00 0.00	11.97 11.97	181534
17133 <u>031318</u>	TAMALA REED Invoice	04/20/2018 03/13/2018	Regular 188 Referee fees - January/February 201	0.00 0.00	111.00 111.00	181535
12551 <u>180407-01</u>	THE BRAVE WAY, LLC Invoice	04/20/2018 04/09/2018	Regular 557 04/07/18 Class instructor fee	0.00 0.00	181.35 181.35	181536
13694 <u>438082</u>	TRACY LOEWENTHAL Invoice	04/20/2018 04/12/2018	Regular Refund	0.00 0.00	50.00 50.00	181537
14045	TRUE NORTH CONSULTANTS	04/20/2018	Regular	0.00	8,710.00	181538

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>18-0289</u>	Invoice	04/12/2018	HPCC Limited Phase II Environmental Site	0.00	8,710.00	
12792	W.B. OLSON, INC.	04/20/2018	Regular	0.00	161,713.00	181539
<u>563.1</u>	Invoice	04/11/2018	70-11 SVGC Clubhouse renovation	0.00	161,713.00	
16823	WELLS FARGO EQUIPMENT FINANCI	04/20/2018	Regular	0.00	515.26	181540
<u>5004714734</u>	Invoice	04/04/2018	Walking green's mower lease	0.00	515.26	
16823	WELLS FARGO EQUIPMENT FINANCI	04/20/2018	Regular	0.00	1,046.23	181541
<u>5004714733</u>	Invoice	04/04/2018	Walking green's mower lease	0.00	1,046.23	
10650	WOODHOUSE TINUCCI ARCHITECTS	04/20/2018	Regular	0.00	4,617.34	181542
<u>01-4507</u>	Invoice	03/12/2018	70-11 HP Maintenance Building	0.00	2,550.00	
<u>02-4535</u>	Invoice	04/16/2018	70-11 HP Maintenance Building	0.00	1,935.00	
<u>13-4534</u>	Invoice	04/16/2018	70-11 HP Maintenance Building	0.00	132.34	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	79	64	0.00	396,929.90
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>79</u>	<u>64</u>	<u>0.00</u>	<u>396,929.90</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01525 - 20180323 3

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK 11176	ILL LIQUOR CONTROL COMMISSION	03/14/2018	Regular	0.00	-250.00	181350

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	-250.00
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>-250.00</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01530 - 03272018 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 17048	AMY GREGOR	02/22/2018	Regular	0.00	-32.50	181237

**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	-32.50
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>-32.50</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01537 - 20180403 3

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
11048	ZINGARI LLC	04/02/2018	Regular	0.00	-15,088.00	181413

### 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	-15,088.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>-15,088.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01546 - 04052018 5

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
17107	CIRCLE OF STILLNESS	03/22/2018	Regular	0.00	-100.00	181362

**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	-100.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>-100.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01539 - 20180403 6

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	03/30/2018	Bank Draft	0.00	8,551.09	DFT0001756
<u>ICMA 457 03301</u>	Invoice	03/30/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,551.09	
12825	ICMA RETIREMENT TRUST #705568	03/30/2018	Bank Draft	0.00	325.00	DFT0001757
<u>ICMA Roth 03301</u>	Invoice	03/30/2018	Wire Transfer ICMA Roth	0.00	325.00	
11177	ILL MUNICIPAL RETIREMENT FUND	03/30/2018	Bank Draft	0.00	75,944.24	DFT0001758
<u>IMRF March 201</u>	Invoice	03/30/2018	IMRF 03/30/18	0.00	75,944.24	

**Bank Code PAYROLL Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	84,820.33
EFT's	0	0	0.00	0.00
	<b>3</b>	<b>3</b>	<b>0.00</b>	<b>84,820.33</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01541 - 20180403 8

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
10058	AFLAC	04/03/2018	Bank Draft	0.00	1,963.50	DFT0001759
<u>AFLAC 040318</u>	Invoice	04/03/2018	AFLAC 04/03/18	0.00	1,963.50	

**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	1,963.50
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>1,963.50</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01558 - 04192018 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	
11188	ILLINOIS DEPT. OF REVENUE	04/19/2018	Bank Draft	0.00	121.00	DFT0001770
<u>March 2018</u>	Invoice	04/17/2018	March 2018	0.00	121.00	

**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	121.00
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>121.00</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01559 - 04192018 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	04/19/2018	Bank Draft	0.00	8,507.17	DFT0001771
<u>ICMA 457 04131</u>	Invoice	04/13/2018	Wire Transfer ICMA 457 Deferred Comp	0.00	8,507.17	
12825	ICMA RETIREMENT TRUST #705568	04/19/2018	Bank Draft	0.00	325.00	DFT0001772
<u>ICMA Roth 04131</u>	Invoice	04/13/2018	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	8,832.17
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>2</b>	<b>0.00</b>	<b>8,832.17</b>



Park District of Highland Park, IL

# Check Register

Packet: APPKT01532 - 20180327 4

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP-AP BANK</b>						
10313	BOA P-CARD STATEMENTS	03/27/2018	Bank Draft	0.00	174,488.57	DFT0001745
030718	Invoice	03/07/2018	P-Card with PA	0.00	174,488.57	

**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	174,488.57
EFT's	0	0	0.00	0.00
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>174,488.57</b>

P-Card Transactions  
02/08/18-03/07/18

Vendor Name	Transaction Count	Amount Total
#03475 JEWEL	1	\$11.97
2XL CORP/CARE-GYMWIPES	1	\$840.00
ACT Dupage Forest	1	\$60.00
AED SUPERSTORE	1	\$392.00
AFFILIATED PARTS LLC	1	\$1,350.00
AMAZON MKTPLACE PMTS	5	\$1,880.21
AMAZON MKTPLACE PMTS W	9	\$1,222.91
AMAZON.COM AMZN.COM/BI	5	\$1,611.80
AmazonPrime Membership	2	\$0.00
ANIMOTO INC	1	\$264.00
AQUA VISIONS AQUATIC S	1	\$130.00
ARAMARK ROSEMONT CONVE	1	\$14.24
ASLA MEMBER SERVICES	1	\$470.00
AT&T PREMIER EBIL	1	\$1,816.01
ATT BILL PAYMENT	1	\$371.23
ATT BUS PHONE PMT	4	\$2,236.88
AUTOMATIC ICEMAKERS	1	\$300.00
AUTOMATIC ICEMAKERS, L	1	\$700.00
AVALON PETROLEUM	2	\$7,614.01
AVERUS INC	1	\$76.00
AWARDS CO	1	\$64.91
BANNER PLUMBING SUPPLY	1	\$202.43
BARNABYS OF NORTHBROOK	3	\$309.25
BARNES & NOBLE #2020	1	\$25.95
BECKER ARENA PRODUCTS	1	\$1,419.58
BED BATH & BEYOND #32	1	\$36.98
BEST BUY 00003038	1	\$52.47
BHFX #10	3	\$125.00
BLICK ART 800 447 1892	1	\$319.90
BLS SPAMTITAN	1	\$180.00
Bluegrass	1	\$124.59
BP#8935694LAKE & GRQPS	1	\$20.20
BUFFOS	2	\$195.92
BURRIS EQUIPMENT CO	5	\$1,119.31
CERAMIC SUPPLY CHICAGO	3	\$1,001.57
CHEMETRICS.COM	1	\$69.87
CHICAGO BEARS FOOTBALL	1	\$750.00
CHICAGO FSC	1	\$155.00
CITY OF HIGHLAND PARK	9	\$8,355.78
CLIFFORD WALD AND COMP	1	\$510.00
CLUCKERS CHARCOAL CH	2	\$167.28
COMCAST	1	\$11,761.98
COMCAST CHICAGO	1	\$144.85
COMCAST CHICAGO CS 1X	9	\$1,976.00
CORRECTIONAL TECHNOLOG	1	\$324.00
COUNTY OF LAKE - RECOR	1	\$2.00
CRAFTWOOD LUMBER & HAR	16	\$679.74
CVS/PHARMACY #04787	1	\$116.86
DAVEBUSTERS	2	\$1,409.72
DOLLAR TREE	4	\$88.00
DOMESTIC UNIFORM IL	1	\$221.25

P-Card Transactions  
02/08/18-03/07/18

DROPBOX QGBH1YYLW7YX	1	\$9.99
DTV DIRECTV SERVICE	2	\$452.95
DUNBAR ARMORED	1	\$1,095.42
DUNLOP SPORTS	1	\$972.00
EAGLE CAVE RESORT	1	\$75.00
EASTER EGG	1	\$240.00
EB 2018 ROUNDTABLE CO	3	\$100.00
ECOLAB INC MF	1	\$599.58
FACEBK EMKDQEE4D2	1	\$137.60
FACEBK MMKDQEE4D2	1	\$72.40
FIN FUN MERMAID	1	\$845.00
FISH TECH	4	\$32.28
FOOD AT ROSATIS PIZZA	1	\$72.49
FOX VALLEY FIRE AND SA	1	\$514.61
G&O THERMAL SUPPLY CO	2	\$1,506.49
GEMPLER'S	1	\$395.74
GFS STORE #1919	1	\$29.27
GIH GLOBALINDUSTRIALEQ	7	\$8,701.25
GLENVIEW PARK DISTRICT	1	\$62.00
GLOBAL SPECIALTIES DIR	1	\$1,030.00
GOOGLE SVCSAPPS_pdhp.	1	\$4.15
HARRELLS LLC	2	\$0.00
HEAD/PENN RACQUET SP	1	\$114.55
HOMEDEPOT.COM	4	\$1,393.91
HOUSE OF RENTAL	1	\$271.05
Howard Industries	2	\$408.27
HYATT REGENCY O'HARE	1	\$15.00
ID WHOLESALER	1	\$86.30
IDLEWOOD ELECTRIC S-HP	6	\$727.80
IL TOLLWAY-WEB	1	\$50.00
ILLINOIS BASSET COURSE	1	\$14.75
ILLINOIS GOVERNMENT FI	1	\$300.00
INDIANA PARK AND RECRE	1	\$150.00
INFINITY MOVEMENT	1	\$359.00
INT IN SERVICEMASTER	1	\$1,995.00
INT IN TGF ENTERPRISE	1	\$1,250.00
INTERNATIONAL TRANSACTION	2	\$9.30
INTL EQUIPM	2	\$159.02
IPRA	2	\$330.00
J2 EFAX SERVICES	1	\$33.90
JEWEL #3223	1	\$12.48
JEWEL #3459	9	\$209.75
JIMMY JOHNS - 1032	1	\$34.55
JOANN STORES #2057	1	\$119.94
JOANN STORES #2113	1	\$95.96
JORGENSON LOCKERS	1	\$1,169.76
JORSON AND CARLSON COM	2	\$842.15
JUDY'S PIZZERIA	1	\$73.00
K & M PRINTING	2	\$340.00
KEISER CORPORATION	1	\$1,496.25
KEYTH TECHNOLOGIES	1	\$9.00
KOSIRS RAPID RAFTS	1	\$1,500.00

P-Card Transactions  
02/08/18-03/07/18

KRITZ VACUUM & ALLERGY	1	\$24.99
LAKE CO. POPULATION HE	1	\$455.00
LAKE GENEVA CANOPY TOU	1	\$640.00
LAKESHORE IT SOLUTIONS	9	\$16,191.39
LAKESHORE RECYCLING SY	8	\$1,865.60
LIFE FITNESS	3	\$302.62
LOGSDON OFFICE SUPPLY	1	\$4,500.00
MAHONEY ENVIRONMEN	1	\$153.00
MAILCHIMP MONTHLY	1	\$240.00
MARIANOS 00085332	2	\$25.14
MARIANOS FRESH00085233	1	\$55.49
MARK VEND CO.	1	\$127.20
MARTIN IMPLEMENT-ORLAN	2	\$168.60
MENARDS GURNEE IL	2	\$29.29
MENONI AND MOCOONI	4	\$716.75
METAVANTE-TDS CONV FEE	2	\$3.90
MICHAELS STORES 2037	1	\$8.26
MICHAELS STORES 5019	1	\$6.47
MPMSCHOOLSUPPLIES.COM	1	\$42.36
MS TEDDY BEAR	1	\$216.45
MUSKEGON STATE PARK	1	\$88.00
MUTUAL ACE HARDWARE &	23	\$1,852.27
NAPA AUTO PARTS	26	\$7,348.66
NATIONAL RECREATION &	2	\$135.00
NIR ROOF CARE INC	1	\$855.00
OFFICESUPPLY.COM	5	\$1,324.06
ONCE UPON A BAGEL	1	\$72.60
OTC BRANDS, INC.	1	\$159.68
PALOS SPORTS	2	\$423.05
PANERA BREAD #601763	2	\$29.60
PAPA JOHN'S #04792	2	\$119.33
PAPERWRISTBANDS	1	\$69.75
PARK DISTRICT OF HIGHL	23	\$23.00
PARTY CITY	3	\$82.68
PAYPAL CAVE MOUNDS	1	\$100.00
PAYPAL MADCORE INC	1	\$88.55
PAYPAL MASCOTSALE	1	\$309.99
PAYPAL USA SPORTS	1	\$203.28
PAYPAL WPRA	1	\$125.00
PETRA 1	1	\$240.47
PIEROS PIZZA - MOTO	2	\$160.75
POTBELLY #42	1	\$92.77
PRO AM TEAM SPORTS	1	\$340.00
QUALITY INN AND SUITES	1	(\$192.08)
RACETIMES 2018 RACE DI	1	(\$76.23)
READYREFRESH BY NESTLE	2	\$297.51
REVDANCE/TENTH HOUSE	1	\$942.73
ROSEMONT EXPOSITION SE	1	\$60.00
SANTO SPORT STORE	6	\$15,127.75
SEARS ROEBUCK 1620	1	\$129.99
SHOPLET.COM	1	\$130.98
SIGNAZON.COM	1	\$155.95

P-Card Transactions  
02/08/18-03/07/18

SKOKIE VALLEY CLEANERS	1	\$410.40
SMITHEREEN PEST MANAGE	2	\$108.00
SOUTHERN ALUMINUM	1	\$3,218.00
SQ SQ DEVILS LAKE CL	1	\$1,962.70
STA KLEEN	1	\$380.00
STAPLES 00116616	2	\$45.14
SUNSET FOODS #1	4	\$124.31
T C FURLONG INC	1	\$452.00
TARGET 00011684	7	\$251.97
TDS PAYMENT	2	\$1,258.02
teamviewer.com	1	\$982.80
THE HOME DEPOT #1926	10	\$499.04
THE HOME DEPOT #1941	1	\$22.02
THE HOME DEPOT 1926	1	\$246.98
THORNTONS #312	2	\$82.63
TLF FLORAL GARDENS INC	1	(\$4.00)
TRIBUNE PUBLISHING COM	1	\$173.09
U OF IL ONLINE PAYMENT	2	\$540.00
ULINE SHIP SUPPLIES	6	\$11,908.00
UPS 1ZD8F35T0336028846	1	\$9.94
USPS PO 1620160015	1	\$13.45
VHPD SULLIVAN	1	\$50.00
VILLAGE OF ROSEMONT	1	\$15.00
VZWRLSS MW M7228-01	26	\$4,914.64
WAL-MART #3893	1	\$17.62
WAREHOUSE DIRECT	21	\$2,818.56
WAUKEGAN TIRE #2	1	\$671.73
WEB NETWORKSOLUTIONS	2	\$33.96
WEISSMAN DESIGNS FOR D	4	\$1,168.64
WELDON, WILLIAMS & LIC	1	\$355.44
WM SUPERCENTER #3893	1	\$24.72
WSG WILSON SPTG GDS	2	\$344.91
WW GRAINGER	2	\$322.46
WWW.ISTOCK.COM	1	\$176.00
XO COMMUNICATIONS	1	\$283.24
YOUR ADVANTAGE II LTD	1	\$204.00
<b>TOTAL</b>		<b>\$174,488.57</b>



# Memorandum

**To:** Board of Park Commissioners

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

**Date:** April 24, 2018

**Subject:** **APPROVAL FOR EZGO TFM 10EX GPS MODEL FLEET MANAGEMENT SYSTEM PER SOLE SOURCE PROCUREMENT**

---

## **BACKGROUND**

On March 24, 2018, the Park Board of commissioners authorized the Park District to enter into a 5-year capital lease agreement with EZGO for 65 lithium ion golf carts. An optional key feature for these golf carts is the addition of a fleet management system with personal GPS touch screen monitors on each cart. This feature will significantly enhance the golfer experience, while also helping to manage, maintain and protect the golf course and golf cart fleet. Specific benefits of a fleet management system with GPS includes:

- 10-inch Interactive touchscreen
- Enhanced HD Hole Graphics
- On-screen pro tips
- Digital scorecard
- Yardage to Pin
- Pin Placement Rotation Schedules
- 3D hole flyover with full screen HD Video
- Food and Beverage Menus and Ordering
- Vehicle travel history
- Geofencing and cart shutdown
- Automatically scheduled vehicle lockdown
- Historic Usage and pace of play reports
- Multi – media advertising
- On cart pace status and automatic golfer warnings

Staff believes these benefits will play a significant role in attracting and retaining golfers, while also protecting the golf course and golf cart fleet. Additionally, with the advertising features

available on this system, staff is confident the cost of this system can be successfully offset with the acquisition of advertising revenue. For these reasons, staff is recommending to enter into a lease agreement with EZGO for a fleet management system with GPS for the same 5-year term length as the EZGO golf carts.

### **FINANCIAL IMPACT**

Staff received 5 bids for both golf carts and the fleet management system with GPS. All bids were competitive in price and quality. However, since EZGO was selected as the provider for the golf cart fleet, the Park District must also choose EZGO to supply the fleet management system. EZGO is the only authorized distributor whom can integrate this type of hardware and software into the new golf carts. For this reason, staff is recommending to lease the **TFM 10EX GPS model from EZGO**, based on being the sole source provider of this product.

The total annual cost to lease this fleet management system for all 65 carts is \$26,893.75 per year. This annual payment will be budgeted annually in the Recreation Fund under the Center for Sunset Valley Golf Club. The cost will be offset through the procurement of advertising revenue.

### **RECOMMENDATION**

**Staff recommends approval from the Park Board of Commissioners to authorize the Executive Director to enter into a 5-year lease agreement, per attorney review, with EZGO for the TFM 10EX GPS model fleet management system with GPS as a Sole Source Contract at an annual fee of \$26,893.75.**



Park District of Highland Park, IL

# Income Statement

Current Period Ending 03/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
<b>Revenue</b>								
100 - PROGRAMS	245,806.92	278,874.40	1,155,937.79	1,093,536.28	62,401.51	3,034,811.59	265,720.21	1,206,408.27
110 - CAMPS	50.00	7,068.16	250.00	292,802.06	-292,552.06	1,549,078.00	-14,170.50	495,764.38
120 - LESSONS	20,553.25	32,294.62	81,533.65	96,933.86	-15,400.21	346,684.50	12,158.87	73,100.58
130 - SPECIAL EVENTS	2,906.00	3,304.36	13,538.00	9,351.52	4,186.48	108,288.00	1,158.00	52,949.61
410 - TAX	14,177.67	427,166.66	30,159.66	1,281,499.98	-1,251,340.32	13,072,257.00	15,545.32	40,173.24
420 - FEES & CHARGES	22,037.08	27,141.30	68,410.67	85,650.87	-17,240.20	1,270,299.20	28,924.19	112,814.83
440 - MEMBERSHIPS	116,862.56	140,949.83	355,189.52	401,111.49	-45,921.97	1,717,654.00	135,357.78	400,274.24
450 - RENTALS	90,908.95	137,550.20	320,821.23	356,810.82	-35,989.59	1,263,617.75	82,990.67	364,079.05
460 - MERCHANDISING	4,115.49	3,207.73	11,377.97	9,631.25	1,746.72	66,465.00	34,411.63	99,816.33
470 - INTEREST INCOME	13,428.70	8,750.00	26,807.99	26,250.00	557.99	105,000.00	11,101.85	17,863.19
480 - MISCELLANEOUS INCOME	75,776.21	14,634.17	107,129.68	38,168.15	68,961.53	193,400.00	38,408.48	469,870.96
510 - OTHER INCOME	1,150.94	1,060.82	1,150.94	3,182.46	-2,031.52	37,380.00	449,786.75	449,786.75
520 - BOND/DEBT PROCEEDS	1,785.22	0.00	5,254.22	0.00	5,254.22	0.00	8,638,532.68	8,639,019.17
<b>Total Revenue:</b>	<b>609,558.99</b>	<b>1,082,002.25</b>	<b>2,177,561.32</b>	<b>3,694,928.74</b>	<b>-1,517,367.42</b>	<b>22,764,935.04</b>	<b>9,699,925.93</b>	<b>12,421,920.60</b>
<b>Expense</b>								
100 - PROGRAMS	224,912.11	147,094.80	447,475.50	463,048.25	15,572.75	1,647,113.91	208,591.19	444,722.34
110 - CAMPS	5,642.42	9,197.48	7,597.22	33,189.86	25,592.64	882,710.33	2,697.83	22,044.49
120 - LESSONS	27,019.97	15,419.68	48,023.32	46,336.22	-1,687.10	159,167.83	17,007.92	32,498.16
130 - SPECIAL EVENTS	3,232.05	14,111.87	41,588.47	50,381.11	8,792.64	214,264.61	7,471.20	48,107.29
610 - SALARIES & WAGES	733,689.58	682,185.76	1,479,392.53	1,810,775.29	331,382.76	7,537,251.09	736,634.25	1,482,986.92
620 - CONTRACTUAL SERVICES	123,184.11	200,046.28	493,862.91	750,487.42	256,624.51	2,896,927.79	316,011.59	856,259.24
630 - INSURANCE	180,378.30	174,888.80	359,586.16	524,666.40	165,080.24	2,099,502.41	174,777.79	529,220.31
640 - MATERIALS & SUPPLIES	29,192.31	42,318.12	67,918.85	124,271.12	56,352.27	588,970.66	37,153.95	77,980.48
650 - MAINTENANCE & LANDSCAPING CONTRACTS	20,599.57	33,879.42	39,701.64	82,371.57	42,669.93	435,352.52	23,295.12	60,129.68
660 - UTILITIES	71,060.03	82,761.95	121,681.68	238,785.63	117,103.95	980,619.05	70,237.00	163,051.41
670 - PENSION CONTRIBUTIONS	87,508.35	89,462.93	174,613.28	229,994.01	55,380.73	911,368.95	86,057.60	173,022.96
680 - COST OF GOODS SOLD	663.46	1,100.08	3,573.72	3,541.24	-32.48	26,546.00	10,541.29	28,273.03
710 - DEBT RETIREMENT	950.00	0.00	950.00	0.00	-950.00	3,077,362.50	475.00	475.00
720 - CAPITAL OUTLAY	835,778.15	778,890.92	1,399,059.35	3,265,576.76	1,866,517.41	8,560,614.00	366,047.16	490,039.94
<b>Total Expense:</b>	<b>2,343,810.41</b>	<b>2,271,358.09</b>	<b>4,685,024.63</b>	<b>7,623,424.88</b>	<b>2,938,400.25</b>	<b>30,017,771.65</b>	<b>2,056,998.89</b>	<b>4,408,811.25</b>
<b>Report Total:</b>	<b>-1,734,251.42</b>	<b>-1,189,355.84</b>	<b>-2,507,463.31</b>	<b>-3,928,496.14</b>	<b>1,421,032.83</b>	<b>-7,252,836.61</b>	<b>7,642,927.04</b>	<b>8,013,109.35</b>

**Fund Summary**

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-393,624.75	-32,174.98	-859,076.68	-96,524.94	-762,551.74	-382,023.74	-389,690.43	-874,942.75
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	-506,225.74	-351,185.18	-103,564.26	-324,790.66	221,226.40	3,106,547.63	-567,307.56	184,713.82
60 - DEBT SERVICE	-950.00	0.00	-950.00	0.00	-950.00	-1,562,812.50	-475.00	-475.00
70 - CAPITAL PROJECTS	-833,450.93	-805,995.68	-1,396,382.63	-3,359,691.04	1,963,308.41	-8,961,414.00	8,600,400.03	8,854,112.24
<b>Report Total:</b>	<b>-1,734,251.42</b>	<b>-1,189,355.84</b>	<b>-2,507,463.31</b>	<b>-3,928,496.14</b>	<b>1,421,032.83</b>	<b>-7,252,836.61</b>	<b>7,642,927.04</b>	<b>8,013,109.35</b>



Park District of Highland Park, IL

F01 General

# Income Statement

Current Period Ending 03/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
<b>Revenue</b>								
410 - TAX	14,177.67	427,166.66	30,159.66	1,281,499.98	-1,251,340.32	5,126,000.00	15,545.32	40,173.24
420 - FEES & CHARGES	2,621.04	3,275.87	8,022.07	9,827.61	-1,805.54	39,326.20	481.69	14,649.93
450 - RENTALS	0.00	5,000.00	0.00	15,000.00	-15,000.00	60,000.00	1,600.00	38,700.00
460 - MERCHANDISING	14.55	9.99	43.09	29.97	13.12	120.00	0.00	21.74
470 - INTEREST INCOME	13,428.70	8,750.00	26,807.99	26,250.00	557.99	105,000.00	11,101.85	17,863.19
480 - MISCELLANEOUS INCOME	65,278.18	8,308.26	70,690.91	24,924.78	45,766.13	99,700.00	31,417.89	31,456.84
510 - OTHER INCOME	1,150.94	1,060.82	1,150.94	3,182.46	-2,031.52	12,735.00	0.00	0.00
<b>Total Revenue:</b>	<b>96,671.08</b>	<b>453,571.60</b>	<b>136,874.66</b>	<b>1,360,714.80</b>	<b>-1,223,840.14</b>	<b>5,442,881.20</b>	<b>60,146.75</b>	<b>142,864.94</b>
<b>Expense</b>								
610 - SALARIES & WAGES	268,538.11	229,123.47	545,393.60	687,370.41	141,976.81	2,744,517.07	258,798.27	521,047.00
620 - CONTRACTUAL SERVICES	54,420.06	83,436.22	120,375.12	250,308.66	129,933.54	1,001,399.70	36,033.28	84,884.19
630 - INSURANCE	105,430.05	101,187.22	204,241.56	303,561.66	99,320.10	1,214,729.83	95,804.70	292,390.72
640 - MATERIALS & SUPPLIES	9,144.65	20,682.40	27,911.96	62,047.20	34,135.24	248,263.36	11,803.18	27,673.22
650 - MAINTENANCE & LANDSCAPING CONTRACTS	3,844.14	9,597.95	8,914.32	28,793.85	19,879.53	115,197.52	8,632.99	12,621.08
660 - UTILITIES	13,428.47	10,303.57	20,531.38	30,910.71	10,379.33	123,662.61	7,907.65	17,168.96
670 - PENSION CONTRIBUTIONS	35,490.35	31,415.75	68,583.40	94,247.25	25,663.85	377,134.85	30,857.11	62,022.52
<b>Total Expense:</b>	<b>490,295.83</b>	<b>485,746.58</b>	<b>995,951.34</b>	<b>1,457,239.74</b>	<b>461,288.40</b>	<b>5,824,904.94</b>	<b>449,837.18</b>	<b>1,017,807.69</b>
<b>Report Total:</b>	<b>-393,624.75</b>	<b>-32,174.98</b>	<b>-859,076.68</b>	<b>-96,524.94</b>	<b>-762,551.74</b>	<b>-382,023.74</b>	<b>-389,690.43</b>	<b>-874,942.75</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.

Fund Balance 1/1/2018 \$ 2,886,931

YTD Activity \$ (859,077)

Fund Balance 3/31/2018 \$ 2,027,854

Miscellaneous income received during March include rental for the Dome and a rebate from Bank of America, P-card. Overall YTD is slightly ahead for prior YTD.



Park District of Highland Park, IL

F25 Special Education

# Income Statement

Current Period Ending 03/31/2018

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 the expenditures of these monies to Northern Suburban Recreation Association for recreation services for the disabled.

Fund Balance 1/1/2018 \$ 294,333

Year to Date Activity \$ (147,490)

Fund Balance 12/31/2017 \$ 146,843

There was no activity during the month.



Park District of Highland Park, IL

F29 Recreation

# Income Statement

Current Period Ending 03/31/2018

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
<b>Revenue</b>								
100 - PROGRAMS	245,806.92	278,874.40	1,155,937.79	1,093,536.28	62,401.51	3,034,811.59	265,720.21	1,206,408.27
110 - CAMPS	50.00	7,068.16	250.00	292,802.06	-292,552.06	1,549,078.00	-14,170.50	495,764.38
120 - LESSONS	20,553.25	32,294.62	81,533.65	96,933.86	-15,400.21	346,684.50	12,158.87	73,100.58
130 - SPECIAL EVENTS	2,906.00	3,304.36	13,538.00	9,351.52	4,186.48	108,288.00	1,158.00	52,949.61
410 - TAX	0.00	0.00	0.00	0.00	0.00	5,490,000.00	0.00	0.00
420 - FEES & CHARGES	19,416.04	23,865.43	60,388.60	75,823.26	-15,434.66	1,230,973.00	28,442.50	98,164.90
440 - MEMBERSHIPS	116,862.56	140,949.83	355,189.52	401,111.49	-45,921.97	1,717,654.00	135,357.78	400,274.24
450 - RENTALS	90,908.95	132,550.20	320,821.23	341,810.82	-20,989.59	1,203,617.75	81,390.67	325,379.05
460 - MERCHANDISING	4,100.94	3,197.74	11,334.88	9,601.28	1,733.60	66,345.00	34,411.63	99,794.59
480 - MISCELLANEOUS INCOME	10,498.03	6,325.91	36,438.77	13,243.37	23,195.40	93,700.00	6,990.59	21,014.12
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>511,102.69</b>	<b>628,430.65</b>	<b>2,035,432.44</b>	<b>2,334,213.94</b>	<b>-298,781.50</b>	<b>14,865,796.84</b>	<b>551,459.75</b>	<b>2,772,849.74</b>
<b>Expense</b>								
100 - PROGRAMS	224,912.11	147,094.80	447,475.50	463,048.25	15,572.75	1,647,113.91	208,591.19	444,722.34
110 - CAMPS	5,642.42	9,197.48	7,597.22	33,189.86	25,592.64	882,710.33	2,697.83	22,044.49
120 - LESSONS	27,019.97	15,419.68	48,023.32	46,336.22	-1,687.10	159,167.83	17,007.92	32,498.16
130 - SPECIAL EVENTS	3,232.05	14,111.87	41,588.47	50,381.11	8,792.64	214,264.61	7,471.20	48,107.29
610 - SALARIES & WAGES	465,151.47	453,062.29	933,998.93	1,123,404.88	189,405.95	4,792,734.02	477,835.98	961,939.92
620 - CONTRACTUAL SERVICES	68,762.05	82,288.80	222,386.05	249,725.48	27,339.43	1,071,187.09	158,106.07	459,022.35
630 - INSURANCE	74,948.25	73,701.58	155,344.60	221,104.74	65,760.14	884,772.58	78,973.09	236,829.59
640 - MATERIALS & SUPPLIES	20,047.66	21,635.72	40,006.89	62,223.92	22,217.03	340,707.30	25,350.77	50,307.26
650 - MAINTENANCE & LANDSCAPING CONTRACTS	16,755.43	24,281.47	30,787.32	53,577.72	22,790.40	320,155.00	14,662.13	47,508.60
660 - UTILITIES	57,631.56	72,458.38	101,150.30	207,874.92	106,724.62	856,956.44	62,329.35	145,882.45
670 - PENSION CONTRIBUTIONS	52,018.00	58,047.18	106,029.88	135,746.76	29,716.88	534,234.10	55,200.49	111,000.44
680 - COST OF GOODS SOLD	663.46	1,100.08	3,573.72	3,541.24	-32.48	26,546.00	10,541.29	28,273.03
720 - CAPITAL OUTLAY	544.00	7,216.50	1,034.50	8,849.50	7,815.00	28,700.00	0.00	0.00
<b>Total Expense:</b>	<b>1,017,328.43</b>	<b>979,615.83</b>	<b>2,138,996.70</b>	<b>2,659,004.60</b>	<b>520,007.90</b>	<b>11,759,249.21</b>	<b>1,118,767.31</b>	<b>2,588,135.92</b>
<b>Report Total:</b>	<b>-506,225.74</b>	<b>-351,185.18</b>	<b>-103,564.26</b>	<b>-324,790.66</b>	<b>221,226.40</b>	<b>3,106,547.63</b>	<b>-567,307.56</b>	<b>184,713.82</b>

**Fund Summary**

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-506,225.74	-351,185.18	-103,564.26	-324,790.66	221,226.40	3,106,547.63	-567,307.56	184,713.82
<b>Report Total:</b>	<b>-506,225.74</b>	<b>-351,185.18</b>	<b>-103,564.26</b>	<b>-324,790.66</b>	<b>221,226.40</b>	<b>3,106,547.63</b>	<b>-567,307.56</b>	<b>184,713.82</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.

Fund Balance 1/1/2018 \$ 4,106,307

Year to Date Activity \$ (103,564)

Fund Balance 3/31/2018 \$ 4,002,743

Due to timing of revenue recognition, YTD 2018 appears to be unfavorable to budget and 2017 YTD. As program start dates arrive this difference will decrease. RCHP has seen an increase in building rentals due to a new basketball group. Fitness programs are currently operating 102% over YTD budget. There has been a slight decrease in resident memberships. WRC has also seen an increase in building rentals- Jammin Jungle & preschool rooms.



Park District of Highland Park, IL

F60 Debt Service

# Income Statement

Current Period Ending 03/31/2018

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	950.00	0.00	950.00	0.00	-950.00	3,077,362.50	475.00	475.00
<b>Total Expense:</b>	<b>950.00</b>	<b>0.00</b>	<b>950.00</b>	<b>0.00</b>	<b>-950.00</b>	<b>3,077,362.50</b>	<b>475.00</b>	<b>475.00</b>
<b>Report Total:</b>	<b>-950.00</b>	<b>0.00</b>	<b>-950.00</b>	<b>0.00</b>	<b>-950.00</b>	<b>-1,562,812.50</b>	<b>-475.00</b>	<b>-475.00</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.

Fund Balance 1/1/2018                   \$ 156,530

Year to Date Activity                   \$ (950)

Fund Balance 3/31/2018               \$ 155,580

Service fees were incurred during March.



Park District of Highland Park, IL

F70 Capital

# Income Statement

Current Period Ending 03/31/2018

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	0.00	417,400.00
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	449,786.75	449,786.75
520 - BOND/DEBT PROCEEDS	1,785.22	0.00	5,254.22	0.00	5,254.22	0.00	8,638,532.68	8,639,019.17
<b>Total Revenue:</b>	<b>1,785.22</b>	<b>0.00</b>	<b>5,254.22</b>	<b>0.00</b>	<b>5,254.22</b>	<b>0.00</b>	<b>9,088,319.43</b>	<b>9,506,205.92</b>
<b>Expense</b>								
620 - CONTRACTUAL SERVICES	2.00	34,321.26	3,612.00	102,963.78	99,351.78	429,500.00	121,872.24	162,053.74
720 - CAPITAL OUTLAY	835,234.15	771,674.42	1,398,024.85	3,256,727.26	1,858,702.41	8,531,914.00	366,047.16	490,039.94
<b>Total Expense:</b>	<b>835,236.15</b>	<b>805,995.68</b>	<b>1,401,636.85</b>	<b>3,359,691.04</b>	<b>1,958,054.19</b>	<b>8,961,414.00</b>	<b>487,919.40</b>	<b>652,093.68</b>
<b>Report Total:</b>	<b>-833,450.93</b>	<b>-805,995.68</b>	<b>-1,396,382.63</b>	<b>-3,359,691.04</b>	<b>1,963,308.41</b>	<b>-8,961,414.00</b>	<b>8,600,400.03</b>	<b>8,854,112.24</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.

Fund Balance 1/1/2018 \$12,801,286

Year to Date Activity \$(1,396,382)

Fund Balance 3/31/2018 \$11,404,904

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



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	111,109.68
<b>Report Surplus (Deficit):</b>	<b>(574,453.26)</b>	<b>(531,759.00)</b>	<b>(486,519.00)</b>	<b>(111,109.68)</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	474,415.71
Expense	2,225,616.52	2,027,798.00	2,223,108.00	462,854.96
<b>Report Surplus (Deficit):</b>	<b>22,991.68</b>	<b>269,404.00</b>	<b>109,156.00</b>	<b>11,560.75</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	574,819.32
Expense	1,181,276.00	1,143,818.00	1,149,399.00	267,032.88
<b>Report Surplus (Deficit):</b>	<b>271,553.00</b>	<b>286,421.00</b>	<b>287,490.00</b>	<b>307,786.44</b>

=



# Y-T-D March 2018

Park District of Highland Park, IL  
Recreation Fund

For Fiscal: 2018 Period Ending 03/31/2018

	2017 Total Budget	2017 Total Activity	2018 Total Budget	2018 YTD Activity
<b>Fund: 29 - RECREATION</b>				
<b>Center: 11 - ADMINISTRATIVE</b>				
Revenue	4,988,000	4,898,699	5,529,000	11,573.00
Expense	3,723,326	3,741,777	3,649,089	389,332.08
<b>Center: 11 - ADMINISTRATIVE Surplus (Deficit):</b>	<b>1,264,674</b>	<b>1,156,922</b>	<b>1,879,911</b>	<b>-377,759.08</b>
<b>Net Revenue:</b>	<b>25.35%</b>	<b>23.62%</b>	<b>34.00%</b>	<b>-3,264.14%</b>
<b>Center: 24 - WEST RIDGE CENTER</b>				
Revenue	475,282	534,939	540,503	255,893.29
Expense	713,275	771,435	849,990	174,884.29
<b>Center: 24 - WEST RIDGE CENTER Surplus (Deficit):</b>	<b>-237,993</b>	<b>-236,496</b>	<b>-309,487</b>	<b>81,009.00</b>
<b>Net Revenue:</b>	<b>-50.07%</b>	<b>-44.21%</b>	<b>-57.26%</b>	<b>31.66%</b>
<b>Center: 26 - ATHLETICS</b>				
Revenue	1,040,734	964,109	995,801	245,111.49
Expense	999,216	886,460	951,805	175,859.74
<b>Center: 26 - ATHLETICS Surplus (Deficit):</b>	<b>41,518</b>	<b>77,649</b>	<b>43,996</b>	<b>69,251.75</b>
<b>Net Revenue:</b>	<b>3.99%</b>	<b>8.05%</b>	<b>4.42%</b>	<b>28.25%</b>
<b>Center: 28 - CAMPS</b>				
Revenue	905,963	823,753	893,222	1,600.00
Expense	658,770	605,891	650,063	29,438.10
<b>Center: 28 - CAMPS Surplus (Deficit):</b>	<b>247,193</b>	<b>217,862</b>	<b>243,159</b>	<b>-27,838.10</b>
<b>Net Revenue:</b>	<b>27.29%</b>	<b>26.45%</b>	<b>27.22%</b>	<b>-1,739.88%</b>
<b>Center: 29 - SPECIAL EVENTS</b>				
Revenue	102,303	50,636	69,033	22,059.00
Expense	251,186	189,216	218,607	42,841.11
<b>Center: 29 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>-148,883</b>	<b>-138,580</b>	<b>-149,574</b>	<b>-20,782.11</b>
<b>Net Revenue:</b>	<b>-145.53%</b>	<b>-273.68%</b>	<b>-216.67%</b>	<b>-94.21%</b>
<b>Center: 31 - HIDDEN CREEK AQUAPARK</b>				
Revenue	469,776	376,920	457,333	822
Expense	629,831	486,260	480,719	15,184.89
<b>Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):</b>	<b>-160,055</b>	<b>-109,339</b>	<b>-23,386</b>	<b>-14,362.89</b>
<b>Net Revenue:</b>	<b>-34.07%</b>	<b>-29.01%</b>	<b>-5.11%</b>	<b>-1,747.31%</b>
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER</b>				
Revenue	113,944	112,803	111,566	11,408.00
Expense	106,037	102,446	107,343	14,808.02

	2017	2017	2018	2018
	Total Budget	Total Activity	Total Budget	YTD Activity
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):</b>	<b>7,907</b>	<b>10,356</b>	<b>4,223</b>	<b>-3,400.02</b>
<b>Net Revenue:</b>	<b>6.94%</b>	<b>9.18%</b>	<b>3.78%</b>	<b>-29.80%</b>
<b>Center: 33 - ROSEWOOD BEACH</b>				
Revenue	57,925	55,773	72,570	770
Expense	156,165	114,076	116,597	10,700.81
<b>Center: 33 - ROSEWOOD BEACH Surplus (Deficit):</b>	<b>-98,240</b>	<b>-58,302</b>	<b>-44,027</b>	<b>-9,930.81</b>
<b>Net Revenue:</b>	<b>-169.60%</b>	<b>-104.53%</b>	<b>-60.67%</b>	<b>-1,289.72%</b>
<b>Center: 34 - PARK AVENUE</b>				
Revenue	88,319	84,015	93,280	12,189.66
Expense	88,782	70,334	72,921	8,216.76
<b>Center: 34 - PARK AVENUE Surplus (Deficit):</b>	<b>-463</b>	<b>13,681</b>	<b>20,359</b>	<b>3,972.90</b>
<b>Net Revenue:</b>	<b>-0.52%</b>	<b>16.28%</b>	<b>21.83%</b>	<b>32.59%</b>
<b>Center: 38 - ICE ARENA</b>				
Revenue	1,254,735	1,152,872	1,271,589	381,798.55
Expense	919,116	978,360	977,946	240,656.28
<b>Center: 38 - ICE ARENA Surplus (Deficit):</b>	<b>335,619</b>	<b>174,512</b>	<b>293,643</b>	<b>141,142.27</b>
<b>Net Revenue:</b>	<b>26.75%</b>	<b>15.14%</b>	<b>23.09%</b>	<b>36.97%</b>
<b>Center: 41 - MAINTENANCE</b>				
Revenue	0	175	0	0
Expense	556,843	508,906	615,251	70,562.15
<b>Center: 41 - MAINTENANCE Surplus (Deficit):</b>	<b>-556,843</b>	<b>-508,731</b>	<b>-615,251</b>	<b>-70,562.15</b>
<b>Net Revenue:</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	0	35	599,017	100
Expense	17,610	31,845	470,286	40,547.53
<b>Center: 42 - PRO SHOP Surplus (Deficit):</b>	<b>-17,610</b>	<b>-31,810</b>	<b>128,731</b>	<b>-40,447.53</b>
<b>Net Revenue:</b>	<b>0.00%</b>	<b>-89,654.74%</b>	<b>21.49%</b>	<b>-40,447.53%</b>
<b>Center: 49 - RECREATION CENTER ADMIN</b>				
Revenue	179,852	166,799	190,645	49,648.70
Expense	1,193,444	1,068,295	1,145,869	223,191.39
<b>Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):</b>	<b>-1,013,592</b>	<b>-901,495</b>	<b>-955,224</b>	<b>-173,542.69</b>
<b>Net Revenue:</b>	<b>-563.57%</b>	<b>-540.47%</b>	<b>-501.05%</b>	<b>-349.54%</b>
<b>Center: 51 - RECREATION CENTER FITNESS</b>				
Revenue	1,809,907	1,928,488	1,897,881	388,909.93
Expense	678,983	679,050	735,657	175,546.29

Account Type	2017	2017	2018	2018
	Total Budget	Total Activity	Total Budget	YTD Activity
<b>Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):</b>	<b>1,130,924</b>	<b>1,249,438</b>	<b>1,162,224</b>	<b>213,363.64</b>
<b>Net Revenue:</b>	<b>62.49%</b>	<b>64.79%</b>	<b>61.24%</b>	<b>54.86%</b>
<b>Center: 53 - RECREATION CENTER AQUATICS</b>				
Revenue	258,849	205,900	243,738	35,857.08
Expense	353,190	288,021	341,583	64,117.28
<b>Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):</b>	<b>-94,341</b>	<b>-82,121</b>	<b>-97,845</b>	<b>-28,260.20</b>
<b>Net Revenue:</b>	<b>-36.45%</b>	<b>-39.88%</b>	<b>-40.14%</b>	<b>-78.81%</b>
<b>Center: 55 - INDOOR TENNIS</b>				
Revenue	1,235,897	1,247,551	1,248,037	574,819.32
Expense	989,312	994,042	1,001,713	264,240.93
<b>Center: 55 - INDOOR TENNIS Surplus (Deficit):</b>	<b>246,585</b>	<b>253,510</b>	<b>246,324</b>	<b>310,578.39</b>
<b>Net Revenue:</b>	<b>19.95%</b>	<b>20.32%</b>	<b>19.74%</b>	<b>54.03%</b>
<b>Center: 56 - OUTDOOR TENNIS</b>				
Revenue	216,932	217,443	188,852	0
Expense	191,964	174,846	147,686	2,791.95
<b>Center: 56 - OUTDOOR TENNIS Surplus (Deficit):</b>	<b>24,968</b>	<b>42,597</b>	<b>41,166</b>	<b>-2,791.95</b>
<b>Net Revenue:</b>	<b>11.51%</b>	<b>19.59%</b>	<b>21.80%</b>	<b>0.00%</b>
<b>Center: 61 - HELLER NATURE CENTER</b>				
Revenue	322,406	257,931	291,631	15,937.05
Expense	701,240	615,458	672,274	107,056.33
<b>Center: 61 - HELLER NATURE CENTER Surplus (Deficit):</b>	<b>-378,834</b>	<b>-357,527</b>	<b>-380,643</b>	<b>-91,119.28</b>
<b>Net Revenue:</b>	<b>-117.50%</b>	<b>-138.61%</b>	<b>-130.52%</b>	<b>-571.74%</b>
<b>Center: 74 - HPCC LEARNING CENTER</b>				
Revenue	233,908	178,788	172,100	0
Expense	143,024	110,122	160,975	30,334.64
<b>Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):</b>	<b>90,884</b>	<b>68,666</b>	<b>11,125</b>	<b>-30,334.64</b>
<b>Net Revenue:</b>	<b>38.85%</b>	<b>38.41%</b>	<b>6.46%</b>	<b>0.00%</b>
<b>Center: 76 - HPCC BUILDING</b>				
Revenue	1,134	939	0	26,935.37
Expense	543,949	560,644	278,283	58,686.13
<b>Center: 76 - HPCC BUILDING Surplus (Deficit):</b>	<b>-542,814</b>	<b>-559,705</b>	<b>-278,283</b>	<b>-31,750.76</b>
<b>Net Revenue:</b>	<b>-47,850.75%</b>	<b>-59,609.70%</b>	<b>0.00%</b>	<b>-117.88%</b>

	2017	2017	2018	2018
	Total Budget	Total Activity	Total Budget	YTD Activity
Fund: 29 - RECREATION Surplus (Deficit):	252,036	336,287	1,221,140	-103,564.26
Net Revenue:	1.59%	2.20%	8.21%	-5.09%
Report Surplus (Deficit):	252,036	336,287	1,221,140	-103,564.26
Net Revenue:	1.59%	2.20%	8.21%	-5.09%

Park District of Highland Park  
Investment Schedule  
March 31, 2018

Security	Type		Purchase Date	Maturity Date	Interest Rate	Effective Yield to Mat	Purchase Price	Amortized Book Value	Par Value	Monthly Interest	Expected Interest
Discover Bank (DE)	CD	365	1/31/18	1/31/19	1.80%	1.80%	246,000.00	246,000.00	246,000.00	376.08	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	376.08	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	396.49	5,806.60
Southwest National Bank KS	CD	546	2/2/18	8/2/19	2.00%	2.00%	247,000.00	247,000.00	247,000.00	419.56	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	420.19	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	419.56	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	419.56	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	325.68	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	367	8/11/17	8/13/18	1.50%	1.50%	245,000.00	245,000.00	245,000.00	312.12	3,695.14
Affiliated Bank, Arlington TX	CD	367	8/11/17	8/13/18	1.46%	1.50%	246,000.00	246,000.00	246,000.00	305.04	3,611.28
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
First National Bank of McGregor, TX	CD	270	3/15/18	12/10/18	1.95%	1.95%	246,000.00	246,000.00	246,000.00	210.28	3,548.47
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
Bank Leuni USA, NY	CD	367	3/23/18	3/25/19	2.15%	2.15%	244,000.00	244,000.00	244,000.00	114.98	5,274.75
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
Platinum Bank, Oakdale MN	CD	455	3/23/18	6/21/19	2.20%	2.20%	242,000.00	242,000.00	242,000.00	116.69	6,636.77
Capital Community Bank, Provo UT	CD	455	3/23/18	6/21/19	1.96%	1.96%	243,000.00	243,000.00	243,000.00	104.39	5,937.19
Farmers & Merchants Union Bank	CD	540	3/28/18	9/19/19	2.20%	2.20%	241,000.00	241,000.00	241,000.00	116.21	7,844.05
							15,152,000.00		15,152,000.00	17,669.17	316,907.32



## Memorandum

**To:** Board of Park Commissioners  
**From:** Liz Gogola, Director of Communication & Marketing;  
Liza McElroy, Executive Director McElroy  
**Date:** April 18, 2018  
**Subject:** **PARKS FOUNDATION OF HIGHLAND PARK FUNDRAISER CHECK PRESENTATION**

---

The Parks Foundation of Highland Park kicked-off its first event of the year with a new fundraising initiative called “**Dine for S.M.I.L.E.**” The event which ran from February 27 – March 3, 2018 was hosted by Bluegrass and gave diners an opportunity to donate to the Parks Foundation SMILE Grant-in-Aid Program. The culmination of week-long event was an all-you-can-eat Shrimp Boil. Bluegrass generously matched all donations made during the week and donated \$25 for each guest attending the Shrimp Boil.

At the April 24th Park District of Highland Park Board meeting, Jim Lederer, owner of Bluegrass will present a \$2,425 check for the **Dine for S.M.I.L.E.** fundraiser donation. Bob Bernstein, president of the Parks Foundation of Highland Park will accept the check on behalf of the Foundation along with the Park District Board of Commissioners.

# EXECUTIVE DIRECTOR'S MONTHLY REPORT

## APRIL 20, 2018

### UPCOMING MEETINGS AND DATES

- May 8, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- May 22, 2018/6:00 p.m./West Ridge Center/Regular Meeting
- June 12, 2018/6:00 p.m./West Ridge Center/Workshop Meeting
- June 26, 2018/6:00 p.m./West Ridge Center/Regular Meeting

### FACILITIES

#### DEER CREEK RACQUET CLUB

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Total Memberships	756	710	673*
Spring Break Camp	91	86	92

#### News and Events

- Twelve racquetball memberships were withdrawn and partially refunded due to the racquetball court flood damage.
- Summer Registration will be an online process in conjunction with the Park District dates starting April 25<sup>th</sup>.
- The "Park District Junior Tennis League" is a popular activity for the Juniors, as over 30 players have participated to date. The next Junior league match is scheduled for Saturday, April 21<sup>st</sup>.

#### CENTENNIAL ICE ARENA

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Daily Drop in Fees			
Public Skate	587	472	479
Freestyle	31	26	240
Open Hockey	21	15	14
Open Gymnastics	205	218	50
Skate Rental	703	407	631
Punch Passes			
Public Skate	8	15	31
Freestyle	16	15	17
Skate Rental	14	19	12
Facility Rentals			
Total Hours			175.58

## News and Events

- March 2016 and March 2017 Open Gymnastics included a full week of Spring Break. April 2018 report will include a full week of Spring Break.

## RECREATION CENTER OF HIGHLAND PARK

<u>Memberships</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	1966	1956	1898
Non-Annual	56	54	54
NorthShore Grant	24	18	12
<b>Total Memberships</b>	<b>2046</b>	<b>2028</b>	<b>1,964</b>
<b>Kid Fit Memberships</b>	<b>68</b>	<b>92</b>	<b>57</b>

<u>Active Members</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Annual	3196	3137	3159
Non-Annual	56	54	54
NorthShore Grant	25	18	13
<b>Total Members</b>	<b>3277</b>	<b>3209</b>	<b>3226</b>
<b>Kid Fit Members</b>	<b>80</b>	<b>136</b>	<b>146</b>

<u>Punch Pass/Day Pass</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics Punch	61	49	46
Track Pass	0	0	1565
Open Gym Punch	13	6	3
Kid Fit Punch Pass	111	6	7
Facility Day Pass	168	152	165

Aquatics Day Pass	167	127	127
Open Gym Day Pass	435	586	286
Kid Fit Day Pass	38	51	26
Kid Fit Time Out	4	16	31

<u>Facility Usage</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Fitness/Aquatics	15003	15512	14326
Track Pass	0	0	2031
Kid Fit	1029	994	541
Group Exercise	6140	5933	6973
Water Aerobics (Per class)	11	12	11
Free Day Passes	216	214	196
Group Exercise Average	11.01	13.4	14

<u>Personal Training/Programs</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Personal Training Units Sold	456	384.25	396.75
Personal Training Usage	928	786	678
Rental Bookings (hours)	131.50	107	126.9

## News and Events

- Memberships are -2.9% from March 2017 (1,898 in 2018 vs. 1,956 in 2017). There has been a .7% increase in total members (3,159 in 2018 vs. 3,137 in 2017). There was growth in each membership category from the previous month, except for 30 Day memberships (decreased by 5). The largest increases from last month were couple memberships (+27) and senior memberships (+15).
- 1,565 Track Passes have been sold in 2018, including the 99 sold in March. Total number of track members = 1,198 Residents (free), 367 Non-Residents.
- Facility Day Passes have increased 8.5% from March 2017 (165 in 2018 vs. 152 in 2017). This could be a partial reason why open gym day passes have reduced by 51% from March 2017.
- Overall Fitness/Aquatics facility usage is -7.65% compared to March 2017.
- Total Group Exercise participation has increased 17.5% from March 2017.
- Personal Training units sold have increased 3.2% from March 2017. However, Personal Training usage has decreased 13.7% from last year.
- Rental Bookings are up 18.5% from March 2017 due to an increase in volleyball and soccer rentals, as well as additional rental space in the café.

# HELLER NATURE CENTER

## School, Scout and Custom Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>HELLER NATURE CENTER</b>			
In-District Schools	3	2	2
Out-of-District Schools	2	9	2
Custom	2	1	4
<b>Total Number of Programs</b>	<b>7</b>	<b>11</b>	<b>8</b>

## Facility Rentals

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>HELLER NATURE CENTER</b>			
Rentals	6	9	4
Birthday Party Package	2	1	1
<b>Total</b>	<b>8</b>	<b>10</b>	<b>5</b>
<b>ROSEWOOD INTERPRETIVE CENTER</b>			
Rentals	2	2	3
Birthday Party Package	0	0	0
<b>Total</b>	<b>2</b>	<b>2</b>	<b>3</b>

### News and Events

- Trisha Roon was hired as a full-time naturalist. Her responsibilities will include coordination of Public Programs, Teams Course and some summer camps.
- Nature Playdates, a new public program offered at Heller the first Saturday of the month, started with an overwhelming response of 30 participants for the first session offered.

# PARKS & 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 Aqua Park Splash Pad Replacement, Park Avenue Beach Dredging and Landscape Service Maintenance.
- Bids and RFP's are currently being prepared for the SVGC 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. For her Gold Award project, the Scout is converting a section of turf that frequently floods to native plantings.
- Parks Staff completing the process of moving into the new Parks Operations and Golf Operations building. Completed cleanup and recycling at old Parks garage.
- Soccer fields have been lined and goals set in place.
- Ballfield batting cages, screens, bases and mounds installed. Fields have been initially dragged.
- Closed Golf Learning Center Winter Dog Run.

## ATHLETICS

	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Spring Basketball</b>	<b>41</b>	<b>42</b>	<b>38</b>
<b>Total</b>	<b>41</b>	<b>42</b>	<b>38</b>

## News and Events:

- Spring Basketball will complete in two weeks.
- April sees the start of house league baseball, softball, girls' lacrosse, and flag football.

## SMILE GRANT-IN-AID MARCH 2018

	2017	2018
<b>Total YTD Subsidy</b>	<b>\$ 48,740</b>	<b>\$35,585</b>
<b>Households</b>		
<b>100% Subsidy YTD</b>	<b>48</b>	<b>48</b>
<b>50% Subsidy YTD</b>	<b>10</b>	<b>9</b>
<b>Total YTD</b>	<b>58</b>	<b>57</b>

### News and Events

- 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 March Rentals

	2015	2016	2017	2018
<b>Rental Bookings (hrs)</b>	<b>51</b>	<b>38</b>	<b>35</b>	<b>30</b>

## Winter Registration as of March 31, 2018

	<u>2017</u>	<u>2018</u>	<u>Variance</u>
Pre-Registered Events	N/A	122	122
Total Registration	N/A	122	122

### News and Events

- Our 2018 Breakfast with the Bunny was Saturday, March 24 at the Country Club. Families enjoyed breakfast and drinks, took lots of pictures with the Bunny and watched a Bubble magician show. To top it all off, our guests had a private egg hunt, with 1,000 eggs. In 2017, the breakfast with the Bunny was hosted in April and had 99 participants.
- Due to severe wind and weather warnings, our annual Egg hunt was cancelled in 2018. The Community was notified by an alert on pdhp.org and Facebook, as well as banners which were placed at the main entrances of Sunset Woods Park.

## CAMP REGISTRATION AS OF APRIL, 2018

	<u>2017</u>	<u>2018</u>	<u>Variance</u>
Before/After Camp Care	120	102	-18
Camp Big/Little Top	74	51	-23
Camp Sunshine/More Sunshine	112	119	7
Coast Guardians	32	36	4
Counselor in Training: Leadership Camp	42	37	-5
Tennis Camps	44	47	3
Girl's Outdoor Challenge	3	9	6
Girls Play Strong Camp	49	42	-7
Golf Camps	8	10	2
Hook, Line & Sinker	9	9	0
Jr/Sr Crew Camp	132	199	67
Jr/Sr Spotlighters	56	54	-2
Junior Varsity Sports Camp	32	30	-2
Mini Crew	15	13	-2
Outdoor Adventure Camp	16	21	5
Sand Trackers	25	26	1
Space Camp	3	n/a	-3
Swim N' Gym	n/a	36	36
Trekkers	25	33	8
Varsity Sports Camp	42	36	-6
<b>Total</b>	<b>839</b>	<b>910</b>	<b>71</b>

# Marketing & Communications ( Mar 17 – April 12)

Social Media			
			
<b>3,300</b>	<b>807</b>	<b>479</b>	<b>17</b>
Likes	Followers	Followers	Views

pdhp.org		
<b>11,854</b>	<b>18,198</b>	<b>43,444</b>
Visitors	Visits	Pageviews

Email			
<b>33,740</b>	<b>83,579</b>	<b>15,024</b>	<b>1,194</b>
Total Audience	Emails Delivered	Emails Opened	Clicks to pdhp.org

Digital Brochures			
Spring		Camp	
<b>163</b>	<b>8</b>	<b>48</b>	<b>1</b>
Views	Clicks to Register	Views	Clicks to Register

## Graphics



Please join us for a **CHILDHOOD ENRICHMENT Pop-in**  
**Mon Apr 16 • 5-6:30pm**  
**West Ridge Center**

**3:30pm** - Meet with staff to discuss program and staff. Through registration process for children.  
**3:45pm** - Our teaching staff will arrive to take 45 minutes while you are in the program space and the staff from Childhood Enrichment in the Student Center. Games, Treats, and activities will be provided in a room near quad area.  
**4:00pm** - Program space will be open, including an NCF representative - April 25

We hope you will join us to learn about all the benefits you and your child can receive at the Park District of Highland Park.

**NEW this year:**

- Parent Meeting to discuss program and staff
- Program space will be open to you to discuss program and staff
- Games, Treats, and activities will be provided in a room near quad area
- Staff from Childhood Enrichment in the Student Center
- NCF representative will be present
- Program space will be open, including an NCF representative - April 25

**PARK DISTRICT OF HIGHLAND PARK**



**Summer Registration**

**BEGINS**  
**Wed Apr 25**

Register at [pdhp.org](http://pdhp.org)

**PARK DISTRICT OF HIGHLAND PARK**



**DEER CREEK RACQUET CLUB**  
*open year-round starting this Summer!*



**Deer Creek Racquet Club**  
**Summer Registration**

**Begins Apr 25** **Begins May 2**  
 Residents / Members Nonresidents

Register in person at Deer Creek or online at [pdhp.org](http://pdhp.org)

**DEER CREEK RACQUET CLUB**



Now you can play your favorite racquet sport, rain or shine, year-round in our beautiful climate-controlled club.

Here are the details on our new indoor summer season:  
**Open Jun 11 – Aug 24**  
 \$15 Fee/Person  
 • Open to all ages 10 and over  
 • Limited court availability  
 • There is a fee for court rental for members and nonmembers.  
 • All court fees will be waived for some.

**Indoor Adult Programs (June 18-Aug 19)**  
 Summer Camps  
 Drop in (ages 10-18) 2.0 & 3.0 level  
 Tennis Drop in  
 10:00am-12:00pm  
 Drop in (ages 18+) 3.0, 4.0, 4.5  
 12:00pm-2:00pm

**Indoor Junior Programs/Camps**  
 Drop in (ages 10-18) 2.0 & 3.0 level  
 10:00am-12:00pm  
 Drop in (ages 18+) 3.0, 4.0, 4.5  
 12:00pm-2:00pm

**DEER CREEK RACQUET CLUB**



**Summer 2018 Programs**

**Heller**  
 Nature Center

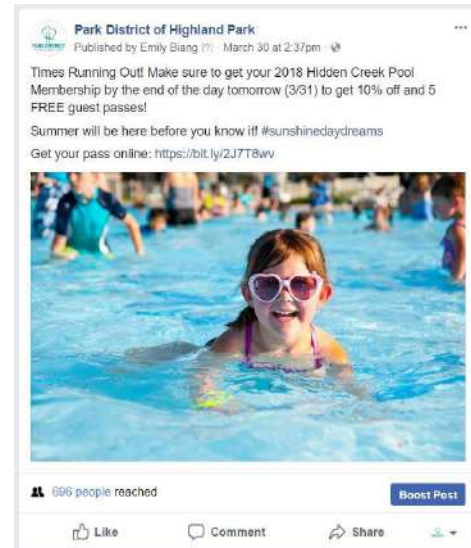
# PDHP.org

		43,444 % of Total: 100.00% (43,444)	33,447 % of Total: 100.00% (33,447)	00:01:34 Avg for View: 00:01:34 (0.00%)
1.	/	9,007 (20.73%)	6,722 (20.10%)	00:01:29
2.	/recreation-center-highland-park-fitness-pool/	3,807 (8.76%)	2,675 (8.00%)	00:02:08
3.	/programs/	2,284 (5.26%)	1,582 (4.73%)	00:00:29
4.	/centennial-ice-arena/	1,736 (4.00%)	1,378 (4.12%)	00:02:17
5.	/highland-park-country-club/	1,387 (3.19%)	1,011 (3.02%)	00:01:30
6.	/facilitiesparks/	1,315 (3.03%)	1,054 (3.15%)	00:00:22
7.	/event/egg-hunt-family/	1,091 (2.51%)	963 (2.88%)	00:03:58
8.	/camps/	998 (2.30%)	685 (2.05%)	00:03:28
9.	/youth-sports/youth-baseball/	924 (2.13%)	546 (1.63%)	00:02:21
10.	/join-our-team/	839 (1.93%)	645 (1.93%)	00:03:15
11.	/heller-nature-center/	819 (1.89%)	621 (1.86%)	00:01:50
12.	/recreation-center-highland-park-fitness-pool/group-exercise/	780 (1.80%)	592 (1.77%)	00:02:11
13.	/hidden-creek-aquatic-park-outdoor-pool/	639 (1.47%)	510 (1.52%)	00:02:27
14.	/parties-rentals/	626 (1.44%)	434 (1.30%)	00:00:49
15.	/athletics/	526 (1.21%)	439 (1.31%)	00:00:18
16.	/deer-creek-racquet-club/	499 (1.15%)	399 (1.19%)	00:01:50
17.	/bids-rfps/	496 (1.14%)	388 (1.16%)	00:03:50
18.	/rosewood-beach-2/	494 (1.14%)	404 (1.21%)	00:01:59
19.	/west-ridge-center/	487 (1.12%)	420 (1.26%)	00:02:09
20.	/staff-directory/	483 (1.11%)	443 (1.32%)	00:03:29
21.	/sunset-valley-golf-course-renovation/	414 (0.95%)	331 (0.99%)	00:02:37
22.	/events/	380 (0.87%)	324 (0.97%)	00:00:53
23.	/find-listing/	380 (0.87%)	294 (0.88%)	00:01:36
24.	/golf-learning-center/	342 (0.79%)	258 (0.77%)	00:03:38
25.	/boys-triple-baseball-schedule/	328 (0.75%)	267 (0.80%)	00:03:46
26.	/beaches/	296 (0.68%)	206 (0.62%)	00:00:59
27.	/2018/03/spring-break-programs-3/	254 (0.58%)	208 (0.62%)	00:01:44
28.	/recreation-center-highland-park-fitness-pool/indoor-aquatics/	248 (0.57%)	183 (0.55%)	00:00:58
29.	/event/breakfast-with-the-bunny/	237 (0.55%)	218 (0.65%)	00:02:17
30.	/centennial-ice-arena/gymnastics/	233 (0.54%)	162 (0.49%)	00:01:48
31.	/parks/dog-exercise-areas/	231 (0.53%)	187 (0.56%)	00:02:05
32.	/contact/	216 (0.50%)	190 (0.57%)	00:01:01

## Social Media Campaigns

### Hidden Creek Last Change for Early Bird Pricing Post Performance Results (3/30-3/31)

- Ad reached 696 people (unique views)
- 28 post engagements (liked, shared, or commented on the post)
- 11 link clicks to register
- Letting our followers know that it was the last 24hrs of our Early Bird Pool Pass Sale



### Centennial Gymnastics Programs Boosted Post Performance Results 4/10-4/17)

- Ad reached 2,079 people (unique views)
- 140 post engagements (liked, shared, or commented on the post)
- 15 link clicks to register
- Increased awareness of gymnastics programs at Centennial Ice Arena
- Cost: \$50



### Driving Range Open Boosted Post Performance Results (4/11-4/12)

- Ad reached 937 people (unique views)
- 39 post engagements (liked, shared, or commented on the post) 21 link clicks to learn more
- Let people know that the Highland Park Golf Learning Center Driving Range was open
- Cost: \$20



## RCHP Aquatics and Fitness Status Report for Winter 2018 Programs

	2017 Actual	2018 Budget	2018 Actual
<b>ADULT AQUATICS</b>	5	6	7
<b>EARLY CHILDHOOD AQUATICS</b>	64	82	79
<b>PARENT TOT AQUATICS</b>	21	18	18
<b>YOUTH AQUATICS</b>	92	126	100
<b>AQUATICS TOTAL</b>	<b>182</b>	<b>232</b>	<b>204</b>
<b>FITNESS EVENTS</b>	0	0	0
<b>BEACH FITNESS</b>	8	0	15
<b>GROUP EXERCISE FITNESS</b>	142	125	232
<b>TEEN FITNESS</b>	33	45	34
<b>FITNESS TOTAL</b>	<b>183</b>	<b>170</b>	<b>281</b>
<b>AQUATICS AND FITNESS TOTAL</b>	<b>365</b>	<b>402</b>	<b>485</b>

## Athletics Status Report for Winter 2018 Programs

	2017 Actual	2018 Budget	2018 Actual
ALL SPORTS/PARENT TOT	0	0	15
BASKETBALL - BOYS TRAVEL	40	50	57
BASKETBALL - GIRLS TRAVEL	30	40	2
BASKETBALL BOYS FEEDER	75	60	63
BASKETBALL PRE K - 1	44	40	35
BASKETBALL GRADES 1-2	61	54	36
BASKETBALL GRADES 3-4	61	60	95
BASKETBALL - GRADES 5-6	22	20	39
BASKETBALL - PREP	19	20	19
TOURNAMENTS	14	16	12
HP FIELDHOUSE	160	207	240
MARTIAL ARTS	96	75	99
SOFTBALL YOUTH CLINIC	8	15	14
VOLLEYBALL YOUTH	0	24	0
WRESTLING	16	25	19
CLINICS	0	0	0
AFTER SCHOOL SPORTS	1	1	0
<b>ATHLETICS TOTAL</b>	<b>647</b>	<b>707</b>	<b>745</b>

## CIA Gymnastics and Skating Status Report for Spring 2017-2018 Programs

	2017 Actual	2018 Budget	2018 Actual
ADULT/CHILD GYMNASTICS	128	165	106
EARLY CHILDHOOD GYMNASTICS	191	200	184
YOUTH GYMNASTICS	172	140	132
<b>GYMNASTICS TOTAL</b>	<b>446</b>	<b>505</b>	<b>422</b>

ADVANCED HOCKEY	32	32	33
BEGINNER HOCKEY	55	55	57
INTERMEDIATE HOCKEY	60	60	31
ICE SHOW	252	200	273
ADULT SKATING	16	10	17
BASIC SKILLS SKATING	163	170	148
EARLY CHILDHOOD SKATING	100	100	107
FREESTYLE SKATING	60	60	59
SPECIALTY SKATING	81	63	31

<b>SKATING TOTAL</b>	<b>567</b>	<b>750</b>	<b>756</b>
----------------------	------------	------------	------------

<b>TOTAL GYMNASTICS AND SKATING</b>	<b>1,013</b>	<b>1,255</b>	<b>1,178</b>
-------------------------------------	--------------	--------------	--------------

## Deer Creek Status Report for Winter 2018 Programs

	2017 Actual	2018 Budget	2018 Actual
ADULT TENNIS	241	241	250
YOUTH TENNIS	443	478	547
TENNIS EVENTS	14	14	14
YOUTH TENNIS CAMP	70	70	82

<b>TOTAL TENNIS</b>	<b>768</b>	<b>803</b>	<b>893</b>
---------------------	------------	------------	------------

## Heller Nature Center Program Status Report for Winter 2018 Programs

	2017 Actual	2018 Budget	2018 Actual
EARLY CHILDHOOD	19	7	4
PUBLIC PROGRAMS	26	45	44
AFTER SCHOOL	19	13	22
NEW PROGRAMS	0	0	0

<b>TOTAL HELLER PROGRAMS</b>	<b>64</b>	<b>65</b>	<b>70</b>
------------------------------	-----------	-----------	-----------

## Recreation Status Report for Winter 2018 Programs

	2017 Actual	2018 Budget	2018 Actual
ADULT ART	40	52	36
YOUTH ART	16	16	8
YOUTH DANCE	57	62	67
CHILDHOOD ENRICHMENT PROGRAM	369	324	300
KINDER EXPRESS	96	109	131
VARIETY	74	101	45
PERFORMING ARTS	148	133	346
<b>TOTAL RECREATION PROGRAMS</b>	<b>800</b>	<b>797</b>	<b>933</b>

## Rosewood Beach Interpretive Center Status Report for Winter 2018 Programs

	2017 Actual	2018 Budget	2018 Actual
<b>EARLY CHILDHOOD</b>			
3 day Monarchs and Minnows	5	0	0
1 day Monarchs and Minnows	0	6	10
<b>EARLY CHILDHOOD</b>	<b>5</b>	<b>6</b>	<b>0</b>
<b>PUBLIC PROGRAMS</b>			
Adult Programs	0	0	6
Youth Programs	0	6	14
Family Programs	0	0	0
<b>PUBLIC PROGRAMS</b>	<b>0</b>	<b>6</b>	<b>0</b>
<b>AFTER SCHOOL</b>			
	0	0	0
<b>AFTER SCHOOL</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NEW PROGRAMS</b>			
	0	0	
	0	0	
<b>NEW PROGRAMS</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ROSEWOOD PROGRAMS</b>	<b>5</b>	<b>12</b>	<b>30</b>